

**Schedule A – Permits and Fees**  
**As Amended by By-law 80-2020**

**DEVELOPMENT SERVICES**

**BUILDING  
SERVICES**

**2021**

<b><u>Building by Classification</u></b>	
Group A – Assembly Occupancies	<b>\$2.22</b>
Group B – Institutional Occupancies	<b>\$2.43</b>
Group C – Residential Occupancies	<b>\$1.25</b>
Group C – Residential Occupancies (Apartment, Triplex)	<b>\$1.33</b>
Group C – Residential Occupancies (Hotel/Motel)	<b>\$2.04</b>
Group D – Business and Personal Service Occupancies (shell)	<b>\$1.61</b>
Group D Business and Personal Service Occupancies (finished)	<b>\$1.68</b>
Group E – Mercantile Occupancies (shell)	<b>\$1.16</b>
Group E – Mercantile Occupancies (finished)	<b>\$1.68</b>
Group F – Industrial Occupancies (shell)	<b>\$0.67</b>
Group F – industrial Occupancies (finished)	<b>\$0.89</b>
<b><u>Agricultural Permits</u></b>	
Farm Building	<b>\$0.47</b>
Grain Bins, Corn Cribs (flat fee)	<b>\$93 (minimum fee)</b>
Manure Tank, Manure Yard (flat fee)	<b>\$138.00</b>
Tower Silo, Trench Silo (flat fee)	<b>\$138.00</b>
Greenhouse/Hoop House	<b>\$0.06</b>
<b><u>Interior Finishing</u></b>	
Interior Finishing to previously unfinished areas including of residential basements and major renovations	<b>\$0.34</b>
<b><u>Alteration/Renovations (All Classifications)</u></b>	
Alterations and renovations to existing finished areas	<b>\$0.22</b>
<b><u>Manufactured Structures</u></b>	

Air Supported Structure	<b>\$0.29</b>
Designated Structures as per Ontario Building Code (flat fee)	<b>\$218.00</b>
Mobile Home	<b>\$0.49</b>
Portable Classroom/Temporary Buildings (flat fee)	<b>\$130.00</b>
Retaining Wall (per linear foot)	<b>\$2.18</b>
Signs – Ground, Roof or Wall Mounted (flat fee)	<b>\$93.00</b>
Signs – Temporary (flat fee)	<b>\$83.00</b>
Solar Collector – Agricultural/Residential (flat fee)	<b>\$273.00</b>
Solar Collector – Commercial, Industrial, Institutional (flat fee)	<b>\$437.00</b>
Temporary Tents (flat fee)	<b>\$93.00</b>
<b><u>Other Structures</u></b>	
Accessory Buildings (detached garage, shed, etc.)	<b>\$0.44</b>
Attached Garage – Addition Permits Only	<b>\$0.63</b>
Decks, Porch, Gazebo (flat fee)	<b>\$93.00</b>
Decks and porches with roof (flat fee)	<b>\$218.00</b>
New roof structure	<b>\$0.43</b>
Demolition (per square foot)	\$0.01
Elevator, Lift (flat fee)	<b>\$218.00</b>
Barrier free Ramp (flat fee)	<b>\$93.00</b>
Fireplace, Wood Stove, Chimney (flat fee)	<b>\$93.00</b>
Swimming Pool, Hot Tub (Residential) (flat fee)	<b>\$93.00</b>
Underground Fire Reservoir (flat fee)	<b>\$273.00</b>
Ceiling (new or replace)	\$0.12
Reclad wall	\$0.10
<b><u>On-site Sewage System</u></b>	
Installation of a new Septic System (flat fee)	<b>\$491.00</b>
Septic System major repair (flat fee)	<b>\$328.00</b>
Septic System minor repair/new tank (flat fee)	<b>\$164.00</b>
<b><u>Change of Use</u></b>	
Change of Use Permit – no construction required (flat fee)	<b>\$93.00</b>
<b><u>Plumbing, Mechanical and Electrical</u></b>	
Plumbing fixture – all buildings (per fixture)	\$8.00
Backflow prevention device (per device)	<b>\$65.00</b>
Connect to municipal water and/or sewer (flat fee)	<b>\$130.00</b>
Building/site services (per linear foot)	<b>\$0.74</b>

