

The Corporation of the City of Burlington

City of Burlington By-law 15-2022

A by-law to amend By-law 61-2021, being a by-law to impose  
rates and fees, specifically as it relates to the  
Community Design and Development Review service  
File: 435-04 (PL-07-22)

Whereas sections 8, 9 and 11 of the Municipal Act, 2001, authorize the City of Burlington to pass by-laws necessary or desirable for municipal purposes, and in particular paragraph 3 of subsection 11(2) authorizes by-laws respecting the financial management of the City of Burlington; and

Whereas subsection 391(1) of the Municipal Act, 2001, provides that section 9 and 11 of the Act authorize the City of Burlington to impose fees or charges on persons for services or activities provided or done by or on behalf of it; for costs payable by it for services or activities provided or done by or on behalf of any other municipality or local board; and for the use of its property including property under its control; and

Whereas section 69 of the Planning Act, R.S.O. 1990, c. P. 13, as amended, provides that Council may prescribe a tariff of fees for the processing of applications made in respect of planning matters; and

Whereas Council approved finance department report F-35-21 regarding 2022 rates and fees on November 23, 2021;

Now therefore the Council of the Corporation of the City of Burlington hereby enacts as follows:

1. The section entitled "Community Design and Development Review" in Schedule A of By-law 61-2021 is hereby repealed and replaced with Schedule A attached to this by-law.
2. That in all respects, By-law 61-2021, as amended, be and is hereby confirmed.
3. This by-law shall come into force on March 1<sup>st</sup>, 2022.

Enacted and passed this 15<sup>th</sup> day of February, 2022.

Mayor Marianne Meed Ward \_\_\_\_\_

City Clerk Kevin Arjoon \_\_\_\_\_

<b>2022 SERVICE RATES AND FEES</b>			
<b>Service:</b>	<b>Community Design and Development Review</b>		
<b>Service Lead:</b>	<b>Jamie Tellier</b>		

Description of Service or Activity Provided or Use of City Property	2022 Base Rate	2022 Adjusted Base Rate	Taxes
<b>Effective Date: March 1, 2022</b>			
NOTE: Some rates and fees may be rounded for ease of administration and collection			
<b>Maximum fee for an application shall be calculated as follows:</b>			
1. For every building on a property greater than 4 storeys in height, each building shall be considered a separate application when calculating the maximum applicable fee. 2. On a building 12 storeys or greater in height with multiple towers on a shared podium, each tower shall be considered a separate application. The floor area and residential units in a shared podium shall only be calculated in the fee for the first application. 3. In cases where a development site is separated by a public road (i.e. non-contiguous land parcels) each land parcel shall also constitute a separate application when calculating the maximum applicable fee.			
<b>Preconsultation Fees:</b>			
Fee will be credited to a future application(s) within 1 year of the Preconsultation Meeting date. If application is deemed to substantially deviate from Preconsultation proposal a new Preconsultation, including fee, may be required, to the sole discretion of the Director of Community Planning. Additional Preconsultations beyond the first will not be credited to a future application.			
<b>Preconsultation</b> - applies as indicated by *	\$ 1,200.00	\$ 2,000.00	NO
<b>OFFICIAL PLAN AMENDMENT (OPA)</b>	\$ 22,745.00	\$ 114,592.00	NO
<b>QUARRIES</b> - in addition to OPA and ZBA fees*	\$ 62,380.00	\$ 191,449.00	NO
<b>OPA Revision Major*</b>	\$ 7,730.00	\$ 38,951.00	NO
<b>OPA Revision Minor*</b>	\$ 5,120.00	\$ 26,310.00	NO

