Building Department Report: Changes to Building Permit Fees

Background

In 2019, the provincial government enacted Bill 124 in response to industry concerns that municipalities were collecting substantial permit revenues without allocating them to corresponding services. The legislation addressed the use of these funds as general revenue by mandating the creation of financially self-sustaining Building Code Act Administration and Enforcement business units within municipalities.

Under Bill 124, the legislation established a clear mandate: permit fees must be used solely for administering and enforcing the Ontario Building Code Act. Municipalities must now operate a self-sustaining business unit and maintain a reserve fund to ensure enforcement continues during economic slowdowns.

Bill 124 imposed several new regulatory requirements on municipalities and building inspectors:

- **Mandatory Time Frames:** The legislation introduced minimum time frames for the building permit review process, increasing processing pressure on building staff.
- **Inspection Scheduling:** Legislated time frames were established for mandatory building inspections, including additional heating inspections.
- **Prompt Notifications:** Municipalities must now provide inspection notifications within two days of being requested, adding operational pressure to inspection teams.

In 2019, Council approved a building permit fee increase based on the proposed schedule within the 2019 Report “Proposed building permit fee increases"; which also included a mandate for a 4% annual increase for a five-year period starting in 2021. The initial 2019 fee increase was implemented as planned; however, the subsequent 4% annual adjustments were not actioned. Administrative challenges from the COVID-19 pandemic and significant staff turnover—specifically within the Chief Building Official position—led to an oversight in the annual indexing of building permit fees. As a result, fees have not been adjusted since 2021, causing the building department to miss the previously approved 4% annual increases for 2022 through 2025. To rectify this, the cumulative 16% approved increase has been incorporated into the total permit fees proposed in this report.

The intended annual indexing percentage is crucial for aligning fee revenue with the rising costs of building permits and inspections, which increase annually due to factors such as employer/employee benefits, staff negotiations, and general operating expenses within the Building Division.

A comprehensive review of the current building permit fee structure has identified operational inconsistencies stemming from our hybrid model, which combines construction-value, volumetric, and flat-fee assessments. To establish a more consistent and equitable framework, staff recommends aligning with Ontario municipal best practices by transitioning to a standardized cost-per-area structure. This methodology will serve as the baseline for all major construction categories, while maintaining simplified flat fees for minor projects such as swimming pools and roof-mounted solar systems. Detailed analysis and impacts are provided herein.

In tandem with aligning with provincial best practices, the proposed permit fee adjustments are designed to achieve revenue neutrality in strict accordance with sections 7(1)(c) and 7(2) of the *Building Code Act*. Additionally, the structure provides a reasonable allocation toward a building department reserve. This stabilization reserve establishes a critical contingency framework to sustain operations during periods of lower revenue performance, effectively mitigating financial risk and eliminating the need for taxpayer-funded subsidies.

Municipalities are required to designate the use of surplus revenues or reserve funds when annual fee collections exceed service delivery costs. To fulfill this, a Building Department Reserve Fund may be established to offset operational deficits in years when permit revenues fall short of service costs. Expenditures from this reserve fund are strictly restricted to Township of Otonabee-South Monaghan building permit-related services.

The Township's building department has experienced consecutive annual deficits due to a decline in building permit volumes and new accounting complexities introduced by PSAS PS-3400. The department has significantly drawn down its reserve fund over the last two years to sustain operations, with an additional draw projected for 2026. As a result, the current Fees & Charges By-law is insufficient to recover the actual costs of administering, inspecting, and enforcing building permits while maintaining a healthy Building Department Reserve Fund. This impact will be covered further in this report.

Furthermore, this report fulfills the explicit legislative and public notice requirements mandated by sections 7(6), 7(7), and 7(8) of the *Building Code Act*, and Division C, Part 1, Article 1.9.1.2. of the Ontario Building Code Regulation. Adherence to these sections ensures the municipality satisfies the prescribed statutory framework governing amendments to building permit fees.

Service Delivery Cost

The Township’s stated goal as it relates to permit fee levels is to collect 100% of the costs associated with delivering the service. These costs are primarily made up of direct costs such as salaries and benefits, legal fees and insurance, education and training, vehicle expenses and mileage; and indirect costs such as admin/IT, association dues, distributed overhead, and reserve allocation.

The 2026 Building Department service delivery budget is established at $479,904, which incorporates three full-time staff positions and a part-time contract for a Deputy Chief Building Official (DCBO) position. This budget baseline was utilized to restructure the department's fee framework, aiming to achieve full cost-recovery and fiscal neutrality while establishing a conservative reserve fund.

Building Area Data Calculation Methodology and Fee Rationale

The proposed fee structure completely overhauls the current framework through rigorous financial analysis. By introducing new methodology variables, staff carefully balanced realistic price updates with the statutory requirement for full cost-recovery. The previous system caused confusion by charging excessively high fees for some construction categories and unsustainable lows for others. To fix this, staff rebalanced the entire model.

An internal evaluation was conducted on historical building permit fee revenues from 2015 through 2025. These 11 years provide a representative data set capturing three distinct performance metrics: revenue above service delivery cost, revenue below cost, and approximate revenue neutrality. To normalize the data against extreme market fluctuations, totals for established construction categories were calculated using a mean average for each category. This empirical approach yielded a normalized annual average of $364,852.65 for issued building permits for the evaluated period.

The analysis includes supplementary revenue streams such as set fee permits, zoning and work order fees, grading certificates, and deferred applications from the prior calendar year. Together, these categories generated an average building department revenue of $412,362.00, leaving a $67,542.00 deficit against the projected budget requirement of $479,904.00.

Even when factoring in the previously approved 16% fee increase, average revenue only rises to $441,090.68, which still leaves a shortfall of $38,813.32. To bridge this remaining gap, an additional 12% increase has been proposed on top of the 16% rate already established for 2022–2025. However, as detailed later in this report, permit fees have also been restructured and rebalanced to better align with provincial standards, targeting a permit value of roughly 0.5–2% of total construction value.

Over this eleven-year period, we analyzed the total area of building construction of issued permits, which averaged 215,950.00 square feet (20,062.41 square metres) annually across all major occupancy and construction categories. This baseline allowed us to evaluate individual construction types and determine their specific percentage of contribution.

The verified data was broken down into specific construction categories, including Accessory Structures (garages/sheds); Agricultural, Commercial, Industrial, and Institutional Buildings; Multi-Unit Residential; Single Detached Dwellings; Secondary Dwelling Units; and Seasonal Residential Dwellings (cottages), along with their respective additions and renovations. Additional categories tracked include Decks; Park Model Trailers; On-Site Sewage Systems; Plumbing Only and Foundation Only Permits; Temporary Event Structures (tents); Demolition Permits; Change of Use Permits; and Miscellaneous Permits (pools, solar, signs, etc.)

