

By-Law No. 2017-18

A by-law of the City of Ottawa to amend By-law No. 2015-96 respecting the fees for planning applications

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Enacted On: 2017-01-25

OttWatch Bylaw Reference: <http://ottwatch.ca/bylaws/2017-18>

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BY-LAW NO. 2017 - 18

A by-law of the City of Ottawa to amend By-law No. 2015-96 respecting the fees for planning applications.

WHEREAS at its meeting of December 14, 2016, by way of Motion 43/6, Council approved the 2017 budget including the increase of or creation of certain fees and charges to come into effect on January 1, 2017;

AND WHEREAS By-law No. 2016-423 confirms the proceedings of Council of December 14, 2016;

The Council of the City of Ottawa enacts that City of Ottawa By-law 2015- 96, as amended, is further amended as follows:

1. Section 1 is amended by adding the following definitions in alphabetical order:

“Confederation Line” means the Confederation Line system as described in the 2013 Confederation Line Proximity Study Guidelines.

“Development Zone of Influence” means the area identified in Annex 17 of the Official Plan for the City of Ottawa.

2. Sections 1 and 20 are amended by replacing the words “Planning and Growth Management Department” and “Planning and Growth Management Branch”, wherever they appear, with the words “Planning, Infrastructure and Economic Development Department”.

3. Section 20 is amended by adding a new subsection (4) containing the following:

“(4) Where an application is made under one of Schedules “A” to “F”, or “L” for the same lands as an application under Section 22 of Schedule “G” and within 12 months of paying a fee under Section 22 of Schedule “G”, the fee under Section 22 of Schedule “G” will be refunded upon request to the Planning, Infrastructure and Economic Development Department.”

4. The following new sections are added immediately after Section 10:

“LEGAL NON-CONFORMING RIGHTS

10.1 The fee associated with an application to establish legal non-conforming or legal non-complying rights shall be in accordance with Schedule “G”.

GATEWAY FEATURE

10.2 The fee associated with an application for a gateway feature shall be in accordance with Schedule "G".

HISTORIC LAND USE INVENTORY

10.3 The fee associated with a request for a historical land use inventory shall be in accordance with Schedule "G".

FEED-IN-TARIFF PROGRAM

10.4 The fees for applications associated with the feed-in-tariff program shall be in accordance with Schedule "G".

FRONT ENDING AGREEMENT

10.5 The fee for an application for the initiation of a front ending agreement shall be in accordance with Schedule "G".

PRE-APPLICATION CONSULTATION

10.6 The fee for an application for pre-application consultation shall be in accordance with Schedule "G".

RE-CIRCULATION FEE

10.7 The fee for the re-circulation of an application, other than an application under Schedule "C" shall be in accordance with Schedule "G".

PROXIMITY STUDY FEE

10.8 The fees to be submitted with studies for development in proximity to the Confederation Line as part of an application for plan of subdivision approval or site plan approval shall be in accordance with Schedule "G".

RURAL PARK DEVELOPMENT FEE

10.9 The fee for rural park development shall be in accordance with Schedule "G".

5. The following new section is added immediately after Section 12:

"HERITAGE CONFIRMATION

12.1 The fee for a heritage confirmation letter shall be in accordance with Schedule 'H'."

6. Schedule "A" is repealed and replaced with Schedule "A" hereto.
7. Schedule "B" is repealed and replaced with Schedule "B" hereto.
8. Schedule "C" is repealed and replaced with Schedule "C" hereto.
9. Schedule "D" is repealed and replaced with Schedule "D" hereto.
10. Schedule "E" is repealed and replaced with Schedule "E" hereto.
11. Schedule "F" is repealed and replaced with Schedule "F" hereto.
12. Schedule "G" is repealed and replaced with Schedule "G" hereto.
13. Schedule "H" is repealed and replaced with Schedule "H" hereto.
14. Schedule "I" is repealed and replaced with Schedule "I" hereto.
15. Schedule "J" is repealed and replaced with Schedule "J" hereto.
16. Schedule "K" is repealed and replaced with Schedule "K" hereto.
17. Schedule "L" is repealed and replaced with Schedule "L" hereto.
18. Schedule "M" is repealed and replaced with Schedule "M" hereto.

