

Planning Application User Fees & Service Charges

Appendix V

USER FEE DESCRIPTION	2022
SITE PLAN	
ZONING & OFFICIAL PLAN	
Official Plan Amendment	\$ 8,610
Zoning By-law Amendment	\$ 8,110
Minor Zoning By-law Amendment (e.g. Agricultural Purposes Only (APO), Temporary Use Zoning Renewals)	\$ 2,835
Combined Zoning By-law Amendment & Official Plan Amendment	\$ 11,945
Other By-laws (e.g. deeming, part lot control, Holding (H) removal)	\$ 2,055
SUBDIVISION/CONDOMINIUM	
Draft Plan of Subdivision/Condominium - base charge	\$ 9,110
Draft Plan of Subdivision/Condominium plus per lot beyond the first 10 lots (maximum charge \$13,500.00)	\$ 150
Final Plan Approval/Condition Clearance	\$ 1,725
Extension of Draft Plan approval	\$ 1,800
Modification of Draft Plan approval	\$ 4,645
Subdivision/Condominium Agreement base charge	\$ 4,890
Subdivision/Condominium Agreement plus per lot beyond the first 10 lots (maximum charge \$13,500.00)	\$ 150
SITE PLAN	
Site Plan Application - Process	\$ 7,945
Site Plan Application - Minor (e.g. minor building addition or parking changes, no supporting studies required)	\$ 2,500
CONSENT & VARIANCES	
Minor Variance & Section 45 Applications	\$ 2,165
Fence Variance	\$ 1,000
Sign Variance	\$ 1,000
Consent	\$ 2,835
Combined Minor Variance & Consent Application	\$ 4,335
Final Consent Certification - Condition Clearance	\$ 200
Adjournment/Re-circulation Fee - Minor Variance	\$ 1,110
Adjournment/Re-circulation Fee - Consent	\$ 1,110
Adjournment/Re-circulation Fee - Combined Minor Variance & Consent Application	\$ 1,670
TELECOMMUNICATIONS FACILITIES	
Rapid Processing Stream	\$ 425
Preferred Processing Stream	\$ 1,060

Full Processing Stream	\$ 2,650
PRE-CONSULTATION FEE	\$ -
Consent and Minor Site Plan applications	\$ 1,110
Telecommunications Facilities	\$ 320
All other Applications (No fee for Variances)	\$ 2,780
OTHERS	
Renewable Energy Review	\$ 2,555
Conformity Statement	\$ 200
Zoning/Use Statement Only (Permitted use, liquor license clearance, other)	\$ 90
REFUND OF FEES	
If an application is withdrawn prior to circulation to commenting agencies, 75% of the fee may be refunded.	
If an application is withdrawn after circulation to commenting agencies, but prior to the Notice being mailed or advertised for a Committee of Adjustment or Planning and Development Committee meeting, at which the application will be considered, 50% of the fee may be refunded.	
If an application is withdrawn after Notice of the Public Meeting has been mailed or advertised, but prior to the staff report being prepared, 25% of the fee may be refunded.	
In addition, any payments outstanding to the Town shall be reduced from the application fee by the Manager of Finance, prior to the refund being issued.	
REACTIVATION	
Any application which has been withdrawn or has been inactive for a period of one year shall be considered abandoned and a full fee shall be required to activate a new application.	
CONSULTING SERVICES	
Where any application requires the Town to hire a consultant to review supporting technical studies on behalf of the Town, the applicant shall be responsible for all costs, and those costs shall be payable upon submission of an invoice from the Town.	
LEGAL/ADMINISTRATION FEES	
Applicants are responsible for payment of all legal fees associated with the registration of documents for Planning approvals	