

**Schedule K – Planning Act Processing Fees and Charges
To
2025 Fees and Charges Report
Staff Report to Council**

**TOWN OF NEWMARKET
2025 USER FEES
Planning Act Processing**

Effective Date: January 1, 2025

SERVICE PROVIDED	UNIT OF MEASURE	SUBJECT TO HST YES/NO	JULY 2024 FEE BEFORE TAX	2025 FEE BEFORE TAXES	HST AMOUNT	TOTAL FEE	% INCREASE
Department: Planning Services							
Official Plan and Zoning By-law Amendments							
Official Plan Amendment	Each	Yes	\$46,575.00	\$48,018.83	\$6,242.45	\$54,261.27	3.1%
Zoning By-law Amendment	Each	Yes	\$39,996.00	\$41,235.88	\$5,360.66	\$46,596.54	3.1%
Removal of Holding and Temporary Use Zoning By-law	Each	Yes	\$6,986.70	\$7,203.29	\$936.43	\$8,139.72	3.1%
Plans of Subdivision							
Subdivision - Residential	Base fee	Yes	\$125,604.00	\$129,497.72	\$16,834.70	\$146,332.43	3.1%
	Plus per unit	Yes	\$324.00	\$334.04	\$43.43	\$377.47	3.1%
Subdivision - Commercial	Base fee	Yes	\$134,766.00	\$138,943.75	\$18,062.69	\$157,006.43	3.1%
	Plus per hectare	Yes	\$2,493.00	\$2,570.28	\$334.14	\$2,904.42	3.1%
Subdivision - Industrial	Base fee	Yes	\$138,501.00	\$142,794.53	\$18,563.29	\$161,357.82	3.1%
	Plus per hectare	Yes	\$621.00	\$640.25	\$83.23	\$723.48	3.1%
Subdivision - Institutional	Base fee	Yes	\$137,259.00	\$141,514.03	\$18,396.82	\$159,910.85	3.1%
	Plus per hectare	Yes	\$1,242.00	\$1,280.50	\$166.47	\$1,446.97	3.1%
Revision of Draft Plan Approval Requiring Circulation	Each application	Yes	\$4,851.00	\$5,001.38	\$650.18	\$5,651.56	3.1%
Revision to Conditions of Draft Approval	Each application	Yes	\$4,851.00	\$5,001.38	\$650.18	\$5,651.56	3.1%
Extension of Draft Approval	Each application	Yes	\$2,421.00	\$2,496.05	\$324.49	\$2,820.54	3.1%
Registration of each Phase of a Plan	Each	Yes	\$2,421.00	\$2,496.05	\$324.49	\$2,820.54	3.1%
Part Lot Control	Each	Yes	\$3,042.00	\$3,136.30	\$407.72	\$3,544.02	3.1%
Draft Approval and Final Registration Coordination Fee (payable at time of draft approval)							
Industrial Subdivisions		Yes	\$35,244.00	\$36,336.56	\$4,723.75	\$41,060.32	3.1%
Residential Subdivisions (more than 30 lots)		Yes	\$35,262.00	\$36,355.12	\$4,726.17	\$41,081.29	3.1%
All other Subdivisions		Yes	\$26,433.00	\$27,252.42	\$3,542.81	\$30,795.24	3.1%
Coordination Fee for Engineering Drawing Submissions beyond 4th Submission (payable at time of 5th submission)							
Industrial Subdivisions		Yes	\$8,640.00	\$8,907.84	\$1,158.02	\$10,065.86	3.1%
Residential Subdivisions (more than 30 lots)		Yes	\$8,640.00	\$8,907.84	\$1,158.02	\$10,065.86	3.1%
All Other Subdivisions		Yes	\$4,320.00	\$4,453.92	\$579.01	\$5,032.93	3.1%
Prepare Sales Office Agreement		Yes	\$1,908.00	\$1,967.15	\$255.73	\$2,222.88	3.1%
Site Plan Approval							
Residential or residential and other uses	Each	Yes	\$63,954.00	\$65,936.57	\$8,571.75	\$74,508.33	3.1%
Per residential unit	Plus per unit	Yes	\$223.54	\$230.47	\$29.96	\$260.43	3.1%
GFA of other uses	Per additional m2	Yes	\$7.87	\$8.11	\$1.05	\$9.17	3.1%

