

# City of Mississauga Corporate Report



Date: September 13, 2024

To: Chair and Members of Budget Committee

From: Andrew Whittemore, M.U.R.P., Commissioner of  
Planning & Building

Originator's files:  
CD.21.DEV

Meeting date:  
October 2, 2024

## Subject

### 2025 Planning Act Processing Fees and Charges

## Recommendation

1. That the *Planning Act* processing fees and charges, as outlined in Appendix 1 attached to the Corporate Report dated September 13, 2024 from the Commissioner of Planning and Building entitled "2025 Planning Act Processing Fees and Charges" be approved.
2. That User Fees and Charges By-law 0199-2023, as amended, be repealed effective at the end of December 31, 2024.
3. That a consolidated fees and charges by-law, effective January 1, 2025, which will incorporate the approved fees and charges of various City departments, be enacted to incorporate and establish new, revised, and existing fees and charges for the Planning and Building Department, Corporate Services Department, and Transportation and Works Department as outlined in Appendix 1 attached to the Corporate Report dated September 13, 2024 from the Commissioner of Planning and Building entitled, "2025 Planning Act Processing Fees and Charges".

## Executive Summary

- Planning application fees processed in accordance with the *Planning Act* include minor variances and severances, zoning certificates, official plan amendments, rezonings, draft plan of subdivision, draft plan of condominium and site plan inspections, amongst others
- The City's *Planning Act* fees and charges are reviewed annually to recover increased costs and respond to market conditions
- The City has completed a comprehensive review of the Planning Act Processing Fees and Charges
- This report sets out the proposed Fees and Charges for 2025

## Background

Each year the City undertakes a review of the fees and charges collected as part of a planning application processed in accordance with the provisions of the *Planning Act*, R.S.O. 1990, c. P.13, as amended. The *Planning Act* Processing Fees and Charges includes fees for services and activities provided by the City departments involved with processing these applications (i.e. Planning and Building, Transportation and Works and the Legal and Legislative Services Divisions).

The City of Mississauga completed a comprehensive review of the Planning Act Processing Fees and Charges in 2024. The Planning and Building Department planned to present recommendations in a report to Budget Committee that outlined any changing fees along with a rationale for the changes. Some significant changes were expected as a result of this study. However, due to several Provincial Legislative changes and corresponding changes to the City's application processes along with the current status of the development industry and housing market conditions, it was determined that increasing application rates by only 3% for the 2025 year would be appropriate.

## Comments

A fee increase of 3% to the majority of application fees related to the Planning Act as identified in the accompanying table (Appendix 1) is recommended.

Increases are generally intended to account for increases in the consumer price index, new services provided, and the increased administrative and processing costs related to the service.

**A clause will be added to Schedule C1 (Planning Act Processing Fees) of the 2025 User Fees and Charges By-law to provide that application fees will be waived for non-profit affordable housing applications:** The current housing market conditions have made it difficult to create affordable housing units throughout the Province, including the City of Mississauga. Non-profit housing providers in particular struggle to advance projects, as federal funding is not provided to non-profits until after planning approvals are in place, but non-profits often do not have access to capital to cover costs of planning approvals prior to receiving federal funding. Pursuant to Council Resolution 0388-2020, staff have investigated the most appropriate mechanism to address this issue. In an effort to reduce costs for affordable housing units, application fees associated with official plan and zoning by-law amendments, removal of holding zones, site plan, and minor variance fees will be waived for non-profit housing providers, subject to approval through an application form to the Planning and Building Department. Any non-profit applicants with existing, in-effect fee deferrals for their development proposals will be eligible for fee waivers. This waiver will support non-profit affordable housing development in Mississauga.

**The following new application fees are being introduced in 2025:**

## Development and Design Division

### **NEW Development Application Review Committee (DARC) Meeting – Removal of (H)**

**Holding Provision:** This new fee is being introduced to cover the costs associated with the pre-application review of a 'Removal of (H) Holding Provision'. This service provides applicants with the submission requirements and their applicable Terms of Reference required to satisfy the conditions associated with a submitted complete 'Removal of (H) Holding Provision' application. This is necessary to ensure the efficient processing of applications.

**NEW Section 47 Agreement Application:** The Province of Ontario has been issuing several Ministerial Zoning Orders (MZO) and Enhanced Ministerial Zoning Orders (EMZO) to expedite development and achieve Provincial objectives. In addition to changing a property's zoning, EMZOs also exempt a property from a municipality's Site Plan Control By-law, meaning that an applicant is not required to submit a site plan application. Section 47 of the Planning Act does require an applicant to enter into a Section 47 Agreement with the City. It should be noted that the regulations in Section 47 are almost identical to the provisions of Section 41 (Site Plan) of the Planning Act, and thus the manner in which the City processes these requests are very similar. This new fee will cover the costs associated with processing these applications that results in a Section 47 agreement.

## Financial Impact

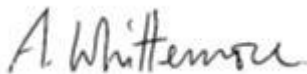
There is no anticipated impact to 2025 Budget revenues generated from these proposed changes to the Fees and Charges for planning applications processed under the provisions of the *Planning Act*.

## Conclusion

The fee adjustments outlined in Appendix 1 are a result of a complete review of all Planning Act processing fees and charges.

## Attachments

Appendix 1: Proposed *Planning Act* Processing Fees and Charges



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Andrew Whittemore, M.U.R.P., Commissioner of Planning & Building

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