

2024 PLANNING AND DEVELOPMENT FEES

Official Plan Amendment ***	\$9,271.50 Plus, additional engineering review fee beyond 24 hours of staff time ¹
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Zoning

Major Zoning By-law Amendment (change of zone)	\$7,000.00 Plus, engineering review fee beyond 12 hours of staff time ¹
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Minor Zoning By-law Amendment (amendment to zoning performance standards)	\$5,207.00
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Minor Zoning By-law Amendment – Condition (Surplus farm dwelling or as a condition of approval related to another Planning Act application)	\$2,315.00
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Temporary Use Extension	50% of 2024 Major Zoning By-law Amendment fee (planning fee only)
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Lift of Holding Provision	\$2,011.00
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Joint Official Plan & Zoning Amendment ***	\$14,384.35 Plus, engineering review fee beyond 30 hours of staff time ¹
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Minister’s Zoning Order, Community Infrastructure and Housing Accelerator Order or similar Provincial Order	\$31,871.50 Plus, engineering review fee beyond 180 hours of staff time ¹
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Minor Variance	\$997.20
Site Plan Control */**	
Major (within Almonte)	\$5,397.85 Plus, additional engineering review fee beyond 24 hours of staff time ¹
Minor (within Almonte)	\$4,030.00
Major (outside of Almonte)	\$4,707.85
Minor (outside of Almonte)	\$3,315.00
Lite	\$440.54
Red Line Amendment to Major	30% of 2024 Major Site Plan Control application fee
Red Line Amendment to Minor	30% of 2024 Minor Site Plan Control application fee
Red Line Amendment to Lite	\$30% of 2024 Lite Site Plan Control application fee
Land Division */**/**	
Consent to Sever (severance)	\$1,763.00
Plan of Subdivision Planning Fee Applicable to all types of subdivisions listed below	\$11,528.25
Plan of Subdivision Engineering Fee (>10 Units, <=20 Units) To be invoiced and paid by Applicant upon prior to Subdivision Agreement registration.	\$13,000.00 Plus, additional engineering fee beyond 120 hours of staff time ¹

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<p>Plan of Subdivision (>20 Units, <=100 Units)</p> <p>To be invoiced and paid by Applicant upon prior to Subdivision Agreement registration.</p>	<p>\$19,000.00</p> <p>Plus, additional engineering fee beyond 180 hours of staff time¹</p>
<p>Plan of Subdivision (>100 Units, <=300 Units)</p> <p>To be invoiced and paid by Applicant upon prior to Subdivision Agreement registration.</p>	<p>\$26,000.00</p> <p>Plus, additional engineering fee beyond 270 hours of staff time¹</p>
<p>Plan of Subdivision (>300 Units)</p> <p>To be invoiced and paid by Applicant upon prior to Subdivision Agreement registration.</p>	<p>\$39,000.00</p> <p>Plus, additional engineering fee beyond 400 hours of staff time¹</p>
<p>Non-Residential Plan of Subdivision</p> <p>To be invoiced and paid by Applicant upon prior to Subdivision Agreement registration.</p>	<p>\$13,000.00</p> <p>Plus, additional engineering fee beyond 120 hours of staff time¹</p>
<p>Redline Change to Plan of Subdivision</p>	<p>30% of 2024 Plan of Subdivision application fee</p>
<p>Plan of Condominium (10 to 20 units)</p> <p>See Fees and Charges By-law for Plan of Condominium greater than 20 units.</p>	<p>\$ 16,436.43</p>
<p>Redline Change to Plan of Condominium</p>	<p>\$30% of 2024 Plan of Condominium fee</p>
<p>Lifting Part Lot Control</p>	<p>\$1,370.00</p>
<p>Lifting of 1 ft. Reserves</p>	<p>\$1,145.84</p>
<p>Extension of Draft Approval Subdivision Agreement</p>	<p>\$916.04</p>

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Revision to Draft Approval Subdivision Agreement	\$916.04
Zoning Compliance Report (Includes building permit information)	\$300.00
Zoning Certificate Formal confirmation of zoning on Municipal letterhead	\$150.00
Zoning Certificate for building permit review <ul style="list-style-type: none"> • For multi-unit residential buildings (semi, duplex, triplex, townhouse) not subject to Site Plan Control • Apartment dwellings not subject to Site Plan Control <p>Note: subject to the discretion of the Planning Department, Zoning Certificate fee can be exempted if the development has received Site Plan Control approval, entered into a Development Agreement, or has Minor Variance approval for the proposed development and building permit plans are identical.</p>	\$100.00 per residential unit
Zoning Certificate <ul style="list-style-type: none"> • For building permit review for all other development not listed above. <p>Note: subject to the discretion of the Planning Department, Zoning Certificate fee can be exempted if the development has received Site Plan Control approval, entered into a Development Agreement, or has Minor Variance approval for the proposed development and building permit plans are identical.</p>	\$100.00 per building permit
Heritage Permits	
Request to amend existing Designation By-law by Owner	\$847.20
All other Heritage Permits	No charge
Cash-in-lieu of Parking	
Application	\$881.09

