

THE CITY OF VAUGHAN

BY-LAW

BY-LAW NUMBER 158-2021

A By-law to provide for fees and charges under the *Municipal Act* for the calendar years 2022 and 2023, repealing By-laws 171-2013, 173-2013, 014-2015, 015-2015, 018-2015, 200-2015, 201-2015, 202-2015, 203-2015, 085-2016, 124-2016, 135-2016, 168-2016, 195-2016, 197-2016, 198-2016, 016-2017, 024-2017, 038-2017, 053-2017, 123-2017, 022-2018, 045-2018, 061-2018, 023-2019, 043-2019, 079-2019, 153-2019, 157-2019, 189-2019, 190-2019, 191-2019, 192-2019, 063-2020, 101-2020, 192-2020, 193-2020, 194-2020, 195-2020, 196-2020, 015-2021, 031-2021 and 132-2021.

WHEREAS sections 8, 9 and 11 of the *Municipal Act, 2001*, S.O. 2001, c.25 (“*Municipal Act, 2001*”), authorize a municipality to pass By-laws necessary or desirable for municipal purposes, and in particular paragraph 3 of subsection 11(2) authorizes By-laws respecting the financial management of the municipality;

AND WHEREAS section 11(3) and provisions of Part IV of the *Municipal Act, 2001* provide that a municipality may pass By-laws respecting business licenses;

AND WHEREAS section 151 of the *Municipal Act, 2001* provides that a municipality may provide a system of licenses with respect to businesses;

AND WHEREAS subsection 69(1) of the *Planning Act, RSO. 1990, c P.13*, as amended (the “*Planning Act*”), permits a municipality to enact a By-law to impose a tariff of fees for the processing of applications made in respect of planning matters, which tariff shall be designed to meet only the anticipated cost to the municipality or to a committee of adjustment or land division committee constituted by the Council of the municipality in respect of the processing of each type of application provided for in the tariff;

AND WHEREAS section 7 of the *Building Code Act, 1992*, SO 1992, c.23, as amended, empowers Council to pass By-laws respecting the issuance of permits, the setting, collection and refunding of fees, and related matters;

AND WHEREAS section 391 of the *Municipal Act, 2001* similarly permits a municipality to pass By-laws imposing fees and charges;

AND WHEREAS the Council of The Corporation of the City of Vaughan has authorized the passage of a By-law for the purpose of establishing the list of the user fees and charges.

NOW THEREFORE the Council of The Corporation of the City of Vaughan ENACTS AS FOLLOWS:

1. The fees and charges set out in Schedules “A” to “N” attached to this By-law shall apply to every request made to The Corporation of the City of Vaughan, any City Department or any officer or employee of the City, including but not limited to fees or charges for requests for documents, reports, letters and other information whether written, printed or electronically produced or stored, or produced or stored in any other manner, searches, inspections, applications, permits, registrations, programs and the use of its facilities or properties, or for any other service or activity provided by the City to any person or any other authorized costs payable by the City.
2. Schedules "A" to "N" shall form part of this By-law, as follows:
 - Schedule “A” General
 - Schedule “B” City Clerk's Office
 - Schedule “C” Finance
 - Schedule “D” Vaughan Business Enterprise Centre (VBEC)
 - Schedule “E” Vaughan Fire and Rescue Service
 - Schedule “F” Building Standards Department
 - Schedule “G” Planning Development
 - Schedule “H” Community Services – Recreation Services Department
 - Schedule “I” Legal Services, Real Estate and By-law Compliance
 - Schedule “J” Parks Department
 - Schedule “K” Development Engineering Services
 - Schedule “L” Transportation and Environmental Services
 - Schedule “M” Committee of Adjustment
 - Schedule “N” Business Licenses
3. All fees and charges listed in the attached Schedules, where applicable, will be subject to Federal and Provincial taxes.
4. Should any provision of this By-law including any provision contained in one or more of the attached Schedules be determined by a court of competent jurisdiction to be invalid or void and of no force and effect, it is the stated intention of Council

that such invalid provision shall be severable and the remainder of this By-law including any applicable Schedule shall continue in full force and effect.

