

**CITY OF BRANDON**

**BY-LAW NO. 7223**

**ANNUAL SCHEDULE OF FEES**

**SCHEDULE "A"**

**2019**

**CITY OF BRANDON  
DEVELOPMENT SERVICES**

	<b>2018</b>	<b>2019</b>
Crossing Permit (plus damage deposit)	165.00	165.00
Driveway Permit	165.00	165.00
Lot Grading Permit	195.00	195.00
Lot Grading Deposit	1,000.00	1,500.00
Sewer and Water Excavation Permit	180.00	180.00
Re-inspection Fee	250.00	250.00
Water & Sewer Service Retention Deposit	4,500.00	5,000.00
Septic Waste Disposal (per cubic meter)	6.75	7.25
Trailer Dumping Station (annual permit)	125.00	125.00
Septic Dumping Swipe Card - Replacement	50.00	50.00
Commercial / Industrial Discharge Permit	100.00	100.00
Commercial / Industrial Discharge Loading Fees		
TKN (per kg)	3.86	3.73
Total P (per kg)	18.80	18.31
COD (per kg)	0.30	0.27
Flow (per cubic meter)	0.11	0.13
Administration Fee - Provincial ARPS (per permit) (Automated Routing & Permit System)	20.00	20.00
Plan Review	300.00	300.00

**CITY OF BRANDON  
PROPERTY & DEVELOPMENT**

	<b>2018</b>	<b>2019</b>
<b>ADMINISTRATION FEES</b>		
PROPERTY REVIEW REQUEST	150.00	150.00
RIGHT-OF-WAY CLOSURES	575.00	600.00
CLOSING OF PUBLIC RESERVE	575.00	600.00
LOCAL IMPROVEMENT PROGRAMS	300.00	300.00
PREPARING AGREEMENTS		
Development Agreements		
Less than 4 units / lots	400.00	425.00
4 or more units / lots	610.00	635.00
Miscellaneous Agreements		
Easement, Access, Service, Private Sewer/Water, etc.	375.00	400.00
Amendments / Assignments	225.00	250.00
ENCROACHMENT FEE		
Not applicable to qualified properties under the Downtown Brandon Encroachment Incentive Program		
Minimum (annual fee)	75.00	75.00
Maximum (annual fee)	500.00	600.00
ADDRESSING & STREET NAMING		
Addressing Changes or Requests (Per Unit)		150.00
Street Name Changes or Requests (Per Application)		1,000.00
OBTAINING DOCUMENTS FROM THE PROPERTY REGISTRY		Cost of document plus 10%
SEASONAL VENDOR LAND RENTAL		
Price per square foot	0.25	0.25
<b>PARKING LOTS</b>		
Stall Rent Per Month	52.50	52.50
Parking Pass Deposit	25.00	25.00

