



**Mike Mayes, Director
Financial Services**

TOWN OF NEWMARKET
395 Mulock Drive
P.O. Box 328
Newmarket, ON L3Y 4X7

www.newmarket.ca
mmayes@newmarket.ca
905.895.5193 ext. 2102

November 10, 2015

**JOINT DEVELOPMENT & INFRASTRUCTURE SERVICES – PLANNING & BUILDING
SERVICES AND CORPORATE SERVICES REPORT – FINANCIAL SERVICES 2015-57**

TO: Mayor Tony Van Bynen and Members of Council
Committee of the Whole

SUBJECT: 2016 User Fees and Charges – Planning Act Fees

ORIGIN: Director, Planning & Building Services and Director, Financial Services/Treasurer

RECOMMENDATIONS:

THAT Joint Development & Infrastructure Services – Planning & Building Services and Corporate Services Report – Financial Services 2015-57 dated November 10, 2015 regarding 2016 User Fees and Charges – Planning Act Fees be received and the following recommendations be adopted:

- 1. THAT the attached Schedule “A”, being the Town of Newmarket 2016 Planning Application Fees Schedule, be approved and adopted by by-law;**
- 2. AND THAT the fee adjustments come into full force and effect as of January 1, 2016.**

COMMENTS

Purpose

The purpose of this report is to recommend increases of 3.5% to the Planning Act Fees for 2016, unless fees are regulated or established by other provincial legislation or third party.

Budget Impact

The estimated impact of the proposed increases to the Planning Act Fees is \$11,000.

Summary

Fees and charges are being targeted to increase by 3.5%, resulting from general service cost increases including wage and benefit increases.

Background

All rates and fees are reviewed annually and adjusted in accordance with the Annual Budget Review Process and application of the Service Pricing Policy.

Analysis & Options

Based on the Service Pricing Policy, Planning fees are categorized as a Community Supported Good, establishing a targeted cost recovery level of 90% for the majority of fees with the exception of Committee of Adjustment application fees. The targeted cost recovery for Committee of Adjustment application fees is 55%.

The attached Schedule "A" has been prepared to recognize Planning Application fee increases of 3.5% resulting from general service cost increases including wage and benefit increases.

BUSINESS PLAN AND STRATEGIC PLAN LINKAGES

The adoption of the 2016 Fees and Charges by-law, implementing adjustments to the Planning Act regulated fees, is in alignment with the key focus area *Well-equipped & managed* of the Community Strategic Plan.

CONSULTATION

Advertisement on the Town of Newmarket's website has been provided for a three-week period in advance of the public meeting (Council on November 30). In addition, notice has been given through advertisement on the Town Page of the local newspaper in advance of Council's consideration of the fee adjustments. These fees and charges are being presented as part of the Committee of the Whole meeting scheduled for November 16, 2015.

BUDGET IMPACT (Current and Future)

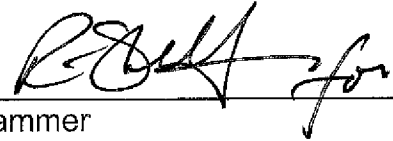
The additional revenue anticipated as a result of the increase in Planning Act Fees is \$11,000.

CONTACT

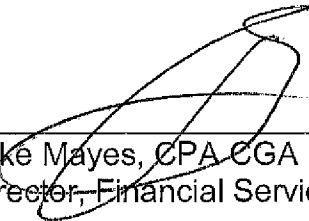
For more information on this report, please contact Rick Nethery at 905-953-5300, ext. 2451 or rnethery@newmarket.ca.



Rick Nethery
Director, Planning and Building Services



Peter Noehammer
Commissioner, DIS Services



Mike Mayes, CPA CGA
Director, Financial Services/Treasurer



Anita Moore, AMCT
Commissioner, Corporate Services

FW/ne
Attachment

(1) Planning Department: 2015 User Fees – Schedule A (6 pgs.)

**TOWN OF NEWMARKET
2016 USER FEES
SCHEDULE A**

Department: Planning

Effective Date:

January 1, 2016

Note: Shaded areas indicate fees regulated or established by either other Provincial legislation or third party.

