

# Staff Report

## Building Division

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**DATE:** May 5, 2023

**TO:** KRISTEN VAN ALPHEN, MANAGER OF LEGISLATIVE SERVICES

**FROM:** KEVIN LINTHORNE, CHIEF BUILDING OFFICIAL

**SUBJECT:** 2023 BUILDING DIVISION FEES AND CHARGES

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The Ontario Building Code Act (section 3.(2). Section 7(1)(c)) requires the council of each municipality shall appoint a Chief Building Official and such inspectors as are necessary for the enforcement of the Act and states council may pass a by-law requiring the payment of fees and prescribing the amount of fees on application for and on issuance of permits.

### Sign Permits Fees

The City's Building Division with input from the Planning Division undertake the review of applications for sign permits.

The City's Sign Permit fees have not been updated or amended since the Sign By-Law was updated in 2014 and have not kept up with the increase costs to administer. It is proposed that we increase the necessary fees to better align with the cost of the review, inspection, and enforcement of these permits.

The proposed cost of the fees being charged for Sign permits has been determined by comparing: the City's current fees to those of other municipalities; the cost of required administration, review, permit issuance and inspections, including staff time.

Staff are proposing to standardize and simplify the Sign Permit fees to better align with other municipalities and provide clarity on the costs to applicants.

## Current fees calculation VS Proposed fee calculations:

Currently Sign permits are being charged based on the overall area of sign face being proposed and type of sign (i.e., fascia, billboard etc.). Staff are proposing to move to a flat fee per sign based on the type of signs being proposed. In addition, sign types have been broken down to be clearer as to the cost per proposed sign.

### Building Permit Fees

Staff are proposing an increase in the following fees listed in the attached table #5. This would move the City to be in line with the majority of our comparator municipalities and other urban based areas.

In addition to moving the City's fees in line with other similar sized communities, the proposed increases account for the fees associated with the implementation of the new Cloudpermit software and associated costs to the City. While there are significant internal process improvements allowed by the use of this software and external customer service benefits, the cost of the software is approximately \$26,000 annually.

### Tent Permit Fees

Staff are proposing an increase to the tent permit applications and the introduction of fees for demountable stages and demountable support structures due to a change in the Ontario Building Code that came into effect February 28<sup>th</sup>, 2023.

The provincial changes now require certain size stages and support structures to be regulated by the Ontario Building Code and require a permit application to be applied for, and site inspections. We have determined a cost based on staff time for administration, review, and inspection.

### Research, Scanning & Printing

Staff are proposing to add additional fees for researching historic permits, and for all scanning and printing of permit documents. Current permit applications and documents are all accepted digitally, and physical copies are not retained on file. The proposed fees are to cover staff time and City resources.

### Foundation Permit

Staff are proposing a new Foundation Permit option and an associated fee. The proposed fee is based on the length of staff time to process, and a

certain level of liability taken on by the City. This fee will be in addition to the standard Building Permit fees charged once a full permit is ready to issue. The use of a foundation permit is for when a builder wants to start the foundation work before the building permit is ready to issue, often due to minor deficiencies that will not affect the foundation design.

### Inspection Fee

Staff are proposing a new fee for additional inspections that will be applicable for pre-inspections and re-inspections for failed inspections. The new fee will assist in recuperating the cost of time spent on inspections that are not part of an existing building permit or inspections that are conducted multiple times due to deficiencies or lack of readiness to inspect.

### Administrative

Further clarification of administrative fees charged on plumbing permits and minor clerical errors from the last revision of the Fees and Charges By-Law have been addressed with this proposal and are outlined in red on attachment #5.

Moving forward staff proposes an increase of 5% of all fees coming into effect on January 1<sup>st</sup> of 2024 and again on January 1<sup>st</sup> of 2025. Proposed fees can be seen on attachment #6.