			NO
<b>ZONING BY-LAW AMENDMENTS (ZBA)</b>			
<b>ZBA - Base Fee - Major*</b>	\$ 21,440.00	\$ 22,690.00	NO
<b>ZBA - Major: per residential unit 0-25, with a cap of \$277,400</b>	\$ 685.00	\$ 436.00	NO
<b>ZBA - Major: per residential unit 26-100, with a cap of \$277,400</b>	\$ 515.00	\$ 329.00	NO
<b>ZBA - Major: per residential unit 101 plus, with a cap of \$277,400</b>	\$ 335.00	\$ 215.00	NO
<b>ZBA - Major: per 100 sq m of non residential GFA - Mixed Use, with a cap of \$277,400</b>	\$ 105.00	\$ 68.00	NO
<b>ZBA - Major: per 100 sq m of site area - Non Residential, with a cap of \$60,300</b>	\$ 105.00	\$ 68.00	NO
<b>ZBA - Base Fee - Minor*</b>	\$ 10,975.00	\$ 16,230.00	NO
<b>ZBA - Minor: per residential unit 0-25, with a cap of \$277,400</b>	New Fee	\$ 302.00	NO
<b>ZBA - Minor: per residential unit 26-100, with a cap of \$277,400</b>	New Fee	\$ 228.00	NO
<b>ZBA - Minor: per residential unit 101 plus, with a cap of \$277,400</b>	New Fee	\$ 149.00	NO
<b>ZBA - Minor: per 100 sq m of non residential GFA - Mixed Use, with a cap of \$277,400</b>	New Fee	\$ 47.00	NO
<b>ZBA - Minor: per 100 sq m of site area - Non Residential, with a cap of \$60,300</b>	New Fee	\$ 47.00	NO
<b>ZBA - Revision requiring circulation - Major</b>	\$ 7,730.00	\$ 25,403.00	NO
<b>ZBA - Revision requiring circulation - Minor</b>	\$ 5,220.00	\$ 23,843.00	NO
<b>DRAFT PLAN OF SUBDIVISION - Base Fee - Major*</b>	\$ 31,430.00	\$ 30,815.00	NO
<b>DRAFT PLAN OF SUBDIVISION - Base Fee - Minor*</b>	New Fee	\$ 21,225.00	NO
<b>DRAFT PLAN OF SUBDIVISION - Common Element*</b>	\$ 4,000.00	\$ 21,225.00	NO
<b>Subdivision - per residential lot 0-25, with a cap of \$277,400</b>	\$ 995.00	\$ 557.00	NO
<b>Subdivision - per residential lot 26-100, with a cap of \$277,400</b>	\$ 750.00	\$ 420.00	NO
<b>Subdivision - per residential lot 101 plus, with a cap of \$277,400</b>	\$ 255.00	\$ 143.00	NO
<b>Subdivision - per 100 sq m of site area for non residential, with a cap of \$60,300</b>	\$ 105.00	\$ 60.00	NO
<b>Subdivision - Extension</b>	\$ 1,730.00	\$ 3,014.00	NO