Analyzing these construction categories allowed us to evaluate total permits, fees collected, and construction area to determine the percentage of contribution from each sector as indicated in the following table:

CONSTRUCTION CATEGORY CONTRIBUTION VS. FEE PERCENTAGE	
Accessory Structures (Garage/Shed) Fee:	6.35%
Agricultural Building Fee:	6.10%
Change of Use Fee:	0.06%
Commercial Building Fee:	2.25%
Deck Fee:	2.41%
Demolition Fee:	1.12%
Foundation Only Fee:	0.41%
Industrial Building Fee:	6.91%
Institutional Building Fee:	1.38%
Miscellaneous (Pools, Solar, Signs) Fee:	2.29%
Multi-Unit Residential Fee:	1.24%
On-Site Sewage System Fee:	0.93%
Park Model Trailer Fee:	6.71%
Plumbing Only Fee:	0.35%
Residential Addition and Renovation Fee:	5.51%
Secondary Dwelling Unit Fee:	0.32%
Seasonal Residential Dwelling Fee:	1.39%
Seasonal Residential Addition and Renovation Fee:	0.42%
Single Detached Dwelling Fee:	53.68%
Temporary Event Structures (Tents) fee:	0.16%
Total:	100.00%
Note: Fees do not include development charges	

An analysis of construction data from the study years provides critical insight into historical activity trends and future development expectations. Most notable is the dominant financial contribution of residential sectors. Single-detached dwellings historically account for approximately 54% of total building department revenue. Furthermore, comprehensive Group C residential projects—as defined by the Ontario Building Code—generate over 78% of total revenue. This data clearly demonstrates the critical role new residential development plays in supporting the Township’s building department revenue performance.

To determine the fees for each building category, we balanced historical data with local municipal benchmarks. While we aimed for general alignment with neighbouring municipalities, we adjusted for differences in our development mixes and cost-recovery goals. Ultimately, benchmarking remains secondary to our primary objective: achieving full revenue neutrality of our building department while preventing any financial impact on the general tax base.

Attached as Schedule "A" - Fee Structure Chart compares current permit fees against the proposed model. This updated model integrates the council-approved 16% increase from the 2019 report alongside a proposed 12% adjustment. Beyond these percentage increases, staff undertook a comprehensive restructuring and rebalancing process to modernize the system:

- **OBC Alignment:** Fees now align directly with Ontario Building Code (OBC) occupancy classifications to improve clarity.
- **Accurate Cost Recovery:** Rates are rebalanced to precisely reflect project complexity, staff review time, and current industry standards.
- **Granular Categories:** New distinct rates distinguish between levels of finish, such as shell, tenant fit-up, and fully finished spaces.

Importantly, because of this strategic rebalancing, the adjustments will not result in higher fees across all construction categories; several construction categories will remain unchanged or see reductions. The specific impacts of these changes are detailed in the attached sample comparison studies.

Comparative Studies with Comparators and Local Peers

To demonstrate the advantages of the proposed fee structure, we completed multiple construction category fee studies comparing our current and proposed pricing against local peers and comparators.

These peer municipalities include the City of Peterborough, the municipalities of Trent Hills and Trent Lakes, and the townships of Alnwick-Haldimand, Asphodel-Norwood, Cavan Monaghan, Cramahe, Douro-Dummer, Hamilton, Havelock-Belmont-Methuen, North Kawartha, and Selwyn. These comparison studies demonstrate that the Township of Otonabee-South Monaghan recovers the costs required for service delivery while remaining competitive with surrounding municipalities.

The comparative studies incorporate the current permit fee structures of the analyzed municipalities, detailing when each structure was last updated. These effective dates range from 2022 to 2026. While several municipalities are currently evaluating proposed fee changes, this analysis strictly utilizes established, active values rather than pending proposals.

The comprehensive comparative analyses are presented in Appendix B, Figures 1 through 6. The baseline for each study consists of a sample building permit project differentiated by major occupancy classification, scale, and finish quality. Valuation figures were derived from the 2025 Ontario Large Municipalities Chief Building Officials (OLMCBO) construction values. This annual publication establishes cost-per-area metrics across diverse provincial sectors—namely civic, commercial, industrial, and institutional. The mean average cost per area was selected for the purposes of this research. Below is a high-level summary of the compared projects, which supplements the detailed findings in the appendix.

Appendix B – Figure 1 Direct Comparison - New Single Detached Dwelling (OBC – Group C Major Occupancy) Summary:

- Financial Impact: The proposed structure increases the sample project fee by $624.10.
- Peer Ranking: The Township moves from 8th to 9th highest out of 13 peer municipalities.
- Process Modernization: The new model bundles plumbing fees to streamline calculations and eliminate construction delays tied to future permit amendments.
- Provincial Compliance: Total fees represent 1.2% of construction costs (up from 1.1%), remaining well under the 2% provincial acceptable standard.

Appendix B – Figure 2 Direct Comparison - New Industrial Building (OBC – Group F Major Occupancy) Summary:

- Financial Impact: The proposed structure decreases the sample project fee by $5399.80.
- Peer Ranking: The Township improves its position, moving from the 13th to the 12th highest fee structure out of 13 peer municipalities. This adjustment delivers a practical reduction in fees while fully maintaining service delivery standards and strengthening the Township's competitive standing against targeted peers.
- Process Modernization: The new model bundles plumbing fees to streamline calculations and eliminate construction delays tied to future permit amendments.
- Provincial Compliance: Total fees represent 1.7% of construction costs, remaining under the 2% provincial acceptable standard. **Of note: current fees place us above the provincially accepted limit of 2% of total construction costs.**

Appendix B – Figure 3 Direct Comparison - New Commercial Mixed-Use (OBC – Group D Office & Group E Mercantile Major Occupancy) Summary:

- Financial Impact: The proposed structure significantly decreases the sample project fee by $38,183.10.
- Peer Ranking: The Township improves its position, moving from the 13th to the 9th highest fee structure out of 13 peer municipalities. This adjustment delivers a practical reduction in fees while fully maintaining service delivery standards and strengthening the Township's competitive standing against targeted peers.
- Process Modernization: The new model bundles plumbing fees to streamline calculations and eliminate construction delays tied to future permit amendments.
- Provincial Compliance: Total fees represent 0.8% of construction costs, remaining well under the 2% provincial acceptable standard. **Of note: current fees place us above the provincially accepted limit of 2% of total construction costs.**

Appendix B – Figure 4 Direct Comparison - New Small Farm Building (OBC – Group G Major Occupancy) Summary:

- Financial Impact: The proposed structure decreases the sample project fee by $1210.05.
- Peer Ranking: The Township retains its current position, of 10th highest fee structure out of 13 peer municipalities. This adjustment delivers a practical reduction in fees while fully maintaining service delivery standards and doesn't change the Township's competitive standing against targeted peers.
- Process Modernization: The new model provides a level of nuance to align with the new major occupancy classifications for farm buildings in the Ontario Building Code Division B Part 2.
- Provincial Compliance: Total fees represent 1.7% of construction costs, remaining under the 2% provincial acceptable standard. **Of note: current fees place us above the provincially accepted limit of 2% of total construction costs.**

Appendix B – Figure 5 Direct Comparison - New Large Farm Building (OBC – Group G Major Occupancy) Summary:

- Financial Impact: The proposed structure significantly decreases the sample project fee by $34,700.00.
- Peer Ranking: The Township improves its position, moving from the 13th to the 10th highest fee structure out of 13 peer municipalities. This adjustment delivers a practical reduction in fees while fully maintaining service delivery standards and strengthening the Township's competitive standing against targeted peers.
- Process Modernization: The new model provides a level of nuance to align with the new major occupancy classifications for farm buildings in the Ontario Building Code Division B Part 2.
- Provincial Compliance: Total fees represent 1.0% of construction costs, remaining under the 2% provincial acceptable standard. **Of note: current fees place us above the provincially accepted limit of 2% of total construction costs.**

Appendix B – Figure 6 Direct Comparison - New Residential Deck (OBC – Group C Major Occupancy) Summary:

- Financial Impact: The proposed structure increases the sample project fee by $10.00.
- Peer Ranking: The Township retains its current position, of 10th highest fee structure out of 13 peer municipalities.
- Process Modernization: None.
- Provincial Compliance: Total fees represent 0.30% of construction costs (up from 0.29%), remaining well under the 2% provincial acceptable standard.

