



Corporate Report

Clerk's Files FA.11
Originator's Files CD.21.DEV

DATE: November 20, 2008

TO: Chair and Members of the Budget Committee
Meeting Date: December 2, 2008

FROM: Edward R. Sajecki
Commissioner of Planning and Building

SUBJECT: **Amendments to the *Planning Act* Processing Fees
and Charges By-law**

RECOMMENDATION: That a by-law to establish and require payment of various fees and charges under the authority of the *Planning Act* and to repeal the *Planning Act* Processing Fees and Charges By-law 0435-2007, be enacted incorporating recommended revisions as outlined in Appendix 1 attached to the Report dated November 20, 2008 from the Commissioner of Planning and Building entitled "*Planning Act* Processing Fees and Charges By-law".

BACKGROUND: Each year the City undertakes a review of the fees and charges enacted under the *Planning Act*, R.S.O. 1990, c.P.13, as amended. The *Planning Act* Processing Fees and Charges By-law includes fees for services and activities provided by all City departments for processing applications made in respect of planning matters.

In October, 2005 a report was brought forward to the Planning and Development Committee recommending fee structure and rate changes for planning applications. The purpose of The City of Mississauga *Planning Act* Fees Review is to review planning

application fees in order to have fees reflect full cost recovery. In 2006, amendments were made to the *Planning Act* Processing Fees and Charges By-law to reflect the scope of Phase 1 of the Review which only considered labour costs within two sections of the Planning and Building Department. In 2007, interim changes were made to the By-law in order to collect revenues which were more reflective of moving towards full cost recovery. The increase was based on a preliminary review of asset costs, building services costs and other operating costs for the Development and Design and Development Services sections of the Planning and Building Department.

A consultant was retained to carry out Phase 2 of the Review. Under Phase 2 the operating and labour costs incurred by all Divisions and Departments in the processing, review and evaluation of planning applications has been calculated. A report entitled 'Planning Applications Fees and Charges Review' has been received from the consultant and is currently being reviewed by staff. A separate report outlining the Phase 2 recommendations will be presented to Planning and Development Committee in early 2009. As a result, no changes to the planning application processing fees are recommended at this time.

COMMENTS:

The proposed changes to the fees and charges under the *Planning Act*, which are set out in Appendix 1 to this report are the result of the annual review of fees and charges and are for those items other than what will be dealt with through the Phase 2 study of The City of Mississauga *Planning Act* Fees Review. Generally the changes reflect an increase to application/permit fees which have not been adjusted recently and in the case of Payment in Lieu of Off-street Parking, a modest increase is proposed to ensure that fees reflect the increased costs of purchasing improved land in business improvement areas.

The Committee of Adjustment is recommending that the current minor variance application fees of \$375.00 be increased by

\$25.00 per application to \$400.00 per application, an increase of 6.6%. The proposed \$25.00 increase is required to offset potential reduced revenues and to maintain a full cost recovery of Committee of Adjustment office activities. No change is proposed to the existing non-residential minor variance application fee of \$700.00 per application.

It is proposed that the existing consent application fee of \$1,350.00 per application be increased to \$1,400.00 per application, an increase of \$50.00 or 3.7%. The increase is necessary to ensure that revenues continue to cover costs.

The Tree Removal Permission fee is collected under two By-laws; the General Fees and Charges By-law; and, the *Planning Act* Fees and Charges By-law for *Planning Act* applications such as subdivision, site plan and consent. In January 2008 the Forestry Division, Community Services Department increased the fees charged under the City's General Fees and Charges By-law for Tree Removal Permission by 10-20%. No changes were made to the fee collected under the *Planning Act* in 2008. The Forestry Section is proposing a fee increase in the range of 5% under the 2009 General Fees and Charges By-law. It is recommended that the Tree Removal Permission fee collected under the *Planning Act* be amended to align with the fees proposed under the General Fees and Charges By-law.