**CITY OF BRANDON  
BUILDING SAFETY**

	<b>2018</b>	<b>2019</b>
<b>BUILDING PERMIT</b>		
Permit Opening Fee Residential (Non Refundable)	50.00	50.00
	10% of the permit fee calculation based on construction value	10% of the permit fee calculation based on construction value
Permit Opening Fee Non-Residential (Non Refundable) Construction Value Under \$3,000 (Base Fee)	135.00	135.00
Construction Value \$3,000 - \$5,000,000 Base Fee Plus	10.00/1000	10.50/1000
<b>Note: Reduced rate applies only to portion of construction value over \$5,000,000</b>		
Construction Value over \$5,000,000 Base Fee Plus	6.00/1000	6.00/1000
Single Detached Dwelling & Duplex Dwelling (finished & unfinished) Base Fee Plus	0.31/sq. ft.	0.33/sq. ft.
Condo - per condo unit Base Fee Plus	10.25/1000	11.00/1000
Single Detached Dwelling - basement development	135.00	135.00
Detached Accessory Building	135.00	135.00
Mobile Home (Location)	135.00	135.00
Temporary Building	135.00	135.00
Occupancy Permit	135.00	135.00
Open Patio Deck	85.00	90.00
Swimming Pool/Hot Tub	75.00	75.00
In-ground Swimming Pool	135.00	135.00
Solid Fuel Burning Appliance	90.00	90.00
Sign Permits	135.00	135.00
Interim Occupancy Fee	150.00	150.00
Fines	Variable	Variable
Splitting of Permit - after the fact	170.00	200.00
Additional Dwelling Unit Fee	140.00	140.00
Occupancy Certificate	135.00	135.00
Heating/Ventilation System for Part 9 residential	135.00	135.00
Alteration/Reconfiguration of Heating/Ventilation System	135.00	135.00
Permit Renewal - Residential	\$135+\$10.00/\$1000 of outstanding cost of construction	\$135+\$10.50/\$1000 of outstanding cost of construction
<b>DEMOLITION OR REMOVAL PERMITS</b>		
Single Detached Dwelling & Duplex Dwelling	200.00	200.00
Accessory Buildings - no permit to rebuild	85.00	85.00
Accessory Buildings - in conjunction with permit to rebuild	55.00	55.00
All Other Residential, commercial, industrial, educational & institutional Per Building Storey	400.00 135.00	400.00 135.00
Plus Per Sq. Ft of Building Footprint	0.06	0.06
<b>PLUMBING PERMITS</b>		
Minimum Plumbing Permit (1-3 fixtures)	66.00	69.00
Each Fixture above three fixtures	22.00	23.00
All Floor Drains	22.00	23.00
Grease or Oil Interceptor	69.00	70.00
Neutralizing and Dilution Tanks or Pit	69.00	70.00
Sewer/Water Installation	80.00	80.00
RTM/Mobile Home Hookup	80.00	80.00
Replacement of Existing Pipes (per fixture)	22.00	23.00
New Construction Sump Pit/Pump	22.00	23.00
New Construction Backwater Valve	22.00	23.00
All Other Sump Pump/Backwater Valve	130.00	130.00
Roof Drain, per roof drain	22.00	23.00
Floor Drain, per floor drain	22.00	23.00

**CITY OF BRANDON  
BUILDING SAFETY**

	<b>2018</b>	<b>2019</b>
<b>VACANT &amp; DERELICT BUILDINGS BY-LAW</b>		
Residential Boarded Building Permit	2,000.00	2,000.00
Commercial Boarded Building Permit		
Base Fee - First Year	2,000.00	2,000.00
Residential/Commercial Boarded Building Permit (Subsequent to First Year)		
Base Fee Plus Rate Per Additional Year	1,500.00	1,500.00
(ex - Year 3 = Base plus \$1,500 x 2 = \$5,000)		
(ex - Year 4 = Base plus \$1,500 x 3 = \$6,500)		
Vacant Building Inspection Fee (1st Year)	260.00	260.00
Vacant Building Inspection Fee (Renewal after 1st year)		
Orders Not Required	500.00	500.00
Vacant Building Inspection Fee (Renewal after 1st year)		
Orders Required	1,000.00	1,000.00
Remediation Coordination Services (per hour or part thereof)	90.00	90.00
Vacant & Derelict Building By-Law Order Issuance Fee - Residential	1,000.00	1,000.00
Vacant & Derelict Building By-Law Order Issuance Fee - Non Residential	1,000.00	1,000.00
<b>MISCELLANEOUS</b>		
Inspection Fees - Plumbing & Building		
Up to four (4) consecutive hours	285.00	285.00
Each Additional Hour (or part thereof)	90.00	90.00
Travel Expense	cost plus 10%	cost plus 10%
Additional Inspection or Re-inspection	135.00	135.00
Call Back	90.00	90.00
By-Law Order Issuance Fee		
Building Safety & Property Standards By-Law	1,000.00	1,000.00
Building By-Law	1,000.00	1,000.00
Stop Work Order Issuance Fee	1,000.00	1,000.00
Cease to Occupy Order	1,000.00	1,000.00
Change of Plans Requiring Additional Review - Residential	270.00	270.00
Change of Plans Requiring Additional Review - Non Residential	500.00	500.00
Permit Transfer or Assignment Fee	135.00	135.00
Copies of Inspection Reports and/or Plan Reviews		
Prior to Certificate of Occupancy	55.00	75.00
After Issuance of Certificate of Occupancy	30.00	50.00
Alternative Solutions Review		
One (1) Hour minimum charge	90.00	90.00
Each additional hour (or part thereof)	90.00	90.00
Project Inquiry Meeting Request - per project/property		
First Request	no charge	no charge
Second Request (Per hour or part thereof)	75.00	75.00
Third and Additional Request (Per hour or part thereof)	100.00	100.00
Confirmation of Closed Permit Letter	85.00	85.00

