

## BUILDING DEPARTMENT FEES

**Minimum permit fee = \$127.00**

### COMMERCIAL, INDUSTRIAL, INSTITUTIONAL, & RESIDENTIAL NON-HOUSING CONSTRUCTION

PERMIT & CONSTRUCTION TYPE	AMOUNT OF FEE OR CHARGE
<ul style="list-style-type: none"> <li>• New Building Construction</li> <li>• Additions</li> <li>• Renovations &amp; interior fit-ups</li> <li>• Repairs</li> <li>• Alterations</li> <li>• Accessory Structures</li> </ul>	<ul style="list-style-type: none"> <li>• -----2.54 % of the value of construction for the first \$500,000 plus 1.27% for all valuation thereafter</li> </ul>
<ul style="list-style-type: none"> <li>• Sea container (non-housing storage use only)</li> </ul>	<ul style="list-style-type: none"> <li>• Minimum permit fee for each container installed</li> </ul>

**Non-Housing application deposit fee at discretion of Chief Building Official (CBO)** – Fee to be determined by Chief Building Official at time of application but shall not exceed \$5,000.00, amount required will be deducted from final the permit fee.

### HOUSING CONSTRUCTION

PERMIT & CONSTRUCTION TYPE	FEE / m <sup>2</sup> of Finished Area
<ul style="list-style-type: none"> <li>• New Single Detached House</li> <li>• New Semi-Detached House</li> </ul>	<p>&lt;140m<sup>2</sup> = \$2,753.00            140 m<sup>2</sup> - &lt;160m<sup>2</sup> = \$2,918.00            160 m<sup>2</sup> - &lt;180m<sup>2</sup> = \$3,413.00            180 m<sup>2</sup> - &lt;200m<sup>2</sup> = \$3,523.00            200 m<sup>2</sup> - &lt;220m<sup>2</sup> = \$3,743.00            220 m<sup>2</sup> - &lt;240m<sup>2</sup> = \$4,074.00            240 m<sup>2</sup> - &lt;260m<sup>2</sup> = \$4,349.00            260 m<sup>2</sup> - &lt;360 m<sup>2</sup> = \$4,514.00            ≥ 360 m<sup>2</sup> = \$5,505.00</p>
<ul style="list-style-type: none"> <li>• New Town House/Row House</li> </ul>	<p>&lt;120 m<sup>2</sup> = \$2,422.00            120m<sup>2</sup> - &lt;140 m<sup>2</sup> = \$2,753.00            140 m<sup>2</sup> - &lt;160 m<sup>2</sup> = \$2,973.00            160 m<sup>2</sup> - &lt;180 m<sup>2</sup> = \$3,083.00            180 m<sup>2</sup> - &lt;200 m<sup>2</sup> = \$3,193.00            200 m<sup>2</sup> - &lt;220 m<sup>2</sup> = \$3,523.00            220 m<sup>2</sup> - &lt;300 m<sup>2</sup> = \$4,019.00            300 m<sup>2</sup> + = \$4,404.00</p>

**Calculation of Finished Area includes the total above and below grade areas defined below:**

- Above grade area = area of all floors above grade measured between the outside surfaces of exterior walls and the centre line of party walls, whether finished or unfinished, but not included garages. Openings to storeys below are not deducted from finished floor area.
- Below grade area = area of finished floor space below grade, including but not limited to recreation rooms and other habitable rooms, measured between the outside surfaces of exterior walls abutting the finished space, and the inside surface of interior walls abutting any unfinished space.

**Application Deposit Fee for New Housing** – \$1,000.00 provided at time of application per house, this application deposit fee will be deducted from the final permit fee.

<ul style="list-style-type: none"> <li>• Additions, Renovations, and Repairs/Alterations where not noted below</li> </ul>	<ul style="list-style-type: none"> <li>• ----- 2.54% of value of construction</li> </ul>
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• Finished Basement (not serving as an additional dwelling unit)	• 2.54% of value of construction to a maximum of \$250.00
• Deck permit-landing (max 2.32m <sup>2</sup> in floor area) <i>with no roof</i>	• ----- Minimum permit fee
• Deck permit with no foundation below grade (floating and detached)	• ----- \$165.00 flat fee
• Deck permit with foundations below grade	• ----- \$193.00 flat fee
• Deck permit with foundations below grade with either a roof or second level	• ----- \$220.00 flat fee
• Detached garage or shed-unheated	• ----- \$193.00 flat fee
• Detached garage or shed-heated	• ----- \$220.00 flat fee
• Foundation repair (membrane application only)	• ----- Minimum permit fee
• Foundation repair (structural & membrane)	• ----- \$165.00 flat fee
• Solid wood burning appliance installation/replacement (wood stove, furnace etc.)	• ----- Minimum permit fee
• Water Service or sewer service replacement or installation per house.	• ----- Minimum permit fee
• Sea container (accessory storage use >15m <sup>2</sup> in area)	• Minimum permit fee for each container installed

