

Building By-law 26-50

Schedule A – 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 ft² 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 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** – 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.

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) Where an order to comply, a stop work order or any Order under the requirements of the Building Code Act (as amended) has been issued with respect to construction and demolition where works have commenced prior to issuance of permit, the permit fee prescribed in Schedule ‘B’ shall be doubled. Where an Inspector leaves notice on site in regard to construction and or demolition where work has commenced without the benefit of permit, the permit fee prescribed in Schedule ‘B’ shall be doubled.
- 4) With respect to conditional permits, the fee shall be the fee set out in Schedule ‘B’ for the proposed construction.

Building By-law 25-50**Schedule B – Building Permit Fee Schedule**

Major Occupancy		Base Fee	Adjusted Permit Fee
Group A, B, D, E, F			
1	New Construction - Complete building - Shell only	\$4,624 up to 2,500ft ²	\$1.84 per ft ² for floor area over 2,500ft ²
2	Major additions or alterations	\$3,083 up to 2,500ft ²	\$1.24 per ft ² for floor area over 2,500ft ²
3	Minor Additions - Retrofit - Interior finishes - Stand alone plumbing - Stand alone heating - Sprinkler system - Portable classroom	\$1,079 up to 2,500ft ²	\$0.43 per ft ² for floor area over 2,500ft ²
Group C			
1	Low Density - Single detached - Semi detached (per unit) - Mobile Home	\$3,083 up to 2,200ft ² (including attached garage, covered porch and finished basement)	\$1.40 per ft ² for floor area over 2,200ft ² and attached garage
2	Multiple Residential - Townhouse - Row dwelling - Triplex - Quadplex - Apartment - All other Group C occupancies	\$3,083 up to 2,200ft ² (including attached garage, covered porch and finished basement)	\$1.40 per ft ² for floor area over 2,200ft ²
3	Major Alterations and Additions	\$2,159 up to 2,200ft ² (including attached garage, covered porch and finished basement)	\$1.40 per ft ² for floor area over 2,200ft ²

4	Minor Alterations and Additions (including covered porches) (<\$50,000 construction value)	\$463 up to 300ft ²	\$1.40 per ft ² for floor area over 300ft ²
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Accessory Dwelling Units

1	Located Within a House	\$2,090	N/A
2	Addition	\$2,090	N/A
3	Detached	\$2,090	N/A

Group G – Farm Buildings

1	New, Additions, Alterations, Accessory Buildings	\$463 up to 1579ft ²	\$0.32 per ft ² for floor area over 1579ft ²
2	Greenhouse (polyethylene film)	\$463	N/A

Miscellaneous Work		Base Fee	Adjusted Permit Fee
1	Accessory Building - Detached garage - Carport - Accessory Building	\$494 up to 300ft ²	\$0.68 per ft ² for floor area over 300ft ²
2	Deck	\$193 up to 300ft ²	\$0.66 per ft ² for floor area over 300ft ²
3	Stand Alone Plumbing	\$193	N/A
4	Stand Alone HVAC	\$193	N/A
5	Change of Use – to residential	\$2,159 up to 2,200ft ²	\$1.40 per ft ² for floor area over 2,200ft ²
6	Change of Use – to non-residential (minor)	\$1,079 up to 2,500ft ²	\$0.43 per ft ² for floor area over 2,500ft ²
7	Change of Use – to non-residential (major)	\$3,083 up to 2,500ft ²	\$1.24 per ft ² for floor area over 2,500ft ²

8	Combined Service Connection - Water - Sanitary/storm sewer	\$193	N/A
9	Residential Inground Pool	\$193	N/A
10	Residential Above Ground Pool	\$116	
11	Wood Burning Appliance	\$193	N/A
Demolition			
1	Single Detached and Two Unit Dwellings or Farm Building	\$193	
2	Non-Residential	\$2,004	N/A
Sewage Systems			
1	New Sewage System	\$695	N/A
2	Septic Tank or Repair to Existing Sewage System	\$361	N/A
3	Septic Review Fee	\$193	N/A
Designated Structures			
1	As Defined Under 1.3.1.1 Div A, OBC, as amended - Retaining Wall - Underpinning - Tower facility - Wind turbines - Solar panels - Signs - Temporary Stages	\$463	\$18.50 for each \$1000 of Construction Value
2	Public Pool or Public Spa	\$463	N/A
Temporary Buildings			
1	Tents up to 225m ²	\$937	N/A
2	Tents Greater Than 225m ²	\$385	N/A

Administrative Fees		Fee
Miscellaneous		
1	Orders under the Building Code (per order)	\$464
2	Registering Order on Title	\$773
3	Discharging Order from Title	\$773
4	Administration Fee for Orders	\$464
5	Title Search	\$464
6	Permit File Retrieval Fee	\$193
7	Transfer of Permit Application or Building Permit or Change of Ownership	\$193
8	Construction Without a Building Permit	An administrative surcharge of the greater of \$193 or 100% of the permit fee will apply if construction has commenced prior to the issuance of the building permit
Alternative Solutions		
1	All buildings/systems under Part 9	\$695
2	All other buildings/systems	\$2,159
Compliance Letters		
1	AGCO Agency Letter	\$193
2	Building Permit File Compliance Letter	\$193
3	Private Sewage System Compliance Letter	\$193
4	Occupancy Permit Letter	\$193

Conditional Building Permits		
1	New House	25% surcharge of the base calculated building permit fee
2	All Other Buildings	25% surcharge of the base calculated building permit fee
3	Amendments to Conditional Building Permit Agreements	25% surcharge of the base calculated building permit fee
Inspection Fees		
1	One additional inspection	\$155
2	Two or more additional inspections	\$309
Revision to Reviewed Permit Drawings		
1	Minor Revision	\$193
2	Major Revision up to 3 Hours	\$283
3	Major Revision for Each Hour After 3 Hours of Review Time	\$141

Indexing

Building permit fees imposed pursuant to this By-law shall be adjusted annually without an amendment to this By-law, on January 1st of each year, commencing January 1st, 2025, in accordance with the prescribed index in the Act based on the twelve-month period ending September 30th. Notwithstanding the above, indexing may be altered by by-law for a one-year period based on the annual financial reporting of the Building Department and shall be based on the construction index but will be no more than a 3% increase.

Effective January 1, 2026 to December 31, 2026	Indexing Suggested C.I. 4.2%	% 3% max.
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Schedule E – Applications and Forms Prescribed by Regulation under the Building Code Act, as amended and Clearview Township

- 1) Application for a Permit to Construct or Demolish
- 2) Application for a Permit to Construct an Onsite Sewage System (Septic)
- 3) Schedule One Designer Form
- 4) Schedule Two Designer Form
- 5) Energy Efficiency Design Summary Form (Residential)
- 6) Energy Efficiency Design Summary Form (Commercial) and SB10
- 7) Commitment to General Review
- 8) Application for an Alternative Solution
- 9) Ontario Building Code Matrix
- 10) Declaration Form for Secondary Suites
- 11) Commercial Roof Water Storage
- 12) Sewer/Water Connection Permit Form
- 13) Demolition Permit Declaration Form