



**Mike Mayes, Director
Financial Services**

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November 14, 2016

**JOINT DEVELOPMENT & INFRASTRUCTURE SERVICES – PLANNING & BUILDING
SERVICES AND CORPORATE SERVICES REPORT – FINANCIAL SERVICES 2016-51**

TO: Mayor Tony Van Bynen and Members of Council

SUBJECT: 2017 User Fees and Charges – Planning Act Fees

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

RECOMMENDATIONS:

- a) **THAT Joint Development & Infrastructure Services – Planning & Building Services and Corporate Services Report – Financial Services 2016-51 dated November 14, 2016 regarding 2017 User Fees and Charges – Planning Act Fees be received and the following recommendations be adopted:**
- i. **THAT the attached Schedule “A”, being the Town of Newmarket 2017 Planning Application Fees Schedule, be approved and adopted by by-law;**
 - ii. **AND THAT the fee adjustments come into full force and effect as of January 1, 2017.**

COMMENTS

Purpose

The purpose of this report is to recommend increases of 3% to the Planning Act Fees for 2017, 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%, 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% resulting from general service cost increases including wage and benefit increases.

BUSINESS PLAN AND STRATEGIC PLAN LINKAGES

The adoption of the 2017 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 December 5). 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 28, 2016.

BUDGET IMPACT (Current and Future)

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

CONTACT

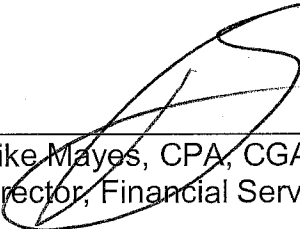
For more information on this report, please contact Rick Nethery at 905-953-5300, ext. 2451 or rnethery@newmarket.ca or Mike Mayes at 905-953-5300, ext. 2102 or mmayes@newmarket.ca



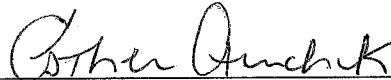
Rick Nethery
Director, Planning and Building Services



Peter Noehammer
Commissioner, DIS Services



Mike Mayes, CPA, CGA, DPA
Director, Financial Services/Treasurer



Esther Armchuk, B.A. LL.B.
Commissioner, Corporate Services

MM:FW/ne
Attachment

(1) Planning Department: 2017 User Fees – Schedule A (6 pgs.)

**TOWN OF NEWMARKET
2017 USER FEES
SCHEDULE A**

Department: Planning

Effective Date: _____

January 1, 2017

SERVICE PROVIDED	UNIT OF MEASURE	SUBJECT TO HST YES/NO	2016 FEE BEFORE TAX	2017 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	Y	\$ 22,797.18	\$ 23,481.10	\$ 3,052.54	\$ 26,533.64	3.0%
Zoning By-law Amendment	each	Y	\$ 19,871.54	\$ 20,467.69	\$ 2,660.80	\$ 23,128.49	3.0%
Subdivision - Residential	Base fee	Y	\$ 72,432.75	\$ 74,605.73	\$ 9,698.74	\$ 84,304.47	3.0%
	Plus per unit	Y	\$ 187.52	\$ 193.15	\$ 25.11	\$ 218.26	3.0%
Subdivision - Commercial	Base fee	Y	\$ 77,715.01	\$ 80,046.46	\$ 10,406.04	\$ 90,452.50	3.0%
	Plus per hectare	Y	\$ 1,437.62	\$ 1,480.75	\$ 192.50	\$ 1,673.25	3.0%
Subdivision - Industrial	Base fee	Y	\$ 79,871.52	\$ 82,267.67	\$ 10,694.80	\$ 92,962.47	3.0%
	Plus per hectare	Y	\$ 359.40	\$ 370.18	\$ 48.12	\$ 418.30	3.0%
Subdivision - Institutional	Base fee	Y	\$ 79,151.67	\$ 81,526.22	\$ 10,598.41	\$ 92,124.63	3.0%
	Plus per hectare	Y	\$ 718.82	\$ 740.38	\$ 96.25	\$ 836.63	3.0%
Revision of Draft Plan Approval Requiring Circulation	each application	Y	\$ 2,795.74	\$ 2,879.61	\$ 374.35	\$ 3,253.96	3.0%

