

# *THE CITY OF VAUGHAN*

# *BY-LAW*

## **BY-LAW NUMBER 010-2023**

**A By-law to provide for Fees and Charges for the calendar years 2023 and 2024, and to repeal By-laws 157-2021 and 158-2021, as amended.**

**WHEREAS** sections 8, 9 and 11 of the Municipal Act, 2001, S.O. 2001, c.25 (“Municipal Act, 2001”), authorize a municipality to pass By-laws necessary or desirable for municipal purposes, and in particular paragraph 3 of subsection 11(2) authorizes By-laws respecting the financial management of the municipality;

**AND WHEREAS** section 11(3) and provisions of Part IV of the Municipal Act, 2001 provide that a municipality may pass By-laws respecting business licenses;

**AND WHEREAS** section 11(3) of the Municipal Act, 2001, S.O. 2001 c. 25, authorizes a municipality to pass by-laws respecting matters concerning public utilities, which includes systems to provide services relating to water, wastewater and stormwater for the public;

**AND WHEREAS** section 151 of the Municipal Act, 2001 provides that a municipality may provide a system of licenses with respect to businesses;

**AND WHEREAS** subsection 69(1) of the Planning Act, RSO. 1990, c P.13, as amended (the “Planning Act”), permits a municipality to enact a By-law to impose a tariff of fees for the processing of applications made in respect of planning matters, which tariff shall be designed to meet only the anticipated cost to the municipality or to a committee of adjustment or land division committee constituted by the council of the municipality in respect of the processing of each type of application provided for in the tariff;

**AND WHEREAS** section 7 of the Building Code Act, 1992, SO 1992, c.23, as amended, empowers Council to pass By-laws respecting the issuance of permits; the setting, collection and refunding of fees; and related matters;

**AND WHEREAS** section 391 of the Municipal Act, 2001 similarly permits a municipality to pass By-laws imposing fees and charges on persons for services or activities provided or done by or on behalf of it;

**AND WHEREAS** the Council of The Corporation of the City of Vaughan has authorized the passage of a By-law for the purpose of establishing the list of the user fees and charges.

**NOW THEREFORE** the Council of The Corporation of the City of Vaughan ENACTS AS FOLLOWS:

1. The fees and charges set out in Schedules “A” to “N” attached to this By-law shall apply to every request made to The Corporation of the City of Vaughan, any City Department or any officer or employee of the City, including but not limited to fees or charges for requests for documents, reports, letters and other information whether written, printed or electronically produced or stored, or produced or stored in any other manner, searches, inspections, applications, permits, registrations, programs and the use of its facilities or properties, or for any other service or activity provided by the City to any person or any other authorized costs payable by the City.

2. Schedules "A" to "N" shall form part of this By-law, as follows:

Schedule “A”	General
Schedule “B”	City Clerk’s Office
Schedule “C”	Finance
Schedule “D”	Vaughan Business Enterprise Centre (VBEC)
Schedule “E”	Vaughan Fire and Rescue Service
Schedule “F”	Building Standards
Schedule “G”	Development Planning
Schedule “H”	Community Services – Recreation Services Department
Schedule “I”	Legal Services, Procurement, Real Estate and By Law Compliance
Schedule “J”	Parks
Schedule “K”	Development Engineering
Schedule “L”	Transportation and Environmental Services
Schedule “L-1”	Water
Schedule “L-2”	Wastewater
Schedule “L-3”	Stormwater

