

SCHEDULE "A"
Of By-Law No. 187

1. COMMERCIAL

A non-refundable Application Review Fee is required at the time of application for all commercial applications and will be deducted from the total amounts owing at time of permit issuance.

1.1 BUILDING PERMITS - NEW CONSTRUCTION and ADDITIONS	\$ per ft²	Fee (\$)
New Construction, additions and accessory structures – any construction other than single family and two- family dwellings under 6,458.4 ft ² in building area, not exceeding 3 storeys in building height or multi-unit residential dwellings subject to Part 9 of the building code and not requiring an occupancy permit		
Application Review Fee		500.00
Base Fee		900.00
+ Area Fee Group A – Assembly Occupancy	1.50	
+ Area Fee Group B – Care, Treatment or Detention Occupancy	2.03	
+ Area Fee Group C – Residential Occupancy	1.22	
+ Area Fee Group D – Business & Personal Services Occupancy	1.33	
+ Area Fee Group E – Mercantile Occupancy	1.19	
+ Area Fee Group F1 – Industrial Occupancy	1.33	
Group F2 – Industrial Occupancy	0.95	
Group F3 – Industrial Occupancy	0.80	
+ Area Fee – Any other structure defined in the Building By-law that can be measured in terms of area	0.80	

Note:

- Area calculations include the total floor area of all floors including below grade floors and mezzanines. Crawlspace are not regarded as floor area.

1.2 INTERIOR/EXTERIOR ALTERATIONS and OTHER	\$ per ft ²	Fee (\$)
Fees for Work that is evaluated based on Floor Area		
Alterations where an area calculation is used would include projects that affect an entire tenant space or entire floor level of a tenant space. (e.g. a tenant fit-up or a change of use of a defined occupancy/tenant space)		
Application Review Fee		200.00
Base Fee		310.00
+ Area Fee Group A – Assembly Occupancy	0.76	
+ Area Fee Group B – Care, Treatment or Detention Occupancy	0.95	
+ Area Fee Group C – Residential Occupancy	0.53	
+ Area Fee Group D – Business & Personal Services Occupancy	0.60	
+ Area Fee Group E – Mercantile Occupancy	0.53	
+ Area Fee Group F1 – Industrial Occupancy	0.60	
Group F2 – Industrial Occupancy	0.46	
Group F3 – Industrial Occupancy	0.41	
+ Area Fee – Any other structure defined in the Building By-law that can be measured in terms of area	0.41	

Fees for Work that is evaluated based on Declared Value of Construction		
Alterations where an area calculation is not used would include small projects within a larger tenant floor area; 'landlord' alterations or alterations to a base building only; projects that are mostly exterior alterations, etc.		
Application Review Fee		200.00
Minimum Fee		310.00
Declared value of construction – Each \$1000 or portion thereof (based on complete project cost/value)	0.76	

1.3 PLUMBING PERMITS	Fee (\$)
Application Review Fee	200.00
Base Fee	220.00
+ Outlet and/or fixture each	35.25
+ Backwater valve each	35.25
+ Interceptor, sump, catch basin, pit, each	35.25

1.4 DEVELOPMENT PERMITS		Fee (\$)
INCLUDES SPECIAL EVENTS, TEMPORARY USES OR PLACEMENTS		
Application Review Fee		200.00
New Site Development		480.00
General Development – includes land development and drainage		260.00
Temporary Placement/Temporary Use (per 30 days)		50.00
Tents – Special Events - each		275.00

1.5 REVISION TO PLANS		Fee (\$)
Fee for re-examination – an additional fee where: a) A permit has been issued; and b) New plans are submitted or additional or revised detail, information or specifications on the previous approved plans are provided; and c) The re-examination of the new plans or modification of the original plans made necessary by the additional details, information, or specifications will require alterations to the original permit and/or plan review letter.		370.00

1.6 OCCUPANCY PERMITS	\$ per ft²	Fee (\$)
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Occupancy Permit Associated with a Building Permit		
Application Review Fee		200.00
Base Fee - Final Occupancy Permit		220.00
+ Area Fee	0.010	
Base Fee - Interim Occupancy Permit – per month		220.00
+ Area Fee	0.006	
Maximum (per permit – Final or Interim)		620.00

'Occupy-only' Occupancy Permit Fees (change of use)		
Application Review Fee		200.00
Base Fee - Final Occupancy Permit		220.00
+ Area Fee	0.010	
Base Fee - Interim Occupancy Permit – per month		220.00
+ Area Fee	0.006	
Maximum (per permit – Final or Interim)		620.00

Update and provide a copy of an issued occupancy permit (change of ownership/change of operating name) No inspections required.	100.00
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1.7 SIGNS		Fee (\$)
Application Review Fee		200.00
Fixed Sign		345.00
Mobile Sign – per sign per location per year		255.00
Temporary Mobile Sign – per 30 days		50.00

