

Town of Georgina Planning Application and Service Fees By-law Review Council Meeting



Wednesday, September 19th, 2018

HEMSON
Consulting Ltd.



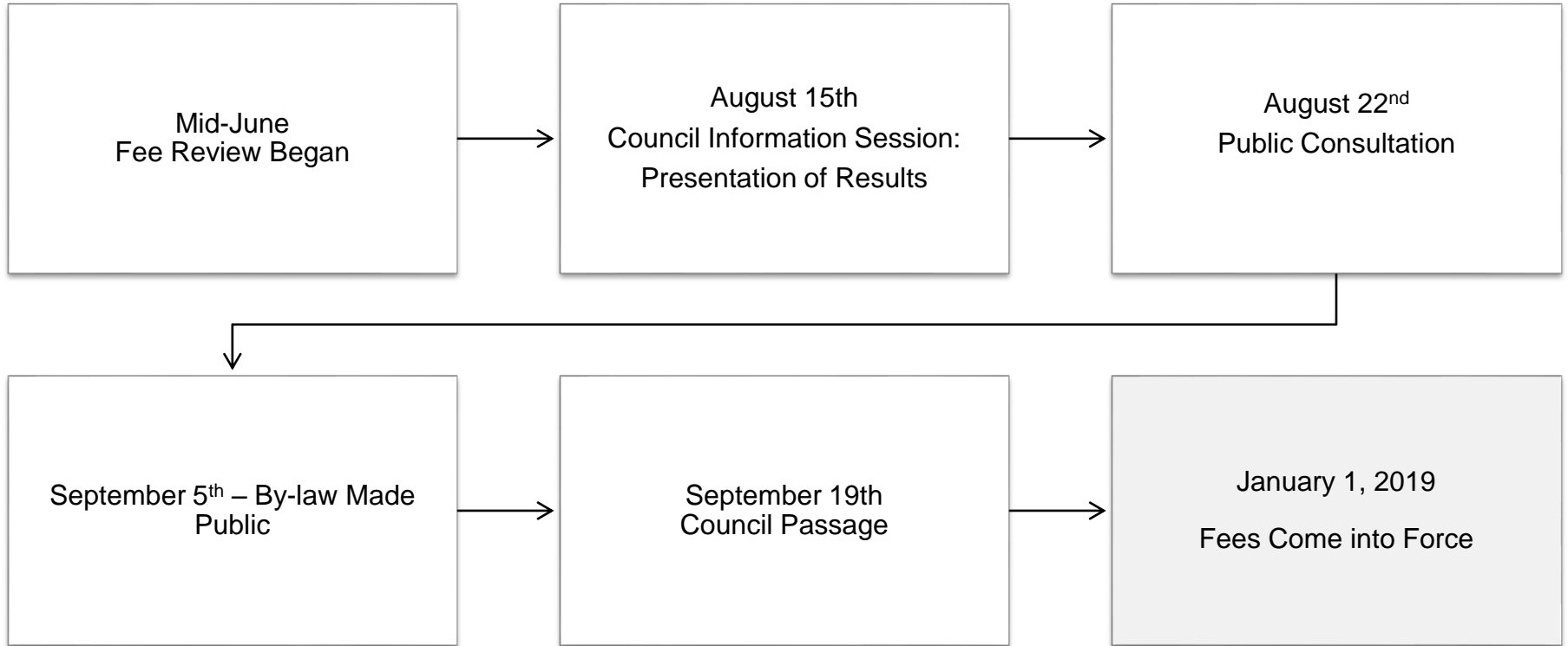
Today we will discuss...

1. Study background and context
2. Summary of Cost Analysis
3. Fee By-law Recommendations

Study Objectives

- Identify the full cost of providing planning application review service
- Develop potential fee rates & structures that are full and fair
- Comparative review of user fees in other municipalities
- Information to be used when setting fee rates (full cost recovery or otherwise)

Process to Date



Summary of Public Consultation

- Two participants attended
- Key comments received:
 - Provide discounts on multiple consents
 - Harmonize joint Subdivision and Condominium application fees
 - Maintain a low fee for removal of “H” – this often relates to the fulfillment of a condition
 - Consider existing OP policies which may hinder redevelopment as greenfield land supply diminishes
 - Pre-consultation fees may result in more informal inquiries and meeting requests
- Comments have been considered and are reflected in the proposed Planning Applications and Services Fees By-law

Provincial Policy Context

Planning Act:

- Allows Town to “establish a tariff of fees for the processing of applications made in respect of planning matters”
- Fees “shall be designed to meet only the anticipated cost...in the respect of the processing of each type of application”
- Applicants can appeal fees to LPAT
- Council may waive or reduce any fee at any time

Municipal Act:

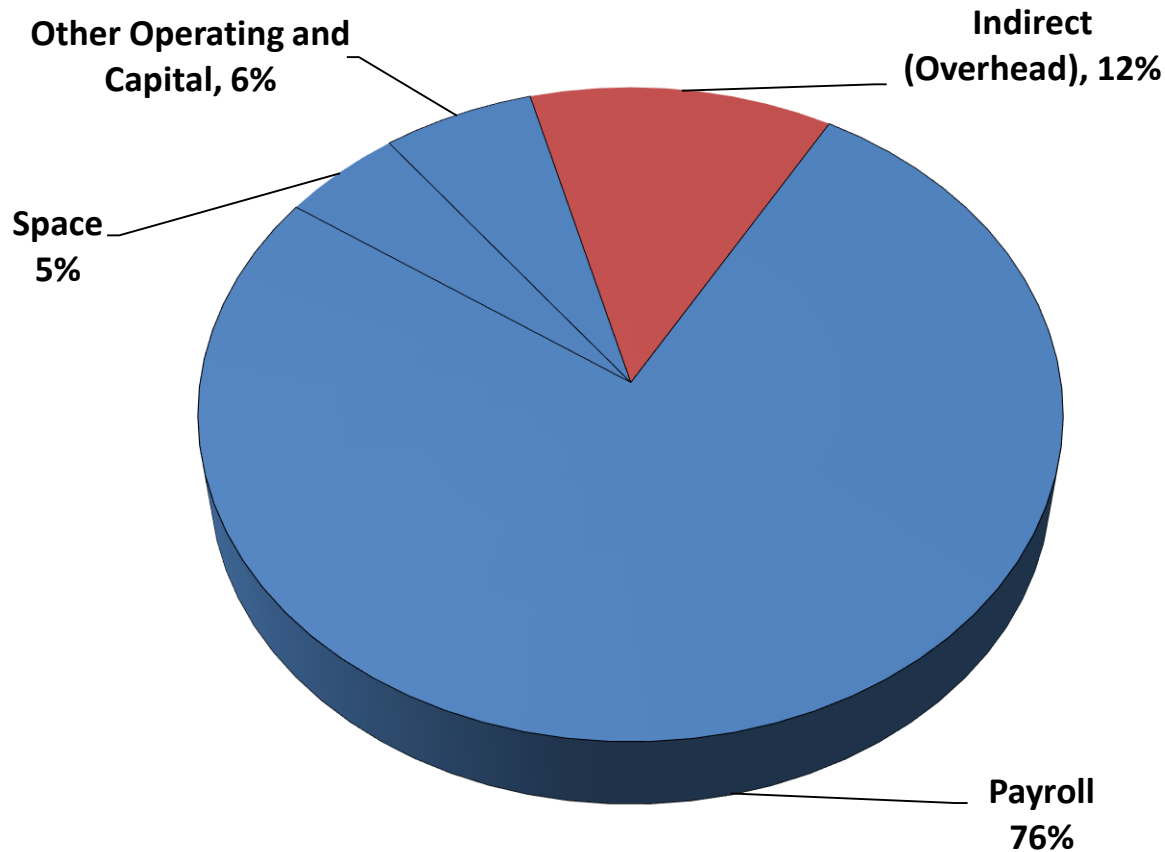
- Allows Town to establish fees for service being provided or for services provided on its behalf

Total Cost of Service

- Direct Costs
 - of departments that provide service (by application type for planning)
 - of departments that support service provides (e.g. Fire, Parks and Recreation)
 - Includes payroll, space, & other capital/operating costs
- Indirect Costs
 - appropriate share of costs of corporate departments (e.g. Finance, General Administration, Town Council, etc.)
 - Costs of corporate departments taken from 2018 budget

Planning Cost Summary

Total Annual Cost* = \$1.07 Million



**Projected 5-year average annual cost*

- Relationship between direct and indirect costs is reasonable
- Payroll represents the largest component
- Capital asset management requirements included in calculations
- Legal /external consulting costs are assumed to be charged to the applicant as costs are incurred

Fee By-law Recommendations

- Most full cost recovery fees calculated are brought forward to fee by-law. Notable exceptions:
 - Minor Variance Applications reduced to \$1,400 (from \$2,900)
 - Application fees for Deeming By-law approval or Repeal of Deeming By-law approval have been separated
 - A “Minor” and “Major” Application differentiation has been made for Removal of the Holding Zone provision
 - A fee discount for multiple consent applications which are submitted concurrently
 - Joint Applications will receive a 10% discount on the base fee
- Fees generally fall within the benchmark average and Town remains very competitive

Fee By-law Recommendations

- Pre-Consultation services:
 - Estimated full cost fee is **\$3,300** per application
 - Fee of **\$750** per meeting is being recommended but 50% is reimbursed upon application submission
 - Comparable municipalities charge ~ \$500 to \$1,500
- Consideration on an exemption from the “2-Year Time-out window” - \$1,500 per consideration
- Other “new fees” that were presented at the August 15th 2018 session are being deferred until a later time

Overall Conclusions

- Most Fees are being recommended at full cost recovery with the exception of some fee adjustments made to reflect consultation sessions
- Fees generally fall within the benchmark average and Town remains very competitive
- Annual indexing and Five year reviews
 - Earlier review may be required to adjust for a change in development outlook.