



City of  
Peterborough

---

## The Corporation of the City of Peterborough

### By-Law Number 25-109

Being a By-law to amend 2025 User Fee By-law 24-084

---

**Whereas** on January 20, 2025 General Committee approved recommending to Council staff's recommendation that 2025 User Fee By-law 24-084 be amended as set out in Report FCSFS25-003.

**Now Therefore**, The Corporation of the City of Peterborough by the Council thereof hereby enacts as follows:

1. That the 2025 User Fee By-law 24-084 be amended to include the Site Alteration Application Processing and Administrative Fees, with the Form 6 as set out in Schedule A to this By-law.
2. This by-law comes into force on the date of the final passing thereof.

By-law passed this 22<sup>nd</sup> day of September, 2025.

---

Jeff Leal, Mayor

---

John Kennedy, City Clerk

<b>Department</b>	<b>Infrastructure, Planning and Growth Management</b>
<b>Division</b>	<b>Planning, Development and Urban Design</b>
<b>Activity</b>	<b>Application Amendment Fees</b>

G/L Account Number	User Fee Name and Description	Rationale for Fee (i.e. Government mandated, recover all or part of cost to deliver service, recovery of admin charges, etc.)	Unit Basis (Time/Participation Etc.)	HST	Current Rate	2024 Total Budgeted Rev from Fee	Date of change in 2025 if applicable	Proposed Rate for 2025 Budget	2025 Total Budgeted Rev. from Fee
C1	C2	C3	C4	C5	C6	C7	C8	C9	C10
11120-450380	Development Engineering Review								
	Development Engineering Review	To recover cost of processing applications	% of const. \$		6% of construction value	\$5,000	1-Jan-25	6% of construction value	\$300,000
	Site Alteration (Minor Permit Application Review)	To recover cost of processing applications	per approval		N		22-Sep-25	\$300.00	\$3,000
	Site Alteration (Intermediate Permit Application Review)	To recover cost of processing applications	base fee + (\$1000.00/ha of disturbed land area)		N		22-Sep-25	\$1000.00 + (\$1,000.00/ha of disturbed land area)	\$4,400
	Site Alteration (Major Permit Application Review)	To recover cost of processing applications	base fee + (\$1000.00/ha of disturbed land area, capped at \$20,000.00)		N		22-Sep-25	\$1500.00 + (\$1,000.00/ha of disturbed land area)	\$5,000
	Site Alteration Resubmission/Revision Review (for previously approved permits)	To recover cost of processing applications	50% of original application fee		N		22-Sep-25	50% of original application fee	\$3,000
	<b>Total 450380</b>					<b>\$5,000</b>			<b>\$315,400</b>