1.8 POOLS & HOT TUBS		Fee (\$)
Application Review Fee		200.00
Above ground outside pool – includes deck		235.00
Hot tub – includes deck		235.00
In-ground pools – includes deck		420.00
Pool – indoor		420.00

1.9 SOFT SIDED OR TENT LIKE STRUCTURES		\$ per ft²	Fee (\$)
DOES NOT INCLUDE SPECIAL EVENTS, TEMPORARY USE OR PLACEMENTS			
Application Review Fee			100.00
120-288 ft ²			120.00
289-900 ft ²			220.00
More than 900 ft ²		0.27	

1.10 DEMOLITION PERMITS		\$ per ft²	Fee (\$)
Application Review Fee			200.00
Base Fee			220.00
+ Area Fee: of all floor area(s)		0.031	

1.11 SHORELINE DEVELOPMENT		Fee (\$)
Application Review Fee		200.00
Shoreline Development – per benefiting lot		530.00

1.12 INSPECTIONS		Minimum Fee	Fee (\$)
Inspections outside of regular business hours – per hour (min. 2 hours plus travel)		270.00	135.00
Travel Expenses as per National Joint Council Rate			
Inspections not related to a permit – per hour (min. 2 hours plus travel)		270.00	135.00

1.13 OTHER FEES		Fee
Where a permit has not been obtained, for whatever reason, before the activity requiring it has started.		Double the permit fee
Where the work is not ready for inspection at the time for which the inspection was called.		250.00
Where the work has been covered and the inspector is unable to perform or complete the required inspection as per the conditions of the issued permit. A permittee may appeal this fee if applied for in writing within 30 days to the Board.		2,000.00

2. RESIDENTIAL

A non-refundable Application Review Fee is required at the time of application for all residential applications and will be deducted from the total amounts owing at time of permit issuance.

The minimum permit fee, unless specifically listed as a flat rate, shall be \$220.00

2.1 HOUSING		
HOUSING BUILDING PERMITS FOR SINGLE FAMILY DWELLINGS, TWO FAMILY DWELLINGS, AND MULTI-UNIT RESIDENTIAL DWELLINGS SUBJECT TO PART 9 OF THE BUILDING CODE AND NOT REQUIRING AN OCCUPANCY PERMIT.	\$ per ft ²	Fee (\$)
NEW, ADDITIONS, ESTABLISHING NEW HABITABLE FLOOR SPACE, SECONDARY SUITES OR DUPLEXES		
Application Review Fee		150.00
Single Detached Dwelling, Two-Family Dwelling and cottages under 6,458.4 ft ² or not exceeding 3 storeys – all areas including footprint of foundation, finished attics, covered decks, sunrooms, screened porches and attached garages. Includes relocation of pre-existing dwellings and new ready to move homes.	.41	
Multi-residential dwellings subject to Part 9 of the Building Code and not requiring an occupancy permit, including row housing; new and additions	.41	
Basement Development		370.00
Additions to single family, two-family dwellings, cottages, mobile homes	.61	
Mobile Home – includes plumbing		410.00
Unenclosed decks and porches	.32	
Plumbing –flat fee per fixture/drain (or minimum fee, whichever is more)		25.10
Fireplace – solid fuel only		105.00
Replacement Foundations and/or repairs to foundations	.42	
Renovations/ Fire Restoration - % of construction value		1.03%
Wheelchair ramp		260.00
Secondary Suite	.59	
Revisions to Plans		170.00

Note:

- Area calculations include the total floor area of all floors including finished space, unfinished basements, attached garages, sunrooms, covered porches and covered decks.

2.2 ACCESSORY STRUCTURES		
	\$ per ft ²	Fee (\$)
Application Review Fee		150.00
New Detached accessory structures and/or additions: 120-592 sq. ft.		180.00
More than 1 storey an additional fee per storey		115.00
New Detached accessory structures and/or additions: 593-900 sq. ft.		240.00
More than 1 storey an additional fee per storey		115.00
New Detached accessory structures and/or additions: more than 900 sq. ft.	0.37	
More than 1 storey	0.19	
Revisions to Plans		170.00

2.3 POOLS & HOT TUBS		Fee (\$)
Application Review Fee		150.00
Soft-sided pools holding 2,420 litres or less of water		150.00
Above ground outside pool – includes deck		235.00
Hot tub – includes deck		235.00
In-ground pools – includes deck		420.00
Pool – indoor		420.00

2.4 DEMOLITION		Fee (\$)
Application Review Fee		150.00
Single Detached Dwelling, Two-Family Dwelling under 6,458.4 ft ² or not exceeding 3 storeys		275.00
Mobile Home – demolish/removal		210.00
Accessory Structures		185.00

