Memorandum



| То | Jamie Tellier |
|-------|---|
| From | Andrew Grunda |
| Date | February 3, 2022 |
| Re: | City of Burlington Planning Fees Review |
| Fax □ | Courier □ Mail □ Email ⊠ |

The following is provided in response to the information request from Victoria Mortelliti of BILD dated February 2, 2022. Ms. Mortelliti's email requests the following information be provided. Our memorandum addresses each of the items as reference below.

- 1. Whether the "Additional Staff by Department" shown in Table 3-1 are included in the FTE in Table 3-2, as these additional staff in theory would reduce the proportion of staff time required to process development applications.
- 2. Detail behind estimated "Planning Applications FTEs" in Table 3-2.
- 3. Additional breakdown of "Direct", "Indirect" and "Capital" costs as summarized in Table 4-1, including breakdowns by department or other breakdowns available.
- 4. Methodology used to calculate/allocate direct costs and indirect costs
- 5. Annual data (2017-2020) on costs included in cost recovery table, including the following:
 - a. Annual direct costs by application type
 - b. Annual indirect costs by application type
 - c. Annual capital costs by application type
 - d. Annual data (2017-2020) on revenues, including the following:
 - i. Annual revenues by application type
 - ii. Number of applications and unit counts for applications received by type and unit count
 - iii. Number of applications with multiple application types
- 6. Detail regarding how estimated "Recommended Fees Total Annual Revenues" were calculated in Table 4-2.





- Item 1. Yes, the additional full-time equivalent (FTE) positions identified in Table 3-1 of our report have been included in the capacity analysis and costing. In discussions with City staff, it was determined that the current application processes and applicant level of service expectations would require the additional staff complement in processing anticipated application volumes. These additional staff positions show a commitment by the City to provide the necessary resourcing to meet applicant demands.
- Item 2. In the attached excel table titled "Planning Application FTEs" we have provided the estimated processing time per application, in hours, by Community Planning and Other City Departments. These processing times were applied to average annual application volumes to produce the staff capacity utilization by department. This staff capacity utilization is then presented as FTE positions by application type, which are summarized in Table 3-2 of our report.
- Item 3. In the attached excel table titled "Annual Processing Cost Details" we have provided a breakdown of the direct, indirect and capital costs by department for each application type.
- Item 4. Page 2-6 of our report describes the methodology used to calculate and allocate the direct and indirect costs. Our report includes the following in this regard:
 - Direct Costs "Based on the results of the capacity utilization analysis, the proportionate share of each individual's direct cost is allocated to the respective costing categories. The City's 2021 Operating Budget was used to generate the direct cost allocations within the model and included the following cost components: Employee costs (e.g. salary, wages and benefits, mileage, conferences, etc.); Materials and supplies costs (e.g. supplies, printing, minor equipment, etc.); and Services and rents costs (e.g. services/contracted work, etc.)". The capacity utilization results are provided in information request Item 2.
 - Indirect Costs "The support functions and general corporate overhead functions are classified separately from direct service delivery departments. These indirect cost functions are then allocated to direct service delivery departments based on a set of cost drivers, which subsequently flow to the costing categories according to staff effort estimates". The cost drivers used for each indirect function is provide in Table 2-2 of the report. To illustrate this further, Human Resources net operating expenditures total \$2.7 million in the 2021 Operating Budget. The cost driver to allocate these costs to direct service departments is the proportionate share of FTE positions. Community Design and Development Review represent approximately 4.7% of the FTE positions. As such, approximately \$127,000 is allocated this department, and 56% of



this cost is allocated into the planning applications based on the capacity analysis presented in Item 2 above.

- Item 5. The intent of the study is to recommend adjustments to the City's current planning fees. The methodology calculates the cost per application type based on the per application processing effort, as quality control tested by the capacity analysis presented above. The cost per application is subsequently applied to the average number of applications received annually by type over the 2017-2020 period to present the total annual costs of service. The historic average annual application volumes are used to mitigate annual fluctuations in application activity and reflects fixed short-term staffing levels. To measure the effectiveness of the current fee schedule to recover these costs of service, the current fees are then applied to the average annual application assumptions (and size characteristics) to calculate the associated revenue. As such, actual cost and revenue data by application type for 2017-2020 is not used in the methodology and can not be provided. However, we have included a summary table of annual application volumes and size characteristics by application type used in the calculations.
- Item 6. In the attached excel table titled "Revenue Calculation" we have provided the details of the calculated revenue presented in Table 4-3.

We trust this memorandum sufficiently addresses the information request. We would be glad to discuss this further as required.

City of Burlington Planning Fees Review

Per Application Processing Effort (in hours)

| | Department/B | usiness Uni | t | |
|-----------|------------------|-------------|---|--|
| Communi | ty Planning | | | |
| Administ | ration | | | |
| Develop | nent and Design | | | |
| Planning | Implementation | | | |
| Policy an | d Community | | | |
| Total Co | nmunity Planning | | | |
| Other De | partments | | | |
| By-law | | | | |
| Clerks | | | | |
| Engineer | ng | | | |
| Finance | | | | |
| Forestry | | | | |
| Legal | | | | |
| Parks | | | | |
| Transit | | | | |
| Transpor | ation | | | |
| Total Oth | er Departments | | | |
| | | | | |

Staff Capacity Utilization by Department (%)

| Department/Business Unit | Total FTEs |
|--------------------------|---------------|
| Community Planning | |
| Administration | 2 |
| Development and Design | 15 |
| Planning Implementation | 21 |
| Policy and Community | 10 |
| Total Community Planning | 48 |
| Other Departments | |
| By-law | 12 |
| Clerks | 3 |
| Engineering | 14 |
| Finance | 4 |
| Forestry | 5 |
| Legal | 3 |
| Parks | 2 |
| Transit | 4 |
| Transportation | 5 |
| Total Other Departments | 52 |
| <u>'</u> | |
| Total | 100 |

Staff Capacity Utilization by Department (F.T.E.s)

| Department/Business Unit | Total FTEs |
|--------------------------|---------------|
| Community Planning | |
| Administration | 2 |
| Development and Design | 15 |
| Planning Implementation | 21 |
| Policy and Community | 10 |
| Total Community Planning | 48 |
| Other Departments | |
| By-law | 12 |
| Clerks | 3 |
| Engineering | 14 |
| Finance | 4 |
| Forestry | 5 |
| Legal | 3 |
| Parks | 2 |
| Transit | 4 |
| Transportation | 5 |
| Total Other Departments | 52 |
| Total | 100 |

