

BUILDING DIVISION FEES

Building By-law "Construction, Demolition
& Change of Use Permits" No. 0203-2019, as amended
.....Classifications and Permit Fees

**Effective January 1st, 2024
to December 31st, 2024**

SCHEDULE "A-3"

Effective January 1, 2024 to December 31, 2024

Permit Fees and Refunds

1. FEES

The minimum fee for a permit shall be **\$174.00** for residential and **\$292.00** for non-residential, unless stated otherwise.

For applications submitted electronically, all fees shall be paid in full through an **electronic payment process to a maximum of \$30,000 prior to the commencement of the application** review by the **Chief Building Official**. Where the total **permit fee exceeds \$30,000** the balance of the permit fee must be paid only by Electronic Funds Transfer (EFT) method during Covid prior to permit issuance.

The fee for the electronic **pre-screening** of applications shall be **\$20.00**. This fee is non-refundable.

**Subject to any change to the City's Process for Receipt, Deposit and Refund of Payments Policy (04-11-13), or its successor.*

1.1 CLASS OF PERMIT

PERMIT FEE

1.1.1 Construct a building as defined Section 1 of the Building Code Act, including a building intended for farming purposes, may be divided into the following classes of permits:

See Schedule "B-3" for Building by classifications and permit fees.

1.1.1.1 Complete Building

For new building construction including additions and alterations to existing buildings (this permit includes associated drains, **plumbing** and mechanical works, but does not include mechanical site services that serve more than one building.)

1.1.1.2 Foundation Component

1.1.1.3 Foundation to Roof Component (Superstructure)

1.1.1.4 Plumbing Component

1.1.1.5 Drain Component (this permit may include drains within a building and/or mechanical site services that serve one building only.)

1.1.1.6 Mechanical Component

For heating, ventilation, air conditioning and air contaminant extraction systems

1.1.1.7 Designated Structures

Includes all structures designated under Division A, Part 1, Article 1.3.1.1. of the **Building Code**

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1.1.2	For permits required in Article 1.1.1.1 divided into partial permits	\$440.00 additional fee for each partial permit , unless stated otherwise
1.1.3	Site services (for mechanical site services or that service more than one building	\$440.00 for each building or blocks of units serviced
1.1.4	Sewage System	\$714.00 for a new or replacement sewage system \$357.00 for repairs to an existing sewage system
1.1.5	Demolish a building or interior demolition floor	\$22.00 per 100 square metres or portion thereof of gross area demolished, minimum \$292.00 Accessory residential structure \$174.00 each
1.1.6	Authorize occupancy of a building prior to its completion	\$226.00 per dwelling unit or \$22.00 per 100 square metres or part thereof of a Commercial or Industrial Building
1.1.7	Authorize occupancy of a Building of residential occupancy	\$137.00 per dwelling unit payable at time of building permit application or permit issuance as applicable
1.1.8	Material change (revision) to a plan specification, or other information accompanying a permit application, or on the basis of which a permit was issued by the Chief Building Official	\$155.00 per hour or portion thereof of permit application review and site inspection required in relation thereto, if the hours are worked on regular time or \$226.00 per hour if worked overtime.
1.1.9	Change of use permit	\$227.00 per hour or portion thereof of permit application review and inspection time, minimum \$345.00 .

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Permit Fees and Refunds

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| 1.1.10 Conditional permit | Regular fee for complete building plus an additional 20% of the fee, minimum \$1,010.00 to a maximum of \$8,920.00 . |
| | Where a conditional permit is requested to be extended an additional 20% of the original conditional permit fee shall be required, minimum fee \$1,010.00 |
| 1.1.11 Transfer permit (to new owner) | \$201.00 |
| 1.1.12 Duplicate copy of permit | \$137.00 |
| 1.1.13 Alternative Solution Review | \$1,189.00 |
- 1.2** In order to compensate the City of Mississauga for additional **work** and expense in plan examination, if new, additional or revised information is submitted for a permit application which applies to some or all of the permit which has already been reviewed, the greater of **\$180.00** or the additional review time spent, measured to the nearest whole hour, multiplied by the hourly rate of **\$155.00**, if the hours are worked on regular time or **\$226.00** per hour if worked on overtime.
- 1.3** With respect to work commenced prior to permit issuance or permit application as described in 1.1.1, 1.1.2, 1.1.3, 1.1.4, 1.1.5 and 1.1.7 above, to compensate the municipality for the additional expenditure required because of such unlawful commencement, the permit fee prescribed shall be increased by the greater of **\$150.00** or **25% 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 sub-divided, to a maximum of **\$10,000.00**.

