

BUILDING PERMIT FEES

Part A Classes of Permits and Fees Payable

Item	Class of Permit	Fee Payable
1	Building Permit	See Part C
2	Change of Use Permit	\$682.44
3	Change of Use Permit – Model Homes to Houses	\$247.55
4	Conditional Building Permit	\$1,881.61
5	Demolition Permit	\$247.03
6	Demolition Permit with Environmental Review	\$490.39
7	Demolition Permit with Additional or General Review	\$384.01
8	Minimum Building Permit Fee - Other than Small Residential	\$324.47
9	Minimum Building Permit Fee - Small Residential	\$248.25
10	Pool Enclosure Permit	\$272.54
11	Additional Residential Unit (ARU) Registration	\$1,180.64
12	Additional Residential Unit (ARU) Registration – Pre-approved	\$247.41

Part B General Fees

Item	Type of Fee	Fee Payable
1	Additional Plans Examination Fee (Revisions)	\$117.36/hour + disbursements & 15% administration charge
2	Authorizing Partial Occupancy	\$435.17
3	Building Permit Fee for Construction Commenced Without a Permit	1.5 times the required fee as stated in Part C
4	Building Permit Specific Agreements (i.e. Limiting Distance)	\$538.37
5	Building Permit Transfer Fee	\$125.68
6	Compliance Letter – Other Properties	\$323.22
7	Compliance Letter – Single Residential Unit	\$159.56
8	Continuous, Special or Additional Inspection (Mon. to Fri., per hour)	\$115.62/hour + disbursements
9	Continuous, Special or Additional Inspection (Sat. & Sun., minimum 4 hours)	\$148.05/hour + disbursements
10	For Phased projects, in addition to the permit fee for the complete building, an additional fee for each phase	\$319.63
11	Documents – Photocopying/Prints Larger Than 11x17	\$8.88/sheet
12	Document Search Fee – Plan of Survey or Building Location	\$16.77
13	Document Review Fee	\$112.14/hour

Item	Type of Fee	Fee Payable
14	Document Search Fee (Other)	\$48.80
15	Early Review of House Model Drawings	\$1,300.73/model
16	Permit Extensions (Additional Review Required) - Small Residential	\$125.33
17	Permit Extensions (Additional Review Required) - All Other Occupancies	\$255.24
18	Photocopy – colour Photocopy – 8.5 x 11, 8.5 x 14 or 11 x 17 Photocopy Building Permits and/or drawings larger than 11 x 17	\$0.64/sheet \$0.51/sheet \$8.88/sheet
19	Plans Review of Alternative Solution Proposal (additional fee for review exceeding 5 hrs., \$117.36/hr.)	\$767.66
20	Residential re-siting	\$244.35
21	Re-examination Fee (Administration Fee associated with “Undertakings”)	\$243.26
22	Re-examination Fee - (Applicable for “Supplemental/01” Permits and for Review of Resubmission after Permit Refusal)	(\$117.36/hour + disbursements & 15% administration charge) – Minimum \$248.25 for small residential & \$324.47 for all other occupancies
23	Registration and Discharge of various orders under the Building Code Act from title in the Land Registry Office	\$373.24
24	Security for Conditional Permit Agreement (Minimum determined by CBO based on scope of work)	15% of construction value
25	Septic Maintenance Inspection – Third Party	\$65.92
26	Septic Maintenance Inspection – Town	\$263.68
27	Written Requests for Information concerning a building compliance with the current Building Code	\$117.36/hour
28	Written Requests for Information to support Provincial License Applications concerning a building compliance with the current building code	\$117.36/hour
29	Written Response for Inquiries	\$137.87
30	Lot Grading Resubmission	\$262.70
31	Damage Deposit - Residential (Flat Rate) Damage Deposit - Non-residential	\$678.99 \$43.46/per metre up to max. of \$1000.00

Part C Building Classifications & Fees Payable

Permit Fees shall be calculated based on the formula given below (unless otherwise specified in this schedule)

