



## A BYLAW OF THE RURAL MUNICIPALITY OF MCKILLOP NO. 220 IN THE PROVINCE OF SASKATCHEWAN TO ADOPT A PLANNING FEE SCHEDULE

The Council of the Rural Municipality of McKillop No. 220, in the Province of Saskatchewan, enacts as follows:

1. This bylaw shall be referred to as the *Planning Fee Bylaw*.
2. The purpose of this Bylaw is to provide for a schedule of fees to be charged for the application, review, advertising and issuance of a development permit, discretionary use, minor variance, or an amendment to the R.M. McKillop Official Community Plan and/or Zoning Bylaw as identified in Schedule "A" attached hereto.
3. Schedule "B" attached hereto sets out the rationale for the fees as established in Schedule "A".
4. This bylaw shall come into force and take effect upon receiving third reading by the R.M. of McKillop No. 220 Council.

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Reeve

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Administrator



## RM of McKillop Planning Fee Bylaw No. 343/2018

### Schedule A

1. There shall be no development permit application fee for accessory buildings to an agricultural use.

#### 2. Development Permit:

2.1. An application for a development permit is subject to a Development Permit Processing Fee in accordance with the following:

2.1.1.	Permitted principal use	\$100.00
2.1.2.	Permitted accessory use	\$100.00
2.1.3.	Sign permit	\$ 75.00

#### 3. Discretionary Use Application:

3.1. Where a person applies to Council to consider a Discretionary Use Application, that person shall pay the municipality the following fees, where applicable:

Application Type	Discretionary Use Application
<b>Standard</b>	\$825.00
<b>Complex</b>	\$2,000.00
<b>Highly Complex</b>	\$4,000.00

3.1.1. "**Standard**" discretionary use applications are defined as follows:

- (a) Bed and Breakfast homes
- (b) Agricultural Tourism
- (c) Garden Suites
- (d) Non-Farm Residential
- (e) Agricultural Accessory Residence
- (f) Commercial Machine Shop
- (g) Commercial Accessory Use
- (h) Animal Kennel
- (i) Mobile Homes
- (j) Guest Cottages

3.1.2. "**Highly Complex**" discretionary use applications are defined as follows:

- (a) Intensive Livestock Operations
- (b) Airports and Private Airstrips



- (c) Solid and Liquid Waste Disposal Facilities
- (d) Dwelling Groups
- (e) P.M.U.'s
- (f) Large Renewable Energy Systems
- (g) Mineral and Resource Development

3.1.3. **"Complex"** discretionary use applications refer to all other discretionary uses not listed as "Standard" or "Highly Complex".

**4. Zoning Bylaw Amendment:**

4.1. Where a person applies to Council to amend the Zoning Bylaw, that person shall pay to the municipality the following fees, where applicable:

4.1.1. **Amendment Categories:**

- (a) Text amendments \$825.00
- (b) Map Amendments
  - (i) Class 1 Districts: AR
  - (ii) Class 2 Districts: CR, H
  - (iii) Class 3 Districts: CR1, CR2, HC, LS, R/R

Current Zoning Class	Proposed Amendment to Zoning Class		
	Class 1	Class 2	Class 3
Class 1	---	\$375.00 + \$20/lot	\$2,500 + \$20/lot
Class 2	\$100.00	\$375.00 + \$20/lot	\$2,500 + \$20/lot
Class 3	\$100.00	\$375.00 + \$20/lot	\$2,500 + \$20/lot

4.2. Where an application to amend the Zoning Bylaw involves amendment within two or more of the above categories, the sum of the amendment fees shall apply for all categories.

