

THE CORPORATION OF THE TOWN OF WHITCHURCH-STOUFFVILLE

BY-LAW NUMBER 2022-117-FI

BEING A BY-LAW to establish fees or charges for services or activities provided by the Town of Whitchurch-Stouffville (General Fees and Charges) and to repeal By-laws 2021-112-FI, 2022-010-FI, 2022-013-FI, 2022-033-FI, 2022-050-FI, 2022-068-FI, 2022-081-FI and 2022-090-FI.

**WHEREAS** Section 391 of the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended, provides that a Municipality may pass by-laws imposing fees or charges for services; and

**WHEREAS** Section 69 of the *Planning Act, R.S.O. 1990*, c. P. 13, as amended, provides that a Municipality may establish a tariff of fees for the processing of applications; and

**WHEREAS** Section 7 of the *Building Code Act, 1992*, S.O. 1992, c. 23, as amended, authorizes a municipal Council to pass by-laws concerning the issuance of permits and related matters; and

**WHEREAS** Section 33 of the *Funeral, Burial and Cremation Service Act, 2002*, S.O. 2002, c. 33, as amended, requires that an owner of a cemetery shall maintain a price list of the licensed supplies and services that are provided by the cemetery operator; and

**WHEREAS** it is deemed necessary to establish a general fees by-law for The Corporation of the Town of Whitchurch-Stouffville.

**NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWN OF WHITCHURCH-STOUFFVILLE ENACTS AS FOLLOWS:**

1. That this By-law may be referred to as the "Fees and Charges By-law"; and
2. That the fee structure and general fees for the various departments and organizations of the Town of Whitchurch-Stouffville shall be attached hereto and shall form part of this By-law; and

Office of the CAO – By-Law Enforcement	Schedule	A
Office of the CAO – Clerk’s	Schedule	B
Office of the CAO – Cemeteries	Schedule	C
Development Services – Economic Development	Schedule	D
Development Services – Building	Schedule	E
Development Services – Engineering	Schedule	F
Development Services – Planning	Schedule	G
Finance & Technology Services	Schedule	H
Fire & Emergency Services	Schedule	I
Legal Services	Schedule	J
Leisure & Community Services	Schedule	K
Miscellaneous - Corporate Wide	Schedule	L
Public Works Services	Schedule	M
3. 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; and
4. That as per Section 398 of the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended, fees and charges imposed by this By-law constitute a debt on a property owner and shall entitle the Town to add the amounts to the respective tax roll for any uncollected outstanding balances which are past due; and
5. That notwithstanding this “Fees and Charges By-law”, no fees shall be charged back to the Town for Town owned projects; and

- 6. That should any section of this By-law be declared invalid by court of competent jurisdiction; such section shall be construed as being severed here from and the remainder of the By-law shall continue in full force and effect; and
- 7. That this By-law shall come into effect on the 1<sup>st</sup> day of January 2023; and
- 8. That By-laws 2021-112-FI, 2022-010-FI, 2022-013-FI, 2022-033-FI, 2022-050-FI, 2022-068-FI , 2022-081-FI and 2022-090-FI are hereby repealed once this By-law comes into effect; and
- 9. That Individual fees or charges shall come into effect on the date as stated in the Schedules if different than January 1st, 2023.

READ a first and second time this 7<sup>th</sup> day of December 2022.

READ a third time and passed this 7<sup>th</sup> day of December 2022.

  
\_\_\_\_\_  
Iain Lovatt, Mayor

  
\_\_\_\_\_  
Gillian Angus-Traill, Clerk

TOWN OF WHITCHURCH-STOUFFVILLE  
FEES AND CHARGES BY-LAW NUMBER 2022-117-FI  
SCHEDULE "A"

SERVICE AREA: BY-LAW ENFORCEMENT

DEPARTMENT: OFFICE OF THE CAO

Item	Goods/Services Provided	Unit of Measure	2022 Rate (before Tax)	Rate at Effective Date of By-law (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
1.	Special Event Security (By-Law Enforcement Officers)	Each	\$78.00	\$81.00				N	Per hour with a minimum of 3 hours	
2.	Signs:									
a)	Temporary Sign Permits (Mobile/Banner/Feather/Inflatable)									
i.	15 day permit (Max)	Each	\$95.00	\$98.00				N	Per sign. Fee may be waived for a Charity or Non-Profit organization at the Director's discretion.	
ii.	30 day permit (Max)	Each	\$175.00	\$181.00				N		
iii.	21 day permit (Max) Bag/Corrugated for Charity Events	Each	No Charge	No Charge					Charitable/Non-Profit Special Events (permit required)	
iv.	Temporary "A" Frame Signage ( Sandwich Board type) - Removed Daily		No Charge	No Charge						
b)	Election Signs (Temporary)	Each	\$267.00	\$276.00				N		
c)	Sign Removal Fee	Each	\$33.00	\$34.00				Y	If the actual cost to remove the sign is more than \$32.00, the actual cost will be charged	

TOWN OF WHITCHURCH-STOUFFVILLE  
FEES AND CHARGES BY-LAW NUMBER 2022-117-FI  
SCHEDULE "A"

SERVICE AREA: BY-LAW ENFORCEMENT

DEPARTMENT: OFFICE OF THE CAO

Item	Goods/Services Provided	Unit of Measure	2022 Rate (before Tax)	Rate at Effective Date of By-law (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
3.	Grow Ops:									
a)	Remedial work to make building safe after Grow Op dismantled	Each	\$5,900.00	\$6,095.00				N	Per Grow Op. Minimum charge per building/dwelling unit. Where compliance or remedial work in excess of the minimum charge has been carried out by or on behalf of the Town on behalf of the property owner, any cost of the work plus a 25% admin cost fee will be charged.	
4.	Order for Property Standards:									
a)	Appeal for an Order for Property Standards	Each	\$176.00	\$182.00				N		
b)	Certificate of Compliance of Property Standards	Each	\$176.00	\$182.00				N		
5.	Noise Exemption Application Fee	Each	\$170.00	\$176.00				Y	Non-refundable. Does not guarantee exemption.	
6.	Municipal Enforcement:									
a)	Inspection fee	Each	\$84.00	\$87.00				Y	When a property is found to still be in violation after notice has been given	
b)	Issuance of 1st notice / order	Each	\$167.00	\$173.00				Y		
c)	Issuance of 2nd notice / order	Each	\$277.00	\$286.00				Y	Fee when a notice has been issued against the property	
d)	File Management fee		Actual Cost	Actual Cost			25%	N	Where compliance or remedial work has been carried out by or on behalf of the Town on behalf of the property owner, any cost of the work plus a 25% admin cost fee will be charged.	

TOWN OF WHITCHURCH-STOUFFVILLE  
FEES AND CHARGES BY-LAW NUMBER 2022-117-FI  
SCHEDULE "A"

SERVICE AREA: BY-LAW ENFORCEMENT

DEPARTMENT: OFFICE OF THE CAO

Item	Goods/Services Provided	Unit of Measure	2022 Rate (before Tax)	Rate at Effective Date of By-law (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
e)	Upon issuance of Summons	Each	\$565.00	\$584.00				Y	Plus Legal Fees	
7.	Permit Parking:									
a)	On-Street Parking Permits	Per Permit	No Charge	No Charge					12 Permits per License Plate Per Year	
b)	Parking Permits (Facility lots only):	1 Day	\$5.00	\$5.17				Y		
		1 Week	\$15.00	\$15.50				Y		
		1 Month	\$32.00	\$33.00				Y		
8.	Dog Licences:									
a)	New Tag or Renewal by mail, at Outlets or Municipal Office									
i.	Annual Fee	Each	\$47.00	\$49.00				N		
ii.	Early Payment January through February	Each	\$37.00	\$38.00				N		
iii.	New resident or new dog from October to December only	Each	No Charge	No Charge				N	Must make pre-payment for following year at the current year early payment fee	

TOWN OF WHITCHURCH-STOUFFVILLE  
FEES AND CHARGES BY-LAW NUMBER 2022-117-FI  
SCHEDULE "A"

SERVICE AREA: BY-LAW ENFORCEMENT

DEPARTMENT: OFFICE OF THE CAO

Item	Goods/Services Provided	Unit of Measure	2022 Rate (before Tax)	Rate at Effective Date of By-law (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
b)	New Tag or Renewal - On-line purchase only									
i.	Annual Fee	Each	\$42.00	\$43.00				N	Online Discount - Early New Tag or Renewal	
ii.	Early Payment January through February	Each	\$32.00	\$33.00				N	Online Discount - Late New Tag or Renewal	
c)	New Tag or Renewal by Enforcement	Each	\$56.00	\$58.00				N	Animal Control or Designate will attend property to sell dog tag(s)	
d)	Dog(s) with a current tag from another municipality		Free Exchange	Free Exchange						
e)	Replacement Licence	Per Tag	\$10.00	\$10.00				N	Replacement for lost tag	
f)	Menacing Dog	Each	\$110.00	\$114.00				N		
g)	Dangerous Dog	Each	\$215.00	\$222.00				N		
9.	Animal Disposal Fee:								Removal of deceased wildlife from private property. Per animal fee.	
a)	Small Animal	Each	\$125.00	\$129.00				Y	Fox or smaller size as determined by Town Staff up to 35 lbs	
b)	Large Animal	Each	\$175.00	\$181.00				Y	Coyote or larger size as determined by Town Staff over 35 lbs	
10.	Drone:									
a)	Drone Inspection	1 Hour	\$315.00	\$325.00				Y	Re: By-law 2020-095-FI	
b)	Processing Drone Survey	Per Survey	\$160.00	\$165.00				Y	Re: By-law 2020-095-FI	

TOWN OF WHITCHURCH-STOUFFVILLE  
FEES AND CHARGES BY-LAW NUMBER 2022-117-FI  
SCHEDULE "A"

SERVICE AREA: BY-LAW ENFORCEMENT LICENSING

DEPARTMENT: OFFICE OF THE CAO

Item	Goods/Services Provided	Unit of Measure	2022 Rate (before Tax)	Rate at Effective Date of By-law (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
	Administrative Penalty									
1.	Operate Business without License	Each	\$1,000.00	\$1,035.00				N	Schedule A – Section 2.1	
2.	Fail to comply with Short-Term Rental License regulation(s)	Each	\$500.00	\$515.00				N	Schedule A – Section 2.2	
3.	Fail to comply with Second Suite License regulation(s)	Each	\$500.00	\$515.00				N	Schedule A – Section 2.2	
4.	Fail to comply with Kennel License regulation(s)	Each	\$500.00	\$515.00				N	Schedule A – Section 2.2	
5.	Fail to comply with Tourist Camp or Trailer Camp License regulation(s)	Each	\$500.00	\$515.00				N	Schedule A – Section 2.2	
6.	Obstruct or hinder inspection or cause or allow inspection to be obstructed or hindered	Each	\$1,000.00	\$1,035.00				N	Schedule A – Section 2.3	
7.	Obstruct Licensing Officer or Inspector	Each	\$1,000.00	\$1,035.00				N	Schedule A – Section 2.4	
8.	Withhold, destroy, conceal or refuse to furnish information, book(s), paper(s), document(s), or thing(s) relevant to application or inspection	Each	\$500.00	\$515.00				N	Schedule A – Section 2.5	
9.	Discriminate against a person	Each	\$500.00	\$515.00				N	Schedule A – Section 2.6	
10.	Advertise or promote or carry on Business under another License name	Each	\$500.00	\$515.00				N	Schedule A – Section 2.7	
11.	Fail to notify Licensing Officer of License change(s)	Each	\$500.00	\$515.00				N	Schedule A – Section 3.9	
12.	Modify License	Each	\$500.00	\$515.00				N	Schedule A – Section 3.9	
13.	Fail to return suspended or revoked License to Licensing Officer	Each	\$500.00	\$515.00				N	Schedule A – Section 6.7	
14.	Refuse to deliver suspended or revoked License to Licensing Officer or Inspector or obstruct or prevent Licensing Officer or Inspector from receiving or taking suspended or revoked License	Each	\$1,000.00	\$1,035.00				N	Schedule A – Section 6.8	
15.	Provide false information or give a false statement to an Officer, employee or Agent	Each	\$500.00	\$515.00				N	Schedule A – Section 8.2	
16.	Hinder or Obstruct an Officer, employee or Agent	Each	\$1,000.00	\$1,035.00				N	Schedule A – Section 8.3	
17.	Fail to comply with an Order or Notice	Each	\$1,000.00	\$1,035.00				N	Schedule A – Section 8.4	
18.	Fail to License Short-Term Rental with Licensing Officer	Each	\$1,000.00	\$1,035.00				N	Schedule B – Section 1.1	
19.	Fail to display License in Short-Term Rental	Each	\$500.00	\$515.00				N	Schedule B – Section 1.7 (i)	
20.	Fail to ensure Responsible Person available to attend Short-Term Rental in 1 hour	Each	\$500.00	\$515.00				N	Schedule B – Section 1.7 (ii)	

TOWN OF WHITCHURCH-STOUFFVILLE  
FEES AND CHARGES BY-LAW NUMBER 2022-117-FI  
SCHEDULE "A"

SERVICE AREA: BY-LAW ENFORCEMENT LICENSING

DEPARTMENT: OFFICE OF THE CAO

Item	Goods/Services Provided	Unit of Measure	2022 Rate (before Tax)	Rate at Effective Date of By-law (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
21.	Fail to ensure Guest has Short-Term Rental Code of Conduct	Each	\$500.00	\$515.00				N	Schedule B – Section 1.7 (iii) (a)	
22.	Fail to ensure Guest has emergency contact information of Responsible Person	Each	\$500.00	\$515.00				N	Schedule B – Section 1.7 (iii) (b)	
23.	Fail to ensure Guest has emergency instructions	Each	\$500.00	\$515.00				N	Schedule B – Section 1.7 (iii) (c)	
24.	Fail to ensure Guest has diagram of exits from Short-Term Rental	Each	\$500.00	\$515.00				N	Schedule B – Section 1.7 (iii) (d)	
25.	Fail to ensure Guest Room is equipped with working smoke alarm	Each	\$500.00	\$515.00				N	Schedule B – Section 1.7 (iv)	
26.	Fail to keep record of Guest(s)	Each	\$500.00	\$515.00				N	Schedule B – Section 1.7 (v)	
27.	Fail to maintain Short-Term Rental in clean and sanitary condition, etc.	Each	\$500.00	\$515.00				N	Schedule B – Section 1.7 (vi)	
28.	Fail to ensure Short-Term Rental will not cause a disturbance or nuisance	Each	\$500.00	\$515.00				N	Schedule B – Section 1.7 (vii)	
29.	Fail to ensure Short-Term Rental advertisement includes License number	Each	\$500.00	\$515.00				N	Schedule B – Section 1.7 (viii)	
30.	Fail to License Second Suite with Licensing Officer	Each	\$1,000.00	\$1,035.00				N	Schedule C – Section 1.1	
31.	Fail to display License in Second Suite	Each	\$500.00	\$515.00				N	Schedule C – Section 1.3 (i)	
32.	Fail to ensure Responsible Person available to attend Second Suite in 1 hour	Each	\$500.00	\$515.00				N	Schedule C – Section 1.3 (ii)	
33.	Fail to maintain Second Suite in clean and sanitary condition, etc.	Each	\$500.00	\$515.00				N	Schedule C – Section 1.3 (iii)	
34.	Fail to ensure Second Suite will not cause a disturbance	Each	\$500.00	\$515.00				N	Schedule C – Section 1.3 (iv)	
35.	Fail to ensure Second Suite advertisement includes License number	Each	\$500.00	\$515.00				N	Schedule C – Section 1.3 (v)	
36.	Fail to License Kennel with Licensing Officer	Each	\$1,000.00	\$1,035.00				N	Schedule D – Section 1.1	
37.	Fail to display License in Kennel	Each	\$500.00	\$515.00				N	Schedule D – Section 1.6 (i)	
38.	Fail to inspect animal for distemper or contagious or infectious disease before entering Kennel	Each	\$500.00	\$515.00				N	Schedule D – Section 1.6 (ii)	
39.	Fail to maintain Kennel in sanitary, ventilated, clean condition free of odour(s)	Each	\$500.00	\$515.00				N	Schedule D – Section 1.6 (iii)	
40.	Fail to keep dog(s) in sanitary, bedded, ventilated, lighted, clean quarters maintained at healthy temperature	Each	\$500.00	\$515.00				N	Schedule D – Section 1.6 (iv)	
41.	Fail to feed dog(s) daily and keep dog(s) clean, healthy, free from vermin and disease	Each	\$500.00	\$515.00				N	Schedule D – Section 1.6 (v)	



TOWN OF WHITCHURCH-STOUFFVILLE  
FEES AND CHARGES BY-LAW NUMBER 2022-117-FI  
SCHEDULE "A"

SERVICE AREA: BY-LAW ENFORCEMENT LICENSING

DEPARTMENT: OFFICE OF THE CAO

Item	Goods/Services Provided	Unit of Measure	2022 Rate (before Tax)	Rate at Effective Date of By-law (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
42.	Fail to provide animal access to clean drinking water	Each	\$500.00	\$515.00				N	Schedule D – Section 1.6 (vi)	
43.	Fail to ensure diseased dog is given veterinarian care and attention	Each	\$500.00	\$515.00				N	Schedule D – Section 1.6 (vii)	
44.	Fail to ensure Kennel does not contain excessive number of dogs	Each	\$500.00	\$515.00				N	Schedule D – Section 1.6 (viii)	
45.	Fail to ensure Kennel advertisement includes License number	Each	\$500.00	\$515.00				N	Schedule D – Section 1.6 (ix)	
46.	Fail to License Tourist Camp or Trailer Camp with Licensing Officer	Each	\$1,000.00	\$1,035.00				N	Schedule E – Section 1.1	
47.	Appeal	Each	\$250.00	\$260.00				N	Schedule A – Section 7	

TOWN OF WHITCHURCH-STOUFFVILLE  
FEES AND CHARGES BY-LAW NUMBER 2022-117-FI  
SCHEDULE "B"

