

Schedule 'A' to by-law number 3308-2024

Classes of permits and permit fees

- 1) Except where a minimum flat fee is indicated for the Occupancy Classification or Type of Construction, the fee per m² of floor area set out in Schedule "A" shall be used by the Chief Building Official in determining the permit fee.
- 2) For the purpose of this Schedule the occupancy classification and floor area shall be determined on the following basis,
 - (a) The occupancy classification shall be established in accordance with the occupancy definitions of the Ontario Building Code and its appendices.
 - (b) The floor area shall be measured to the outer face of exterior walls and to the centre line of party walls or demising walls. No deductions shall be made for openings within the floor area (e.g. stairs and stair openings, ducts, elevators, escalators). Floor area shall include all habitable areas, including mezzanines, finished attics and enclosed balconies. The following shall apply to Part B of Schedule A in determining the fee payable for a given building type:
 - **Assembly Occupancies** – The "Assembly Occupancies" rate shall apply to the total floor area of floors which are principally of assembly use. Other rates shall be applied to other floors based on the principal use of the total floor area.
 - **Institutional Occupancies** – The "Institutional Occupancies" rate shall apply to the floor areas of floors which are principally of institutional use. Other rates shall be applied to other floors based on the principal use of these areas.
 - **Residential Occupancies** – For detached, semi-detached and townhouses dwellings, the floor areas of unfinished basements shall not be included in the area calculations, but the fee is inclusive of these areas. For walkout basements, 50% of the basement area shall be considered as living space and fees calculated accordingly.
For other residential occupancies, the "Residential Occupancies" rate shall apply to the floor areas of floors which are principally of residential use. Other rates shall be applied to other floors based on the principal use of the total floor area.
 - **Business and Personal Services Occupancies** – The applicable "shell" rate shall be applied to the floor areas of a speculative structure, where the only finished floor areas are to be the common areas (e.g. lobby, corridors, washrooms).

The "Interior Partitioning and Finishing" rate shall be applied where

finished floor areas are to be provided in other than common areas. Other rates shall be applied to other floors based on the principal use of the total floor area.

- Mercantile Occupancies - The “Mercantile Occupancies” rate shall be applied to the floor areas of a speculative structure, where the only finished floor areas are to be the common areas (e.g. lobby, corridors, washrooms). The “Interior Partitioning and Finishing” rate shall be applied where finished floor areas are to be provided in other than common areas. Other rates shall be applied to other floors based on the principal use of the total floor area.
- Industrial Occupancies – Each “Industrial Occupancies” rate includes incidental finished office space to a maximum of 10% of the total floor area. The “Interior Partitioning and Finishing” rate shall be applied where additional finished space is provided. Other rates shall be applied to other floors based on the principal use of the total floor area.

- 3) “Construction Value”, as used in Schedule ‘A’ Part ‘B’, means the value of the proposed construction as determined by the Chief Building Official, whose determination of that value shall be final.
- 4) No additional fee applies for sprinklers, fire alarms, electromagnetic locks, emergency lighting, hvac mechanical systems or equipment proposed and installed at the same time as the construction they serve.
- 5) Where a building permit is submitted for foundation only, the fee stated in Schedule ‘A’ Part ‘B’ shall apply.
- 6) A minimum fee of \$323.85 unless otherwise stated in Schedule ‘A’ and Schedule ‘A’ Part ‘B’ shall be charged for all work.
- 7) The administrative fee in Schedule ‘A’ Part ‘B’ is applicable to all permit applications at the discretion of the Chief Building Official.
- 8) Where an order to comply, a stop work order or any Order under the requirements of the Building Code Act (as amended) has been issued with respect to construction and demolition where works have commenced prior to issuance of permit, the permit fee prescribed in Schedule “A” and or Schedule ‘A’ Part ‘B’ shall be doubled. Where an Inspector leaves notice on site in regards to construction and or demolition where work has commenced without the benefit of permit, the permit fee prescribed in Schedule ‘A’ and or Schedule ‘A’ Part ‘B’ shall be doubled.
- 9) With respect to partial permits, the fee shall be the normal fee for the proposed construction.
- 10) With respect to conditional permits, the fee shall be the normal fee for the proposed construction.
- 11) With respect to transferring a permit from one permit holder to another, the fee shall be found in schedule ‘A’ Part ‘B’.

