



**THE CORPORATION OF THE CITY OF MISSISSAUGA  
PLANNING ACT PROCESSING FEES AND CHARGES**

**BY-LAW 399-09**

**(amended by 82-10)**

**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 for the year 2010;

**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 Schedule "A" to this By-law which shall be payable for the processing of applications made in respect of those planning matters described in Schedule "A" 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 Schedule "A" 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 Schedule "A" to this By-law.
4. Notwithstanding sections 2 and 3, this By-law shall not apply to the City with respect to the following planning matters described in Schedule "A" to this By-law. (82-10)
  - a) Site Plan Control;
  - b) Site Plan – Infill Residential;
  - c) Site Plan Minor Building Alterations or Site Revisions;
  - d) Site Plan Approval Express;
  - e) Site Plan Inspection.
5. The fees as listed in Schedule "A" will be subject to Provincial Sales Tax (P.S.T.), Goods and Services Tax (G.S.T.) and/or Harmonized Sales Tax (H.S.T.) where applicable.
6. No discounts apply for early payment of any fee set out in Schedule "A" 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 and may be made by Visa, MasterCard, American Express, Direct Debit (bank card), cash or cheque.9. 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.
10. Notwithstanding section 2, all applications in respect of planning matters submitted on or before December 31<sup>st</sup>, 2009, shall continue to be governed by By-law 57-09, as amended, with respect to the payment of applicable fees. Except for any applications in respect of planning matters submitted on or before December 31, 2009 By-law 57-09, as amended, shall no longer be effective.
11. All applications in respect of planning matters submitted as of January 1<sup>st</sup>, 2010, shall be subject to and governed by this By-law with respect to the payment of applicable fees.
12. Schedule "A" shall be deemed to be an integral part of this By-law.
13. Should any part of this By-law, including any part of Schedule "A", 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 Schedule "A", shall continue to operate and to be in force and effect.
14. This By-law shall be known as the "*Planning Act* Processing Fees By-law - 2010".

**ENACTED and PASSED this 9<sup>th</sup> day of December, 2009**  
**Signed by: Hazel McCallion, Mayor and Crystal Greer, City Clerk**

**SCHEDULE "A" TO BY-LAW 399-09**

**CORPORATE SERVICES DEPARTMENT**

<b>COMMITTEE OF ADJUSTMENT:</b>	
<b>ITEM</b>	<b>FEE</b>
<b>Minor Variances:</b>	
Residential applications	\$500.00 per application
Multiple Residential Applications (10 or more) within a Plan of Subdivision	\$500.00 per application for the first 10 applications \$50.00 per application in excess of the first 10 applications
All other applications	\$800.00 per application
<b>Consent:</b>	
New lots and lot additions	\$2,000.00 per application (includes Certificate Fee payable at time of application)
Multiple Consent Applications (10 or more) within a Plan of Subdivision	\$2,000.00 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)
Validation of Title, Lease, Easement, Mortgage or Partial Discharge of Mortgage, Foreclosure or Power of Sale	\$1,200.00 per application
Request for a change of a condition	\$500.00 per condition
Secretary-Treasurer's Certificate Fee	\$375.00

**COMMUNITY SERVICES DEPARTMENT**

<b>FORESTRY SECTION:</b>	
<b>ITEM</b>	<b>FEE</b>
Tree Removal Permission (through the review of Subdivision, Site Plan and Consent Applications)	\$0 If all trees are considered by the Forestry Section as dead, dying or hazardous.
	\$305 For the removal of five (5) trees, each with a diameter greater than 15 cm, Plus \$68 for each additional tree with a diameter greater than 15 cm to a maximum of \$1,365.00.