### DEMOLITION

• Demolition permit (Housing.)	• ----- Minimum permit fee
• Demolition permit (Non-Housing)	• -----1.27% of the value of demolition

### ADMINISTRATIVE FEES

TYPE OF FEE OR CHARGE	AMOUNT OF FEE OR CHARGE
• Conditional permit agreement (housing)	• -----\$330.00 per building (house, townhouse block, semi block) plus all development charges for project are due at conditional permit issuance
• Conditional permit agreement (non-housing)	• ----- \$1,100.00 plus all development charges for project are due at conditional permit issuance
• Change of use permit (no construction proposed/required)	• ----- Minimum permit fee
• Revision to permit	• Minimum permit fee + at the discretion of the Chief Building Official staff time at a rate of \$60.00/hr where applicable.
• Construction or Demolition without a permit (at discretion of the CBO)	• ---No order required-required permit fee x up to 50% • ---No order required-required permit fee x up to 100%
• Additional inspection fee (for 3 <sup>rd</sup> or more inspections of a prescribed inspection), at the discretion of the Chief Building Official.	• ----- Minimum permit fee (payment is required prior to inspection taking place)

<ul style="list-style-type: none"> <li>Alternative solution proposal</li> </ul>	<ul style="list-style-type: none"> <li>----- \$330.00 flat fee (per proposal) plus any third-party review costs as noted below</li> </ul>
<ul style="list-style-type: none"> <li>Third Party Review Costs</li> </ul>	<ul style="list-style-type: none"> <li>Applicant to pay all costs associated with the third-party review, with receipts provided to applicant to justify all third-party costs.</li> </ul>
<ul style="list-style-type: none"> <li>Orders registered on title</li> <li>Orders removed from title</li> </ul>	<ul style="list-style-type: none"> <li>-----Owner responsible to pay all registration costs plus 10% administration fee, with receipts provided to applicant to justify all registration costs.</li> </ul>
<ul style="list-style-type: none"> <li>AGCO Clearance Requests</li> </ul>	<ul style="list-style-type: none"> <li>----- Minimum permit fee</li> </ul>
<ul style="list-style-type: none"> <li>Building compliance report – For the following items related only to the Ontario Building Code Act: <ul style="list-style-type: none"> <li>Unresolved Orders</li> <li>Open permits</li> <li>Outstanding Inspections</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>----- Minimum permit fee per building</li> </ul>
<ul style="list-style-type: none"> <li>Request for Copies or Scans of Individual Building Permit Records (not required to be an FOI request) for each</li> </ul>	<ul style="list-style-type: none"> <li>Minimum permit fee per individual permit + scanning or printing costs, where applicable, of \$0.50 per page of 11x17 or less in size, and \$1.00 / page larger than 11 x17.</li> </ul>
<ul style="list-style-type: none"> <li>Transfer of permit</li> </ul>	<ul style="list-style-type: none"> <li>----- Minimum permit fee</li> </ul>
<ul style="list-style-type: none"> <li>Limiting distance agreement</li> </ul>	<ul style="list-style-type: none"> <li>----- \$330.00 flat fee</li> </ul>

**NOTES:**

- Decks, porches, landings, and verandahs are all measured for floor area to the outside edges of the platform.
- No permit fee shall be less than the minimum fee.
- There are no refunds for amounts less than the minimum permit fee.
- The building permit rates at the discretion of the Chief Building Official and Council may be adjusted annually on, and effective the 1<sup>st</sup> of January based upon previous year's 2<sup>nd</sup> quarter Building Construction Price Index by utilizing the lower rate between Non-Residential Cost Index and Residential Cost Index for the Ottawa Area. Where such index indicates a negative growth, the fees shall remain at the level established for the prior year.

**REFUND FOR CANCELLED PERMITS AND APPLICATIONS**

<b>TYPE OF FEE OR CHARGE</b>	<b>AMOUNT OF FEE OR CHARGE</b>
<ul style="list-style-type: none"> <li>75% refund of permit fees</li> </ul>	<ul style="list-style-type: none"> <li>No review functions have been performed</li> </ul>
<ul style="list-style-type: none"> <li>50% refund of permit fees</li> </ul>	<ul style="list-style-type: none"> <li>----Permit is filed, and administrative and zooming/engineering functions have been performed &amp; plans examination completed</li> </ul>
<ul style="list-style-type: none"> <li>25% refund of permit fees, minus 5% for each inspection that has been conducted</li> </ul>	<ul style="list-style-type: none"> <li>----- Permit has been issued</li> </ul>

**POOL & HOT TUB ENCLOSURE PERMITS**

<b>TYPE OF FEE OR CHARGE</b>	<b>AMOUNT OF FEE OR CHARGE</b>
<ul style="list-style-type: none"> <li>Enclosures serving private pools or hot tub required by the Pool Enclosure By-Law</li> </ul>	<ul style="list-style-type: none"> <li>----- Minimum permit fee</li> </ul>