



DRAFT BY-LAW NUMBER XXX-2025
OF
THE CORPORATION OF THE CITY OF STRATFORD

Being a By-law to amend By-law 112-2005 as amended, to
revise building permit fees effective January 1, 2026.

WHEREAS the Municipal Act, 2001, S.O. 2001, c.25, S.130, as amended, provides that a municipality may regulate matters not specifically provided for by the Municipal Act or any other Act for purposes related to health, safety and well-being of the inhabitants of the municipality;

AND WHEREAS, Section 7 of the Building Code Act 1992, S.O. 1992, c.23, as amended, empowers council to pass by-laws respecting permits for construction, demolition, occupancy, change of use, mechanical, plumbing, sewage systems and conditional permits and respecting inspections and the charging of permit fees;

WHEREAS Council of The Corporation of the City of Stratford enacted By-law 112-2005 respecting permits for construction, demolition and change of use and respecting inspections and the charging of permit fees;

AND WHEREAS the building permit fees have been amended from time to time by Council as deemed necessary;

AND WHEREAS Council held a public meeting, pursuant to section 7.(6) of the Building Code Act, 1992, S.O. 1992, Chapter 23, on D(insert date), to consider further amendments to the current building permit fees;

BE IT ENACTED by Council of The Corporation of the City of Stratford as follows:

1. That section 3, Fees (Section 7(c) of the Act), be amended to include the following new provision:

"6. On January 1, 2026, and the first day of January in each year thereafter, the fees indicated in Schedule A and anywhere in this By-law, shall be adjusted in accordance with the 12-month average change of the Statistics Canada Consumer Price index using the September-to-September rates."
2. That Schedule "A" to By-law 112-2005, as amended, be deleted and replaced with Schedule "A" attached hereto.
3. The fees in Schedule "A" attached hereto shall come into effect on January 1, 2026.
4. All other provisions of By-law 112-2005 as amended, shall remain in force and effect.

Read a FIRST, SECOND and THIRD time and

FINALLY PASSED this XXth day of Month, 2025.

Mayor – Martin Ritsma

Clerk – Tatiana Dafoe

THIS IS SCHEDULE "A" TO BY-LAW XXX-2025

Adopted this XXth day of (Month), 2025

OF
THE CORPORATION OF THE CITY OF STRATFORD

**Amending Schedule "A" to
By-law 112-2005, as amended**

Effective January 1, 2026

Group 'A' – Assembly

Type of Permit: Sub-Type	Permit Fee: Fee per Area (Sq. Ft.)	Permit Fee: Fee per Unit
Finished	\$2.31	N/A
Shell Only	\$2.05	N/A
Outdoor Patio	N/A	\$284.00
Outdoor Pool – Public	N/A	\$945.00
Portable Classroom	N/A	\$509.00

Group 'B' – Institutional

Type of Permit: Sub-Type	Permit Fee: Fee per Area (Sq. Ft.)	Permit Fee: Fee per Unit
All institutional classifications	\$2.78	N/A

Group 'C' – Residential

Type of Permit: Sub-Type	Permit Fee: Fee per Area (Sq. Ft.)	Permit Fee: Fee per Unit
Dwelling (Single, Semi, Duplex, Rowhouse, Stacked Rowhouse, Detached ARU)	\$1.47	N/A
Garage / Carport (per bay)	N/A	\$200.00
Shed, Deck, Porch	N/A	\$200.00
Apartment Building	\$1.73	N/A
Hotels / Motels	\$2.21	N/A
Residential Care Facility	\$1.47	N/A

Group `D` – Business & Personal Services

Type of Permit: Sub-Type	Permit Fee: Fee per Area (Sq. Ft.)	Permit Fee: Fee per Unit
Finished	\$1.89	N/A
Shell Only	\$1.58	N/A
Finishing of Existing Shell	\$0.49	N/A

Group `E` – Mercantile

Type of Permit: Sub-Type	Permit Fee: Fee per Area (Sq. Ft.)	Permit Fee: Fee per Unit
Finished	\$1.89	N/A
Shell Only	\$1.58	N/A
Finishing of Existing Shell	\$0.49	N/A

Group `F` – Industrial

Type of Permit: Sub-Type	Permit Fee: Fee per Area (Sq. Ft.)	Permit Fee: Fee per Unit
Finished	\$1.16	N/A
Shell Only	\$0.89	N/A
Finishing of Existing Shell	\$0.49	N/A
Parking Garage	\$0.84	N/A

Agricultural

Type of Permit: Sub-Type	Permit Fee: Fee per Area (Sq. Ft.)	Permit Fee: Fee per Unit
All Agricultural classifications	\$0.68	N/A

Stand Alone & Miscellaneous Work

Type of Permit: Sub-Type	Permit Fee: Fee per Area (Sq. Ft.)	Permit Fee: Fee per Unit
Air supported structures	\$0.84	N/A
Alternative Solution: Part 9 (each)	N/A	\$578.00
Alternative Solution: All other Building/system (each)	N/A	\$1,155.00