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Permit Fees and Refunds

2. REFUNDS OF PERMIT FEES

- 2.1** Pursuant to Part 10 of this By-law, the portion of the total calculated permit fee that may be refunded shall be a percentage of the total fees payable under this By-law, calculated as follows in regard to functions undertaken by the municipality:
- 2.1.1** 85% if administrative functions only have been performed;
 - 2.1.2** 75% if administrative and zoning or Building Code permit application review functions only have been performed;
 - 2.1.3** 55% if administrative, zoning and Building Code permit application review functions have been performed;
 - 2.1.4** 45% if the permit has been issued and no field inspections have been performed subsequent to permit issuance, and
 - 2.1.5** 5% shall additionally be deducted for each field inspection that has been performed subsequent to permit issuance.
 - 2.1.6** 0% after a period of not less than two (2) years from the date of application being received, if the application has not been cancelled, or the permit has not been issued, or an issued permit has not been acted upon.
- 2.2** If the calculated refund is less than **\$150.00**, no refund shall be made for the fees paid.
- 2.3** The refund shall be returned to the **owner** named on the application for a building permit or 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 change in name, in which case the refund shall be returned to the person then authorized to receive it.
- 2.4** The refund, if applicable, shall be the difference between total calculated fee for functions undertaken and the deposit made at time of permit application.
- 2.5** If an overpayment of a permit fee occurs on a permit application and the overpayment is less than **\$100.00** the difference will not be refunded.
- 2.6** A refund is not available where:
- (a) a permit has been revoked in accordance with subsection 8(10)(a) and 8(10)(f) of the **Act**: or
 - (b) any stage of construction or demolition has commenced.

SCHEDULE "B-3"
Effective January 1, 2024 to December 31, 2024
Building Classifications and Permit Fees

(1) CALCULATION OF PERMIT FEES

Permit fees shall be calculated based on the formula given below, unless otherwise specified in this schedule.

Permit Fee = Minimum Fee (Alterations permits only) + (Service Index (SI) X Total floor area (A)), where floor area (A) is measured to the outer face of exterior walls and to the centre of party walls or demising walls, except when calculating partition work.

(2) PERMIT FEES

Building Classification	Service Index (SI)
	\$/m²

(A) CONSTRUCTION:

New buildings and additions:

Group A: Assembly Occupancies

Schools, libraries, churches, theatres, arenas, pools, restaurants, recreation centre, transit stations, bus terminals, etc.	\$ 25.98
Restaurant (shell)	\$ 23.10

Group B: Institutional Occupancies

Hospital, nursing homes, care homes, etc.	\$ 28.87
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Group C: Residential Occupancies

Detached, semis, townhouses, duplexes	\$ 18.44
All other multiple unit residential buildings (apts. etc)	\$ 19.93
Hotels, motels	\$ 20.79
Residential addition	\$ 13.55
Unheated addition	\$ 11.89
Detached garage/shed building to single dwelling	\$ 6.24
Issued Repeats to detached, semis, townhouses, Duplexes	\$ 17.09
Basement apartment	\$ 11.00

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Building Classifications and Permit Fees

	Service Index (SI) \$/m²
<u>Group D: Business and Personal Services Occupancies</u>	
Office buildings (shell)	\$ 19.06
Office buildings (finished)	\$ 23.15
Funeral homes, banks, medical clinic, fire halls, etc.	\$ 23.15
<u>Group E: Mercantile Occupancies</u>	
Retail stores (shell/ strip plazas)	\$ 14.51
Retail stores (finished) supermarkets, department stores, car dealerships, etc.	\$ 19.32
<u>Group F: Industrial Occupancies</u>	
Warehouses, factories:	
Shell (<10,000m ²)	\$ 12.41
Single tenancy (finished) (<10,000m ²)	\$ 14.44
Warehouses, factories :	
Shell (>10,000m ²)	\$ 9.81
Single tenancy (finished) (>10,000m ²)	\$ 13.86
Gas stations, car washes	\$ 13.08
Canopies (over gas pumps, storage, etc.)	\$ 5.48
Parking garages	\$ 6.89
Mezzanines and racking systems	\$ 6.89
Offices in warehouses or factories	\$ 4.17
<u>Miscellaneous:</u>	
Permanent tents, air supported structures	\$ 5.48
Pedestrian bridges, crane runways, etc.	\$ 4.17
Finishing basements (Detached, semis, townhouses, duplexes)	\$ 5.48
Unfinished basement (non-residential)	\$ 6.25
Repair or re clad wall (per surface area)	\$ 0.47
Parking garage repairs (minor concrete repairs)	\$ 2.73
Sprinkler	\$ 0.63
	Max. \$4,157.00
Trailers or buildings on construction sites for office or sales purpose	\$ 12.48
New roof or replacement	\$ 5.48
Roof membrane replacement	\$ 4.88

