

By-law 2023-044 Schedule “E”

Planning and Infrastructure Services Fees Fee Schedule July 1, 2023, to June 30, 2024

Official Plan Amendment (note 7)

Type of Application	Fee
Minor Application	\$17,410.00
Major Application (note 1)	\$25,510.00
Aggregate Pit or Quarry	\$38,510.00
Regional Official Plan Amendment Review	\$3,140.00
Neighbourhood Design Plan Amendment	\$5,810.00

Zoning By-law Amendment (note 7)

Type of Application	Fee
Minor	\$8,750.00
Major (note 3)	\$13,120.00
Removal of (H) Holding Symbol	\$3,030.00
Extension of a temporary use	\$2,570.00

Combined Official Plan and Zoning By-law Amendments (note 11)

Type of Application	Fee
Minor	\$23,970.00
Major	\$32,060.00

Draft Plan of Subdivision (note 7)

Type of Application	Fee
Residential	\$18,570.00 + \$300/unit and \$500/block
Non-Residential	\$7,690.00
Preparation of Subdivision Agreement (note 5)	(\$4,650 + \$604.50 HST) \$5,254.50
Preparation of Subdivision Agreement Amendment (note 5)	(\$1,170 + \$152.10 HST) \$1,322.10
Recirculation Fee	50% of the base fee

Red Line Revisions to Draft Approval Plan of Subdivision (note 7)

Type of Application	Fee
All Revisions	\$10,260 + \$300 additional/unit and \$500/block

Major Revisions to Subdivision Applications Not Draft Approved (note 7)

Type of Application	Fee
Where original application was filed prior to July 1, 2000	\$16,230 + \$300/unit and \$500/block
Where original application was filed between July 1, 2000 to Dec. 31, 2006	\$8,130+ \$300 /unit and \$500/block
Where original application was filed after December 31, 2006	\$8,130.00
Subdivision Clearance	\$2,960.00
Extension of Draft Plan Approval	\$2,960.00

Draft Plan of Condominium (note 7)

Type of Application	Fee
Residential and Non-Residential	\$8,460.00
Application for Condominium Conversions	\$10,260.00
Preparation of Condominium Agreement (note 5)	(\$4,250 + \$552.50 HST) \$4,802.50
Preparation of Condominium Agreement Amendment (note 5)	(\$870 + \$113.10 HST) \$983.10
Condominium Clearance	\$2,340.00
Part Lot Control (note 7)	(\$1,170 + \$60/unit)

Site Plan Approval / Amendment (note 7)

Type of Application	Fee
Telecommunications Towers	\$9,290.00
Residential Use	\$6,980 + \$225/unit for the first 100 units and \$150 for each unit after the first 100 units
Commercial Use	\$5,810 + \$1.50/m ² commercial gross floor area

Mixed Use Building (note 12)	\$5,240 + \$0.60/m ² commercial gross floor area + \$60/residential unit (maximum \$20,000)
Industrial / Other Uses	\$3,500 + \$0.25/m ² gross floor area (maximum \$10,000)
Amendment - Residential Use	\$1,170 + \$50/unit (maximum \$6,000)
Amendment - Commercial Use	\$2,110 + \$1.50/m ² commercial gross floor area (maximum \$16,000)
Amendment - Mixed Use (note 12)	\$2,480 + \$0.60/m ² commercial gross floor area + \$60/residential unit (maximum \$16,000)
Amendment - Industrial / Other Use	\$950 + \$0.20/m ² gross floor area (maximum \$6,400)
Minor Site Plan / Oak Ridges Moraine (note 2)	\$760.00
Sales Trailer / Model Home	\$2,340.00
Preparation of Section 41 Agreement (note 5)	(\$710 + \$92.30 HST) \$802.30
Preparation of Section 41 Agreement Amendment (note 5)	(\$710 + \$92.30 HST) \$802.30
Landscape Inspection Fee	for projects with greater than 2500 sq. m. of floor area, or 25 units or greater (0.5% of the landscape cost estimate with a minimum of \$1,000)
Recirculation Fee	50% of the base fee
Extension of Site Plan Approval	50% of the original application fee

