

## SCHEDULE "A"

### BY-LAW B-6

#### CLASSES OF PERMITS AND FEES

##### 1. CALCULATION OF PERMIT FEES

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 m<sup>2</sup> of work involved

In all cases, more than one fee category may apply unless noted otherwise.

##### 2. MINIMUM PERMIT FEE

A minimum fee of \$110.00 shall be charged for all work, unless otherwise indicated.

##### 3. CLASSES OF PERMITS AND FEES

###### 3.1 CONSTRUCTION

###### BUILDING CLASSIFICATION

SERVICE INDEX (SI)  
\$/m<sup>2</sup>, unless otherwise indicated

###### Group A [Assembly Occupancies]

All Recreation Facilities, Schools, Libraries, Places of Worship, Restaurants (Finished), Theatres, Arenas, Gymnasiums, Indoor Pools	14.60
Restaurants (Shell)	11.80
Outdoor Public Swimming Pools or Public Spas	7.80
All other Group A Buildings	17.50

###### Group B [Institutional Occupancies]

Institutional, Hospitals, Nursing Homes, and other Group B Buildings	20.20
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###### Group C [Residential Occupancies]

Single Detached Dwellings, Semis, Duplexes	8.80
• with private septic system (additional fee)	\$750
• with geothermal system (additional fee)	\$350
Live/Work Units, Previously approved (single detached, semis), Townhouses	7.40
• with private septic system (additional fee)	\$750.00
• with geothermal system (additional fee)	\$350.00
Apartment Buildings	5.80
• with geothermal system (additional fee)	\$450.00

Motels (greater than 2 stories) and Hotels	14.60
All other residential Occupancies	11.00

###### Group D [Business and Personal Service Occupancies]

Group D Buildings (Shell)	11.00
Group D Buildings (Finished)	13.90

###### Group E [Mercantile Occupancies]

Group E Mercantile Occupancies (Shell)	7.00
Group E Mercantile Occupancies (Finished)	9.60

<b>Group F [Industrial Occupancies]</b>	
Industrial Buildings, Warehouses(Shell)	5.50
Industrial Buildings, Warehouses(Finished)	7.00
Gas Stations, Car Washes	7.20
Parking Garages (Underground, Open Air)	3.80
All Other Group F Buildings including self storage buildings	7.00

### 3.2 ALTERATIONS, RENOVATIONS, and REPAIRS

Group C - Detached Dwelling units	2.30
Group A and B occupancies	4.80
All other Occupancies	3.50
Façade alterations (only)	0.30
Balcony Repairs or Guard Replacement	\$13.20/\$1,000 construction value
Emergency lighting, Fire alarms, Standpipes (retrofit)	\$50.00/storey (max. fee \$600.00)
Parking Garage Repairs	\$13.20/\$1,000 construction value
Fire alarms	\$ 60.00/ storey (max. fee \$ 600.00)
Ceilings (Added or Replacement)	\$110.00
Demising Walls (no other construction)	\$150.00
Electromagnetic Locks (max. fee \$360.00)	\$ 30.00 each
Sprinklers (based on sprinkler coverage area)	0.30
Storefront (complete replacements)	\$110.00

### 3.3 DEMOLITION

Single Detached Dwellings, Semis, Duplexes	\$250.00
All other buildings:	
• with gross floor area equal to or less than 600 m <sup>2</sup>	0.30
• with gross floor area greater than 600 m <sup>2</sup>	0.50

### 3.4 DESIGNATED STRUCTURES (OBC Div. A-1.3.1.1)

Communication Tower supported by a building	\$290.00/Tower
Crane Runway Set	\$290.00/Set
Exterior Tank and Support (not slab on grade)	\$290.00/Tank
Pedestrian Bridge (when applied as a separate <i>permit</i> )	\$290.00/Structure
Retaining Wall	\$8.60/linear m.
Wind turbine generator, (more than 3 kW) supported by a building	\$275/Generator

