

# Township of Schreiber

## Corporate Services

Description	Effective Date	2017	2018	2019	2020	2021
Admin. fees - commissioning of documents - 1st signature	Jan 1st	\$15.00	\$15.00	\$15.00	\$16.00	\$16.00
- commissioning of documents - add. signatures	Jan 1st	New	\$5.00	\$5.00	\$5.00	\$5.00
Admin. Fees - certification of documents - per page	Jan 1st	\$5.00	\$10.00	\$10.00	\$10.00	\$10.00
Administration fees - returned cheques	Jan 1st	\$35.00	\$40.00	\$42.50	\$44.00	\$45.00
Township pins	Jan 1st	Free	\$3.00	\$3.00	\$3.00	\$3.00
Faxes – Sending -Four pages each additional page \$0.30	Jan 1st	\$2.25	\$2.50	\$2.50	\$2.50	\$2.50
Faxes – Receiving - Four pages each additional page \$0.30	Jan 1st	\$1.25	\$1.50	\$1.50	\$1.50	\$1.50
Photocopies - per page Black and white	Jan 1st	\$0.30	\$0.75	\$0.75	\$0.75	\$0.75
Photocopies - per page Colour		new	\$1.00	\$1.00	\$1.00	\$1.00
Home Based Business License	Jan 1st	\$100.00	\$125.00	\$125.00	\$125.00	\$125.00
Records search - minimum fee	Jan 1st	New	\$30.00	\$30.00	\$35.00	\$35.00
Records search - hourly rate	Jan 1st	New	\$36.00	\$37.00	\$38.50	\$40.00
Zoning By-law - copy	Jan 1st	Free	\$50.00	\$50.00	\$50.00	\$50.00
Official Plan - copy	Jan 1st	Free	\$50.00	\$50.00	\$50.00	\$50.00
Duplicate receipts, receipts, statements utility bills and tax accounts		Free	\$5.00	\$5.00	\$5.00	\$5.00
Transfer fee between accounts (Client error)			\$15.00	\$15.00	\$15.00	\$15.00
Copies of WETT Inspections			\$10.00	\$10.00	\$10.00	\$10.00
Fire Permits			\$5.00	\$10.00	\$10.00	\$10.00
Scan and email documents			\$1.00	\$1.00	\$1.00	\$1.00
<b>HST is to be added to all fees</b>						
Description	Effective Date	2017	2018	2019	2020	2021
License fees - lottery/raffle/bingo 3% of the prize amount or minimum	Jan 1st	\$5.00	\$15.00	\$15.00	\$15.00	\$15.00
Marriage License		80.00	\$95.00	95.00	95.00	95.00

# Township of Schreiber

## User Fees/Permits and Other Charges

Interest charges - overdue accounts - per month	Jan 1st	1.25%	1.25%	1.25%	1.25%	1.25%
Tax certificates - per roll number	Jan 1st	\$25.00	\$60.00	\$65.00	\$65.00	\$70.00
Certificate of compliance - Property Standards	Jan 1st	\$30.00	\$80.00	\$85.00	\$85.00	\$90.00
Building/Zoning compliance letter/per roll #	Jan 1st	\$30.00	\$80.00	\$85.00	\$85.00	\$90.00
Water and Sewer certificate	Jan 1st	\$30.00	\$60.00	\$65.00	\$65.00	\$70.00
<b>Sale of land for tax arrears - Administration fees only (excludes legal fees and disbursements) HST to be added to fees</b>						
Up to delivery to solicitor	Jan 1st	New	\$600.00	\$600.00	\$600.00	\$600.00
Extension agreement	Jan 1st	New	\$300.00	\$300.00	\$300.00	\$305.00
Processing of First Notice	Jan 1st	New	\$185.00	\$185.00	\$190.00	\$190.00
Processing of Final Notice	Jan 1st	New	\$185.00	\$185.00	\$190.00	\$190.00
Processing of Tax Arrears Cancellation Certificate	Jan 1st	\$180.00	\$185.00	\$185.00	\$190.00	\$195.00
Processing of tax sales up to opening of tenders	Jan 1st	\$300.00	\$305.00	\$310.00	\$320.00	\$325.00
Processing of property transfer to new purchaser	Jan 1st	New	\$300.00	\$300.00	\$300.00	\$300.00
Distribution of proceeds of tax sale	Jan 1st	New	\$300.00	\$300.00	\$300.00	\$300.00
Small Claims Admin Fee	Jan 1st	New	\$300.00	\$300.00	\$300.00	\$300.00

