

**Infrastructure and Development
Services Department**
82 Erie Street, 3rd Floor
Stratford, ON N5A 2M4
Phone: (519) 271-0250
Fax (519) 271-5966
www.stratford.ca



SCHEDULE "A" TO BY-LAW 112-2005
OF
THE CORPORATION OF THE CITY OF STRATFORD

Effective January 1, 2021

CLASSES OF PERMITS AND BUILDING PERMIT FEES

Type of Permit	Permit Fee	
	Fee per Area (Sq. Ft.)	Fee per Unit
Group 'A' - Assembly		
Finished	\$ 2.00	
Shell Only	\$ 1.80	
Outdoor Patio		\$ 250.00
Outdoor Pool - Public		\$ 850.00
Portable Classroom		\$ 450.00
Group 'B' - Institutional		
All Institutional classifications	\$ 2.45	
Group 'C' - Residential		
Dwelling (Single, Semi, Duplex, Rowhouse, Stacked Rowhouse)	\$ 1.30	
Garage / Carport (per bay)		\$ 180.00
Shed, Deck, Porch		\$ 180.00
Apartment Building	\$ 1.50	
Hotels / Motels	\$ 1.90	
Residential Care Facility	\$ 1.30	
Group 'D' - Business & Personal Services		
Finished	\$ 1.70	
Shell Only	\$ 1.40	
Finishing of Existing Shell	\$ 0.40	
Group 'E' - Mercantile		
Finished	\$ 1.70	
Shell Only	\$ 1.40	
Finishing of Existing Shell	\$ 0.40	

Infrastructure and Development

Services Department

82 Erie Street, 3rd Floor

Stratford, ON N5A 2M4

Phone: (519) 271-0250

Fax (519) 271-5966

www.stratford.ca



Group 'F' - Industrial

Finished	\$	1.00
Shell Only	\$	0.75
Finishing of Existing Shell	\$	0.45
Parking Garage	\$	0.75

Agricultural

All Agricultural classifications	\$	0.65
----------------------------------	----	------

Stand Alone & Miscellaneous Work

Air supported structures	\$	0.75
Alternative Solution	Part 9 (each)	\$ 500.00
	All other Building/system (each)	\$ 1,000.00
Balcony guard (replace per linear foot) - excluding low rise Residential	\$	0.65
Balcony repair (per balcony)		\$ 25.00
Ceiling (new or replace per square foot)	\$	0.25
Change of Use (with no renovations)		
- All Classifications (min. fee \$250.00)	\$	0.20
Demolition (If P.Eng. review required min. fee of \$500.00)	\$	0.15
Designated Structures - Including Solar Panels, but excluding retaining walls, public pools, & signs)		\$ 450.00
Elevator, escalator, lift		\$ 450.00
Engineering review – Where, at the discretion of the CBO, third-party review is required for Part 4 designs submitted by a designer as part of an application. Fee is in addition to applicable fees for building permit application.		\$ 2,000.00
Exterior ramps (excluding low rise Residential)		\$ 250.00
Fireplace / Woodstove (each)		\$ 120.00
Foundation or Conditional Permit. - In addition to Building Permit Fee (Min. \$500.00)	\$	0.20
Interior Finishes - All Classifications (not specified elsewhere)	\$	0.45
Alterations/Renovations to previously finished areas		
- All Classifications not specified elsewhere	\$	0.40
Rack storage systems (per lin. Ft.)	\$	0.45
Reclad exterior wall (per linear foot)	\$	0.15
Retaining Wall (per linear foot)	\$	3.10
Shoring & Underpinning (per lin. Ft.)	\$	3.40
Signs		\$ 120.00
Storefront replacement		\$ 250.00
Temporary Buildings (each)		\$ 250.00
Temporary Tents (each)		\$ 180.00

Infrastructure and Development

Services Department

82 Erie Street, 3rd Floor

Stratford, ON N5A 2M4

Phone: (519) 271-0250

Fax (519) 271-5966

www.stratford.ca



Mechanical Work (independent of Building Permit)

HVAC Permit (non-residential)	\$	0.15	
Fire Sprinkler System, Standpipe, etc. (Min. \$250.00)	\$	0.10	
Commercial Kitchen, Spray Booth, Dust Collector (each)			\$ 250.00

Electrical Work (independent of Building Permit)

Fire Alarm System & Electrical Work (Min. \$250.00)	\$	0.10	
Electromagnetic locks & Hold open devices (each)			\$ 120.00
Emergency Lighting (per storey)			\$ 120.00

Plumbing Work (independent of Building Permit)

Plumbing Permit (per fixture, min. fee \$120.00)			\$ 16.50
Catchbasin, maintenance holes, roofdrains (each)			\$ 25.00
Building / Site Services (per linear foot)	\$	0.75	
Backflow Prevention Device (per device)			\$ 120.00

On-Site Sewage System

New or Replacement system			\$ 600.00
Alterations / Repair			\$ 450.00

Other Fees

Minimum Permit Fee			
Low rise residential (SDD, Semi-detached, Triplex)			\$ 120.00
All Classifications (Unless noted otherwise)			\$ 250.00
Revision to Permit Fee - Applicable to square footage of area where plan examination required due to submission of revisions after permit issued. (Min. \$120.00)	\$	0.10	
Permit to Occupy unfinished building			\$ 250.00
Transfer Permit (change of permit ownership)			\$ 250.00
Special Inspection Fee after hours (per hour)			\$ 250.00
Special research requests of Building Division (per hour or part thereof and includes requests for written information)			\$ 60.00
Property Surveys - Records FOI			\$ 25.00
Staff Time / 15 min.			\$ 7.50
Photocopies (Black & White) - per copy	Letter, Legal, Tabloid		\$ 0.20
Photocopies (Colour) - per copy	Letter, Legal, Tabloid		\$ 0.75
Plotter copies (Large format) - per sheet			\$ 20.00