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Revision to Conditions of Draft Approval	each application	Y	\$ 2,795.74	\$ 2,879.61	\$ 374.35	\$ 3,253.96	3.0%
Extension of Draft Approval	each application	Y	\$ 1,397.85	\$ 1,439.79	\$ 187.17	\$ 1,626.96	3.0%
Registration of each Phase of a Plan	each	Y	\$ 1,397.85	\$ 1,439.79	\$ 187.17	\$ 1,626.96	3.0%
Site Plan - Residential	each	Y	\$ 37,218.95	\$ 38,335.52	\$ 4,983.62	\$ 43,319.14	3.0%
	Plus per unit	Y	\$ 187.52	\$ 193.15	\$ 25.11	\$ 218.26	3.0%
Site Plan - High Rise Office Commercial	Per 1,800 m ² of gross floor area	Y	\$ 12,179.05	\$ 12,544.42	\$ 1,630.77	\$ 14,175.19	3.0%
Site Plan - All Other	each	Y	\$ 11,947.42	\$ 12,305.84	\$ 1,599.76	\$ 13,905.60	3.0%
Condominium - Residential	each	Y	\$ 33,359.13	\$ 34,359.90	\$ 4,466.79	\$ 38,826.69	3.0%
	Plus per unit	Y	\$ 187.52	\$ 193.15	\$ 25.11	\$ 218.26	3.0%
Condominium - All Other	each	Y	\$ 8,370.67	\$ 8,621.79	\$ 1,120.83	\$ 9,742.62	3.0%
Removal of Holding (H)	each	Y	\$ 3,703.72	\$ 3,814.83	\$ 495.93	\$ 4,310.76	3.0%
Part Lot Control	each	Y	\$ 1,754.77	\$ 1,807.41	\$ 234.96	\$ 2,042.37	3.0%
Consent - Severance	each	Y	\$ 6,238.07	\$ 6,425.21	\$ 835.28	\$ 7,260.49	3.0%

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Consent - Other	each	Y	\$ 4,159.21	\$ 4,283.99	\$ 556.92	\$ 4,840.91	3.0%
Minor Variance	each	Y	\$ 1,394.81	\$ 1,436.65	\$ 186.76	\$ 1,623.41	3.0%
Special Committee of Adjustment Meeting for Emergent Issues	each	Y	\$ 957.77	\$ 986.50	\$ 128.25	\$ 1,114.75	3.0%
Sign or fence By-law variance - within the jurisdiction of staff	each	Y	\$ 83.70	\$ 86.21	\$ 11.21	\$ 97.42	3.0%
Sign or fence By-law variance or appeal to the Variance Committee	each	Y	\$ 494.38	\$ 509.21	\$ 66.20	\$ 575.41	3.0%
Telecommunications Tower	each	Y	\$ 11,777.16	\$ 12,130.47	\$ 1,576.96	\$ 13,707.43	3.0%
Application Reactivation Fee	each	Y	\$ 631.78	\$ 650.73	\$ 84.59	\$ 735.32	3.0%
	Plus Annual Increase	Y					
Woodlot Preservation Application (By-Law 2007-71)	per tree	Y	\$ 126.36	\$ 130.15	\$ 16.92	\$ 147.07	3.0%
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-Tariff Program)	Per Application	N	\$ 150.00	\$ 154.50	\$ -	\$ 154.50	3.0%
Peer Review and/or External Consulting Fees	Actual Cost	Y					
Planning Administrative Fee	5% of consultant's fee	Y					