- 12) With respect to revisions of plans already examined the fee will be determined within Schedule 'A' Part 'B'.
- 13) With respect to revocation of permits, a deferral fee listed in Schedule 'A' Part 'B' shall be applied.
- 14) With respect to permit extensions, where work has not commenced within 6 months of permit issuance or more than one year has occurred between inspection an extension fee listed in Schedule 'A' Part 'B' shall be applied.
- 15) With respect to the issuance of Orders, an administrative fee listed in Schedule 'A' Part 'B' shall be applied to an applicable permit application or separately billed to the person(s) named on the Order.
- 16) With respect to registering and discharging agreements and or Orders on Title, a fee listed in Schedule 'A' Part 'B' shall be applied.
- 17) Where at the discretion of the Chief Building Official a third party review is required of building permit plans, the costs shall be covered by the applicant. The applicant shall be notified by the Chief Building Official as to the reasons for the review prior to the third party involvement.

Schedule 'A' Continued
Fees payable for specific classes of permits

CLASS OF PERMIT	FEE PAYABLE (2026)	FEE PAYABLE (2027)	FEE PAYABLE (2028)
Building Permit	See Schedule 'A' Part 'B'	See Schedule 'A' Part 'B'	See Schedule 'A' Part 'B'
Change of Use Permit	\$330.33	\$336.93	\$343.67
Conditional Building Permit	See Schedule 'A' Part 'B'	See Schedule 'A' Part 'B'	See Schedule 'A' Part 'B'
Demolition Building Permit	\$265.30 SFD and Accessory Bldgs.	\$270.61 SFD and Accessory Bldgs.	\$276.02 SFD and Accessory Bldgs.
	\$265.30 for Replacement Dwellings and a deposit in the amount of Municipal Development Charges	\$270.61 for Replacement Dwellings and a deposit in the amount of Municipal Development Charges	\$276.02 for Replacement Dwellings and a deposit in the amount of Municipal Development Charges
	\$265.30 for all other buildings + \$0.34 per m ²	\$270.61 for all other buildings + \$0.35 per m ²	\$276.02 for all other buildings + \$0.36 per m ²
Notice of Change Permit	\$330.33	\$336.93	\$343.67
Occupancy Permit for Unfinished Building	\$330.33	\$336.93	\$343.67
Partial Building Permit	See Schedule 'A' Part 'B'	See Schedule 'A' Part 'B'	See Schedule 'A' Part 'B'
Plumbing Permit	See Schedule 'A' Part 'B'	See Schedule 'A' Part 'B'	See Schedule 'A' Part 'B'
Sign Permit	See Schedule 'A' Part 'B'	See Schedule 'A' Part 'B'	See Schedule 'A' Part 'B'

