

APPENDIX R: Schedule R - Planning and Development

Application	2021 Fee	2022 Proposed Fee
Official Plan		
Official Plan Amendment	\$4,578.00	\$4,763.00
Adjournment of an Official Plan Amendment (at applicant's request)	\$728.00	\$758.00
Zoning By-Law		
Zoning By-Law Amendment	\$4,058.00	\$4,222.00
Adjournment of a Zoning By-Law (at owner's request)	\$728.00	\$758.00
Removal of a Holding Symbol	\$1,040.00	\$1,082.00
Temporary Use By-Law	\$4,058.00	\$4,222.00
Preparation of a Temporary Use Agreement	\$1,873.00	\$1,948.00
Extension of a Temporary Use	\$1,561.00	\$1,624.00
Plan of Subdivision		
Draft Plan Approval of Subdivision	\$6,763.00	\$7,036.00
Redline Revisions/Change of Conditions to Draft Plan	\$2,081.00	\$2,165.00
Extension to Draft Plan Approval	\$1,561.00	\$1,624.00
Final Plan Approval	\$1,561.00	\$1,624.00
Amendment to Subdivision Agreement	\$2,081.00	\$2,165.00
Part Lot Control	\$1,040.00	\$1,082.00
Deeming By-Law	\$416.00	\$432.00
Discharge of a Subdivision Agreement	\$1,040.00	\$1,082.00
Validation Order	N/A	N/A
Plan of Condominium		
Draft Plan Approval of Condominium	\$6,763.00	\$7,036.00
Redline Revisions/Change of Conditions to Draft Plan	\$2,081.00	\$2,165.00
Extension to Draft Plan Approval	\$1,561.00	\$1,624.00
Final Plan Approval	\$1,561.00	\$1,624.00
Condominium Conversion	\$6,763.00	\$7,036.00
Amendment to Condominium Agreement	\$2,081.00	\$2,165.00
Discharge of a Condominium Agreement	\$1,040.00	\$1,082.00
Condominium Exemption Request	\$1,500.00	\$1,561.00

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Site Plan Control		
Site Plan Control Approval	\$3,537.00	\$3,680.00
Amendment to Site Plan Agreement	\$1,561.00	\$1,624.00
Discharging of a Site Plan Agreement	\$1,040.00	\$1,082.00
Committee of Adjustment		
Minor Variance/Expansion of Non-Conforming Use	\$1,196.00	\$1,244.00
Minor Variance (Building without a Permit)	\$1,561.00	\$1,624.00
Consent (new lot)	\$1,665.00	\$1,732.00
Easement	\$1,144.00	\$1,190.00
Lot Addition/Boundary Adjustment	\$1,144.00	\$1,190.00
Adjournment of a Consent or Variance (at applicant's request)	\$520.00	\$541.00
Changes to Consent Conditions	\$520.00	\$541.00
Final Certification Fee	\$208.00	\$216.00
Validation of Title	\$936.00	\$974.00
Miscellaneous		
Quarry/Pit Establishment or Expansion	\$62,424.00	\$64,945.00
Telecommunication Facilities Consultation Process	\$1,561.00	\$1,624.00
Compliance Letter	\$130.00	\$136.00
Compliance Letter Express (within 3 days)	\$187.00	\$195.00
Development Agreement	\$2,497.00	\$2,598.00
Discharging of a Development Agreement	\$936.00	\$974.00
Front Ending Agreement	\$1,561.00	\$1,624.00
OMB Subpoena - first day	\$624.00	\$649.00
OMB Subpoena - thereafter	\$416.00	\$432.00
Pre-consultation Report (when requested)	N/A	N/A

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Combined Applications		
Official Plan & Zoning By-Law Amendments	\$7,803.00	\$8,118.00
Official Plan, Zoning by-Law Amendments & Draft Plan of Subdivision/Condo	\$13,005.00	\$13,530.00
Zoning By-Law Amendment & Draft Plan of Subdivision/Condo	\$8,843.00	\$9,200.00
Official Plan & Zoning By-Law Amendment & Site Plan Control	\$9,884.00	\$10,284.00
Zoning By-Law Amendment & Site Plan Control	\$5,722.00	\$5,953.00
Consent & Minor Variance	\$2,185.00	\$2,274.00
Consent & Development Agreement	\$3,641.00	\$3,788.00
Consent/Lot Addition & Zoning By-Law Amendment	\$4,682.00	\$4,872.00
Minor Variance & Development Agreement	\$3,121.00	\$3,247.00

Submission Deadlines and Accelerated Applications

Please be advised that the Planning Act requires Notice of Public Hearing be given no later than 20 days before a scheduled public meeting for a Zoning By-law Amendment and Official Plan Amendment, 14 days for a Plan of Subdivision and Consent Application, and 10 days for a Minor Variance application. In order to allow sufficient review time of an application, all applications should be submitted at least 14 days before the last day for giving Notice of Public Hearing under the Planning Act.

While it is an objective of the Planning and Development Division to process applications in an expeditious manner within the time frame established in the Planning Act, an applicant may wish to consider an accelerated application in the event processing is needed immediately and City resources and/or notice requirements are limited. Fees for an accelerated application will be assessed based on overtime incurred by staff to process the application at the rates listed below:

Staff Rates:

Director of Planning and Development	\$220/hour
Planner	\$150/hour
Planning Technician I Clerical	\$100/ hour

Applicants should note that no application shall take priority over other applications being processed solely on the basis of the applicant having paid an accelerated fee.

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Refund of Fees

If an application is withdrawn before circulation to commenting agencies, ninety percent (90%) of the fee will be refunded . If withdrawn after circulation, but before notice of the public meeting is given, fifty percent (50%) of the fee will be refunded and if withdrawn after the notice of public meeting is given, but before the Planning and Development Services division Recommendation Report is prepared, twenty five percent (25%) of the fee will be refunded.

Reactivation

Any application which has been withdrawn and/or has been inactive for one year shall be considered abandoned and a full fee shall be required to activate a new application.

Notes:

Additional fees for most applications are required for Niagara Regional Development Services and the Niagara Peninsula Conservation Authority review. Applicants are recommended to contact each agency for their respective Fee Schedule. If fees are required, applicants must make out separate cheques payable to each agency at the time of application submission to the City.

A 50% reduction in the fees payable will be applicable to all properties that are located within the project area boundaries of the OldeHumberstone Main Street Community Improvement Plan, the Downtown Central Business District Community Improvement Plan and EastWaterfront Community Improvement Plan.

The Regional Municipality of Niagara shall be exempt from this Fee Schedule.