



City of Brampton Planning Application Fees Review

Planning and Development Committee
October 21, 2024

Introduction



Project Purpose: Review a selection of the City's development application fees and make recommendations to provide for reasonable full cost recovery

Key Components:

- Develop process maps & effort estimates, and validate annual capacity results
- Compile benchmarking data from municipal comparators within the GTHA
- Construct A.B.C. model to quantify direct, indirect, and capital costs of processing applications incurred by various divisions
- Analyze cost recovery levels supported by current fees and assess impact of under-recovery on tax base
- Recommend fee adjustments and fee structure changes with regard for municipal best practices

Development Applications Reviewed:

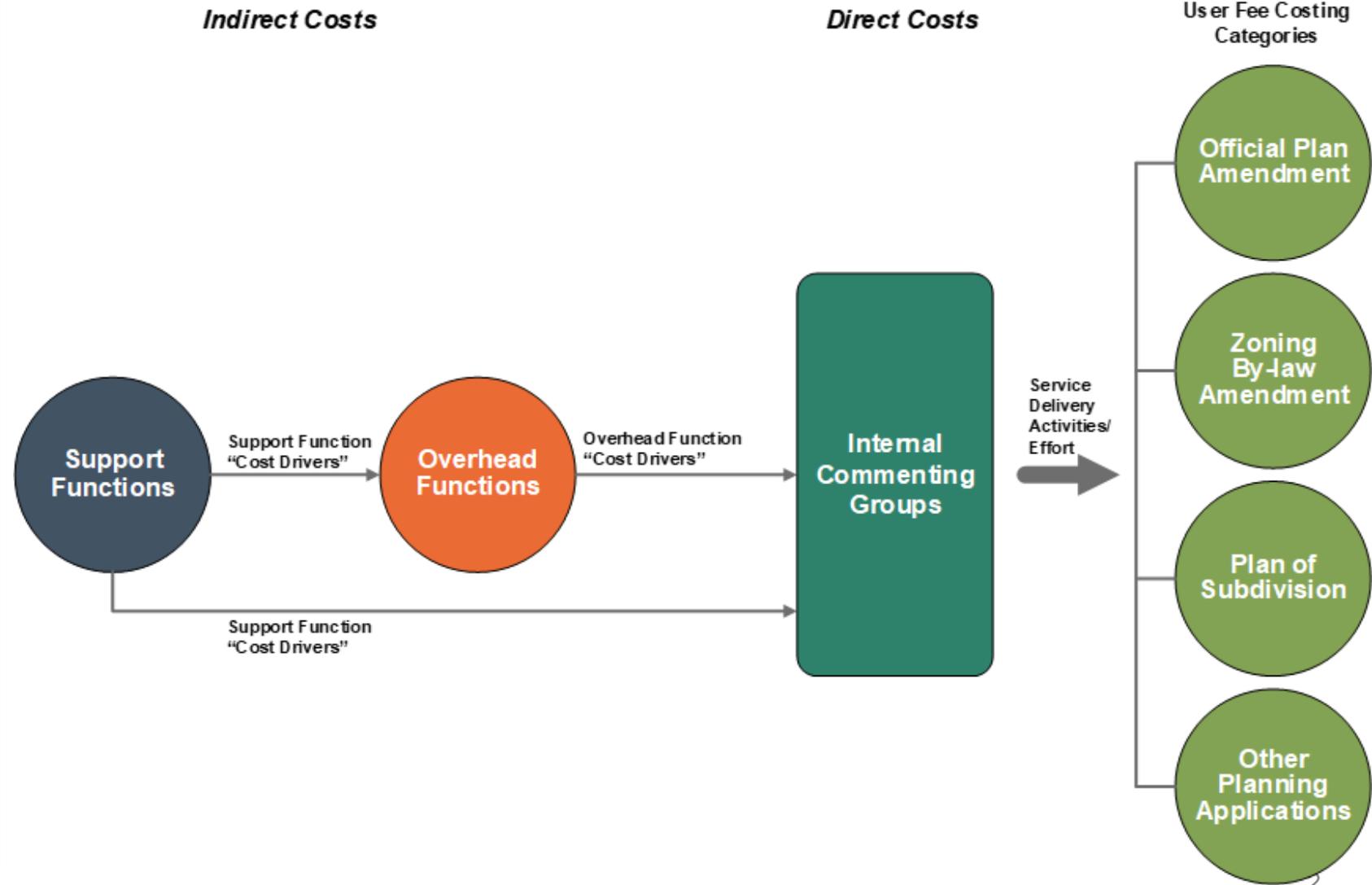
- Official Plan Amendment
- Zoning By-law Amendment, including Temporary use By-laws and the Lifting of a Holding provision
- Draft Plan of Subdivision
- Draft Plan of Condominium
- Site Plan
- Pre-Consultations
- Minor Variance
- Consent