Sprinkler System (minimum \$129.00)	\$0.04
Standpipe and hose systems (minimum \$129.00)	\$0.06
Commercial Kitchen, spray booth, dust collector (flat fee)	<b>\$130.00</b>
Grease Interceptor (flat fee)	<b>\$93 (minimum fee)</b>
HVAC permit (residential per suite)	<b>\$114.00</b>
HVAC (non-residential)	\$0.08
Fire Alarm System (minimum \$129.00)	\$0.06
Electromagnetic locks and Hold Open Devices (per device)	<b>\$88.00</b>
<b><u>Miscellaneous</u></b>	
Footing, foundation	100% of the total building permit fee including development charges to be collected at time of municipality issuing the footing, foundation permit.
Final Inspection Fee (Single Family, Duplex, Semi-Detached, Townhouse and Triplex dwelling units)	\$500.00
Additional Inspection Fee	<b>\$93.00 final inspection fee collected for each new inspection performed after 12 months of the municipality issuing occupancy.</b>
Examine revised plans (minimum \$108.00)	\$0.03
Infill Grading Deposit fee – (Per Residential Dwelling Unit)	\$3,000.00

Liquor License Fee Inspection	<b>\$55.00</b>
Minimum Fee	<b>\$93.00 (for building permits based on square footage)</b>
Fee for transfer of permit	<b>\$93.00</b>
Fee for deferral of revocation	<b>\$93.00</b>

## **Interpretation**

### **Final Inspection Deposit:**

A refundable deposit of \$500.00 shall be collected for the following buildings; Single Family dwelling, Duplex, Semi-Detached, Townhouse and Triplex dwelling units, and shall be refunded upon completion of the final inspection clearing off any outstanding items, within 12 months of the Municipality issuing occupancy. Final inspection fee is in regards to the structure only.

### **Revision to Permit Fee:**

A fee of \$0.03 per square foot of the revised floor area shall be paid for examination of revised plans. A minimum fee of \$108.00 shall be paid.

### **Infill Grading Deposit:**

An Infill Grading Deposit shall be collected in the amount of \$3,000.00 for each building permit application for a Single Family dwelling, Duplex, Semi-Detached, Townhouse and Triplex dwelling units except when said permit application is subject to a Grading Deposit as required in a Subdivision Agreement under the Planning Act.

### **Refund of Infill Grading Deposit:**

Upon the completion of a final inspection including final inspection of the individual lot grading by the inspector and confirmation of final grading approval in writing by the Professional Engineer (P.Eng), Certified Engineering Technologist (CET) or Ontario Land Surveyor (OLS), the construction deposit without interest (or such portion as remains unused) for that lot shall be returned by the Municipality to the party that paid the construction deposit.

### **The following guidelines are to be applied in the calculation of permit fees:**

1. Floor area of the proposed work is to be measured to the outer face of exterior walls and to the center line of party walls or demising walls.
2. In the case of interior alterations or renovations, area of proposed work is the actual space receiving the work, e.g. tenant suite.
3. Mechanical penthouses and floors, mezzanines, lofts, habitable attics and interior balconies are to be included in all floor area calculations.
4. Except for interconnected floor spaces, no deduction is made for openings within the floor area (e.g. stairs, elevators, escalators, shafts, ducts, etc).

5. Unfinished basements for single detached dwellings (including semis, duplexes and townhouses, etc.) are not included in the floor area.
6. Finished basements for single detached dwellings (including semis, duplexes and townhouses, etc.) are to be charged the interior finishing fee in Schedule 'A'.
7. Fireplaces, HVAC, electrical, woodstoves, site services are included in the permit fee for single family dwellings.
8. Where interior alterations and renovations require relocation of sprinkler heads or fire alarm components, no additional charge is applicable.
9. Ceilings are included in both new and finished (partitioned) buildings. The permit fees for ceilings apply only when alterations occur in existing buildings. Minor alterations to existing ceilings to accommodate lighting or HVAC improvements are not chargeable fees.
10. Where demolitions of partitions or alterations to existing ceilings are part of an alteration or renovation permit, no additional fee is applicable.
11. Corridors, lobbies, washrooms, lounges, etc. are to be included and classified according to the major classification for the floor area on which they are located.
12. The classes of building permits and occupancy categories in the schedule correspond with the definitions of major occupancy classifications in the Ontario Building Code. For mixed occupancies, the permit fees for each of the applicable occupancy categories may be used.
13. The Chief Building Official shall determine fees for classifications of permits not described or included in the schedule.

## **Schedule B - Refund of Permit Fees**

1. The Permit Fees that may be refunded under Part 6 of this By-Law are to be a percentage of the permit fees payable under this By-Law subject to Sections 1 & 2 of this Schedule, as follows:
  - a. 85% if, in the opinion of the Chief building Official, administrative functions only have been performed;
  - b. 75% if, in the opinion of the Chief Building Official, administrative and zoning functions only have been performed;
  - c. 55% if, in the opinion of the Chief Building official, administrative, zoning and plan examination functions only have been performed;
  - d. 45% if the permit has been issued and no inspections have been performed subsequent to permit issuance; and
  - e. An additional 5% of the original permit fee shall be deducted for each field inspection that has been performed after the permit has been issued.
2. Notwithstanding Section 1, hereof, no refund is to be made of an amount less than \$102.00.