

THE CORPORATION OF THE TOWN OF WASAGA BEACH

BY-LAW 2026-24

A By-law to amend By-law 2025-66 being a By-law to establish fees and charges to be collected by the Corporation of the Town of Wasaga Beach

WHEREAS pursuant to section 9 of the Municipal Act, 2001, a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act;

AND WHEREAS pursuant to section 8. (1) of the Municipal Act, 2001, the powers of a municipality under this or any other Act shall be interpreted broadly so as to confer broad authority on the municipality to enable the municipality to govern its affairs as it considers appropriate to enhance the municipality's ability to respond to municipal issues;

AND WHEREAS Section 391 of the *Municipal Act, 2001*, provides that a municipality may 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;

WHEREAS By-Laws imposing such fees and charges are authorized by the *Municipal Act, 2001*, and various other statutes;

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

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 Council approved the recommendations of Report 20260326-67 Fees and Charges Update (Building and Planning at the March 26, 2026 Council meeting);

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWN OF WASAGA BEACH HEREBY ENACTS AS FOLLOWS:

1. That By-law 2025-66 is hereby amended as follows:
 - a. THAT Schedule "H" Building Division Fees be amended as attached to this By-Law.

- b. THAT Schedule "I" Planning Division Fees be amended as attached to this By-law.
- c. THAT all other provisions of By-law 2025-66, as amended, shall apply.
- d. THAT this By-Law shall come into force and effect on the date of its final passing.

BY-LAW READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 26th DAY OF MARCH, 2026.

THE CORPORATION OF THE TOWN OF WASAGA BEACH

Brian Smith, Mayor

Nicole Rubli, Clerk

Town of Wasaga Beach By-law 2025-66, as amended
Consolidated Schedule of Fees and Charges - Planning Fees Effective March 26, 2026
SCHEDULE "H" BUILDING DIVISION
 'See Notes at end of Schedule'

Calculation of Permit Fees

Permit fee calculations are based on the formula below, unless otherwise specified in this schedule:

Permit Fee = Service Index (SI) multiplied by Area (A) of work involved Permit Fee = SI x A

SI = service index for classification of the work proposed

A = floor area in ft² of work involved (not including basement areas)

The Chief Building Official reserves the right to assign a permit fee based on the approved schedule to a category deemed appropriate. In cases where there is a dispute over the categorization of permit application fees it shall be the Chief Building Official's decision that is final.

Minimum Building Permit Fee

A minimum permit fee of \$190 shall be charged for all work

Plumbing Permit Fee

The plumbing permit fee is included with the building permit unless otherwise noted

Sewer and Water Service Connections are not included in regular permit fees, and will be added separately if required

DESCRIPTION	UNIT	CALCULATED FEE
Group A – Assembly Occupancies		
Open Public Swimming Pools	/sq. ft.	\$0.83
Shell	/sq. ft.	\$0.67
Finished	/sq. ft.	\$1.12
Alteration/Renovation	/sq. ft.	\$0.97
Façade Renovation (<6460 sq. ft. excl. signage)	flat fee	\$280
Façade Renovation (>6460 sq. ft. excl. signage)	flat fee	\$560
Demising Wall - per continuous separation	flat fee	\$190
Group B – Institutional Occupancies		
Shell	/sq. ft.	\$0.67
Finished	/sq. ft.	\$1.12
Alteration/Renovation	/sq. ft.	\$0.69
Group C – Residential Occupancies		
Single Family Dwellings, Row Townhouses, Duplexes, Live/work units and all other multiple unit buildings	/sq. ft.	\$1.39
Façade Renovation (<6460 sq. ft. excl. signage)	flat fee	\$280
Façade Renovation (>6460 sq. ft. excl. signage)	flat fee	\$560
Demising Wall - per continuous separation	flat fee	\$190
Residential Additions		
SFD Finished Basement	flat fee	\$190
Motels above 2 storeys and Hotels	/sq. ft.	\$1.04
Attached Garage for SFD	/sq. ft.	\$0.56
Detached Garage, Shed, Accessory Building to Dwelling	/sq. ft.	\$0.56
Alteration/Renovation (new foundation/basement, house raising)	/sq. ft.	\$0.69
Deck, Residential Pool/Hot Tub, In-ground Sprinkler	flat fee	\$190
Covered Porch, Encl. 3-season rooms, Roof over Deck	flat fee	\$190
Relocation of Park Model Trailer, Modular Home, SFD	flat fee	\$190
Demising Wall - per continuous separation	flat fee	\$1,110
Model home	per home	\$190

