



## The Corporation of the Town of Fort Erie By-law 9-2024

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### Being a By-law to Amend Fees and Charges By-law 176-23 (Building Permit Fees)

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**Whereas** By-law 176-2023, was passed by the Municipal Council of The Corporation of the Town of Fort Erie on December 18, 2023, to establish fees and charges for various services provided by the Town of Fort Erie; and

**Whereas** a Public Meeting was held on January 15, 2024 regarding the adjustment of building permit fees; and

**Whereas** it is deemed desirable to further amend By-law 176-2023, to approve new fees and charges, and changes to previously established fees and charges.

**Now therefore** the Municipal Council of The Corporation of the Town of Fort Erie enacts as follows:

- 1. That** Schedule "A" to By-law 176-2023 be repealed and replaced with Schedule "A" attached hereto, and the fees and charges contained therein are hereby authorized, approved, and effective upon passage of this by-law.
- 2. That** the Clerk of the Town is authorized to affect any minor modifications, corrections or omissions, solely of an administrative, numerical, grammatical, semantical or descriptive nature to this by-law or its schedules after the passage of this by-law.

**Read a first, second and third time and finally passed this 29th day of January 2024.**

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Mayor

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Clerk

Description	2024 Fee (excl. tax)	HST	2024 Total (incl. tax)
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## SCHEDULE A - PLANNING AND DEVELOPMENT SERVICES

<b>Building Permit</b>			
Group A Assembly Occupancy - per sq.ft.*			
School, church, restaurant, daycare, hall, transit, recreation facility	\$2.11		\$2.11
Owner/Leasehold renovation	\$1.07		\$1.07
Group B Institutional Occupancy - per sq.ft.			
Hospital, retention facility, nursing home, etc.	\$2.28		\$2.28
Owner/Leasehold renovation	\$1.20		\$1.20
Group C Residential Occupancy - per sq.ft.			
One family, semi-detached, multiple unit dwelling,	\$1.55		\$1.55
Hotel, motel	\$1.63		\$1.63
Group D Business/Personal Services Occupancy - per sq.ft.			
Office, bank, medical office, etc.	\$1.95		\$1.95
Owner/Leasehold renovation	\$1.01		\$1.01
Group E Mercantile Occupancy - per sq.ft.			
Store, shopping mall, plaza, shop, market, retail, etc.	\$1.83		\$1.83
Owner/Leasehold renovation	\$0.84		\$0.84
Group F Industrial Occupancy - per sq.ft.			
Industrial mall, shop, etc.	\$1.34		\$1.34
Industrial building with no partitions	\$0.82		\$0.82
Owner/Leasehold renovation	\$0.82		\$0.82
Special Category/Occupancy			
Farm building, greenhouse - per sq.ft.	\$0.38		\$0.38
Air supported structure - per sq.ft.	\$0.21		\$0.21
Tent, temporary fabric structure	\$192.00		\$192.00
Multiple tents, same property or demountable stages and associated sound and lighting equipment towers	\$382.00		\$382.00
Miscellaneous Residential			
Garage, carport, covered deck/porch - per sq. ft.	\$0.52		\$0.52
Uncovered deck/porch, shed/accessory building - per sq. ft	\$0.52		\$0.52
Sunroom/solarium - per sq.ft.	\$0.99		\$0.99
Fire Systems			
Commercial kitchen hood and fire suppression system	\$328.52		\$328.52
Fire alarm, sprinkler, standpipe upgrades/installations	\$328.52		\$328.52
Alteration - Group C Residential			
Unfinished basement (new foundation and crawl space) - per sq.ft.	\$0.52		\$0.52
Roof structure (replace or new) - per sq.ft.	\$0.21		\$0.21
Gut renovation - per sq.ft.	\$1.06		\$1.06
Interior alteration - per sq.ft.	\$0.63		\$0.63
Finished basement - per sq.ft.	\$0.82		\$0.82
Fireplace, woodstove	\$189.00		\$189.00
Demolition			
Building less than 3,000 sq.ft.	\$189.00		\$189.00
Other demolition - per sq.ft.	\$0.08		\$0.08
Pool			
Public pool	\$588.00		\$588.00
In-ground pool	\$221.00		\$221.00
Above-ground pool	\$189.00		\$189.00
Change of use of a building or part thereof - no construction required	\$189.00		\$189.00
Authorize occupancy of an unfinished building or part thereof	\$229.00		\$229.00
Transfer - Transfer of permit to new owner	\$189.00		\$189.00
Designated Structure			
Retaining wall, pedestrian bridge, crane, runway. Greater of:			
Per \$1,000 construction value	\$17.36		\$17.36
OR Minimum permit fee	\$189.00		\$189.00
Other designated structure	\$189.00		\$189.00