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SERVICE PROVIDED	UNIT OF MEASURE	SUBJECT TO HST YES/NO	2016 FEE BEFORE TAX	2017 FEE BEFORE TAX	HST AMOUNT
Referral of Plan to Ontario Municipal Board	each	N	\$ 125.00	\$ 125.00	\$ -
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		Y	\$ 20,321.96	\$ 20,931.62	\$ 2,721.11
Residential Subdivisions (more than 30 lots)		Y	\$ 20,332.41	\$ 20,942.38	\$ 2,722.51
All other Subdivisions		Y	\$ 15,242.22	\$ 15,699.49	\$ 2,040.93
Coordination Fee for Engineering Drawing Submissions beyond 4 th Submission (payable at time of 5 th submission)					
Industrial Subdivisions		Y	\$ 4,981.61	\$ 5,131.06	\$ 667.04
Residential Subdivisions (more than 30 lots)		Y	\$ 4,981.61	\$ 5,131.06	\$ 667.04
All other Subdivisions		Y	\$ 2,490.79	\$ 2,565.51	\$ 333.52

TOTAL FEE	% INCREASE
\$ 125.00	0.0%
\$ 23,652.73	3.0%
\$ 23,664.89	3.0%
\$ 17,740.42	3.0%
\$ 5,798.10	3.0%
\$ 5,798.10	3.0%
\$ 2,899.03	3.0%

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Miscellaneous Items							
Photocopies	each	Y	\$ 0.90	\$ 0.93	\$ 0.12	\$ 1.05	3.3%
Zoning By-law Amendment (copy)	each	Y	\$ 3.35	\$ 3.45	\$ 0.45	\$ 3.90	2.9%
Street Maps (36" X 42")	each	Y	\$ 15.80	\$ 16.27	\$ 2.12	\$ 18.39	3.0%
Full Size Drawings (Copies)	each	Y	\$ 15.80	\$ 16.27	\$ 2.12	\$ 18.39	3.0%
Zoning Maps	each	Y	\$ 6.60	\$ 6.80	\$ 0.88	\$ 7.68	3.0%
Developments Pending Map	each	Y	\$ 15.80	\$ 16.27	\$ 2.12	\$ 18.39	3.0%
Lot Map	each	Y	\$ 15.80	\$ 16.27	\$ 2.12	\$ 18.39	3.0%
OPA	each	Y	\$ 7.95	\$ 8.19	\$ 1.06	\$ 9.25	3.0%
Yonge Street Study	each	Y	\$ 22.48	\$ 23.15	\$ 3.01	\$ 26.16	3.0%
Newmarket Official Plan 2006-2026 (Approved Version)	each	Y	\$ 54.06	\$ 55.68	\$ 7.24	\$ 62.92	3.0%

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Bylaw 1979 - 50	each	Y	\$ 55.40	\$ 57.06	\$ 7.42	\$ 64.48	3.0%
Zoning Bylaw 2010-40	each	Y	\$ 68.35	\$ 70.40	\$ 9.15	\$ 79.55	3.0%
Street Number Maps (set)	each	Y	\$ 79.18	\$ 81.56	\$ 10.60	\$ 92.16	3.0%
Zoning Confirmation Letter	each	Y	\$ 85.26	\$ 87.82	\$ 11.42	\$ 99.24	3.0%
Zoning Compliance Letters	each	Y	\$ 144.69	\$ 149.03	\$ 19.37	\$ 168.40	3.0%
Newmarket Historic Downtown Community Improvement Plan (CIP)	each	Y	\$ 13.20	\$ 13.60	\$ 1.77	\$ 15.37	3.0%
CIP Design Guidelines	each	Y	\$ 6.60	\$ 6.80	\$ 0.88	\$ 7.68	3.0%
Oak Ridges Moraine (OPA)	each	Y	\$ 46.18	\$ 47.57	\$ 6.18	\$ 53.75	3.0%
Oak Ridges Moraine (Zoning Bylaw)	each	Y	\$ 6.60	\$ 6.80	\$ 0.88	\$ 7.68	3.0%
Owner Request for Change of Address	each	Y	\$ 159.91	\$ 164.71	\$ 21.41	\$ 186.12	3.0%