

DEVELOPMENT PERMIT AND COMPLIANCE FEES

Effective May 8, 2018

A. Residential Applications

Application Type	2018 Fee
Accessory Buildings, Swimming Pools, Uncovered Decks	\$116
Hot tubs, Solar Panels (unless part of another development permit application)	\$116
Additions to Single Detached, Duplex, or Semi-Detached Housing – increase in floor area or height	\$418
Exterior Alterations, Additions to Single Detached, Duplex, or Semi-Detached Housing – no increase in floor area or height	\$170
Cisterns, septic tanks or other underground water and wastewater retention facilities	\$170
Over-height Fences, Recreational Vehicle Parking	\$176
Secondary Suites and Garden Suites	\$283
New Single Detached Housing, Duplex, Semi-detached, Residential Sales Centres	\$485
Mobile Home Move On and Additions	\$171
New or Additions to Apartment and Row Housing, and all other housing not listed above, up to four dwelling units	\$835
- Plus, for each additional dwelling unit	\$75
Exterior Alterations to Existing Apartment Units or Row Housing Units	\$362
Home Occupation:	
a) Minor Home Occupation	a) \$125
b) Major Home Occupation	b) \$316
Group Homes, Limited Group Homes	\$339
Residential Move On	\$339

B. Commercial, Industrial, Institutional, Mixed-Use Applications

Application Type	2018 Fee
For new buildings or additions to existing buildings with a gross Floor Area up to 500 m ² (5,381.95 sq. ft.)	\$948
- Plus, for each additional 100 m ² (1,076.39 sq. ft.) of gross floor area or part thereof in commercial portion	\$96
For new mixed-use buildings with a gross Floor Area up to 500 m ² in commercial portion and up to four dwelling units in residential portion	\$1,847
- Plus, for each additional 100 m ² (1,076.39 sq. ft.) of gross floor area or part thereof in commercial portion	\$96
- Plus, for each additional dwelling unit in residential portion	\$75

Exterior alterations or renovations to existing buildings	\$362
Outdoor Patio, Temporary Event Tents, Temporary Garden Greenhouse, Garden Centre, Solar Panels	\$362
Sidewalk Café	\$510/5 years
Commercial Move On	\$880
Cannabis Retail Sales (New construction or change of use)	\$5,600
Cannabis Production and Distribution (New construction or change of use)	\$5,600

C. All Land Use Applications

Application Type	2018 Fee
Change of Use:	
a) Permitted Use or Uses in Direct Control Districts	a) \$277
b) Discretionary Use	b) \$510
c) Child Care Services	c) \$326
Demolitions	\$86
Vehicular Parking Lots	\$835
Cell Towers:	
a) Rooftop	a) \$2623
b) Freestanding	b) \$3512
Sign Developments:	
a) Temporary Signs:	a)
i. Permit valid for up to 90 days	i. \$93
ii. Permit valid for up to 365 days	ii. \$278
b) Fascia Signs	b) \$93
c) Freestanding, Projecting or Roof Signs	c) \$278
d) Digital Signs	d) \$451
Satellite Signal Receiving Antennae, Amateur Radio Antennae and support structures	\$188
Urban Agriculture:	
a) Urban Indoor Farm	a) \$271
b) Urban Outdoor Farm	b) \$54
c) Urban Garden or Hen Enclosure	c) \$54

D. Compliance Certificates / Zoning Confirmation

Application Type	2018 Fee
Single Detached, Semi-Detached or Duplex:	
a) Regular Service	a) \$131
b) Express Service	b) \$260
Others:	
a) Regular Service	a) \$272
b) Express Service	b) \$541
Compliance Certificate Restamp	\$83
Written Confirmation of Zoning (per site)	\$110

E. Leave as Built Permit (structures constructed not in accordance to approved plan)

Application Type	2018 Fee
Accessory building for house	\$110
Single Detached House, Semi-Detached House, Duplex	\$164
Other than above (Multi-Family, Commercial, Industrial, etc.)	\$380

F. Additional Fees

	2018 Fee
Developments Existing Without Permits	Double the regular application fee
Minor Amendment to Development Permit Application:	
a) Minor Residential Applications	a) \$110
b) Single Detached House, Semi-Detached House, Duplex	b) \$164
c) Other than above (Multi-Family, Commercial, Industrial, etc.)	c) \$380
Re-circulation Fee (3rd and subsequent re-circulation)	50% of original application fee
Search of Files and Records (per titled lot)	\$108
Pre-application Meeting	\$326
Development Permit Inspections Fees due at the time of permit application:	
a) For Residential Development Permits, excluding Row Housing, Stacked Row Housing and Apartment Housing	a) \$204
i. This fee is for the first two inspections, any subsequent inspection shall be assessed an additional Development Permit Inspection fee	
b) For all other Development Permits	b) \$510
i. This fee is for the first two inspections, any subsequent inspection shall be assessed an additional Development Permit Inspection fee	

G. Fee Policy

Development Permit applications will be accepted ONLY when accompanied with the appropriate fees and complete submission requirements.

Additional fees may be required after the initial application submission, as determined by the Development Officer, and must be paid prior to the decision of the Development Permit application, or release for Building Permit review. See Section "F. Additional Fees".

Revisions to an Application:

1. Any minor amendments to a Development Permit application will be assessed an additional fee, in accordance to Section "F. Additional Fees". The Development Officer shall determine when to impose the additional fee.
2. Any major amendments to a Development Permit application will require a new Development Permit application with full Development Permit application fees. The Development Officer shall determine whether changes to a Development Permit application are considered major.
3. Any Development Permit application under review which requires a 3rd circulation to other Departments, as a result of proposed revisions initiated by the applicant, will be subject to an additional fee, in accordance to Section "F. Additional Fees".

Application Fee Refunds:

1. Where circulation has not commenced, \$108.00 or 20% of the development permit fee (whichever is greater) will be retained for administration costs.
2. Where circulation has commenced or if a decision has been made, there will be no refund of the fees paid.