5. If a fee or charge for a particular year is not prescribed in the respective schedules of this By-law and a budget has not been passed by January 1st in a given year, the City Treasurer is authorized to apply a 3 per cent increase to the fee applied in the previous year to account for economic adjustment, until the By-law for the year to which the fees and charges apply, is approved by Council.
6. The Deputy City Manager, Corporate Services, City Treasurer and CFO, the City Clerk, and/ or their designate are hereby authorized to amend, from time to time, the Schedules attached to this By-law to add new fees and charges approved by Council, to delete fees and charges that are no longer applicable, and to reflect adjustments made in Section 5 of this By-law.
7. Any fees or charges that are owing to the City and that are unpaid, are a debt to the City and together with all interest and penalties accrued thereupon, may be collected by the City by any action it considers necessary and as it may be permitted by law, or may be collected in the same manner as municipal taxes.
8. That except as specifically exempted elsewhere in this By-law, all fees and charges are due at the time of application, or where no permit is applicable, at the time when the service has commenced.
9. That the following By-laws be amended:
 - a) By-law 050-2018 is hereby amended by deleting the fees provided in Schedule "A – Classes of Permits and Fees" of By-law 050-2018 and replacing with the following statement, "Refer to the City's current Fees and Charges By-law.";
 - b) By-law 40-2009 is hereby amended by deleting the fees provided in Schedule "A – Committee of Adjustment" of By-law 40-2009 and replacing with the following statement, "Refer to the City's current Fees and Charges By-law"; and
 - c) By-law 315-2005 is hereby amended by deleting the fees provided in Schedule "B – Classes of Business Licenses and Fees" of By-law 315-2005 and replacing with the following statement, "Refer to the City's current Fees

and Charges By-law.”.

10. That By-laws 171-2013, 173-2013, 014-2015, 015-2015, 018-2015, 200-2015, 201-2015, 202-2015, 203-2015, 085-2016, 124-2016, 135-2016, 168-2016, 195-2016, 197-2016, 198-2016, 016-2017, 024-2017, 038-2017, 053-2017, 123-2017, 022-2018, 045-2018, 061-2018, 023-2019, 043-2019, 079-2019, 153-2019, 157-2019, 189-2019, 190-2019, 191-2019, 192-2019, 063-2020, 101-2020, 192-2020, 193-2020, 194-2020, 195-2020, 196-2020, 015-2021, 031-2021 and 132-2021, are hereby repealed once this By-law comes into effect.
11. This By-law comes into full force and effect on January 1st, 2022.
12. Any request made to the City prior to, or on December 31st, 2021, for a service, application, approval, permit, document, reports, and other information whether written, printed or electronically produced or stored, searches, inspections, and the use of its facilities or properties or activity as contemplated in any Schedule to this By-law, shall be governed by the fees and charges contained in the By-law(s) being repealed herein.
13. This By-law, including any amendments from time to time, shall be known as the Fees and Charges By-law.

Enacted by City of Vaughan Council this 9th day of December, 2021.

