
**SCHEDULE 'A' TO BY-LAW 2018 – 0074 (PL-7) AS
AMENDED BY
BY-LAW NO. 2020-0036(PL7)**

**PLANNING APPLICATION AND SERVICE FEES
As Amended – Effective January 1, 2023**

DEVELOPMENT AREA PLANS (DAP)

New DAP or <i>Major</i> Review/Update to an Existing DAP	\$20,327
Consideration of a <i>Minor</i> Revision to an Existing DAP	\$13,207

Major:

- Any significant change to text or schedules of the DAP, required as a result of implementing new Town, Regional and/or Provincial Plans or policies
- Any change as determined to be major by the Director of Development Services

Minor:

- Any minor change to text or schedules of an existing DAP
- Any change as determined to be minor by the Director of Development Services

OFFICIAL PLAN AMENDMENT APPLICATION

Major Application Fee (see note below)	\$32,810
Additional Public Meeting (after first two)	\$1,987
Additional Public and/or Agency Circulation (after initial) ...	\$265
Additional Planning Report (after first two)	\$1,069

Minor Application Fee (see note below)	\$21,130
Additional Public Meeting (after first two)	\$1,987
Additional Public and/or Agency Circulation (after initial) ...	\$265
Additional Planning Report (after first two)	\$1,069

Major Amendment: an application which is relatively large in scale or scope which may have a significant impact or policy implication beyond the subject lands. Such applications may include, but not necessarily be limited to:

- Amendment having broader municipal or regional implications and/or requiring Regional approval
- Amendment affecting a large geographic area or multiple properties
- Any Industrial, Commercial, Institutional (ICI) application for development exceeding 250m² in gross floor area
- Any residential development exceeding 3 lots/units
- Any development requiring 3 or more major studies (e.g. transportation, traffic, environmental, hydrogeological, market analysis, etc.)
- Significant change to text or policies or schedules of the Plan
- Re-designation of land use category
- Any amendment as determined to be Major by the Director of Development Services

Minor Amendment: an application that is relatively small in scale and likely having minimal impact or issues beyond the subject lands. Such applications may include, but not necessarily be limited to:

- Amendment having little or no broader municipal or regional planning implications and/or has been exempted from Regional approval
- Amendment affecting a small geographic area or single property
- Minor change to text or policies and/or schedules of the Plan
- Any ICI application for development up to 250m² in gross floor area
- Any residential development up to 3 lots/units
- Any amendment as determined to be Minor by the Director of Development Services

ZONING BY-LAW AMENDMENT APPLICATION

Major Application Fee (see note below)	\$23,888
Additional Public Meeting (after first two)	\$1,987
Additional Public and/or Agency Circulation (after initial) ...	\$265
Additional Planning Report (after first two)	\$1,069

Major Amendment: an application which significant in scale or scope which may have an impact beyond the subject lands. Such applications may include, but not necessarily be limited to:

- *Amendment affecting a broad geographic area or multiple properties*
- *Amendment having broader municipal or regional planning implications*
- *Any ICI application for development exceeding 250m2 in gross floor area*
- *Any residential development exceeding 3 lots/units*
- *Any development requiring 3 or more major studies (e.g. transportation, traffic, environmental, hydrogeological, market analysis, etc.)*
- *Amendment requiring creation of a new zone category*
- *Any amendment affecting a brownfield site, or an influence area/separation distance for an industrial use, mineral aggregate use, waste management facility or communal sewage disposal facility*
- *Any amendment for a mixed-use zoning*
- *Interim Control By-law (Sec. 38 of Planning Act)*
- *Increased Density By-law (Sec. 37 of Planning Act)*
- *Any amendment as determined to be Major by the Director of Development Services*

Minor Application Fee (see note below)	\$16,424
Additional Public Meeting (after first two)	\$1,987
Additional Public and/or Agency Circulation (after initial)	\$265
Additional Planning Report (after first two)	\$1,069

Minor Amendment: an application that is small in scale and having minimal or no impact beyond the subject lands. Such applications may include, but not necessarily be limited to:

- *Amendment affecting a small geographic area or individual site or property specific change to one or more zone standards, such as permitting a dwelling on a rural “undersized” lot*
- *Addition of one or more permitted uses with no significant impact on existing development standards*
- *Any ICI application for development up to 250m2 in gross floor area*
- *A rezoning or change of standards for up to 3 residential lots/units*
- *Renewal of Interim Control By-law (2nd or subsequent year)*
- *Rezoning required as a result of a lot addition or boundary adjustment for a residential or minor non-residential lot addition or boundary adjustment*
- *Rezoning required to legalize an existing accessory apartment or second dwelling unit*
- *Any amendment as determined to be Minor by the Director of Development Services*

