



**THE CORPORATION OF THE CITY OF MISSISSAUGA
PLANNING ACT PROCESSING FEES AND CHARGES
BY-LAW 160-17**

WHEREAS by-laws establishing a tariff of fees for the processing of applications made in respect of planning matters are authorized by subsection 69(1) of the *Planning Act*, R.S.O. 1990, c. P.13, as amended;

AND WHEREAS the Council of The Corporation of the City of Mississauga (the "Council") desires to establish and require the payment of fees for services and activities for the processing of applications made in respect of planning matters commencing January 1, 2018;

NOW THEREFORE the Council of The Corporation of the City of Mississauga ENACTS as follows:

1. In this By-law,
 - (a) "**City**" means The Corporation of the City of Mississauga in the Regional Municipality of Peel;
 - (b) "**Commissioner**" means the Commissioner of Planning and Building and his or her delegate who may be appointed in writing by the Commissioner from time to time;
 - (c) "**Department**" means a department of the City;
 - (d) "**Division**" means a division within a Department.
2. Council hereby establishes the fees as set out in Schedules "A" and "B" to this By-law which shall be payable for the processing of applications made in respect of those planning matters described in Schedules "A" and "B" to this By-law.
3. No request by any person for any service or activity regarding applications made in respect of those planning matters described in Schedules "A" and "B" will be processed or provided by the City, unless and until the person requesting the service or activity has paid the applicable fee in the prescribed amount as set out in Schedules "A" and "B" to this By-law.
4. Notwithstanding sections 2 and 3, this By-law shall not apply to applications made by the City with respect to any planning matter described in Schedules "A" and "B" to this By-law.
5. The fees as listed in Schedules "A" and "B" will be subject to the Harmonized Sales Tax (H.S.T.) where applicable.
6. No discounts apply for early payment of any fee set out in Schedules "A" and "B" to this By-law.
7. A person may be eligible for a refund of the applicable fees in accordance with the refund requirements set out in Schedule "A" to this By-law.
8. Payment of all fees is due at the time the applicable application is made or service request is submitted, unless otherwise stated in Schedules "A" and "B". Subject to applicable City policy, payment of all fees may be made by Visa, MasterCard, American Express, Direct Debit (bank card), cash, cheque, certified cheque or bank draft, as required by the Department requesting the fee.
- 9(a). Notwithstanding section 2 and subject to subsection 9(b), all applications in respect of planning matters included in Schedule "A" submitted on or before December 31, 2017, shall continue to be governed by By-law 0290-2016, as amended, with respect to the payment of applicable fees.

9(b). Where an application in respect of a planning matter included in Schedule "A" was submitted on or before December 31, 2017, then notwithstanding any previous *Planning Act* Processing Fees By-law or *Planning Act* Fees and Charges By-law, including any grandfather clause contained therein that identified which fees are payable depending upon the date of the application, where an application in respect of planning matters was submitted at the time when such prior *Planning Act* Processing Fees By-law or *Planning Act* Fees and Charges By-law was in effect, such application shall be subject to the site inspection fees in effect at the date when a request for a site inspection is made to the Planning and Building Department.

10(a). All applications in respect of planning matters included in Schedule "A" submitted on or after January 1, 2018, shall be subject to and governed by this By-law with respect to the payment of applicable fees.

10(b). Notwithstanding subsection 10(a), all applications in respect of planning matters included in Schedule "A" submitted on or after January 1, 2018, shall remain subject to the site inspection fees in effect at the date when a request for a site inspection is made to the Planning and Building Department.

ADMINISTRATION AND ENFORCEMENT

11. The Commissioner shall be responsible for the administration of this By-law, including but not limited to the enforcement thereof, including collection activity, and for instructing Legal Services to take such legal action as may be considered appropriate.
12. Any decision or determination required to be made by the City or any official of the City under this By-law shall be made in the sole and absolute discretion of the City or the City official.

GENERAL

13. Schedules "A" and "B" shall form and be an integral part of this By-law.
14. Should any part of this By-law, including any part of Schedules "A" and "B", be determined by a Court of competent jurisdiction to be invalid or of no force and effect, it is the stated intention of Council that such invalid part of the By-law shall be severable and that the remainder of this By-law including the remainder of Schedules "A" and "B", shall continue to operate and to be in force and effect.
15. This By-law shall be known as the "*Planning Act* Processing Fees By-law - 2018".

