DEVELOPMENT APPLICATION FEES

Revised December 17, 2025

Administrative Services	Fee ($)
General Services	
Administrative Change to Development Application	300
Telecommunication Tower Application	600
City Initiated Development Applications	No Fee
Environmental Site Profile, if required to be sent to the Ministry of Environment	100
Sidewalk Patio Permit	300
Housing Agreements	
Housing Agreement, Supportive Recovery (maximum 10 residents)	1,000
Housing Agreement, Emergency Shelter	1,000
Housing Agreement, Seniors Housing	1,000
Housing Agreement, Other	1,000
Land Use Information Letters	
Single family and Agricultural (per property)	130
Other, per property	350
Legal Agreements Processing	
Development Agreement Preparation and Registration	500*
Legal Agreement Preparation and Registration	500*
Discharge Registered Legal Agreement	200

***$500 is the base fee only for legal document preparation and registration. In cases where solicitor fees exceed $500, the applicant is responsible for the costs and will be invoiced accordingly**

Liquor Licenses	
Food Primary License, Amendment – Extension of liquor service hours past midnight, or for patron participation entertainment	1,200*
Liquor Primary License, Amendment – change to existing license, increased seating capacity, patio endorsement, hours of operation	1,200*
Liquor Primary License, New – includes transfer of license, preliminary report to Council (exclusive of rezoning)	1,200*
Liquor License Occupant Load Determination for existing buildings	260
Liquor Endorsements, New or Amendment	1,200*

***Liquor License reports are exclusive of rezoning or OCP amendment requirements and costs.**

Provincial Non-Medical Cannabis Retail Licences	
New	7,500
Amendment (Moving a licenced store)	7,500
Amendment (Other)	1,200
Registered Document Retrievals	
Corporate Searches, per search	20
Property Land Title Search, per property	25
Land Title Office Documents, per document	25
Registered Legal Document Appeals	
Legal Document Appeal, where the original agreement was authorized by Council (one document review on one property)	800
Legal Document Appeal, where the original agreement was authorized by the Director or Approving Officer (one document review on one property)	500
Cost per each additional legal document appeal on same property or on a contiguous property made under the same application	150 (or a maximum fee of 2,000)

DEVELOPMENT APPLICATION FEES

Revised December 17, 2025

Development Applications	Fees ($)
Development Permits	
Form and Character Development Permits	
○ Commercial ○ Mixed Use Centers	2,000 + 0.23 per m^2 of floor area proposed*
○ Minor Works: Façades and Freestanding Signs	1,030*
○ Industrial	1,300 + 0.25 per m^2 of floor area proposed*
○ Multifamily Residential (except Townhouse)	2,000 + 0.12 per m^2 of floor area proposed*
○ Multifamily Residential: Townhouse	1,700 + 25 per unit proposed*
○ Natural Environment Development Permit and/or Steep Slope Development Permit with a Form and Character Development Permit	1,300 + Form and Character Development Permit Fee*
Heritage Alteration Permits	
○ Heritage Alteration Permit	1,300*
○ Heritage Alteration Permit – Minor Amendment	1,300*
Environmental Development Permits	
○ Natural Environment Development Permit	1,300 + 0.017 per m^2 of total gross site size, to a maximum of 3,500*
○ Natural Environment Development Permit: (Tree Felling Only)	1,030*
○ Steep Slope Development Permit	1,300 + 0.017 per m^2 of total gross site size, to a maximum of 3,500*
○ Natural Environment Development Permit and Steep Slope Development Permit	1,300 + 0.017 per m^2 of total gross site size, to a maximum of 3,500*
Protection of Agriculture Development Permits	
○ Protection of Agriculture	1,300*
○ Protection of Agriculture Development Permit with a: • Form and Character Development Permit	As per Form and Character Development Permit Fee above
• Natural Environment Development Permit and/or Steep Slope Development Permit	As per Natural Environment Development Permit or Steep Slope Development Permit Fee above
• Natural Environment Development Permit and/or Steep Slope Development Permit with a Form and Character Development Permit	1300 + Form and Character Development Permit Fee above

***50% of total application fee refunded if the applicant withdraws the application following the issuance of First Review Letter.**

Development Variance Permits	
Cost for variance(s) on one property; except where construction was initiated without a valid Building Permit issued by the City	1,220*
Cost for variance(s) on one property where construction was initiated without a valid Building Permit issued by the City	1,820*
Cost per each additional property with proposed variance(s) under the same application as the initial variance application	150

***$420 (Council Hearing fee) refunded if application has been introduced to Council but is not approved to proceed to a Council Hearing.**

Temporary Use Permits	
Temporary Use Permit, Commercial or Industrial	2,000*
Temporary Use Permit Renewal	1,000