| OPA Major | OPA Quarries | ZBA Major | ZBA Minor | ZBA Revisions - Major | ZBA Revisions - Minor | Subdivision Major | - Subdivision - Minor | Subdivision - Common Element | Subdivision Revision - Major | Subdivision Revision - Minor | Draft Approval Extension | Amendments to Subdivision and Development Agreement Conditions | H Removal | Part Lot Control | Parkway Application | Sign Variance | Condominiu m | Condo - Common Element | Condo - Vacant Land | Standard Condo | Condo Conversion | Condominiu m Revision - Major | Condominiu m Revision - Minor | Site Plan Major | Site Plan Minor | Site Plan Extension | Site Plan Revisions - Minor | Site Plan Revisions - Major | Consent - Major (Lot Creation) | Consent - Minor | Consent - Additional Lot | Consent Revisions - Major | Consent Revisions - Minor | Request for Deferral by Applicant | Validation of Title | Minor Variance - Single Detached & Minor Additions | Minor Variance - Major | Minor Variance - Non- Residential | Minor Variance Revisions - Major |
|-----------|-----------------|-----------|-----------|-----------------------------|-----------------------------|----------------------|--------------------------|------------------------------------|------------------------------------|------------------------------------|--------------------------------|--|-----------|---------------------|------------------------|------------------|-----------------|------------------------------|------------------------|-------------------|---------------------|-------------------------------------|-------------------------------------|--------------------|--------------------|------------------------|-----------------------------------|-----------------------------------|--------------------------------------|--------------------|--------------------------------|---------------------------------|---------------------------------|---|------------------------|---|------------------------------|--|---|
| 13 | 49 | 23 | 17 | - | | 15 | 5 15 | 15 | - | - | 0 | 4 | - | - | 2 | - | 3 | | 15 | - | 8 | - | | - | - | - | - | - | - | - | | - | - | - | - | - | - | - | |
| 708 | 1,635 | 620 | 471 | 196 | 188 | 821 | 581 | 581 | 173 | 131 | 15 | 83 | - | - | | - | - | - | - | - | - | - | - | 21 | - | - | - | - | 10 | - | - | - | - | - | - | - | 8 | - | - |
| 23 | 23 | 58 | 53 | 53 | 53 | - | - | - | - | - | - | - | 15 | 13 | 21 | 10 | 71 | 46 | 563 | 51 | 148 | 19 | 19 | 100 | 45 | 11 | 21 | 29 | 41 | 34 | 4 | 9 | 8 | 2 | 17 | 56 | 55 | 55 | 38 |
| 42 | - | 36 | 32 | - | - | | - | - | - | - | - | - | - | - | | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - |
| 786 | 1,707 | 737 | 573 | 249 | 241 | 836 | 5 596 | 596 | 173 | 131 | 15 | 87 | 15 | 13 | 22 | 10 | 74 | 46 | 577 | 51 | 156 | 19 | 19 | 122 | 45 | 11 | 21 | 29 | 51 | 34 | 4 | 9 | 8 | 2 | 17 | 56 | 63 | 55 | 38 |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| - | - | - | - | - | - | | - | - | - | - | - | - | - | - | | 1 | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - |
| 23 | 23 | 16 | 16 | - | - | 17 | 7 30 | 30 | 1 | 1 | 5 | 13 | 1 | - | | - | - | 1 | 30 | - | - | - | - | 4 | 4 | - | - | 4 | 1 | 1 | - | - | - | - | - | 1 | - | - | - |
| 206 | 24 | 235 | 94 | 4 | 2 | 528 | 333 | 333 | 6 | 6 | 10 | 10 | 8 | - | 3 | - | 405 | - | 324 | - | 12 | - | - | 316 | 128 | - | - | 2 | 83 | 83 | - | - | - | - | - | 30 | 30 | 8 | - |
| - | - | 0 | - | - | - | 4 | 1 4 | 4 | - | - | 4 | 4 | - | - | | - | - | - | 4 | - | - | - | - | 1 | 2 | - | - | - | - | - | - | - | - | - | - | - | - | - | - |
| 4 | - | 2 | 2 | - | - | 2 | 2 2 | 2 | - | - | - | - | - | - | - | - | - | - | 2 | - | - | - | - | 2 | 2 | - | 9 | - | 3 | 3 | - | - | - | - | - | 3 | 4 | 4 | - |
| 6 | 11 | 6 | 6 | - | - | 9 | 9 | 9 | - | - | - | - | 1 | 1 | | - | - | - | 9 | - | - | - | - | 7 | 5 | - | - | - | 9 | 9 | 9 | - | - | - | - | 6 | 6 | 6 | - |
| 19 | 14 | 19 | 19 | 11 | 3 | 90 | 10 | 10 | - | - | - | - | - | - | | - | 7 | - | 10 | - | - | - | - | 11 | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - |
| 4 | - | 5 | 4 | | - | 6 | 5 5 | 5 | - | | - | - | - | - | | - | - | - | 5 | - | - | - | - | 7 | - | | - | - | - | - | - | - | - | - | - | - | - | - | - |
| 157 | 66 | 157 | 95 | - | - | 92 | 92 | 92 | - | | - | - | - | - | - | 2 | - | - | 92 | - | - | - | - | 14 | 8 | | 0 | 0 | 3 | - | - | - | - | - | - | - | 2 | 2 | - |
| 418 | 137 | 438 | 235 | 15 | 5 | 746 | 483 | 483 | 7 | 7 | 19 | 26 | 10 | 1 | 3 | 3 | 412 | 1 | 473 | - | 12 | - | - | 361 | 148 | | 9 | 6 | 99 | 96 | 9 | - | - | - | - | 39 | 42 | 20 | |
| 1,204 | 1,844 | 1,176 | 909 | 264 | 246 | 1,582 | 1,078 | 1,078 | 180 | 138 | 24 | 113 | 24 | 14 | 26 | 12 | AOF | AC | 1.050 | F1 | 160 | 10 | 10 | 402 | 193 | 11 | 20 | 25 | 149 | 129 | 12 | 0 | | 2 | 17 | OF. | 105 | 76 | 20 |
| 1,204 | 1,844 | 1,176 | 808 | 204 | 246 | 1,582 | 1,0/8 | 1,078 | 180 | 138 | 34 | 113 | 24 | 14 | 20 | 15 | 485 | 46 | 1,050 | 21 | 108 | 19 | 19 | 482 | 193 | - 11 | 29 | 33 | 149 | 129 | 12 | 9 | 8 | | 1/ | 95 | 105 | /6 | 38 |

