



BROCKVILLE
CITY OF THE 1000 ISLANDS

**APPLICATION FOR AMENDMENT
TO CITY OF BROCKVILLE
ZONING BY-LAW 050-2014**

TO BE COMPLETED BY THE PLANNING DEPARTMENT:

Date Submitted:	Date Complete:	Fee Rec'd:	File No.:
------------------------	-----------------------	-------------------	------------------

1.0 Owner Information

Name of Property Owner(s):

Principal of Owner's Company:

Address (including Postal Code)

Tel No.:

Cell No.:

Fax No.:

Email:

2.0 Applicant/Agent Information

Name of Applicant/Agent: (name & position)

Applicant/Agent's Firm Name:

Address:

Postal Code:

Tel No.:

Cell No.:

Fax No.:

Email:

Note: If this application is signed by an applicant/agent on behalf of an owner, the owner's written authorization under section 25.0 of this application must be completed. If the owner is a corporation acting without an applicant/agent, the application must be signed by an officer of the corporation with authority to bind the corporation.

To Whom is all correspondence to be sent? **Owner** **Applicant/Agent** **Both**

3.0 Pre-Consultation and Supporting Documentation

3.1 Have you scheduled and completed a mandatory pre-consultation meeting with the City of Brockville Planning Staff as required under Section 6.4.13.1 of the Official Plan for the City of Brockville? Yes No

If so, please specify the date of the mandatory pre-consultation meeting: Date: _____

If not, please contact the Planning Department to arrange a pre-consultation meeting prior to submitting an Application for Amendment to City of Brockville Zoning By-law 050-2014, Planning, (613) 342-8772, ext. 4463; email to: planning@brockville.com.

3.2 At the time of the submission of an application for an Official Plan Amendment, Zoning By-law Amendment, Plan of Subdivision/Condominium, Minor Variance, or Consent, the City may require information as indicated in **Appendix 1** attached to this application form.

3.3 With respect to the submission of this application, the required supporting studies, additional information and materials required to be submitted are those that were discussed and listed as a requirement during the pre-consultation process. Please attach a list of the documents being submitted with the application. One (1) paper copy and one (1) digital (.pdf) copy of each document is required to be provided with the application. Should any of the required documents not be available at the time of submission of your application, please indicate on the list the reason it is not available and a date when the City can expect to be in receipt of the document(s).

Note (1): The application may not be considered to be complete until all reports have been received.

Note (2): The City of Brockville reserves the right to request additional studies, information and/or materials.

4.0 Agreement of Purchase and Sale			
Is the property the subject of an Agreement of Purchase and Sale conditional upon planning approvals?		Yes	No
5.0 Mortgages, Charges or Other Encumbrances			
Names and addresses of any mortgages, charges or other encumbrances in respect of the subject lands:			
Name		Address	
6.0 Date of Acquisition			
Provide the date of acquisition of the subject lands by the current owner:		Date:	
7.0 Property Information: (Note: A legal survey plan or a property plan accurately drawn to scale is required to be submitted with the application.)			
7.1 Address and Legal Description of Subject Lands:			
Street/Civic Address:			
Lot Number(s):	Block Number:	Registered Plan Number:	
Part Number(s):		Reference Plan Number:	
Township Lot:		Concession Number:	
7.2 Dimensions of Lands Affected: <i>(in metric units)</i>			
Frontage:	Average Width:	Average Depth:	Area (m ² /hectares):
7.3 Easement(s) or Restrictive Covenants:			
Are there any easements or restrictive covenants affecting the subject land?		Yes	No
If yes, on a separate sheet, describe each easement or covenant and its effect.			