Permit Fee = SI x A where

“SI” is Service Index

“A” is floor area in m² of work involved

Item	Building Classification	Service Index (SI) \$/m ² unless otherwise indicated
1	Group A [Assembly Occupancies] Alterations/Renovations Places of Worship Portable Classroom (Flat Rate) Recreation Restaurants School/Library Theatre Other	\$11.57 \$23.18 \$522.09 \$24.58 \$25.18 \$23.18 \$24.58 \$25.19
2	Group B [Institutional Occupancies] Alterations/Renovations Hospital Institutional Building Interior Alterations/Partitioning/Renovations for Nursing Homes, Dental, Medical, etc. Clinics Nursing Home Other	\$14.48 \$28.96 \$28.96 \$11.78 \$23.19 \$28.96
3	Group C [Residential Occupancies] Small Residential Additions Small Residential Alterations and Repairs Balcony (Flat Rate) Basement Finish Carport (Small Residential) Deck (Flat Rate) Deck – simple design and area <10m ² (Flat Rate) Garage (Small Residential) Hotel/Motel Mobile Home Installation (Flat Rate) All Other Multiple-Unit Residential Buildings Porch (Flat Rate) Relocating or Moving of a Small Residential Building Roof over Deck or Porch (Small Residential) (Flat Rate) Single detached/Semi detached/Townhouse unit, GFA < 325 m ² Single detached/Semi detached/Townhouse unit, GFA 325 m ² - 475m ² Single detached/Semi detached/Townhouse unit, GFA >475 m ² Structures Accessory to all Small Residential Occupancies Walkouts, Exterior Stairs and Ramps (Flat Rate)	\$18.85 \$9.82 \$271.89 \$9.09 \$6.27 \$271.89 \$247.06 \$8.99 \$25.76 \$682.46 \$18.84 \$271.89 \$13.47 \$272.15 \$18.97 \$22.19 \$24.22 \$8.99 \$262.95

Item	Building Classification	Service Index (SI) \$/m ² unless otherwise indicated
4	Group D [Business and Personal Service Occupancies] Alteration/Renovations to Existing Finished Areas Building Finished Building Shell Building Finishing Only (with Shell Building Permit)	\$10.95 \$21.77 \$13.33 \$5.26
5	Group E [Mercantile Occupancies] Alteration/Renovations to Existing Finished Areas Building Finished Building Shell Building Finishing Only (with Shell Building Permit)	\$8.98 \$17.95 \$13.72 \$4.50
6	Group F [Industrial Occupancies] Alterations/Renovations Building Shell (GFA <1000m ²) Building Shell (GFA 1000 - 5000 m ²) Building Shell (GFA 5000 -15000 m ²) Building Shell (GFA >15000 m ²) Building Finished (GFA <1000m ²) Building Finished (GFA 1000 - 5000 m ²) Building Finished (GFA 5000 - 15000 m ²) Building Finished (GFA >15000 m ²) Interior Finishing (With Shell Building Permit) Mezzanines (Open Storage) Canopy over Pump Island Car Wash, Gas Station, Repair Garage Parking Garage Parking Garage – Repairs	\$6.58 \$12.66 \$10.55 \$8.78 \$7.02 \$15.79 \$13.17 \$11.43 \$9.68 \$4.65 \$8.55 \$6.15 \$14.87 \$7.81 \$3.90
7	Miscellaneous Agricultural – Farm Building Agricultural – Pole Barn Crane Runway Demising Walls, Fire Separations, Fire Walls (Flat Rate) Exterior Tank and Support Fire Protection – Fire Alarm System (Flat Rate) Fire Protection – Sprinklers (minimum fee \$605.72)	\$4.40 \$2.19 \$840.78/system \$489.91 \$616.20/structure \$979.99 \$0.61

