

**PLANNING FEES 2018 (including Finance Office and Fire Dept.)**

in accordance with City of Brockville By-Law No. 006-2018

**(Effective April 1, 2018)**

*(all Planning Fees are tax exempt)*

<b>OFFICIAL PLAN AND ZONING BY-LAW</b>	
<i>Applications for Official Plan and Zoning By-law Amendments are required to be submitted with the required fees noted below; including CRCA fees if applicable.</i>	
<b>Application for Official Plan or Zoning By-law Amendment</b>	\$2,400.00 per application
<b>Concurrent Applications for Official Plan and Zoning Amendment for the same lands</b>	\$3,550.00 (total)
<b>Modifications to an Application for Official Plan or Zoning By-law Amendment requiring a second or subsequent public meeting</b>	\$650.00
<b>Cataraqui Region Conservation Authority (CRCA) Fees:</b> Should the lands that are the subject of the proposed amendment(s) be within the screening areas for the CRCA as depicted in the Official Plan for the City of Brockville, or otherwise at the discretion of the Director of Planning, CRCA review is required.	CRCA fees for the review of Official Plan and Zoning By-law applications are included on Pages 7 and 8 of this report.  Payment of said fees shall be made payable to the CRCA.
<b>Appeal – Official Plan and/or Zoning By-Law</b> Should Council amend the Official Plan and/or Zoning By-law in accordance with the proposed change requested by the applicant and an appeal is lodged to the change, an additional fee per application is required prior to the appeal being forwarded to the Ontario Municipal Board.	\$1,650 per application  In addition, the applicant shall be responsible for 75% of all City of Brockville costs relative to the O.M.B. hearing. The noted \$1,650.00 fee per application shall be credited to the applicant when all costs are calculated.
<b>Removal of a Holding Symbol</b>	\$400.00 per application
<b>Extension of a Temporary Use</b>	\$1,575.00 per application
<b>Copies of the Official Plan or Zoning By-Law</b>	\$70.00 plus H.S.T
<b>Zoning Map (colour copy)</b>	\$35.00 plus H.S.T

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<b>SITE PLAN CONTROL APPROVAL</b>	
<i>Applications for Site Plan Control Approval are required to be submitted with the required fees noted below; including CRCA fees if applicable.</i>	
<b>Fees for processing site plan applications: *</b> Parking Lots Only All Other Site Plan Control Applications  Reactivation of Application	\$480.00 per submission \$950.00, plus \$50/dwelling unit or \$0.50/sq.m. (maximum of \$3,000.00) \$950.00
<b>Fees for engineering review of site plans:</b> With less than 100 parking spaces With more than 100 parking spaces Minor Change – Building Minor Change – all other	\$225.00 per submission \$450.00 per submission \$ 60.00 per submission \$160.00 per submission
<b>Cataraqui Region Conservation Authority (CRCA) Fees:</b> CRCA reviews Site Plan applications for Multiple Residential, Commercial, Industrial and Institutional projects where applicable.	CRCA fees for review of Planning Applications are listed on Pages 7 and 8 of this report.  Payment of said fees shall be made payable to CRCA.
<b>Lapsed Agreement:</b> When the Corporation of the City of Brockville has entered into a Site Plan Control Agreement with a person or corporation and that Agreement has lapsed, a fee shall be payable to the Corporation of the City of Brockville for any new application for the same project or the reactivating of the original Agreement.	\$950.00
<b>Approval of Minor Change to Site Plan</b>	\$175.00 per submission
<b>Amendment to Site Plan Control Agreement: *</b> When the Corporation of the City of Brockville has entered into a Site Plan Control Agreement with a person or corporation and that Agreement requires to be amended, a fee of shall be payable to the Corporation of the City of Brockville.	\$300.00  <i>*Plus registration fee - \$120.00 (refundable if registered by Applicant)</i>