Description	2024 Fee (excl. tax)	HST	2024 Total (incl. tax)
Special Request			
Preliminary site inspection prior to application	\$256.00		\$256.00
Non-routine inspections after hours	\$256.00		\$256.00
Miscellaneous Permit			
Moving (i.e., relocation of building)	\$189.00		\$189.00
Gasoline, oil storage tank, fuel pump	\$189.00		\$189.00
Other (per \$1000 construction value)	\$17.36		\$17.36
Minimum Permit Fee	\$189.00		\$189.00
After Hours Service			
Single Family Dwelling (New, renovations or additions)	\$621.00		\$621.00
Minor Projects (where minimum building permit fee applies)	\$311.00		\$311.00
All other Projects	\$933.00		\$933.00
3rd Party Plans Review and Inspections	Actual cost		Actual cost
<i>Note: Actual costs, including applicable HST, incurred by the Town will be invoiced.</i>			
Alternative Solutions - per Building Code			
Town reviewed - per hr (4 hours minimum)	\$120.00		\$120.00
3rd party review cost (subject to CBO's discretion)	Actual cost		Actual cost
<i>Note: Actual costs, including applicable HST, incurred by the Town will be invoiced.</i>			
Reinspection, when previous inspection not remedied	\$95.30		\$95.30
Compliance Letter - not associated with a permit (per property)	\$95.30		\$95.30
Revision or Amendment to a Permit - per hour	\$95.30		\$95.30
Demolition and Build Agreement (includes registration fee)	\$948.00		\$948.00
Conditional Building Permit Agreement (includes registration fee)	\$948.00		\$948.00
Spatial Separation Agreement (includes registration fee)	\$679.00		\$679.00
Release of Building related Agreements (includes registration costs)	\$373.00		\$373.00

Refund of Fees	
Status of Permit Application	Eligible for Refund
Application filed. No processing or review of plans or documents submitted.	80%
Application filed. Plans reviewed.	60%
Permit issued.	40%
Additional deduction for each field inspection performed.	10%
Permits valued at the minimum permit fee.	0%

Notes
Note 1: Where construction has commenced prior to the issuance of a building permit, the application will be subject to an additional administration fee equal to the permit fee for construction completed.
Note 2: If the work regulated by the permit cannot be described otherwise, the permit application fee shall be \$17.36 for each \$1,000.00 of estimated valued of construction. The estimated value of construction shall be determined by the Chief Building Official.
Note 3: The dwelling unit sq. ft. (*) rate does not include any covered porches, decks or attached garages, they shall be charged seperately at their current rate.
* - sq.ft. is the gross area of all floors above grade measured from the outer face of exterior walls, unless noted otherwise. Mezzanines, lofts and habitable attics are included. Where there is no floor or exterior walls for the project, sq.ft. is the exterior walls for the project, sq.ft. is the greatest horizontal area of the structure. There are no deductions from the gross floor area for openings such as stairs, elevators, shafts, etc.

