

**BYLAW NO. 04-2021**

***A BYLAW OF THE RM OF DUFFERIN #190  
TO ESTABLISH A PLANNING FEE SCHEDULE***

The Council of the Rural Municipality of Dufferin No. 190, 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, or an amendment to the Rural Municipality of Dufferin No. 190 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 Rural Municipality of Dufferin No. 190 Council.


Introduced and read a first time the 11<sup>th</sup> day of August, 2021.

Read a second time this 11<sup>th</sup> day of August, 2021.

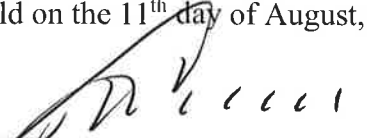
Read a third and final time on the unanimous consent of the Council this 11<sup>th</sup> day of August, 2021.



  
 Reeve Russel Kifzinger

  
 Administrator / CAO

Certified a true copy of the bylaw  
 Passed by the unanimous consent of  
 the Council present at their regular meeting  
 held on the 11<sup>th</sup> day of August, 2021.

  
 Administrator



# Rural Municipality of Dufferin Planning Fee Bylaw No. 04-2021

## Schedule A

### Development Permit:

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

- |                                                       |             |
|-------------------------------------------------------|-------------|
| 1. Permitted principal use, Lakeshore                 | \$ 200.00   |
| 2. Permitted principal use, Industrial Resource-based | \$ 1,000.00 |
| 3. Permitted principal use, All Other                 | \$ 100.00   |
| 4. Permitted accessory use                            | \$ 100.00   |

**Development Permit Extension:** \$ 100.00

### Discretionary Use Application:

Where a person applies to Council to consider a Discretionary Use Application, that person shall pay the rural municipality a fee of:

- |                                                                                                                                                                                                                                                                                                                            |           |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|
| 1. Standard:                                                                                                                                                                                                                                                                                                               | \$ 400.00 |
| 2. Complex                                                                                                                                                                                                                                                                                                                 | \$ 600.00 |
| 3. Highly Complex                                                                                                                                                                                                                                                                                                          | \$ 800.00 |
| 4. Additional costs resulting from the Municipality requiring review and consultation from professionals of various disciplines (i.e. legal, engineering, planning, etc.) to review supporting information shall be passed onto and borne solely by the applicant in addition to the application fees listed in Section 2. |           |

For the purpose of the fees listed in Section 3 of this Bylaw, the following uses are considered to be standard, complex, or highly complex:

**Standard:** applications that include Ag residential uses, churches, private institutional use and facilities, pastures, and home based businesses.

**Complex:** all uses not otherwise listed as simple or complex.

**Highly Complex:** ILO's Campgrounds, Major Ag related commercial or food processing, rural related industrial and commercial principal uses, recreational commercial uses, game farms and controlled hunt farms, solid and liquid waste facilities, airports and private airstrips, lakeshore development, (gravel pits – should they agree to move them to a discretionary use).

**Development Appeal:** \$ 300.00

### Zoning Bylaw Amendment:

When an application to amend the Zoning Bylaw is received by Council, the applicant shall be responsible to pay to the rural municipality the following fees, where applicable:

**Amendment Categories:**

- |                                |                              |
|--------------------------------|------------------------------|
| 1. Textual amendment           | \$ 400.00                    |
| 2. Single Parcel Map Amendment | \$ 550.00                    |
| 3. Multi-parcel Map Amendment  | \$ 1,500.00 plus \$20.00/lot |

**Advertising and Public Notice Costs:**

Costs associated with advertising and public notice relating to Official Community Plan amendments, Zoning Bylaw amendments, and Discretionary Use Applications are the responsibility of the applicant. 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 rural municipality a fee equal to the costs associated with the public advertisement and/or public notice. Applicants shall pay all advertising costs associated with:

1. Official Community Plan and Zoning Bylaw amendments;
2. Discretionary use development proposals; and
3. Other advertising requirements related to developments.