SERVICE PROVIDED	UNIT OF MEASURE	2015 FEE BEFORE TAX	2016 FEE BEFORE TAX	HST AMOUNT	TOTAL FEE	% INCREASE
Application Processing: Fees Prescribed under Section 69 of the Planning Act, R.S.O. 1990 for applications submitted after Sept. 15/2006.						
Official Plan Amendment	each	\$ 22,026.26	\$ 22,797.18	\$ 2,963.63	\$ 25,760.81	3.5%
Zoning By-law Amendment	each	\$ 19,199.56	\$ 19,871.54	\$ 2,583.30	\$ 22,454.84	3.5%
Subdivision - Residential	Base fee	\$ 69,983.33	\$ 72,432.75	\$ 9,416.26	\$ 81,849.01	3.5%
	Plus per unit	\$ 181.18	\$ 187.52	\$ 24.38	\$ 211.90	3.5%
Subdivision - Commercial	Base fee	\$ 75,086.97	\$ 77,715.01	\$ 10,102.95	\$ 87,817.96	3.5%
	Plus per hectare	\$ 1,389.00	\$ 1,437.62	\$ 186.89	\$ 1,624.51	3.5%
Subdivision - Industrial	Base fee	\$ 77,170.55	\$ 79,871.52	\$ 10,383.30	\$ 90,254.82	3.5%
	Plus per hectare	\$ 347.25	\$ 359.40	\$ 46.72	\$ 406.12	3.5%
Subdivision - Institutional	Base fee	\$ 76,475.04	\$ 79,151.67	\$ 10,289.72	\$ 89,441.39	3.5%
	Plus per hectare	\$ 694.51	\$ 718.82	\$ 93.45	\$ 812.27	3.5%
Revision of Draft Plan Approval Requiring Circulation	each application	\$ 2,701.20	\$ 2,795.74	\$ 363.45	\$ 3,159.19	3.5%

**TOWN OF NEWMARKET
2016 USER FEES
SCHEDULE A**

Department: Planning

Effective Date:

January 1, 2016

Note: Shaded areas indicate fees regulated or established by either other Provincial legislation or third party.

SERVICE PROVIDED	UNIT OF MEASURE	2015 FEE BEFORE TAX	2016 FEE BEFORE TAX	HST AMOUNT	TOTAL FEE	% INCREASE
Revision to Conditions of Draft Approval	each application	\$ 2,701.20	\$ 2,795.74	\$ 363.45	\$ 3,159.19	3.5%
Extension of Draft Approval	each application	\$ 1,350.58	\$ 1,397.85	\$ 181.72	\$ 1,579.57	3.5%
Registration of each Phase of a Plan	each	\$ 1,350.58	\$ 1,397.85	\$ 181.72	\$ 1,579.57	3.5%
Site Plan - Residential	each	\$ 35,960.34	\$ 37,218.95	\$ 4,838.46	\$ 42,057.41	3.5%
	Plus per unit	\$ 181.18	\$ 187.52	\$ 24.38	\$ 211.90	3.5%
Site Plan - High Rise Office Commercial	Per 1,800 m ² of gross floor area	\$ 11,767.20	\$ 12,179.05	\$ 1,583.28	\$ 13,762.33	3.5%
Site Plan - All Other	each	\$ 11,543.40	\$ 11,947.42	\$ 1,553.16	\$ 13,500.58	3.5%
Condominium - Residential	each	\$ 32,231.04	\$ 33,359.13	\$ 4,336.69	\$ 37,695.82	3.5%
	Plus per unit	\$ 181.18	\$ 187.52	\$ 24.38	\$ 211.90	3.5%
Condominium - All Other	each	\$ 8,087.60	\$ 8,370.67	\$ 1,088.19	\$ 9,458.86	3.5%
Removal of Holding (H)	each	\$ 3,578.47	\$ 3,703.72	\$ 481.48	\$ 4,185.20	3.5%
Part Lot Control	each	\$ 1,695.43	\$ 1,754.77	\$ 228.12	\$ 1,982.89	3.5%
Consent - Severance	each	\$ 6,027.12	\$ 6,238.07	\$ 810.95	\$ 7,049.02	3.5%

**TOWN OF NEWMARKET
2016 USER FEES
SCHEDULE A**

Department: Planning

Effective Date:

January 1, 2016

Note: Shaded areas indicate fees regulated or established by either other Provincial legislation or third party.