**5. Minor Variance:**

5.1. In addition to other applicable fees, an application for a minor variance will be subject to a \$75 fee.



## 6. Advertising and Public Notice Costs:

- 6.1. Costs associated with advertising and public notice relating to Zoning Bylaw amendments and Discretionary Use Applications are the responsibility of the applicant.
- 6.2. The Development Officer shall publish a notice of the application in accordance with the provisions of *The Planning and Development Act, 2007*, whereby the applicant shall pay to the municipality a fee equal to the costs associated with the public advertisement and/or public notice. Applicants shall pay all advertising costs associated with:
  - 6.2.1. Official Community Plan and Zoning Bylaw amendments;
  - 6.2.2. Discretionary use development proposals;
  - 6.2.3. Minor variance proposals; and
  - 6.2.4. Related advertising to developments.

## 7. Detailed Review Costs:

- 7.1. Where a development or subdivision proposal involves a detailed municipal review, a development agreement, a servicing agreement, detailed development conditions, liability insurance, performance bonds, interest registrations, or municipal legal and professional planning advice, the applicant shall pay all or part of the additional application review and administration costs, as Council in its discretion may require.
- 7.2. Such costs may include special Council meetings, legal, professional planning and administration fees or staff costs authorized by *The Planning and Development Act, 2007*.
- 7.3. Such costs may be addressed and outlined in Development and Servicing Agreements. More specifics are provided in Planning Fee Schedule B.

## 8. Servicing Agreement Fees:

- 8.1. The Developer shall provide servicing agreement fees for each new lot contemplated within a subdivision as follows:
  - 8.1.1. **Single Parcel subdivision (all zones):** Servicing agreement fees for a single parcel subdivision shall be due upon Community Planning approval.
  - 8.1.2. **Multi-Parcel subdivision (all zones):** Servicing agreement fees for multi-parcel subdivisions shall be due as follows:
    - (a) 50% of the servicing agreement fees due shall be paid upon Community Planning approval. The balance of the servicing agreement fees shall be paid at the earliest of:



- (i) 180 days from the date of Community Planning approval regardless of the number of lots left undeveloped or yet to be phased; or
- (ii) At a time agreed upon by the municipality and the developer.

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## RM of McKillop Planning Fee Bylaw No. 343/2018

### Schedule B

1. The fees in Schedule "A" of the Planning Fee Bylaw were established by reviewing the average amount of administrative time that is spent processing these types of applications:

1.1. Permitted use:	1.5 hours
1.2. Sign permit:	1 hour
1.3. Discretionary use (standard):	11 hours
1.4. Discretionary use (complex):	27 hours
1.5. Discretionary use (highly complex):	54 hours
1.6. Zoning bylaw amendment (textual):	11 hours
1.7. Zoning bylaw amendment (map – Class 2-3 to Class 1):	5 hours
1.8. Zoning bylaw amendment (map – all other):	33 hours
1.9. Minor variance:	1 hour

2. This time was then compared to the charge out rate for planning services provided by the Saskatchewan Association of Rural Municipalities (\$75 per hour).
3. Some amounts were rounded for ease of administration.
4. Additionally, a survey was undertaken of fees in place in other municipalities (Figure 1).



**Figure 1: Fees Summary for Saskatchewan Municipalities**

	<b>City of Regina</b>	<b>City of Saskatoon</b>	<b>RM of Sherwood</b>	<b>RM of Swift Current</b>	<b>RM of Corman Park</b>	<b>RM of McKillop (proposed)</b>
Permitted use	No fee		\$160	\$25-\$50	\$125	\$100
Discretionary use	\$2500; \$5000	\$1050; \$1950; \$5300	\$360	\$75	\$400; \$750	\$825; \$2000; \$4000
Minor variance	\$50	\$50	\$125	\$75	\$100	\$75
Text amendment	\$3500; \$5400	\$3,750	\$480	\$1100	\$500	\$825
Zoning Map Amendment – single parcel	\$3500; \$5400	\$3750	\$480	\$1100	\$375; \$525	\$100; \$375
Zoning Map Amendment – multi-parcel	\$3500; \$5400	\$5000	\$800	\$1150	\$1500 plus \$20/ lot	\$375 plus \$20/lot; \$2500 plus \$20/lot