<b>Subdivision</b> - Major Revision	\$ 9,825.00	\$ 17,518.00	NO
<b>Subdivision</b> - Minor Revision	\$ 4,915.00	\$ 13,495.00	NO
<b>MAJOR AMENDMENTS TO SUBDIVISION &amp; DEV'T AGREEMENT CONDITIONS,</b>	\$ 455.00	\$ 10,788.00	NO
<b>MINOR AMENDMENTS TO SUBDIVISION &amp; DEV'T AGREEMENT CONDITIONS,</b> not requiring Council approval	\$ 105.00	\$ 7,439.00	NO
<b>SUBDIVISION MODEL HOME AGREEMENTS*</b>	\$ 2,115.00	\$ 2,115.00	NO
<b>COMBINED APPLICATION FEES*</b>			
100% OPA fee, 75% ZBA fee. 100% Subdivision fee, 75% ZBA fee. 100% OPA fee, 75% ZBA fee, 75% Subdivision fee.			
<b>SITE PLAN APPLICATION - Major*</b>	\$ 6,765.00	\$ 10,633.00	
<b>SITE PLAN APPLICATION - Minor*</b>			
Outdoor patios	\$ 1,720.00	\$ 1,685.00	NO
No increase to bldg area; sales trailers; model homes; minor commun'n facilities; single school portables etc.	\$ 1,720.00	\$ 7,600.00	NO
Up to 500 sq m increase in floor area PLUS associated minor site alterations; package lots; commun'n towers, multiple school portables etc.	\$ 3,425.00	\$ 9,198.00	NO
501 to 1,000 sq m increase in floor area.	\$ 5,140.00	\$ 9,198.00	NO
<b>SITE PLAN APPLICATION</b> - per residential unit of 0-25, with a cap of \$277,400	\$ 245.00	\$ 385.00	NO
<b>SITE PLAN APPLICATION</b> - per residential unit 26-100, with a cap of \$277,400	\$ 190.00	\$ 297.00	NO
<b>SITE PLAN APPLICATION</b> - per residential unit 101 plus, with a cap of \$277,400	\$ 120.00	\$ 192.00	NO
<b>SITE PLAN APPLICATION</b> - per 100 sq m of new GFA for non residential, with a cap of \$60,300	\$ 145.00	\$ 225.00	NO
<b>SITE PLAN APPL'N</b> - Major revisions requiring re-circulation & rev comments	\$ 6,765.00	\$ 3,074.00	NO
<b>SITE PLAN APPL'N</b> - Minor revision requiring re-circulation & rev comments	\$ 2,855.00	\$ 2,886.00	NO
<b>OTHER SITE PLAN FEES</b>			
Site Plan Approval extensions	\$ 1,285.00	\$ 1,118.00	NO
Site Plan Approval extensions - changes to apt buildings with/without commercial	\$ 1,255.00	\$ 1,091.00	NO

<b>DRAFT PLAN OF CONDOMINIUM FEE</b>			
Regular*	\$ 4,000.00	\$ 58,495.00	NO
Common Element	\$ 4,000.00	\$ 5,785.00	NO
Vacant Land*	\$ 4,000.00	\$ 21,225.00	NO
Vacant Land - per residential lot 0-25, with a cap of \$277,400	New Fee	\$ 557.00	NO
Vacant Land - per residential lot 26-100, with a cap of \$277,400	New Fee	\$ 420.00	NO
Vacant Land - per residential lot 101 plus, with a cap of \$277,400	New Fee	\$ 143.00	NO
Vacant Land - per 100 sq m of site area for non residential, with a cap of \$60,300	New Fee	\$ 60.00	NO
Condominium Exemption	\$ 3,425.00	\$ 6,351.00	NO
Condominium Conversion*	\$ 6,170.00	\$ 21,946.00	NO
Major Revision	\$ 1,190.00	\$ 2,236.00	NO
Minor Revision	\$ 610.00	\$ 2,236.00	NO
Extension	\$ 960.00	\$ 960.00	NO
Misc. approval requests (consolidation of phased condo's etc)	\$ 765.00	\$ 765.00	NO
<b>REMOVAL OF PART LOT CONTROL - Base Fee</b>	\$ 2,750.00	\$ 1,195.00	NO
<b>REMOVAL OF PART LOT CONTROL - Per residential lot/block</b>	\$ 140.00	\$ 25.00	NO
<b>REMOVAL OF PART LOT CONTROL - Per 100 sq m of site area for non-residential</b>	\$ 25.00	\$ 5.00	NO
<b>SIGN VARIANCE - Base Fee</b>	\$ 1,570.00	\$ 1,277.00	NO
<b>SIGN VARIANCE - Variable Fee</b>	\$ 1,245.00	\$ 1,012.00	NO
<b>PARKWAY BELT REGULATION AMENDMENT</b>			
Minor Amendment to Ontario Regulation 482/73	\$ 715.00	\$ 1,173.00	NO

