

BUILDING PERMIT & OTHER FEES

This consolidation is provided for convenience only, for actual fees, refer to the respective By-Law (Indexing applies)

Building Permits (By-Law #2019-027) *

Residential (OBC Group C)

1 - SFD/Semi/Duplex	\$3,019 +\$1.79/ft ² over 1,400 ft ² in area
2 - More than 3 Units	\$2,646 +\$1.79/ft ² over 1,000 ft ² in area
3 - Add. & Major Reno's	\$864 +\$1.44/ft ² over 500 ft ² in area
4 - Porch	\$262 +\$0.71/ft ² over 250 ft ² in area
5 - Garage/Carport/Ancillary Bldg ...	\$262 +\$0.71/ft ² over 250 ft ² in area
6 - Decks and Minor Reno's	\$262.00 Flat Fee

Non-Residential & Larger Residential (Other than Class 1-5)

7 - Group A, B, C, D, or E	\$19.74/\$1,000 (\$519 Min.)
8 - Group F	\$19.74/\$1,000 for the first \$3 M of Construction Value; \$14.81/\$1,000 over \$3 M
Value of \$0 - \$1,000	\$519
Value of \$0 - \$3 M	\$19.74/\$1,000 over \$1,000.00
Value of \$3 M & up	\$59,220.00 + \$14.81/\$1,000.00 over \$3 M
9 - Signs	\$19.74/\$1,000 over \$1,000 (\$262 Min.)

DEMOLITION PERMITS

11 - Residential	\$362.00 Flat Fee per Unit
11 - Ancillary Bldg. (Res.)	\$146.00 Flat Fee
12 - Non-Residential ...	\$1,439 Min. Fee +\$0.20/ft ² over 6,460 ft ² in area
13 - Ancillary Bldg (Non-Res.)	\$290.00 Flat Fee

ADMINISTRATIVE CHARGES

14 - Start No Permit	50% surcharge min \$398 - max \$8,622
15 - Alternative Solution	\$262/Hr, \$1,081 Min. Fee + Costs
16 - Conditional Permit	25% surcharge min \$362 - max \$7,185
17 - Part 10 Change of Use	25% surcharge min \$362 - max \$2,874
18 - Part 11 Renovations	25% surcharge min \$362 - max \$4,312
19 - Temp. Bldg (Tents)	\$146 min. fee (2 Tents) +\$73/Tent
20 - Partial Occupancy	(Res.) \$ 111/ unit or (Non-Res.) \$362/suite
21 - Occupancy Permit Surcharge	\$1,081 Flat Fee
22 - Re-Inspections	\$218/Hr. (1 Hr. min.)
23 - After Hours Inspections	\$326/Hr. (1 Hr. min.)
24 - Prelim. Inspection/Consultation	\$218/Hr. (1 Hr. min.)
25 - Re-Examination of Plans	\$262/Hr. (1 Hr. Min.)
26 - Re-Exam (Change in Lot)	\$432.00
27 - Dormant Application Renewal	\$218 Flat Fee
28 - Renewal (S. 4.35)	25% of permit fee min \$145 - max \$2,874
29 - Permit Transfer/Revocation Deferrals	\$218.00 Flat Fee
30 - Expedited Permit	Permit Fee +50% surcharge - max \$14,368
31 - Agency Letter of Approval	\$362 (Includes 1 Inspection)
32 - Third Party Costs/Peer Review	Cost + 15%
33 - Administrative Charges	+15%
34 - File Search, Misc. Charges	\$182/Hr.
35 - Limiting Distance Agreement	\$650/Agreement + Costs + 15%
36 - Annual Maintenance Fee for Dormant Permits	\$432/Yr.
37 - Administrative Performance Deposit	See Below
38 - Order to Comply/Not to Cover	\$326 Flat Fee/Order
39 - Stop Work Order	\$520 Flat Fee/Order
40 - Order – Unsafe Building	\$326 Flat Fee/Order
41 - Order Prohibit Occupancy	\$520 Flat Fee/Order

ADMINISTRATIVE PERFORMANCE DEPOSITS – Schedule “B”

Residential

Value less than \$25,000	\$250
Value between \$25,000 and \$99,999	\$500
Value between \$100,000 and \$299,999	\$2,000
Value between \$300,000 and \$499,999	\$3,000
Value equal to or over \$500,000	\$5,000

Non-Residential

Value less than \$300,000	\$1,000
Value between \$300,000 and \$999,999	\$5,000
Value equal to or over \$1,000,000	\$10,000

FENCE PERMITS (By-Law #2019-027)

42 - Fence Permit (Residential)	\$262
43 - Fence Permit (Non-Res.)	\$19.74/\$1,000 (min \$519)

PLUMBING PERMITS (By-Law #2019-027 & #2019-047)

