

By-Law Number (2020)-20549 - Schedule A Building Permit fees

Fees for a required Permit are set out in this schedule and are due and payable upon submission of an application for a Permit.

New Buildings, additions, mezzanines

Table 1 - Assembly Buildings

	2020 fee	Effective until	2021 fee	Increase/ (decrease)	Effective starting
Shell – Permit fee (per ft2)	\$2.31	December 31, 2020	\$2.36	2.2%	January 1, 2021
Finished – Permit fee (per ft2)	\$2.66	December 31, 2020	\$2.71	1.9%	January 1, 2021
Outdoor patio/picnic shelter – Flat fee	\$210.00	December 31, 2020	\$220.00	4.8%	January 1, 2021
Outdoor public pool – Flat fee	\$840.00	December 31, 2020	\$880.00	4.8%	January 1, 2021

Table 1 - Detention, care & treatment and care Buildings

	2020 fee	Effective until	2021 fee	Increase/ (decrease)	Effective starting
Shell – Permit fee (per ft2)	\$2.51	December 31, 2020	\$2.56	2.0%	January 1, 2021
Finished – Permit fee (per ft2)	\$2.87	December 31, 2020	\$2.93	2.0%	January 1, 2021

Table 3 - Residential

	2020 fee	Effective until	2021 fee	Increase/ (decrease)	Effective starting
Low-rise residential (houses and row townhouses) (\$ per ft2)	\$1.42	December 31, 2020	\$1.45	2.1%	January 1, 2021
Garage/carport (per bay), shed, deck, porch, exterior stairs, exterior ramps – flat fee	\$105.00	December 31, 2020	\$110.00	4.8%	January 1, 2021
Hot tubs – flat fee	\$105.00	December 31, 2020	\$110.00	4.8%	January 1, 2021

	2020 fee	Effective until	2021 fee	Increase/ (decrease)	Effective starting
Solar collectors – low-rise residential (per application) – flat fee	\$105.00	December 31, 2020	\$110.00	4.8%	January 1, 2021
Swimming pools – flat fee	\$210.00	December 31, 2020	\$220.00	4.8%	January 1, 2021
Apartment Building, multiple attached dwelling (stacked townhouses) - (\$ per ft2)	\$1.84	December 31, 2020	\$1.88	2.2%	January 1, 2021
Hotels/motels - (\$ per ft2)	\$1.84	December 31, 2020	\$1.88	2.2%	January 1, 2021
Residential retirement home - (\$ per ft2)	\$1.84	December 31, 2020	\$1.88	2.2%	January 1, 2021

Table 4 - Business and personal services

	2020 fee	Effective until	2021 fee	Increase/ (decrease)	Effective starting
Shell – Permit fee (\$ per ft2)	\$1.57	December 31, 2020	\$1.60	1.9%	January 1, 2021

	2020 fee	Effective until	2021 fee	Increase/ (decrease)	Effective starting
Finished – Permit fee (\$ per ft2)	\$1.84	December 31, 2020	\$1.88	2.2%	January 1, 2021

Table 5 - Mercantile buildings

	2020 fee	Effective until	2021 fee	Increase/ (decrease)	Effective starting
Shell – Permit fee (\$ per ft2)	\$1.57	December 31, 2020	\$1.60	1.9%	January 1, 2021
Finished – Permit fee (\$ per ft2)	\$1.84	December 31, 2020	\$1.88	2.2%	January 1, 2021

Table 6- Industrial buildings

	2020 fee	Effective until	2021 fee	Increase/ (decrease)	Effective starting
Warehouse, factories – Permit fee (\$ per ft2)	\$0.99	December 31, 2020	\$1.01	2.0%	January 1, 2021
Parking garage – Permit fee (\$ per ft2)	\$0.84	December 31, 2020	\$0.86	2.4%	January 1, 2021

Table 7 - Farm building

	2020 fee	Effective until	2021 fee	Increase/ (decrease)	Effective starting
Farm building – Permit fee (\$ per ft2)	\$0.47	December 31, 2020	\$0.48	2.1%	January 1, 2021

