

Consolidated Schedule of
Fees and Charges (fines)



The Corporation of
The Township of West Lincoln

February 2021

**TOWNSHIP OF WEST LINCOLN SCHEDULE
OF FEES AND CHARGES TABLE OF
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**TOWNSHIP OF WEST LINCOLN
CONSOLIDATED FEES &
CHARGES BUILDING
BY-LAW 2019-83
SCHEDULE "A"**

FORMULA

All permit fees provided in the tables below shall be considered to be per square metre for the purpose of the prescribed formula unless otherwise noted.

Permit fees shall be calculated based on the formula given below, unless otherwise specified by this schedule.

Permit Fee = Prescribed Fee x Area

Where the prescribed fee is that specified in the schedule for classification of the proposed work; and

Where Area is the calculated gross floor area of the proposed work in square metres (sq. m.) for each class of permit

MINIMUM PERMIT FEE

A minimum permit fee of \$125.00 shall be charged for all work, unless otherwise indicated or prescribed "flat fee" has been assigned within the tables below

The minimum permit fee shall be a non-refundable fee.

PERMIT FEES

NEW CONSTRUCTION AND ADDITIONS

Group A – Assembly Occupancies

Class of Permit	Fee
school, church, restaurant over 30 seats, library, theatre, educational or recreational facility and occupancies of a similar nature	\$14.33
outdoor public swimming pool	\$310 flat

Group B – Institutional Occupancies

Class of Permit	Fee
hospital, nursing home, reformatory, prison and occupancies of a	\$16.02

Class of Permit	Fee
similar nature	

Group C – Residential Occupancies

Class of Permit	Fee
single detached, semi-detached, duplex dwellings	\$11.92
triplex, fourplex, townhouse dwellings	\$11.92
apartment building	\$11.92
hotel / motel	\$10.14
garage, carport, deck, porch, shed (accessory building)	\$3.00
finish basement in dwelling unit	\$5.96
sunroom / solarium (not heated)	\$6.62

Group D – Business and Personal Service Occupancies

Class of Permit	Fee
office or medical building, financial institution and occupancies of a similar nature – FINISHED	\$13.32
office or medical building, financial institution and occupancies of a similar nature – ARCHITECTURAL SHELL	\$10.66

Group E – Mercantile Occupancies

Class of Permit	Fee
low rise retail store, strip plaza, small restaurant or 30 seats or less and occupancies of a similar nature – FINISHED	\$11.61
low rise retail store, strip plaza, small restaurant or 30 seats or less and occupancies of a similar nature – ARCHITECTURAL SHELL	\$9.29

Group F – Industrial Occupancies

Class of Permit	Fee
factory, plant, warehouse, industrial building and occupancies of a	\$8.65

Class of Permit	Fee
similar nature	
parking garage	\$9.51
service station and / or car wash	\$5.61
canopies including gas station canopies and those intended for the parking and loading or unloading of vehicles	\$3.00
solar collectors for swimming pools	\$125 flat

Private Sewage Systems

Class of Permit (amended by By-law 2020-19)	Fee
new application and/or replacement of existing CLASS IV system	\$900 flat
minor sewage system repair or septic tank replacement	\$450 flat
CLASS V installation	\$400 flat
building addition / alteration	\$275 flat
comment on consent applications/investigate complaints/site visits/follow-up/ site visit (no routine inspections) reports	\$275 flat
subdivision for each lot	\$275 flat

Farm Buildings

Class of Permit	Fee
Greenhouse	\$0.83
barn or agricultural building other than a greenhouse	\$2.00

Mobile / Portable Buildings

Class of Permit	Permit Fee
trailer (construction trailer / sea container)	\$200 flat
relocatable building / portable (support structure included)	\$475 flat
CSA certified mobile home (foundation not included)	\$250 flat
uncertified mobile home (foundation included)	\$6.24

Class of Permit	Permit Fee
mobile home foundation	\$1.79

Tents and Air Supported Structures

Class of Permit	Permit Fee
air supported structure, tent, temporary fabric structure (use aggregate area for multiple tents) – under 250 m²	\$125 flat
air supported structure, tent, temporary fabric structure (use aggregate area for multiple tents) – 250 m² or more	\$3.67

Signs

Class of Permit	Permit Fee
signs – under 10m²	\$125 flat
signs – 10m² or more	\$300 flat

Designated Structures

Class of Permit	Permit Fee
communication tower	\$300 flat
satellite dish with structural pedestal anchored to solid concrete pier and or building structure	\$125 flat
other designated structures as listed in Division A 1.3.1.1 of the Ontario Building Code	\$250 flat

Miscellaneous Works

Class of Permit	Fee
roof structure (replace, modify or alter structure)	\$375 flat
installation of drainage layer & weeping tile system	\$200 flat
minor alterations and repairs (not requiring plans)	\$125 flat
underpinning / shoring	\$125.00 / m
temporary stages	\$275 flat