Attached to this report are the following supporting documents:

1. Fee comparison – Sign Permit Fees (Proposed VS Current)
2. Current Sign Permit Fees- Owen Sound VS Other Municipalities
3. Residential Fee comparison – Owen Sound VS Other Municipalities
4. Example Dwelling Permit
5. City of Owen Sound Proposed Fee Schedule
6. City of Owen Sound Proposed 2024 and 2025 Fee Increase Schedule

**Prepared by:** Kayla Hyndman



**Submitted by:** Kevin Linthorne



**Approved by:** Pamela Coulter



Fee comparison – Sign Permit Fees (Proposed VS Current)

SIGN TYPE	FEE NEW	FEE OLD	UNIT	APPLICABLE TAX	NOTES
Banner	\$100.00	\$20.00/m2	Per sign	Exempt	Non temp
Billboard	\$500.00	\$20.00/m2	Per sign	Exempt	Requires OBC review
Developer Sign	\$500.00	\$20.00/m2	Per Sign	Exempt	
Facia Sign, EMD	\$100.00	\$20.00/m2	Per sign	Exempt	
Projecting Sign	\$100.00	\$20.00/m2	Per sign	Exempt	
Roof Sign (≤10m2)	\$300.00	\$20.00/m2	Per sign	Exempt	
Roof Sign (≥ 10m2)	\$500.00	\$20.00/m2	Per sign	Exempt	Greater than 10m2 need an OBC review
Ground Sign	\$100.00	\$20.00/m2	Per sign	Exempt	
Pylon Sign (≤7.5m high)	\$400.00	\$20.00/m2	Per sign	Exempt	
Pylon Sign (≥7.5m high)	\$500.00	\$20.00/m2	Per sign	Exempt	Taller than 7.5m needs a P.Eng review of the install & OBC review
Sandwich/ H-Frame sign	\$50.00	\$20.00/m2	Per sign	Exempt	
Portable Signs	\$200.00	\$100.00	Per sign	Exempt	Requires additional site visits for enforcement
Temporary, Event Signs	\$50.00	\$25/\$50	Per sign	Exempt	Includes temp banner
Real Estate Firm Annual	\$60.00	\$60	Per year	Exempt	Leave the same fee may be removed when bylaw is amended
All sign permits are a minimum of \$100.00					

Permit Fees Currently VS Proposed Based on previous 2 years
2021/2022 = \$8,490.00
2024 = \$12,600.00

Examples

Sign Permit	Type	Old Fee	New Fees
ANDPET Reality Limited	Ground Sign	\$80.00	\$100.00
Montana's	Portable Sign	\$100.00	\$200.00
Booster Juice	Facia Sign	\$75.00	\$100.00

Current Sign Permit Fees- Owen Sound VS Other Municipalities

Municipality	Sandwich Board	Developer Sign	Banner, Billboard, EMD	Cross Street Banner	For-Profit Community Event Sign	Portable Sign	Temporary Banner	Real Estate Firm Annual Sign Permit	Comments
Owen Sound	\$20.00/m2	\$20.00/m2	\$20.00/m2	Actual Cost	\$50.00	\$100.00	\$25.00	\$60.00	
Orangeville	\$75.00	\$1000 + 250 add.	≤ 1m2 \$50/ ≥1m2 \$50 + \$20 per m2 over	same	same	\$100 per sign per month	same	\$0.00	
Brockville	\$75.00	0 but only 1	\$75.00	\$75	\$75	\$75	\$75.00	\$0.00	
Orillia	\$50 + \$10/m2 over 3m2	\$134	\$50 + \$10 per m2 over 3m2	\$50 + \$10 per m2 over 3m2	\$50 + \$10 per m2 over 3m2	\$50 + \$10 per m2 over 3m2	\$50 + \$10 per m2 over 3m2	\$0.00	25% penalty for install with no permit
Stratford	\$51.00	\$0.00	\$226.00	\$51.00	\$51.00	\$226.00	\$51.00	\$0.00	
St. Thomas	\$0.00	\$0.00	\$100 for fascia o for temp	\$0.00	\$0.00	\$250.00	\$0.00	\$0.00	No permits for temp signs only for permanent ones
Georgian Bluffs	\$50 each per 6 months	\$0.00	\$10/m2 or \$15/m2 if lights	\$50 each per 6 months	\$50 each per 6 months	\$50 each per 6 months	\$50 per 6 months	\$0.00	all permanent signs \$10 or \$15/m2, temp sign \$50 for 6 months
Meaford	\$100.00	\$0.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$0.00	
Saugeen Shores	\$0.00	\$81.51	\$81.51	\$0.00	\$0.00	\$0.00	\$0.00	\$81.51	
Town of Blue Mountains	\$0.00	\$0.00	\$75.00	\$75.00	\$75.00	\$25.00	\$75.00	\$0.00	
Barrie	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$260.10	\$0.00	\$0.00	Permit only required for mobile (portable) sign and post board (free standing billboard)
Sarnia	\$0.00	\$0.00	\$185.00	\$185.00	\$185.00	\$185.00	\$0.00	\$0.00	Signs regulated by OBC are \$215
Newmarket	\$122.76	\$486.90	\$122.86 for banner\$1788.43 for billboard	\$122.76	\$122.76	\$122.76	\$122.76	\$0.00	\$486.90 ground sign and fascia sign

