

**PLANNING AND ECONOMIC DEVELOPMENT DEPARTMENT**  
**(Planning Division)**  
**2024 FEE STRUCTURE (EFFECTIVE January 1, 2024)**

|          |   |                    |
|----------|---|--------------------|
| <b>1</b> | <b>Official Plan Amendment and/or Zoning By-law Amendment to establish a New Pit or Quarry</b>  | \$163,505.00       |
| <b>2</b> | <b>Pit or Quarry – Expansion</b><br><i>(In addition to base fee, the owner/applicant shall bare any and all cost pertaining to Peer Reviews and for an Aggregate Advisor, if required)</i>  | \$65,410.00        |
| <b>3</b> | <b>Official Plan Amendment (Urban Boundary Expansion) (comprised of Phase 1 and Phase 2 fees)</b>   | \$82,320.00        |
|          | a) Phase 1 – Services up to City Council Report   | \$68,170.00        |
|          | b) Phase 2 – Services subsequent to Council Resolution approval   | \$14,150.00        |
| <b>4</b> | <b>Official Plan Amendment (Rural or Urban)</b>   | \$44,390.00        |
|          | a) Recirculation with no advertising required   | \$1,345.00         |
|          | b) Public Notice recirculation due to cancellation of a Public Meeting by the applicant or agent  | \$1,345.00         |
|          | c) Advertising Fee ( <i>minimum charge</i> )  | \$1,735.00         |
|          | d) Amended application with public consultation   | \$4,785.00         |
|          | e) New Non-Profit Affordable Housing (Fees waived subject to eligibility as outlined on application form) <sup>2</sup>  | Fees Waived        |
| <b>5</b> | <b>Rezoning Application</b>   |                    |
|          | a) Secondary Suites   | \$6,390.00         |
|          | b) Complex ( <i>includes the first 10 units</i> )   | \$30,580.00        |
|          | i) Plus Residential per unit Fee after the 10th unit up to a maximum of 50 additional units (Units 11 - 60) <sup>4,5</sup>  | \$420.00           |
|          | ii) Plus Non-Residential per square metre charge up to a maximum 5,000 square metres <sup>5</sup>   | \$7.00             |
|          | c) Public Notice recirculation due to cancellation of a Public Meeting by the applicant or agent  | \$1,345.00         |
|          | d) Advertising ( <i>minimum charge, if applicable</i> )   | \$1,735.00         |
|          | e) Amended applications with Circulation  | \$2,395.00         |
|          | f) Recirculation  | \$2,395.00         |
|          | g) Removal of a 'H' Holding Provision (Complex)   | \$24,335.00        |
|          | h) Removal of a 'H' Holding Provision (Downtown)  | \$25,005.00        |
|          | i) Removal of a 'H' Holding Provision (Routine)   | \$8,615.00         |
|          | j) Removal of a 'H' Provision Resubmission (on the 3rd occasion and thereafter)   | \$5,075.00         |
|          | k) New Non-Profit Affordable Housing (Fees waived subject to eligibility as outlined on application form) <sup>2</sup>  | Fees Waived        |
| <b>6</b> | <b>Site Plan Control</b>  |                    |
|          | a) Full Application (plus applicable per unit or per square metre charge)   | \$9,145.00         |
|          | i) Agricultural Uses - 1/2 of Applicable Fee <sup>3</sup> (plus applicable per unit or per square metre charge) (DAR)   | \$4,575.00         |
|          | ii) Full Application - Clearing of Conditions (plus applicable per unit or per square metre charge)   | \$17,675.00        |
|          | b) Amendment to an Approved Site Plan (plus applicable per unit or per square metre charge)   | \$6,055.00         |
|          | i) Agricultural Uses - 1/2 of Applicable Fee <sup>3</sup> (plus applicable per unit or per square metre charge) (SPAR)  | \$3,030.00         |
|          | ii) Amendment to Approved Site Plan - Clearing of Conditions (plus applicable per unit or per square metre charge)  | \$12,025.00        |
|          | c) Minor Application (plus applicable per unit or per square metre charge)  | \$10,730.00        |
|          | i) Agricultural Uses - 1/2 of Applicable Fee <sup>3</sup> (plus applicable per unit or per square metre charge) (MDAR)  | \$5,365.00         |
|          | ii) Minor Application - Clearing of Conditions (plus applicable per unit or per square metre charge)  | \$9,200.00         |
|          | d) Site Plan Formal Consultation  | \$12,215.00        |
|          | e) Resubmission ( <i>on the 3rd occasion and thereafter</i> )   | \$1,515.00         |