SERVICE PROVIDED	UNIT OF MEASURE	2015 FEE BEFORE TAX	2016 FEE BEFORE TAX	HST AMOUNT	TOTAL FEE	% INCREASE
Consent - Other	each	\$ 4,018.56	\$ 4,159.21	\$ 540.70	\$ 4,699.91	3.5%
Minor Variance	each	\$ 1,347.64	\$ 1,394.81	\$ 181.33	\$ 1,576.14	3.5%
Special Committee of Adjustment Meeting for Emergent Issues	each	\$ 925.38	\$ 957.77	\$ 124.51	\$ 1,082.28	3.5%
Sign or fence By-law variance - within the jurisdiction of staff	each	\$ 80.87	\$ 83.70	\$ 10.88	\$ 94.58	3.5%
Sign or fence By-law variance or appeal to the Variance Committee	each	\$ 477.66	\$ 494.38	\$ 64.27	\$ 558.65	3.5%
Telecommunications Tower	each	\$ 11,378.90	\$ 11,777.16	\$ 1,531.03	\$ 13,308.19	3.5%
Application Reactivation Fee	each	\$ 610.42	\$ 631.78	\$ 82.13	\$ 713.91	3.5%
	Plus Annual Increase					
Woodlot Preservation Application (By-Law 2007-71)	per tree	\$ 122.09	\$ 126.36	\$ 16.43	\$ 142.79	3.5%
Tree Preservation, Protection, Replacement and Enhancement Policy Compensation	Based on the "Guide for Plant Appraisal" 9 th (or latest) edition established by the International Society of Arboriculture.					
Request for Support Resolution (Feed-In-Tarif Program)	Per Application	\$ 150.00	\$ 150.00	\$ -	\$ 150.00	0.0%
Peer Review and/or External Consulting Fees	Actual Cost					
Planning Administrative Fee	5% of consultant's fee					

**TOWN OF NEWMARKET
2016 USER FEES
SCHEDULE A**

Department: Planning

Effective Date:

January 1, 2016

Note: Shaded areas indicate fees regulated or established by either other Provincial legislation or third party.

SERVICE PROVIDED	UNIT OF MEASURE	2015 FEE BEFORE TAX	2016 FEE BEFORE TAX	HST AMOUNT	TOTAL FEE	% INCREASE
Referral of Plan to Ontario Municipal Board	each	\$ 125.00	\$ 125.00	\$ -	\$ 125.00	0.0%
Ontario Municipal Board Hearing Deposits		Ontario Municipal Board Hearing Deposits are due and payable upon the receipt of an appeal with respect to the application(s). The said deposit shall be paid by the applicant in a manner and amount to be determined by the Council of the Town of Newmarket. Fees incurred by the Municipality above and beyond the amount of the deposit required will be invoiced to and payable by the applicant. Should the fees incurred be less than the amount of the deposit required, the appropriate refund will be issued to the applicant.				
Application Processing: Fees Prescribed under Section 69 of the Planning Act, R.S.O. 1990 for applications submitted prior to Sept. 15/2006.						
Draft Approval and Final Registration Coordination Fee (payable at time of draft approval)						
Industrial Subdivisions		\$ 19,634.74	\$ 20,321.96	\$ 2,641.85	\$ 22,963.81	3.5%
Residential Subdivisions (more than 30 lots)		\$ 19,644.84	\$ 20,332.41	\$ 2,643.21	\$ 22,975.62	3.5%
All other Subdivisions		\$ 14,726.78	\$ 15,242.22	\$ 1,981.49	\$ 17,223.71	3.5%
Coordination Fee for Engineering Drawing Submissions beyond 4th Submission (payable at time of 5th submission)						
Industrial Subdivisions		\$ 4,813.15	\$ 4,981.61	\$ 647.61	\$ 5,629.22	3.5%
Residential Subdivisions (more than 30 lots)		\$ 4,813.15	\$ 4,981.61	\$ 647.61	\$ 5,629.22	3.5%
All other Subdivisions		\$ 2,406.56	\$ 2,490.79	\$ 323.80	\$ 2,814.59	3.5%