All stats sourced from Municipalities directly.

Current Residential Permit Fees- Owen Sound VS Other Municipalities

Municipality	Administrative	Residential				
		New Dwelling per m <sup>2</sup>	Addition	Renovations	Decks	Accessory Structures
Owen Sound	\$50.00	\$13.76	\$12.00/m2	\$7.00/m2	\$120.00 Flat	\$4.00/m2
Orangeville	N/A	\$13.03	\$13.03/m2	\$7.00/m2	\$7.50/m2 (\$150.00 min)	\$7.50/m2 (\$150.00 min)
Brockville	N/A	\$2,655 flat	\$651.00 or \$8.93/m2	\$382.00 or \$8.93/m2	\$212.00 or \$4.84m2	\$382.00 or \$8.93/m2
Orillia	\$116.00	\$16.46	\$16.46/m2	\$3.34/m2	\$185.00	\$175.00
Stratford	N/A	\$15.06	\$15.06/m2	\$4.84/m2	\$190.00	\$190.00
St.Thomas	N/A	\$8.60	\$10.76/m2 (\$500 min)	\$9.68/m2 (\$200 min)	\$150.00	\$150.00
Arran-Elderslie	N/A	\$16.67	\$16.67/m2	\$14.00/th	\$8.60/m2 (\$120.00 min)	\$8.06/m2 or \$5.38/m2
Chatsworth	\$150.00	\$5.38	\$5.38/m2	\$10.00/th	\$5.38/m2	\$4.30/m2
Georgian Bluffs	N/A	\$12.37	\$12.37/m2	\$8.61/m2	\$5.38/m2	\$5.38/m2
Grey Highlands	\$150.00	\$6.99	\$9.00/th	\$9.00/th	\$150.00	\$4.30/m2
Meaford	N/A	\$16.46	\$16.46/m2	\$11.84/m2	\$188.00	\$6.46/m2
Saugeen Shores	N/A	\$9.95	\$9.95/m2	\$9.95/m2	\$6.45/m2	\$6.45/m2
South Bruce Peninsula	N/A	\$14.53	\$14.53/m2	\$14.53/m2	\$8.61/m2	\$8.61/m2
Town of Blue Mountains	N/A	\$16.00	\$16.00/m2	\$3.82/m2	\$175.00	\$175.00
West Grey	N/A	\$5.23	\$5.23/m2	\$10.00/th	\$5.23/m2	\$4.30/m2
Barrie	N/A	\$16.31	\$16.31/m2	\$7.35/m2	\$208.08	\$8.11/m2
Newmarket	N/A	\$15.86	\$15.86/m2	\$4.77/m2	\$200.90	\$200.90
Guelph	N/A	\$16.57	\$16.57/m2	\$5.16/m2	120	120