Type of Permit: Sub-Type	Permit Fee: Fee per Area (Sq. Ft.)	Permit Fee: Fee per Unit
Balcony guard (replace per linear foot) - excluding low rise Residential	\$0.71	N/A
Balcony repair (per balcony)	N/A	\$28.35
Ceiling (new or replace per square foot)	\$0.28	N/A
Change of Use (with no renovations) - All Classifications (min. fee \$260.00)	\$0.23	N/A
Demolition (If P.Eng. review required min. fee of \$525.00)	\$0.18	N/A
Designated Structures - Including Solar Panels, but excluding retaining walls, public pools, and signs)	N/A	\$509.00
Elevator, escalator, lift	N/A	\$509.00
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.	N/A	\$2,284.00
Exterior ramps (excluding low rise Residential)	N/A	\$284.00
Fireplace/Woodstove (each)	N/A	\$137.00
Foundation or Conditional Permit - In addition to Building Permit Fee (Min. \$525.00)	\$0.23	N/A
Interior Finishes - All Classifications not specified elsewhere (Min. \$284.00)	\$0.53	N/A
Alterations/Renovations to previously finished areas - All Classifications not specified elsewhere (Min. \$284.00)	\$0.47	N/A
New ARU – Inside of the Primary Dwelling Unit (Min. \$1,000.00)	\$1.47	N/A
Rack storage systems (per lin. ft.)	\$0.53	N/A
Reclad exterior wall (per lin. ft.)	\$0.18	N/A
Retaining Wall (per lin. ft.)	\$3.57	N/A

Type of Permit: Sub-Type	Permit Fee: Fee per Area (Sq. Ft.)	Permit Fee: Fee per Unit
Shoring & Underpinning (per lin. ft.)	\$3.89	N/A
Signs	N/A	\$137.00
Storefront replacement	N/A	\$284.00
Temporary Buildings (each)	N/A	\$284.00
Temporary Tents (each)	N/A	\$200.00

Mechanical Work (independent of Building Permit)

Type of Permit: Sub-Type	Permit Fee: Fee per Area (Sq. Ft.)	Permit Fee: Fee per Unit
HVAC Permit (non-residential)	\$0.18	N/A
Fire Sprinkler System, Standpipe, etc. (Min. \$284.00)	\$0.13	N/A
Commercial Kitchen, Spray Booth, Dust Collector (each)	N/A	\$284.00

Electrical Work (independent of Building Permit)

Type of Permit: Sub-Type	Permit Fee: Fee per Area (Sq. Ft.)	Permit Fee: Fee per Unit
Fire Alarm System & Electrical Work (Min. \$284.00)	\$0.13	N/A
Electromagnetic locks & Hold open devices (each)	N/A	\$137.00
Emergency Lighting (per storey)	N/A	\$137.00

Plumbing Work (independent of Building Permit)

Type of Permit: Sub-Type	Permit Fee: Fee per Area (Sq. Ft.)	Permit Fee: Fee per Unit
Plumbing Permit (per fixture, min. fee \$137.00)	N/A	\$19.00
Catchbasin, maintenance holes, roofdrains (each)	N/A	\$28.00
Building / Site Services (per lin. ft.)	\$0.89	N/A
Backflow Prevention Device (per device)	N/A	\$137.00

On-site Sewage System

Type of Permit: Sub-Type	Permit Fee: Fee per Area (Sq. Ft.)	Permit Fee: Fee per Unit
New or Replacement system	N/A	\$683.00
Alterations / Repair	N/A	\$515.00

Other Fees

Type of Permit: Sub-Type	Permit Fee: Fee per Area (Sq. Ft.)	Permit Fee: Fee per Unit
Minimum Permit Fee: Low rise residential (SDD, Semi-detached, Triplex)	N/A	\$137.00
Minimum Permit Fee: All Classifications (Unless noted otherwise)	N/A	\$284.00
Revision to Permit Fee - Applicable to square footage of area where plan examination required due to submission of revisions after permit issued. (Min. \$137.00)	\$0.13	N/A
Permit to Occupy unfinished building	N/A	\$284.00
Transfer Permit (change of permit ownership)	N/A	\$284.00
Special Inspection Fee after hours (per hour)	N/A	\$284.00
Additional Inspection Fee – Fee per additional inspection deemed necessary by the Chief Building Official or for call-back inspections	N/A	\$137.00
Special research requests of Building Division (per hour or part thereof and includes requests for written information	N/A	\$68.00
Property Surveys - Records FOI	N/A	\$28.00
Staff Time / 15 min.	N/A	\$16.00
Photocopies (Black & White, Letter, Legal, Tabloid) - per copy	N/A	\$0.22
Photocopies (Colour, Letter, Legal, Tabloid) - per copy	N/A	\$0.84
Plotter copies (Large format) - per sheet	N/A	\$23.00

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 \$7,750.00 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.

SECURITY DEPOSIT FEE:

A Security Deposit Fee shall be required for lot grading certification in the amount of \$2,000.00 for each building permit application for a new single detached 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 Site Plan Agreement or Subdivision Agreement under the Planning Act.

Return of Security Deposit Fee:

Upon the submission of a Final Lot Grading certificate from an Ontario Land Surveyor confirming completion of a final inspection and including a final inspection of the individual lot grading by the Building Official, 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.

1. In the case of interior alterations or renovations, area of proposed work is the actual space receiving the work, e.g. tenant suite.
2. Mechanical penthouses and floors, mezzanines, lofts, habitable attics and interior balconies are to be included in all floor area calculations.
3. Except for interconnected floor spaces, no deduction is made for openings within the floor area (e.g. stairs, elevators, escalators, shafts, ducts, etc.).
4. Unfinished basements for single detached dwellings, semi-detached dwellings, duplexes and townhouses are not included in the floor area.
5. 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'.
6. 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.
7. Where interior alterations and renovations require relocation of sprinkler heads or fire alarm components, no additional charge is applicable.
8. 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.
9. 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.
10. 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.
11. Temporary building is a building that will be erected for not more than one year.
12. 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.
13. When a conditional/partial permit is issued to construct a building shell a partial permit to construct an interior finish must also be issued.

14. 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.
15. For classes of Permits not described in this Schedule, the Chief Building Official shall determine a reasonable permit fee.