SERVICE AREA: CLERK'S

DEPARTMENT: OFFICE OF THE CAO

Item	Goods/Services Provided	Unit of Measure	2022 Rate (before Tax)	Rate at Effective Date of By-law (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
1.	Marriage Licences:	Each	\$171.00	\$177.00				N		
2.	Civil Marriage :									
a)	Ceremony	Each	\$330.00	\$341.00				Y		
b)	Change of Date Within 7 Days of Ceremony - Administration Fee	Each	\$47.00	\$49.00				N		
c)	Cancellation after Pre-wedding Consultation	Each	\$92.00	\$95.00				N	Fee is non-refundable	
d)	Witness	Per Witness	\$63.00	\$65.00				Y		
3.	Other Services:									
a)	Commissioner of Oaths	Each	\$36.00	\$37.00				Y		
b)	Commissioner of Oaths - Pensions	Each	Waived	Waived						
c)	Municipal Ward Boundary Maps	Each	\$17.34	\$17.91				Y		

TOWN OF WHITCHURCH-STOUFFVILLE  
FEES AND CHARGES BY-LAW NUMBER 2022-117-FI  
SCHEDULE "B"

SERVICE AREA: CLERK'S LICENSING

DEPARTMENT: OFFICE OF THE CAO

Item	Goods/Services Provided	Unit of Measure	2022 Rate (before Tax)	Rate at Effective Date of By-law (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
1.	AGCO Municipal Information Form	Each	\$56.00	\$58.00				N		
2.	AGCO Non-Objection Letter or any other letter issued by the Clerk	Each	\$29.00	\$30.00				N		
3.	Lottery	Per Event	3%	3%				N	3% of prize value (maximum permitted) - legislated by the Province of Ontario	
4.	Kennel:	Per Business								
a)	New Application		\$350.00	\$362.00				N		
b)	Annual Renewal		\$150.00	\$155.00				N		
c)	Late Annual Renewal		\$200.00	\$207.00				N		
d)	Replacement Licence		\$58.00	\$60.00				N		
5.	Second Suite:	Per Business								
a)	New Application		\$350.00	\$362.00				N	In addition to Development Services & Fire & Emergency Services Fees	
b)	Annual Renewal		\$150.00	\$155.00				N		
c)	Late Annual Renewal		\$200.00	\$207.00				N		
d)	Replacement Licence		\$58.00	\$60.00				N		

TOWN OF WHITCHURCH-STOUFFVILLE  
FEES AND CHARGES BY-LAW NUMBER 2022-117-FI  
SCHEDULE "B"

SERVICE AREA: CLERK'S LICENSING

DEPARTMENT: OFFICE OF THE CAO

Item	Goods/Services Provided	Unit of Measure	2022 Rate (before Tax)	Rate at Effective Date of By-law (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
6.	Short-Term Rental:	Per Business								
a)	New Application		\$1,000.00	\$1,033.00				N	Inclusive of Fire & Emergency Services Fees and Municipal Law Enforcement Fees	
b)	Annual Renewal		\$800.00	\$826.00				N		
c)	Late Annual Renewal		\$900.00	\$930.00				N		
d)	Replacement Licence		\$58.00	\$60.00				N		
7.	Tourist Camps and Trailer Camps:	Per Business								
a)	New Application		\$350.00	\$362.00				N		
b)	Annual Renewal		\$150.00	\$155.00				N		
c)	Late Annual Renewal		\$200.00	\$207.00				N		
d)	Replacement Licence		\$58.00	\$60.00				N		

TOWN OF WHITCHURCH-STOUFFVILLE  
FEES AND CHARGES BY-LAW NUMBER 2022-117-FI  
SCHEDULE "C"

SERVICE AREA: CEMETERIES

DEPARTMENT: OFFICE OF THE CAO  
MUNICIPALLY OWNED CEMETERIES: HARTMAN and STOUFFVILLE CEMETERIES (BLOOMINGTON inactive - maintenance only)

Item	Goods/Services Provided	Unit of Measure	2022 Rate (before Tax)	Rate at Effective Date of By-law (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
1.	Burial Permits	Each	\$50.00	\$52.00				N		
2.	Interment Rights:									
a)	Section 3 Single Lot 3 feet 3 inches x 10 feet	Each								
i.	Burial Rights		\$1,344.00	\$1,388.00				Y	60%	
ii.	Care and Maintenance		\$896.00	\$926.00				Y	40%	
iii.	Total		\$2,240.00	\$2,314.00				Y		
b)	Cremation In-ground 4A 1 Lot (2 Urns) 2 feet x 2 feet	Each								
i.	Burial Rights		\$694.00	\$716.00				Y	60%	
ii.	Care & Maintenance		\$462.00	\$478.00				Y	40%	
iii.	Total		\$1,156.00	\$1,194.00				Y		

TOWN OF WHITCHURCH-STOUFFVILLE  
FEES AND CHARGES BY-LAW NUMBER 2022-117-FI  
SCHEDULE "C"

SERVICE AREA: CEMETERIES

DEPARTMENT: OFFICE OF THE CAO  
MUNICIPALLY OWNED CEMETERIES: HARTMAN and STOUFFVILLE CEMETERIES (BLOOMINGTON inactive - maintenance only)

Item	Goods/Services Provided	Unit of Measure	2022 Rate (before Tax)	Rate at Effective Date of By-law (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
c)	Columbarium 10 Rows A, B (Bottom 2 Rows) 1 Niche (2 Urns) 1 foot x 1 foot x 1 foot	Each								
i.	Burial Rights		\$2,565.00	\$2,650.00				Y	85%	
ii.	Care & Maintenance		\$453.00	\$468.00				Y	15%	
iii.	Total		\$3,018.00	\$3,118.00				Y		
d)	Columbarium 10 Rows C, D, E (Upper 3 Rows) 1 Niche (2 Urns) 1 foot x 1 foot x 1 foot	Each								
i.	Burial Rights		\$3,170.00	\$3,275.00				Y	85%	
ii.	Care & Maintenance		\$559.00	\$577.00				Y	15%	
iii.	Total		\$3,729.00	\$3,852.00				Y		

TOWN OF WHITCHURCH-STOUFFVILLE  
FEES AND CHARGES BY-LAW NUMBER 2022-117-FI  
SCHEDULE "C"

SERVICE AREA: CEMETERIES

DEPARTMENT: OFFICE OF THE CAO  
MUNICIPALLY OWNED CEMETERIES: HARTMAN and STOUFFVILLE CEMETERIES (BLOOMINGTON inactive - maintenance only)

Item	Goods/Services Provided	Unit of Measure	2022 Rate (before Tax)	Rate at Effective Date of By-law (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
3.	Basic interment charges to open and close grave at standard depth includes the right to erect a marker:									
a)	Adult	Each	\$1,470.00	\$1,519.00				Y		
b)	Child (2 - 10)	Each	\$672.00	\$694.00				Y		
c)	Infant (under 2) - (including cremated remains)	Each	\$449.00	\$464.00				Y		
d)	Cremated Remains	Each	\$538.00	\$556.00				Y		
e)	Columbarium Niche	Each	\$538.00	\$556.00				Y		
4.	Extra interment charges:									
a)	Extra Deep Interment	Each	\$353.00	\$365.00				Y		
b)	Statutory Holidays and Saturdays	Each	\$335.00	\$346.00				Y		
c)	Winter Interment	Each	\$279.00	\$288.00				Y		

TOWN OF WHITCHURCH-STOUFFVILLE  
FEES AND CHARGES BY-LAW NUMBER 2022-117-FI  
SCHEDULE "C"

SERVICE AREA: CEMETERIES

DEPARTMENT: OFFICE OF THE CAO  
MUNICIPALLY OWNED CEMETERIES: HARTMAN and STOUFFVILLE CEMETERIES (BLOOMINGTON inactive - maintenance only)

Item	Goods/Services Provided	Unit of Measure	2022 Rate (before Tax)	Rate at Effective Date of By-law (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
5.	Disinterment:									
a)	Casket only	Each	\$2,003.00	\$2,069.00				Y		
b)	Casket in Vault	Each	\$1,931.00	\$1,995.00				Y		
c)	Inground Cremation	Each	\$513.00	\$530.00				Y		
d)	Columbarium Niche	Each	\$513.00	\$530.00				Y		
6.	Other Charges:									
a)	Additional Copy of Cemetary By-law (initial copy at no cost)	Each	\$5.10	\$5.27				Y		
b)	Transfer Fee (for all services and documents in connection with transfer of ownership of a lot or plot and issuance of a new Certificate of Interment Rights)	Each	\$347.00	\$358.00				Y		
c)	Issuance of a duplicate Certificate of Interment Rights	Each	\$230.00	\$238.00				Y		
d)	Hartman Administration fee	Each	\$230.00	\$238.00				Y		



TOWN OF WHITCHURCH-STOUFFVILLE  
FEES AND CHARGES BY-LAW NUMBER 2022-117-FI  
SCHEDULE "C"

SERVICE AREA: CEMETERIES

DEPARTMENT: OFFICE OF THE CAO  
MUNICIPALLY OWNED CEMETERIES: HARTMAN and STOUFFVILLE CEMETERIES (BLOOMINGTON inactive - maintenance only)

Item	Goods/Services Provided	Unit of Measure	2022 Rate (before Tax)	Rate at Effective Date of By-law (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
e)	Corner Stones purchased and installed by contractor	Set of Four (4)	\$315.00	\$325.00				Y		
7.	Non-Resident Surcharge	per fee	50%	50%				Y	50% added to all fees for individuals who are not residents of Whitchurch-Stouffville in the five years prior to their passing	
8.	Care & Maintenance for Marker Installation (Prescribed by O. Reg. 30/11: GENERAL under Funeral, Burial and Cremation Services Act, 2002)									
a)	Flat marker less than 173 square inches		No Charge	No Charge						
b)	Flat marker at least 173 square inches		\$100.00	\$100.00				Y	Prescribed by the Province	
c)	Upright marker up to 4 feet in height or length including base		\$200.00	\$200.00				Y	Prescribed by the Province	
d)	Upright marker over 4 feet in height or length including base		\$400.00	\$400.00				Y	Prescribed by the Province	

TOWN OF WHITCHURCH-STOUFFVILLE  
FEES AND CHARGES BY-LAW NUMBER 2022-117-FI  
SCHEDULE "D"

SERVICE AREA: ECONOMIC DEVELOPMENT

DEPARTMENT: DEVELOPMENT SERVICES

Item	Goods/Services Provided	Unit of Measure	2022 Rate (before Tax)	Rate at Effective Date of By-law (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
1.	<b>Filming Applications:</b>									
a)	Application Fee	Each	\$672.00	\$694.00				Y	May require road occupancy permit and fees Schedule M 4. c). Additional fees for filming in Downtown Stouffville Heritage Area apply.	
b)	Subsequent Application Fee for Multiple Filming Events by a Production Company	Each	\$346.00	\$357.00				Y		
c)	Security Deposit: application involving no special effects	Each	\$2,137.00	\$2,208.00				N		
d)	Application involving special effects of a minor nature (snow, water, etc.)	Each	\$7,280.00	\$7,520.00				N		
e)	Application involving special effects of a major nature (explosions, fire, etc)	Each	\$36,304.00	\$37,502.00				N		
<b>Filming Applications - Downtown Stouffville Heritage Area Fees - In addition to the application fees noted above</b>										
f)	Prime Time: Monday to Saturday - 8:00 a.m. - 7:00 p.m.	Per Hour	\$139.00	\$144.00				Y	Downtown Stouffville Heritage Area is defined in the Stouffville Secondary Plan.	
g)	Non Prime Time: Monday to Saturday - 7:00 p.m. - 8:00 a.m. Sundays - All day	Per Day	\$679.00	\$701.00				Y		

TOWN OF WHITCHURCH-STOUFFVILLE  
FEES AND CHARGES BY-LAW NUMBER 2022-117-FI  
SCHEDULE "E"

SERVICE AREA: BUILDING

DEPARTMENT: DEVELOPMENT SERVICES

Item	Goods / Services Provided	New/ Revised (other than indexation)
1.	Calculation of Fees as it relates to administration and enforcement of the <i>Building Code Act, 1992</i> :	
a)	Pursuant to the Building By-law, the Permit fees payable shall be the product of the fixed fees and/or fee multipliers prescribed in this by-law. Permit fees are determined by using the appropriate class of construction in combination with the appropriate measure of the floor area of the project. Except as exempted elsewhere in this by-law, the calculated gross floor area shall be determined by all potentially usable floor and/or roofed areas bounded by the exterior faces of the structure including stairways, elevator shafts, mechanical areas, atriums, basements, garages, porches and decks. For certain classes of construction the fee is a flat rate.	
b)	Where there is no clearly defined category in this Bylaw, the <i>Chief Building Official</i> may determine the appropriateness of fees, based on charging at rate of 1% the value of construction and/or having regard to the complexity and the amount of service required.	
c)	Where the Chief Building Official refuses to accept a valuation for the purposes of establishing any permit fee and substitutes another value, and the owner or applicant disputes the decision, the owner or applicant shall pay the fee(s) under protest and within six months of the project completion shall submit an audited accounting statement of the actual costs by a recognized financial accountant. If the audited costs are less than the original valuation, the Chief Building Official shall authorize a refund.	
d)	Except as 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. As per the Municipal Act, fees and charges imposed by this By-law constitute a debt on a property owner and shall entitle the Town to add the amounts to the respective tax roll for any uncollected outstanding balances which are past due.	
e)	Notwithstanding this corporate “Fees and Charges By-law”, no fees shall be charged for Town owned projects.	
f)	Notwithstanding the fees and/or charges required elsewhere by this By-law, a charge of up to \$5000.00 may be levied against the owner of a building used as an illicit grow-operation and/or a clandestine chemical laboratory to recover the administrative costs associated with the building evaluation and enforcement.	

TOWN OF WHITCHURCH-STOUFFVILLE  
FEES AND CHARGES BY-LAW NUMBER 2022-117-FI  
SCHEDULE "E"

SERVICE AREA: BUILDING

DEPARTMENT: DEVELOPMENT SERVICES

Item	Goods / Services Provided	New/ Revised (other than indexation)
g)	Notwithstanding fines levied against any person, every owner of a property for which an Order is issued under the Building Code Act, shall pay an administrative fee of \$250.00, unless the <i>Chief Building Official</i> determines that the Order had no merit.	
h)	Where a change of occupancy from one classification to another classification is proposed, the fee multiplier for the proposed occupancy applies.	
i)	Except for temporary buildings on construction sites for storage, administrative and/or supervisory purposes, fees shall be charged for temporary buildings, including tents and sales trailers at the rate specified elsewhere in the "Service Area: Building" of this By-law.	
j)	A minimum down payment of \$1000.00 may be accepted by the Chief Building Official for all incomplete applications of new single, semi and town style residential developments where the final fee is estimated to be greater than \$1000.00. A minimum down payment of \$5000.00 may be accepted by the Chief Building Official for all other incomplete permit classes where the final fee is estimated to be greater than \$5000.00. No refunds will be granted on minimum down payments.	
k)	Where an applicant declares that an application is complete in all respects, but the application is subsequently determined to be incomplete by the <i>Chief Building Official</i> , an administrative charge of 10% may be levied in addition to the fees that would otherwise be payable pursuant to this Bylaw for the purposes of redirecting and renaming the file into the incomplete permit stream.	
l)	Where the Town has contracted work to remedy any Building Code or Bylaw deficiency on any private property for failing to comply with a directive of the <i>Chief Building Official</i> , or Officers thereunder, the Town shall be entitled to recover the full cost of the work, plus a 50% administration fee.	

TOWN OF WHITCHURCH-STOUFFVILLE  
FEES AND CHARGES BY-LAW NUMBER 2022-117-FI  
SCHEDULE "E"

SERVICE AREA: BUILDING

DEPARTMENT: DEVELOPMENT SERVICES

Item	Goods / Services Provided	Unit of Measure	2022 Rate (before Tax)	Rate at Effective Date of By-law (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
1.	Minimum Building Permit Fee	Shall be charged unless otherwise stated in the 'Service Area: Building' of this By-law.	\$200.00	\$207.00				N		
2.	Building Permit Fees:									
a)	Construction of New Residential (Single /Semi /Duplex /Townhouse) Buildings, and Additions thereto**	Per Sq. Ft. of Gross Floor Area	\$1.63	\$1.69				N	Excluding unfinished basements in residential dwellings, but including attached garages and underground parking areas. Standard Building Permit Application, includes plumbing fees. Finishes basements will be charged at the alteration rate.**	Revised Description
b)	Construction of New Residential Apartment Buildings, and Additions thereto**	Per Sq. Ft. of Gross Floor Area	\$1.94	\$2.01				N	Standard Building Permit Application, includes plumbing fees**	
c)	Construction of New Institutional Buildings, and Additions thereto**	Per Sq. Ft. of Gross Floor Area	\$1.30	\$1.35				N	Standard Building Permit Application, includes plumbing fees**	
d)	Construction of New Commercial Buildings, and Additions thereto**	Per Sq. Ft. of Gross Floor Area	\$1.30	\$1.35				N	Standard Building Permit Application, includes plumbing fees**	
e)	Construction of New Industrial buildings and Farm Buildings used as Riding Arenas, and Additions thereto**	Per Sq. Ft. of Gross Floor Area	\$1.19	\$1.23				N	Standard Building Permit Application, includes plumbing fees**	
f)	Construction of New Farm Buildings (excluding Dwellings and Riding Arenas) and Additions thereto**	Per Sq. Ft. of Gross Floor Area	\$0.74	\$0.76				N	Standard Building Permit Application, includes plumbing fees**	

TOWN OF WHITCHURCH-STOUFFVILLE  
FEES AND CHARGES BY-LAW NUMBER 2022-117-FI  
SCHEDULE "E"

SERVICE AREA: BUILDING

DEPARTMENT: DEVELOPMENT SERVICES

Item	Goods / Services Provided	Unit of Measure	2022 Rate (before Tax)	Rate at Effective Date of By-law (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
g)	Construction of New Farm Greenhouse	Per Sq. Ft. of Gross Floor Area	\$0.15	\$0.25				N	Standard Building Permit Application applies to glass and/or plastic roofs.	Revised
h)	Erection and Removal of Temporary Buildings and Tents	Per Sq. Ft. of Gross Floor Area	\$0.18	\$0.20				N	Standard Building Permit Application	Revised
i)	Erection of Temporary Tent on Government owned Property greater than 60 square metres	Flat Fee Per Tent	\$350.00	\$362.00				N	Standard Building Permit Application, fee does not apply to Town sponsored public events.	
j)	Alteration or Repair of a Residential Building	Per Sq. Ft. of Effected Area	\$0.53	\$0.55				N	Standard Building Permit Application	
k)	Portable Public Classrooms	Flat Fee Per Portable	\$600.00	\$620.00				N	Standard Building Permit Application	
l)	Alteration or Repair of a Commercial/Institutional Building	Per Sq. Ft. of Effected Area	\$0.48	\$0.50				N	Standard Building Permit Application	
m)	Alteration or Repair of a Industrial Building	Per Sq. Ft. of Effected Area	\$0.57	\$0.58				N	Standard Building Permit Application	
n)	Demolition of a Building	Per Sq. Ft. of Existing Gross Floor Area to a Maximum Amount of \$1000.00	\$0.34	\$0.35				N	Standard Building Permit Application	
o)	Reactivation and/or Transfer Ownership of a Building Permit	Per Document	\$100.00	\$103.00				N		

TOWN OF WHITCHURCH-STOUFFVILLE  
FEES AND CHARGES BY-LAW NUMBER 2022-117-FI  
SCHEDULE "E"

SERVICE AREA: BUILDING

DEPARTMENT: DEVELOPMENT SERVICES

Item	Goods / Services Provided	Unit of Measure	2022 Rate (before Tax)	Rate at Effective Date of By-law (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
p)	Inspections	Per Inspection	\$150.00	\$155.00				N	If more than one inspection is required for the same observed deficiency or a partial inspection is done for the stage of construction requested, a fee of \$155.00 per added inspection may be levied and collected prior to closing the permit.	
q)	Partial Occupancy Requests	Per Request	\$500.00	\$517.00				N	A flat rate non-refundable fee per request.	
r)	Revisions to Plans	Per Hour	\$120.00	\$124.00				N	Minimum 1 hour charged.	
s)	Change of Use Permits	Per Sq. Ft. of the Total Effected Area	\$0.40	\$0.41				N		
t)	Partial Permit requests	Per Request	\$750.00	\$775.00				N	A flat rate non-refundable fee per request.	
u)	Evaluations of Compliance Alternatives	Flat Rate Per OBC Deviation	\$1,000.00	\$1,033.00				N	Non-refundable \$1000 fee applies to a single use Alternative Solution. \$3000 fee, plus \$500 per unit and/or address, applies to a repeated use of an Alternative Solution.	
v)	Above or Below Ground Storage Tanks	Per 1,000 Litres Capacity (or Per Cubic Metre) or Portion Thereof.	\$10.00	\$10.33				N	This fee is unrelated to tanks regulated by the TSSA and tanks used for septic systems.	