EFFECTIVE DATE

19. This by-law shall come into force and take effect on January 1, 2017.

ENACTED AND PASSED this 25th day of January, 2017.

CITY CLERK

MAYOR

SCHEDULE "A"

Official Plan Amendment

TABLE 1

Column "A" – Application	Column "B" – Fee
Official Plan Amendment	\$19,290.00

1. The fee in respect of an application to amend the Official Plan for the City of Ottawa as outlined in Table 1, shall be paid at the time of the submission of the application.
2. At the time of the submission of the application, the applicant shall be required to sign an undertaking.

SCHEDULE "B"

Zoning By-law Amendment

TABLE 2

Column "A" - Application	Column "B" – Fee
Zoning By-law Amendment, other than minor or that related to the severance of a surplus farm dwelling	\$15,656.00
Minor Zoning By-law Amendment	\$8,041.00
Zoning By-law Amendment, severance of surplus farm dwelling	\$3,334.00
Holding Provision, Removal/Lifting	\$5,539.00
Extension of Temporary Use By-law for Garden Suite	\$3,334.00

1. The fees in respect of an application for a zoning by-law amendment, as outlined in Table 2, shall be paid at the time of the submission of the application.
2. At the time of the submission of the application for a zoning by-law amendment, the applicant shall be required to sign an undertaking.

SCHEDULE "C"

Plan of Subdivision

1. Subject to the other provisions of this Schedule, the fees due for draft and final approval of a plan of subdivision shall be that set forth in Table 3 of this Schedule.

TABLE 3

Type of Development	Application for Draft Approval	Final Planning Fee, payable at the registration of each phase	Legal Fee, payable at the registration of each phase
1 to 40 dwelling units	\$33,253.00	\$7,284.00	\$3,441.00
41 to 250 dwelling units	\$59,449.00	\$8,597.00	\$5,293.00
More than 250 dwelling units	\$72,367.00	\$10,667.00	\$7,270.00
Non-residential uses	\$27,708.00	\$3,610.00	\$1,325.00
Combination residential and non-residential	the fee applicable to the number of dwelling units plus \$7,284.00	\$4,761.00	the fee applicable to the number of dwelling units
Revision involving a recirculation	\$3,610.00	n/a	\$793.00
Application for Extension of Draft Plan Approval	\$3,334.00	n/a	n/a

2. Subject to Sections 7 and 8 of this Schedule, the Draft Approval fee set forth in Table 3, is payable upon the submission of the application, and the Final Planning fee and Legal fee are to be paid prior to the registration of each phase of the plan of subdivision.

3. Fees for the final review, approval, inspection and release of security equal to 4% + HST of all hard servicing works (e.g. roads, sewers, watermains, sidewalks, curbs, stormwater, etc.) being installed in each phase of a plan of subdivision and 2% + HST of all soft servicing works (e.g. lot grading, sodding, driveway treatment, etc.) being installed in each phase of a plan of subdivision are payable prior to the final approval of the plan of subdivision.
4. Where the entire works being installed for each phase of a plan of subdivision have a construction value of less than or equal to \$300,000.00, an initial fee for review, approval, inspection and release of security of \$5,000.00 is payable at the time of application.
5. Where the entire works being installed for each phase of a subdivision have a construction value of more than \$300,000.00, an initial fee for review, approval, inspection and release of security of \$10,000.00 is payable at the time of application.
6. In all cases, the amount collected at the application stage shall be credited against the ultimate fees to be collected under Section 3 herein.
7. Where a revision involving a recirculation is required for a plan of subdivision, the fee is payable prior to the recirculation or revision as set out in Table 3 of this Schedule.
8. The fee for the extension for Draft Plan Approval is payable at the time of an application for the extension of draft plan approval.
9. Where an application under this Schedule includes the development of a park, a fee for the final review and inspection of the park equal to 4% + HST of the estimated value of the park works is payable prior to the final approval of the plan of subdivision.

SCHEDULE "D"

Site Plan Control Approval

1. Subject to the other provisions of this Schedule, the fees due for site plan control approval shall be that set forth in Table 4 of this Schedule, and such fees shall be payable at the time of the application.

