

Schedule A – Permit and Miscellaneous Fees

	Class of Permit	Metric	Imperial
A	New Construction		
1	Assembly Occupancies – Group A	\$18.48/m <sup>2</sup>	\$1.72/ft <sup>2</sup>
2	Institutional Occupancies – Group B	\$18.48/m <sup>2</sup>	\$1.72/ft <sup>2</sup>
3	Residential Occupancies – Group C		
a	Single Family, Semi-detached, Duplex	\$15.14/m <sup>2</sup>	\$1.41/ft <sup>2</sup>
b	Multiple	\$15.42/m <sup>2</sup>	\$1.43/ft <sup>2</sup>
c	Residential Additions	\$13.47/m <sup>2</sup>	\$1.25/ft <sup>2</sup>
4	Business/Personal Services Occupancies – Group D	\$18.48/m <sup>2</sup>	\$1.72/ft <sup>2</sup>
5	Mercantile Occupancies - Group E	\$18.48/m <sup>2</sup>	\$1.72/ft <sup>2</sup>
6	Industrial Occupancies – Group F	\$17.37/m <sup>2</sup>	\$1.61/ft <sup>2</sup>
7	Special Occupancies Categories		
a	New Farm Buildings	\$5.01/m <sup>2</sup>	\$0.47/ft <sup>2</sup>
b	Tents	\$250.00	
c	Park Model Trailer, Mobile Home	\$250.00	
d	Accessory Buildings/Structures		
	i) Garage/Carport, Deck, Patio, Sunroom, Shed, Other Accessory Building	\$250.00 + \$8.90>27.8m <sup>2</sup>	\$250.00 + \$0.83/ft <sup>2</sup> > 300 ft <sup>2</sup>
	ii) Swimming Pool, Private	\$250.00	
	iii) Public Swimming Pool or Spa	\$750.00	
e	Designated Buildings/Structures	\$500.00	
B	Alterations & Repairs		
1	Interior Alterations/Repairs/Tenant Improvements		
a	Assembly Occupancies – Group A	\$4.26/m <sup>2</sup>	\$0.40/ft <sup>2</sup>
b	Institutional Occupancies – Group B	\$4.26/m <sup>2</sup>	\$0.40/ft <sup>2</sup>
c	Residential Occupancies – Group C	\$3.23/m <sup>2</sup>	\$0.30/ft <sup>2</sup>
d	Industrial Occupancies – Group F	\$4.26/m <sup>2</sup>	\$0.40/ft <sup>2</sup>
2	Alter/Replace Roof Structure	\$4.26/m <sup>2</sup>	\$0.40/ft <sup>2</sup>
3	Fireplace, Wood Stove, Insert, Chimney	\$250.00	
4	Construction of Barrier Free Facility	Nil	Nil
C	Demolition		
1	Part 9	\$250.00	
2	Other	\$750	
D	Miscellaneous		
1	Partial Occupancy	\$250.00	
2	Change of Use	\$250.00	
3	Transfer of Permit	\$250.00	
4	Deferral of Permit	\$250.00	
5	Move a Building	\$250.00	
6	Conditional Permit	\$600.00	
7	Conditional Permit Agreement	\$250.00	
8	Permit Renewal Per Year	\$110.00	
E	Partial Permits/Staged Construction		
1	Foundation	15% of applicable class	
2	Building Shell	75% of applicable class	
3	Building Completion	10% of applicable class	
F	Plumbing	\$250.00	
G	Alternative Solution Review	\$500.00	
H	Occupant Load Inspection and Report	\$250.00	
I	Occupant Load Inspection and Report	\$65.00/hour	
J	Re-inspection Fee, Re-inspection Clearance Letter	\$75	
K	Building Code Compliance Letter	\$150	

## Schedule B – Plans, Documents and Specifications

### Part 1

<b>Class of Permit</b> (from 2.1. of this By-law)	<b>Type of Permit</b>	<b>Drawings and Supporting Documents</b> (see Schedule B, Part 2)
<b>Construction</b>	New and Additions, all groups	a. Site plan b. Architectural c. Structural d. Mechanical/electrical e. On-site sewage system f. Supporting documents confirming compliance with <i>applicable law</i> and required approvals
	Interior Alterations and Renovations, all groups	a. Site plan b. Architectural c. Structural d. Mechanical/electrical e. On-site sewage system f. Supporting documents confirming compliance with <i>applicable law</i> and required approvals
	Designated Structures	a. Site plan b. Architectural c. Structural d. Mechanical/electrical e. Supporting documents confirming compliance with <i>applicable law</i> and required approvals
	Temporary Buildings	a. Site plan b. Architectural c. Structural d. Mechanical/electrical e. Supporting documents confirming compliance with <i>applicable law</i> and required approvals
<b>Demolition</b>	Part 9 Buildings	a. Site plan b. Supporting documents confirming compliance with <i>applicable law</i> and required approvals
	Part 3 Buildings	a. Site plan b. Structural c. Supporting documents confirming compliance with <i>applicable law</i> and required approvals
<b>Conditional</b>		a. Supporting documents confirming compliance with <i>applicable law</i> and required approvals
<b>Change of Use</b>		a. Architectural b. Supporting documents confirming compliance with <i>applicable law</i> and required approvals
<b>Occupancy</b>		a. Supporting documents confirming compliance with <i>applicable law</i> and required approvals

### Part 2

#### 1. Site Plan

- a. Legal description, location and orientation of property lines, property dimensions, compass orientation, location and name(s) of all adjacent streets and roads and all rights-of-way and easements.

