

CLASSES OF PERMITS AND FEES PAYABLE

Item	Class of Permit	Reference	Fee Payable
1.	Building Permit	6(3)	See Part C
2.	Demolition Permit	6(4)	All Occupancies - \$0.11 for each square metres of floor area or part thereof, minimum \$100.00
	Demolition Permit	6(4)	Residential Accessory Structures - \$50.00
3.	Conditional Building Permit	6(5)	Applicable Building Permit Fee payable plus \$1000.00
4.	Change of Use Permit	6(7)	\$50.00
5.	Occupancy Permit for Unfinished Building	6(8)	\$100.00

OTHER FEES

Item	Type of Fee	Reference	Fee Payable
1.	Equivalent Authorization	8	\$100.00
2.	Resubmission of applications found to be incomplete	9(5)	25% of application fee
3.	Revision to permit	11	\$50.00
4.	Transfer of permit	12	\$150.00
5. (a)	Re-examination -Change in house model	14(8)	\$300.00 plus the fee prescribed in Part B as a result of any additional area
5. (b)	Re-examination -other than 5(1)	14(8)	10% of applicable permit fee to a maximum of \$1000.00
6.	Additional Inspection	14(9)	\$100.00
7.	Compliance with the Building Code and Applicable Codes	14(6)	\$100.00 – Regular Service \$150.00 – Rush Service
8.	Occupancy Certificate	14(7)	\$100.00

CLASS OF PERMITS, OCCUPANCY CLASSIFICATION AND WORK DESCRIPTION		Fee Multiplier (\$/m <sup>2</sup> of floor area or \$ otherwise specified)
<b>(A) CONSTRUCTION: New buildings, additions to existing buildings</b>		
Group A: Assembly	Transit Station, subway, bus terminal	11.63
	Portable Classroom	\$200.00 FLAT RATE
	All other Assembly Occupancies	14.10
Group B: Institutional		15.18
Group C: Residential	Single, semi-detached or link dwelling, duplex	8.50
	Townhouse	6.78
	Hotel, motel	9.69
	All other multiple unit residential buildings	8.18
	Unfinished basement to accommodate a building moved from elsewhere	3.66
	Garage, carport or other structure accessory to a residential dwelling	2.15
	Attached/detached unenclosed deck/porch or roof for deck/porch	\$75.00 FLAT RATE
Group D: Business and Personal Services	Unfinished Area (shell only)	9.37
	Finished Area (ie: office)	11.73
	All other Assembly Occupancies	14.10
Group E: Mercantile	Unfinished Area (shell only)	7.54
	Finished Area (ie: stores)	10.01
Group F: Industrial	Unfinished Area < 7,432 m <sup>2</sup> floor area (ie: warehouse, manufacturing, industrial buildings)	5.81
Note: First 7,432 m <sup>2</sup> (unfinished area) to be calculated at \$5.81/m <sup>2</sup> and any additional area to be calculated at \$4.84/m <sup>2</sup>		
	Unfinished Area > 7,432 m <sup>2</sup> floor area (ie: warehouse, manufacturing, industrial buildings)	4.84
	Finished Area (Partitioned/Office)	8.18
	Gas station, car wash	7.43
	Parking garage (underground or open air)	3.66
	Farm building/Accessory Storage Facility	2.15
All Occupancies	Permanent Tent, air supported structure	3.76
	Repair or re clad wall	.19
	Mechanical Penthouse	6.14
	Temporary Building/Sales Trailer	\$100.00 FLAT RATE
	Sales Pavilion	5.49
	Communication Tower	\$200 FLAT RATE

CLASS OF PERMITS, OCCUPANCY CLASSIFICATION AND WORK DESCRIPTION		Fee Multiplier (\$/m <sup>2</sup> of floor area or \$ otherwise specified)
<b>(B) ALTERATION: Alteration or repair to existing construction &amp; partitioning of new or previously occupied construction</b>		
Group A: Assembly	Restaurant	4.74
	All other assembly occupants	2.80
Group B: Institutional		2.80
Group C: Residential	Accessory Apartment	5.49
	All other residential occupancies	2.80
	Finish Basement	2.80
Group D: Business and Personal Services		2.80
Group E: Mercantile		2.58
Group F: Industrial		2.15
All Occupancies	Parking Structure Repair	.97
	Balcony Guard Replacement	1.45 M. OF LENGTH
<b>(C) DEMOLITION:</b>	All Occupancies	.11 \$100.00 MINIMUM
	Residential Accessory Structures	\$50.00
<b>(D) MECHANICAL WORK:</b>	Heating, ventilation, air conditioning and fire protection not proposed with original building.	
All Occupancies	Fire alarm	\$100.00 FLAT RATE
	Kitchen exhaust, spray booth, dust collector	\$100.00 FLAT RATE
	Electromagnetic lock	\$30.00 FLAT RATE
	Fireplace, woodstove	\$50.00 FLAT RATE
	Heating plant replacement	\$100.00 FLAT RATE
<b>(E) MISCELLANEOUS:</b>		
Occupancy of a building prior to completion	Building Code 2.4.3.	\$60.00 PER UNIT
Storage Tanks	Above and below ground	\$100.00 FLAT RATE
Fire Damage Repairs	Residential	2.80
	Assembly	2.80
	Institutional	2.80
	Business and Personal Services	2.80
	Mercantile	2.58
	Industrial	2.15
Change of Use	Residential	\$100.00 FLAT RATE
	Assembly	
	Institutional	
	Business and Personal Services	
	Mercantile	
Industrial		
Permanent Signs		\$50.00/Each