Item	Building Classification	Service Index (SI) \$/m ² unless otherwise indicated
	Miscellaneous Continued	
	Fire Protection – Standpipe System (minimum fee \$605.72)	\$0.61
	Fireplaces, Wood Stoves, Chimneys (Flat Rate)	\$358.70
	HVAC - All other occupancies (not proposed with original permit (Flat Rate)	\$731.40
	HVAC - Small Residential (not proposed with original building permit)	\$358.89/unit
	Pedestrian Bridge (per structure)	\$868.48
	Plumbing - Backflow Preventer (Flat Rate)	\$352.30
	Plumbing - Backflow Preventer (up to 3 units or Complex Designs)	\$717.98
	Plumbing - Backflow Preventer (to be added to cost of Permit)	\$172.93/unit
	Plumbing - Non-Residential – Inside (Flat Rate)	\$731.40
	Plumbing - Non-Residential - Outside (Site Servicing) (per \$1000 of construction value, min. fee \$324.47)	\$18.77
	Plumbing - Residential serving more than one Dwelling – Outside	\$241.82/unit
	Plumbing - Small Residential Per Suite – Inside (Flat Rate)	\$358.70
	Plumbing - Small Residential – Outside (Flat Rate)	\$352.11
	Plumbing - Work under RBFM program (Flat Rate)	\$243.89
	Retaining Wall (per structure)	\$528.70
	Sewage System - Assessment (Flat Rate)	\$237.39
	Sewage System - Class 4 (Flat Rate)	\$847.76
	Sewage System - Repair (Incl. Septic Tank Replacement) (Flat Rate)	\$483.20
	Sewage System (Other than Class 4) (Flat Rate)	\$483.14
	Shelf & Racking System (Flat Rate)	\$958.28
	Shelf & Racking System (under S.3.16., OBC)	\$8.56
	Shoring and Underpinning	\$14.33/m
	Signs - Self Standing (Flat Rate)	\$390.43
	Signs - Fascia (Flat Rate)	\$254.85
	Solar Collector, Wind Turbine (Small Residential Projects) (Flat Rate)	\$359.33
	Solar Collector, Wind Turbine (minimum fee \$744.35 for Other than Small Residential)	\$3.29
	Special Systems: Commercial Kitchen Exhaust System, Spray Booths, Dust Collectors, Water Supply for Fire Fighting (Flat Rate)	\$731.73
	Demountable Stage/Support Structure (Flat Rate)	\$254.85
	Structure Accessory to Other than Small Residential Buildings	\$10.55
	Temporary Sales Office/Pavilion	\$14.41
	Tent (Area >225 m ²) (Flat Rate)	
	Tent (Area <225 m ²) (Flat Rate)	\$435.04 \$262.62

8	Fees of all other building types, structures and work not provided for in items A to F & Misc. above, will be based on \$18.77 for each \$1,000.00 of Construction Value or part thereof, with a minimum fee of \$248.25 for Residential and \$324.47 for Non-Residential.
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Refunds - Upon Written Request

1.	Calculated amounts under \$100	No Refund
2.	Building Permits – Where construction or demolition commenced.	No Refund
3.	Building Permits - Where Permit issued but no Inspection done	25% of Fee Refunded
4.	Building Permits - Where only Administrative Functions carried out	75% of Fee Refunded
5.	Building Permits - Where Permit not issued but Administrative functions & Technical plans review carried out.	50% of Fee Refunded
6.	Registration of Two Unit Houses – Where administrative functions & inspection carried out	35% of Fee Refunded
7.	Registration of Two Unit Houses – Where only administrative functions carried out	75% of Fee Refunded
8.	Compliance Letters – Where only administrative functions carried out	65% of Fee Refunded

Notes:

1. "CONSTRUCTION VALUE", means the value of the proposed construction as determined by the Chief Building Official, whose determination of the value shall be final. Where there is no prescribed construction value the CBO will determine building permit fee based on required time.
2. Application for a CONDITIONAL PERMIT shall be only accepted in conjunction with a complete full permit submission. All relevant fees, securities and signed Conditional Permit Agreement shall be also provided.
3. Building Permit Fees for CANOPIES, DECKS, BALCONIES and RAMPS for "Other Than Small Residential" will be based on \$/\$1,000.00 of Construction Value.