ENACTED and PASSED this 27TH day of September, 2017.

Signed by: Sue McFadden, Acting Mayor and Diana Rusnov, City Clerk

SCHEDULE "A" TO BY-LAW 0160-2017

CORPORATE SERVICES DEPARTMENT

COMMITTEE OF ADJUSTMENT:	
ITEM	FEE
<p>Minor Variances:</p> <p>Residential applications</p> <p>Multiple Residential Applications (10 or more) within a Plan of Subdivision</p> <p>All other applications</p> <p>Deferral Fee</p> <p>*an additional circulation fee is required where relief is being requested from Table 2.1.2.1.1 of Zoning By-law 0225-2007, as amended. The fee will be calculated after submission of the application and will reflect the actual cost of circulation beyond the 60 m circulation to the use identified in Table 2.1.2.1.1. The additional circulation fee will be payable before the scheduled meeting.</p>	<p>\$1,000.00 per application</p> <p>\$1,000.00 per application for the first 10 applications \$50.00 per application in excess of the first 10 applications</p> <p>\$1,500.00 per application*</p> <p>\$200.00 per request*</p>
<p>Consent:</p> <p>New lots and lot additions</p> <p>Multiple Consent Applications (10 or more) within a Plan of Subdivision</p> <p>Validation of Title, Lease, Easement, Mortgage or Partial Discharge of Mortgage, Foreclosure or Power of Sale</p> <p>Request for a change of a condition</p> <p>Deferral Fee</p> <p>Secretary-Treasurer's Certificate Fee</p>	<p>\$2,500.00 per application (includes Certificate Fee payable at time of application)</p> <p>\$2,500.00 per application for the first 10 applications \$50.00 per application in excess of the first 10 applications (includes Certificate Fee payable at time of application)</p> <p>\$2,000.00 per application</p> <p>\$500.00 per condition</p> <p>\$200.00 per request</p> <p>\$375.00</p>

SCHEDULE "A" TO BY-LAW 0160-2017

PLANNING AND BUILDING DEPARTMENT

BUILDING DIVISION:	
ITEM	FEE
Zoning Certificate	\$500.00

DEVELOPMENT AND DESIGN DIVISION:			
APPLICATION TYPE	BASE FEE ⁽¹⁾	ADDITIONAL FEE DETAILS	AMOUNT
Official Plan Amendment (OPA)	\$24,493.00		
Official Plan Amendment/Zoning By-law Amendment (OPA/ZBA)	\$44,106.00	Plus Variable Rate Fees: Residential: \$/unit for first 25 units Residential: \$/unit for units 26-100 Residential: \$/unit for units 101-200 Residential: \$/unit for additional units beyond 200 Commercial and Institutional:\$/m ² Industrial and Office: \$/gross ha ----- Maximum Residential charge per application ⁽²⁾ Maximum Commercial, Institutional, Industrial and Office charge per application ⁽²⁾ Major revision to application requiring recirculation of application to commenting agencies	\$924.00 \$489.00 \$203.00 \$94.00 \$14.57 \$4,466.00 \$213,282.00 \$111,323.00 50% of total application fee
Zoning By-law Amendment (ZBA) ⁽³⁾	\$32,078.00	Plus Variable Rate Fees: Residential: \$/unit for first 25 units Residential: \$/unit for units 26-100 Residential: \$/unit for units 101-200 Residential: \$/unit for additional units beyond 200 Commercial and Institutional:\$/m ² Industrial and Office: \$/gross ha ----- Maximum Residential charge per application ⁽²⁾ Maximum Commercial, Institutional, Industrial and Office charge per application ⁽²⁾ Major revision to application requiring recirculation of application to commenting agencies	\$1,180.00 \$913.00 \$401.00 \$156.00 \$18.11 \$10,691.00 \$197,676.00 \$111,323.00 50% of total application fee