8.0 Zoning

Existing	Proposed
-----------------	-----------------

Is the proposed rezoning with respect to:			
i) the reuse of the existing building		Yes	No
ii) the redevelopment of the property		Yes	No
iii) the development of vacant land		Yes	No

Provide the proposed uses of the subject land or proposed building(s), the rezoning requested and the reasons why rezoning is being requested: *(use separate sheet if necessary)*

9.0 Official Plan

9.1 Existing Official Plan Designation:			
9.2 Does proposed land use conform to existing Official Plan Designation?		Yes	No
If no, has an application to amend the Official Plan been submitted:		Yes	No
If yes, provide an explanation of how the application conforms to the Official Plan. If necessary, use a separate sheet to be attached to your application (titled and referenced by number).			

10.0 Proposed Development						
10.1 Residential Information (if applicable)						
Housing Type:		Proposed Density:		Total Number of Units:		
Building Height: (m)		Number of Storeys:		Dimensions of Building: (floor area) (m2)		
Setbacks: Front Yard: (m)		Rear Yard: (m)		Side yard: (m)		
Number of Units by Type - Bedrooms:	Bachelor	One	Two	Three	Four	
Number of Parking Spaces: (See Zoning By-law for both Vehicle and Bicycle Parking Requirements)		Surface: Vehicle: Bicycle:		Underground/tiered: Vehicle: Bicycle:		
Condominium Development, has an application for condominium approval been filed with the City of Brockville? Yes No						
10.2 Commercial/Industrial Information (if applicable)						
Building Type:		Building Dimensions: (floor area) (m2)		Building Height: (m)		
Ground Floor Area: (m2)		Total Floor Area (all floors): (m2)		Number of Storeys:		
Proposed Use by Storey:						
Number of Parking Spaces: (See Zoning By-law for both Vehicle and Bicycle Parking Requirements)		Surface: Vehicle: Bicycle:		Underground/tiered: Vehicle: Bicycle:		
Number of Loading Spaces:						
10.3 Mixed Commercial/Residential Information (if applicable)						
Building Dimensions: (floor area) (m2)		Building Height: (m)		Ground Floor Area: (m2)		
Total Floor Area (all floors): (m2)		Number of Storeys:		Number of Commercial Units:		
Number of Residential Units by type:				Proposed Density:		
Proposed Use by Storey:						
Number of Parking Spaces: (See Zoning By-law for both Vehicle and Bicycle Parking Requirements)		Surface: Vehicle: Bicycle:		Underground/tiered: Vehicle: Bicycle:		
Number of Loading Spaces:						
Condominium Development, has an application for condominium approval been filed with the City of Brockville? Yes No						

11.6 Land Use on Adjacent lands:

Location	Existing Use(s)	Zoning
North		
East		
South		
West		

12.0 Access to Subject Land:

- i) provincial highway or municipal road, namely:
- ii) right-of-way or private road, namely:
- iii) water, namely:

If access to subject land is by water only, indicate the parking and docking facilities used or to be used and the approximate distance of these facilities from the subject land or the nearest public road:

13.0 Services

13.1 Indicate whether water will be provided to the subject land by a publicly owned and operated piped water system, a privately owned and operated individual or communal well, a lake or other water body, or other means:

13.2 Indicate whether sewage disposal will be provided to the subject land by a publicly owned and operated sanitary sewage system, a privately owned and operated individual or communal septic system, a privy or other means:

13.3 Indicate whether storm drainage will be provided by sewers, ditches, swales or other means.

13.4 If the proposed amendment would permit development on a privately owned and operated individual or communal septic system and more than 4500 litres of effluent would be produced per day as a result of the development being completed, the following information is required to be submitted with this application:

- i) a servicing options report; and
- ii) a hydrogeological report.

14.0 Site Plan Approval

Has an application for Site Plan Approval been submitted? **Yes** **No**

File No:	<input style="width: 150px; height: 20px;" type="text"/>
----------	--

15.0 Subdivision or Consent

16.1 Is the subject land the subject of an application for approval of a plan of subdivision or consent? **Yes** **No**
 (if yes, state the file number of the application and indicate the status of the application)

File No.:

Status:

16.2 Has the subject land ever been the subject of an application for approval of a plan of subdivision or consent? **Yes** **No**
 (if yes, state the file number of the application and indicate the status of the application)

File No.:

Status:

16.0 Previous Application(s) for Zoning By-law Amendment

If known, has the subject land ever been the subject of an Application for Zoning By-law Amendment under Section 34 of the Planning Act?

