



BY-LAW NO. 2026-007

BEING a by-law to establish a tariff of fees for the processing of applications made in respect to planning matters not done by the East Nipissing Planning Board.

WHEREAS Section 69 of the Planning Act provides that the Council of a municipality may, by by-law, prescribe a tariff of fees for the processing of applications made in respect of planning matters;

AND WHEREAS the Council of the Corporation of the Municipality of Mattawan deems it advisable to enact such a by-law;

NOW THEREFORE, the Council of the Corporation of the Municipality of Mattawan enacts as follows:

1. The Corporation of the Municipality of Mattawan hereby prescribes the processing fees for planning applications on Schedule "A" attached hereto and forming part of this by-law.
2. The fees set out in Schedule "A" are payable at the time of application or as may otherwise be prescribed in a predevelopment agreement.
3. The fee shall be applied to any of the following procedures:
 - a) For applications pursuant to Section 21 of the Planning Act, for an Official Plan amendment including the review of the application, giving notice of the public meeting(s), site inspection, preparation of the amending documents, public meeting, adoption and submission to the Ministry of Municipal Affairs and Housing.
 - b) For applications pursuant to Sections 34, 36 or 39 of the Planning Act for a Zoning by-law amendment including review of the application, giving notice of the public meeting(s), site inspection, preparation of the amending documents and adoption.
 - c) For applications pursuant to Sections 41 and 51 of the Planning Act for a site plan or subdivision or pursuant to the Condominium Act including review of the application, site inspection, preparing one or more agreements and public consultation.
 - d) For applications pursuant to Section 45 of the Planning Act for a minor variance or permission including review of the application, giving notice of one or more public meetings, site inspection, preparation of any report(s) to the Committee of Adjustment, circulation to agencies, public meeting(s) and rendering a decision.
4. The fee or fees associated with the procedures do not include the professional fees of the municipality's Planner or Engineer or Solicitor. Those fees will be the responsibility of the applicant. The fee or fees associated with the procedures do include the cost of administration incurred by Municipal staff for meetings, advertising, photocopying, facsimile and courier. In the event the disbursement costs exceed the fees set out in Schedule "A", the applicant shall be responsible for the latter.
5. For a complex application or where a series of applications are required, Council may require the applicant to enter into a predevelopment agreement with the Municipality and the applicant shall deposit with the Clerk Treasurer sufficient funds or financial securities as required by the terms of the agreement, a master copy of which is attached as Schedule "B" hereto and forming part of this by-law. Where a predevelopment agreement is executed, this shall be deemed to supersede the fees set out in Schedule "A" to this by-law. The fees for professional services to which the predevelopment agreement applies shall be those in effect on the date of the signing of the agreement.
6. Upon completion of the processing of the application, or if Council rejects an application at any point prior to completion, a refund of the balance of the remaining fee shall be made.



7. Notwithstanding the tariff of fees prescribed herein, the Council may, by resolution, reduce the amount of or waive the requirement for payment of a fee in respect of the application where Council is satisfied that it would be unreasonable to require payment in accordance with the tariff.
8. If any section, clause or provision of this by-law is for any reason declared by a court of competent jurisdiction to be invalid, the same shall not affect the validity of this by-law as a whole or in part thereof, other than the section, clause or provision so declared to be invalid and it is hereby declared to be the intention that all remaining sections, clauses or provisions of this by-law shall remain in full force and effect until repealed.
9. This by-law shall come into force and effect on the date of passing thereof.

READ A FIRST, SECOND AND THIRD TIME ENACTED AND FINALLY PASSED BEFORE AN OPEN COUNCIL THIS 12th DAY OF MARCH 2026.

MAYOR

CLERK TREASURER