Schedule 'A' part 'B'
Fees payable for building permits

		FEE PAYABLE (2026)	FEE PAYABLE (2027)	FEE PAYABLE (2028)
TYPE	ITEM	\$ Per m2 min fee \$330.33	\$ Per m2 min fee \$336.93	\$ Per m2 min fee \$343.67
Group A Assembly Occupancies	New or Additions	\$26.58	\$27.11	\$27.66
	Renovations / Interior Partitioning and Finishing	\$10.31	\$10.52	\$10.73
	Shell Only	\$17.59	\$17.94	\$18.30
	Mezzanine – Open	\$10.12	\$10.32	\$10.53
	Mezzanine - Enclosed	\$11.63	\$11.87	\$12.10
Group B Institutional Occupancies	New or Additions	\$28.54	\$29.11	\$29.69
	Renovations / Interior Partitioning and Finishing	\$10.38	\$10.58	\$10.80
	Shell Only	\$20.23	\$20.64	\$21.05
	Mezzanine – Open	\$10.12	\$10.32	\$10.53
	Mezzanine - Enclosed	\$11.63	\$11.87	\$12.10
Group C Residential Occupancies	New or Additions – SFD, Semi Link, Towns	\$19.90	\$20.30	\$20.70
	Other Multiples Group C	\$11.85	\$12.08	\$12.33
	Hotel, Motel	\$14.64	\$14.93	\$15.23
	Accessory buildings - Attached or detached	\$9.87	\$10.07	\$10.27
	Below Grade Entrance (each)	\$600.65	\$673.87	\$687.34
	Carport attached to house	\$6.48	\$6.61	\$6.74
	Covered or enclosed porches	\$9.05	\$9.24	\$9.42
	Decks - Porch no roof	\$6.61	\$6.74	\$6.87
	Fireplace / Woodstove (each)	\$155.45	\$158.56	\$161.73

	Interior Renovation / Finished basement	\$9.48	\$9.67	\$9.87
	Mezzanine – Open	\$10.12	\$10.32	\$10.53
	Mezzanine - Enclosed	\$11.63	\$11.87	\$12.10
	Model Certification - per model	\$1,275.00	\$1,300.50	\$1,326.51
	Model Certification - per elevation and option change	\$408.00	\$416.16	\$424.48
	New Roof (structural only)	\$7.93	\$8.09	\$8.25
	Secondary unit within a house or accessory building	\$14.92	\$15.22	\$15.53
	Walkout Basements charged at 50% of basement area	\$19.90	\$20.30	\$20.70
Group D Business and Personal Services	New or Additions	\$18.85	\$19.23	\$19.61
	Renovations / Interior Partitioning and Finishing	\$9.64	\$9.83	\$10.03
	Shell Only	\$13.67	\$13.94	\$14.22
	Mezzanine – Open	\$10.12	\$10.32	\$10.53
	Mezzanine - Enclosed	\$11.63	\$11.87	\$12.10
Group E Mercantile	New or Additions	\$18.85	\$19.23	\$19.61
	Renovations / Interior Partitioning and Finishing	\$9.64	\$9.83	\$10.03
	Shell Only	\$13.67	\$13.94	\$14.22
	Mezzanine – Open	\$10.12	\$10.32	\$10.53
	Mezzanine - Enclosed	\$11.63	\$11.87	\$12.10
Group F1, F2, F3	New or Additions	\$13.87	\$14.15	\$14.43
	Renovations / Interior Partitioning and Finishing	\$8.48	\$8.65	\$8.83
	Shell Only	\$10.36	\$10.57	\$10.78
	Mezzanine – Open	\$10.12	\$10.32	\$10.53
	Mezzanine - Enclosed	\$11.63	\$11.87	\$12.10

Farm Buildings	New, Additions	\$4.82	\$4.92	\$5.01
	Renovations / Interior Partitioning and Finishing	\$2.86	\$2.91	\$2.97
Lot Grading Deposits	New Single-Family Dwelling (no more than 2 units)	\$3,500.00	\$3,500.00	\$3,500.00
	Accessory buildings greater than 55m ²	\$1,500.00	\$1,500.00	\$1,500.00
	Group C not listed above and residential buildings with more than 2 units – 1% of the building permit fee subject to the minimum	\$5,000.00	\$5,000.00	\$5,000.00
	Group A, B, D, E, F Occupancies - 1% of the building permit fee subject to the minimum	\$10,000.00	\$10,000.00	\$10,000.00
File Opening Fee	Administrative Fee	\$33.04	\$33.70	\$34.37
Abandoned Permit Application	Re-activation fee for an abandoned building permit application	\$129.54	\$132.13	\$134.77
Permit Extension Fee	To be applied where work has not commenced within 6 months of permit issuance or more than one year has occurred between inspections.	\$129.54	\$132.13	\$134.77
Transfer Permit	To be applied where ownership has changed prior to the completion of a permit (flat fee)	\$197.93	\$201.88	\$205.92

