

HALTON HILLS REVIEW OF MUNICIPAL RATES AND SERVICE CHARGES  
EFFECTIVE 2013

**Planning, Development & Sustainability**

**2013 RATES**

TYPE OF REVENUE/USER	UNIT/DESCR	2012 RATE (NO TAX)	RATES (NO TAX)	13% HST	RATE INCL HST	% INCR	HST Status
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**CONDOMINIUM (CDM) FEES**

Condominium Application Fee - Minor (refer to note 1)	Per application	\$21,299.58	\$21,938.56	\$0.00	\$21,939.00	3.0%	E
Condominium Application Fee (refer to note 4)	Per application	\$37,900.15	\$39,037.16	\$0.00	\$39,037.00	3.0%	E
Condominium Conversion or Exemption Fee	Per application	\$18,100.04	\$18,643.04	\$0.00	\$18,643.00	3.0%	E
Condominium Extn.of Draft Approval (Council)	Per application	\$3,600.06	\$3,708.06	\$0.00	\$3,708.00	3.0%	E
Condominium Extn.of Draft Approval (Staff)	Per application	\$800.40	\$824.41	\$0.00	\$824.00	3.0%	E
Condominium Final Approval - Primary	Per application	\$15,600.09	\$16,068.09	\$0.00	\$16,068.00	3.0%	E
Condominium Final Approval - Secondary (refer to note 7)	Per application	\$5,000.00	\$5,150.00	\$0.00	\$5,150.00	3.0%	E
Condominium Major Revision Fee (Council Rev.)	Per application	\$19,500.11	\$20,085.11	\$0.00	\$20,085.00	3.0%	E
Condominium Minor Revision Fee (Staff Dec.)	Per application	\$6,100.36	\$6,283.37	\$0.00	\$6,283.00	3.0%	E

**CONSENT & VALIDATION OF TITLE FEES**

Consent Base Application Fee (1 lot)	Per application	\$8,500.15	\$8,755.15	\$0.00	\$8,755.00	3.0%	E
Consent Minor Application Fee (Staff Decision)	Per application	\$4,100.01	\$4,223.01	\$0.00	\$4,223.00	3.0%	E
Consent Post Approval (Certification)	Per application	\$2,400.01	\$2,472.01	\$0.00	\$2,472.00	3.0%	E

**DOCUMENTS FOR SALE**

401 Corridor Background Planning Report	Each	\$41.56	\$42.81	\$5.57	\$48.00	3.0%	T
401 Corridor Scoped Watershed Study	Each	\$70.00	\$72.10	\$9.37	\$81.00	3.0%	T
401 Corridor -Specific Subwatershed Impact Studies (CD only)	Each	\$27.32	\$28.14	\$3.66	\$32.00	3.0%	T
401 Corridor Urban Design	Each	\$31.02	\$31.95	\$4.15	\$36.00	3.0%	T
Adult Entertainment Study	Each	\$31.02	\$31.95	\$4.15	\$36.00	3.0%	T
Dominion Gardens Master Plan	Each	\$30.13	\$31.03	\$4.03	\$35.00	3.0%	T
Fiscal Impact of Growth Alternatives Study-Hemson	Each	\$33.76	\$34.78	\$4.52	\$39.00	3.0%	T
Glen Williams Scoped Subwatershed - Final	Each	\$70.00	\$72.10	\$9.37	\$81.00	3.0%	T
Glen Williams Scoped Subwatershed Character	Each	\$70.00	\$72.10	\$9.37	\$81.00	3.0%	T
Housing Intensification Opportunities	Each	\$31.03	\$31.96	\$4.16	\$36.00	3.0%	T
Industrial Strategy Report	Each	\$31.03	\$31.96	\$4.16	\$36.00	3.0%	T
Industrial Strategy Report-Technical Appendix	Each	\$37.19	\$38.31	\$4.98	\$43.00	3.0%	T
Municipal Housing Statement	Each	\$31.03	\$31.96	\$4.16	\$36.00	3.0%	T
New Comprehensive Zoning By-law	Each	\$111.56	\$114.91	\$14.94	\$130.00	3.0%	T
New Official Plan 2008	Each	\$109.27	\$112.55	\$14.63	\$127.00	3.0%	T
Official Plan Amendments	Each	\$31.03	\$31.96	\$4.16	\$36.00	3.0%	T
Retail Commercial Demand Study	Each	\$70.00	\$72.10	\$9.37	\$81.00	3.0%	T
Retail Market Demand & Impact Analysis (February 2008)	Each	\$31.03	\$31.96	\$4.16	\$36.00	3.0%	T
Retail Market Demand Study - 2001	Each	\$31.03	\$31.96	\$4.16	\$36.00	3.0%	T
Rural Area Study - Discussion Paper	Each	\$31.03	\$31.96	\$4.16	\$36.00	3.0%	T
Rural Area Study-Public & Agency Cons. Paper	Each	\$31.03	\$31.96	\$4.16	\$36.00	3.0%	T
Secondary Plans	Each	\$31.03	\$31.96	\$4.16	\$36.00	3.0%	T
Silver Creek Impact Assessment Report	Each	\$38.27	\$39.42	\$5.13	\$45.00	3.0%	T
Silver Creek Implementation Report	Each	\$25.15	\$25.91	\$3.37	\$29.00	3.0%	T
Silver Creek-Subwatershed-Characterization	Each	\$83.12	\$85.61	\$11.13	\$97.00	3.0%	T
Supermarket Impact Analysis - 2002	Each	\$31.03	\$31.96	\$4.16	\$36.00	3.0%	T
Sustainable Halton Discussion Paper (October 2007)	Each	\$31.52	\$32.46	\$4.22	\$37.00	3.0%	T

