

## Schedule I to 2026 User Fee By-Law

### Planning and Engineering

#### Official Plan Amendment Application

Item	Fee
Official Plan Amendment Fees	\$5,017.00
Deposit*	\$5,000.00

\*The applicant shall provide a deposit to the City, against which the City may, from time to time, charge professional fees and expenses incurred related to peer review. Any remaining balance of the deposit will be refunded at the time of the approval of the application. If such fees and expenses exceed the deposit, the applicant shall pay the difference upon being billed by the City.

#### Zoning Amendment Application

Item	Fee
Major Zoning By-Law Amendment (all other applications)	\$4,202.00
Minor Zoning By-Law Amendment (condition of severance, garden suite, additional units, temporary use)	\$2,101.00
Deposit*	\$5,000.00
Holding Provision	\$878.00

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#### Subdivision Agreements

##### 1) Payable at subdivision submission

Item	Fee
"Draft Plan Subdivision [per dwelling unit (including townhouses dwelling) and block]"	\$6,303.00 + \$118.00 per dwelling unit/block
Submission of the draft Plan of Subdivision following the lapse of approval of the Draft Plan of Subdivision [per dwelling unit (including townhouses dwelling) and block]	\$2,100.00 + \$81.00 per dwelling unit/block
Revision of Draft Plan of Subdivision	\$3,100.00
Request to extend draft approval (Subdivision or Site Plan)	\$1,090.00
Subdivision Engineering Fee	\$5,017.00 for two (2) reviews + \$405.00 per additional review
Deposit*	\$10,000.00

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## 2) Payable at subdivision agreement stage

Item	Fee
Engineering Review	3% of estimated cost of site works
Amendment to Subdivision Agreement	\$1,254.00
Pre-service Agreement Preparation Fee	\$1,261.00
Subdivision Agreement Preparation Fee	\$2,760.00
Administration Fee	\$4,015.00
Legal Fees – Subdivision	\$5,017.00

\*\*Any and all consultant fees collected for the review of plans and studies will be the responsibility of the applicant and certain fees will be deducted from the total engineering fees calculated for the project.

## Site Plan Application

### 1) Payable at Site Plan submission

Item	Fee
Site Plan – Residential (up to 40 units)	\$2,100.00 + \$121.00 per unit
Site Plan – Residential (more than 41 units)	\$2,630.00 + \$125.00 per unit
Site Plan – Commercial / Industrial / Institutional (less than 5,000 sq ft)	\$3,152.00
Site Plan – Commercial / Industrial / Institutional (equal or over 5,000 sq ft)	\$4,728.00
Mixed Use (per residential unit)	\$3,150.00 + \$84.00 per residential unit
Creation / addition to private parking area	\$1,051.00
Legal fees	\$1,020.00
Minor amendment to an existing registered Site Plan Agreement	\$1,051.00
City Engineering Fee	\$663.00
Deposit*	\$5,000.00

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### 2) Payable at Site Plan agreement stage

Item	Fee
Agreement preparation fee	\$840.00
Engineering Review – site works cost estimated under \$100,000	5% of estimated cost
Engineering Review – site work cost estimated between \$100,000 to \$500,000	4% of estimated cost
Engineering Review – site works cost estimated over \$500,000	3% of estimated cost
Site Plan following lapse of approval	\$1,000.00

\*\*Any and all consultant fees collected for the review of plans and studies will be the responsibility of the applicant and deducted from the total engineering fees calculated for the project.

## Condominium Fees

Item	Fee
Condominium Plan	\$6,300.00 + \$120.00 per dwelling unit
Exemption of Condominium Plan	\$1,254.00
Condominium Conversion	\$690.00

## Committee of Adjustment

Item	Fee
Land severance review	\$683.00
Changes to conditions after provisional consent is given by the Committee	\$439.00
Recirculation of application following a change in the scope of the application	\$439.00
Minor Variance Application	\$878.00

## Part-Lot Control

Item	Fee
Lifting of 0.30 m reserve	\$439.00
Encroachment	\$409.00
Part-Lot Control Application	\$1,050.00 + \$80.00 per lot and part
Part-Lot Control Extension	\$690.00

## Miscellaneous Planning Fees

Item	Fee
Review, prepare and administer a Development Charge Repayment Agreement	\$1,576.00
Development Charge Deferral Fee	\$261.00
Road opening or closing	\$1,380.00
"Dedication of public highway & assumption of subdivision (applicant assumes the legal and surveying fees)"	\$188.00
"Cash-in-lieu of Parking (each space reduced by Council shall be valued at \$1,689.82 and payable as per Council's decision)"	\$546.00
Release of Financial Securities (partial or full release)	\$525.00
Development Agreement Fee	\$256.00
Communication Tower Application	\$210.00
Letter of Undertaking	\$283.00
All other requests	\$255.00
OLT Appeals (Minor Variance and/or consent) - Request for Planners to provide evidence where staff support applications	\$2,101.00
OLT Appeals (other applications) - Request for Planners to provide evidence where staff support applications	\$3,677.00

## Miscellaneous Engineering Fees

Item	Fee
Lot grading review	\$263.00 per dwelling
Senior Engineer Hourly Rate applicable to document research and miscellaneous engineering requests	\$132.00 per hour
Junior Engineer Hourly Rate applicable to document research and miscellaneous engineering requests	\$100.00 per hour
Engineering technologist Hourly Rate applicable to document research and miscellaneous engineering requests	\$79.00 per hour

\*In the case the City's engineering review capacity is not available, the City shall hire a third-party consultant to review engineering review documents. The review fee will be quoted from the consultant. The City will charge a 5% project management fee + a 10% administrative fee.

## Written Responses

Item	Fee
Zoning Report	\$124.00
Compliance Report	\$124.00
Subdivision Compliance	\$102.00
Work Order	\$92.00
Written opinions	\$77.00 first hour / \$124.00 subsequent hour
Extra lot (if more than one property)	\$11.00 per lot
Review of MDS calculations for building permit	\$105.00

## Research and Copies

Item	Fee
Paper copy – Official Plan	\$44.00
Paper copy – Zoning By-law	\$44.00
CD copy – Official Plan or Zoning By-law	\$19.00
Zoning schedules paper copy – 11"x17" (Black and White)	\$6.00
Zoning schedules paper copy – 11"x17" (Color)	\$8.00
Zoning schedules paper copy – 2'x3' (Black and White)	\$8.00
Zoning schedules paper copy – 2'x3' (Color)	\$10.00
Archival Retrieval Fee	\$128.00

## Refunds

Item	Fee
Request before technical circulation is initiated	100%
Request after technical circulation is initiated	30%
Request is made after the required public meeting	Nil

## Water, Sanitary and Storm Approvals

Item	Fee
CLI – ECA (Environmental Compliance Approval) Storm sewer gravity systems	\$1,576.00
CLI – ECA Sanitary pumping stations forcemains, etc.	\$1,576.00
CLI – ECA Sanitary sewer gravity systems	\$1,576.00
CLI - ECA - for each facility for attenuating stormwater runoff peak flow rate (e: retention pond, underground chambers, oil and grit separators	\$1,576.00
Form 1 – Municipal Drinking Water Systems Approval	\$5,500.00

### Note

When an applicant submits more than one application type per site, then the applicant is entitled to a 10% discount on each