

Schedule L – Growth Department – Development

User Fee Description	2026 Approved User Fee (\$)
Building Services:	
New Buildings or Additions-Group A-Assembly Occupancies:	
Shell	19.00 per square meter
Finished	23.50 per square meter
New Buildings or Additions-Group B-Institutional Occupancies:	
Shell	22.00 per square meter
Finished	28.75 per square meter
New Buildings or Additions-Group C-Residential Occupancies:	
Single, semi, townhouse & duplex	15.00 per square meter
Finished basement	3.50 per square meter
Attached garage	6.00 per square meter
Detached garage/shed/carport	5.25 per square meter
Apartment building	15.00 per square meter
Hotel/Motel	17.00 per square meter
Residential care facility	15.00 per square meter
New Buildings or Additions-Group D-Business & Personal Service Occupancies:	
Office building (shell)	18.00 per square meter
Office building (finished)	22.25 per square meter
New Buildings or Additions-Group E-Mercantile Occupancies:	
Retail store (shell)	12.75 per square meter
Retail store (finished)	16.00 per square meter
New Buildings or Additions-Group F-Industrial Occupancies:	
Shell	10.50 per square meter
Finished	13.75 per square meter
Farm Building	13.75 per 1,000.00 of construction value
Deposits:	
Minimum application deposit (non-residential)	50% of total fee
Foundation permit	25% of total fee
Water well deposit (refundable)	500.00
Early water turn on deposit (refundable)	1,000.00
Administration fee - processing/refunding refundable deposit	50.00
Interior finish/renovation-all classifications	13.75 per 1,000.00 of construction value
Temporary buildings/tents	117.00

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Portable classrooms-per unit	234.00
Demolition (per building)	116.75
Change of use	117.00
Barrier free ramp	117.00
Deck-uncovered	116.75
Deck-covered	234.00
Outdoor patio (Assembly Occupancies)	234.00
Fireplace/Woodstove	117.00
Swimming pool fence permit	117.00
Solar Collector:	
Residential	117.00
Non-residential	234.00
Retaining Wall	117.00
Alter/replace mechanical systems	13.75 per 1,000.00 of construction value
Alter/replace electrical life safety systems	13.75 per 1,000.00 of construction value
Permit for plumbing only	13.75 per 1,000.00 of construction value
Plumbing-meter downsize	116.50
Plumbing-building control valve	116.50
Backflow prevention device	116.50
Minimum permit fee (all other permits)	117.00
Transfer of permit:	
Accessory buildings	116.90
All other	292.25
Zoning only permit	292.25
Conditional permit	292.25
Alternative Solution Application	236.00
Notice of Change Application (Minor)	117.00
Notice of Change Application (Complex)	234.00
Additional inspection	117.00
Special inspection fee after hours	500.00
Reports-Building, Statistics Canada per month (HST included)	13.25
Subscription-Building, Statistics Canada per year (HST included)	158.00
Property Information report	212.00
Liquor license inspection/letter	117.00
Minimum fee retained	58.50

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Any project not included on user fee schedule for Building Services	13.75 per 1,000.00 of construction value
Planning Services:	
Publications:	
Printed materials including those prepared internally such as the Official Plan, Zoning By-law, and various studies, as well as work undertaken by Consultants, typically on behalf of applicants, such as market studies, environmental impact studies and traffic reports.	Recovery Cost
Custom Planning Research (minimum 1 hour)	91.25 per hour
Orthophotography:	
Per tile (per km2) 2024, 2019, 2012, 2007, 2002, 1996 pdf/tif/jpeg/MrSid	122.00
Per tile (per km2) 2024, 2019, 2012, 2007, 2002, 1996 hardcopy of photo paper	35.00
Mosaic of entire City 2024, 2019, 2012, 2007, 2002, 1996 pdf/tif/jpeg/MrSid	4,883.75
Mosaic of entire City 2024, 2019, 2012, 2007, 2002, 1996 hardcopy on photo paper	141.50
Tiles bulk purchase-approx. 520 tiles in 2024, 2019 & 2012, 409 tiles in 2007, 2002, 1996	4,883.75
Archive Air Photos – 1949, 1955, 1959, 1962, 1968, 1969, 1974, 1976, 1981, 1987, 1991 – scanned pdf/tif/jpg	23.50 per scan
LiDar:	
LiDar derivative products such as bare earth, road surface, slope analysis	121.00 per km2
LiDar derivative products such as bare earth, road surface, slope analysis	148.75 per km2
Customized feature classification	Cost Recovery
LiDar bulk purchase of entire City	6,104.00
Media required for transfer of all LiDar products	Cost Recovery
Topographical Maps in digital format	116.75 per tile
- Printed @ 1:2000 scale hardcopy	23.50 per tile
- Bulk purchase 425 topos in digital format	6,104.00
- Entire City-1 layer from topo	1,220.75
- One layer-per km2 in digital format	61.50
DEM-Digital Elevation Model	1,220.75
- Per km2	61.50
Media required for transfer of DEM products	Cost Recovery