		<b>Fee Multiplier \$/fixture or \$/lin. meter</b>
<b>(F) PLUMBING AND DRAIN:</b>	Permit fees for plumbing and drains not proposed with original building, are as follows:	
Plumbing Fixtures:		Fee per Fixture
Group A: Assembly occupancies		\$10.50
Group B: Institutional occupancies		\$16.50
Group C: SFD, semis, townhouses and duplexes		\$8.50
All other Residential Buildings		\$10.50
Group D: Business and personal services occupancies		\$16.50
Group E: Mercantile occupancies		\$10.50
Group F: Industrial occupancies		\$10.50
PIPING:		\$/lin.m.
Inside sanitary and storm piping		\$.98
Outside water services, sanitary and storm piping		\$1.64
Manhole, catchbasins, interceptors and sumps complete with pumps		\$14.00
Backflow preventer device (s)		\$20.00
Initial inspection of potable water supply systems contamination		\$25.00/inch water service pipe diam.

## **FEES AND REFUNDS OF FEES**

- (1) A fee is to be paid with every permit application, calculated in accordance with Schedule B and the fee shall be due and payable, in full, upon the submission of the application for a permit.
- (2) The minimum fee payable on any application shall be \$50.00.
- (3) Where the calculation in accordance with the provisions of Schedule B of the amount of a fee to be paid as part of a permit application is based, upon the building category, floor area and/or value of the proposed construction, the Chief Building Official, or a person designated by the Chief Building Official to do so, shall determine the appropriate building category, floor area and/or value, and that determination shall be final.
- (4) Where an application for a permit is subject to additional user fees prescribed by the Town, the fees so prescribed shall be paid in addition to the fees set out in Schedule B.
- (5) With respect to construction, demolition, or mechanical work commenced prior to issuance of a permit, the permit fee prescribed in Schedule B – Part B of this Schedule shall be increased by the greater of \$100.00 or 15% except where work commenced prior to the filling and acceptance of an application, in which case the fee shall be increased by the greater of \$100.00 or 25%.
- (6) With respect to written requests of information concerning compliance with the Building Code and applicable codes, the fee shall be \$100.00 and \$150.00 for a “rush” reply which will be done within 48 hours.
- (7) With respect to requests for an “occupancy certificate”, as per the Subdivision Agreement, Clause 14 (e), the fee shall be \$100.00 and payable upon submission for a building permit.

## **PLAN RE-EXAMINATION FEES**

- (8) Where an applicant substantially revises proposed materials, systems or a building design after examination of a previous submission has already been undertaken, a re-examination fee shall apply as set out in Schedule B.

## **ADDITIONAL INSPECTION FEES**

- (9) An additional inspection fee as set out in Schedule B shall apply and shall be paid prior to each inspection being undertaken on any building, where:
  - (a) any of the prescribed notice requirements under the building code or the additional notices required under this By-law have not been complied with by a permit holder;
  - (b) more than two inspections are required due to construction being incomplete or not in compliance with the building code;
  - (c) a building is occupied before the notice required under Section 11 of the Act was given to the Chief Building Official; or
  - (d) an inspection is requested to confirm that outstanding items have been completed or corrected in respect of a deficient permit.

## **FEE REFUNDS**

(10) If requested, in writing, by an applicant or permit holders, where:

- (a) an applicant withdraws, in writing, an application for a permit;
- (b) an application is deemed to have been abandoned in accordance with Section 10;
- (c) the Chief Building Official refuses to issue a permit for which an application has been made; or
- (d) the Chief Building Official revokes a permit after it has been issued,

the Chief Building Official shall calculate the portion of any fee paid that may be refunded and authorize the payment thereof, based upon the functions undertaken by the Town, in accordance with 14(11) to 14(13) below.

(11) Seventy-five percent (75%) of the permit fee paid in accordance with Schedule B shall be refunded if only application administrative functions have been performed.

(12) Sixty percent (60%) of the permit fee paid in accordance with Schedule B shall be refunded if the following have been performed:

- (a) functions described in 14(8) above,
- (b) or part of technical plan review functions, and
- (c) it has not been issued.

(13) Forty percent (40%) of the fee paid in accordance with Schedule B shall be refunded if the permit has been issued but no construction has commenced.

(14) Notwithstanding 14(9) to 14(13) above, no refund of any portion of the permit fee paid in accordance with Schedule B shall be made if any construction or demolition has commenced.

(15) No refund shall be payable where the amount calculated in accordance with this section is less than \$50.00.

(16) Any amount authorized by the Chief Building Official to be refunded shall be paid to the person named on the fee receipt issued by the Town upon original payment of the fee.