Legislative Context & Activity Based Costing Methodology



Legislative Context

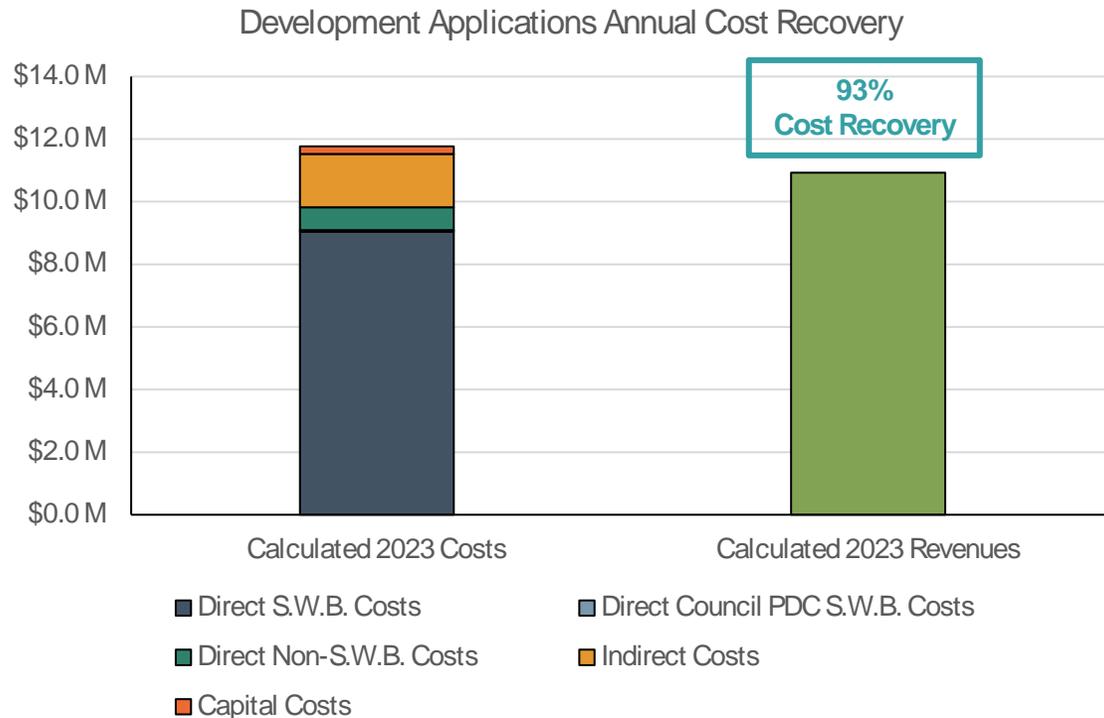
- Planning application fees are governed by s.69 of the Planning Act
- Municipalities can recover the anticipated costs of processing, by type of application
- Fees may be paid under protest and appealed to the Ontario Land Tribunal (OLT)
- No public process required in setting fees



