

PLANNING FEE DESCRIPTION	2026 RATE
<b>Committee of Adjustment:</b>	
- Minor Variance (4 or less dwelling units <u>or</u> 465 or less sq. m. non-residential GFA per lot/unit)	\$ 1,800.00
- Minor Variance (More than 4 dwelling units <u>or</u> more than 465 sq. m. non-residential GFA per lot/unit)	\$ 3,110.00
- Consent	\$ 3,110.00
- Change of Conditions of a Provisional Consent	\$ 2,135.00
<b>Condominium, other than Vacant Land:</b>	
- Application fee	\$ 6,887.00
- Minor Modification	\$ 1,722.00
- Major Modification	\$ 3,442.00
- Registration	\$ 2,228.00
<b>Condominium Conversion:</b>	
- Application fee	\$ 8,817.00
- per unit fee	\$ 134.00
- Minor site audit review fee (under 30 units)	\$ 1,060.00
- Major site audit review fee (over 30 units)	\$ 1,411.00
- Minor Modification	\$ 2,205.00
- Major Modification	\$ 4,409.00
- Registration	\$ 5,416.00
<b>Demolition Control Application:</b>	
- First building on site demolished (includes notification sign)	\$ 1,198.00
- If application is decided by Kitchener City Council	\$ 1,346.00
- Each additional building on site demo'd	\$ 598.00
- Exemption	\$ 929.00
<b>Fence Variance Application</b>	\$ 1,181.00
<b>Group Home Registration (NEW)</b>	\$ 339.00
- Group Home Registration (RENEWAL)	\$ 84.00
<b>Heritage Grant Application</b>	\$ 86.00
<b>Heritage Review Surcharge</b> - heritage review related to an Official Plan Amendment, Zoning By-law Amendment, Subdivision or full Site Plan (Council approval).	\$ 7,199.00
Heritage Review Surcharge - heritage review related to an Official Plan Amendment, Zoning By-law Amendment, Subdivision or full Site Plan (Delegated Staff approval).	\$ 3,510.00
<b>Hydrogeological Study</b> (Environmental Engineering) Review Surcharge	\$ 2,420.00
<b>Information Letters - Planning/Zoning</b>	\$ 348.00
<b>Letters of Compliance:</b>	
- Residential	
- Regular	\$ 391.00
- Regular, up to 4 dwelling units per lot	\$ 153.00
- Express	\$ 616.00
- All Other	
- Regular	\$ 549.00
- Express	\$ 832.00
- Letter of Compliance – Amendment Fee	\$ 120.00
<b>Mapping Services - Address List</b> (240 metre radius, no names)	\$ 63.00
<b>Naming of Private Road</b>	\$ 1,487.00
<b>Neighbourhood Meeting Fee</b> (per meeting, as required)	\$ 1,329.00

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<b>Official Plan Amendment</b>	\$ 35,995.00
- reduced fee is submitted with concurrent ZBA	\$ 32,396.00
<b>Official Plan Amendment Recirculation Fee</b>	\$ 8,999.00
- total fee if combined with Minor ZBA	\$ 12,907.00
- total fee if combined with Major ZBA	\$ 14,578.00
<b>Part Lot Control:</b>	
- Per original lot, block or part thereof	\$ 3,681.00
- First easement (e.g. maintenance easement) PLUS	\$ 3,681.00
- each subsequent easement required on single detached lots	\$ 238.00
- Legal administration fee	\$ 325.95
- Legal registration fee	\$ 85.00
- Part Lot Control By-Law Renewal	\$ 521.00
<b>Phase I Environment Site Assessment Review Surcharge</b>	\$ 800.00
Phase One Environment Site Assessment Review Surcharge	\$ 1,120.00
Phase II Environment Site Assessment Review Surcharge	\$ 1,680.00
Phase Two Environment Site Assessment Review Surcharge	\$ 2,420.00
<b>Photocopies/Printing - black &amp; white, per page</b>	\$ 0.20
Photocopies/Printing - colour, per page	\$ 0.75
<b>Planning Application Signs</b>	\$ 287.00
<b>Pre-submission Consultation:</b>	
- Site Plan Approval	\$ 1,093.00
- Official Plan Amendment or Zoning By-law Amendment	\$ 787.00
- Combined OPA/ZBA	\$ 1,126.00
- Condominium (other than vacant land)	\$ 780.00
- Plan of Subdivision or Vacant Land Condominium	\$ 1,579.00
- Committee of Adjustment	\$ 394.00
<b>Public Notice Advertisement Fee - Small (per publication)</b>	\$ 789.00
Public Notice Advertisement Fee - Large (per publication)	\$ 1,579.00
<b>Record of Site Condition Review Surcharge</b>	\$ 350.00
<b>Record of Site Condition (RSC) and Certificate of Property Use (CPU) Review Surcharge</b>	\$ 560.00
<b>Remediation Report Review Surcharge</b>	\$ 1,680.00
<b>Rental Replacement By-law Application Fee</b>	\$ 1,000.00
<b>Risk Assessment Review Surcharge</b>	\$ 2,800.00
Routine Disclosure Requests (fee per 15 minutes of processing time; photocopying charges extra)	\$ 7.50
<b>Sign By-law Amendment</b>	\$ 3,510.00
<b>Sign Variance Application</b>	\$ 1,181.00
<b>Signs:</b>	
- New Home Development Signs	\$ 1,350.00
- Permanent Signs	
- per square metre of sign face	\$ 40.00
MINIMUM of	\$ 287.00
- Home Business	\$ 114.00
- Billboard	\$ 1,575.00
- Video Projection Sign (per year/sign face)	\$ 2,202.00