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SCHEDULE "H" BUILDING DIVISION

'See Notes at end of Schedule'

Group D – Business and Personal Service Occupancies

Shell	/sq. ft.	\$0.62
Finished	/sq. ft.	\$1.04
Alteration/Renovation	/sq. ft.	\$0.69
Façade Renovation (<6460 sq. ft.)	flat fee	\$280.00
Façade Renovation (>6460 sq. ft.)	flat fee	\$560.00
Demising Wall	flat fee	\$190.00

Group E – Mercantile Occupancies

Shell	/sq. ft.	\$0.69
Finished	/sq. ft.	\$1.04
Alteration/Renovation	/sq. ft.	\$0.69
Façade Renovation (<6460 sq. ft.)	flat fee	\$280
Façade Renovation (>6460 sq. ft.)	flat fee	\$560
Demising Wall	flat fee	\$190

Group F – Industrial Occupancies

Gas Stations, Car washes	/sq. ft.	\$0.83
Parking Garages (Open Air)	/sq. ft.	\$0.77
Parking Garages (Underground)	/sq. ft.	\$1.04
Shell	/sq. ft.	\$0.62
Finished	/sq. ft.	\$1.04
Alteration/Renovation	/sq. ft.	\$0.50
Façade Renovation (<6460 sq. ft.)	flat fee	\$280
Façade Renovation (>6460 sq. ft.)	flat fee	\$560

Group G – Farm Buildings

Greenhouses	flat fee	\$190
Barn (low human occupancy)	/sq. ft.	\$0.14
Barn (high human occupancy)	/sq. ft.	\$0.21

Interior alterations (plumbing extra)

Demising Wall - per continuous separation	flat fee	\$190
Illegal use remediation (criminally illegal)	flat fee	\$3,200

Tents/Portables

Tents under 2420 sq. ft.	flat fee	\$190
Tents 2420 sq. ft. or greater	flat fee	\$280
School Portables (per unit)	flat fee	\$190

Designated Structures (OBC Div. A 1.3.3.5)

Communication Tower	flat fee	\$350
Retaining wall	flat fee	\$190
Solar Collector	flat fee	\$490
Wind Turbine Support	flat fee	\$350

Stand Alone and Miscellaneous Work

Liquor Licence Inspection Required	flat fee	\$190
Re-Inspections	per inspection	\$104
File Search	per search	\$69
File Search beyond 15 years	per hour	\$80
Revoked permit	per permit	\$190
Reactivation of a revoked permit	per permit	\$190
Annual file maintenance fee (applied annually to all building permits that remain open more than 3 years after the date of issuance)	flat fee	\$250
Limiting distance agreement fee	per agreement	\$1,000 + 15% for administration
Alternative solution	flat fee	\$1,500
Partial lot grading review	flat fee	\$250
Conditional permit	flat fee	10% of building permit fee
Stop work order	per order	\$400
Issuing an order	per order	\$400
Permit extension	flat fee	\$40
Registering of orders		\$1,000 + 15% for administration

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Consolidated Schedule of Fees and Charges - Planning Fees Effective March 26, 2026
SCHEDULE "H" BUILDING DIVISION
'See Notes at end of Schedule'

Class: Demolition		
Buildings under 6460 sq. ft.	flat fee	\$190
Buildings 6460 sq. ft. and larger	flat fee	\$280
Illegal use demolition (criminally illegal)	flat fee	\$690
Class: Plumbing		
Sewer Service Connection	flat fee	\$190
Water Service Connection	flat fee	\$190
Water Meters & Parts		As per Schedule "M"
Water Meter Activation		As per Schedule "M"
9 or less plumbing fixtures	flat fee	\$190
10 or more plumbing fixtures	flat fee	\$380
Class: Septic System		
New installation permit	flat fee	\$620
Change of Use	flat fee	\$190
Repair / Replacement	flat fee	\$620
Compliance Letter	flat fee	\$190
Class: Change of Use		
Minimum	flat fee	\$350
In addition to minimum	/hour (over 4 hrs plan review)	\$104
Class: Sign		
All signs regulated by the Ontario Building Code	flat fee	\$350
Signs not regulated by the Ontario Building Code	per façade	\$190
Class: Other Construction		
All other construction not in any other class		\$190 + \$14.14 for each \$1,000 of construction value