Schedule "M"            Committee of Adjustment

Schedule "N"            Classes of Business Licenses and Fees

3. All fees and charges listed in the attached Schedules, where applicable, will be subject to Federal and Provincial taxes.
4. Should any provision of this By-law including any provision contained in one or more of the attached Schedules be determined by a court of competent jurisdiction to be invalid or void and of no force and effect, it is the stated intention of Council that such invalid provision shall be severable and the remainder of this By-law including any applicable Schedule shall continue in full force and effect.
5. If a fee or charge for a particular year is not prescribed in the respective schedules of this By-law and a budget has not been passed by January 1st in a given year, the City Treasurer is authorized to apply a 3 per cent increase to the fee applied in the previous year to account for economic adjustment until the By-law for the year to which the fees and charges apply is approved by Council.
6. The Deputy City Manager, Corporate Services, City Treasurer and CFO, the City Clerk, and/or their designate are hereby authorized to amend, from time to time, the Schedules attached to this By-law to add new fees and charges approved by Council, to delete fees and charges that are no longer applicable, and to reflect adjustments made in Section 5 of this By-law.
7. Any fees or charges that are owing to the City and that are unpaid, are a debt to the City and together with all interest and penalties accrued thereupon, may be collected by the City by any action it considers necessary and as it may be permitted by law, or may be collected in the same manner as municipal taxes.
8. That except as specifically exempted elsewhere in this By-law, all fees and charges are due at the time of application, or where no permit is applicable, at the time when the service has commenced.
9. That By-law 106-2022, being the Water By-law, is amended by deleting the fees provided in Schedule "A" of By-law 106-2022 and replacing it with the following statement, "Refer to the City's current Fees and Charges By-law".
10. That By-law 086-2016, as amended, be further amended by deleting the fees provided in Schedule "B" of By-law 086-2016 and replacing it with the following

statement, “Refer to the City’s current Fees and Charges By-law”.

11. That By-law 157-2021, being the 2022 Stormwater Rates By-law, is repealed once this By-law comes into effect.
12. That By-law 158-2021, as amended, being the 2022 Fees and Charges By-law, is repealed once this By-law comes into effect.
13. This By-law, except for fees for metered and unmetered accounts set out in Schedule “L-1” Water and Schedule “L-2” Wastewater (which shall become effective April 1, 2023), shall come into full force and effect on February 8<sup>th</sup>, 2023.
14. Any request made to the City prior to, or on February 7<sup>th</sup>, 2023, for a service, application, approval, permit, document, reports, and other information whether written, printed or electronically produced or stored, searches, inspections, and the use of its facilities or properties or activity as contemplated in any Schedule to this By-law, shall be governed by the fees and charges contained in the By-law(s) being repealed herein.
15. This By-law, including any amendments from time to time, shall be known as the Fees and Charges By-law.

Enacted by City of Vaughan Council this 8<sup>th</sup> day of February, 2023.

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Steven Del Duca, Mayor

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Todd Coles, City Clerk

**Fees and Charges By-Law Schedule G – Development Planning**

<b>OFFICIAL PLAN AMENDMENT APPLICATION</b>		
<b>Application Type / Service</b>	<b>Unit of Measure</b>	<b>2023 Fees</b>
Major Official Plan Amendment Base Fee <sup>7</sup>	Application	\$45,679
Major Official Plan Surcharge (if application approved by Council or Ontario Land Tribunal)	Application	\$11,521
Minor Official Plan Amendment Base Fee <sup>8</sup>	Application	\$28,338
Minor Official Plan Surcharge (if application approved) <sup>17</sup>	Application	\$8,515
Revision to Official Plan Application requiring recirculation <sup>9</sup>	Application	\$5,496
Additional Public Meeting and/or Report resulting from change to the Application by Applicant or more than 2 years since initial Public Meeting <sup>15</sup>	Surcharge	\$8,686
Additional Committee of the Whole report resulting from a change to the Application by the Applicant <sup>15</sup>	Surcharge	\$8,686