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**DOCUMENTS FOR SALE**

Sustainable Halton Growth Concepts Discussion Paper (September 2008)	Each	\$31.03	\$31.96	\$4.16	\$36.00	3.0%	T
Urban Design Study (October 2002)	Each	\$31.03	\$31.96	\$4.16	\$36.00	3.0%	T
Urban Land Use Study	Each	\$31.03	\$31.96	\$4.16	\$36.00	3.0%	T
Zoning By-law	Each	\$111.56	\$114.91	\$14.94	\$130.00	3.0%	T

**LEGAL (REFER TO NOTE 6)**

Common Ownership Agreement		\$1,699.74	\$1,750.73	\$0.00	\$1,751.00	3.0%	E
Compliance Letters		\$90.29	\$93.00	\$0.00	\$93.00	3.0%	E
Compliance Statement or Release or Deletion of Inhibiting Order additional \$50.00 for every 1 to 10 PIN's after first 10 PINS		\$191.33	\$197.07	\$0.00	\$197.00	3.0%	E
Condominium Agreement	Per Application	\$5,500.00	\$5,665.00	\$0.00	\$5,665.00	3.0%	E
Dedication By-laws - Reserves or Assumptions		\$1,999.68	\$2,059.67	\$0.00	\$2,060.00	3.0%	E
Deeming By-law		\$1,999.68	\$2,059.67	\$0.00	\$2,060.00	3.0%	E
Development Charges Deferral Agreement		\$600.00	\$618.00	\$80.34	\$698.00	3.0%	T
Encroachment Agreement	10 years (Usually)	\$2,999.55	\$3,089.54	\$0.00	\$3,090.00	3.0%	E
Licence or Lease Agreements		\$3,900.08	\$4,017.08	\$0.00	\$4,017.00	3.0%	E
Licence or Lease Renewal or Extensions		\$3,000.14	\$3,090.14	\$0.00	\$3,090.00	3.0%	E
Misc. Development Agreement - No Precedent		\$12,200.40	\$12,566.42	\$0.00	\$12,566.00	3.0%	E
Misc. Development Agreement - Precedent		\$4,099.92	\$4,222.92	\$0.00	\$4,223.00	3.0%	E
Misc. Non-Development Agreements		\$3,000.14	\$3,090.14	\$0.00	\$3,090.00	3.0%	E
Model Home Agreement		\$4,099.92	\$4,222.92	\$0.00	\$4,223.00	3.0%	E
Part Lot Control Exemption By-law Preparation and Registration		\$1,599.75	\$1,647.74	\$0.00	\$1,648.00	3.0%	E
Part Lot Control Exemption By-law Preparation and Registration - Extension Request		\$1,599.75	\$1,647.74	\$0.00	\$1,648.00	3.0%	E
Preservicing Agreement		\$4,099.92	\$4,222.92	\$0.00	\$4,223.00	3.0%	E
Site Plan Agreement		\$4,099.92	\$4,222.92	\$0.00	\$4,223.00	3.0%	E
Subdivision Agreement	Per application	\$5,500.00	\$5,665.00	\$0.00	\$5,665.00	3.0%	E

