



**BY-LAW NUMBER 125-2025
OF
THE CORPORATION OF THE CITY OF STRATFORD**

BEING a By-law to establish fees and charges to be collected by The Corporation of the City of Stratford in 2026 and to repeal By-law 99-2024 as amended.

WHEREAS the Municipal Act, 2001, S.O. 2001, as amended, ("the Municipal Act") provides that a municipality may pass by-laws imposing fees and charges on any class of persons;

AND WHEREAS section 391 of the Municipal Act provides that without limiting sections 9, 10 and 11 of the Municipal Act, those sections authorize a municipality to impose fees or charges on persons,

- a) for services or activities provided or done by or on behalf of it;
- b) for costs payable by it for services or activities provided or done by or on behalf of any other municipality or any local board; and
- c) for the use of its property including property under its control.

AND WHEREAS section 398 of the Municipal Act provides that fees and charges imposed by a municipality or local board on a person constitute a debt of the person to the municipality or local board, respectively;

AND WHEREAS the Planning Act, R.S.O. 1990, c. P.13, s.69(1) as amended, provides that Council may prescribe a tariff of fees for the processing of applications made in respect to planning matters;

AND WHEREAS pursuant to the Building Code Act, 1992, S.O. 1992 c.7.1(c) as amended, Council may require the payment of fees on applications for and issuance of building permits and prescribing the amount thereof;

AND WHEREAS Council of The Corporation of the City of Stratford deems it expedient to consolidate and update the fees and charges to be collected by municipal departments, local boards and authorized agents of The Corporation of the City of Stratford;

NOW THEREFORE BE IT ENACTED by Council of The Corporation of the City of Stratford as follows:

1. That the fees and charges as set out in the Schedules attached to this By-law of The Corporation of the City of Stratford are hereby established in respect of:
 - a) the services or activities provided or done by or on behalf of the municipality as may be set forth in the Schedules;

- b) the costs payable by the municipality for services or activities provided or done by or on behalf of any other municipality or any local board as may be set forth in the Schedules;
- c) the use of the property of the municipality, including property under the control of the municipality as may be set forth in the Schedules; or,
- d) the other activities as may be set forth in the Schedules.

2. Each Schedule to this By-law forms part of this By-law:

Schedule "A" Corporate-Wide Fees and Charges
Schedule "B" Planning Fees and Charges
Schedule "C" Community Services Fees and Charges
Schedule "D" Infrastructure Services Fees and Charges
Schedule "E" Fire Fees and Charges
Schedule "F" Social Services Fees and Charges
Schedule "G" Stratford Municipal Airport Fees and Charges

3. Except where a contrary intention appears in the Schedules or in any other City By-law relating thereto, the fees and charges described in the attached Schedules shall be paid by the person or persons who have requested, received or obtained a service, activity or use of property identified in any of the Schedules.

4. The fees and charges described in the attached Schedules will be subject to Harmonized Sales Tax (HST), where applicable and shall be paid in addition to any fees and charges.

5. Except where a contrary intention appears in the attached Schedules or in any other City By-law relating thereto, or in the contract under which the service, activity or use of property is provided, all fees and charges shall be paid in full at the earlier of the following times:

- a) At the time that the service, activity or use of property for which a fee or charge is payable, is received or obtained;
- b) At the time that the service, activity or use of property for which a fee or charge is payable is requested, including sales of tickets and bookings for future activities, events and uses of property.

6. That the fees and charges shall be adjusted annually on January 1, by the Consumer Price Index (CPI), where indicated in the Schedules to this By-law. The CPI calculation is based on a 12-month average of the total CPI as calculated by the Bank of Canada from November 1st to October 31st.

7. That in those instances where the Consumer Price Index is less than zero (0), fees and charges shall not be adjusted by the CPI change for that year.

8. Despite Paragraphs 6 and 7, fees and charges may be adjusted, as approved by Council, to recover at a minimum, respective service, administration and capital costs, as well as costs for any other purpose in any amount permitted under applicable law.

9. Where any portion of a fee or charge imposed under this By-law remains unpaid beyond the time at which such Fee or Charge is due, the unpaid balance of such Fee or Charge shall bear simple interest from such due date until the first day

of the month in which payment is made at the rate of 1.25% (15% per annum) thereafter until such fee or charge is paid in full.

10. Where any portion of a Fee or Charge imposed under this By-law remains unpaid beyond the time at which such Fee or Charge is due, the Treasurer may add the unpaid balance of such Fee or Charge, together with accrued interest, to the tax roll for the following properties:
 - a) In the case of fees and charges for the supply of a public utility, the property to which the public utility was supplied; and
 - b) In all other cases, any property for which all of the owners are responsible for paying the fees and charges.
11. No request by any person, or their agent, for any information, service, activity or use of City property or facilities described in the Schedules attached to this By-law shall be acknowledged, processed or provided by the city departments unless and until the person or their agent, requesting the information, service, activity or use of City property or facility has paid or arranged to pay the fee or charge, where applicable, in the amount as set out in the Schedules to this By-law.