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Geographic Legal Fabric Map-lot, plan, concession, section:	
Complete City in digital format	8,546.50
Annual Updates - digital format	611.50
Per km2-digital format	121.00
Per km2-hardcopy	29.75
Geographic Legal fabric-custom area hardcopy	91.25 per hr + 28.75
Property Data Set custom area digital format	91.25 + .55 per pin
Property Data Set and Digital Parcels Custom Area digital format	91.25 + .30 per pin
City Street Map hardcopy1:25000	29.75
City Street Map hardcopy1:15000	47.25
Zoning Map hardcopy-large scale per page	29.75
Official Plan per schedule hard copy	29.75
Ward Boundaries in hardcopy	29.75
Digital scans of plans, maps or air photos up to 8 ½ x 14”	23.50 per scan
Custom Map Work-(minimum 1 hour)	91.25 per hour
Custom GIS analysis	121.00 per hour
Preconsultation-Fee	365.25
Application for Official Plan Amendment	5,130.00
Application for Zoning By-law Amendment	3,907.00
Combined Official Plan and Zoning By-law Amendment	8,546.50
- If situated within Urban Area Limit	365.25
- If additional public meeting is required	611.50
- If a newspaper notice is required	1,221.00
- Minor revisions that require additional internal circulation	611.50
- Major revisions that require recirculation and notice	1,282.50
- Annual processing fee for recirculation of applications held over one year	1,221.00
Deeming By-law establishing or rescinding	611.50 (Plus Registration Recovery)
Combined Zoning By-law Amendment and Subdivision	6,960.25 (Plus 117.00 for each lot or block)
Temporary Use By-law including Garden Suites	3,907.00
Notice of Open House	183.50
Application for removal of “H” holding symbol	305.75

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	An additional fee of 598.00 will be required if an authorizing report must be considered by Committee of the Whole
Deeming By-law-establishing or rescinding	611.50 (Plus Registration Recovery)
Application for Approval of a Condominium	3,053.25 (Plus 117.00 for each unit)
	Parking units & locker units exempt from the additional fee
Application for Approval of a Condominium Exemption or Conversion	1,220.00 (Plus 117.00 for each unit)
	Parking units & locker units exempt from the additional fee
Application for Subdivision Draft Plan Approval	3,053.25 (Plus 114.00 for each lot or block)
Final Approval of Each Stage	1,830.25
Extension of Draft Plan Approval	1,221.00
Modifications to any Draft Plan of Subdivision or Condominium Approval (as determined by the Director):	
Minor	611.50
Major	1,221.00
Application for Consent to Sever Land for Base Transaction and/or each new lot created	1,464.00
- For each additional type of transaction (in addition to the Base Transaction) requested at the time of the application is made	365.25
- Request to change conditions of consent or minor variance	611.50
- Certificate of Secretary-Treasurer-to be paid when the request is submitted	365.25

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- Minor Variance requested and processed jointly with Consent to sever	732.50
Minor Variance/Permission	1,464.00
Recirculation of Consent to Sever Land or Minor Variance/Permission	365.25
Deferral of consent or minor variance requested by applicant	121.00
Deferral of consent or minor variance requested by applicant and resulting in recirculation of application and new notice	732.50
Validation of Title - Technical Severance	1,221.00
Special Committee of Adjustment Meeting Requested by Applicant	611.50
Part Lot Control Exemption Approval	1464.00 (Plus 117.00 for each lot of block)
Part Lot Control Extension Approval	1,463.00
Deferred Services Agreement, Noise Notification Agreement, Miscellaneous Notification Agreement	151.75
Addendums or Amendments to such Agreements	151.75
	An additional fee of 598.00 will be required if an authorizing report must be considered by Committee of the Whole
Garden Suite Agreement	855.50
Addendums or Amendments to such Agreements	855.50
	An additional fee of 598.00 will be required if an authorizing report must be considered by Committee of the Whole
Registration	611.50 to be paid when the agreement is executed
Site Plan Control Application	1,830.25
Major revisions to site plans requiring recirculation	611.50
Minor revisions to site plans not requiring recirculation	151.75

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Addendums or Amendments to Site Plan Control Agreements	1,221.00
Completed facilities inspection	293.50
Development Agreements and other agreements related to land development	1,829.25
Addendums or Amendments to such Agreements	1,221.00
Phase I or II Environmental Enquiry	305.75
Status letter on Planning Agreements	611.50
Ministry Authorization Letter or Zoning Confirmation Letter	121.00
Road Naming	1,830.25
Owner initiated change of address	611.50
Communications Towers Consultation and other requests for Municipal support solutions	1,221.00
Address List for Mailout	378.00 + postage recovery fee
Legal Costs	4,694.50 deposit plus recovery cost
Applicants for any planning approvals that may result in appeals to the Ontario Land Tribunal are responsible to pay the City's legal costs in defending the relevant by-law, decision or other approval.	
Legal Costs	2,511.00 deposit plus recovery cost
Applicants for Committee of Adjustment approvals that may result in appeals to the Ontario Land Tribunal are responsible to pay the City's legal costs in defending the relevant by-law, decision or other approval.	
Peer Review Cost – Applicants required to prepare technical studies in support of planning applications are responsible to pay the City's costs for an independent peer review.	Recovery Cost
Planning fees waived for qualified and approved properties falling within Strategic Core Areas Improvement Plan.	
Realty Services:	
Administration fee – Preparation of transfers, document generals, registrations, releases, teraview documents, easements, discharges, etc.	398.00 per document
Annual Fee – License of Occupation Agreement	137.50
Application Fee – License of Occupation Agreement (By-law 132-1996).	398.00
Security Deposit by Proponents – Response to Request for Proposal (If proposal accepted, the fee is retained and used to defray administrative costs; if proposal is not accepted, fee is returned).	603.25

User Fee Description	2026 Approved User Fee (\$)
Application Fee – Easement reduction/partial release of easement	398.00
Authorization for temporary land use	168.25
Assignments for leases, license, agreements, etc.	398.00 (Plus Cost Recovery)
Street and lane closing application	398.00 (Plus Cost Recovery)
Compliance Letter Request (Agreements, easements, road opening, etc.)	186.75 (Plus Disbursements)
Lease/Licence Renewal Fee	169.25
Lease/Licence Amending Agreement	398.00
Patio Licence Application	398.00
Patio Licence Renewal	213.50
Application Fee - Licence Agreement	398.25
Private Patio Approval Review & Letter	106.75