

**Schedule A – Planning Act Processing Fees and Charges
2026 USER FEES
Planning Act Processing**

Effective Date: June 01, 2026

SERVICE PROVIDED	UNIT OF MEASURE	SUBJECT TO HST YES/NO	2025 FEE BEFORE TAX	2026 FEE BEFORE TAXES	HST AMOUNT	TOTAL FEE	% INCREASE
Department: Planning Services:							
Official Plan and Zoning By-law Amendments							
Official Plan Amendment	Each	Yes	\$48,018.83	\$48,979.20	\$6,367.30	\$55,346.50	2.0%
Zoning By-law Amendment	Each	Yes	\$41,235.88	\$42,060.59	\$5,467.88	\$47,528.47	2.0%
Removal of Holding and Temporary Use Zoning By-law	Each	Yes	\$7,203.29	\$7,347.35	\$955.16	\$8,302.51	2.0%
Plans of Subdivision							
Subdivision - Residential	Base fee	Yes	\$129,497.72	\$132,087.68	\$17,171.40	\$149,259.08	2.0%
	Plus per unit	Yes	\$334.04	\$340.72	\$44.29	\$385.02	2.0%
Subdivision - Commercial	Base fee	Yes	\$138,943.75	\$141,722.62	\$18,423.94	\$160,146.56	2.0%
	Plus per hectare	Yes	\$2,570.28	\$2,621.69	\$340.82	\$2,962.51	2.0%
Subdivision - Industrial	Base fee	Yes	\$142,794.53	\$145,650.42	\$18,934.55	\$164,584.98	2.0%
	Plus per hectare	Yes	\$640.25	\$653.06	\$84.90	\$737.95	2.0%
Subdivision - Institutional	Base fee	Yes	\$141,514.03	\$144,344.31	\$18,764.76	\$163,109.07	2.0%
	Plus per hectare	Yes	\$1,280.50	\$1,306.11	\$169.79	\$1,475.91	2.0%
Revision of Draft Plan Approval Requiring Circulation	Each application	Yes	\$5,001.38	\$5,101.41	\$663.18	\$5,764.59	2.0%
Revision to Conditions of Draft Approval	Each application	Yes	\$5,001.38	\$5,101.41	\$663.18	\$5,764.59	2.0%
Extension of Draft Approval	Each application	Yes	\$2,496.05	\$2,545.97	\$330.98	\$2,876.95	2.0%
Registration of each Phase of a Plan	Each	Yes	\$2,496.05	\$2,545.97	\$330.98	\$2,876.95	2.0%
Part Lot Control	Each	Yes	\$3,136.30	\$3,199.03	\$415.87	\$3,614.90	2.0%
Draft Approval and Final Registration Coordination Fee (payable at time of draft approval)							
Industrial Subdivisions		Yes	\$36,336.56	\$37,063.30	\$4,818.23	\$41,881.52	2.0%
Residential Subdivisions (more than 30 lots)		Yes	\$36,355.12	\$37,082.22	\$4,820.69	\$41,902.91	2.0%
All other Subdivisions		Yes	\$27,252.42	\$27,797.47	\$3,613.67	\$31,411.14	2.0%
Coordination Fee for Engineering Drawing Submissions beyond 4th Submission (payable at time of 5th submission)							
Industrial Subdivisions		Yes	\$8,907.84	\$9,086.00	\$1,181.18	\$10,267.18	2.0%
Residential Subdivisions (more than 30 lots)		Yes	\$8,907.84	\$9,086.00	\$1,181.18	\$10,267.18	2.0%
All Other Subdivisions		Yes	\$4,453.92	\$4,543.00	\$590.59	\$5,133.59	2.0%
Prepare Sales Office Agreement		Yes	\$1,967.15	\$2,006.49	\$260.84	\$2,267.33	2.0%
Site Plan Approval							
Residential or residential and other uses	Each	Yes	\$65,936.57	\$67,255.31	\$8,743.19	\$75,998.50	2.0%
	Plus per unit	Yes	\$230.47	\$235.08	\$30.56	\$265.64	2.0%
GFA of other uses	Per additional m2	Yes	\$8.11	\$8.27	\$1.08	\$9.35	2.0%
	First 1,800 m ² of gross floor area	Yes	\$14,967.95	\$15,267.31	\$1,984.75	\$17,252.06	2.0%
Industrial, Commercial, Institutional	Per additional m2	Yes	\$8.11	\$8.27	\$1.08	\$9.35	2.0%
	Each	Yes	\$14,683.27	\$14,976.94	\$1,947.00	\$16,923.94	2.0%
Technical resubmission after the third submission	Each	Yes	\$1,109.10	\$1,131.28	\$147.07	\$1,278.35	2.0%
Minor revisions to approved plans	Each	Yes	\$600.99	\$613.01	\$79.69	\$692.70	2.0%
Commercial roof top patios	Each	Yes	\$600.99	\$613.01	\$79.69	\$692.70	2.0%
Site Plan Approval for Outdoor Elements of Daycares and Parking Lot Expansions	Each	Yes	N/A	\$2,318.28			N/A
Site Plan Exemption	Each	Yes	N/A	\$250.00			N/A
Plans of Condominium							