Committee of Adjustment – Minor Variance (note 4 and 7)

Type of Application	Fee
Accessory Buildings and Structures	\$670.00
Residential Minor (single, semi-detached, townhouse or proposed lot)	\$870.00
Residential Major (all other residential)	\$1,410.00
Commercial	\$2,000.00
Other non-residential	\$870.00
Tabling and Recirculation Fee (applicant initiated)	\$300.00

Sign Permit

Type of Application	Fee
Permanent	\$240.00
Temporary	\$130.00

Sign By-law

Type of Application	Fee
Variance	\$820.00
Amendment	\$2,040.00

Additional Dwelling Unit

Type of Application	Fee
Application and Registration	\$250.00
Registration for Applications submitted prior to January 1, 2015	\$120.00
Rental Protection Act	\$1,510.00

Land Use Information and Compliance Letter

Type of Application	Fee
Zoning, Building, and all other property information	\$200.00
Subdivision and Site Plan (per agreement)	\$200.00

Land Division

Type of Application	Fee
Review Fee	\$760.00
Preparation of Section 53 Agreement (note 5)	(\$710 + \$92.30 HST) \$802.30

Peer Review

Type of Application	Fee
(Applicant responsible for 100% Municipality's full costs of undertaking a Peer Review)	

Comments on Applications Under the Green Energy Act

Type of Application	Fee
microFIT applications (10 kW or less)	\$200.00
FIT applications up to 10 MW (solar energy)	\$550.00
FIT applications up to 10 MW (other than solar)	\$7,090.00

Other

Type of Application	Fee
Pre-consultation Stage 1 – Conceptual Proposal Review	\$1000.00
Pre-consultation Stage 2 – Technical Proposal Review	\$5000.00
Minor Pre-consultation (note 14)	\$300.00
Street Name Change Request	\$1410 + \$50 per municipal address
Activation of a dormant application not requiring a Public Meeting	25% of the initial application fee or \$1,600 whichever is greater.
Application Requiring An Open House or Additional Public Meeting	\$2,050.00 (additional fee for each subsequent public meeting))
Application Requiring Additional Public Meeting	\$2,340.00 (additional fee for each subsequent public meeting where notice is provided through the local newspaper)
Application Involving Review Under EPA and/or EAA Process (additional fee)	\$16,840.00

Ontario Municipal Board or Land Planning Appeals Tribunal Related Administration Fee (note 8)

Preparation of Development / Servicing Agreement (note 5 and note 9)

Type of Application	Fee
Folding of drawings accompanying a submission (fee per sheet)	(\$5.00 + \$0.65 HST) \$5.65
Notarial Fee By Municipal Solicitor	(\$25.00 + \$3.25 HST) \$28.25
Commissioners Fee By Municipal Staff	(\$25.00 + \$3.25 HST) \$28.25

Publications

Type of Application	Fee
Small Maps	(\$5.00 + \$0.65 HST) \$5.65
Large Maps	(\$15.00 + \$1.95 HST) \$16.95
Aerial Photography (colour)	(\$5.00 + \$0.65 HST) \$5.65
Official Plan Colour Map	(\$5.00 + \$0.65 HST) \$5.65
Clarington Official Plan	(\$75.00 + \$9.75 HST) \$84.75
Clarington Zoning By-law	(\$75.00 + \$9.75 HST) \$84.75
Clarington Street Name Index CD Format	(\$16.00 + \$2.08 HST) \$18.08
Studies Under 40 pages	(\$13.00 + \$1.69 HST) \$14.69
Studies 40 to 100 pages	(\$26.00 + \$3.38 HST) \$29.38
Studies 100 to 200 pages	(\$43.00 + \$5.59 HST) \$48.59
Studies over 200 pages	(\$60.00 + \$7.80 HST) \$67.80
Studies on CD	(\$15.00 + \$1.95 HST) \$16.95

Real Property Transactions

For the preparation of any agreements relating to real property transactions not otherwise specifically addressed in this Fee Schedule, land transfers (e.g. rights-of-way, encroachments, leases and licensed, easements), the person requiring the agreement shall be required to pay fees and disbursements in accordance with notes 5 and 9 below.