|          | f) Site Plan Approval Extension   |                    |
|          | i) 3 month  | \$775.00           |
|          | ii) 6 month   | \$825.00           |
|          | iii) 9 month  | \$1,235.00         |
|          | iv) 1 year  | \$1,895.00         |
|          | g) 1 & 2 Family Residential on the Hamilton Beach Strip (outside of Heritage Conservation District) (DAB)   | \$11,305.00        |
|          | h) 1 & 2 Family Residential within or contiguous to Major Open Space Areas, Environmentally Sensitive Areas or Provincially Significant Areas (as designated in the Official Plan)  | 1/2 applicable fee |
|          | i) Plus per unit Residential charge for first 10 units for Vertical Developments including Institutional <sup>4,5</sup>   | \$1,050.00         |
|          | j) Plus per unit Residential charge for additional units (11-50 units to a max of 50 units) for Vertical Developments including Institutional <sup>4,5</sup>  | \$630.00           |
|          | k) Plus per square metre charge for new gross floor area for non-residential developments prior to the Issuance of final site plan approval to a maximum of 5,000 m <sup>2</sup> for industrial and 50,000 m <sup>2</sup> for commercial for Vertical Developments <sup>6</sup> | \$10.00            |
|          | l) Plus per unit Residential charge for first 10 units for Ground Related Developments including Institutional Uses <sup>4,5,6</sup>  | \$1,050.00         |
|          | m) Plus per unit Residential charge for the next 40 units for Ground Related Developments including Institutional Uses <sup>4,5,6</sup>   | \$630.00           |
|          | n) Plus per square metre charge for new gross floor area for non-residential developments prior to the Issuance of final site plan approval to a maximum of 5,000m <sup>2</sup> for industrial and 50,000 m <sup>2</sup> for commercial   | \$10.00            |
|          | o) 1 & 2 Family Residential, including accessory buildings and structures, decks, and additions on properties within the Existing Residential (ER) Zone in Ancaster (DAER)  | \$2,545.00         |
|          | p) New Non-Profit Affordable Housing (Fees waived subject to eligibility as outlined on application form) <sup>2</sup>  | Fees Waived        |
|          | q) Extension of a Lapsed Site Plan  | \$1,525.00         |
|          | <b>Note: Fee amounts shall be based on fees that are in effect on the date of final approval.</b>   |                    |
| <b>7</b> | <b>Plans of Subdivision</b>   |                    |
|          | a) Subdivision Application  | \$58,060.00        |
|          | i) Plus Addition Per Unit charge (0 - 25 units)   | \$585.00           |
|          | ii) Plus Addition Per Unit charge (26 - 100 units)  | \$315.00           |
|          | iii) Plus Addition Per Unit charge (101 units +)  | \$255.00           |
|          | iv) Plus Addition Per Block charge  | \$990.00           |
|          | b) Recirculation of revisions   | \$2,145.00         |
|          | c) Revision – Draft Plan approved   |                    |
|          | i) Minor Revisions  | \$1,390.00         |
|          | ii) Major Revisions   | \$43,535.00        |
|          | d) Extension – Draft Plan approved  | \$1,030.00         |
|          | e) Maintenance ( <i>File over 3 years old</i> )   | \$585.00           |
|          | f) Advertising ( <i>minimum charge, if applicable</i> )   | \$1,735.00         |
|          | g) Amended Application with public consultation   | \$9,180.00         |
|          | h) New Non-Profit Affordable Housing (Fees reduced by 25% subject to eligibility as outlined on application form) <sup>2</sup>  | 25% Reduction      |
| <b>8</b> | <b>Plan of Condominium</b>  |                    |
|          | a) New Construction – with Public Process   | \$21,275.00        |
|          | i) Plus Addition Per Unit charge  | \$90.00            |
|          | b) New Construction – without Public Process  | \$17,725.00        |
|          | i) Plus Addition Per Unit charge  | \$90.00            |
|          | c) Condominium Conversions  | \$30,890.00        |
|          | i) Plus Additional Per Unit charge  | \$120.00           |
|          | d) Recirculation  | \$1,310.00         |
|          | e) Revision   | \$1,415.00         |
|          | f) Maintenance Fee ( <i>File over 3 years old</i> )   | \$550.00           |
|          | g) Exemption  | \$1,500.00         |