# Township of Schreiber

## User Fees/Permits and Other Charges

### Building Permit Fees

Description of Construction or Renovation	Effective Date	2017	2018	2019	2020	2021
Residential dwelling unit, cottage, mobile home and guest sleeping cabin with services	Jan 1st	New.	\$1.70/sq.ft.	\$1.80/sq.ft.	\$1.85/sq.ft.	\$1.90/sq.ft.
House addition, porches, decks, solarium, foundations & basement replacement under existing buildings, utility sheds, garages, boat houses, docks, fire places, swimming pools, etc.	Jan 1st	New.	\$0.51/sq.ft.	\$0.53/sq.ft.	\$0.54/sq.ft.	\$0.56/sq.ft.
Guest sleeping cabin without services and enclosed additions to trailers	Jan 1st	New	\$210.00	\$215.00	\$220.00	\$225.00
Minor alteration, repair, renovation to a building structure	Jan 1st	New	\$210.00	\$215.00	\$220.00	\$225.00
Major alteration, repair, renovation to a building structure	Jan 1st	\$14.00 per \$1,000 of estimated value of work				
Demolition Permit	Jan 1st	\$25.00	\$100.00	\$105.00	\$110.00	\$115.00
Change of use	Jan 1st	New	\$210.00	\$215.00	\$220.00	\$225.00
Construction or addition of a farm building other than for human habitation - barn, drive shed, etc.	Jan 1st	New.	\$0.63/sq.ft.	\$0.63/sq.ft.	\$0.70/sq.ft.	\$0.70/sq.ft.
Construction or addition of a building or structure for commercial, industrial or institutional purposes - Complete structure - Shell only	Jan 1st	New.	\$1.40/sq.ft.	\$1.40/sq.ft.	\$1.47/sq.ft.	\$1.47/sq.ft.
	Jan 1st	New.	\$0.98/sq.ft.	\$1.05/sq.ft.	\$1.05/sq.ft.	\$1.12/sq.ft.
Plumbing installations inside and outside, not included in a complete building package and would include, but not limited to additions and major repairs	Jan 1st	New	\$210.00	\$215.00	\$220.00	\$225.00
Renewal	Jan 1st	New	\$210.00	\$215.00	\$220.00	\$225.00
Re-inspection due to incomplete work or uncorrected deficiencies	Jan 1st	New	\$110.00	\$110.00	\$115.00	\$120.00
Minimum permit fee	Jan 1st	New	\$110.00	\$110.00	\$115.00	\$120.00

# Township of Schreiber

## User Fees/Permits and Other Charges

Where calculation of a permit fee on a per sq. ft. basis is unfeasible, the CBO shall determine the permit fee based on the calculated value of the works at the following rate	Jan 1st	\$14.00 per \$1,000 of estimated value of work Value of work to be calculated at \$100.00 per sq. ft.				
Minimum charge all applications for a building permit	Jan 1st	\$25.00	\$110.00	\$110.00	\$115.00	\$120.00

