

**Requirements for the Payment of York Region Development Charges (Residential)
under the Current Development Charge By-law**

On June 18, 2007, the new Regional Development Charge By-law comes into force and **York Region anticipates a high volume of requests** by Owners/Developers of residential plans of subdivision to pay Development Charges under the current rates. **Staff may not have time to review your submission package prior to 4:30 pm on June 15, 2007** to determine your eligibility to pay Regional Development Charges. In this regard, please be advised of the following:

To be eligible to pay Regional Development Charges under the current rates the following is to be adhered to:

- i. The Regional Planning and Development Services Department **must receive by 4:30 pm on June 15, 2007**, a complete subdivision clearance package as per the Submission Checklist which can be obtained from the Planning and Development Services Department. **All components of the Submission Checklist must be received no later than 4:30 pm on Friday, June 15, 2007, including copies of:**
 - the Final fully/duly executed local subdivision agreement;
 - fully signed and dated M-Plans including a survey completion date; and,
 - confirmation of servicing allocation.
- ii. As required by the Regional Finance Department, a **certified cheque** for the applicable Regional Development Charges **must be received by the Regional Finance Department no later than 4:30 pm on Friday June 15, 2007**. The Regional Finance Department will hold the cheque; however, they will not deposit the cheque until such time as the Regional Planning and Development Services Department has notified them that you have submitted a complete package as per the above noted requirements. **If the clearance package is incomplete in any way and you cannot remedy the deficiency by 4:30 pm on Friday, June 15, 2007, you will be required to pay the Development Charges at the new rate and the Regional Finance Department will return your cheque.**

Other information:

- The Owner is responsible for calculating the applicable Development Charges owing. If the amount owing is determined to be more than the amount on the **certified cheque**, the deficiency will be charged at the new rate.
- Regional Planning Staff will make every effort to advise you by 4:30 pm on Friday, June 15, 2007 if your clearance package is complete; however, due to workload this may not be possible. In the event that we cannot review your submission by 4:30 pm on Friday, June 15, 2007 we will advise you of the status of your submission on Monday June 18, 2007. However, kindly note that additional information will not be accepted after 4:30 pm on Friday, June 15, 2007.
- In accordance with the *Development Charges Act*, notice relating to the passage of a development charge by-law must be given within twenty days of passage. The Regional Municipality of York will be publishing the notice of passage in the various York Region papers the weekend of June 9th and 10th. Publication will be as follows: The Caledon Enterprise, The Markham Economist and the Stouffville Sun Tribune - Saturday, June 9th. The Era Banner, The Liberal, and the Vaughan Citizen - Sunday, June 10th. A copy of the Public Notice will also be posted to the York Region website.

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