

**Fees & Charges Cheat Sheet - Planning
(By-Law 3759-2025 Passed 27/01/2025)**

ITEMS	FEE	NOTES
Zoning/OP Compliance Letter	\$105.00	
Radius List/Property Owner Mailing List	\$105.00	
Minimum Separation Distance (MDS)	\$105.00 for up to 4 forms or \$210.00 for 5 or more forms	Sign off on MDS questionnaires (for severances and building permits)
Pre-consultation severance entrance inquiry review	\$160.00	\$100.00 for Public Works Site Visit & \$50.00 for Planning Administration
Minor Variance Application or Permission	\$1,050.00	
Zoning By-Law Amendment Application	\$1,570.00 plus \$1,000.00 deposit	\$1,000.00 deposit for newspaper ad for notice requirements, any balance will be refunded.
Temporary Use By-Law	\$1,570.00 plus \$1,000.00 deposit	\$1,000.00 deposit for newspaper ad notice requirements, any balance to be refunded to applicant.
Removal of Holding Symbol Application	\$525.00	
Official Plan Amendment Application	\$2550.00 plus \$1000.00 deposit	\$1,000.00 deposit for newspaper ad notice requirements, any balance to be refunded to applicant.
Site Plan/Site Plan Amendments (For Minor Development)	\$790.00	Plus cost of recovery of any require peer reviews, legal fees and costs for registering on title.
Site Plan/Site Plan Amendment (Major Development)	\$1,570.00	Plus cost of recovery of any require peer reviews, legal fees and costs for registering on title.
Severance/Consent Application	\$575.00 per lot	Includes lot additions, right of ways, easements, validations. County and Conservation fees are not included.
Cash in lieu of parkland	\$630.00 or 5% of value of land with appraisal	As per section 42 of Planning Act
Removal of Part Lot Control/Deeming	\$575.00	Plus, legal fee/cost for registration of By-Law on title
Plan of Subdivision Review/Agreement	\$2,095.00 per application up to 5 new lots. Plus an additional fee of \$105.00 per lot, for each lot above 5 new lots.	Plus, cost recovery of any required peer-review, legal fees, costs for newspaper notices, and registration of Subdivision agreement on title.
Condominium Plan	\$2,095.00 per application up to 5 new units. Plus an additional fee of \$100.00 per lot, for each lot above 5 new units.	Plus, cost recovery of any required peer-review, legal fees, costs for newspaper notices, and registration of Condominium agreement on title.

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Condominium Plan	\$2,054.00 per application up to 5 new units. Plus an additional fee of \$100.00 per lot, for each lot above 5 new units.	Plus, cost recovery of any required peer-review, legal fees, costs for newspaper notices, and registration of Condominium agreement on title.
Revisions to Planning Application or Plans requiring recirculation	\$105.00	
Condominium Exemption	\$1,541.00	
Preparation and/or review, negotiation and attendance upon execution of Development Agreement or Miscellaneous Agreements.	\$790.00	Including: Encroachment & Servicing Agreements, Agreement to fulfill conditions of Council, Committee of Adjustment, and/or OLT decision, and any other planning related agreement the Township required to enter into. Plus, any legal fees/cost for registration of Development Agreement on Title. Legal costs incurred by the Township in the preparation of agreements shall be reimbursed by the proponent as a condition of the agreement in question
Telecommunications Towers Land Use Reviews	\$525.00 plus \$105.00 for radius circulation list.	
Renewal Energy Project Less than 10W	\$105.00	
Renewal Energy Project Between 10W-1MW	\$105.00	
Renewal Energy Project Over 1MW	\$2095.00	
Appeals to Ontario Land Tribunal (OLT)	If a matter is appealed to the Land Tribunal (OLT) Ontario Land Tribunal (OLT), by any person other than the applicant, in which the Township has supported the application by the passing of a by-law or has granted approval, the Township can require from the applicant a deposit of \$2000 towards the hearing any Township's preparation thereof, if applicable. The applicant will also be responsible for all actual costs (legal, planning consultant, other consultant, etc.) incurred by the Township at the OLT in support of the application.	The applicant is responsible for all legal and other professional fees incurred by the municipality for any and all hearings referenced in Subsection 15. a. The choice of whether to actively participate in the hearing and the use of outside professional services or in-house professional services is at the sole and unreviewable discretion of the Township. The fee for the services of in-house staff is \$525.00 per day or partial day of the hearing. The applicant may be directed to provide their own planning and legal representation, in lieu of the Township's involvement.

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Peer Review	Where peer review of technical reports is, in the opinion of the CAO or Township Planner, required for the appropriate review of development applications, a \$1500.00 deposit shall be provided by the applicant with any additional costs to be paid by the applicant prior to the final approval of the application in question.	
Legal and Professional Costs	Legal costs incurred by the Township in the preparation of agreements shall be reimbursed by the proponent as a condition of the agreement in question	