TOWN OF WHITCHURCH-STOUFFVILLE  
FEES AND CHARGES BY-LAW NUMBER 2022-117-FI  
SCHEDULE "E"

SERVICE AREA: BUILDING

DEPARTMENT: DEVELOPMENT SERVICES

Item	Goods / Services Provided	Unit of Measure	2022 Rate (before Tax)	Rate at Effective Date of By-law (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
w)	New Residential Dwelling Compliance Deposit	Per Unit	\$2,000.00	\$2,000.00				N	A minimum deposit per unit or the deposit as set out in the Subdivision Agreement, whichever is greater.	
		At the Chief Building Official's sole discretion, the Compliance Deposit may be taken as revenue where any mandatory inspection has not been requested in accordance with the Building Bylaw and/or the Building Code Act, or where a written directive by any Building Official has been ignored and/or unreasonably delayed, otherwise this deposit shall be refunded without interest to the applicant upon obtaining project completion clearance from the Chief Building Official. Outstanding fee balances shall be deducted from the deposit.								
x)	New Commercial, Institutional and Industrial Compliance Deposit	Minimum Deposit Per Building	\$4,000.00	\$4,000.00				N	Total charge not to exceed 1% of the project value to a maximum of \$20,000.00 per building (amount is at the discretion of the CBO).	
		At the Chief Building Official's sole discretion, the Compliance Deposit may be taken as revenue where any mandatory inspection has not been requested in accordance with the Building Bylaw and/or the Building Code Act, or where a written directive by any Building Official has been ignored and/or unreasonably delayed, otherwise this deposit shall be refunded without interest to the applicant upon obtaining project completion clearance from the Chief Building Official. Outstanding fee balances shall be deducted from the deposit.								
y)	Additions to Buildings Compliance Deposit	Minimum Deposit Per Building	\$1,000.00	\$1,000.00				N	Applies only to additions which exceed \$50k in estimated value.	
		At the Chief Building Official's sole discretion, the Compliance Deposit may be taken as revenue where any mandatory inspection has not been requested in accordance with the Building Bylaw and/or the Building Code Act, or where a written directive by any Building Official has been ignored and/or unreasonably delayed, otherwise this deposit shall be refunded without interest to the applicant upon obtaining project completion clearance from the Chief Building Official. Outstanding fee balances shall be deducted from the deposit.								
z)	Professional (or Legal) Peer Review of any Application, Report, Building Condition or Construction Work requiring External Expert Review or Opinion.	Cost of Service	Actual Cost	Actual Cost			10%	N	Deposits may be taken at the request of the Chief Building Official or Designate based on the cost estimate. (Tax is only passed on from the Peer reviewer.)	
aa)	Temporary Sales Trailers	Flat Fee	\$1,000.00	\$1,033.00				N		



TOWN OF WHITCHURCH-STOUFFVILLE  
FEES AND CHARGES BY-LAW NUMBER 2022-117-FI  
SCHEDULE "E"

SERVICE AREA: BUILDING

DEPARTMENT: DEVELOPMENT SERVICES

Item	Goods / Services Provided	Unit of Measure	2022 Rate (before Tax)	Rate at Effective Date of By-law (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
bb)	Second Suite Review and Inspection	Flat Fee	\$1,000.00	\$1,000.00				N	Only includes finishing or refinishing of an existing space. Does not include additions or plumbing costs.	
cc)	Installation of Roof Top Solar Panels and Appurtenances	Per Application	\$200.00	\$207.00				N	For single, semi and town style residential applications. \$1500.00 for all other permit classes. Not including other non-related construction permit fees.	
3. a)	Construction Investigation: (commencement of work prior to the issuance of a Building Permit)	Wherever any work for which a permit is required by the Ontario Building Code has commenced without the authorization of a permit, an "Investigation and Administration" fee shall be paid in addition to all other fees payable. This fee may be up to 100% on top of the fee that would otherwise be payable pursuant to this By-law, as determined by the Chief Building Official.								
b)	Building Permit Maintenance Fee	Per Application	10% of the original Building Permit Fee charged per annum.	10% of the original Building Permit Fee charged per annum.					Applies only if a final inspection has not been completed 3 years after the full Building Permit Issuance, but does not apply to model sales homes and similar projects. This fee is collectable from any related security held by the Town or thorough property taxes. Waiving of this fee is at the sole discretion of the CBO, and should be requested prior to permit issuance. Minimum Fee \$200	
4.	Refund of Building Permit Fees:	Pursuant to the Building By-law, the fees that may be refunded shall be a percentage of the fees paid and shall be calculated as follows:								
a)	75% if only administrative functions have been performed.							N		
b)	60% if only administrative and zoning functions have been performed.							N		
c)	45% if only administrative, zoning and plan examination functions have been performed.							N		

TOWN OF WHITCHURCH-STOUFFVILLE  
FEES AND CHARGES BY-LAW NUMBER 2022-117-FI  
SCHEDULE "E"

SERVICE AREA: BUILDING

DEPARTMENT: DEVELOPMENT SERVICES

Item	Goods / Services Provided	Unit of Measure	2022 Rate (before Tax)	Rate at Effective Date of By-law (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
d)	35% if the permit has been issued and no field inspections have been performed subsequent to permit issuance.							N		
e)	5% shall additionally be deducted for each field inspection that has been performed after the permit has been issued.							N		
f)	If the calculated refund is less than the minimum fee applicable to the work, no refund shall be made of the fees paid.							N		
g)	The refund shall be returned to the person named on the fee receipt, unless that person advises the Chief Building Official, in writing and prior to the release of the refund, of a change in the name, in which case the refund shall be returned to the person then authorized to receive it.							N		
5.	<b>Sewage Disposal Systems:</b> <b>(Includes only systems contained on a single lot having a Daily Design Sanitary Sewage Flow less than 10,000 Litres per day)</b>									
a)	New or Replacement Domestic Waste Sewage Disposal Systems	Per litre of daily designed effluent flow	\$0.68	\$0.70				N	Based on the unbalanced sewage system design. Includes new independent parallel sewage systems. Minimum Fee \$1,000	
b)	Augmentation or Expansion of an Existing System	Per Application	\$1,000.00	\$1,000.00				N		
c)	Plan Review of an Existing System for impact from other work	Per Application	\$170.00	\$176.00				N		
d)	Repair of an Existing System not involving complete replacement	Per Application	\$300.00	\$310.00				N		

TOWN OF WHITCHURCH-STOUFFVILLE  
FEES AND CHARGES BY-LAW NUMBER 2022-117-FI  
SCHEDULE "E"

SERVICE AREA: BUILDING

DEPARTMENT: DEVELOPMENT SERVICES

Item	Goods / Services Provided	Unit of Measure	2022 Rate (before Tax)	Rate at Effective Date of By-law (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
e)	For orders issued in respect to Provincially Mandated Re-inspection and/or evaluation of an existing sewage system which is found to be functioning properly	Per Property	\$2,000.00	\$2,000.00				N	Non-responsive property owners who fail to provide mandatory reports as required.	
f)	For orders issued in respect to Provincially Mandated Re-inspection and/or evaluation of an existing sewage system which is found to be malfunctioning	Per Property	\$3,000.00	\$3,000.00				N	Non-responsive property owners who fail to provide mandatory reports as required. Fee does not include permit costs to replace or repair the Sewage System.	
6.	Plumbing Fixture Permit:									
	Appliances, floor drains, vented traps, backflow preventers or roof hoppers	Per Fixture	\$14.00	\$14.00				N	Minimum Fee: \$80.00	
7.	Water Services Permit:									
	For Each Water Service		\$80.00	\$83.00				N	100mm (4") or less	
			\$100.00	\$103.00				N	150mm (6")	
			\$120.00	\$124.00				N	200mm (8")	
			\$140.00	\$145.00				N	250mm (10")	
			\$160.00	\$165.00				N	300mm (12") or larger	

TOWN OF WHITCHURCH-STOUFFVILLE  
FEES AND CHARGES BY-LAW NUMBER 2022-117-FI  
SCHEDULE "E"

SERVICE AREA: BUILDING

DEPARTMENT: DEVELOPMENT SERVICES

Item	Goods / Services Provided	Unit of Measure	2022 Rate (before Tax)	Rate at Effective Date of By-law (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
8.	Drain & Sewer Permits: Residential Per Dwelling including Detached, Semi-detached & Townhouses <u>(for Apartments, See Commercial)</u>									
a)		For Each Application For Residential Housing Storm and/or Sanitary Drains (inside)	\$80.00	\$83.00				N		
b)		For Each Application For Residential Housing Storm and/or Sanitary Sewer (outside)	\$80.00	\$83.00				N		
c)		For Each system conversion from private services to municipal services (outside)	\$80.00	\$83.00				N		

TOWN OF WHITCHURCH-STOUFFVILLE  
FEES AND CHARGES BY-LAW NUMBER 2022-117-FI  
SCHEDULE "E"

SERVICE AREA: BUILDING

DEPARTMENT: DEVELOPMENT SERVICES

Item	Goods / Services Provided	Unit of Measure	2022 Rate (before Tax)	Rate at Effective Date of By-law (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
9.	Non-Housing Drain & Sewer Permits:									
	(Institutional, Commercial, Industrial and Apartment Buildings)	For each Storm or Sanitary Drain (inside) or For Each Storm or Sanitary Sewer (outside)	\$80.00	\$83.00				N	100mm (4") or less	
			\$100.00	\$103.00				N	150mm (6")	
			\$120.00	\$124.00				N	200mm (8")	
			\$140.00	\$145.00				N	250mm (10")	
			\$160.00	\$165.00				N	300mm (12") or larger	
10.	Miscellaneous Plumbing:									
a)		For Each Manhole, Catchbasin or Area Drain	\$40.00	\$41.00				N		
b)		For Each Testable Backflow Device	\$80.00	\$83.00				N		
c)		Minimum Plumbing Permit Fee	\$80.00	\$83.00				N		
11.	Letter of Compliance	Each Type	\$150.00	\$155.00				N	Zoning or Septic	
12.	Agency Letter of Approval	Each Type	\$90.00	\$93.00				N	AGCO or Micro-Fit Response	
13.	Routine Disclosure	Each plan, file, drawing or record	N/A	\$80.00				N	Copies/reproduction of plans extra(refer to Schedule "L")	New

TOWN OF WHITCHURCH-STOUFFVILLE  
FEES AND CHARGES BY-LAW NUMBER 2022-117-FI  
SCHEDULE "E"

SERVICE AREA: BUILDING

DEPARTMENT: DEVELOPMENT SERVICES

Item	Goods / Services Provided	Unit of Measure	2022 Rate (before Tax)	Rate at Effective Date of By-law (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
14.	Zoning Review:									
a)	Residential (singles, semis, street townhouses, and accessory buildings/structures)	Per Application	N/A	\$124.00				N	Zoning review of Committee of Adjustment or Consent applications, or zoning review of applications other than a building permit application	New
b)	All other Building Types	Per Application	N/A	\$248.00				N	Zoning review of Committee of Adjustment or Consent applications, or zoning review of applications other than a building permit application	New
15.	Pool Enclosure Permits:									
a)	In-ground & Above-ground Pools	Per Each Application	\$235.00	\$243.00				N		
b)	Inflatable & Temporary Pools	Per Each Application	\$100.00	\$103.00				N	Pool removed at the end of each season.	
16.	Fixed Sign Permits: Sign Permit Fees are not refundable									
a)	Minimum Sign Fee		\$200.00	\$207.00				N		
b)	Permanent Sign(s)	Per Square Metre of Sign Face (or part thereof)	\$30.00	\$31.00				N		
c)	Development Sign(s)	Per Square Metre of Sign Face (or part thereof) times months required.	\$2.00	\$2.07	A \$1000 removal security deposit is required and may be cashed/taken for non-compliance at the sole discretion of the Chief Building Official. Compliant security deposit holders will have deposit returned, without interest, upon removal of the sign.			N	Development sign(s) must have a defined removal date.	

TOWN OF WHITCHURCH-STOUFFVILLE  
FEES AND CHARGES BY-LAW NUMBER 2022-117-FI  
SCHEDULE "E"

SERVICE AREA: BUILDING

DEPARTMENT: DEVELOPMENT SERVICES

Item	Goods / Services Provided	Unit of Measure	2022 Rate (before Tax)	Rate at Effective Date of By-law (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
17.	Application for a Sign Variance:									
a)	Staff Variance	Per Request	\$500.00	\$517.00				N	Non-refundable Staff Variance fee does not include fees for Sign Permit Application.	
b)	Council Variance	Per Request	\$900.00	\$930.00				N	Non-refundable Council Variance fee does not include fees for Sign Permit Application. Council Variance applies to all signs which have an aggregate sign face exceeding: 20 sq.m.	
c)	Fee for Special Investigation	Wherever any work for which a permit is required by the Sign Bylaw has commenced without the authorization of a permit, an "Investigation and Administration" fee shall be paid in addition to all other fees payable. This fee may be up to 100% on top of the fee that would otherwise be payable pursuant to this By-law, as determined by the Chief Building Official.						N	Commencement of work prior to the issuance of a required Sign Permit.	
18.	Application for a Fence Variance:									
a)	Staff Variance	Flat Fee	\$300.00	\$310.00				N	Non-refundable.	
b)	Council Variance	Flat Fee	\$600.00	\$620.00				N	Non-refundable. Variance requires Council report.	

TOWN OF WHITCHURCH-STOUFFVILLE  
FEES AND CHARGES BY-LAW NUMBER 2022-117-FI  
SCHEDULE "F"

SERVICE AREA: ENGINEERING

DEPARTMENT: DEVELOPMENT SERVICES

Item	Goods/Services Provided	Unit of Measure	2022 Rate (before Tax)	Rate at Effective Date of By-law (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
1.	Site Alteration Fees, Deposits and Securities (except where exempt by By-law 2019-068-RE) :									
a)	For Minor Site Alterations of less than 450m³ on any one property :									
i.	Application Fee (Due at Application Submission Time)	Flat Fee (Per Application)	\$160.00	\$165.00				N	Sites less than 450m³, plus legal fees in Schedule "J"	
ii.	Cash Deposit (Due at Application Submission)	Flat Fee (Per Application)	\$1,069.00	\$1,104.00			20%	N	Deposit to cover the cost of consultants, inspections, audits and any other application specific technical, legal and support services, etc.  Cash Deposit Account must be replenished upon request of the Town. Peer Review and Application processing will stop if the account is exhausted. Permit Administration and oversight will stop and the Permit may be revoked if the account is exhausted.	
iii.	Security Deposit (Due at Permit Issuance)	Flat Fee per m³ of a total cut and fill site alteration volume.	\$10.20	\$10.54				N	Letter of Credit or cash held by the Town that may be used at the Town's discretion to address the failure to comply with an Order.  The Town may access the Security Deposit to retain professional services or contractors to conduct work to achieve compliance with an Order made under the Site Alteration and Fill By-law.  If the Town draws upon the Security Deposit, the Owner will top up the Security Deposit upon request of the Town.	
iv.	Volumetric Fee (Municipal Service Fee) (Due at Permit Issuance)	Per m³	\$1.04	\$1.08				N	Volumetric Fees do not apply to all material to be used during the site alteration, if the material is not imported or exported using public roads.	



