

**Schedule 'D' to Bylaw 2025-001  
Building Department Fees**

Item	Fees	HST Applicable (Yes or No)
Construction commencing before permit issued (Extra charge <b>in addition to permit fees</b> , due to additional administration)	A fee equivalent to the permit fee (minimum fee of \$1000.00) in addition to the permit fees	No
Issue <i>Building Code Act</i> Orders (Per Order)	\$ 200.00	No
Minimum fee for any permit	\$ 175.00	No
Residential Fees per square foot (area includes all above grade floors) (For a new dwelling - minimum fee of \$ 800)	\$1.55	No
Per square foot for a basement	\$ 1.10	No
Per square foot for a crawlspace	\$ 0.80	No
Per square foot of area supported for piers, and frost wall foundations	\$ 0.75	No
Renovation fee per square foot of renovated area	\$ 0.50	No
Institutional/Commercial/ Industrial (ICI) fees per square foot	\$ 1.10	No
Institutional/Commercial/Industrial Plumbing Permit	\$ 11.00 per fixture (min \$ 165.50)	No
Administration Fee for Dwellings, Additions to Dwellings, decks & accessory buildings & ICF Construction **excludes septic systems	\$ 175.00	No
Administration fee for entering permits in Cloudpermit on owners'/applicants' behalf. First application <b>no charge</b> .	\$ 100.00	No
Accessory Buildings (Farm/Hunting/Outbuilding), Decks, and Balconies fees per square foot	\$ 165.50 + \$ 0.65 per sq.ft	No
	+ \$ 150.00 if heated	No
	+ \$ 150.00 if insulated	No
Wood Furnaces and Chimneys/Residential Plumbing per dwelling/Partial Framing	\$ 175.00	No
Demolition Permit	\$ 200.00	No
Renewal Permit for projects that have commenced and previously inspected	\$ 175.00	No
Building Department, Liquor Licence Inspections	\$ 120.00	No
Building Dept reports/letters (excluding compliance letters), including each issue of inspection reports and Occupancy/Septic Use Permits	\$ 120.00	No
Change of Use permit – No Construction	\$ 250.00	No
Building Compliance Letters - Residential	\$ 200.00	No
Building Compliance Letters - Institutional/Commercial/ Industrial/Multi-residential	\$ 400.00	No
Class 2 to 5 Onsite Sewage System Permits including major repair and alterations (e.g. replacing tank or bed)	\$ 725.00	No
Minor onsite sewage alterations (E.g. Replace effluent filters/baffles/feed pipe/holding tank alarms)	\$ 330.75	No

Application for a review of septic system requirements for additions, renovations & additional buildings (Credited to the sewage fee if a new system is required)	\$ 165.50	No
Register and discharge (remove) a <i>Building Code Act</i> Order with the Land Registry Office – One-time fee for both actions	\$ 1,400.00	No
Certificate of Compliance for <i>Building Code Act</i> Order for Land Registry Office	\$ 120.00	No
Per plan review after the <b>third</b> submission	\$ 175.00	No
Extra plans review during construction phase (revised drawings)	\$ 75.00 per hour (minimum one hour)	No
Property Standards – Appeal to Property Standards Committee	\$ 200.00 per appeal	No
Property Standards – Re-inspection	\$ 100.00 per re-inspection	No
Property Standards – Issue <i>Building Code Act</i> Orders	\$ 200.00 per Order	No
Property Standards Clean-Up – Register and/or Discharge Property Standards Orders on Title – One-time fee for both actions	\$ 1,400.00	No
Property Standards Clean-Up – Costs for the Municipality to arrange and complete clean-up of property	Cost Recovery	No
Property Standards Clean-Up – Officer Attendance (Officer is required to be in attendance for the duration of a clean-up on private property in which the Municipality has placed Orders)	\$ 90.00 per hour	No
Property Standards Clean and Clear – Re-inspection	\$ 100.00 per re-inspection	No
Property Standards – Certificate of Compliance for <i>Building Code Act</i> Property Standards Order	\$ 200.00	No
Administrative Monetary Penalty System (A.M.P.S.) Fees	Subject to AMPS Bylaw	No
Silt fence deposit for building permits issued within 30 metres of a water body (Refundable at final. Not refundable after three years from permit issued date or if the silt fence is not installed)	\$ 750.00	No
Deposit for projects valued from \$50k to \$100k (Refundable at project final, up to 3 years after the permit issued date. Not refundable after 3 years from the permit issued date.)	\$ 375.00	No
Deposit for projects valued over \$100k (Refundable at project final, up to 3 years after the permit issued date. Not refundable after 3 years from the permit issued date.)	\$ 750.00	No
Deposit for <b>new dwellings</b> (Refundable at project final, up to 3 years after the permit issued date. Not refundable after 3 years from permit issued date)	\$ 1000.00	No

**\*Note 1:** There are **NO** Development Charges in the Municipality of Hastings Highlands.

**\*Note 2:** Inspections/Reports/Letters that are issued by the Building Department in support of, and as required by the Municipality's Business Licence Policy, shall not be subject to the above user fees.