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|           |  |  |
|-----------|--|--|
| h)        | Extension  | \$605.00                                     |
| i)        | New Non-Profit Affordable Housing (Fees reduced by 25% subject to eligibility as outlined on application form) <sup>2</sup>  | 25% Reduction                                |
| <b>9</b>  | <b>Part Lot Control Application</b>  | <b>\$2,980.00</b>                            |
| i)        | Plus per Lot/Unit/Part   | \$270.00                                     |
| ii)       | Plus per Unit Finance Fee ( <i>only collected if a new parcel of land is created</i> )   | \$20.00                                      |
| iii)      | Extension  | \$1,275.00                                   |
| <b>10</b> | <b>Consent Application</b>   |  |
| a)        | Land Division Consent Fee  |  |
| i)        | Fully Serviced Lot   | \$3,360.00                                   |
| ii)       | Property serviced by well / cistern  | \$3,375.00                                   |
| iii)      | Additional fee plus Base Fee where no sanitary sewer exists or if services are new to the area   | \$440.00                                     |
| iv)       | Lease or Easement  | \$2,080.00                                   |
| v)        | Concurrent Consent   | \$2,080.00                                   |
| b)        | Recirculation  | \$225.00                                     |
| c)        | Deed Certification   | \$260.00                                     |
| d)        | Deferral or Extension  | \$80.00                                      |
| e)        | Validation of Title  | \$530.00                                     |
| f)        | Plus per Unit Finance Fee ( <i>collected if a new parcel of land is created</i> )  | \$20.00                                      |
| g)        | Cancellation   | \$495.00                                     |
| <b>11</b> | <b>Minor Variance</b>  | <b>\$3,900.00</b>                            |
| a)        | Routine Minor Variance<br>(Note: applies to pools, decks, sheds, accessory buildings, porches, eave projections, recognizing legal non-complying situations, and secondary dwelling units)   | \$705.00                                     |
| b)        | Variance(s) required "after the fact"  | \$4,865.00                                   |
| c)        | Recirculation  | \$320.00                                     |
| <b>12</b> | <b>Formal Consultation</b>   |  |
| a)        | Site Plan Formal Consultation  | \$12,215.00                                  |
| b)        | Official Plan Amendment, Zoning By-law Amendment, Subdivision and Condominium Formal Consultation  |  |
| i)        | With DRT meeting   | \$9,230.00                                   |
| ii)       | Without DRT meeting  | \$7,945.00                                   |
| <b>13</b> | <b>Sign Variance</b>   | <b>\$705.00</b>                              |
| <b>14</b> | <b>Sign Erected, Located and/or Displayed without a Permit</b>   | <b>\$1,500.00</b>                            |
| <b>15</b> | <b>Neighbourhood Plan or Modified Neighbourhood Plan Preparation</b>   | <b>\$2,710.00</b>                            |
| <b>16</b> | <b>Property Reports (respecting Official Plan, Zoning, Rental Housing Protection, Heritage Designation)</b>  | <b>\$215.00</b>                              |
| <b>17</b> | <b>MECP Environmental Compliance Approval Administration Fee</b>   | <b>\$2,710.00 +HST</b>                       |
| <b>18</b> | <b>Cash in Lieu of Parking Administration Fee</b>  | <b>\$620.00 +HST</b>                         |
| <b>19</b> | <b>Environmental Sensitive Areas Impact Evaluation Group (ESAIEG)</b>  | <b>\$455.00</b>                              |
| <b>20</b> | <b>Record of Site Condition Administration Fee</b>   | <b>\$475.00 +HST</b>                         |
| <b>21</b> | <b>Peer Review of Special Studies Administration Fee</b>   | <b>\$620.00 +HST<br/>Consultant Fee +HST</b> |
| <b>22</b> | <b>Engineering Special Studies</b>   | Refer to Growth Management Fee Structure     |
| <b>23</b> | <b>Review of Special Studies</b>   | <b>\$1,460.00</b>                            |
| <b>24</b> | <b>Engineering Consultation Fee Outside of any Applications</b>  | Refer to Growth Management Fee Structure     |
| <b>25</b> | <b>Tree Protection</b>   |  |
| a)        | General Vegetation Inventory Review  | \$430.00                                     |
| b)        | Tree Protection Plan Review  | \$715.00                                     |
| <b>26</b> | <b>Other Fees</b>  |  |
| a)        | Records Search <sup>1</sup>  | \$25.00 +HST                                 |
| b)        | Photocopying / Scanning Fee - per page   | \$0.50 +HST                                  |
| <b>27</b> | <b>Ontario Land Tribunal</b>   |  |
|           | In addition to the fees set out above in sections 1, 2, 4, 5, 7, 8, 10, and 11, the total fees payable shall include all fees associated with supporting an applicant at a hearing where the application was approved by City Council including City legal fees, City staff fees, outside legal counsel and consultant/witness fees where required, but excluding the cost of the Planning and Economic Development Department staff. These additional fees shall be collected through the process set out in a cost acknowledgement agreement which must be signed and submitted as part of the applications identified in sections 1, 2, 4, 5, 7, 8, 10, and 11. |  |
| <b>28</b> | <b>Zoning Fees</b>   |  |
| a)        | Zoning Verification & Work Order Reports (Single & Two Family Dwellings, Townhouses) - Regular   | \$131.00                                     |
| b)        | Zoning Verification & Work Order Reports (Single & Two Family Dwellings, Townhouses) - Express   | \$200.00                                     |
| c)        | Zoning Verification & Work Order Reports (Non-Residential / Multi-Residential) - Regular   | \$269.00                                     |
| d)        | Zoning Verification & Work Order Reports (Non-Residential / Multi-Residential) - Express   | \$407.00                                     |
| e)        | Zoning Compliance Letter - liquor licence  | \$203.00                                     |
| f)        | Zoning Verification Certificate - Rental Housing Pilot - Regular   | \$278.00                                     |
| g)        | Zoning Verification Certificate - Rental Housing Pilot - Express   | \$398.00                                     |
| h)        | Zoning Compliance Review   | \$272.00                                     |

