

SCHEDULE "A"**Classes of Permits and Fees (Reference By-law No. 2013-79)****1.) Calculation of Permit Fees (All fees are exempted from HST)**

- (a) Permit fees shall be calculated based on the formula given below, unless otherwise specified in this schedule:

$$\text{Permit Fee (rounded to the nearest dollar)} = \text{SI} \times \text{A}$$

Where: SI = Service Index for Classification of the work proposed and,
A = Floor area in square meters of work involved.

- (b) Floor area is measured to the outer face of exterior walls and to the centre of party walls or demising walls, except when calculating interior partition work, and shall include all levels of the building.
- (c) In calculating floor area for interior finishes, partitioning, corridors, lobbies, washrooms, lounges, etc. are to be included and classified according to the major occupancy classification for the floor area with which they are associated. Where any of these areas are constructed in a shell only building, fees shall be calculated at the finished rate in 3(A).
- (d) No deductions shall be allowed for floor openings required for such facilities as stairs, elevators, escalators, shafts and ducts. Interconnected floor spaces and atriums above their lowest level may be deducted from the calculated floor area.
- (e) Where they serve single dwelling units, no additional fee applies for decks, fireplaces, unfinished basements, plumbing fixtures and attached garages proposed and constructed at the same time as the single dwelling they serve.
- (f) No additional fee applies for sprinklers, fire alarms, electromagnetic locks, or other mechanical systems or equipment proposed and installed at the same time as the construction they serve.
- (g) No additional fee applies to a roof-like structure projecting from the exterior face of the building proposed and constructed at the same time as the building.
- (h) For interior partitioning, floor areas used for the calculation of fees shall be the lesser of:
- (i) the area contained within a rectangle encompassing the partitions being erected; or
 - (ii) the actual area of the tenant space; but in no case shall be less than 50m².

- (iii) The occupancy classifications used in this bylaw are based on the Building Code major occupancy classifications. For mixed occupancy floor areas, the fee multiplier for the major occupancy of the floor area applies.
- (j) Where a change of occupancy from one classification to another classification is proposed, the fee multiplier for the proposed occupancy applies.
- (k) For classes of permits not described in this Schedule, the Chief Building Official shall determine a reasonable permit fee.

2.) Administration Fee

Minimum administration fee for a permit shall be as follows:

- **\$100.00** for detached, semi detached, townhouse, duplex or live/work units and
- **\$200.00** for Non-residential projects

3.) Permit Fees

	Fee (\$/m ² or as otherwise specified)
<u>New Construction</u>	
<u>Group A: Assembly Occupancies</u> (All Recreational Facilities, Churches, Schools, Theatres, Arenas)	
Shell	5.60
Complete Building	5.60
Finished/Partitioned/Alterations	5.60
Transit Station/Bus Stop	5.60
Portable Classroom	150.00 ea.
<u>Group B: Institutional Occupancies</u> (Detention and Care Facilities)	
Shell	8.10
Complete Building	8.10
Finished/Partitioned/Alterations	8.10
<u>Group C: Residential Occupancies</u>	
Single/Semi, Townhouse, Duplex/Additions	11.10
Alterations	9.00
Hotel/Motel	11.10
All Other Multiple Unit Residential	11.10
Accessory Structure, Shed, Garage, Carport	3.00
Accessory Dwelling Unit	8.00
Certified Model Homes	264.00 ea.

<u>Group D: Business and Personal Services Occupancies</u> (Banks, Offices, Hair Salons, Etc.)		
	Shell	5.60
	Finished/Partitioned/Alterations	5.60
<u>Group E: Mercantile Occupancies</u> (Stores, Supermarkets, Shops, Etc.)		
	Shell	5.60
	Finished/Partitioned/Alterations	5.60
<u>Group F: Industrial Occupancies (F1, F2, F3)</u>		
	Shell	5.60
	Finished/Partitioned/Alterations	5.60
	Gas Station	5.60
	Car Wash	5.60
	Repair Garage	5.60
	Parking Garage	5.60
	Rack Storage System	5.60
<u>Other Occupancies - Farm Buildings</u>		
	Barn/Storage Building	1.70
	Plastic Greenhouse	50.00 ea.
	Commercial Greenhouse	1.70
	Manure Storage Tank	1.70
<u>Miscellaneous</u>		
	Additional Inspection Request	35.00 ea.
	Sales Pavilion/Office	75.00 ea.
	Air Supported Structure	75.00 ea.
	Mezzanine	75.00 ea.
	Mechanical Penthouse	75.00 ea.
	Tent	75.00 ea.
	Conditional Permit	100.00 ea.
	Conditional Permit Amendment	100.00 ea.
	Demolition/Development Agreement	2,000.00 ea.
	Revisions to Issued Permit	75.00 min. or \$55.00/hour
	Limiting Distance Agreement	1,000.00 ea.
	Residential Roof Replacement (except Shingles)	75.00 ea.
	Residential Fire Code Retrofit	75.00 ea.
	Basement Entrance	75.00 ea.
	Finished Basement	6.20