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Industrial, Commercial, Institutional	First 1,800 m ² of gross floor area	Yes	\$14,517.90	\$14,967.95	\$1,945.83	\$16,913.79	3.1%
	Per additional m2	Yes	\$7.87	\$8.11	\$1.05	\$9.17	3.1%
All Other	Each	Yes	\$14,241.78	\$14,683.27	\$1,908.83	\$16,592.10	3.1%
Technical resubmission after the third submission	Each	Yes	\$1,075.75	\$1,109.10	\$144.18	\$1,253.28	3.1%
Minor revisions to approved plans	Each	Yes	\$582.92	\$600.99	\$78.13	\$679.12	3.1%
Commercial roof top patios	Each	Yes	\$582.92	\$600.99	\$78.13	\$679.12	3.1%
Plans of Condominium							
Condominium - Residential	Each	Yes	\$44,685.00	\$46,070.24	\$5,989.13	\$52,059.37	3.1%
	Plus per unit	Yes	\$252.00	\$259.81	\$33.78	\$293.59	3.1%
Condominium - All Other	Each	Yes	\$11,214.00	\$11,561.63	\$1,503.01	\$13,064.65	3.1%
Condominium Exemption Request	Each	Yes	\$4,887.00	\$5,038.50	\$655.00	\$5,693.50	3.1%
Committee of Adjustment							
Consent - Severance	Each	Yes	\$12,699.00	\$13,092.67	\$1,702.05	\$14,794.72	3.1%
Consent - Other	Each	Yes	\$8,469.00	\$8,731.54	\$1,135.10	\$9,866.64	3.1%
Minor Variance - Tier 1	Each	Yes	\$1,422.00	\$1,466.08	\$190.59	\$1,656.67	3.1%
Minor Variance - Tier 2	Each	Yes	\$2,835.00	\$2,922.89	\$379.98	\$3,302.86	3.1%
Committee of Adjustment Re-circulation Fee Due to Applicant's Revisions or Applicant's Deferrals	Each	Yes	\$1,881.00	\$1,939.31	\$252.11	\$2,191.42	3.1%
Special Committee of Adjustment Meeting for Emergent Issues	Each	Yes	\$1,953.00	\$2,013.54	\$261.76	\$2,275.30	3.1%
Other Fees Calculated							
Telecommunications Tower	Each	Yes	\$25,488.00	\$26,278.13	\$3,416.16	\$29,694.28	3.1%
Application Reactivation Fee	Each	Yes	\$753.10	\$776.45	\$100.94	\$877.39	3.1%
Peer Review and/or External Consulting Fees	Actual cost	Yes					
Planning Administrative Fee for Checking Consultants' Invoices	15% of consultant's fee	Yes					
Town of Newmarket fee for matters appealed to Ontario Land Tribunal	Each	No	\$194.78	\$200.82	\$0.00	\$200.82	3.1%
Zoning Confirmation Letter	Each	Yes	\$101.62	\$104.77	\$13.62	\$118.39	3.1%
Zoning Compliance Letters	Each	Yes	\$186.92	\$192.71	\$25.05	\$217.77	3.1%
Preconsultation Deposit; Refundable if a complete application is submitted within 12 months of the preconsultation	Each	No	\$1,500.00	\$1,546.50	\$0.00	\$1,546.50	3.1%

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Security Release Inspection After the First Inspection	Each	Yes	\$481.31	\$496.23	\$64.82	\$561.05	3.1%
Owner Request for Change of Address	Each	Yes	\$190.63	\$196.54	\$25.67	\$222.21	3.1%
Department: Engineering Services							
Development Services							
Subdivision Design Standard Manual	Each	Yes	\$107.40	\$110.73	\$14.40	\$125.13	3.1%
Engineering Checking & Inspection (40% collected at submission of application and the balance collected at execution of							
Site Plans handled fully in house	9% of the value of all site works and services	Yes	Minimum	Minimum	Minimum	Minimum	3.1%
			\$1,728.00	\$1,781.57	\$231.60	\$2,013.17	
Site Plans and Projects in which the Town's Checking Consultant is	5% Admin Fee of the value of all site works	Yes	Minimum	Minimum	Minimum	Minimum	3.1%
			\$1,529.00	\$1,576.40	\$204.93	\$1,781.33	
Subdivisions	5% Admin Fee plus checking consultant fees	Yes	5% Admin Fee plus checking consultant fees	5% Admin Fee plus checking consultant fees	13%	5% Admin Fee plus checking consultant fees+HST	N/A
Overhead incurred for checking Consultant Invoicing	15% Admin fee	Yes	15% Admin Fee	15% Admin Fee	13%	15% Admin Fee +HST	N/A
Other Services							
Consultant's request for traffic counts (ATR or TMC)	Each	Yes	\$137.54	\$141.81	\$18.43	\$160.24	3.1%
Pre-servicing Agreement	Each	Yes	\$2,205 plus Engineering Fees that are based on the percentage of the cost estimate of the works and as indicated in this By-Law, plus HST	\$2,273.36 plus Engineering Fees that are based on the percentage of the cost estimate of the works and as indicated in this By-Law, plus HST	13%	\$2,273.36 plus Engineering Fees that are based on the percentage of the cost estimate of the works and as indicated in this By-Law, plus HST	3.1%

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Hire/Retain a Consultant/Vendor and Peer Review Fees	Each	Yes	Actual cost plus 15% administrative fee for the Town to retain a consultant/Vendor for the review, implementation or monitoring related to an application, as determined by the director of Engineering, or their designate.	Actual cost plus 15% administrative fee for the Town to retain a consultant/Vendor for the review, implementation or monitoring related to an application, as determined by the director of Engineering, or their designate.	13%	Actual cost plus 15% administrative fee for the Town to retain a consultant/Vendor for the review, implementation or monitoring related to an application, as determined by the director of Engineering, or their designate. + HST	N/A
Inspection for Security Release After the First Request	Each	Yes	\$481.31	\$496.23	\$64.51	\$560.74	3.1%
Technical Resubmission After the Third Submission	Each	Yes	\$3,120.20	\$3,216.92	\$418.20	\$3,635.12	3.1%
Application for any Amendment to an Existing Site Plan or Subdivision Agreement	Each	Yes	\$2,204.49	\$2,272.83	\$295.47	\$2,568.29	3.1%
Department: <u>Financial Services</u>							
Administration of Developments	5% of Security Requirement, to a maximum amount +HST	Yes	5% of Security Requirement, maximum \$65,000 +HST	5% of Security Requirement, maximum \$65,000 +HST	13%	5% of Security Requirement, maximum \$65,000 +HST	N/A
Department: <u>Legal Services</u>							
NOTE: The Town recovers the full cost of any disbursements (including HST). Disbursements include but are not limited to external							
Agreements / Legal Issues	Cost Recovery	Yes	To be billed based on cost recovery		13%	To be billed based on cost recovery + HST	