



Hamilton

WELCOME TO THE CITY OF HAMILTON

PLANNING COMMITTEE

September 6, 2024

PED24129

Zoning Compliance Review – Application Fees

Presented by: Emily Coe

Background

Zoning Compliance Review Applications

- In 2009, Zoning Compliance Review Applications were introduced as a way for customers to determine zoning compliance prior to a formal application for building permit.
- As the Zoning Section was located within the Building Division at the time, the Applicable Law Review fee within the Building By-law was utilized for this service.

Activity-Based Costing

- Over the years, the Zoning Compliance Review grew to encompass additional zoning-related reviews, including clearing conditions related to Consent applications, confirmation of the legally established non-conforming status of a property, and undertaking zoning reviews prior to a formal application for minor variance, building permit, site plan control, or zoning by-law amendment.
- Although these different types of applications take differing lengths of time to review, the fee for the Zoning Compliance Review has only increased along with all other fees in the yearly amendments to the Building By-law.
- The current fee for 2024 is \$277 for a Zoning Compliance Review application. To compare, in 2009, the fee was \$155.

2025 Budget Process

- As staff began to undertake discussions relating to the 2025 budget this summer, it was decided that the Zoning Compliance Review fees should be appropriately adjusted to reflect the true activity-based costing of each subtype, rather than one flat fee applying to the entire application.
- Additionally, a new fee is proposed for a revision to a Zoning Compliance Review application as there is currently no fee for this service; staff perform additional reviews free of charge, even though the review of these revisions may take staff additional time to complete.

Proposed Fees

The proposed fees are as follows:

Applicable Law Review	\$490
Committee of Adjustment – Clearing of Zoning Conditions	\$140
Determination of a Legally Established Non-Conforming Use	\$840
In Support of a Building Permit Application	\$490
In Support of a Minor Variance Application	\$490
In Support of a Site Plan Control Application	\$490
In Support of a Zoning By-law Amendment Application	\$630
Revision to a Zoning Compliance Review Application	\$245

Increase in Revenue

Implementation of the new fees would result in an increase of approximately \$72,000 annually in revenue.



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THANK YOU

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