<u>Designated Structures</u>		
	Satellite Dish, Solar Panel	75.00 ea.
	Crane Runway	75.00 ea.
	Exterior Storage Tank	75.00 ea.
	Wind Turbine	75.00 ea.
	Pedestrian Bridge	75.00 ea.
	Retaining Wall	75.00 ea.
	Communication Tower	75.00 ea.
Change of Use		140.50 ea.
<u>Alterations</u>		
<u>Farm Buildings</u>		
	Barn	1.70
	Plastic Greenhouse	50.00 ea.
	Commercial Greenhouse	1.70
	Manure Storage Tank	1.70
<u>Other</u>		
	Parking Structure Repair	75.00 ea.
	Balcony Guard Replacement	75.00 ea.
<u>Demolition</u>		
Residential Occupancies		112.40 ea.
Assembly, Institutional, Business and Personal Services and Mercantile Occupancies		187.30 ea.
Industrial Occupancies		280.90 ea.
<u>Mechanical Work & Stand Alone</u>		
Group A: Assembly Occupancies - HVAC		480.00 ea.
Group B: Institutional Occupancies - HVAC		480.00 ea.
Group C: Residential Occupancies - HVAC		480.00 ea.
Group D: Business and Personal Services Occupancies - HVAC		480.00 ea.
Group E: Mercantile Occupancies - HVAC		480.00 ea.
Group F: Industrial - HVAC		480.00 ea.
<u>All Occupancies</u>		
	Fire Alarm Installation/Upgrade	60.00 ea.
	Sprinkler System Installation/Upgrade	60.00 ea.
	Spray Booth, Dust Collector	60.00 ea.
	Kitchen Exhaust	60.00 ea.
	Electromagnetic Lock	60.00 ea.
	Fireplace/Woodstove	60.00 ea.

<u>Miscellaneous</u>		
Occupancy of Unfinished Building		100.00 ea.
Deck		150.00 ea.
Porch		150.00 ea.
Signs - Permanent		100.00 ea.
Compliance Alternatives		75.00 ea.
Fire Restoration		6.00
Transfer of Permit		150.00 ea.
Building Compliance Letter		60.00 ea.
<u>Sewage Systems</u>		
New System (All Occupancies)		579.00 ea.
Alterations to Sewage Disposal System		414.00 ea.
Septic Re-inspection		250.00 ea.
Septic Compliance Letter		60.00 ea.
<u>Plumbing</u>		
<u>Water Servicing</u>		
	Residential	0.50/lin. m.
	ICI	0.50/lin. m.
<u>Storm and Sanitary Inspections</u>		
	Residential	0.70/lin. m.
	ICI	0.70/lin. m.
<u>Plumbing Inspection</u>		
	Fixture	10.00 ea.
Man Holes / Catch Basins, or Area Drain		15.00 ea.
Interceptors		30.00 ea.
Sewage Ejectors or Pumps Serving One or More Fixtures		30.00 ea.
W, S, St, Pre-servicing per new Dwelling including inside drains		50.00 ea.
Plumbing Permit		40.00 ea.
Alteration		(min. fee)
Conversion Well and Septic		40.00 ea.
Conversion from well to municipal		35.00 ea.
Conversion, septic to sewer		20.00 ea.
<u>Refunds</u>		
Application filed. No processing or review of the plans submitted.		80-90% refund
Application filed. Plans reviewed and permit issued.		60-80% refund
Additional deduction for each field inspection performed.		5-10% refund
Permits valued at less than \$100.00		0% refund