

**REGIONAL, LOCAL MUNICIPALITY AND SCHOOL BOARDS
NON-RESIDENTIAL DEVELOPMENT CHARGES (DC) INFORMATION FORM**

If you have any inquires, please contact Development Officer, Region of Halton 825-6000 ext. 7290; Development Finance Clerk, Town of Oakville 905-338-4196; or Development Officer, School Boards 905-335-3663 ext. 3240. Please see reverse for definitions. This form is to be returned to the Local Municipality when complete.

TO BE COMPLETED BY APPLICANT

Date of Application (MM/DD/YY)	_____	Local Municipality	_____	Town of Oakville
Applicant (First/Last Name)	_____	Site Address	_____	
Applicant Telephone #	_____	Building Permit Application #	_____	
Owner Name	_____	Site Plan/Zoning Certificate	_____	
Owner Telephone #	_____	Legal Description	_____	
Contact E-Mail	_____		_____	
Size of Lot (m2):	_____	Size of Existing Building (m2):	_____	_____
			Above Grade	Below Grade Total

Information on Development:

Name of Building Occupants (current or proposed): _____
 Description of Proposed Use: _____

Regional Infrastructure Connection: Water Wastewater

Type and size of Use (including below grade):

New Development/Expansion (m2)	New Development	Expansion	Total (m2)
<input type="checkbox"/> Retail	_____	_____	_____
<input type="checkbox"/> Office - specify use _____	_____	_____	_____
<input type="checkbox"/> Industrial -Manufacturing	_____	_____	_____
<input type="checkbox"/> Industrial- Warehouse/Distribution	_____	_____	_____
<input type="checkbox"/> Industrial - spec. building	_____	_____	_____
<input type="checkbox"/> Commercial	_____	_____	_____
<input type="checkbox"/> Other - specify _____	_____	_____	_____
Total:	_____	_____	_____

Redevelopment (m2)	Conversion / Interior Alteration	Demolitions
<input type="checkbox"/> Retail	From _____ To _____	Permit # _____
<input type="checkbox"/> Office - specify use _____	_____	Date of Permit Issued (MM/DD/YY) _____
<input type="checkbox"/> Industrial -Manufacturing	_____	Date of Demolition (MM/DD/YY) _____
<input type="checkbox"/> Industrial- Warehouse/Distribution	_____	Non-residential demolition TFA (m2) _____
<input type="checkbox"/> Industrial - spec. building	_____	Non-residential demolition GFA (m2) _____
<input type="checkbox"/> Commercial	_____	Previous Use _____
<input type="checkbox"/> Other - specify _____	_____	Residential demolition Type _____
<input type="checkbox"/> Residential Unit	Type _____	Number of Units _____
	Number of Units _____	

Categories of Exemption:

<input type="checkbox"/> Agricultural	<input type="checkbox"/> Board of Education	<input type="checkbox"/> Region, Area Municipality, Local Board
<input type="checkbox"/> Temporary Venues	<input type="checkbox"/> Public Hospital	<input type="checkbox"/> Place of Worship/Area of Worship
<input type="checkbox"/> Seasonal Structures	<input type="checkbox"/> Conservation Authority	<input type="checkbox"/> Parking Garages

Request for Agreement:

Types of Agreement Temporary Building (see definition) Deferral

Information/guideline package to be sent to: _____
 (Print Name) (E-mail)

I, _____ (print first/last name) have reviewed the Regional, Local Municipality and School Boards Non-residential Development Charges information form and confirm that the information I have provided above is true and accurate. I further acknowledge that it is my responsibility to provide accurate information and accept responsibility for any errors and omissions, including any future requirement by the applicable municipality that I solely remedy any errors and omissions where necessary as determined by such municipality.

Applicant/Applicant's Architect/Engineer: _____
 (Print Name) (Signature) (Date)

FOR LOCAL MUNICIPALITY OFFICE USE ONLY - DEVELOPMENT INFORMATION CONFIRMATION

NOTE: Enter ONLY where information differs from above

Size of Existing Building (m2):	_____	_____	_____
	Above Grade (GFA)	Below Grade	Total (TFA)
New Development/Expansion (m2)	New Development	Expansion	Total m2
Type: _____	_____	_____	_____
Re-Development (m2)	Conversion/Interior Alteration	Demolitions	Demolition Confirmed Yes / No
Type: _____	From _____ To _____	Permit # _____	_____
	_____	Date of Permit Issued (MM/DD/YY) _____	_____
Residential Unit	Type _____	Demolition Confirmed _____	_____
	Number of Units _____	Non-residential demolition TFA (m2) _____	_____
	Previous Use _____	Non-residential demolition GFA (m2) _____	_____
		Residential demolition Type _____	_____
		Number _____	_____

Staff Comments:

(Reviewed By - Print Name) (Initial) (Date)

