

Minimum Permit Fee

A minimum permit fee of **\$200.00** will be assessed for the processing and issuance of permits, except where otherwise noted in this By-law.

Service Fees

A \$2.00 Service Fee will be added to all online payment transactions.
A \$3.00 Service Fee will be added to all over the counter payment transactions including mail-in options.
All Services Fees are non-refundable.

General Application Fees

1	Building Permit Indemnity Fee	\$50.00 per metre of frontage of the lot
2	Permit Deposit for Construction of a new <i>House</i> (see Defined Terms)	\$500.00 per dwelling unit
3	Permit Resubmission	\$200.00

Group A – Assembly Occupancy

\$ / Sq-Ft unless otherwise indicated

1	Group “A” Division 1,2,3 and 4 Occupancies as set out in the Ontario Building Code (excluding Gaming Establishments)	\$2.25
2	Group “A” Division 1,2,3, and 4 Occupancies as set out in the Ontario Building Code as Gaming Establishments (includes all Ancillary Spaces)	\$3.35

Group B – Institutional Occupancy

\$ / Sq-Ft unless otherwise indicated

1	Group “B” Occupancies as set out in the Ontario Building Code	\$2.35
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Group C – Residential Occupancy

\$ / Sq-Ft unless otherwise indicated

1	Single Family Dwelling (Floors Above Basement)	\$1.10 Plus \$450.00 Mechanical Fee
2	Semi-Detached, Duplex, Triplex, Double Duplex or Townhouse Dwelling (Floors Above Basement)	\$1.10 Plus \$220.00 Mechanical Fee per dwelling unit
3	Single Family, Semi-Detached, Duplex, Triplex, Double Duplex or Townhouse Dwelling (Finished Basement Floor Areas)	\$0.45
4	Multiple Dwelling	\$1.25 Plus \$220.00 Mechanical Fee per dwelling unit
5	All other Residential or Group “C” occupancies as set out in the Ontario Building Code	\$1.45
6	Projects Not Specifically Listed Above Including: garages, carports, sheds, porches, decks, canopies, renovations, fireplaces, re-cladding, window and/or door replacement, fire protection systems, retaining walls, parking lots (including parking areas on building sites), mezzanines, residential swimming pools, building repairs authorized under a property standards order, greenhouses, plumbing work, solar collectors and any other unusual structures or projects not classified elsewhere in this Schedule	\$13.50 per \$1,000.00 (or part thereof) of the estimated cost of the work (Minimum \$200.00) “Estimated cost of the work shall mean the estimated value of the project as determined by the Chief Building Official which will include all costs associated with the erection of the building or structure, design, fees and site work”

Group D – Business and Personal Service Occupancy

\$ / Sq-Ft unless otherwise indicated

1	Group “D” Occupancies as set out in the Ontario Building Code	\$2.35
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Group E – Mercantile Occupancy

\$ / Sq-Ft unless otherwise indicated

1	Group “E” Occupancies as set out in the Ontario Building Code	\$2.15
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Group F – Industrial Occupancy

\$ / Sq-Ft unless otherwise indicated

1	Group “F” Division 1, 2 and 3 Occupancies as set out in the Ontario Building Code	\$1.00 per sq-ft for buildings up to 6 metres in building height The cost per square foot is increased \$0.05 for each metre over 6.0 metres in building height
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Interior Finishing

\$ / Sq-Ft unless otherwise indicated

1	Residential and Non-Residential Units (where a permit for only the shell of the building was issued)	\$0.45
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Other Classifications (Not Previously Listed)		
1	Projects Not Specifically Listed Above for Groups "A", "B", "D", "E" and "F" Occupancies Including: garages, carports, sheds, porches, decks, canopies, renovations, fireplaces, re-cladding, window and/or door replacement, fire protection systems, retaining walls, parking lots (including parking areas on building sites), mezzanines, in plant offices, machine bases, pits, cranes, swimming pools, building repairs authorized under a property standards order, greenhouses, plumbing work, solar collectors and any other unusual structures or projects not classified elsewhere in this Schedule	\$15.00 per \$1,000.00 (or part thereof) of the estimated cost of the work (Minimum \$200.00) "Estimated cost of the work shall mean the estimated value of the project as determined by the Chief Building Official which will include all costs associated with the erection of the building or structure, design, fees and site work"

Demolition Permit		\$ / Sq-Ft unless otherwise indicated
1	Demolition Permit Fee	\$0.15 (Minimum \$300.00)

