

**THE CORPORATION OF THE TOWNSHIP OF FRONTENAC  
ISLANDS**

**BY-LAW 013-2026**

**BEING A BY-LAW TO ESTABLISH A FEES AND FARES  
SCHEDULE FOR BUILDING PERMIT FEES AND  
ADMINISTRATIVE CHARGES FOR THE TOWNSHIP OF  
FRONTENAC ISLANDS.**

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**WHEREAS** pursuant to Section 9 of the *Municipal Act*, 2001 S.O. 2001, c. 25 a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act;

**AND WHEREAS** pursuant to Section 7 (1) & (2) of the *Building Code Act*, S.O. 1992, c. 23, as amended, authorizes the Council of a Municipality to enact a By-law establishing fees for the processing of applications made in respect of building matters provided that such fees shall be designed to meet only the anticipated reasonable direct and indirect costs to the Municipality to administer and enforce the Act;

**NOW THEREFORE**, the Corporation of the Township of Frontenac Islands hereby enacts as follows:

1. **THAT** Council hereby establishes the fees and charges as set out in Schedule 'A' to this by-law for The Corporation of the Township of Frontenac Islands.
2. **THAT** Council hereby establishes the fees and charges as set out in Schedule 'B' to this by-law for The Corporation of the Township of Frontenac Islands.
3. **THAT** By-law #045-2024 and #005-2026 is hereby repealed.
4. **THAT** if provisions of this by-law conflict with the provision of any other by-law, the provisions of this by-law shall prevail.
5. **THAT** this by-law shall come into force and take effect at the date of its final passing.

**READ A FIRST AND SECOND TIME THIS 9<sup>th</sup> DAY OF MARCH,  
2026.**

**READ A THIRD TIME AND FINALLY PASSED THIS 9<sup>th</sup> DAY OF  
MARCH, 2026.**

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Judy Greenwood-Speers, Mayor

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Vanessa Latimer, CAO/Clerk

**Schedule 'A' to By-law #013-2026**

<b>Description</b>	<b>Fees</b>	<b>Refundable Deposits</b>
All new construction	1.5% of Construction value with Minimum fee of \$100	New residential Construction Refundable \$800
All renovation to existing structures	1.5% of Construction value with Minimum fee of \$100	\$200.00
All accessory structures or accessory Mechanicals	1.5% of value with Minimum fee of \$100	\$200.00
Other structures not otherwise noted	1.5% of Construction value with Minimum fee of \$100	\$200.00
Temporary tents or other temporary structures	\$100.00	0
Plumbing	\$50.00 plus \$10.00 per fixture	0
Change of use	1.5% of project value plus \$200.00	\$200.00
Pool permit	\$100.00	0
Demolition	\$100.00	0
Conditional Permit	To be determined With value of construction	0
Zoning Compliance request	\$100.00	0
Equivalency Review/Letter	\$100.00 Minimum Cost of review to be assumed by applicant	\$500.00
Re-inspection costs	\$150.00	0
Solar panels on Building	1.5% of Construction value with Minimum fee of \$100	0
Farm Buildings	1.5% of Construction value with Minimum fee of \$100	\$500.00
Permit refund after review	75% less Min. fee	0
911 number	\$150.00	0
Entrance permit	\$850.00	0
Request for special inspection	\$150.00	0
Yearly Permit renewal fee	\$100.00	0
Plan Review	\$350.00 regular projects \$300.00 Major changes \$150 on accessory structures	
Enter data into CloudPermit instead of property owner or agent	\$250.00 dollars Scanning, data, PDF, maps and plans	0

### Value of Project

Dwelling one story first floor	\$280.00 / sq. ft.
Second Floor	\$200.00 / sq. ft.
Finished Basement	\$120.00 / sq. ft.
Unfinished Basement	\$80.00 / sq. ft.
Attached garage finished	\$80.00 / sq. Ft.
Detached garage not insulated	\$60.00 / sq. ft.
Detached garage finished	\$75.00 / sq. ft.
Carport	\$50.00 / sq. ft.
Deck open	\$35.00 / sq. ft.
Covered deck	\$50.00 / sq. ft.
Three seasons room	\$120.00 / sq. ft.
Farm Building framed no concrete Const. Value or	\$30.00 / sq. ft.
Cover all Type building	\$20.00 / sq. ft.
Dairy Barn Construction value or evaluated by CBO	\$100.00 / sq. ft.
Building without a permit Main structure	Double the permit fee Minimum \$800.00
Building without a permit accessory structure	Double the permit fee Minimum \$400.00
Permit review	\$300.00 major changes

Unless specifically identified as a refundable deposit per the table above, all building permit fees are non-refundable.

When cost of project cannot be estimated by sq. ft. or the cost appear inadequate for the size of project the real cost of project is to be estimated by the building dept. and the estimated value is to be used for permit cost.

Re-inspection fees will be subtracted from the deposit. If re-inspection fees exceed deposit the applicant will have to pay the township before other inspections are done. Permit renewal will be deducted from deposit if not paid on time.

**SCHEDULE 'B' TO BY-LAW #013-2026**

**Fee schedule for Septic Permits & Administration (The Township of Frontenac Islands)**

**SEWAGE SYSTEM PERMIT FEES AND ADMINISTRATIVE CHARGES  
Consolidated Office Version**

<b>On-Site Sewage Systems</b>	Construction or alteration of a Class 2, 3, 4, or 5 sewage system other than a Class A sewage system	<b>\$978.00 per sewage system</b>
	Construction or alteration of a Class A sewage system. *(Class A system represents flows greater than 4500 litres)	<b>\$1080.00 per sewage system</b>
	Installation or replacement of septic tank only	<b>\$772.00 per sewage system</b>
	Plans Review to confirm location only of existing sewage system	<b>\$103.00 per sewage system</b>
	On-Site Review to confirm location only of existing sewage system	<b>\$257.00 per sewage system</b>
	Review of Performance Level of Existing On-Site Sewage System	<b>\$515.00 per sewage system</b>
	Certificate of Approval renewal	<b>\$154.00 per sewage system</b>
	Review for new lots in a subdivision, condominium, severance or lot addition	<b>\$515.00 per lot</b>
	Review for Minor Variance application or Zoning By-Law amendment	<b>\$463.00 per sewage system</b>
	Review for Minor Variance in combination with a Review of Performance Level	<b>\$720.00 per sewage system</b>
	Review for Minor Variance in combination with a new Class 2, 3, 4, or 5 sewage system other than a Class A sewage system	<b>\$1183.00 per sewage system</b>
	Enter data into CloudPermit instead of Property Owner or Agent	<b>\$160.00 scanning, data, PDF, maps and plans</b>