

**CITY OF BRANDON**

**BY-LAW NO. 7284**

**ANNUAL SCHEDULE OF FEES**

**FEESCHREG - 001**

**SCHEDULE "A"**

**2021**

**CITY OF BRANDON  
DEVELOPMENT SERVICES**

	<b>2020</b>	<b>2021</b>
<b>CONSTRUCTION PERMITS DEPOSITS &amp; FEES</b>		
Crossing Permit (plus damage deposit)	165.00	167.00
Driveway Approach Permit	165.00	167.00
Driveway Permit (Private Property Only)	-	136.00
Excavation Permit	180.00	182.00
Lot Grading Deposit	2,000.00	2,020.00
Lot Grading Permit	195.00	197.00
Re-inspection Fee	250.00	253.00
Water & Sewer Service Retention Deposit	5,000.00	5,050.00
<b>WASTE DISPOSAL PERMITS &amp; FEES</b>		
Commercial / Industrial Discharge Permit	100.00	100.00
Commercial / Industrial Discharge Loading Fees		
TKN (per kg)	3.42	3.35
Total P (per kg)	18.29	20.49
COD (per kg)	0.23	0.30
Flow (per cubic meter)	0.14	0.13
Trailer Dumping Station Permit (annual)	125.00	125.00
Septic Dumping Swipe Card - Initial Purchase & Replacement	50.00	50.00
Septic Waste Disposal (per cubic meter)	7.50	7.50
<b>OTHER FEES</b>		
Administration Fee - Provincial ARPS (per permit) (Automated Routing & Permit System)	20.00	20.00

**CITY OF BRANDON  
DEVELOPMENT SERVICES**

	<b>Standard</b>	<b>2020</b>	<b>2021</b>
<b>SAMPLE COLLECTION</b>			
Soil sample collection, within 10km radius of Brandon City Limits		50.00	50.00
<b>SOIL TESTING</b>			
Sieve Analysis c/w Deleterious & Crush Count	ASTM D117/D136	160.00	160.00
Sieve Analysis	ASTM D117/D136	100.00	100.00
Hydrometer Analysis	ASTM D421/422	150.00	150.00
Atterberg Limits	ASTM D4318	145.00	145.00
Specific Gravity - Coarse Material	ASTM C127	80.00	80.00
Specific Gravity - Coarse & Fine Material	ASTM C128	170.00	170.00
Standard Proctor - Cohesive Material	ASTM D698	300.00	300.00
Standard Proctor - Granular w/ Oversize Stones	ASTM D698	300.00	300.00
Standard Proctor - Granular	ASTM D698	235.00	235.00
Organic Content Determination	ASTM D2974	30.00	30.00
<b>ASPHALT TESTING</b>			
Laboratory Hot Mix Asphalt Analysis (including Marshall Density, percentage asphalt cement, percentage	ASTM (multiple)	695.00	695.00
<b>CONCRETE TESTING</b>			
Concrete Slump Test and Air Entrainment Test	CSA	145.00	145.00
Concrete Slump Test and Air Entrainment Test with cylinder test samples collected, cast and cured, compressive testing by others	CSA	235.00	235.00
Concrete Compressive Strength Test	CSA	40.00	40.00
<b>FIELD DENSITY TESTING</b>			
Granular/Asphalt Field Density (Set of 3 Tests)	ASTM D2922/2950	170.00	170.00
Granular/Asphalt Field Density (Each Additional Test)	ASTM D2922/2950	35.00	35.00

