

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	\$724.00
3	Change of Use Permit – Model Homes to Houses	\$262.47
4	Conditional or Partial Building Permit	\$1,996.20
5	Demolition Permit	\$263.37
6	Demolition Permit with Environmental Review	\$520.26
7	Demolition Permit with Additional or General Review	\$407.40
8	Minimum Building Permit Fee - Other than Small Residential ⁽¹⁶⁾	\$344.23
9	Minimum Building Permit Fee - Small Residential ⁽¹⁶⁾	\$263.37
10	Pool Enclosure Permit	\$289.14
11	Additional Residential Unit (ARU) Registration	\$1,252.54
12	Additional Residential Unit (ARU) Registration – Pre-approved	\$262.47

Part B General Fees

Item	Type of Fee	Fee Payable
1	Additional Plans Examination Fee (Revisions)	\$124.50/hour
2	Authorizing Partial Occupancy	\$461.67
3	Additional Plans Examination Fee (Resubmissions after 3rd Review)	\$124.50/hour
4	Building Permit Fee for Construction Commenced Without a Permit	1.5 times the full permit fee
5	Building Permit Specific Agreements	\$571.16
6	Building Permit Transfer Fee	\$124.50
7	Compliance Letter – Other Properties	\$342.90
8	Compliance Letter – Single Residential Unit	\$169.28
9	Continuous, Special or Additional Inspection (Mon. to Fri., per hour)	\$124.51/hour
10	Continuous, Special or Additional Inspection (Sat. & Sun., minimum 4 hours)	\$157.07/hour
11	Document Search Fee – Plan of Survey or Building Location	\$17.79
12	Document Review Fee	\$118.97/hour

Item	Type of Fee	Fee Payable
13	Document Search Fee (Other)	\$51.78
14	Certified Model Review	\$1,379.94/model
15	Zoning Certificate	\$124.50
16	Occupancy Permit Fee	\$124.50
17	Photocopy – Colour	\$0.67/sheet
	Photocopy – 8.5 x 11, 8.5 x 14 or 11 x 17	\$0.52/sheet
	Photocopy – Larger than 11 x 17	\$9.43/sheet
18	Plans Review of Alternative Solution Proposal (additional fee for review exceeding 5 hrs., \$124.50/hr.)	\$814.41
19	Permit Cancellation Extension	\$124.50
20	Permit Revocation (Deferral of)	\$124.50
21	Review of Alternative Solutions by External Consultant Third Party/Innovative Products/ Code Compliance	Cost of consultant(s) review(s) + Minimum \$263.37 for small residential ⁽¹⁶⁾ & \$344.23 for all other occupancies
22	Registration and Discharge of various orders under the Building Code Act from title in the Land Registry Office	\$209.25 per registration or discharge
23	Security for Conditional Permit Agreement (Minimum determined by CBO based on scope of work)	30% of construction value
24	Septic Maintenance Inspection – Third Party	\$69.93
25	Septic Maintenance Inspection – Town	\$194.44
26	Written Requests for Information to support Provincial License Applications concerning a building compliance with the current building code	\$124.50/hour
27	Written Response for Inquiries	\$146.27
28	Lot Grading Resubmission	\$278.70
29	Damage Deposit- Residential (Flat Rate)	\$720.34
	Dmage Deposit- Multiple Residential	\$46.11/metre up to max. of \$4,000.00
	Damage Deposit- Industrial or Commercial	\$46.11/metre up to max of \$1,0000

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] Places of Worship, Recreation, Restaurants, School/Library, Theatre, Other Alterations/Renovations Portable Classroom (Flat Rate)	 \$26.71 \$12.28 \$553.89
2	Group B [Institutional Occupancies] Hospital, Institutional Building, Nursing Home, Other Alterations/Renovations	 \$30.72 \$15.36
3	Group C [Residential Occupancies] Alterations/Renovations Balcony (Flat Rate) Basement Finish Deck, Porch, Roof Over Deck or Porch (Flat Rate) Hotel/Motel Factory Built Installation ARU, Mobile or Tiny Home (Flat Rate) All Other Multiple-Unit Residential Buildings Relocating or Moving of a Small Residential ⁽¹⁶⁾ Building New or Additions - Single detached/Semi detached/Townhouse unit GFA < 475 m ² New or Additions - Single detached/Semi detached/Townhouse unit, GFA ≥ 475 m ² Structures Accessory to all Small Residential ⁽¹⁶⁾ Occupancies (Garage, Carport, Shed) Walkouts, Exterior Stairs and Ramps (Flat Rate)	 \$10.42 \$288.45 \$9.64 \$288.45 \$27.33 \$724.02 \$22.90 \$14.29 \$23.54 \$25.70 \$9.54 \$278.97
4	Group D [Business and Personal Service Occupancies] Building Finished Building Shell Building Finishing Only (with Shell Building Permit) Alteration/Renovations to Existing Finished Areas	 \$23.09 \$16.72 \$7.94 \$11.61

