

FEE STRUCTURE BY-LAW NO. 2/23

A BY-LAW OF SOUTH INTERLAKE PLANNING DISTRICT

**BEING A BY-LAW for South Interlake Planning District to establish fees
and charges for services provided by the Planning District**

WHEREAS Section 21(3) of *The Planning Act* provides that:

21(3) The board of a planning district may adopt:

- (a) a by-law establishing the fees and charges to be paid for services provided by the district, including licenses, permits, certificates and other approvals and documents issued by the district; and
- (b) other by-laws, not inconsistent with this Act, that may be necessary to carry out and exercise its duties and powers under this Act.

AND WHEREAS it is deemed desirable and expedient to repeal Fee Structure By-Law No. 1/23, and all amendments thereto, and substitute therewith a new Fee Structure By-Law;

AND WHEREAS the members of the SIPD Board are of the opinion that a new Fee Structure By-Law should be passed setting forth the fees to be charged by the SIPD;

NOW BE AND IT IS ENACTED AS FOLLOWS:

1.0 DEFINITIONS

- 1.1 **“Basement Development”** means the framing or re-framing of rooms in a residential basement, including any structural work being conducted in connection with the basement development, excluding underpinning.
- 1.2 **“Building Permit”** means a permit authorizing construction and/or renovations, issued by the South Interlake Planning District pursuant to the applicable municipal Zoning By-Law and Building By-law, as amended from time to time.
- 1.3 **“Construction Value”** means the total monetary worth of the final project costs, including all construction costs, material costs, and labour costs associated with the project.
- 1.4 **“Demolition Permit”** means a permit authorizing the demolition of a building(s) and/or structure(s), issued by the SIPD pursuant to the applicable Zoning By-law and Building By-law, as amended from time to time.
- 1.5 **“Development Permit”** means a permit authorizing development, including construction and/or land use, issued by the SIPD pursuant to the applicable municipal Zoning By-Law and Building By-law, as amended from time to time.
- 1.6 **“Farm Building”** means a building or part thereof that does not contain a residential occupancy and that is associated with and located on land devoted to the practice of farming, and used essentially for the housing of equipment or livestock, or the production, storage or processing of agricultural and horticultural produce or feeds.
- 1.7 **“Home Occupation”** means an occupation, trade, profession or craft carried on, in or from a dwelling unit or its accessory building, and which is clearly incidental or accessory to the residential use, in accordance with the applicable municipal Zoning By-Law and Building By-law, as amended from time to time.
- 1.8 **“Occupancy Permit”** means a permit authorizing the occupancy of a building, or portion of a building, issued by the SIPD pursuant to the applicable municipal Zoning By-Law and Building By-law, as amended from time to time.
- 1.9 **“Owner”** means the owner of the property to which the application is being made, or an authorized agent for the property owner.

- 1.10 **“Plumbing Permit”** means a permit authorizing plumbing installations and repairs, including all rough-ins and hook-ups, issued by the SIPD pursuant to the applicable municipal Zoning By-Law and Building By-law, as amended from time to time.
- 1.11 **“Secondary Suite”** means a self-contained accessory dwelling unit in accordance with the applicable municipal Zoning By-Law and Building By-law, as amended from time to time.
- 1.12 **“Security Deposit”** means a monetary payment to the SIPD in association with a Building Permit, pursuant to this By-Law and the applicable municipal Building By-law. The refunding of the security deposit by the SIPD shall be in accordance with this By-Law.
- 1.13 **“South Interlake Planning District” or “SIPD”** means the Planning District named pursuant to Section 20 of Regulation 25/2015 of The Planning Act.

2.0 PLANNING APPLICATION FEES

2.1 Tables in this section of the By-Law outline all planning application fees which shall be paid to the SIPD by the Owner upon their submission of a complete planning application to the SIPD.