The Forestry Division is also recommending a new fee to cover the costs of Forestry staff inspecting properties subject to site plan applications where City trees are located adjacent to the property. A site inspection is required to ensure that proposed development does not have a negative impact on City owned trees. An initial fee of \$338 is proposed to cover the cost of the initial inspection with an additional \$130 fee for the final inspection and release of any required securities.

The Policy Division, Planning and Building Department is recommending that the land value component of Payment-in-

Lieu of Off-street Parking (PIL) fees for surface and structured parking spaces increase in the range of 4.21 – 5.76%.

FINANCIAL IMPACT: The revenue generated from the proposed changes to the fees and charges collected under the *Planning Act* are included in the 2009 budget.

CONCLUSION: The annual review of the fees and charges under the *Planning Act* Processing Fees and Charges By-law has resulted in a number of relatively modest fee adjustments. Following the completion of Phase 2 of the Planning Application Fees and Charges Review in early 2009, recommended changes to planning application fees will be brought to a future Planning and Development Committee meeting.

ATTACHMENTS: Appendix 1: Amendments to Schedule 'A' of the *Planning Act* Processing Fees and Charges By-law

Edward R. Sajecki
Commissioner of Planning and Building

Prepared By: Carmen Gucciardi, Manager, Development Services



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adjusted recently and in the case of Payment in Lieu of Off-street Parking, a modest increase is proposed to ensure that fees reflect the increased costs of purchasing improved land in business improvement areas.

The Committee of Adjustment is recommending that the current minor variance application fees of \$375.00 be increased by \$25.00 per application to \$400.00 per application, an increase of 6.6%. The proposed \$25.00 increase is required to offset potential reduced revenues and to maintain a full cost recovery of Committee of Adjustment office activities. No change is proposed to the existing non-residential minor variance application fee of \$700.00 per application.

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ATTACHMENTS: Appendix 1: Amendments to Schedule 'A' of the *Planning Act* Processing Fees and Charges By-law

Edward R. Sajecki
Commissioner of Planning and Building

Prepared By: Carmen Gucciardi, Manager, Development Services
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AMENDMENTS TO SCHEDULE ‘A’ OF THE *PLANNING ACT* FEES AND CHARGES BY-LAW

CORPORATE SERVICES

Division	Fee	Existing or New Fee	Description of Change (Brief Description)	Current Fee	Proposed Fee	Fee Increase	
						\$	%
Clerks - Committee of Adjustment	Residential Minor Variance Application Fee	Existing	Application fee increase	\$375.00	\$400.00	\$25.00	6.6%
Clerks – Committee of Adjustment	Application Fee: Multiple Residential Applications (10 or more) within a plan of subdivision	Existing	Application fee increase	\$375.00/application for the first 10 applications and \$50.00 per application in excess of the first 10 applications	\$400.00/application for the first 10 applications and \$50.00 per application in excess of the first 10 applications	\$25.00	6.6%
Clerks – Committee of Adjustment	Consent Application Fee	Existing	Application fee increase	\$1,350.00/application (includes Certificate Fee payable at time of application)	\$1,400.00/application (includes Certificate Fee payable at time of application)	\$50.00	3.7%
Clerks – Committee of Adjustment	Application Fee: Multiple Consent Applications (10 or more) within a plan of subdivision	Existing	Application fee increase	\$1,350.00 per application for the first 10 applications and \$50.00 per application in excess of the first 10 applications (includes Certificate Fee payable at time of application)	\$1,400.00 per application for the first 10 applications and \$50.00 per application in excess of the first 10 applications (includes Certificate Fee payable at time of application)	\$50.00	3.7%

AMENDMENTS TO SCHEDULE 'A' OF THE *PLANNING ACT* FEES AND CHARGES BY-LAW

COMMUNITY SERVICES

Division	Fee	Existing or New Fee	Description of Change (Brief Description)	Current Fee	Proposed Fee	Fee Increase	
						\$	%
Recreation and Parks – Urban Forestry	Tree Removal Permit	Existing	Increase fees for Tree Removal Permits	General fee \$250.00 for 5 trees plus \$50 for each additional tree with a diameter greater than 15cm (6") Maximum fee of \$1,000	General fee \$290.00 for 5 trees plus \$65 for each additional tree with a diameter greater than 15 cm (6") Maximum fee of \$1,300.	\$40	16% 30%

