

SCHEDULE "A" TO BYLAW No. 2023-29

Fees Increased March 1, 2025

Fees to be calculated using the gross building area

		Rate	Flat/Minimum Fee
Class of Permit			
<i>Group A and B - Assembly, Care and Detention</i>			
1	All except as noted below	\$1.69/ft ²	\$2,524
2	Portable Classroom	\$709/unit	-
<i>Group C - Residential</i>			
3	Single Family Dwelling	\$1.36/ft ²	\$2,005
4	Multi-Residential (2 units or more; includes the addition of a unit in a S.F.D., Semi-Detached, Townhouse, Row House)	\$1.57/ft ²	\$1,452
5	Apartment Building	\$1,106/unit	-
6	Addition and Major Renovation	\$1.16/ft ²	\$622
7	Garage, Carport, Accessory Building	\$0.72/ft ²	\$346
8	Porch, Deck, Veranda, Minor Renovation	\$0.91/ft ²	\$242
9	Garden Suite (as defined in the Planning Act)	\$709/unit	-
10	Pre-Fabricated Dwelling, Relocating Existing Dwelling	\$1,106/unit	-
11	Porch, Deck, Veranda, Garage, Carport, Solid Fuel Burning Appliance when forms part of the new residential unit (excludes mobile home, pre-fabricated dwelling, dwelling being relocated and tiny house)	50% of established fee	50% of established fee
12	Tiny House (398ft ² or less in building area and not more than one dwelling unit)	\$3.46/ft ²	\$1,148
13	Tiny House Constructed Off-Site (398ft ² or less in building area and not more than one dwelling unit)	\$2.05/ft ²	\$816
<i>Group D and E - Business, Personal Service and Mercantile</i>			
14	All	\$1.34/ft ²	\$2,212
<i>Group F - Industrial</i>			
15	All except as noted below	\$0.52/ft ²	\$1,832
16	Office Area in any Industrial Building	\$1.57/ft ²	-
17	Self-Service Storage Buildings	\$0.59/ft ²	\$1,659
<i>Group A, B, D, E and F</i>			
18	Accessory Building	\$0.91/ft ²	\$588
19	Additions and Major Renovations	\$1.21/ft ²	\$761
20	Minor Renovations	\$0.88/ft ²	\$484
<i>Farm Buildings</i>			
21	New Barns (Livestock)	\$0.22/ft ²	\$1,521
22	Additions, Renovations, Accessory	\$0.35/ft ²	\$691
23	Silo, Grain Bin, Manure Storage	\$380/unit	-
24	Livestock Barns and Additions 3000ft ² or less	\$0.44/ft ²	\$574
<i>Plumbing</i>			
25	Fixtures	\$20/fixture	-
26	Connecting to Municipal Services (water and sewers)	-	\$138
27	Water and/or Sewer Line Service Inspection	\$68/100ft	\$138
<i>Demolition</i>			
28	Building ≤ 6458ft ²	-	\$207
29	Buildings > 6458ft ²	-	\$252
<i>All</i>			
30	Fabric Covered Structures	\$0.24/ft ²	\$553
31	Where calculation of a permit fee on a per ft ² basis is unfeasible, impractical, or does not properly reflect the service provided as determined by the CBO	\$20/\$1,000 of construction value	-
32	Where calculation of a permit fee for an addition, major or minor renovation does not properly reflect the service provided as determined by the CBO	Rate for new construction	-
33	New HRV, ERV unit when not part of new construction	-	\$138
34	Designated Structures	-	\$553
35	Change of Use (no construction is proposed)	-	\$415
36	Solid Fuel Burning Appliance	-	\$173
37	Tent	\$69/additional tent	\$138 (up to 2 tents)
38	Sign	-	\$207
39	Addition of new plumbing fixtures only	-	\$138
<i>Other</i>			
40	Transfer of Permit	-	\$70
41	Liquor Licence	-	\$77
42	Building Code Compliance Letter	-	\$113
43	Limiting Distance Agreement	-	\$173
44	Permit Reactivation (where no performance deposit was required or after performance deposit is lost)	-	\$136, valid up to one year from the date of payment
45	Photocopies 5-10% ink coverage - Related to an application being submitted to the Township	\$6.80/page (plotter printer), \$0.68/page (11" X 17"), \$0.34/page (8.5" X 14" or 8.5" X 11")	-