Full Costs and Cost Recovery Levels



- 2023 application volumes and characteristics were used to illustrate annual costs of processing relative to application fee revenues generated



Application Type	Calculated 2023 Costs	Calculated 2023 Revenues	Cost Recovery %
Pre-consultation	\$ 2,581,415	\$ 645,000	25%
Official Plan Amendment	\$ 2,297,888	\$ 7,644,863	333%
Zoning By-law Amendment (Simple)			
Zoning By-law Amendment (Complex)			
Draft Plan of Subdivision (Simple)			
Draft Plan of Subdivision (Complex)			
Temporary Use ZBA	\$ 152,473	\$ 8,220	5%
Lifting of a Holding Provision	\$ 16,633	\$ 6,400	38%
Site Plan (Simple)	\$ 625,819	\$ 278,065	44%
Site Plan (Complex)	\$ 628,784	\$ 998,731	159%
Draft Plan of Condominium	\$ 163,291	\$ 472,608	289%
Minor Variance	\$ 4,994,854	\$ 737,770	15%
Consent	\$ 304,701	\$ 131,490	43%
Total	\$ 11,765,858	\$ 10,923,148	93%

Fee Structure Options



- Full cost fees identified for application types currently charged a flat fee
- Three fee structure options developed for application types currently charged a combination of base fee and variable per-unit fees:

Option 1

Current fee structure
with reduced
Maximum Fee

Option 2

Flat fees by
application complexity

Option 3

Simplified rate
structure and reduced
Maximum Fee

Calculated Annual Revenues by Option



- Annual revenues for each fee structure option were estimated using 2023 application volumes and characteristics
 - Fee structure options 2 and 3 would provide full cost recovery
 - Some under-recovery of costs would persist under Option 1, particularly for smaller Site Plan applications

Application Type	Calculated 2023 Costs	Calculated Annual Revenues ^A		
		Option 1	Option 2	Option 3
Pre-consultation	\$ 2,581,415	\$ 2,581,415	\$ 2,581,415	\$ 2,581,415
Official Plan Amendment	\$ 2,297,888	\$ 2,324,843	\$ 2,297,888	\$ 2,297,888
Zoning By-law Amendment (Simple)				
Zoning By-law Amendment (Complex)				
Draft Plan of Subdivision (Simple)				
Draft Plan of Subdivision (Complex)				
Temporary Use ZBA	\$ 152,473	\$ 152,473	\$ 152,473	\$ 152,473
Lifting of a Holding Provision	\$ 16,633	\$ 16,633	\$ 16,633	\$ 16,633
Site Plan (Simple)	\$ 625,819	\$ 255,823	\$ 625,819	\$ 278,065
Site Plan (Complex)	\$ 628,784	\$ 544,608	\$ 628,784	\$ 976,537
Draft Plan of Condominium	\$ 163,291	\$ 148,302	\$ 163,291	\$ 163,291
Minor Variance	\$ 4,994,854	\$ 4,994,854	\$ 4,994,854	\$ 4,994,854
Consent	\$ 304,701	\$ 304,701	\$ 304,701	\$ 304,701
Total	\$ 11,765,858	\$ 11,323,652	\$ 11,765,858	\$ 11,765,857

^A Calculated revenues include reductions to fees resulting from the submission of concurrent applications.

Other Matters



- Reduction in processing effort, and resultant cost savings, have been evaluated for select combinations applications that may be submitted concurrently
 - Reduction in costs (relative to processing each application independently) ranges from 16% to 28%, depending on the specific combination and application complexity
- Several rounds of re-submissions and associated processing effort have been included in the full cost assessment and associated fee recommendations
 - Number of re-submissions included in base application fees varies from 1 to 3 depending on application type
 - Full costs of reviewing re-submissions have been quantified to inform setting fees for additional re-submissions beyond what is included in the base application fees