TOWN OF WHITCHURCH-STOUFFVILLE  
FEES AND CHARGES BY-LAW NUMBER 2022-117-FI  
SCHEDULE "F"

SERVICE AREA: ENGINEERING

DEPARTMENT: DEVELOPMENT SERVICES

Item	Goods/Services Provided	Unit of Measure	2022 Rate (before Tax)	Rate at Effective Date of By-law (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
b)	For Small Site Alterations of less than 1,500 m³ on any one property:									
i.	Application Fee (Due at Application Submission Time)	Flat Fee (Per Application)	\$1,175.00	\$1,214.00				N	Sites less than 1,500 m³, plus legal fees in Schedule "J"	
ii.	Cash Deposit (Due at Application Submission)	Flat Fee (Per Application)	\$4,359.00	\$4,503.00			20%	N	Deposit to cover the cost of consultants, inspections, audits and any other application specific technical, legal and support services, etc.	
		Plus Flat fee per m³ of total cut and fill site alteration volume.	\$1.04	\$1.08					Cash Deposit Account must be replenished upon request of the Town. Peer Review and Application processing will stop if the account is exhausted. Permit Administration and oversight will stop and the Permit may be revoked if the account is exhausted.	
iii.	Security Deposit (Due at Permit Issuance)	Flat Fee per m³ of a total cut and fill site alteration volume. (Per Application)	\$5.10	\$5.27				N	Letter of Credit or cash held by the Town that may be used at the Town's discretion to address the failure to comply with an Order.  The Town may access the Security Deposit to retain professional services or contractors to conduct work to achieve compliance with an Order made under the Site Alteration and Fill By-law.  If the Town draws upon the Security Deposit, the Owner will top up the Security Deposit upon request of the Town.	
iv.	Volumetric Fee (Municipal Service Fee) (Due at Permit Issuance)	Per m³	\$1.04	\$1.08				N	Volumetric Fees do not apply to all material to be used during the site alteration, if the material is not imported or exported using public roads.	
v.	Permit Renewal Fee	Flat Fee	\$534.00	\$552.00				N		

TOWN OF WHITCHURCH-STOUFFVILLE  
FEES AND CHARGES BY-LAW NUMBER 2022-117-FI  
SCHEDULE "F"

SERVICE AREA: ENGINEERING

DEPARTMENT: DEVELOPMENT SERVICES

Item	Goods/Services Provided	Unit of Measure	2022 Rate (before Tax)	Rate at Effective Date of By-law (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
c)	For Medium Site Alterations of less than 4,000 m³ on any one property:									
i.	Application Fee (Due at Application Submission Time)	Flat Fee (Per Application)	\$1,870.00	\$1,932.00				N	Sites of 4,000 m³, plus legal fees in Schedule "J"	
ii.	Cash Deposit (Due at Application Submission)	Flat Fee (Per Application)	\$4,359.00	\$4,503.00			20%	N	Deposit to cover the cost of consultants, inspections, audits and any other application specific technical, legal and support services, etc.	
		Plus Flat fee per m³ of total cut and fill site alteration volume.	\$1.04	\$1.08					Cash Deposit Account must be replenished upon request of the Town. Peer Review and Application processing will stop if the account is exhausted. Permit Administration and oversight will stop and the Permit may be revoked if the account is exhausted.	
iii.	Security Deposit (Due at Permit Issuance)	Flat Fee per m³ of a total cut and fill site alteration volume.	\$5.22	\$5.39				N	Letter of Credit or cash held by the Town that may be used at the Town's discretion to address the failure to comply with an Order.  The Town may access the Security Deposit to retain professional services or contractors to conduct work to achieve compliance with an Order made under the Site Alteration and Fill By-law.  If the Town draws upon the Security Deposit, the Owner will top up the Security Deposit upon request of the Town.	
iv.	Volumetric Fee (Municipal Service Fee) (Due at Permit Issuance)	Per m³	\$1.20	\$1.24				N	Volumetric Fees do not apply to all material to be used during the site alteration, if the material is not imported or exported using public roads.	
v.	Permit Renewal Fee	Flat Fee	\$695.00	\$718.00				N		

## Page 35 of 85

**DEPARTMENT: DEVELOPMENT SERVICES**

Item	Goods/Services Provided	Unit of Measure	2022 Rate (before Tax)	Rate at Effective Date of By-law (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
d)	For Large Site Alterations of 4,000m3 or greater on any one property:									
i.	Application Fee (Due at Application Submission Time)	Flat Fee (Per Application)	\$2,778.00	\$2,870.00				N	Sites of \$4,000 m <sup>3</sup> or greater, plus legal fees in Schedule "J"	
ii.	Cash Deposit (Due at Application Submission)	Flat Fee (Per Application)	\$10,899.00	\$11,259.00			20%	N	Deposit to cover the cost of staff time, consultants, inspections, audits and any other application technical, legal and support services, etc.	
		Plus Flat fee per m <sup>3</sup> of total cut and fill site alteration volume to a maximum of \$102,000.	\$1.04	\$1.08					Peer Review and Application processing will stop and the permit may be revoked if the account is exhausted. Permit Administration and oversight will stop and the permit may be revoked if the account is exhausted.	
iii.	Security Deposit (Due at Permit Issuance)	Annual Deposit	\$54,494.00	\$56,292.00				N	Letter of Credit or cash held by the Town that may be used at the Town's discretion to address the failure to comply with an Order.  The Town may access the Security Deposit to retain professional services or contractors to conduct work to achieve compliance with an Order made under the Site Alteration and Fill By-law.	
		Plus Fee per m <sup>3</sup> of a total cut and fill site alteration volume from previous year (estimated in first year)	\$1.04	\$1.08				N	If the Town draws upon the Security Deposit, the Owner will top up the Security Deposit upon request of the Town.	

TOWN OF WHITCHURCH-STOUFFVILLE  
FEES AND CHARGES BY-LAW NUMBER 2022-117-FI  
SCHEDULE "F"

SERVICE AREA: ENGINEERING

DEPARTMENT: DEVELOPMENT SERVICES

Item	Goods/Services Provided	Unit of Measure	2022 Rate (before Tax)	Rate at Effective Date of By-law (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
iv	Volumetric Fee (Municipal Service Fee) (Due at Permit Issuance)	Per m <sup>3</sup>	\$1.20	\$1.24				N	Volumetric Fees do not apply to all material to be used during the site alteration, if the material is not imported or exported using public roads.	
v.	Permit Renewal Fee	Flat Fee	\$695.00	\$718.00				N		
e)	Fill Management Plan Amendment Fee	Flat Fee	\$1,069.00	\$1,104.00				N		
f)	Site Alteration Violation and Investigation Fee	In any situation where work or activities have been undertaken for which a Permit is required in accordance with the Site Alteration and Fill By-law but was not obtained, a Site Alteration and Fill By-law Violation and Investigation Fee shall be paid. The Site Alteration Violation and Investigation Fee shall be 100% of the applicable Application Fees and Volumetric Fees. The Site Alteration Violation and Investigation Fee is in addition to all other fees, charges and securities that are required as part of the permitting process. Volumetric Fees will apply to native fill material moved on a site or from an adjacent site								Revised Description
g)	Site Alteration Repeat Violation and Investigation Fee	In any situation where work or activities have been undertaken for which a Permit is required in accordance with the Site Alteration and Fill By-law but was not obtained, a Site Alteration and Fill By-law Violation and Investigation Fee shall be paid in addition to the fee noted above (as listed in Schedule "F", Item 1. (f)). The Site Alteration Violation and Investigation Fee shall be 100% of the applicable Application Fees and Volumetric Fees. The Site Alteration Violation and Investigation Fee is in addition to all other fees, charges and securities that are required as part of the permitting process. At the discretion of the Director of Development Services an additional fee equal to 100% of the applicable Application Fees and Volumetric Fees will be applied for repeat offenders.								Revised Description
h)	Overfill Violation Fee	Per m <sup>3</sup> of excess fill brought into the site above the Town approved volume or elevation	\$20.40	\$21.07				N	Fee to deal with fill issues on overfilled sites beyond the Town approved volume or elevation on the Fill Management Plan. Any fill imported or moved onto a property without approval will be considered overfill. This fee will be charged at the discretion of Director of Development Services.	Revised Description
i)	Drone Investigation Survey Fee	Hourly	\$306.00	\$316.00				Y	Survey costs associated with site alterations, developments, rural buildings and other investigation surveys (pre-condition site surveys, by-law enforcement, etc.). Surveys will be carried out prior to and upon completion of the fill importation.	

TOWN OF WHITCHURCH-STOUFFVILLE  
FEES AND CHARGES BY-LAW NUMBER 2022-117-FI  
SCHEDULE "F"

SERVICE AREA: ENGINEERING

DEPARTMENT: DEVELOPMENT SERVICES

Item	Goods/Services Provided	Unit of Measure	2022 Rate (before Tax)	Rate at Effective Date of By-law (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
j)	Drone Survey Processing Fee	Hourly	\$153.00	\$158.00				Y	Processing of survey data ssociated with site alterations, developments, rural buildings and other investigation surveys (pre-condition site surveys, by-law enforcement, etc.). Data processing will be carried out prior to and upon completion of the fill importation.	
k)	Survey Volumetric Fee (Municipal Service Fee)	Per m <sup>3</sup> of imported or exported fill	\$0.016	\$0.017				N	Volumetric fee (Municipal Service Fee) charged for all imported or exported material for all site alterations, developments, and rural buildings.	
l)	Import / Export Fee for Developments	Per m <sup>3</sup> of imported or exported fill	\$0.87	\$0.90				N	Volumetric fee (Municipal Service Fee) to be charged for all imported or exported material for all developments and rural buildings. Fees will be charged for excess material imported or exported into or from the site, beyond what was approved in the FSR and beyond what is needed for gravity drainage.	
2.	Review Deposit / Fees - Legal / Engineering / Hydrology / Geotechnical / Landscape and other consultant costs		Cost of Service	Cost of Service			20%	N	Cost to cover staff time (loaded rate), consultants, inspections, audits and any other application specific technical, legal and support services, etc. An Administration Fee of 20% will be applied to all Consultant Costs.  Will be used for complex or large development applications and for other work beyond the technical expertise of Town staff.  Deposits may be taken or topped up at the request of the Town Engineer or Designate based on the estimate. At all times there shall be a deposit of \$10,000 or 3.5% of the estimated construction cost, whichever value is greater.	
3.	Municipal Staff Cost Recovery		Cost of Service	Cost of Service			20%	N	Loaded Hourly Rate plus Corporate Administrative overhead of 20% will be used to cover staff time where other fees do not apply. Shall be drawn from the Review Deposit.	
4.	Residential Grading Fee	Flat fee Per Dwelling Unit	\$561.00	\$580.00				N		

TOWN OF WHITCHURCH-STOUFFVILLE  
FEES AND CHARGES BY-LAW NUMBER 2022-117-FI  
SCHEDULE "F"

SERVICE AREA: ENGINEERING

DEPARTMENT: DEVELOPMENT SERVICES

Item	Goods/Services Provided	Unit of Measure	2022 Rate (before Tax)	Rate at Effective Date of By-law (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
5.	<b>Engineering Review of Site Plans, Zoning or OPAs, including ORM SPA's:</b>									
a)	Major Site Plans Residential => 3 units or lots Site Area => 0.5 ha	Cost per Engineering Submission	\$1,473.00	\$1,522.00				Y	Fee for review by Engineering staff. Assumes 2 reviews and 1 approval review by Engineering. Additional reviews will be charged 1/3 of the rate approved by Council.	
b)	Minor Site Plans Residential < 3 units or lots Site Area < 0.5 ha	Cost per Engineering Submission	\$992.00	\$1,025.00				Y	Fee for review by Engineering staff. Assumes 2 reviews and 1 approval review by Engineering. Additional reviews will be charged 1/3 of the rate approved by Council.	
c)	Engineering Review of Site Plans, Oak Ridges Moraine - Accessory Stream	Flat Fee	\$835.00	\$863.00				Y	Fee for review by Engineering staff. Assumes 2 reviews and 1 approval review by Engineering. Additional reviews will be charged 1/3 of the rate approved by Council.	
6.	<b>Engineering Inspections of Site Plans:</b>									
a)	Engineering Inspections of Site Plans for release of securities. Due at the time of the planning application submission.	Flat Fee	\$1,336.00	\$1,380.00				Y	Assumes 2 inspections only. Additional inspections will be carried out at 1/2 the rate approved by Council.	
b)	Engineering Inspections of Site Plans - Oak Ridges Moraine - Accessory Stream - for release of securities. Due at the time of the planning application submission.	Flat Fee	\$591.00	\$611.00				Y	Assumes 2 inspections only. Additional inspections will be carried out at 1/2 the rate approved by Council.	
7.	<b>Engineering Review - Grading and Servicing Drawings of Consent Applications, due at the time of the planning application submission</b>	Flat Fee	\$855.00	\$883.00				Y	Assumes 2 reviews and 1 approval review by Engineering. Additional reviews will be charged 1/3 of the rate approved by Council.	
8.	<b>Engineering Inspections of Consent Applications, due at the time of the planning application submission</b>	Flat Fee	\$1,180.00	\$1,219.00				Y	Assumes 2 inspections for Consent Applications. Additional inspections will be charged 1/2 of the rate approved by Council.	
9.	<b>Engineering Review of Development, and other miscellaneous documents including but not limited to MOUs, Oak Ridges Moraine letters for MECP/York Region compliance and Draft Plan clearance letters.</b>	Flat Fee	\$855.00	\$883.00				Y	Assumes 2 reviews and 1 approval review by Engineering. Further review will require an additional fee of \$300 / review. Fee may be paid by cheque or be collected from the development deposit accounts including, Subdivision, Site Plans and Condominium Plans.	

TOWN OF WHITCHURCH-STOUFFVILLE  
FEES AND CHARGES BY-LAW NUMBER 2022-117-FI  
SCHEDULE "F"

SERVICE AREA: ENGINEERING

DEPARTMENT: DEVELOPMENT SERVICES

Item	Goods/Services Provided	Unit of Measure	2022 Rate (before Tax)	Rate at Effective Date of By-law (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
10.	Engineering Review of Earthworks, Servicing, Subdivision or Development Agreements	Flat Fee	\$2,623.00	\$2,710.00				Y	Assumes 2 reviews and 1 approval review by Engineering. Additional reviews will be charged 1/3 of the rate approved by Council.Loaded Hourly Rate plus Corporate Administrative overhead of 20% will be used to cover staff time where meetings are required. Additional fees to cover staff time beyond the 2 reviews will be drawn from the Review Deposit.	
11.	Engineering Review of Temporary Sales Centre and Model Home Agreement	Flat Fee	\$855.00	\$883.00				Y	Assumes 2 reviews and 1 approval review by Engineering. Further review will require an additional fee of \$300 / review	
12.	Engineering Review of Capital Project Development Charge Agreements	Flat Fee	\$855.00	\$883.00				Y	Assumes 2 reviews and 1 approval review by Engineering. Further review will require an additional fee of \$300 / review	
13.	Engineering Review of Site Plan Agreement:									
a)	Major Site Plans Residential => 3 units or lots Site Area => 0.5 ha	Flat Fee	\$855.00	\$883.00				Y	Assumes 1 detailed reviews and 1 approval review by Engineering. Further review or amendments will require an additional fee of \$600 / review.	
b)	Minor Site Plans Residential < 3 units or lots Site Area < 0.5 ha	Flat Fee	\$855.00	\$883.00				Y	Assumes 1 detailed reviews and 1 approval review by Engineering. Further review or amendments will require an additional fee of \$600 / review.	
14.	Engineering Review of Site Alteration Agreement	Flat Fee	\$855.00	\$883.00				Y	Assumes 2 reviews and 1 approval review by Engineering. Further review or amendments will require an additional fee of \$300 / review	
15.	Administration Fees of Subdivision after Draft Plan Approval (Management Costs)	Percentage of construction cost	1.00%	1.00%				Y	To be paid with the Pre-servicing, Servicing and / or Subdivision Agreement. (Administration fees will not be double counted for successive agreements)	
16.	Renewal Fee for Subdivisions	Flat Fee	\$1,603.00	\$1,656.00				Y	Annual renewal of subdivision after five years (normal time frame for assumption). Can be paid by cheque or by drawing on the Review Deposit.	
17.	Signing of M-Plans	Flat Fee	\$1,069.00	\$1,104.00				Y	Plus staff time for review. Can be paid by cheque or by drawing on the Review Deposit.	
18.	Signing of Plans of Condominium	Flat Fee	\$1,069.00	\$1,104.00				Y		
19.	Signing of Schedules and Neighbourhood Information Plans (NIPs)	Flat Fee	\$1,069.00	\$1,104.00				Y		

TOWN OF WHITCHURCH-STOUFFVILLE  
FEES AND CHARGES BY-LAW NUMBER 2022-117-FI  
SCHEDULE "F"

SERVICE AREA: ENGINEERING

DEPARTMENT: DEVELOPMENT SERVICES

Item	Goods/Services Provided	Unit of Measure	2022 Rate (before Tax)	Rate at Effective Date of By-law (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
20.	Administration Fee - Private Developers		50% of all recoverable work	Cost of Goods and Services			50%	N	Applies to all recoverable (force account) work completed on behalf of developers. Administration fee will be applied on the tender price and consulting services for the recoverable work in addition to the loaded hourly rate charged for the project.	Revised Description
21.	Cease Work Fee	Per Day	\$10,686.00	\$11,039.00				N	Daily charge after a cease work order has been issued by the Town. To be drawn on the development security held by the Town.	
22. a)	Pre-Consultation Fees	Flat Fee	\$1,043.00	\$1,077.00				N	Cost for engineering involvement for review of pre-consultation application and one meeting. Applicant will be charged the rate approved by Council for any additional meetings.	Revised Description
b)	Pre-Consultation Fees (Consent Applications)	Flat Fee	\$522.00	\$539.00				N	Cost for engineering involvement for review of pre-consultation application and one meeting. Applicant will be charged the rate approved by Council for any additional meetings.	Revised Description
23.	Engineering Review of Minor Variance Applications	Flat Fee	\$855.00	\$883.00				Y	Assumes 2 reviews and 1 approval review by Engineering. Further review will require an additional fee of \$600 / review.	
24.	Earthworks, Servicing or Subdivision Agreement maintenance fee - If executed copies are not returned to the Town by the Owner/Applicant after the issuance of the final copy of the Agreements for execution	Per Agreement	\$663.00	\$685.00				N	Beyond 6 months and every 6 months thereafter	



TOWN OF WHITCHURCH-STOUFFVILLE  
FEES AND CHARGES BY-LAW NUMBER 2022-117-FI  
SCHEDULE "F"

SERVICE AREA: ENGINEERING

DEPARTMENT: DEVELOPMENT SERVICES

Item	Goods/Services Provided	Unit of Measure	2022 Rate (before Tax)	Rate at Effective Date of By-law (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
25.	Site Access Violation Fee	Per Violation	\$1,020.00	\$1,054.00				N	Charge for developers and other property owners that have agreements with the Town to prevent them from using prohibited roads (including but not limited to Main Street, Bethesda Road, surface treated roads, collector roads and local roads within the Town. The prohibited roads will be listed in the developer / property owner agreements with the Town. Developers and other property owners will be asked to provide a deposit of \$10,000 for subdivisions. The deposit will be refunded if the developers and other property owners do not violate the terms of their agreements with the Town over the use of the prohibited roads as listed above.	