REZONING TO PERMIT A TEMPORARY GARDEN SUITE OR TO PERMIT AN EXTENSION PERIOD TO BY-LAW FOR SAME \$3,676

REMOVAL OF HOLDING OR “H” ZONE PROVISION

Major Application Fee (see note below)	\$4,940
• <i>Major: an application which is significant in scale or scope and associated with a Plan of Subdivision/Condominium application or Site Plan Control application.</i>	

Minor Application Fee (see note below)	\$3,445
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- *Minor: an application that is small in scale and having minimal or no impact beyond the subject lands and not associated with a Plan of Subdivision/Condominium application or Site Plan Control application.*

TEMPORARY USE BY-LAW APPLICATION OR EXTENSION

Application Fee	\$8,154
Additional Public Meeting (after first two)	\$1,987
Additional Public and/or Agency Circulation (after initial)	\$265
Additional Planning Report (after first two)	\$1,069

PART LOT CONTROL EXEMPTION APPLICATION OR EXTENSION

Application Fee	\$4,136
	Plus: \$184 per lot or unit

NOTE: per lot or unit fee not applicable to an application to Extend Duration of Part Lot Control Exemption

RESTRICTIVE COVENANT AGREEMENT

Application Fee..... \$2,183

COMMITTEE OF ADJUSTMENT APPLICATIONS

File Maintenance Fee \$690 per year

Consent (Lot creation, Lot Addition/Boundary Adjustment)

Application Fee for first lot/unit/parcel created..... \$5,973

Application Fee for 2nd and subsequent lot/unit/parcels
created within the same land holding and within the same
application submission.....\$5,077

Additional COA Meeting..... \$735

Additional Public and/or Agency Circulation (after initial).... \$139

Additional Planning Report (after first report) \$528

Change of Consent Conditions \$4,249

Additional COA Meeting..... \$265

Additional Public and/or Agency Circulation (after initial).... \$139

Additional Planning Report (after first report) \$528

Consent Agreement..... \$2,988

*(Preparation of agreement and registration; fees are
exclusive of any financial security, administrative or other
fee set out in the agreement.)*

Validation of Title, Easement, Title Clearance, Mortgage Discharge,
Foreclosure, Power of Sale, Partition Order, Land Leases

Application Fee \$2,067

Additional COA Meeting..... \$265

Additional Public and/or Agency Circulation (after initial).... \$139

Additional Planning Report (after first report) \$139

Minor Variance, Non-Conforming Uses, Other Permissions

Application Fee \$1,608

Additional COA Meeting..... \$265

Additional Public and/or Agency Circulation (after initial).... \$139

Additional Planning Report (after first report) \$139

Minor Variance Agreement \$576

SITE PLAN CONTROL APPLICATIONS

Major Application Fee (see note below)\$32, 731

Additional Committee Meeting (after first mtg) \$1,987

Additional External Circulation (after initial)..... \$265

Additional Staff Report (after first rpt)..... \$1,069

Major Application applies to:

- Any Industrial/Commercial/Institutional (ICI) use or mixed use development exceeding 500 m² of gross floor area
- A re-use/re-development of an existing building, including a building expansion/addition exceeding 50 m² of gross floor area
- A residential building or development exceeding 25 lots/units
- A development affecting a large geographic area or multiple properties
- A theme park or large scale recreational/commercial use such as a golf course, marina, resort, casino
- An application as determined to be Major by the Director of Development Services

Mid-Range Application Fee (see note below)..... \$13, 552

Plus:

\$76 per m² for any new ICI use or mixed use development
exceeding 250 m² and up to 500 m² in gross floor area
\$954 per residential unit/lot for any development exceeding 5
lots/units up to 25 lots/units

Additional Committee Meeting (after first mtg)	\$1,987
Additional External Circulation (after initial).....	\$265
Additional Staff Report (after first rpt).....	\$1,069

Mid-Range Application applies to:

- A residential building or development with more than 5, but not exceeding 25 residential lots/units
- Any Industrial/Commercial/Institutional (ICI) use or mixed use development with more than 250 m², but not exceeding 500 m² of gross floor area

Minor Application Fee (see note below)	\$13,552
Additional Committee Meeting (after first mtg)	\$1,987
Additional External Circulation (after initial).....	\$265
Additional Staff Report (after first rpt).....	\$1,069

Minor Application applies to:

- A development with 5 or fewer residential lots/units
- A re-use/re-development of an existing building, including a building expansion/addition of up to 50 m² of gross floor area
- Any Industrial/Commercial/Institutional (ICI) use or mixed use development with up to 250 m² of gross floor area
- An application as determined to be Minor by the Director of Development Services

Major Amendment to Existing Site Plan
(see note below)

Application Fee	\$7,350
Additional Committee Meeting (after first mtg)	\$1,987
Additional External Circulation (after initial).....	\$265
Additional Staff Report (after first rpt).....	\$1,069

Major: any amendment greater than 40% expansion to existing gross floor area, or any amendment as determined to be Major by the Director of Development Services

Minor Amendment to Existing Site Plan
(see note below)

Application Fee	\$4,135
Additional Committee Meeting (after first mtg)	\$1,987
Additional External Circulation (after initial).....	\$265
Additional Staff Report (after first rpt).....	\$1,069

Minor: Any amendment equal to or less than 40% expansion to existing gross floor area, any request to extend the duration of Site Plan Approval, or any other amendment or application as determined to be Minor by the Director of Development Services

Subsequent Site Plan Submissions – after 3rd

Each subsequent submission and review after
3rd submission 25% of initial fee

Preparation of Site Plan Agreement \$4,480

Amendment to Site Plan Agreement..... \$1,792

Minor/Temporary Use Agreements (ex. Sales Trailers, etc.)

Minor/Temporary Use Agreement	\$2,988
Amendment to Minor/Temporary Use Agreement	\$1,194

Site Plan Inspection (see note below)

- 2.7% of estimated construction cost – minimum \$1,000

Note: The 2.7% Fee – minimum \$1,069 for Site Plan Inspections shall not be subject to annual indexing based on the Consumer Price Index (C.P.I.).

PLAN OF SUBDIVISION AND/OR CONDOMINIUM

Draft Plan of Subdivision or Condominium

Application Fee	\$34,223
Plus: \$655 per residential unit/lot for first 25 units/lots	
\$390 per residential unit/lot for 26-50 units/lots	
\$265 per residential unit/lot for 51+ units/lots	
\$1,803 per Institutional/Commercial/Industrial unit/lot/block	
\$1,803 per Mixed Use unit/lot/block	

Additional Public Meeting (after first two)	\$1,987
Additional Public and/or Agency Circulation (after initial)	\$265
Additional Planning Report (after first two)	\$1,069

Note: The unit/lot/block fees are to be charged only once on the submission of concurrent subdivision and condominium applications.

Extension of Draft Plan Approval

Application Fee	\$6,776
Additional Public Meeting (after first one)	\$1,987
Additional Public and/or Agency Circulation (after initial)	\$265
Additional Planning Report (after first one)	\$1,069

Note: Where a subdivision approval has a lapsing provision applied thereto, should the subdivision proceed to registration in phases, a draft plan approval extension is required for any portion of the subdivision not registered by the expiry date imposed by the lapsing provision.

Revise or Alter an Approved Draft Plan Requiring Council Approval

Application Fee	\$4,365
Additional Public Meeting (after first two)	\$1,987
Additional Public and/or Agency Circulation (after initial)	\$265
Additional Planning Report (after first two)	\$1,069

Request to Change to Conditions \$6,894

(Applies only to an existing approved plan where no new lots/units/blocks are created. Fees are exclusive of any financial security, administrative or other fee set out in the agreement.)

Draft Plan of Condominium Requesting Exemption from Sec. 51- *Planning Act* Processing Requirements (*appls. Per Sec. 9(7) – Condominium Act*)

Application Fee	\$10,222
Additional Public Meeting (after first one)	\$1,987
Additional Public and/or Agency Circulation (after initial)	\$265
Additional Planning Report (after first one)	\$1,069

Preparation of Subdivision / Condominium Agreement \$8,384

Amendment or Revisions to Agreement for Each Phase

Subsequent to 1st Phase

Application Fee	\$7,350
Additional Public and/or Agency Circulation (after initial)	\$562
Additional Planning Report (after first one)	\$1,069

Amendment to Agreement \$4,940

(Applies only to an existing approved plan where no new lots/units/blocks are created. Fees are exclusive of any financial security, administrative or other fee set out in the agreement.)

Compliance Certificate for Clearance of Conditions And Final Approval and Registration

For the Second and each subsequent
phase\$4,940 per phase

Engineering Submission Review:

Review of Engineering Submissions – max. 3 (see note below)

- 5.4% of estimated construction costs of which 1% is due and payable with 1st submission

Note: That the 5.4% Fee for Subdivision Applications shall not be subject to annual indexing based on the Consumer Price Index (C.P.I.).