| OPA Major | OPA Quarrie | ZBA I | Major ZBA I | Minor R | ZBA devisions - F Major | ZBA Revisions - Minor | ubdivision - Major | Subdivision Minor | Subdivision Common Element | - Subdivision Revision - Major | Subdivision Revision - Minor | n Draft Approval Extension | Amendments to Subdivision and H Development Agreement Conditions | Removal | Part Lot Control | Parkway Application | Sign Variance | Condominiu m | Condo - Common Element | Condo - Vacant Land | Standard Condo | Condo Conversion | Condominiu m Revision - Major | Condominiu m Revision - Minor | Site Plan Major | Site Plan Minor | Site Plan Extension | Site Plan Revisions - Minor | Site Plan Revisions - Major | Consent - Major (Lot Creation) | Consent - Minor | Consent - Additional F Lot | Consent Revisions - Major | Consent Revisions - Minor | Request for Deferral by Applicant | Validation of Title | | Minor Variance - Major | Minor Variance - Non- Residential | Minor Variance Revisions - Major |
|-----------|----------------|-------|-------------|---------|-------------------------------|-----------------------------|-----------------------|----------------------|----------------------------------|--------------------------------------|------------------------------------|----------------------------------|--|---------|---------------------|------------------------|------------------|-----------------|------------------------------|------------------------|-------------------|---------------------|-------------------------------------|-------------------------------------|--------------------|--------------------|------------------------|-----------------------------------|-----------------------------------|--------------------------------------|--------------------|----------------------------------|---------------------------------|---------------------------------|---|------------------------|-------|------------------------------|--|---|
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2.6% | 0. |).4% | 7.9% | 0.1% | 0.0% | 0.0% | 1.0% | 0.19 | 0.0% | 6 0.0% | 0.09 | 6 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.1% | 0.0% | 0.1% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% |
| 19.5% | 1. | 7% | 28.9% | 0.5% | 1.7% | 2.5% | 7.8% | 0.69 | 0.0% | 6 1.09 | 0.19 | 6 0.0% | 0.1% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 1.5% | 0.0% | 0.0% | 0.0% | 0.0% | 0.5% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 1.6% | 0.0% | 0.0% |
| 0.5% | 0. | 0.0% | 1.9% | 0.0% | 0.3% | 0.5% | 0.0% | 0.09 | 0.0% | 6 0.0% | 0.09 | 6 0.0% | 0.0% | 0.0% | 0.1% | 0.0% | 0.1% | 0.1% | 0.1% | 0.4% | 0.9% | 0.0% | 0.0% | 0.0% | 5.1% | 2.2% | 0.0% | 0.0% | 0.0% | 1.4% | 0.4% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 12.8% | 8.2% | 2.8% | 0.0% |
| 1.7% | 0. | 0.0% | 2.5% | 0.1% | 0.0% | 0.0% | 0.0% | 0.09 | 0.0% | 6 0.0% | 0.09 | 6 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% |
| 6.8% | 0. | 1.6% | 10.7% | 0.2% | 0.7% | 1.0% | 2.5% | 0.29 | 0.0% | 6 0.3% | 0.09 | 6 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.1% | 0.0% | 0.2% | 0.4% | 0.0% | 0.0% | 0.0% | 2.7% | 1.0% | 0.0% | 0.0% | 0.0% | 0.8% | 0.2% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 5.6% | 4.1% | 1.2% | 0.0% |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 0.0% | 0. | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.09 | 0.0% | 6 0.0% | 0.09 | 6 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% |
| 3.1% | 0. | 0.1% | 3.6% | 0.1% | 0.0% | 0.0% | 0.8% | 0.29 | 0.0% | 6 0.0% | 0.09 | 6 0.1% | 0.1% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.1% | 0.0% | 0.0% | 0.0% | 0.0% | 1.2% | 1.2% | 0.0% | 0.0% | 0.0% | 0.2% | 0.1% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 1.6% | 0.0% | 0.0% | 0.0% |
| 6.1% | 0. | 0.0% | 11.7% | 0.1% | 0.0% | 0.0% | 5.4% | 0.49 | 0.0% | 6 0.0% | 0.09 | 6 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 1.2% | 0.0% | 0.3% | 0.0% | 0.0% | 0.0% | 0.0% | 24.0% | 9.6% | 0.0% | 0.0% | 0.0% | 4.3% | 1.3% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 10.4% | 6.6% | 0.6% | 0.0% |
| 0.0% | 0. | 0.0% | 0.1% | 0.0% | 0.0% | 0.0% | 0.1% | 0.09 | 0.0% | 6 0.0% | 0.09 | 6 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.3% | 0.5% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% |
| 0.3% | 0. | 0.0% | 0.3% | 0.0% | 0.0% | 0.0% | 0.1% | 0.09 | 0.0% | 6 0.0% | 0.09 | 6 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.4% | 0.4% | 0.0% | 0.0% | 0.0% | 0.4% | 0.1% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 2.9% | 2.5% | 0.9% | 0.0% |
| 0.8% | 0. | 0.1% | 1.3% | 0.0% | 0.0% | 0.0% | 0.4% | 0.09 | 0.0% | 6 0.0% | 0.09 | 6 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 2.3% | 1.6% | 0.0% | 0.0% | 0.0% | 2.0% | 0.6% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 8.9% | 5.7% | 2.0% | 0.0% |
| 3.8% | 0. | 0.1% | 6.5% | 0.1% | 0.7% | 0.3% | 6.4% | 0.19 | 0.0% | 6 0.0% | 0.09 | 6 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.2% | 0.0% | 0.1% | 0.0% | 0.0% | 0.0% | 0.0% | 5.8% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% |
| 0.4% | 0. | 0.0% | 0.8% | 0.0% | 0.0% | 0.0% | 0.2% | 0.09 | 0.0% | 6 0.0% | 0.09 | 6 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 1.7% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% |
| 12.9% | 0. | 0.2% | 21.9% | 0.3% | 0.0% | 0.0% | 2.6% | 0.39 | 0.0% | 6 0.0% | 0.09 | 6 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.1% | 0.0% | 0.0% | 0.3% | 0.0% | 0.0% | 0.0% | 0.0% | 3.0% | 1.7% | 0.0% | 0.0% | 0.0% | 0.4% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 1.5% | 0.5% | 0.0% |
| 3.3% | 0. | 0.0% | 5.9% | 0.1% | 0.0% | 0.0% | 2.1% | 0.19 | 0.0% | 6 0.0% | 0.09 | 6 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.3% | 0.0% | 0.1% | 0.0% | 0.0% | 0.0% | 0.0% | 7.4% | 3.0% | 0.0% | 0.0% | 0.0% | 1.4% | 0.4% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 3.7% | 2.5% | 0.4% | 0.0% |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 5.0% | 0. | 1.3% | 8.3% | 0.1% | 0.4% | 0.5% | 2.3% | 0.29 | 0.0% | 6 0.2% | 0.09 | 6 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.2% | 0.0% | 0.2% | 0.2% | 0.0% | 0.0% | 0.0% | 5.2% | 2.0% | 0.0% | 0.0% | 0.0% | 1.1% | 0.3% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 4.6% | 3.3% | 0.8% | 0.0% |