Sec. #	AMENDMENTS TO PLANNING DOCUMENTS	FEES
2.2	SIPD Development Plan Amendment Application	\$3,615.00 (plus postage)
2.3	Secondary Plan Amendment Application	\$2,410.00 (plus postage)
2.4	Zoning By-Law Amendment Application (map and/or text)	\$2,410.00 (plus postage)
2.5	Advertising Deposit for Development, Secondary Plan, or Zoning By-Law Amendment Application	\$1,425.00 per application ¹
2.6	Additional fee for revisions to Development Plan, Secondary Plan, Zoning By-Law Amendment Application	\$1,095.00 (plus add'l postage and advertising costs)

¹ *The balance of the advertising deposit, following payment of all advertising costs associated with the application, shall be returned to the applicant upon completion of the application process.*

Sec. #	VARIANCE & CONDITIONAL USE	FEES
2.7	Minor Variance Application	\$302.00 (1 minor variance) + \$60.00 for each add'l minor variance on the same site
2.8	Retroactive Minor Variance Application (Unauthorized Development Within 3 Years of Application)	\$602.00 (1 minor variance) + \$120.00 for each add'l minor variance on the same site
2.9	Variance Application	\$602.00 and postage (1 variance) + \$120.00 for each add'l variance on the same site
2.10	Retroactive Variance Application (Unauthorized Development Within 3 Years of Application)	\$1,205.00 and postage (1 variance) + \$242.00 for each add'l variance on the same site
2.11	Variance (Use Substantially Similar to a Permitted Use)	\$964.00 (plus postage)
2.12	Variance Order Amendment Application	\$602.00 (plus postage)
2.13	Conditional Use Application	\$602.00 and postage (1 site) + \$120.00 for each add'l site subject to the application
2.14	Retroactive Conditional Use Application (Unauthorized Development Within 3 Years of Application)	\$1,205.00 and postage (1 site) + \$242.00 for each add'l site subject to the application
2.15	Conditional Use Amendment Application	\$602.00 (plus postage)
2.16	Aggregate Quarry Conditional Use Application	\$1,183.00 (plus postage)
2.17	Aggregate Quarry Conditional Use Amendment Application	\$1,205.00 (plus postage)
2.18	Largescale Livestock Conditional Use Application	\$1,205.00 (plus postage)
2.19	Advertising Deposit for Largescale Livestock Conditional Use Application	\$723.00 per application ²
2.20	Extension of Variance or Conditional Use Application	\$242.00

² *The balance of the advertising deposit, following payment of all advertising costs associated with the application, shall be returned to the applicant upon completion of the application process.*

Sec. #	SUBDIVISION	FEES
2.21	Subdivision Application	\$1,024.00 and postage (1 lot) + \$242.00 for each add'l lot

2.22	Amendment to Subdivision Application	\$362.00
2.23	Extension of Subdivision Conditional Approval	\$362.00
2.24	Extension of Subdivision Certificate of Approval	\$362.00

3.0 PERMIT FEES

- 3.1 Tables in this section of the By-Law outline all permit fees which shall be paid to the SIPD by the Owner.
- 3.2 Development Permit and Building Permit Application Review fees shall be paid by the Owner to the SIPD at the time of submission of a complete permit application to the SIPD.
- 3.3 Building Permit, Plumbing Permit, Occupancy Permits, Demolition Permits, and Sign Permits shall be paid by the Owner to the SIPD at the time of permit issuance by the SIPD. Building Permit Application Review fees shall be deducted from the total amounts owing at the time of permit issuance.
- 3.4 Notwithstanding the above, the minimum permit fee, unless specified as a flat rate, shall be \$247.00.