Hon. Maurizio Bevilacqua, Mayor

Todd Coles, City Clerk

Fees and Charges Schedule F – Building Standards Department

Item	Fee or Charge		HST
	2022	2023 ¹	
Access Request – Property/Permit Data (plus Photocopy fee)	\$82.00	\$84.00	E
Routine Disclosure of Building Permit Plans / Surveys (plus photocopy fee)	\$82.00	\$84.00	Y
Photocopying/Scanning (Black and White) per Page (large>11x17)	\$0.69/small page; \$6.10/large page	\$0.71/small page; \$6.30/large page	Y
Photocopying/Scanning (Colour) per Page	\$1.45 up to 11x17 \$9.60 up to 24x36 \$16.00 up to 36x48	\$1.50 up to 11x17 \$9.90 up to 24x36 \$16.50 up to 36x48	Y
Building Compliance Letter	\$172.00	\$177.00	E
Supplementary Building Compliance Letter	\$98.00	\$101.00	E
Title Restriction Fee (release)	\$112.00	\$115.00	E
Written Response to Provincial/Regional Licenses (per letter including revisions up to 6 months from application date)	\$219.00	\$226.00	E
Written Zoning Response (per letter)	\$228.00	\$235.00	E
Written Response to requests for Consent to Transfer Vacant Land, Consent to Transfer Mortgage or Consent to Transfer Easements (per lot, block or unit)	\$78.00	\$80.00	E
Written Response to request for Consent to Parcel Lands and Register Maintenance Easements (per request)	\$155.00	\$160.00	E
Inspection Fee Consents to Sever Land (for each lot to be created)	\$308.00	\$317.00	Y
Inspection Fee Consents to Sever Land (for each remainder lot)	\$308.00	\$317.00	Y
Inspection Fee – Minor Variance (per application)	\$308.00	\$317.00	Y
Temporary Signs (Portable) - A-Frame (per sign for up to 6 months posting), Feather Banner (up to 6 feather banner signs for up to 6 months posting)	\$216.00	\$222.00	E
Temporary Signs (Portable) - Mobile (for up to 21 day posting)	\$154.00	\$159.00	E
Sign Variance Application Fee	\$1,236.00	\$1,273.00	E
Permits (including Signs) Regulated by the Ontario Building Code Act	See Schedule A of Building By-Law XXX-2021 as amended		

Note: All Fees are before HST. E = HST Exempt, Y = HST Applicable. The City reserves the right to review HST applicability for any regulatory or legislative changes.

^{1.} *Fees are indexed annually and are subject to change and Council approval in future years.*

Fees and Charges Schedule F – Building Standards Department

Occupancy Classification / Type of Construction	2022 Permit		2023 Permit ⁱ
	Fees	Units	Fees
	\$175.00 Minimum		\$180.00 Minimum
Group A (Assembly) - Shell Building	\$20.21	per m ²	\$20.82
Group A (Assembly) - Finished (Shell and Interiors)	\$22.48	per m ²	\$23.15
Group A (Assembly) - Interior Alteration	\$6.50	per m ²	\$6.69
Group A (Assembly) - Additions & Mezzanines	\$22.48	per m ²	\$23.15
Group B (Institutional) - Shell Building	\$25.36	per m ²	\$26.12
Group B (Institutional) - Finished (Shell and Interiors)	\$34.42	per m ²	\$35.45
Group B (Institutional) - Interior Alteration	\$6.50	per m ²	\$6.69
Group B (Institutional) - Additions & Mezzanines	\$34.42	per m ²	\$35.45
Group C (Part 3 Buildings) - Finished (Shell and Interiors)	\$18.00	per m ²	\$18.54
Group C (Part 3 Buildings) - Interior Alteration	\$6.50	per m ²	\$6.69
Group C (Part 3 Buildings) – Additions & Mezzanines	\$18.00	per m ²	\$18.54
Group C (Midrise Wood) - Finished (Shell and Interiors)	\$20.36	per m ²	\$20.97
Group C (Midrise Wood) - Interior Alteration	\$6.50	per m ²	\$6.69
Group C (Midrise Wood) - Additions & Mezzanines	\$20.36	per m ²	\$20.97
Group C (Part 9 Buildings) - Single Dwelling Unit (including secondary unit)	\$19.41	per m ²	\$19.99
Group C (Part 9 Buildings) - Multi Unit/Stacked Townhouses	\$21.20	per m ²	\$21.83
Group C (Part 9 Buildings) - Semis and Towns	\$21.20	per m ²	\$21.83
Group C (Part 9 Buildings) - Interior Alteration	\$6.50	per m ²	\$6.69
Group C (Part 9 Buildings) - Additions & Mezzanines	\$19.41	per m ²	\$19.99
Group C (Part 9 Buildings) - Accessory Buildings/Structures (Sheds, decks, garages)	\$249.00	flat fee	\$256.00
Group D (Office) - Shell Building	\$15.66	per m ²	\$16.13
Group D (Office) - Finished (Shell and Interiors)	\$20.40	per m ²	\$21.01
Group D (Office) - Interior Alteration	\$6.50	per m ²	\$6.69
Group D (Office) - Additions & Mezzanines	\$20.40	per m ²	\$21.01
Group E (Mercantile) - Shell Building	\$13.46	per m ²	\$13.86
Group E (Mercantile) - Finished (Shell and Interiors)	\$17.68	per m ²	\$18.21
Group E (Mercantile) - Interior Alteration	\$6.50	per m ²	\$6.69
Group E (Mercantile) - Additions & Mezzanines	\$17.68	per m ²	\$18.21
Group F1&F2 (Industrial) - Shell Building & Mezzanines	\$8.65	per m ²	\$8.91
Group F1 & F2 (Industrial) - Finished (Shell and Interiors)	\$12.49	per m ²	\$12.86
Group F1&F2 (Industrial) - Interior Alteration, Unfinished to Finished Areas (Partitioned Areas other than Warehouse & Manufacturing)	\$6.50	per m ²	\$6.69
Group F1&F2 (Industrial) – Interior Alteration, Unfinished to Finished Areas including occupancy (Warehouse & Manufacturing Use Areas)	\$3.84	per m ²	\$3.96
Group F1&F2 (Industrial) - Interior Alteration, to existing occupied areas. Fee applied to area of work proposed.	\$6.50	per m ²	\$6.69
Group F1&F2 (industrial) – Additions & Mezzanines	\$12.49	per m ²	\$12.86
Group F3 (Storage) - (Parking) Garage	\$8.47	per m ²	\$8.72
Plumbing / Sewage Systems			