Major Amendment to Ontario Regulation or Removal from Parkway Belt West Plan*	\$ 2,510.00	\$ 4,124.00	NO
<b>REMOVAL OF ZONING SYMBOL "H"*</b>	\$ 3,435.00	\$ 2,260.00	NO
<b>CEMETERY CONSENTS</b>	\$ 795.00	\$ 795.00	NO
<b>Regular Survey Compliance</b>	\$ 230.00	\$ 838.00	NO
<b>Express Survey Compliance</b>	\$ 455.00	\$ 1,258.00	NO
<b>ZONING CERTIFICATE</b> - Multi residential, (per lot or block)	\$ 475.00	\$ 739.00	NO
<b>ZONING CERTIFICATE</b> - Detached & semi-detached, including a residential reconstruction (per unit)	\$ 475.00	\$ 1,842.00	NO
<b>ZONING CERTIFICATE</b> - Accessory Dwelling Unit	\$ 465.00	\$ 1,000.00	NO
<b>ZONING CERTIFICATE</b> - Non-Residential (commercial/ industrial/institutional)	\$ 475.00	\$ 1,833.00	NO
<b>ZONING CERTIFICATE</b> - Residential additions	\$ 310.00	\$ 1,240.00	NO
<b>ZONING CERTIFICATE</b> - Residential basement finish, deck, porch and/or accessory building	\$ 230.00	\$ 350.00	NO
<b>ZONING CERTIFICATE</b> - Temporary Tents and Trailers	\$ 105.00	\$ 193.00	NO
<b>ZONING CERTIFICATE</b> - Swimming Pools	\$ 105.00	\$ 182.00	NO
<b>ZONING CERTIFICATE</b> - Exemption	\$ 100.00	\$ 120.00	NO
<b>ZONING CERTIFICATE</b> - Revision Fees: Apply to the 3rd and each subsequent submission	50% of the base fee	\$ 594.00	NO
<b>ZONING VERIFICATION LETTER</b> - Standard	\$ 230.00	\$ 575.00	NO
<b>ZONING VERIFICATION LETTER</b> - Fast Track	\$ 455.00	\$ 841.00	NO

<b>ZONING VERIFICATION LETTER</b> - Legal Non-Conforming Use verification (not available for Fast Track service)	\$ 445.00	\$ 841.00	NO
<b>PLANNING VERIFICATION LETTERS</b>			
Official Plan Designation Compliance	\$ 105.00	\$ 105.00	NO
Regulations for Niagara Escarpment Plan	\$ 105.00	\$ 105.00	NO
Parkway Belt West Plan	\$ 105.00	\$ 105.00	NO
Planning Study Area Confirmation/Status	\$ 105.00	\$ 105.00	NO
Development Application Status	\$ 105.00	\$ 105.00	NO
Heritage Status	\$ 105.00	\$ 105.00	NO
<b>SALE OF PRINTS:</b>			
a) Official Plan	\$ 70.00	\$ 70.00	YES
b) Official Plan updates	\$ 45.00	\$ 45.00	YES
c) Zoning By-laws	\$ 145.00	\$ 145.00	YES
d) Zoning By-law updates	\$ 45.00	\$ 45.00	YES
e) Demographic & housing info packages	\$ 10.00	\$ 10.00	YES
f) Status of application packages	\$ 10.00	\$ 10.00	YES
<b>STREET NAME CHANGES</b> - Min deposit (additional payment required if actual cost exceeds deposit)	\$ 1,570.00	\$ 1,570.00	YES
<b>COMMITTEE OF ADJUSTMENT FEES</b>			
<b>MINOR VARIANCE</b>			
MINOR VARIANCE: Base Fee - Existing Residential	\$ 985.00	\$ 1,000.00	NO
MINOR VARIANCE: Base Fee - New Detached and Semi-Detached Residential	\$ 2,885.00	\$ 5,982.00	NO

