

**2024 Planning Application and Service
Request Fees**

Effective: January 1, 2024, to December 31, 2024

For a comprehensive list of all 2024 Municipal Fees and Charges

Please refer to [By-law 23-123](#)

Application or Service Request Type:	Description:	City of Cambridge Fee	Region Review Fee:
Pre-Consultation	Pre-consultation Application for proposed Official Plan & Zoning By-law Amendments, Plans of Subdivision, Plans of Condominium and Site Plan Control.	\$1,900	\$300
Official Plan Amendment Minor	Technical amendments and amendments not requiring the review of studies.	\$20,000	\$7,000
Official Plan Amendment Complex/Major	A change from one designation to another which requires the review of supporting Studies.	\$35,900	\$7,000
Zoning By-Law Amendment Minor	Simple request involving a single detached dwelling unit.	\$18,000	\$3,000
Zoning By-Law Amendment Complex/Major	A change in use or zone classification or major change(s) in regulation(s)	\$25,500	\$3,000
Combined Official Plan Amendment & Zoning By-law Amendment Minor	Technical amendments and changes from one Official Plan designation and zone classification to another that require a limited review of supporting studies.	\$28,000	\$10,000

**REGION REVIEW FEES ARE ONLY APPLICABLE TO PROPERTIES ADJACENT TO
A REGIONAL ROAD**

Application or Service Request Type:	Description:	City of Cambridge Fee	Region Review Fee:
Combined Official Plan Amendment and Zoning By-law Amendment Complex/Major	Applications that require the review of supporting studies (e.g. submitted for a plan of subdivision).	\$45,000	\$10,000
Flat Rate Deposit Peer Review For Complex/Major Official Plan and/or Zoning By-law Amendment Applications Only	Peer review assessment deposit to cover costs for peer review of supporting studies submitted with complex/major Official Plan and/or Zoning By-law Amendments. Any portion of the deposit not used for the peer review of studies will be returned to the Applicant.	\$10,000	NONE
Administrative Fee Peer Review For Complex/Major Official Plan and/or Zoning By-law Amendment Applications Only	This fee is collected from the Applicant upon determining whether any supporting studies require a peer review – either before or after deeming an application complete.	\$620 Per Study Peer Review	NONE
Applicant Initiated Revision to Official Plan Amendment and/or Zoning By-law Amendment Application	Requiring a Second Statutory Public Meeting	\$6,000	NONE
Applicant Initiated Revision to Official Plan Amendment and/or Zoning By-law Amendment Application	Not requiring a Second - Statutory Public Meeting	\$3,200	NONE
Removal of Holding Symbol	Holding removal by-law for when a property has a (H) symbol in front of the zone (i.e. (H)R4)	\$3,500	\$3,000

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Application or Service Request Type:	Description:	City of Cambridge Fee	Region Review Fee:
Committee of Adjustment Applications and Requests	Minor Variance - including Permission to Change a Legal Non-Conforming Use and/or Building. Per Application	\$2,100	NONE
Committee of Adjustment Applications and Requests	Consent - Severance per new lot, including Validation Certificates	\$2,800	\$350
Committee of Adjustment Applications and Requests	Consent for Easement - Follow up to approved severance	\$560	\$350
Committee of Adjustment Applications and Requests	Deferral or Renotification - Applicant Initiated Deferral or Renotification	\$280	NONE
Committee of Adjustment Applications and Requests	Cancellation or Change - Certificate or Changes to Consent Conditions	\$1,200	NONE
Committee of Adjustment Applications and Requests	Certificate Issuance - Issuance of Certificate of Official	\$300	NONE
Site Plan Application Major/Complex	For a description of Application Types refer to the City's Site Plan Approval webpage: https://www.cambridge.ca/en/build-invest-grow/Site-Plan-Approval-Process.aspx	\$23,000	\$805

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Application or Service Request Type:	Description:	City of Cambridge Fee	Region Review Fee:
Site Plan Application Standard	For a description of Application Types refer to the City's Site Plan Approval webpage: https://www.cambridge.ca/en/build-invest-grow/Site-Plan-Approval-Process.aspx	\$11,100	\$805
Site Plan Application Site Plan Amendment	For a description of Application Types refer to the City's Site Plan Approval webpage: https://www.cambridge.ca/en/build-invest-grow/Site-Plan-Approval-Process.aspx	\$6,000	\$805
Site Plan Application Minor	For a description of Application Types refer to the City's Site Plan Approval webpage: https://www.cambridge.ca/en/build-invest-grow/Site-Plan-Approval-Process.aspx	\$6,900	\$805
Site Plan Application Redline	For a description of Application Types refer to the City's Site Plan Approval webpage: https://www.cambridge.ca/en/build-invest-grow/Site-Plan-Approval-Process.aspx	\$1,900	\$805