### 3.5 STAND ALONE AND MISCELLANEOUS WORK

Air Supported Structures	3.50
Canopy (with no signage/lettering)	\$60.00/canopy
Farm Buildings, Greenhouses	2.50
Mechanical Service Spaces and Penthouses	7.20
Portable Classrooms	\$ 110.00 each
Residential Decks, Porches,	
• uncovered	\$ 110.00 each
• covered (supporting roof loads)	\$ 250.00 each
Shoring (stand alone <i>permit</i> application)	\$ 9.60/lineal m.
Single Family Detached Garages, Carports, Accessory structures:	
• equal to or less than 55 m <sup>2</sup>	\$ 110.00 each
• over 55 m <sup>2</sup>	\$ 200.00 each
• additional fee of \$140 if plumbing is involved	

Temporary Structures	
• Individual Tent	\$ 110.00 each
• <i>Temporary buildings</i>	\$ 110.00 each
Underpinning	\$ 11.00/lineal m.
Solar Panels installed on:	
• Single detached/semi detached buildings	\$120.00
• All other buildings	\$13.20 /\$1,000 of construction value
Underground structures (excluding fuel tanks)	\$300 / structure
Rack storage systems	1.50 (minimum \$350)

### 3.6 STAND ALONE MECHANICAL WORK (HVAC & PLUMBING)

Min Fee \$ 110.00, unless noted in this subsection (when applied for as a separate *permit*). More than one fee category may apply per building/*work* proposed.

#### 3.6.1 Heating, Ventilating and Air Conditioning (HVAC)

Group A ,B,D&E	1.00
Group C - dwelling units	\$ 110.00
• Other Group C Buildings	1.00
Group F	
• Laboratories	1.00
• Parking Garages	0.50
• Other Group F Buildings	0.90

Add on System, (Unit Heaters Make-up Air Unit, Exhaust Fan) And/or Ductwork Alternations Plus: Structural work for HVAC replacement or new	\$ 110.00    \$13.20 / \$1,000 construction value
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Commercial Kitchen Exhaust, Spray Booth, Dust Collector, etc. (applies to installations on existing buildings)	\$ 200.00
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#### 3.6.2 Plumbing and Drainage Systems-Fixtures-Equipment-Systems

Roof Drains	\$ 11.00 each
Piping Single Detached or Semi Detached Dwellings: (Water services, Sanitary and Storm buried piping Repairs, Replacement and Additions of buried plumbing and drainage piping, pool drains)	\$ 110.00

Piping (All Other Buildings) Inside Sanitary and Storm Piping, Outside Water Services, Sanitary and Storm Piping	\$ 2.00/lineal m
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Manholes, Catchbasins, Interceptors , and Sumps complete with pumps	\$ 11.00 each
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Backflow prevention devices (requiring testing)	\$110.00
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Private <i>Sewage system</i> (new or replace):	
• Holding Tank	\$500.00
• Septic System (complete)	\$750.00
• Septic Bed	\$500.00
• Septic System Tank	\$300.00

Geothermal system for single detached/duplex	\$350.00
Geothermal system for all other buildings	\$500.00

4. **ADMINISTRATIVE FEES**

- a) Additional Plan review fees (in addition to *permit* fees charged due to any increase in floor area) as a result of changes made to the original permit application submission.
- (i) After all reviews have been completed prior to *permit* issuance or after the *permit* has been issued (excludes new model submission for single detached dwellings, duplexes, semi-detached dwellings, or row townhouses) \$90.00 per hour (min. fee \$110.00)
- (ii) New Model submission (single detached dwellings, semi-detached dwellings, duplexes, or row townhouses) made more than five business days after original permit application was submitted or post *permit* issuance 50% of the original *permit* fee
- b) Partial Occupancy (before completion) \$430.00
- c) Conditional *Permit* (as per Section 8(3) of *Building Code Act*) in addition to fee in section 3 above,
- (i) single detached dwellings, duplexes, semi-detached dwellings, or row townhouses \$200.00
- (ii) all other uses \$400.00
- d) Inspection to Clear Deficient *Permit* \$250.00
- e) Permission to Defer Revocation \$ 200.00 per *permit*
- f) *Permit* for Change of Use \$ 110.00
- g) Special Inspection \$300.00
- h) Transfer of *Permit* (Ownership) \$ 110.00
- i) Special Research Requests of Building Division, Microfilm and Plans Records \$110.00 per hour or part thereof
- j) Certification of an additional set of drawings on the basis of which a *permit* was issued by the *Chief Building Official* \$110.00 per set
- k) Spatial separation (Limiting distance) agreements \$300.00
- l) Alternative solutions review \$300.00
- m) *Three day permit*
- Residential use (excluding apartment buildings) additional fee equal to 50% of the original *permit* fee (min. \$150.00)
  - All other uses additional fee equal to 50% of the original *permit* fee (min. \$300.00)
- n) Occupancy *permit* (in accordance with Ontario *Building Code* Div. C -1.3.3.4) (included in *permit* fee)
- Additional copy of occupancy *permit* \$100.00