File No.

Status:

File No.

Status:

17.0 Minister's Zoning Order

If known, has the subject land ever been the subject of a Minister's Zoning Order? **Yes** **No**

If yes, please provide the Ontario Regulation Number of Order:

18.0 Provincial Policy Statements (Planning Act)

19.1 Is the proposed amendment consistent with the policy statements issued under subsection 3(1) of the Planning Act? **Yes** **No**

19.2 **Appendix "2"** to this application is a checklist (not a substitute for the PPS) identifying areas of provincial interest that may apply to the requested amendment. Please check the appropriate boxes in Appendix "2" where applicable.

19.0 Provincial Plan(s)

Is the subject land within an area of land designated under any provincial plan(s)? **Yes** **No**

If yes, does the proposed amendment conform to, or does not conflict with, the provincial plan(s)? **Conform** **Conflict**

20.0 Area of Settlement

If the application is to implement an alteration to the boundary of an area of settlement or to implement a new area of settlement, provide details of the official plan or official plan amendment that deals with the matter.

21.0 Area of Employment

If the application is to remove land from an area of employment, provide details of the official plan or official plan amendment that deals with the matter.

22.0 Area with Zoning Conditions

If the subject land is within an area where zoning with conditions may apply, provide an explanation of how the application conforms to the official plan policies relating to zoning with conditions.

23.0 Area with pre-determined density or height requirements

If the subject land is within an area where the municipality has predetermined the minimum and maximum density requirements or the minimum and maximum height requirements, provide a statement of these requirements. Please refer to **Schedule "B"** to City of Brockville Zoning By-law 050-2014.

24.0 Authorizations

24.1 If the applicant/agent is not the owner of the land that is the subject of this application, the written authorization of the owner stating that the applicant/agent is authorized to make the application must be included with this form or the authorization set out below must be completed.

Authorization of Owner for Applicant/Agent to Make the Application

I, _____, am the owner of the land that is the subject of this application for an amendment to the Zoning By-law for the City of Brockville and I authorize _____ to make this application on my behalf.

Name of Owner: (print) _____

Date: _____ Signature of Owner: _____

24.2 If the applicant/agent is not the owner of the land that is the subject of this application, the written authorization of the owner that the applicant/agent is authorized to provide personal information respecting the owner must be included with this form or the authorization set out below must be completed.

Authorization of Owner for Applicant/Agent to Provide Personal Information

I, _____, am the owner of the land that is the subject of this application for an amendment to the Zoning By-law for the City of Brockville and authorize _____, as my applicant/agent for this application, to provide any of my personal information that will be included in this application or collected during the processing of the application.

Name of Owner: (print) _____

Date: _____ Signature of Owner: _____

24.3 Declaration of the Owner Respecting Municipal Freedom of Information

In accordance with the provisions of the Planning Act, it is the policy of the City of Brockville Planning Department to provide public access to all development applications and supporting documentation.

In submitting this development application and supporting documentation thereto, I _____, being the owner of the land that is the subject of this application, hereby acknowledge the above-noted policy and provide my consent, in accordance with the provisions of the Municipal Freedom of Information and Protection of Privacy Act, that the information on this application and any supporting documentation provided by myself, my applicant/agent, consultants and solicitors, will be part of the public record and will also be available to the general public.

I hereby authorize the City of Brockville to post a Notice of Planning Application sign on the subject property and permit access to municipal staff to the subject site for purposes of evaluation of the subject application.

Name of Owner: (print) _____

Date: _____ Signature of Owner: _____

25.0 Declaration

Declaration of Applicant/Agent

I, _____ of the _____
(Name of Applicant/Agent) *(Name of City, Town, Township, etc.)*

in the _____ solemnly declare that all the statements contained in this application
(Region, County, District)

and all supporting documents are true and complete, and I make this solemn declaration conscientiously believing it to be true, and knowing that it is of the same force and effect as if made under oath, and by virtue of the "Canada Evidence Act".