Chief Building Official Service

Type of Application	Fee
Master Plumbing License	\$100
Drain Contractor License	\$100

Notes

Note 1

The following are criteria for determining what constitutes a Major Official Plan Amendment application:

- New golf courses or expansion to existing golf courses;
- New waste facility or expansion to existing waste facility;
- Commercial Development greater than 2,500 m²;
- Deletion or addition of arterial or collector road; and/or

- Any application that due to the broader policy implications for the Municipality would require the need to review or manage studies, or any application deemed to be a major by the Director of Planning and Infrastructure Services.

Note 2

The following are criteria for determining what constitutes a Minor Site Plan application:

- A residential or agricultural site plan in the Oak Ridges Moraine as required by the Official Plan and Zoning By-law 2005-109;
- A dog kennel and similarly-scaled uses; and/or
- A minor alteration to an existing site plan to revise parking, add a patio, add a storage building, revise signage, add or delete portables, etc.

Note 3

The following are criteria for determining what constitutes a Major Zoning By-law Amendment application:

- Associated with an Official Plan Amendment;
- Associated with an application for proposed Plan of Subdivision;
- Application involving multiple properties, except for commercial and industrial related applications; and/or
- Any application that requires the review of technical support documents or studies (e.g. environmental analyses, transportation).

Note 4

Minor Variance applications for the construction or placement of an accessibility device to provide access to a single-detached/link or townhouse dwelling is exempt from the fee. An “accessibility device” is defined as a device including a ramp that aids persons with physical disabilities in gaining access to a dwelling unit.

Note 5

Agreement preparation fee does **not** include the cost of registering the agreement and all related documents (e.g. Transfers, Postponements, or inhibiting orders) in the Land Registry office. The cost of such registrations is as follows:

- Initial registration \$250.00 plus HST, plus disbursements
- All subsequent registrations \$125.00 plus HST, plus disbursements. Applicants must provide the Municipality (Legal Services) with all such costs prior to registration.

Note 6

The following are criteria for determining what constitutes a minor application for red-line revisions to Draft Approval:

- Does not require circulation to outside agencies.

Note 7

Fees for all Planning applications submitted by a registered charitable organization or for a registered non-profit housing organization will be reduced by 50%.

Note 8

In addition to the fees set out for Planning Act Applications, the total fees payable shall include all fees associated with supporting an applicant at any hearing where the application was approved by Municipal Council, including legal fees at a rate of \$180/hour and consultant/witness fees where required, but excluding the costs of the Planning Department staff.

Note 9

For preparation of any development/servicing agreement other than a subdivision agreement, Section 41 agreement or a Section 53 agreement, the applicant is required to reimburse the Municipality for its legal costs. If the legal work is undertaken by the Municipal Solicitor, it will be charged at the rate of \$180/hour. If the legal work is undertaken by other legal counsel, it will be charged at the legal counsel's hourly rate. The minimum fee for any such agreement shall be \$475.00 plus HST.

Note 10

This Schedule "A" shall remain in effect from July 1, 2022 until June 30, 2023. In the event that a fees review is not undertaken before that date fees will be increased annually by 3%, commencing on July 1, 2024.

Note 11

Where Official Plan and Zoning By-law Amendments are submitted together a reduction of 50% of the Major Zoning By-law Amendment Fee shall apply.

Note 12

The fee for a Mixed-Use Building will apply when residential units are proposed and a minimum of 50% of the ground floor of a building is for non-residential purposes.

Note 13

Recirculation fees will be required on the 4th resubmission of application materials that require circulation to internal departments and/or external agencies.

Note 14

The following are criteria for determining what constitutes a Minor Pre-consultation:

- Applications associated with a single detached dwelling; and/or
- Applications associated with an agricultural use.