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*Permanent sign fees double if installed before obtaining a sign permit	
- Portable Signs (including banner & inflatable)	
- Same business, both sides	\$ 108.00
- Different businesses, one per side	\$ 168.00
- New portable sign location if not shown on Landscape Plan or already approved, per site	\$ 191.00
*Portable sign fees double if installed before obtaining a sign permit	
<b>Site Plan Approval:</b>	
- Full Site Plan - PLUS	\$ 6,928.00
- Per residential unit - AND/OR	\$ 114.00
- Per square metre GFA - AND/OR	
- non-residential	\$ 2.40
- renovation	\$ 0.55
- Commercial parking facilities, per vehicular parking space	\$ 77.00
<b>Stamp Plan A - PLUS</b>	\$ 3,937.00
- Per residential unit - AND/OR	\$ 114.00
- Per square metre GFA - AND/OR	
- non-residential	\$ 2.40
- renovation	\$ 0.55
- Commercial parking facilities, per vehicular parking space	\$ 77.00
<b>Stamp Plan B</b>	\$ 764.00
- Review of Site Development Works Drawings	5% of cost estimate
- Letter of Credit Release Additional Inspection Fee	\$ 1,012.00
<b>Site Plan - Miscellaneous</b>	
- Recirculation fee	\$ 764.00
- Site Plan Confirmation Letter	\$ 309.00
<b>Subdivision Application Fee PLUS</b>	\$ 27,671.00
- Per hectare fee	\$ 1,913.00
- Maximum	\$ 96,064.00
- Major modification	\$ 13,836.00
- Minor modification	\$ 6,918.00
- Registration of a single stage	\$ 3,375.00
- Each additional stage	\$ 327.00
- Second registration (future phases)	\$ 6,862.00
<b>Temporary Use By-law (Zoning) - maximum 3 years</b>	\$ 6,521.00
Temporary Use By-law (Zoning) - renewal (maximum 3 years)	\$ 1,512.00
<b>Tree Conservation</b>	
- Permit	\$ 153.00
- Permit Revision or Renewal	\$ 79.00
<b>Vacant Land Condominium Application Fee PLUS</b>	\$ 10,817.00
- Per hectare fee	\$ 227.00
- Maximum	\$ 21,884.00
- Major modification	\$ 5,408.00
- Minor modification	\$ 2,704.00
- Registration of a single stage	\$ 3,303.00

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- Each additional stage	\$ 327.00
<b>Zoning By-law Amendment</b>	
- Minor application - changes to zoning regulations (except building height and Floor Space Ratio) or to add one new permitted use.	\$ 21,372.00
- reduced fee is submitted with concurrent OPA	\$ 19,235.00
- Major application - all applications which are not minor.	\$ 28,797.00
- reduced fee is submitted with concurrent OPA	\$ 25,917.00
<b>Zoning By-law Amendment for Removal of a Holding Provision</b>	\$ 1,512.00
<b>Zoning By-law Amendment Recirculation Fee (Minor)</b>	\$ 5,344.00
- total fee if combined with OPA	\$ 12,907.00
<b>Zoning By-law Amendment Recirculation Fee (Major)</b>	\$ 7,199.00
- total fee if combined with OPA	\$ 14,578.00
<b>Zoning (Occupancy) Certificate</b>	\$ 348.00
- for home business only	\$ 174.00
- Zoning (Occupancy) Certificate Amendment	\$ 174.00