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Condominium - Residential	Each	Yes	\$46,070.24	\$46,991.64	\$6,108.91	\$53,100.55	2.0%
	Plus per unit	Yes	\$259.81	\$265.01	\$34.45	\$299.46	2.0%
Condominium - All Other	Each	Yes	\$11,561.63	\$11,792.87	\$1,533.07	\$13,325.94	2.0%
Condominium Exemption Request	Each	Yes	\$5,038.50	\$5,139.27	\$668.10	\$5,807.37	2.0%

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Committee of Adjustment							
Consent - Severance	Each	Yes	\$13,092.67	\$13,354.52	\$1,736.09	\$15,090.61	2.0%
Consent - Other Tier 1 (e.g. simple easements)	Each	Yes	N/A	\$4,453.09	\$578.90	\$5,031.99	N/A
Consent - Other Tier 2 (e.g. complex easements; leases greater than 21 years)	Each	Yes	\$8,731.54	\$8,906.17	\$1,157.80	\$10,063.97	2.0%
Minor Variance - Tier 1	Each	Yes	\$1,466.08	\$1,495.40	\$194.40	\$1,689.81	2.0%
Minor Variance - Tier 2	Each	Yes	\$2,922.89	\$2,981.34	\$387.57	\$3,368.92	2.0%
Committee of Adjustment Re-circulation Fee Due to Applicant's Revisions or Applicant's Deferrals	Each	Yes	\$1,939.31	\$1,978.10	\$257.15	\$2,235.25	2.0%
Special Committee of Adjustment Meeting for Emergent Issues	Each	Yes	\$2,013.54	\$2,053.81	\$267.00	\$2,320.81	2.0%
Other Fees Calculated							
Telecommunications Tower	Each	Yes	\$26,278.13	\$26,803.69	\$3,484.48	\$30,288.17	2.0%
Application Reactivation Fee	Each	Yes	\$776.45	\$791.98	\$102.96	\$894.94	2.0%
Peer Review and/or External Consulting Fees	Actual cost	Yes					
Planning Administrative Fee for Checking Consultants' Invoices	15% of consultant's fee	Yes					
Zoning Confirmation Letter	Each	Yes	\$104.77	\$106.87	\$13.89	\$120.76	2.0%
Zoning Compliance Letters	Each	Yes	\$192.71	\$196.57	\$25.55	\$222.12	2.0%
Preconsultation Deposit; Refundable if a complete application is submitted within 12 months of the preconsultation	Each	No	\$1,546.50	\$1,577.43	\$0.00	\$1,577.43	2.0%
Security Release Inspection After the First Inspection	Each	Yes	\$496.23	\$506.16	\$64.82	\$570.98	2.0%
Owner Request for Change of Address	Each	Yes	\$196.54	\$200.47	\$25.67	\$226.14	2.0%
Tree Preservation, Protection, Replacement and Enhancement Policy Compensation	Refer to Schedule C - Pubic Works and Parks Fees and Charges						
Planning Act Application Reactivation	Each	Yes	N/A	10% of the applicable application fee			
Department: Engineering Services							
Development Services							
Engineering Design Standard and Criteria Manual (Physical Copy)	Each	Yes	\$110.73	\$112.95	\$14.68	\$127.63	2.0%
Engineering Checking & Inspection (40% collected at submission of application and the balance collected at execution of agreement)							
Site Plans handled fully in house	9% of the value of all site works and services outside of the buildings	Yes	Minimum	Minimum	Minimum	Minimum	2.0%
			\$1,781.57	\$1,817.20	\$236.24	\$2,053.44	
Site Plans and Projects in which the Town's Checking Consultant is providing the design review and field monitoring services	5% Admin Fee of the value of all site works and services outside of the buildings plus checking consultant fees	Yes	Minimum	Minimum	Minimum	Minimum	2.0%
			\$1,576.40	\$1,607.93	\$209.03	\$1,816.96	

