

The Corporation of the Township of Guelph/Eramosa

By-law Number 17/2024

Last consolidated on December 9, 2024. The Township of Guelph-Eramosa by-laws are provided online for convenient public reference. By-laws are consolidated on an ongoing basis, but recent amendments may not be reflected in the latest consolidated version. Check the [Amendment History](#) to get a complete listing of all pertinent regulations. For further information contact the Township's Clerk office.

A By-law to establish rates, fees and charges for various services provided by the Planning Department of the Township of Guelph/Eramosa and to repeal and replace By-law 18/2018.

WHEREAS Section 391 of the Municipal Act, 2001, S.O. Chapter 25, as amended, authorizes a municipality to impose fees or charges on persons; and

WHEREAS pursuant to Section 385, Part XI of the Municipal Act, 2001, as amended, a municipality may fix a scale of costs to be charged as the reasonable costs of proceedings under Part XI, which scale can be designated to meet only the anticipated costs of the municipality; and

WHEREAS Section 69(1) of the Planning Act authorizes a municipality to establish a tariff of fees made in respect of planning matters, with such tariff designed to meet only the anticipated cost to the municipality, or to a committee of adjustment, the cost of processing of each type of application provided for in the tariff;

NOW THEREFORE, the Council of the Corporation of the Township of Guelph/Eramosa hereby enacts as follows:

1. THAT the fees and charges for Planning Services be established as Schedule "A" attached hereto and forming part of this By-law.
2. THAT the attached Schedule may be amended from time to time as deemed expedient by Council.
3. THAT each fee in the attached Schedule will be subject to annual adjustment based on a percentage amount equal to the percentage increase in the Consumer Price Index over the preceding year but in no event shall a fee be less than in the preceding year.
4. THAT should any part of this By-law, including any part of the schedules attached hereto be determined by a Court of competent jurisdiction to be invalid or of no force and effect, it is the stated intention of Council that such invalid part of the By-law shall be severable and that the remainder of this By-law, including the remainder of the schedules attached hereto, as applicable, shall continue to operate and to be in force and effect.
5. THAT all accounts are due and payable within thirty (30) days upon receipt of invoice, exceptions noted on schedule. All past due accounts will be penalized at 1.25% per month, applied monthly based on outstanding amount at end of previous month.
6. THAT By-law 18/2018 is hereby repealed.
7. THAT the fees and charges as set forth in the Schedules attached hereto shall come into force and take effect on the date of passing of this By-law.

READ three times and finally passed
this 6th day of May, 2024.

Chris White, Mayor

Amanda Knight, Clerk

Schedule “A” to By-law Number 17/2024

**Schedule of Fees
Planning Services**

Application Type	Administrative Fee (Non-refundable)	Deposit Fee (Refundable)
Pre-Consultation	\$579.00	n/a
Zoning By-law Amendment	\$5463.00	\$2,000.00
Holding Zone Removal By-law	\$508.00	\$1,000.00
Minor Variance (Committee of Adjustment)	\$3079.00	n/a
Subdivision and Condominium	\$7818.00	\$10,000.00
Site Plan Approval		
Site Plan Approval	\$5226.00	\$1,000.00
Major Site Plan Amendment	\$5226.00	\$1,000.00
Minor Site Plan Amendment	\$597.00	\$1,000.00
Consent Applications		
Notice Verification for Consent Applications	\$76.00	n/a
Consent Application	\$1468.00	n/a

[Amended by Section 1 and 2 of By-law [56-2024](#) on December 9, 2024]

Note: For the applications listed above, the applicants and property owners will be jointly and severally liable for paying to the Township of Guelph/Eramosa all costs it incurs in processing applications, including but not limited to third-party costs for planning, engineering, and legal services.

AMENDMENT HISTORY

By-law establish fees and charges for the Building Department of the Township of Guelph/Eramosa and to repeal By-law 13/2018

DATE (YYYY/MM/DD)	BY-LAW	AUTHORITY	CONSOLIDATED
2024 / 12 / 09	56-2024	Item 12.3, Regular Council Meeting	✓