

# Town of Carleton Place

## Development Fees Schedule 2026

(from By-law 83-2025)

PLANNING DEVELOPMENT RELATED FEES	
TYPE OF FEE OR CHARGE	AMOUNT OF FEE OR CHARGE
• Official Plan Amendment (OPA)	\$6,000.00
• Development Permit Amendment (DPA)	\$6,000.00
• Combined OPA/DPA	\$9,000.00
• Modifications to OPA/DPA requiring a subsequent public meeting	\$2,500.00
DEVELOPMENT PERMIT (DP) APPLICATIONS	
TYPE OF FEE OR CHARGE	AMOUNT OF FEE OR CHARGE
• Class 1	\$350.00
• Class 1-new residential builds within a plan of subdivision	\$1,000.00
• Class 1A	\$2,500.00
• Class 2	\$5,500.00
• Class 3	\$7,500.00
• File reactivation (inactive for more than 12 months)	50% of the current activation fee
• Revision during development permit application process (where new circulation is required)	50% of the applicable DP application fee
CONDOMINIUMS & SUBDIVISIONS	
TYPE OF FEE OR CHARGE	AMOUNT OF FEE OR CHARGE
• Condominium exemption fee	\$1,000.00
• Extension of draft conditions for subdivisions and condominiums	\$1,500.00
• Subdivision draft approval	\$5,000.00
• Condominium draft approval	\$5,000.00
• Major amendment after draft approval	\$7,500.00
• Minor amendment	\$3,000.00
• Execution of subdivision or condominium agreement	\$5,000.00 plus 1% value of works
• Lifting one foot reserve (per reserve)	\$3,000.00
• Amendment to subdivision, condominium, or development agreement	\$2,500.00
GENERAL	
TYPE OF FEE OR CHARGE	AMOUNT OF FEE OR CHARGE
• Deeming Bylaw	\$2,500.00

## SCHEDULE “A” TO BY-LAW 83-2025 FEES AND CHARGES

• Consent applications	\$2,500.00
<b>Part Lot Control</b> (per block)	
• Minor (creating individual housing ownerships)	\$3,000.00
• Major (revisions to signed subdivision plans)	\$4,500.00
• Encroachment agreement with Town	\$3,500.00
• Compliance report	\$200.00
<b>Additional consultation meetings (in person, email, or phone) are as follows at a cost of \$50.00/hours:</b>	
• Pre-consultation stage	Two (2) pre-consults; charges begin after second pre-consult
• Application circulation stage	Four (4) consultations; charges begin after fourth consult
• Drafting of agreement stage	Two (2) consultations; charges begin after second consult
• Cash in lieu of parking	\$6,000.00
<b>ENGINEERING DEVELOPMENT-RELATED FEES</b>	
<b>TYPE OF FEE OR CHARGE</b>	<b>AMOUNT OF FEE OR CHARGE</b>
• Development Approval and Agreement	\$1% value of works
• CLI ECA Form	\$1,000 per form
• Inspection Services	\$95.00/hour
• Subdivision approval agreement	\$1% value of works
• Condominium approval and agreement	\$1,000.00 + \$1,500.00 deposit for costs
• Additional consultation meetings (in person, email, or phone) *after 2-pre-cons: 4 application reviews; 2 agreement consults	\$250.00
• Third party peer review	Cost to be borne 100% by Developer
• Project Management Fee	\$150.00/hour
• Pre-servicing agreement	\$3,000.00
• Municipal Drinking Water Form 1 or 2	\$350.00

## **SCHEDULE “A” TO BY-LAW 83-2025 FEES AND CHARGES**

### **NOTES:**

1. In addition to these fees, legal fees regarding registration of agreement will apply.
2. The Engineering Manager shall have the delegated authority to waive respective engineering fees if no engineering work is associated with a development application.
3. Should a subdivision application require more than three design submissions, the Developer may be required at the discretion of the Engineering Manager to pay an additional lump sum fee of \$1,000 for each subsequent submission.
4. The project administration fee shall apply to development related construction projects that are administered by the Town.
5. Processing of planning applications occurs on a cost recovery basis. Expenses incurred by the Town in reviewing the application, including but not limited to those related to legal and professional fees will be invoiced to the applicant at 100% of the value. These expenses may also include legal fees associated with the defense of an application at the Local Planning Appeal Tribunal (LPAT)
6. Non-profit housing units and affordable rental housing units, as defined under the Development Charges Act, shall be exempt from planning and engineering fees proportional to the number of units proposed within the development (i.e. 2 affordable units within a 10-unit rental housing development would result in a reduction of 20%)