Sec. #	RESIDENTIAL USE, BUILDINGS AND ADDITIONS	FEES
3.5	Development Permit	\$120.00
3.6	Development Permit: Home Occupation	\$180.00
3.7	Building Permit Application Review	\$120.00
3.8	Building Permit: New Single Detached Dwellings, Two-Family Dwellings, Three-Family Dwellings, Four-Family Dwellings, and RTMs	\$0.97 / ft ² (first floor) ³ \$0.48 / ft ² (additional floors) ³
3.9	Building Permit: Relocated Single Detached Dwellings, Two-Family Dwellings, Three-Family Dwellings, Four-Family Dwellings, and RTMs	\$0.48 / ft ² (first floor) ³ \$0.24 / ft ² (additional floors) ³
3.10	Building Permit: New and Relocated Mobile Homes (incl. plumbing)	\$482.00
3.11	Building Permit: Additions to Single Detached Dwellings, Two-Family Dwellings, Three-Family Dwellings, Four-Family Dwellings, RTMs, and Mobile Homes	\$0.97 / ft ² (first floor) ³ \$0.48 / ft ² (additional floors) ³
3.12	Building Permit: New and Additions to Multi-Family Residential Dwellings (Group C – Residential Occupancy)	\$964.00 (base) + \$1.45 / ft ²
3.13	Building Permit: Basement Development (incl. plumbing)	\$362.00
3.14	Building Permit: Replacement Foundations	\$0.48 / ft ²
3.15	Building Permit: Renovations, Repairs, Fire Restoration	0.97% of construction value
3.16	Building Permit: Secondary Suites (within principal dwelling)	\$0.60 / ft ²
3.17	Building Permit: Secondary Suites (detached)	\$0.72 / ft ² (first floor) ³ \$0.36 / ft ² (additional floors) ³
3.18	Plumbing Permit: Associated with new Single Detached Dwellings, Two-Family Dwellings, Three-Family Dwellings, Four-Family Dwellings, Detached Secondary Suites, and RTMs	\$242.00
3.19	Plumbing Permit: All Other (Associated with a Building Permit)	\$24.00 / fixture
3.20	Plumbing Permit: Standalone (Not Associated with a Building Permit)	\$180.00 (up to 8 fixtures) + \$24.00 / add'l fixture
3.21	Plan Review & Project Meetings	\$120.00 / hour
3.22	Revisions to Plans	\$242.00 / submission

³ Includes the combined floor area of a given dwelling / RTM / secondary suite / mobile home, all enclosed floors, attached garages, and other insulated areas (e.g., finished attics, sunrooms, etc.). Exclusions include seasonal non-insulated areas and structures, open or covered, such as decks, screened porches or verandas, patios at grade, steps, uncovered walkways, wheelchair ramps, cornices, eaves and similar projections, and landings of 50 square feet in area or less.

Sec. #	RESIDENTIAL ACCESSORY BUILDINGS AND ADDITIONS	FEES
3.23	Development Permit	\$60.00
3.24	Building Permit Application Review	\$60.00

3.25	Building Permit for New Detached Accessory Structure / Addition	\$0.48 / ft ² (first floor) \$0.24 / ft ² (additional floors)
3.26	Plumbing Permit: Associated with Accessory Structure / Addition	\$24.00 / fixture
3.27	Revisions to Plans	\$180.00

Sec. #	DECKS AND SIMILAR STRUCTURES	FEES
3.28	Development Permit	\$60.00
3.29	Building Permit Application Review	\$60.00
3.30	Building Permit: Open or Covered Decks, Porches (non-insulated), Verandas (non-insulated), Lean-To Shelters, Pergolas, or Carports	\$0.36 / ft ²
3.31	Building Permit: Wheelchair Ramp	\$180.00
3.32	Revisions to Plans	\$180.00

Sec. #	POOLS AND HOT TUBS	FEES
3.33	Development Permit	\$60.00
3.34	Building Permit Application Review	\$60.00
3.35	Building Permit Fee for Above-Ground Outdoor Pools	\$180.00
3.36	Building Permit Fee for Hot Tubs	\$180.00
3.37	Building Permit Fee for In-Ground Pools	\$482.00
3.38	Revisions to Plans	\$180.00