Review of each subsequent submission after 3rd submission

- 25% of initial fee

Plot Plan Review - Single family or Semi-detached\$352 per lot

Plot Plan Review – Townhouse.....\$352 per residential unit in a townhouse block

PROVISIONS REGARDING CONCURRENT APPLICATIONS

Where multiple applications are submitted concurrently involving the same land parcel, the Application Fee for any combination of Official Plan Amendment, Zoning By-law Amendment, Plan of Subdivision/Condominium (base fee), or Plan of Condominium requesting Exemption from Sec. 51 of the *Planning Act* Processing Requirements shall be as follows:

- 10% discount from base application fees otherwise listed in this by-law

DEEMING BY-LAW OR REPEAL OF DEEMING BY-LAW

Deeming By-law Application Fee \$1,723
Plus: \$278 per lot

Repeal of Deeming By-law Application Fee \$2,988
Plus: \$278 per lot

PROPERTY INFORMATION REPORT

Application Fee \$368 per property

PRE-CONSULTATION

Application Fee \$862

Note: A fee of \$431 will be deducted from the required application fee if a formal Planning application is submitted within 1 year of the Pre-Consultation Meeting Form/Complete Application Checklist being signed by the Town Planner.

REQUEST TO CONSIDER AN APPLICATION FOR OFFICIAL PLAN AMENDMENT, ZONING BY-LAW AMENDMENT OR MINOR VARIANCE PURSUANT TO THE “2-YEAR PERIOD, NO REQUEST FOR AMENDMENT/NO APPLICATION” PROVISIONS OF THE PLANNING ACT

Application Fee \$1,723

LEGAL COSTS

All Town incurred legal fees associated with the processing of any application at any stage, including, but not necessarily limited to, the review and/or preparation of any related documents, agreements, etc. shall be paid in full by the applicant, plus an additional 15% administrative fee.

CONSULTANTS COSTS

The Town may engage consultants to conduct reviews (e.g. Peer Reviews) and evaluate studies, in which case the costs incurred will be charged back to the applicant, plus an additional 15% administrative fee.

LANDSCAPE ARCHITECT COSTS

At the Town’s discretion, the Town’s Landscape Architect may conduct reviews and evaluate studies in association with conditions of development application approvals, in which case the cost determined on an hourly basis incurred will be charged back to the applicant, plus an additional 15% administration fee.

RADIOCOMMUNICATION TOWER SITING

Application Submission Fee.....	\$4,940
Prior to Staff Report to Council Regarding Concurrence Request.....	\$4,940

REFUND POLICY

Refunds are at the discretion of the Director of Development Services, and all requests for refunds must be made in writing to the Director. Refunds will be based on the following criteria:

Committee of Adjustment Applications:

- Application has been received and the circulation list has been prepared - 2/3 of fee refunded;
- Hearing date has been confirmed and Notices of Hearing have been mailed - 1/3 of fee refunded;
- Hearing has been held – No Refund.

All other Applications:

- Up to 75% of the planning application fee required may be refunded if the application is withdrawn prior to the circulation to the commenting agencies; less a 15% administrative fee.
- Up to 50% of the planning application fee required may be refunded if the application is withdrawn after the circulation to the commenting agencies, but prior to one of the following: any public meetings; preparation of staff reports; or drafting of agreements and/or by-laws; less a 15% administrative fee.
- No refund of fees will be given after a public meeting has been held or after staff reports or by-laws have been prepared.

OTHER PROVISIONS

The Director of Development Services may:

- Define and determine the appropriate category upon which any application is submitted; and
- Reduce or waive any Fee normally required as per this by-law due to extenuating circumstances as a result of errors or omissions in the administration of this By-law and/or *Planning Act* processes.

LOCAL PLANNING APPEAL TRIBUNAL FEES

Administrative Referral Fee.....	\$345
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Note: Due and payable to the Town of Georgina upon receipt of an appeal with respect to any application.

Appeal Deposit where approval authority decision is appealed by a 3rd party:

- For appeals against major official plan amendments, major zoning by-law amendments, plans of subdivision or plans of condominium
Deposit..... \$25,000
- For all other appeals
Deposit..... \$10,000

Note: Deposits on 3rd party appeals are due and payable upon receipt of an appeal with respect to the application(s). The said deposit shall be paid by the applicant. Fees incurred by the Municipality above and beyond the amount of the deposit required will be invoiced to and payable by the applicant. Should the fees incurred be less than the amount of the deposit required, the appropriate refund will be issued to the applicant. Furthermore, failure to pay the appeal deposit, or maintain the deposit as required may result in the Town's refusal to provide services in support of the application at the Local Planning Appeal Tribunal.