SCHEDULE "A" TO BY-LAW 0160-2017

PLANNING AND BUILDING DEPARTMENT - continued

DEVELOPMENT AND DESIGN DIVISION:			
APPLICATION TYPE	BASE FEE ⁽¹⁾	ADDITIONAL FEE DETAILS	AMOUNT
Temporary Use By-law	\$5,011.00		
Extension of Temporary Use By-law	\$3,898.00		
Site Plan Control ⁽⁴⁾	\$10,071.00	Plus Variable Rate Fees: Residential: \$/unit for first 25 units Residential: \$/unit for units 26-100 Residential: \$/unit for additional units beyond 100 Commercial, Office and Institutional: \$/m ² for first 2 000 m ² Commercial, Office and Institutional: \$/m ² for 2 001-4 500 m ² Commercial, Office and Institutional: \$/m ² for 4 501-7 000 m ² Commercial, Office and Institutional: \$/m ² beyond 7 000 m ² Industrial: \$/m ² for first 2 000 m ² Industrial: \$/m ² for 2 001-4 500 m ² Industrial: \$/m ² for 4 501-7 000 m ² Industrial: \$/m ² beyond 7 000 m ² ----- Maximum Residential variable rate charge per building ⁽⁵⁾⁽⁶⁾ Maximum Commercial, Office and Institutional variable rate charge per building ⁽⁵⁾ Maximum Industrial charge per application ⁽²⁾ Major revision to application requiring recirculation of application to commenting agencies	\$593.00 \$270.00 \$62.00 \$13.73 \$9.83 \$5.99 \$2.87 \$7.60 \$5.30 \$2.75 \$1.24 \$78,363.00 \$47,847.00 \$57,919.00 50% of total application fee
Site Plan Control - New/Replacement Dwelling and Addition(s) to Existing Dwelling	\$10,071.00	Major revision to application requiring recirculation of application to commenting agencies	50% of total application fee
Site Plan Control - Limited Circulation	\$4,177.00	Plus Applicable Surcharge Fees: Planning & Building - Site Inventory Review Transportation & Works - Development Engineering Review Transportation & Works - Storm Drainage Review Transportation & Works - Environmental Review Transportation & Works - Traffic Review Community Services - Fire Review Community Services - Forestry Review Community Services - Heritage Review	\$1,126.00 \$386.00 \$119.00 \$118.00 \$435.00 \$146.00 \$323.00 \$408.00

SCHEDULE "A" TO BY-LAW 0160-2017

PLANNING AND BUILDING DEPARTMENT - continued

DEVELOPMENT AND DESIGN DIVISION:			
APPLICATION TYPE	BASE FEE ⁽¹⁾	ADDITIONAL FEE DETAILS	AMOUNT
Site Plan Control - Master Site Plan	\$62,736.00		
Site Plan Approval Express (SPAX)	\$458.00		
Removal of (H) Holding Symbol	\$2,000.00	Plus Additional Fees: For applications within CC1 to CC4 and CCOS City Centre Base or Exception Zones, an additional fee will apply. ⁽¹⁷⁾	\$45,671.00
Plan of Subdivision ⁽⁷⁾	\$8,687.00	Plus Variable Rate Fees: Detached, semi-detached and townhouse dwellings: \$/unit All other Residential, Commercial or Institutional uses: \$/m ² beyond 500 m ² Industrial and Office: \$/gross ha ----- Maximum fee per application ⁽²⁾ Major revision to application requiring recirculation to commenting agencies Revision to draft approved plan requiring circulation Recirculation of application due to lapsing of draft approval	\$564.00 \$2.82 \$4,775.00 \$133,587.00 50% of total application fee 50% of total application fee 50% of total application fee
Surcharge Fees		Community Services - Heritage Review (Heritage Impact Assessment) ⁽⁸⁾ Community Services - Heritage Review (Heritage Impact Assessment/Conservation) ⁽⁸⁾ Planning & Building - Environmental Review (Natural Heritage and/or Natural Hazards) ⁽⁸⁾ Plus: - if Environmental Impact Statement Minor required ⁽⁹⁾ - if Environmental Impact Statement Major required ⁽¹⁰⁾ Planning & Building - Parking Utilization Study ⁽¹¹⁾ Community Services - Forestry Inspection ⁽¹²⁾	\$1,509.00 \$2,084.00 \$1,458.00 \$2,734.00 \$8,016.00 \$3,983.00 \$161.00
Pre-Application Meeting ⁽¹³⁾		Site Plan	\$306.00
Development Application Review Committee (DARC) Meeting ⁽¹³⁾⁽¹⁴⁾⁽¹⁵⁾		OPA/ZBA and ZBA Subdivision Site Plan	\$4,162.00 \$3,622.00 \$2,851.00
ePlans - Electronic Plan Submission Request		Administrative fee for all Site Plan Control applications. ⁽¹⁶⁾	\$20.00