Sec. #	COMMERCIAL USE, BUILDINGS AND ADDITIONS	FEES
3.39	Development Permit	\$180.00
3.40	Building Permit Application Review: Floor Area of 3,000 ft ² or under	\$120.00
3.41	Building Permit Application Review: Floor Area Between 3,001 ft ² - 8,000 ft ²	\$242.00
3.42	Building Permit Application Review: Floor Area Between 8,001 ft ² - 15,000 ft ²	\$362.00
3.43	Building Permit Application Review: Floor Area Between 15,001 ft ² - 25,000 ft ²	\$602.00
3.44	Building Permit Application Review: Floor Area Between 25,001 ft ² - 50,000 ft ²	\$1,205.00
3.45	Building Permit Application Review: Floor Area Between 50,001 ft ² - 100,000 ft ²	\$2,410.00
3.46	Building Permit Application Review: Floor Area Between 100,001 ft ² - 200,000 ft ²	\$4,218.00
3.47	Building Permit Application Review: Floor Area Over 200,001 ft ²	\$6,025.00
3.48	Building Permit Application Review: Renovations, Repairs, Fire Restoration	\$242.00
3.49	Building Permit: A Group – Assembly	\$964.00 (base) + \$1.80 / ft ²
3.50	Building Permit: B Group – Care, Treatment or Detention	\$964.00 (base) + \$2.42 / ft ²
3.51	Building Permit: D Group – Business & Personal Services	\$964.00 (base) + \$1.57 / ft ²
3.52	Building Permit: E Group – Mercantile	\$964.00 (base) + \$1.38 / ft ²
3.53	Building Permit: <ul style="list-style-type: none"> - Group F1 – Industrial - Group F2 – Industrial - Group F3 – Industrial 	\$964.00 (base) + \$1.57 / ft ² \$964.00 (base) + \$1.45 / ft ² \$964.00 (base) + \$1.08 / ft ²
3.54	Building Permit: All Other Structures That Can Be Measured In Terms of Area	\$964.00 (base) + \$0.60 / ft ²
3.55	Building Permit: Renovations, Repairs, Fire Restoration	\$242.00 (base) + 1.20% of const. value
3.56	Alternative Solution: <ul style="list-style-type: none"> - Building Permit Application Stage - Post Building Permit Issuance 	\$482.00 \$964.00
3.57	Plumbing Permit: Associated with New and Existing Development	\$242.00 (base) + \$33.00 / fixture
3.58	Plan Review & Project Meetings	\$120.00 / hour

3.59	Revisions to Plans	\$422.00 / submission
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Sec. #	COMMERCIAL ACCESSORY BUILDINGS AND ADDITIONS UP TO 1,200 ft ² IN FLOOR AREA	FEES
3.60	Development Permit	\$120.00
3.61	Building Permit Application Review	\$120.00
3.62	Building Permit for New Detached Accessory Structure / Addition	\$0.97 / ft ² (first floor) \$0.48 / ft ² (additional floors)
3.63	Plumbing Permit: Associated with Accessory Structure / Addition	\$33.00 / fixture
3.64	Revisions to Plans	\$242.00

Sec. #	OCCUPANCY	FEES
3.65	Development Permit: New Use or Change of Use	\$180.00
3.66	Occupancy Permit – Administrative Change	\$120.00
3.67	Occupancy Permit Associated with a Building Permit	none
3.68	Interim Occupancy Extension	\$482.00 per unit
3.69	Occupancy Permit - Part 9 Change of Use and/or Tenant	\$302.00
3.70	Occupancy Permit - Part 3 Change of Use and/or Tenant	\$454.00
3.71	Temporary Occupancy Permit – maximum of 3 months	\$242.00
3.72	Inspections and/or Reports Associated with Occupancy Permits	\$120.00 / hour + travel ⁴

⁴ Travel means mileage compensated at a rate of \$0.68 per kilometre driven to and from the site.