TABLE 4

Type of Application	Planning Fee	Legal Fee
New site plan application requiring General Manager's approval and public consultation	\$18,116.00	\$2,129.00
Revision to a site plan approval requiring General Manager's approval, and public consultation	\$18,116.00	\$1,070.00
New site plan application requiring General Manager's approval, without public consultation	\$4,154.00	\$2,129.00
Revision to a site plan approval requiring General Manager's approval, without public consultation	\$2,917.00	\$1,070.00
Staff approvals, including revision or extension	\$3,186.00	N/A
Street Townhouse application not previously approved through the subdivision process	\$3,186.00	N/A
New site plan application or revision to site plan approval that is rural based and does not require public consultation	\$692.00	N/A

2. “In this Schedule, “public consultation” applies to site plan control applications that are also subject to the Public Notification and Consultation Policy for Development Applications.”

3. Fees for the final review, approval, inspection and release of security equal to 4% + HST of all hard servicing works (e.g. roads, sewers, watermains, sidewalks, curbs, stormwater, etc.) being installed within the lands subject to the application for site plan approval and 2% + HST of all soft servicing works (e.g. lot grading, sodding, driveway treatment, etc.) being installed within the lands subject to the application for site plan approval are payable prior to the issuance of the first building permit or, where a building permit is not to be issued, prior to site plan control approval.

4. Where the entire works being installed have a construction value of less than or equal to \$50,000.00, an initial fee for review, approval, inspection and release of security of \$1,000.00 is payable at the time of application.

5. Where the entire works being installed have a construction value of more than \$50,000.00 but less than or equal to \$300,000.00, an initial fee for review, approval, inspection and release of security of \$5,000.00 is payable at the time of application.

6. Where the entire works being installed have a construction value of more than \$300,000.00, an initial fee for review, approval, inspection and release of security of \$10,000.00 is payable at the time of application.

7. In all cases, the amount collected at the application stage pursuant to Section 4, 5 or 6 of this Schedule shall be credited against the ultimate fees to be collected under Section 3 herein.

8. (1) Despite any other provision in this Schedule, the fees in respect of a site plan application required pursuant to the Site Plan Control By-law, section 3.1 shall only be in accordance with this section and not sections 1 to 7 inclusive.

(2) For any residential use building that is proposed to contain three or fewer dwelling units, or fewer than seven rooming units, the following fees in each of (a), (b) and (c) as each may be applicable for site plan control apply to any new construction or addition to the gross floor area of the building, as follows:

- (a) Any alteration to the front, corner side or other street-facing façade: \$500.00, except in the instance of a building designated under either Part IV or Part V of the Ontario Heritage Act where this fee shall be \$0.
- (b) Creation of any new dwelling units or rooming units, where the resulting count does not exceed three dwelling units or seven rooming units: \$500.00 per additional dwelling unit or per two additional rooming units;
- (c) Any addition or new construction, as follows:
 - (i) Where the addition or new construction results in a building of 275 square metres gross floor area or less: \$0, or
 - (ii) Where the addition or new construction results in a building of greater than 275 square metres but not more than 350 square metres gross floor area: \$500.00, or
 - (iii) Where the addition or new construction results in a building of greater than 350 square metres gross floor area: \$2,500.00.

SCHEDULE “E”

Two-Stage Site Plan Approval (Draft Site Plan Control Approval)

1. Subject to the other provisions of this Schedule, the fees due for draft site plan control approval shall be that set forth in Table 5 of this Schedule, and such fees shall be payable at the time of the application, or in the case of the Final Approval and Legal Fee, at the time of registration.

TABLE 5

Type of Application	Draft Approval Fee	Final Approval Planning Fee	Legal Fee
General Manager's approval and public consultation	\$12,756.00	\$5,360.00	\$2,129.00

2. In this Schedule, “public consultation” applies to site plan control applications that are also subject to the Public Notification and Consultation Policy for Development Applications.”

3. Fees for the final review, approval, inspection and release of security equal to 4% + HST of all hard servicing works (e.g. roads, sewers, watermains, sidewalks, curbs, stormwater, etc.) being installed within the lands subject to the application for site plan approval and 2% + HST of all soft servicing works (e.g. lot grading, sodding, driveway treatment, etc.) being installed within the lands subject to the application for site plan approval are payable prior to the issuance of the first building permit or, where a building permit is not to be issued, prior to site plan control approval.

