

## 2020 Servicing Agreement Fee and Development Levy Policy Summary Changes

### Notable changes by Section

| Index | Old Policy Section Reference                             | New Policy Section Reference | Description   |
|-------|--|------------------------------|---|
| 1     | N/A  | 1.0 Policy Statement         | <b>New:</b> As a result of incorporating the old policies into the new corporate policy template. The statement was created using the OCP and primary intent of the policy. Statement reflects Section B, Goal 4 of Design Regina as a legislative requirement.   |
| 2     | A&C Section 1, AoS Section 1.0                           | 2.0 Purpose                  | <b>Combined:</b> All policy sections were combined into one. The corporate policy format dictated the contents of this section.   |
| 3     | A&C Section 2, AoS Section 2.0                           | 3.0 Scope                    | <b>Combined:</b> Section will be electronically linked in a table of contents style to allow for ease of use when using the PDF version.  |
| 4     | A&C Section 3, A&C Appendix B Section 3, AoS Section 3.0 | 4.0 Definitions              | <p><b>Combined:</b> Definitions were combined to remove redundancies and allow for clarity.</p> <p><b>Modified:</b> All definitions were modified to match existing definitions in Master Plans or Bylaws.</p> <p><b>New:</b> Infill Development definition added.</p> <p><b>New:</b> Municipal Reserve, Municipal Buffer, Municipal Utility definitions added.</p> <p><b>New:</b> Dedicated Lands definition added.</p> <p><b>New:</b> Development Charge definition added.</p> <p><b>New:</b> Utility Service Provider definition added.</p> <p><b>New:</b> Office Development Definition added.</p> <p><b>New:</b> Institutional Development Definition added.</p> <p><b>Modified:</b> Gross Floor Area definition to allow for ease of application of the policy.</p> <p><b>New:</b> Residential Group Care Home definition added.</p> <p><b>New:</b> Public Work definition added.</p> |
| 5     | A&C Section 4.1, 4.12, AoS Section 4.0                   | 5.0 Legislative Authority    | <p><b>Combined:</b> All references to the P&amp;D Act and the Development Levy Bylaw.</p> <p><b>New:</b> Added reference to all sections within the OCP that provide this policy direction.</p>   |
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| Index | Old Policy Section Reference                        | New Policy Section Reference                  | Description  |
|-------|---|---|--|
| 6     | A&C Section 4.1, 4.12, AoS Section 4.0, Section 5.0 | 6A Delegated Authority                        | <b>Combined:</b> All sections related to Delegation of Authority by Council to the Executive Director were combined into one section that is applicable to the entire policy under General Policy.   |
| 7     | A&C Section 4.1                                     | 6B Application of SAF and DLs                 | <b>Modified:</b> Section was modified to provide clarity on where the Greenfield Rates would apply and where the Intensification Levy would apply. Referenced the Map in the appendix section.<br><b>New:</b> Added clause to provide clarity that for specific details on a location that the City maintains a GIS map of the boundary and this information is available to use for clarification.  |
| 8     | A&C Various Sections                                | 7A Greenfield Area Development Charges        | <b>Modified:</b> Create a development charges section specifically for greenfield applications.<br><b>New:</b> Added clarity on how reimbursements and refunds were being dealt with to match actual practice.<br><b>New:</b> Added the formula for calculating Servicing Agreement fees. This formula was already reflected in all standard agreements and imbedded in the Development Levy Bylaw.  |
| 9     | A&C Section 4.8                                     | 7.A.1 Exemptions                              | <b>Modified:</b> Clarity for the exemptions for Environmental Reserves, freeways, expressways, grade separations.<br><b>Modified:</b> Lands that were previously subjected to servicing agreements fees.<br><b>New:</b> Added Municipal Utility and Municipal Buffer as exempted lands.<br><b>New:</b> Added lands utilized for Public Works as per P&D Act Definition. This allows for exemptions to be considered for all related public works. Placed provisions related to occupied structure. |
| 10    | A&C Section 4.8                                     | 7.A.2 Deferrals                               | <b>Modified:</b> Clarification of the interest to be registered on the title of the impacted property.<br><b>New:</b> Outlined the requirements of the registered interest.  |
| 11    | A&C Section 4.9                                     | 7.A.3 Reduction Applicable to Industrial Land | <b>Modified:</b> Clarification of the interest to be registered on the title of the impacted property.   |

