

DEVELOPMENT APPLICATION REQUIREMENTS

Pre-Consultation	Applicants are strongly encouraged to consult with Regional Staff prior to the submission of an application to discuss specific Regional requirements. The checklists below may only represent a portion of the supporting information required by Halton Region. <u>Incomplete applications will not be processed.</u>
Assisted Housing	Applications for Assisted Housing projects are exempt from Regional Development Application fees. Proposals that incorporate an Assisted Housing component may be eligible for a pro-rated reduction in Regional fees. Projects must conform to the “Assisted Housing” definition provided in the annual State of Housing report for Halton Region. Approval is at the sole discretion of the of the Region of Halton.
Other Requirements	Other Regional Sections/Divisions/Departments may have additional requirements and fees.
Fee Payment	Please contact Development Services for payment options: planningfees@halton.ca
Fees include all applicable taxes unless otherwise noted. HST Number 12360 9950 RT0001	

Review of Major Development Application of Pits and Quarries (Applicant Initiated)

\$163,538.56

Digital copy of the following:

- All reports, studies and plans including: Planning Justification, Noise, Traffic, Functional Servicing, Hydro-geological and Adaptive Management Plan

Local Official Plan Amendment (Applicant Initiated)

\$9,811.82

Digital copy of the following:

- Completed Application Form
- Draft Official Plan Amendment

The following Technical Reports (as identified through Pre-consultation):

- Planning Justification, Noise, Traffic, Functional Servicing
- Concept Plan and Grading/Servicing Plans (if applicable) Waste Management Plan/Report (as identified through Pre-consultation)
- Other reports, plans and drawings as identified through Pre-consultation

Applicant Initiated

Revision \$4,905.93

Local Official Plan Amendment (Municipally Initiated)

No Fee

Digital copy of the following:

- Draft Official Plan Amendment
- The following Technical Reports:
 - Planning Justification, Noise, Traffic, Functional Servicing
 - Concept Plan and Grading/Servicing plans (if applicable) (Other requirements may be identified through the review of the proposal)

Minor Variance

\$40.89

Digital copy of the following:

- 1 copy of the completed Application form or 2 copies if the development is not within the Urban Area
- Concept Plan and Grading/Servicing Plans (if applicable) (Other requirements may be identified through the review of the application)

Site Plan Application

\$1,307.82

Digital copy of the following:

- Completed Application Form
- The following Technical Reports (as identified through Pre-consultation):
 - Planning Justification, Noise, Traffic, Functional Servicing
 - Site Plan and Grading/Servicing Plans (if applicable)
 - Landscape/Streetscape Plans (if applicable and if adjacent to Regional Road)
 - Underground Parking Plans (if applicable and if adjacent to Regional Road)
 - Shoring Plans (if applicable and if adjacent to Regional Road)
 - Waste Management Plan/Report (as identified through Pre-consultation)
 - Other reports, plans and drawings as identified through Pre-consultation

Minor Development / Minor Modification

\$818.97

Site Plan Revision (Applicant Initiated)

\$818.97

Zoning by-Law Amendment (Applicant Initiated)

\$1,157.36

Digital copy of the following:

- Completed Application Form
- Draft Zoning By-law Amendment
- The following Technical Reports (as identified through Pre-consultation):
 - Planning Justification, Noise, Traffic, Functional Servicing
 - Concept or Site Plans and Grading/Servicing Plans (if applicable)
 - Waste Management Plan/Report (as identified through Pre-consultation)
 - Other reports, plans and drawings as identified through Pre-consultation

Holding By-law Removal

\$408.73

Temporary Use By-law Permits and Renewals

\$653.94

Revisions to Application

\$578.71

Zoning By-Law Amendment (Municipally Initiated)

No Fee

Digital copy of the following:

- Draft Zoning By-law Amendment
- The following Technical Reports:
 - Planning Justification, Noise, Traffic, Functional Servicing
 - Concept or Site Plans and Grading/Servicing Plans (if applicable) Waste Management Plan/Report (if applicable) (Other requirements may be identified through the review of the application)

Draft Plan of Subdivision Application

\$11,938.68

Digital copy of the following:

- Completed Application Form
- The following Technical Reports (as identified through Pre-consultation):
 - Planning Justification, Noise, Traffic, Functional Servicing
 - Draft Plan of Subdivision
 - Other reports, plans and drawings as identified through Pre-consultation

Plan Revision (pre-Draft Approval) Applicant Initiated

\$858.24

Plan Revision (post Draft Approval) Applicant Initiated

\$2,453.73

Phased Draft Approval Fee

\$11,762.61

Phase Revision Requiring Circulation

\$5,882.03

Sub-Phasing Requiring Circulation

\$3,528.96

Phase Revision & Sub-Phasing Not Requiring Circulation

\$858.24

Emergency Extension of Draft Approval - 3 Months

\$342.72

Extension of Draft Approval - 1 Year

\$980.90

Subdivision -Final Approval / Registration

\$2,453.73

Draft Plan of Condominium Application

\$3,450.40

Digital copy of the following;