4. Where the entire works being installed have a construction value of less than or equal to \$50,000.00, an initial fee for review, approval, inspection and release of security of \$1,000.00 is payable at the time of application.

5. Where the entire works being installed have a construction value of more than \$50,000.00 but less than or equal to \$300,000.00, an initial fee for review,

approval, inspection and release of security of \$5,000.00 is payable at the time of application.

6. Where the entire works being installed have a construction value of more than \$300,000.00, an initial fee for review, approval, inspection and release of security of \$10,000.00 is payable at the time of application.

7. In all cases, the amount collected at the application stage pursuant to Section 4, 5 or 6 of this Schedule shall be credited against the ultimate fees to be collected under Section 3 herein.

SCHEDULE "F"

Plan of Condominium

1. Subject to the other provisions of this Schedule, the fees due for a Plan of Condominium shall be that set forth in Table 6 of this Schedule, and such fees shall be payable at the time of the application.

TABLE 6

Type of Application	Application Fee	Legal Fee
Standard, Phased or Leasehold Condominium	\$12,194.00	\$1,850.00
Vacant Land or Common Elements Condominium	\$30,028.00	\$1,850.00
Revision/Extension	\$2,224.00	\$793.00

2. Despite Table 6, where the application for approval of a vacant land or common elements condominium is submitted concurrently with an application for site plan approval, the fee for the application for approval of a vacant land or common elements condominium is \$12,194.00 plus a legal fee of \$1,850.00, and such fee is payable at the time of application.

3. Where the entire works being installed for the vacant land or common elements condominium have a construction value of less than or equal to \$300,000.00,

an initial fee for review, approval, inspection and release of security of \$5,000.00 is payable at the time of application.

4. Where the entire works being installed for the vacant land or common elements condominium have a construction value of more than \$300,000.00, an initial fee for review, approval, inspection and release of security of \$10,000.00 is payable at the time of application.

5. Sections 3 and 4 of this Schedule do not apply to an application for approval of a vacant land or common elements condominium submitted concurrently with an application for site plan approval.

6. In all cases, the amount collected at the application stage pursuant to Sections 3 or 4 shall be credited against the ultimate fees to be collected under Section 7 herein.

All Condominium Applications

7. Fees for the final review, approval, inspection and release of security equal to 4% + HST of all hard servicing works (e.g. roads, sewers, watermains, sidewalks, curbs, stormwater, etc.) being installed in each phase of a plan of condominium and 2% + HST of all soft servicing works (e.g. lot grading, sodding, driveway treatment, etc.) being installed in each phase of a plan of condominium are payable prior to the final approval of the plan of condominium.

SCHEDULE "G"

Miscellaneous Planning Applications and Review Fees

Part Lot Control

1. A fee of \$16,624.00, plus a legal fee of \$532.00 in respect of the first part lot control exemption by-law for a plan of subdivision, is payable at the time of the application for exemption from part lot control where the application for draft approval of the plan of subdivision was made on or before May 21, 1996, or an extension thereof, and where there is not a corresponding application for site plan control approval.

2. A fee of \$5,411.00, including a legal fee of \$532.00 in respect of the first part lot control exemption by-law for a plan of subdivision, is payable at the time of the application for exemption from part lot control where draft approval of the plan of subdivision was given by The Regional Municipality of Ottawa-Carleton or its successor municipality and the application for draft approval of the plan of subdivision was made on or after May 22, 1996.

3. A fee of \$692.00, plus a legal fee of \$393.00 is payable at the time of the application for an extension of the time limit for a part lot control exemption.

4. A legal fee of \$393.00 is payable at the time of the application for the second or subsequent part lot control exemption by-law in respect of a plan of subdivision.

0.30 Metre Reserve

5. A fee of \$1,111.00, including a legal fee of \$290.00, is payable upon the submission of an application for the dedication or re-conveyance of a 0.3 metre (30 cm) reserve.

Demolition Control

6. The fees payable at the time of an application in respect of demolition control are as follows:

- (a) for an application under Part IV of the Demolition Control By-law, being By-law 2012-377, as amended, the fee shall be the same as the fee for a permit to demolish under the Building By-law, being By-law No. 2014-220, as amended;
- (b) for an application under Part V of the Demolition Control By-law the fee shall be \$1,738.00, including a legal fee of \$369.00.

