

Building User Fees & Service Charges

| USER FEE DESCRIPTION | Fee Basis | 2026 Approved |
|---|--------------------|------------------|
| CALCULATION OF PERMIT FEES FOR CONSTRUCTION | | |
| Permit fees shall be calculated based on the formula given below, unless otherwise specified in this schedule | | |
| Permit fee = SI x A Where: SI = Service Index for Classification of the work proposed; and A = Floor area in square fee (sq.ft.) of work involved | | |
| MINIMUM PERMIT FEE | | |
| Notwithstanding the fees indicated below, a minimum fee of shall be charged for all work, unless otherwise noted | Minimum Fee | \$ 230.00 |
| NEW CONSTRUCTION/ADDITIONS | | |
| Group A - Assembly Occupancies | | |
| Examples: School, church, restaurant, daycare, hall, recreation facility, other | per sq. ft. | \$ 3.02 |
| Shell Only | per sq. ft. | \$ 2.38 |
| Group B - Institutional Occupancies | | |
| Examples: Hospital, retention facility, nursing home, other | per sq. ft. | \$ 3.31 |
| Group C - Residential Occupancies | | |
| Single, Semi, Duplex Dwelling | per sq. ft. | \$ 2.16 |
| Multiple Unit Dwellings (apartments, townhouses, etc.) | per sq. ft. | \$ 2.16 |
| Hotel/Motel | per sq. ft. | \$ 2.16 |
| Other residential | per sq. ft. | \$ 2.16 |
| Group D - Business And Personal Services | | |
| Examples: Office, Bank, other | per sq. ft. | \$ 2.82 |
| Shell Only | per sq. ft. | \$ 2.22 |
| Group E - Mercantile Occupancies | | |
| Examples: Store, plaza/mall, retail shop, other | per sq. ft. | 2.82 |
| Shell Only | per sq. ft. | 2.22 |
| Group F - Industrial Occupancies | | |
| Examples: Industrial mall/plaza, garage, plant, factory, warehouse, other | per sq. ft. | \$ 1.42 |
| Shell Only | per sq. ft. | \$ 1.12 |

| USER FEE DESCRIPTION | Fee Basis | 2026 Approved |
|---|------------------|----------------------|
| SPECIAL CLASSES OCCUPANCIES | | |
| Farm Building | per sq. ft. | \$ 0.44 |
| Greenhouses | per sq. ft. | \$ 0.26 |
| Trailer | Each | \$ 230.00 |
| Tent/temporary fabric structure | Each | \$ 387.00 |
| Residential: Garage/carport/accessory building | per sq. ft. | \$ 0.61 |
| Residential: Uncovered deck - less than 300 sf | Each | \$ 230.00 |
| Residential: Uncovered deck - greater than 300 sf | Each | \$ 263.00 |
| Residential: Covered deck/porch | per sq. ft. | \$ 0.61 |
| Residential: Sunroom/solarium addition | per sq. ft. | \$ 1.42 |
| ALTERATIONS AND REPAIRS | | |
| Group A & B Occupancies | per sq. ft. | \$ 1.03 |
| Group C, D & E | per sq. ft. | \$ 0.90 |
| Group F | per sq. ft. | \$ 0.60 |
| Foundation | per sq. ft. | \$ 0.60 |
| Finished basement (residential) | per sq. ft. | \$ 0.60 |
| Secondary Dwelling Unit | per sq. ft. | \$ 0.90 |
| Roof structure | per sq. ft. | \$ 0.26 |
| Woodstove/fireplace/chimney | per sq. ft. | \$ 230.00 |
| Kitchen Hood Exhaust and Suppression System | Flat Fee | \$ 403.00 |
| Fire Alarm, sprinkler, standpipe upgrades/installations | per sq. ft. | \$ 368.00 |
| Other minor alterations - no plans | Flat Fee | \$ 230.00 |
| HVAC | Flat Fee | \$ 230.00 |
| Electromagnetic Locks | Flat Fee | \$ 230.00 |
| PARTIAL PERMITS/STAGED CONSTRUCTION | | |
| Percentage of total fee for application occupancy | | |
| Foundation (Complete to grade including underground services) | Min. Fee plus % | min fee plus 20% |
| Building Shell | Min. Fee plus % | min fee plus 30% |
| Building Completion | Min. Fee plus % | min fee plus 50% |

| USER FEE DESCRIPTION | Fee Basis | 2026 Approved |
|--|------------------------------------|----------------------------|
| DESIGNATED STRUCTURES | | |
| Communication Tower (not including accessory Building) | Flat Fee | \$ 442.00 |
| Retaining Wall/Pedestrian Bridge | Fee per linear foot | \$ 5.31 |
| Solar Collectors | Flat Fee | \$ 230.00 |
| Signs - not structurally supported by building | Flat Fee | \$ 442.00 |
| Other Designated Structures | Flat Fee | \$ 442.00 |
| PLUMBING ONLY : | | |
| Residential Services | | |
| Building sanitary, storm or water services(individually or in combination) | Flat Fee | \$ 230.00 |
| Interior alterations with or without additional fixtures | Min. Fee plus charge per unit | \$230 plus \$14.01/fixture |
| Other Occupancies: | | |
| Fixture, appliance, catch basin, interceptor, sewage ejector, roof drain, other | Min. Fee plus charge per unit | \$230 plus \$17.68 each |
| Buried Piping (including storm, sanitary & water services) | Min. fee or charge per linear foot | \$230 or \$0.93 per ft |
| DEMOLITION | | |
| All buildings up to 3,000 sq. ft. (gross) | Flat Fee | \$ 230.00 |
| Demolitions greater than 3000 sq. ft. (gross) | per sq. ft. | \$ 0.11 |
| MOVE | | |
| Move (not including building) | Flat Fee | \$ 230.00 |
| POOLS | | |
| Public Pool | Flat Fee | \$ 965.00 |
| Private Pool | Flat Fee | \$ 309.00 |
| WIND TURBINES | | |
| Pole Type - less than 3KW | Flat Fee | \$ 230.00 |
| Pole Type - greater than 3KW | Flat Fee | \$ 442.00 |
| Roof mounted | Flat Fee | \$ 643.00 |
| CHANGE OF USE | | |
| Permit for changing the use of a building or part thereof (additional fees apply where construction is proposed) | Flat Fee | \$ 230.00 |

