



Schedule E Planning Services Fees

(applicable taxes will be added to all fees)

| Description of Fee or Service | 2025 Fees |
|---|--------------------|
| | \$ |
| Committee of Adjustment | |
| Minor Variance | |
| Standard ¹ | 1,000.00 |
| Complex ² | 1,600.00 |
| Consent (per deed) - creation of a new lot, lot addition, easement/right-of-way etc. | 1,800.00 |
| Committee of Adjustment Special Meeting Fee | 1,300.00 |
| Official Plan | |
| Official Plan Amendment (OPA) | |
| Minor ³ | 5,200.00 |
| Major ⁴ | 10,400.00 |
| Zoning By-law | |
| Zoning By-law Amendment (ZBA) | |
| Minor ⁵ | 5,070.00 |
| Major ⁶ | 10,140.00 |
| Temporary Use By-law | 1,690.00 |
| Temporary Use By-law Extension | 1,267.50 |
| Removal of Holding (h) Zoning | 1,690.00 |
| Deeming By-law | 650.00 |
| Second Dwelling Agreement (includes \$3,000 security deposit) ⁷ | 5,730.00 |
| Combined Application Discount ⁸ | 15% of Fees |



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| Site Plan Control (SPC) | |
| Pre-Consultation Application | |
| Minor ⁹ | 2,500.00 |
| Major ¹⁰ | 5,000.00 |
| | |
| New Site Plan Agreement | 750.00 |
| Site Plan Agreement Amendment | 750.00 |
| Site Plan Director's Exemption | 260.00 |
| Site Plan Director's Exemption with an Agreement | 750.00 |
| Recirculation (Site Plan Control) ¹¹ | 500.00 |
| Security Deposit - On site works ⁷ | 50% of construction value |
| Security Deposit - Off site works ⁷ | 100% of construction value |
| | |
| Subdivisions/Condominiums | |
| Plan of Subdivision / Condominium Application | 11,000.00 |
| Amendment to Draft Plan of Subdivision | 2,600.00 |
| Draft Plan of Subdivision Approval Extension | 1,300.00 |
| Subdivision Tree Fee (per lot) | 422.50 |
| Part Lot Control (base fee per block) | 1,690.00 |
| Part Lot Control (per lot/unit created) | 32.50 |
| Part Lot Control Extension | 1,300.00 |
| Security Deposit ⁷ | 50% of construction value |
| | |
| Miscellaneous Planning Fees | |
| Certificate of Cancellation | 500.00 |
| Certificate of Validation | 500.00 |



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| Consent Certificate | 325.00 |
| Consent Freeze Release | 130.00 |
| Park Land Dedication (per new lot - as a condition of consent application) | 1,105.00 |
| Property Historical Land Use & Environmental Request (including Legal Non-conforming Requests) | 350.00 |
| Provision of Retained Land Certificate (when submitted together with an application for Consent) | 325.00 |
| Recirculation for Council or Committee Consideration (Change of Condition, Deferral, after 60 days of original notice) | 130.00 |
| Telecommunication Letter of Concurrence | 1,300.00 |
| Third Party Study Review | Cost Recovery + 5% |
| Zoning Certification/Attestation Letter (e.g. OMVIC, TSSA, Health Canada) | 350.00 |
| Indigenous Engagement Recovery | Cost Recovery + 5% |
| Conservation Authority Fees - per application | As set by Conservation Authority |
| 1 Standard Minor Variance - simple; requires minimal staff review (no supporting studies or documents) | |
| 2 Complex Minor Variance - requires extensive staff review (multiple supporting documents or studies) | |
| 3 Minor OPA - a small-scale exception to a specific Official Plan standard/policy (e.g. minor change); a change to a specific policy that is limited in scope and typically limited to one property; maintains the intent and purpose of the Official Plan; shall have limited impact or policy implications beyond the subject lands. | |
| 4 Major OPA - a re-designation or change in land use for a property or properties; requires many changes to the policies and schedules of the Official Plan; and; any application that due to the broader policy implications of the Municipality would require the need to provide, review or manage studies. | |



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| <p>5 Minor ZBA - small-scale amendment having no impact to abutting lands. Changes within current zone category, including site-specific re-zoning; or involves re-zoning related to a “surplus lot consent” whereby the remnant parcel of farmland must be re-zoned to ensure that new residential dwellings are prohibited on any vacant remnant parcel of farmland created by the severance.</p> | |
| <p>6 Major ZBA - more significant in scale and scope, which may have greater impact beyond the subject lands. Associated with an Official Plan Amendment; associated with a Plan of Subdivision or Condominium; any application involving multiple properties, and; any Application that requires the review of technical support documents or studies (e.g. environmental impact assessment, transportation studies, compatibility studies, etc.)</p> | |
| <p>7 A deposit or the balance of a deposit held by the Municipality that remains unclaimed for a period of seven (7) years may be transferred to the general funds of the Municipality.</p> | |
| <p>8 Combined Application Discount - applications that include more than one application type (minor variance, consent, zoning, official plan) will receive a 15%.</p> | |
| <p>9 Minor SPC Pre-consultation - new accessory buildings/structures or additions to existing buildings not exceeding 929 square metres (10,000 sq. ft) or up to 3 storeys in building height or; changes to landscaping, parking, grading or drainage areas up to 0.6 hectare (1.5 acres) in land area, including revisions to building elevations, patios or additions thereto.</p> | |
| <p>10 Major SPC Pre-consultation - new main buildings of any size, or cumulative additions greater than 929 square metres (10,000 sq. ft) or greater than 3 storeys in building height or; involves comprehensive changes to on-site grading/servicing/drainage, or cumulative changes to a parking area exceeding 0.6 hectare (1.5 acres).</p> | |
| <p>11 Recirculation (SPC) - pre-consultation fee includes initial pre-consultation circulation & results letter + 1 round of re-circulation. All subsequent submissions are subject to this fee.</p> | |