

**Bill No. 282**

**CITY OF HAMILTON**

**BY-LAW NO. 12-**

**Tariff of Fees**

**WHEREAS** Section 69 of the Planning Act, R.S.O. 1990, Chapter 13, as amended, authorizes municipalities to enact a by-law to prescribe a Tariff of Fees for the processing of applications made in respect of planning matters;

**AND WHEREAS** Section 391 of the Municipal Act, 2001, S.O.2001, c. 25, as amended, authorizes municipalities to enact by-laws to impose fees on any class of person for services or activities provided or done by or on behalf of the municipality;

**NOW THEREFORE** the Council of the City of Hamilton enacts as follows:

1. The Tariff of Planning and Growth Management Fees in Schedule "A" annexed hereto and forming part of this By-law are hereby approved and adopted.
2. The fees shall be paid at the time of and with the making of an application referred to in Schedule "A".
3. No application, service or activity listed in Schedule "A" shall be deemed to have been made, provided or completed, and no application shall be received, unless the appropriate fee is paid in accordance with this By-law.
4. The amounts of the fees in Schedule "A" of this By-law shall be adjusted annually by the percentage change during the preceding year of the Consumer Price Index (CPI) for Toronto, and the resulting figures shall be rounded off to the nearest five (\$5.00) dollar interval.
5. This By-law shall be deemed to have come into force on January 1, 2013.

**PASSED** this 12<sup>th</sup> day of December, 2012.

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R. Bratina  
Mayor

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R. Caterini  
City Clerk

**SCHEDULE "A" to By-law No. 12-  
Planning and Economic Development Department  
2013 Fees**

<b>PLANNING FEES</b>	<b>Fee</b>
<b>1 Official Plan Amendment and/or Zoning Bylaw Amendment to Establish a New Pit or Quarry)</b>	\$ 122,000
(In addition to the base fee, the owner/applicant shall bear any and all cost pertaining to Peer Reviews and for the Aggregate Advisor, if required)	
<b>2 Pit or Quarry - Expansion</b>	\$ 48,800
(In addition to the base fee, the owner/applicant shall bear any and all cost pertaining to Peer Reviews and for the Aggregate Advisor, if required)	
<b>3 Official Plan Amendment (applicable to all types) *</b>	\$ 16,570
a) Phase 1 - Services up to City Council Report	\$ 9,790
b) Phase 2 - Services subsequent to the Council resolution approval	\$ 6,780
c) Recirculation with no advertising required	\$ 430
d) Public notice recirculation due to cancellation of a Public Meeting by the applicant or agent	\$ 430
e) Advertising Fee (minimum charge, if applicable)	\$ 1,000
f) Amended application with public consultation	\$ 2,600
<b>4 Rezoning Application *</b>	
a) Routine Application **	\$ 10,275
b) Complex Application **	
i) Phase 1 - Services up to City Council Report	\$ 13,850
ii) Phase 2 - Services subsequent to the Council resolution approval	\$ 6,700
c) Public notice recirculation due to cancellation of a Public Meeting by the applicant or agent	\$ 430
d) Advertising Fee (minimum charge, if applicable)	\$ 1,000
e) Severance of Surplus Farm Dwelling	\$ 5,138
f) Amended Applications with Circulation	\$ 2,600
g) Removal of 'H' Holding Provision	\$ 1,710

\* Joint application - where applications are made for an Official Plan Amendment, Plan of Subdivision/Condominium, and Rezoning or any combination thereof, the total fees will be reduced by 25%

\*\* Rezoning - For the purposes of fees, there are two (2) types of rezoning applications: Routine and Complex. When an application is submitted, the following guidelines are used to determine the type of application:

**Routine**

- Applications to add one specific use (i.e. that does not change the zoning district); or
- Applications to reduce yard requirements or modify other district or zone requirement (i.e. only one requirement); or
- Applications to rezone three (3) single detached dwelling lots or less; or
- Applications to extend a "temporary use".

**Complex**

- All other Applications.