Comparison Summary & Other Considerations:

Council will note from the comparative studies that this proposal exemplifies our commitment to remaining competitive while meeting our specific revenue requirements. The review of our current fee structure identified several areas of concern. Specifically, maintaining permit fees above the provincially accepted percentage of construction costs could negatively impact future development and growth.

Consequently, significant care and effort went into restructuring and rebalancing the permit fees. This ensures alignment with provincial thresholds without sacrificing the revenue required for service delivery. Simply applying across-the-board increases—such as the previously approved 16% and proposed 12% hikes—would worsen the current imbalance and cause more building categories to exceed provincial benchmarks. Instead, this restructuring establishes an equitable fee model that protects service delivery without disproportionately burdening specific categories.

Additionally, the proposed structure aligns with new major occupancy classifications for agricultural buildings. Introducing tiered pricing for small versus complex agricultural projects ensures that fees accurately reflect the building department's time investment for administration and compulsory inspections.

Finally, minimum building permit fees have been re-evaluated to achieve full cost recovery and ensure revenue neutrality. These minimum fees account for the actual resources required to process an application, including initial administration, calculations, permit reviews, applicant correspondence, mandatory inspections, report writing, and fleet vehicle expenses (fuel, mileage, and maintenance). The detailed breakdown for minimum fees is as follows:

- 3 Hours Administrative Time are valued at $60 (application vetting, review, correspondence).
- 3 Hours Plan Review for Permit Issuance are valued at $110. (OBC compliance review, correspondence).
- 3 Hours Prescribed Inspection Time are valued at $110. (Inspections as prescribed by the OBC, typically between 1 and 3 inspections
- Fleet Vehicle Costs are valued at $20 (average travel distance, cost of fuel, maintenance).

Annual Consumer Price Indexing (CPI):

Council will recall that when Building By-Law 2024-64 was enacted, it included Section 7.9 (Changing Permit Fees) to allow for annual fee adjustments tied to the Consumer Price Index (CPI). Staff temporarily paused the implementation of this indexing to evaluate whether new revenues from expanded on-site sewage system services would offset the building department's structural deficit. While these sewage services have generated a helpful new revenue stream, a sharp decline in local construction activity has outpaced these gains. Consequently, staff recommends reinstating the previously approved annual CPI adjustment to address escalating service delivery costs.

Implementing the annual CPI increase provides four primary institutional advantages:

Statutory Cost Recovery Compliance:

- **Fee-to-Service Alignment:** Restricts building department revenues to a strict cost-recovery model, ensuring fees do not exceed actual enforcement costs.
- **General Fund Protection:** Prevents rising operational inflation from forcing taxpayers to subsidize private construction activities through the general tax levy.
- **User-Pay Equity:** Guarantees that developers and applicants—the direct beneficiaries of the service—bear the true cost of their specific plan reviews and inspections.

Operational Capability and Resource Retention:

- **Staff Retention:** Matches market inflation to retain highly certified inspectors and plan reviewers, mitigating the risk of staff turnover to the private sector or adjacent municipalities.
- **Technology Maintenance:** Funds the annual licensing renewals for vital permit software, digital review platforms, and mobile field inspection tools.
- **Mandatory Training:** Supports compulsory continuing education required for staff to safely enforce rapidly evolving building, electrical, and plumbing codes.

Service Level Stabilization:

- **Delay Prevention:** Avoids flat-funding shortfalls that lead to staff shortages, permit backlogs, and delayed local construction starts.
- **Predictable Timelines:** Safeguards the department’s capacity to maintain fast, reliable turnaround times for the local building industry.
- **Field Safety Enforcement:** Secures necessary revenue so field inspectors can conduct thorough, unhurried safety inspections on job sites.

Fiscal Predictability for the Local Industry:

- **Mitigated Fee Spikes:** Replaces sudden, disruptive fee hikes every 3 to 5 years with minor, predictable annual adjustments that developers can easily absorb into initial project budgets.
- **Objective Indexing:** Utilizes the CPI as a politically neutral, data-backed metric, removing arbitrary decision-making from the fee adjustment process.

The "X" Factor: PS 3400 Accounting Standard

The implementation of the PS 3400 accounting standard has significantly changed how municipal building departments manage their finances. Because building permits are now classified as exchange transactions with specific performance obligations, departments can no longer fully recognize permit fees as revenue upon collection. Instead, revenue must be deferred and recognized incrementally as various milestones (e.g., plan reviews, prescribed inspections) are met.

This shift has created a breakdown of administrative, operational, and financial problems for municipal building departments:

1. Tracking and Administrative Burden

- **Identifying Performance Obligations:** Departments must break down a single permit fee into distinct components—such as zoning review, plan examination, and sequential field inspections (footings, framing, plumbing, occupancy).
- **Tracking "Stale" or Abandoned Permits:** One of the largest operational hurdles is dealing with permits that stall. If a developer completes a foundation but abandons a project or fails to call for final inspections, the remaining fee stays locked in a deferred revenue liability account indefinitely, skewing financial books.
- **Systems Integration:** Legacy municipal permitting software (e.g., Cloudpermit, Keystone) are rarely integrated. Departments have struggled to create tracking systems that automatically trigger revenue releases when an inspector signs off on a milestone in the field.

2. Financial Backlogs and Revenue Volatility

- **Deferred Revenue Backlogs:** Because full revenue release is withheld until final occupancy or closing of a permit, building departments have seen a temporary drop in their recognized operating revenue, leading to artificial deficits on paper during transition years.
- **Strict Cost-Recovery Matching:** Under legislation like Ontario's *Building Code Act*, building departments must operate on a user-pay, cost-recovery model. PS 3400 distorts this by mismatching the timing of staff cash outlays (salaries paid today) against the recognition of the deferred fee revenue (recognized months or years later).

3. Complexity in Resource Allocation and Estimations

- **Percentage-of-Completion Challenges:** To recognize revenue over time, departments must estimate the percentage of completion or stage of completion for hundreds of active permits. This requires estimates regarding how much staff time and cost go into an intake review versus a site inspection.
- **Refunding and Refusal Processes:** If a permit application is withdrawn halfway through review, determining exactly how much revenue was legally "earned"

versus how much must be refunded to the builder creates a complex reconciliation process.

4. Audit and Financial Reporting Friction

- **Lack of Granular Guidance:** Because PS 3400 is a principles-based standard, it does not outline precise rules for municipal permits. This has led to friction with municipal auditors regarding whether "issuing the paper permit" satisfies the core performance obligation, or if the obligation extends entirely through to the final inspection.

Increased Disclosure Requirements: Municipalities must now provide extensive footnote disclosures outlining how they determine the satisfaction of performance obligations, adding to the workload of finance teams.

A significant variable in this fee study report is the implementation of the new PS 3400 accounting standard, which introduces an "X" factor regarding how permit revenue is recognized. Under PS 3400, revenue can only be recognized within a fiscal year as specific performance obligations are met. Consequently, an undetermined percentage of project revenue must be deferred and rolled over into subsequent fiscal years as construction progresses.