| USER FEE DESCRIPTION | Fee Basis | 2026 Approved |
|--|----------------------------------|------------------------------------|
| CONDITIONAL PERMIT PERMITS | | |
| Conditional Permit Fee | Flat Fee | \$ 612.00 |
| Amendment to Conditional Permit Agreement - Extension | Flat Fee | \$ 230.00 |
| Convert a conditional permit to a regular permit | Flat Fee | \$ 406.00 |
| TRANSFER OF PERMIT | | |
| Transfer of permit | Flat Fee | \$ 230.00 |
| DEFERRAL OF REVOCATION OF PERMIT | | |
| Deferral of revocation of a permit | | \$ 406.00 |
| PERMIT FEES ESTABLISHED BY VALUE | | |
| Permit fee based on value of construction | % of Construction Value | 2% |
| OTHER CHARGES/FEES | | |
| Building Permit Status/Clearance | Flat Fee | \$ 61.00 |
| Additional Inspection Request (not identified in regulation) | Flat Fee | \$ 191.00 |
| AGCO Agency Letter - Building sign off | Hourly Rate | \$ 135.00 |
| Demolition and Construction Agreement | Flat Fee | \$ 612.00 |
| Lot Grading Reviews (for proposed planning applications, i.e. consents) | Flat Fee | \$ 230.00 |
| Lot Grading and Damage Deposit (new dwelling unit) | Flat Fee | \$ 4,500.00 |
| Damage Deposit | Flat Fee | \$ 2,250.00 |
| Information Requests | Base Fee plus Hourly Rate | \$45 plus \$25 per 1/2 Hour |
| COMMENCEMENT OF WORK - NO PERMIT | | |
| Where construction has commenced prior to the issuance of the required permit for any of the Classes, the applicable fee shall be doubled. Construction is considered to be the placing of concrete or any plumbing or drain work. | 2 x Applicable Fee | 2 x Applicable Fee |
| RE-INSPECTION FEE | | |
| Re-inspection fee due to improper work, not ready or similar | Flat Fee | \$ 145.00 |
| LIMITING DISTANCE AGREEMENT | | |
| Limiting Distance Agreement | Flat Fee | \$ 612.00 |

| USER FEE DESCRIPTION | Fee Basis | 2026 Approved |
|---|--|--|
| ALTERNATIVE SOLUTION | | |
| All Buildings/systems under Part 9 of the OBC (minimum 5 hours) | Base Charge plus Hourly Rate above 5 Hours | \$675 plus \$135/Hour above 5 hours |
| All other Buildings/systems (minimum 10 hours) | Base Charge plus Hourly Rate above 10 Hours | \$1350 plus \$135/Hour above 10 hours |
| Deposit for the 3rd Party Consultant review (if required). Final fee will be actual review cost less the deposit | Deposit | \$ 4,000.00 |
| AFTER HOURS SERVICE (in addition to permit fee) | | |
| Single Family Dwelling (New, Additions, Renovations) | Flat Fee | \$ 690.00 |
| All other projects except minor projects (noted below) | Flat Fee | \$ 1,035.00 |
| Minor Projects (where minimum building permit fee applies) | Flat Fee | \$ 345.00 |
| Notes: | | |
| 1. Permit fees are related to \$/square foot, \$/linear foot or flat fee as shown. | | |
| 2. Square foot refers to the gross area of all floors above grade as measured to the exterior of the building/structure. | | |
| 3. Where there is no floor or exterior walls for the project, the area is considered to be the greatest horizontal area of the structure. | | |
| 4. There are no deductions from gross floor area for openings such as stairs, ramps, shafts, etc. | | |
| 5. Unfinished basements, crawl spaces, attached residential garages up to a double garage, are not used in fee calculations of new dwellings units or additions greater than 1000 square feet. | | |
| 6. Major Occupancy shall be based on the Ontario Building Code. | | |
| 7. If the work cannot be described otherwise, the permit application fee shall be based on the value of construction. | | |
| 8. Where a permit has been issued and the permit holder requests changes or revisions to the drawings an additional shall be levied at \$135 per hour rounded to the nearest one-half hours and the Chief Building Official may require a fee deposit prior to commencing review of the proposed revisions. | | |
| 9. Lot Grading, Damage and Road Cleaning Deposit (new dwelling unit) is refundable when the construction is complete and the file can be closed including the final grading being confirmed by an Ontario Land Surveyor or Professional Engineer. For construction of townhouses or similar drawings that consist of more than two residential units, the deposits shall be calculated on a per unit basis. | | |
| 10. Damage and Road Cleaning Deposit is refundable when construction is complete and the file can be closed. | | |