

**BYLAW 20-03**

**MUNICIPAL FEES BYLAW  
A BYLAW TO ESTABLISH FEES FOR PLANNING AND DEVELOPMENT SERVICES**

The Council of the Rural Municipality of Cambria No. 6 in the Province of Saskatchewan enacts as follows:

1. Pursuant to this Municipal Fees Bylaw the fees for the following planning and development services shall apply:

<b>Development Permit</b>	
Permitted Uses/Temporary Uses	\$100
Discretionary Uses	\$200
Minor Variance	\$100
Appeal	\$300

<b>Amendment</b>	
OCP/ZB Text Amendment	\$550
Map Amendments	\$550

<b>Copy of Planning Documents</b>	
Zoning Bylaw	\$25
Official Community Plan	\$25

2. In addition to the above noted fees, the applicant shall be solely responsible for all of the costs associated with the following:
- a. Satisfying public notification requirements, including the cost of notifying stakeholders;
  - b. Engagement of the necessary planning, engineering, legal or other professional expertise necessary to review an application and/or implement Council's decision, including the cost of preparing agreements;
  - c. The cost per parcel to view land titles for development, amendment, or subdivision as prescribed by the Information Services Corporation; and
  - d. Registration of an interest on the title of the property proposed for development, amendment, or subdivision as prescribed by the Information Services Corporation.
3. All fees include applicable taxes.
4. The RM of Cambria No. 6 recognizes that there is an administrative cost for the provision of specific services and that the user of these services should pay towards their cost. Accordingly, fees and charges are to be implemented and collected by way of cash or cheque, prior to delivery/receipt of the service requested unless otherwise agreed upon.
5. Payment of the above fees shall not be presumed to constitute an approval by the RM of Cambria No. 6
6. Issuance of a development permit does not exempt the applicant/developer from any required Building Permit Review and inspection process.
7. That a rationale justifying the fees is attached as Schedule A.

{SEAL}

\_\_\_\_\_  
Administrator

\_\_\_\_\_  
Reeve

## Schedule A

### Fees Calculation

The purpose of this schedule is to provide justification of the costs borne by the RM for the planning application process. The costs associated with administering permits and other associated costs are outlined below.

Items for consideration:

- Hourly staff expenses and estimated time of processing the different types of applications including permitted use, discretionary use, and minor variance applications.
- Timeframe for drafting and reviewing bylaw amendments including maps.
- Costs for advertisements in the local newspaper.
- Other miscellaneous costs such as data from information services corporation, review times, printing materials, mail outs for notices, etc.
- Maximum amount set out in The Planning and Development Act, 2007 for an appeal is \$300. Cost associated with the review and processing of an appeal by staff, council and professional expertise has been identified at a higher cost than the maximum allowed.

	<b>Estimated Time of Review</b>	<b>Hourly Expense</b>	<b>Advertising and Notice Costs</b>	<b>Other Costs</b>	<b>Total</b>
<b>Permitted or Temporary Use Development Permit Reviews</b>	3 Hours	\$33			<b>\$33</b>
<b>Discretionary Use Development Permit Reviews</b>	6 Hours	\$33			<b>\$33</b>
<b>Minor Variance Development Permit Reviews</b>	3 Hours	\$33			<b>\$33</b>
<b>Bylaw Amendments – Text Amendment</b>	10 Hours	\$330	\$170	\$50	<b>\$550</b>
<b>Bylaw Amendments -Map Amendments</b>	10 Hours	\$330	\$170	\$50	<b>\$550</b>

**Miscellaneous Fees:**

1. Notice letter \$1.50, includes average cost for stationary, printing and postage per notice letter.
2. Land title document \$11
3. Professional expertise may be required in the review of an application. The complexity of the application can result in variable costs. The applicant will be billed the cost borne by the RM on a cost recovery basis. A retainer in the amount of \$500 may be required from the applicant to be applied to professional costs. The RM's planner currently charges an hourly rate of \$78.50 per hour, plus applicable taxes.
4. Terms of an agreement may necessitate that the applicant fund the cost of creating the necessary agreements. The cost is to be paid prior to the agreement being signed.