

**FISHER ARMSTRONG PLANNING DISTRICT
BY-LAW NO. 1/20**

A BY-LAW TO ESTABLISH A FEE STRUCTURE

WHEREAS Section 19(2) (c) of the Planning Act provides that a district Board may enact by-laws that are not contrary to law or inconsistent with the provisions of the Act, for prescribing and regulating the fees and charges to be paid by any person in respect of services rendered by any officer or employee of the Board.

AS WHEREAS the Board of the Fisher Armstrong Planning District is of the opinion that a by-law should be adopted setting forth the fees to be charged by the Fisher Armstrong Planning District for development plan and zoning by-law amendments, conditional use orders, variation orders, zoning memorandums, development permits and other appropriate documents.

NOW THEREFORE, the Board of the Fisher Armstrong Planning District in a meeting duly assembled enacts as follows:

1. That SCHEDULE "A" attached to this by-law is hereby approved and adopted as the FEE SCHEDULE of the Fisher Armstrong Planning District Board.

AMENDMENTS TO SCHEDULES

2. The Board may by resolution at a regularly scheduled meeting amend by resolution schedules attached to this By-Law.

This simply provides some flexibility to the Board if during the course of its term a decision is made to add or delete schedules and or items to a schedule.

3. That By-Law No. 4/09 be and is hereby rescinded.

DONE AND PASSED in a meeting duly assembled this 7th day of August, 2020 A.D.

Chairperson _____

Secretary _____

Read a first time this 27th day of May, 2020.
Read a second time this 7th day of August, 2020.
Read a third time this 7th day of August, 2020.

SCHEDULE "A"
ATTACHED TO BY-LAW NO. 1/20 of
THE FISHER ARMSTRONG PLANNING DISTRICT

APPLICATION AND CONSTRUCTION

For the purpose of this by-law the following definitions apply. The rules of construction are the same as in the zoning by-law of the applicable municipality.

DEFINITIONS

1. Basement Area – shall mean the floor area of the basement or any foundation measured within the interior faces of the exterior walls of the basement.
2. Main Building Floor Area – shall mean the floor area of a main building measured within the interior faces of the exterior walls of all floors of the main building above the basement. The floor area of a covered porch, deck or private attached garage shall not be included in the calculations of this area.
3. Building Value – shall mean the value of a building which shall be calculated on the basis of the formula set out in this By-Law.
4. Covered Porch Area – shall mean the floor area of a covered porch measured within the interior faces of the exterior walls of the covered porch.
5. Accessory Building Area – shall mean the floor area of an accessory building measured within the interior faces of the exterior walls of the accessory building.
6. Private Attached Garage Area – shall mean the floor area of a private attached garage measured within the interior faces of the exterior walls of the private attached garage.
7. Renovations – shall mean the construction work undertaken within an existing building or structure, but shall not include any structural changes in said structure.

1. A. BUILDING PERMIT FEES:

- **ALL** fees are rounded to the nearest dollar.
- The **MINIMUM PERMIT FEE** for all construction is **\$60.00**. If the total permit fee is less than the minimum fee, it will be rounded up to meet the minimum \$60.00 fee – unless otherwise stated within this By-law.

(I) **Building Permits** - all construction for work in connection with the building is as follows:

Main Floor (includes foundation fees)	\$ 0.60 sq. ft.
Development of Upper Floors and/or Basement	\$ 0.30 sq. ft.
Attached Garage, Non-insulated Sun Room / Porch / Verandah / Deck(s)	\$ 0.25 sq. ft.
Replacement Surface Footing / Foundation Under Existing Buildings	\$ 0.15 sq. ft.
Foundations (excludes replacement – see above)	\$ 0.20 sq. ft.
Alterations / Repairs / Renovations (based on contract value)	\$ 6.00 / each thousand of value
RTM'S Constructed in FAPD: Main Floor	\$ 0.40 sq. ft.
Upper Floor(s)	\$ 0.30 sq. ft.
RTM'S Relocated into FAPD (includes Modular & Mobile Homes (does not include foundation fees) <i>require drawings / plans / permit</i>)	\$ 150.00
Plumbing: New Single Family Residence	\$ 100.00
All Other (including floor drains) <i>garage w/sink</i>	\$20.00 / fixture
Detached Garages & Accessory Buildings Without foundation	\$ 0.15 sq. ft.
With foundation	\$0.25 sq. ft.
Water structures containing more than 24 inches (2 ft.) of water: Permanent (Temporary Pools N/A)	\$ 100.00
Relocation of Building (excludes RTM's and Mobile Homes) (does not include foundation)	\$ 60.00

B. TEMPORARY BUILDING PERMIT FEES

Temporary Building Permit (e.g. large tents for gatherings)	\$ 100.00
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C. DEMOLITION PERMIT FEES

The fee for the demolition or removal of any building or structure, over 120 sq.ft. or part thereof	\$ 60.00
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D. SIGN PERMIT FEES

Signs requiring an inspection (eg. piled) <i>business sign</i>	\$ 100.00 for the first sign \$25.00 for each additional sign
All other signs (wall mounted, building face, etc)	\$ 75.00 for the first sign \$10.00 for each additional sign

E. PERMIT REFUNDS

Where a permit is surrendered for cancellation, the holder shall receive the amount of the permit fee paid less 10%. This shall apply for a twelve (12) month period from the date of issuance of permit. No refunds after the 12 month period.

F. OCCUPANCY PERMIT

(I)	Where no other permit is required and where the nature of the occupancy is changed <i>commercial buildings</i>	\$ 100.00
(II)	No fee is required for an Occupancy Permit where another permit has been issued for the same building	N.A.