| OPA Major | OPA Quarries | ZBA Major | ZBA Minor | ZBA Revisions - Major | ZBA Revisions - Minor | Subdivision Major | - Subdivision Minor | Subdivision Common Element | - Subdivision Revision - Major | Subdivision Revision - Minor | Draft Approval Extension | Amendments to Subdivision and H Development Agreement Conditions | l Removal | Part Lot Control i | Parkway Application | Sign Variance | Condominiu m | Condo - Common Element | Condo - Vacant Land | Standard Condo | Condo Conversion | Condominiu m Revision - Major | Condominiu m Revision - Minor | Site Plan Major | Site Plan Minor | Site Plan Extension | Site Plan Revisions - Minor | Site Plan Revisions - Major | Consent - Major (Lot Creation) | Consent - Minor | Consent - Additional Lot | Consent Revisions - Major | Consent Revisions - Minor | Request for Deferral by Applicant | Validation of Title | Minor Variance - Single Detached & Minor Additions | Minor Variance - Major I | Minor Variance - Non- Residential | Minor Variance Revisions - Major |
|-----------|-----------------|-----------|-----------|-----------------------------|-----------------------------|----------------------|------------------------|----------------------------------|--------------------------------------|------------------------------------|--------------------------------|--|-----------|-----------------------|------------------------|------------------|-----------------|------------------------------|------------------------|-------------------|---------------------|-------------------------------------|-------------------------------------|--------------------|--------------------|------------------------|-----------------------------------|-----------------------------------|--------------------------------------|--------------------|--------------------------------|---------------------------------|---------------------------------|---|------------------------|--|--------------------------------|--|---|
| 0.05 | 0.01 | 0.16 | 0.00 | - | | 0.02 | 0.00 | 0.00 | - | | 0.00 | 0.00 | - | - | 0.00 | - | 0.00 | - | 0.00 | - | 0.00 | - | - | | - | | - | - | - | | - | | - | - | - | - | | - | - |
| 2.92 | 0.26 | 4.33 | 0.07 | 0.26 | 0.38 | 1.17 | 0.09 | 0.00 | 0.15 | 0.01 | 0.00 | 0.01 | - | - | - | - | - | | - | - | - | - | - | 0.22 | - | - | - | - | 0.07 | - | - | - | - | - | - | - | 0.24 | - | - |
| 0.10 | 0.00 | 0.41 | 0.01 | 0.07 | 0.11 | - | - | - | - | - | - | - | 0.01 | 0.02 | 0.00 | 0.02 | 0.03 | 0.02 | 0.08 | 0.18 | 0.00 | 0.00 | 0.00 | 1.07 | 0.47 | 0.00 | 0.00 | 0.00 | 0.30 | 0.07 | 0.00 | 0.00 | 0.00 | 0.00 | 0.01 | 2.70 | 1.71 | 0.60 | 0.00 |
| 0.17 | - | 0.25 | 0.01 | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - |
| 3.24 | 0.27 | 5.15 | 0.09 | 0.33 | 0.48 | 1.19 | 0.09 | 0.00 | 0.15 | 0.01 | 0.00 | 0.01 | 0.01 | 0.02 | 0.00 | 0.02 | 0.03 | 0.02 | 0.08 | 0.18 | 0.00 | 0.00 | 0.00 | 1.29 | 0.47 | 0.00 | 0.00 | 0.00 | 0.36 | 0.07 | 0.00 | 0.00 | 0.00 | 0.00 | 0.01 | 2.70 | 1.95 | 0.60 | 0.00 |
| | - | | - | - | - | - | - | | - | | - | - | - | - | - | 0.00 | - | - | | | - | - | | - | - | | - | - | - | | - | - | - | | - | | | | |
| 0.09 | 0.00 | 0.11 | 0.00 | - | - | 0.02 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | - | - | - | - | 0.00 | 0.00 | - | - | - | - | 0.04 | 0.04 | - | - | 0.00 | 0.01 | 0.00 | - | - | - | - | - | 0.05 | - | - | - |
| 0.85 | 0.00 | 1.64 | 0.01 | 0.01 | 0.00 | 0.75 | 0.05 | 0.00 | 0.01 | 0.00 | 0.00 | 0.00 | 0.00 | - | 0.00 | - | 0.17 | - | 0.05 | - | 0.00 | - | - | 3.36 | 1.35 | - | - | 0.00 | 0.60 | 0.19 | - | - | - | - | - | 1.45 | 0.92 | 0.09 | - |
| - | - | 0.00 | - | - | - | 0.01 | 0.00 | 0.00 | - | - | 0.00 | 0.00 | - | - | - | - | - | - | 0.00 | - | - | - | - | 0.01 | 0.02 | - | - | - | - | - | - | - | - | - | - | - | - | - | - |
| 0.02 | - | 0.01 | 0.00 | - | - | 0.00 | 0.00 | 0.00 | - | - | - | - | - | - 1 | - | - | - | - | 0.00 | - | - | - | - | 0.02 | 0.02 | - | 0.00 | - | 0.02 | 0.01 | - | - | - | - | - | 0.15 | 0.12 | 0.04 | - |
| 0.02 | 0.00 | 0.04 | 0.00 | - | - | 0.01 | 0.00 | 0.00 | - | - | - | - | 0.00 | 0.00 | - | - | - | - | 0.00 | - | - | - | - | 0.07 | 0.05 | - | - | - | 0.06 | 0.02 | 0.00 | - | - | - | - | 0.27 | 0.17 | 0.06 | - |
| 0.08 | 0.00 | 0.13 | 0.00 | 0.01 | 0.01 | 0.13 | 0.00 | 0.00 | - | - | - | - | - | - | - | - | 0.00 | | 0.00 | - | - | - | - | 0.12 | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - |
| 0.02 | - | 0.03 | 0.00 | - | - | 0.01 | 0.00 | 0.00 | - | | - | - | - | - | - | - | - | - | 0.00 | - | - | - | - | 0.07 | - | | - | - | - | - | - | - | - | - | - | - | - | - | - |
| 0.65 | 0.01 | 1.09 | 0.02 | - | - | 0.13 | 0.01 | 0.00 | - | - | - | - | - | - | - | 0.00 | - | - | 0.01 | - | - | - | - | 0.15 | 0.09 | - | 0.00 | 0.00 | 0.02 | - | - | - | - | - | - | - | 0.08 | 0.03 | - |
| 1.72 | 0.02 | 3.06 | 0.04 | 0.02 | 0.01 | 1.07 | 0.08 | 0.00 | 0.01 | 0.00 | 0.01 | 0.00 | 0.00 | 0.00 | 0.00 | 0.01 | 0.18 | 0.00 | 0.07 | - | 0.00 | - | - | 3.84 | 1.56 | | 0.00 | 0.00 | 0.70 | 0.21 | 0.00 | - | - | - | - | 1.91 | 1.29 | 0.22 | - |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 4.97 | 0.29 | 8.21 | 0.13 | 0.35 | 0.49 | 2.26 | 0.17 | 0.00 | 0.16 | 0.01 | 0.01 | 0.02 | 0.01 | 0.02 | 0.00 | 0.03 | 0.21 | 0.02 | 0.15 | 0.18 | 0.00 | 0.00 | 0.00 | 5.13 | 2.03 | 0.00 | 0.00 | 0.01 | 1.07 | 0.29 | 0.00 | 0.00 | 0.00 | 0.00 | 0.01 | 4.61 | 3.25 | 0.82 | 0.00 |

| Minor Variance Revisions - Minor | Design Panel | Niagara Escarpment Commission Application | Zoning Verification Letters - Standard | Zoning Verification Letters - Fast Track | Zoning Verification Letters - Survey Compliance | Zoning Clearance Swimming Pools | Zoning Clearance Single family dwelling New | Zoning Clearance Single Family Additions/re novations | Zoning Clearance Other - decks, tents, accessory buildings, basement, | Zoning Clearance Non- Residential (Commercial /Industrial/In stitutional) | Zoning Clearance Accessory Dwelling Units | Zoning Clearance Multi Residential Development | Zoning Clearance Temporary Tents and Stages | Zoning Exemption | Zoning Clearance Certificate Revision | Property Standards Appeal | TOTAL |
|---|--------------|--|---|---|---|--|---|--|---|---|---|--|---|---------------------|--|---------------------------------|--------|
| | | | | | | | | | | | | | | | | | |
| - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | 175 |
| - | 16 | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | 6,259 |
| 38 | - | 14 | 6 | 9 | 9 | 2 | 15 | 15 | 13 | 15 | 14 | 6 | 2 | 5 | 7 | 16 | 1,951 |
| - | - | - | - | - | - | - | - | - | - | - | - | - | | - | - | - | 111 |
| 38 | 16 | 14 | 6 | 9 | 9 | 2 | 15 | 15 | 13 | 15 | 14 | 6 | 2 | 5 | 7 | 16 | 8,495 |
| | | | | | | | | | | | | | | | | | |
| - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | 11 | 12 |
| - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | 215 |
| - | - | 4 | - | - | - | - | - | - | - | - | - | - | | - | - | - | 3,230 |
| - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | 26 |
| - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | 46 |
| - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | 116 |
| - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | 220 |
| - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | 38 |
| - | - | 0 | - | - | - | - | - | - | - | - | - | - | - | - | - | - | 874 |
| - | - | 4 | - | - | - | - | - | - | - | - | - | - | - | - | - | 11 | 4,776 |
| | | | | | | | | | | | | | | | | | |
| 38 | 16 | 18 | 6 | 9 | 9 | 2 | 15 | 15 | 13 | 15 | 14 | 6 | 2 | 5 | 7 | 27 | 13,271 |

| Minor Variance Revisions - Minor | Design Panel | Niagara Escarpment Commission Application | Zoning Verification Letters - Standard | Zoning Verification Letters - Fast Track | Zoning Verification Letters - Survey Compliance | Zoning Clearance Swimming Pools | Zoning Clearance Single family dwelling New | Zoning Clearance Single Family Additions/re novations | Zoning Clearance Other - decks, tents, accessory buildings, basement, | Zoning Clearance Non- Residential (Commercial /Industrial/In stitutional) | Zoning Clearance Accessory Dwelling Units | Zoning Clearance Multi Residential Development | Zoning Clearance Temporary Tents and Stages | Zoning Exemption | Zoning Clearance Certificate Revision | Property Standards Appeal | TOTAL |
|---|--------------|--|---|---|---|--|---|--|---|---|---|--|---|---------------------|--|---------------------------------|-------|
| | | | | | | | | | | | | | | | | | |
| 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 12.3% |
| 0.0% | 0.8% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 68.8% |
| 0.0% | 0.0% | 2.3% | 3.2% | 1.0% | 0.4% | 1.3% | 7.7% | 6.1% | 6.3% | 6.2% | 0.4% | 0.6% | 0.1% | 2.0% | 0.0% | 0.2% | 75.8% |
| 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 4.3% |
| 0.0% | 0.2% | 1.0% | 1.4% | 0.4% | 0.2% | 0.6% | 3.3% | 2.7% | 2.7% | 2.7% | 0.2% | 0.3% | 0.0% | 0.9% | 0.0% | 0.1% | 56.1% |
| | | | | | | | | | | | | | | | | | |
| 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.2% | 0.2% |
| 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 12.6% |
| 0.0% | 0.0% | 0.9% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 83.2% |
| 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 1.1% |
| 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 8.3% |
| 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 25.8% |
| 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 24.1% |
| 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 3.2% |
| 0.0% | 0.0% | 0.2% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 46.0% |
| 0.0% | 0.0% | 0.3% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 31.4% |
| | | | | | | | | | | | | | | | | | |
| 0.0% | 0.1% | 0.6% | 0.7% | 0.2% | 0.1% | 0.3% | 1.6% | 1.3% | 1.3% | 1.3% | 0.1% | 0.1% | 0.0% | 0.4% | 0.0% | 0.1% | 43.3% |