| Index | Old Policy Section Reference | New Policy Section Reference                                     | Description  |
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| 12    | AoS Various Sections         | 7B Greenfield Area Agreements                                    | <b>Combined:</b> Various sections that result in a short introductory paragraph to Greenfield Agreements.  |
| 13    | AoS Part E                   | 7.B.1 Application Requirements                                   | <b>Modified:</b> Clarification related to the issuance of a servicing agreement number.  |
| 14    | AoS Part B and Part C        | 7.B.2 Payment of Servicing Agreement Fees and Development Levies | <p><b>Combined:</b> Both sections pertaining to payments were combined to create a section specific to Greenfield Area.</p> <p><b>Modified:</b> The time periods in which the payment amounts are due was changed. Generally, they were extended.</p> <p><b>Modified:</b> The percentage of payments were changed to be the same for greenfield and intensification. The 30/40/30 split was adopted for Infrastructure.</p> <p><b>Modified:</b> Removed the 2-hectare and 0.75-hectare limits.</p> <p><b>Modified:</b> adopted the \$50,000 limit for all fee types which are servicing agreement fees and development levies.</p> |
| 15    | AoS Part A                   | 7.B.3 Financial Assurances for Completion of Work                | <p><b>Modified:</b> The section was modified for language clarity.</p> <p><b>New:</b> The section was modified to incorporate policy that would support a tiered security section like that of Edmonton, Alberta.</p>  |
| 16    | AoS Part D                   | 7.B.4 Endeavour to Assist  | <p><b>Modified:</b> The section was modified for language clarity.</p> <p><b>Modified:</b> Definitions that were related to this section were generalized and the specific content moved into this section.</p>  |
| 17    | A&C Various Sections         | 8A Established Area Development Charges                          | <p><b>Modified:</b> Consolidated statements in several sections into one representing Established Area.</p> <p><b>New:</b> Added clarity related to reimbursements to match actual practice.</p> <p><b>New:</b> Added clarity around the rates to be utilized for subdivision in the established area within the development levy bylaw.</p> <p><b>New:</b> Clarified that Gross floor area is to be used for all Established area calculations.</p>   |
| 18    | A&C Section 4.10             | 8.A.1 Intensification Exemptions                                 | <b>Modification:</b> Modified exemptions related to adaptive reuse from commercial to residential is not exempt.   |
| 19    | A&C Section 4.11             | 8.A.2 Credits for Existing Development                           | <p><b>Modified:</b> Removed the 10-year credit limit.</p> <p><b>New:</b> Added clarity that credits cannot be transferred from site to site.</p>   |

| Index | Old Policy Section Reference       | New Policy Section Reference                                     | Description   |
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| 20    | AoS Various Sections               | 8B Established Area Agreements                                   | <b>New:</b> Created a section specific to Established Area Agreements   |
| 21    | AoS Part B and Part C              | 8.B.2 Payment of Servicing Agreement Fees and Development Levies | <p><b>Combined:</b> Both sections pertaining to payments were combined to create a section specific to the Established Area.</p> <p><b>Modified:</b> Clarity provided reflecting actual practice of when an intensification development levy is collected.</p> <p><b>Modified:</b> The percentage of payments were changed to be the same for greenfield and intensification. The 30/40/30 split was adopted for Infrastructure.</p> <p><b>Modified:</b> Removed the 2-hectare and 0.75-hectare limits.</p> <p><b>Modified:</b> changed the \$50,000 limit for all fee types which are servicing agreement fees and development levies.</p> |
| 22    | A&C Section 4.3                    | 9.0 Capital Projects   | <b>Modified:</b> To include recognition of Endeavour to Assist.   |
| 23    | A&C Appendix B and A&C Section 4.3 | 9A Costs Eligible for Payment with Development Charges           | <p><b>Combined:</b> Both sections pertaining to eligible payments were combined.</p> <p><b>Modified:</b> The section was modified for language clarity.</p>   |
| 24    | A&C Appendix B, A&C Appendix A 4.7 | 9B Determining Cost Share  | <p><b>Combined:</b> Both sections pertaining to determining the cost share for capital projects were combined.</p> <p><b>Modified:</b> The section was modified for language clarity.</p>   |
| 25    | A&C Appendix B                     | 9C Estimate of Costs   | <b>Combined:</b> Section was created by combining paragraphs from existing policy.  |
| 26    | A&C Appendix B                     | 9.C.1 Infrastructure   | <p><b>Combined:</b> Combined sections on Grants, regional and community contributions.</p> <p><b>New:</b> Formula added for alternative funding sources.</p> <p><b>New:</b> Added assumption for consulting fees to be applied to projects that assume consulting services as part of the total estimate.</p>   |
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| 27    | A&C Appendix B Section 6                             | 9.C.2 Land  | <p><b>Modified:</b> The section was modified for language clarity.</p> <p><b>New:</b> Added that determination of the lands value shall be determined by a Professional Appraiser as defined by AIC.</p>   |
| 28    | A&C Section 4.6, A&C Appendix A Section 4.1          | 10.0 Fund Management                              | <p><b>Modified:</b> The section was modified based on current accounting practices, the Cities financial policies and our current practice within the model.</p> <p><b>Combined:</b> Relevant portions of each section pertaining to general information on the fund management.</p>   |
| 29    | A&C Section 4.13 and 4.14                            | 10A Development Charges Financial Cash Flow Model | <p><b>New:</b> Changed the name to reflect the collection of development levies and servicing agreement fees.</p> <p><b>Modified:</b> This section was modified for language clarity.</p> <p><b>New:</b> Added Capital projects adjustments for timing and accuracy.</p> <p><b>New:</b> Added review of Masterplans and OCP Growth Phasing</p> |
| 30    | A&C Appendix A Section 4.1                           | 10.A.1 Inflation Rates and Interest Rates         | <p><b>Modified:</b> Updated based on actual practice.</p>  |
| 31    | A&C Appendix A Section 4.2, A&C Appendix B Section 9 | 10.A.2 Opening Balance                            | <p><b>Combined:</b> Relevant portion of each section pertaining to the opening balance were combined.</p> <p><b>Modified:</b> This section was modified for language clarity.</p>  |
| 32    | A&C Various Sections                                 | 10.A.3 Revenue Projections                        | <p><b>Combined:</b> Relevant portions of each section pertaining to revenue were combined.</p> <p><b>Modified:</b> This section was modified for language clarity.</p>   |
| 33    | A&C Various Sections                                 | 10.A.4 Expense Projections                        | <p><b>Combined:</b> Relevant portions of each section pertaining to expense projections were combined.</p> <p><b>Modified:</b> This section was modified for language clarity.</p>   |
|       |  |   |  |