Description	2024 Fee (excl. tax)	HST	2024 Total (incl. tax)
<b>Sign Permits</b>			
Portable Sign Permit Fee	\$145.00		\$145.00
Permit Fee - per m <sup>2</sup> or part thereof (\$2.00 per sq. ft.)	\$26.00		\$26.00
Minimum Sign Permit Fee	\$145.00		\$145.00
Sign Permit Renewal Fee	\$102.00		\$102.00
Sign Encroachment Permit Fee	\$205.00		\$205.00
Sign Removal Fee	\$170.00		\$170.00
Return of Removed Sign Fee (plus associated storage costs)	\$170.00		\$170.00
Minor Variance Application from Sign By-law Fee	\$567.00		\$567.00
Appeal of Minor Variance Decision Fee	\$567.00		\$567.00
<b>Deposit</b>			
Sidewalk Repair Deposit - upon filing building permit application, to cover costs of damages which may occur due to construction	\$500.00		\$500.00
Tracking of Construction Debris Deposit - to cover Town cleanup costs in the event building materials, waste or soil is spilled or tracked onto public streets by vehicles going to/from the subject land during the course of erection, alteration, repair or demolition	\$500.00		\$500.00
Demolition Deposit	\$1,000.00		\$1,000.00
Subdivider Grading Deposit			
Per lot	\$200.00		\$200.00
Per acre of blocks	\$1,000.00		\$1,000.00
Maximum of \$20,000 for the entire Subdivision or Phase			
Lot Grading Deposit for Tarion registered builders - per lot	\$2,500.00		\$2,500.00
Lot Grading Deposit for builders of new homes who are not registered with TARION - per lot	\$5,000.00		\$5,000.00
Lot Grading Deposit Fee Transfer	\$50.00		\$50.00
Revisions to Lot Grading Plan Deposit	\$300.00		\$300.00
Refundable Security Deposit	various		
<b>Lot Grading</b>			
Lot Grading Review	\$90.00		\$90.00
<i>Note: For proposed development applications in plans of subdivision that do not have Master Grade Control Plans. Applied subdivision that do not have Master Grade Control Plans. Applied to building and pool applications requiring permits as required.</i>			
<b>Fill and Site Alteration</b>			
Minimum	\$113.00		\$113.00
Maximum	\$564.00		\$564.00

Description	2024 Fee (excl. tax)	HST	2024 Total (incl. tax)
<b>Plumbing</b>			
Plumbing, Drain & Sewer Permit (plus any applicable fees for storm building sewer sanitary building sewer, waterline, internal storm leader and internal rainwater leader)			
Single Family Dwelling	\$100.00		\$100.00
Semi-Detached, Row House or other multiple residential where each individual unit has its own separate service	\$100.00		\$100.00
Multiple Dwelling and Apartment, Motel and any other residential unit which is served by a single service	\$65.00		\$65.00
Commercial, Industrial, Government, Institutional and any other building or structure not specifically provided for above	\$140.00		\$140.00
Additional fee per fixture	\$7.00		\$7.00
Permit Fee for New			
Storm Building Sewer for the first 10m	\$55.00		\$55.00
Sanitary Building Sewer for the first 10m	\$55.00		\$55.00
Waterline/Service for the first 10m	\$55.00		\$55.00
Sewer and water main installations over 10m - each additional metre	\$3.44		\$3.44
Internal Rain Water Leader	\$25.00		\$25.00
Manhole or Catch basin	\$25.00		\$25.00
Grease and oil interceptor installation	\$25.00		\$25.00
Private Surface Water Collection System for parking area or surrounding grounds (plus applicable manhole & catch basin fee)	\$55.00		\$55.00
Permit Fee for alteration, relocation or extension of existing plumbing (plus applicable fee for storm building sewer, sanitary building sewer and waterline)	\$55.00		\$55.00
Re-inspection Fee due to faulty or defective work or due to work not being ready for inspection - each call back	\$100.00		\$100.00
Connection to Watermain, Sanitary Sewer or Storm Sewer			
Road Trench Cut Final Reinstatement - per metre			
Single lot - Single service:			
Surface Treated	\$84.90		\$84.90
Hot Mix Asphalt	\$145.20		\$145.20
Single lot - Double service:			
Surface Treated	\$124.30		\$124.30
Hot Mix Asphalt	\$216.90		\$216.90
Two adjacent lots - Two double service trench:			
Surface Treated	\$217.50		\$217.50
Hot Mix Asphalt	\$379.60		\$379.60
Water, Sanitary Sewer and Storm Sewer Service Connection			
Asphalt Cut of New Pavement			
Roads with new Asphalt Overlay (within 5 years)	\$738.00		\$738.00
Newly Reconstructed Road (within 5 years)	\$1,474.00		\$1,474.00
Water main Commissioning of Site Servicing for extensions or replacements:			
Up to 200m long	\$3,307.00		\$3,307.00
Thereafter - per metre greater than 200m	\$2.34		\$2.34