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Building Classifications and Permit Fees

Service Index (SI)
\$/m²

(B) ALTERATIONS:

Interior alterations and partitioning to new or existing construction and change of occupancy classification:

Group A: Assembly occupancies (restaurants, churches, etc.)	\$ 6.64
Group B: Institutional occupancies	\$ 6.64
Group C: Residential occupancies	\$ 6.64
Group D: Business and personal service occupancies	\$ 6.64
Group E: Mercantile occupancies	\$ 6.64
Group F: Industrial occupancies (#10,000m ²)	\$ 6.64
Industrial occupancies (>10,000m ²)	\$ 3.45

(C) OTHER MISCELLANEOUS WORK:

Flat Fee

New portable classrooms, new mobile homes, etc.	\$ 594.00 each
Moving or relocating a building (portable classrooms, etc.)	\$ 304.00 each
Temporary tents	\$ 220.00 each*
City temporary tents (see note #7)	\$ 220.00
Communication and transmission towers	\$ 416.00 each
Solar Collectors	
(detached dwelling, semi-detached dwelling, townhouse dwelling) ..	\$ 309.00
(industrial, commercial, institutional, and multi-residential)	\$ 684.00
Foundation for Tanks, Silos, Dust Collectors, etc.	\$ 416.00 each
Demising walls only	\$ 345.00 each
Fire alarm system	\$ 774.00
Fire suppression system	\$ 416.00
Electromagnetic locks	\$ 309.00 each
	Max. \$ 1,783.00
Decks, porches, basement walkout, etc. to single dwelling	\$ 172.00 each
Fireplaces, wood stoves, etc.	\$ 172.00 each
Window replacements (for multiple unit residential and	
Non residential buildings)	\$ 9.00 each
Underground and above ground storage tank	\$ 416.00 per tank
Balcony guard replacements (per m.)	\$ 17.00/m
	Max. \$ 1,784.00
Balcony repair (concrete)	\$ 172.00/5 balconies
	Max. \$ 1,784.00
Retaining walls (per m.)	\$ 11.00/m
Shoring	\$ 13.00/linear m.
Public pools	\$ 416.00 each
New loading dock door	\$ 309.00/door
	Max. \$ 1,784.00

* *The Chief Building Official shall waive building permit application fees for tents associated with temporary outdoor retail sales and display, and temporary outdoor patios accessory to a restaurant, convenience restaurant or take-out restaurant from January 1, 2024 until December 31, 2025 as defined in City's Zoning By-law 225-2007.*

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Building Classifications and Permit Fees

Service Index (SI)
\$/m²

(D) MECHANICAL COMPONENTS:

Heating, ventilation, air conditioning etc. (work independent of building permit):	
Group A: Assembly occupancies	\$ 1.37
Group B: Institutional occupancies	\$ 1.37
Group C: Residential occupancies	\$ 1.37
Group D: Business and personal services occupancies	\$ 1.37
Group E: Mercantile occupancies	\$ 1.37
Group F: Industrial occupancies	\$ 1.37

Miscellaneous Work:

Flat Fee per Unit

Alternate heating systems – solar, geothermal, etc:	
(detached dwelling, semi-detached dwelling, townhouse dwelling) ..	\$ 237.00
(industrial, commercial, institutional, and multi-residential)	\$ 416.00
Commercial kitchen exhaust (including related make-up air)	\$ 416.00
Spray booth, dust collector etc.	\$ 416.00/unit
Furnace replacement:	
(detached dwelling, semi-detached dwelling, townhouse dwelling) ..	\$ 237.00
Boiler replacement:	
(detached dwelling, semi-detached dwelling, townhouse dwelling) ..	\$ 237.00
(industrial, commercial, institutional, and multi-residential)	\$ 416.00
HVAC unit installation:	
(unit heater, rooftop unit, make-up air unit)	\$ 237.00
Alterations to mechanical systems	
(space heater, exhaust fan)	\$ 416.00/unit
(duct work only)	\$ 237.00
Full heating system replacement	
(detached dwelling, semi-detached dwelling, townhouse dwelling) ..	\$ 237.00
(industrial, commercial, institutional, multi residential)	\$ 416.00