**5 Site Plan Control Application**

a)	Full Application	\$	8,560
i)	Plus per unit Residential charge for the for first 10 units	\$	500
ii)	Plus per unit Residential charge for additional units (11-50 units to a max of 50 units)	\$	300
iii)	Plus per per m2 new gross floor area for non-residential developments, prior to the Issuance of final site approval to a maximum of 5,000 m2 for industrial and 50,000 m2 for commercial	\$	2.50
b)	Minor Application	\$	1,060
c)	Resubmission of plans on the Fourth occasion and thereafter	\$	2,740
d)	Amendment to Site Plan Control	\$	2,070
e)	Preliminary Review of a Site Plan	\$	2,070
f)	Extension to Site Plan Approval	\$	1,400
g)	1 & 2 Family Residential on Hamilton Beach Strip (outside Heritage Conservation District)	\$	2,000
h)	1 & 2 Family Residential within or contiguous to Major Open Space Areas. Environmentally Sensitive Areas or Provincially Significant Areas (as designated in the Official Plan)		1/2 of applicable fee
i)	Agricultural Uses		1/2 of applicable fee

**6 Plan of Condominium \***

a)	New Construction - with Public Process	\$	21,610
i)	plus additional costs per unit	\$	75
b)	New Construction Building - without Public Process	\$	15,860
i)	plus additional costs per unit	\$	75
c)	Condominium Conversion Approval Fee	\$	22,830
i)	plus additional costs per unit	\$	90
d)	Recirculation Fee for a Plan of Condominium Approval	\$	970
e)	Revision Fee for Plan of Condominium	\$	1,040
f)	Application Maintenance Fee for Condominium Files three (3) year old	\$	400
g)	Exemption Fee	\$	1,110
h)	Extension Fee	\$	760

**7 Plan of Subdivision \***

a)	Includes application, circulation, review, Draft Plan Approval	\$	33,060
i)	Additional costs per unit	\$	200
ii)	Additonal costs per block	\$	580
b)	Recirculation of revisions for a plan of Subdivision	\$	925
c)	Draft Plan Approval - Minor Revisions	\$	4,320
d)	Draft Plan Approval - Major Revisions	\$	24,800
e)	Draft Plan Approval - Extensions	\$	730
f)	Annual maintenance fee for Subdivision Files older than three (3) years	\$	390
g)	Advertising Fee	\$	1,000

h)	Amended application with public consultation	\$	2,600
<b>8</b>	<b>Part Lot Control</b>	\$	2,210
i)	Plus additional costs per unit	\$	200
ii)	Plus per unit Finance fee (only collected if a new parcel of land is created)	\$	15.65
iii)	Extension	\$	940
<b>9</b>	<b>Land Consent Approval</b>		
a)	Land Consent Fee		
i)	Fully Serviced Lot	\$	2,370
ii)	Property serviced by well/cistern	\$	2,500
iii)	Additional Fee plus Base Fee where no Sanitary Sewer exist or if services are new to the area and any existing house is still serviced by a Septic System	\$	320
b)	Application Recirculation Fee	\$	190
c)	Deed Certification	\$	190
d)	Extension of Deferral	\$	60
e)	Validation of Title	\$	720
f)	Plus per unit Finance Fee (only collected if a new parcel of land is created)	\$	15.65
<b>10</b>	<b>Minor Variances</b>		
a)	Complex Application	\$	1,410
b)	Routine Application	\$	1,070
c)	Variances required "after the fact"	\$	1,700
d)	Application Recirculation Fee	\$	200
<b>11</b>	<b>Formal Consultation</b>	\$	1,000
	(fee will be credited to any future application) if within one year		
<b>12</b>	<b>Tree Protection</b>		
a)	General Vegetation Inventory Review	\$	320
b)	Tree Protection Plan Review	\$	530
<b>13</b>	<b>Commercial Heritage Improvement and Restoration Program</b>	\$	280
<b>14</b>	<b>Preparation of a Neighbourhood Plan and a Modified Neighbourhood Plan</b>	\$	2,020
<b>15</b>	<b>Request for Municipal Street Numbers</b>	\$	300
<b>16</b>	<b>Street Name Change + Advertising Costs</b>	\$	5,760
<b>17</b>	<b>Property Reports - (respecting Official Plan, Zoning, Rental Housing Protection, Heritage Designation)</b>	\$	150
<b>18</b>	<b>Sign Variance</b>	\$	800
a)	Fee for a sign erected, located and displayed without a permit	\$	1,110

19	Ministry of Environment's Environmental Compliance Approvals Administration fee	\$	2,000
20	Cash in Lieu of Parking Administration fee	\$	450
21	Environmental Sensitive Areas Impact Evaluation Group (ESAIEG) Application fee	\$	340
22	Record of Site Condition (RSC) Administration fee	\$	350
23	Peer Review of Special Studies Administration Fee	\$	2,230

## **GROWTH MANAGEMENT**

**Fee**

### **Subdivision Agreements & Construction of Services**

#### **Engineering Design Review and Agreement Preparation**

##### **1 Engineering Approvals and Agreements**

a)	Subdivision Agreement Preparation and/or Servicing Agreements	\$	1,872
b)	Subdivision Agreement Preparation and/or Servicing Agreements Old Process	\$	3,200
c)	Engineering Review	\$	3,240
	* Additional Costs / Unit	\$	240
	* Additional Costs/Hectare	\$	230
d)	Amend Water Licence Process	\$	2,550
e)	MOE Sewer Application Process	\$	940