Signature of Applicant/Agent

Declared before me in the Municipality of: _____

Region/County/District of _____

this _____ day of _____, 20_____.

Commissioner of Oaths

26.0 Notes for Review and Signature of Applicant/Agent

- 26.1. Please ensure that **Appendix 1** and **Appendix 2** to this Application for Amendment to the Zoning By-law are reviewed and completed.
- 26.2. The current application fee for a Zoning By-law Amendment can be found attached in **Appendix 3**.
Should modifications be made to an Application for Amendment to the Official Plan or Zoning By-law 050-2014 which would require a second or subsequent public meeting, a fee is required. Please see **Appendix 3** for fee listing.
- 26.3. Review by the Cataraqui Region Conservation Authority (CRCA) is required for amendments affecting sites within Environmental Protection and Waterfront Categories as depicted on **Schedule "B"** to the Official Plan for the City of Brockville. The fee for review, as shown in **Appendix 4** must be submitted with the application for amendment in order to be considered a complete application. The CRCA fee must be provided in a separate cheque made payable to the Cataraqui Region Conservation Authority.
- 26.4. Should an appeal be lodged with respect to City Council's decision on this application, an additional filing fee (See **Appendix 3**) per application is required to be paid by the applicant prior to the appeal being forwarded to the Local Planning Appeal (LPAT). In addition, the applicant shall be responsible for 75% of all City of Brockville costs relative to the LPAT Hearing. The noted filing fee shall be credited to the applicant/agent when all costs are calculated.
- 26.5. **Authority to Enter Land and Photograph**
By signing this document, you agree to grant the City permission to attend, photograph and conduct inspections of the lands subject to this application as part of the City's review and processing of this application.

Applicant/Agent: _____ Date of Submission: _____
(Owner or Applicant/Agent)



Appendix “1”

To Application for Amendment to Zoning By-law 050-2014 Excerpt from the Official Plan for the City of Brockville

Subsection 6.4.13 – supporting Studies, Information and Materials for Development Applications

It shall be the policy of the City that:

1. The City shall pass a by-law requiring that pre-consultation occur prior to the submission of any Official Plan amendment, Zoning By-law amendment, plan of subdivision, condominium or consent application and any subsequent studies referenced in this section.
2. Certain supporting studies, information and materials shall be required as part of a development approval process or as part of a detailed planning study as identified throughout this Plan. The need and timing of such supporting studies, information and materials shall be determined by the City on a site-specific basis in consideration of the site's land use context and regard to the policies of this Plan.
3. Applicants seeking development approval shall be advised of the required supporting studies, information and materials as part of the pre-application consultation process or, if subsequently deemed necessary, prior to scheduling a prescribed public meeting.
4. At the time of the submission of an application for an Official Plan Amendment, Zoning By-law Amendment, plan of subdivision/condominium, minor variance, or consent, the City may require an applicant to submit any of the following information, as applicable:
 - i. Deed and/or Offer of Purchase;
 - ii. Topographic Plan of Survey;
 - iii. Site Plan (Conceptual);
 - iv. Floor Plan and/or Elevations;
 - v. Record of Site Condition (RSC);
 - vi. Functional Servicing Report;
 - vii. Approved Class Environmental Assessment;
 - viii. Geotechnical Study;
 - ix. Tree Survey;
 - x. Draft Plan of Subdivision;
 - xi. Condominium Description; and/or
 - xii. Other materials relevant to the development and lands impacted by the proposed development approval application.