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<b>SUBDIVISION AND CONDOMINIUM APPROVALS</b>	
<i>Applications for Subdivision Approval are required to be submitted with the required fees noted below; including CRCA fees if applicable.</i>	
<b>Application for Subdivision Approval*</b>	\$3,600.00 per application, plus \$75.00/lot, \$250.00/block within the proposed plan
<b>Application for Condominium Approval: (including Condominium Conversions)</b>	\$3,525.00 per application*
<b>Exemptions from Planning Act Approval - Condominiums</b>	\$1,650.00 per submission
<b>Modifications to an Application for Subdivision Requiring a second or subsequent public Meeting</b>	\$700.00 per submission
<b>Amendment to Subdivision or Condominium Agreement</b>	\$520.00 per submission*
<b>Fees for Engineering Review of Subdivisions:</b> less than 50 dwelling units: more than 50 dwelling units:	\$440.00 per submission \$670.00 per submission
<b>Cataraqui Region Conservation Authority (CRCA) Fees:</b>	CRCA fees for review of Planning Applications are listed on Pages 7 and 8 of this report. Payment of said fees shall be made payable to CRCA.
<b>Appeal – Subdivision and Condominium</b> Should Council grant draft approval in accordance with the proposed subdivision/condominium requested by the applicant and an appeal is lodged to the approval, an additional fee of \$1,625.00 per application is required prior to the appeal being forwarded to the Ontario Municipal Board.	\$1,650/application  In addition, the applicant shall be responsible for 75% of all City of Brockville costs relative to the O.M.B. hearing. The noted \$1,650.00 fee per application shall be credited to the applicant when all costs are calculated.
<b>Extension of Draft Plan Approval</b>	\$400.00 per submission
<b>Amendments to Draft Plan Conditions/ Red Line changes</b>	\$520.00 per submission
<b>Deeming of a Plan of Subdivision</b>	\$520.00 per submission*
<b>Removal of Part Lot Control</b>	\$475.00 per request *
<b>Lot releases (Subdivision Agreements)</b>	\$120.00 per release or request*
<b>Processing of a Servicing and Development Agreement</b>	\$1,100.00 per Agreement*

*\*Plus registration fee - \$120.00 (refundable if registered by Applicant)*

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**MINOR VARIANCE AND CONSENT FEES**

*Applications for Minor Variance and Consent are required to be submitted with the required fees noted below; including CRCA fees if applicable.*

<b>Application for Minor Variance or Consent</b>	\$700.00 per application
<b>Concurrent Applications for Minor Variance and Consent for the same lands</b>	\$1,100.00 (total)
<b>Modifications to an Application for Consent or Minor Variance requiring a second or subsequent public meeting</b>	\$400.00 per application
<b>Request to Change Conditions of a Provisional Consent</b>	\$225.00
<b>Certificate of Validation</b>	\$380.00
<b>Cataraqui Region Conservation Authority (CRCA) Fees:</b> Should the lands that are the subject of an application for minor variance or consent be within the CRCA Screening Area as depicted in the Official Plan for the City of Brockville, or otherwise at the discretion of the Director of Planning, CRCA review is required.	CRCA fees for the review of planning applications are included on Pages 7 and 8 of this report. Payment of said fees shall be made payable to the CRCA.

**CASH-IN LIEU OF PARKING**

<b>Processing of Cash-in-Lieu of Parking Agreements</b>	\$575.00 per agreement*
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**DEVELOPMENT CHARGE DEFERRABLE AGREEMENTS**

<b>Processing of Development Charge Deferral Agreements</b>	\$200.00, plus \$25.00 per Lot/per Unit*
<b>Lot Releases – Development Charge Deferral Agreements</b>	\$120.00 per release/request*

*\*Plus registration fee - \$120.00 (refundable if registered by Applicant)*

**AMENDMENTS TO CITY OF BROCKVILLE SIGN BY-LAW**

<b>Amendment to Sign By-law:</b>	\$600.00 per application
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**COMMUNITY IMPROVEMENT PLAN AMENDMENTS**

Applications to amend a Community Improvement Plan	\$1,160.00
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**TARIFF OF FEES FOR REQUEST FOR EXEMPTION TO NOISE BY-LAW**

Single Day Event or Activity (circulation not required)	\$60.00
Single Day Event or Activity (circulation required)	\$140.00
Multiple Day Event or Activity - not exceeding 3 months (circulation not required)	\$85.00
Multiple Day Event or Activity - not exceeding 3 months (circulation required)	\$140.00
Multiple Day Event or Activity – exceeding 3 months	\$220.00
Appeal to Refusal to Grant Exemption	\$110.00

**PLANNING, BUILDING AND PLUMBING INFORMATION**

**Fees relative to Planning, Building or Plumbing information:**

Zoning By-Law and/or Official Plan (no survey)	\$60.00 per property
Zoning By-law and/or Official Plan (with survey)	\$70.00 per property
Zoning By-Law and/or Official Plan within (5) business days (with/w/o a survey)	\$80.00 per property
Status of any Agreement	\$135.00 per agreement
Outstanding Work Order	\$55.00 per property
Group Home Regulations/Renewals	\$62.50 per property
Any other requests not noted	\$60.00 per request

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<b>FINANCE OFFICE: TAX AND WATER ENQUIRIES</b>	
<b>Tax Certificates</b>	\$53.50
<b>Rush Tax Certificates (within 5 days)</b>	\$73.00
<b>New Owner Fee (land transactions)</b>	\$32.00
<b>New Owner Fee (water account)</b>	\$32.00
<b>NSF Fee</b>	\$41.50
<b>Information Requests</b>	\$7.00
<b>Water Certificates</b>	\$37.25
<b>Water Deposit (Tenants - Residential)</b>	\$300.00
All water matters – please contact Hetty Boivin, (613) 342-8772, ext. 4455 or <a href="mailto:water@brockville.com">water@brockville.com</a>	
All tax and property matters – please contact Shauna Faber, (613) 342-8772, ext. 4428 or <a href="mailto:taxation@brockville.com">taxation@brockville.com</a>	