**PLANNING AND BUILDING DEPARTMENT**

<b>BUILDING DIVISION:</b>	
<b>ITEM</b>	<b>FEE</b>
Zoning Certificate	\$150.00

**SCHEDULE "A" TO BY-LAW 399-09**

**PLANNING AND BUILDING DEPARTMENT - continued**

<b>DEVELOPMENT AND DESIGN DIVISION</b>			
<b>APPLICATION TYPE</b>	<b>BASE FEE</b>	<b>ADDITIONAL FEE DETAILS</b>	<b>AMOUNT</b>
<b>Official Plan Amendment</b>	\$13,120.00	Not Applicable	
<b>Official Plan Amendment/Zoning By-law Amendment</b>	Official Plan Amendment: \$13,120.00 Zoning By-law Amendment: \$9,120.00	<b>Plus:</b> 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 <sup>2</sup> Industrial and Office: \$/gross ha  Maximum Residential charge per application Maximum Industrial, Commercial and Office (ICI) charge per application Major Revision to Application requiring Recirculation of Application to Commenting Agencies	\$640.00 \$320.00 \$160.00 \$80.00 \$6.40 \$4,160.00  \$80,000.00 \$60,000.00 50% of total application fee
<b>Zoning By-law Amendment</b>	\$9,120.00	<b>Plus:</b> 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 <sup>2</sup> Industrial and Office: \$/gross ha Additional flat rate per application for single/semi-detached/ townhouse residential, commercial and office use  Maximum Residential charge per application Maximum Industrial, Commercial and Office (ICI) charge per application Major Revision to Application requiring Recirculation of Application to Commenting Agencies	\$640.00 \$320.00 \$160.00 \$80.00 \$6.40 \$4,160.00 \$16,000.00  \$80,000.00 \$60,000.00 50% of total application fee
<b>Site Plan Control (except for Infill Residential (New Dwellings, Replacement Housing and Additions))</b> (see Note 1 below)	\$4,560.00	<b>Plus:</b> Residential: \$/unit for first 25 units Residential: \$/unit for units 26 - 100 Residential: \$/unit for additional units beyond 100 Non-residential (ICI): \$/m <sup>2</sup> for first 2 000 m <sup>2</sup> Non-residential (ICI): \$/m <sup>2</sup> for 2 001 - 4 500 m <sup>2</sup> Non-residential (ICI): \$/m <sup>2</sup> for 4 501 - 7 000 m <sup>2</sup> Non-residential (ICI): \$/m <sup>2</sup> beyond 7 000 m <sup>2</sup>  Maximum Residential charge per application, <sup>(1)</sup> Maximum Non-residential (ICI) charge per application Major Revision to application requiring recirculation of application to commenting agencies	\$320.00 \$240.00 \$80.00 \$3.60 \$2.40 \$1.60 \$0.80  \$50,000.00 \$35,000.00 50% of total application fee

**SCHEDULE "A" TO BY-LAW 399-09**

**PLANNING AND BUILDING DEPARTMENT - continued**

<b>DEVELOPMENT AND DESIGN DIVISION</b>			
<b>APPLICATION TYPE</b>	<b>BASE FEE</b>	<b>ADDITIONAL FEE DETAILS</b>	<b>AMOUNT</b>
<b>Site Plan - Infill Residential (New Dwellings, Replacement Housing and Additions)</b>	\$4,560.00		
<b>Site Plan Minor Building Alterations or Site Revisions</b>	\$1,520.00	<b>Plus:</b> Applicable Site Plan Minor Surcharge Fees:	
		Planning & Building - Landscape Inspection	\$600.00
		Transportation & Works - Development Engineering Review	\$240.00
		Transportation & Works - Storm Drainage Review	\$100.00
		Transportation & Works - Environmental Review	\$90.00
		Community Services - Fire Review	\$60.00
		Community Services - Forestry Review	\$180.00
<b>Site Plan Approval Express (SPAX)</b>	\$320.00		
<b>Site Plan Inspection</b>		Initial Inspection	\$650.00
		Each Additional Inspection	\$250.00
<b>Removal of (H) Holding Symbol</b>	\$15,800.00	Additional fee per application for applications within City Centre	\$12,320.00
<b>Plan of Subdivision</b> (see Note 2 below)	\$4,300.00	<b>Plus:</b> Detached, semi-detached and townhouse dwellings: \$/unit	\$320.00
		All other residential, commercial or institutional uses: \$/ m <sup>2</sup> beyond 500 m <sup>2</sup>	\$1.60
		Industrial and Office: \$/gross ha	\$2,700.00
		Maximum fee per application	\$48,000.00
		Major Revision to Application requiring Recirculation to Commenting Agencies	50% of total application fee
		Revision to Draft Approved Plan requiring Circulation	50% of total application fee
		Recirculation of Application due to Lapsing of Draft Approval	50% of total application fee
<b>Surcharge Fees</b> (see Notes 3, 4, 5 6 and 7 below)		Community Services - Heritage Review <sup>(3)</sup>	\$1,280.00
		Planning & Building - Environmental Review (Natural Heritage and/or Natural Hazards) Base Fee <sup>(3)</sup>	\$1,600.00
		-if Environmental Impact Statement (EIS) Minor required <sup>(4)</sup>	\$2,960.00
		-if Environmental Impact Statement (EIS) Major required <sup>(5)</sup>	\$8,720.00
		Planning & Building - Parking Utilization Study <sup>(6)</sup>	\$3,040.00
		Community Services - Forestry Inspection <sup>(7)</sup>	\$90.00