## Page 42 of 85

## DEPARTMENT: DEVELOPMENT SERVICES

[illegible]

TOWN OF WHITCHURCH-STOUFFVILLE  
FEES AND CHARGES BY-LAW NUMBER 2022-117-FI  
SCHEDULE 'G'

SERVICE AREA: PLANNING

DEPARTMENT: DEVELOPMENT SERVICES

Item	Goods/Services Provided	Unit of Measure	2022 Rate (before Tax)	Rate at Effective Date of By-law (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
3.	Pre-Consultation									
a) i	Pre-Consultation	Flat Rate Consents	\$534.00	\$552.00				N	Site Plan preconsultation for a residential application in the Heritage Area and the Oak Ridges Moraine Area are exempt from this fee.	
a) ii		Flat Rate others	\$1,069.00	\$1,104.00				N	Site Plan preconsultation for a residential application in the Heritage Area and the Oak Ridges Moraine Area are exempt from this fee.	
b)	Non-refundable deposit for all pre-consultation applications (Except SPA under Accessory Stream)	Flat Rate	\$510.00	\$510.00				N	Non-refundable deposit paid at the time of the pre-consultation application fee. The deposit amount will be deducted from the required application fee if a formal Planning Application is submitted within 12 months of the date of issuance of the pre-consultation comments package to the applicant. There will be no refunds issued if the application is not received within 12 month of the date of the issuance of the pre-consultation comments package. Precon Deposit refundable only if Application is determined to be exempt from or not require a Planning Application.	
c)	Municipal Staff Cost Recovery		Cost of Service	Cost of Service			20%	N	Loaded Hourly Rate plus Corporate Administrative overhead of 20% will be used to cover staff time where other fees do not apply, for example, but not limited to, staff time involved for site walks prior to and through the processing of applications, coordination with external and internal agencies prior to application submission, any additional meetings and coordination with external and internal agencies required through the processing of applications, time allocated for review and coordination of submissions prior to applications (e.g. Master Environmental Servicing Plan), additional reviews of submissions (interim submission, submission over and above formal submissions) during the processing of applications and any others as deemed appropriate by the Director of Development Services or his/her designate, etc.	Revised Description

TOWN OF WHITCHURCH-STOUFFVILLE  
FEES AND CHARGES BY-LAW NUMBER 2022-117-FI  
SCHEDULE 'G'

SERVICE AREA: PLANNING

DEPARTMENT: DEVELOPMENT SERVICES

Item	Goods/Services Provided	Unit of Measure	2022 Rate (before Tax)	Rate at Effective Date of By-law (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
4.	Official Plan/Secondary Plan Amendment:									
a)	Application	Flat Rate	\$31,620.00	\$32,663.00				N		
b)	Additional if Private Sewage Disposal Proposed	Flat Rate	\$1,908.00	\$1,971.00				N	For applications that have other associated Planning Act application/s submitted concurrently or expected shortly, this fee is payable with one Planning Act application only.	
c)	Approval - Regional Approval required	Flat Rate	\$3,911.00	\$4,040.00				N	This fee is payable prior to issuance of the staff recommendation report for the Council meeting. If Council does not approve the application the Approval fee will be returned to the applicant	
d)	Approval - Exemption from Regional Approval	Flat Rate	\$5,133.00	\$5,302.00				N	This fee is payable prior to issuance of the staff recommendation report for the Council meeting. If Council does not approve the application the Approval fee will be returned to the applicant	
e)	Recirculation Fee	Flat Fee	N/A	\$4,415.00					For each subsequent circulation, after two circulations	New
f)	Additional Public Meeting (for 2nd or additional Public Meeting)	Flat Rate	\$1,685.00	\$1,741.00				N		

TOWN OF WHITCHURCH-STOUFFVILLE  
FEES AND CHARGES BY-LAW NUMBER 2022-117-FI  
SCHEDULE 'G'

SERVICE AREA: PLANNING

DEPARTMENT: DEVELOPMENT SERVICES

Item	Goods/Services Provided	Unit of Measure	2022 Rate (before Tax)	Rate at Effective Date of By-law (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
5.	Zoning By-Law Amendment: (Including Temporary Use)									
a)	Major Application	Flat Rate	\$26,112.00	\$26,974.00				N	Major Amendment: an application which is significant in scale or scope which may have an impact beyond the subject lands. Such applications may include, but not necessarily be limited to: <ul style="list-style-type: none"><li>• Amendment affecting a broad geographic area or multiple properties</li><li>• Amendment having broader municipal or regional planning implications</li><li>• Any ICI application for development exceeding 200m2 in gross floor area</li><li>• Any residential development exceeding 3 lots/units.</li><li>• Any development requiring 3 or more major studies (e.g. Transportation, traffic, environmental, hydrogeological, market analysis, etc.)</li><li>• Amendment requiring creation of a new zone category</li><li>• Any amendment affecting a brownfield site, or an influence area/separation distance for an industrial use, mineral aggregate use, waste management facility or communal sewage disposal/ facility.</li><li>• Any amendment for a mixed-use zoning increased Density By-law (Sec. 37 of Planning Act)</li><li>• Any amendment as determined to be Major by the Director of Development Services</li></ul>	

TOWN OF WHITCHURCH-STOUFFVILLE  
FEES AND CHARGES BY-LAW NUMBER 2022-117-FI  
SCHEDULE 'G'

SERVICE AREA: PLANNING

DEPARTMENT: DEVELOPMENT SERVICES

Item	Goods/Services Provided	Unit of Measure	2022 Rate (before Tax)	Rate at Effective Date of By-law (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
b)	Minor Application	Flat Rate	\$15,667.00	\$16,184.00				N	Minor Amendment: an application that is small in scale and having minimal or no impact beyond the subject lands. Such applications may include, but not necessarily be limited to: <ul style="list-style-type: none"><li>• Amendment affecting a small geographic area or individual site or property specific change to one or more zone standards,</li><li>• Addition of one or more permitted uses with no significant impact on existing development standards</li><li>• Any ICI application for development up to 200m2 in gross floor area</li><li>• A rezoning or change of standards for up to 3 residential lots/units</li><li>• Renewal of Temporary Use By-law (2nd or subsequent year)</li><li>• Rezoning required as a result of a lot addition or boundary adjustment for a residential or minor non-residential lot addition or boundary adjustment</li><li>• Rezoning required to legalize an existing accessory apartment or second dwelling unit</li><li>• Any amendment as determined to be Minor by the Director of Development Services</li></ul>	
c)	Additional if Private Sewage Disposal Proposed	Flat Rate	\$1,908.00	\$1,971.00				N	For applications that have other associated Planning Act application/s submitted concurrently or expected shortly, this fee is payable with one Planning Act application only.	
d)	Council Approval	Flat Rate	\$2,201.00	\$2,274.00				N	This fee is payable prior to issuance of the staff recommendation report for the Council meeting. If Council does not approve the application the Approval fee will be returned to the applicant	
e)	Recirculation Fee	Flat Fee	N/A	\$4,415.00					For each subsequent circulation, after two circulations	New

TOWN OF WHITCHURCH-STOUFFVILLE  
FEES AND CHARGES BY-LAW NUMBER 2022-117-FI  
SCHEDULE 'G'

SERVICE AREA: PLANNING

DEPARTMENT: DEVELOPMENT SERVICES

Item	Goods/Services Provided	Unit of Measure	2022 Rate (before Tax)	Rate at Effective Date of By-law (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
f)	Additional Public Meeting (for 2nd or additional Public Meeting)	Flat Rate	\$1,685.00	\$1,741.00				N		
g)	Extension of Temporary Use By-law Application	Flat Rate	\$8,548.00	\$8,830.00				N		Revised Wording
h)	Removal/Lifting of Holding Symbol	Flat Rate	\$5,343.00	\$5,519.00				N		Revised Wording
i)	Ministers Zoning Order Review Fee	Flat Rate	\$8,331.00	\$8,606.00				N	Review and Comments on Ministry of Municipal Affairs and Housing Minister's Zoning Order applications	
j)	Exemption of two year moratorium for amendments to the Zoning By-law	Flat Rate	\$500.00	\$517.00				N	Staff Report to Council on requests to lift the moratorium as per Planning Act section 34 (Two-year period, no application for amendment)	
6.	Draft Plan of Subdivision Application: <input type="checkbox"/>									
a)	1-50 lot(s) or Unit(s) or Block(s)	Flat Fee	\$37,397.00	\$38,631.00				N	<b>Plus:</b> \$260 per lot/unit/block for first 25. \$155.00 per lot/unit/block 26-50. \$104 per lot/unit 51 and over. <b>Fee is due at time of application.</b> Should the number of lot/unit/block increase in review of the Application, the Owner will be required to pay the approval fee for the additional lot/unit/block. If the number of lot/unit/block decreases in review of the Application, no refund will be issued.	
b)	51-100 lots or Units or Blocks									
c)	Greater than 100 Lots or Units or Blocks									
d)	Additional where Private Sewage Disposal Proposed	Per Lot/Unit or Block	\$1,908.00	\$1,971.00				N	For applications that have other associated Planning Act application/s, this fee is payable with one Planning Act application only.	

TOWN OF WHITCHURCH-STOUFFVILLE  
FEES AND CHARGES BY-LAW NUMBER 2022-117-FI  
SCHEDULE 'G'

SERVICE AREA: PLANNING

DEPARTMENT: DEVELOPMENT SERVICES

Item	Goods/Services Provided	Unit of Measure	2022 Rate (before Tax)	Rate at Effective Date of By-law (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
e)	Residential - Draft Plan Approval Fee	Per Lot/Unit or Block	\$427.00	\$441.00				N	Fee due at issuance of draft plan approval	
f)	Non-residential - Draft Plan Approval Fee	Per Hectare	\$2,457.00	\$2,538.00				N	Fee due at issuance of draft plan approval	
g)	Recirculation fee	Flat Fee	\$4,274.00	\$4,415.00				N	For each subsequent circulation, after two circulations	
h)	Additional Public Meeting (for 2nd or additional Public Meeting)	Flat Fee	\$1,685.00	\$1,741.00				N		
i)	Revisions to Draft Plan Approval Requests	Flat Fee	\$7,633.00	\$7,885.00				N		
j)	Revisions to Conditions of Draft Approval Requests	Flat Fee	\$7,633.00	\$7,885.00				N		
k)	Extension of Draft Plan Approval and Extension of Servicing Allocation	Flat Fee	\$6,752.00	\$6,975.00				N		
7.	Draft Plan of Condominium Application: <input type="checkbox"/>									
a)	1-50 Unit(s), Lot(s) or Block(s)	Flat Fee	\$24,445.00	\$25,252.00				N		
b)	51-100 Units, Lots or Blocks	Flat Fee	\$30,250.00	\$31,248.00				N		
c)	Greater than 100 Units, Lots or Blocks	Flat Fee	\$31,318.00	\$32,351.00				N		
d)	Additional where Private Sewage Disposal Proposed	Flat Fee	\$1,908.00	\$1,971.00				N	For applications that have other associated Planning Act application/s submitted concurrently or expected shortly, this fee is payable with one Planning Act application only and paid with the earlier planning application.	
e)	Request for Exemption from Draft Plan of Condominium	Flat Fee	\$4,292.00	\$4,434.00				N		



TOWN OF WHITCHURCH-STOUFFVILLE  
FEES AND CHARGES BY-LAW NUMBER 2022-117-FI  
SCHEDULE 'G'

SERVICE AREA: PLANNING

DEPARTMENT: DEVELOPMENT SERVICES

Item	Goods/Services Provided	Unit of Measure	2022 Rate (before Tax)	Rate at Effective Date of By-law (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
f)	Application for the Conversion of Rental Units to Condominiums	Flat Fee	\$6,771.00	\$6,994.00				N		
g)	Residential - Draft Plan Approval Fee	Per Unit/Lot/Block	\$427.00	\$441.00				N	Fee due at issuance of draft plan approval. Not applicable if 6e has been paid	
h)	Non-residential - Draft Plan Approval Fee	Per Hectare	\$2,457.00	\$2,538.00				N	Fee due at issuance of draft plan approval. Not applicable if 6f has been paid	
i)	Recirculation fee	Flat Rate	\$4,274.00	\$4,415.00				N	For each subsequent circulation, after two circulations	
j)	Additional Public Meeting (for 2nd or additional Public Meeting)	Flat Fee	\$1,685.00	\$1,741.00				N		
k)	Revisions to Draft Plan and extension of servicing allocation Requests	Flat Fee	\$7,633.00	\$7,885.00				N		
l)	Revisions to Conditions of Draft Approval Requests	Flat Fee	\$7,633.00	\$7,885.00				N		
m)	Extension of Draft Plan Approval and servicing allocation	Flat Fee	\$6,752.00	\$6,975.00				N		
8.	Site Plan Control Application: Director Approval:									
a)	Industrial and Agricultural (Agricultural development that require Site Plan Control applications)	Flat Fee	\$14,789.00	\$15,277.00				N	Plus \$2.00/m <sup>2</sup> of proposed GFA; Fee due at time of application	
b)	Commercial, Office and Institutional	Flat Fee	\$15,130.00	\$15,629.00				N	Plus \$2.00/m2 of proposed GFA; Fee due at time of application	
c)	Multi Residential	Flat Fee	\$15,130.00	\$15,629.00				N	Plus \$233.00 per Unit; Fee due at time of application	

TOWN OF WHITCHURCH-STOUFFVILLE  
FEES AND CHARGES BY-LAW NUMBER 2022-117-FI  
SCHEDULE 'G'

SERVICE AREA: PLANNING

DEPARTMENT: DEVELOPMENT SERVICES

Item	Goods/Services Provided	Unit of Measure	2022 Rate (before Tax)	Rate at Effective Date of By-law (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
d)	Mixed Use	Flat Fee	\$15,130.00	\$15,629.00				N	Plus \$2.00/m2 of proposed GFA for non-residential component Plus \$233.00 per residential unit. Fee due at time of application	
e)	Cemeteries, Golf Courses	Per Hectare	\$1,026.00	\$1,060.00				N		
f)	Aggregate Operations	Flat Fee	\$10,364.00	\$10,706.00				N	<b>Plus:</b> \$960 per hectare; Fee due at time of application	
g)	Additional where Private Sewage Disposal is Proposed	Flat Fee	\$1,908.00	\$1,971.00				N	For applications that have other associated Planning Act application/s submitted concurrently or expected shortly, this fee is payable with one Planning Act application only. (Does not apply to Residential Development in the Oak Ridges Moraine Area under 8h and Heritage Area under 8i)	
h)	<b>Oak Ridges Moraine Area</b> - Residential Development in the Oak Ridges Moraine Area	Flat Fee	See below for categories for Oak Ridges Moraines Area	See below for categories for Oak Ridges Moraines Area				N		
i.	Accessory Stream	Flat Fee	\$261.00	\$270.00				N		
ii.	Renovation Stream	Flat Fee	\$551.00	\$569.00				N		
iii.	Minor Construction Stream	Flat Fee	\$783.00	\$809.00				N		
iv.	Major Construction Stream	Flat Fee	\$1,044.00	\$1,078.00				N		
i)	<b>Heritage Area</b> - Residential (single detached, semi-detached, duplex or link residential development) -within the Heritage Area as defined by the current Site Plan Control By-law	Flat Fee	\$549.00	\$567.00				N	All other applications other than Residential as described in 8. i) are subject to all other applicable subsections of Section 8.	

TOWN OF WHITCHURCH-STOUFFVILLE  
FEES AND CHARGES BY-LAW NUMBER 2022-117-FI  
SCHEDULE 'G'

SERVICE AREA: PLANNING

DEPARTMENT: DEVELOPMENT SERVICES

Item	Goods/Services Provided	Unit of Measure	2022 Rate (before Tax)	Rate at Effective Date of By-law (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
j)	Site Plan Recirculation Fee	Flat Fee	\$5,343.00	\$5,519.00				N	For each subsequent circulation, after two circulations (does not apply to Residential Development in the Oak Ridges Moraine Area and Heritage Area)	Revised
k)	Extension of Site Plan Approval and extension of servicing allocation	Flat Fee	\$1,603.00	\$1,656.00				N		
l)	Amendment to Site Plan Approval and/or Agreement:									
i.	Major Amendment	Flat Fee	\$4,607.00	\$7,638.00				N	Major: including but not limited to any amendment greater than 40% expansion to existing gross floor area, or major changes to landscape areas and parking lots resulting in grading changes, new parking spaces/areas, changes to site design, modifications to building design, materials and elevations or any other amendment as determined to be Major by the Director of Development Services	Revised
ii.	Minor Amendment	Flat Fee	\$2,089.00	\$3,820.00				N	Minor: including but not limited to any amendment equal to or less than 40% expansion to existing gross floor area, or minor changes to landscape areas and parking lots not resulting in grading changes, minor changes to building design, material or elevations or any other amendment as determined to be Minor by the Director of Development Services	Revised

TOWN OF WHITCHURCH-STOUFFVILLE  
FEES AND CHARGES BY-LAW NUMBER 2022-117-FI  
SCHEDULE 'G'

SERVICE AREA: PLANNING

DEPARTMENT: DEVELOPMENT SERVICES

Item	Goods/Services Provided	Unit of Measure	2022 Rate (before Tax)	Rate at Effective Date of By-law (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
m)	Site Plan Amendment Recirculation Fee	Flat Fee	N/A	\$1,000.00				N	Applies to both Major and Minor Amendment Application - For each subsequent circulation, after two circulations (does not apply to Residential Development in the Oak Ridges Moraine Area and Heritage Area)	New
n)	Amendment to site plan approval in Oak Ridges Moraine Area - Residential Development in the Oak Ridges Moraine Area (For all ORM Streams)	Flat fee	\$261.00	\$270.00				N		
o)	Amendment to site plan approval in the Heritage Area - Residential (single detached, semi-detached, duplex or link residential development) within the Heritage Area as defined by the current Site Plan Control By-law	Flat fee	\$261.00	\$270.00				N		
p)	<b>Radio and Telecommunication Towers:</b>									
i.	Radio and telecommunication tower <b>without</b> public consultation	Flat Fee	\$3,133.00	\$3,236.00				N		
ii.	Radio and telecommunication tower <b>with</b> public consultation	Flat Fee	\$10,445.00	\$10,790.00				N		
9.	<b>Part Lot Control Applications:</b>									
a)	Part Lot Control Application - Exemption	Flat Fee	\$4,825.00	\$4,984.00				N	Plus \$150.00 per lot/unit	
b)	Part Lot Control Application - Amendment	Flat Fee	\$4,825.00	\$4,984.00				N		