Class of Permit	Fee
demising wall / party wall installation	\$120 flat
fireplace / woodstove	\$125 flat

Fire Systems

Class of Permit	Fee
commercial kitchen hood & fire suppression system	\$250 flat
fire alarm system upgrades / installations	\$400 flat
sprinkler system upgrades / installations	\$400 flat
standpipe system upgrades / installations	\$400 flat

Energy Projects

Class of Permit	Fee
industrial wind turbines subject to Renewable Energy Approval in accordance with the Green Energy and Green Economy Act	\$10,000 flat
solar collector – swimming pool	\$125 flat
solar collector – ground mounted	\$350 flat
solar collector – roof mounted	\$250 flat

ALTERATIONS AND REPAIRS

Group A – Assembly Occupancies

Class of Permit	Fee
including plumbing AND mechanical (60% of full rate)	\$8.60
including plumbing OR mechanical (55% of full rate)	\$7.88
excluding plumbing AND mechanical (50% of full rate)	\$7.17

Group B – Institutional Occupancies

Class of Permit	Fee
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Class of Permit	Fee
including plumbing AND mechanical (60% of full rate)	\$9.61
including plumbing OR mechanical (55% of full rate)	\$8.81
excluding plumbing AND mechanical (50% of full rate)	\$8.01

Group C – Residential Occupancies

Class of Permit	Fee
including plumbing AND mechanical (60% of full rate)	\$7.15
including plumbing OR mechanical (55% of full rate)	\$6.56
excluding plumbing AND mechanical (50% of full rate)	\$5.96
foundation only	\$2.98

Group D – Business and Personal Service Occupancies

Class of Permit	Fee
including plumbing AND mechanical (60% of full rate)	\$8.02
including plumbing OR mechanical (55% of full rate)	\$7.35
excluding plumbing AND mechanical (50% of full rate)	\$6.69

Group E – Mercantile Occupancies

Class of Permit	Fee
including plumbing AND mechanical (60% of full rate)	\$6.97
including plumbing OR mechanical (55% of full rate)	\$6.39
excluding plumbing AND mechanical (50% of full rate)	\$5.81

Group F – Industrial Occupancies

Class of Permit	Fee
including plumbing AND mechanical (60% of full rate)	\$5.19
including plumbing OR mechanical (55% of full rate)	\$4.76

Class of Permit	Fee
excluding plumbing AND mechanical (50% of full rate)	\$4.33

DEMOLITION

Class of Permit	Fee
buildings less than 100m² in gross floor area	\$125 flat
all other demolitions	\$0.67

PLUMBING AND SEWER

Construction work related to plumbing and sewer installation when conducted as a component of other construction covered by a permit shall be included in the permit fee charged for that construction.

Where plumbing or sewer works are done as standalone projects the following fees shall be applicable:

Single, Semi-Detached, Duplex, Triplex, Fourplex, and Row House

The fee shown below shall include all plumbing contained inside the building

Class of Permit	Fee
first six (6) fixtures	\$125 flat
each additional fixture	\$8 per fixture

All Other Buildings

The fee shown below shall include all plumbing contained inside the building

Class of Permit	Fee
first five (5) fixtures	\$200 flat
each additional fixture	\$8 per fixture

Sewer and Water Main Installations

The fee shown below shall include all buried pipe on private property outside the building

Class of Permit	Fee
first fifteen (15) metres	\$125 flat
each additional fifteen (15) metres	\$35 flat

Specialized Plumbing Fixtures and Appurtenances

The fee shown below shall include all plumbing contained inside the building

Class of Permit	Fee
back flow preventer installation (water line)	\$125 flat
back water valve (sewer)	\$125 flat
sump pump installation (weeping tile installation included)	\$250 flat
grease / oil interceptor installation	\$250 flat

OTHER FEES

Administration

Class of Permit	Fee
transfer of permit	\$125 flat
moving a building (all alterations & repairs subject to applicable charges as stipulated above)	\$125 flat
deferral of permit revocation (per instance)	\$125 flat
limiting distance agreement (registered on title)	\$1,000 flat
research request – Building Division Records search	\$70 / hour

Class of Permit	Fee
911 house number – sign, post and installation (rural lots)	\$125 flat
911 house number – replacement of sign only	\$60 flat

Permits

Class of Permit	Fee
change of use (under 400m ²)	\$125 flat
change of use (400m ² or more)	\$0.76
change of use (no construction required)	\$75 flat
partial occupancy permit for unfinished buildings	\$125 flat

Inspections

Class of Permit	Fee
non routine inspection	\$75 / hour
illegal grow operation – general inspection	\$625
illegal grow operation – occupancy inspection	\$750
off hours inspection	\$125 / hour
unprepared for inspection	\$75 flat