Average costs  
(Excluding OS)

\$12.84

Example of Dwelling Unit Fee (With proposed fee increase)

Municipality	Sample SFD							
	Unfinished Basement(58m2)	Main Floor (70m2)	Second Floor (86m2)	Attached 1 Car Garage (30m2)	Rear Deck (11m2)	Front Porch (5m2)	Extra Charges	TOTAL
Owen Sound	\$881.60	\$1,064.00	\$1,307.20	\$150.00	\$55.00	\$25.00	Admin fee \$50.00	\$3,532.80
Orangeville	\$0.00	\$912.10	\$1,120.58	\$225.00	\$82.50	\$37.50		\$2,377.68
Brockville	Living area over 2000sqft x \$0.83/sqft+ flat fee of \$2,655.00						plumbing- \$358.00	\$3,264.49
Orillia	\$0.00	\$1,152.20	\$1,415.56	\$175.00	\$185.00	\$185.00	plumbing- \$197.78 and \$75 occ fee	\$3,385.54
Stratford	\$0.00	\$1,054.20	\$1,295.16	\$380.00	\$190.00	\$190.00		\$3,109.36
St.Thomas	\$187.22	\$602.56	\$740.29	\$64.56	\$23.67	\$0.00	plumbing- \$200.00	\$1,818.30
Chatsworth	\$398.80	\$376.73	\$462.26	\$161.45	\$59.20	\$26.90		\$1,485.34
Georgian Bluffs	\$717.95	\$866.49	\$1,064.55	\$161.46	\$59.20	\$26.91	plus gas fire place \$150 and plumbing \$200	\$3,246.56
Grey Highlands	\$0.00	\$489.58	\$601.14	\$209.70	\$150.00	\$34.95	plumbing- \$195	\$1,680.37
Meaford	\$954.68	\$1,152.20	\$1,415.56	\$193.68	\$188.00	\$188.00	plumbing- \$75 per floor (\$225), \$1000 occ deposit	\$4,317.12
Saugeen Shores	\$602.90	\$696.50	\$855.70	\$193.50	\$70.95	\$32.25	plumbing- \$434.01 occ permit- \$114.84	\$3,000.65
South Bruce Peninsula	\$895.08	\$1,013.12	\$1,248.09	\$433.62	\$95.93	\$72.08		\$3,757.92
Town of Blue Mountains	\$0.00	\$1,120.00	\$1,376.00	\$0.00	\$0.00	\$0.00		\$2,496.00
West Grey	\$398.80	\$376.73	\$462.26	\$161.45	\$59.20	\$26.90		\$1,485.34
Barrie	\$0.00	\$1,141.70	\$1,402.66	\$489.30	\$179.41	\$81.55		\$3,294.62
Newmarket	\$919.88	\$1,110.20	\$1,363.96	\$475.80	\$174.46	\$79.30		\$4,123.60
Guelph	\$961.06	\$1,159.90	\$1,425.02	\$240.00	\$120.00	\$120.00		\$4,025.98
Average cost of permits								\$2,964.80

Example of Builder Profit

Example of Building Permit in Overall construction project	Cost
Cost of permit	\$3,532.80
Construction Value	\$380,000.00
Listing Price	\$899,999.00
Sold Price (Sold in 2022)	\$749,900.00
Cost of Permit VS Sold Price	0.47%