Engineering Design And Review Fees

7. Fees for the final review, approval, inspection and release of security equal to 4% + HST of all hard servicing works (e.g. roads, sewers, watermains, sidewalks, curbs, stormwater, etc.) being installed as a result of applications pursuant to Sections 1, 2, 3, 4, 5, and 7 inclusive of this Schedule and 2% + HST of all soft servicing works (e.g. lot grading, sodding, driveway treatment, etc.) being installed as a result of applications pursuant to Sections 1, 2, 3, 5, and 7 inclusive of this Schedule are payable prior to the final approval of the application.

8. A fee of \$963.00 per day for the review of the fourth and subsequent engineering submissions in respect of a planning application shall be payable as part of the engineering fees to be paid at the time of registration of the plan or agreement, or such fee shall be payable upon invoice by the City.

9. A fee of \$190.00 is payable in respect of an application for a sewer permit.

Committee Of Adjustment

10. A fee of \$364.00 for review of minor variance applications is payable at the time of an application for a minor variance to the Committee of Adjustment.

11. A fee of \$608.00 for review of severance/consent applications is payable at the time of an application for a severance/consent to the Committee of Adjustment.

12. A fee of \$701.00 for review of a combined severance/consent and minor variance application is payable at the time of a combined application to the Committee of Adjustment.

Legal Non-Conforming Rights

13. A fee of \$510.00 for review of an application to determine legal non-conforming or legal non-complying rights associated with a property. Such fee is payable upon the application for such a determination.

Gateway Feature

14. (1) A fee of \$26,530.00 per gateway feature is payable prior to the registration of a plan of subdivision.

(2) Where the cost of construction of a gateway feature exceeds \$100,000.00, in addition to the fee payable under subsection (1), an amount equal to 15% of the value of the feature above \$100,000.00 is payable at the same time as the fee set out in subsection (1) .

Refundable Tree Planting Deposit

15. A refundable tree planting deposit of \$700 is payable for each building permit not associated with a Site Plan or Subdivision Application upon issuance of the permit.

FIT Applications

16. A fee of \$350.00 is payable upon application for a municipal council support resolution to form part of an application under the Feed-In Tariff Program.

17. A fee of \$200.00 is payable upon application to fulfill a prescribed form to be part of an application under the Feed-in Tariff Program.

Historical Land Use Inventory

18. A fee of \$100.00 is payable for each property with respect to which a list of the historical land uses is requested. Such fee is payable upon request for such review.

Front Ending Agreements

19. An application fee of \$8,146.00 and a legal fee of \$5,465.00 are payable upon application to initiate a Front Ending Agreement.

20. Fees for the final review, approval, and inspection equal to 4% + HST of all hard servicing works (e.g. roads, sewers, watermains, sidewalks, curbs, stormwater, etc.) being installed within the lands subject to the Front Ending Agreement application and 2% + HST of all soft servicing works (e.g. lot grading, sodding, driveway treatment, etc.) being installed within the lands subject to the Front Ending Agreement application are payable prior to the issuance of any permit to proceed with the works that are the subject of the Front Ending Agreement and subject, and in accordance with the following:

- (a) Where the entire works being installed have a construction value of less than or equal to \$50,000.00, an initial fee for review, approval, inspection and release of security of \$1,000.00 is payable at the time of application.
- (b) Where the entire works being installed have a construction value of more than \$50,000.00 but less than or equal to \$300,000.00, an initial fee for review, approval, inspection and release of security of \$5,000.00 is payable at the time of application.
- (c) Where the entire works being installed have a construction value of more than \$300,000.00, an initial fee for review, approval, inspection and release of security of \$10,000.00 is payable at the time of application.

- (d) In all cases, the amount collected at the application stage pursuant to Section 4, 5 or 6 of this Schedule shall be credited against the ultimate fees to be collected under Section 3 herein.

Pre-Application Consultation

21. A fee of \$500.00 is payable at the time of submission of an application for pre-application consultation with respect to an application for:

- (a) official plan amendment;
- (b) zoning by-law amendment described in Row 2 of Table 2 in Schedule B;
- (c) site plan control application or a revision to a site plan control application requiring General Manager approval and public consultation including an approval under Schedule “E”;
- (d) draft approval of a plan of subdivision;
- (e) draft approval of a vacant land condominium or common elements condominium;
- (f) Municipal Review of an Antenna System.

