

THE CORPORATION OF THE CITY OF MISSISSAUGA
BUILDING BY-LAW

SCHEDULE
"A-3"

Effective January 1, 2022 to December 31, 2024

(Amended by By-law 0035-2023, 0208-2023)

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 \$10,000* prior to the commencement of the application review by the **Chief Building Official**. Where the total permit fee exceeds \$10,000 the balance of the permit fee must be paid in person 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 Processes 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 Building by Section 1 of the Building Code Act, fees. including a building intended for farming purposes may be divided into the following classes of permits:	See Schedule "B-3" for classifications and permit
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	
1.1.2	For permits required in Article 1.1.1.1 when divided into partial permits	\$440.00 additional fee for each partial permit , unless stated otherwise
1.1.3	Site services (for mechanical site services building or that serve more than one building serviced	\$440.00 for each blocks of units
1.1.4	Sewage System	\$714.00 for a new or replacement sewage system \$357.00 for repairs to an existing sewage system

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1.1.5	Demolish a building or metres or interior demolition floor	\$22.00 per 100 square 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 portion specification, or other information application accompanying a permit application, or inspection on the basis of which a permit was thereto, if issued by the Chief Building Official regular	\$155.00 per hour or thereof of permit review and site required in relation the hours are worked on time or \$226.00 per hour if worked overtime.
1.1.9	Change of use permit	\$156.00 per hour or portion thereof of permit application review and inspection time, minimum \$345.00.
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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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;
 - 2.1.5** 5% shall additionally be deducted for each field inspection that has been performed subsequent to permit issuance; or
 - 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.