***50% of total application fee refunded if the applicant withdraws the application following the issuance of First Review Letter.**

DEVELOPMENT APPLICATION FEES

Revised December 17, 2025

Bylaw Amendment Applications	Fee ($)
Official Community Plan Amendments	
All Categories	2,300*
Official Community Plan Amendment with Zoning Bylaw Amendment	1,410 + Zoning Amendment Fee**

***$900 Public Hearing Fee refunded if bylaw does not receive 1st reading. 50% of total application fee refunded where the applicant withdraws the application following the issuance of First Review Letter.**

****$950 Public Hearing Fee refunded if bylaws do not receive 1st reading. 50% of total application fee refunded where the applicant withdraws the application following the issuance of First Review Letter.**

Zoning Bylaw Amendments	
All Agricultural Zones	2,090*
All CR, RC, RR, RS, SSMUH and SR Zones	2,790 + 0.02 per m^2 *
All RM Zones with a density of 60 units per ha or less, & RH1	2,790 + 25 per unit proposed*
All RM and RH Zones, except as otherwise noted	2,790 + 0.20 per m^2 of floor area proposed*
All Commercial Zones	2,790 + 0.30 per m^2 of site area to be rezoned*
All Industrial Zones	2,790 + 0.15 per m^2 of site area to be rezoned *
All Institutional Zones	2,790*
All Comprehensive Development Zones	3,590 + 25 per residential unit proposed + 0.20/ m^2 of non-residential floor area proposed*
Text Amendments to Zoning Bylaw	2,790*

***$890 Public Hearing Fee refunded if bylaw does not receive 1st reading. 50% of total application fee refunded where the applicant withdraws the application following the issuance of First Review Letter.**

Land Use Contract Amendments	
One- or Two-unit Residential (dealing with Use or Density)	2,790 + 0.02 per m^2 of site area to be rezoned*
Multi-unit Residential (dealing with Use or Density)	2,790 + 25 per units proposed*
Commercial (dealing with Use or Density)	2,790 + 0.30 per m^2 of site area to be rezoned*
Industrial (dealing with Use or Density)	2,790 + 0.15 per m^2 of site area to be rezoned*
Secondary Suite (dealing with Use or Density)	2,740*
Land Use Contract Discharges	
Land Use Contract Discharge	950*

***$890 Public Hearing Fee refunded if bylaw does not receive 1st reading. 50% of total application fee refunded where the applicant withdraws the application following the issuance of First Review Letter.**

New Public Hearings	
New Public Hearing Fee, Rezoning or LUC Amendment	890
New Public Hearing Fee, OCP Amendment	900
New Public Hearing Fee, joint OCP and Rezoning or LUC Amendment	950

Agricultural Land Commission Applications	Fee ($)
Non-Adhering Residential Use (NARU)	450*
All Other Applications	750*
Inclusion	No Fee

**** The Agricultural Land Commission (ALC) issued a new fee structure for ALC development applications (as per Bill 15 – See OIC 353/2020 - Schedule 1 for more information) effective September 30, 2020***

DEVELOPMENT APPLICATION FEES

Revised December 17, 2025

Subdivision Applications	Fee ($)
Airspace Strata Approval	2,500
Boundary Realignment in ALR	1,000
Consolidation and minor lot line adjustments outside of ALR	1,500
Final Plan Examination or Plan Resigning	250
Form P Amendment Approval	200
Form P Approval	600
Leasehold	500
Phased Strata Plan Approval	200
Preliminary Letter of Approval Extension fee	370
Standard and Bareland Strata Subdivision	1,650 + 75 for each proposed lot
Strata Conversion of three units or less	900
Strata Conversion of four units or more	1,700
Strata Plan Amendment	100

Second Dwelling Applications	Fee ($)
Accessory Family Residential Use	600*
Accessory Full-time Employee Residential Use	600
Accessory Part-Time Employee Residential Use	600
Accessory Seasonal Employee Residential Use	860
Replacement of Dwellings	500**

***$5,000 letter of credit is required to be submitted to the City prior to final approval of second dwelling and prior to submission of a Building Permit Application. $5,000 letter of credit released if the second dwelling is removed from the property in accordance with the terms of the covenant.**

****$10,000 letter of credit is required to be submitted to the City prior to the issuance of the building permit for a replacement dwelling. Applicable Building Permit Application Fees apply. $10,000 letter of credit released if the terms of the covenant are satisfied. Note: no refunds of the fees are authorized subsequent to application approval being granted, if the applicant does not construct or install the second dwelling.**

This summary of fees is for convenience only. Reference should be made to the *Development Application and Service Fee Bylaw, 2010* for definitive interpretations.