| Index | Old Policy Section Reference        | New Policy Section Reference  | Description  |
|-------|-------------------------------------|---|--|
| 34    | N/A                                 | 10.A.5 Servicing Agreement Fees and Development Levy Rate Calculation | <b>New:</b> Section Created to allow for consolidation of the rate calculations for Greenfield and Intensification.  |
| 35    | A&C Appendix A Section 4.9 and 4.14 | 10.A.5.1 Greenfield Rate  | <b>Modified:</b> This section was modified for language clarity.<br><b>Combined:</b> Relevant portions of each section pertaining to Greenfield Rate Calculations were combined.   |
| 36    | A&C Appendix A Section 4.9 and 4.14 | 10.A.5.2 Intensification Rate   | <b>Modified:</b> This section was modified for language clarity.<br><b>Combined:</b> Relevant portions of each section pertaining to Intensification Rate Calculations were combined.<br><b>New:</b> Added Equivalent Servicing Impact Ratios formulas<br><b>Removed:</b> Specific reference to values for Equivalent Servicing Impact Ratios<br><b>New:</b> Added Section to ensure that the Equivalent Servicing Impact Ratios are considered during rate setting by the City. |
| 37    | A&C Appendix A Section 4.14         | 10.A.5.3 Administration Rate  | <b>Modified:</b> To reflect actual accounting practices.<br><b>Modified:</b> This section was modified for language clarity.   |
| 38    | A&C Section 4.15                    | 11.0 Policy Review  | <b>New:</b> Added that the policy can be reviewed as directed by the Executive Director.   |
| 39    | N/A                                 | 12.0 Reviews  | <b>New:</b> Updated based on past and current reviews.   |
| 40    | N/A                                 | 13.0 Amendments   | <b>New:</b> Updated based on past and current amendments.  |
|       |                                     |   |  |

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|-------|------------------------------|--|--|
| 41    | A&C Appendix B               | 14 Appendix A  | <p><b>Removed:</b> All sections that could be merged into section bodies in the main policy and that did not specifically refer to the contents of the appendices.</p> <p><b>Modified:</b> This section was modified for language clarity.</p> <p><b>Modified:</b> Section headers to repeat on pages.</p> <p><b>Modified:</b> Added language to differentiate between Regional and Site-specific infrastructure related to Stormwater Trunk Sewers, lift stations and channels.</p> |
| 42    | A&C Appendix C               | 15.0 Appendix B  | <p><b>Removed:</b> The description paragraph and merged it into the section body of the policy.</p> <p><b>Modified:</b> Referenced new OCP Map.</p>  |
| 43    | A&C Section 4.15             | 8A Established Area Development Charges & 7A Greenfield Area Development Charges | <p><b>Modified:</b> moved to each new section respective of Greenfield and Established Area.</p>   |

A&C is the abbreviated form of the *Administration and Calculation of Servicing Agreement Fees and Development Levies Policy*

AoS is the abbreviated form of the *Administration of Servicing Agreements and Development Levy Agreements Policy*