Item	Building Classification	Service Index (SI) \$/m ² unless otherwise indicated
5	Group E [Mercantile Occupancies] Building Finished Building Shell Building Finishing Only (with Shell Building Permit) Alteration/Renovations to Existing Finished Areas	\$21.07 \$16.56 \$5.98 \$9.53
6	Group F [Industrial Occupancies] Building Shell (GFA <10,000m ²) Building Shell (GFA ≥10,000 m ²) Building Finished (GFA <10,000m ²) Building Finished (GFA ≥10,000 m ²) Interior Finishing (With Shell Building Permit) Alterations/Renovations Mezzanines (Open Storage) Canopy over Pump Island Car Wash, Gas Station, Repair Garage Parking Garage Parking Garage – Repairs	\$15.65 \$13.04 \$19.51 \$16.28 \$5.75 \$8.13 \$10.57 \$7.60 \$18.38 \$9.65 \$4.82
7	Miscellaneous Agricultural – Farm Building/Greenhouse Agricultural- Farm Building/Greenhouse (>600m ² or 3 storeys) Crane Runway Demising Walls, Fire Separations, Fire Walls (Flat Rate) Demountable Stage/Support Structure (Flat Rate) Exterior Tank and Support Electromagnetic Locking Device Fire Protection – Fire Alarm System (Flat Rate) Fire Protection – Sprinklers (minimum fee \$642.61) Fire Protection – Standpipe System (minimum fee \$642.61) Fireplaces, Wood Stoves, Chimneys (Flat Rate)	\$4.67 \$9.07 \$891.98/system \$519.75 \$270.37 \$653.72/structure \$143.83/device \$1,039.67 \$0.64 \$0.64 \$380.55

Miscellaneous Continued	
HVAC - All other occupancies (not proposed with original permit (Flat Rate))	\$775.94
HVAC - Small Residential ⁽¹⁶⁾ (not proposed with original building permit)	\$380.75/unit
Pedestrian Bridge (per structure)	\$921.37
Plumbing - Backflow Preventer/Backwater Valve/Sump Pump (Flat Rate)	\$254.01
Plumbing - Outside (Site Servicing) (per \$1000 of construction value, min. fee \$344.23)	\$19.91
Plumbing - Inside (Other than Small Residential ⁽¹⁶⁾) (per \$1000 of construction value, min. fee \$755.94)	\$19.91
Plumbing - Inside (Small Residential ⁽¹⁶⁾ per dwelling) (Flat Rate)	\$295.57
Retaining Wall (for each \$1000 of construction value, min \$344.23)	\$19.91
Sewage System - Assessment (Flat Rate)	\$251.85
Sewage System - Class 4 (Flat Rate)	\$899.39
Sewage System - Repair (Incl. Septic Tank Replacement) (Flat Rate)	\$512.63
Shelf & Racking System (Flat Rate)	\$1,016.64
Shelf & Racking System (under S.3.16., OBC) (min fee \$1,016.64)	\$9.08
Shoring and Underpinning (min fee \$789.69)	\$15.21
Signs - Self Standing (Flat Rate)	\$414.21
Signs - Fascia/Roof (Flat Rate)	\$270.37
Solar Collector, Wind Turbine (Small Residential ⁽¹⁶⁾ Projects) (Flat Rate)	\$381.21
Solar Collector, Wind Turbine (Other than Small Residential ⁽¹⁶⁾) (minimum fee \$789.69)	\$3.49
Special Systems: Commercial Kitchen Exhaust System, Spray Booths, Dust Collectors, Water Supply for Fire Fighting (Flat Rate)	\$776.30
Structure Accessory to Other than Small Residential ⁽¹⁶⁾ Buildings	\$11.19
Temporary Sales Office/Pavilion	\$15.28
Tent (Area < 225 m2) (Flat Rate)	\$278.61
Tent (Area > 225 m2) (Flat Rate)	\$461.54

8	Fees of all other building types, structures and work not provided for in items A to F & Misc. above will be based on \$19.91 for each \$1,000.00 of Construction Value or part thereof, with a minimum fee of \$263.37 for Residential and \$344.23 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 or PARTIAL 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 \$124.50/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 nonrefundable fee of \$814.41 This fee includes 5 hours of review time. For each additional hour of review time, a \$124.50 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 "SPECIAL SYSTEMS" such as sprinkler or standpipe systems, kitchen exhaust systems, fire alarm systems, water supply for firefighting & 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.