New Residential

10 - Single Family	\$304.00 + \$24.00 over 14 fixtures
10 - Semi-detached (per unit)	\$304.00 + \$24.00 over 14 fixtures
10 – Duplex (per unit)	\$304.00 + \$24.00 over 14 fixtures
10 - Row House (per unit)	\$304.00 + \$24.00 over 14 fixtures
10 - Apartment (per unit)	\$304.00 + \$24.00 over 14 fixtures

Other Plumbing/Repairs

Stand Alone Plumbing	\$145.00 + \$24.00 over 3 fixtures
Fixtures	\$24.00/Fixture
Back Flow Preventer	\$362.00/BFP
Water Line Service Inspection	\$86.00 per 30 meters
Sanitary Sewer Inspection	\$86.00 per 30 meters
Storm Sewer Inspection	\$86.00 per 30 meters

Plumbing Licensing

Initial Plumbing Contractor License	\$125.00
Initial Master Plumber License	\$75.00
Renewal Plumbing Contractor License	\$85.00
Renewal Master Plumber License	\$50.00

Sewer Connections

Storm or Sanitary Tap 4” - 6”	\$200.00 each
8” or Greater	Cost Plus

Water Connections

¾” connection	\$300.00
1” connection	\$400.00
1 ½” connection	\$750.00
2” connection	Cost Plus 15%
4” connection	Cost Plus 15%
Water Turn on/off	\$60.69

PARKING FEES (By-Law #069-1989)

Meter Rates	\$1.70
Parking Lots	\$1.70
Parking Bag Rentals	
Single Bag	\$8.00/day + HST*
Double Bag	\$16.00/day +HST*

*There is a \$50.00 deposit for Parking Bag Rentals

Parking Passes (Rates Include HST)

Half Month	\$32.65
One Month	\$54.42
Three Months	\$152.36
Six Months	\$293.86
Twelve Months	\$571.39

24 Hr. Parking Permit (Rates Include HST)

Half Month	\$54.42
One Month	\$87.07
Three Months	\$217.67
Six Months	\$380.92
Twelve Months	\$707.44

ANIMAL TAG FEES (By-Law #2019-047)

New Dog Tag Fees in Effect January 2019

Altered Dog or Cat	\$25.00
Late Fee - Altered Dog or Cat (After May 1 st)	\$35.00
Unaltered Dog or Cat	\$50.00
Late Fee - Unaltered Dog or Cat (After May 1 st)	\$60.00
Tag Replacement Fee	\$10.00
Kennel Fee (Breeders)(+\$10.00/Dog)	\$55.00

BUSINESS LICENSING FEES, PLANNING FEES, BY-LAW ADMINISTRATIVE FEES - SEE REVERSE SIDE

In effect as of January 1, 2024
Edited January 11, 2024

BUSINESS LICENSING
Businesses to be Licensed

On November 14, 2005, City Council passed a new business licensing bylaws and related fees with the effective date of bylaws being January 1, 2006. The classes and licensing fees are as follows:

Existing Business Licenses	FEES		
	Initial	Renewal	Renewal (After May 1 st)
Adult Entertainment Attendant	\$100.00	N/A	
Adult Entertainment Establishment	\$1,400.00	\$1,200.00	\$1,250.00
Adult Entertainment - Retail	\$300.00	\$200.00	\$215.00
Amusement Exhibition - Tent	\$180.00	N/A	
Amusement Exhibition - Open Air	\$132.00	N/A	
Amusement Place	\$220.00	\$45.00	\$60.00
Auctioneer	\$15.00	N/A	
Auto Repair & Public Garages	\$150.00	\$41.00	\$56.00
Bed and Breakfast	\$150.00	\$60.00	\$75.00
Body Rub Parlour - Owner/Operator	\$1,400.00	\$1,200.00	\$1,250.00
Body Rub Parlour – Attendant	\$60.00	N/A	N/A
Busker and Tag Sales	N/A	N/A	
Christmas Tree Vendor	\$35.00	N/A	
Dry Cleaning Depot	\$60.00	\$35.00	\$50.00
Eating Establishment	\$140.00	\$37.00	\$52.00
Escort Service and Escort Attendant - Owner/Operator	\$1,400.00	\$1,200.00	\$1,250.00
Escort Service and Escort Attendant - Attendant	\$50.00	N/A	
Food Premises	\$30.00	\$26.00	\$41.00
Hair Dressing Establishment - First Chair	\$95.00	\$20.00	\$35.00
Note: If this license is combined with a "Personal Facility" license, then only half of this fee shall be paid for both initial and renewal licenses.			
Hair Dressing Establishment - Additional Chair	\$10.00	\$10.00	\$11.00
Holistic Practitioners	\$100.00	\$60.00	\$75.00
Mobile Food Premises - Canteen & Chip Truck	\$130.00	N/A	
Mobile Food Premises - Hot Dogs	\$85.00	N/A	
Mobile Food Premises - Ice Cream Wagon	\$85.00	N/A	
Pawnbroker	\$200.00	\$115.00	\$130.00
Personal Service Facility	\$80.00	\$30.00	\$45.00
Pet Stores	\$70.00	\$30.00	\$45.00
Recycling Facility	\$135.00	\$35.00	\$50.00
Rickshaw	\$20.00	N/A	
Salesperson - Resident (stationary)	\$110.00	N/A	
Salesperson - Resident (place to place)	\$50.00	N/A	
Salesperson - Non-resident (place to place)	\$160.00	N/A	
Salesperson - Non-resident (30-day stationary)	\$130.00	N/A	
Salesperson - Non-resident (New Business)	\$140.00	N/A	
Seasonal Stationary Food Premises	\$175.00	\$135.00	\$150.00
Secondhand Goods	\$175.00	\$150.00	\$165.00
Special Event License A - Minor Event (24 Exhibitors or less)	\$500.00	N/A	N/A
Special Event License A - Major Event (25 Exhibitors or more)	\$800.00	N/A	N/A
Special Event License B - Minor Event (24 Exhibitors or less)	\$750.00	N/A	N/A
Special Event License B - Major Event (25 Exhibitors or more)	\$1,050.00	N/A	N/A
Special Event - Craft Show	\$100.00	N/A	N/A
Tobacco	\$40.00	N/A	
Transient Photographer	\$100.00	N/A	