Table 8 - Foundation, conditional permit

	2020 fee	Effective until	2021 fee	Increase/ (decrease)	Effective starting
Foundation, conditional – Permit fee (\$ per ft2)	\$0.13	December 31, 2020	\$0.16	23.08%	January 1, 2021

Table 9 - Interior finishes and alterations

	2020 fee	Effective until	2021 fee	Increase/ (decrease)	Effective starting
New interior finishes to previously unfinished areas (including finishing of residential basements and major renovations) – Permit fee (\$ per ft2)	\$0.44	December 31, 2020	\$0.45	2.3%	January 1, 2021

	2020 fee	Effective until	2021 fee	Increase/ (decrease)	Effective starting
Alterations and renovations to previously finished areas – Permit fee (\$ per ft2)	\$0.40	December 31, 2020	\$0.41	2.5%	January 1, 2021

Table 10 - Special categories and miscellaneous

	2020 fee	Effective until	2021 fee	Increase/ (decrease)	Effective starting
Accessory apartments, lodging houses – Permit fee (per ft2)	\$0.44/\$315.00 minimum	December 31, 2020	\$0.45/\$330.00 minimum	2.3%/4.8%	January 1, 2021
Air supported structures – Permit fee (per ft2)	\$0.49	December 31, 2020	\$0.50	2.0%	January 1, 2021
Balcony guard (replace per linear foot) – excluding low-rise residential (per ft2)	\$0.82/\$315.00 minimum	December 31, 2020	\$0.84/\$330.00 minimum	2.4%/4.8%	January 1, 2021
Balcony repair (per building) – flat fee	\$315.00	December 31, 2020	\$330.00	4.8%	January 1, 2021
Ceiling (new or replace) - (per ft2)	\$0.06	December 31, 2020	\$0.08	3.3%	January 1, 2021

	2020 fee	Effective until	2021 fee	Increase/ (decrease)	Effective starting
Change of use Permit (with no renovations) – flat fee	\$210.00	December 31, 2020	\$220.00	4.8%	January 1, 2021
Demising wall, firewall – flat fee	\$210.00	December 31, 2020	\$220.00	4.8%	January 1, 2021
Demolitions – minor (500 square feet or less) – flat fee	\$105.00	December 31, 2020	\$110.00	4.8%	January 1, 2021
Demolitions – major (more than 500 square feet) – flat fee	\$0.03/\$315.00 minimum	December 31, 2020	\$0.04/\$330.00 minimum	33%/4.8%	January 1, 2021
Designated Structures – All including solar collectors (per application) except retaining walls, public pools, signs and low-rise residential solar collectors – flat fee	\$420.00	December 31, 2020	\$440.00	4.8%	January 1, 2021
Elevator, escalator, lift – flat fee	\$420.00	December 31, 2020	\$440.00	4.8%	January 1, 2021
Exterior ramps (excluding low-rise residential) – flat fee	\$210.00	December 31, 2020	\$220.00	4.8%	January 1, 2021

	2020 fee	Effective until	2021 fee	Increase/ (decrease)	Effective starting
Fireplace, woodstove (each)	\$105.00	December 31, 2020	\$110.00	4.8%	January 1, 2021
Portables – per application (excludes port-a-pak)	\$210.00	December 31, 2020	\$220.00	4.8%	January 1, 2021
Rack storage – (per ft2)	\$0.40/\$315.00 minimum	December 31, 2020	\$0.41/\$330.00 minimum	2.5%/4.8%	January 1, 2021
Reclad exterior wall (per ft2)	\$0.06	December 31, 2020	\$0.08	33.3%	January 1, 2021
Retaining wall (per linear ft)	\$4.09	December 31, 2020	\$4.17	2.0%	January 1, 2021
Roof structures	\$0.40	December 31, 2020	\$0.41	25.0%	January 1, 2021
Signs – 107 square feet or less (each) – flat fee	\$210.00	December 31, 2020	\$220.00	4.8%	January 1, 2021
Signs – more than 107 square feet (each) – flat fee	\$420.00	December 31, 2020	\$440.00	4.8%	January 1, 2021