This standard severely complicates the building department's ability to project realistic annual budgets and set fee structures. Crucially, the department cannot mandate inspections to fulfill these performance obligations; by law, property owners, contractors, and developers must notify the department when milestones are ready for inspection. Revenue availability is therefore entirely dependent on third-party construction schedules, which are rarely completed on original timelines.

When open permits are evaluated at year-end, the resulting deferred revenue frequently triggers a localized budget shortfall. These deficits must be absorbed by the building department reserve fund. When this accounting deferral intersects with prolonged periods of low construction activity, reserves can dissolve rapidly, potentially forcing a reliance on the general tax base to cover mandatory service delivery. This reality highlights the critical need to adjust fees, so they reliably contribute a minimum, reasonable baseline back into the building department reserve fund.

Financial Outlook and Reserve Sustainability

The building department reserve fund is facing severe financial strain. While transfers into and out of the reserve balanced evenly at five years each between 2015 and 2025, recent pressures have depleted resources. Driven by slow construction activity and a mandatory accounting standard adjustment, the fund plummeted from a historic high of $685,932 in 2023 to a record low of $94,578 at year-end 2025. Consequently, the reserve cannot sustain further deficits through 2026 and 2027. Furthermore, while $531,040 remains in deferred revenue, this money can only return to the department as builders hit construction milestones. Because the department cannot compel inspections, the timing of these fund releases remains entirely out of our control.

Staff is confident that once construction activity returns to the historic 11-year average, the proposed fee structure will generate sufficient revenue to fully cover 2027 service delivery costs and resume regular contributions to the building department reserve fund. Revenues will be continuously monitored, and staff will conduct a comprehensive fee structure review every three years to determine if further structural modifications are warranted.

However, it is critical to contextualize these projections within current market realities. Because the proposed fee model is calibrated against an 11-year operational average, the department naturally relies on reserves during downturns and replenishes them during peaks. The local building sector is currently navigating a 10-year market low. Reinstating the CPI adjustment, combined with the proposed structural changes and an eventual return to average construction volumes, will strategically position the building department for long-term fiscal success.

Financial Impact

The primary objective of this restructuring is to implement a building permit fee methodology that matches the revenue potential of our current framework while achieving full cost recovery. When construction activity meets historic averages, this model ensures the collection of sufficient revenue to completely offset the operational costs of service delivery.

Strategic Plan Reference

- Excellence in Governance & Service Delivery: Aligns municipal operations with updated provincial mandates and modern regulatory standards.

Summary:

The proposed changes align directly with provincial standards and the objectives of the Ontario Building Code. By establishing a standardized cost-per-area approach, this framework delivers a modern best practice model intended to remain revenue-neutral.

Staff recommends that Council endorse the proposed fee schedule to authorize amendments to Schedule “E” of Tariff of Fees By-Law 2024 and Building By-Law 2024-64, with an implementation date of January 1, 2027.

APPENDIX "A" - FEE STRUCTURE CHART
CURRENT VS PROPOSED

Construction Category	Current Fee Structure	Proposed Fee Structure
Group A - Assembly Occupancies:	$21.15/$1000 of Construction Value	$2.25/sq.ft. ($24.22/sq.m.)
Group B - Care, Treatment, or Detention Occupancies:	$21.15/$1000 of Construction Value	$2.25/sq.ft. ($24.22/sq.m.)
Group C - Residential Occupancies:		
* Single and Multi-Unit Residential Under Part 9 OBC	$1.58/sq.ft. ($17.01/sq.m.)	$1.90/sq.ft. ($20.45/sq.m.)
* Single and Multi-Unit Residential Under Part 3 OBC	$1.58/sq.ft. ($17.01/sq.m.)	$2.10/sq.ft. ($22.60/sq.m.)
* Accessory Structures: Decks, Porches, Garages, etc.	$1.58/sq.ft. ($17.01/sq.m.)	$1.70/sq.ft. ($18.30/sq.m.)
* Residential Renovations	$21.15/$1000 of Construction Value	$1.90/sq.ft. ($20.45/sq.m.)
* Residential Additions	$1.58/sq.ft. ($17.01/sq.m.)	$1.90/sq.ft. ($20.45/sq.m.)
* Residential New Foundation Only	$21.15/$1000 of Construction Value	$1.70/sq.ft. ($18.30/sq.m.)
* Park Model Trailers	$1.58/sq.ft. ($17.01/sq.m.)	$1.80/sq.ft. ($19.38/sq.m.)
* Residential Building Relocation	$1.58/sq.ft. ($17.01/sq.m.)	$1.70/sq.ft. ($18.30/sq.m.)
Group D - Business and Personal Services Occupancies:		
* Shell Only	$21.15/$1000 of Construction Value	$2.00/sq.ft. ($21.53/sq.m.)(*)
* Finished	$21.15/$1000 of Construction Value	$2.25/sq.ft. ($24.22/sq.m.)(*)
* Tenant Fit-up Only	$21.15/$1000 of Construction Value	$2.10/sq.ft. ($22.60/sq.m.)(*)
Group E - Mercantile Occupancies:		
* Shell Only	$21.15/$1000 of Construction Value	$2.00/sq.ft. ($21.53/sq.m.)(*)
* Finished	$21.15/$1000 of Construction Value	$2.25/sq.ft. ($24.22/sq.m.)(*)
* Tenant Fit-up Only	$21.15/$1000 of Construction Value	$2.10/sq.ft. ($22.60/sq.m.)(*)
Group F - Industrial Occupancies:		
* Shell Only	$21.15/$1000 of Construction Value	$2.00/sq.ft. ($21.53/sq.m.)(*)
* Finished	$21.15/$1000 of Construction Value	$2.25/sq.ft. ($24.22/sq.m.)(*)
* Tenant Fit-up Only	$21.15/$1000 of Construction Value	$2.10/sq.ft. ($22.60/sq.m.)(*)
Group G - Farm Buildings:		
* Small Farm Buildings (<600m2 / 6458sq.ft. - Not more than 3 Storeys)	$21.15/$1000 of Construction Value	$0.75/sq.ft. ($8.07/sq.m.)(*)
* Large Farm Buildings (>600m2 / 6458sq.ft.)	$21.15/$1000 of Construction Value	$1.00/sq.ft. ($10.76/sq.m.)(*)
On-Site Sewage Systems:		
* Class 2 Sewage System (Greywater System)	$500.00 Flat Fee	$500.00 Flat Fee
* Class 3 Sewage System (Cesspool)	$500.00 Flat Fee	$500.00 Flat Fee
* Class 4 Sewage System (Q=4500L/Day or Less)	$1000.00 Flat Fee	$1000.00 Flat Fee
* Class 4 Sewage System (Q= >4500L/Day)	$1450.00 Flat Fee	$1450.00 Flat Fee
* Class 4 Sewage System Tank Replacement Only	$400.00 Flat Fee	$400.00 Flat Fee
* Class 4 Sewage System Bed Repair/Replacement/Extension Only	$500.00 Flat Fee	$500.00 Flat Fee
* Class 5 Sewage System (Holding Tank)	$1000.00 Flat Fee	$1000.00 Flat Fee
* Sewage System Change of Use/Review of Existing System Capacity	$400.00 Flat Fee	$400.00 Flat Fee
* Severence or Subdivision Comments - First/Single Lot Only	$300.00 Flat Fee	$300.00 Flat Fee
* Severence or Subdivision Comments - Each Additional Lot	$150.00 Flat Fee	$150.00 Flat Fee
* Mandatory re-inspection for source water protection - Type 1 Fee	$75.00 Flat Fee	$75.00 Flat Fee
* Mandatory re-inspection for source water protection - Type 2 Fee	$150.00 Flat Fee	$150.00 Flat Fee
Additional Permit Categories:		
* Occupancy Permit (All Major Occupancy Groups)	$260.00	$1000.00 Flat Fee Security Deposit(**)
* Plumbing Only Permit - Up to 10 Fixtures	$189.30 Base Fee + 20.55/Fixture	$300.00 Flat Fee
* Plumbing Only Permit - Over 10 Fixtures	$189.30 Base Fee + 20.55/Fixture	$400.00 Flat Fee
* New HVAC System / Outdoor Solid Fuel Furnace	$324.50 Flat Fee	$300.00 Flat Fee
* Wood Stove/Fireplace/Chimney/Indoor Solid Fuel Burning Appliance	$324.50 Flat Fee	$300.00 Flat Fee
* Solar Array Systens (Building or Ground Mounted)	$540.80 (<20kW) /$811.20 (>20 kW)	$300.00 Flat Fee
* Shipping Container Storage Use Only (>15m2 / 161sq.ft.)	$270.00 Flat Fee	$300.00 Flat Fee
* Shipping Container Storage Change of Use (>10m2 / 108sq.ft.)	$21.15/$1000 of Construction Value	Group A, B, C, D, E, or F Fee above(*)
* Change of Use Review (no permit/construction required)	$21.15/$1000 of Construction Value	$300.00 Flat Fee(*)
* Change of Use Review (permit/construction required)	$21.15/$1000 of Construction Value	Group A, B, C, D, E, or F Fee above(*)
* Alternative Solution Review	$270.00 Flat Fee	$300.00 Flat Fee
* Material Change/Revision to Issued Permit	$270.00 Flat Fee	$300.00 Flat Fee
* Signs and Designated Structures not specified elsewhere	$1622.40 Flat Fee (P.Eng. Required)	$300.00 Flat Fee(***)
* Private Swimming Pools - Residential Above Ground	$205.50 Flat Fee	$300.00 Flat Fee
* Private Swimming Pools - Residential In-Ground	$21.15/sq.ft.	$300.00 Flat Fee
* Public Swimming Pools/Spas (3.11 and 3.12 Part 3 OBC)	Not previously recognized	$600.00 Flat Fee
Administrative Permit Fees:		
* Yearly Permit Renewal	$270.00 Flat Fee	$300.00 Flat Fee
* 911 Sign	$54.10 Flat Fee	$54.10 Flat Fee(****)
* Discharge of Order on Title	$216.35 Flat Fee	$1000.00 Flat Fee
* Repeat Inspection (beyond two failed inspections)	$162.25 Flat Fee	$150.00 Flat Fee
* Transfer of Permit	$270.00 Flat Fee	$150.00 Flat Fee
* Tile Drainage Inspection and Certificate of Completion	$200.00 Flat Fee	$200.00 Flat Fee
* Fence Variance Application Review	$150.00 Flat Fee	$150.00 Flat Fee
* Temporary Use Trailer License - Application Fee	$500.00 Flat Fee	$500.00 Flat Fee
* Temporary Use Trailer License - Security Deposit (refundable)	$2500.00 Flat Fee	$2500.00 Flat Fee
* Building Without A Permit	Calculated Permit Fee Doubled	Calculated Permit Fee Doubled
Removed Permit Fee		
* Inspection Request for Open Permit Dated Prior to 2005	$162.25 Flat Fee	Category Removed