Fees and Charges Schedule F – Building Standards Department

Occupancy Classification / Type of Construction	2022 Permit		2023 Permit ⁱ
	Fees	Units	Fees
	\$175.00 Minimum		\$180.00 Minimum
Site Services - Residential Projects (plus fee for water service/drains)	\$176.00	flat fee	\$181.00
Site Services - Other Than Residential Projects (plus fee for water service/drains)	\$176.00	flat fee	\$181.00
Water Service 50mm to 100mm	\$38.00	flat fee	\$39.00
Water Service 150mm 200mm 250mm	\$98.00	flat fee	\$101.00
Water Service over 250mm	\$149.00	flat fee	\$153.00
Residential Water Service (50mm or less)	\$42.00	flat fee	\$43.00
Drains – Residential	\$175.00	flat fee	\$180.00
Drains – Non-Residential/Multi Res. 100mm 150mm	\$61.00	flat fee	\$63.00
Drains – Non-Residential/Multi Res. 200mm 250mm	\$108.00	flat fee	\$111.00
Drains – Non-Residential/Multi Res larger than 250mm	\$149.00	flat fee	\$153.00
Plumbing Fixtures (Toilets, Urinals, lavatories, sinks, floor drains, vented traps, roof drains, backflow preventers)	\$19.00	flat fee per fixture	\$19.50
Grease Interceptors	\$75.00	flat fee	\$77.00
Plumbing – Miscellaneous (manholes, catch basins, area drains)	\$49.00	flat fee	\$50.00
***Septic System – Residential, commercial, industrial (GFA less than 186 m ²) Additional fee 186m ² and over	\$618.00	flat fee plus	\$637.00
***Septic System – Residential, commercial, industrial (GFA less than 186 m ²) Additional fee 186m ² and over	\$3.95	per m2	\$4.05
Septic System – Farm related project (without internal plumbing)	\$175.00	flat fee	\$180.00
Septic System – non-habitable addition/structure (no effect on system)	\$175.00	flat fee	\$180.00
Septic System – non-habitable addition/structure (change to system)	\$247.00	flat fee	\$254.00
Septic System – habitable addition/structure (no effect on system)	\$175.00	flat fee	\$180.00
***Septic System – habitable addition/structure (change to system) less than 186m ² Additional fee 186m ² and over	\$618.00	flat fee plus	\$637.00
***Septic System – habitable addition/structure (change to system) less than 186m ² Additional fee 186m ² and over	\$3.95	per m2	\$4.05
On Site Sewage System – Maintenance Program Inspection Fee	\$1,697.00	flat fee	\$1,748.00
Mechanical - HVAC			
Mechanical - HVAC - Residential	\$311.00	flat fee	\$320.00
Mechanical – HVAC - Non-Residential	\$621.00	flat fee	\$640.00
Hazardous Processes - Kitchen Exhaust Hood, Spray Booth, Storage of Hazardous Material, Dust Collector	\$595.00	flat fee	\$613.00
Subdivisions – Certified Models			
Certified Models – Single Dwelling Unit up to 3 Different Elevations (additional cost)	\$2,619.00	flat fee	\$2,698.00
One Additional Elevation (beyond 3 included in Certified Model, part of Certified Model application)	\$175.00	flat fee	\$180.00
Change House Type Model (residential plan of subdivision where permit has been issued for a different house type)	\$495.00	flat fee	\$510.00
Change House Type Model – additional cost per m ² or portion thereof	\$12.89	per m ²	\$13.27
Permit Revisions			
Permit Revisions – Residential (when original permit calculated as a flat fee)	\$175.00	flat fee	\$180.00
Permit Revisions – Residential (includes 3 hours review time)	\$450.00	flat rate	\$464.00
Permit Revisions – Non-Residential (includes 3 hours review time)	\$522.00	flat rate	\$538.00