Sec. #	AGRICULTURAL USE / FARM BUILDINGS AND ADDITIONS	FEES
3.73	Development Permit	\$180.00
3.74	Building Permit Application Review	\$180.00
3.75	Building Permit: Farm Buildings Over 6,458 ft ²	1.20% of construction value up to and including \$1 million; plus 0.72% of remaining construction value over \$1 million
3.76	Plumbing Permit: Associated with New and Existing Farm Buildings Over 6,458 ft ²	\$33.00 / fixture
3.77	Revisions to Plans	\$180.00

Sec. #	PREFABRICATED BUILDINGS AND STRUCTURES (ACCESSORY)	FEES
3.78	Development Permit: Buildings and Structures (not including Temporary Buildings or Structures)	\$60.00
3.79	Temporary Development Permit: Buildings and Structures ⁵ <ul style="list-style-type: none"> - First Year - Second-Year Renewal - Third-Year Renewal - Fourth-Year Renewal - Fifth-Year Renewal 	\$219.00 \$1,644.00 \$2,739.00 \$3,834.00 \$5,477.00
3.80	Development Permit: Shipping Containers	\$180.00
3.81	Building Permit Application Review	\$60.00
3.82	Building Permit: Buildings/Shelters (120 – 800 ft ²)	\$170.00
3.83	Building Permit: Buildings/Shelters (> 801 ft ²)	\$0.24 / ft ²
3.84	Building Permit: Temporary Office Trailer	\$329.00

⁵ Building Permits are also required for all Temporary Office Trailers.

Sec. #	SOLAR INSTALLATIONS	FEES
3.85	Development Permit (Ground-Mounted Systems Only)	\$60.00
3.86	Building Permit Application Review	\$60.00
3.87	Building Permit: Roof-Mounted Solar Panel Installation	\$242.00
3.88	Building Permit: Ground-Mounted Solar Panel Installation <ul style="list-style-type: none"> - Accessory Use - Principal Use (e.g., solar farm) 	\$482.00 0.36% of construction value

Sec. #	DEMOLITION	FEES
3.89	Demolition Permit for Buildings (120 – 800 ft ²)	\$88.00
3.90	Demolition Permit for Buildings (> 801 ft ²)	\$0.12 / ft ² (commercial) \$120.00 (agricultural) \$180.00 (residential)

Sec. #	SIGNS	FEES
3.91	Development Permit: Freestanding Sign (with no engineered foundation/base)	\$180.00 (one sign) + \$60.00 for each add'l sign face on the same freestanding sign
3.92	Development Permit: Freestanding Sign (with engineered foundation/base) ⁶	\$60.00 (one sign) + \$60.00 for each add'l sign face on the same freestanding sign
3.93	Building Permit Application Review	\$60.00
3.94	Building Permit: Freestanding Sign (with engineered foundation/base)	\$290.00 (one sign)
3.95	Development Permit: Sign Attached to a Building/Structure	\$180.00 (one sign) + \$60.00 for each add'l sign on the same site
3.96	Development Permit: Sign Face Replacement for a Sign Attached to a Building/Structure or Freestanding Sign	\$120.00 (one sign) + \$33.00 for each add'l sign on the same site
3.97	Development Permit: Mobile Sign	\$180.00 / location per year
3.98	Development Permit: Temporary Mobile Sign	\$60.00 / location per year

⁶ Building Permits are also required for all Freestanding Signs with engineered foundation/base.

Sec. #	MISCELLANEOUS INSPECTIONS	FEES
3.99	Miscellaneous Inspections During Office Hours	\$120.00 / hour + travel ⁷ (minimum of 2 hours)

⁷ Travel means mileage compensated at a rate of \$0.68 per kilometre driven to and from the site.

4.0 PLANNING APPLICATION & PERMIT FEE REFUNDS

- 4.1 Tables in this section of the By-Law outline all planning application and permit refunds to be paid to the Owner by the SIPD.
- 4.2 Refunds associated with construction Security Deposits shall be processed in accordance with Section 5.0 of this By-Law.