PLANNING AND BUILDING

Division	Fee	Existing or New Fee	Description of Change (Brief Description)	Current Fee	Proposed Fee	Fee Increase	
						\$	%
Policy	Payment in Lieu of Parking – Surface Parking Space <u>Category 1:</u> Where the gross floor area equals or is less than 50 m ² , 12.5% of the estimated cost of parking spaces.	Existing	Increase in payment in lieu of parking fees	Port Credit: \$2,154.00 Clarkson: \$1,658.00 Streetsville: \$2,154.00 Cooksville: \$1,658.00 Other Areas in Mississauga: \$1,658.00	Port Credit: 2,278.00 Clarkson: \$1,751.00 Streetsville: \$2,278.00 Cooksville: \$1,751.00 Other Areas in Mississauga: \$1,751.00	\$124.00 \$ 93.00 \$124.00 \$ 93.00 \$ 93.00	5.76% 5.61% 5.76% 5.61% 5.61%

AMENDMENTS TO SCHEDULE 'A' OF THE *PLANNING ACT* FEES AND CHARGES BY-LAW

PLANNING AND BUILDING (cont'd)

Division	Fee	Existing or New Fee	Description of Change (Brief Description)	Current Fee	Proposed Fee	Fee Increase	
						\$	%
Policy	Payment in Lieu of Parking – Surface Parking Space <u>Category 2:</u> Where the gross floor area exceeds 50 m ² , but equals or is less than 200 m ² , 25% of the estimated cost of parking spaces.	Existing	Increase in payment in lieu of parking fees.	Port Credit: \$4,308.00 Clarkson: \$3,316.00 Streetsville: \$4,308.00 Cooksville: \$3,316.00 Other Areas in Mississauga \$3,316.00	Port Credit: \$4,556.00 Clarkson: \$3,502.00 Streetsville: \$4,556.00 Cooksville: \$3,502.00 Other Areas in Mississauga: \$3,502.00	\$248.00 \$186.00 \$248.00 \$186.00 \$186.00	5.76% 5.61% 5.76% 5.61% 5.61%
Policy	Payment in Lieu of Parking - Surface Parking Space <u>Category 3:</u> Where the gross floor area exceeds 200 m ² , 50% of the estimated cost of parking spaces.	Existing	Increase in payment in lieu of parking fees.	Port Credit: \$8,616.00 Clarkson: \$6,632.00 Streetsville \$8,616.00 Cooksville: \$6,632.00 Other Areas in Mississauga:\$6,632.00	Port Credit: \$9,112.00 Clarkson: \$7,004.00 Streetsville:\$9,112.00 Cooksville: \$7,004.00 Other Areas in Mississauga:\$7,004..00	\$496.00 \$372.00 \$496.00 \$372.00 \$372.00	5.76% 5.61% 5.76% 5.61% 5.61%

AMENDMENTS TO SCHEDULE ‘A’ OF THE *PLANNING ACT* FEES AND CHARGES BY-LAW

PLANNING AND BUILDING (cont’d)

Division	Fee	Existing or New Fee	Description of Change (Brief Description)	Current Fee	Proposed Fee	Fee Increase	
						\$	%
Policy	Surface Parking Space - New Developments, Redevelopments, and Additions to Existing Buildings and Structures: 50% of the estimated cost of parking spaces.	Existing	Increase in payment in lieu of parking fees.	Port Credit: \$8,616.00 Clarkson: \$6,632.00 Streetsville:\$8,616.00 Cooksville: \$6,632.00 Other Areas in Mississauga:\$6,632.00	Port Credit: \$9,112.00 Clarkson: \$7,004.00 Streetsville: \$9,112.00 Cooksville: \$7,004.00 Other Areas in Mississauga: \$7,004.00	\$496.00 \$372.00 \$496.00 \$372.00 \$372.00	5.76% 5.61% 5.76% 5.61% 5.61%
Policy	Payment in Lieu of Parking – Structured Parking Space <u>Category 1:</u> Where the gross floor area equals or is less than 50 m ² , 12.5% of the estimated cost of parking spaces.	Existing	Increase in payment in lieu of parking fees.	Port Credit: \$3,117.00 Clarkson: \$2,543.00 Streetsville: \$3,117.00 Cooksville: \$2,543.00 Other Areas in Mississauga:\$2,543.00	Port Credit: \$3,260.00 Clarkson: \$2,650.00 Streetsville: \$3,260.00 Cooksville: \$2,650.00 Other Areas in Mississauga: \$2,650.00	\$143.00 \$107.00 \$143.00 \$107.00 \$107.00	4.59% 4.21% 4.59% 4.21% 4.21%

