

Schedule of Building Permit fees effective January 1, 2021

Schedule "A" of By-law number (2015)-19985

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

Table 1: Building Permit fees

Classes of Permits	Permit fee (\$ per ft²)	Flat fee (\$)
New Buildings, additions, mezzanines		
<i>Group A: Assembly Buildings</i>		
Shell	2.36	
Finished	2.71	
Outdoor patio/picnic shelter		220.00
Outdoor public pool		880.00
<i>Group B: Detention, care & treatment and care Buildings</i>		
Shell	2.56	
Finished	2.93	
<i>Group C: Residential</i>		
Low-rise residential (houses and row townhouses)	1.45	
Garage/carport (per bay), shed, deck, porch, exterior stairs, exterior ramps		110.00
Hot tubs		110.00
Solar collectors – low-rise residential (per application)		110.00
Swimming pools		220.00
Apartment Building, multiple attached dwelling (stacked townhouses)	1.88	
Hotels/motels	1.88	
Residential retirement home	1.88	
<i>Group D: Business and personal services Buildings</i>		
Shell	1.60	
Finished	1.88	
<i>Group E: Mercantile Buildings</i>		
Shell	1.60	
Finished	1.88	
<i>Group F: Industrial Buildings</i>		
Warehouse, factories	1.01	
Parking garage	0.86	
Farm Building	0.48	
Foundation, conditional Permit	0.16	
Interior finishes and alterations: <i>All classifications</i>		
New interior finishes to previously unfinished areas (including finishing of residential basements and major renovations)	0.45	
Alterations and renovations to previously finished areas (not including areas previously finished without required building permit)	0.41	

Classes of Permits	Permit fee (\$ per ft²)	Flat fee (\$)
Special categories and miscellaneous: All classifications		
Accessory apartments, lodging houses	0.45/330.00 minimum	
Air supported structures	0.50	
Balcony guard (replace per linear foot) – excluding low-rise residential	0.84/330.00 minimum	
Balcony repair (per building)		330.00
Ceiling (new or replace per square foot)	0.08	
Change of use Permit (with no renovations)		220.00
Demising wall, firewall		220.00
Demolitions – minor (500 square feet or less)		110.00
Demolitions – major (more than 500 square feet)	0.04/330.00 minimum	
Designated Structures – ALL including solar collectors (per application) except retaining walls, public pools, signs and low-rise residential solar collectors		440.00
Elevator, escalator, lift		440.00
Exterior ramps (excluding low-rise residential)		220.00
Fireplace, woodstove (each)		110.00
Portables – per application (excludes port-a-pak)		220.00
Rack storage	0.41/330.00 minimum	
Reclad exterior wall (per square foot)	0.08	
Retaining wall (per linear foot)	4.17	
Roof structures	0.41	
Signs – 107 square feet or less (each)		220.00
Signs – more than 107 square feet (each)		440.00
Storefront replacement		220.00
Temporary Buildings		440.00
Temporary tents – per application		220.00
Window – new, replacement or enlargement (each)		15.00
Mechanical work: (independent of Building Permit)		
HVAC Permit (residential per suite)		110.00
HVAC Permit (non-residential)	0.16	
New sprinkler system or new standpipe system	0.08/330.00 minimum	
Alterations to existing sprinkler system or existing standpipe system	0.04/330.00 minimum	
Commercial kitchen exhaust systems, spray booths, dust collectors		330.00
Electrical work/fire alarm systems: (independent of Building Permit)		
New fire alarm system	0.08/330.00 minimum	
Alterations to existing fire alarm system or existing electrical work		330.00
Electromagnetic locks (each) and hold open devices (each)		55.00

Classes of Permits	Permit fee (\$ per ft²)	Flat fee (\$)
Plumbing work: (independent of Building Permit)		
Plumbing Permit, including hot water heaters (per fixture)		15.00
Testable backflow prevention devices (each)		110.00
Catchbasins, manholes, roof drains (each)		15.00
Building services (per group) – single detached dwellings (SDD), semi-detached dwellings, duplex dwellings, on-street townhouses		110.00
Building/site services (per linear foot), excluding SDD, semi-detached dwellings, duplex dwellings, on-street townhouses	0.87/330.00 minimum	
Sewage systems:		
New installations		660.00
Replacement or alteration		330.00

Table 2: Administration fees

Administration fees	Flat fee (\$)
Alternative solutions (as per Subsection 6.2 of this by-law)	
All Buildings/systems within the scope of Division B, Part 9 of the Building Code	500.00
All other Buildings/systems	1,000.00
Occupancy without a Permit (as per Subsection 6.3 of this by-law)	
Occupancy of a Building, or a part of it, without the required occupancy permit	500.00
Additional occupancy inspections (as per Subsection 6.4 of this by-law)	300.00
Work without a Permit (as per Subsection 6.5 of this By-law)	
Building, Demolition or Change of Use without the required Permit	50% of the required Permit fee, maximum of \$5,000.00
Occupancy Permit without Construction (as per Subsection 6.6 of this by-law)	300.00
Registering Orders on Title (as per the Building Code Act)	175.00

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.

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