**2 Minor Revision to Subdivision Agreement** \$ 200

**3 Major Alteration to Subdivision Agreement** \$ 430

**4 Final Approval & Registration (Subdivision and Condominium)** \$ 1,310

**5 Submission Compliance Request** \$ 100

##### **6 Advance on Pre-Grading**

(2% of construction cost with a minimum of \$2,000 to a maximum of \$5,000)

**7 Resubmission of Engineering drawings for review and approval (per page)** \$ 350

##### **Note the following:**

1. Engineering Design Review is a fixed cost which includes 3 submissions of Engineering drawings. Beyond this, charges will be assessed based on existing fees in the amount of \$220 per drawing, \$200 for Minor revisions to schedules/agreements and \$430 for Major revisions

2. Design review fee applied to each and all phases of the draft plan of subdivision

**Construction - Engineering Supervision**

<b>1 Engineering Construction Supervision and Agreement Administration</b>	
for the first < \$250,000 of construction value, minimum of \$10,000	6.00%
for the next \$250,001-\$500,000 of construction value	6.00%
for the next \$500,001-\$1 million of construction value	6.00%
for the next \$1-\$2 million of construction value	5.00%
for the construction value over \$2 million of construction value	4.00%
<b>2 Engineering Construction Revision Fee</b>	\$ 350

**Special Agreements**

<b>1 Special Sewer / Water Agreement</b>	\$ 3,700
<b>2 Joint Sewer / Water Agreement</b>	\$ 3,700
<b>3 Pre-Service Agreements</b>	\$ 3,700
Additional Cost Per Unit	\$ 30
<b>4 Consent Agreements *</b>	\$ 3,700
Consent Agreements with warning clauses only	\$ 1,850
<b>5 External Works Agreement Preparation *</b>	\$ 4,350
<b>6 Pre-Grading Agreement</b>	\$ 3,700
<b>7 a) Lot Grading Acceptance Inspection Per Unit</b>	\$ 360
<b>b) Lot Grading Acceptance Per Multi-Unit Block (3-8 units)</b>	\$ 720
* Does not include standard inspection fees	

**Miscellaneous**

<b>1 Sanitary Sewer &amp; Water Drawing Review Fee - for site plans major</b>	\$ 1,460
Sanitary Sewer & Water Drawing Review Fee - Minor	\$ 730
<b>2 Small Sanitary and Storm Sewer/Water Permit Inspection Fee &lt;100mm</b>	
Administration Fee	\$ 150
Water/Sewer Inspection Fee	\$ 480
(Additional Cost per metre of service)	\$ 8
<b>3 Large Sanitary and Storm Sewer/Water Permit Inspection Fee (100mm diam &amp; &gt;)</b>	
Administration Fee	\$ 150
Water/Sewer Inspection and Testing	\$ 600
(Additional Cost per metre of service)	\$ 8

<b>4 Discharge of Agreements</b>	\$ 375
<b>5 Single and Semi-Detached Residential Sewer/Watermain Extension Flat Fee Extension Policy (in accordance with the Funding Methodology for Municipal Infrastructure )</b>	
Watermains (per unit)	\$ 4,730
Sanitary Sewer (per unit)	\$ 6,755
Storm Sewer (per unit)	\$ 7,890
Note: this fee does not include the cost of sewer and water lateral connections from the mains to the road allowance property line or permit connection fees	
<b>6 Phased/Staged Construction - Preparation of Schedules and Approvals</b>	\$ 1,930
<b>7 Site Plan Inspection over 2 hectares</b>	\$ 1,200
<b>8 Minor Site Plan Per Inspection</b>	\$ 270
<b>9 Site Alteration Permit Process</b>	
Residential	\$ 210
Non-Residential + \$25 per Ha	\$ 520
<b>10 Review of Special Study Administration Fee</b>	\$ 1,430
(Note: for special studies including but not limited to Karst, Geomorphology, Hydrology, Traffic, etc)	
<b>11 Site Plan Security Reduction Fees</b>	\$ 280
(for second and subsequent security reduction requests)	
<b>12 Subdivision Security Reduction Fees</b>	\$ 280
(for fourth and subsequent security reduction requests)	
<b>13 Review and Inspection for Rehabilitation or Replacement of Existing Sewer Service</b>	\$ 390
<b>14 After Hours Inspection Fee (Minimum 4 Hours)</b>	\$ 310