SCHEDULES

12. Where the Schedules to this By-law reference other By-laws in relation to Fees and Charges imposed hereunder, the terms and provision of such other By-laws shall apply to the Fees and Charges imposed hereunder, provided that, where there is a discrepancy in the stated amount of any such Fee or Charge between such other By-laws and this By-law, the Fees and Charges set forth in the Schedules of this By- law shall govern and any inconsistent By-laws shall be amended accordingly.

SEVERABILITY

13. Each Fee and Charge enacted pursuant to this By-law shall be treated as a separate enactment and shall not necessarily be affected by any determination of ultra vires or other invalidity or any other Fee and Charge enacted pursuant to this By-law.

EFFECTIVE DATE

14. This by-law shall come into force and take effect upon the final passage thereof.

APPLICATION

15. Sections 9 and 10 apply to Fees and Charges which have been enacted pursuant to Part XII of the Municipal Act. Where Fees and Charges in this By-law have been enacted upon an authority other than Part XII of the Municipal Act, sections 9 and 10 shall only apply to such Fees and Charges if and to the extent permitted by such other authority.

INTERPRETATION

16. In this By-law, unless the context otherwise requires words importing the singular number shall include the plural.

17. If a Court declares any section or part of a section of this By-law invalid, it is the intention of Council that the remainder of the By-law shall continue to be in force.

REPEAL

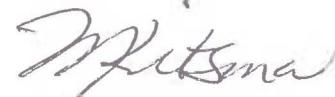
18. That By-law 99-2024, and all amendments thereto, are hereby repealed upon this By-law coming into force and effect.
19. The repeal of By-law 99-2024 as amended shall not have the effect of invalidating any debt which came into existence as a result of the said By-law, and any amounts owing to the Municipality under the said By-law shall remain due and owing to the Municipality and with all the remedies for collection of same, as if the said By-law 99-2024 as amended had never been repealed.
20. All other By-laws which reference user fees and charges that are outlined in the Schedules attached to this By-law are hereby amended to refer to the respective schedule stated in this By-law.

TITLE

21. This By-law may be referred to as the "Fees and Charges By-law".

Read a FIRST, SECOND and THIRD time and

FINALLY PASSED this 22nd day of September, 2025.



Mayor – Martin Ritsma



Clerk – Tatiana Dafoe

This by-law was approved by Stratford City Council on September 22, 2025. Written approval of the by-law was given by Mayoral Decision DE-2025-15 dated September 22, 2025.

THIS IS SCHEDULE "B" TO BY-LAW 125-2025

of The Corporation of the City of Stratford
passed this 22nd day of September, 2025

PLANNING FEES AND CHARGES

All Fees are subject to HST where applicable.

Planning Application Fees and Charges

In addition to the application fees listed below in sections A) to J), where the City requires assistance from its solicitors or other technical or professional consultants in the processing of any of the types of applications listed below, the applicant shall be responsible for reimbursing all legal and consulting fees incurred by the City, at the City's actual cost. Depending on the amount of such fees which the City expects to incur on any given application, the City may also require the applicant to enter into an agreement with respect to the payment of such fees and may, where appropriate, require security to be posted.

A) Pre-Application Consultation ("Formal Consultation")

Item	Fee
i) Application for Pre-Application Consultation – Should a complete formal planning application submission in the form of an Application for an Official Plan Amendment, Zoning By-law, Draft Plan of Subdivision, Draft Plan of Condominium, or Site Plan Approval (including an Amendment thereto) be submitted within 2 years following an Application for Pre-Application Consultation, the Formal Consultation fee collected shall be applied as a credit to the said formal Application fee(s). Although there is no Formal Consultation Fee associated with all other planning application types, a Formal Consultation submission is recommended for all other application types.	\$750

B) Official Plan Amendment

Item	Fee
i) Amendment to the Official Plan	\$7,100
ii) Concurrent Applications for an Amendment to the Official Plan and Zoning By-law (Major or Standard)	\$7,840
iii) Amendment to the Official Plan and/or Zoning By-law requiring recirculation:	
• Requested recirculation (by applicant) requiring technical re-review	\$1,280
• Requested (by applicant) recirculation not requiring technical re-review	\$640

C) Zoning By-law Amendment ("Zone Change")

Item	Fee
i) Zoning By-law Amendment – Major A change in zone category and/or an amendment which requires the review of one or more supporting studies (other than Planning Justification).	\$5,840
ii) Zoning By-law Amendment – Standard Any general, technical amendment to existing zoning regulations (except building height), and/or to add one/limited new permitted use(s), does not contradict provincial policies, conforms with the City's Official Plan, and, does not require the review of any study/studies (other than Planning Justification).	\$3,810
iii) Concurrent applications for an amendment to the Official Plan and Zoning By-law	(see Item B) ii) above)
iv) Amendment to the Official Plan and/or Zoning By-law requiring recirculation	(see Item B) iii) above)
v) Removal of a holding provision	\$2,170
vi) Extend a temporary use	\$1,570

D) Committee of Adjustment (Minor Variances and Consents)