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Cash-in-lieu of Parking Space Rate	\$3,177.00 per parking space
Agreements */**	
Encroachment Agreement	\$916.04
Private Road Agreement (If not associated with a Site Plan Control Agreement)	\$1,844.40 Plus, additional engineering review fee beyond 24 hours of staff time ¹
Accessory Dwelling Unit/Secondary Dwelling Unit Agreement	\$565.00 Plus, additional engineering review fee beyond 24 hours of staff time ¹
Development Agreement (Condition of approval for Consent)	\$565.00 Plus, additional engineering review fee beyond 24 hours of staff time ¹
Development Agreement for: <ul style="list-style-type: none"> • triplexes • fourplexes • townhouses • any residential development in a floodplain (condition of approval) 	\$1983.13 Plus, additional engineering review fee beyond 60 hours of staff time ¹
Development Agreement for: <ul style="list-style-type: none"> • single detached dwelling, • semi-detached dwelling and • duplex dwelling • implementation of Environmental Impact Statement (condition of approval) 	\$573.06 Plus, additional engineering review fee beyond 24 hours of staff time ¹

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Miscellaneous Development Agreement (Not otherwise listed in this fee schedule)	\$1,066.04 Plus, additional engineering review fee beyond 24 hours of staff time ¹
Pre-Servicing/Front Ending Agreement	\$1,145.84
File Reactivation Fee For applications inactive for more than 12 months	50% of the current application fee
Green Energy Applications	\$1,588.50
Radio Telecommunications Concurrence Letter	\$2,647.50

The above planning fees apply even if the Municipality engages planning consultants to undertake the review of applications. Applicants will not be charged fees related to the Municipality using planning consultants other than the above Planning Fees and the other fees listed below.

Other agencies and organizations

Other fees may be required for the review of the application, reports, and consultation with public agencies including but not limited to the Mississippi Valley Conservation Authority, County of Lanark, Utility Companies, and Federal and Provincial Ministries.

Peer Review

Applications requiring the submission of supporting studies, briefs, and reports may be subject to peer review by professional consultants retained by the Municipality, including but not limited to hydro-geological study, environmental impact assessment, cultural heritage impact assessment, archeological study.

Any professional fees shall be invoiced the cost plus 7% administrative fee, at the close of the file or the fiscal year end, whichever comes first.

Legal Fees

Applications requiring the registration of agreements, modifications of existing agreements or preparation of new agreements will be invoiced the cost at the close of the file or the fiscal year, whichever comes first.

Development Charges may apply at building permit stage

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¹ **Engineering Review – Hourly rates for additional staff time over and above standard engineering fee. To be invoiced at the closing of the file or end of fiscal year, whichever comes first.**

Senior Engineer Hourly Rate	\$125.00
Engineer Hourly Rate	\$95.00
Technologist Hourly Rate	\$75.00

*** Cash-in-lieu of Parkland (2024 rate):**

\$ 2,427.43 (Private Services); \$3,236.97 (Municipal Services)

**** Drainage Assessments** (to be invoiced to the Applicant at the close of the file or the fiscal year, which comes first at cost):

- \$500.00 for the creation of one lot
- \$1000.00 for the creation of more than one lot (including Plan of Subdivision)
- \$500.00 for Site Plan Control

***** Lanark County approval authority – additional fees will apply [Lanark County Development and Land Use Planning](#)**

OTHER 2024 ENGINEERING FEES

<p>CLI ECA Form SW1 Standard System Components (ex. Sewers, Ditches, Swales, Culverts, Inlets, Manholes, Outlets) --- Simple Application (ex. non-subdivision)</p>	\$1,000.00
<p>CLI ECA Form SW1 Standard System Components (ex. Sewers, Ditches, Swales, Culverts, Inlets, Manholes, Outlets) - Complex Application (ex. subdivision)</p>	\$1,600.00
<p>CLI ECA Form SW2 Stormwater Management Facility - Simple Application (ex. non-subdivision)</p>	\$1,000.00
<p>CLI ECA Form SW2 Stormwater Management Facility - Complex Application (ex. subdivision)</p>	\$1,600.00
<p>CLI ECA Form SW2 Stormwater Management Facility - Manufactured Treatment Device Only (ex. Oil-Grit Separator Unit, Filter Unit)</p>	\$1,000.00
<p>CLI ECA Form SW3 Third Pipe Collection System (ex. System to collect water only from foundation drains)</p>	\$1,000.00
<p>CLI ECA Form SS1 Separate Sewers/Nominally Separate Sewers/Forcemains - Simple Application (ex. non-subdivision)</p>	\$1,000.00
<p>CLI ECA Form SS1 Separate Sewers/Nominally Separate Sewers/Forcemains - Complex Application (ex. subdivision)</p>	\$1,600.00
<p>CLI ECA Form SS2 Components of the Municipal Sewage Collection System</p>	\$1,600.00
<p>CLI ECA Form A1</p>	\$1,600.00

OTHER 2024 ENGINEERING FEES

Equipment Discharging a Contaminant of Concern to the Atmosphere from a Municipal Sewage Collection System	
Consent from the Municipality for MECP Direct Submission	\$250.00
Municipal Water Form 1 Watermains Authorized as a Future Alteration	\$475.00
Municipal Water Form 2 Minor Modifications or Replacements to the Drinking Water System	\$225.00
If technical design review is not completed as part of any development approval process, and the application is submitted as a standalone project.	Application fee (per form) plus additional engineering staff review time, invoice to be paid upon approval ¹
Municipal Water and Wastewater Modelling Check Wastewater Flow Monitoring Water Pressure Hydrant Test	See Other Fees