

PLANNING FEE DESCRIPTION	2025 RATE
Committee of Adjustment:	
- Minor Variance (4 or less dwelling units <u>or</u> 465 or less sq. m. non-residential GFA per lot/unit)	\$ 1,732.00
- Minor Variance (More than 4 dwelling units <u>or</u> more than 465 sq. m. non-residential GFA per lot/unit)	\$ 2,986.00
- Consent	\$ 2,986.00
- Change of Conditions of a Provisional Consent	\$ 2,054.00
Condominium, other than Vacant Land:	
- Application fee	\$ 6,622.00
- Minor Modification	\$ 1,656.00
- Major Modification	\$ 3,310.00
- Registration	\$ 2,142.00
Condominium Conversion:	
- Application fee	\$ 8,478.00
- per unit fee	\$ 129.00
- Minor site audit review fee (under 30 units)	\$ 1,019.00
- Major site audit review fee (over 30 units)	\$ 1,357.00
- Minor Modification	\$ 2,120.00
- Major Modification	\$ 4,239.00
- Registration	\$ 5,208.00
Demolition Control Application:	
- First building on site demolished (includes notification sign)	\$ 1,152.00
- If application is decided by Kitchener City Council	\$ 1,294.00
- Each additional building on site demo'd	\$ 575.00
- Exemption	\$ 893.00
Fence Variance Application	\$ 1,136.00
Group Home Registration (NEW)	\$ 326.00
- Group Home Registration (RENEWAL)	\$ 81.00
Heritage Grant Application	\$ 83.00
Heritage Review Surcharge - heritage review related to an Official Plan Amendment, Zoning By-law Amendment, Subdivision or full Site Plan (Council approval).	\$ 6,922.00
Heritage Review Surcharge - heritage review related to an Official Plan Amendment, Zoning By-law Amendment, Subdivision or full Site Plan (Delegated Staff approval).	\$ 3,375.00
Information Letters - Planning/Zoning	\$ 335.00
Letters of Compliance:	
- Residential	
- Regular	\$ 376.00
- Regular, up to 4 dwelling units per lot	\$ 147.00
- Express	\$ 592.00
- All Other	
- Regular	\$ 528.00
- Express	\$ 800.00
Mapping Services - Address List (240 metre radius, no names)	\$ 61.00
Naming of Private Road	\$ 1,430.00
Neighbourhood Meeting Fee (per meeting, as required)	\$ 1,278.00

PLANNING FEE DESCRIPTION	2025 RATE
Official Plan Amendment	\$ 34,611.00
- reduced fee is submitted with concurrent ZBA	\$ 31,150.00
Official Plan Amendment Recirculation Fee	\$ 8,653.00
- total fee if combined with Minor ZBA	\$ 12,411.00
- total fee if combined with Major ZBA	\$ 14,017.00
Part Lot Control:	
- Per original lot, block or part thereof	\$ 3,539.00
- First easement (e.g. maintenance easement) PLUS	\$ 3,539.00
- each subsequent easement required on single detached lots	\$ 229.00
- Legal administration fee	\$ 313.41
- Legal registration fee	\$ 84.23
- Part Lot Control By-Law Renewal	\$ 501.00
Photocopies/Printing - black & white, per page	\$ 0.20
Photocopies/Printing - colour, per page	\$ 0.75
Planning Application Signs	\$ 276.00
Pre-submission Consultation:	
- Site Plan Approval	\$ 1,051.00
- Official Plan Amendment or Zoning By-law Amendment	\$ 757.00
- Combined OPA/ZBA	\$ 1,083.00
- Condominium (other than vacant land)	\$ 750.00
- Plan of Subdivision or Vacant Land Condominium	\$ 1,518.00
- Committee of Adjustment	\$ 379.00
Public Notice Advertisement Fee - Small (per publication)	\$ 759.00
Public Notice Advertisement Fee - Large (per publication)	\$ 1,518.00
Routine Disclosure Requests (fee per 15 minutes of processing time; photocopying charges extra)	\$ 7.50
Sign By-law Amendment	\$ 3,375.00
Sign Variance Application	\$ 1,136.00
Signs:	
- New Home Development Signs	\$ 1,298.00
- Permanent Signs	
- per square metre of sign face	\$ 38.00
MINIMUM of	\$ 276.00
- Home Business	\$ 110.00
- Billboard	\$ 1,514.00
- Video Projection Sign (per year/sign face)	\$ 2,117.00
*Permanent sign fees double if installed before obtaining a sign permit	
- Portable Signs (including banner & inflatable)	
- Same business, both sides	\$ 104.00
- Different businesses, one per side	\$ 162.00
- New portable sign location if not shown on Landscape Plan or already approved, per site	\$ 184.00
*Portable sign fees double if installed before obtaining a sign permit	

