



OAKVILLE

2024

**Fees and Charges as Approved by the Town's Annual
Budget Process and the Building By-Law**

Classes of Permits and Fees

TABLE 1

TYPE OF CONSTRUCTION (Class of Permit)	COST (\$/m ² unless otherwise specified.)
Group A: Assembly – schools, libraries, places of worship and restaurants	
New shell only	26.70
Shell and finished interior	30.00
Interior finish/alteration/partitioning	10.40
Group B: Detention and care – hospitals, police stations, fire halls, long term care facilities, gymnasiums, residential care facilities, group homes	
New	34.30
Interior alteration	15.55
Group C: Residential	
New - apartments and condominiums, retirement homes, hotels, stacked townhouses and row townhouses more than 3 storeys	23.25
Alterations - apartments, retirement homes, hotels	11.60
New - houses, semi-detached, row townhouses up to 3 storeys and additions (garages, fireplaces, sprinklers and walk up basements included in original designs)	17.80
Garages, unheated accessory buildings and open porches (not part of a new residential construction)	5.90
Accessory dwelling units	12.00



Interior alterations, basements and finishings	4.90
Fireplace (each) - other than electrical or gas, applicable if no other work proposed	220.00
Deck (each)	220.00
Walk up basement (each), applicable if no other new foundation work is proposed	400.00
Solar panel installation (each)	300.00

Group D: Business and personal service - offices, banks, beauty parlours, dry cleaning, medical office (no surgery)

New shell only	18.25
New shell and finished interior	23.25
Interior finish/alteration/ partitioning for offices	8.80

Group E: Mercantile - retail stores, gas stations, car dealerships

New shell only	18.60
New shell and finished interior	23.70
Interior finish/alteration/ partitioning only	9.40

Group F: Industrial

New factories and warehouses shell only - up to 5000 m ²	13.10
New factories and warehouses shell and finished interior - up to 5000 m ²	19.10
New factories and warehouses shell only – additional m ² over 5000 m ²	9.10
New factories and warehouses shell and finished interior – additional m ² over 5000 m ²	15.10
Interior finish/alterations/ partitioning	8.20
Pre-engineered metal buildings - Unit rates for factories and warehouses above can be applied to pre-engineered metal buildings	



Other structures

Parking garage above ground - new/alteration	7.15
Parking garage underground - new/alteration	11.20
Designated structure (each) - retaining wall, exterior storage tank	1% of construction value
Designated structure (each) - green initiative including solar collector, structural support for wind turbine	600.00
Air supported structures	22.85
Tent (each) - temporary	420.00
Pre-fabricated trailer (each)	450.00
Portable classrooms (each)	425.00

Stand-alone plumbing and drains

Residential water service and/or sanitary and storm piping (each), applicable if no other work is proposed	100.00
Domestic water service and fire line - private side (per metre)	11.15
Sanitary and storm piping (per metre)	3.80
Plumbing fixture and/or backwater valves (each), applicable if no other work is proposed	100.00
Backflow preventer (each), applicable if no other work is proposed	306.00
Sewage systems (each)	1,188.00
Sewage system assessment (each)	215.00

Other fees

Pre-Screening Application Fee (each) - First submission credited towards permit fee; subsequent submissions subject to fee. Non-refundable.	100.00
Demolition permit (each)	438.00



Authority to occupy unfinished building (each)	700.00
Partial permit including geothermal drilling from grade (each). This application is only accepted in conjunction with a complete, full permit submission, including all relevant fees	700.00
Conditional permit (each). This application is only accepted in conjunction with a complete, full permit submission, including all relevant fees and signed agreement	1,000.00
Change of use (each)	700.00
Alternative solution / equivalency application (each)	1,575.00
Revisions to a permit (each)	438.00
Certified model program (each model) - when available-plan review only without permit application	1,500.00
Limiting distance agreements (each) (Building Department fee only)	700.00
Building compliance letters – Regular	117.00
Building compliance letters – Express	173.00
Zoning letter (each)	264.00

Access to building records (routine disclosure)

Request for survey plan (each)	25.00
Routine disclosure of building records (each). May be subject to additional third party retrieval and reproduction fees.	60.00

Note: See Planning Services rates and fees for Committee of Adjustment information.

Building Without A Permit

Where work or construction, demolition or a change of use of a building is commenced prior to the issuance of a building permit, demolition permit or a change of use permit, the municipality shall be compensated for additional administrative and investigative costs because of the unlawful



commencement over and above any fees otherwise owing in connection with the permit fee prescribed in the fees and charges as approved as part of the town's annual budget process, as follows:

50% of the required permit fee based on the entire work to be performed and exclusive of any part into which the application for permit may be subdivided, but in no case shall the increase in permit fee authorized by this section be greater than \$5,000.00.

Minimum Permit Fee

The minimum fee for any permit (other than those described as "each" and "plumbing services" in the fees and charges as approved as part of the town's annual budget process) is \$200.00. Any building permit not otherwise listed will be assessed at 1% of the project's construction value. Construction values submitted are at the discretion of the Chief Building Official.

Refund Of Fees

Pursuant to subsection 4(3) of this by-law, the fees that may be refunded shall be a percentage of the fees payable under this by-law and the fees and charges as approved as part of the town's annual budget process, calculated as follows in regard to functions undertaken by the municipality:

- (i) 85% if administrative functions only have been performed;
- (ii) 75% if administrative and only one application review function has been performed;
- (iii) 50% if administrative and more than one application review function has been performed;
- (iv) 45% if the permit has been issued and only one field inspection has been performed;
- (v) 5% shall additionally be deducted from the refund for each site inspection/visit that has been performed;
- (vi) If the calculated refund is less than \$50.00 no refund shall be made for the fees paid.
- (vii) 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 name change, in which case



the refund shall be returned to the person then authorized to receive it.

- (viii) There will be no refund of fees paid on any application or permit after four years of its application date or issuance date respectively.



General Notes

Table 1

The schedule is based on area in m² (metres squared). Costs and the method of measuring the area of the building are those adopted by the Canadian Institute of Quantity Surveyors and can be summarized as follows:

1. Except as permitted in sentences 4 and 5 each floor is to be measured to the outer face of the external walls. Parking garages to be calculated separately. Mixed use buildings shall use the rate of major occupancy of the building.
2. No deductions are to be made for openings within the floor area, i.e. stairs, elevators, ducts, etc.
3. The area of all mezzanine floors, except mezzanines in industrial/warehouse buildings not used for offices, is to be added and included in the overall area of the project.
4. In residential dwellings, the area of basements to be finished is to be included in the area calculated but the areas of unfinished basements are to be excluded.
5. Horizontal projections of sloping and stepping floors may be used in lieu of actual floor area.
6. The administration fee shall include all the work usually included in the main contract, i.e. all the architectural, structural, mechanical and electrical work contained within the building and all site services, soft landscaping, paving and all sidewalks within the property line.
7. The permit fee applicable to tents may be waived for charitable events.
8. The fee for a revision to a building permit application shall not exceed the original building permit application fee.