- Completed Application Form
- The following Technical Reports (as identified through Pre-consultation):
 - Comprehensive Servicing Report (for phased condominiums with cross-services)
 - Draft Plan of Condominium
 - Draft Condominium Declaration and Description
 - Easement Plans (if applicable)
 - Waste Management Plan/Report (if applicable)
 - Other reports, plans and drawings as identified through Pre-consultation

Plan Revision

\$515.60

Vacant Land or Common Element

\$507.75

Draft Approval Extension –1 Year or Emergency 3 Month

\$342.72

Exemption Fee

\$572.19

Condominium Conversion

\$1,634.79

Condominium Final Approval / Registration

\$834.64

Consent Application

\$1,307.82

Digital Copies of the following:

- Completed Application Form
- Draft Reference Plan
- Concept or Site Plans and Grading/Servicing Plans (if applicable)
- Other reports, plans and drawings as may be identified through the review of the application

Consent - Revision

\$342.72

Validation of Title

\$303.29

Niagara Escarpment Plan Amendment (Applicant Initiated)

Digital copy of the following:

- Completed Application Form
- Draft NEP Amendment
- The following Technical Reports (as identified through Pre-consultation or review of the application):
 - Planning Justification, Noise, Traffic, Functional Servicing
 - Concept Plan and Grading/Servicing Plans (if applicable)
 - Other reports, plans and drawings as identified through Pre-consultation or review of the application

Minor Files

\$3,271.16

Major Files ▪ Major Files may include Golf Courses, Aggregate uses and any other file as the Region of Halton.

Niagara Escarpment Plan Development Permit

No Fee

Digital copy of the following:

- Completed Application Form
- Concept or Site Plans
- Other reports, plans and drawings as may be identified through the review of the application

Green Energy Act Application/Ontario

Power Authority Project Application

\$1,307.82

Parkway Belt West Plan Amendment / MZO (Applicant Initiated)

\$3,271.16

Digital copy of the following:

- Completed Application Form
- Draft Amendment
- Concept or Site Plans and Grading/Servicing Plans (if applicable)
- Other reports, plans and drawings as may be identified through the review of the application

Part Lot Control By-Law

\$653.94

Digital copy of the following:

- Completed Application Form
- Draft Reference Plan/ Plan of Survey
- Concept or Site Plans (if applicable)
- Other reports, plans and drawings as may be identified through the review of the application

Review of Major Applications in Bordering Municipalities

\$24,531.29

Digital copy of the following:

- Completed Application Form
- Draft amending document
- Concept Plan and Grading/Servicing Plans (if applicable)
- Other reports, plans and drawings as may be identified through the review of the application

Research/Analysis

Old File Retrieval from Storage \$25.18

Halton Region's database Search for Environmental Source Information \$204.36

Special Data Requests quoted at cost.*

Photocopies	\$0.59/pg (min \$3.00)
Reports	\$0.07/pg (min \$3.00)

Regional Standard for Digital Drawings Drawing Files

Drawing File

- All drawing files shall be standard AutoCAD (Release 2000 or higher)
- Additionally a “MAPEXPORT” to an ESRI Shapefile(This consists of 5 or more file extensions (.shp, .prj, .shx, .dbf, .sbn, .sbx and .shx)

Drawing Scale

- Drawing units are to be metric and to scale

Co-ordinates

- The drawing co-ordinates shall be to real 6 degree UTM co-ordinates (Zone 17N), NAD 83 Datum

This real co-ordinate registration shall conform to the following criteria:

- All information in plan view shall be registered to AutoCAD’s World co-ordinate system and to the 6 degree UTM co-ordinate system.
- Registration of the 6 degrees UTM co-ordinate system shall consist of a series of cross hairs drawn to the nearest 100m interval
- The northing and easting co-ordinate shall be shown at the intersection of the coordinating lines.
- Co-ordinate registration shall be indicated on all plan portions before the image is moved or rotated from its real co-ordinate location.
- It is strongly recommended that all drawings not be rotated or moved.

Engineering & Inspection Fees – Land Development Agreements

Based on Total Cost of Water and Wastewater Works

\$0 - \$100,000.00 Greater of 10% or \$5,000*

\$100,000.01 - \$250,000.00 7%*

\$250,000.01 - \$500,000.00 6%* or

\$500,000.01 or more 5%*- To a maximum of \$100,000.00*

Note: A NON- REFUNDABLE DEPOSIT OF **\$5,000.00*** IS REQUIRED WITH THE FIRST ENGINEERING SUBMISSION.

*Add HST

**For further information or payment instructions, please contact
Halton Region's Development Intake Clerk at:**

PlanningFees@halton.ca

Halton Region

1151 Bronte Road

Oakville, ON L6M 3L1

www.halton.ca

Effective January 01, 2025