MINOR VARIANCE: Base Fee - Commercial, Industrial & Multi-residential	\$ 4,070.00	\$ 7,011.00	NO
MINOR VARIANCE: Revisions to application - Residential (accessory buildings and structures)	\$ 375.00	\$ 3,452.00	NO
MINOR VARIANCE: Revisions to application - Commercial, Industrial & Multi-residential (accessory buildings and structures)	\$ 800.00	\$ 3,452.00	NO
MINOR VARIANCE: Request for deferral by applicant	\$ 300.00	\$ 631.00	NO
Planning - Property Standard	\$ 370.00	\$ 400.00	NO
<b>CONSENT</b>			
CONSENT - Minor (lot line adjustment, easement)*	\$ 4,230.00	\$ 8,083.00	NO
CONSENT - Major (Lot creation)*	\$ 5,440.00	\$ 10,404.00	NO
CONSENT - Per new lot	\$ 1,340.00	\$ 2,705.00	NO
CONSENT - Major Revisions to Application	\$ 1,865.00	\$ 2,840.00	NO
CONSENT - Minor Revisions to Application	\$ 820.00	\$ 1,249.00	NO
CONSENT - Request for deferral by applicant	\$ 245.00	\$ 631.00	NO
CONSENT - Validation of title	\$ 1,175.00	\$ 1,494.00	NO
CONSENT - Certificate of consent or validation of title	\$ 60.00	\$ 60.00	NO
<b>PLANNING SERVICE</b> - Reg 10 Business Day	\$ 95.00	\$ 95.00	YES
<b>PLANNING SERVICE</b> - Express	\$ 195.00	\$ 195.00	YES
<b>Municipal Information Form</b>	\$ 90.00	\$ 90.00	NO
Streetscape contribution - residential treatment (without trees)	\$ 200.00	\$ 200.00	NO



Streetscape contribution - residential treatment (with trees)	\$ 265.00	\$ 265.00	NO
Streetscape contribution - typical treatment	\$ 525.00	\$ 525.00	NO
Streetscape contribution - special treatment (Lakeshore Road without trees)	\$ 615.00	\$ 615.00	NO
Streetscape contribution - special treatment (Lakeshore Road with trees)	\$ 710.00	\$ 710.00	NO
Streetscape contribution - special treatment (Brant and John Streets)	\$ 710.00	\$ 710.00	NO
Subdivision Inspector's wages	Labour + 45%	Labour + 45%	NO
Tender documents	\$ 74.02	\$ 74.02	YES
<b>GRADING AND DRAINAGE CLEARANCE CERTIFICATE</b>			
Application Fee - new housing development and large additions (floor area increases of 75m2 or greater)	\$ 1,430.00	\$ 1,430.00	NO
Application Fee - small additions (floor area increases of less than 75m2) and accessory buildings/decks/etc	\$ 315.00	\$ 315.00	NO
Application Fee for extension or renewal	50% of original application fee	50% of original application fee	NO
Additional Inspection Fee (per inspection)	\$ 160.00	\$ 160.00	NO
Amendment to application	Up to 50% of original application fee	Up to 50% of original application fee	NO
<b>DRAINAGE SYSTEM APPURTENANCES AGREEMENTS</b>			

Agreement Preparation and Registration Fee	\$700.00 plus disbursements	\$700.00 plus disbursements	NO
Site Plan Inspection Fee - major site plan	\$ 1,215.00	\$ 1,215.00	YES
Site Plan Inspection Fee - detached and semi-detached residential	\$ 440.00	\$ 440.00	YES
Site Plan Admin Fee	7% of cost of site plan work	7% of cost of site plan work	NO
External Site Plan Inspection Fee	7% of the cost of the external site plan works	7% of the cost of the external site plan works	NO
Subdivision Administration Fee	7% of the cost of the subdivision work	7% of the cost of the subdivision work	YES
Subdivision Agreement Preparation Fee	\$ 4,485.00	\$ 4,485.00	YES
Subdivision Inspection Fee - equal to or less than \$1M subdivision	3% of the cost of the subdivision work	3% of the cost of the subdivision work	NO
Subdivision Inspection Fee - equal to or less than \$2M subdivision	3% of the cost of the subdivision works for first million, 2% on the excess over \$1M	3% of the cost of the subdivision works for first million, 2% on the excess over \$1M	NO

Subdivision Inspection Fee - greater than \$2M subdivision works	3% of the cost of the subdivision works for first million, 2% on the second million and 1% on the excess over \$2M	3% of the cost of the subdivision works for first million, 2% on the second million and 1% on the excess over \$2M	NO
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