Note: Fees are based on gross floor area as defined in the Ontario Building Code for all floor levels, finished and unfinished.
(*) = Restructured permit fees to provide greater level of flexibility and appropriate fee value based on actual level of construction. (**) = The security deposit will be refunded in full if no unauthorized occupancy occurs, but it will be forfeited completely if unauthorized occupancy is confirmed. (***) = Refined to provide alignment with the OBC - Engineering requirements only as specified by the OBC and fees adjusted to reflect cost recovery. (****) = Collected by the building department at permit application on behalf of the Township, but is not monies allocated to the building department.

APPENDIX "B" - FIGURE 1 DIRECT COMPARISON - NEW SINGLE DETACHED DWELLING SAMPLE (OBC - GROUP C MAJOR OCCUPANCY)			
Municipality	**Permit Fee Structure (Based on most recent data provided)**	**Sample Project: Single Detatched Dwelling (Including Finished Basement) 3000 sq.ft. Total Gross Area (Finished) + 400sq.ft. Garage (unfinished) + 12 Plumbing Fixtures & Construction Valuation of $515,000.00)**	**Total Permit Fee**
Township of Otonabee-South Monaghan (Current Fee Structure Based Fee)	Building Permit Fee = $1.58/sq.ft. (House) + $1.45/sq.ft.(Attached Garage) + Plumbing Fee = $189.30 Base Fee + $20.55/Fixture	Building Fee = $5320.00 & Plumbing Fee = $435.90	$5,755.90
Township of Otonabee-South Monaghan (Proposed Cost/Area Based Fee)	Building Permit Fee = $1.90/sq.ft. (Finished) + $1.70/sq.ft. (Garage) No Separate Plumbing Fee (Incorporated into fees above)	Building Fee = $6380.00	$6,380.00
City of Peterborough (Current Fee Structure -2025*)	Building Fee = $125.00 Admin. Fee + $2.63/sq.ft. (House & Garage)+ Plumbing Fee = $62.50 Admin. Fee + $260.00 Flat Fee (>10 Fixtures)	Building Fee = $9067.00 & Plumbing Fee = $322.50	$9,389.50
Municipality of Trent Hills (Current Fee Structure - 2026*)	Building Fee = $400.00 Admin. Fee + $0.95/sq.ft.(Finished) + $0.75/sq.ft. (Garage) + Plumbing Fee = $150.00 Flat Fee + $17/Fixture	Building Fee = $3550.00 & Plumbing Fee = $354.00	$3,904.00
Municipality of Trent Lakes (Current Fee Structure - 2024*)	Building Fee = $1.54/sq.ft. (Finished) + $0.91/sq.ft. (Unfinished - Min. $455.00) + $287.83 Plumbing Flat Fee	Building Fee = $5075.00 & Plumbing Fee = $287.83	$5,362.83
Township of Alnwick Haldimand (Current Fee Structure - 2025*)	Building Fee = $3114.98 Base Fee (up to 1700 sq.ft.) + $0.86/sq.ft. (over 1700 sq.ft.) + Plumbing Fee = $150.00 Flat Fee + $17/Fixture.	Building Fee = $4232.95 & Plumbing Fee = $354.00	$4,586.95
Township of Asphodel Norwood (Current Fee Structure - 2024*)	Building Fee = $75.00 Admin. Fee + $10/$1000.00 of Construction Value + Plumbing Fee = $75.00 Admin. Fee + $8.00/Fixture (Min. $50)	Building Fee = $5225.00 & Plumbing Fee = $171.00	$5,396.00
Township of Cavan Monaghan (Current Fee Structure - 2024*)	Building Fee = $1.25/sq.ft.(Finished) + $0.55/sq.ft. (Garage) No separate plumbing fee.	Building Fee = $3970.00	$3,970.00
Township of Cramahe (Current Fee Structure - 2025*)	Building Fee = $1483.00 Base Fee (up to 1200 sq.ft.) + $1.21/sq.ft. (over 1200 sq.ft.) + $345.00 base fee (Garage up to 300 sq.ft.) + $0.90/sq.ft. (Garage > 300 sq.ft.) + Plumbing Fee = $150.00 Flat Fee + $17/Fixture.	Building Fee = $4096.00 & Plumbing Fee = $354.00	$4,450.00
Township of Douro Dummer (Current Fee Structure - 2026*)	Building Fee = $14.50/$1000.00 of Construction Value (House & Garage) + Plumbing Fee = $400.00 Flat Fee (10 fixture or more)	Building Fee = $7467.50 & Plumbing Fee = $400.00	$7,867.50
Township of Hamilton (Current Fee Structure -2026*)	Building Fee = $4574.00 Base Fee + $1.03/sq.ft. (>2200 sq.ft.) + $400.00 Base Fee (Garage up to 300 sq.ft.) + $0.81/sq.ft. (Garage > 300 sq.ft.) + Plumbing Fee = $150.00 Flat Fee + $17/Fixture.	Building Fee = $5879.00 & Plumbing Fee = $354.00	$6,233.00
Township of Havelock Belmont Methuen (Current Fee Structure - 2024*)	Building Fee = $1.40/sq.ft.(Finished) + $0.72/sq.ft. (Garage) + Plumbing Fee = $75.00 Base Fee + $7.50/Fixture.	Building Fee = $4488.00 & Plumbing Fee = $165.00	$4,653.00
Township of North Kawartha (Current Fee Structure -2022*)	Building Fee = $12/$1000.00 of Construction Value + Plumbing Fee = $225 Base Fee	Building Fee = $7464.00 & Plumbing Fee = $225.00	$7,689.00
Township of Selwyn (Current Fee Structure - 2025*)	Building Fee = $1.83/sq.ft.(Finished) + $539.01 Flat Fee (Garage) + Plumbing Fee = $406.80 Flat Fee (>10 fixtures)	Building Fee = $6029.01 & Plumbing Fee = $406.80	$6,435.81
NOTE: FEES NOTED ABOVE DO NOT INCLUDE DEVELOPMENT CHARGES. * = BASED ON AVAILABLE INFORMATION FROM WEBSITE AT TIME OF REPORT STUDY (JULY 2026).			