4. CHANGE OF USE PERMIT fee includes up to 3 hrs of plans review & 2 hrs of inspection time. For each additional staff time a \$117.36/hr fee will be added.
5. Each INDUSTRIAL OCCUPANCY rate includes incidental FINISHED OFFICE SPACE to a maximum of 10% of the total floor area.
6. FLOOR AREA shall be measured to the outer face of exterior walls and to the centerline of party walls or demising walls. Except for interconnected floor spaces, no deductions shall be made for openings within the floor area (e.g. stairs and stair openings, ducts, elevators, escalators). Floor areas shall include all habitable areas, including mezzanines, lofts, finished attics, mechanical penthouses or floors and enclosed or covered balconies.
7. For "All other multiple unit residential buildings" the fee does not include charges for COMMON ROOMS AND PARKING GARAGES, which will be calculated based on the corresponding fees.
8. For detached, semi-detached and townhouse dwellings UNFINISHED BASEMENTS shall not be included in the area calculations. Except for new houses corresponding fees for porches, decks, balconies, roofs over porches and decks, walkouts, exterior stairs and ramps shall be added accordingly.
9. In addition to the fees calculated in accordance with Parts A, B, or C, each application for consideration of an ALTERNATIVE SOLUTION shall be accompanied by a non-refundable fee of \$767.66 This fee includes 5 hours of review time. For each additional hour of review time, a \$117.36 fee shall be paid.
10. In the case of interior alterations or renovations, the AREA OF PROPOSED WORK is the actual space receiving the work (i.e. tenant space). When proposed alterations/renovations work includes substantial alterations or replacement of the existing building systems (i.e. HVAC, plumbing, sprinklers, fire alarm systems, etc.) corresponding fees for these services will be added to the applicable alterations/renovations fees set out in Part C of this Fee schedule.
11. MINIMUM BUILDING PERMIT FEE fee includes plans review and 2 inspections. Any additional (required) inspections will be added to the minimum Building Permit fee.
12. REFUND upon return request for COMPLIANCE LETTERS where only administrative functions were carried out will be 65% of the applicable fee.
13. REGION-WIDE BASEMENT FLOODING MITIGATION PROGRAM (RBFM) includes installation of backwater valves, disconnection of weeping tiles and installation of sump pumps and repairs of substandard private sanitary sewer laterals.
14. SEWAGE SYSTEM ASSESSMENT fee would be applicable whenever more than 30 minutes of review is required.

15. The applicable "SHELL" rate shall be applied to the floor areas of a speculative structure, where "the finishing permits" shall be issued for the total area of building.
16. "Small Residential" means a building as defined within the Ontario Building Code Act. Used as a residential occupancy or serving a residential occupancy less than /or equal to 600 sq. metres in building area and not more than three (3) storeys in building height.
17. The applicable rates for new buildings do not include the "SPECIAL SYSTEMS" such as sprinkler or standpipe systems, kitchen exhaust systems, fire alarm systems, water supply for fire fighting & site servicing for other than small residential buildings. (Corresponding fee shall be added accordingly).
18. The applicable rates for SOLAR COLLECTORS and WIND TURBINES (Other than Small Residential Projects) do not include the fees associated with alterations to the supporting buildings. Corresponding fees for such alterations will be added accordingly.
19. The occupancy categories in this Section correspond with the major occupancy classification in the Building Code. For MIXED OCCUPANCY floor area, 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.
20. Additional Residential Unit (ARU) REGISTRATION - PRE-APPROVED fee will be used when a Building Permit for an ARU has been issued and all required inspections are conducted and passed.
21. Upon request, the Chief Building Official may authorize a FAST TRACK service at a rate of 1.5 times the permit fee prescribed herein.
22. Where an inspector determines that work, for which an inspection has been requested, is not sufficiently complete to allow proper inspection, or an infraction which was previously identified has not been remedied, an ADDITIONAL INSPECTION FEE will have to be paid prior to subsequent inspection being scheduled.