22. The fee payable under Section 21 of this Schedule is only valid for 12 months following the date of submission of an application for pre-application consultation.

Re-circulation Fee

23. A fee of \$3,186.00 is payable prior to the re-circulation of any of the following applications:

- (a) official plan amendment;
- (b) zoning by-law amendment;

- (c) site plan control application or a revision to a site plan control application requiring General Manager approval and public consultation including an approval under Schedule “E”;
- (d) part lot control exemption application with public consultation;
- (e) demolition control application;
- (f) draft approval of a vacant land condominium or common elements condominium.

Proximity Studies Fee

24. Where a study identified in Table 7 is required to be submitted as part of an application for plan of subdivision approval or site plan approval, the fee due for such study shall be, subject to Section 25, that set forth in column II, III, or IV of Table 7 of this Schedule and is payable at the same time as, and in addition to any fee payable under Schedules C, D, or E of this by-law.

25. The applicable fee under Table 7 is determined in accordance with the following:

- (a) The level 1 fee in column II is payable when the application is to permit development within the Development Zone of Influence and staff conclude there to be minimal anticipated impact on Confederation Line structures;
- (b) The level 2 fee in column III is payable when the application is to permit development within the Development Zone of Influence and staff conclude there to be substantial anticipated impact on Confederation Line structures anticipated;
- (c) The level 3 fee in column IV is payable when the application is to permit development on top of, or within 1 metre of a Confederation Line structure.

TABLE 7

Column I Technical Study/Report/Plan	Column II Level 1 Fee	Column III Level 2 Fee	Column IV Level 3 Fee
Shoring – Design & Monitoring Plan	500	2,000	4,000
Excavation Support System	n/a	500	1,500
Geotechnical Hydrogeological Analysis	n/a	1,000	1,000
Groundwater Control Plan	500	2,000	2,000
Waterproofing System	n/a	500	1,000
Structural Analysis –Loading	n/a	2,000	2,000
Fire Ventilation	n/a	500	1,000
Station Ventilation	n/a	500	1,000
Access Requirements (including AODA)	500	500	750
Noise and Vibration Study	500	1,000	2,000
EMI/Stray Current	n/a	500	500
Construction Coordination Protocols	500	1,500	3,000
Pre-Post Construction Surveys	500	500	1,500
Set-Back Requirements from Structures in the Zone of Influence	500	1,000	1,500
Fire/Smoke Dispersion Analysis	n/a	1,500	2,000
Crane Swing and Lifting Loads	500	1,000	1,500
Insurance Requirements	n/a	500	500
Property – M&L Requirements	n/a	500	1,000
Utility relocations and Installations	500	1,000	1,500
Entrance Connection Agreement	n/a	4,000	5,000
Security Plan	n/a	1,500	1,500
Construction As-Built Drawings	n/a	500	1,500

Rural Park Development Fee

26. A fee of \$1,818.00 per lot is payable where an agreement as part of a plan of subdivision approval provides for the payment of a rural park development fee.

27. The fee set out in Section 26 of this Schedule shall be payable upon the initial conveyance of each lot.

SCHEDULE "H"

Heritage Applications

1. A fee of \$3,006.00 is payable at the time of a heritage application that includes a review of site elements where,
 - (a) the application involves an alteration, addition or new construction for a heritage property designated pursuant to Section 29 of the *Ontario Heritage Act* or for a heritage property that is part of a heritage conservation district established pursuant to Section 41 of the *Ontario Heritage Act*; and
 - (b) the application is related to,
 - (i) a new single family dwelling,
 - (ii) an addition or alteration to a single family dwelling that is equal to or exceeds one-third of the size of the floor area or 55 square meters whichever is less, or
 - (iii) additions to single family dwellings that visually impact the building elevation fronting onto to a heritage property designated pursuant to the *Ontario Heritage Act*.
2. The review of site elements includes but is not limited to landscaping, tree preservation and hard and soft surfacing.
3. A fee of \$180.00 is payable at the time of an application for a heritage confirmation letter.

SCHEDULE "I"

Street Opening and Road Closing

1. A fee of \$12,194.00, plus a legal fee of \$1,248.00, is payable at the time of an application for a street opening.

2. If a "Do it Yourself Agreement" is not required by the City, \$500 of the legal fee payable under Section 1 of this Schedule will be refunded.