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Application or Service Request Type:	Description:	City of Cambridge Fee	Region Review Fee:
Site Plan Application Third and Subsequent Submission	For a description of Application Types refer to the City's Site Plan Approval webpage: https://www.cambridge.ca/en/build-invest-grow/Site-Plan-Approval-Process.aspx	\$1,700	NONE
Site Plan Application	Preparation of Amending Site Plan Agreement	\$500	NONE
Site Plan Application	Preparation of New Site Plan Agreement	\$1,000	NONE
Site Plan Application	Second and subsequent Site Inspections for Release of Securities	\$620	NONE
Site Plan Application	Partial Release of Securities	\$620	NONE
Condominium Application	Standard or Phased Condominium	\$8,000	\$3,150 + \$100 per unit max of \$6,150
Condominium Application	Common Element Condominium	\$7,300	\$3,150 + \$100 max of \$6,150
Condominium Application	Vacant Land Condominium	\$11,700	\$3,150 + \$100 per unit max of \$6,150
Condominium Application	Condominium Conversion	\$9,800	NONE

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Application or Service Request Type:	Description:	City of Cambridge Fee	Region Review Fee:
Condominium Application	Condominium Exemption	\$4,000	NONE
Condominium Application	Applicant Initiated Revision to Condominium	\$2,500	NONE
Condominium Application	Registration Release - To allow registration of the condominium in whole or part	\$2,000	NONE
Plan of Subdivision Application to be submitted to the Region of Waterloo	Base Fee	\$25,000 + \$200 per unit or ha whichever is greater up to a maximum of \$50,000	\$6,525 + \$500 per ha max of \$20,000
Preparation or Registration of Subdivision Agreement	Fee in addition to the Planning fee.	\$2,400	NONE
Subdivision Release	To allow registration of the subdivision in whole or part	\$3,000	NONE
Applicant Initiated Extension to Subdivision Draft Approval	Fee	\$1,700	NONE
Applicant Initiated Reactivation Fee	To process files that have been dormant for over 2 years. Requiring a Second Statutory Public Meeting	\$3,330	NONE

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Application or Service Request Type:	Description:	City of Cambridge Fee	Region Review Fee:
Applicant Initiated Reactivation Fee	To process files that have been dormant for over 2 years. <u>Not</u> Requiring a Second Statutory Public Meeting	\$1,100	NONE
Exemption to Part Lot Control	Per unit or Lot Fee	\$620 up to maximum \$12,030 + Legal Fee \$300	NONE
Sign By-law Amendment	Fee	\$3,660	NONE
Sign Variance	Fee	\$1,830	NONE

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Application or Service Request Type:	Description:	City of Cambridge Fee	Region Review Fee:
Letters of Compliance and Other Information Requests	<p>Up to all 5 of the following:</p> <p>A) Building Permits and Compliance with Code (Confirmation of all building permits)</p> <p>B) Minimum Standards compliance (confirmation of fall by-law enforcement files)</p> <p>C) Zoning Classification and Permitted Uses (verification of whether specified land use or building type is permitted)</p> <p>D) Compliance of Site development (verification of zoning regulation compliance)</p> <p>E) Legal Non-Conforming Verification</p>	<p>\$300 – Standard Flat Rate</p> <p>\$560 – RUSH Rate 5 day turnaround - LNC applications exempt</p>	<p>NONE</p>
Other Information Requests	<p>Official Plan Designation Verification.</p>	<p>Per Property \$170</p>	<p>NONE</p>

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Application or Service Request Type:	Description:	City of Cambridge Fee	Region Review Fee:
Other Information Requests	Variances Authorized by the Committee of Adjustment.	Per Property \$170	NONE
Other Information Requests	Subdivision and/or Site Plan Agreement Compliance.	Per Agreement & Per Property \$390	NONE
Email Response to Inquiry re: Zoning and Permitted Use Compliance and Official Plan Designation	Alternative to completing a compliance request form where an email is sufficient.	\$170	NONE
Ontario Land Tribunal Appeal – Request for Staff to Provide Evidence where staff supported application	Minor Variance and/or Consent Application	\$2,780	NONE
Ontario Land Tribunal Appeal – Request for Staff to Provide Evidence where staff supported application	All Other Applications	\$8,320	NONE
Ontario Land Tribunal Appeal – Record Preparation	Minor Variance and/or Consent Application	\$240	NONE

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Application or Service Request Type:	Description:	City of Cambridge Fee	Region Review Fee:
Ontario Land Tribunal Appeal – Record Preparation	All Other Applications	\$560	NONE
Review Fees Associated with a Development Application	<ul style="list-style-type: none"> • For Scoped Heritage Impact Assessment • For Full Heritage Impact Assessments • For Transportation Impact Studies 	<p>\$370</p> <p>\$600</p> <p>\$400</p>	NONE

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