PLANNING FEE DESCRIPTION	2025 RATE
Site Plan Approval:	
- Full Site Plan - PLUS	\$ 6,662.00
- Per residential unit - AND/OR	\$ 110.00
- Per square metre GFA - AND/OR	
- non-residential	\$ 2.31
- renovation	\$ 0.53
- Commercial parking facilities, per vehicular parking space	\$ 74.00
Stamp Plan A - PLUS	\$ 3,786.00
- Per residential unit - AND/OR	\$ 110.00
- Per square metre GFA - AND/OR	
- non-residential	\$ 2.31
- renovation	\$ 0.53
- Commercial parking facilities, per vehicular parking space	\$ 74.00
Stamp Plan B	\$ 735.00
- Review of Site Development Works Drawings	5% of cost estimate
- Letter of Credit Release Additional Inspection Fee	\$ 973.00
Site Plan - Miscellaneous	
- Recirculation fee	\$ 735.00
- Site Plan Confirmation Letter	\$ 297.00
Subdivision Application Fee PLUS	\$ 26,607.00
- Per hectare fee	\$ 1,839.00
- Maximum	\$ 92,369.00
- Major modification	\$ 13,304.00
- Minor modification	\$ 6,652.00
- Registration of a single stage	\$ 3,245.00
- Each additional stage	\$ 314.00
- Second registration (future phases)	\$ 6,598.00
Temporary Use By-law (Zoning) - maximum 3 years	\$ 6,270.00
Temporary Use By-law (Zoning) - renewal (maximum 3 years)	\$ 1,454.00
Tree Conservation	
- Permit	\$ 147.00
- Permit with Revisions	\$ 76.00
Vacant Land Condominium Application Fee PLUS	\$ 10,401.00
- Per hectare fee	\$ 218.00
- Maximum	\$ 21,042.00
- Major modification	\$ 5,200.00
- Minor modification	\$ 2,600.00
- Registration of a single stage	\$ 3,176.00
- Each additional stage	\$ 314.00
Zoning By-law Amendment	
- Minor application - changes to zoning regulations (except building height and Floor Space Ratio) or to add one new permitted use.	\$ 20,550.00
- reduced fee is submitted with concurrent OPA	\$ 18,495.00
- Major application - all applications which are not minor.	\$ 27,689.00

PLANNING FEE DESCRIPTION	2025 RATE
- reduced fee is submitted with concurrent OPA	\$ 24,920.00
- Zoning By-law Amendment for Removal of a Holding Provision	\$ 1,454.00
- Zoning By-law Amendment Recirculation Fee (Minor)	\$ 5,138.00
- total fee if combined with OPA	\$ 12,411.00
- Zoning By-law Amendment Recirculation Fee (Major)	\$ 6,922.00
- total fee if combined with OPA	\$ 14,017.00
Zoning (Occupancy) Certificate	\$ 335.00
- for home business only	\$ 167.00
- Zoning (Occupancy) Certificate Amendment	\$ 167.00