## SCHEDULE "A" TO BY-LAW 399-09

### PLANNING AND BUILDING DEPARTMENT - continued

**NOTES:**

1. For Residential apartment applications with more than one (1) apartment building, maximum charge applies to each building.
2. For Plan of Subdivision applications processed in conjunction with an Official Plan Amendment/Zoning By-law Amendment or Zoning By-law Amendment application, only 70% of the total subdivision fee (base fee plus applicable per unit, per square metre and per hectare fee) shall be collected.
3. Surcharge fee for Environmental Review and Heritage Review applies only to Official Plan Amendment, Official Plan Amendment/Zoning By-law Amendment, Zoning By-law Amendment and Plan of Subdivision applications.
4. EIS Minor refers to no encroachment into natural area.
5. EIS Major refers to encroachment into natural area.
6. Surcharge fee for Parking Utilization Studies applies only to Official Plan Amendment, Official Plan Amendment/Zoning By-law Amendment and Zoning By-law Amendment applications.
7. Surcharge fee for Forestry Inspection applies only to Site Plan Control applications.

<b>REFUNDS:</b>
<p>If a person wishes to withdraw or discontinue an application for a planning matter prior to completion of the entire process related to an application, refunds of application fees are available upon written request in accordance with the following:</p> <p>For Official Plan Amendment only, Official Plan Amendment/Zoning By-law Amendment, Zoning By-law Amendment and Plan of Subdivision applications:</p> <ul style="list-style-type: none"> <li>• 90% refund prior to delivery of initial Application Status Report (ASR) to owner/ applicant;</li> <li>• 70% refund following delivery of initial Application Status Report (ASR) to owner/applicant and prior to consideration of Information Report by Planning and Development Committee;</li> <li>• 50% refund following consideration of Information Report to Planning and Development Committee and prior to consideration of Supplementary Report by Planning and Development Committee/Council;</li> <li>• 10% refund following consideration of Supplementary 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.</li> </ul>
<p>For Removal of (H) Holding Symbol and Payment In Lieu of Off-Street Parking (PIL) applications:</p> <ul style="list-style-type: none"> <li>• 90% refund prior to delivery of initial Application Status Report (ASR) to owner/ applicant;</li> <li>• 70% refund following delivery of initial Application Status Report (ASR) to owner/ applicant and prior to consideration of report by Planning and Development Committee/Council;</li> <li>• 10% refund following consideration of report by Planning and Development Committee/Council and prior to preparation of By-law/Agreement.</li> </ul>
<p>For Site Plan Control applications:</p> <ul style="list-style-type: none"> <li>• 90% refund prior to delivery of initial Application Status Report (ASR) to owner/ applicant;</li> <li>• 50% refund following delivery of initial Application Status Report (ASR) to owner/ applicant and prior to next resubmission;</li> <li>• 30% refund following delivery of 2<sup>nd</sup> Application Status Report (ASR) to owner/applicant and prior to next resubmission;</li> <li>• 10% refund following delivery of 3<sup>rd</sup> and subsequent Application Status Reports (ASRs) to owner/applicant and prior to final site plan approval.</li> </ul>
<p>For greater clarity, no refund shall be available upon completion of the entire process related to the application for the applicable planning matter.</p>