FOR THE REGION/LOCAL MUNICIPALITY/BOARD OF EDUCATION USE ONLY - DC CALCULATION

	Region		Local/EDC	
	Retail	Non-retail		
DC Rate/m2 (Effective until _____):	\$ _____	\$ _____	\$ _____	Staff Comments: _____ _____ _____ _____ _____ _____ _____ _____ _____ _____ _____ _____
Chargeable Floor Area (m2):	_____	_____	_____	
Proposed Floor Area	_____	_____	_____	
Less: Category Exemption	_____	_____	_____	
Expansion Exemption	_____	_____	_____	
Net Chargeable Floor Area	_____	_____	_____	
Below Grade Floor Area (for EDC)	_____	_____	_____	
Net Chargeable Floor Area (for EDC)	_____	_____	_____	
DC Payable:				
Total DC	\$ _____	\$ _____	\$ _____	
Less: Demolition Credit	_____	_____	_____	
Conversion Credit	_____	_____	_____	
Other _____	_____	_____	_____	
Net DC Payable:	\$ _____	\$ _____	\$ _____	
Total To Be Collected (Retail + Non-retail)	\$ _____	\$ _____		

Executed Regional Agreement

 (Prepared By) (Approved By) (Date)

**REGIONAL MUNICIPALITY OF HALTON
NON-RESIDENTIAL DEVELOPMENT CHARGES INFORMATION FORM**

Regional Definitions per By-law 48-12:

“accessory commercial building” means a building that is naturally or normally incidental to or subordinate in purpose and is exclusively devoted to the principal commercial use on the lot;

“agricultural development” means a bona fide farming operation, including greenhouses which are not connected to Regional water services or wastewater services, sod farms and farms for the breeding and boarding of horses, and includes, but is not limited to, barns, silos and other ancillary buildings to such agricultural development but excluding any component thereof that is a residential use, a commercial use or a retail development;

“air-supported structure” means a structure consisting of a pliable membrane that achieves and maintains its shape and support by internal air pressure;

“building” means a permanent enclosed structure occupying an area greater than ten square metres (10 m²) and despite the foregoing includes, but is not limited to:

- (i) an above-grade storage tank,
- (ii) an air-supported structure,
- (iii) an industrial tent;
- (iv) a roof-like structure over a gas-bar or service station; and
- (v) and area attached to and ancillary to a retail development delineated by one or more walls or part walls, a roof-like structure or any of them

“commercial use” means land, buildings or portions thereof used, designed or intended for use for a non-residential use that is not a retail development or industrial use, and whether a use is an industrial use shall be determined by having regard for the classification of the lands in question pursuant to the Assessment Act, R.S.O. 1990, C. A.31, as amended or successor legislation;

“non-retail development” means any non-residential development which is not a retail development;

“retail development” means land, buildings or portions thereof used, designed or intended for use for the purpose of offering foods, wares, merchandise, substances, articles or things for sale directly to the public or providing services or entertainment to the public. Retail development excludes freestanding bank kiosks but is not limited to:

- (1) land, buildings or portions thereof used, designed or intended for use for the rental of wares, merchandise, substances, articles or things;
- (2) offices and storage in connection with, related to or ancillary to retail use; and
- (3) conventional restaurants; fast food restaurants; catering establishments; bars and taverns; beer and wine making stores; concert halls/theatres/cinemas/movie houses/drive-in theatres; dinner theatres; casinos; amusement and theme parks; amusement arcades; bowling alleys; fitness/recreation sport centres; hotels/motels/bed and breakfast facilities/rooming and boarding houses; gas stations and service stations; speciality automotive shops/auto repairs/collision services/car or truck washes; auto dealerships; shopping centres and plazas, including more than two attached stores under one ownership; department/discount stores; banks and similar financial institutions, including credit unions; insurance brokerages, investments advisory services; warehouse clubs and retail warehouses;

“seasonal structure” means a building placed or constructed on land and used, designed or intended for use for a non-residential purpose during a single season of the year where such building is designed to be easily demolished or removed from the land at the end of the season;

“temporary building” means a building used, designed or intended for use for a non-residential purpose, other than a seasonal structure and a temporary venue, or for a residential purpose, other than a garden suite, that is constructed or placed upon land and which is demolished or removed from the land within three years of building permit issuance, and includes, but is not limited to, sales trailers, office trailers and industrial tents provided they meet the criteria in the definition:

“temporary venue” means a building that is placed or constructed on land and is used, designed or intended for use for a particular event where the event has a duration of one (1) week or less and the building is erected immediately before beginning of the event and is demolished or removed from the land immediately following the end of the event;

“total floor area”:

- (i) includes the sum of the total areas of the floors in a building whether at, above or below grade, measured:
 - (1) between the exterior faces of the exterior walls of the building;
 - (2) from the centre line of a common wall separating two uses; or
 - (3) from the outside edge of a floor where the outside edge of the floor does not meet an exterior or common wall; and
- (ii) includes the area of a mezzanine;
- (iii) excludes those areas used exclusively for parking garages or structures; and
- (iv) where a building has only one wall or does not have any walls, shall be the sum of the total floor area shall be the total of the area directly beneath any roof-like structure of the building;