<b>ZONING BY-LAW AMENDMENT APPLICATION</b>			
<b>Application Type / Service</b>		<b>Unit of Measure</b>	<b>2023 Fees</b>
<b>Residential</b>	Singles, Semis, Townhouses (includes street, common element, stacked, back-to-back), Apartment, and Condominium Unit		
	Base Fee	Application	\$10,347
	Per Unit Fee <sup>13</sup>		
	For the first 0-25 units	Per Unit	\$780
	For the next 26-100 units	Per Unit	\$290
	For the next 101-200 units	Per Unit	\$79
	For each unit above 200	Per Unit	\$35
	VMC Surcharge <sup>10</sup>	Application	\$18,924
Intensification Area/Infill Surcharge/Heritage Conservation Districts <sup>10</sup>		Application	\$18,924
<b>Non-Residential</b>	Base Fee	Application	\$10,347
	Non-Residential	Hectares/m <sup>2</sup>	\$6,922/ha \$0.69/m <sup>2</sup>
	VMC Surcharge <sup>10</sup>	Application	\$18,924
	Intensification Area/Infill Surcharge/Heritage Conservation Districts <sup>10</sup>		Application
<b>Mixed-Use</b>	Base Fee	Application	\$10,347
	Mixed Use Blocks <sup>5,6</sup> (If a residential use is proposed, the Residential Per Unit Fee applies)	Hectares/m <sup>2</sup>	\$11,464/ha \$1.14/m <sup>2</sup>
	VMC Surcharge <sup>10</sup>	Application	\$51,835
	Intensification Area/Infill Surcharge/Heritage Conservation Districts <sup>10</sup>		Application
<b>Other</b>	Private Open Space	Hectares	\$4,088
	Zoning By-law Surcharge (if Zoning Amendment Application is Approved by Council or Ontario Land Tribunal) <sup>17</sup>	Surcharge	\$4,356
	Revision to Zoning Amendment Application Requiring Recirculation <sup>9</sup>	Surcharge	\$5,496
	By-law to remove Holding Symbol (H)	Application	\$5,980
	Interim Control By-Law Amendment	Application	\$5,829
	Part Lot Control By-Law	Application	\$4,543
			Plus \$687 per lot being created
	Extension of Part Lot Control	Application	\$4,410
	Sections 37 & 45(9)/Community Benefit or Stratified Title Agreement Surcharge	Per Agreement	\$38,762
	Public Art Agreement	Per Agreement	\$38,762
	Cash-in-Lieu of Parking	Surcharge	\$5,113
	Class 4 Designation	Surcharge	\$5,963
	Additional Public Meeting and/or Report resulting from change to the Application by Applicant or more than 2 years since initial Public Meeting <sup>15</sup>	Surcharge	\$8,686
	Additional Committee of the Whole report resulting from a change to the Application by the Applicant <sup>15</sup>	Surcharge	\$8,686

**Fees and Charges By-Law Schedule G – Development Planning**

<b>SITE DEVELOPMENT APPLICATION</b>				
<b>Application Type / Service</b>		<b>Unit of Measure</b>	<b>2023 Fees</b>	
<b>Residential</b>	Singles, Semis, Townhouses (includes street, common element, stacked, back-to-back), Apartment, and Condominium Units			
	Base Fee	Application	\$11,926	
	Per Unit Fee <sup>13</sup>			
	For the first 0-25 units	Per Unit	\$952	
	For the next 26-100 units	Per Unit	\$475	
	For the next 101-200 units	Per Unit	\$334	
	For each unit above 200	Per Unit	\$199	
	VMC Surcharge <sup>10</sup>	Application	\$5,759	
Intensification Area/Infill Surcharge/Heritage Conservation Districts <sup>10</sup>		Application	\$38,670	
<b>Residential (Already Paid Subdivision Fee)</b>	Base Fee	Application	\$11,926	
	Per Unit Fee <sup>13</sup>			
	For the first 0-25 units	Per Unit	\$632	
	For the next 26-100 units	Per Unit	\$317	
	For the next 101-200 units	Per Unit	\$221	
	For each unit above 200	Per Unit	\$112	
	VMC Surcharge <sup>10</sup>	Application	\$5,759	
	Intensification Area/Infill Surcharge/Heritage Conservation Districts <sup>10</sup>		Application	\$38,670
<b>Non-Residential</b>	Base Fee	Application	\$11,926	
	Industrial/Office/Private Institutional	Per m <sup>2</sup>	\$3.55/m <sup>2</sup>	
	Industrial/Office/Private Institutional: Portions over 4,500m <sup>2</sup> GFA	Per m <sup>2</sup>	\$1.80/m <sup>2</sup>	
	Commercial (Service, Retail Warehouse)	Per m <sup>2</sup>	\$11.64/m <sup>2</sup>	
	Commercial (Service, Retail Warehouse): Portions over 4,500m <sup>2</sup> GFA	Per m <sup>2</sup>	\$3.49/m <sup>2</sup>	
	VMC Surcharge <sup>10</sup>	Application	\$38,670	
	Intensification Area/Infill Surcharge/Heritage Conservation Districts <sup>10</sup>		Application	\$38,670
	<b>Mixed-Use</b>	Base Fee	Application	\$11,926
Mixed Use Blocks <sup>5,6</sup> (If a residential use is proposed, the Residential Per/Unit Fee applies)		Application		
Industrial/Office/Private Institutional		Per m <sup>2</sup>	\$3.85/m <sup>2</sup>	
Industrial/Office/Private Institutional: Portions over 4,500m <sup>2</sup> GFA		Per m <sup>2</sup>	\$1.94/m <sup>2</sup>	
Commercial (Service, Retail Warehouse)		Per m <sup>2</sup>	\$12.60/m <sup>2</sup>	
Commercial (Service, Retail Warehouse): Portions over 4,500m <sup>2</sup> GFA		Per m <sup>2</sup>	\$3.77/m <sup>2</sup>	
VMC Surcharge <sup>10</sup>		Application	\$64,999	
Intensification Area/Infill Surcharge/Heritage Conservation Districts <sup>10</sup>		Application	\$64,999	
<b>Other</b>	Minor revision to in progress Site Development Application requiring recirculation	Application	\$5,496	
	Minor amendment to an approved Site Development Application (plus any additional GFA proposed) <sup>5</sup>	Application	\$5,141	
	Landscape Inspection Fee <sup>12</sup>	Surcharge/ Inspection	\$531	
	Telecommunication (Cell) Tower Application	Application	\$22,087	
	Tree Protection Fee (Agreement) <sup>14</sup>	Agreement	\$1,986	
	Heritage Review Fee	Application	\$1,975	