SCHEDULE "A" TO BY-LAW 0160-2017

PLANNING AND BUILDING DEPARTMENT - continued

DEVELOPMENT AND DESIGN DIVISION:			
APPLICATION TYPE	BASE FEE ⁽¹⁾	ADDITIONAL FEE DETAILS	AMOUNT
Part Lot Control	\$1,706.00	Plus Variable Rate Fees: For each lot or block created ----- Repeal/Amend Exempting By-law Deletion of Restrictions Extension of Exempting By-law Consent to Transfer/Charge	\$59.00 \$290.00 \$290.00 \$290.00 \$217.00
Plan of Condominium Standard	\$13,055.00	Plus Variable Rate Fees: Apartment: \$/unit Non-apartment or vacant lot: \$/unit Non-residential: \$/ha ----- Maximum charge per application ⁽²⁾ Recirculation of application due to lapsing of draft approval Recirculation of application due to application requiring recirculation to commenting agencies Condominium Amalgamation Fee Condominium Amendment Fee	\$34.90 \$86.00 \$170.00 \$26,010.00 50% of total application fee \$708.00 per revision \$708.00 \$708.00
Plan of Condominium Common Element	\$20,216.00	Recirculation of application due to lapsing of draft approval Recirculation of application due to application requiring recirculation to commenting agencies Condominium Amalgamation Fee Condominium Amendment Fee	50% of total application fee \$708.00 per revision \$708.00 \$708.00

NOTES:

1. Base Fee applies per application.
2. Maximum charge is inclusive of the Base Fee.
3. Notwithstanding that the Base Fee for ZBA applications is \$32,078.00, in the case of ZBA applications for Commercial up to a maximum of 220 m² in C4 Mainstreet Commercial base or exception zones, the fee is \$16,039.00 with no variable rate fees.
4. Notwithstanding that the Base Fee for Site Plan Control is \$10,071.00, in the case of Site Plan Control applications for Commercial up to a maximum of 220 m² in C4 Mainstreet Commercial base or exception zones, the fee is \$5,035.00 with no variable rate fees.
5. Where a building includes or consists of a podium that connects two or more Residential/Commercial/Office/Institutional towers where each tower is greater than five storeys above the height of the podium, each Residential/Commercial/Office/Institutional tower shall be considered a separate building for the purposes of calculating the applicable fee. Additionally, the variable rate fees associated with the podium will be allocated between the Residential/Commercial/Office/Institutional towers. Where a Residential/Commercial/Office/Institutional tower is five storeys or less above the height of the podium, that tower will not be considered a separate building.
6. For townhouse buildings, the maximum variable rate charge applies to the total of all townhouse buildings included in an application.
7. For Plan of Subdivision applications processed in conjunction with an OPA/ZBA or ZBA application, only 70% of the total subdivision fee (base fee plus variable rate fees) shall be collected.
8. Surcharge fee for Environmental Review and Heritage Review applies only to OPA, OPA/ZBA, ZBA and Plan of Subdivision applications.

SCHEDULE "A" TO BY-LAW 0160-2017

NOTES: continued

9. Environmental Impact Statement Minor refers to no encroachment into natural area.
10. Environmental Impact Statement Major refers to encroachment into natural area.
11. Surcharge fee for Parking Utilization Study applies only to OPA, OPA/ZBA and ZBA applications.
12. Surcharge fee for Forestry Inspection applies only to Site Plan Control applications.
13. Amount paid for submission for Pre-Application Meeting or Development Application Review Committee to be credited towards total application fee applicable at time of application submission.
14. For an OPA/ZBA or ZBA proposal in conjunction with a Plan of Subdivision proposal, only the OPA/ZBA and ZBA fee would apply.
15. For a Site Plan proposal in conjunction with an OPA/ZBA or ZBA proposal and/or Plan of Subdivision for a Common Element proposal, the highest fee would apply.
16. The fee is non-refundable.
17. City Centre Base and Exception Zones have been pre-zoned for development, but require additional processing in respect to planning matters, including the execution of development agreements, servicing agreements and other development related conditions.