Sec. #	PLANNING APPLICATION FEE REFUND	REFUND AMOUNT
4.3	Cancellation of an SIPD Development Plan Amendment, Secondary Plan Amendment, or Zoning By-Law Amendment prior to First Reading	50% of the application fee
4.4	Cancellation of an SIPD Development Plan Amendment, Secondary Plan Amendment, or Zoning By-Law Amendment after First Reading	None
4.5	Cancellation of a Subdivision prior to the circulation of the application to government departments and agencies	50% of the application and lot fees
4.6	Cancellation of a Subdivision after the circulation of the application to government departments and agencies	None
4.7	Cancellation of a Variation or Conditional Use prior to the preparation of a report, map(s), or list(s)	50% of the application fee
4.8	Cancellation of a Variation or Conditional Use after the preparation of a report, map(s), or list(s)	None

Sec. #	PERMIT FEE REFUND	REFUND AMOUNT
4.9	Cancellation of a Building Permit and/or Plumbing Permit before it has been issued	The Development Permit and Application Review fees shall be retained by the SIPD.
4.10	Cancellation of a Building Permit and/or Plumbing Permit after it has been issued, and before construction pursuant to the permit has begun	75% of the Building Permit fee, less the Development Permit and Application Review fees.

4.11	Cancellation of a Building Permit and/or Plumbing Permit after construction has begun	50% of the Building Permit fee, less the Development Permit and Application Review fees and \$100.00 for each inspection that was made. The refund shall be issued upon fulfillment of all SIPD conditions (i.e., make safe or remove) to address the incomplete construction on the property.
4.12	Revocation of a Building Permit and/or Plumbing Permit by the SIPD	None
4.13	Cancellation of a Development Permit, Occupancy Permit, Sign Permit, or Demolition Permit	None

5.0 CONSTRUCTION SECURITY DEPOSITS

5.1 The following table in this section of the By-Law outlines the Security Deposit amounts for all construction and/or renovations, which shall be paid to the SIPD by the Owner prior to the SIPD's issuance of a Building Permit.

5.2 Security Deposits shall be refunded in accordance with the following requirements:

- a) The Building Inspector has conducted a final inspection of the subject property and has confirmed that all construction and/or renovations have been completed pursuant to the permit, and that all associated documentation has been submitted to his/her satisfaction.
- b) All construction and/or renovations pursuant to the permit have been completed to the satisfaction of the Building Inspector within three (3) years of the issuance date of the said permit. Failure to complete the construction and/or renovations to the satisfaction of the Building Inspector within three (3) years of the permit issuance date shall result in a punitive deduction of 50% of the Security Deposit amount, which will not be refunded. The SIPD may extend the three (3) year deadline for an additional period not longer than 24 months if a written request is received by the SIPD before the initial deadline.
- c) The SIPD shall refund the Security Deposit paid pursuant to this By-Law to the Owner.
- d) The SIPD may refund the Security Deposit to a different party if, in the opinion of the SIPD, such Security Deposit has been assigned in writing to a different party by the Owner.
- e) All Security Deposits associated with permits, which have not been completed or claimed within ten (10) years of the date the permit was issued, shall automatically be forfeited to the SIPD.
- f) If an Owner completes their deficiencies relating to the open permit for their property, and makes a claim for the return of their Security Deposit after ten (10) years from the date the permit was issued, the Manager for the SIPD shall use their discretion, on a case-by-case basis, to determine whether the Security Deposit will be returned to the Owner. The decision of the Manager of the SIPD regarding a request for the return of a deposit is final and binding.
- g) Forfeited Security Deposits do not reflect completed permits.
- h) Open permits shall continue to run with the land and shall be the responsibility of the Owner.
- i) Notwithstanding Section 5.2(a)-(h), the SIPD shall refund 100% of a Security Deposit associated with a cancelled Building Permit, on condition that the construction authorized by the Building Permit has not been commenced.