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Annual Indexing

All fees shall be subject to an annual increase of 2.5% effective January 1 of each year, except for deck, swimming pool/hot tub, and in-ground irrigation permits.

Construction Without a Permit

If construction begins before the issuance of a building permit, there may be an additional administrative fee equal to 100 percent of the full permit fees or \$205 whichever is greater, to a maximum additional fee of \$25,000.

Permit to Revise an Issued Permit

Greater of \$69 per page, or \$104 per hour of examination and inspection time. Revision to an application during plans review prior to permit issuance

\$69 per page where the applicant is requesting changes to the proposed application.

Transfer of Permit

\$192 per permit transfer of ownership.

Model Home Agreement Permit

If the project is a Model Home under Agreement, there will be an additional fee of \$350 per permit, and is non-refundable. This permit can only be applied for if the Proposed Subdivision has been approved for Model Homes by Council.

Conditional Foundation Permit

If the project has a footprint of more than 6460 sq. ft. and has received all applicable law approvals, but has not finalized the above grade design a formal request can be made to the Chief Building Official for consideration. An application does not constitute a guarantee of permit. An additional administration fee equal to 25% will be added to the total permit application fee but in no case shall be less than \$1,050, with no maximum. This additional fee is non-refundable even if the Chief Building Official decides not to issue a Conditional Permit.

Certification of Models Prior to Draft Plan Approval

If the project is in the Draft Plan Approval Process, a concurrent review of the building permit application can be commenced. The fee per model is \$595. Upon issuance of the first building permit for a specific model, 75% of the

\$1,050 will be refunded. Refund applies to the first permit issued for a specific model, subsequent permits are subject to full permit fees.

Lot Grading Review

Where Lot Grading Review is required (as defined within the Infill Lot Grading Policy) the application fee is \$620. A

\$5,000 refundable deposit is to accompany the application that will be returned upon satisfactory completion of Lot Grading and Notice of Completed Construction being filed with the building department, minus \$62 per additional design review or site visit, required beyond the service prescribed within the Policy.

Refunds

The refundable fee will be based on the total required fee, using the following factors: 75% if the application is cancelled prior to the review of the application

50% if the application is cancelled prior to permit issuance

40% if the permit has been issued and project has been cancelled minus \$69 per field inspection performed up to the cancellation date

Where the amount of the fees retained by the town are less than the minimum permit fee applicable to the work, there will be no refund.

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SCHEDULE I PLANNING DIVISION

'See Notes at end of Schedule'