2.5 SOFT SIDED OR TENT LIKE STRUCTURES		\$ per ft²	Fee (\$)
DOES NOT INCLUDE SPECIAL EVENTS, TEMPORARY USE OR PLACEMENTS			
Application Review Fee			150.00
120-288 ft ²			150.00
289-900 ft ²			220.00
More than 900 ft ²		0.27	

2.6 DEVELOPMENT PERMITS		Fee (\$)
INCLUDES SPECIAL EVENTS, TEMPORARY USES OR PLACEMENTS		
Application Review Fee		150.00
General Development		270.00
Temporary Placement/Temporary Use (per 30 days)		50.00

2.7 SHORELINE DEVELOPMENT		Fee (\$)
Application Review Fee		150.00
Shoreline Development – per benefiting lot		530.00

2.8 INSPECTIONS		Minimum Fee	Fee (\$)
Inspections outside of regular business hours – per hour (min. 2 hours plus travel)		270.00	135.00
Travel Expenses as per National Joint Council Rate			
Inspections not related to a permit – per hour (min. 2 hours plus travel)		270.00	135.00

2.9 OTHER FEES	Fee (\$)
Where a permit has not been obtained, for whatever reason, before the activity requiring it has started.	Double the permit fee
Where the work is not ready for inspection at the time for which the inspection was called.	250.00
Where the work has been covered and the inspector is unable to perform or complete the required inspection as per the conditions of the issued permit. A permittee may appeal this fee if applied for in writing within 30 days to the Board.	2,000.00

3. FARM BUILDINGS

Application Review Fee	150.00
6,458 ft ² or less	265.00
Over 6,458 ft ²	480.00

4. SOLAR INSTALLATIONS

Application Review Fee	150.00
Installation of solar photovoltaic systems with the submission of plans under an engineer's seal	270.00

5. COMMERCIAL, RESIDENTIAL and FARMING PERMIT REFUNDS

- Where an applicant requests cancellation of a permit after it has been issued and before construction pursuant to the permit has begun, 50% of the total fee is refundable.
- Where an applicant requests cancellation of a permit after construction has begun, the permit fee can be refunded; however a charge will be withheld equal to 50% of the permit fee plus \$130.00 for each inspection that was made. Refund to be issued upon fulfillment of conditions.
- Whenever a permit is revoked under a provision of a building by-law, no portion of the fee shall be refunded.
- Whenever a permit has not been acted upon within one calendar year of issuance, no portion of the fee shall be refunded.
- There are no refunds for Application Plan Review Fees.

6. PLANNING, DEVELOPMENT AND ZONING

6.1 DEVELOPMENT PLAN, SECONDARY PLAN & ZONING BY-LAW AMENDMENTS	Flat Fee (\$) plus GST
Development Plan Amendment: Application Fee (plus notice and advertising costs)	5,850.00
Secondary Plan Amendment: Application Fee (plus notice and advertising costs)	3,520.00
Zoning By-law Amendment: Application Fee (plus notice and advertising costs)	3,520.00
Advertising Costs for Development Plan, Secondary Plan and Zoning By-law Amendment Applications	1,100.00
Notice Costs for Development Plan, Secondary Plan and Zoning By-law Amendment applications	210.00
Extension of Subdivision Conditional Approval	530.00
Extension of Subdivision Certificate Approval	530.00
Lot fee for each additional parcel or lot resulting from the approval of subdivision	350.00

6.2 VARIANCE AND CONDITIONAL USES	Flat Fee (\$) plus GST
Variance Application – Single family, two-family, secondary suite and residential accessory structures	620.00
In-house Variance Application – Single family and two-family	370.00
Variance Application – Density and Lot Dimension Standards – per lot	1,260.00
Variance Application – All other	1,575.00
Each additional variance at the same site	205.00
Variation Order Amendment Application	620.00
Conditional Use Application	620.00
Conditional Use Amendment Application	620.00
Extension of Variance or Conditional Use: Application Fee	245.00

6.3 SUBDIVISIONS	Flat Fee (\$)
Pre-Application Meeting	150.00
Subdivision application – base fee	1,650.00
Subdivisions applications proposing to create more than one (1) parcel or lot subject to an additional fee per lot	255.00
Amendment to Subdivision application	590.00
Notice Costs for Subdivisions requiring a public hearing	210.00 + GST
Extension of Subdivision Conditional Approval	405.00
Extension of Subdivision Certificate Approval	405.00
Lot fee for each additional parcel or lot resulting from the approval of subdivision	350.00