Sewer & Water Permits		
1	Sanitary drainage piping servicing: <ul style="list-style-type: none"> a) one or two family dwelling b) townhouses c) multiple dwellings and residential/non-residential combined use buildings d) all other buildings other than 1(a), (b) or (c) 	\$190.00 per one or two family dwelling \$145.00 per dwelling unit \$240.00 per building \$300.00 per building
2	Storm drainage piping servicing: <ul style="list-style-type: none"> a) one or two family dwelling b) townhouses c) multiple dwellings and residential/non-residential combined use buildings d) all other buildings other than 2(a), (b) or (c) e) land, but not connected to a building 	\$190.00 per building \$240.00 per dwelling unit \$240.00 per building \$300.00 per building Minimum Fee - \$240.00 plus \$50.00 for each additional catch basin after the first catch basin
3	Water Service Permit for: <ul style="list-style-type: none"> a) Residential b) Commercial/Industrial/Institutional 	\$70.00 \$10.00 per meter (Minimum \$200.00)
4	Temporary Construction Water Service Fee (Collected for Enwin Utilities – Water Division) <ul style="list-style-type: none"> a) Residential b) Commercial/Industrial/Institutional 	\$180.00 \$300.00

Sewage Systems		Flat Fee
1	Class 4 – New or Replacement System	\$800.00
2	Class 4 – Tertiary System	\$940.00
3	Class 4 – Tank Replacement only	\$325.00
4	Class 5 – Holding Tank	\$800.00

Heating, Ventilating and Air Conditioning Systems (Existing Buildings)		
1	Residential	\$200.00 per dwelling unit
2	Small Commercial/Industrial Building (building not more than 3 storeys in height and gross floor area of the building under 600m ²)	\$240.00 per tenant space
3	Other (schools, institutional, high hazard industrial, building over 3 storeys and 600m ² in gross floor area)	\$0.10 per sq-ft of area affected

Temporary Structures		
Temporary Building or Structure shall mean a seasonal building or structure designed, constructed and placed on the land in a manner which permits its removal after a period of time not to exceed 120 consecutive days. Their structures do not meet the snow load requirements as set out in the Ontario Building Code.		
1	Tents a) Large tents requiring a Professional Engineer's design (225m ² or larger in aggregate ground area) b) Small tents (60m ² - 224m ² in aggregate ground area)	\$75.00 per site plus \$75.00 per tent \$75.00 per site
2	Greenhouses a) Residential b) Commercial/Institutional/Industrial	\$13.50 per \$1,000.00 (or part thereof) of the estimated cost of the work (Minimum \$200.00) \$15.00 per \$1,000.00 (or part thereof) of the estimated cost of the work (Minimum \$200.00) "Estimated cost of the work shall mean the estimated value of the project as determined by the Chief Building Official which will include all costs associated with the erection of the building or structure, design, fees and site work"
Paved Parking Area		
1	Paved Parking Area Fee	\$15.00 per \$1,000.00 worth of construction value
Fill Permit		
1	Area of fill less than 500m ²	\$55.00
2	Area of fill from 500m ² to 1000m ²	\$55.00 plus \$0.05/m ²
3	Area of fill greater than 1000m ²	\$55.00 plus \$0.03/m ²
Change of Use Permit		
1	Change of Use Permit Fee (no construction required)	\$150.00
Partial Occupancy Permit		
1	Partial Occupancy Permit Fee	\$0.05 per sq-ft for the area to be occupied (Minimum \$300.00)
Conditional Permit		
1	Conditional Permit Fee	Regular fee for complete building plus the greater of \$160.00 or 20% of the fee (Maximum \$400.00)
Partial Permit		
1	Partial Permit Fee	Regular fee for complete building plus the greater of \$160.00 or 20% of the fee (Maximum \$400.00)
Alternative Solution Application		
1	Alternative Solution Application Fee (per application)	\$300.00 for up to 4 hours of review time plus \$100.00 per hour beyond first 4 hours
Hot Water Tank Replacement		
1	Hot Water Tank Replacement Fee	\$160.00 per tank
Fire Retrofitting		
1	Fire Retrofitting Fee	\$15.00 per \$1,000.00 (or part thereof) of the estimated cost of the work (Minimum \$200.00) "Estimated cost of the work shall mean the estimated value of the project as determined by the Chief Building Official which will include all costs associated with the erection of the building or structure, design, fees and site work"

Re-inspections		
1	Inspection requested but the work is incomplete	\$70.00 per hour (Minimum 1 hour)

Work Without a Permit		
1	Work without a permit – for projects commenced <u>prior</u> to receiving permit	1.5 times the applicable maximum building permit fee (Minimum \$200.00 & Maximum \$5,000.00)

Administrative Fees		
1	Transfer of Permit	\$100.00
2	Search Fee	\$30.00
3	Property Information Letters	\$70.00
4	Permit Finalization Letters	\$25.00
5	Copying/Scanning/Printing	\$8.50 per ¼ hour of labour \$3.00 for the 1 st page copied \$0.50 per additional page copied
6	Opening Up a Dormant Permit	\$70.00