Description	2024 Fee (excl. tax)	HST	2024 Total (incl. tax)
<b>Planning Application</b>			
Subdivision/Condominium Application			
Draft Plan Application, Plan of Condominium and Condominium Conversion (plus \$50 per lot after the 1 <sup>st</sup> 50 lots and/or blocks)	\$9,772.00		\$9,772.00
Pre-consultation fee	\$1,504.00		\$1,504.00
Re-circulation Fee	\$753.00		\$753.00
Modification to Draft Approval			
- no circulation	\$2,148.00		\$2,148.00
- with circulation	\$4,872.00		\$4,872.00
Draft Plan Extension	\$1,227.00		\$1,227.00
Final Subdivision Agreement Processing (plus legal costs)	\$5,263.00		\$5,263.00
Amendment to Subdivision Agreement (plus legal costs)	\$2,844.00		\$2,844.00
Engineering Plan Review fee up to 4th submission (subdivision) (discounted from full engineering fees)			
3 - 10 lots	\$1,890.00		\$1,890.00
11 - 20 lots	\$3,781.00		\$3,781.00
21 - 40 lots	\$7,690.00		\$7,690.00
Over 40 lots	\$15,123.00		\$15,123.00
Engineering Plan Review fee per submission beyond 4th submission (subdivision) (not discounted from full engineering fees)			
3 - 10 lots	\$474.00		\$474.00
11 - 20 lots	\$945.00		\$945.00
21 - 40 lots	\$1,923.00		\$1,923.00
Over 40 lots	\$3,782.00		\$3,782.00
Site Plan Application			
Site Plan Application - minor	\$4,509.00		\$4,509.00
Site Plan Application - major	\$8,664.00		\$8,664.00
Pre-consultation fee	\$660.00		\$660.00
Site Plan Revision & Site Plan without Site Plan Agreement	\$884.00		\$884.00
Site Plan Converted Shipping/Cargo Containers	\$884.00		\$884.00
Amendment to Site Plan Agreement (plus legal costs)	\$1,504.00		\$1,504.00
Engineering Plan Review fee up to 4th submission (site plan) (discounted from full engineering fees)			
Under 1,000 sq. metres	\$1,513.00		\$1,513.00
1,000 - 1,999 sq. metres	\$2,271.00		\$2,271.00
2,000 - 2,999 sq. metres	\$3,403.00		\$3,403.00
3,000 - 3,999 sq. metres	\$4,664.00		\$4,664.00
Over 4,000 sq. metres	\$9,324.00		\$9,324.00
Engineering Plan Review fee per submission beyond the 4th submission (site plan) (not discounted from full engineering fees)			
Under 1,000 sq. metres	\$377.00		\$377.00
1,000 - 1,999 sq. metres	\$567.00		\$567.00
2,000 - 2,999 sq. metres	\$849.00		\$849.00
3,000 - 3,999 sq. metres	\$1,166.00		\$1,166.00
Over 4,000 sq. metres	\$2,332.00		\$2,332.00
Development Agreement (plus legal costs)	\$3,084.00		\$3,084.00
Amendment to Development Agreement (plus legal costs)	\$1,504.00		\$1,504.00
Pre-servicing Agreement (plus legal costs)	\$3,084.00		\$3,084.00
Assumption Agreement associated with a Plan of Condominium (plus legal costs)	\$1,504.00		\$1,504.00
All other Assumption Agreements (plus registration costs)	\$284.00		\$284.00
Other agreements arising out of conditions of Consent or other			
Planning Act approvals:			
Minimum, at the discretion of the Town Solicitor	\$500.00		\$500.00
Maximum, at the discretion of the Town Solicitor	\$2,000.00		\$2,000.00

