

By-law Number XXXX-24
Schedule "H"
Development Planning Division
Effective January 1, 2025

Description of Service for Fee or Service Charge	Unit of Measure (i.e. per hour, page, document, etc.)	2024 (Including H.S.T. where applicable)	2025 (Including H.S.T. where applicable)	2025 Updates to Approved Fees	2026 (Including H.S.T. where applicable)	2026 Updates to Approved Fees
Official Plan Amendment						
Major (see Note 1)	base fee (includes processing fee)	\$ 48,849.00	\$ 50,314.00		\$ 51,320.00	
Minor (see Note 2)	base fee (includes processing fee)	\$ 28,182.00	\$ 29,027.00		\$ 29,608.00	
Recirculation/Revision Fee	where the applicant fails to respond to the comments requested by the Town beyond the third submission or the Applicant changes the plans/proposal	\$ 2,442.00	\$ 2,515.00		\$ 2,565.00	
Zoning By-law Amendment						
Major (see Note 3)	base fee (includes processing fee)	\$ 28,354.00	\$ 29,205.00		\$ 29,789.00	
	revision fees	\$ 2,669.00	\$ 2,749.00		\$ 2,804.00	
Minor (see Note 4)	base fee (includes processing fee)	\$ 15,342.00	\$ 15,802.00		\$ 16,118.00	
	revision fees	\$ 2,046.00	\$ 2,107.00		\$ 2,149.00	
Removal of Hold	base fee (includes processing fee)	\$ 10,998.00	\$ 11,328.00		\$ 11,555.00	
Temporary Use	base fee (includes processing fee)	\$ 18,410.00	\$ 18,962.00		\$ 19,341.00	
	extension of the Temporary By-law	\$ 9,995.00	\$ 10,295.00		\$ 10,500.00	
Recirculation/Revision Fee	where the applicant fails to respond to the comments requested by the Town beyond the third submission or the Applicant changes the plans/proposal	\$ 1,418.00	\$ 1,843.00		\$ 1,880.00	
Draft Plan of Subdivision						
Draft Plan of Subdivision	base fee (includes registration of subdivision agreement)	\$ 50,679.00	\$ 52,199.00		\$ 53,243.00	
	residential processing fee/surcharge 0 - 25 units (per unit)	\$885/unit and \$10,728/hectare or part thereof for all other lands (see Note 5)	\$912/unit and \$11,050/hectare or part thereof for all other lands (see Note 5)		\$930/unit and \$11,271/hectare or part thereof for all other lands (see Note 5)	
	residential processing fee/surcharge 26 - 100 units (per unit)	\$753/unit and \$10,728/hectare or part thereof for all other lands (see Note 5)	\$776/unit and \$11,050/hectare or part thereof for all other lands (see Note 5)		\$792/unit and \$11,271/hectare or part thereof for all other lands (see Note 5)	
	residential processing fee/surcharge 101 - 200 units (per unit)	\$640/unit and \$10,728/hectare or part thereof for all other lands (see Note 5)	\$659/unit and \$11,050/hectare or part thereof for all other lands (see Note 5)		\$672/unit and \$11,271/hectare or part thereof for all other lands (see Note 5)	
	residential processing fee/surcharge > 200 units (per unit)	\$544/unit and \$10,728/hectare or part thereof for all other lands (see Note 5)	\$560/unit and \$11,050/hectare or part thereof for all other lands (see Note 5)		\$571/unit and \$11,271/hectare or part thereof for all other lands (see Note 5)	
	processing fee/surcharge (non-residential)	\$10,506/hectare or part thereof for all other lands (see Note 5)	\$10,821/hectare or part thereof for all other lands (see Note 5)		\$11,037/hectare or part thereof for all other lands (see Note 5)	
Draft Plan of Subdivision (con't)	revision fee (where applicant makes revisions to plans requiring recirculation)	\$ 2,893.00	\$ 2,980.00		\$ 3,040.00	
	revisions to a Draft Approved Plan of Subdivision, or Conditions of Draft Approval	\$ 6,937.00	\$ 7,145.00		\$ 7,288.00	
	extension of Draft Approval	\$ 3,633.00	\$ 3,742.00		\$ 3,817.00	
Recirculation/Revision Fee	where the applicant fails to respond to the comments requested by the Town beyond the third submission or the Applicant changes the plans/proposal	\$ 2,534.00	\$ 2,610.00		\$ 2,662.00	
Draft Plan of Condominium						
(All Types)	base fee (includes registration of Condo agreement)	\$ 33,545.00	\$ 34,551.00		\$ 35,242.00	
	Recirculation/revision fee (where the applicant fails to respond to the comments requested by the Town beyond the third submission or the Applicant changes the plans/proposal)	\$ 1,613.00	\$ 1,661.00		\$ 1,694.00	
	revisions to Approved Draft Plan of Condominium	\$ 4,881.00	\$ 5,027.00		\$ 5,128.00	
	extension of Draft Approval	\$ 2,669.00	\$ 2,749.00		\$ 2,804.00	