5. During the pre-application consultation process for an Official Plan amendment, Zoning By-law amendment, draft plan of subdivision/condominium, or consent application, the City may identify that the applicant is required to submit any of the following supporting studies at the time of the submission of an application, in accordance with the policies outlined in this Plan and/or accepted professional standards and/or guidelines as applicable:
 - i. Retail Market Impact Study;
 - ii. Municipal Financial Impact Assessment;
 - iii. Urban Design Strategy;
 - iv. Land and/or Marine Archaeological Impact Assessment;
 - v. Hydrogeological Study;
 - vi. Groundwater Impact Assessment;
 - vii. Environmental Impact Study (EIS);
 - viii. Record of Site Condition (RSC);
 - ix. Phase I Environmental Site Assessment (ESA);
 - x. Site Screening Questionnaire, where a Phase 1 Environmental Site Assessment is not required;
 - xi. Noise and/or Vibration Study;
 - xii. Transportation Impact Study;
 - xiii. Parking Study;
 - xiv. Servicing Options Report;
 - xv. Stormwater Management Plan;
 - xvi. Planning Rationale Report;
 - xvii. Built Heritage Impact Study;
 - xviii. Lighting Study;
 - xix. Architectural Design and Massing Drawings that address Signature Architecture and Tall Building Guidelines;
 - xx. Shadow Study; and/or
 - xxi. Other studies relevant to the development and lands impacted by the proposed development approval application.
6. Support Studies may vary in scope, depending upon the size, nature and intent of the development approval application and the site's land use planning context. Applicants of development approval applications shall be advised by the City of the required supporting study contents during the pre-application consultation process.
7. When the pre-application consultation process for a proposed development approval application identifies the need for one or more support studies, the application shall not be considered complete for processing purposes until the required supporting studies, information and materials are prepared and submitted to the satisfaction of the City and/or the Cataraqui Region Conservation Authority. Notification of a complete application shall be given to the applicant and all other parties by the City in accordance with the Planning Act.
8. The City shall ensure that supporting studies, information and materials provided by an applicant of a development approval application that has submitted a complete application for development approval shall be made available to the public for review.

APPENDIX “2”

TO APPLICATION FOR AMENDMENT TO ZONING BY-LAW 050-2014 PROVINCIAL POLICY INFORMATION REQUIREMENTS

Completion of the following will assist the municipality in performing a complete review of the subject proposal.

Significant Features Checklist

Check through the following list. Indicate under YES, NO, or UNKNOWN if a listed feature is on-site or within 500 metres.

Indicate under YES, NO, or UNKNOWN if a listed development circumstance applies.

Be advised of the potential information requirements in noted sections.

FEATURES OR DEVELOPMENT CIRCUMSTANCES	YES	NO	UNKNOWN	IF FEATURE; SPECIFY DISTANCE IN METRES	POTENTIAL INFORMATION NEEDS
Non-farm development near designated urban areas or rural settlement areas				_____ metres	Demonstrate sufficient need within 20 year projections and that proposed development will not hinder efficient expansion of urban areas or rural settlement areas.
Class 1 Industry ¹				_____ metres	Assess development for residential and other sensitive uses within 70 metres.
Class 2 Industry ²				_____ metres	Assess development for residential and other sensitive uses within 300 metres.
Class 3 Industry ³ within 1000 metres				_____ metres	Assess development for residential and other sensitive uses within 1000 metres.
Land Fill Site				_____ metres	Address possible leachate, odour, vermin and other impacts.
Sewage Treatment Plant				_____ metres	Assess the need for a feasibility study for residential and other sensitive land uses.
Waste Stabilization Pond				_____ metres	Assess the need for a feasibility study for residential and other sensitive land uses.
Active railway line				_____ metres	Evaluate impacts within 300 metres.
Controlled access highways or freeways, including designated future ones				_____ metres	Evaluate impacts within 100 metres.
Airports where noise exposure forecast (NEF) or noise exposure projection (NEP) is 28 or greater				_____ metres	Demonstrate feasibility of development above 28 NEF for sensitive land uses. Above the 35 NEF/NEP contour, development of sensitive land uses is not permitted.
Electric transformer station				_____ metres	Determine possible impacts within 200 metres.
High voltage electric transmission line				_____ metres	Consult the appropriate electric power service.
Transportation and infrastructure corridors				_____ metres	Will the corridor be protected? Noise Study prepared?
Significant wetlands or potentially significant wetlands				_____ metres	Provide Environmental Impact Study.
Significant ravine, valley, river and stream corridors and significant portions of habitat of endangered and threatened species				_____ metres	Provide Environmental Impact Study.