APPENDIX "B" - FIGURE 2 DIRECT COMPARISON - NEW INDUSTRIAL BUILDING SAMPLE (OBC - GROUP F MAJOR OCCUPANCY)			
Municipality	**Permit Fee Structure (Based on most recent data provided)**	**Sample Project: 1 Storey Industrial Building - Warehouse 10,000 sq.ft. Total Gross Area (Finished) + 10 Plumbing Fixtures & Construction Valuation of $1,300,000.00)**	**Total Permit Fee**
Township of Otonabee-South Monaghan (Current Fee Structure Based Fee)	Building Permit Fee = $21.15/$1000.00 of Construction Value + Plumbing Fee = $189.30 Base Fee + $20.55/Fixture	Building Fee = $27,495.00 & Plumbing Fee = $394.80	$27,889.80
Township of Otonabee-South Monaghan (Proposed Cost/Area Based Fee)	Building Permit Fee = $2.25/sq.ft. (Finished) No Separate Plumbing Fee (Incorporated into fees above)	Building Fee = $22,500	$22,500.00
City of Peterborough (Current Fee Structure -2025*)	Building Fee = $125.00 Admin. Fee + $2.50/sq.ft. (Finished)+ Plumbing Fee = $62.50 Admin. Fee + $140.00 Flat Fee (10 Fixtures or Less)	Building Fee = $25,125.00 & Plumbing Fee = $202.50	$25,327.50
Municipality of Trent Hills (Current Fee Structure - 2026*)	Building Fee = $400.00 Admin. Fee + $10/$1000.00 Construction Value + Plumbing Fee = $150.00 Flat Fee + $17/Fixture.	Building Fee = $13,400.00 & Plumbing Fee = $320.00	$13,720.00
Municipality of Trent Lakes (Current Fee Structure - 2024*)	Building Fee = $1.64/sq.ft. (Finished) + $287.83 Plumbing Flat Fee	Building Fee = $16400.00 & Plumbing Fee = $287.83	$16,687.83
Township of Alnwick Haldimand (Current Fee Structure - 2025*)	Building Fee = $2292.20 Base Fee (up to 2500 sq.ft.) + $0.62/sq.ft. (>2500 sq.ft.) + Plumbing Fee = $150.00 Flat Fee + $17/Fixture.	Building Fee = $6942.20 & Plumbing Fee = $320.00	$7,262.20
Township of Asphodel Norwood (Current Fee Structure - 2024*)	Building Fee = $75.00 Admin. Fee + $10/$1000.00 of Construction Value + Plumbing Fee = $75.00 Admin. Fee + $8.00/Fixture (Min. $50)	Building Fee = $13075.00 & Plumbing Fee = $171.00	$13,246.00
Township of Cavan Monaghan (Current Fee Structure - 2024*)	Building Fee = $1.25/sq.ft.(Finished) No separate plumbing fee.	Building Fee = $12,500.00	$12,500.00
Township of Cramahe (Current Fee Structure - 2025*)	Building Fee = $2546.00 Base Fee (up to 2500 sq.ft.) + $0.75/sq.ft. (>2500 sq.ft.) + Plumbing Fee = $150.00 Flat Fee + $17/Fixture.	Building Fee = $8171.00 & Plumbing Fee = $320.00	$8,491.00
Township of Douro Dummer (Current Fee Structure - 2026*)	Building Fee = $14.50/$1000.00 of Construction Value + Plumbing Fee = $400.00 Flat Fee (10 fixtures or more)	Building Fee = $18850.00 & Plumbing Fee = $400.00	$19,250.00
Township of Hamilton (Current Fee Structure -2026*)	Building Fee = $5103.00 Base Fee + $1.05/sq.ft. (>2500 sq.ft.) + Plumbing Fee = $150.00 Flat Fee + $17/Fixture.	Building Fee = $12978.00 & Plumbing Fee = $320.00	$13,298.00
Township of Havelock Belmont Methuen (Current Fee Structure - 2024*)	Building Fee = $1.50/sq.ft.(Finished) + Plumbing Fee = $75.00 Base Fee + $7.50/Fixture.	Building Fee = $15,000.00 & Plumbing Fee = $150.00	$15,150.00
Township of North Kawartha (Current Fee Structure -2022*)	Building Fee = $12/$1000.00 of Construction Value + Plumbing Fee = $225 Base Fee	Building Fee = $11400.00 & Plumbing Fee = $225.00	$11,625.00
Township of Selwyn (Current Fee Structure - 2025*)	Building Fee = $1.10/sq.ft.(Finished) + Plumbing Fee = $228.83 Flat Fee (10 fixtures)	Building Fee = $11000.00 & Plumbing Fee = $228.83	$11,228.83
NOTE: FEES NOTED ABOVE DO NOT INCLUDE DEVELOPMENT CHARGES. * = BASED ON AVAILABLE INFORMATION FROM WEBSITE AT TIME OF REPORT STUDY (JULY 2026).			