<sup>1</sup> Records Search fee is charged at a rate of \$25.00 plus HST per 15 minutes with a minimum charge of \$25.00 plus HST.

<sup>2</sup> Fees or payments required by any Conditions of Approval remain in effect.

<sup>3</sup> Excluding proposed developments related to the Cannabis Industry

<sup>4</sup> Ground Related Development is defined as singles, semi-detached, duplex/triplex, block/street townhouses including POTL's, stacked townhouses, maisonettes (back-to-back) units and non residential ground related development (ICI).

<sup>5</sup> For the purpose of Tariff of Fees, a unit is defined as any habitable room enclosed by four walls, regardless of any Ontario Building Code definitions.

<sup>6</sup> The per unit and per square metre charges are applicable to each phase of the proposed development.

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**Notes:**

*This list is a summary of development planning fees. Fee amounts shall be calculated based on current fee schedule that is in effect at the time. Additional fees may be required, such as for the cancellation and/or recirculation of a Public Meeting, Ontario Land Tribunal appeals, Conservation Authority Plan Reviews, Hamilton International Airport Reviews, etc. Please call the Planning and Economic Development Department, Planning Division at 905-546-2424 Ext. 1355 or by email to [pd.generalinquiry@hamilton.ca](mailto:pd.generalinquiry@hamilton.ca) for additional information.*

*For the purposes of Rezoning Application Fees, there are two (2) types of rezoning applications: Secondary Suites, and Complex.*

*In addition, there are three (3) types of Holding Removal Applications as noted below:*

*ZAHD - Removal of Holding within the Downtown CIPA;*

*ZAHC - Removal of Holding whereby removal of provisions is required by the City; and*

*ZAHR - Removal of Holding whereby removal of provisions is required by external agencies (ie., CN Rail, MTO, etc.).*

*For those lands that implemented a Holding Provision prior to August 12th, 2022, the following fees are applicable:*

*Removal of Holding within the Downtown CIPA - \$6,385.00*

*Removal of Holding for all others areas of the City - \$4,380.00*

*These fees will remain in effect from August 12, 2022 to December 31, 2024.*