| Minor Variance Revisions - Minor | Design Panel | Niagara Escarpment Commission Application | Zoning Verification Letters - Standard | Zoning Verification Letters - Fast Track | Zoning Verification Letters - Survey Compliance | Zoning Clearance Swimming Pools | Zoning Clearance Single family dwelling New | Zoning Clearance Single Family Additions/re novations | Zoning Clearance Other - decks, tents, accessory buildings, basement, etc. | Zoning Clearance Non- Residential (Commercial /Industrial/In stitutional) | Zoning Clearance Accessory Dwelling Units | Zoning Clearance Multi Residential Development | Zoning Clearance Temporary Tents and Stages | Zoning Exemption | Zoning Clearance Certificate Revision | Property Standards Appeal | TOTAL |
|---|--------------|--|---|---|---|--|---|--|---|---|---|--|---|---------------------|--|---------------------------------|-------|
| | | | | | | | | | | | | | | | | | |
| - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | 0.25 |
| - | 0.12 | | | - | - | - | | - | | - | - | - | - | - | - | - | 10.33 |
| 0.00 | - | 0.49 | 0.67 | 0.20 | 0.08 | 0.27 | 1.61 | 1.29 | 1.32 | 1.31 | 0.09 | 0.13 | 0.02 | 0.42 | 0.00 | 0.04 | 15.91 |
| - | - | | | - | - | - | | - | | - | - | - | - | - | - | - | 0.43 |
| 0.00 | 0.12 | 0.49 | 0.67 | 0.20 | 0.08 | 0.27 | 1.61 | 1.29 | 1.32 | 1.31 | 0.09 | 0.13 | 0.02 | 0.42 | 0.00 | 0.04 | 26.92 |
| | | | | | | | | | | | | | | | | | |
| - | - | | | - | - | - | | - | - | - | - | - | - | - | - | 0.02 | 0.03 |
| - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | 0.38 |
| - | - | 0.13 | - | - | - | - | - | - | - | - | - | - | - | - | - | - | 11.64 |
| - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | 0.04 |
| - | - | - | - | - | - | - | - | - | - | | - | - | - | - | - | - | 0.42 |
| - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | 0.77 |
| - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | 0.48 |
| - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | 0.13 |
| - | - | 0.01 | - | - | - | - | - | - | - | - | - | - | - | - | - | - | 2.30 |
| - | - | 0.14 | | - | - | - | | - | | - | - | - | - | - | - | 0.02 | 16.19 |
| | | | | | | | | | | | | | | | | | |
| 0.00 | 0.12 | 0.63 | 0.67 | 0.20 | 0.08 | 0.27 | 1.61 | 1.29 | 1.32 | 1.31 | 0.09 | 0.13 | 0.02 | 0.42 | 0.00 | 0.06 | 43.11 |