EFFECTIVE DATE:

Any applications submitted prior to January 1, 2018 will be processed under former fee structure.

REFUNDS:

If a person submits a written request to withdraw or discontinue an application for a planning matter prior to completion of the entire process related to the application, or if the Planning and Building Department closes the file due to inactivity following a period of 6 months, refunds of application fees are available in accordance with the following:

For Official Plan Amendment only, Official Plan Amendment/Zoning By-law Amendment, Zoning By-law Amendment and Plan of Subdivision applications:

- 90% refund prior to receipt of initial Application Status Report (ASR)
- 70% refund following receipt of initial Application Status Report (ASR) and prior to consideration of Information Report by Planning and Development Committee
- 50% refund following consideration of Information Report to Planning and Development Committee and prior to consideration of Recommendation Report by Planning and Development Committee/Council
- 10% refund following consideration of Recommendation Report by Planning and Development Committee/Council and prior to preparation of Zoning By-law/Official Plan Amendment/Conditions of Draft Plan of Subdivision Approval

For Removal of (H) Holding Symbol and Payment-in-Lieu (PIL) of Parking (including Delegation) applications:

- 90% refund prior to receipt of initial Application Status Report (ASR)
- 70% refund following receipt of initial Application Status Report (ASR) and prior to consideration of report by Planning and Development Committee/Council
- 10% refund following consideration of report by Planning and Development Committee/Council and prior to preparation of By-law/Agreement

For Site Plan Control applications:

- 90% refund prior to receipt of initial Project Status Report (PSR)
- 50% refund following receipt of initial Project Status Report (PSR) and prior to next resubmission
- 30% refund following receipt of 2nd Project Status Report (PSR) and prior to next resubmission
- 10% refund following receipt of 3rd and subsequent Project Status Reports (PSRs) and prior to final site plan approval

For greater clarity, no refund shall be available upon completion of the entire process related to the application for the applicable planning matter.

SCHEDULE "A" TO BY-LAW 0160-2017

PLANNING AND BUILDING DEPARTMENT - continued

Payment-In-Lieu (PIL) of Parking (including Delegation)			
Processing Fee	\$800.00/application		
(A) A Change in Land Use or the conversion of an Existing Building or Structure or part thereof:			
	Amount Payable Per Surface Parking Space	Amount Payable Per Above Grade Structured Parking Space	Amount Payable Per Below Grade Structured Parking Space
Category 1: Where the gross floor area equals or is less than 50 m ² , 12.5% of the estimated cost of parking spaces	City Centre \$1,776.00 Port Credit \$2,675.00 Clarkson \$2,365.00 Streetsville \$2,210.00 Cooksville \$2,055.00 Other Areas in Mississauga \$1,776.00	City Centre \$3,538.00 Port Credit \$3,798.00 Clarkson \$3,708.00 Streetsville \$3,663.00 Cooksville \$3,618.00 Other Areas in Mississauga \$3,538.00	City Centre \$4,788.00 Port Credit \$5,048.00 Clarkson \$4,958.00 Streetsville \$4,913.00 Cooksville \$4,868.00 Other Areas in Mississauga \$4,788.00
Category 2: 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	City Centre \$3,552.00 Port Credit \$5,350.00 Clarkson \$4,730.00 Streetsville \$4,420.00 Cooksville \$4,110.00 Other Areas in Mississauga \$3,552.00	City Centre \$7,075.00 Port Credit \$7,595.00 Clarkson \$7,416.00 Streetsville \$7,326.00 Cooksville \$7,237.00 Other Areas in Mississauga \$7,075.00	City Centre \$9,575.00 Port Credit \$10,095.00 Clarkson \$9,916.00 Streetsville \$9,826.00 Cooksville \$9,737.00 Other Areas in Mississauga \$9,575.00
Category 3: Where the gross floor area exceeds 200 m ² , 50% of the estimated cost of parking spaces	City Centre \$7,104.00 Port Credit \$10,700.00 Clarkson \$9,460.00 Streetsville \$8,840.00 Cooksville \$8,220.00 Other Areas in Mississauga \$7,104.00	City Centre \$14,150.00 Port Credit \$15,191.00 Clarkson \$14,832.00 Streetsville \$14,653.00 Cooksville \$14,473.00 Other Areas in Mississauga \$14,150.00	City Centre \$19,150.00 Port Credit \$20,191.00 Clarkson \$19,832.00 Streetsville \$19,653.00 Cooksville \$19,473.00 Other Areas in Mississauga \$19,150.00