**TOWN OF NEWMARKET
2016 USER FEES
SCHEDULE A**

Department: Planning

Effective Date:

January 1, 2016

Note: Shaded areas indicate fees regulated or established by either other Provincial legislation or third party.

SERVICE PROVIDED	UNIT OF MEASURE	2015 FEE BEFORE TAX	2016 FEE BEFORE TAX	HST AMOUNT	TOTAL FEE	% INCREASE
Miscellaneous Items						
Photocopies	each	\$ 0.87	\$ 0.90	\$ 0.12	\$ 1.02	3.5%
Zoning By-law Amendment (copy)	each	\$ 3.24	\$ 3.35	\$ 0.44	\$ 3.79	3.5%
Street Maps (36" X 42")	each	\$ 15.27	\$ 15.80	\$ 2.05	\$ 17.85	3.5%
Full Size Drawings (Copies)	each	\$ 15.27	\$ 15.80	\$ 2.05	\$ 17.85	3.5%
Zoning Maps	each	\$ 6.38	\$ 6.60	\$ 0.86	\$ 7.46	3.5%
Developments Pending Map	each	\$ 15.27	\$ 15.80	\$ 2.05	\$ 17.85	3.5%
Lot Map	each	\$ 15.27	\$ 15.80	\$ 2.05	\$ 17.85	3.5%
OPA	each	\$ 7.68	\$ 7.95	\$ 1.03	\$ 8.98	3.5%
Yonge Street Study	each	\$ 21.72	\$ 22.48	\$ 2.92	\$ 25.40	3.5%
Newmarket Official Plan 2006-2026 (Approved Version)	each	\$ 52.23	\$ 54.06	\$ 7.03	\$ 61.09	3.5%

**TOWN OF NEWMARKET
2016 USER FEES
SCHEDULE A**

Department: Planning

Effective Date:

January 1, 2016

Note: Shaded areas indicate fees regulated or established by either other Provincial legislation or third party.

SERVICE PROVIDED	UNIT OF MEASURE	2015 FEE BEFORE TAX	2016 FEE BEFORE TAX	HST AMOUNT	TOTAL FEE	% INCREASE
Bylaw 1979 - 50	each	\$ 53.53	\$ 55.40	\$ 7.20	\$ 62.60	3.5%
Zoning Bylaw 2010-40	each	\$ 66.04	\$ 68.35	\$ 8.89	\$ 77.24	3.5%
Street Number Maps (set)	each	\$ 76.50	\$ 79.18	\$ 10.29	\$ 89.47	3.5%
Zoning Confirmation Letter	each	\$ 82.38	\$ 85.26	\$ 11.08	\$ 96.34	3.5%
Zoning Compliance Letters	each	\$ 139.80	\$ 144.69	\$ 18.81	\$ 163.50	3.5%
Newmarket Historic Downtown Community Improvement Plan (CIP)	each	\$ 12.75	\$ 13.20	\$ 1.72	\$ 14.92	3.5%
CIP Design Guidelines	each	\$ 6.38	\$ 6.60	\$ 0.86	\$ 7.46	3.5%
Oak Ridges Moraine (OPA)	each	\$ 44.62	\$ 46.18	\$ 6.00	\$ 52.18	3.5%
Oak Ridges Moraine (Zoning Bylaw)	each	\$ 6.38	\$ 6.60	\$ 0.86	\$ 7.46	3.5%
Owner Request for Change of Address	each	\$ 154.50	\$ 159.91	\$ 20.79	\$ 180.70	3.5%