TOWN OF WHITCHURCH-STOUFFVILLE  
FEES AND CHARGES BY-LAW NUMBER 2022-117-FI  
SCHEDULE 'G'

SERVICE AREA: PLANNING

DEPARTMENT: DEVELOPMENT SERVICES

Item	Goods/Services Provided	Unit of Measure	2022 Rate (before Tax)	Rate at Effective Date of By-law (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
c)	Part Lot Control Application - Minor changes to conditions	Flat Fee	\$2,355.00	\$2,433.00				N		
d)	Part Lot Control Application - Extension	Flat Fee	\$2,355.00	\$2,433.00				N		
10.	Committee of Adjustment:									
a)	Consent Application	Flat Fee	\$7,263.00	\$7,503.00				N		
b)	Request for Change of Condition by the Applicant	Flat Fee	\$7,263.00	\$7,503.00				N		
c)	Administration	For Each New Lot	\$11,909.00	\$12,302.00				N		
		For all other Conveyances	\$8,474.00	\$8,754.00				N		
d)	Application - Validate Title	Flat Fee	\$2,257.00	\$2,331.00				N		
e)	Minor Variance or Permission Application	Flat Fee	\$3,526.00	\$3,642.00				N		
f)	More than one variance draft plan of subdivision	Flat Fee	\$3,526.00	\$3,642.00				N	Plus \$210.00 per lot / unit	
g)	Minor Variance or Permission Application for Oak Ridges Moraine for Sections 3.18.4 or 3.20.4 of the Zoning By-Law only	Flat Fee	\$1,764.00	\$1,822.00				N	Fee is for applications only involving variances to Sections 3.18.4 or 3.20.4 of the Zoning By-Law to permit development	
h)	Deferral fee (request by the applicant) consent or minor variance	Flat Fee	\$1,282.00	\$1,324.00				N	For each additional public hearing	

TOWN OF WHITCHURCH-STOUFFVILLE  
FEES AND CHARGES BY-LAW NUMBER 2022-117-FI  
SCHEDULE 'G'

SERVICE AREA: PLANNING

DEPARTMENT: DEVELOPMENT SERVICES

Item	Goods/Services Provided	Unit of Measure	2022 Rate (before Tax)	Rate at Effective Date of By-law (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
i)	Consent or Minor Variance where Land is to be Conveyed to any Public Authorities, or on which Conservation Easements are placed							N	No fee for the conveyance of consent or minor variance to any public authority or on which conservation easements are placed	
11.	Deeming By-law Application		\$3,526.00	\$3,642.00				N		
12.	Cash-in-Lieu of Parking Payment Application:									
a)	New development, redevelopment, additions to existing buildings and changes in use on a property listed in the Town's Built Heritage Inventory	Per Parking Space	\$5,100.00	\$5,268.00				N		
b)	New development, redevelopment, additions to existing buildings and changes in use on a property not listed in the Town's Built Heritage Inventory	Per Parking Space	\$7,650.00	\$7,902.00				N		
c)	Change in use of a property only (listing in Town's Built Heritage Inventory not applicable)	Per Parking Space	\$5,100.00	\$5,268.00				N		
13.	911 Address Signs		\$44.00	\$45.00				Y		
14.	Change and Assignment of Address	Flat Fee	\$654.00	\$676.00				N	Not applicable to vacant lots or lands without an existing municipal address	
15.	Ontario Land Tribunal Appeal\Referral Processing	Flat Fee	\$251.00	\$1,000.00				N	Records preparation, compilation and dispatch to the OLT	Revised
16.	Stouffville Secondary Plan	Per Secondary Plan	\$34.00	\$35.00				Y	Hard copy print for each Secondary Plan	
17.	Official Plan		\$108.00	\$112.00				Y	Hard copy print	

TOWN OF WHITCHURCH-STOUFFVILLE  
FEES AND CHARGES BY-LAW NUMBER 2022-117-FI  
SCHEDULE 'G'

SERVICE AREA: PLANNING

DEPARTMENT: DEVELOPMENT SERVICES

Item	Goods/Services Provided	Unit of Measure	2022 Rate (before Tax)	Rate at Effective Date of By-law (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
18.	Comprehensive Zoning By-Law 2010-001-ZO		\$108.00	\$112.00				Y	Hard copy print	
19.	File Maintenance Fee for all Planning Applications	Per Application						Y	See Town's Planning Applications File Maintenance and Closure Policy	
a)	File Maintenance Fee at six (6) months	Per Application At six (6) months	\$800.00	\$826.00				Y	See Town's Planning Applications File Maintenance and Closure Policy	
b)	File Maintenance Fee after six (6) months and beyond	Per Application After six (6) months and beyond	\$1,603.00	\$1,656.00				Y	The fee will be collected to a maximum of 24 months. The application would be closed in accordance with the Town's Planning Applications File Maintenance and Closure Policy and a new application will be required with the current applicable fees.	
20.	Site Plan Agreement and Development Agreement maintenance fee - If executed copies are not returned to the Town by the Owner/Applicant after the issuance of the final copy of the Agreements for execution	Per Agreement	\$510.00	\$527.00				N	Beyond 6 months and every 6 months thereafter	
21.	Request for various studies from previous applications or projects and Municipal Staff cost recovery for non-planning application requests	Per study request or number of studies obtained through information search	Loaded Hourly rate plus Corporate Administrative overhead of 20% for information search plus the cost of copying per sheet as per Schedule L of the Town's Fees and Charges By-law for paper copies	Loaded Hourly rate for information search plus the cost of copying per sheet as per Schedule L of the Town's Fees and Charges By-law for paper copies				N	Loaded Hourly rate for information search plus the cost of copying per sheet as per Schedule L of the Town's Fees and Charges By-law for paper copies Others: Potential purchasers of properties where inquiries are over and above zoning information (typically with larger properties or ongoing applications), information letter for complex inquiries, property information reports, any others as deemed applicable by the Director of Development Services and his/her designate	Revised

TOWN OF WHITCHURCH-STOUFFVILLE  
FEES AND CHARGES BY-LAW NUMBER 2022-117-FI  
SCHEDULE 'G'

SERVICE AREA: PLANNING

DEPARTMENT: DEVELOPMENT SERVICES

Item	Goods/Services Provided	Unit of Measure	2022 Rate (before Tax)	Rate at Effective Date of By-law (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
22.	GIS Map Request	Per map requested	Loaded Hourly rate plus the cost of production of map (paper copies) Arch E - \$30 Arch D - \$25 Tabloid - \$15 Legal and Letter- \$10	Loaded Hourly rate plus the cost of production of map (paper copies) Arch E - \$30 Arch D - \$25 Tabloid - \$15 Legal and Letter- \$10				N	Loaded Hourly rate plus the cost of production of map (paper copies) Arch E - \$30 Arch D - \$25 Tabloid - \$15 Legal and Letter- \$10	
23.	Heritage Planning:									
a)	Heritage Permit	Flat Fee	\$255.00	\$263.00				N		
b)	Preliminary Evaluation Report for Buildings listed on the Town's Built Heritage Inventory	Flat Fee	\$1,000.00	\$1,033.00				N	Prepared by Town staff, at the request of the Owner or applicant, for properties listed in the Town's Built Heritage Inventory that may be exempted from Cultural Heritage Impact Assessment, as determined by staff and subject to the discretion of staff's opinion and availability (For properties that do not require extensive research)	
24	Application to Establish Legal Non-Conforming Uses	Flat Fee	N/A	\$1,000.00				N	Fee to cover the cost for Application to Establish a Legal Non-Conforming Use	New



TOWN OF WHITCHURCH-STOUFFVILLE  
FEES AND CHARGES BY-LAW NUMBER 2022-117-FI  
SCHEDULE "H"

SERVICE AREA: TAX & REVENUE

DEPARTMENT: FINANCE & TECHNOLOGY SERVICES

Item	Goods / Services Provided	Unit of Measure	2022 Rate (before Tax)	Rate at Effective Date of By-law (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
1.	Administrative Fees:									
a)	Returned Payment	Per Payment	\$48.00	\$50.00				N		
b)	Refund of Overpayment by Mortgage Company or Lawyer	Each	\$48.00	\$50.00				N		
c)	Additional EDI Payment Error Correction (first one is free)	Each	\$53.00	\$55.00				N	Any request to re-distribute payment when an electronic payment has been made to an incorrect account.	
d)	Post Dated Cheque Removal or Date Change	Each	\$33.00	\$34.00				N		
i.	Ownership Change Fee Tax - Newly/Constructed Sold Property	Each	\$33.00	\$34.00				N		
ii.	New Roll Number Creation Set-up Fee	Each	\$58.00	\$60.00				N		
iii.	Residential - Apportionment Fee	Each Roll	\$53.00	\$55.00				N	Fee to administer apportionment of property	
e)	Mortgage Company Account Administration Fee	Each Roll	\$10.20	\$10.54				N	Fee for administration of mortgage company information for billings	
f)	POA Fine Collection Fee	Each	\$55.00	\$57.00				N		
g)	Adding Outstanding Fees & Charges to the Tax Roll	Each	\$42.00	\$43.00				N	Fee for transferring unpaid fees & charges to the tax roll for collection	

TOWN OF WHITCHURCH-STOUFFVILLE  
FEES AND CHARGES BY-LAW NUMBER 2022-117-FI  
SCHEDULE "H"

SERVICE AREA: TAX & REVENUE

DEPARTMENT: FINANCE

Item	Goods / Services Provided	Unit of Measure	2022 Rate (before Tax)	Rate at Effective Date of By-law (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
2.	Certificates:									
a)	Combined Tax and Water Certificates	Per Account	\$104.00	\$107.00				N	Verbal Information provided once certificate is produced (up to 3 months from date of certificate)	
3.	Account Details:									
a)	Property Tax Bill Reprint	Each	N/A	\$20.00				N	This fee pertains to second and subsequent reprint requests. The first reprint is free of charge.	New
b)	Water Bill Reprint	Each	N/A	\$20.00				N	This fee pertains to second and subsequent reprint requests. The first reprint is free of charge.	New
c)	Water Statement of Account - Summary	Per Account	\$15.30	\$15.80				N	Summary Page only	
d)	Water Statement of Account - Detailed	Per Account	\$38.00	\$39.00				N	Includes Transaction History	
e)	Tax Statement of Account - Summary	Per Account	\$15.30	\$15.80				N	Summary Page only	
f)	Tax Statement of Account - Detailed	Per Account	\$38.00	\$39.00				N	Includes Transaction History	
g)	Mortgage Company - Status of Account	Each Roll	\$15.30	\$15.80				N	Total taxes owing at time of request	
h)	Mortgage Company - Detailed Statement	Each Roll	\$43.00	\$44.00				N	Breakdown of taxes owing by instalment/year	
4.	Account Analysis:									
a)	Water Account Analysis/Research (1 hr min.)	Per Hour	\$43.00	\$44.00				N	Fee for analysis of water account	
b)	Property Tax Account Analysis/Research (1 hr min.)	Per Hour	\$43.00	\$44.00				N	Fee for analysis of tax account	

TOWN OF WHITCHURCH-STOUFFVILLE  
FEES AND CHARGES BY-LAW NUMBER 2022-117-FI  
SCHEDULE "H"

SERVICE AREA: TAX & REVENUE

DEPARTMENT: FINANCE & TECHNOLOGY SERVICES

Item	Goods / Services Provided	Unit of Measure	2022 Rate (before Tax)	Rate at Effective Date of By-law (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
c)	Refund Credit Balance Status Fee	Per Tax Year	\$28.00	\$29.00				N	A fee for professional representatives acting on behalf of the taxpayer who are requesting a refund transfer credit balance status. (ie. Tax Appeals)	
5.	Water Account Fees:									
a)	Final Read/New Account Setup Fee	Per Meter	\$69.00	\$71.00				N	Purchasers cost - to read water meters on closing	
b)	Additional Account Changes	Per Account	\$38.00	\$39.00				N	Including change of name, address, tenants etc.	
c)	Overdue Water Accounts	Per Account						N	A 1.25% penalty shall be applied on accounts balances outstanding the first day of each month.	
d)	Adding Water Arrears to Tax Roll	Per Account	\$33.00	\$34.00				N	(Arrears added to Tax Roll will be charged interest at a rate of 1.25% per month.)	
e)	Outside Collection Administration Charge	Per Account	\$33.00	\$34.00				N		
6.	Tax Sale Costs:									
a)	First Notices - 3 Years Arrears Important Notice	Each	\$53.00	\$55.00				N	Administration fee (including title search)	
b)	Final Letter prior to Registration	Each	\$160.00	\$165.00				N	Administration fee (including title search and registered document fees)	

TOWN OF WHITCHURCH-STOUFFVILLE  
FEES AND CHARGES BY-LAW NUMBER 2022-117-FI  
SCHEDULE "H"

SERVICE AREA: TAX & REVENUE

DEPARTMENT: FINANCE & TECHNOLOGY SERVICES

Item	Goods / Services Provided	Unit of Measure	2022 Rate (before Tax)	Rate at Effective Date of By-law (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
c)	Preparation: Set up files and prepare for tax registration	Each	Actual Cost	Actual Cost				N		
d)	Tax Registration: Includes preparing and registering a cancellation Certificate, if required)	Each	Actual Cost	Actual Cost				N		
e)	Cancellation Certificate for Pre-existing Tax Arrears Certificate	Each	Actual Cost	Actual Cost				N		
f)	Notices under the Farm Debt Mediation Act	Per Addressee	Actual Cost	Actual Cost				N		
g)	Notices under the Bankruptcy Act	Per Addressee	\$72.00	\$74.00				N		
h)	Additional Farm Debt Notices or Bankruptcy Notices, if required	Each	Actual Cost	Actual Cost				N		
i)	Execution Searches (Sheriff's Certificates)	Per Name	Actual Cost	Actual Cost				N		
j)	Copies of Executions (Writs of Seizure and Sale	Each	Actual Cost	Actual Cost				N		
k)	Corporate Searches	Each	Actual Cost	Actual Cost				N		
l)	Additional First Notices, if required	Each	Actual Cost	Actual Cost				N		

TOWN OF WHITCHURCH-STOUFFVILLE  
FEES AND CHARGES BY-LAW NUMBER 2022-117-FI  
SCHEDULE "H"

SERVICE AREA: TAX & REVENUE

DEPARTMENT: FINANCE & TECHNOLOGY SERVICES

Item	Goods / Services Provided	Unit of Measure	2022 Rate (before Tax)	Rate at Effective Date of By-law (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
m)	Final Notices (includes updating title search)	Each	Actual Cost	Actual Cost				N		
n)	Final Notices, plus per Notice	Each	Actual Cost	Actual Cost				N		
o)	Additional Notices, if required	Each	Actual Cost	Actual Cost				N		
p)	Extension Agreement (includes preparation of by-law and report to Council)	Each	\$320.00	\$331.00				N		
q)	Tax Sale (does not include cost of advertisements or the cost of a survey, if needed)	Each	Actual Cost	Actual Cost				N		

TOWN OF WHITCHURCH-STOUFFVILLE  
FEES AND CHARGES BY-LAW NUMBER 2022-117-FI  
SCHEDULE "I"

SERVICE AREA: GENERAL

DEPARTMENT: FIRE & EMERGENCY SERVICES

Item	Goods/Services Provided	Unit of Measure	2022 Rate (before Tax)	Rate at Effective Date of By-law (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
1.	Request - Fire Report	Per Report	\$131.00	\$135.00				Y		
2.	Request - Investigation Report	Per Report	\$261.00	\$270.00				Y		
3.	File Search	Per Request	\$131.00	\$135.00				Y		
4.	Yearly Burn Permit	Per Request	\$46.00	\$48.00				Y		
5.	5-Day Burn Permit	Per Request	\$50.00	\$52.00				Y		
6.	Fireworks Permit, Pyrotechnics/Display	Per Request	\$131.00	\$135.00				Y		
7.	Request - Apartment/Office Inspection	Per Inspection	\$209.00	\$216.00				Y		
8.	Request-Industrial Inspections-Single Unit	Per Single Unit	\$209.00	\$216.00				Y		
	Request-Industrial Inspections-each additional	Additional Units	\$104.00	\$107.00				Y		
9.	Request- LLBO Inspection	Per Inspection	\$176.00	\$182.00				Y		
10.	Request - Day Care, Day Nursery, Home	Per Inspection	\$176.00	\$182.00				Y		
11.	Request Inspections - OTHER	Per Request	\$209.00	\$216.00				Y	Includes Specialty Burn Permits	
12.	Fire Safety Plan Review	Initial Submission	\$190.00	\$196.00				Y		
13.	Risk Safety Management Plan	Per Submission	\$67.00 per hour (minimum one hour)	\$69.00 per hour (minimum one hour)				Y		
14.	Review of Plans, Site Visits, Meetings	Per Item	\$67.00 per hour (minimum one hour)	\$69.00 per hour (minimum one hour)				Y		
15.	Fire Route Application, Site Inspection & Approval	Per Site	\$209.00	\$216.00				Y		

TOWN OF WHITCHURCH-STOUFFVILLE  
FEES AND CHARGES BY-LAW NUMBER 2022-117-FI  
SCHEDULE "I"

SERVICE AREA: GENERAL

DEPARTMENT: FIRE & EMERGENCY SERVICES

Item	Goods/Services Provided	Unit of Measure	2022 Rate (before Tax)	Rate at Effective Date of By-law (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
16.	Second Suite(to achieve compliance with Registration by-law) Inspection & Approval	Per Site	\$522.00	\$539.00				Y		
17.	Highway Incidents (under authority of the Ministry of Transportation)	Per Vehicle	\$488.40	\$543.03			20%	N	Per Apparatus As Established by the Ministry of Transportation **20% Admin cost to a maximum of \$350 per incident	Revised
		Each Additional ½ hr	\$244.20	\$271.51						Revised
18.	Motor Vehicle Incidents	Per Vehicle	\$488.40	\$543.03			20%	N		Revised
		Each Additional ½ hr	\$244.20	\$271.51						Revised
19.	Attending a False Alarm after second and subsequent alarms within a 12 month period	Per Vehicle	\$488.40	\$543.03			20%	N		Revised
		Each Additional ½ hr	\$244.20	\$271.51						Revised
20.	Attendance of each fire apparatus needed to extinguish or control Open Air Burning	Per Vehicle	\$488.40	\$543.03			20%	N		Revised
		Each Additional ½ hr	\$244.20	\$271.51						Revised

