2026 Planning Application Fees

effective January 1, 2026

Description		2026 Fee (After Tax)
OFFICIAL PLAN AMENDMENT		
Official Plan Amendment Application - Major	$	33,928.00
Official Plan Amendment Application - Minor	$	22,619.00
ZONING BY-LAW AMENDMENT		
Zoning By-Law Amendment Application - Major	$	33,928.00
Zoning By-Law Amendment Application - Minor	$	16,964.00
Zoning By-Law Amendment Application -Condition Of Consent	$	6,785.00
Zoning By-Law Amendment Application- Removal Of (H) Holding Symbol	$	3,000.00
Zoning By-Law Amendment Application-Temporary Use By-Law	$	4,000.00
Zoning By-Law Amendment Application-Extension To Temporary Use By-Law	$	2,000.00
Temporary Use Agreement	$	2,936.00
SITE PLAN		
Site Plan Approval Application-New Buildings (Initial Or Amendment Where A New Agreement Is Required), plus fee per residential unit	$	14,703.00
Site Plan Approval Application-Additions To Existing Buildings (Initial Or Amendment Where A New Agreement Is Required), plus fee per residential unit	$	10,178.00
Fee per residential unit (up to 250 units)	$	100.00
Site Plan Approval Amendment Application (Where No New Agreement Is Required)	$	7,000.00
Site Plan Approval Application-Greenhouses (Initial Or Amendment Where A New Agreement Is Required)	$	10,178.00
Site Plan Approval Amendment Application-Greenhouses (Where No New Agreement Is Required)	$	6,500.00
Site Plan Approval Application For A Farm Helphouse	$	4,524.00
Discharge Of A Registered Site Plan Agreement	$	1,174.00
CONDOMINIUM		
Draft Plan Of Condominium Application	$	11,766.00
Draft Plan Of Condominium Application-Vacant Land Or Common Elements	$	11,766.00
Extension To Draft Plan Approval Of A Draft Plan Of Condominium	$	1,762.00
Final Approval Of A Draft Plan Of Condominium-Vacant Land Or Common Elements	$	2,827.00
Final Approval Of A Draft Plan Of Condominium	$	2,827.00
SUBDIVISION		
Draft Plan Of Subdivision Application Base Fee, plus fee per unit	$	19,950.00
Per Unit Fee (up to 250 residential units)	$	100.00
Revisions To A Draft Approved Plan Of Subdivision	$	9,920.00
Extension To Draft Plan Approval Of A Draft Plan Of Subdivision	$	1,620.00
Subdivision Agreement Application-Minor (<25 units)	$	12,500.00
Subdivision Agreement Application-Major/Multiple Phases	$	35,000.00
Amendment To A Registered Subdivision Agreement	$	7,550.00
Final Approval Of A Draft Plan Of Subdivision	$	2,600.00

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COMMITTEE OF ADJUSTMENT		
Minor Variance Application	$	3,000.00
Minor Variance Application-Residential & Agricultural Zones	$	1,720.00
Consent Application	$	3,000.00
Final Certification Fee For A Consent Application	$	350.00
Validation of Title Application	$	2,000.00
OTHER		
Cash In Lieu Of Parking Agreement	$	3,111.00
Cash In Lieu Of Parking Fee Per Parking Space	$	12,444.00
Development Agreement Application	$	9,710.00
Pre-Servicing Agreement Application	$	9,710.00
Amendment To A Registered Development Agreement	$	2,160.00
Subdivision Or Development Or Site Plan Assumption Agreement	$	2,700.00
Deeming By-Law	$	760.00
Removal Of Part-Lot Control Application	$	1,730.00
Model Home Agreement		
Where permitted by the Subdivision or Site Plan Agreement	$	460.00
Written Property Information	$	330.00
Preconsultation Fee - Major Application	$	2,000.00
Preconsultation Fee - Minor Application	$	520.00
ENGINEERING AND PERMITS		
Special Events Permit Application	$	80.00
Special Event Permit Annual Renwal	$	80.00
Road Closing Application - Minor	$	1,730.00
Road Closing Application - All Others	$	3,560.00
ADMINISTRATION FEES		
- For any development agreement application, site plan approval application, subdivision agreement application, pre-servicing agreement or any amendments or assumption agreements thereto		
5% of the total cost of the works and services up to $100,000; plus	$	5%
4% of the total cost of the works and services in excess of $100,000 and up to $500,000; plus	$	4%
3% of the total cost of the works and services in excess of $500,000 and up to $2,000,000; plus	$	3%
2% of the total cost of the works and services in excess of $2,000,000 and up to $4,000,000; plus	$	2%
1% of the total cost of the works and services in excess of $4,000,000	$	1%
100% of all legal costs		Actual Costs
SITE ALTERATION PERMIT CLASS 1 (FILL/ALTERATION)		
Base Fee		
Property 0.4 Hectares Or Less	$	459.00
Property Greater Than 0.4 Hectares	$	765.00