APPENDIX "B" - FIGURE 3 DIRECT COMPARISON - NEW COMMERCIAL MIXED USE BUILDING SAMPLE (OBC - GROUP D - OFFICE & GROUP E - MERCANTILE MAJOR OCCUPANCY)			
Municipality	**Permit Fee Structure (Based on most recent data provided)**	**Sample Project: 1 Storey Mixed Use Office/Mercantile Building - 10,000 sq.ft. Total Gross Area - 5,000 sq.ft. Office/5,000 sq.ft. Mercantile + 16 Plumbing Fixtures & Construction Valuation of $2,865,000.00)**	**Total Permit Fee**
Township of Otonabee-South Monaghan (Current Fee Structure Based Fee)	Building Permit Fee = $21.15/$1000.00 of Construction Value + Plumbing Fee = $189.30 Base Fee + $20.55/Fixture	Building Fee = $60,165.00 & Plumbing Fee = $518.10	$60,683.10
Township of Otonabee-South Monaghan (Proposed Cost/Area Based Fee)	Building Permit Fee = $2.25/sq.ft. (Finished) No Separate Plumbing Fee (Incorporated into fees above)	Building Fee = $22,500.00	$22,500.00
City of Peterborough (Current Fee Structure -2025*)	Building Fee = $125.00 Admin. Fee + $2.50/sq.ft. (Finished)+ Plumbing Fee = $62.50 Admin. Fee + $260.00 Flat Fee (>10 fixtures)	Building Fee = $25,125.00 & Plumbing Fee = $322.50	$25,447.50
Municipality of Trent Hills (Current Fee Structure - 2026*)	Building Fee = $400.00 Admin. Fee + $10/$1000.00 Construction Value + Plumbing Fee = $150.00 Flat Fee + $17/Fixture.	Building Fee = $29050.00 & Plumbing Fee = $422.00	$29,472.00
Municipality of Trent Lakes (Current Fee Structure - 2024*)	Building Fee = $1.76/sq.ft. (Finished) + $287.83 Plumbing Flat Fee	Building Fee = $17,600 & Plumbing Fee = $287.83	$17,887.83
Township of Alnwick Haldimand (Current Fee Structure - 2025*)	Building Fee = $2292.20 Base Fee (up to 2500 sq.ft.) + $0.62/sq.ft. (>2500 sq.ft.) + Plumbing Fee = $150.00 Flat Fee + $17/Fixture.	Building Fee = $6942.20 & Plumbing Fee = $422.00	$7,364.20
Township of Asphodel Norwood (Current Fee Structure - 2024*)	Building Fee = $75.00 Admin. Fee + $10/$1000.00 of Construction Value + Plumbing Fee = $75.00 Admin. Fee + $8.00/Fixture (Min. $50)	Building Fee = $28725.00 & Plumbing Fee = $203.00	$28,928.00
Township of Cavan Monaghan (Current Fee Structure - 2024*)	Building Fee = $1.25/sq.ft.(Finished) No separate plumbing fee.	Building Fee = $12,500.00	$12,500.00
Township of Cramahe (Current Fee Structure - 2025*)	Building Fee = $2546.00 Base Fee (up to 2500 sq.ft.) + $0.75/sq.ft. (>2500 sq.ft.) + Plumbing Fee = $150.00 Flat Fee + $17/Fixture.	Building Fee = $8171.00 & Plumbing Fee = $320.00	$8,491.00
Township of Douro Dummer (Current Fee Structure - 2026*)	Building Fee = $14.50/$1000.00 of Construction Value + Plumbing Fee = $400.00 Flat Fee (10 fixtures or more)	Building Fee = $41542.50 & Plumbing Fee = $400.00	$41,942.50
Township of Hamilton (Current Fee Structure -2026*)	Building Fee = $5103.00 Base Fee + $1.05/sq.ft. (>2500 sq.ft.) + Plumbing Fee = $150.00 Flat Fee + $17/Fixture.	Building Fee = $12978.00 & Plumbing Fee = $422.00	$13,400.00
Township of Havelock Belmont Methuen (Current Fee Structure - 2024*)	Building Fee = $1.50/sq.ft.(Finished) + Plumbing Fee = $75.00 Base Fee + $7.50/Fixture.	Building Fee = $15,000.00 & Plumbing Fee = $195.00	$15,195.00
Township of North Kawartha (Current Fee Structure -2022*)	Building Fee = $12/$1000.00 of Construction Value + Plumbing Fee = $225 Base Fee	Building Fee = $18600.00 & Plumbing Fee = $225.00	$18,825.00
Township of Selwyn (Current Fee Structure - 2025*)	Building Fee = $2.15/sq.ft.(Group D - Finished) + $1.83/sq.ft. (Group E - Finished) + Plumbing Fee = $406.80 Flat Fee (>10 fixtures)	Building Fee = $19,900.00 & Plumbing Fee = $406.80	$20,306.80
NOTE: FEES NOTED ABOVE DO NOT INCLUDE DEVELOPMENT CHARGES. * = BASED ON AVAILABLE INFORMATION FROM WEBSITE AT TIME OF REPORT STUDY (JULY 2026).			

APPENDIX "B" - FIGURE 4 DIRECT COMPARISON - NEW SMALL AGRICULTURAL BUILDING SAMPLE (OBC - GROUP G MAJOR OCCUPANCY)			
Municipality	**Permit Fee Structure (Based on most recent data provided)**	**Sample Project: Small Farm Building - Storage Barn 6000 sq.ft. Total Gross Area & Construction Valuation of $270,000.00)**	**Total Permit Fee**
Township of Otonabee-South Monaghan	Building Permit Fee = $21.15/$1000.00 of Construction Value	Building Fee = $5710.50	$5,710.50
Township of Otonabee-South Monaghan	Building Permit Fee = $0.75/sq.ft.	Building Fee = $4500.00	$4,500.00
City of Peterborough (Current Fee Structure -2025*)	Building Fee = $125.00 Admin. Fee + $1.88/sq.ft. (Unfinished/Shell)	Building Fee = $11280.00	$11,280.00
Municipality of Trent Hills (Current Fee Structure - 2026*)	Building Fee = $400.00 Admin. Fee + $2019.00 (Flat Fee >5000 sq.ft.) + $0.25/sq.ft. (over 5000 sq.ft.)	Building Fee = $2669.00	$2,669.00
Municipality of Trent Lakes (Current Fee Structure - 2024*)	Building Fee = $0.99/sq.ft. (Unfinished/Unheated)	Building Fee = $5940.00	$5,940.00
Township of Alnwick Haldimand (Current Fee Structure - 2025*)	Building Fee = $2098.25 Base Fee (up to 5000 sq.ft.) + $0.21/sq.ft. (>5000 sq.ft.)	Building Fee = $2308.25	$2,308.25
Township of Asphodel Norwood (Current Fee Structure - 2024*)	Building Fee = $75.00 Admin. Fee + $10/$1000.00 of Construction Value	Building Fee = $2775.00	$2,775.00
Township of Cavan Monaghan (Current Fee Structure - 2024*)	Building Fee = $0.55/sq.ft.	Building Fee = $3300.00	$3,300.00
Township of Cramahe (Current Fee Structure - 2025*)	Building Fee = $555.00 Base Fee (up to 500 sq.ft.) + $0.15/sq.ft. (>500 sq.ft.)	Building Fee = $825.00	$825.00
Township of Douro Dummer (Current Fee Structure - 2026*)	Building Fee = $3.63/$1000.00 of Construction Value	Building Fee = $980.10	$980.10
Township of Hamilton (Current Fee Structure -2026*)	Building Fee = $3377.00 Base Fee (up to 5000 sq.ft.) + $0.63/sq.ft. (>5000 sq.ft.)	Building Fee = $4007.00	$4,007.00
Township of Havelock Belmont Methuen	Building Fee = $1.40/sq.ft.	Building Fee = $8400.00	$8,400.00
Township of North Kawartha (Current Fee Structure -2022*)	Building Fee = $12/$1000.00 of Construction Value	Building Fee = $3240.00	$3,240.00
Township of Selwyn (Current Fee Structure - 2025*)	Building Fee = $0.48/sq.ft.	Building Fee = $2880.00	$2,880.00

