

# CORPORATION OF THE COUNTY OF DUFFERIN

## BY-LAW 2016-40

### A BY-LAW TO AMEND BY-LAW 2010-24 - SCHEDULE "A" UNDER THE BUILDING CODE ACT RESPECTING PERMITS AND RELATED MATTERS. (Amending Building Permit Fees)

**WHEREAS** it is necessary to amend Schedules A of By-law 2010-24, being a by-law to under the building code act respecting permit fees and related matters;


**AND WHEREAS** section 7 of the *Building Code Act, 1992*, S.O. 1992, c. 23, as amended, (the "Act") authorizes the council of an upper-tier municipality, that has entered into an agreement under section 3(5), to pass by-laws concerning the issuance of permits and related matters;

**AND WHEREAS** the Corporation of the County of Dufferin has entered into an agreement under section 3(5) with participating local municipalities for the enforcement of the Act;

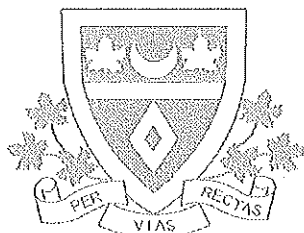
**NOW THEREFORE** the Council of the Corporation of the County of Dufferin enacts as follows:

1. That Schedule "A", be deleted and replaced with Schedule "A" attached hereto.
2. This by-law shall come into full force and effect on January 1, 2017.

READ a first, second and third time and finally passed this 8<sup>th</sup> day of December, 2016.

  
\_\_\_\_\_  
Darren White, Warden

  
\_\_\_\_\_  
Michelle Durne, Deputy Clerk



**SCHEDULE “A” TO BY-LAW NUMBER 2010-24  
(Amended by By-law 2016-40)**

**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 foot 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 attached garages, 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 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. No additional fee applies for sprinklers, fire alarms, electromagnetic locks, or other mechanical systems or equipment proposed and installed at the same time as the construction they serve.
  4. Where they serve single dwelling units, no additional fee applies fireplaces and unfinished basements proposed and constructed at the same time as the single dwelling they serve. The appropriate “shell” fee applies to non-residential unfinished basements.
  5. A minimum fee of \$150 shall be charged. The Chief Building Official shall determine the fee to be charged for all work unless otherwise stated in this schedule.
  6. **ADMINISTRATIVE FEES**
    - a) Where an order to comply and a stop work order have been issued with respect to construction and/or demolition commenced prior to issuance of permit, the permit fee prescribed in Schedule “A” shall be increased to cover additional administrative costs by the greater of \$180 or 15% except where work commenced prior to the filing and acceptance of an application, the fee shall be increased by the greater of \$180 or 25%.
    - b) With respect to partial permits, the fee shall be the normal fee for the proposed construction plus an administration fee of 10% of that fee. The minimum administration fee of \$150 and a maximum of \$365 shall apply to partial permits.
    - c) With respect to conditional permits, the fee shall be the normal fee for the proposed construction plus an administration fee of 10% of that fee. The minimum administration fee of \$150 and a maximum of \$730 shall apply to conditional permits.
    - d) With respect to transferring a permit from one permit holder to another, the fee shall be \$220.
    - e) With respect to minor revisions of plans already examined the fee shall be \$150.

**PART 'A' OF SCHEDULE 'A'  
FEES PAYABLE FOR SPECIFIC CLASSES OF  
PERMITS**

Item	Class of Permit	Fee Payable
1.	<b>Building Permit</b>	<b>See Part B</b>
2.	<b>Partial Building Permit</b>	Applicable Building Permit Fee payable plus the administration fee described in Subsection 6(b)
3.	<b>Conditional Building Permit</b>	Applicable Building Permit fee payable plus the administration fee described in Subsection 6(c)
4.	<b>Demolition Permit</b>	\$150 per building flat rate for residential & agricultural outbuildings; \$180 per dwelling flat rate for residential dwelling units; \$450 per building flat rate for commercial, industrial & institutional
5.	<b>Change of Use Permit</b>	\$150 flat rate
6.	<b>Site Servicing / Permit for Plumbing</b>	\$220 flat rate
7.	<b>Site Plan Control Review</b>	\$200 flat rate

**PART 'B' OF SCHEDULE 'A'  
FEES PAYABLE FOR BUILDING PERMITS**

Item	Class of Permit	Fee Payable
1.	<b>Assembly Occupancies</b>	\$0.51 per square foot; minimum \$150
2.	<b>Institutional Occupancies</b>	\$0.51 per square foot; minimum \$150
3.	<b>Residential Occupancies</b> - apartment buildings - detached, semi-detached and townhouse dwellings & other residential occupancies	\$0.84 per square foot; minimum \$150
4.	<b>Business &amp; Personal Service Occupancies</b> - single storey business plazas (shell) - multi-storey office buildings (shell) - other business and personal service occupancies	\$0.32 per square foot; minimum \$150

Item	Class of Permit	Fee Payable
5.	<b>Mercantile Occupancies</b> - single storey buildings - multi-storey buildings	\$0.51 per square foot; minimum \$150
6.	<b>Industrial Occupancies</b> - unserviced storage buildings - multi-storey buildings	\$0.51 per square foot; minimum \$150
7.	<b>Parking garages, unfinished basements and service floors in any building</b> - new structures - repairs	\$0.17 per square foot; minimum \$150
8.	<b>Interior partitioning and finishing (not part of original structure)</b>	\$0.17 per square foot; minimum \$150
9.	<b>Minor Residential structures, alterations and plumbing only including:</b> - decks, gazebos (each) - partitioning a basement - fireplace, wood stove (each) - detached garage, carport, storage shed - water and sewer connection - other similar minor projects associated with a residential use	\$0.17 per square foot; minimum \$150 When calculating the square footage is not applicable: \$220 flat rate
10.	<b>Minor Non-Residential structures, alterations and plumbing only including:</b> - school portables (each) - temporary prefabricated trailers (each) - temporary tent (each) - other similar minor structures associated with a non-residential use	\$220 flat rate
11.	<b>Sign</b>	\$150 flat rate
12.	<b>Farm Buildings – New or Alterations</b>	\$0.17 per square foot; minimum \$150
13.	<b>Swimming Pool Enclosures</b>	\$150 flat rate
14.	<b>Inspections or Occupancy Permits that have not been completed within 18 months of permit issuance</b>	\$150 flat rate per inspection
15.	<b>On-site Sewage Permit – Class 4 &amp; 5 Residential (New or Replacement)</b>	\$540 flat rate
16.	<b>On-site Sewage Permit – Class 4 &amp; 5 Commercial (New or Replacement)</b>	\$940 flat rate

Item	Class of Permit	Fee Payable
17.	<b>On-site Sewage Permit – Replacement Tank Only</b>	\$225 flat rate
18.	<b>On-site Sewage Permit – Leaching Bed Repair or Minor Alteration</b>	\$390 flat rate
19.	<b>On-site Sewage System Reviews &amp; Assessments</b> - severance / lot approval - Planning or Zoning amendment	\$225 flat rate
20.	<b>Residential Interior Renovations or Alterations</b>	\$0.32 per square foot; minimum \$150
21.	<b>Roof Mounted Solar Panels</b>	\$220 flat rate
22.	<b>Meteorological Towers</b>	\$220 flat rate
23.	<b>Relocating Dwellings</b>	\$540 flat rate
24.	<b>Wind Turbines</b>	\$3645 per wind turbine flat rate
25.	<b>Alterations to existing buildings (not provided for in items 1 – 24)</b>	\$0.84 per square foot; minimum \$150