

Schedule "C-3"
Planning Act Processing Fees – Committee of Adjustment

Effective Date: January 1, 2024

(Amended by By-law 0042-2024)

1. The fees as set out in Schedule "C-3" to this By-law, which shall be payable for the processing of applications made in respect of those planning matters described in Schedule "C-3" to this By-law.
2. No request by any person for any service or activity regarding applications made in respect of those planning matters described in Schedule "C-3" will be processed or provided by the City, unless and until the person requesting the service or activity has paid the applicable fee in the prescribed amount as set out in Schedule "C-3" to this By-law.
3. Payment of all fees is due at the time the applicable application is made or service request is submitted, unless otherwise stated in Schedule "C-3". Subject to applicable City policy, payment of all fees may be made by Visa, MasterCard, American Express, Direct, Debit (bank card), cash, cheque, certified cheque or bank draft, as required by the Department requesting the fee.

Fee Name	Unit	2024 Fee (Excluding HST)	Applicable Taxes (HST 13% or Exempt)
Level 1 – CORPORATE SERVICES DEPARTMENT			
Level 2 – LEGISLATIVE SERVICES (COMMITTEE OF ADJUSTMENT)			
Minor Variances			
Low & Medium Density Residential Applications	Per Application	\$1,283.00	HST Exempt
Driveways, Decks and *Accessory Structures under 16 sq. metres for Low & Medium Density Residential Applications (*does not include detached garages)	Per Application	\$749.00	HST Exempt
Multiple Residential Applications (10 or more) within a Plan of Subdivision			
First 10 Applications	Per Application	\$1,283.00	HST Exempt
In excess of the first 10 applications	Per Application	\$52.00	HST Exempt
All other applications To be waived for applications relating to existing seasonal outdoor patios until 12:01a.m. on January 1, 2026. (0042-2024)	Per Application	\$1,631.00	HST Exempt
Deferral and Recirculation Fee Fee for deferrals and applications requiring recirculation	Request	\$212.00 - \$1,224.00	HST Exempt

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Fee Name	Unit	2024 Fee (Excluding HST)	Applicable Taxes (HST 13% or Exempt)
<p>All other applications (increased circulation notice)</p> <p>*an additional circulation fee is required where relief is being requested from Table 2.1.2.1.1 of Zoning By-Law 0225-2007, as amended. The fee will be calculated after submission of the application and will reflect the actual cost of circulation beyond the 60 m circulation to the use identified in Table 2.1.2.1.1. The additional circulation fee will be payable before the scheduled meeting.</p>	Request	Actual cost of notices beyond 60 m	HST Exempt
Consent			
New lots and lot additions	Per Application	\$2,716.00	HST Exempt
Multiple Consent Applications (10 or more) within a Plan of Subdivision			
First 10 applications	Per Application	\$2,716.00	HST Exempt
In excess of the first 10 applications (includes Certificate Fee payable at time of application)	Per Application	\$52.00	HST Exempt
Validation of Title, Lease, Easement, Mortgage or Partial Discharge of Mortgage, Foreclosure or Power of Sale	Per Application	\$2,170.00	HST Exempt
Request for a change of a condition	Per change of condition	\$540.00	HST Exempt
Deferral and Recirculation Fee	Per Request	\$218.00 -\$2,031.00	HST Exempt
Secretary - Treasurer's Certificate Fee	Flat fee (per certificate)	\$406.00	HST Exempt
One year extension of draft severance conditions	Per Application	\$1,030.00	HST Exempt