DESCRIPTION	CALCULATED FEE
1. PRECONSULTATION	
Pre-Consultation for Site Plan and Minor Zoning Relief	\$1,560
Pre-Consultation for OPA, Subdivision and Major Zoning Relief	\$3,100
2. OFFICIAL PLAN AMENDMENT	
Major (substantive matters such as changes to land use designations, boundaries, use permissions & new policy guidance) *plus the prescribed fee as noted below in Section 7	\$27,400
Minor (less substantive matters such as policy changes within existing designations & exceptions for use permissions/standards) *plus the prescribed fee as noted below in Section 7	\$14,500
3. ZONING BY-LAW AMENDMENT	
Major (changes to zone classifications, boundaries and/or use permissions)	\$14,100
Minor (changes to general provisions, and/or lot characteristics and performance standards)	\$6,300
Temporary Use Bylaw	\$5,000
Removal of Holding Provision	\$3,100
4. PLAN OF SUBDIVISION	
Draft Plan of Subdivision Major (more than 20 lots) *plus the prescribed fee as noted below in Section 7	\$18,900
Minor (up to 20 lots) *plus the prescribed fee as noted below in Section 7	\$10,800
Draft Plan Approval to Plan Registration	\$5,400
Draft Plan Approval to Plan Registration for each Phase after the 1st Phase (if a multi-phased Plan)	\$2,700
Revision to Draft Plan drawing after Draft Plan Approval	\$2,700
Revisions to Conditions of Draft Plan Approval after Draft Plan Approval	\$2,700
Revisions to both Draft Plan drawing and Conditions of Draft Plan Approval after Draft Plan Approval	\$4,100
Extension of Draft Plan Approval	\$2,700
5. PLAN OF CONDOMINIUM	
Draft Plan of Condominium (standard) *plus the prescribed fee as noted below in Section 7	\$10,800
Draft Plan of Condominium (common element) *plus the prescribed fee as noted below in Section 7	\$5,400
Draft Plan of Condominium (vacant land) Major (more than 20 lots/units) *plus the prescribed fee as noted below in Section 7	\$18,900
Minor (up to 20 lots/units) *plus the prescribed fee as noted below in Section 7	\$10,800
Draft Plan Approval to Plan Registration	\$5,400
Revision to Draft Plan drawing after Draft Plan Approval	\$2,700
Revisions to Conditions of Draft Plan Approval after Draft Plan Approval	\$2,700
Revisions to both Draft Plan drawing and Conditions of Draft Plan Approval after Draft Plan Approval	\$4,100
Extension of Draft Plan Approval	\$2,700
Exemption to Plan of Condominium	\$5,400
Phased Condominium Approval (either plan or exemption)	\$680

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DESCRIPTION	CALCULATED FEE
6. SITE PLAN CONTROL	
Site Plan Approval (new development, Major >500 sq.m. of building area) *plus the prescribed fee as noted below in Section 7	\$4,100
Site Plan Approval (new development, Minor ≤500 sq.m. of building area) *plus the prescribed fee as noted below in Section 7	\$2,000
Site Plan Approval (amendment) *plus the prescribed fee as noted below in Section 7	\$1,200
Site Plan Approval (minor adjustment)	\$800
Model Home / Sales Trailer Application	\$2,000
Submission Drawings beyond Third Review for any of the above (per submission)	\$410
Extension to Site Plan Approval	\$410
7. ADDITIONAL PRESCRIBED FEES	
Official Plan Amendment Plan of Subdivision Plan of Condominium	
Residential Ground Oriented Residential Units (single detached, semi-detached, townhouse & stacked or back-to-back townhouse) per lot/unit	
First 50 lots/units, plus,	\$340
From 51 lots/units to 100 lots/units, plus,	\$270
From 101 lots/units to 150 lots/units, plus,	\$200
From 151 lots/units to end count of lots/units remaining	\$140
Non-Ground Oriented Units (apartment buildings)	
A) per lot/unit,	\$170
B) per ha site area	\$3,400
Commercial/Industrial/Institutional per ha site area	\$3,400
Site Plan Control	
Residential Ground Oriented Residential Units (single detached, semi-detached, townhouse & stacked or back-to-back townhouse) per lot/unit	
First 50 lots/units, plus,	\$260
From 51 lots/units to 100 lots/units, plus,	\$200
From 101 lots/units to 150 lots/units, plus,	\$150
From 151 lots/units to end count of lots/units remaining	\$100
Non-Ground Oriented Units (apartment buildings)	
A) per lot/unit,	\$130
B) per ha site area if combined with mixed use commercial	\$2,600
Non-Residential	
Site area up to 2.5 hectares per sq.m of lot area	\$1.02
Site area in excess of 2.5 ha up to 10 ha per sq.m of lot area	\$0.33
Site area in excess of 10 ha per sq.m of lot area	\$0.10
Site Plan (amendment)	
per additional lot/unit for residential	\$130
per sq.m of additional building area for non-residential	\$1.43

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SCHEDULE I PLANNING DIVISION

