

2025 FEES AND CHARGES

Planning and Development Fees	
Official Plan Amendment***	\$9,484.70
Joint Official Plan and Zoning Amendment***	\$14,715.20
Development permitted under Minister's Zoning Order, Community Infrastructure and Housing Accelerator Order or similar Provincial Order – Invoice to be paid immediately after Council resolution	\$32,604.50
Zoning	
Major Zoning By-law Amendment (change of zone)	\$7,161.00
Minor Zoning By-law Amendment (amendment to zoning performance standards)	\$5,326.80
Minor Zoning By-law Amendment – Condition (for surplus farm dwellings or as a condition of approval related to another Planning Act application)	\$2,368.30
Temporary Use Extension	50% of Major Zoning By-law Amendment Fee
Lift of Holding Provision	\$2,057.30
Minor Variance (Development Agreement as a condition – see Agreement Section)	\$971.90
Site Plan Control * / **	
Major Site Plan Control outside Almonte	\$4,816.10
Major Site Plan Control inside Almonte	\$5,481.10
Minor Site Plan Control outside Almonte	\$3,391.30
Minor Site Plan Control inside Almonte	\$4,122.70
Lite	\$425.60
Red Line Amendment to Major	30% of Major Site Plan Control application fee
Red Line Amendment to Minor	30% of Minor Site Plan Control application fee
Red Line Amendment to Lite	30% of Lite Site Plan Control application fee
Land Division * / ** / ***	
Consent to Sever (severance)	\$1,803.60
Plan of Subdivision	\$11,793.4
Redline Change to Plan of Subdivision or revision to conditions of Draft Approval	30% of Plan of Subdivision application fee
Plan of Condominium	\$3,319.60
Redline Change to Plan of Condominium	30% of Plan of Condo fee
Lifting Part Lot Control	\$1,401.50
Lifting of 1 ft. Reserves	\$1,106.90

Extension of Draft Approval Subdivision Agreement	\$884.90
Zoning Compliance Report with 10 or more business days notice, typically combined with Building Open File Report	\$250.00
Zoning Compliance Report with less than 10 business days notice, typically combined with Building Open File Report	\$500.00
Zoning Certificate	\$150.00
Zoning Review for Building Permit <ul style="list-style-type: none"> For multi-unit residential buildings (semi, duplex, triplex, townhouse) not subject to Site Plan Control Apartment buildings not subject to Site Plan Control All other building permits not listed above Note: subject to the discretion of the Planning Department, Zoning Certificate fee may be exempted if the development has received previous Site Plan Control or Development Agreement, Minor Variance approval and building permit plans are identical	\$100.00 Per residential unit or other permit
Heritage Permits	
Request to amend existing Designation By-law by Owner	\$818.40
All other Heritage Permits	No charge
Cash-in-Lieu of Parking	
Application	\$851.10
Cash -in-Lieu of Parking Space Rate	\$3,069.00 per space
Request to Purchase Municipal Property	
Application	\$500.00
Deposit Note: deposit is to cover real estate appraisal fees. If applicant is not the successful bidder, the deposit will be returned in full. If applicant is the successful bidder, the deposit will be applied to real estate appraisal fees. Additional real estate appraisal fees may apply. Additional survey, closing costs and legal fees will be invoiced to successful bidder prior to the closing of the sale.	\$1,500.00
Capacity Allocation Application	
1 to 10 units	\$100.00
11 units to 50 units	\$200.00
51 units and above	\$400.00
Agreements * / **	
Encroachment Agreement	\$884.90
Private Road Agreement (if not associated with a Site Plan Control Agreement)	\$3,324.80
Miscellaneous Development Agreement	\$1,038.40
Accessory Dwelling Unit / Secondary Dwelling Unit Agreement	\$568.50
Development Agreement or Encroachment Agreement (condition of approval for site plan, consent or minor variance)	\$568.50
Development Agreement for the development of triplexes, fourplexes and townhouses or any residential development in a floodplain (condition of approval) not subject to Site Plan Control	\$3,541.60