City of Owen Sound Proposed Fee Schedule

Service or Activity			Fee	Unit	Applicable Tax	Notes	
1.	Administration Fee		\$50.00	Residential permits	Exempt	Required for all permits in addition to fees listed below. Multi-residential is per unit	
			\$100.00	Non-residential permits	Exempt	Required for all permits in addition to fees listed below.	
Building Permit- Residential							
2.	New single detached, semi-detached, duplex, and row dwellings		\$15.20	Per m² of gross floor area	Exempt	See notes 1 and 2	
			\$5.00	Per m² for attached structures	Exempt	Includes garages, decks, and porches built with new dwelling	
3.	Multi-residential buildings, apartments, hotels, motels, triplexes		\$14.11	Per m² gross floor area	Exempt	See notes 1 and 2	
			\$7.00	Per m² gross floor area of parking structure	Exempt		
4.	Additions		\$15.20	Per m² gross floor area - Dwellings	Exempt	See note 2 and 6	
			\$14.11	Per m² gross floor area - multi-residential	Exempt	See note 2 and 6	
5.	Renovations		\$7.00	Per m² of renovated area - Dwellings	Exempt	See notes 2, 4, and 6	
			\$5.00	Per m² of renovated area - multi-residential	Exempt	See notes 2, 4, and 6	
6.	Detached Accessory structure		\$5.00	Per m² of building area	Exempt	See note 6	
7.	Decks/porches		\$150.00	Flat fee per structure	Exempt		
Building Permit- Non-Residential							
8.	Commercial Buildings		Shell Building	\$13.00	Per m² of gross floor area	Exempt	See note 6
			Finished Building	\$17.00	Per m² of gross floor area	Exempt	See note 2 and 6
			Additions	\$17.00	Per m² of gross floor area	Exempt	See note 2, 4, and 6
			Renovations	\$9.00	Per m² of gross floor area	Exempt	See notes 2, 4, and 6
9.	Institutional Buildings		Shell Building	\$13.00	Per m² of gross floor area	Exempt	See note 6
			Finished Building	\$19.00	Per m² of gross floor area	Exempt	See note 2 and 6
			Additions	\$19.00	Per m² of gross floor area	Exempt	See note 2, 4, and 6
			Renovations	\$11.00	Per m² of gross floor area	Exempt	See notes 2, 4, and 6
10.	Industrial Buildings		Shell Building	\$7.00	Per m² of gross floor area	Exempt	See note 6
			Finished Building	\$11.00	Per m² of gross floor area	Exempt	See note 2 and 6
			Additions	\$11.00	Per m² of gross floor area	Exempt	See note 2, 4, and 6
			Renovations	\$9.00	Per m² of gross floor area	Exempt	See notes 2, 4, and 6
11.	Designated Structures		\$12.00	Per \$1,000 of construction value	Exempt	Minimum fee \$240.00. Includes structures set out in Section 1.3.1.1.[A] of the Ontario Building Code	