**Fees and Charges By-Law Schedule G – Development Planning**

<b>DRAFT PLAN OF CONDOMINIUM</b>		
<b>Application Type / Service</b>	<b>Unit of Measure</b>	<b>2023 Fees</b>
Draft Plan of Condominium Base Fee (includes Standard, Common Element, Vacant Land, Leasehold, Amalgamated and Phased and Condominium Conversion)	Application	\$30,112
Revision to a Draft Plan of Condominium	Application	\$9,261

<b>DRAFT PLAN OF SUBDIVISION</b>			
<b>Application Type / Service</b>		<b>Unit of Measure</b>	<b>2023 Fees</b>
<b>Residential</b>	Base Fee	Application	\$54,291
	Per Unit Fee <sup>13</sup>		
	For the first 0-25 units	Per Unit	\$1,401
	For the next 26-100 units	Per Unit	\$700
	For the next 101-200 units	Per Unit	\$211
	For each unit above 200	Per Unit	\$63
	Part Lot / Part Block	Per Unit	50% of Per Unit Fee / Lot or Block
	VMC Surcharge <sup>10</sup>	Application	\$13,164
	Intensification Area/Infill Surcharge/Heritage Conservation Districts <sup>10</sup>	Application	\$39,493
<b>Non-Residential</b>	Base Fee	Application	\$54,291
	Non-Residential Blocks in Subdivision (fee applies on per hectare basis)	Hectares	\$14,694
	VMC Surcharge <sup>10</sup>	Application	\$26,330
	Intensification Area/Infill Surcharge/Heritage Conservation Districts <sup>10</sup>	Application	\$25,076
<b>Mixed-Use</b>	Base Fee	Application	\$54,291
	Per Unit Fee <sup>13</sup>		
	For the first 0-25 units	Per Unit	\$1,401
	For the next 26-100 units	Per Unit	\$700
	For the next 101-200 units	Per Unit	\$211
	For each unit above 200	Per Unit	\$63
	Mixed-use Blocks in Subdivision <sup>5,6</sup> (Fee applies on a per hectare basis)	Hectares	\$7,719/ha
	VMC Surcharge <sup>10</sup>	Application	\$26,330
Intensification Area/Infill Surcharge/Heritage Conservation Districts <sup>10</sup>	Application	\$13,164	
<b>Other</b>	Revision to Draft Approved Plan of Subdivision requiring Circulation	Application	\$9,306
	Revision to Conditions of Plan of Subdivision Approval	Application	\$5,496
	Extension of Plan of Subdivision Approval	Application	\$2,744
	Reinstatement of a Lapsed Plan of Subdivision <sup>16</sup>	Application	\$2,744
	Registration of Each Additional Phase of a Subdivision Plan	Application	\$3,996
	Landscape Review <sup>12</sup>	Application	\$26,702
	Landscape Inspection <sup>12</sup>	Surcharge / Inspection	\$531
	Additional Public Meeting and/or Report resulting from change to the Application by Applicant or more than 2 years since initial Public Meeting <sup>15</sup>	Surcharge	\$8,674
	Additional Committee of the Whole report resulting from a change to the Application by the Applicant <sup>15</sup>	Surcharge	\$8,674
	Tree Protection Fee (Agreement) <sup>14</sup>	Agreement	\$1,986
	Heritage Review Fee	Application	\$1,975