Fees and Charges Schedule F – Building Standards Department

Occupancy Classification / Type of Construction	2022 Permit		2023 Permit ⁱ
	Fees	Units	Fees
	\$175.00 Minimum		\$180.00 Minimum
Demolition			
Demolition – Part 9 Residential (plus hourly rate for review over 3 hours)	\$316.00	flat fee	\$325.00
Demolition – Part 3 Residential and Non- Residential (plus hourly rate for review over 3 hours)	\$1,019.00	flat fee	\$1,050.00
Fire/Life Safety			
Active Fire Protection Systems - Fire Alarm, Sprinkler or Standpipe Systems, Mag-Locks (plus additional fee in this section, below)	\$228.00	flat fee	\$235.00
Part 9 Fire Alarm System (additional fee)	\$0.39	per m ²	\$0.40
Part 3 Per Floor (additional fee)	\$164.00	per floor	\$169.00
Sprinkler / Standpipe System (additional fee)	\$0.52	per m ²	\$0.53
Fast Track Permit Process			
Additional fee – (percentage of full permit fee subject to maximum/minimum amounts below)	\$50	percent	\$50
Commercial and Industrial	\$875.00	min.	\$901.00
	\$8,736.00	max.	\$8,998.00
Residential - Detached/Semi Detached	\$583.00	flat fee	\$600.00
Residential – Townhouse all types	\$292.00	per unit	\$301.00
	\$8,736.00	max.	\$8,998.00
Designated Structures			
Miscellaneous - Designated Structure/Public Pool/Public Spa/Retaining Wall	\$626.00	flat fee	\$645.00
Solar Collectors (residential Part 9)	\$175.00	flat fee	\$180.00
Solar Collectors (Part 3 residential, industrial, commercial, institutional)	\$565.00	flat fee	\$582.00
Miscellaneous Permits / Services			
Alternative Solutions (plus cost of additional review/meetings and any 3 rd party review)	\$1,190.00		\$1,226.00
Balcony, including guards	\$0.57	per m ²	\$0.59
Change of Use where no construction is proposed - For all Types of Classifications(plus hourly rate for each hour or part thereof)	\$342.00	flat fee	\$352.00
Conditional Permit (10% of building permit fee in addition to building permit fee)	\$1,237.00	min.	\$1,274.00
	\$2,828.00	max.	\$2,913.00
Conditional Permit Agreement (amendment)	\$246.00	flat fee	\$253.00
Construction/Demolition/Change of Use without permit – additional 50% of permit fee	\$175.00	min.	\$180.00
	\$5,655.00	max.	\$5,825.00
Demising Walls (no other construction)	\$4.94	per linear metre	\$5.09
Demountable Event Structures (platforms, stages, bleachers, structures supporting lighting, audio and similar equipment)	\$175.00	flat fee per structure	\$180.00
Farm Buildings	\$6.16	per m ²	\$6.34
Fireplace / Stove	\$175.00	flat fee	\$180.00
Hourly Rate for Review or Inspection (minimum 3 hours may apply)	\$92.00	per hour	\$95.00
Limiting Distance Agreement	\$605.00	flat fee	\$623.00
Occupancy Permit – Div C. 1.3.3.1 & 1.3.3.5 (per stage of occupancy)	\$316.00	flat fee	\$325.00