Item	Fee
i) Minor Variance (MV) <ul style="list-style-type: none"> • a small variation from the requirements of the zoning by-law; • the extension or enlargement of a legal non-conforming use; or, • a change in the legal non-conforming use that is similar to the existing use or more compatible with the uses permitted by the by-law. One (1) MV Application may be submitted to seek relief from multiple requirements of the zoning by-law. In such cases, pre-submission consultation is strongly encouraged.	\$1,400
a) If an application requires a recirculation	\$770
ii) Consent of one additional lot/easement (severance) <ol style="list-style-type: none"> Each additional lot/easement (severance) If an application requires a recirculation 	\$1,800 \$270 \$770
iii) Request for change to condition(s) of approval	\$580
iv) Concurrent Applications to the Committee of Adjustment for consent and minor variance	\$2,140
v) Development Agreement - Committee of Adjustment The preparation (and/or review) and execution of any development agreement imposed on a decision of MV or Consent, save and except site plan control agreement: <ul style="list-style-type: none"> • Major: an agreement which requires legal/technical review • Minor: vi) Certificate of Consent (per provisional consent granted) vii) Certificate of Validation	\$510 plus incurred legal/technical review costs \$310 \$300 \$900

E) Site Plan Control

Item	Fee
i) Site plan approval	
a) An additional fee will be added if building or addition is equal to or greater than 3,716 square metres or 40,000 square feet, or greater than 50 units.	\$3,730 \$1,170
ii) Amendment to a site plan agreement	\$2,510
iii) Minor amendment to a site plan agreement (Section 8.3.3)	\$460
iv)	
v) Letter of conformity relating to site plan agreement compliance	\$110

F) Plan of Subdivision, Vacant Land Condominium and Common Element Plans of Condominium

Item	Fee
i) Up to 50 development lots/blocks/units*	\$9,650
An additional fee will be added if greater than 50 units is proposed*	\$1,340
ii) Revisions to draft conditions of approval (recirculation required)	\$1,480
iii) Revisions to draft conditions of approval (no recirculation required)	\$530
iv) Issuance of Final Approval	\$820
v) Extension of Draft Approval	
a) Recirculation required	\$1,480
b) No recirculation required	\$530

*Applicant is required to provide a reasonable estimate of the lot yield based in a single detached residential zone if the plan is a "block" plan.

G) Standard, Amalgamated, Phased and Leasehold Condominium

Item	Fee
i) Up to 50 units	\$5,500
a) An additional fee will be added if greater than 50 units is proposed*	\$1,340
ii) Revisions to draft conditions of approval (recirculation required)	\$1,480
iii) Revisions to draft conditions of approval (no recirculation required)	\$530
iv) Issuance of Final Approval	\$820
v) Condominium Exemption	\$1,640

*Applicant is required to provide a reasonable estimate of the lot yield based in a single detached residential zone if the plan is a "block" plan.

H) Miscellaneous

Item	Fee
i) Deeming By-law Application	\$1,170
ii) Driveway Widening Review	\$123
iii) Telecommunication Tower Review	\$1,170
iv) Applications for the passing of a Part-Lot Control exemption by-law	\$1,890
For each additional new lot or easement created	\$140

I) Secondary Suite Registration

Item	Fee
i) Registration of a new Secondary Suite	\$280
ii) Renewal of previously registered Secondary Suite	\$170

J) General

Item	Fee
i) Zoning / Building Information Report (other than By-law 92-75) (within 7-10 business days)	\$110
ii)	
iii)	
iv) Zoning / Building Information Report (within 2 business days)	\$400
v) Full size registered plans, plans of condominium, city street maps	\$40
vi) Custom Plots	\$65
vii) Change of Municipal Address	\$175
viii) AGCO Agency Approval Letter – Building	\$90

K) Accommodation Licensing

Item	Fee
i. Application Fee for Short Term Rental Licence (First Room, and per Application/Licence)	\$420
a. Plus the following applicable amount per additional room:	\$130
i. Application Fee for a Bed & Breakfast Licence (First Room, and per Application/Licence)	\$210
ii. Plus the following applicable amount per additional room:	\$130
iii. Late Filing Fee (per Application/Licence)	\$75
iv. Transfer processing Fee (per Application/Licence)	\$40
v. Appeal Fee (Short Term Rental & Bed and Breakfast)	\$190
vi. Group Home - New	\$210
vii. Group Home - Renewal	\$176

L) Trade licensing

Item	Fee
i. Plumbing Contractor	\$123
ii. Master Plumber	\$115
iii. Journeyman Plumber	\$22
iv. Backflow Tester	\$115
v. Drainlayer Contractor	\$123
vi. Drainlayer	\$115
vii. Late Fee (After January 1)	\$41

M) By-law Permits

Item	Fee
i. Driveway Alteration	\$141
ii. Sign Permit	\$261
iii. Sign Permit (Community Events, Feather Flag, Sidewalk)	\$59
iv. Sign Variance	\$704
v. Pool – Above Ground	\$285
vi. Pool - Inground	\$457.
vii. Fence & Hedge Amendment	\$705