**CITY OF BRANDON  
PROPERTY & LAND DEVELOPMENT**

	<b>2020</b>	<b>2021</b>
<b>PROPERTY ADMINISTRATION</b>		
RIGHT-OF-WAY CLOSURES	600.00	605.00
CLOSING OF PUBLIC RESERVE	600.00	605.00
LOCAL IMPROVEMENT PROGRAMS	300.00	303.00
<b>ADDRESSING &amp; STREET NAMING</b>		
Addressing Changes or Requests (Per Unit)	150.00	152.00
Street Name Changes or Requests (Per Application)	1,000.00	1,010.00
Honorary Street Name Request (Per Application)	150.00	152.00
Honorary Street Sign Construction (Per Sign)	75.00	76.00
<b>ENCROACHMENT FEES</b>		
Not applicable to qualified properties under the Downtown Brandon Encroachment Incentive Program		
Minimum (annual fee)	75.00	75.00
Maximum (annual fee)	600.00	600.00
<b>PARKING LOTS</b>		
Stall Rent Per Month	55.00	55.00
Parking Pass Deposit	25.00	25.00
Parking Pass Replacement	-	25.00
<b>LAND DEVELOPMENT ADMINISTRATION</b>		
LAND DEVELOPMENT REVIEW REQUEST	150.00	155.00
<b>PREPARING AGREEMENTS</b>		
Development Agreements		
Less than 4 units / lots	450.00	455.00
4 or more units / lots	650.00	657.00
<b>DOCUMENT PRODUCTION</b>		
Notice of Assessment Printout	10.00	10.00
RE-EXECUTION OF AGREEMENT	-	Cost + \$50.00
<b>MONEY IN LIEU FOR PUBLIC RESERVE</b>		
Emerging Area (per hectare)	-	142,083.00
Established Area (per hectare)	-	71,041.00
<b>PROPERTY &amp; LAND DEVELOPMENT ADMINISTRATION</b>		
<b>PREPARING MISCELLANEOUS AGREEMENTS</b>		
Easement, Access, Service, Private Sewer/Water, Construction Confirming, etc.	400.00	404.00
Amendments / Assignments	275.00	278.00
<b>DOCUMENT PRODUCTION</b>		
Property Registry	Cost plus 10%	Cost plus 10%

**CITY OF BRANDON  
BUILDING SAFETY**

	<b>2020</b>	<b>2021</b>
<b>BUILDING PERMIT</b>		
Permit Opening Fee Residential (Non Refundable)	50.00	N/A
	10% of the permit fee calculation based on construction value	
Permit Opening Fee Non-Residential (Non Refundable)		N/A
Construction Value Under \$5,000 (Base Fee)	135.00	136.00
Construction Value \$5,000 - \$5,000,000		
Base Fee Plus	11.00/1000	11.11/1000
Construction Value - portion over \$5,000,000		
Base Fee Plus	6.50/1000	6.50/1000
Single Detached Dwelling & Duplex Dwelling (finished & unfinished)		
Base Fee Plus	0.33/sq. ft.	0.33/sq. ft.
Condo - per condo unit Base Fee Plus	11.00/1000	11.11/1000
Single Detached Dwelling - basement development	135.00	136.00
Detached Accessory Building	135.00	136.00
Mobile Home (Location)	135.00	136.00
Temporary Building	135.00	136.00
Occupancy Permit	135.00	136.00
Uncovered Deck	90.00	91.00
Swimming Pool/Hot Tub	75.00	76.00
In-ground Swimming Pool	135.00	136.00
Solid Fuel Burning Appliance	90.00	91.00
Sign Permits	135.00	136.00
Interim Occupancy Fee	150.00	280.00
Splitting of Permit - after the fact	270.00	273.00
Additional Dwelling Unit Fee	140.00	141.00
Occupancy Certificate	135.00	136.00
Heating/Ventilation System for Part 9 residential	135.00	136.00
Alteration/Reconfiguration of Heating/Ventilation System	135.00	136.00
Permit Renewal - Residential	\$135+\$11.00/\$1000 of outstanding cost of construction	\$136+\$11.11/\$1000 of outstanding cost of construction
<b>PLUMBING PERMITS</b>		
Minimum Plumbing Permit (1-3 fixtures)	69.00	70.00
Each Fixture above three fixtures	23.00	23.00
Grease, Oil or Grit Interceptor	70.00	100.00
Neutralizing and Dilution Tanks or Pit	70.00	100.00
Sewer/Water Installation	80.00	81.00
RTM/Mobile Home Hookup	80.00	81.00
Replacement of Existing Pipes (per fixture)	23.00	23.00
New Construction Sump Pit/Pump	23.00	23.00
New Construction Backwater Valve	23.00	23.00
All Other Sump Pump/Backwater Valve	130.00	100.00
Roof Drain, per roof drain	23.00	23.00
Floor Drain, per floor drain	23.00	23.00
Testable Backflow Prevention Device (with test cocks)		
First Device	69.00	70.00
Each additional device	23.00	23.00
Hose Bibbs, 1-3	23.00	23.00
Hose Bibbs, each above 3	8.00	8.00