	2020 fee	Effective until	2021 fee	Increase/ (decrease)	Effective starting
Storefront replacement – flat fee	\$210.00	December 31, 2020	\$220.00	4.8%	January 1, 2021
Temporary Buildings – flat fee	\$420.00	December 31, 2020	\$440.00	4.8%	January 1, 2021
Temporary tents – per application	\$210.00	December 31, 2020	\$220.00	4.8%	January 1, 2021
Window – new, replacement or enlargement (each)	\$15.00	December 31, 2020	\$15.00	0.0%	January 1, 2021

Table 11 - Mechanical work (independent of Building permit)

	2020 fee	Effective until	2021 fee	Increase/ (decrease)	Effective starting
HVAC Permit (residential per suite) – flat fee)	\$105.00	December 31, 2020	\$110.00	4.8%	January 1, 2021
HVAC Permit (non-residential) – (per ft2)	\$0.13	December 31, 2020	\$0.16	23.1%	January 1, 2021
New sprinkler system or new standpipe system – (per ft2)	0.06/315.00 minimum	December 31, 2020	0.08/330.00 minimum	33.3%/4.8%	January 1, 2021

	2020 fee	Effective until	2021 fee	Increase/ (decrease)	Effective starting
Alterations to existing sprinkler system or existing standpipe system - (per ft ²)	0.03/315.00 minimum	December 31, 2020	0.04/330.00 minimum	33.3%/4.8%	January 1, 2021
Commercial kitchen exhaust systems, spray booths, dust collectors – flat rate	\$315.00	December 31, 2020	\$330.00	4.8%	January 1, 2021

Table 12 - Electrical work/fire alarm system (independent of Building permit)

	2020 fee	Effective until	2021 fee	Increase/ (decrease)	Effective starting
New fire alarm system - (per ft ²)	\$0.06/\$315.00 minimum	December 31, 2020	\$0.08/\$330.00 minimum	33.3%/4.8%	January 1, 2021
Alterations to existing fire alarm system or existing electrical work	\$315.00	December 31, 2020	\$330.00	4.8%	January 1, 2021
Electromagnetic locks (each) and hold open devices (each)	\$50.00	December 31, 2020	\$55.00	10.0%	January 1, 2021

Table 13 - Plumbing work

	2020 fee	Effective until	2021 fee	Increase/ (decrease)	Effective starting
Plumbing Permit, including hot water heaters (per fixture)	\$15.00	December 31, 2020	\$15.00	0.0%	January 1, 2021
Testable backflow prevention devices (each)	\$105.00	December 31, 2020	\$110.00	4.8%	January 1, 2021
Catchbasins, manholes, roof drains (each)	\$15.00	December 31, 2020	\$15.00	0.0%	January 1, 2021
Building services (per group) – single detached dwellings (SDD), semi-detached dwellings, duplex dwellings	\$105.00	December 31, 2020	\$110.00	4.8%	January 1, 2021
Building/site services (per linear foot), excluding SDD, semi-detached dwellings, duplex dwellings	\$0.85/\$315.00 minimum	December 31, 2020	\$0.87/\$330.00 minimum	2.4%/4.8%	January 1, 2021

Table 14 - Sewage system

	2020 fee	Effective until	2021 fee	Increase/ (decrease)	Effective starting
New installations – flat fee	\$630.00	December 31, 2020	\$660.00	4.8%	January 1, 2021
Replacement or alteration – flat fee	\$315.00	December 31, 2020	\$330.00	4.8%	January 1, 2021

Table 15 - Administrations fees – flat fee

	2020 fee	Effective until	2021 fee	Increase/ (decrease)	Effective starting
All Buildings/systems within the scope of Division B, Part 9 of the Building Code – flat rate	\$500.00	December 31, 2020	\$500.00	0.0%	January 1, 2021
All other Buildings/systems – flat rate	\$1,000.00	December 31, 2020	\$1,000.00	0.0%	January 1, 2021
Occupancy of a Building, or a part of it, without the required occupancy permit	\$500.00	December 31, 2020	\$500.00	0.0%	January 1, 2021