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Part Lot Controls						
Part Lot Controls	base fee	\$ 4,532.00	\$ 4,668.00		\$ 4,761.00	
	plus: per unit or lot	\$ 100.00	\$ 103.00		\$ 105.00	
Block Plans						
Block Plans	base fee	\$ 12,536.00	\$ 12,912.00		\$ 13,170.00	
	processing fee/surcharge	\$655/hectare or part thereof	\$675/hectare or part thereof		\$689/hectare or part thereof	
Site Plan Approval						
Major	base fee	\$ 17,014.00	\$ 17,524.00		\$ 17,875.00	
	plus: per unit for residential 0 - 25 units (per unit)	\$ 736.00	\$ 758.00		\$ 773.00	
	plus: per unit for residential 26 - 100 units (per unit)	\$ 442.00	\$ 455.00		\$ 464.00	
	plus: per unit for residential 101 - 200 units (per unit)	\$ 265.00	\$ 273.00		\$ 278.00	
	plus: per unit for residential > 200 units (per unit)	\$ 157.00	\$ 162.00		\$ 165.00	
	plus: ICI buildings for first 2,000m ² - per m ² of GFA	\$ 7.50	\$ 7.75		\$ 8.00	
	plus: ICI buildings portion of GFA between 2,001m ² and 10,000m ² - per m ² of GFA	\$ 5.00	\$ 5.25		\$ 5.50	
	plus: ICI buildings portion of GFA beyond 10,000m ² - per m ² of GFA	\$ 2.50	\$ 2.60		\$ 2.70	
Minor and Amending Plans (see Note 6: per m ² fee applicable only if there is an increase in GFA)	base fee	\$ 9,137.00	\$ 9,411.00		\$ 9,599.00	
	plus: ICI buildings for first 2,000m ² - per m ² of GFA	\$ 7.50	\$ 7.75		\$ 8.00	
	plus: ICI buildings portion of GFA between 2,001m ² and 10,000m ² - per m ² of GFA	\$ 5.00	\$ 5.25		\$ 5.50	
	plus: ICI buildings portion of GFA beyond 10,000m ² - per m ² of GFA	\$ 2.50	\$ 2.60		\$ 2.70	
Recirculation/Revisions (where the applicant fails to revise drawings as requested by the Town beyond the third submission or the Applicant changes the plans/proposal)	Major Site Plan (each)	\$ 9,137.00	\$ 9,411.00		\$ 9,599.00	
	Minor Site Plan (each)	\$ 4,907.00	\$ 5,054.00		\$ 5,155.00	
Site Plan Exemption	base fee	\$ 1,164.00	\$ 1,199.00		\$ 1,223.00	
	request for site plan exemption beyond 2 nd submission	\$ 295.00	\$ 304.00		\$ 310.00	
Telecommunication Tower/Antenna Facilities	Level 1 base fee	\$ 5,575.00	\$ 5,742.25		\$ 5,857.00	
	Level 2 base fee	\$ 9,663.00	\$ 9,953.00		\$ 10,152.00	
Committee of Adjustment						
Consent						
Lot Creation, Lot Addition, Establishment of Easements, Mortgage change over, Lease over 21 years	base fee	\$ 5,777.00	\$ 5,950.00		\$ 6,069.00	
	plus: per new lot created beyond the initial severed parcel	\$ 2,902.00	\$ 2,989.00		\$ 3,049.00	
	change of conditions (only before a final consent is granted)	\$ 1,064.00	\$ 1,096.00		\$ 1,118.00	
	recirculation fee (see Note 7)	\$ 3,026.00	\$ 3,117.00		\$ 3,179.00	
Minor Variances or Permission						
Ground Related Residential Zoned Lands	base fee	\$ 3,191.00	\$ 3,287.00		\$ 3,353.00	
Oak Ridges Moraine Residential	base fee	\$ 2,666.00	\$ 2,746.00		\$ 2,801.00	
More than one Variance related to a Draft Approved Plan of Subdivision	base fee	\$ 3,191.00	\$ 3,287.00		\$ 3,353.00	
	plus: per lot or unit	\$ 1,672.00	\$ 1,722.00		\$ 1,756.00	
All Other Uses, including ICI	base fee	\$ 3,910.00	\$ 4,027.00		\$ 4,108.00	
Minor Variance (non-owner occupied)	each	\$ 5,092.00	\$ 5,245.00		\$ 5,350.00	
Recirculation/Revisions (see Note 7)	each	\$ 1,605.00	\$ 1,653.00		\$ 1,686.00	
Minor Variance for Outdoor Swim Schools	each	\$ 278.00	\$ 286.00		\$ 292.00	
General Fees						
Owner's Request to Cancel Public Planning Meeting	base fee	\$ 4,033.00	\$ 4,154.00		\$ 4,237.00	
Ontario Land Tribunal Processing Fee (including all development applications)	base fee	\$ 1,200.00	\$ 1,236.00		\$ 1,261.00	
Ontario Land Tribunal Processing Fee (Minor Variances, Consent and other appeals)	base fee	\$ 500.00	\$ 515.00		\$ 525.00	
File Maintenance Fee	per 6 months	\$ 831.00	\$ 856.00		\$ 873.00	
Cash in Lieu of Parking Agreement	base fee	\$ 5,942.00	\$ 6,120.00		\$ 6,242.00	
Municipal Street Name Change	each	\$ 1,906.00	\$ 1,963.00		\$ 2,002.00	
Municipal Addressing Change	each	\$ 1,240.00	\$ 1,277.00		\$ 1,303.00	
Deeming By-law Fee	each	\$ 4,624.00	\$ 4,763.00		\$ 4,858.00	