## SCHEDULE "A" TO BY-LAW 399-09

### PLANNING AND BUILDING DEPARTMENT - continued

<b>Payment In Lieu of Off-Street Parking (PIL)</b>						
<b>Processing Fee</b>		\$800.00/application				
<b>(A) A Change in Land Use or the conversion of an Existing Building or Structure or Part thereof:</b>						
	<b>Amount Payable Per Surface Parking Space</b>		<b>Amount Payable Per Above Grade Structured Parking Space</b>		<b>Amount Payable Per Below Grade Structured Parking Space</b>	
<b>Category 1:</b> Where the gross floor area equals or is less than 50 m <sup>2</sup> , 12.5% of the estimated cost of parking spaces.	City Centre	\$1,776.00	City Centre	\$3,538.00	City Centre	\$4,788.00
	Port Credit	\$2,675.00	Port Credit	\$3,798.00	Port Credit	\$5,048.00
	Clarkson	\$2,365.00	Clarkson	\$3,708.00	Clarkson	\$4,958.00
	Streetsville	\$2,210.00	Streetsville	\$3,663.00	Streetsville	\$4,913.00
	Cooksville	\$2,055.00	Cooksville	\$3,618.00	Cooksville	\$4,868.00
	Other Areas in Mississauga	\$1,776.00	Other Areas in Mississauga	\$3,538.00	Other Areas in Mississauga	\$4,788.00
<b>Category 2:</b> Where the gross floor area exceeds 50 m <sup>2</sup> , but equals or is less than 200 m <sup>2</sup> , 25% of the estimated cost of parking spaces.	City Centre	\$3,552.00	City Centre	\$7,075.00	City Centre	\$9,575.00
	Port Credit	\$5,350.00	Port Credit	\$7,595.00	Port Credit	\$10,095.00
	Clarkson	\$4,730.00	Clarkson	\$7,416.00	Clarkson	\$9,916.00
	Streetsville	\$4,420.00	Streetsville	\$7,326.00	Streetsville	\$9,826.00
	Cooksville	\$4,110.00	Cooksville	\$7,237.00	Cooksville	\$9,737.00
	Other Areas in Mississauga	\$3,552.00	Other Areas in Mississauga	\$7,075.00	Other Areas in Mississauga	\$9,575.00
<b>Category 3:</b> Where the gross floor area exceeds 200 m <sup>2</sup> , 50% of the estimated cost of parking spaces.	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
<b>B) New Developments, Redevelopments, and Additions to Existing Buildings and Structures, 50% of the estimated cost of parking spaces.</b>						
<b>Amount Payable Per Surface Parking Space</b>		<b>Amount Payable Per Above Grade Structured Parking Space</b>		<b>Amount Payable Per Below Grade Structured Parking Space</b>		
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> : - 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 399-09**

**PLANNING AND BUILDING DEPARTMENT - continued**

<b>DEVELOPMENT SERVICES</b>			
<b>ITEM</b>		<b>FEE</b>	
<b>Compliance Letters</b>			
(a) work orders/zoning/agreements		\$100.00 per municipal address	
(b) additional fee for response/information provided subsequent to initial request		\$30.00	
(c) Agreement release		\$100.00	
<b>APPLICATION TYPE</b>	<b>BASE FEE</b>	<b>ADDITIONAL FEE DETAILS</b>	<b>AMOUNT</b>
<b>Part Lot Control</b>	\$1,300.00	<b>Plus:</b> For each lot or block created  Repeal of Exempting By-law Deletion of Restrictions Extension of Exempting By-law Consent to Transfer/Charge	\$53.00  \$156.00 \$156.00 \$156.00 \$130.00
<b>Plan of Condominium Standard</b>	\$3,700.00	<b>Plus:</b> Apartment: \$/unit Non-apartment or vacant lot: \$/unit Non-residential: \$/ha	\$21.00 \$53.00 \$105.00
<b>Plan of Condominium Common Element</b>	\$7,680.00	Recirculation of Application due to Lapsing of Draft Approval  Condominium Amalgamation Fee  Condominium Amendment Fee	50% of total application fee  \$650.00  \$650.00

**TRANSPORTATION AND WORKS DEPARTMENT**

<b>TRANSPORTATION AND INFRASTRUCTURE PLANNING DIVISION</b>	
<b>Development Engineering Section</b>	
<b>ITEM</b>	<b>FEE</b>
Engineering Fees Servicing costs are:	Fees are calculated as a percentage of the servicing costs
- Less than 100,000	10%
- \$100,000 to \$250,000	8% with a minimum of \$10,000
- \$250,000 to \$500,000	6% with a minimum of \$20,000
- \$500,000 to \$750,000	5% with a minimum of \$30,000
- \$750,000 to \$1.5 million	4.5% with a minimum of \$37,500
- Greater than \$1.5 million	3.5% with a minimum of \$67,500
Interim Servicing Submission Review	
- 0 to 20 hectares (0 to 50 acres)	\$1,500.00 per submission
- 20 to 40 hectares (50 to 100 acres)	\$2,000.00 per submission
- over 40 hectares (over 100 acres)	\$3,000.00 per submission

**SCHEDULE "A" TO BY-LAW 399-09**

**TRANSPORTATION AND WORKS DEPARTMENT - continued**

<b>TRANSPORTATION AND INFRASTRUCTURE PLANNING DIVISION</b>	
<b>Development Engineering Section</b>	
<b>ITEM</b>	<b>FEE</b>
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
Preservicing Submission Processing - 0 to 20 hectares (0 to 50 acres) - 20 to 40 hectares (50 to 100 acres) - over 40 hectares (over 100 acres)	\$500.00 per submission \$1,000.00 per submission \$1,500.00 per submission