

Eastern Interlake Planning District

Fee and Deposit By-Law

BY-LAW NO. 02-2022

**BEING** a By-Law of the Eastern Interlake Planning District to establish fees and charges for services provided by the District.

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

***“General powers re by-laws***

*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 WHEREAS** the members of the Board are of the opinion that a By-Law should be passed setting forth the fees to be charged by the Eastern Interlake Planning District Board;

**NOW THEREFORE** the Board of the Eastern Interlake Planning District in meeting duly assembled enacts as follows:

1. **THAT** the Eastern Interlake Planning District's Fee and Deposit Structure shall be as set out in the attached Schedule "A" and Schedule "B";
2. **THAT** By-Law No. 01-2020, being a By-Law Regulating its Fee Structure is hereby repealed; and
3. **THAT** this By-Law shall come into force and become effective upon receiving three readings.

**DONE AND PASSED** by the Board of the Eastern Interlake Planning District in open meeting assembled at Arborg in the Province of Manitoba, this 23<sup>rd</sup> day of February A.D. 2023.

READ A FIRST TIME THIS

1<sup>st</sup>

DAY OF December

A.D. 2022

READ A SECOND TIME THIS

1<sup>st</sup>

DAY OF December

A.D. 2022

READ A THIRD TIME THIS

23<sup>rd</sup>

DAY OF February

A.D. 2023

  
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Robert Thorsteinson, Chairperson

  
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Nancy Thom, CAO/Development Officer

**SCHEDULE "A"**

**A. BUILDING PERMIT FEES:**

- ALL fees are rounded to the nearest dollar.
- The **MINIMUM PERMIT FEE** for all construction shall be **\$100.00**. If the total permit fee is less than the minimum fee, it will be rounded up to meet the minimum \$100.00 fee – unless otherwise stated within this By-Law.

(I) **Commercial Buildings** – all construction other than that listed in clause (II) of this section, the building permit fee shall be based on the valuation of the cost of the work as follows:

Where the value of construction is \$100,000.00 or less	<b>\$6.50 / thous of value</b>
Where the value of construction is over \$100,000.00;	<b>\$7.00 / thous of value</b>
Plumbing Only: Rough-in of each fixture /outlet / floor drain	<b>\$20.00 ea.</b>

(II) **Residential Buildings** – all construction for work in connection with residential buildings is as follows:

Main Floor (includes foundation fees)	<b>\$0.75 / ft<sup>2</sup></b>
Development of Upper Floors	<b>\$0.35 / ft<sup>2</sup></b>
Basement Development	<b>\$0.25 / ft<sup>2</sup></b>
Attached Garage,	<b>\$0.35 / ft<sup>2</sup></b>
Decks (open/covered), Non-insulated Sun Room / Screen Porch-Verandah	<b>\$0.25 / ft<sup>2</sup></b>
Foundations (includes replacement)	<b>\$0.25 / ft<sup>2</sup></b>
Alterations / Repairs / Renovations (based on contract value)	<b>\$6.00 / thous of value</b>
RTM'S Constructed in EIPD:	
Main Floor	<b>\$0.50 / ft<sup>2</sup></b>
Upper Floor(s)	<b>\$0.35 / ft<sup>2</sup></b>
RTM'S Relocated into EIPD (includes Modular & Mobile Homes)	<b>\$200.00</b>
Plumbing:	
New Single Family Residence	<b>\$120.00</b>
All Other (including floor drains)	<b>\$20.00 / fixture</b>
Detached Garages & Accessory Buildings	
With Foundation	<b>\$0.30 / ft<sup>2</sup></b>
Without Foundation	<b>\$0.25 / ft<sup>2</sup></b>
Water structures containing more than 24 in (2 ft) of water:	
Above Ground	<b>\$100.00</b>
* Temporary Pools N/A Below Ground	<b>\$200.00</b>

**B. TEMPORARY BUILDING PERMIT FEES**

Temporary Building Permit (e.g. large tents for gathering, construction site structure(s) )	<b>\$100.00</b>
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**C. DEMOLITION PERMIT FEES**

The fee for the demolition / removal of any building or structure over 120 ft <sup>2</sup> or part thereof	<b>\$50.00</b>
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**D. SIGN PERMIT FEES**

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

**E. PERMIT REFUNDS**

Where a permit is surrendered for cancellation, the holder shall receive the amount of the permit fee paid, **less an administrative fee, based on the percentage of work completed on the application - for example: administrative costs and plans examination provided.** Amount to be determined by the CAO/Development Officer. This shall apply for a twelve (12) month period from the date of issuance of the permit.