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DESCRIPTION	CALCULATED FEE
8. AGREEMENTS	
Plan of Subdivision	\$6,600
Plan of Condominium	\$6,600
Front Ending	\$6,600
Conservation Easement	\$3,300
Pre-Servicing	\$4,900
Site Preparation	\$3,300
Site Plan Control	\$3,300
External Servicing	\$4,900
Model Home/Sales Trailer	\$3,300
Amendments to existing Agreements	50% of applicable fee above
Legal services - title search/registration of Subdivision Agreements	\$11,000
Legal - title search/registration of all Other Agreements	\$1,600
9. COMMITTEE OF ADJUSTMENT/COMMITTEE OF CONSENT	
Minor Variance (full review)	\$2,500
Incidental Minor Variance (scoped review) (minor relief from lot performance standards as noted in Section K)	\$1,260
Consent to Sever (one lot created)	\$2,600
Consent to Sever the first lot, plus (multiple lots created)	\$2,600
Consent to Sever each additional lot thereafter (multiple lots)	\$650
Boundary Adjustment / Lot Addition	\$2,100
Consent - Easement	\$2,000
Consent to Mortgage / Discharge Mortgage	\$2,300
Validation of Title	\$1,500
Certificate of Cancellation	\$1,500
Committee Recirculation per application (resulting from applicant's request for a deferral or change)	\$630
10. MISCELLANEOUS	
Cash in Lieu of Parkland (Residential)	5%
Cash in Lieu of Parkland (Industrial/Commercial)	2%
Zoning/Building Compliance Letters	\$250
Deeming Bylaw (plus \$700.00 legal fee for registration of by-law by Town, or alternatively nil if applicant responsible for registration at their expense)	\$2,700
Lifting of Part Lot Control (plus \$700 .00 legal fee for registration of by-law by Town, or alternatively nil if applicant responsible for registration at their expense)	\$4,500
Lifting of Part Lot Control (per lot fee)	\$75
Extension of Lifting of Part Lot Control	\$1,200
Tree Cutting Permit	
Properties up to 2 hectares	\$1,200
Properties greater than 2 hectares	\$1,600
Consultation process for Wireless Telecommunication Facilities	\$2,000

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SCHEDULE I PLANNING DIVISION

'See Notes at end of Schedule'

DESCRIPTION	CALCULATED FEE
Request for Site Plan Control Compliance	\$250
Emergency 911 Re-addressing (per address)	\$210
Parking Exemption (see Note 11)	\$1,700
Street Naming Fee (Developer Application)	\$500
Street Renaming Fee	\$1,000
General Inquiry	\$250 per hour

PLANNING FEE NOTES

Note 1: Application Fees are cumulative in respect of flat fees for applications, prescribed fees and instances where multiple matters are being considered as noted above.
Note 2: Determination of application fees, in terms of major, minor, incidental, revision, adjustment, categories, etc. is at the discretion of the Director of Planning in consideration of the scope, scale and complexity of the application, the extent of service being provided and in consideration of the guidance provided above.
Note 3: Refunds are not available for approved applications if lower yield of lots, residential units, or gross floor area are later proposed or developed than what had been originally submitted, reviewed and approved.
Note 4: Despite Note 1 above the payment of prescribed fees is not to be charged more than once on a single development when multiple applications are submitted simultaneously.
Note 5: Payment of application fees does not include any cost associated with staff attendance at an OLT hearing in support of an applicant's proposal.
Note 6: Additional costs incurred by the Town in the review and process of an application are charged back to the applicant. Such costs include, but are not be limited to, agreement preparation, peer review of reports and studies, required legal advice, etc.
Note 7: The Director of Planning may waive fees at their discretion, and applicants, if not satisfied, may address the Council or the Committee of Adjustment as the case may be.
Note 8: In the case where a Draft Plan Approval lapses, new application fees are required and a new application submitted.
Note 9: In the case of a Site Plan Control application and a resubmission by a person other than the original applicant, new application fees are required and a new application submitted.
Note 10: The determination of what qualifies as an incidental Minor Variance application is at the discretion of the Director of Planning; but shall generally be limited to the following : a) Additions and alterations to existing single detached, semi-detached, street townhouse, townhouse, duplex or link dwelling units. b) Recognizing non-conforming setbacks, lot coverage, height, etc. for "as- constructed" dwelling unit types as described in Note 10 (a) above . c) New or additions and alterations to buildings, structures or uses that are accessory to the dwelling unit types as described in Note 10 (a) above.
Note 11: Parking Exemption applicants must review the Town of Wasaga Beach Cash-in-Lieu of Parking Policy.

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