FEATURES OR DEVELOPMENT CIRCUMSTANCES	YES	NO	UNKNOWN	IF FEATURE; SPECIFY DISTANCE IN METRES	POTENTIAL INFORMATION NEEDS
Significant fish habitat, wildlife habitat, woodlands, valley lands, areas of natural and scientific interest.				_____ metres	Provide Environmental Impact Study.
Sensitive groundwater recharges areas, headwaters and aquifers.				_____ metres	Demonstrate that groundwater recharge areas, headwaters and aquifers will be protected.
Significant landscapes, vistas and ridge-lines, significant built heritage resources and cultural heritage landscapes.				_____ metres	Development should conserve significant landscapes, vistas and ridge-lines, significant built heritage resources and cultural heritage landscapes.
Significant archaeological resources				_____ metres	Assess development proposed in areas of medium and high potential for significant archaeological resources. These sources are to be studied and preserved, or where appropriate, removed. Catalogued and analyzed prior to development.
Erosion hazards				_____ metres	Determine feasibility within the 1:100 year erosion limits of ravines, river valleys and streams.
Floodplains				_____ metres	Determine limit of Development or where a Special Policy Area (SPA) is in effect, development must meet the Official Plan policies.
Hazardous sites ⁴				_____ metres	Slope Study, Flood line Study
Contaminated sites				_____ metres	Assess an inventory of previous uses in areas of possible soil contamination.
Prime agricultural land				_____ metres	Demonstrate need for use other than agricultural and indicate how impacts are to be mitigated.
Agricultural operations				_____ metres	Development to comply with the Minimum Distance Separation Formulae and O. P. policies.

¹**Class 1 Industry** - small scale, self-contained plant, no outside storage, low probability of fugitive emissions and daytime operations only.

²**Class 2 Industry** - medium scale processing and manufacturing with outdoor storage, periodic output of emissions, shift operations and daytime truck traffic.

³**Class 3 Industry** - indicate if within 1000 metres - processing and manufacturing with frequent and intense off-site impacts and a high probability of fugitive emissions.

⁴**Hazardous sites** - property or lands that could be unsafe for development or alteration due to naturally occurring hazards. These hazards may include unstable soils (sensitive marine clays, organic soils) or unstable bedrock (Karst topography).

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)

APPENDIX “3”

OFFICIAL PLAN AND ZONING BY-LAW	
<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>	
Application for Official Plan or Zoning By-law Amendment	\$2400.00 per application
Concurrent Applications for Official Plan and Zoning Amendment for the same lands	\$3,550.00 (total)
Modifications to an Application for Official Plan or Zoning By-law Amendment requiring a second or subsequent public meeting	\$650.00
Catarauqui Region Conservation Authority (CRCA) Fees: 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.
Appeal – Official Plan and/or Zoning By-Law 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 Local Planning Appeal Tribunal.	\$1,650.00 per application In addition, the applicant shall be responsible for 75% of all City of Brockville costs relative to the LPAT hearing. The noted \$1,650.00 fee per application shall be credited to the applicant when all costs are calculated.
Removal of a Holding Symbol	\$400.00 per application
Extension of a Temporary Use	\$1,575.00 per application
Copies of the Official Plan or Zoning By-Law	\$70.00 plus H.S.T
Zoning Map (colour copy)	\$35.00 plus H.S.T

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)

Schedule "B" – By-Law 006-2018
Cataraqui Region Conservation Authority (CRCA)
Plan Review Service Fee Schedule^{1,2}
(Effective March 1, 2018)

Application Type	Fee³	Notes
Official Plan Amendment	\$650.00 (minor) ⁴ \$1,080.00 (major) ⁶	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) ⁴ \$1,140.00 (standard) ⁵ \$2,160.00 (major) ⁶	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).

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)

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