Schedule 'A' part 'B' continued
Plumbing and HVAC systems

		FEE PAYABLE (2026)	FEE PAYABLE (2027)	FEE PAYABLE (2028)
TYPE	ITEM	Per Item	Per Item	Per Item
Plumbing Permit (to be used to ensure compliance with Part 7 of the Ontario Building Code)	Plumbing permit fee	\$265.30	\$270.61	\$276.02
	Per fixture (residential)	\$13.64	\$13.91	\$14.19
	Per fixture (non-residential)	\$19.51	\$19.90	\$20.30
	Backflow preventor (each)	\$53.28	\$54.34	\$55.43
	Conversion from Septic	\$159.18	\$162.36	\$165.61
	Fire hydrant	\$44.08	\$44.96	\$45.86
	Fire Main / Suppression tank	\$265.30	\$270.61	\$276.02
	Manhole, Catch basin (each)	\$44.08	\$44.96	\$45.86
	Sanitary, Storm, Water service (each)	\$159.18	\$162.36	\$165.61
	Sprinklers Only (per storey)	\$330.33	\$336.93	\$343.67
	Water storage tank / Cistern (each)	\$330.33	\$336.93	\$343.67
HVAC Systems	ITEM	\$ Per item	\$ Per item	\$ Per item
	Commercial Kitchen Exhaust, Spray Booth, Dust Exhaust	\$273.39	\$278.85	\$284.43
	HVAC system Single Family Dwelling	\$194.65	\$198.54	\$202.51
	HVAC System or Alterations for Additions and Second Units	\$159.18	\$162.36	\$165.61
	HVAC System for Small Buildings ≤ 600m ²	\$422.36	\$430.81	\$439.42
	HVAC System for Large Buildings > 600m ²	\$689.79	\$703.58	\$717.65
	Outdoor Woodburning Appliance	\$265.30	\$270.61	\$276.02

Schedule 'A' part 'B' continued
Designated structures

		FEE PAYABLE (2026)	FEE PAYABLE (2027)	FEE PAYABLE (2028)
ITEM	Description (Ontario Building Code references as amended)	\$ as noted, or min fee \$330.33	\$ as noted, or min fee \$336.93	\$ as noted, or min fee \$343.67
Crane runway	As per Div. A 1.3.1.1. of the OBC	\$462.46	\$471.71	\$481.14
Demountable stage	As per Div. A 1.3.1.1. of the OBC	\$330.33	\$336.93	\$343.67
Demountable support structure	As per Div. A 1.3.1.1. of the OBC	\$330.33	\$336.93	\$343.67
Dish Antennae	That is mounted on a building and has a face area equal to or greater than 5 m ²	\$330.33	\$336.93	\$343.67
Exterior storage tank and its supporting structure	Above or below ground that is not regulated by the Technical Standards and Safety Act, 2000	\$198.20	\$202.16	\$206.20
Outdoor Pool (per m ²)	As per Div. A 1.3.1.1. and Part 3 of the OBC	\$26.58	\$27.11	\$27.66
Outdoor Public Spa (per m ²)	As per Div. A 1.3.1.1. and Part 3 of the OBC	\$26.58	\$27.11	\$27.66
Pedestrian Bridge Permanent solid nutrient storage facility	That is appurtenant to a building	\$462.46	\$471.71	\$481.14
Permanent Solid Nutrient Storage Facility	With supporting walls exceeding 1,000mm in exposed height	\$330.33	\$336.93	\$343.67
Retaining Wall (per linear m)	That exceeds 1 000 mm in exposed height adjacent to, (i) public property, (ii) access to a building, or (iii) private property to which the public is admitted	\$10.16	\$10.36	\$10.57

