

THE CORPORATION OF THE TOWNSHIP OF BONFIELD

BY-LAW NO. 2025-30

**BEING A BY-LAW TO PROVIDE FOR BUILDING FEES CHARGED
BY THE CORPORATION OF THE TOWNSHIP OF BONFIELD**

WHEREAS the Council of the Corporation of the Township of Bonfield may pass by-laws establishing and requiring the payment of fees for information, services, activities and use of the Municipality's property;

AND WHEREAS Section 391 of the Municipal Act, 2001, S.O. 2001, c.25 as amended, provides for a municipality to pass by-laws imposing fees or charges on persons for services and activities provided or done by or on behalf of it, for cost payable by it for services or activities provided or done by or on behalf of any other municipality or local board, and for the use of its property including property under its control;

AND WHEREAS Section 69 (1) of the Planning Act, R.S.O. 1990, c. P. 13, as amended, provides that a municipality may establish a tariff of fees for the processing of applications;

AND WHEREAS Section 7 of the Building Code Act, 1992, S.O. 1992, c.23 as amended, authorizes a municipal Council to pass by-laws concerning the issuance of permits and related matters requiring the payment of fees on applications for and on the issuance of permits;

AND WHEREAS the Council of the Corporation of the Township of Bonfield is desirous of providing services and activities through a user pay and cost recovery model where possible;

NOW THEREFORE the Council of the Corporation of the Township of Bonfield enacts as follows:

1. That this By-law be cited as the "Building Fees and Charges By-Law"
2. That the fees set out in Schedule "A" attached to and forming part of this by-law shall be charged for licenses, permits, services and documents listed therein;
3. That if the provisions of this by-law conflict with any other by-law of the Corporation heretofore passed then the provision of this by-law shall prevail;
4. That any schedule of this By-law can be amended by resolution or by-law of Council and that the amended schedule shall form part of and be included in the Fees and Charges By-law.
5. That all fees and charges are due and payable at the time the service is provided. If the fees and charges or any portion thereof remain unpaid 30 days from the date of invoicing, interest at the rate of 1.25% shall be charged, and again on the first of each month thereafter until the account is paid in full.
6. That all fees and charges payable under this by-law including taxes, interest and collection costs constitute a debt of the person or persons charged and if unpaid, where permissible, shall be added to the tax roll for any property in the Township of Bonfield owned by such person or persons and may be collected in the same manner as taxes.
7. That HST will be charged where applicable.
8. That this by-law shall come into force on the final passing hereof.
9. That any previous By-law or User Fee outlined in a bylaw be hereby repealed.

READ A FIRST AND SECOND TIME THIS 9TH DAY OF July 2025

READ A THIRD TIME THIS 15TH DAY OF July 2025

MAYOR

CLERK

THE CORPORATION OF THE TOWNSHIP OF BONFIELD
BY-LAW 2025-30
SCHEDULE “A”

Permit fees shall be \$10.00 per thousand dollars based on a value of contract price or the prescribed fees listed below, whichever is greater. If there is no contract price in a written agreement, the permit fee will be calculated by the Building Department fees as follows

	Min. Fee	\$ Per m2
A. Construction: New Buildings; Additions to Buildings; Alterations; Unit Finish		
Group A: Assembly		
New Recreation Facilities, Schools, Libraries, Places of Worship, Restaurants, Theatres, Arenas, Swimming Pools, Gymnasiums	\$ \$5000.00	\$12.12
	\$	
Additions	\$4,0000.	\$6.74
Alteration, renovation, interior finish, unit finish/fit-up	\$1,500.00	\$5.38
Group B: Institutional		
New hospital, institutional buildings, detention, care and treatment	\$5000.00	\$12.12
Additions	\$4,000.00	\$12.12
Alteration, renovation, interior finish, unit finish	\$1,500.00	\$5.38
Group C: Residential		
New single detached dwelling, semi detached, townhouse, rowhouse, duplex, cottage. ADUC	\$	
	\$3,000.00	\$17.22
Additional Dwelling Units (Detached ADUs)	\$1,500.00	\$10.76
New motels, hotels and all other multi-unit residential occupancies per unit,		\$17.22
Addition, alteration (area < than existing building)		\$17.22
Renovation; minor alteration, finished basement within dwelling unit		\$5.38
New dwelling unit – within existing house or building		\$10.00
Group D: Business and Personal Services (offices, beauty salons etc.)		
	\$	
New building – finished	5000.00	\$12.12
Additions, shell only	\$4,000.00	\$12.12
Alteration, renovation, interior finish, unit finish	\$1,500.00	\$5.38
Group E: Mercantile (stores, shops etc.)		
New building – finished	\$ 5,000	\$12.12
Additions, shell only (area < than existing building)	\$4,000.00	\$12.12
Alteration, renovation, interior finish, unit finish	\$1,500.00	\$5.38
Group F: Industrial (Factories, warehouses, storage garages etc.)		
New building – finished	\$5000.00	\$12.96
Additions, shell only	\$4,000	\$12.96
Alterations, renovations, interior finish, unit finish	\$1,500.00	\$5.38
B. Demolition		
Residential	\$200.00	
Non- Residential	\$500.00	
Agricultural Barn	Exempt	
C. Designated Structures (OBC Div. C, Article 1.3.1.1.)		
Crane runway	\$700.00	
Dish antenna greater than 5m2 (54 ft2) mounted on a building	\$700.00	
Exterior storage tank not regulated by the TSSA	\$700.00	