**Detailed Review Costs:**

1. Where a development or subdivision proposal requires a detailed municipal review, development agreement, service agreement, detailed development conditions, liability insurance, performance bonds, interest registrations, or other administrative costs related to the proposal, the applicant shall be required to pay all or part of the additional application review and administration costs, as determined by a resolution of Council.
2. Detailed review costs may include Council meetings, legal, professional engineering and planning costs, municipal administration and inspection fees or other staff costs authorized by *The Planning and Development Act, 2007*.
3. Any detailed review and documentation costs may be addressed and outlined in Development and Servicing Agreements.

**Servicing Agreement Fees:**

The Developer shall provide servicing agreement fees for each new lot contemplated within a subdivision as follows:

1. **Single Parcel subdivision (all zones):** Servicing agreement fees for a single parcel subdivision shall be due upon Community Planning approval.
2. **Multi-Parcel subdivision (all zones):** Servicing agreement fees for multi-parcel subdivisions shall be due as follows:
  1. 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 mutually agreed upon by the municipality and the developer.

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Schedule B

fees in Schedule "A" of the Planning Fee Bylaw were established through a review of the average amount of administrative time spent processing planning and development applications. This time was compared to a survey of planning fees used by other rural municipalities in close proximity with similar development pressures, as well as towns in the vicinity of the Rural Municipality of Dufferin (Figure 1).

Figure 1: Fees Summary for Comparable Saskatchewan Municipalities

	RM of Dufferin (Current Bylaw)	RM of Longlaketon No. 219	RM of Marquis No. 191	RM of Estevan No. 5	RM of Mervin No. 499	RM of Pense NO.160	Town of Lumsden	RM of McKillop No 220	RM of Last Mountain Valley No. 250	Resort Village of Etter's Beach
Permitted Use	\$26.25	\$100	\$200	\$20 (principal, accessory, and ancillary)	\$100 (principal, accessory)	\$75 - Agriculture \$75 - Residential \$150 - Commercial and Industrial (value of development up to \$350,000) \$600 - Commercial and Industrial (value of development over \$350,000)	\$50 (principal, accessory, ancillary)	\$100 (principal and accessory)	\$100 (principal and accessory)	\$125 (principal and accessory)
Discretionary Use	\$1,000 – Gravel Pit	\$100	\$200	\$20 (principal, accessory and ancillary)  + advertising and public notice costs	\$200 (principal, accessory)	\$ Same as permitted use. + public notice costs	\$100 (principal, accessory, ancillary)	Standard: \$825.00 Complex: \$2,000.00 Highly Complex: \$4,000.00	Standard: \$825.00 Complex: \$2,000.00 Highly Complex: \$4,000.00	Basic: \$400.00 Standard: \$750.00
Permit Extension		N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Development Appeal		\$50	N/A	N/A	\$200	N/A	Up to \$50 as specified by the Board	N/A	N/A	N/A
Minor Variance		\$100	N/A	N/A	N/A	N/A	\$50	\$75 + fees equal to advertisement and public notice costs	\$75 + fees equal to advertisement and public notice costs	\$100 + fees equal to advertisement and public notice costs
Text Amendment		Fees equal to advertisement costs	N/A	\$20 + advertising and public notice costs	\$400 + fees equal to advertisement and written notice costs	N/A	\$400 + fees equal to advertisement and written notice costs	\$825.00 + fees equal to advertisement and public notice costs	\$825.00 + fees equal to advertisement and public notice costs	\$500.00 + fees equal to advertisement and public notice costs
Zoning Map Amendment		Fees equal to advertisement costs	N/A	N/A	\$100-\$800 depending on zoning district + fees	N/A	\$200-\$800 depending on zoning district + fees equal	\$100 - \$2,500 + \$20/lot depending on zoning district +	\$100 - \$2,500 + \$20/lot depending on zoning district +	\$375.00 - \$1,500 + \$20/lot + fees equal to advertisement and public notice costs



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