| Costs by Application | | | | | |
|--|---|--|--|--|--|
| Direct SWAB Annual Costs | OPA Najor CPA ZBA Najor ZBA Moor Revisions - Revisions - Subdivision Subdivision Com- Communication - Communication - Communic | division Subdivision Dati to Subdivision Part Ltd Fasture monon Revision - Revision - Approval Devisioned H Removal Control Application Control Contro | Sign Condominis Condo Condo Standard Condo Condominis Sa Pine Vacanta n Element Vacantiand Condo Convention Revision Major Miner Major | Sta Plan Sta Plan Sta Plan Sta Plan Sta Plan Sta Plan Consent Consent Consent Consent Request for Validation of Stay Star Plan Star Plan Moor Willow Validation of Stay Star Plan Star Plan Moor Moor Validation of Stay Star Plan | To Zoning |
| Community Planning By-law | 400,682 35,868 639,944 11,312 40,232 58,384 147,945 11,861 | 47 18,934 1,602 597 1,739 872 2,105 | 2 3,023 4,232 2,471 10,298 22,764 149 1 1 1 160,596 365 | 56,099 443 2 440 41,296 8,396 0 1 1 51 591 330,897 219,596 66,728 3 3 3 15,197 59,695 77,092 23,087 9,215 27, | ,192 164,498 131,166 132,649 137,815 8,892 13,337 2,099 48,977 0 3,676 3,124,675 |
| Clerks Engineering | 9,963 383 11,887 270 2,617 524 82,128 346 162,180 1,436 512 384 76,585 5,075 | 2 50 10 179 203 54 20 515 57 275 137 321 - | 24 475 4,207 0 - 18,079 - 4,468 - 9 319,540 | 4,144 63 807 251 5,469 | |
| Finance Forestry | 292 430 48 2,083 - 1,762 40 360 40 | 0 | 43 1.161 36 2,683 | 2,643 - 1 - 2,422 753 16,469 13,993 4,880 | |
| Legal Parks Transit | 3,841 287 6,500 148 - 1,977 220 9,277 350 15,700 357 1,315 623 18,248 216 2,049 3,862 75 - 951 88 66,655 1,411 112,378 1,568 - 3,5151 1,501 | 1 48 129 - | 199 10,977 - 274 - 196 11,977 79 8,285 | 7.05 9,887 3,075 1 45,207 28,899 10,046 | 128 478 57 908 15,991 |
| Transportation Total Direct SWAB Annual Costs | 66,405 1.411 112,378 1.558 13,513 1.501 576,429 38,646 954,507 15,206 42,059 59,391 262,628 19,573 | 6 | 444 | 8.500 . 0 8 1.000 . 1 1 5 5 5 5 5.5039 8.7544 82.75 3 3 5.507 7.862 2.087 8.215 27.762 | |
| | | | | | |
| Direct Non-SWAB Annual Costs | O'FA Major Charles ZZA Major ZZA Moor Revision Revision Major Moor Ex- | dribbn Saddribbn Saddribbn Dott Statistic Saddribbn Period Period Applications Maryon About Saddribbn Resident Saddribbn Reside | Sign Continents Variance Continents In Continents Superior Variance Continent Variance Continents Superior Variance Vari | No Pass Sin Pas Sin Pa | Tonique Common C |
| Community Planning By-law | 8.515 711 13.518 239 870 1.262 3.134 248 | 1 406 34 12 36 18 44 | 0 61 83 52 218 485 3 0 0 3392 14 · · · · · · · · · | 1214 9 0 12 954 956 0 0 0 1 1 14 7.002 5.132 1.570 0 0 211 1.274 1.767 5.09 210 | 705 4.221 3.387 3.458 3.445 231 337 50 1.107 0 95 70.664 |
| Clerks Engineering | 2,422 93 2,824 64 633 122 13,083 60 25,226 230 88 66 11,583 812 | 0 12 1 41 52 12 3 89 10 47 24 55 - | 6 111 971 0 - 2677 - 714 - 1 51549 | 956 - 14 156 56 - 1226 1226 1 127 - 157 | 9,847 178,796 |
| Finance Forestry | 18 31 3 244 - 206 5 42 5 | 0 8 4 | 3 81 4 314 | 115 | |
| Legal Parks | 216 16 365 8 115 13 360 10 609 14 66 31 606 7 | 0 5 12 - | | 448 577 179 0 2538 1617 564 | 7341 |
| Transportation Tratal Direct Non-SWAR Annual Costs | 4.782 77 8.092 112 - 972 108 30.651 967 52.455 704 1.024 1.359 17.556 1.355 | 0 | 30 58 1.125 0 105 2.774 59 1199 485 4 0 0 6 50 150 | 566 | 705 4 224 3 387 3 458 3 445 234 337 50 1 107 0 201 289 941 |
| • | | | | | |
| Indirect Annual Costs | OPA Major CPA ZBA Major ZBA Moor Revisions Revisions Subdivision Subdivision Com- Commission Major Major Major Major Subdivision Subdivisi | division Subdivision Dust: 15 Subdivision Part Let Putters 15 Subdivision Part Let Putters 15 Subdivision Part Let Putters Development Major Minor Estension Approval Occupancy Application Control Application Conditions | Sign Condominia Conto Cordo Standard Cordo Condominia Condominia Sta Plan Variance in Element Vacant Land Condo Conversion Revision Major Misco Major | Size Plan Size Plan Size Plan Size Plan Size Plan Consent Consent Consent Consent Request for Validation of Single Moor Moor Moor Moor Doing Explanation Validation of Single Val | To Zoning |
| Indirect Annual Costs Community Plansing Bylaw | OPA Major _ OPA ZBA Major ZBA Minor Revisions - Revisions - Subdivision Subdivision Con | Smitch Suddriston Suddriston Dark menton Revision - Replace - Depart of Suddristor Hammon Revision - Replace - Depart of Suddrist Hammon Part Lot Fathers and Application - Part Lot Fathers - Depart of Suddrist Hammon Part Lot Fathers - Depart of Suddristor - Depart of Suddristor - Part Lot Fathers - Depart of Suddristor - Part Lot Fathers - Depart of Suddristor - Depart Lot Suddristor - Depart of Suddristor - Depart of Suddristor - Depart of Suddristor - Depart Lot Fathers - Depart of Suddristor - Depart Lot Fathers - Depart Lot Father | Sign Condenses C | Nor Six Plan Six Plan Country Control (Prince) - Country Count | lining dwelling Additions/ren ovations buildings, lindustrial/line units Development Stages New ovations basement, Stages Commercial buildings, Industrial/line units Development Stages Commercial buildings, Industrial/line units Development |
| Indirect Annual Costs Community Planning Spale Engineering | OPA Major _ OPA ZBA Major ZBA Minor Revisions - Revisions - Subdivision Subdivision Con | | Sign Condenses | Nor Six Plan Six Plan Country Control (Prince) - Country Count | lining dwelling Additions/ren ovations buildings, lindustrial/line units Development Stages New ovations basement, Stages Commercial buildings, Industrial/line units Development Stages Commercial buildings, Industrial/line units Development |
| Indirect Annual Costs Community Planting Costs | O'A Mape C'A 22A Major 22A Mar Revisions Revisions Solidades Solidades Conference Confer | Accordance | Varience Valent | Nor Six Plan Six Plan Country Control (Prince) - Country Count | March Marc |
| Indexci Annual Costs Community Plansing By Jose By Jose By Joseph | OPA tape | | Varience Valent | Nor Six Plan Six Plan Country Control (Prince) - Country Count | March Marc |
| Indirect Annual Costs Community Planting Dysles Costs Costs Costs Costs France | O'A Mape C'A 22A Major 22A Mar Revisions Revisions Solidades Solidades Conference Confer | ### Annual Supplies Control Application Control Control Control Co | Varience Valent | Nor Six Plan Six Plan Country Control (Prince) - Country Count | March Marc |
| Indirect Annual Costs Community Planting Bysins Bysins Figure Fi | OPA tape | Application Subdivision Subdivision Part Application Part | Varience Valent | Str. Part | March Marc |
| Community Parency By Deleter Engineering France Logal Parency Transport | ### CPA Najor CPA Najor 224 Najor 224 Najor Revisions | Major Major Extension Protection Control Application | Varience | Str. Part | Commercial Confidence Comm |
| Commenty Parency Bysite Engineering France Logal Pelos Transportation Transportation Total indirect Annual Costs Capital Annual Costs | OPA Najor CPA OPA Najor CPA 23A Major ZBA Najor Revisions, Revisions, Schollengen State Control Cont | Major Major Extension Protection Control Application | Varience | Str. Part | Commercial Confidence Comm |
| Commenty Parency Bysite Engineering France Logal Pelos Transportation Transportation Total indirect Annual Costs Capital Annual Costs | OPA Najor CPA OPA Najor CPA 23A Major ZBA Najor Revisions, Revisions, Schollengen State Control Cont | Major Major Extension Protection Control Application | Varience | Str. Part | Commercial Confidence Comm |
| Commenty Parency Bysite Engineering France Logal Pelos Transportation Transportation Total indirect Annual Costs Capital Annual Costs | OPA Najor CPA OPA Najor CPA 23A Major ZBA Najor Revisions, Revisions, Schollengen State Control Cont | Major Major Extension Protection Control Application | Varience | Str. Part | Commercial Confidence Comm |
| Commenty Parency Bysite Chaptering France Chaptering France Chapter France Transco | OPA Najor CPA OPA Najor CPA 23A Major ZBA Najor Revisions, Revisions, Schollengen State Control Cont | Major Major Extension Protection Control Application | Varience | Str. Part | Commercial Confidence Comm |