G. PENALTY FEES

(I)	Where a permit has not been obtained prior to the commencement of the actual work, through neglect, or for some other reason, the fees shall be double the normal rate for the work done up to the date the permit is issued.
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(II)	Notwithstanding to the other fees of the By-Law, the following penalty fees shall be payable as follows:	
	(a) Where, in an application, a wrong address is given or insufficient information is provided	\$ 50.00
	(b) Where the work is not ready for inspection at the time for which the inspection was called	\$ 50.00 plus mileage
	(c) For each re-inspection requested after the permittee has been notified of deficiencies and upon such subsequent re-inspection it is found that the deficiencies have not been remedied	\$50.00 plus mileage
	(d) Where the approved permit card has not been posted at time of construction	\$100.00

H. INSPECTION FEES (includes pre-inspections of Older RTM's and Mobile Homes)

(I)	Where an inspection of a building/structure not provided for by a permit is required and conducted during office hours, the fee per hour or fraction thereof for each inspector involved	\$ 50.00 plus mileage
(II)	For an inspection conducted outside of regular office hours, the fee per man-hour or fraction thereof with a minimum charge of two (2) hours, in addition to required permit fees	\$ 50.00 plus mileage

I. MISCELLANEOUS FEES

Development Permit	\$ 60.00
Zoning Memorandums: Residential and Commercial	\$ 50.00
Certificate of Non-Conformity	\$75.00
Mileage	\$0.43 / km
Invoices, subject to net 30 days at	5 %

J. AMENDMENTS

Rezoning and Rezoning Amendments	\$400.00 + advertising costs
Development Plan Amendments	\$400.00 + advertising costs

K. CONDITIONAL USE

Conditional Use Application (with public hearing at Council Chambers)	\$ 150.00
Conditional Use Application (with public hearing at rented facility)	\$300.00
Combined Public Hearings (Conditional Uses, Variations etc.)	\$300.00
Extension Request – prior to 12 month expiry	\$25.00

L. VARIATIONS

Reviewed by Council	\$ 150.00
Multiple Lot Variances as a result of subdivision	\$ 150.00 for the first lot \$75.00 for each additional lot
Combined Public Hearings (Variations, Conditional Use, etc.)	\$300.00
Extension Request – prior to 12 month expiry	\$25.00

M. COPY FEES

Development Plan	\$ 30.00
Zoning By-Law	\$ 30.00
Basic photocopy fees	\$0.25 / page

N. FIRE INSPECTIONS

Base Fee	\$ 100.00 for a minimum 2 hour inspection \$25.00 each additional hour thereafter
Subsequent/Follow up Inspection	\$25.00 per hour, minimum one hour charge
Mileage	N/A

O. PERMIT EXPIRY

A permit shall expire within 12 months from the date of approval. The owner/applicant/contractor may submit a written request to the Fisher Armstrong Planning District for an extension of the permit up to a maximum of 12 additional months, prior to the expiry date. Consideration may be given to reinstate an expired permit at the discretion of the Chief Administrative Officer subject to an administration fee of \$50.00. *one time*

extension only

P. DEPOSIT FEES

- 1) The Deposit Fee must be submitted at the time of building permit application and will be held in trust by the applicable municipality.
- 2) The Deposit Fee amount shall be calculated based on contract value of the project. The Fisher Armstrong Planning District shall calculate valuation rates as follows:

BUILDING VALUATION RATES

1. Residential Buildings
 - 1). Without basement \$60.00 per sq. ft.
 - 2). With basement \$65.00 per sq. ft.
 - 3). With grade beam and piles \$65.00 per sq. ft.
2. Basement Construction Only \$20.00 per sq. ft.
3. Foundation Only \$10.00 per sq. ft.
4. Basement Finishing (interior) \$5.00 per sq. ft.
5. Unfinished (interior) cottage \$25.00 per sq. ft.
6. Attached Garage \$25.00 per sq. ft.
7. Detached Garage \$20.00 per sq. ft.
8. Accessory Buildings
 - 1) Under 120 sq. ft. No fee
 - 2) Over 120 sq. ft. (all areas) \$20.00 per sq. ft.
9. Commercial Buildings Same as residential
10. For renovations/alterations – the contract value shall mean the total monetary worth of all construction including all painting, papering, roofing, electrical and mechanical work., plumbing, permanent or fixed heating equipment, and any permanent equipment and all labour, materials and other devices entering into the necessary to the prosecution of the work in its completed form. No portion of any building including mechanical, electrical and plumbing work, shall be excluded from the valuation of the building permit because of any other permits required by any governing by-law, regulation or agency.

DEPOSIT FEES REQUIRED

CONTRACT VALUE	DEPOSIT FEE
Buildings and/or renovations \$0 to \$250,000	\$250.00
Buildings and/or renovations \$250,001 to \$500,000	\$500.00
Buildings and/or renovations \$500,000 and up	\$1,000.00

REFUND OF DEPOSIT FEES

1) Deposit fees will only be refunded based on the following conditions:

- a) Upon the final inspection, the Authority Having Jurisdiction confirms that any deficiencies have been corrected and that all work has been completed to satisfaction; and
- b) That all required inspections had been requested and completed during the construction process. The Fisher Armstrong Planning District reserves the right to retain a portion of the deposit fee for every missed inspection. The retained portion will be calculated based on the required number of inspections pro-rated by the deposit fee paid, rounded to the nearest dollar. The Fisher Armstrong Planning District requires a minimum of 24 hours notice when requesting an inspection, failure to provide proper notice may result in a missed inspection. The contractor and owner are co-responsible for requesting and inspection from the Fisher Armstrong Planning District.
- c) Deposit fees will not be reimbursed on expired permits. A permit shall expire within 12 months from the date of approval.