CORPORATION OF THE TOWN OF THESSALON
USER FEES & SERVICE CHARGES
BY-LAW NUMBER 1800 – SCHEDULE "F"
As amended by By-law 2739

Services Offered	**Current Fee**	**HST**	**Total**
PLANNING			
Consents			
- Processing of Application (per severed lot)	600.00	no	600.00
*Application fee plus all associated costs			
Certification of Cancellation of Consent	500.00	no	500.00
*Application fee plus all associated costs			
Minor Variance			
- Processing of Application	550.00	no	550.00
Official Plan Amendment			
- Processing of Application	1000.00	no	1000.00
Zoning By-law Amendment			
- Processing of Application	1000.00	no	1000.00
Trailer Licence			
- One year (For construction of dwelling only)	530.97	69.03	600.00
- Per Month (up to 3 months max)	44.25	5.75	50.00
-Administration Fee per application	44.25	5.75	50.00
*All trailer licence fees are non-refundable			
Deeming By-Law *Application fee plus all associated costs	400.00	no	400.00
Sign Permit Application	100.00	13.00	113.00
Per Additional Sign on the same lot	50.00	6.50	56.50
Backyard Hen Permit			

- Initial Fee	50.00	no	50.00
- Renewal Fee	25.00	no	25.00

***Updated April 20, 2026**

TOWN OF THESSALON - REFUNDS

All planning fees are non-refundable unless Council deems that the application cannot move forward from the Pre-Consultation review.

APPEALS

Any person who is required to pay a fee for the processing of an application in respect of a planning matter may pay the amount of the fee under protest and thereafter appeal to the Ontario Land Tribunal against the levying of the fee or the amount of the fee by giving written notice of appeal to the Ontario Land Tribunal within thirty days of payment of the fee.

The Ontario Land Tribunal shall hear an appeal made under Clause (2) and shall dismiss the appeal or direct that a refund payment be made to the appellant in such amount as the Tribunal determines. Fees are non-refundable regardless of approval or denial of application.