Description	2024 Fee (excl. tax)	HST	2024 Total (incl. tax)
Legal Costs Deposit			
Site Plan	\$2,565.00		\$2,565.00
Development	\$2,565.00		\$2,565.00
Subdivision	\$2,565.00		\$2,565.00
Town Solicitor Legal Costs			
Site Plan and Development agreements	\$2,271.00		\$2,271.00
Site Plan and Development agreements (preparation and registration of Agreement only)	\$946.00		\$946.00
Subdivision agreements	\$3,149.00		\$3,149.00
Zoning By-law Amendment			
Minor application	\$3,879.00		\$3,879.00
Major application	\$9,699.00		\$9,699.00
Pre-consultation fee	\$989.00		\$989.00
Re-circulation fee	\$753.00		\$753.00
Official Plan Amendment	\$8,976.00		\$8,976.00
Pre-consultation fee	\$1,317.00		\$1,317.00
Re-circulation fee	\$753.00		\$753.00
Official Plan Amendment (Urban Boundary Expansion) / Secondary Plan	\$40,000.00		\$40,000.00
Refund of Fees			
Status of Permit Application	Eligible for Refund		
After file is opened but before circulated and/or public engagement.	80%		
After file is circulated and/or public engagement but before considered at public meeting.	50%		
After file is considered at public meeting.	0%		
Combined Official Plan & Zoning Amendment	\$10,237.00		\$10,237.00
Pre-consultation fee	\$1,516.00		\$1,516.00
Re-circulation fee	\$753.00		\$753.00
Review of Regional Policy Plan Amendment			
Small	\$1,976.00		\$1,976.00
Large	\$6,588.00		\$6,588.00
Telecommunications Tower			
With public consultation	\$1,682.00		\$1,682.00
Without public consultation	\$390.00		\$390.00
Removal of Part Lot Control	\$858.00		\$858.00
Validation Order By-law	\$858.00		\$858.00
Removal of Holding Provision	\$604.00		\$604.00
Supplemental Administrative Report	\$858.00		\$858.00
Deeming By-law	\$683.00		\$683.00
Conveyance of Lands for Reserves (includes registration costs)	\$375.00		\$375.00
Easement, or partial or full release (includes registration costs)	\$375.00		\$375.00
Road Widening Conveyance (includes registration costs)	\$465.00		\$465.00
Inspection and Compliance Letter			
Development Agreement	\$297.00		\$297.00
Subdivision Agreement	\$297.00		\$297.00
Site Plan Agreement	\$297.00		\$297.00
Zoning Compliance Letter			
Simple	\$85.00		\$85.00
Simple - accelerated service (1 to 2 days)	\$170.00		\$170.00
Detailed	\$230.00		\$230.00
Detailed - accelerated service (1 to 2 days)	\$460.00		\$460.00
Dedication of One Foot Reserves (includes registration costs)	\$375.00		\$375.00
Partial Release of Subdivision / Development Agreement (plus registration costs)	\$1,418.00		\$1,418.00
Consent to Release restrictions, options, inhibiting orders - per consent (includes registration costs)	\$375.00		\$375.00
Consent to registrations re: Inhibiting Orders (subsequent to initial development)	\$133.00		\$133.00

Description	2024 Fee (excl. tax)	HST	2024 Total (incl. tax)
Servicing Agreement (plus registration costs)	\$3,084.00		\$3,084.00
Lot Grading Agreement (includes registration costs)	\$375.00		\$375.00
Variance from Fence regulations			
Application fee	\$536.00		\$536.00
Appeal fee	\$536.00		\$536.00
Printed Document - price list maintained by PDS (includes HST)	various		
Tenders - price list maintained by PDS (includes HST)	various		
Application for Outdoor Patios on Municipal Land Permit:			
Major application	\$646.00		\$646.00
Minor application	\$260.00		\$260.00
Renewal	\$131.00		\$131.00
Removal/damage deposit	\$1,000.00		\$1,000.00
Tree Contribution	\$1,000.00		\$1,000.00