**CITY OF BRANDON  
BUILDING SAFETY**

	<b>2020</b>	<b>2021</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)	270.00	272.00
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	100.00
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>DEMOLITION OR REMOVAL PERMITS</b>		
Single Detached Dwelling & Duplex Dwelling	200.00	202.00
Accessory Buildings - no permit to rebuild	85.00	86.00
Accessory Buildings - in conjunction with permit to rebuild	55.00	56.00
All Other Residential, commercial, industrial, educational & institutional	400.00	404.00
Per Building Storey	135.00	136.00
Plus Per Sq. Ft of Building Footprint	0.06	0.06
<b>MISCELLANEOUS</b>		
Inspection Fees - Plumbing & Building		
Up to four (4) consecutive hours	300.00	303.00
Each Additional Hour (or part thereof)	90.00	91.00
Travel Expense	cost plus 10%	cost plus 10%
Additional Inspection or Re-inspection	135.00	140.00
Call Back	90.00	91.00
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
Order to Remedy - Administration Fee	-	136.00
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	273.00
Change of Plans Requiring Additional Review - Non Residential	540.00	545.00
Permit Transfer or Assignment Fee	270.00	273.00
Copies of Inspection Reports and/or Plan Reviews		
Prior to Certificate of Occupancy	100.00	101.00
After Issuance of Certificate of Occupancy	75.00	76.00
Alternative Solutions Review		
One (1) Hour minimum charge	90.00	91.00
Each additional hour (or part thereof)	90.00	91.00
Project Inquiry Meeting Request - per project/property		
First Request	no charge	N/A
Second Request (Per hour or part thereof)	75.00	N/A
Third and Additional Request (Per hour or part thereof)	100.00	N/A
Confirmation of Closed Permit Letter	90.00	90.00

**CITY OF BRANDON  
PLANNING**

	<b>2020</b>	<b>2021</b>
<b>PLANNING FEES</b>		
Permit Opening Fee Residential (Non Refundable)	50.00	N/A
Development Permit - Other	135.00	136.00
Development Permit - Home Based Business	135.00	136.00
Development Permit - Residential (2 - 4 units)	240.00	242.00
Development Permit - Residential (5 - 12 units)	450.00	455.00
Development Permit - Residential (13+ units)	900.00	909.00
Development Permit - Non Residential	900.00	909.00
Urban Design Review - Planning Commission	375.00	379.00
Subdivision Application	530.00	535.00
Subdivision Lot Fees/Bare Land Condominium Unit Fees		
Each new lot created or condominium bare-land unit created	300.00	300.00
Subdivision Extend Conditional Approval or Certificate of Approval	235.00	237.00
Subdivision Re-issuing a Certificate of Approval	235.00	237.00
Minor Variance Order	180.00	182.00
Minor Variance Order - Following Commencement	360.00	364.00
Variance Order - Prior to Commencement (Base Fee)	675.00	682.00
Variance Order - Following Commencement (Base Fee x 2)	1,350.00	1,364.00
Variance Order - Increasing the density or intensity of use	825.00	833.00
Multiple Variance With Request(s)		
Base Fee plus each additional request	125.00	126.00
Multiple contiguous parcels with same request-base fee plus each parcel	125.00	126.00
Variance Extension Fee	150.00	152.00
Conditional Use Order (Base Fee)	800.00	808.00
Conditional Use Order - Following Commencement (Base Fee x 2)	1,600.00	1,616.00
Conditional Use Multiple Request(s)		
Base Fee plus each additional request	225.00	227.00
Multiple contiguous parcels with same request-base fee plus each parcel	125.00	126.00
Conditional Use Extension Fee	150.00	152.00
Zoning Amendment Application ***	3,000.00	3,030.00
Secondary Plan (New Plan or Amendment to Existing Plan) ***	2,000.00	2,020.00
Development Plan Amendment Application ***	5,000.00	5,050.00
Neighborhood Plan (New Plan or Amendment to Existing Plan)	2,000.00	2,020.00
Master Plan	1,000.00	1,010.00
Revised Submission required recirculation	<i>50% of Application Fee</i>	<i>50% of Application Fee</i>
Advertising Deposit	1,200.00	1,200.00
Zoning Memoranda	90.00	91.00
Zoning Confirmation Letter	125.00	125.00
Outstanding Work Order – Residential 4 unit or less	200.00	202.00
Outstanding Work Order – Residential 5 units or above	-	354.00
Outstanding Work Order – Non-Residential	-	354.00
Certificate of Non-Conformity	135.00	136.00
Zoning Amendment and Subdivision Application ***	-	3,302.00
Occupancy Confirmation - Residential	-	80.00
Occupancy Confirmation - Non-Residential	-	125.00
Occupancy Confirmation - Mixed Use	-	125.00
Recirculation Fee Post Circulation ***	125.00	126.00
Development Agreement Amendment Application (Requiring Council Approval)***	800.00	808.00
Request for Special Meeting of Planning Commission	750.00	758.00
Temporary Sign	90.00	90.00
Radio Communications Facilities	1,276.00	1,289.00
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

