

THE CORPORATION OF THE TOWN OF WHITCHURCH-STOUFFVILLE

**BY-LAW NUMBER 2004-210-FI**

Being a by-law to set recoverable fees respecting  
Building Permits and related matters.

WHEREAS Section 391 of the Municipal Act, 2001, provides that a Municipality may pass by-laws imposing fees or charges.

WHEREAS Section 7 of the Building Code Act authorizes a municipal Council to pass by-laws concerning the issuance of permits and related matters; and

WHEREAS the Town of Whitchurch-Stouffville provides services to the public and offers various items for sale;

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWN  
OF WHITCHURCH-STOUFFVILLE ENACTS AS FOLLOWS:

That the fees and effective dates, as set out as follows, shall be charged for the various services provided by the Town and for the items offered for sale.

1. Building Permits and Matters Relating to On-site  
Sewage Inspections and Plumbing Permits

Calculation of Permit Fees:

- (a) Permit fees payable shall be the product of the fee multiplier prescribed in Item 3 of this by-law. Permit fees for the class of construction involved and the appropriate measure of the floor area of the project. For certain classes of construction the fee is a flat rate.
- (b) Fees for major revisions, and for classes of permits or construction not described or included in this schedule, shall be determined by the Chief Building Official who shall have regard to the complexity and amount of service required relative to the classes of construction described herein.
- (c) For interior partitioning, floor areas used for the calculation of fees shall be lessor of:
  - (i) the area contained within a rectangle encompassing the partitions being erected, or
  - (ii) the actual area of the tenant space;  
but in no case shall be less than 50m<sup>2</sup>.
- (d) Where a change of occupancy from one classification to another classification of a higher hazard is proposed, the fee multiplier for the proposed occupancy applies. Where a change of use permit is denied, fees paid may be credited to an alteration permit which incorporates the construction required to accommodate the change of use.

- (e) Except for temporary buildings on construction sites for office or sales purposes, fees for temporary buildings, including tents, apply to buildings erected for less than 30 days.

2. Minimum Fee:

A minimum fee of **\$140.00** shall be charged for all work unless otherwise stated in this schedule.

January 1, 2005

3. Permit Fees and Refunds:

Building Permit to construct Residential, Institutional and Commercial buildings, and additions thereto	<b>\$.70</b> per square foot of gross floor area of all floors except unfinished basements in residential buildings, but including attached garages and underground parking areas. <b>Minimum Fee: \$140.00</b>	January 1, 2005
Building Permit to construct Industrial buildings and Farm buildings used as riding areas, and additions thereto.	<b>\$.59</b> per square foot of gross floor area of all floors including mezzanine floors up to 50,000 square feet; <b>\$.47</b> per square foot from 50,000 to 100,000 square feet and; <b>\$.46</b> per square foot over 100,000 square feet. <b>Minimum Fee: \$140.00</b>	January 1, 2005
Building Permit to construct Farm buildings (excluding dwellings and riding areas) and additions thereto.	<b>\$.36</b> per square foot of gross floor area. <b>Minimum Fee: \$140.00</b>	January 1, 2005
Building Permit to construct a Farm Greenhouse	<b>\$.11</b> per square foot of gross floor area	January 1, 2005
Erection and Removal of Temporary Tents.	<b>\$.14</b> per square foot of gross floor area. <b>Minimum Fee: \$140.00</b>	January 1, 2005
Building Permit to alter or repair a building.	<b>\$.36</b> per square foot of effected area. <b>Minimum Fee: \$140.00</b>	January 1, 2005

Demolition Permit to demolish a building.	<b>\$ .16</b> per square foot of existing gross floor area to a maximum amount of <b>\$570.00</b> . <b>Minimum Fee: \$140.00</b>	January 1, 2005
Renewal of a Building Permit and or transfer.	<b>Minimum Fee: \$140.00</b> If greater than eight site inspections are conducted, a fee of <b>\$75.00</b> per inspection will be levied and to be collected prior to the release of the occupancy deposit.	January 1, 2005
Revisions	Based on hourly rate of <b>\$57.00</b> . <b>Minimum Fee: \$28.00</b>	January 1, 2005
Partial Occupancy of a building prior to completion. NOTE: Building must meet all requirements pursuant to Sub-section 2.4.3 of the Ontario Building Code.	<b>\$22.00</b> per 1,000 square feet of gross floor area to be occupied or portion thereof. <b>Minimum Fee: \$140.00</b>	January 1, 2005
Swimming Pool enclosure	<b>Flat Fee: \$145.00</b> (Collected in By-Laws Division)	January 1, 2005
Underground and above ground storage tank permits.	<b>\$10.30</b> per 1,000 gallon capacity or a portion thereof. <b>Minimum Fee: \$140.00</b>	January 1, 2005
New Residential dwelling Occupancy Deposit	A deposit of <b>\$2,000.00</b> or the deposit as set out in the Subdivision Agreement. [See Note: 1].	January 1, 2005
Commercial, Institutional and Industrial Occupancy Deposit.	1% of value to a maximum of \$20,500.00 per building. <b>Minimum Deposit: \$2000.00</b> [See Note: 1].	January 1, 2005
Sales Trailers	<b>Flat Fee: \$310.00</b>	January 1, 2005

**NOTE: 1**

Except where a building has been occupied contrary to Section 2 of the Ontario Building Code 1997, this deposit shall be refunded without interest to the applicant upon completion of construction and inspection in accordance with the Ontario Building Code Act, and upon obtaining a final certificate of occupancy from Development Services.