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Subdivisions	5% Admin Fee plus checking consultant fees	Yes	5% Admin Fee plus checking consultant fees	5% Admin Fee plus checking consultant fees	13%	5% Admin Fee plus checking consultant fees+HST	N/A
Overhead incurred for checking Consultant Invoicing	15% Admin fee	Yes	15% Admin Fee	15% Admin Fee	13%	15% Admin Fee +HST	N/A

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Other Services									
Consultant's request for traffic counts (ATR or TMC)	Each	Yes	\$141.81		\$144.64		\$18.80	\$163.45	2.0%
Pre-servicing Agreement	Each	Yes	\$2,273.36	plus Engineering Fees that are based on the percentage of the cost estimate of the works and as indicated in this By-Law, plus HST	\$2,318.83	plus Engineering Fees that are based on the percentage of the cost estimate of the works and as indicated in this By-Law, plus HST	13%	\$2,273.36 plus Engineering Fees that are based on the percentage of the cost estimate of the works and as indicated in this By-Law, plus HST	2.0%
Municipal Servicing Agreement	Each	Yes		New	\$2,318.83	plus Engineering Fees that are based on the percentage of the cost estimate of the works and as indicated in this By-Law, plus HST	13%	\$2,273.36 plus Engineering Fees that are based on the percentage of the cost estimate of the works and as indicated in this By-Law, plus HST	NEW
Hire/Retain a Consultant/Vendor and Peer Review Fees	Each	Yes	Actual cost plus 15% administrative fee for the Town to retain a consultant/Vendor for the review, implementation or monitoring related to an application, as determined by the director of Engineering, or their designate.		Actual cost plus 15% administrative fee for the Town to retain a consultant/Vendor for the review, implementation or monitoring related to an application, as determined by the director of Engineering, or their designate.		13%	Actual cost plus 15% administrative fee for the Town to retain a consultant/Vendor for the review, implementation or monitoring related to an application, as determined by the director of Engineering, or their designate. + HST	N/A
Inspection for Security Release After the First Request	Each	Yes	\$496.23		\$506.15		\$65.80	\$571.95	2.0%
Technical Resubmission After the Third Submission	Each	Yes	\$3,216.92		\$3,281.26		\$426.56	\$3,707.83	2.0%
Application for any Amendment to an Existing Site Plan or Subdivision Agreement	Each	Yes	\$2,272.83		\$2,318.28		\$301.38	\$2,619.66	2.0%
Department: Financial Services									
Administration of Developments	5% of Security Requirement, to a maximum amount +HST	Yes	5% of Security Requirement, maximum \$65,000 +HST		5% of Security Requirement, maximum \$65,000 +HST		13%	5% of Security Requirement, maximum \$65,000 +HST	N/A
Department: Legal Services									
NOTE: The fee for Planning Act agreements prepared by Legal Services is included in the Planning Services fee for each type of application. Please consult the 2026 Corporate Fees and Charges – Legal Services section for applicable fees for agreements that do not fall under the Planning Act (For example, encroachment agreements, crane swing permits and/or development charge deferral agreements.)									
Disbursements related to Planning Act matters and agreements including but not limited to external counsel fees, land registry costs (e.g., title searches, agreement registration, land transfer for road widening), courier and postage costs	Cost Recovery	Yes	Actual cost				Actual Cost	Actual cost	