

**RURAL MUNICIPALITY OF STANLEY NO. 215
BYLAW NO. 7-2019**

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

The Council of the RM of Stanley No. 215, 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:

Development Permit		Advertising & Notice Required
Permitted Uses	\$ 90	
Discretionary Uses	\$ 445	
Minor Variance	\$ 90	yes
Appeal	\$ 300	

Amendment		
Zoning Bylaw Amendment	\$ 240	yes
Official Community Plan Amendment	\$ 240	yes

2. In addition to the above noted fees, the applicant shall be solely responsible for all of the costs associated with:
- a. Satisfying public notification requirements, including the cost of notifying stakeholders and advertising;
 - 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 and plans of subdivision of the property proposed for development, amendment, or subdivision; 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 (Land Titles).
3. All fees include applicable taxes.
4. The RM of Stanley No. 215 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. A fees calculation table is included as Appendix A. Accordingly, fees and charges are to be implemented and collected by way of cash or cheque, prior to delivery/receipt of the service requested.
5. Payment of the above fees shall not be presumed to constitute an approval by Council.

6. Issuance of a Development Permit does not exempt the Applicant/Developer from any required Building Permit Review and Inspection process.
7. Bylaw 3-2019 is hereby repealed.

Reeve

(Seal)

Administrator

Read a Third Time and adopted
This _____ day of _____, 20 ____.

Administrator

Fees Calculation

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

Items considered by the municipality to estimate costs for fee schedule:

- hourly staff expenses and estimated time of processing permitted use, discretionary use and minor variance applications.
- timeframes for drafting and reviewing bylaw amendments including maps.
- costs for advertisements in the local newspaper.
- miscellaneous costs such as data from information services corporation, review times, printing materials, mail outs for notices, etc.
- appeals fee - maximum amount set out in *The Planning and Development Act, 2007* is \$300.

	Estimated Time of Review	Hourly Staff Expense \$	Advertising and Notice Costs \$	Total \$	Explanatory Notes
Permitted Use Development Permit Reviews	3	30.00	-	90.00	The time required to review a permitted use is estimated at 3 hours of staff time.
Discretionary Use Development Permit Reviews	14	30.00	25.00	445.00	The time required to review a discretionary use and develop a report is estimated at 12 hours of staff time and 2 hours of Council time to review.
Minor Variance Development Permit Reviews	3	30.00	actual	90.00 + advertising	The time associated with the review and administration of a minor variance is estimated at 3 hours.
Bylaw Amendments	8	30.00	actual	240.00 + advertising	Bylaw amendments can take the forms of a map change as well as textual changes. The time to review and write a report on a one or two parcel amendment is estimated at 6 hours of staff time and 2 hours of Council time to review.