Fill Area Fee		
All Properties	$	25.00
Revision Fee	$	124.00
Site Inspection Fee	$	153.00
Renewal Fee		50% of permit fee
Fill Permit		
- 10% of work value up to $250	$	0.10
Fill Permit Inspection Flat Fee	$	113.00
Where any class 1 works have commenced prior to the issuance of a permit, all fees will be doubled		x2
PRIVATE PROPERTY TREE REMOVAL PROGRAM		
Application Fee (Individuals) - per tree to be removed	$	50.00
Application Fee (Corporations) - per tree to be removed	$	200.00
Additional Fee if work has already commenced	$	400.00
Additional Site Inspection Fee	$	200.00
Cash-in-lieu of Tree Planing Fee (Individuals)	$	250.00
Cash-in-lieu of Tree Planing Fee (Corporations)	$	550.00
Security Deposit for Tree Replacements (Individuals)	$	250.00
Security Deposit for Tree Replacements (Corporations)	$	550.00
DOCUMENT FEES		
Copy Of Official Plan	$	112.00
Certified Copy Of Official Plan	$	149.00
Copy Of Zoning By-Law	$	89.00
Certified Copy Of Zoning By-Law	$	112.00
Maps	$	7.00
DEVELOPMENT CHARGES ALTERNATIVE PAYMENT AGREEMENTS		
By-law 2024-62		
Application fee	$	500.00
Administration fee (minimum of $5,000, maximum $10,000)		1% of DC deferred
Recovery of legal or external fees related to the agreement		at cost

APPLICATIONS TO ADJUST THE ENVIRONMENTAL CONSERVATION ZONING BOUNDARY

No zoning by-law amendment application fee is required to adjust the boundary of the environmental conservation zoning on a parcel of land where the adjustments are supported by the Niagara Peninsula Conservation Authority and/or the Ministry of Natural Resources.

TIMING OF PAYMENT OF APPLICATIONS FEES AND ADMINISTRATION FEES

Application fees are subject to change from time to time. All application fees are payable upon submission, except those for site plan administration fees, subdivision agreement administration fees, pre-servicing agreement administration fees and development agreement administration fees.

The draft plan of subdivision application fee is associated with the initial review of the subdivision proposal only and shall not be deemed to be payment towards the administration and overhead, engineering, legal and other costs incurred by the municipality in preparing and administering subdivision agreements. the subdivision agreement, pre-servicing agreement and development agreement administration fees are payable prior to the registration of the agreement.

The site plan administration fees are payable prior to approval of the site plan, when the signed agreement has been submitted by the applicant to the Town.

REFUND OF FEES

If an application is withdrawn prior to circulation to commenting agencies, 70% of the fee may be refunded.

If an application is withdrawn after circulation to commenting agencies but prior to public notice being mailed or advertised, 40% of the fee may be refunded.
If an application is withdrawn after notice of the public meeting being mailed or advertised, but prior to the staff report being prepared, 20% of the fee may be refunded.

In addition, any payments outstanding to the Town shall be deducted from the application fee by the Treasurer, prior to the refund being issued by the Town.

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.

APPEAL TO OLT

Where a decision on a development application in respect of a planning matter is referred or appealed to the local planning appeal tribunal and the Town and the applicant jointly support the decision, the applicant shall be responsible for all costs to the municipality associated therewith; this includes all legal, expert testimony, and administrative and overhead costs.
To secure payment of such costs, the applicant will provide the Town, upon notice and/or acknowledgement of an objection from the local planning appeal tribunal, with an initial deposit of $5,000.00, such amount to be increased by an amount determined by the Town in the event the Town determines that the nature of the application indicates that $5,000.00 may be inadequate.

Where a Committee of Adjustment decision has been appealed and council does not adopt the position recommended by Town staff, then the following provision shall apply in the event the applicant obtains a summons compelling Town staff to attend the hearing of the local planning appeal tribunal. Staff shall undertake such preparations as required for the hearing and the costs of such preparations and attendance at the hearing, including any legal costs not otherwise assocated with the hearing, shall be paid by the applicant who has obtained the summons. In this instance the fee is $5,000.00 and shall be paid to the Town not later than the day before the scheduled hearing of the Ontario Land Tribunal.
Any costs to the Town in excess of the deposit shall be paid to the Town by the applicant upon submission of an invoice.

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 SERVICES

Legal review, appraisal and surveying fees will be charged back to the applicant based on actual costs.