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BY-LAW 2025-30
SCHEDULE “A”

Outdoor public pool or public spa	\$700.00
Pedestrian bridge appurtenant to a building	\$700.00
Permanent solid nutrient storage facility with walls exceeding 1m (3’-4”)	\$700.00
Retaining walls – non-residential	\$700.00
Retaining walls - residential	\$400.00
Signs regulated by Section 3.15 of Division B of the Building Code	\$700.00
Solar collector - Residential	\$400.00
Solar collector- Non-Residential	\$700.00
Wind turbine structure	\$700.00

D. Farm Buildings

Small Farm Building/Additions (as described in OBC Div.A 2.1.2.1(5))	\$0.75 sqft	\$8.06
Other/Large Farm Buildings, additions		\$11.59
Alterations, renovations, interior finish (for small and large buildings)		\$5.38
Silos, grain bins	\$400.00	

E. Standalone and Miscellaneous Work

Residential

Accessory shed structure (< than 400 sqft/37.16m ²)	\$400.00	
Accessory structure – shed, gazebo, detached garage (>399 sqft/37.06m ²)	\$500.00	\$7.00
Below grade entrance	\$500.00	
Carport, covered deck, porch, porch enclosure	\$400.00	\$5.38
Deck	\$300.00	\$5.38
Fireplace – wood burning	\$200.00	
Hunt Camp (without plumbing, HVAC)	\$750.00	
New or enlarged opening – door, window	\$200.00	
Permit for heating, ventilating and air conditioning (per suite)	\$200.00	
Plumbing	\$200.00	
Swimming Pool	\$200.00	

Non-Residential

Electromagnetic locking devices	\$700.00
Emergency lighting; exit signage; emergency power installation or replacement	\$700.00
Fire alarm installation or replacement	\$700.00
Permit for heating, ventilating and air conditioning (per suite)	\$700.00
Plumbing fixtures	\$700.00
School portable classrooms	\$700.00
Shoring	\$700.00
Sprinkler system; standpipe and/or hose system; fire suppression system installation or replacement	\$700.00
Temporary buildings, tents	\$500.00

G. Administrative Fees

AGCO Letter and Site Inspection	\$350.00
Alternative solution – Part 3 & Part 9 other than residential	\$700.00
Alternative solution – Part 9 residential buildings	\$400.00
Builder model change fee	\$400.00
Builder model plan review and certification prior to permit application	\$400.00
Change of use – where no construction is required	\$500.00
Compliance letter; building file review,	\$350.00
Conditional building permit and /or for accessory building prior to primary building occupancy, but not before permit issuance of the primary building	250.00
Construction, demolition or change of use without a building permit	100%
Deferral of revocation of permit – permit extension	\$400.00
Development Comments on Planning Applications	\$350.00
Footing and Foundation Permit, and/or conditional permit	25%
Re-inspection due to work not ready (per inspection)	\$150.00

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BY-LAW 2025-30
SCHEDULE “A”

Revision to permit and/or plans or documents after permit issued	25%
Transfer of permit, Relocation Permit, Occupancy Permit	\$350.00

Flat fee (unless noted otherwise)

a) Minor Residential projects, Residential and/or, Agricultural shipping containers used for storage purposes	\$200.00
b) All other buildings not described in (a), other shipping containers used for storage purposes	\$700.00
c) Signage not requiring engineering approval	\$200.00

Refunds

Application filed and accepted, no processing or review of plans 80% refund
Application files and plans review and permit issued or refused 70% refund
Refund is \$50 less for each inspection performed and mileage charge of \$0.60 per kilometre for site inspection with a minimum charge o \$15.00 per permit for mileage.

- No refund shall be made for an amount of \$50.00 or less.
- The fees that may be refunded shall be a percentage of the fees payable as outlined in this schedule.
- All refunds shall be approved by the CBO
- No refund shall be made in the event a permit is revoked, or where construction is substantially suspended or discontinued for more than a year from issue or if the building permit file is closed and final inspection was not requested.

Notes:
Where additions are included the minimum fees applies when the addition is less then the current area of the existing building.