**MAJOR NIAGARA ESCARPMENT (NEC) FEES**

Niagara Esc. Plan Amend. Or Major Dev Permit (refer to note 1)	Per application	\$17,400.38	\$17,922.40	\$0.00	\$17,922.00	3.0%	E
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**MINISTRY OF ENVIRONMENT & OTHER MINISTRY FEES**

Minor MNE or MNR Permit Review	Per application	\$4,800.08	\$4,944.08	\$0.00	\$4,944.00	3.0%	E
MOE or MNR Major Permit or Lic. Rev. Fee (up to a maximum of \$54,636)	Per ha	\$4,800.08	\$4,944.08	\$0.00	\$4,944.00	3.0%	E

**MINOR VARIANCE (MV)FEES**

Minor Variance - Minor Residential Appn. Fee (refer to note 1)	Per application	\$2,500.09	\$2,575.09	\$0.00	\$2,575.00	3.0%	E
Minor Variance Application Fee	Per application	\$4,300.00	\$4,429.00	\$0.00	\$4,429.00	3.0%	E

**OFFICIAL PLAN AMENDMENT (OPA) FEES**

Consolidated Minor Town OPA & ZBA (refer to note 1)	Per Unit	\$14,700.05	\$15,141.05	\$0.00	\$15,141.00	3.0%	E
Consolidated Town OPA & ZBA	Per application	\$25,969.94	\$26,749.04	\$0.00	\$26,749.00	3.0%	E
Halton Region OPA - Town Review Fee	Per application	\$7,900.18	\$8,137.19	\$0.00	\$8,137.00	3.0%	E

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**OFFICIAL PLAN AMENDMENT (OPA) FEES**

Halton Region OPA when filed with Consolidated Town OPA/ZBA	Per application	\$5,530.00	\$5,695.90	\$0.00	\$5,696.00	3.0%	E
Official Plan Amendment - Processing fee	Per application	\$19,900.12	\$20,497.13	\$0.00	\$20,497.00	3.0%	E
OPA - Minor and/or Technical (refer to note 1)	Per application	\$11,200.07	\$11,536.07	\$0.00	\$11,536.00	3.0%	E
OPA Deferral Removal Fee - Town	Per application	\$4,100.01	\$4,223.01	\$0.00	\$4,223.00	3.0%	E
OPA Revision Fee	Per application	\$16,600.00	\$17,098.00	\$0.00	\$17,098.00	3.0%	E

**OTHER FEES**

Archived File Retrieval	Each	\$28.98	\$29.85	\$3.88	\$34.00	3.0%	T
Closed File Retrieval Fee	Per application	\$27.35	\$28.17	\$3.66	\$32.00	3.0%	T
Council Special Consideration Fee	Per application	\$1,391.13	\$1,432.86	\$0.00	\$1,433.00	3.0%	E
Newspaper Public Meeting Notice Fee	Per application	\$443.03	\$456.32	\$59.32	\$516.00	3.0%	T
Research Request - Staff time x 1.5 hourly rate	Each	\$31.03	\$31.96	\$4.16	\$36.00	3.0%	T
Standard Administration Fee	Per application	\$869.74	\$895.83	\$0.00	\$896.00	3.0%	E
Validation of Title Fee (Staff)	Per application	\$2,318.55	\$2,388.11	\$0.00	\$2,388.00	3.0%	E

**PART LOT CONTROL BY-LAW (PLCB) FEES**

Major Part Lot Control By-law Application fee (refer to note 2)	Per application	\$5,900.48	\$6,077.50	\$0.00	\$6,077.00	3.0%	E
Part Lot Control - By-law Application Fee (refer to note 2)	Per application	\$5,199.85	\$5,355.85	\$0.00	\$5,356.00	3.0%	E
Part Lot Control - Minor and/or Technical (refer to note 1)	Per application	\$3,200.10	\$3,296.10	\$0.00	\$3,296.00	3.0%	E
Part Lot Control By-law - Extension	Per application	\$599.78	\$617.78	\$0.00	\$618.00	3.0%	E

**PHOTOCOPYING & MAPPING**

Base Maps	Each	\$12.03	\$12.39	\$1.61	\$14.00	3.0%	T
Custom Development Map Fee	Each	\$18.98	\$19.55	\$2.54	\$22.00	3.0%	T
Miscellaneous Maps - Min. Charge	Each	\$12.03	\$12.39	\$1.61	\$14.00	3.0%	T
Official Plan Maps	Per application	\$12.03	\$12.39	\$1.61	\$14.00	3.0%	T
Photocopy	Per page	\$0.46	\$0.46	\$0.06	\$0.52	0.0%	T
Street Numbering Maps	Each	\$12.03	\$12.39	\$1.61	\$14.00	3.0%	T
Zoning Maps	Each	\$12.03	\$12.39	\$1.61	\$14.00	3.0%	T