TOWN OF WHITCHURCH-STOUFFVILLE  
FEES AND CHARGES BY-LAW NUMBER 2022-117-FI  
SCHEDULE "I"

SERVICE AREA: GENERAL

DEPARTMENT: FIRE & EMERGENCY SERVICES

Item	Goods/Services Provided	Unit of Measure	2022 Rate (before Tax)	Rate at Effective Date of By-law (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
21.	All Hazardous Materials Calls - All Materials used, lost or damaged	Per Vehicle	\$488.40	\$543.03			20%	N	Per Apparatus As Established by the Ministry of Transportation **20% Admin cost to a maximum of \$350 per incident	Revised
		Each Additional ½ hr	\$244.20	\$271.51						Revised
22.	All Gas Line/Watermain Breaks that are caused by Human Error - All Materials used, lost or damaged	Per Vehicle	\$488.40	\$543.03			20%	N		Revised
		Each Additional ½ hr	\$244.20	\$271.51						Revised
23.	Indemnification Technology - Fire Marque		See Description	See Description				Y	Current MTO rate per apparatus & personnel/ hour plus any costs to Whitchurch-Stouffville Fire and Emergency Services or the Town of Whitchurch-Stouffville for each and every call	
24.	Duties as authorized under the Establishing & Regulating By-Law & the Fire Protection and Prevention Act, 1997. That would include but not limited to fire investigation services, hoarding remediation and property security.	Per Event					20%	Y	Rates vary dependent upon services provided.	
25.	Provide and install smoke and / or carbon monoxide alarms	Cost of smoke and / or carbon monoxide alarm						Y	Cost recovery	



TOWN OF WHITCHURCH-STOUFFVILLE  
FEES AND CHARGES BY-LAW NUMBER 2022-117-FI  
SCHEDULE "I"

SERVICE AREA: GENERAL

DEPARTMENT: FIRE & EMERGENCY SERVICES

Item	Goods/Services Provided	Unit of Measure	2022 Rate (before Tax)	Rate at Effective Date of By-law (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
26.	Classroom Rental	Per Day	\$407.00	\$420.00				Y		
27.	Trade Shows, Festivals. Special Functions	Per Event	\$67.00 per hour (minimum one hour)	\$69.00 per hour (minimum one hour)				Y	\$69.00 per hour to align with actual costs	
28.	Practical Extinguisher Training	Per 1 hour session up to 20 persons using department equipment	\$232.00	\$240.00				Y		
		Additional sessions for groups/businesse s requiring more than 1 session	\$102.00	\$105.00				Y		

TOWN OF WHITCHURCH-STOUFFVILLE  
FEES AND CHARGES BY-LAW NUMBER 2022-117-FI  
SCHEDULE "J"

SERVICE AREA: LEGAL

DEPARTMENT: LEGAL SERVICES

Item	Goods/Services Provided	Unit of Measure	2022 Rate (before Tax)	Rate at Effective Date of By-law (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
1.	Town's Consent to Transfer or Charge (Land Titles Act, s.118)	Each	\$161.00	\$166.00				N		
2.	Legal fees & disbursements for the registration and/or removal of each By-law Order	Each	\$549.00	\$567.00				Y	In addition to any other fees payable relating to the by-law infraction	
3.	Subdivision Agreement	Each	\$12,796.00	\$13,218.00				Y	In addition to any other applicable departmental fees quoted in this by-law.	
4.	Amendment to Subdivision Agreement	Each	\$3,893.00	\$4,021.00				Y	In addition to any other applicable departmental fees quoted in this by-law.	
5.	Earthworks Agreement	Each	\$2,782.00	\$2,874.00				Y	Plus minimum \$100,000 security deposit. In addition to any other applicable departmental fees quoted in this by-law.	
6.	Servicing Agreement	Each	\$2,226.00	\$2,299.00				Y	Plus a security deposit equal to 100% of estimated construction costs. In addition to any other applicable departmental fees quoted in this by-law.	
7.	Temporary Sales Centre Agreement	Each	\$1,603.00	\$1,656.00				Y		
8.	Temporary Model Home(s) Agreement	Each	\$3,338.00	\$3,448.00				Y	Per each model home unit.	
9.	Minor Encroachment Agreement	Each	\$1,228.00	\$1,269.00				Y	In addition to any other applicable departmental fees quoted in this by-law.	
10.	Major Encroachment Agreement	Each	\$2,550.00	\$2,634.00				Y	In addition to any other applicable departmental fees quoted in this by-law.	
11.	Condominium Agreement	Each	\$7,625.00	\$7,877.00				Y	In addition to any other applicable departmental fees quoted in this by-law.	
12.	Amendment to Condominium Agreement	Each	\$4,491.00	\$4,639.00				Y	In addition to any other applicable departmental fees quoted in this by-law.	

**TOWN OF WHITCHURCH-STOUFFVILLE**  
**FEES AND CHARGES BY-LAW NUMBER 2022-117-FI**  
**SCHEDULE "J"**

**SERVICE AREA: LEGAL**

**DEPARTMENT: LEGAL SERVICES**

Item	Goods/Services Provided	Unit of Measure	2022 Rate (before Tax)	Rate at Effective Date of By-law (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
13.	Registration of Each Phase (beyond 1st Phase) for Subdivisions and Condominiums	Beyond 1st Phase	Time billed at an hourly rate plus disbursements	Time billed at an hourly rate plus disbursements				Y	Time to be billed at the hourly rate quoted in this Schedule, together with any disbursements, in addition to any other applicable departmental fees quoted in this by-law.	
14.	Site Plan Agreements:									
a)	ORM Site Plan Agreement	Each	\$2,718.00	\$2,808.00				Y	In addition to any other applicable departmental fees quoted in this by-law.	
b)	Site Plan Agreement (simple)	Each	\$2,988.00	\$3,087.00				Y	In addition to any other applicable departmental fees quoted in this by-law.	
c)	Site Plan Agreement (complex)	Each	\$5,100.00	\$5,268.00				Y	In addition to any other applicable departmental fees quoted in this by-law.	
15.	Development Agreement	Each	\$2,040.00	\$2,107.00				Y	In addition to any other applicable departmental fees quoted in this by-law.	
16.	Development Letter of Undertaking	Each	\$549.00	\$567.00				Y	In addition to any other applicable departmental fees quoted in this by-law.	
17.	Development Charges Act Agreement	Each	\$5,100.00	\$5,268.00				Y	Agreements entered into pursuant to the Development Charges Act, or in connection with Development Charge eligible projects. In addition to any other applicable departmental fees quoted in this by-law.	
18.	Amending Agreements:									
a)	Site Plans	Each	\$1,263.00	\$1,305.00				Y	In addition to any other applicable departmental fees quoted in this by-law	
b)	Development	Each	\$1,263.00	\$1,305.00				Y	In addition to any other applicable departmental fees quoted in this by-law.	
19.	Consent or Minor Variance where Land is to be Conveyed to any Public Authorities, or on which Conservation Easements are placed.		Time billed at an hourly rate plus disbursements	Time billed at an hourly rate plus disbursements				Y	Time to be billed at the hourly rate quoted in this Schedule, together with any disbursements.	

TOWN OF WHITCHURCH-STOUFFVILLE  
FEES AND CHARGES BY-LAW NUMBER 2022-117-FI  
SCHEDULE "J"

SERVICE AREA: LEGAL

DEPARTMENT: LEGAL SERVICES

Item	Goods/Services Provided	Unit of Measure	2022 Rate (before Tax)	Rate at Effective Date of By-law (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
20.	Simple Miscellaneous Agreement (minimum)	Each	\$1,442.00	\$1,490.00				Y	In addition to any other applicable departmental fees quoted in this by-law.	
21.	Complex Miscellaneous Agreement (minimum)	Each	\$12,796.00	\$13,218.00				Y	In addition to any other applicable departmental fees quoted in this by-law.	
22.	Fill/Site Alteration Agreements and Amendments:									
a)	Under 5,000 m <sup>3</sup>	Each	\$1,668.00	\$1,723.00				Y	In addition to the applicable fees quoted in Schedule "F".	
b)	Over 5,000 m <sup>3</sup>	Each	\$8,347.00	\$8,622.00				Y	In addition to the applicable fees quoted in Schedule "F".	
23.	Demolition Deferral Agreement	Each	\$2,226.00	\$2,299.00				Y	In addition to the applicable fees quoted in Schedule "E".	
24.	Conditional Building Permit Agreement:									
a)	Residential	Each	\$3,338.00	\$3,448.00				Y	Plus \$1,000.00 per dwelling unit, and in addition to any other applicable departmental fees quoted in this by-law.	
b)	Non-residential	Each	\$6,676.00	\$6,896.00				Y	Plus \$1,000.00 per 10,000 sq ft or part thereof and in addition to any other applicable departmental fees quoted in this by-law.	
25.	Part Lot Control By-law, Public Highway and/or Deeming By-law registration fees	Each	\$384.00	\$397.00				Y		
26.	Removal of Subdivision Agreement from title/Partial Compliance (per dwelling or unit)	Each	\$384.00	\$397.00				Y		
27.	Discharge or release of a registered document not otherwise listed in this Schedule	Each	\$267.00	\$276.00				Y	Any registration fees shall be in addition to this amount.	

## Page 69 of 85

**DEPARTMENT: LEGAL SERVICES**

[illegible]

**TOWN OF WHITCHURCH-STOUFFVILLE**  
**FEES AND CHARGES BY-LAW NUMBER 2022-117-FI**  
**SCHEDULE "K"**

**SERVICE AREA: LEISURE & COMMUNITY SERVICES**

Fees and charges are governed by the Leisure & Community Services User Fee Schedule and associated User Fee Policy.

TOWN OF WHITCHURCH-STOUFFVILLE  
FEES AND CHARGES BY-LAW NUMBER 2022-117-FI  
SCHEDULE "L"

SERVICE AREA: CORPORATE WIDE

DEPARTMENT: Miscellaneous

Item	Goods/Services Provided	Unit of Measure	2022 Rate (before Tax)	Rate at Effective Date of By-law (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
1.	Photocopies: (8.5"x11", 11"x14", 11"x17")									
a)	Black and White	Per Page	\$0.06	\$0.07				Y	Charge for additional staff time for Information Search may apply.	
b)	Colour Copies	Per Page	\$0.59	\$0.61				Y		
2.	Large Scale Copies: (24"X36")									
a)	Black and White	Per Page	\$2.09	\$2.16				Y	Charge for additional staff time for Information Search may apply.	
b)	Colour Copies	Per Page	\$20.89	\$21.58				Y		
3.	Corporate Administrative 20% of Actual Cost							N	20% of Actual Cost, where applicable	
4.	Responding to requests for non-listed, non-prescribed or outside Municipal Services	Each	Actual Cost	Actual Cost			20% Admin Fee	Y	Actual Cost plus 20% Admin Fee	
5.	External Reproduction of Plans	Cost of Reproduction	Cost	Cost			20% Admin Fee	Y		
6.	Information Search	Hourly						Y	Hourly rate plus Corporate Administrative overhead defined under Schedule "L" 3. Will be used to cover staff time where other fees do not apply.	

TOWN OF WHITCHURCH-STOUFFVILLE  
FEES AND CHARGES BY-LAW NUMBER 2022-117-FI  
SCHEDULE "M"

SERVICE AREA: PUBLIC WORKS - ADMINISTRATION and ROADS

DEPARTMENT: PUBLIC WORKS

Item	Goods / Services Provided	Unit of Measure	2022 Rate (before Tax)	Rate at Effective Date of By-law (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
1.	Cost Recovery Administration Fee:									
a)	Administration Fee - Private Developers and Contractors		20%	20%				N	Applies to all recoverable work provided to Developers, Contractors	
b)	Administration Fee - Residents		10%	10%				N	Applies to all recoverable work provided to residents only	
c)	Construction Investigation: (commencement of work prior to the issuance of a Permit)	Wherever any work for which a permit is required and has commenced without the authorization of a permit, an "Investigation and Administration" fee shall be paid in addition to all other fees payable. This fee shall be 200% of the Applicable Permit Fee, plus any additional staff time or usage of Town or contracted resources charged at 200% of actual costs.					Y	N	Applies for Encroachment permits, Road Occupancy Permits, Permits to Connect (water & sewer), road closures or any other Public Works related permit	
d)	Review of Development Applications	Per Hour	N/A	\$64.00				N	Applies to Operations Staff reivew of site plans, subdivisions, municipal consents, assumption inspections	New
2.	Encroachment Permits / Agreements:									
a)	Application Fee	Each	\$58.00	\$60.00				N	Application fee for technical review. Non-refundable.	
b)	Minor Encroachment Permit	Each	\$124.00	\$128.00				N	New entrances, driveway widening, landscaping etc.	
c)	Major Encroachment Permit or Agreement	Each	\$1,702.00	\$1,758.00				N	Permanent Structures (Plus Admin & Legal Fees - See Schedule "J")	



TOWN OF WHITCHURCH-STOUFFVILLE  
FEES AND CHARGES BY-LAW NUMBER 2022-117-FI  
SCHEDULE "M"

SERVICE AREA: PUBLIC WORKS - ADMINISTRATION and ROADS

DEPARTMENT: PUBLIC WORKS

Item	Goods / Services Provided	Unit of Measure	2022 Rate (before Tax)	Rate at Effective Date of By-law (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
d)	Curb Cut for Driveway, or installation of driveway culvert	Each	Actual Cost	Actual Cost			Y	N	Curb cut or culvert installation for new entrance or driveway widening with Encroachment Permit (Entrance Permit). A deposit of \$500 required prior to commencement of work. Actual cost plus admin fee taken from deposit and remaining deposit refunded upon completion of work.	
3.	Municipal Consent Application Fee (Utility Companies):	Each	\$454.00	\$469.00				N		
4.	Road Occupancy Permit:									
a)	Application Fee	Each	\$58.00	\$60.00				N	Application fee for technical review. Non-refundable.	
b)	Installation of Utility - With Municipal Access Agreement or Municipal Franchise Agreement (Utility Companies )	Each	\$60.00	\$62.00				N	No Application Fee Required if Covered by Annual Administration Fee in the Municipal Access Agreement.	
c)	Installation of Utility - No Municipal Access Agreement (Utility Companies), Private Contractors working in Road Allowance, Storage of Materials or Equipment on Road Allowance, and/or Filming	Each	\$170.00	\$176.00				N	Application Fee required. Permit covers construction/excavation activities, storage, filming or vendor sidewalk usage in the Road Allowance. Area Based Occupancy Fee or Lane Closure fee apply (with the exception of storage of materials). Road Damage Security Deposit is required.	
d)	Road Occupancy Permit Renewal	Each	\$60.00	\$62.00				N	Renewal conditions as identified on the original permit issued. Permits are valid for 15 days from project start date provided on road occupancy permit application.	Revised Description
e)	Area Based Occupancy Fee	Per square metre/day	\$0.53	\$0.55				N	Applies to long-term occupation of roads (24 hours or longer in duration), boulevards, sidewalks and on-street parking spaces for the duration of building or construction related activities.	

TOWN OF WHITCHURCH-STOUFFVILLE  
FEES AND CHARGES BY-LAW NUMBER 2022-117-FI  
SCHEDULE "M"

SERVICE AREA: PUBLIC WORKS - ADMINISTRATION and ROADS

DEPARTMENT: PUBLIC WORKS

Item	Goods / Services Provided	Unit of Measure	2022 Rate (before Tax)	Rate at Effective Date of By-law (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
f)	Lane Closure Fee	Per linear metre/hour	\$0.16	\$0.17				N	Short-term lane closures (shorter than 24 hours in duration) associated with construction. Applies to each lane of the roadway closed or occupied.	
g)	Aerial Crane Trespass Fee	Per day	\$22.44	\$23.18				N	Aerial Cranes or Tower Cranes encroaching municipal lands or Road Allowances (Air Rights),and any Aerial Crane greater than 10-metres in height. Deposit of twice the estimated time the crane will be present is payable at the time of Building Permit issuance with Construction Access Application. Balance refunded upon removal of crane	
h)	Construction Access Application with Building Permit	Each	\$58.00	\$60.00				N	Road Damage Deposit is required with all Building permits, Demolition Permits, and Pool Enclosure Permits; except minor permits such as: interior work, accessory buildings and decks. Note: The Construction Access Application Fee is paid at the time Building Permit(s) are applied for. The Application Fee recovers costs for Public Works Staff Review and Inspection during construction. Additional Road Occupancy or Encroachment Permits and Fees may apply.	
i)	Traffic Count Equipment Occupancy Permit	Annually	\$306.00	\$316.00				N	For traffic counting equipment road occupancy. Applicant is required to report all locations being utilized prior to equipment being set up once fee is paid.	
5.	Road Occupancy Damage Security	Each	\$510.00	\$1,000.00				N	Minimum Cash Security required. Applicable to: storage of materials, construction Access with Building Permit, fill permit etc. Additional Security may be required for Site Plan, Development, fill permit etc.	Revised

TOWN OF WHITCHURCH-STOUFFVILLE  
FEES AND CHARGES BY-LAW NUMBER 2022-117-FI  
SCHEDULE "M"

SERVICE AREA: PUBLIC WORKS - ADMINISTRATION and ROADS

DEPARTMENT: PUBLIC WORKS

Item	Goods / Services Provided	Unit of Measure	2022 Rate (before Tax)	Rate at Effective Date of By-law (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
6.	Temporary Road Closure - Community Events Requiring Road Closure with Permit:									
a)	Neighbourhood Event Permit Application	Each Event	\$99.00	\$102.00				N	Private Neighbourhood Event Application Fee. No Road Occupancy Permit Fee required.	
b)	Special Event requiring Permit Application requiring a Road Closure and Road Occupancy Permit									
i.	Special Event requiring Road Closure Permit	5km Race/Walk	\$170.00	\$176.00				N	Event Application and Review Applies to: Race/Walk Parades, Festivals and Events Requiring Road Closure.	
ii.		Each								
iii.		Special Events Requiring Road Closure								
c)	Race/Walk Parades, Festivals and Events Requiring Road Closure	Per Hour	Actual Cost	Actual Cost			10%	N	Staff & Vehicle/Equipment Time and Paid Duty Police (as required by the Town) for Set-up and Removal	Revised Description
d)	Barricades & Traffic Control Sign Supply	Each	\$5.00	\$5.17				N		
e)	Closure Notice Signage	Each	Actual Cost	Actual Cost			Y	N	Cost for all Closure Notice signs provided by the Town	
7.	Community Event Banner:									
a)	Installation of Community Event Banner	Each	\$340.00	\$351.00				Y	Fee includes recovery of costs to put up and take down banner. Additional Fee for replacement of damaged banners.	
b)	Emergency Removal of Banners	Per Hour	Actual Cost	Actual Cost				Y	Removal damaged banner - Contractor Call-out Costs	

