

Schedule X
Permits for Construction, Demolition, Occupancy and Change of Use, Transfer of Permits and Inspections

New Building Construction and Additions^{6,8}	Permit Fee Details¹⁻¹⁶	2019 Fee
Minimum Fee for All Building Permits⁹		\$115.00
Major Occupancy⁷		
Group A – Assembly Occupancies	Per square foot	\$1.23
Examples: School, church, restaurant, daycare, hall, transit, recreation facility, other		
Group B – Institutional Occupancies	Per square foot	\$1.53
Examples: Hospital, retention facility, nursing home, other		
Group C – Residential Occupancies		
Single detached dwelling	Per square foot	\$1.17
Semi-detached dwelling, duplex dwelling	Per square foot	\$1.17
Townhouse	Per square foot	\$1.17
Multiple unit dwellings, apartment building, townhouse	Per square foot	\$1.17
Hotels, motels	Per square foot	\$1.17
Other residential	Per square foot	\$1.17
Group D – Business/Personal Services Occupancies		
Examples: Office, bank, medical, police station, other	Per square foot	\$1.17
Group E – Mercantile Occupancies		
Examples: Store, shopping mall/plaza, shop, market, retail, other	Per square foot	\$1.17
Group F – Industrial Occupancies		
Examples:		
Industrial mall/plaza/garage, plant, factory, warehouse, other	Per square foot	\$0.77
Industrial buildings with no partitions, no plumbing and no mechanical	Per square foot	\$0.46
Special Categories/Occupancies		
Farm building, greenhouse	Per square foot	\$0.29
Park Model Trailer	Each	\$200.00
Tent, temporary fabric structure	Each	\$200.00
Renewable Energy Projects		See note 12 (Min. \$200.00)
Houses: ¹⁴		
Garage, carport	Per square foot	\$0.57
Covered deck/porch	Per square foot	\$0.35
Uncovered deck/porch	Per square foot	\$0.35
Sunroom/solarium	Per square foot	\$0.67
Shed/accessory building	Per square foot	\$0.57

Alterations	Permit Fee Details¹⁻¹⁶	2019 Fee
Unfinished basement (new or replaced foundation) Under pinning foundation	Per square foot	\$0.28 See note 12 (Min. \$200.00)
Roof structure Fireplace, woodstove, chimney	Per square foot Each	\$0.12 \$115.00
Interior Alterations: Interior alterations, all occupancies, except finished basements	Per square foot	\$0.55
Finishing basement	Per square foot	\$0.55
Other minor alteration		See note 12

Partial Permit/Staged Construction¹¹	2019 Fee
All partial permits subject to a surcharge applied to the stage permit value	50%
Foundation Stage¹¹ Complete to grade including or excluding underground services within building	15%
Building Shell Stage¹¹ Completed structural shell stage	40%
Completed architectural shell stage	80%
Building Completion Stage¹¹ Includes completed building stage	100%

Plumbing Only	Permit Fee Details¹⁻¹⁶	2019 Fee
Fixture; plumbing appliance; stack; interceptor; tank; floor drain; sewage ejector; sump; manhole; catchbasin; rain water leader; other	Each	\$9.11
All buried piping including building drain and sewer; building storm drain and sewer; storm drainage piping; water service pipe	Per linear foot	\$1.15
Water distribution pipe inside a building	Each	\$115.00
Residential¹⁴ Replace buried water service, sanitary drains or storm drains (single fee applies if multiple services are replaced at the same time)	Each	\$200.00

Mechanical HVAC Only	Permit Fee Details¹⁻¹⁶	2019 Fee
Group A, B, C (except houses), D E	Per square foot	\$0.08
Houses		\$115.00
Group F	Per square foot	\$0.07
Commercial type Kitchen Exhaust		See note 12

Pool	2019 Fee
Public pool	\$331.00
Private pool	\$131.00

Designated Structure	2019 Fee
As defined in the Ontario Building Code	See note 12

Demolition	Permit Fee Details¹⁻¹⁶	2019 Fee
Houses ¹⁴ and buildings less than 3,000 square feet (gross area)	Per square foot	\$115.00
Other demolitions	Each	\$0.07

Conditional¹⁵	2019 Fee
Surcharge	50%

Change of Use	2019 Fee
Permit for the change of use of a building or part thereof (additional fees apply where construction is proposed)	\$120.00

Occupancy	2019 Fee
<i>Permit to allow occupancy</i>	
Houses, semi-detached dwellings, townhouses	\$110.00
Other buildings	\$110.00
<i>Permit to allow partial occupancy</i>	
For area of building to be occupied (per square foot gross floor to be occupied)	\$0.07
Review of proposed application	\$100/hour