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Staff report to Council outside of the regular Planning Process	each	\$ 1,100.00	\$ 1,133.00		\$ 1,156.00	
Heritage Removal Request	each	\$ 500.00	\$ 515.00		\$ 525.00	
Agreements						
Amendment of an executed Development Agreement (SUB, CDM, SP)	each	\$ 2,000.00	\$ 2,060.00		\$ 2,101.00	
Pre-Consultation						
Level 1: If the Applicant only provides a site plan, with no other supporting information	each	\$ 1,000.00	\$ 1,030.00		\$ 1,051.00	
Level 2: If the Applicant provides the following: Site Plan, Landscape Plan, conceptual elevation/images and brief planning justification outlining the proposal and the relevant planning policies	each	\$ 650.00	\$ 670.00		\$ 683.00	

Notes

1) Major Official Plan Amendment

An application that is significant in scale and scope which may have greater impact or policy implication beyond the subject lands. Such applications may include those relating to multiple properties; site specific proposals that represent large scale development/significant change in use; and applications involving significant changes to the text/policies of the Official Plan.

2) Minor Official Plan Amendment

An application that is a small scale amendment to the Official Plan policies and designations, having limited impact or policy implications beyond the subject lands.

3) Major Zoning By-law Amendment

An application that is significant in scale and scope which may have greater impact or policy implication beyond the subject lands. Such applications may include:

- an application relating to more than one property;
- a site specific application, if considered to represent large scale redevelopment;
- significant change in use and/or zone category; or
- an application involving significant changes to the development standards or general provisions of the by-law.

4) Minor Zoning By-law Amendment

An application for minor and small scale zoning amendment having no significant impact on adjoining lands. Minor application must be site specific and include:

- a request for additional permitted use, within an existing building or with no significant impact on existing development standards; and
- changes in development standards to accommodate a minor development or severance.

5) Draft Plan of Subdivision

All other lands within the draft plan excluding roads, road widenings and environmental protection lands.

6) Minor and Amending Site Plans

Shall include amendments to existing site plan agreements for those properties with development agreements executed and registered after 2000. Staff shall determine, in consultation with other departments, if a site plan application is considered minor, an amendment or if a new site plan application is required.

7) Recirculation Fee

Required due to an Owner's or Applicant's revisions or deferrals.

8) Applications for Non-Owner Occupied Applications

The fees for Stable Neighbourhood Site Plan and Minor Variance applications for non-owner occupied applicants be based on full cost recovery.

Payment of Fees

All fees set out herein shall be payable to the Town of Aurora upon the submission of the related application to the Town, unless otherwise provided herein. The fee amount shall be completed by the Applicant on the Fee Calculation Worksheet included with each Application Form. 50% of fees refunded if application is withdrawn prior to any Council or Committee of Adjustment consideration.

Telecommunicatoin/Antenna Facilities

Level 1: Antenna systems less than 15 metres in height above ground level or Antennas located on any building, water tower, lamp post, etc. where the height does not exceed 25% of the height of the non-tower structure or 15 metres above ground level - whichever is the greater

Level 2: Towers that aren't exempted from Municipal Approval as per Section 3.5 of the protocol

File Maintenance

If the applicant fails to resubmit (within 6 months) from the date of comments sent