

COUNCIL MEETING
PLANNING AND DEVELOPMENT SERVICES
PLANNING DIVISION

REPORT P&B 2025-10
February 18, 2025

SUBJECT: Amendment To The Fees And Charges By-Law 2024-116

AUTHOR: Irene Mcdonald
Administrative Supervisor, Planning And Development Services

APPROVING DIRECTOR: Grant Munday, B.A.A, RPP, MCIP
Director, Planning And Development Services

RECOMMENDATION:

THAT THE COUNCIL OF THE CITY OF WELLAND approve an amendment to By-law 2024-116 to correct an erroneous fee for Site Plan Control Application in Schedule "A" as attached.

RELATIONSHIP TO STRATEGIC PLAN:

This recommendation is aligned to Council's strategic priority of ensuring "**Economic Growth**" for creating a diverse economy through partnerships and emerging markets to ensure sustainable growth and quality employment.

EXECUTIVE SUMMARY:

An incorrect fee was identified in Schedule "A" to By -law 2024-116 Being A By-Law To Amend By-Law 2006-193, Being A By-Law To Establish And Regulate Fees And Charges For Various Services Or Activities and Use Of Property, as Provided By The Municipality To Establish Rates Effective January 1, 2025. To address the issue, it is recommended that the Fee Schedule be updated to ensure accurate cost of service for a Site Plan Control Application.

BACKGROUND:

The City's Fees and Charges By-law is updated annually to reflect the cost of services, user fees and use of property. During a routine review, an incorrect fee was identified in Schedule "A" which was not in alignment with the intended cost to provide this service.

DISCUSSION:

Upon identifying the error, it was determined that the incorrect fee was a result of a clerical error that was made during the last fee schedule update. The fee was inadvertently entered as \$8, 643.00 instead of \$9,672.00

FINANCIAL:

Currently no site plan control applications have been submitted in 2025; therefore, no impact has been experienced.

ATTACHMENT:

Appendix I – By-law 2024-116