



TO: Mayor J. Lehman and Members of Council

FROM: D. McKinnon, CPA, CGA, Director of Finance

NOTED: C. Ladd, Chief Administrative Officer 
P. Elliott-Spencer, MBA, CPA, CMA, General Manager of Community and Corporate Services 

RE: Question Regarding Application of Development Charges

DATE: September 15, 2014

At its meeting on August 25, Council asked staff to prepare a memo to identify whether Development Charges are applicable to residential developments when the footprint of the building does not change. Staff were also requested to verify that the Development Charges that were applied to 15 Parkside Drive were correct.

Application of Development Charges When Footprint of the Building Does not Change

There are a few instances where development charges would be payable when the footprint of the building does not change:

1. When an additional unit is being added to a multi-residential building and that unit has a gross floor area greater than the gross floor area of the smallest dwelling unit within the multi-residential building.
2. When there is a second instance of intensification at a property where the permit is to:
 - a) enlarge an existing dwelling unit
 - b) create one or two additional dwelling units within a single detached dwelling
 - c) create one additional dwelling unit in any semi-detached dwelling, a row dwelling or any other existing residential building.

Note; The first instance of any of these permit types would be exempt from paying DCs.

Application of Development Charges at 15 Parkside Drive

Staff investigated and verified the Development Charges associated with the application to build a fourth unit at 15 Parkside Drive. The trigger for the application of development charges in this instance is that the gross floor area of the proposed fourth unit was greater than the gross floor area of smallest unit within the dwelling (see #1 above). The building at 15 Parkside Drive meets the criteria of being an "Other Multiple" for the purpose of calculating development charges therefore amount charged was \$23,016.

If you have any questions regarding the contents of this memo, please contact me at ext. 5130.



D. McKinnon, CPA, CGA
Director of Finance