City of Burlington Planning Fees Review

Application Volumes

| Application Type | Proposed Costing Category | His | Application | | | | |
|---|---|----------|----------------|----------|----------|--|--|
| Аррисации туре | Froposed Costing Category | 2017 | 2018 2019 2020 | | | Volume for Modelling | |
| Official Plan Amendment | OPA Major | 12 | 6 | 5 | 3 | 6.50 | |
| | OPA Quarries | - | - | - | 1 | 0.25 | |
| Zoning By-Law Amendment (ZBA) | ZBA Major | 24 | 8 | 9 | 3 | 11.00 | |
| | ZBA Minor | - | - | - | 1 | 0.25 | |
| | ZBA Revisions - Major | | | | | 2.09 | |
| 2 | ZBA Revisions - Minor | | | | | 3.143 | |
| Subdivision | Subdivision - Major | 4 | 2 | 2 | 1 | 2.250 | |
| | Subdivision - Minor | - | - | - | 1 | 0.250 | |
| | Subdivision - Common Element | - | - | - | - | 0.00 | |
| | Subdivision Revision - Major | - | - | - | - | 1.406 | |
| | Subdivision Revision - Minor | - | - | - | - | 0.156 | |
| | Draft Approval Extension | - | - | - | 2 | 0.500 | |
| | Amendments to Subdivision and Development Agreement | - | - | - | 1 | 0.250 | |
| | Conditions | | | | | | |
| Holding Zone Removal | H Removal | 3 | - | - | - | 0.750 | |
| Removal of Part Lot Control | Part Lot Control | - | 1 | 1 | 6 | 2.000 | |
| Parkway Belt Application | Parkway Application | - | - | - | - | 0.00 | |
| Sign Variance | Sign Variance | 6 | 5 | | - | 3.750 | |
| Condominium | Condominium (all) | 12 | 2 | 10 | 5 | | |
| | Condominium | | | | | 0.679 | |
| | Condo - Common Element | | | | | 0.679 | |
| | Condo - Vacant Land | | | | | 0.226 | |
| | Standard Condo | | | | | 5.655 | |
| | Condo Conversion | | | | | 0.011 | |
| | Condominium Revision - Major | 1 | - | - | - | 0.00 | |
| O'I D | Condominium Revision - Minor | - | - | - | - 40 | 0.00 | |
| Site Plan | Site Plan Major Site Plan Minor | 14 11 | 22 23 | 12 23 | 19 | 16.750 | |
| | Site Plan Extension | 11 | 23 | 23 | 9 | 16.500 0.500 | |
| | Site Plan Revisions - Minor | 1 | - | - | | 0.00 | |
| | Site Plan Revisions - Major | 1 | - | - | - 1 | 0.00 | |
| Consent | Consent - Major (Lot Creation) | 11 | 16 | 12 | 6 | 11.250 | |
| Consent | Consent - Minor | 11 | 10 | 12 | 1 | 3.500 | |
| | Consent - Additional Lot | | 10 | ' | | 0.00 | |
| | Consent Revisions - Major | 1 | | _ | <u>-</u> | 0.00 | |
| | Consent Revisions - Minor | 1 | | 1 | | 0.00 | |
| | Request for Deferral by Applicant | 1 | | 1 | 1 | 0.500 | |
| | Validation of Title | 1 | - | - | 2 | 0.500 | |
| Minor Variance | Minor Variance - Single Detached & Minor Additions | 99 | 80 | 74 | 53 | 76.500 | |
| | Minor Variance - Major | 58 | 58 | 38 | 41 | 48.750 | |
| | Minor Variance - Non-Residential | 9 | 29 | 24 | 6 | 17.000 | |
| | Minor Variance Revisions - Major | 1 | | | | 0.00 | |
| | Minor Variance Revisions - Minor | | _ | _ | | 0.00 | |
| Design Panel | Design Panel | + | 15 | 6 | 13 | 11.333 | |
| Niagara Escarpment Commission Application | Niagara Escarpment Commission Application | 63 | 47 | 48 | 55 | 53.250 | |
| Zoning Letters | 7 : 1/ :5 :: 1 :: 0: 1 :: | 03 | 47 | 182 | 159 | | |
| Zoning Letters | Zoning Verification Letters - Standard Zoning Verification Letters - Fast Track | | | 102 | 35 | | |
| | Zoning Verification Letters - Survey Compliance | | | | 14 | 14.000 | |
| Zoning Clearance | Zoning Clearance Swimming Pools | 227 | 162 | 171 | 224 | 196.000 | |
| Zoning Glocardinos | Zoning Clearance Single family dwelling New | 221 | 102 | 148 | 180 | 164.000 | |
| | Zoning Clearance Single Family Additions/renovations | | | 159 | 118 | 138.500 | |
| | Zoning Clearance Other - decks, tents, accessory buildings, | | | | 158 | | |
| | basement, etc. | | |] | . 30 | | |
| | Zoning Clearance Non-Residential | 106 | 166 | 141 | 136 | 137.250 | |
| | (Commercial/Industrial/Institutional) | | |] | , , | | |
| | Zoning Clearance Accessory Dwelling Units | 11 | 9 | 15 | 6 | 10.250 | |
| | Zoning Clearance Multi Residential Development | | | | 33 | 33.000 | |
| | Zoning Clearance Temporary Tents and Stages | | | | 14 | 14.000 | |
| | Zoning Exemption | 201 | 126 | 151 | 57 | 133.750 | |
| | Zoning Clearance Certificate Revision | _ | - | - | - | 0.00 | |
| Property Standards Appeal | Property Standards Appeal | | | 3 | 4 | 3.500 | |

Where no annual data provided volumes based on relationship to full applications as indicated by staff.
*For applications seldom received, modelled based on an average volume of 0.001

City of Burlington Planning Fees Review Application Characteristics

Subdivisions

| Description | Non-Res Site Area (ha.) | Res. Units | Non-Res. GFA |
|---------------------|-------------------------------|------------|-----------------|
| Major | | | |
| Major Subdivision 1 | | 790 | |
| Major Subdivision 2 | | 1,450 | |
| Major Subdivision 3 | 49.17 | | |
| Major Subdivision 4 | | 233 | |
| Major Subdivision 5 | | 104 | |
| Major Subdivision 6 | | 907 | 50,210 |
| Minor | | | |
| Minor Subdivision 1 | | 5 | |
| Minor Subdivision 2 | | 5 | |
| Minor Subdivision 3 | | 25 | |
| Minor Subdivision 4 | | 10 | |

Zoning By-law Amendment

| Description | Non-Res Site Area (ha.) | Res. Units | Non-Res. GFA |
|-------------|-------------------------------|------------|-----------------|
| ZBA 1 | 1.20 | | |
| ZBA 2 | | 123 | 100 |
| ZBA 3 | | 49 | 341 |
| ZBA 4 | | 790 | |
| ZBA 5 | | 1,450 | |
| ZBA 6 | | 360 | |
| ZBA 7 | | 386 | |
| ZBA 8 | | 450 | 1,208 |
| ZBA 9 | | 160 | |
| ZBA 10 | | 379 | |
| ZBA 11 | | 5 | |
| ZBA 12 | 0.20 | 80 | 279 |
| ZBA 13 | 1.52 | | 1,126 |
| ZBA 14 | | 5 | |
| ZBA 15 | | 233 | |
| ZBA 16 | | 291 | 482 |
| ZBA 17 | | 130 | |
| ZBA 18 | | 153 | |
| ZBA 19 | 0.33 | 310 | 707 |
| ZBA 20 | | 150 | 598 |
| ZBA 21 | | 39 | 113 |
| ZBA 22 | | 164 | |
| ZBA 23 | | 881 | 1,286 |
| ZBA 24 | | 248 | 1,068 |
| ZBA 25 | | 227 | 597 |
| ZBA 26 | | 342 | 540 |
| ZBA 27 | | 170 | |
| ZBA 28 | | 25 | |
| ZBA 29 | | 7 | |

| ZBA 30 | 0.39 | | |
|--------|------|-------|--------|
| ZBA 31 | | 368 | |
| ZBA 32 | | 1,996 | 12,500 |
| ZBA 33 | | | 7,953 |
| ZBA 34 | | 104 | |
| ZBA 35 | | 32 | |
| ZBA 36 | | 907 | 50,210 |

Site Plan

| Description | Non-Res Site Area (ha.) | Res. Units | Non-Res. GFA |
|-------------|-------------------------------|------------|-----------------|
| Site Plan 1 | - | 49 | 341 |
| Site Plan 2 | - | 421 | - |
| Site Plan 3 | ı | - | 3,952 |
| Site Plan 4 | ı | 364 | 1,744 |
| Site Plan 5 | ı | 19 | |
| Site Plan 6 | - | - | 420 |