## **Schedule 'D' to Bylaw 2025-001 Building Department Fees (Continued)**

In addition to the above listed fees, the following fees shall apply;

1. Where a drawing review has been completed by the Corporation and a review letter issued, and the applicant changes the "model" of a building and proposes a new model of building for the same lot, the original fees will be refunded less the percentage of fees payable for duties already performed by the Municipality (Percentages shown below) and new fees shall be payable for the new model of building.
  
2. The fee for a request for the use of an Alternative Solution as described in the *Building Code Act*, as amended shall be based on an hourly rate of \$100.00 per hour with a minimum fee of \$100.00 based on the number of hours or portion thereof to the nearest ½ hour spent by the Corporation to review and research the Alternative Solution. When the Alternative Solution warrants review by a third party the applicant shall also be responsible for the cost of the third party review and a deposit as determined by the Chief Building Official to cover the cost of the third party review shall be provided to the Corporation by the Applicant prior to the review of the proposal by the third party. The determination of the requirement to involve a third party is solely at the discretion of the Chief Building Official.

### **REFUNDS**

The fees that may be refunded shall be a percentage of the fees payable under this Bylaw, calculated by the Chief Building Official as follows:

- a) Ninety (90) percent if administrative functions only have been performed;
- b) Eighty-five (85) percent if administrative and zoning functions only have been performed;
- c) Fifty-Five (55) percent if administrative, zoning and plan examination functions have been performed;
- d) Forty-Five (45) percent if the permit has been issued and no field inspections have been performed subsequent to permit issuance;
- e) Five (5) percent shall additionally be deducted for each field inspection that has been performed after the permit has been issued;
- f) If a structural fire destroys a new dwelling under construction, which had an open and active permit (inspected by the Building Department within 12 months prior to the structure fire), for the rebuild fees the Building Department would charge only for inspections carried out to date on the original home at a fee of \$100.00 plus mileage per inspection.

No refund shall be made for an amount less than \$30.00.

## Schedule 'E' to Bylaw 2025-001 Facility and Venue Rental Fees

Facility/Venue Rental	Fees	Units of Measure	HST Applicable (Yes or No)	Comments
<b>Birds Creek Hall - No Kitchen</b>				
<b>Bi-level floors (Not accessible)</b>				
Hourly	\$ 15.00	per hour	Yes	
Daily	\$ 90.00	per day		
<b>Repeat Users (3 or more visits per year)</b>				
Educational or Fitness	\$ 8.00	per hour	Yes	
Meeting or Social	\$ 10.00	per hour		
<b>Birds Creek Ball Diamond</b>				
Daily			Yes	No charge for Children's League
Hourly				
Educational or Fitness (Adult League)	\$ 500.00	per season		
<b>Birds Creek Soccer</b>				
Daily			Yes	No charge for Children's League
Hourly				
Educational or Fitness (Adult League)	\$ 500.00	per season		
<b>HH Centre Emond Hall (without Kitchen)</b>				
Hourly	\$ 35.00	per hour	Yes	
Daily	\$ 200.00	per day		
Liquor Licence or Paid Admission	\$ 40.00	per hour		
<b>Repeat Users (3 or more visits per year)</b>				
Educational or Fitness (Adult League)	\$ 15.00	per hour	Yes	
Meeting or Social	\$ 25.00	per hour		
<b>HH Centre Program Room/Kitchen</b>				
Hourly	\$ 15.00	per hour	Yes	
Daily	\$ 90.00	per day		
Liquor Licence or Paid Admission	\$ 20.00	per hour		
<b>Repeat Users (3 or more visits per year)</b>				
Educational or Fitness (Adult League)	\$ 8.00	per hour	Yes	
Meeting or Social	\$ 10.00	per hour		
<b>Lake St. Peter Hall</b>				
Hourly	\$ 15.00	per hour	Yes	
Daily	\$ 75.00	per day		
Liquor Licence or Paid Admission	\$ 40.00	per hour		
<b>Repeat Users (3 or more visits per year)</b>				
Educational or Fitness (Adult League)	\$ 8.00	per hour	Yes	
Meeting or Social	\$ 10.00	per hour		

**Insurance is required for all rentals with limited exceptions. An Attendant Fee may apply at an additional rate of \$20/hr. (one hour minimum). Please provide two weeks' notice for rental.**