- b. Outline of all existing and proposed *buildings* and structures, *building* dimensions and their distance to property lines and other *buildings*.
- c. Dimensions and location of fire routes, fire department connections, parking and vehicle access.
- d. Dimensions and location of barrier-free parking, curb cuts, paths of travel to *building* and *building* access, retaining walls, swimming pools.
- e. All existing and proposed services for water, sewer, hydro and gas.
- f. Top of foundation elevation and the underside of footing elevations for all *buildings*, and the proposed finished surface grade adjacent to *buildings*.
- g. Any additional drawings, information and specifications as determined by the *Chief Building Official*.
- h. The scale to which the plan is drawn.

## 2. Architectural

- a. Existing and proposed floor plans indicating room and space identification, fire separations, size and dimensions, structural framing of floors and locations of all openings.
- b. Roof plan showing structural framing, roof slope, drainage and roofing construction details.
- c. *Building* elevations showing grade height, floor and ceiling heights, overall *building* height from average grade, eave heights from average grade, exterior finish materials, window heights and sizes and spatial separation requirements and calculations.
- d. *Construction* details of walls, floors, ceilings, roofs, stairs, guards, fireplaces and other significant design details including heights, materials and specifications.
- e. Location and details of all barrier free facilities and paths of travel.
- f. *Building Code* and energy efficiency matrices.
- g. Any additional drawings, information and specifications as determined by the *Chief Building Official*.
- h. The scale to which the plan is drawn.

## 3. Structural

- a. Foundation plans, floor and roof framing plans, footing, column and beam schedules, structural details and material specifications.
- b. Design specifications, live and dead loading, wind and snow loading, earthquake loading, geotechnical report design basis.
- c. All reinforced concrete work including thickness and strength of concrete and size, spacing, minimum cover and type of reinforcing steel.
- d. Roof and floor truss drawings sealed by a professional engineer.
- e. Guard design, where applicable.
- f. Any additional drawings, information and specifications as determined by the *Chief Building Official*.
- g. The scale to which the plan is drawn.

## 4. Mechanical and Electrical

- a. Heating, ventilating and air conditioning designs and plans, equipment layout and schedules.
- b. Heat loss and gain calculations, ventilation design summary and the sizing of heating and cooling equipment, where applicable.
- c. Sprinkler and standpipe drawings including floor plans, riser diagrams and fire department connections.
- d. Piping and drainage plans of all above ground and underground plumbing systems.
- e. Location and specification of lighting, emergency lighting, exit signs, emergency power and fire alarm and detection systems and carbon monoxide detection.
- f. Methods employed to maintain integrity of fire separations such as damper and fire stopping locations and specifications.
- g. Any additional drawings, information and specifications as determined by the *Chief Building Official*.
- h. The scale to which the plan is drawn, where applicable.

## 5. Supporting Documents

The *applicant* shall submit the following supporting documents to confirm compliance with *applicable law* and other required approvals:

- a. A survey of the property prepared by an Ontario Land Surveyor or a professional engineer, when deemed required.
- b. The registered plan and lot numbers and the municipal address for the property.
- c. Approval from the *Corporation's* Planning Division that the proposed use of the property complies with the municipal Zoning By-law.
- d. Approval from the *Corporation's* Public Works Department that:
  - i. the lot grading, road access/entrance requirements and fire break controls have been approved, when applicable;
  - ii. the requirements of a Subdivider's Agreement have been completed satisfactorily with respect to a building *permit*, when an application for *permit* relates to an undeveloped lot within a plan of subdivision; and
  - iii. a Development Agreement has been registered, when a property is regulated by site plan control.
- e. Approval from the Niagara Peninsula Conservation Authority where the proposed development of the property may affect the land as regulated within their jurisdiction.
- f. Septic permit approval from the Region of Niagara where the proposed development of property is privately serviced and the sewage flows of the property are less than 10,000l/day.
- g. Approval from the Ministry of the Environment that the proposed development and use of land satisfies the Ministry's requirements, if applicable.
- h. Confirmation that all development charges, and other charges and fees required by any municipal by-law have been paid in full, where deemed applicable.

Note: The *Chief Building Official* may require more or less of any specified drawings or documents to suit the application being considered.