**Fees and Charges By-Law Schedule G – Development Planning**

<b>BLOCK PLAN AND SECONDARY PLAN</b>		
<b>Application Type / Service</b>	<b>Unit of Measure</b>	<b>2023 Fees</b>
Block Plan and Secondary Plan	Application	\$762/ha
Revision for Application requiring Recirculation <sup>9</sup>	Application	\$5,336

<b>PRE-APPLICATION CONSULTATION (PAC)</b>		
<b>Application Type / Service</b>	<b>Unit of Measure</b>	<b>2023 Fees</b>
Pre-Application Consultation Meeting	Application	\$1,646
Extension of Pre-Application Consultation Letter of Understanding	Application	\$411

<b>HERITAGE REVIEW</b>		
<b>Application Type / Service</b>	<b>Unit of Measure</b>	<b>2023 Fees</b>
Heritage Review (To be paid at Draft Plan of Subdivision or Site Development Application)	Application	\$1,975
Heritage Permit	Application	\$658
Heritage Status Letter	Application	\$99

<b>STREET NAMING AND NUMBERING</b>		
<b>Application Type / Service</b>	<b>Unit of Measure</b>	<b>2023 Fees</b>
Address Change Application	Application/ Property	\$1,260
Street Name Change	Application/ Property	\$2,415
New Street Name - Proposed	Per Street Name	\$2,424
New Street Name - From City's Pre-Approved List	Per Street Name	\$332
Street Number - Lot Through Consent	Per Address	\$658
New Street / Unit Address (Per Address & Per Unit)	Per Address/Unit	\$48



## **NOTES:**

1. Any application fees paid prior to the date this By-law comes into force, shall be credited to the amount(s) due under this By-law.
2. If an application is withdrawn in writing by the Applicant:
  - a) prior to a technical report proceeding to Committee of the Whole, 25% of the fee may be refunded; or
  - b) prior to a Public Meeting, 50% of the fee may be refunded.
3. Should the Applicant request that a Public Meeting be cancelled (after Notices have been mailed out) and held at a later date, the total cost incurred for the second mailing of a Public Meeting Notice shall be borne by the Applicant.
4. An appeal of any of the Planning Applications identified in this By-law to the Local Planning Appeal Tribunal shall be subject to a \$875.50 Planning Department Administrative fee for each application appealed, to be paid by the Appellant.
5. Site Development applications for new individual (excluding new detached residential dwelling developments(s) proceeding through the plan of subdivision approval process) detached dwellings that are to be constructed within any Heritage Conservation District Study and Plan, as defined by Vaughan Official Plan 2010, are subject only to the Simple Revision fee for Site Development Applications. The Heritage Review fee shall also apply.
6. For a Mixed-Use development, where more than one use is proposed on a site, the applicable Site Development application fee shall be the Base fee, plus the total of the fees for each individual use/units added together. For a Zoning By-law Amendment Application, Site Development Application and Draft Plan of Subdivision Application, where residential uses are proposed, the per unit residential fee shall apply to each unit for each application type.
7. Major Official Plan Amendment: A “Major” Official Plan amendment is an Official Plan amendment that:
  - a) any proposed redesignation or change in land use for a property(ies);
  - b) requires many changes to the policies and schedules of the Official Plan;
  - c) is more significant in scale and scope than a minor Official Plan amendment, and which may have greater impact or policy implications beyond the subject lands. Applications relating to more than one property would normally be in this category;
  - d) a site-specific application representing a large-scale development/redevelopment or a change in use. An application involving significant changes to the text or policies of the Official Plan would also fall in this category; and
  - e) an Official Plan amendment within a Heritage Conservation District.
8. Minor Official Plan Amendment: A “Minor” Official Plan amendment is an Official Plan amendment that:
  - a) proposes a small-scale exception to a specific Official Plan standard (e.g., minor variations (maximum 10%) to numerical values, such as, the number of permitted units, building height, and gross floor area; or to add a site-specific use limited in scale, excluding outside/open storage and environmental standards);
  - b) proposes a minor change to a specific policy that is limited in scope to one property;
  - c) maintains the intent and purpose of the Official Plan; and
  - d) shall have limited impact or policy implications beyond the subject lands.
9. Official Plan, Zoning By-law Amendment, Block Plan and Secondary Plan Applications – Recirculation fee applicable when substantial changes are initiated by the Applicant that requires a full recirculation for review and comment prior to Council approval. When more than one related application (e.g., Official Plan and Zoning By-law Amendment) is filed, the fee shall only be applied for one of the related applications.
10. For the purposes of calculating the applicable application surcharges the VMC, Intensification Areas and Infill Development are defined as follows:
  - a) VMC - Any Development Planning application for a property located within the boundary of the Vaughan Metropolitan Centre (VMC), as defined by the VMC Secondary Plan.
  - b) Intensification Areas - Any Development Planning application for a property located within an Intensification Area identified on the following: Schedule 1 - Urban Structure of Vaughan Official Plan (VOP) 2010; any Secondary Plan Policies (Section 11); Area Specific Polices (Section 12); or Site-Specific Policies (Section 13) constituting Volume 2 of VOP 2010. The surcharge will apply to Development Planning applications that facilitate new development and redevelopment proposals.
  - c) Infill Development - Any Development Planning application for a property where the proposal is for development that meets the following definition:

Infill Development means the development or redevelopment of a property, site or area with new development at a higher density or building height than is currently permitted by the Official Plan. The surcharge fee will not apply to a Development Planning application for street townhouse development, but shall apply to all other forms of townhouse development (e.g. common element, back-to-back, row, stacked, etc.). Infill development also includes all residential apartment and mixed-use buildings.

In each case above (i.e. VMC, Intensification Area and Infill Development) the surcharge will not apply to development that is minor in nature, such as additions or expansions of existing buildings, a change in use in an existing building, or an amendment to a development standard (e.g. number of units or gross floor area).
- d) Heritage Conservation Districts (HCD): Intensification Areas and Infill Development fees do not apply to any Development Planning application that will facilitate the retention, adaptive reuse, or a minor alteration(s) (e.g. addition) of an existing building that is designated as Part 4 or Part 5 under the *Ontario Heritage Act* or recognized in the City’s Built Heritage Inventory. However, any Development Planning application for new development / redevelopment within a HCD is subject to the Intensification Area/Infill surcharge.

- e) The VMC, Intensification Areas, Infill Development and Heritage (where applicable) surcharges shall be paid for each application type. (Example: If a Zoning By-law Amendment and Site Development application are required for a residential development in the VMC, the applicable Zoning By-law Amendment surcharge of \$18,924 and the Site Development application surcharge of \$5,759 shall apply.)

11. OTHER GENERAL FEES:

\$1,030.00 per year Maintenance Fee charged to files inactive for over 1 year (where the Applicant prefers not to close the file). The Development Planning Department may close a file if the Applicant does not pay the above within 30 days of written notice from the City.

- 12. Fees for Landscape Inspection and Landscape Review are subject to HST.

- 13. Per unit fee charge is based on a decreasing per unit rate. For example, a Zoning By-law Amendment application for a proposed residential development with 250 units, the fee is calculated as follows:

For the first 25 Units = 25 Units x \$780	= \$19,500
For the next 26-100 Units = 75 Units x \$290	= \$21,750
For the next 101-200 Units = 100 Units x \$79	= \$7,900
For each Unit above 200 (201-250 Units) = 50 Units x \$35	= \$1,750
Total Per Unit Fee	= \$50,900

- 14. Tree Protection Fee paid only one time either at Draft Plan of Subdivision or Site Development Application as applicable. The payment of this fee is subject to HST (13%).
- 15. Where more than one application type requires an additional Public Meeting or Committee of the Whole Report for a development, only one surcharge fee shall apply.
- 16. This fee is a one-time reinstatement fee of a Draft Plan of Subdivision for which the approval has lapsed within the past 5 years.
- 17. All Official Plan and Zoning By-law surcharge fees shall be paid prior to the item being enacted by Council and/or paid within 30 days of a Decision issued by the Ontario Land Tribunal (OLT).