Sign (3.15 of OBC) (each)	Signs regulated by 3.15. of Division B of the OBC	\$330.33	\$336.93	\$343.67
Solar Collectors (each)	Mounted on a building and has a face area greater than or equal to 5m ² and ground mounted solar collectors with a foundation area greater than 10m ²	\$330.33	\$336.93	\$343.67
Structure that supports a wind turbine generator	As per Div. A 1.3.1.1. and Part 3 of OBC That has a rated output of more than 3 kW	\$330.33	\$336.93	\$343.67

Schedule 'A' part 'B' continued
Stand alone and miscellaneous works

	FEE PAYABLE (2026)	FEE PAYABLE (2027)	FEE PAYABLE (2028)
ITEM	\$ as noted, or min fee \$330.33	\$ as noted, or min fee \$336.93	\$ as noted, or min fee \$343.67
Additional inspection	\$159.18	\$162.36	\$165.61
Air supported tent structure (per m ²)	\$7.37	\$7.51	\$7.66
Alternative solution review per hour	\$159.18	\$162.36	\$165.61
Building Compliance Letter	\$159.18	\$162.36	\$165.61
Ceiling (added or replacement) rated assembly per m ²	\$0.74	\$0.75	\$0.77
Certificate of Compliance (when requested - discharge of Order)	\$159.18	\$162.36	\$165.61
Compliance inspection	\$319.92	\$326.32	\$332.85
Compliance letter	\$159.18	\$162.36	\$165.61
Decks (other than C Occupancies)	\$6.61	\$6.74	\$6.88
Demising wall only (separating tenant space) per linear metre	\$3.12	\$3.18	\$3.25
Electromagnetic locks (each)	\$97.04	\$98.98	\$100.96
Emergency Lighting (per storey)	\$41.62	\$42.45	\$43.30
Fire Alarm system (new, retrofit) (each)	\$371.42	\$378.85	\$386.43
Fire Doors (retrofit) (each)	\$33.65	\$34.32	\$35.01
Foundation only or repair per linear metre	\$8.70	\$8.87	\$9.05
Guard replacement (per linear m)	\$2.69	\$2.75	\$2.80
Issuance of Order - Administrative fee	\$447.89	\$456.85	\$465.99
LCBO Inspection	\$159.18	\$162.36	\$165.61
Limiting Distance Agreement	\$371.42	\$378.85	\$386.43
Mic. Work not listed herein - per \$1,000 of construction value	\$13.47	\$13.74	\$14.02

New roof, non-residential (structural only) (per m2)	\$9.55	\$9.74	\$9.94
Occupancy permit	\$159.18	\$162.36	\$165.61
Overtime fee per hour (requested after hours review or inspection)	\$159.18	\$162.36	\$165.61
Portable Classroom	\$403.26	\$411.32	\$419.55
Registering and or discharging an Order on Title	Legal fee + 10%	Legal fee + 10%	Legal fee + 10%
Registering and or discharging agreement on Title	Legal fee + 10%	Legal fee + 10%	Legal fee + 10%
Revision to permits residential no more than 4 units	\$161.93	\$165.16	\$168.47
Revision to permits - not listed above	\$520.20	\$530.60	\$541.22
Revocation of permit (deferral)	\$265.30	\$270.61	\$276.02
Search and copy of documents + rate per page	\$26.53	\$27.06	\$27.60
Shipping container - 2 or more connected with roof	\$9.87	\$10.07	\$10.27
Shipping container greater than 15m2	\$9.87	\$10.07	\$10.27
Telecommunications Tower exceeding 16.2m above grade (flat fee + 1% of con value)	\$371.42	\$378.85	\$386.43
Temporary Structure - Sales pavilion, Buildings	\$419.56	\$427.95	\$436.51
Temporary Structure - Tent (per month)	\$265.30	\$270.61	\$276.02
Third party review (Consultant or Engineer)	Actual cost only	Actual cost only	Actual cost only
Underpinning (per linear m)	\$11.03	\$11.25	\$11.47
Wall recladding (for limiting distance) (per m2)	\$0.74	\$0.75	\$0.77
Window Replacement if larger opening - \$100 + fee per window	\$53.06	\$54.12	\$55.20