### Animal Control

Description	Effective Date	2017	2018	2019	2020	2021
Dog license – neutered or spayed - first dog Jan 1-31	Jan 1st	\$15.00	\$15.00	\$20.00	\$20.00	\$20.00
Dog license – neutered or spayed - first dog Feb 1- Dec 31	Jan 1st	\$30.00	\$30.00	\$35.00	\$35.00	\$35.00
Dog license – Male or Female - first dog Jan 1-31	Jan 1st	\$30.00	\$30.00	\$35.00	\$35.00	\$35.00
Dog license – Male or Female- first dog Feb 1- Dec 31	Jan 1st	\$75.00	\$75.00	\$80.00	\$80.00	\$80.00
Sled Dog - neutered or spayed - Jan 1-31	Jan 1st	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00
Sled Dog - Jan 1-31	Jan 1st	\$60.00	\$60.00	\$60.00	\$60.00	\$60.00
Sled Dog - neutered or spayed - Feb 1- Dec 31	Jan 1st	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00
Sled Dog - Feb 1- Dec 31	Jan 1st	\$150.00	\$150.00	\$150.00	\$150.00	\$150.00

**Township of Schreiber**  
**User Fees/Permits and Other Charges**  
**Planning**

Description	Effective Date	2017	2018	2019	2020	2021
Zoning By-law amendment - minor - deposit	Jan 1st	none	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00
Zoning By-law amendment - minor - fee + HST	Jan 1st	\$500.00	\$750.00	\$800.00	\$800.00	\$800.00
Zoning By-law amendment - major - deposit	Jan 1st	none	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00
Zoning By-law amendment - major - fee + HST	Jan 1st	\$500.00	\$1,600.00	\$1,700.00	\$1,700.00	\$1,700.00
Minor variance - fee + HST	Jan 1st	\$500.00	\$550.00	\$600.00	\$600.00	\$600.00
Severance application (consents) - fee + HST	Jan 1st	\$500.00	\$400.00	\$400.00	\$450.00	\$450.00
Subdivision/Condo applications - deposit	Jan 1st	none	\$5,500.00	\$6,000.00	\$6,000.00	\$6,000.00
Subdivision/Condo applications - fee + HST	Jan 1st	\$500	\$2,500.00	\$2,600.00	\$2,600.00	\$2,600.00
Official Plan amendment - deposit	Jan 1st	None	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00
Official Plan amendment - fee + HST	Jan 1st	\$500.00	\$1,500.00	\$1,600.00	\$1,600.00	\$1,600.00
Official Plan & Zoning By-law amendment - deposit	Jan 1st	None	\$5,500.00	\$5,500.00	\$5,500.00	\$5,500.00
Official Plan & Zoning By-law amendment - fee + HST	Jan 1st	\$1,000.00	\$1,750.00	\$1,800.00	\$1,800.00	\$1,800.00
Site Plan agreements - minor - deposit	Jan 1st	None	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00
Site Plan agreements - minor - fee + HST	Jan 1st	None	\$850.00	\$850.00	\$900.00	\$900.00
Site Plan agreements - major - deposit	Jan 1st	None	\$6,000.00	\$6,000.00	\$6,000.00	\$6,000.00
Site Plan agreements - major - fee + HST (to a maximum of \$6,000)	Jan 1st	None	5% of cost of site work	5% of cost of site work	5% of cost of site work	5% of cost of site work
Site Plan agreements - major - minimum fee + HST	Jan 1st	None	\$1,750.00	\$1,800.00	\$1,800.00	\$1,800.00
Site Plan agreements - major - maximum fee + HST	Jan 1st	None	\$6,000.00	\$6,000.00	\$6,000.00	\$6,000.00
Solar project application and review - fee + HST	Jan 1st	None	\$500.00	\$500.00	\$500.00	\$500.00

\* All fees incurred for any of the applications listed above are the responsibility of the applicant. If the deposit does not cover all of these costs, the applicant shall be billed for the difference.

\*\* Any significant changes requiring a re-submission of the original application and supporting documents will be subject to a 50% increase to the initial administrative fee.

\*\*\* Where an approval under the *Planning Act* is sought for a development which exists or is under construction, and is in contravention of the requirements of the Township, an additional administrative/processing fee in the amount of 75% of the respective application fee, as defined herein, shall be required at the time of the submission of the application.