3. (1) A fee of \$8,979.00, plus a legal fee of \$208.00, is payable at the time of the application for the closing of a travelled arterial, major collector or collector road.

(2) A fee of \$8,979.00, plus a legal fee of \$208.00, is payable at the time of application for the closing of an untravelled arterial, major collector or collector road.

4. (1) A fee of \$4,108.00, plus a legal fee of \$208.00, is payable at the time of application for the closing of a travelled local street or lane.

(2) A fee of \$4,108.00, plus a legal fee of \$208.00, is payable at the time of application for the closing of an untravelled local street or lane.

5. Fees for the final review, approval, inspection and release of security equal to 4% + HST of all hard servicing works (e.g. roads, sewers, watermains, sidewalks, curbs, stormwater, etc.) being installed as a result of an application for street opening or road closing and 2% + HST of all soft servicing works (e.g. lot grading,

sodding, driveway treatment, etc.) being installed as a result of an application for street opening or road closing are payable prior to the final approval of the application.

SCHEDULE "J"

Miscellaneous Legal Fees

TABLE 8

Column "A" - Application/Agreement	Column "B" - Fee Payable
Easement	\$499.00
Encroachment	\$499.00
Encroachment, simple and/or assignment	\$204.00
Conveyance as a condition of development approval	\$204.00
Postponement Agreement	\$204.00
Partial Discharge of Mortgage	\$204.00
Maintenance and Liability Agreement	\$431.00
Amending Maintenance and Liability Agreement	\$204.00
Do it Yourself Construction Agreements for roads, sewers and traffic signals	\$992.00
Inhibiting Orders – routine	\$204.00

Inhibiting Orders – complex	\$618.00
Release of Inhibiting Order – routine	\$137.00
Release of Inhibiting Order – complex	\$618.00
Early Servicing Agreement	\$4,010.00
Watermain Agreements	\$204.00
Deferral Agreement for development charges	\$409.00
Release of Deferral Agreement	\$204.00
Communal Water/Wastewater Agreement	\$4,010.00
Private Roadway Agreement	\$499.00
Release of Easement	\$335.00
Release of Site Plan Agreement	\$335.00
Pre-Servicing Agreement	\$520.00
Demolition Agreement	\$369.00
Agreements arising from Consent Application	\$1,270.00
Agreements arising from Minor Variance	\$499.00

Well Agreements	\$204.00
Other Agreements arising from Committee of Adjustment Applications	\$335.00
Amending Site Plan Agreement Not Covered by Development Application Fee	\$940.00
Amending Subdivision Agreement Not Covered by Development Application Fee	One-half of Primary Agreement Legal Fee
Miscellaneous Agreement Arising from Development Application	\$547.00
Release of Miscellaneous Agreements Arising from Development Applications	\$204.00
Traffic Signal Agreement	\$204.00
Municipal Covenant Agreement	\$204.00
Consolidation Agreement	\$204.00
Community Improvement Plan (Development Assistance) Grant Agreement	\$204.00
Road Modification Agreement	\$547.00
Other Agreements – complex	\$618.00
Other Agreements – Simple	\$204.00

Limiting Distance Agreement	\$204.00
Section 37 Community Benefits Agreement	\$204.00
Brownfield Agreement	\$204.00
Municipal Responsibility Agreement	\$1,224.00
Cost Sharing Agreement	\$1,224.00

1. In this Schedule,

“routine inhibiting order” means where conditions contained in the inhibiting order can be fulfilled at the time of registration of the plan of subdivision; and

“complex inhibiting order” means an inhibiting order where conditions contained in the inhibiting order will not be fulfilled until after the plan of subdivision is registered.

2. Fees for the final review, approval, inspection and release of security equal to 4% + HST of all hard servicing works (e.g. roads, sewers, watermains, sidewalks, curbs, stormwater, etc.) being installed as a result of a Do It Yourself Construction Agreement for roads sewers and traffic signals and 2% + HST of all soft servicing works (e.g. lot grading, sodding, driveway treatment, etc.) being installed as a result of a Do it Yourself Construction Agreement for roads, sewers and traffic signals are payable prior to the execution of the agreement by the City.