Fees and Charges Schedule F – Building Standards Department

Occupancy Classification / Type of Construction	2022 Permit		2023 Permit ⁱ
	Fees	Units	Fees
	\$175.00 Minimum		\$180.00 Minimum
Partial Permit (additional fee)	\$283.00	flat fee	\$291.00
Portable Classroom	\$246.00	flat fee	\$253.00
Recladding	\$0.52	per m ²	\$0.53
Request to Defer Revocation (permit extension)	\$175.00	flat fee	\$180.00
Sales Pavilion	\$9.21	per m ²	\$9.49
Shelf and Racking System	\$5.18	per m ²	\$5.33
Signs – All Signs except Billboard and Temporary (Portable) Signs	\$197.00	flat fee plus	\$203.00
	\$33.00	per m ²	\$34.00
Signs – Billboard	\$170.00	flat fee plus	\$175.00
	\$43.00	per m ²	\$44.00
Signs – Temporary (Portable)	See Schedule “F” of Building By-Law OXX-2021 as amended		See Schedule “F” of Building By-Law OXX-2021 as amended
Shoring	\$10.97	per linear metre	\$11.30
Tents/Air Supported Structures	\$6.60	per m ²	\$6.80
Re-install Air Supported Structure to Issued Building Permit	\$500.00	Flat fee	\$515.00
Tents not intended as Permanent Structures	\$175.00	flat fee per tent	\$180.00
Transfer Permit (to new owner)	\$175.00	flat fee	\$180.00
Window Enlargement	\$2.42	per m ²	\$2.49

ⁱ Fees are indexed annually and are subject to change and Council approval in future years.

Fees and Charges By-law Schedule F – Building Standards Department

NOTES:

1. Except where a flat fee is indicated for an Occupancy Classification or Type of Construction, the fee per m² of floor area set out in Schedule A, shall be used by the Chief Building Official in determining the permit fee, by multiplying the floor area by the fee per m², subject to maximum and minimum fees where indicated.
2. For new buildings and additions, fees for sprinkler and fire alarm systems, unfinished basements (except within dwelling units), finished basement areas in single family, semi-detached and townhouse dwellings and any balconies, decks, patio, and porch structures are in addition to the Occupancy Group Fee per m².
3. Where a change of occupancy from one classification to another classification of a higher hazard is proposed, the fee for the proposed occupancy applies. Where a change of use permit is denied, fees paid may be credited to an alteration permit which incorporates the construction required to accommodate the change of use.
4. For the purpose of this schedule the occupancy classification and floor area shall be determined on the following basis:
 - a) The occupancy classification shall be established in accordance with the occupancy definitions of the Ontario Building Code.
 - b) Except as provided in 4.d), the floor area is the sum of the areas of all floors including basement, balconies and mezzanines and shall be measured to the outer face of the exterior walls or structure. For interior alterations, measurements are taken to the inner face of walls.
 - c) No deductions shall be made for openings within the floor area, i.e., stairs, elevators, ducts.
 - d) A garage serving only the dwelling unit to which it is attached or built-in and an unfinished basement located within a dwelling unit shall not be included in the area calculations.
 - e) The horizontal projection of sloping and stepped floors shall be used in lieu of actual surface area.
 - f) The fee for common facilities such as corridors, lobbies, washrooms etc., in “shell” buildings shall be calculated at the “finished” rate according to the occupancy classification of the floor area on which the facilities are located.
5. The fees shown in the following table will be used to calculate the total permit fee. However, the minimum fee for any permit shall be \$175.00 (2022 Rate).
6. Fees are indexed annually and are subject to change and Council approval in future years.
7. The fee for any permit or service not listed in this schedule will be charged at the hourly rate for review and inspections and the minimum fee will apply.
8. Previous year’s fees are applicable for:
 - a) Submissions made and minimum fees paid by December 31, 2021,
 - b) Enough information to calculate building permit fees received by February 15, 2022 and
 - c) Remainder calculated fees paid by February 28, 2022.
 - d) If these conditions are not met, 2022 fees apply.