Committee of Adjustment			
Minor Variance			
Single, semi detached or duplex dwelling*	\$1,095.00		\$1,095.00
Constructing without building permit*	\$2,064.00		\$2,064.00
Multiple dwelling, commercial and industrial*	\$1,382.00		\$1,382.00
Constructing without a building permit*	\$2,743.00		\$2,743.00
*Full fee for first application plus 50% per additional application (multiple applications within Plans of Subdivision/Condominium)			
Consent			
Per lot (Residential)*	\$1,588.00		\$1,588.00
Pre-consultation fee	\$263.00		\$263.00
and per easement (Residential)	\$204.00		\$204.00
Per lot (Commercial / Industrial/ Institutional)*	\$2,064.00		\$2,064.00
Pre-consultation fee	\$332.00		\$332.00
and per easement (Commercial / Industrial /Institutional)	\$280.00		\$280.00
Boundary adjustment (Residential)*	\$1,179.00		\$1,179.00
Boundary adjustment (Commercial / Industrial / Institutional)*	\$1,347.00		\$1,347.00
Pre-consultation fee	\$199.00		\$199.00
Deed certification	\$204.00		\$204.00
Special Hearing	\$708.00		\$708.00
Adjournment Fee - percentage of application fee	50%		
Request Change in Condition of Consent	\$409.00		\$409.00
* - includes surcharge of \$10.00 for Lot Identification Poster			

All Planning & Committee of Adjustment Applications			
Appeal to OMB with Council Support (plus all planning, engineering and legal fees)	\$2,974.00		\$2,974.00
<i>If an OMB Appeal is lodged as a result of a by-law and/or approval of the Council arising from any application, this fee shall be paid to the Town by the applicant within 14 days after the date of the notice of Appointment of Hearing. Failure to submit the requisite notice of Appointment of Hearing. Failure to submit the requisite fee may result in Counsel support of the matter.</i>			
<i>Notwithstanding the foregoing Fees, Council and the Committee of Adjustment may waive all or part of the prescribed fees where Council or the Committee is satisfied that it would be unreasonable to require payment and such waiving shall be at the sole discretion of the Council or the Committee.</i>			



Description	2024 Fee (excl. tax)	HST	2024 Total (incl. tax)
<b>By-Law Enforcement</b>			
By-Law Enforcement Administrative Fee	cost + 15%, minimum \$150		
<b>Property Standards</b>			
Discharge of an Ontario Building Code Order on registered title	\$350.00		\$350.00
File notice of appeal to property standards order	\$250.00		\$250.00
Certificate of Compliance (Property Standards)	\$205.00		\$205.00
<b>Animal Control</b>			
Licences - valid on an annual basis			
Spayed or Neutered Licence - per new dog (evidenced by a certificate of veterinarian) Purchased after June 30 (proof that dog was purchased or lawfully acquired after June 30)	\$30.60 \$25.50		\$30.60 \$25.50
Unaltered Licence - per new dog Purchased after June 30 (proof that dog was purchased or lawfully acquired after June 30)	\$40.80 \$35.70		\$40.80 \$35.70
Cat Licence (voluntary one-time fee)	\$20.40		\$20.40
Rescue Foster Dog Licence - Agricultural Property (per year)	\$153.00		\$153.00
Rescue Foster Dog Licence - Non-Agricultural Property (per year)	\$51.00		\$51.00
Kennel Licence (subject to By-law No. 119-97)	\$153.00		\$153.00
Late fee - added to above licence fees (Non-renewal before April 1)	\$20.40		\$20.40
Transfer Licence Re-registration	\$5.10		\$5.10
Replacement Licence for New Resident to Town of Fort Erie	\$5.10		\$5.10
Replacement Tag	\$5.10		\$5.10
<b>Poundkeeper - Impounded Dog Boarding Expenses</b>			
First occurrence (plus costs)	\$20.40		\$20.40
Second occurrence (plus costs)	\$25.50		\$25.50
Third occurrence (plus costs)	\$30.60		\$30.60
Fourth occurrence (plus costs)	\$35.70		\$35.70
<b>Poundkeeper - Cost of Other Pound Services</b>			
First day, or part of the day	\$12.24		\$12.24
Each day thereafter	\$9.18		\$9.18
Dangerous Dog Appeal Fee (non-refundable)	\$102.00		\$102.00
Potentially Dangerous Dog Appeal Fee (non-refundable)	\$102.00		\$102.00
<i>Note: Fees are established by the Town but collected and retained by the Lincoln County Humane Society authorized by By-law No. 61-2022.</i>			