SCHEDULE “K”

On-Site Sign Fees

1. A fee of \$500.00, plus HST, is payable at the time of an application for an official plan amendment, a zoning by-law amendment, a site plan control application or a revision to a site plan control application requiring General Manager approval and public consultation including an approval under Schedule “E”, a part lot control exemption application with public consultation, a demolition control application, or an application for a road closure for two on-site signs on the property subject to the application.
2. Despite Section 1 of this Schedule a fee of \$100, plus HST is payable at the time of an application for an official plan amendment, a zoning by-law amendment, a site plan control application or a revision to a site plan control application requiring General Manager approval and public consultation, including an approval under Schedule “E”, a part lot control exemption application with public consultation, a demolition control application, or an application for a road closure for two on-site signs on the property subject to the application when required for a small on-site sign in an urban context.
3. Despite Section 1 of this Schedule, the fee payable at the time of application for a zoning amendment related to the severance of a surplus farm dwelling or an application for an extension of a temporary use by-law for a garden suite shall be \$250.00, plus HST for one on-site sign on the property subject to the application.
4. Should the General Manager determine that more than two (2) on-site signs are required for the applications set out in Sections 1 and 2 of this Schedule, or that more than one (1) on-site sign is required for the application set out in Section 3 of this Schedule, the applicant shall be invoiced in the amount of \$250.00, plus HST for each additional on- site sign.
5. A fee of \$600.00, plus HST representing the cost of two on-site signs is payable at the time of an application for draft approval of a plan of subdivision or an application for draft approval of a vacant land condominium or common elements condominium.
6. Should the General Manager determine that more than two (2) on-site signs are required for the applications set out in Section 5 of this Schedule, the applicant shall be

invoiced in the amount of \$300.00, plus HST for each additional on- site sign.

7. No planning application described in this Schedule shall be processed by the approval authority unless and until the applicable fees described herein are paid in full.

SCHEDULE "L"

Municipal Review of Antenna Systems

1. A fee of \$2889.00 is payable at the time of an application for Municipal Review of an Antenna System where such application is required pursuant to the Council-approved Municipal Concurrence and Public Consultation Process for Antenna systems for an antenna system as defined under that process.

2. A fee of \$324.00 is payable at the time of an application for Municipal Review of an Antenna system, where such application is required pursuant to the Council-approved Municipal Concurrence and Public Consultation Process for Antenna systems for a residential use antenna system as defined under that process.

3. No application described in Sections 1 or 2 of this Schedule shall be processed by the City unless and until the fee described in Sections 1 or 2 is paid in full.

SCHEDULE "M"

Miscellaneous Fees Related to Planning Applications

1. The fees to be collected pursuant to Table 8 are subject to Harmonized Sales Tax (H.S.T.) or any successor sales tax program thereto, where applicable.

TABLE 9

Column "A"	Column "B"
Fence Viewer Fee	\$364.00
Downtown Ottawa Urban Design Strategy (CD Rom)	\$5.10
Online Sale of Maps	\$10.20
CADD Plans - Hardcopy / Image / CAD:	
Electronic Image file - .pdf, .tif	\$14.80
MicroStation .dgn or ACAD .dwg	\$29.20
Standard Paper Print (up to 3 m length)	\$19.50
Microfilm paper prints	\$6.20
Electronic Media/Materials fees:	
CD-ROM	\$36.00

Internet File Transfer (FPT)	\$36.00
Internet Email (up to 1 megabyte per email)	\$36.00
Customization Fees/Electronic File Translation:	
Production of Customized Map or Data (hourly rate)	\$107.70
CAD or GIS file	\$36.00
Renewal of Existing License for a New Project	\$107.70
One-Time Digital Data Fee, Theme Set:	
Topographic 1:10,000 1:2,000 or 1:5,000 scale electronic Data	\$36.00
Aerial Ortho-photo, jpg format (6mb maximum)	\$107.70

BY-LAW NO. 2017 - 18

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A by-law of the City of Ottawa to amend
By-law No. 2015-96 respecting the fees
for planning applications.

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Enacted by City Council at its meeting of
January 25, 2017.

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LEGAL SERVICES
CE/rm: G04-01-17 FEE

COUNCIL AUTHORITY:
City Council – December 14, 2016
Motion 43/6 & By-law No. 2016-423