

**Schedule 'D' to Bylaw 2024-002  
Building Department Fees**

Item	Fees Effective April 1, 2024	HST Applicable (Yes or No)
Construction commencing before permit issued (Extra charge in addition to permit fee, due to additional administration) (or Provincial Offences Ticket/Penalty)	\$ 1,000.00	No
* For accessory buildings or unattached decks - construction commencing before permit issued >10 sq.m. & ≤20 sq.m.	\$ 441.00	No
Minimum fee for any permit	\$ 165.38	No
Residential Fees per square foot (area includes all above grade floors) (\$1.00 per \$100.00 if square footage not applicable) (For a new dwelling - minimum fee of \$800.00)	\$ 1.10 per sq.ft	No
Per square foot for a finished basement and (finished or unfinished) walkout basement	\$ 0.78	No
Per square foot for an unfinished basement/heated crawlspace	\$ 0.66	No
Per square foot for new footings/foundation only under a building including pier foundations and unheated crawl spaces	\$ 0.50 per sq.ft	No
Institutional/Commercial/ Industrial (ICI) fees per square foot (Up to 3000 sq.ft)	\$ 1.10	No
Institutional/Commercial/Industrial Fees per square foot (if greater than 3000 sq.ft) (\$1.00 per \$100.00 if square footage not applicable)	\$ 0.66	No
Institutional/Commercial/ Industrial Plumbing Permit	\$ 11.00 per fixture (min \$165.38)	No
Administration Fee for Dwellings, Additions to Dwellings & ICI Construction **excludes septic systems, decks & accessory buildings**	\$ 165.38	No
Accessory/Decks, Balconies fees per square foot Farm/Hunting/Outbuilding (\$1.00 per \$100.00 if square footage not applicable) Effective April 1, 2022 (\$1.05 per \$100.00 if square footage not applicable)	\$ 165.38 + \$0.44 per sq.ft	No
	+ \$137.81 if heated	No
	+ \$137.81 if insulated	No
Wood Furnaces and Chimneys/Residential Plumbing per dwelling/Partial Framing/Demolition	\$ 165.37	No
Renewal Permit for projects that have commenced and previously inspected	\$ 165.37	No

Building Department Fire Safety and Liquor Licence Inspections, Building Dept. letters, including each issue of inspection reports and Occupancy/Septic Use Permits	\$	110.00	No
Class 2 to 5 Onsite Sewage System Permits including major repair and alterations (e.g. replacing tank or bed)	\$	661.50	No
Minor onsite sewage alterations (Eg. Replace effluent filters/baffles/feed pipe/holding tank alarms)	\$	330.75	No
Search record/provide a copy of existing septic permit &/or installation report (if any found)	\$	50.00	Yes
Application for a review of septic system requirements for additions, renovations & additional buildings (Credited to the \$630 sewage fee if a new system is required)	\$	165.37	No
Register a <i>Building Code Act</i> Order with the land registry office	\$	875.00	No
Discharge (Remove) a <i>Building Code Act</i> Order from the land registry office	\$	875.00	No
Home owner designer - <b>per</b> plan review after the <b>third</b> submission	\$	165.37	No
Silt fence deposit for building permits issued within 30 metres of a water body (Refundable at final. Not refundable after three years from permit issued date or if the silt fence is not installed)	\$	750.00	No
Deposit for projects valued from \$50k to \$100k (Refundable at project final, up to 3 years after the permit issued date. Not refundable after 3 years from the permit issued date.)	\$	375.00	No
Deposit for projects valued over \$100k (Refundable at project final, up to 3 years after the permit issued date. Not refundable after 3 years from the permit issued date.)	\$	750.00	No
Deposit for <b>new dwellings</b> (Refundable at project final, up to 3 years after the permit issued date. Not refundable after 3 years from permit issued date)	\$	1000.00	No
<b>*Please Note:</b> Inspections/Reports/Letters that are issued by the Building Department in support of, and as required by the Municipality's Business Licence Policy, shall not be subject to the above user fees.			

## **Schedule 'D' to Bylaw 2024-002 Building Department Fees (Continued)**

In addition to the above listed fees, the following fees shall apply;

1. Where a drawing review has been completed by the Corporation and a review letter issued, and the applicant changes the "model" of a building and proposes a new model of building for the same lot, the original fees will be refunded less the percentage of fees payable for duties already performed by the Municipality (Percentages shown below) and new fees shall be payable for the new model of building.
2. The fee for a request for the use of an Alternative Solution as described in the Building Code Act, as amended shall be based on an hourly rate of \$100.00 per hour with a minimum fee of \$100.00 based on the number of hours or portion thereof to the nearest ½ hour spent by the Corporation to review and research the Alternative Solution. When the Alternative Solution warrants review by a third party the applicant shall also be responsible for the cost of the third party review and a deposit as determined by the Chief Building Official to cover the cost of the third party review shall be provided to the Corporation by the Applicant prior to the review of the proposal by the third party. The determination of the requirement to involve a third party is solely at the discretion of the Chief Building Official.

### **REFUNDS**

The fees that may be refunded shall be a percentage of the fees payable under this Bylaw, calculated by the Chief Building Official as follows:

- a) Ninety (90) percent if administrative functions only have been performed;
  - b) Eighty-five (85) percent if administrative and zoning functions only have been performed;
  - c) Fifty-Five (55) percent if administrative, zoning and plan examination functions have been performed;
  - d) Forty-Five (45) percent if the permit has been issued and no field inspections have been performed subsequent to permit issuance;
  - e) Five (5) percent shall additionally be deducted for each field inspection that has been performed after the permit has been issued;
  - f) If a structural fire destroys a new dwelling under construction, which had an open and active permit (inspected by the Building Department within 12 months prior to the structure fire), for the rebuild fees the Building Department would charge only for inspections carried out to date on the original home at a fee of \$100.00 plus mileage per inspection.
- No refund shall be made for an amount less than \$30.00.