

Development Services Fees and Charges: Planning

effective February 1, 2025

	Rate	Criteria
Official Plan		
Official Plan Amendment	\$11,190 plus circulation and public meeting fees	per amendment
Zoning By-Law		
Zoning By-Law Amendment Application	\$5,330.00 plus circulation and public meeting fees	per amendment
Temporary Use By-Law Application	\$ 2,879.00	per application
Temporary Use By-Law Application (Garden Suite)	\$ 1,726.00	per application
Amendment to Extend Temporary Use	\$ 2,879.00	per amendment
Amendment to Remove Holding Zone	\$ 2,879.00	per amendment
Amendment to Zone 14 or add use to Zone 14	\$ 40,230.00	per amendment
Committee of Adjustment		
Minor Variance Application	\$ 858.00	per application
Minor Variance Application (multiple items)	\$ 1,153.00	per application
Consent Application		
Right of Way & Easement	\$ 1,153.00	per application
New Lot & Addition	\$ 2,300.00	per application
Subdivision and Condominium		
Draft Plan of Subdivision or Condominium Application	\$2,300 per unit to a max of \$60,000 plus circulation and public meeting fees	per application
Subdivision / Condominium Registration Fee	2.0% of value of Municipal Services to be Provided less application fee credit	per application: 1% payable prior to registration of the Subdivision/Condominium Agreement; 1% payable prior to registration of the Subdivision/Condominium
Changes to Conditions of Draft Plan	\$1,726 plus circulation and public meeting fees	per application
By-Law to deem a plan or part of a plan to not be a registered plan	\$ 1,153.00	per application
Part Lot Control Exemption		
Part Lot Control Exemption By-Law	\$ 2,300.00	per By-Law
Additional Lots Under Original By-Law	\$ 579.00	per lot
Lifting One Foot Reserve	\$ 1,726.00	per application
Site Plan Approval		
Site Plan Application	\$ 5,743.00	per application
Revision of Site Plan	\$ 2,879.00	per revision
Agreements		
Change to Conditions of an Agreement	\$ 1,153.00	per agreement
Release of Agreement	\$ 1,153.00	per agreement
Letter of Compliance		
24 hour response	\$ 227.00	per letter
Licencing		
Home/Farm Occupancy Certificate	\$ 88.00	per certificate
Refreshment Vehicle Permit (annual)	\$ 414.00	per permit
Refreshment Vehicle Permit (daily)	\$ 72.00	per permit
Refreshment Cart Permit (annual)	\$ 414.00	per permit
Refreshment Cart Permit (daily)	\$ 72.00	per permit
Specific Location Daily Sales (five day)	\$ 284.00	per application
Specific Location Daily Sales (annual maximum)	\$ 858.00	per application
Hawkers and Pedlars (Wilmot Resident)	\$ 26.00	per application
Hawkers and Pedlars (Non-Wilmot Resident)	\$ 398.00	per application
Sign By-Law		
Variance to Sign By-Law	\$ 579.00	per application
Billboard Sign Permit	\$ 284.00	per sign face
Portable Sign Permit (for three months to a max of six)	\$ 119.00	per portable sign
Heritage		
Permit Review - designated properties on Heritage Register or in Conservation District (Part IV and V of the Heritage Act)	\$ 227.00	per application
Demolition review - non designated properties on Heritage Register (Part IV of the Heritage Act)	\$ 165.00	per application
Other Fees		
Ontario Land Tribunal Fee	\$ 1,096.00	per appeal package
Minister's Zoning Order Processing Fee	\$10,658.00 plus circulation and public meeting fees	per request
Incurred Costs (third party peer review and legal)	actual costs	per application / agreement
Pre-Submission Consultation	\$ 532.00	per application
Public Meeting		
Notice of public meeting circulation	\$ 212.00	per notice
Public meeting	\$ 532.00	per application
Printing Costs - plus HST	\$30.00 plus materials	per hour
Municipal Address Sign Fees		
Sign - plus HST	\$ 23.00	each
Post - plus HST	\$ 33.00	each
Hooks - plus HST	\$ 2.00	set of 2
Installation - plus HST	\$ 11.00	each

Please note that application fees may also be subject to review fees of the Region of Waterloo, Grand River Conservation Authority, and the Township of Wilmot Infrastructure Services Department.