Sec. #	SECURITY DEPOSITS FOR ALL CONSTRUCTION	DEPOSIT AMOUNT
5.3	Basement Developments, Decks, Pools, Hot Tubs, Freestanding Signs, Ground-Mounted Solar Panels, and Roof-Mounted Solar Panels with a Construction Value of \$10,001.00 - \$50,000.00	\$602.00
5.4	Construction Value: \$0 to \$10,000.00	none
5.5	Construction Value: \$10,001.00 to \$25,000.00	\$1,205.00
5.6	Construction Value: \$25,001.00 to \$100,000.00	\$2,410.00
5.7	Construction Value: \$100,001.00 to \$250,000.00	\$4,820.00
5.8	Construction Value: \$250,001.00 to \$400,000.00	\$6,025.00

5.9	Construction Value: \$400,001.00 to \$2,000,000.00	\$9,640.00
5.10	Construction Value: \$2,000,001.00 to \$10,000,000.00	\$18,075.00
5.11	Construction Value: \$10,000,001.00+	\$30,125.00

6.0 PENALTY FEES ASSOCIATED WITH PERMITS

- 6.1 The following table in this section of the By-Law outlines penalty fees associated with permits, which shall be paid to the SIPD within 30 days of written notice of the penalty from the SIPD. Failure to pay the penalty within the prescribed time limit may result in additional penalty fees, as outlined in this Section, and the revocation of the applicable permit(s).
- 6.2 Penalty fees may be appealed to the SIPD Board if an appeal is provided in writing to the SIPD within 30 days of the written penalty notice. After considering the appeal, the SIPD Board shall pass a resolution upholding, overturning, or modifying the penalty fee as the Board sees fit.
- 6.3 In consideration of Sections 6.6, 6.9, and 6.10 below, each occurrence following the first occurrence shall be indicated in an SIPD notice to the Owner, and if applicable, the Tenant. The Owner and Tenant shall be given a minimum of 14 days to resolve an occurrence before being charged a subsequent penalty, unless the SIPD determines that for safety purposes the deadline should be reduced, in which case the deadline may be reduced at the discretion of the SIPD.
- 6.4 The SIPD reserves the right to cease all plan review and inspection services regarding a given application/permit file until all outstanding penalty fees associated with said file have been resolved.

Sec. #	PENALTIES	FEES
6.5	Where a Development Permit has not been obtained before the activity requiring the permit has started (excluding the Inland Port Special Planning Area).	Double All Permit Fees
6.6	Where a Development Permit has not been obtained before the activity requiring the permit has started (within the Inland Port Special Planning Area).	\$1,000.00 (first occurrence) \$3,000.00 (second occurrence) \$6,000.00 (each add'l occurrence) Maximum fee: \$28,000.00
6.7	Failure to renew a Temporary Development Permit before it lapses.	\$1,000.00 (payable prior to Temp. Development Permit renewal)
6.8	Where a Building Permit and/or Plumbing Permit has not been obtained before the activity requiring the permit(s) has started.	Double All Permit Fees
6.9	Where an Occupancy Permit has not been obtained before the occupancy of a building requiring the permit (with or without a Building Permit).	\$1,000.00 (first occurrence) \$3,000.00 (second occurrence) \$6,000.00 (each add'l occurrence) Maximum fee: \$28,000.00
6.10	Failure to renew an Interim Occupancy Permit before it lapses or prior to Occupancy Permit issuance.	\$1,000.00 (first occurrence) \$3,000.00 (second occurrence) \$6,000.00 (each add'l occurrence) Maximum fee: \$28,000.00
6.11	Where repeated inspections are required by the inspector for: <ul style="list-style-type: none"> • Project deficiencies; • Site maintenance and safety issues; and/or • Instances where the work for which the inspection was called is not ready for inspection 	\$350.00 + travel for each add'l inspection ⁶
6.12	Where the work has been covered and the inspector is unable to perform or complete the required inspection (note: notwithstanding payment of the penalty fees, the inspector may still require the work to be uncovered and inspected).	\$1,100.00 + travel for each add'l inspection ⁶ (payable prior to subsequent inspection)
6.13	Where an inspection has been cancelled with less than a 12-hour notice to the SIPD (excluding weekends).	\$250.00

⁶ Travel means mileage compensated at a rate of \$0.61 per kilometre driven to and from the site.