Servicing Connection Agreement for development requiring the installation of new, or replacement of, water and sewer, not subject to Site Plan Control	\$415.00
Pre-Servicing / Front End Agreement	25% of Plan of Subdivision fee
File Reactivation Fee (inactive for more than 12 months)	50% of the original application fee
Green Energy Applications	\$1,534.50
Radio Telecommunications Concurrence Letter	\$2,557.50
<p>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.</p> <p>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.</p> <p>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 at the close of the file or the fiscal year end, whichever comes first at cost plus 7% administrative fee.</p> <p>Legal Fees Applications requiring the registration of agreements, modifications of existing agreements or preparation of new agreements will be invoiced at the close of the file or the fiscal year, which comes first at cost.</p> <p>Development Charges may apply at building permit stage</p>	
*Cash-in-Lieu of Parkland	
Private Services	\$2,345.20
Municipal Services	\$3,126.90
** Drainage Assessments	
(to be invoiced to the Applicant at the close of the file or the fiscal year, which comes first at cost)	
Creation of one lot	\$500.00
Creation of more than one lot (including Plan of Subdivision)	\$1,000.00
Site Plan Control	\$500.00
***Lanark County Approval Authority	
additional fees will apply (see Lanark County Development and Land Use Planning)	
Engineering Fees	
CLI ECA Form SW1 Standard System Components (e.g., Sewers, Ditches, Swales, Culverts, Inlets, Manholes, Outlets) --- Simple Application (ex. non-subdivision)	\$1,000.00
CLI ECA Form SW1 Standard System Components (e.g., Sewers, Ditches, Swales, Culverts, Inlets, Manholes, Outlets) --- Complex Application (ex. subdivision)	\$1,600.00

CLI ECA Form SW2 Stormwater Management Facility --- Simple Application (ex. non-subdivision)	\$1,000.00
CLI ECA Form SW2 Stormwater Management Facility --- Complex Application (ex. subdivision)	\$1,600.00
CLI ECA Form SW2 Stormwater Management Facility --- Manufactured Treatment Device Only (ex. Oil-Grit Separator Unit, Filter Unit)	\$1,000.00
CLI ECA Form SW3 Third Pipe Collection System (ex. System to collect water only from foundation drains)	\$1,000.00
CLI ECA Form SS1 Separate Sewers/Nominally Separate Sewers/Forcemains --- Simple Application (ex. non-subdivision)	\$1,000.00
CLI ECA Form SS1 Separate Sewers/Nominally Separate Sewers/Forcemains --- Complex Application (ex. subdivision)	\$1,600.00
CLI ECA Form SS2 Components of the Municipal Sewage Collection System	\$1,600.00
CLI ECA Form A1 Equipment Discharging a Contaminant of Concern to the Atmosphere from a Municipal Sewage Collection System	\$1,600.00
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 engineering staff review time, invoice to be paid upon approval*
Municipal Water and Wastewater Modelling Check	See other fees
Wastewater Flow Monitoring	See other fees
Water Pressure Hydrant Test	See other fees
Water works permit fee	\$400.00
Subdivision or Condominium Engineering Services, including Construction Stage Services (<= 10 units)	\$6,000.00 plus engineering review fee beyond 120 hours* of staff time.
Subdivision or Condominium Engineering Services, including Construction Stage Services --- (>10 units, <=20 units)	\$13,299.00 plus engineering review fee beyond 120 hours* of staff time. For Plan of Subdivision applications, invoice to be paid by the Applicant upon Draft Approval.
Subdivision or Condominium Engineering Services, including Construction Stage Services --- (>20 units, <=100 units)	\$19,948.50 plus engineering review fee beyond 180 hours* of staff time. For Plan of Subdivision applications, invoice to

	be paid by the Applicant upon Draft Approval.
Subdivision or Condominium Engineering Services, including Construction Stage Services --- (>100 units, <=300 units)	\$26,598.00 plus engineering review fee beyond 270 hours* of staff time. For Plan of Subdivision applications, invoice to be paid by the Applicant upon Draft Approval.
Subdivision or Condominium Engineering Services, including Construction Stage Services --- (>300 units)	\$39,897.00 plus engineering review fee beyond 400 hours* of staff time. For Plan of Subdivision applications, invoice to be paid by the Applicant upon Draft Approval.
Subdivision Engineering Services, including Construction Stage Services --- Industrial, Commercial, and Institutional (ICI)	\$13,299.00 plus engineering review fee beyond 120 hours* of staff time. For Plan of Subdivision applications, invoice to be paid by the Applicant upon Draft Approval.
Engineering Review hourly rates for extra staff time over and above standard fee	
Senior Engineer Hourly Rate	\$127.90
Engineer Hourly Rate	\$97.20
Technologist Hourly Rate	\$97.20
The above engineering fees apply even if the Municipality engages engineering consultants to undertake the review of applications. Applicants will not be charged fees related to the Municipality using engineering consultants other than the above Engineering Review fees and the other fees listed below.	
Other Fees	
If the Municipality requires peer reviews related to site specific engineering issues, including but not limited to, hydro-geological study, transportation impact assessment, environmental site assessment and associated reports, geological reports, and/or additional work for a water and wastewater modelling check, wastewater flow monitoring or water pressure hydrant test, the Municipality reserves the right to engage a consultant to undertake the necessary peer reviews or additional work. The Applicant will be responsible for all costs associated with the peer review(s) and/or additional work, plus a 7% administrative fee.	