SCHEDULE "A" TO BY-LAW 0160-2017

PLANNING AND BUILDING DEPARTMENT - continued

B) New Developments, Redevelopments, and Additions to Existing Buildings and Structures, 50% of the estimated cost of parking spaces.					
Amount Payable Per Surface Parking Space		Amount Payable Per Above Grade Structured Parking Space		Amount Payable Per Below Grade Structured Parking Space	
City Centre	\$7,104.00	City Centre	\$14,150.00	City Centre	\$19,150.00
Port Credit	\$10,700.00	Port Credit	\$15,191.00	Port Credit	\$20,191.00
Clarkson	\$9,460.00	Clarkson	\$14,832.00	Clarkson	\$19,832.00
Streetsville	\$8,840.00	Streetsville	\$14,653.00	Streetsville	\$19,653.00
Cooksville	\$8,220.00	Cooksville	\$14,473.00	Cooksville	\$19,473.00
Other Areas in Mississauga	\$7,104.00	Other Areas in Mississauga	\$14,150.00	Other Areas in Mississauga	\$19,150.00
Full Payment	Lump sum payment as calculated with PIL Agreement, in accordance with the <i>Planning Act</i> .				
Installment Payments	Up front payment and a Letter of Credit with PIL Agreement, in accordance with the <i>Planning Act</i> : <ul style="list-style-type: none"> • Minimum up front payment - \$15,000.00 • A Letter of Credit to include the remaining payment(s) plus interest payment (based on prime rate plus 1.5% per annum) • Maximum payment period - three years • Maximum number of installments - three See Corporate Policy and Procedure, Policy No. 07-09-01 for details				

SCHEDULE "A" TO BY-LAW 0160-2017

TRANSPORTATION AND WORKS DEPARTMENT

TRANSPORTATION AND INFRASTRUCTURE PLANNING DIVISION	
DEVELOPMENT ENGINEERING SECTION	
ITEM	FEE
Engineering Fees Servicing costs are: - Less than \$100,000 - \$100,000 to \$250,000 - \$250,000 to \$500,000 - \$500,000 to \$750,000 - \$750,000 to \$1.5 million - Greater than \$1.5 million	Fees are calculated as a percentage of the servicing costs 10% 8% with a minimum of \$10,000 6% with a minimum of \$20,000 5% with a minimum of \$30,000 4.5% with a minimum of \$37,500 3.5% with a minimum of \$67,500
Interim Servicing Submission Review - 0 to 20 hectares (0 to 50 acres) - 20 to 40 hectares (50 to 100 acres) - over 40 hectares (over 100 acres)	\$1,500.00 per submission \$2,000.00 per submission \$3,000.00 per submission
Municipal Services Inspection Relating to Condominiums	Range of \$1,000.00 to \$2,500.00 per development Fee to be determined by the Transportation and Works Department based on the complexity of the project
Phasing of Developments after Initial Submissions have been Reviewed - 0 to 20 hectares (0 to 50 acres) - 20 to 40 hectares (50 to 100 acres) - over 40 hectares (over 100 acres)	\$1,500.00 per submission for each phase \$2,000.00 per submission for each phase \$3,000.00 per submission for each phase

SCHEDULE "B" TO BY-LAW 0160-2017

PLANNING AND BUILDING DEPARTMENT

DEVELOPMENT AND DESIGN DIVISION			
APPLICATION TYPE	BASE FEE	ADDITIONAL FEE DETAILS	AMOUNT
Site Plan Inspection		Initial Inspection	\$897.00
		Each Additional Inspection	\$734.00
Site Plan Inspection - New/Replacement Dwelling and Addition(s) to Existing Dwelling		Initial Inspection	\$571.00
		Each Additional Inspection	\$245.00