TOWN OF WHITCHURCH-STOUFFVILLE  
FEES AND CHARGES BY-LAW NUMBER 2022-117-FI  
SCHEDULE "M"

SERVICE AREA: PUBLIC WORKS - ADMINISTRATION and ROADS

DEPARTMENT: PUBLIC WORKS

Item	Goods / Services Provided	Unit of Measure	2022 Rate (before Tax)	Rate at Effective Date of By-law (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
c)	Main St Streetlight Banners	Per Pole	\$6.01	\$6.20				Y	Installation and removal of streetlight pole banners on Main St between Albert St & Park Dr. Minimum charge \$225	
8.	Stormwater Rate:									
a)	Residential	Each	\$34.00	\$35.00				N	Annual rate for each residential property serviced by municipal water and sanitary sewer services	
b)	Commercial, Industrial and Multi-residential	Each	\$131.00	\$135.00				N	Annual rate for each commercial, industrial and multi-residential property serviced by municipal water and sanitary sewer services	
9.	Drawings and Traffic Count Requests:									
a)	Traffic Counts	Each	\$79.00	\$82.00				Y	Per location. Digital only.	
b)	Drawing Requests - First Drawing	Each	\$52.00	\$54.00				Y	Provide as-constructed drawings to external clients. For first drawing only, each additional drawing as per item 9 c). Digital format only. Utility companies are exempt from this fee	Revised Description
c)	Drawing Requests - Each additional Drawing	Each	\$5.00	\$5.17				Y	Provide as-constructed drawings to external clients. First drawing as per item 9 b). Digital format only. Utility companies are exempt from this fee	Revised Description

TOWN OF WHITCHURCH-STOUFFVILLE  
FEES AND CHARGES BY-LAW NUMBER 2022-117-FI  
SCHEDULE "M"

SERVICE AREA: PUBLIC WORKS - ADMINISTRATION and ROADS

DEPARTMENT: PUBLIC WORKS

Item	Goods / Services Provided	Unit of Measure	2022 Rate (before Tax)	Rate at Effective Date of By-law (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
10.	Trees:									
a)	Tree Preservation Security	Per Tree	\$1,020.00	\$1,000.00				N	Based on the Trunk Method of Appraisal as determined by the Council of Landscape Appraisers Guide to Plant Appraisal, 9 <sup>th</sup> edition (as amended) or a minimum \$1,000 per tree if the Tree Method Appraisal is determined to be under \$1,000. Applicable to trees in the Town's road allowance and on Town property only. Release of the security will be conducted thirty-six (36) months after occupancy has been approved to the Developer/Resident and a post-construction inspection of the tree is conducted by the Town's Certified Arborist and it is determined no removal, damage or injury to the tree has occurred	Revised
b)	Tree Removal Compensation	Per Tree	\$1,000.00	\$1,000.00				N	Based on the Trunk Method of Appraisal as determined by the Council of Landscape Appraisers Guide to Plant Appraisal, 9 <sup>th</sup> edition (as amended) or a minimum \$1,000 per tree if the Tree Method Appraisal is determined to be under \$1,000. Applicable to trees in the Town's road allowance and on Town property only	
c)	Arborist Inspection Fee	Per Hour	\$78.34	\$79.52				N	Where an inspection is undertaken in order to determine compliance with this By-law or the conditions of any permit. Applicable to trees in the Town's road allowance and on Town property only	

TOWN OF WHITCHURCH-STOUFFVILLE  
FEES AND CHARGES BY-LAW NUMBER 2022-117-FI  
SCHEDULE "M"

SERVICE AREA: PUBLIC WORKS - WASTE MANAGEMENT

DEPARTMENT: PUBLIC WORKS

Item	Goods / Services Provided	Unit of Measure	2022 Rate (before Tax)	Rate at Effective Date of By-law (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
1.	User Pay Garbage Stickers	Each	\$2.00	\$2.25				N		Revised
2.	Blue Boxes	Each	\$16.00	\$17.00				Y		
3.	Green Bins	Each	\$36.00	\$37.00				Y		
4.	Kitchen Containers	Each	\$8.00	\$8.00				Y		
5.	95 Gallon Blue Totes (multi-residential)	Each	\$250.00	\$258.00				Y	Includes delivery to location	
6.	Backyard Composters	Each	\$79.00	\$82.00				Y	Includes delivery to location	
7.	Waste Cleanup Fee	Each	Actual Cost	Actual Cost			Y	Y	\$115.00/hour Clean-up crew, plus disposal fee (minimum charge 1 hour)	
8.	40 Yard Bin for Special Events	Each	N/A	\$325.00				Y		New

TOWN OF WHITCHURCH-STOUFFVILLE  
FEES AND CHARGES BY-LAW NUMBER 2022-117-FI  
SCHEDULE "M"

SERVICE AREA: PUBLIC WORKS - WATER / WASTEWATER

DEPARTMENT: PUBLIC WORKS

Item	Goods/Services Provided	Unit of Measure	2022 Rate (before Tax)	Rate at Effective Date of By-law (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
1.	Water Rates - Metered Accounts:									
a)	Water Consumption	Per Cubic Metre	\$2.2371	\$2.2371				N		
2.	Wastewater Rates - Metered Accounts:									
a)	Sewage Disposal	Per Cubic Metre	\$3.0728	\$3.0728				N		
3.	Fixed Charge									
a)	Water meter size installed at property and receiving water only services	Under 1-inch	\$75.00	\$75.00				N		
b)	Water meter size installed at property	Under 1-inch	\$100.00	\$100.00				N		
c)	Water meter size installed at property	1-inch	\$140.00	\$140.00				N		
d)	Water meter size installed at property	1.5-inch	\$260.00	\$260.00				N		
e)	Water meter size installed at property	2-inch	\$320.00	\$320.00				N		
f)	Water meter size installed at property	Greater than 2-inch	\$700.00	\$700.00				N		
4.	Water & Sewer Billing - Unmetered Accounts:									
a)	Penalty Consumption Prior to Water Meter Installation	Each Billing Period (3-months)	\$425.00	\$425.00				N	For contravention of By-law 2018-055-WS section 11.13. Calculated based on 80 m <sup>3</sup> / cycle at the combined Water and Wastewater Rate.	

TOWN OF WHITCHURCH-STOUFFVILLE  
FEES AND CHARGES BY-LAW NUMBER 2022-117-FI  
SCHEDULE "M"

SERVICE AREA: PUBLIC WORKS - WATER / WASTEWATER

DEPARTMENT: PUBLIC WORKS

Item	Goods/Services Provided	Unit of Measure	2022 Rate (before Tax)	Rate at Effective Date of By-law (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
b)	Water - Minimum Connection Fee - Occupied Building (Exemption)	Each Billing Period (3-months)	\$44.00	\$45.00				N	Occupied Buildings within Mandatory Connection Areas without private service connection to municipal services (exempted properties only - Applicable only to original exempted Owner)	
c)	Wastewater Minimum Connection Fee - Occupied Building (Exemption)	Each Billing Period (3-months)	\$51.00	\$53.00				N	Occupied Buildings within Mandatory Connection Areas without private connection to municipal services (exempted properties only - Applicable only to original exempted Owner)	
5.	Commercial Bulk Water Supply:									
a)	Water from Bulk Dispensing Machine	Per Cubic Metre	\$3.53	\$3.53				N	Combined York Region Water and Sewer Rate, plus \$0.35/m3 Dispensing System	
b)	Water from Hydrants									
i.	Consumption	Per Cubic Metre	\$7.43	\$7.43				N		
ii.	Hydrant Connection Permit	Per Hookup	\$218.00	\$225.00				N		
iii.	Security Deposit/Damage Deposit	Per Hookup	\$5,000.00	\$5,165.00				N	Deposits refunded less any Town costs	
6.	Water and Sewer Permit Development Applications									
a)	Drinking Water Works Permit Fee - Development Application	Per Application	\$1,352.00	\$1,397.00				N	Addition or modification to Water Distribution System	



TOWN OF WHITCHURCH-STOUFFVILLE  
FEES AND CHARGES BY-LAW NUMBER 2022-117-FI  
SCHEDULE "M"

SERVICE AREA: PUBLIC WORKS - WATER / WASTEWATER

DEPARTMENT: PUBLIC WORKS

Item	Goods/Services Provided	Unit of Measure	2022 Rate (before Tax)	Rate at Effective Date of By-law (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
b)	Amendment to the Drinking Water Works Permit	Per Hour	N/A	\$64.00				N	Addition or modification to Water Distribution System that does not meet the criteria of the Town's Drinking Water Works Permits MECP Cost Worksheet for Part V SDWA Applications - Drinking Water Works Permits	New
c)	Consolidated Linear Environmental Compliance Approval Storm Sewers	Per Application	N/A	\$1,500.00				N	Applies to addition or modification to the stormwater managment system	New
d)	Consolidated Linear Environmental Compliance Approval Storm Sewers with Oil Grit Separator(s)	Per Application	N/A	\$2,500.00				N	Applies to addition or modification to the stormwater management system that includes an OGS	New
e)	Consolidated Linear Environmental Compliance Approval Sanitary Sewers	Per Application	N/A	\$1,500.00				N	Applies to addition or modification to the sanitary collection system	New
f)	Consolidated Linear Environmental Compliance Approval Pumping Station	Per Application	N/A	\$5,000.00				N	Applies to addition or modification to a pumping station	New
g)	Environmental Compliance Approval Amendment	each	N/A	\$1,000.00				N		New
7.	Use of Water - Development and Building - Unmetered Usage:								Cost of water used during construction of a subdivision or site plan development. Cost includes water used during system commissioning and building construction	
a)	System Commissioning and Construction Water									
i.	Residential Subdivision, Site Plan and low-rise Condominium	Per Dwelling Unit	\$451.34	\$451.34				N	Per lot or dwelling unit based on 85 cubic metres per unit, at the combined Town Water & Wastewater Rate. Low rise building is defined as 4-8 stories as per the Town's Urban Design Guidelines	

TOWN OF WHITCHURCH-STOUFFVILLE  
FEES AND CHARGES BY-LAW NUMBER 2022-117-FI  
SCHEDULE "M"

SERVICE AREA: PUBLIC WORKS - WATER / WASTEWATER

DEPARTMENT: PUBLIC WORKS

Item	Goods/Services Provided	Unit of Measure	2022 Rate (before Tax)	Rate at Effective Date of By-law (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
ii.	High-rise Residential/Commercial Building	Per Building Unit	\$225.67	\$225.67				N	Per dwelling unit or commercial unit based on 42.5 cubic metres per unit at the combined Town Water & Wastewater Rate. High Rise building is defined as over 8 stories or higher as per the Town's Urban Design Guidelines	
iii.	Industrial/Commercial/Institutional - Building	Per 1000 Sq.Ft	\$84.96	\$84.96				N	Per 1,000 sq ft based on 16 cubic metres at the combined Town Water and Wastewater Rate	
iv.	Industrial/Commercial/Institutional - Site Servicing	Per Hectare	\$557.54	\$557.54				N	Per hectare based on 105 cubic metres per hectare, at the combined Town Water & Wastewater Rate	
v.	Water Quality Maintenance Flushing	Per Minute	\$37.17	\$37.17				N	Calculated based on recorded flushing time. 7.0 cubic metres/minute. Combined Town Water and Sewer Rate	
b)	Fire Flow Testing - Development Related									
i.	Operation of Hydrants for Fire Flow Test	Each	\$65.80	\$83.03				Y	Staff Time to operate hydrants and valves for fire flow testing for Developers and Contractors	Revised
ii.	Use of Water During Fire Flow Test	Each	\$185.85	\$185.85				N	Calculated based on minimum 5-minute flow test at 7.0 cubic metres/minute. Additional Minutes may be charged for excessive flow times. Combined Water and Sewer Rate applies.	

TOWN OF WHITCHURCH-STOUFFVILLE  
FEES AND CHARGES BY-LAW NUMBER 2022-117-FI  
SCHEDULE "M"

SERVICE AREA: PUBLIC WORKS - WATER / WASTEWATER

DEPARTMENT: PUBLIC WORKS

Item	Goods/Services Provided	Unit of Measure	2022 Rate (before Tax)	Rate at Effective Date of By-law (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
8.	Water Meter Supply and Installation:									
a)	Installation and Supply of Water Meter - 3/4 x 3/4-inch size (Standard Residential)	Per Meter	\$486.00	\$502.00				Y	Installed by Town Contractor, cost recovery for supply and installation of a new water meter. 5/8 x 3/4 - inch size is not applicable	
b)	Installation and Supply of Water Meter - 1-inch size (Standard Residential)	Per Meter	\$640.00	\$661.00				Y		
c)	Supply Water Meter, any Other Size	Per Meter	Actual Cost of Meter	Actual Cost of Meter			20%	Y	Excluding installation	
d)	Installation of Other Sized Water Meter	Per Meter	Actual Cost of Installation	Actual Cost of Installation			20%	Y	Installed by Town Contractor	
e)	Replacement of Frozen/Damaged Meter, during regular Municipal Business Hours	Per Meter	\$496.00	\$512.00			10%	Y	Supply and installation of Meter. Standard Residential Sized Meter (1-inch or smaller). By Town contractor	
f)	Replacement of Frozen/Damaged Meter After Hours	Per Meter	Actual Cost of Installation	Actual Cost of Installation			10%	Y	Supply and installation of Meter. Standard Residential Sized Meter (1-inch or smaller).	
g)	Removal and testing of standard size meter, at Property Owner Request	Per Meter	\$299.00	\$309.00				Y	Deposit of full fee amount is required, refundable if meter found to be defective. Larger Size meters will be charged at actual cost.	
h)	Missed Appointments for Services of Town Plumber for the meter installation or repair	Each	Actual cost of labour	Actual cost of labour			\$40.00	Y		
i)	Manual water meter reading	Per Visit	\$125.00	\$129.00				N	Quarterly reading of water meters not on Automatic Meter Reading technology	

TOWN OF WHITCHURCH-STOUFFVILLE  
FEES AND CHARGES BY-LAW NUMBER 2022-117-FI  
SCHEDULE "M"

SERVICE AREA: PUBLIC WORKS - WATER / WASTEWATER

DEPARTMENT: PUBLIC WORKS

Item	Goods/Services Provided	Unit of Measure	2022 Rate (before Tax)	Rate at Effective Date of By-law (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
j)	Capital Charge for New Connections	Each	\$157.00	\$162.00				N	One-time charge for new water and wastewater connections	
9.	Water Turn Off/Turn On Services:									
a)	Water Turn-Off and Turn-On during Regular Municipal Working Hours	Each	\$92.00	\$95.00				N	Payment of only 1 fee required if the turn-of and turn-on service occurs on the same business day, during regular business hours. Additional fee (1 each) applies if scheduled service is not the same day. After hours fee (8 b) may apply.	
b)	Water Turn Off and Turn On after Regular Municipal Working Hours	Each	\$235.00	\$243.00				N	Emergency shutoff only, operator call-out fee	
10.	Water Service Connection:									
a)	Permit to Disconnect or Connect - (25mm service size, or less)	Each	\$92.00	\$95.00				N	Required for all new or replacement connections with Building Permit or Site Servicing	Revised
b)	Permit to Disconnect or Connect - (Greater than 25mm service size)	Each	\$886.00	\$915.00				N	Required for all new or replacement connections with Building Permit or Site Servicing	Revised
c)	Connection Installation Cost - Deposit	Per Connection	Minimum \$10,000.00	Minimum \$10,000.00				N	An initial deposit of 100% of the estimated cost with a minimum of \$10,000	
d)	Connection Cost - Residential	Per Connection	Actual Cost	Actual Cost			10%	N	Recovered from Deposit	
e)	Connection Cost - Commercial, Industrial, Multi-Residential	Per Connection	Actual Cost	Actual Cost			20%	N	Recovered from Deposit	

TOWN OF WHITCHURCH-STOUFFVILLE  
FEES AND CHARGES BY-LAW NUMBER 2022-117-FI  
SCHEDULE "M"

SERVICE AREA: PUBLIC WORKS - WATER / WASTEWATER

DEPARTMENT: PUBLIC WORKS

Item	Goods/Services Provided	Unit of Measure	2022 Rate (before Tax)	Rate at Effective Date of By-law (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
11.	Waste Water Service (sanitary and/or storm sewer) Connection:									
a)	Permit to Connect - (125mm service size, or less)	Each	\$92.00	\$95.00				N	Required for all new or replacement connections with Building Permit	Revised
b)	Permit to Connect - (Greter than 125mm service size)	Each	\$886.00	\$915.00				N	Required for all new or replacement connections with Building Permit	Revised
c)	Connection Cost Deposit	Per Connection	Minimum \$10,000.00	Minimum \$10,000.00				N	An initial deposit of 100% of the estimated cost with a minimum of \$10,000	
d)	Connection Cost - Residential	Per Connection	Actual Cost	Actual Cost			10%	N	Recovered from Deposit	
e)	Connection Cost - Commercial, Industrial, Multi-Residential	Per Connection	Actual Cost	Actual Cost			20%	N	Recovered from Deposit	
12.	Sewer Lateral Blockage Clearing and Video Inspection Service:									
a)	Call-out of Plumbing Contractor	Each	Actual Cost	Actual Cost			10%	N	Charge-back of actual cost applies when the Property owner requests clearing and inspection and the blockage is determined to be a defect in private plumbing or the result of debris build-up in plumbing; or is otherwise determined to be the property owner's responsibility. No Charge if determined that the blockage is the responsibility of the municipality. Up to 2-hour Service Call.	
b)	Additional Time After 2-hour Call-out Minimum	Each hour	Actual Cost	Actual Cost			10%	N	Over 2 hours, Call-out	