<b>FIRE DEPARTMENT</b>	
<b>File Searches with respect to properties in the City of Brockville</b>	\$77.00/property
<b>Fire Inspection:</b>	
<b>Under 600 sq.m., not to exceed 2 hours</b>	\$154.00
<b>600-2000 sq.m., not to exceed 3 hours</b>	\$230.00
<b>Over 2000 sq.m., not to exceed 4 hours</b>	\$308.00
Additional hours that apply will be charged at the rate of \$75.00/hr.	
Please contact Secretary - Fire Prevention, (613) 498-1261, Ext. 2517'	

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**Schedule "B" – By-Law 006-2018**

Cataraqui Region Conservation Authority (CRCA)

Plan Review Service Fee Schedule<sup>1,2</sup>

(Effective March 1, 2018)

Application Type	Fee <sup>3</sup>	Notes
Official Plan Amendment	\$650.00 (minor) <sup>4</sup> \$1,080.00 (major) <sup>6</sup>	The fee for a Zoning By-law Amendment application is waived when submitted concurrently with an Official Plan Amendment application.
Zoning By-Law Amendment	\$390.00	
Consent	\$390/lot	Fees for the review of applications required to fulfill a condition of consent approval are waived.
Minor Variance	\$390.00	The fee for a Minor Variance application is waived when submitted concurrently with a Site Plan Control Application.
Site Plan Control	\$390.00 (minor) <sup>4</sup> \$1,140.00 (standard) <sup>5</sup> \$2,160.00 (major) <sup>6</sup>	The fee for a Zoning By-law Amendment application is waived when submitted concurrently with a Site Plan Control application.
Plan of Subdivision/Condominium	\$2,460.00	Application for Draft Plan Approval
	\$1,070.00	Application for Final Plan Approval
	\$720.00	Resubmission of lapsed Draft Plan Approval, or Amendment
Property Inquiry – no inspection	\$175.00	Property inquiries include information pertaining to planning related matters and Ontario Regulation 148/06.
Property Inquiry – with inspection	\$350.00	

**Notes:**

- (1) Generally, fees for the review of an application and supporting reports are to be received before formal written comments will be provided. See CRCA Technical Report Review Services Fee Schedule for applicable fees for the review of technical reports.
- (2) Plan review fees may be reduced with the approval of the CRCA Supervisor of Development Review.
- (3) Significant amendments to an application or a resubmission within a period of 2 years will be charged a review fee of 50 percent of the current fee. A resubmission after 2 years will be considered a new application and will be subject to the full current fee.
- (4) Minor refers to applications that are generally minor in nature (e.g. single family residential).
- (5) Standard refers to applications that are generally larger in scale than minor applications (e.g. small commercial, less than 0.8 ha, additions up to 200 square metres).
- (6) Major refers to applications that are major development projects (e.g. multiple residential, industrial).

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**CRCA Technical Report Review Services**

**2018 Fee Schedule**

Effective: March 1, 2018

Engineering submissions are prepared by qualified professionals in the fields of civil engineering, water resources engineering, geotechnical engineering, coastal engineering and/or hydrogeology. Environmental submissions are prepared by an environmental consultant with relevant experience in wetland, wildlife habitat, and woodland ecology and species at risk. CRCA review involves evaluation of these submissions in consideration of applicable guidelines and legislation.

Report Type	Fee <sup>5</sup>	Description
Technical Report – Brief <sup>1</sup>	\$350.00	<b>Normal Review (30 days)</b> <ul style="list-style-type: none"><li>• Flood plain hydrology analysis</li><li>• Geotechnical (unstable soils and slopes)</li><li>• Stormwater management</li><li>• Environmental impact analysis (EIA)</li><li>• Environmental impact statements (EIS)</li><li>• Sediment and erosion control plans</li><li>• Wetland hydrologic impact analysis</li></ul>
Technical Report – Standard <sup>2</sup>	\$750.00	
Technical Report – Major <sup>3</sup>	\$1,400.00	
Resubmissions / Revisions <sup>4</sup>	50%	

**Notes:**

- (1) **Brief Reports** are typically those prepared in the form of a letter of opinion generally relating to the development of a single residential lot.
- (2) **Standard Reports** are typically those prepared for smaller scale subdivisions, commercial, industrial, or institutional developments.
- (3) **Major Reports** are typically those prepared for larger scale subdivisions, commercial, industrial, or institutional developments, or may include the integrated assessment of multiple topics.
- (4) The applicable report fee includes the review of one resubmission. A 50% surcharge is applied for additional submissions.
- (5) These fees are not subject to taxation.