

# Building Permit Fees

Effective January 1, 2026

Note: Permit fees for construction of buildings and structures, listed by classification of major occupancy, are calculated on the basis of the Gross Floor Area of the building in square meters (square feet is provided for information only), multiplied by the corresponding figure shown below for each occupancy classification or class of permit unless shown otherwise.

Description	Unit of Measure	2026 Fee
A minimum permit fee of \$275 shall apply for all work unless otherwise indicated.	Per Permit	\$275.00

## A. New Construction & Additions:

### 1. Assembly Occupancies – Group A

School, Church, Restaurant, Theatre, Educational or Recreational Facility, and all other Group A Buildings and similar occupancies.	m2	\$24.21
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### 2. Institutional Occupancies – Group B

Hospital, Nursing Home, Reformatory, Prison and all other Group B Buildings and similar occupancies.	m2	\$25.83
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### 3. Residential Occupancies – Group C

Single Family Dwelling, Semi-detached dwelling & duplex dwelling, Multiple unit dwelling, apartment dwelling, townhouse dwelling, hotels, motels, other residential buildings or parts thereof.	m2	\$17.70
Residential additions other than as noted in Section 7 (d) below.	m2	\$17.70

### 4. Business/ Personal Services Occupancies – Group D

Office, Bank, Medical Office/Clinic, Fire Hall and similar occupancies.	m2	\$22.70
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**Building Permit Fees (Continued)**

Description	Unit of Measure	2026 Fee
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**A. New construction & Additions (continued)****5. Mercantile Occupancies – Group E**

Store, Shopping Mall/Plaza, Shop, Market, Retail Outlet and similar occupancies	m2	\$22.27
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**6. Industrial Occupancies – Group F**

Industrial Mall/Plaza/Garage, Plant, Factory, Warehouse, Manufacturing Building and similar occupancies.	m2	\$17.16
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**7. Special Occupancies/ Categories****a. Farm Buildings**

i. New farm buildings (except as noted in ii.)	m2	\$3.23
ii. Additions or alterations for farm buildings	m2	\$3.23
iii. New Silos and Grain Bins	Per Building	\$376.20
iv. Greenhouse. Per farm greenhouse up to 463 m2 (4,984 ft2) gross floor area	m2	\$3.23
Additional (m2/ft2) charge per farm greenhouse with gross floor area exceeding 463 m2 (4.984 ft2)	m2	\$1.86

b. Tents: Not exceeding 225sq	Per Tent	\$275.00
Tents: Exceeding 225sq m	Per Tent	\$350.00
c. Park model trailer/mobile home and similar buildings.	Per Unit	\$450.00
d. Park model trailer/mobile home (foundation only)	Per Unit	\$275.00
e. Portable Classrooms	Per Unit	\$600.00
f. Accessory Buildings/Structures: Garage/carport, deck/porch/patio, sunroom/solarium, shed or other accessory building.	m2	\$7.71
g. Communication tower, retaining wall, pedestrian bridge, wind turbine, crane runway and similar buildings/structures.	Each \$1,000.00 of estimated value of construction with a minimum of \$511.00	\$19.05

**Building Permit Fees (Continued)**

Description	Unit of Measure	2026 Fee
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**B. Alterations & Repairs:**

1. Interior Alterations/ Repairs/ Tenant Improvements

a. Assembly Occupancies	m2	\$11.62
b. Institutional, Business/Personal Service and Mercantile Occupancies	m2	\$11.89
c. Residential Occupancies (including finished basements)	m2	\$8.60
d. Business/Personal Service Occupancies	m2	\$11.47
e. Mercantile Occupancies	m2	\$10.98
f. Industrial Occupancies	m2	\$8.61
2. Alter/Replace Roof Structure	m2	\$3.24
3. Hot Surface Applications	m2	\$3.24
4. Fireplace, Woodstove, Insert, Chimney, or similar	Per unit	\$275.00
5. Construction of barrier free accessibility facilities for existing dwellings.	m2	\$6.19
6. New Foundation (dwelling)	m2	\$4.69

**C. Demolition:**

1. Buildings/structures up to and including 100 m <sup>2</sup> (1,075 ft <sup>2</sup> ) in building area	Per Building or Structure	\$275.00
2. Buildings/structures greater than 100 m <sup>2</sup> (1,075 ft <sup>2</sup> ) in building area	Per 100 m <sup>2</sup> (1,075 ft <sup>2</sup> ) in building area or part thereof	\$275.00

**D. Miscellaneous:**

1. Permit for partial occupancy of a building prior to being fully completed (does not apply to single family dwellings)	Per suite/unit	\$275.00
2. Permit for the change of use of a building or part thereof (no construction required)		\$300.00
3. Transfer of a permit to a new owner		\$275.00
4. Request for deferral of permit revocation		\$275.00
5. Permit to move a building/structure		\$275.00
6. Conditional Permit		\$1,037.97
7. Non-Routine inspections or special inspections	\$80 Per Hour, Min 1.5 hours	\$89.52

**D. Miscellaneous (Continued)**

Description	Unit of Measure	2026 Fee
8. Additional plans examination fee (once permit is issued)	\$80 Per Hour, Min 1.5 hours	\$89.52
9. Re-Inspection Fee (Due to improper work, not ready or similar) Flat fee	\$80 Per Hour, Min 1.5 hours	\$89.52
10. Liquor License Inspection/Report	Per Unit	\$135.00
11. Request of a Limiting Distance Agreement	Per Agreement	\$275.00
12. Lot Grading Fess (for any permit on a property less than 1 hectare)	Per Application	\$358.40
13. Alternative Solution Review – Per Building Code	Town Reviewed Per Hour (4hour minimum)	\$89.52
14. Compliance Letter (Building Permits and Orders)	Per Unit	\$122.88
15. Discharge of an Order Registered in the Land Registry Office (includes original registration of Order)	Per Order	Actual Cost