**F. OCCUPANCY PERMIT**

(I)	Where no other permit is required and where the nature of the occupancy has not changed and no inspection is required.	<b>\$50.00</b>
(II)	No fee is required for an Occupancy Permit where another permit has been issued for the same building.	<b>N.A.</b>
(III)	Where occupancy may change and no other permit is required and where an inspection is required.	<b>\$150.00</b>

**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 <b>double</b> 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:	
	Where, in an application, a wrong address is given or insufficient information is provided	<b>\$30.00</b>
	Where the work is not ready for inspection at the time for which the inspection was called	<b>\$60.00 + mileage</b>
	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	<b>\$100.00 + mileage</b>
	Where the approved permit card has not been posted at time of construction	<b>\$100.00</b>

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

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	<b>\$60.00/hr + mileage</b>
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	<b>\$60.00/hr + mileage</b>
For temporary shows, exhibitions, festivals and travelling shows, the fee per hour or fraction thereof for each inspector engaged on the work to ensure all safety requirements are met during the show or exhibition	<b>\$60.00/hr + mileage</b>

**I. AMENDMENTS**

Zoning Amendments ( ZBL amendments initiated by member municipalities shall pay advertising costs only)	<b>\$1,000.00 + \$1,000.00 advertising costs</b>
Development Plan Amendments (DP amendments initiated by member municipalities shall pay advertising costs only)	<b>\$1,000.00 + \$1,000.00 advertising costs</b>

**J. HEARINGS**

Conditional Use - Small Scale (eg. home occ, guest house, etc.)	<b>*\$350.00</b>
Conditional Use - Large Scale (eg. commercial development, multi-family buildings, institutional facilities, etc.)	<b>*\$600.00</b>
Multiple Lot Conditional Use, after the first lot per *fee's above	<b>\$200.00 for each additional lot</b>
Variance for Non-Vacant Established Parcel	<b>*\$400.00</b>
Variance for Vacant Parcel	<b>*\$1,000.00</b>
Multiple Lot Variances, after the first lot per *fee's above	<b>\$200.00 for each additional lot</b>
Minor Variance Reviewed by Development Officer (max 15%)	<b>\$200.00</b>
Subdivision when new Road is Proposed	<b>\$600.00</b>
Combined Public Hearings (eg. Variance & Conditional Use)	<b>Cost as listed above less 25%</b>
Extension Request – prior to 12 month expiry	<b>\$25.00</b>

**K. COPY FEES**

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

**L. FIRE INSPECTIONS**

Base Fee	<b>\$100.00 for a minimum 1 hour inspection \$50.00 each additional hour thereafter</b>
Subsequent/Follow up Inspection	<b>\$50.00 / hour, minimum one hour charge</b>

**M. MISCELLANEOUS FEES**

Development Permit for Agricultural Development where inspection is NOT required	<b>\$ 50.00</b>
Development Permit for all other	<b>\$100.00</b>
Building Plans / Record Searches / Special Reports	<b>\$30.00 / ½ hr. of staff time</b>
Certificate of Non-Conformity	<b>\$100.00</b>
Zoning Memorandums: Residential and Commercial	<b>\$100.00</b>
Invoices, subject to net 30 days at	<b>5 %</b>
Mileage	<b>\$0.55 / km</b>
Building Plans Sign-out: Plans not returned within 60 days from the sign-out date	<b>\$50.00</b>
Performance Bond Reviews & Reports	<b>\$100.00</b>
Where an approved permit has received addendums/changes that requires a secondary review by staff	<b>\$60.00 / hr.</b>

**SCHEDULE "B"**

**A. DEPOSIT FEES**

- 1) The Deposit Fee must be submitted at the time of building permit application and will be held in trust by the Eastern Interlake Planning District.
- 2) The Deposit Fee amount shall be calculated based on contract value of the project. The Eastern Interlake Planning District shall calculate contract value as follows:
  - i) For buildings/structures - the contract value will be calculated based on the assessed value per square foot; and
  - ii) For renovations/alterations - the contract value shall mean the total monetary worth of all construction work 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 and 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.

CONTRACT VALUE	DEPOSIT FEE
Buildings and/or renovations \$0 to \$20,000	\$250.00
Buildings and/or renovations \$20,001 to \$100,000	\$500.00
Buildings and/or renovations \$100,001 to \$300,000	\$1,000.00
Buildings and/or renovations \$300,001 to \$500,000	\$2,500.00
Buildings and/or renovations \$500,001 to \$1,000,000	\$5,000.00
Buildings and/or renovations \$1,000,001 and up	\$10,000.00

**B. REFUND OF DEPOSIT FEES**

- 1) Deposit fees will only be refunded based on the following conditions:
  - i) Upon the final inspection, the Authority Having Jurisdiction confirms that any deficiencies have been corrected and that all work has been completed to his/her satisfaction; and
  - ii) That all required inspections had been requested and completed during the construction process. The Eastern Interlake 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 Eastern Interlake 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 an inspection from the Eastern Interlake Planning District.
- 2) Deposit fees will not be reimbursed on expired permits. A permit shall expire within 12 months from the date of approval. The owner/applicant/contractor may submit a request to the Eastern Interlake 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 re-instate an expired permit at the discretion of the Chief Administrative Officer subject to an administration fee of \$25.00.
- 3) A secondary permit may be obtained for the balance of work on an expired permit, at such time the deposit fee may be transferred from the expired permit to the secondary permit at the discretion of the Chief Administrative Officer.