Administrative Surcharge			
46	Conditional Permit	5% surcharge up to \$1,358	\$138
47	Subsequent Design Review, Alternate Solutions, Revisions to Approved Plans, Re-inspections	\$138/hour	-
48	Peer Review (Study, Report, Plans)	At cost of applicant +5% administrative surcharge	-
49	Work started without a permit	Cost of building permit multiplied by 2	-
50	Letter Sent for Building without a Permit	-	\$48
51	Orders to Comply issued except as noted below	-	\$69
52	Stop Work/Unsafe Order issued	-	\$207
53	Emergency Order issued	-	\$415
54	Register a document on title	All associated costs	
Reduction in Fees			
55	Where residential dwelling units are identical to each other and permit applications are submitted within 4 months of each other	15% Reduction in Fees (excludes initial unit, Plumbing, Administrative Surcharges, Other and Administrative Performance Deposits)	
56	Tent permit applications submitted for Not-for-Profit Organizations	100% Reduction in Fees	
57	Permit applications submitted for property owned by the Township	50% Reduction in Fees	
Administrative Performance Deposit			
58	Value between \$0 and \$24,999	-	\$200
59	Value between \$25,000 and \$99,999	-	\$500
60	Value between \$100,000 and \$399,999	-	\$1,500
61	Value between \$400,000 and \$999,999 for residential	-	\$2,000
62	Value between \$400,000 and \$999,999 for non-residential	-	\$3,000
63	Value equal to or over \$1,000,000 for residential construction	-	\$3,000
64	Value equal to or over \$1,000,000 for non-residential construction	-	\$5,000
Note 1	<i>In the event that the project value indicated by the applicant does not properly reflect the actual work, the Chief Building Official may require a higher or lower performance deposit, or not require a performance deposit.</i>		
Notes to Administrative Performance Deposit			
Note 2	<i>Once a Permit has been issued by the Chief Building Official, except as per Note 3 and 4, the Refundable Fee will be refunded in whole or in part in accordance with the following provisions:</i>		
a)	<i>One hundred per cent (100%) of the Refundable Fee is to be refunded if the Work and all required inspections are fully completed within one (1) year of the date of issuance of the Permit,</i>		
b)	<i>Ninety per cent (90%) of the Refundable Fee is to be refunded if the Work and all required inspections are fully completed within two (2) years of the date of issuance of the Permit,</i>		
c)	<i>Sixty per cent (60%) of the Refundable Fee is to be refunded if the Work and all required inspections are fully completed within three (3) years of the date of issuance of the Permit,</i>		
d)	<i>Thirty per cent (30%) of the Refundable Fee is to be refunded if the Work and all required inspections are completed within four (4) years of the date of issuance of the Permit,</i>		
e)	<i>No refund of the Refundable Fee will be issued if the Work and all required inspections are not fully completed within four (4) years of the date of Permit issuance. This will not relieve the Permit Holder of obligations under any regulations of any Bylaw, the Building Code Act or regulations made thereunder.</i>		
Note 3	<i>The Refundable fee may be deducted for any re-inspection, revisions to approved plans at the hourly rate at the discretion of the Chief Building Official.</i>		
Note 4	<i>Once a Permit has been issued by the Chief Building Official, for any Permit having a construction value of greater than \$999,999, the Refundable Fee will be refunded in whole or in part in accordance with the following provisions:</i>		
a)	<i>One hundred per cent (100%) of the Refundable Fee is to be refunded if the Work and all required inspections are fully completed within two (2) years of the date of issuance of the Permit</i>		
b)	<i>Ninety per cent (90%) of the Refundable Fee is to be refunded if the Work and all required inspections are fully completed within three (3) years of the date of issuance of the Permit,</i>		
c)	<i>Sixty per cent (60%) of the Refundable Fee is to be refunded if the Work and all required inspections are fully completed within four (4) years of the date of issuance of the Permit</i>		
d)	<i>Thirty per cent (30%) of the Refundable Fee is to be refunded if the Work and all required inspections are completed within five (5) years of the date of issuance of the Permit</i>		
e)	<i>No refund of the Refundable Fee will be issued if the Work and all required inspections are not fully completed within five (5) years of the date of the issuance of the Permit.</i>		
Note 5	<i>The refund of the whole or in part of the Refundable Fee shall not be deemed a waiver of any provisions of any Bylaw or requirements under the Building Code Act or regulations made thereunder. Also, the refund should not be construed as a certification or guarantee that the Building for which a Permit was issued meets all the requirements of the Building Act or regulations made thereunder.</i>		
Note 6	<i>The refund of the whole or in part of the Refundable Fee shall be returned to the Payer of the permit, unless other arrangements have been made in writing with the Chief Building Official.</i>		
Note to Permit Fees			
Note 7	<i>In the event that a project requires permit fees to be calculated using multiple rates, the flat/minimum fee for each rate shall apply to the applicable area.</i>		
Transition			
Note 8	<i>Any permit issued before June 1, 2022 for which a performance deposit has been paid and the permit has not been closed, the performance deposit will be deducted \$136 annually.</i>		
Note 9	<i>Any permit issued on or after June 1, 2022 for which a performance deposit has been paid and the permit has not been closed, the performance deposit will be deducted in accordance with Note 2, 3, and 4 (as applicable).</i>		