PLANNING FEES

Land Severance -New Lot.....	\$2,041.00	Signs Bylaw Amendment.....	\$1,749.00
-Correction To Title	\$1,749.00	Part of Lot Control Exemption.....	\$1,749+212.00/per lot/part
-Severance (Semi-Detached)	\$1,749.00	Removal of Holding (H) Category	\$2,438.00
-Consent (A Lease).....	\$1,749.00	Site Plan Approval	\$1,908.00+\$371.00/hectare
-Severance (Addition to a Lot).....	\$1,749.00	Site Plan Control Agreement Amendment	
-Severance (Right-Of-Way/Easement) .	\$1,749.00		\$1,590.00+\$318.00/hectare
Stamping of Deeds for Consent (Section 53)	\$583.00	Draft Plan of Condominium Approval (Standard)	
Validation Certificate Fee	\$900.00		\$2,332.00+\$190.00/unit
South Nation Conservation Authority Private Septic/Well		Draft Plan of Condominium Approval (Conversion)	
Review.....	\$445.00		\$4,378.00+\$190.00/unit
Official Plan Amendment.....	\$4,081.00+\$159.00/hectare	Draft Plan Exemption.....	\$2,332.00
Zoning Bylaw Amendment	\$5,321.00+\$212.00/hectare	Draft Plan of Subdivision Approval.....	\$9,699.00+\$371.00/hectare
Combined Official Plan and Zoning Bylaw Amendment		Subdivision Amendment for Prior Plan Approval	\$13,250.00
	\$8,342.00+\$185/hectare	Extension of Draft Plan Lapse Date.....	\$1,000.00
Cash-in-Lieu of Parking (Per Space)	\$3,000.00	Work Order Report (Residential) - Standard	\$110.00
Minor Variance -Zoning/Land Use (Minor Project*).....	\$615.00	Work Order Report (Residential) – Fast Track.....	\$220.00
(Major Project**)	\$2,385.00	Work Order (Non-Residential) - Standard	\$175.00
-Signage & Fencing (Minor Project*).....	\$530.00	Work Order (Non-Residential) – Fast Track.....	\$350.00
(Major Project**)	\$1,988.00	Encroachment Agreement Application	\$392.00
*For Minor Projects Under Minor Variances-defined as being existing Single and Two Unit (Single Family Dwelling, Semi-Detached and Duplex) Dwellings.		Temporary Encroachment Renewal Application	\$50.00
**For Major Projects Under Minor Variances-defined as all Non-Residential, brand New Residential (under a year old) and all other existing Residential greater than two units.		Heritage Designation Letter	\$50.00
For an application to change conditions of the Committee of Adjustment in regards to either Consents or Minor Variances, as identified in this chart, the Flat Fee/Base Charge shall be.....	\$238.00	Zoning Permitted Use Letter - Standard.....	\$300.00
For a Minor Variance (any type) application for any facility dealing with a matter of 'handicapped accessibility only' regardless of building type, the flat Fee/Base Charge shall be	\$286.00	Zoning Permitted Use Letter - Fast Track.....	\$450.00
		ESA Phase I Letter	\$160.00
		Telecommunication Cell/Tower Review Application.....	\$2,650.00
		Agreement Compliance Letter.....	\$300.00 plus \$120/hr. above one hour of staff time
		Ontario Municipal Board (OMB) Appeal or Referral (for all applicable Planning Applications/Matters to assist in covering costs incurred by the Municipality. A refund will be made to the applicant of any such unused fees under this OMB Appeal/Referral Matter.)	\$1,500.00

BY-LAW SERVICES (BY-LAW 2013-212, 2022-012)

Administration fee.....25% of cost min. \$170.11 - max \$699.75
Re-inspections

\$98.93/per inspection