**CITY OF BRANDON  
PLANNING**

	<b>2018</b>	<b>2019</b>
<b>PLANNING FEES</b>		
Permit Opening Fee Residential (Non Refundable)	50.00	50.00
Development Permit - Other	130.00	135.00
Development Permit - Home Based Business	130.00	135.00
Development Permit - Residential (two units)	225.00	240.00
Development Permit - Residential (three or more units)	425.00	450.00
Development Permit - Non Residential (additions)	225.00	240.00
Development Permit - Non Residential (new construction)	425.00	450.00
Development Permit - Renewal	50.00	50.00
Development Permit - Callback Inspection	90.00	90.00
Urban Design Review - Planning Commission	330.00	350.00
Subdivision Application	510.00	520.00
Subdivision Lot Fees/Bare Land Condominium Unit Fees		
Each new lot created or condominium bare-land unit created	225.00	225.00
Subdivision Extend Conditional Approval or Certificate of Approval	235.00	235.00
Subdivision Re-issuing a Certificate of Approval	235.00	235.00
Minor Variance Order	170.00	175.00
Minor Variance Order - Following Commencement	340.00	350.00
Variance Order - Prior to Commencement (Base Fee)	625.00	650.00
Variance Order - Following Commencement (Base Fee x 2)	1,250.00	1,300.00
Variance Order - Increasing the density or intensity of use	800.00	800.00
Multiple Variance With Request(s)		
Base Fee plus each additional request	50.00	100.00
Multiple contiguous parcels with same request-base fee plus each parcel	25.00	100.00
Variance Extension Fee	125.00	125.00
Conditional Use Order (Base Fee)	780.00	800.00
Conditional Use Order - Following Commencement (Base Fee x 2)	1,560.00	1,600.00
Conditional Use Multiple Request(s)		
Base Fee plus each additional request		200.00
Multiple contiguous parcels with same request-base fee plus each parcel		100.00
Conditional Use Extension Fee	125.00	125.00
Zoning Amendment Application ***	2,600.00	2,800.00
Secondary Plan (New Plan or Amendment to Existing Plan) ***	1,800.00	2,000.00
Development Plan Amendment Application ***	4,000.00	4,500.00
Neighborhood Plan (New Plan or Amendment to Existing Plan)	1,750.00	2,000.00
Master Plan	750.00	800.00
Revised Submission required recirculation	<i>50% of Application Fee</i>	<i>50% of Application Fee</i>
Advertising Deposit	1,000.00	1,200.00
Zoning Memoranda	85.00	90.00
Zoning Confirmation Letter	120.00	125.00
Outstanding Work Orders Letter	200.00	200.00
Certificate of Non-Conformity	130.00	135.00
Recirculation Fee Post Circulation ***	120.00	125.00
Request for Special Meeting of Planning Commission	750.00	750.00
Temporary Sign	90.00	90.00
Radio Communications Facilities	1,215.00	1,251.00
Change of Plans Requiring Additional Review	<i>50% of Application Fee</i>	<i>50% of Application Fee</i>

\*\*\* Advertising deposit is required in addition to fee

*Excerpt from Annual Schedule of Fees By-law 7223, Schedule A*

**CITY OF BRANDON  
PLANNING**

	<b>2018</b>	<b>2019</b>
<b>ADMINISTRATION FEES</b>		
Electronic Reports	75.00	75.00
Photocopying Charge (Per Page) (black & white only)	0.50	0.50
Deposit on Plans	100.00	100.00
Search for Plans/Records - per record	45.00	55.00
Copying of Plans - paper copy	95.00	105.00
Scanning of Plans - electronic copy	75.00	85.00
Obtaining Certificate of Title - per title	10% of cost of Title	Cost of title plus 10%
Viewing of Survey	20.00	25.00
<b>MISCELLANEOUS</b>		
By-Law Order Issuance Fee		
Zoning By-Law	1,000.00	1,000.00
Development Permit Deposit (Base Fee)	5,000.00	5,000.00
Or 10% of value of outstanding work if greater than Base Fee		