6.4 COMBINED HEARING FEES	Flat Fee (\$)
Subdivision and Variance Application and processing fee – to conditional approval (plus notice costs) ** Includes one full variance for one lot or parcel	2,658.00+ 50.40 GST
<ul style="list-style-type: none"> Variance Application – Density and Lot Dimension Standards – each additional variance required for the subdivision - per lot 	1,260.00 +GST
Subdivision and Conditional Use Application and processing fee – to conditional approval (plus notice costs)	2,146.00+ 24.80 GST
Re-Zoning and Subdivision Application and processing fee – to conditional approval (plus notice and advertising costs)	4,840.00 + 176.00 GST
Subdivisions applications proposing to create more than one (1) parcel or lot subject to an additional fee per lot	255.00
Notice Costs	205.00 + GST
Advertising Costs for Development Plan, Secondary Plan and Zoning By-law Amendment Applications	1,100.00 + GST
Lot fee for each additional parcel or lot resulting from the approval of subdivision	350.00

6.5 PROPERTY INFORMATION REQUESTS AND CERTIFICATIONS	Flat Fee (\$)
Basic Property Information Request	50.00 + GST
Development Permit File Research – per permit	200.00 + GST
Zoning Memorandum – single and two family dwellings (confirms that a building placement on a site conforms to current zoning regulations)	155.00
Zoning Memorandum – all other	215.00
Land Use Compliance (confirmation if a current land use is in conformance with current zoning setback requirements)	155.00
Certificate of Non-Conformity (certificate confirming that the building, parcel, use of land, or intensity of use was lawfully in existence before the enactment of the zoning by-law)	155.00

6.6 OTHER FEES	Fee (\$)
Where a Variation Order or a Conditional Use has not been obtained for whatever reason, before the activity requiring it has started.	Double the application fee

7. PLANNING APPLICATION REFUNDS

- There will be no refund if an application for Variation or Conditional Use is withdrawn after maps or lists have been prepared.
- There will be no refund if an application for Variation or Conditional Use is rejected or denied by the respective municipal council.
- There will be no refund on applications for Combined Hearing, Development Plan, Secondary Plan or Zoning By-law amendment applications.
- Whenever a subdivision application is revoked or voluntarily withdrawn by the applicant after the subdivision report has been submitted to the respective municipal council or once the subdivision has been advertised, there shall be no refund. When an application is revoked or voluntarily withdrawn prior to the report to the municipal council or advertising, the refund may be reduced by an administration fee of 50%.

- There shall be no refund if an application for subdivision is rejected or not approved by the respective municipal council.

8. MISCELLANEOUS

8.1 DOCUMENT COPIES	Flat Fee (\$)+ GST
Zoning by-law – CD format - each	75.00
Zoning by-law – Paper format - each	150.00
Development Plan – CD format – each	75.00
Development Plan – Paper format – each	150.00
Miscellaneous copies up to ledger size – black & white – per page	2.50
Miscellaneous copies up to ledger size – colour – per page	4.00
Building Permit Reports – per month	17.50
Construction Drawings – Plotter size – black & white – per page	7.00
Construction Drawings – Plotter size – colour – per page	10.00
Maps – Plotter size – black & white – each	35.00
Maps – Plotter size – colour – each	50.00
Maps – Letter/ledger – black & white - each	10.00
Maps – Letter/ledger – colour – each	20.00
User defined reports – per hour	100.00
Fee for returned cheque	50.00

9. ANNUAL INCREASE IN FEES

- The fees imposed in this by-law may be increased on the first day of January each year by an amount that is equal to the amount of inflation as calculated by the Consumer Price Index, Manitoba Bureau of Statistics, Finance Research Division, Manitoba all-items, for the preceding 12 month period beginning on November 1st and ending on October 1st.
- Notwithstanding the above, an annual review of the fees within this by-law will occur and may be subject to adjustment by approval of the Board.

10. GENERAL ADMINISTRATION

Fees determined by the Executive Director

The Executive Director is authorized to charge fees and charge for services provided, documents produced, permits issued or other action taken that are not referred to in the Schedule. In deciding whether to charge a fee and in determining the amount of fee to be charged the Executive Director must be fair and equitable while attempting to recoup the costs incurred by the Red River Planning District.

Fees waived by the Executive Director

The Executive Director is authorized to waive all or part of:

- an additional fee to non-compliance for work without a building permit, work without a development permit, or failure to obtain permit or approval where the Executive Director is satisfied that the applicant acted

reasonably in the circumstances; and any fee where the Director is satisfied that the imposition of the fee would be unfair in the circumstances.

Increased fees refunded by the Executive Director

The Executive Director is authorized to refund an amount equal to the increase in the fee to the applicant where:

- (a) a new fee is imposed a permit fee higher than the regular fee is imposed, or an amendment to the fee schedule results in an increased permit fee; and
- (b) the Executive Director is satisfied that, prior to notice being provided to the construction industry of the date that the increased permit fees would come into effect, an applicant was bound to a contract predicated on payment of the lower fee for the permit.