Transfer	2019 Fee
Transfer of permit to a new owner	\$110.00

Deposits Required for Permits		2019 Fee
New Main Buildings	Houses	\$1,050.00
Additions, Accessory	Houses	\$525.00
	Other than Houses	\$525.00
Alterations	Houses	\$525.00
	Other than Houses	\$525.00
Demolitions	Main Building	\$2,100.00
	Accessory, Partial	\$525.00
Pools	In ground	\$525.00
Other	See note 4	\$525.00
New Main Buildings and Additions and Renovations	Industrial, Commercial Institutional and Residential other than Houses	\$1,050.00
Lot Grading Deposit	All categories of construction (as necessary)	\$2,100.00

Notes regarding Deposits:

- a. No deposit is required for the following:
 - i. Uncovered decks on piers
 - ii. Tents and fabric structures
- b. "Houses" includes single detached, semi-detached, duplexes, triplexes and townhouses.
- c. "Other than Houses" includes Plumbing only, Mechanical HVAC only, Designated Structures, etc.
- d. The requirement for a new deposit may be waived where the City already holds a deposit with an owner on the same property with respect to an open permit file with the City, provided:
 - i. The deposit already held is equal or larger than the amount specified in this Schedule.
 - ii. There is no existing damage to City property as a result of work on the lot.
 - iii. The existing deposit is recorded on all applicable permit files as being held as security for other permits.

Additional Fees and Charges	2019 Fee
Discharge of an Order from property title	\$772.00
Submitting an application for Permit Minimum non-refundable fee for submitting all permit applications	\$115.00
<i>Alternative Solution</i> application (per hour, minimum 4 hours)	\$100.00
Third Party Review of Building Permit Application ¹⁷	Actual Cost

Refund of Permit Fees	2019 Fee
Permit Issued. Administration functions only have been performed. No field inspections have been performed.	50%
Additional deduction from eligible refund for each field inspection that had been performed.	\$100.00

Notes regarding Refunds:

- a) No refund will apply one year after date of permit issuance.
- b) If the calculated refund is less than the minimum fee applicable to any permit, no refund shall be made of the fees paid.
- c) No permit fee shall be refunded where the permit has been revoked by the Chief Building Official in accordance with the Act.

¹ Permit fee is \$/square foot, \$/linear foot, or \$ (flat rate).

² Square foot is gross of all floors above grade measured from the outer face of exterior walls, unless noted otherwise. Mezzanines, lofts, habitable attics and dwelling units below grade are included as floor areas for permit fee calculations.

³ Where there is no floor or exterior walls for the project, square foot is the greatest horizontal area of the structure. For example, buildings or structures supported by posts or columns.

⁴ \$115.00 paid at time of application plus \$50.00 for each additional inspection in excess of one where the building is not ready for occupancy and which must be paid prior to issuance of Occupancy Permit.

⁵ There are no deductions from the gross floor area for openings such as stairs, elevators, shafts, etc.

⁶ Cellars, unfinished basements and crawl spaces are not used in the fee calculation for new construction.

⁷ Major occupancy is based upon the Ontario Building Code.

⁸ New construction and additions include plumbing, HVAC and all other regulated building services/components.

⁹ Minimum permit fee for all Building Permits is \$115.00.

¹⁰ Revision or amendment to an open permit is a minimum \$50.00 fee plus \$50.00 per hour of administration time.

¹¹ For a Partial Permit, the percentage shown for the applicable stage of construction (minus the percentage for any previous Partial Permits) must be multiplied by the applicable permit application fee shown for new construction and then increased by a 50% administrative surcharge to obtain the required total fee for that stage.

¹² If the work regulated by the permit cannot be described otherwise, the permit application fee shall be \$13.00 for each \$1,000.00 value of work proposed.

¹³ Houses in Special Categories and Alterations includes semi-detached, duplexes, triplexes, and townhouses.

¹⁴ See "Deposits Required for Permits" for deposits which may be required.

¹⁵ The fee for a Conditional Permit is equal to the regular permit fee described above plus an additional administrative surcharge of 50% of the regular permit fee. If the Conditional Permit also happens to be a Partial Permit, the Partial Permit fee already increased by 50% must be increased by an additional 50% to obtain the required total fee.

¹⁶ A 50% reduction in the fees payable will be applicable to all properties that are located within the project area boundaries of the Olde Humberstone Main Street Community Improvement Plan, Downtown Central Business District Community Improvement Plan, Brownfield Community Improvement Plan and East Waterfront Community Improvement Plan.

¹⁷ Third Party Review of applications are undertaken at the discretion of the Chief Building Official and may be required for very large or complex developments. The Chief Building Official may require that the estimated or actual costs associated with the third party review be payable at any time prior to permit issuance.