Infrastructure and Development

Services Department

82 Erie Street, 3rd Floor

Stratford, ON N5A 2M4

Phone: (519) 271-0250

Fax (519) 271-5966

www.stratford.ca



Classes of Permits

Class of Permit shall include:

1. Building permit BCA 8(1) (includes a farm building)
2. Partial Permit BCA 8(1)
3. Special Building Permit BCA 7(1)(a)
4. Demolition Permit BCA 8(1)
5. Conditional Permit BCA 8(3)
6. Occupancy Permit BCA 11
7. Change Of Use Permit BCA 10(1)
8. Plumbing Permit BCA 8(1) (specific types noted)
9. Mechanical Permit (H.V.A.C.) BCA 8(1) (specific types noted)
10. Structural Sign Permit OBC DIV. B 3.15
11. Transfer Permit BCA 7(h)
12. Sewage System Permit BCA 8(1)

Notes: BCA refers to the Ontario Building Code Act S.O. 1992, Chapter 23 as amended,
OBC refers to the Ontario Building Code O.Reg. 332/12 as amended.

SPECIAL BUILDING PERMIT FEE:

A special permit fee with respect to construction, change of use, demolition, heating, ventilation, air conditioning, electrical, plumbing or drainage work shall be paid by the owner where any work was commenced prior to the issuance of a permit.

The special permit fee shall be the regular permit fee plus an additional fee equal to 100% of the amount calculated as the regular permit fee, but in no case shall the additional fee exceed \$7000.00 in order to compensate the City for the additional work performed as a result of commencing work prior to permit issuance.

Payment of the special permit fee does not allow construction, change of use, demolition, heating, ventilation, air conditioning, electrical, plumbing or drainage work to continue without a permit.

INFILL SECURITY DEPOSIT FEE:

An Infill Security Deposit Fee in the amount of \$1,000.00 for each building permit application for a new single family dwelling, semi-detached dwelling or a building containing duplex or triplex dwellings except when said permit application is subject to a Construction Deposit as required in a Subdivision Agreement under the Planning Act.

Infrastructure and Development

Services Department

82 Erie Street, 3rd Floor

Stratford, ON N5A 2M4

Phone: (519) 271-0250

Fax (519) 271-5966

www.stratford.ca



Return of Infill Security Deposit Fee:

Upon the completion of a final inspection including final inspection of the individual lot grading by the inspector, the construction deposit without interest (or such portion as remains unused) for that lot shall be returned by the CITY to the party that paid the construction deposit.

FEES UNDEFINED IN TABLE:

Fee for classes of permits/type of work not described or included in the calculation of permit fee table shall be determined by the Chief Building Official.

INTERPRETATION:

The following guidelines are to be applied in the calculation of permit fees:

- Floor area of the proposed work is to be measured to the outer face of exterior walls and to the center line of party walls or demising walls.
- In the case of interior alterations or renovations, area of proposed work is the actual space receiving the work, e.g. tenant suite.
- Mechanical penthouses and floors, mezzanines, lofts, habitable attics and interior balconies are to be included in all floor area calculations.
- Except for interconnected floor spaces, no deduction is made for openings within the floor area (e.g. stairs, elevators, escalators, shafts, ducts, etc).
- Unfinished basements for single detached dwellings, semi-detached dwellings, duplexes and townhouses are not included in the floor area.
- Finished basements for single detached dwellings (including semis, duplexes and townhouses, etc.) may at the discretion of the Chief Building Official be charged the interior finishing fee in Schedule 'A'.
- Fireplaces, HVAC, electrical, woodstoves, plumbing, site services are included in the permit fee for single family dwellings if included in original application. Square footage for garage is charged at the residential rates per square foot.
- Where interior alterations and renovations require relocation of sprinkler heads or fire alarm components, no additional charge is applicable.
- Where demolition of partitions or alterations to existing ceilings and walls is a part of an alteration or renovation permit, no additional charge is applicable.
- Corridors, lobbies, washrooms, lounges, etc. are to be included and classified according to the major classification for the floor area on which they are located.
- The occupancy categories in the Schedule correspond with the major occupancy classifications in the Ontario Building Code. For multiple occupancy floor area, the Permit fees for each of the applicable occupancy categories may be used, except where an occupancy category is less than 10% of the floor area.
- Temporary building is a building that will be erected for not more than one year.

Infrastructure and Development

Services Department

82 Erie Street, 3rd Floor

Stratford, ON N5A 2M4

Phone: (519) 271-0250

Fax (519) 271-5966

www.stratford.ca



- When conditional/partial permits are issued, fees shall be charged according to the type of work proposed for each partial permit and shall have a cumulative effect.
- When a conditional/partial permit is issued to construct a building shell a partial permit to construct an interior finish must also be issued.
- Site Service works when applied for with a building permit for a Structure, will be charged as per fees set out in Schedule 'A' except for Single detached dwellings.
- For classes of Permits not described in this Schedule, the Chief Building Official shall determine a reasonable permit fee.