

Service or Activity	Existing Fee	Proposed Fee	Rationale, Research, and Additional Information
Summary of recommended fee changes – Planning			
Service			
Pre-consultation fee (non-refundable)	\$0.00	\$500.00	Pre-consultation is required under the Planning Act R.S.O. 1990, as amended. Fee is comparable to adjacent municipalities.
Request to purchase municipal land fee (non-refundable)	\$0.00	\$500.00	This fee is similar to a pre-consultation fee and is being proposed to recoup the cost associated with a request to purchase municipal lands (i.e., staff time and land appraisal costs). When a request is received, planning staff must conduct research to determine whether the municipality requires the lands for future use, and then draft a report to council with a recommendation to declare the lands surplus. There is also a requirement for the lands to be appraised prior to sale which ranges between \$300-\$350.
Zoning Compliance Letter	\$80.00	\$100.00	The fee is comparable to adjacent municipalities.
Official Plan Amendment Application (Durham and Neustadt) – mandatory pre-consultation required	\$1,000.00	\$6,800.00 + \$5,000.00 contingency fee	A contingency fee of \$5,000.00 is also recommended for the coverage of legal and further administrative fees. Comparable to adjacent municipalities.
Official Plan Amendment Application, Minor (Durham and Neustadt) – mandatory pre-consultation required	\$1,000.00	-	There is no clear distinction between ‘major’ and ‘minor’. Fee being lumped into one OPA application fee.
Zoning By-law Amendment Application	\$1,100.00	\$3,000.00 + \$2,000.00 contingency fee	A contingency fee of \$2,000.00 is also recommended for the coverage of legal and further administrative fees. Comparable to adjacent municipalities.
Zoning By-law Amendment Application (Minor – in conjunction with a consent, etc.)	\$1,100.00	-	There is no clear distinction between ‘major’ and ‘minor’. Fee being lumped into one ZBA application fee.
Consent Application	\$1,100.00 with septic review \$950.00 without septic review	\$1,900.00 – all applications	Comparable to adjacent municipalities.

Minor Variance Application	\$600.00	\$1,400.00	Comparable to adjacent municipalities.
Temporary Use By-law	\$1,100.00	\$3,000.00 + \$2,000.00 contingency fee	A contingency fee of \$2,000.00 is also recommended for the coverage of legal and further administrative fees. Comparable to adjacent municipalities.
By-law to lift the holding provision	\$500.00	\$800.00	Comparable to adjacent municipalities.
Deeming By-law	\$550.00	\$550.00	Fee to remain status quo.
Part Lot Control Application	\$500.00	\$1,200.00	Comparable to adjacent municipalities.
Deed Certification	\$300.00	\$500.00	Comparable to adjacent municipalities.
Validation Certification	\$900.00	\$1,000.00	Comparable to adjacent municipalities.
Cancellation Certification	N/A	\$500.00	Comparable to adjacent municipalities.
Request for change of consent conditions	N/A	\$1,000.00	Comparable to adjacent municipalities.
Site Plan Application – Minor	\$1,100.00	\$3,000.00 + \$3,000.00 contingency fee	A contingency fee of \$3,000.00 remains required. Fee is comparable to adjacent municipalities.
Site Plan Application – Major	\$1,100.00	\$5,000.00 + \$5,000.00 contingency fee	A contingency fee of \$5,000.00 remains required. Fee is comparable to adjacent municipalities.
Title Search Fee	\$250.00	\$500.00	Fee is comparable to adjacent municipalities and recovers staff time and the cost of the search at the Land Registry Office (LRO).
Minimum Distance Separation (MDS) Calculations	\$250.00	\$500.00	Fee is comparable to adjacent municipalities.
Plan of Subdivision	\$5,000.00 contingency fee	\$3,000.00 + \$5,000.00 contingency fee	A contingency fee of \$5,000.00 remains required. Fee is comparable to adjacent municipalities.
Request for extension of Draft Plan of Subdivision Conditions	N/A	\$1,500.00	Fee is comparable to adjacent municipalities.
Plan of Condominium	\$5,000.00 contingency fee	\$5,000.00 + \$5,000.00 contingency fee	A contingency fee of \$5,000.00 remains required. Fee is comparable to adjacent municipalities.
Request for extension of Condominium Conditions	N/A	\$1,500.00	Fee is comparable to adjacent municipalities.
Pre-Servicing Agreement	N/A	\$1,000.00	Fee is comparable to adjacent municipalities.