NOTE: FEES NOTED ABOVE DO NOT INCLUDE DEVELOPMENT CHARGES.
*** = BASED ON AVAILABLE INFORMATION FROM WEBSITE AT TIME OF REPORT STUDY (JULY 2026).**

APPENDIX "B" - FIGURE 5 DIRECT COMPARISON - NEW LARGE AGRICULTURAL BUILDING SAMPLE (OBC - GROUP G MAJOR OCCUPANCY)			
Municipality	**Permit Fee Structure (Based on most recent data provided)**	**Large Project: Large Farm Building - Livestock Barn w/Manure Storage 25,000 sq.ft. Total Gross Area & Construction Valuation of $3,000,000.00)**	**Total Permit Fee**
Township of Otonabee-South Monaghan	Building Permit Fee = $21.15/$1000.00 of Construction Value	Building Fee = $63,450.00	$63,450.00
Township of Otonabee-South Monaghan	Building Permit Fee = $1.00/sq.ft.	Building Fee = $25,000.00	$25,000.00
City of Peterborough (Current Fee Structure -2025*)	Building Fee = $125.00 Admin. Fee + $1.88/sq.ft. (Unfinished/Shell)	Building Fee = $47,125.00	$47,125.00
Municipality of Trent Hills (Current Fee Structure - 2026*)	Building Fee = $400.00 Admin. Fee + $2019.00 (Flat Fee >5000 sq.ft.) + $0.25/sq.ft. (>5000 sq.ft.)	Building Fee = $7419.00	$7,419.00
Municipality of Trent Lakes (Current Fee Structure - 2024*)	Building Fee = $0.99/sq.ft. (Unfinished/Unheated)	Building Fee = $24,750.00	$24,750.00
Township of Alnwick Haldimand (Current Fee Structure - 2025*)	Building Fee = $2098.25 Base Fee (up to 5000 sq.ft.) + $0.21/sq.ft. (>5000 sq.ft.)	Building Fee = $6508.25	$6,508.25
Township of Asphodel Norwood (Current Fee Structure - 2024*)	Building Fee = $75.00 Admin. Fee + $10/$1000.00 of Construction Value	Building Fee = $30,075.00	$30,075.00
Township of Cavan Monaghan (Current Fee Structure - 2024*)	Building Fee = $0.55/sq.ft.	Building Fee = $13,750.00	$13,750.00
Township of Cramahe (Current Fee Structure - 2025*)	Building Fee = $555.00 Base Fee (up to 500 sq.ft.) + $0.15/sq.ft. (>500 sq.ft.)	Building Fee = $4230.00	$4,230.00
Township of Douro Dummer (Current Fee Structure - 2026*)	Building Fee = $3.63/$1000.00 of Construction Value	Building Fee = $10,890.00	$10,890.00
Township of Hamilton (Current Fee Structure -2026*)	Building Fee = $3377.00 Base Fee (up to 5000 sq.ft.) + $0.63/sq.ft. (>5000 sq.ft.)	Building Fee = $15,977.00	$15,977.00
Township of Havelock Belmont Methuen	Building Fee = $1.40/sq.ft.	Building Fee = $35,000.00	$35,000.00
Township of North Kawartha (Current Fee Structure -2022*)	Building Fee = $12/$1000.00 of Construction Value	Building Fee = $13,500.00	$13,500.00
Township of Selwyn (Current Fee Structure - 2025*)	Building Fee = $0.48/sq.ft.	Building Fee = $12,000.00	$12,000.00
NOTE: FEES NOTED ABOVE DO NOT INCLUDE DEVELOPMENT CHARGES. * = BASED ON AVAILABLE INFORMATION FROM WEBSITE AT TIME OF REPORT STUDY (JULY 2026).			

APPENDIX "B" - FIGURE 6 DIRECT COMPARISON - NEW RESIDENTIAL DECK SAMPLE (OBC - GROUP C MAJOR OCCUPANCY)			
Municipality	**Permit Fee Structure (Based on most recent data provided)**	**Sample Project: Accesory Deck Structure 200 sq.ft. Total Gross Area Construction Valuation of $10,000.00)**	**Total Permit Fee**
Township of Otonabee-South Monaghan (Current Fee Structure Based Fee)	Building Permit Fee = $1.45/sq.ft. (min. $270.00)	Building Fee = $290.00	$290.00
Township of Otonabee-South Monaghan (Proposed Cost/Area Based Fee)	Building Permit Fee = $1.50/sq.ft. (min. $300.00)	Building Fee = $300.00	$300.00
City of Peterborough (Current Fee Structure -2025*)	Building Fee = $62.50 Admin. Fee + $34.00/$1000 of Construction Value (min. $225.00)	Building Fee = $225.00	$225.00
Municipality of Trent Hills (Current Fee Structure - 2026*)	Building Fee = $200.00 Admin. Fee + $0.40/sq.ft.	Building Fee = $280.00	$280.00
Municipality of Trent Lakes (Current Fee Structure - 2024*)	Building Fee = $0.42/sq.ft. (min. $287.70)	Building Fee = $287.50	$287.50
Township of Alnwick Haldimand (Current Fee Structure - 2025*)	Building Fee = $400.00 Base Fee + $0.66/sq.ft. (>165 sq.ft.)	Building Fee = $423.10	$423.10
Township of Asphodel Norwood (Current Fee Structure - 2024*)	Building Fee = $75.00 Admin. Fee + $10/$1000.00 of Construction Value	Building Fee = $175.00	$175.00
Township of Cavan Monaghan (Current Fee Structure - 2024*)	Building Fee = $0.75/sq.ft. (min. $150.00)	Building Fee = $150.00	$150.00
Township of Cramahe (Current Fee Structure - 2025*)	Building Fee = $345/300 sq.ft. + ($0.90/sq.ft >300 sq.ft.)	Building Fee = $345.00	$345.00
Township of Douro Dummer (Current Fee Structure - 2026*)	Building Fee = $14.50/$1000.00 of Construction Value (min. $225.00)	Building Fee = $225.00	$225.00
Township of Hamilton (Current Fee Structure -2026*)	Building Fee = $400.00 Base Fee (up to 300 sq.ft.)	Building Fee = $400.00	$400.00
Township of Havelock Belmont Methuen (Current Fee Structure - 2024*)	Building Fee = $0.81/sq.ft. (min. $150.00)	Building Fee = $162.00	$162.00
Township of North Kawartha (Current Fee Structure -2022*)	Building Fee = $12/$1000.00 of Construction Value (min. $225.00)	Building Fee = $225.00	$225.00
Township of Selwyn (Current Fee Structure - 2025*)	Building Fee = $0.93/sq.ft. (min. $323.41)	Building Fee = $323.41	$323.41
NOTE: FEES NOTED ABOVE DO NOT INCLUDE DEVELOPMENT CHARGES. * = BASED ON AVAILABLE INFORMATION FROM WEBSITE AT TIME OF REPORT STUDY (JULY 2026).			