

	The Corporation of the Township of NORTH STORMONT	Report No. BLDG # 001-2018
		File No. F05 - Budgets and Estimates
Agenda Date:	November 20, 2018	
Subject:	Building Permit Fees - Notice of Public Meeting	
Attachments:	<input type="checkbox"/> 2018 BP SDG comparables <input type="checkbox"/> Proposed 2019 BP Fees	

1.0 **RECOMMENDATION**

THAT Council concurs, pursuant to the Ontario Building Code notice requirements, to hold a public meeting on December 11, 2018 to discuss proposed changes to the 2019 building permit fee structure.

2.0 **LEGAL DESCRIPTION**

Ontario Building Code and Building Code Act (BCA)

3.0 **BACKGROUND**

The BCA requires that the total amount of fees (collected for the building department) must not exceed the anticipated reasonable costs for the township to administer and enforce the Act. The Act also requires the municipality to prepare an Annual Report concerning these reasonable costs, and that if there is a proposal to change any fee, the municipality shall give notice and hold a public meeting.

In preparation of 2019 budget, requirements including building permit software, administrative support, increase in overhead costs along with salary and benefits, an increase in Building Permit fees is being proposed.

The attached table provides existing (2018) building permit fees within the six municipalities of Stormont, Dundas and Glengarry. In the residential and commercial building area, our municipality is situated in the lower range (40th and 20th percentile respectively) and is below the average. In the agricultural building area, our municipality is in the middle range (60th percentile) and for cover-all buildings, our municipality is the second highest (80th percentile) in building permit fees.

The building department proposes that Council consider increases to the residential and commercial building permit fees to a minimum of 2% for 2019, and maintain the current fees for agricultural buildings and cover-all buildings.

The number of inspections for a cover-all building is less than conventional construction. For example, usually 2 inspections are carried out for a fabric covered building versus 7 inspections for a wood framed building. As shown on the attached Schedule XX, the additional items as highlighted, have been added for Council's consideration. These additions are being recommended to facilitate the calculation of building permit fees. There is also a refundable deposit portion added to the building permit fee. This deposit is 100% refundable when a building permit is closed within a year however will be deducted by 25% for every year the permit remains open / active up to a maximum of 4 years.

4.0 POLICY CONSIDERATION

Building permit fees, as approved, will be incorporated into the Annual Fees and Charges By-law.

5.0 ANALYSIS

Notice provided - November 20

Public meeting - December 11

Building permit fee increases, as approved will take affect January 2, 2019

6.0 ENVIRONMENTAL CONSIDERATIONS

Other Considerations:

It is anticipated that the 2018 Annual Report will be presented as part of the 2019 budget processes.

7.0 RECOMMENDED CONDITIONS

8.0 ALTERNATIVES

1. That Council concurs, pursuant to the Ontario Building Code notice requirements, to hold a public meeting on December 11, 2018, to discuss proposed changes to the 2019 building permit fee structure. This is the recommended option.

2. That Council defer this report pending 2019 budget review and the Annual Report.

3. Other.

FINANCIAL/STAFFING IMPLICATIONS

This item has been approved in the current budget:

Yes No N/A

This item is within the approved budgeted amount:

Yes No N/A

This item is mandated by the Provincial/Federal Government: Yes No N/A

Prepared By:

**Reviewed and
submitted by:**

**Submitted for Council
consideration by:**



**Betty de Haan
CAO/Clerk**

Stormont Dundas & Glengarry Building Permit Fees 2018

Class of permit	North Glengarry	South Glengarry	North Dundas	South Dundas	South Stormont	Average Median	North Stormont
1500 sq. ft. Residential	\$1673.00	\$1,335.00	\$1,205.00	\$1,175.00	\$1,122.00	\$1,302.00 2/5=40%	\$1,185.00
1500 sq. ft. Commercial Institutional industrial	\$1,250.00	\$1,335.00	\$1,275.00	\$950.00	\$1,136.00	\$1,189.20 1/5=20%	\$ 975.00
1500 sq. ft. Farm Building	\$495.00	\$885.00	\$750.00	\$300.00	\$374.00	\$560.80 3/5=60%	\$ 630.00
4000 sq. ft. Fabric covered building	\$1,240.00	\$2,110.00	\$520.00	\$800.00	\$498.00	\$1,033.60 4/5=80%	\$1,680.00

Schedule XX
To Fees and Charges By-law No. XX- 2019, Building Permit Fees

Class of Permit	Permit Fee
Application (base, applies to all) - Administration Fee	\$50.00
Residential: new build, additions and creation of units	\$0.67/sq. ft. per gross floor area
Multi units, dwelling, mobile home, row house and modular home	\$0.20/sq. ft. per gross floor area
Basement, new foundation and renovation	\$0.51/sq. ft. per gross floor area
Residential accessory, attached or detached garage, carport	\$50.00 minimum
Tempo	
Industrial, Commercial or Institutional	
New Construction & Additions	\$0.65/sq. ft. per gross floor area
Basement, new foundation and renovation	\$0.25/sq. ft. per gross floor area
Agricultural Buildings	
Livestock and storage buildings	\$0.42/sq. ft. per gross floor area
New Construction & Additions	\$0. /sq. ft. per gross floor area
Cover-all or fabric covered building	\$0.15/sq. ft. per gross floor area
Renovations, Alterations, Repairs	
Manure Storage Pit Concrete or structure	
New Construction	\$0.30/sq. ft. of building area
Earthen manure lagoon	\$100.00 minimum fee
Renovations, Repairs	\$0.15/sq. ft. of building area
Silos & Grain Bins	\$0.26/sq. ft. of building area
Decks, Patios & Porches	\$100.00 minimum fee
Solid Fuel Burning	\$100.00 minimum fee
Designated structures:	
Retaining wall	\$100.00 minimum fee
Solar panel on building	\$0.15/sq. ft,
Plumbing fixtures	\$100.00
Pool, spas and decks	\$100.00
Demolition	\$100.00
Change of Use	\$100.00
Permit Renewal	\$100.00
Transfer of Permit	\$100.00
Revision to Permit	\$100.00
Conditional Permit	Same as building permit classification.
Refund	<ul style="list-style-type: none"> - Application filed, processing and review of plans - 80% of fee eligible for refund - Application filed, plans review and permit issued - 50% of fee eligible for refund - Additional deduction for each field inspection performed - 5% of fee
Towers (Communication)	\$0.30/sq. ft. of building associated with tower
Wind Turbines	\$8.50/\$1,000.00 value of construction
Minimum permit fee	\$100.00 except Tempo
Administration refundable deposit, 25% deducted for every year permit remains open	\$100.00 deposit for every permit less than \$500.00 of permit fee \$500.00 deposit for every permit less than \$1,000.00 \$1,000.00 deposit for every permit exceeding \$1,000.00 in permit fee

Proposed fees effective January 2, 2019