**SITE PLAN APPLICATION (SPA) FEES**

Major Site Plan Application Fee (refer to note 5)	Per application	\$38,000.31	\$39,140.32	\$0.00	\$39,140.00	3.0%	E
Site Plan Base Application Fee (refer to note 5)	Per application	\$10,700.27	\$11,021.27	\$0.00	\$11,021.00	3.0%	E
Site Plan Extension Fee	Per application	\$900.00	\$927.00	\$0.00	\$927.00	3.0%	E
Site Plan Major Revision Fee	Per application	\$8,400.23	\$8,652.24	\$0.00	\$8,652.00	3.0%	E
Site Plan Minor Application Fee (refer to note 1)	Per application	\$7,799.77	\$8,033.76	\$0.00	\$8,034.00	3.0%	E
Site Plan Minor Revision, or Review Fee (refer to note 1)	Per application	\$4,600.10	\$4,738.10	\$0.00	\$4,738.00	3.0%	E

**SUBDIVISION (SUB) FEES**

Major Subdivision Application Fee (refer to note 3)	Per application	\$54,099.62	\$55,722.60	\$0.00	\$55,723.00	3.0%	E
Subdivision Application Fee (refer to note 3)	Per application	\$38,099.88	\$39,242.87	\$0.00	\$39,243.00	3.0%	E
Subdivision Base Revision	Per application	\$10,600.00	\$10,918.00	\$0.00	\$10,918.00	3.0%	E
Subdivision Extn.of Draft Approval (Council)	Per application	\$3,600.39	\$3,708.41	\$0.00	\$3,708.00	3.0%	E
Subdivision Extn.of Draft Approval (Staff)	Per application	\$900.11	\$927.11	\$0.00	\$927.00	3.0%	E

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**SUBDIVISION (SUB) FEES**

Subdivision Fee - Minor (refer to note 1)	Per application	\$21,100.48	\$21,733.49	\$0.00	\$21,733.00	3.0%	E
Subdivision Final Approval Fee	Per application	\$14,800.46	\$15,244.47	\$0.00	\$15,244.00	3.0%	E
Subdivision Final Approval Fee - Administrative	Per application	\$2,500.00	\$2,575.00	\$0.00	\$2,575.00	3.0%	E
Subdivision Major Revision Fee(Council Rev.)	Per application	\$24,900.45	\$25,647.47	\$0.00	\$25,647.00	3.0%	E
Subdivision Minor Revision Fee(Staff Decision)	Per application	\$2,200.31	\$2,266.32	\$0.00	\$2,266.00	3.0%	E

**ZONING BY-LAW AMENDMENT (ZBA) FEES**

Council Extension of a Temporary Use By-law	Per application	\$4,700.13	\$4,841.13	\$0.00	\$4,841.00	3.0%	E
Holding By-law Amendment Removal - Major (refer to note 8)	Per application	\$4,500.24	\$4,635.25	\$0.00	\$4,635.00	3.0%	E
Holding By-law Amendment Removal - Minor (refer to note 8)	Per application	\$2,500.00	\$2,575.00	\$0.00	\$2,575.00	3.0%	E
Holding By-law Amendment Removal - Special (refer to note 9)	Per application	\$500.00	\$515.00	\$0.00	\$515.00	3.0%	E
Temporary Use or Deeming By-law	Per application	\$10,700.21	\$11,021.21	\$0.00	\$11,021.00	3.0%	E
ZBA Fee - Minor and/or Technical (refer to note 1)	Per application	\$9,899.96	\$10,196.96	\$0.00	\$10,197.00	3.0%	E
ZBA Major Revision	Per application	\$14,100.00	\$14,523.00	\$0.00	\$14,523.00	3.0%	E
ZBA Minor Revision	Per application	\$6,800.00	\$7,004.00	\$0.00	\$7,004.00	3.0%	E
Zoning By-law Amendment Fee	Per application	\$17,200.03	\$17,716.03	\$0.00	\$17,716.00	3.0%	E

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**NOTES:**

The Director has the authority to determine the planning application fees in this By-law including, but not limited to, Minor, Standard, and Major Application fees and any additional fees further outlined in these "Notes"