7.0 MISCELLANEOUS ADMINISTRATIVE FEES

7.1 The following tables in this section of the By-Law outlines miscellaneous administrative fees that shall be paid to the SIPD.

Sec. #	ZONING MEMORANDUMS & CERTIFICATIONS	FEES
7.2	Zoning Memorandums: Confirms Zoning for a Site and/or Compliance of a Proposed Use for a Site	\$120.00
7.3	Zoning Memorandums: Confirms Conformance with Site Regulations (with Building Location Certificate provided)	\$120.00
7.4	Zoning Memorandums: Confirmation of No Open Permits for a Site	\$120.00
7.5	Zoning Memorandums: All Others, Including Detailed Permit History for a Site	\$242.00
7.6	Zoning Compliance Certificate: Confirms that a Use, Building, or Structure Conformed to Previous Zoning Regulations and is Therefore Legal Non-Conforming on a Site	\$242.00

Sec. #	DOCUMENTS, COPYING & PRINTING, AND REPORTS	FEES
7.7	Print-out of Status of Title	\$39.00 / title
7.8	SIPD Development Plan: Digital Copy (flash drive)	\$72.00
7.9	SIPD Development Plan: Paper Format	\$145.00
7.10	Zoning By-Law: Digital Copy (flash drive)	\$72.00
7.11	Zoning By-Law: Paper Format	\$145.00
7.12	Copy of a Building Permit (no plans)	\$31.00
7.13	Miscellaneous Copies Up to Ledger Size: Black & White	\$1.20 / page
7.14	Miscellaneous Copies Up to Ledger Size: Colour	\$3.62 / page
7.15	Maps Up to Ledger Size: Black & White	\$4.82 / page
7.16	Maps Up to Ledger Size: Colour	\$9.64 / page
7.17	SIPD Annual Report: Digital Copy (flash drive)	\$31.00
7.18	SIPD Annual Report: Paper Format	\$60.00
7.19	Building Permit Reports: Paper Format	\$12.00 / monthly report
7.20	Copies or Scans of Building Plans	\$242.00 deposit ⁷ \$93.00 / hour + all third party costs
7.21	User Defined Reports	\$120.00 / hour

⁷ The deposit amount shall be deducted from the total amount owing by the requestor when the copies and/or scans are available for release by the SIPD.

Sec. #	SERVICE CHARGES	FEES
7.22	Fee for a Non-Sufficient Funds (NSF) Cheque	\$60.00

8.0 GENERAL ADMINISTRATION

8.1 The General Manager of the SIPD is authorized to charge fees for services provided, documents produced, permits issued or other action taken that are not specifically referred to in this By-Law. In deciding whether to charge a fee and in determining the amount of fee to be charged, the General Manager must be fair and equitable while attempting to recoup the costs incurred by the SIPD.

9.0 ANNUAL REVIEW OF FEES

9.1 An annual review of this By-Law will occur and may be subject to adjustment by approval of the SIPD Board.

10.0 REPEAL AND EFFECTIVE DATE

10.1 **REPEAL:** Fee Structure By-Law No. 1/23, and all amendments thereto, are hereby repealed.

10.2 **EFFECTIVE DATE:** Fee Structure By-Law No. 2/23 is hereby adopted and shall come into full force and effect on the day following that on which it received Third Reading by the SIPD Board.

DONE AND PASSED by the SIPD Board in open session, assembled in the Town of Stonewall, in the Province of Manitoba, this 19th day of January, A.D. 2024.

Chairperson

General Manager

Read a First time this 15th day of December, A.D. 2023.
Read a Second time this 19th day of January, A.D. 2024.
Read a Third time this 19th day of January, A.D. 2024.