Plumbing Permits					
12.	Residential	\$125.00	Per permit	Exempt	Permits for plumbing work not in combination with other construction work charged elsewhere. Accessory structures included. <b>Admin fee additional</b>
		\$42.50	Per additional dwelling unit	Exempt	
		\$4.00	Per plumbing fixture	Exempt	
13.	Commercial, Industrial, Institutional, and other Non-residential Uses	\$125.00	Per permit for Part 9 buildings	Exempt	Permits for plumbing work not in combination with other construction work charged elsewhere. Accessory structures included. <b>Admin fee additional</b>
		\$165.00	Per permit for Part 3 buildings	Exempt	
		\$4.00	Per plumbing fixture	Exempt	
14.	Site Services Only	\$11.00	Per \$1,000.00 prescribed value	Exempt	
Partial Permits					
16.	Conditional Building Permit	\$1000.00	Each	Exempt	Plus all other applicable permit fees required
17.	Foundation Only Permit	\$1000.00	Each	Exempt	
Demolition Permit					
18.	Demolition of Buildings	\$1.00	Per m² of gross floor area	Exempt	Minimum \$180.00 fee plus additional deposits
19.	Review of Demolition Plan	\$500.00	Flat fee	Exempt	For buildings requiring a P.Eng review as per article 1.2.2.1. of Div. C Part 1
Demolition Deposits					
20.	Accessory Structures	\$200.00	Per structure	Exempt	Refundable upon Final inspection
21.	Residential Dwellings	\$1,500.00	Per dwelling	Exempt	Refundable upon Final inspection
22.	Buildings - Small/medium	\$2,000.00	Less than 600m²	Exempt	Refundable upon Final inspection
23.	Buildings - Large/Industrial	\$4,000.00	More than 600m² or Group F buildings	Exempt	Refundable upon Final inspection. See note 3.
Sign Permits					
25.	Banner	\$100.00	Per sign	Exempt	Permanent
26.	Billboard	\$500.00	Per sign	Exempt	No additional admin fee
27.	Developer Sign	\$500.00	Per sign	Exempt	No additional admin fee
28.	Facia, EMD Sign	\$100.00	Per sign	Exempt	No additional admin fee
29.	Projecting Sign	\$100.00	Per sign	Exempt	No additional admin fee
30.	Roof Sign (≤ 10m²)	\$300.00	Per sign	Exempt	No additional admin fee
31.	Roof Sign (> 10m²)	\$500.00	Per sign	Exempt	No additional admin fee
32.	Ground Sign	\$100.00	Per sign	Exempt	No additional admin fee
33.	Pylon Sign (≤ 7.5m high)	\$400.00	Per sign	Exempt	No additional admin fee
34.	Pylon Sign (> 7.5m high)	\$500.00	Per sign	Exempt	No additional admin fee
35.	Sandwich, H-Frame Sign	\$50.00	Per sign	Exempt	No additional admin fee
36.	Portable Sign	\$200.00	Per sign	Exempt	No additional admin fee
37.	Temporary Banner	\$50.00	Per sign	Exempt	No additional admin fee
38.	Real Estate firm annual sign permit charge	\$60.00	Per year	Exempt	No additional admin fee
Other Permits and Services					
39.	Change of Use Permit	\$250.00	Flat fee	Exempt	When no construction requiring permits is required
40.	Alternative Solution	\$500.00	Per application	Exempt	For review only, final decision to be made by CBO

41.	Permit Transfer (to new property owner)		\$75.00	Each	Exempt	
42.	Tent Permit - area 60m² - 225m²		\$100.00	Per permit	Exempt	See note 5
43.	Tent Permit - area greater than 225m2		\$300.00	Per permit	Exempt	See note 5
44.	Demountable stages and demountable support structures		\$200.00	Per permit	Exempt	See note 5 – THIS IS A NEW FEE BASED ON BUILDING CODE CHANGES
45.	Property Inquiry Request Form - Permit Status/Work Orders		\$100.00	Per property	Exempt	
<del>46.</del>	<del>Property Inquiry Request Form—Archive File Retrieval</del>		<del>\$30.00</del>	<del>Minimum, or \$75/hour</del>	<del>Exempt</del>	REMOVE DUE TO BEING OBSOLETE
46.	Septic Tank Decommissioning		\$50.00	Per tank	Exempt	Additional plumbing permit required for service connection
47.	Construction or <del>demolition</del> without a permit		100%	Maximum of \$5,000.00	Exempt	Fee is in addition to applicable building permit fees
48.	Revision to existing permit		\$100.00	Per revision	Exempt	Minimum of 1 hour review
49.	Inspection Fee		\$100.00	Per inspection	Exempt	Pre-inspection and re-inspections. Due before inspection can be booked
Refund of Building Permit Fees						
50.	Administrative functions only have been performed		80%	As required by Building By-law No.2007-102		
51.	Administrative and zoning review functions only have been performed		70%	As required by Building By-law No.2007-102 TO MATCH WHATS CURRENTLY IN THE BUILDING BYLAW		
52.	All plans examinations have been completed		50%	As required by Building By-law No.2007-102		
53.	The permit has been issued but no field inspections have been performed		25%	As required by Building By-law No.2007-102		
54.	Permit is valued at \$100.00 or less, or if any field inspections have been undertaken		0%	As required by Building By-law No.2007-102		
Miscellaneous Fees						
55.	Research and archive file retrieval		\$50.00	Per hour	Exempt	
56.	Scanning drawings		\$5.00	Per page	??	Black and white only
57.	Printed drawings	Letter, legal, tabloid	\$0.50	Per page	??	Black and white only
		Large format drawings	\$20.00	Per page	??	Black and white only
Notes						
1. This fee is also required for modular or mobile buildings or structures						
2. No additional plumbing fees						
3. A security deposit by the way of Letter of Credit or Cash security, provided in a form satisfactory to the City based on an estimate of costs of demolition and restoration of the property from a Professional Engineer to a maximum of 50% of the estimated costs to the satisfaction of the City's Chief Building Official.						
4. When area can not be determined, fees are permitted to be charged at \$11.00 per \$1,000 of construction value						
5. Includes one tent or a group of tents in one location at one event or one stage or group of stages at one location						
6. The minimum building permit fee is \$120.00 for residential permit and \$240 for non residential permits						