1. The Director may grant a lesser fee listed in this By-law where cost savings are identified due to: consolidated application processing; or the application pertains to Industrial uses as directed by Council; or other matters as outlined in Report PD-2006-0061. Applicants requesting payment of a minor processing fee for an Official Plan Amendment, Zoning By-law Amendment, Subdivision, Condominium, or Site Plan must attend a preconsultation meeting with Town and Region staff and/or must prove that the processing cost of the applicant's complete application will be significantly less than that in the Town Standard processing fees as further explained below.
2. Any Part Lot Control By-law application that proposes to create more than 50 Buildable Lots/Blocks or Units or applies to a gross area greater than 5 ha. (10 acres) will be deemed a Major PLCB application (\$5,900).
3. Any Subdivision application that proposes to create more than 50 Buildable Lots/Blocks or Units or applies to a gross area greater than 5 ha. (10 acres) will be deemed a Major SUB application (\$54,100).
4. Any Condominium application that proposes to create more than 50 Buildable lots/Blocks or Units or applies to an area greater than 2 ha. ( 5 acres) will be deemed a Major CDM application ( \$37,900).
5. Any Site Plan application that proposes to create more than 50 dwelling/units; or more than 9,290 sq.m (100,000 sq. ft.) gross floor area; or applies to a gross area greater than 2ha (5 acres) will be deemed to be Major Site Plan application (\$38,000).
6. Additional legal fees, where required, will be borne by the applicant unless otherwise specified.
7. Condominium Secondary applies where the condominium is secondary to other planning applications as determined by the Director of Planning, Development & Sustainability and therefore, less work is required to finalize the condominium approval.
8. Major and Minor Holding Removal fees are distinguished by the scale of project and or the complexity of holding provisions that must be met as determined by the Director of Planning, Development & Sustainability.
9. Site Specific Holding Removal Special fee applies where the Town Official Plan Policies require the implementation of a development control i.e. floodplain areas and where the scale of development is determined by the Director of Planning, Development & Sustainability to be minor in nature and appropriate to a special fee designation.

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PROVISIONS:

Act means the Planning Act, R.S.O. 1990, c. P.13, as amended, including all the Regulations enacted thereto;  
 Applicant means any owner of land or their authorized representative applying for a development application, or person requesting a service as outlined in this By-law;  
 Council means the Council of the Corporation of the Town of Halton Hills;  
 Director means the Director of Planning and Development or their designate, and the Managers of Development Review and Policy;  
 Person includes, a company, a corporation, a partnership, or an individual person, and the singular shall include the plural; and  
 Town means The Corporation of the Town of Halton Hills.

(1) The Director shall:

- (a) be responsible for the administration of the Planning, Development and Sustainability Fees;
- (b) determine the appropriate application of any Planning, Development and Sustainability fees described or set out in the Town's Rates and Service Charges By-law or Schedules to this By-law; and,
- (c) ensure compliance with provincial legislative requirements, including but not limited to, completing and submitting any required filings and documentations on behalf of the Town to satisfy approval and requirements under the Act.

(2) The Director may:

- (a) make regulations and impose conditions deemed necessary for any application submitted;
- (b) define and determine the appropriate category upon which any application is submitted;
- (c) vary or reduce any Planning, Development and Sustainability fees normally required in this By-law.

(3) The following rules apply to the reduction of Planning, Development and Sustainability fees:

- a) The Director may, in the interest of economic development, reduce any Planning, Development and Sustainability fees by 50% (fifty percent) for
  - i. Federal, provincial, regional and local governments;
  - ii. public boards and agencies;
  - iii. medical offices, private institutional or quasi-institutional uses such as non-profit special needs housing;
- b) The Director shall reduce any Planning, Development and Sustainability fees by 50% (fifty percent) for
  - i. industrial, commercial and office uses in the designated industrial areas of Acton or Georgetown, or the 401 Employment Industrial Area excluding major retail uses in the 401 Corridor Gateway and retail uses in designated industrial areas otherwise not permitted in the Town's Official Plan.
- c) Any planning application and processing fee may be appealed to Council.

(4) Every person applying for a development application or service as outlined in the Act:

- (a) complete and submit the applicable form(s) as may be provided from time to time by the Director;
- (b) submit the fee as set out in the Town of Halton Hills Rates and Service Charges By-law or varied by Schedules in this By-law; and
- (c) provide all documentation as required under the Act and this By-law.

SEE NOTES ON PREVIOUS PAGE