(E) PLUMBING AND DRAIN COMPONENTS:

Plumbing Fixtures:	
(Plumbing review only)	
Fee per Fixture	
Group A: Assembly occupancies	\$ 41.00
Group B: Institutional occupancies	\$ 41.00
Group C: Residential occupancies	\$ 41.00
Group D: Business and personal services occupancies	\$ 41.00
Group E: Mercantile occupancies	\$ 41.00
Group F: Industrial occupancies	\$ 41.00

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	\$/lin.m
Miscellaneous Work:	
Inside sanitary and storm piping	\$ 1.65
Outside water services, sanitary and storm piping	\$ 4.59
(when not included in complete building permit or permit for site services)	
Replacement of Domestic Water Risers:	\$ 8.91
	per riser per floor (minimum \$270.00)
Manholes, catchbasins, interceptors, sumps etc.	\$ 41.00 each
(when not included in complete building permit or permit for site services)	
Backwater preventor (detached dwelling, semi-detached dwelling, townhouse dwelling)	\$ 249.00
(industrial, commercial, institutional, and multi-residential).....	\$ 416.00

(F) Signs

FEES
\$/m² *

All Signs	\$ 36.00
	(minimum \$ 292.00)

* Fee is per m² or part thereof, of the sign area of each sign face.

NOTES:

1. Fees for classes of **permit** not described or included in this schedule **shall be determined by the Chief Building Official.**
2. The occupancy classification shall be established in accordance with the occupancy definitions of the **Building Code.**
3. Except as provided in Item 5, the floor area is the sum of the areas of all floors including basement and shall be measured to the outer face of the walls.
4. No deductions shall be made for openings within the floor area; i.e. stairs, elevators, ducts etc.
5. A garage serving only the dwelling unit to which it is attached or built in and an unfinished basement located within a dwelling unit shall not be included in the area calculations.
6. Issued models (house types) are referred to as "issued repeats". An issued repeat application" is a repeat of the identical house design that the builder has previously submitted as a model for which a building **permit** has been issued.
7. City temporary tents are one or more tents which are installed as part of an outdoor special event which is hosted by a non-profit organization.

User Fees & Charges By-law 0244-2022, Schedule A

* Effective Jan. 1, 2023

Planning and Building Department - Building:

* Zoning Letters – Residential and Non-Residential	\$ 236.05
* Pre-Application Zoning and Applicable Law Review Applications	\$ 500.00
LLBO Clearance Letters	\$ 200.00
Day Care and Inspection Clearance Letters	\$ 200.00
Building Division Information or Clearance Letters	\$ 100.00
Private Sewage System Information Letters	\$ 100.00
Duplicate Sets of Drawings (Counter)	\$ 75.00 (per hour or part thereof basic fee for first 1 hour or less of remarking time and at the rate of each additional hour) or \$ 75.00 plus cost of photo-copying
Special Request for Access to Off Site Records and Drawings	\$ 100.00
Industrial Zoning Package	\$ 5.00
Printing (plans/blueprints) from hard copy	\$.50 sq.ft.
Printing (plans/blueprints) from microfiche	\$ 1.00 sq.ft.
Early Review of House Model Drawings	\$1,500.00
Marijuana Grow Op Investigation and Compliance Inspection	\$ 500.00 per address

SIGN PERMITS

Permanent Sign	Minimum application fee of \$110.00 and \$55.00 per sign in excess of 2 signs
Ground Signs	
Fascia Signs	
Billboard signs	

User Fees & Charges By-law 0244-2022, Schedule A

*** Effective Jan. 1, 2023**

Portable Sign on Private Property - Online Service \$ **110.00** per sign
 - Counter Service \$ **120.00** per sign

Portable Sign on City Road Allowance
 - Online Service \$ **110.00** per sign
 - Counter Service \$ **120.00** per sign

Portable Signs for Festivals \$ **120.00** per Ward within
 which any signs are located
 per Festival event.

New Development Home Sign \$ **120.00** per sign per
 calendar year.

Sidewalk Sign \$ **120.00** per sign per
 calendar year.

Inflatable Signs \$ **120.00** per sign

SIGN VARIANCES

* Variance to Sign By-law \$ **1,226.00** per Application

or Variance to Sign By-law
 for existing sign erected without a sign permit \$ **1,500.00** per Application

Note: *Sign permit and variance fees are non-refundable.*

PLANNING ACT PROCESSING FEES – Applications Schedule C1 & C2

Zoning Certificate \$ **500.00**

Demolition Control - Per Rental Unit \$ **160.00**