	2020 fee	Effective until	2021 fee	Increase/ (decrease)	Effective starting
Additional occupancy inspections (as per Subsection 6.4 of this by- law)	\$300.00	December 31, 2020	\$300.00	0.0%	January 1, 2021
Building, Demolition or Change of Use without the required Permit	50% of the required Permit fee, maximum of \$5,000.00	December 31, 2020	50% of the required Permit fee, maximum of \$5,000.00	0.0%	January 1, 2021
Occupancy Permit without Construction (as per Subsection 6.6 of this by-law)	\$300.00	December 31, 2020	\$300.00	0.0%	January 1, 2021
Registering Orders on Title (as per the Building Code Act)	\$175.00	December 31, 2020	\$175.00	0.0%	January 1, 2021

Rules for determining Permit fees:

1. A minimum Permit fee of \$110.00 shall be charged for all work for low-rise residential projects where the calculated Permit fee is less than these amounts. Fees identified as low-rise residential apply where there is not more than one dwelling unit above another dwelling unit in a single detached, semi-detached, duplex or row townhouse dwelling.
2. A minimum Permit fee of \$220.00 shall be charged for all other projects where the calculated Permit fee is less than these amounts.
3. The occupancy categories in this Schedule correspond with the major occupancy classifications in the Ontario Building Code. For multiple occupancy floor areas, the Permit fees for each of the applicable occupancy categories may be used, except where an occupancy category is less than 10% of the floor area.
4. For classes of Permits not described in this Schedule, the Chief Building Official shall determine a reasonable Permit fee.
5. The floor area of the proposed work is to be measured to the outer face of exterior walls (excluding low-rise residential attached garages) and to the centre line of party walls, firewalls or demising walls.
6. In the case of interior finishes, alterations or renovations, the area of proposed work is the actual space receiving the work. (e.g.: tenant suite)
7. Attached garages, fireplaces, decks, balconies, porches, exterior basement stairwells and exterior ramps are included in the Permit fee for single detached dwellings, semi-detached dwellings, duplex dwellings and townhouses.
8. Unfinished basements for single detached dwellings, semi-detached dwellings, duplex dwellings and townhouses are not included in the floor area.
9. Basement finishes are not included in the Permit fee and will be charged the additional rate for single detached dwellings, semi-detached dwellings, duplex dwellings and townhouses.
10. Corridors, lobbies, washrooms, lounges, etc. are to be included and classified according to the major occupancy for the floor area on which they are located.
11. Mechanical penthouses and floors, mezzanines, lofts, habitable attics and interior balconies are to be included in all floor area calculations.
12. Except for interconnected floor spaces, no deductions are made for openings within the floor area (e.g. stairs, elevators, escalators, shafts, ducts, etc.).
13. Where interior alterations and renovations require relocation of sprinkler heads, standpipe components or fire alarm components, no additional charge is applicable.

14. Ceilings are included in both new shell and finished (partitioned) Buildings. The Permit fees for ceilings only apply when alterations occur in existing Buildings. Minor alterations to existing ceilings to accommodate lighting or HVAC improvements are not chargeable.
15. Where Demolition of partitions or alterations to existing ceilings are part of an alteration or renovation Permit, no additional charge is applicable.
16. Additional Permit fees are not required when the Sewage System is included with the original Building Permit.
17. A temporary Building is considered to be a Building that will be erected for not more than three years.

Refund of Permit fees:

In the case of withdrawal or abandonment of an application for a Permit or abandonment of all or a portion of the work or the non-commencement of any project, the Chief Building Official shall, upon written request of the Owner or Applicant, determine the amount of paid Permit fees that may be refunded to the Owner or Applicant, if any, as follows:

- a) 80 percent (80%) if administrative functions only have been performed;
- b) 70 percent (70%) if administrative and zoning functions only have been performed;
- c) 50 percent (50%) if administrative, zoning and plans examination functions have been performed;
- d) 35 percent (35%) if the Permit has been issued and no field inspections have been performed subsequent to Permit issuance;
- e) 5 percent (5%) shall additionally be deducted for each field inspection that has been performed after the Permit has been issued;
- f) A refund will not be made on a Permit where the amount paid was the minimum permit fee;
- g) No refund shall be made after two years following the date of Permit application where the Permit has not been issued or one year following the date of Permit issuance.

Note: In most cases, a building and/or zoning inspection will be required prior to issuance of a refund.

Alternate formats are available as per the Accessibility for Ontarians with Disabilities Act by contacting Building Services at 519-837-5615.