

**THE TOWNSHIP OF TARBUTT  
BY-LAW 2025-16 BUILDING BY-LAW  
APPENDIX C – PERMIT FEES**

<b>2025 TOWNSHIP OF TARBUTT BUILDING PERMIT FEES</b>	
<b>MINIMUM PERMIT FEE REQUIREMENTS FOR ALL PERMITS UNLESS OTHERWISE STATED</b>	
Minimum Permit Fee (unless otherwise noted)	\$ 110.00
Where work has commenced prior to any permit being issued, the permit fee will be doubled.	2 x regular fee
<b>COMMERCIAL, INDUSTRIAL, INSTITUTIONAL AND LARGE RESIDENTIAL NON HOUSE BUILDING PERMIT FEES</b>	
New Building Construction and Additions (Group A, Assembly)	\$25.00 / m2 or \$2.32/sf Gross Floor Area (finished)
Alterations, Renovations & Interior Fit Ups (Group A & B)	\$9.00 / m2 or \$ .84/sf of floor area being renovated
Alterations, Renovations, Repairs & Interior Fit Ups (Group C,D,E,F)	\$7.50 / m2 or \$ .70/sf of floor area being renovated
Accessory Structures	\$6.50 / m2 or \$ .60/sf of proposed Gross Floor Area
Demolition Permit for Non-Housing	Minimum Permit Fee of \$110.00
New Construction Permit Review Fee (Deposit required to accompany application and will be deducted from final permit Fee)	\$ 250.00
<b>NEW HOUSE PERMIT FEES</b>	
New House - Includes New Townhouses, Single Detached Homes, Semi Detached Homes, Triplex and Duplex, New Detached Garage with a purpose built dwelling or suite built at time of original construction.	\$22.00 / m2 or \$2.04/sf for finished area above grade
Additional Dwelling Unit (in a new house or existing house, or in an existing residential accessory building) - <b><i>Charged in addition to the finished area charge for the new house.</i></b>	\$ 500.00 + above calculated fee
New Construction Permit Review Fee (Deposit required to accompany each application and will be deducted from final permit fee)	\$ 250.00
<b>FARM BUILDING PERMIT FEES</b>	
New Farm Buildings - (Group G) Includes barns, farm use sheds, coverall buildings, farm storage bins and any other farm building as determined by the CBO.	\$6.00 / m2 or \$.56/sf of proposed Gross Floor Area
Renovation of Existing Farm Buildings	1.5% of value of construction OR \$6.00/m2 (\$ .56/sf) of the proposed floor area being renovated (whichever is greater)

New Construction Permit Review Fee (Deposit required to accompany application) Will be deducted from final permit Fee.	\$ 250.00
<b>ACCESSORY STRUCTURES, RENOVATION AND DEMOLITION FEES FOR HOUSING PROJECTS</b>	
Additions, Renovations and Repairs where not noted below	\$6.75 / m2 or \$ .63/sf of the proposed floor area being renovated
Finished Basement (not serving as an additional dwelling unit above)	\$ 150.00
Small Deck Landings (max 2.32m2 in floor area with no roof)	Minimum Permit Fee
Accessory Structures (decks, shed, detached garage, carports etc.) with <b>no foundation</b> below grade (floating/detached)	\$ 150.00
Accessory Structures (decks, shed, garage without dwelling, carports etc.) <b>with foundation</b> below grade not floating and/or attached	\$5.00 / m2 or \$ .46/sf of proposed Gross Floor or Deck Area
Foundation Repairs	Minimum Permit Fee
Solid wood burning appliance installation (replacement or new)	Minimum permit Fee
Heating appliance (non wood burning) installation (replacement or new)	Minimum Permit Fee
Plumbing outside of a building (water line installations, sewer repairs, etc. (does not include septic installs or repairs)	Minimum Permit Fee
Sea Container Permits (>15m2 in area) only permitted in rural/agricultural/commercial zones	\$ 110.00
Solar Installations on Buildings	\$ 150.00
Shingle / Re-roofing Permit	\$110.00 (one free load of shingles to landfill)
Demolition Permits for Residential Buildings and Accessory Structures	\$ 110.00
Siding and Replacement of same size windows and doors	\$ 110.00
<b>ADMINISTRATIVE FEES - APPLICABLE TO ALL PERMIT TYPES</b>	
Conditional Permit Agreement	\$150.00
Partial Permit (foundation only)	Minimum Permit Fee
Change of Use Permit (without construction)	Minimum Permit Fee
Revision to Permit (at the discretion of the CBO additional charges of \$70/hr may apply depending on complexity)	Minimum Permit Fee
Construction Without a Permit (at the discretion of the CBO) - No Order Issued in relation to the contravention	Permit fee + up to 50% surcharge
Construction Without a Permit (at the discretion of the CBO) - Order Issued in relation to the contravention	Permit fee + up to 100% surcharge
Additional Inspection Fee (for 3 or more inspections for one stage of construction and at the discretion of the CBO)	Minimum Permit Fee (payment required before inspection will be done)
Alternative Solution Proposal (only accepted from Engineers, Architects or BCIN Registered Designers)	\$250.00 + any third party costs as below

Third Party Review Costs associated with third party review	Applicant to pay all Township costs, with receipts provided to justify costs.
Orders Issued, eg) Order to Comply, Unsafe Order, Emergency Order, etc. Fee can be avoided by taking action to comply before order is issued.	\$150.00
Orders registered on title and removed from title after being resolved	Owner responsible to pay all registration and removal costs + 10% administrative fee, with receipts to justify costs.
Building Compliance Reports (limited to unresolved orders, open permits, and outstanding inspections only)	Minimum Permit Fee
Requests for scans of a permit file contents (not required to be FOI)	Minimum Permit Fee
Permit Transfers	Minimum Permit Fee
Limiting Distance Agreement	\$ 150.00
<b>NOTES AND EXPLANATIONS</b>	
1. All floor areas are measured for floor area to the outside plane of walls of the platform.	
2. No permit fee shall be less than the minimum fee unless noted above as a lesser charge.	
3. There are no refunds for amounts less than the minimum permit fee.	
4. The building permit rates may be adjusted annually by Council by the CPI index amount. If CPI is negative, rates hold until the next year.	
5. Purpose built Residential accessory buildings with a new dwelling unit are considered as a House for the purpose of this fee chart.	
6. Any valuation where the Chief Building Official feels there is significant undervaluation shall require a detailed breakdown of costs provided prior to permit issue.	
7. Finished Area for houses includes all floors above grade measured between the outside surfaces of exterior walls and the centre line of party walls, whether finished or unfinished, but does not include garages or below grade. Openings between storeys below are not deducted from the floor area.	
8. All accessory structure fees, and administrative fees are due in full at time of application for permit	
<b>REFUNDS MAY BE PROVIDED:</b>	
If Application is submitted and no review functions, zoning functions or other reviews have been performed	75% Refund
If Permit is filed, and administrative and planning/engineering functions have been performed & plans examination completed	50% Refund
If Permit has been issued, a 25% refund of permit fees, minus 5% for each inspection that has been conducted.	