| Projected Revenues | | | | | | Proposed Fee | S | | | | | |
|-------------------------------|---|--------------------------------|--------------------------------|--------------|-------------------|--------------|---|---|--------------|-------------------|--------------------|-------------------|
| | | | | | Per Unit Fee | | | | Applic | ation Charact | eristics | |
| | | Historical Annual Volume | Base per Application Fee | (0-25 Units) | (26-100 Units) | (>101 Units) | Per 100 sq.mt. of Non-Res. GFA | Per hectare of Non-Res. Site Area | Size (Units) | Size (GFA, m2) | Site Area (ha.) | Annual Revenue |
| Official Plan Amendment | OPA Major | 6.500 | 114,592 | | | | | | | | | 744,84 |
| | OPA Quarries | 0.250 | 191,449 | | | | | | | | | 47,86 |
| | Total - Official Plan Amendment | | | | | | | | | | | 792,71 |
| Zoning By-Law Amendment (ZBA) | ZBA Major | 11.000 | 22,690 | 436 | 329 | 215 | 68 | | 344 | 4,944 | | 1,255,19 |
| | ZBA Minor | 0.250 | 16,230 | 302 | 228 | 149 | 47 | 47 | 344 | 4,944 | | 19,46 |
| | ZBA Revisions - Major | 2.095 | 25,403 | | | | | | | | | 53,22 |
| | ZBA Revisions - Minor | 3.143 | 23,843 | | | | | | | | | 74,93 |
| | Total - Zoning By-Law Amendment (ZBA) | | | | | | | | | | | 1,383,88 |
| Subdivision | Subdivision - Major | 2.250 | 30,815 | 557 | 420 | 143 | - | 60 | 697 | | | 363,28 |
| | Subdivision - Minor | 0.250 | 21,225 | 557 | 420 | 143 | - | 60 | 11 | | | 6,87 |
| | Subdivision - Common Element | 0.001 | 21,225 | 557 | 420 | 143 | - | 60 | 11 | | | 2 |
| | Subdivision Revision - Major | 1.406 | 17,518 | | | | | | | | | 24,63 |
| | Subdivision Revision - Minor | 0.156 | 13,495 | | | | | | | | | 2,10 |
| | Draft Approval Extension | 0.500 | 3,014 | | | | | | | | | 1,50 |
| | Amendments to Subdivision and Development Agreement Conditions | 2.230 | 5,574 | | | | | | | | | .,00 |
| | Major Changes Requiring Council Approval | 0.250 | 10,788 | | | | | | | | | 2,69 |
| | Total - Subdivision | | | | | | | | | | | 401,13 |
| Holding Zone Removal | H Removal | 0.750 | 2,260 | | | | | | | | | 1,69 |
| 1 | Total - Holding Zone Removal | | | | | | | | | | | 1,69 |
| Removal of Part Lot Control | Part Lot Control | 2.000 | 1,195 | 25 | | | | | 8 | | | 2,77 |
| | Total - Removal of Part Lot Control | | | | | | | | | | | 2,77 |
| Parkway Belt Application | Amendment to or removal of Ontario Regulation 482/73 | 0.001 | 1,173 | | | | | | | | | |
| , | Amendment to or Removal of Parkway Belt West Plan Designation | 0.001 | 4,124 | | | | | | | | | |
| | Total - Parkway Belt Application | | | | | | | | | | | |
| Sign Variance | Sign Variance | 3.750 | 1,277 | | | | | | | | | 4,78 |
| | Total - Sign Variance | | | | | | | | | | | 4,78 |
| Condominium | Condominium | 0.679 | 58,495 | | | | | | | | | 39,69 |
| | Condo - Common Element | 0.679 | 5,785 | | | | | | | | | 3,92 |
| | Condo - Vacant Land | 0.226 | 21,225 | 557 | 420 | 143 | - | 60 | 11 | | | 6,21 |
| | Standard Condo | 5.655 | 6,351 | | | | | | | | | 35,91 |
| | Condo Conversion | 0.011 | 21,946 | | | | | | | | | 24 |
| | Condominium Revision - Major | 0.001 | 2,236 | | | | | | | | | |
| | Condominium Revision - Minor | 0.001 | 2,236 | | | | | | | | | |
| 0.5 | Total - Condominium | 40.00 | 10.00 | | | | 25- | | | | | 86,01 |
| Site Plan | Site Plan Major | 16.750 | 10,633 | 385 | 297 | 192 | 225 | | 142 | 1,291 | | 896,51 |
| | Site Plan Minor | l | l | | |] | | I | | | | 11 |
| | Very Minor Changes | 3.000 | 4.005 | | | | | | | | | |
| | Outdoor patio Sales trailer, minor communication facilities, model homes, school portables, site alterations with no increase is building. | 3.000 | 1,685 7,600 | | | | | | | | | 5,05 22,80 |
| | in building area up to 500m2 increase in floor area and minor associated site alterations, plus variable fee | 5.250 | 9,198 | 385 | 297 | 192 | 225 | | | 250 | | 51,23 |
| | from 501m2 to 1,000m2 increase in floor area plus associated site alterations, plus variable fee | 5.250 | 9,198 | 385 | 297 | 192 | 225 | | | 1,000 | | 60,07 |
| | Site Plan Extension | | | | | | | | | | | |
| | Extension to Site Plan Approval | 0.250 | 1,118 | | | | | - | | | | 27 |
| | Extension to Site Plan Approval - Apartment Buildings | 0.250 | 1,091 | | | | | - | | | | 27 |
| | Site Plan Revisions - Minor | 0.001 | 2,886 | | | 1 | | 1 | 1 | | | 70 |
| | Site Plan Revisions - Major | 0.250 | 3,074 | | | | | | | | | 76 |
| | Total - Site Plan | 44.6 | 10 (-: | | | | | | | | | 1,037,00 |
| Consent (Land Division) | Consent - Major (Lot Creation) | 11.250 | 10,404 | | | | | | _ | | | 117,04 |
| | Consent - Additional Lot | 0.001 | 2,705 | | | 1 | | 1 | 2 | | | 11 |
| | Consent - Minor | 3.500 | 8,083 | | | | | | | | | 28,29 |
| | Consent Revisions - Major | 0.001 | 2,840 | | | | | | | | | 4 |
| | Consent Revisions - Minor | 0.001 | 1,249 | | | | l | | | | | 11 11 |

| | Request for Deferral by Applicant | 0.500 | 631 | | | | | 316 |
|---|---|---------|-------|--|--|--|--|-----------|
| | Validation of Title | 0.500 | 1,494 | | | | | 747 |
| | Total - Consent (Land Division) | | | | | | | 146,406 |
| Minor Variance | Minor Variance - Single Detached & Minor Additions | 76.500 | 5,982 | | | | | 457,623 |
| | Minor Variance - Major | 48.750 | 7,011 | | | | | 341,771 |
| | Minor Variance - Non-Residential | 17.000 | 7,011 | | | | | 119,182 |
| | Minor Variance Revisions - Major | 0.001 | 3,452 | | | | | 3 |
| | Minor Variance Revisions - Minor | 0.001 | 3,452 | | | | | 3 |
| | Total - Minor Variance | | | | | | | 918,583 |
| Niagara Escarpment Commission Application | Niagara Escarpment Commission Application | 53.250 | - | | | | | - |
| | Total - Niagara Escarpment Commission Application | | | | | | | - |
| Zoning Letters | Zoning Verification Letters - Standard | 170.500 | 575 | | | | | 98,108 |
| | Zoning Verification Letters - Fast Track | 35.000 | 841 | | | | | 29,431 |
| | Zoning Verification Letters - Survey Compliance | 14.000 | 838 | | | | | 11,738 |
| Zoning Clearance | Zoning Clearance Swimming Pools | 196.000 | 182 | | | | | 35,643 |
| | Zoning Clearance Single family dwelling New | 164.000 | 1,842 | | | | | 302,061 |
| | Zoning Clearance Single Family Additions/renovations | 138.500 | 1,240 | | | | | 171,764 |
| | Zoning Clearance Other - decks, tents, accessory buildings, | 158.000 | 350 | | | | | 55,300 |
| | basement, etc. | | | | | | | |
| | Zoning Clearance Non-Residential | 137.250 | 1,833 | | | | | 251,527 |
| | (Commercial/Industrial/Institutional) | | | | | | | |
| | Zoning Clearance Accessory Dwelling Units | 10.250 | 1,000 | | | | | 10,250 |
| | Zoning Clearance Multi Residential Development | 33.000 | 739 | | | | | 24,403 |
| | Zoning Clearance Temporary Tents and Stages | 14.000 | 193 | | | | | 2,703 |
| | Zoning Exemption | 133.750 | 120 | | | | | 16,050 |
| | Zoning Clearance Certificate Revision | 0.001 | 594 | | | | | 1 |
| | Total - Zoning Letters & Zoning Clearance | | | | | | | 1,008,978 |
| Property Standards Appeal | Property Standards Appeal | 3.500 | 400 | | | | | 1,400 |
| | Total - Property Standards Appeal | | | | | | | 1,400 |
| | | | • | | | | | |
| | Grand Total | | | | | | | 5,804,301 |