4. Fee for Special Investigation:  
(Commencement of work prior to the issuance of a Building Permit)

Wherever any work for which a permit is required by this by-law has commenced without the authorization of a permit, a "Special Investigation" fee shall be paid in addition to all other fees payable. This fee shall be equal to 100% of the fee that would be payable pursuant to this schedule.

5. Administrative Fee:

Pursuant to Subsection 7.2 of By-law 93-193, the fees that may be refunded shall be a percentage of the fees paid calculated as follows:

75% if administrative functions only have been performed. Jan. 22, 2002

60% if administrative and zoning functions only have been performed. Jan. 22, 2002

45% if administrative, zoning and plan examination functions have been performed. Jan. 22, 2002

35% if the permit has been issued and no field inspections have been performed subsequent to permit issuance. Jan. 22, 2002

5% shall additionally be deducted for each field inspection that has been performed after the permit has been issued. Jan. 22, 2002

If the calculated refund is less than the minimum fee applicable to the work, no refund shall be made of the fees paid.

The refund shall be returned to the person named on the fee receipt, unless such person advises the Chief Building Official, in writing and prior to the release of the refund, of a change in the name, in which case the refund shall be returned to the person then authorized to receive it.

6. Certificate of Approval for Class 4, 5, Or 6 Sewage Systems:

For Residential or Farm Structures	<b>\$570.00</b> for each application where the structure is 2,000 square feet or less, or, where the structure is greater than 2,000 square feet, <b>\$0.33</b> for each square foot of the structure to a maximum of <b>\$3,265.00</b>	January 1, 2005
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For Commercial, Industrial or Institutional structures	<b>\$570.00</b> for each application where the structure is 2,000 square feet or less, or, where the structure is greater than 2,000 square feet, <b>\$0.33</b> for each square foot of the structure to a maximum of <b>\$3,265.00</b> .	January 1, 2005
For Communal subsurface sewage disposal systems	The greater of <b>\$570.00</b> for each application or <b>\$0.33</b> for each square foot of structure connected to the individual communal subsurface sewage disposal system to a maximum of <b>\$3,265.00</b> .	January 1, 2005
Certificates of Approval for pools, minor additions and accessory buildings requiring alterations to the sewage disposal system.	<b>\$230.00</b> for each application	January 1, 2005
Certificates of Approval for pools, minor additions and accessory buildings not requiring alterations to the sewage disposal system	<b>\$130.00</b> for each application	January 1, 2005
Certificates of Approval for repairs or replacement of tanks, tiles under Part 11 of the Ontario Building Code	<b>\$130.00</b> for each application	January 1, 2005

7. Plumbing Permit:

For each fixture, appliance, floor drain, vented trap, backflow preventer or roof hopper	<b>\$10.50/each</b> <b>(Minimum fee \$60.00)</b>	January 1, 2005
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8. Water Services Permit:

for each water service		
50mm (2") or less	<b>\$60.00</b>	January 1, 2005
100mm (4")	<b>\$60.00</b>	January 1, 2005
150mm (6")	<b>\$70.00</b>	January 1, 2005
200mm (8")	<b>\$90.00</b>	January 1, 2005
250mm (10")	<b>\$110.00</b>	January 1, 2005
300mm (12") or larger	<b>\$130.00</b>	January 1, 2005

9. Drain Permits: - Residential Single Family Dwelling  
(for Apartments See Commercial)

for each residential drain and sewer (includes both storm and sanitary, inside, outside and floor drains)	<b>\$60.00</b>	January 1, 2005
for each conversion to sewers	<b>\$60.00</b>	January 1, 2005
for each conversion including sewer	<b>\$60.00</b>	January 1, 2005

10. Drain Permits: - Commercial (Commercial and Industrial Buildings and Units, Institutional Buildings and Apartment Buildings)

for each storm or sanitary drain (inside) or for each storm or sanitary sewer (outside)		
100mm (4") or less	<b>\$60.00</b>	January 1, 2005
150mm (6")	<b>\$70.00</b>	January 1, 2005
200mm (8")	<b>\$90.00</b>	January 1, 2005
250mm (10")	<b>\$110.00</b>	January 1, 2005
300mm (12") or larger	<b>\$130.00</b>	January 1, 2005

11. Miscellaneous – Plumbing

for each manhole, catch basin or area drain	<b>\$26.00</b>	January 1, 2005
for each re-inspection due to defective work	<b>\$80.00</b>	January 1, 2005
for each special inspection per hour/per man	<b>\$160.00</b>	January 1, 2005
for testable backflow	<b>\$60.00</b>	January 1, 2005
minimum permit fee	<b>\$60.00</b>	January 1, 2005
for each letter of approval	<b>\$95.00</b>	January 1, 2005

12.

Site Plan Review to confirm Building Code Compliance	<b>\$155.00</b>	January 1, 2005
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By-Law Number **2004-41-FI** (being a by-law to set recoverable fees respecting building permits and related matters), passed by Council on **February 3, 2004**, is hereby repealed on **December 31, 2004**

READ a first and second time this 8th day of November, 2004.

READ a third time and passed this 8th day of November, 2004.

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S. R. Sherban, Mayor

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Michele Kennedy, Clerk