City of Owen Sound Proposed 2024 and 2025 Fee Increase Schedule

Service or Activity			Fee	Fee 2024	Fee 2025	Unit	
1	Administration Fee		\$50.00	\$52.50	\$55.13	Residential permits	
			\$100.00	\$105.00	\$110.25	Non-residential permits	
Building Permit- Residential							
2	New single detached, semi-detached, duplex, and row dwellings		\$15.20	\$15.96	\$16.76	Per m <sup>2</sup> of gross floor area	
			\$5.00	\$5.25	\$5.51	Per m <sup>2</sup> for attached structures	
3	Multi-residential buildings, apartments, hotels, motels, triplexes		\$14.11	\$14.82	\$15.56	Per m <sup>2</sup> gross floor area	
			\$7.00	\$7.35	\$7.72	Per m <sup>2</sup> gross floor area of parking structure	
4	Additions		\$15.20	\$15.96	\$16.76	Per m <sup>2</sup> gross floor area - Dwellings	
			\$14.11	\$14.82	\$15.56	Per m <sup>2</sup> gross floor area - multi-residential	
5	Renovations		\$7.00	\$7.35	\$7.72	Per m <sup>2</sup> of renovated area - Dwellings	
			\$5.00	\$5.25	\$5.51	Per m <sup>2</sup> of renovated area - multi-residential	
6	Detached Accessory structure		\$5.00	\$5.25	\$5.51	Per m <sup>2</sup> of building area	
7	Decks/porches		\$150.00	\$157.50	\$165.38	Flat fee per structure	
Building Permit- Non-Residential							
8	Commercial Buildings		Shell Building	\$13.00	\$13.65	\$14.33	Per m <sup>2</sup> of gross floor area
			Finished Building	\$17.00	\$17.85	\$18.74	Per m <sup>2</sup> of gross floor area
			Additions	\$17.00	\$17.85	\$18.74	Per m <sup>2</sup> of gross floor area
			Renovations	\$9.00	\$9.45	\$9.92	Per m <sup>2</sup> of gross floor area
9	Institutional Buildings		Shell Building	\$13.00	\$13.65	\$14.33	Per m <sup>2</sup> of gross floor area
			Finished Building	\$19.00	\$19.95	\$20.95	Per m <sup>2</sup> of gross floor area
			Additions	\$19.00	\$19.95	\$20.95	Per m <sup>2</sup> of gross floor area
			Renovations	\$11.00	\$11.55	\$12.13	Per m <sup>2</sup> of gross floor area
10	Industrial Buildings		Shell Building	\$7.00	\$7.35	\$7.72	Per m <sup>2</sup> of gross floor area
			Finished Building	\$11.00	\$11.55	\$12.13	Per m <sup>2</sup> of gross floor area
			Additions	\$11.00	\$11.55	\$12.13	Per m <sup>2</sup> of gross floor area
			Renovations	\$9.00	\$9.45	\$9.92	Per m <sup>2</sup> of gross floor area
11	Designated Structures		\$12.00	\$12.60	\$13.23	Per \$1,000 of construction value	
Plumbing Permits							
12	Residential		\$125.00	\$131.25	\$137.81	Per permit	
			\$42.50	\$44.63	\$46.86	Per additional dwelling unit	
			\$4.00	\$4.20	\$4.41	Per plumbing fixture	
13	Commercial, Industrial, Institutional, and other Non-residential Uses		\$125.00	\$131.25	\$137.81	Per permit for Part 9 buildings	
			\$165.00	\$173.25	\$181.91	Per permit for Part 3 buildings	