AMENDMENTS TO SCHEDULE ‘A’ OF THE *PLANNING ACT* FEES AND CHARGES BY-LAW

PLANNING AND BUILDING (cont’d)

Division	Fee	Existing or New Fee	Description of Change (Brief Description)	Current Fee	Proposed Fee	Fee Increase	
						\$	%
Policy	Payment in Lieu of Parking – Structured Parking Space <u>Category 2:</u> Where the gross floor area exceeds 50 m ² , but equals or is less than 200 m ² , 25% of the estimated cost of parking spaces.	Existing	Increase in payment in lieu of parking fees.	Port Credit:\$6,233.00 Clarkson: \$5,085.00 Streetsville:\$6,233.00 Cooksville:\$5,085.00 Other Areas in Mississauga:\$5,085.00	Port Credit: \$6,520.00 Clarkson: \$5,301.00 Streetsville: \$6,520.00 Cooksville: \$5,301.00 Other Areas in Mississauga: \$5,301.00	\$287.00 \$216.00 \$287.00 \$216.00 \$216.00	4.60% 4.27% 4.60% 4.25% 4.25%
Policy	Payment in Lieu of Parking – Structured Parking Space <u>Category 3:</u> Where the gross floor area exceeds 200 m ² , 50% of the estimated cost of parking spaces.	Existing	Increase in payment in lieu of parking fees	Port Credit:\$12,467.00 Clarkson: \$10,171.00 Streetsville:\$12,467.00 Cooksville:\$10,171.00 Other Areas in Mississauga:\$10,171.00	Port Credit: \$13,041.00 Clarkson: \$10,601.00 Streetsville: \$13,041.00 Cooksville: \$10,601.00 Other Areas in Mississauga:\$10,601.00	\$574.00 \$430.00 \$574.00 \$430.00 \$430.00	4.60% 4.23% 4.60% 4.23% 4.23%

AMENDMENTS TO SCHEDULE ‘A’ OF THE *PLANNING ACT* FEES AND CHARGES BY-LAW

PLANNING AND BUILDING (cont’d)

Division	Fee	Existing or New Fee	Description of Change (Brief Description)	Current Fee	Proposed Fee	Fee Increase	
						\$	%
Policy	Structured Parking Space - New Developments, Redevelopments, and Additions to Existing Buildings and Structures: 50% of the estimated cost of parking spaces.	Existing	Increase in payment in lieu of parking fees.	Port Credit: \$12,467.00	Port Credit: \$13,041.00	\$574.00	4.60%
				Clarkson: \$10,171.00	Clarkson: \$10,601.00	\$430.00	4.23%
				Streetsville: \$12,467.00	Streetsville: \$13,041.00	\$574.00	4.60%
				Cooksville: \$10,171.00	Cooksville - \$10,601.00	\$430.00	4.23%
				Other Areas in Mississauga: \$10,171.00	Other Areas in Mississauga \$10,601.00	\$430.00	4.23%

TRANSPORTATION AND WORKS

Division	Fee	Existing or New Fee	Description of Change (Brief Description)	Current Fee	Proposed Fee	Fee Increase	
						\$	%
Transportation and Infrastructure Planning	Section Heading	n/a	Housekeeping – Insert “Planning” as part of the Divisional title and delete “3484 Semenik Court”	n/a	n/a	n/a	n/a