**CITY OF BRANDON  
PLANNING**

	<b>2020</b>	<b>2021</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	55.00	55.00
Copying of Plans - paper copy	125.00	130.00
Scanning of Plans - electronic copy	105.00	105.00
Obtaining documents from Land Titles	Cost plus 10%	Cost plus 10%
<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		



**CITY OF BRANDON  
DEVELOPMENT CHARGES**

	<b>2020</b>	<b>2021</b>
<b>ESTABLISHED GROWTH AREA - PRIOR TO BUILDING PERMIT</b>		
Wastewater Treatment		
Residential (per dwelling unit) - Low Density	442.96	438.53
Residential (per dwelling unit) - High Density	286.44	283.58
Non-residential (per sq. ft.)	0.26	0.26
Water Treatment		
Residential (per dwelling unit) - Low Density	346.80	343.33
Residential (per dwelling unit) - High Density	224.04	221.80
Non-residential (per sq. ft.)	0.19	0.19
<b>EMERGING GROWTH AREA - PRIOR TO SUBDIVISION OR REZONING</b>		
Network Infrastructure - Per Net Hectare (Residential & Non-Residential)		
Drainage	2,908.39	2,879.31
Transportation	20,521.38	20,316.17
Wastewater	31,654.69	31,338.14
Water	9,961.97	9,862.35
<b>EMERGING GROWTH AREA - PRIOR TO BUILDING PERMIT</b>		
Wastewater Treatment		
Residential (per dwelling unit) - Low Density	442.96	438.53
Residential (per dwelling unit) - High Density	286.44	283.58
Non-residential (per sq. ft.)	0.26	0.26
Water Treatment		
Residential (per dwelling unit) - Low Density	346.80	343.33
Residential (per dwelling unit) - High Density	224.04	221.80
Non-residential (per sq. ft.)	0.19	0.19
Network Infrastructure - Residential (per dwelling unit) - Low Density		
Drainage	122.76	121.53
Transportation	869.55	860.85
Wastewater	1,341.15	1,327.74
Water	422.50	418.28
Network Infrastructure - Residential (per dwelling unit) - High Density		
Drainage	79.79	78.99
Transportation	562.65	557.02
Wastewater	867.50	858.83
Water	273.14	270.41
Network Infrastructure - Non-residential (per sq. ft.)		
Drainage	0.07	0.07
Transportation	0.49	0.49
Wastewater	0.77	0.76
Water	0.24	0.24