		\$4.00	\$4.20	\$4.41	Per plumbing fixture
14	Site Services Only	\$11.00	\$11.55	\$12.13	Per \$1,000.00 prescribed value
<b>Partial Permits</b>					
16	Conditional Building Permit	\$1,000.00	\$1,050.00	\$1,102.50	Each
17	Foundation Only Permit	\$1,000.00	\$1,050.00	\$1,102.50	Each
<b>Demolition Permit</b>					
18	Demolition of Buildings	\$1.00	\$1.05	\$1.10	Per m <sup>2</sup> of gross floor area
19	Review of Demolition Plan	\$500.00	\$525.00	\$551.25	Flat fee
<b>Sign Permits</b>					
25	Banner	\$100.00	\$105.00	\$110.25	Per sign
26	Billboard	\$500.00	\$525.00	\$551.25	Per sign
27	Developer Sign	\$500.00	\$525.00	\$551.25	Per sign
28	Facia, EMD Sign	\$100.00	\$105.00	\$110.25	Per sign
29	Projecting Sign	\$100.00	\$105.00	\$110.25	Per sign
30	Roof Sign ( $\leq 10\text{m}^2$ )	\$300.00	\$315.00	\$330.75	Per sign
31	Roof Sign ( $> 10\text{m}^2$ )	\$500.00	\$525.00	\$551.25	Per sign
32	Ground Sign	\$100.00	\$105.00	\$110.25	Per sign
33	Pylon Sign ( $\leq 7.5\text{m}$ high)	\$400.00	\$420.00	\$441.00	Per sign
34	Pylon Sign ( $> 7.5\text{m}$ high)	\$500.00	\$525.00	\$551.25	Per sign
35	Sandwich, H-Frame Sign	\$50.00	\$52.50	\$55.13	Per sign
36	Portable Sign	\$200.00	\$210.00	\$220.50	Per sign
37	Temporary Banner	\$50.00	\$52.50	\$55.13	Per sign
<b>Other Permits and Services</b>					
39	Change of Use Permit	\$250.00	\$262.50	\$275.63	Flat fee
40	Alternative Solution	\$500.00	\$525.00	\$551.25	Per application
41	Permit Transfer (to new property owner)	\$75.00	\$78.75	\$82.69	Each
42	Tent Permit - area $60\text{m}^2$ - $225\text{m}^2$	\$100.00	\$105.00	\$110.25	Per permit
43	Tent Permit - area greater than $225\text{m}^2$	\$300.00	\$315.00	\$330.75	Per permit
44	Demountable stages and demountable support structures	\$200.00	\$210.00	\$220.50	Per permit
45	Property Inquiry Request Form - Permit Status/Work Orders	\$100.00	\$105.00	\$110.25	Per property
46	Septic Tank Decommissioning	\$50.00	\$52.50	\$55.13	Per tank
48	Revision to existing permit	\$100.00	\$105.00	\$110.25	Per revision
49	Inspection Fee	\$100.00	\$105.00	\$110.25	Per inspection
<b>Miscellaneous Fees</b>					
55	Research and archive file retrieval	\$50.00	\$52.50	\$55.13	Per hour
56	Scanning drawings	\$5.00	\$5.25	\$5.51	Per page

57	Printed drawings	Letter, legal, tabloid	\$0.50	\$0.53	\$0.55	Per page
		Large format drawings	\$20.00	\$21.00	\$22.05	Per page