- o) Liquor Licence Clearance Letter
  - Not Associated with a Building *Permit* or Business License \$360.00
  - Associated with a Building *Permit* or Business License \$150.00
  
- p) Drainlayer's Examination Fee \$100.00
  
- q) Review of proprietary systems/equipment/ components for Ontario *Building Code* conformance (including Compliance letter issuance) \$200.00

#### 5. MISCELLANEOUS - CHARGES

For classes of *permits* not described or included in this schedule, a reasonable *permit* fee shall be determined by the *Chief Building Official*.

#### 6. REFUNDS

Pursuant to Part 5 of this By-law, the fees that may be refunded shall be a percentage of the fees payable under this By-law, calculated by the *Chief Building Official* as follows:

- (a) 90 percent if administrative functions only have commenced;
- (b) 80 percent if administrative and zoning functions only have commenced;
- (c) 60 percent if administrative, zoning and plan examination functions have commenced;
- (d) 50 percent if the *permit* has been issued and no field inspections have been conducted subsequent to *permit* issuance;
- (e) a \$110.00 fee for each field inspection that has been conducted after the *permit* has been issued will be deducted from all refunds.
- (f) If the calculated refund is equal to or less than the minimum fee applicable to the *work*, no refund shall be made of the fees paid.
- (g) The additional 50% fee paid in the case of a *permit* application for a *three day permit* shall not be refunded in any case.
- (h) The additional fee equal to 100% of the amount calculated as the regular *permit* fee but not more than \$7,500 paid in the case of *work* without a *permit* pursuant to Section 6.4 of this By-law, shall not be refundable in any case.

#### 7. NOTES

The following explanatory notes are to be observed in the calculation of *permit* fees:

- The Building Classification above shall be the classification for the use as determined by the *Building Code* and Appendix A of the *Building Code*.
- Floor area of the proposed *work* is to be measured to the outer face of exterior walls and to the centre line of party walls or demising walls (excluding residential garages).
- In the case of interior alterations or renovations, area of proposed *work* is the actual space receiving the *work* e.g. tenant space.
- Mechanical penthouses and floors, mezzanines, lofts, habitable attics, and interior balconies are to be included in all floor area calculations.
- Except for interconnected floor spaces, no deductions are made for openings within the floor area (e.g. stairs, elevators, escalators, shafts, ducts, etc. ).
- Unfinished basements for single detached dwellings (including semis, duplexes, and townhouses) are not included in the floor area.
- Attached garages are included in the *permit* fee for single detached dwellings and semi-detached dwellings.
- Where interior alterations and renovations require relocation of sprinkler heads or fire alarm components, no additional charge is applicable.

- Ceilings are included in both new shell and finished (partitioned) buildings. The Service Index for ceiling applies only when alterations occur in existing buildings. Minor alterations to existing ceilings to accommodate lighting or HVAC improvements are not chargeable.
- Where demolition of partitions or alteration to existing ceilings is a part of an alteration or renovation *permit*, no additional charge is applicable.
- Corridors, lobbies, washrooms, lounges, etc. are to be included and classified according to the major classification for the floor area on which they are located.
- The occupancy categories in the Schedule correspond with the major occupancy classifications in the Ontario *Building Code*. For mixed occupancy floor areas, the Service Index for each of the applicable occupancy categories may be used, except where an occupancy category is less than 10% of the floor area.
- For Rack Storage use, the square metre charge for industrial uses shall apply.