**E. Partial Permit/Staged Construction:**

1. Building Foundation – Complete to Grade Level (Plus Plumbing)	15% of applicable class above
2. Building Shell	75% of applicable class above
3. Building Completion	10% of applicable class above

**F. Plumbing:**

For plumbing work not included in any of the above classes of permit.		\$242.00 for any plumbing installations, including up to the first six fixtures, plus \$12.13 for each additional fixture.
Storm Building Sewer	First 15m	\$108.64
Sanitary Building Sewer	First 15m	\$108.64
Waterline/Service	First 15m	\$108.64
Sewer & Water Main	Over 15m+ per m	\$3.23

**G. Refund of Permit Fees:**

	Refund Amount
1. Where only administrative functions have been completed (application received and cost analysis complete)	70%

2. Where administrative, zoning and plans examination functions have been performed	60%
3. Where the permit has been issued and no field inspections have been performed subsequent to permit issuance	40%
4. No fees shall be refunded after twelve (12) months from the date of permit issuance	

**H. Construction Prior to Permit Issuance**

Where construction has commenced prior to the issuance of a permit for any class of permit described herein.	All applicable permit fees shall be doubled and the minimum permit fee shall be \$550.00
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## **I. Explanatory Notes:**

1. m<sup>2</sup> is the gross area of all floors at or above grade measured from the outer face of exterior walls, outer limits of other supporting structure, and as noted otherwise and includes mezzanines, lofts and habitable attics. (Imperial equivalents have been provided for information purposes).
2. Major occupancy classifications are based on the Ontario Building Code.
3. Plumbing fees are normally included with the permit fees for the applicable class of permit. Fees for plumbing work only are listed in "F" above.
4. If, in the opinion of the Chief Building Official, the construction cannot be categorized or classed as described in the above schedule, the permit fee shall be (\$18.61) for each \$1,000.00 of estimated value of construction.
5. Moving permit authorizes moving only. A separate permit is required for the foundation and other applicable construction.
6. Notwithstanding the refund provision, no refund shall be made of any amount less than (\$275.00)
7. Permit Fee Increases are indexed based on the Consumer Price Index, Ontario Series, and are adjusted annually on the first of March.

## **J. Deposits:**

In addition to fees payable to the above, the following amounts shall be paid at the time of permit issue and shall be held as security by the Township of Wainfleet until completion of the work for which the permit was issued.

1. Residential Accessory Buildings to be removed as a condition of the issuance of the building permit - \$2,000.00
2. All other Buildings, including dwellings and mobile homes, to be removed as a condition of the issuance of the building permit - \$10,000.00
3. For all other building and demolition permits:
  - i. \$500.00 deposit for permit fee up to \$500.00
  - ii. \$1,000.00 deposit for permit fee over \$500.00
  - iii. \$2,000.00 deposit per Dwelling

The property owner shall be responsible for any damage to municipal property during construction and shall be further responsible to ensure construction is carried out and completed as required by the Ontario Building Code.

The deposit is collected by the Township to provide securities for the completion of all applicable lot grading as per the approved lot grading plan and any potential damage that may occur to municipal property through the course of the permitted construction. Furthermore, the deposit is also held for the assurance that all necessary inspections are completed through the duration of construction and finally to ensure that the permit file can be appropriately closed at the conclusion of the work. An applicant shall be required to submit the applicable deposit(s) as specified above for each permit application submitted. Where the Township incurs costs by the applicant through the course of the construction process these costs shall be deducted from the submitted deposits and upon close of the permit, any deposit funds will be refunded to the applicant.

## Private On-Site Sewage Systems

### A. Sewage System Applications

Description	Unit of Measure	2026 Fee
New System	Per Individual System	\$1,375.00
New System - Tertiary	Per Individual System	\$1,575.00
Holding Tank	Per Individual System	\$1,375.00
Replacement Tank Only	Per Individual System	\$768.00
Leaching Bed Repair Only	Per Individual System	\$736.00
Other minor repairs not listed above (e.g. Baffles, inlet, outlet, etc.)		\$385.00

### B. Planning Act Application Septic Review Fees

Consent Applications	Per Application	\$132.00
Minor Variance Applications	Per Application	\$132.00
Site Plan Applications	Per Application	\$132.00
Zoning By-law Amendment	Per Application	\$132.00
Official Plan Amendment	Per Application	\$132.00
Plan of Subdivision/Condominium	Per Application	\$750.00

### C. Special Requests, Misc.

For Preliminary Site Inspections related to proposed lot development where no other application has been made	Per Inspection	\$402.00
File Searches	Per Half Hour or Part Thereof	\$44.00
Additional letter size copies or scan files not covered in File Searches above	Per Page	\$0.61

### D. Refund of Permit Fees

	Refund Amount
1. Where only administrative functions have been completed (application received and cost analysis complete).	70%
2. Where administrative, initial site visit and/or plans review have been started, but permit has not been issued.	60%
3. Where the permit has been issued and no field inspections have been performed subsequent to permit issuance.	40%
4. No fees shall be refunded after twelve (12) months from the date the permit was approved for issue.	