Plans Examination

Class of Permit	Fee
stock plans examination (model plans reviewed without building permit application)	\$350 flat
off hours plans examination requests (min. 4 hours)	\$125 per hour
review of alternative solution (min. 4 hours)	\$125 per hour
secondary plans examination	\$75 per hour
review of revisions / amendments to permits	\$100 per hour

Class of Permit	Fee
engineer review as determined by Chief Building Official	actual cost

CONDITIONAL / PARTIAL PERMITS

Class of Permit	Percentage of Permit Fee
conditional building permit agreement, in addition to all applicable building permit fees – <i>the conditional building permit fee shall be a nonrefundable fee</i>	\$750 flat
Building Foundation – complete to grade including all underground services	15%
Completed Structural Shell – complete exterior shell without any interior finishes	55%
Completed Architectural Shell – complete exterior shell including interior finishes on exterior and structure walls	80%
Complete Building – includes all tenant improvements and complete interior finishes	100%

FEE BASED ON VALUE OF CONSTRUCTION

Class of Permit	Fee
for categories of construction not listed above (minimum permit fee identified in subsection 1.2 of this schedule shall apply)	\$15 per \$1,000 of valuated construction cost or portion thereof

DEPOSITS

PERFORMANCE / SECURITY

The performance / security deposit is collected by the Township to provide securities for any potential damage that may occur to municipal property through the course of the permitted construction. Furthermore, the deposit is also held for the assurance that all necessary inspections are completed through the duration of construction and finally to ensure that the permit file can be appropriately closed at the conclusion of the works.

An applicant shall be required to submit the applicable deposit(s) as specified below for each permit application submitted.

Where fees are incurred by the applicant through the course of the construction process, these fees shall be deducted from the submitted deposit and upon the close of the permit, any deposit funds remaining will be refunded to the applicant.

Performance / Security Deposits

Class of Permit	Fee
single, semi, duplex, triplex, fourplex, townhome	\$1,000 per dwelling unit
addition(s) to buildings described above where excavation is required	\$750 flat
buildings accessory to the buildings above w/ construction value greater than \$3,500	\$500 flat
construction projects other than those described above (Site Plan Agreement IS required)	\$1,250 flat
construction projects other than those described above (Site Plan Agreement IS NOT required)	\$2,500 flat
demolition project	\$750 flat
moving a building	\$1,000 flat

LOT GRADING

The lot grading deposit is collected by the Township to provide securities to ensure compliance with the proposed lot grading plan submitted with the application.

An applicant shall be required to submit the applicable deposit(s) as specified below for each permit application submitted.

Lot Grading Deposit

Class of Permit	Fee
each dwelling on property in a plan of subdivision that HAS NOT already been assumed by the Township	\$1,000 per dwelling unit
each dwelling on property other than those listed above	\$1,500 per dwelling unit

Where an applicant requests an extension for the completion of lot grading to allow occupancy of the dwelling in a plan of subdivision or plan of condominium to occur prior to the completion of lot grading in accordance with Article 3.6.4 of this by-law, any such request shall be accompanied by the following applicable deposit(s) as specified below for each dwelling having occupancy being requested.

Occupancy despite Incomplete Lot Grading Deposit

Class of Permit	Fee
single detached, semi-detached, duplex dwellings	\$3,500 per dwelling unit
triplex, fourplex, street townhouse dwellings	\$3,000 per dwelling unit
condominium townhouse dwellings	\$2,500 per dwelling unit
any dwelling type other than those listed above	\$2,000 per dwelling unit

CONDITIONAL PERMIT

In the case of a conditional permit the applicant shall submit a conditional permit deposit which shall be calculated by the Chief Building Official to be a percentage of the value of construction as prescribed below.

The conditional permit deposit shall be submitted as a condition of a Conditional Permit Agreement whereby the agreement shall establish a limitation to the extent of permitted construction.

Where an applicant exceeds the limitations set out by the Conditional Permit Agreement, the Applicant shall be deemed to be in breach of the said agreement and as such the conditional permit deposit, in its entirety, shall be forfeited to the Township.

Conditional Permit Deposit

Class of Permit	Fee
conditional building permit deposit	10% of construction value (minimum \$5,000)

REFUNDS

FEES

Pursuant to the provisions of Subsection 5.7 of this by-law, the fees that may be refunded shall be a percentage of the eligible applicable fees assessed by this Schedule of Fees, calculated by the Chief Building Official as follows:

Stage of Permit	Refund
where the permit has been issued and field inspections have yet to be performed, subsequent to permit issuance	50%

Stage of Permit	Refund
for each inspection conducted after issuance of the permit	5%

If the calculated refund is less than the minimum permit fee applicable to the work as described in Subsection 1.2 of this Schedule, no refund shall be made of the fees paid.

No fee shall be eligible for a refund where the request for refund is made twelve (12) months or more after the issuance of the permit.

DEPOSITS

The Performance / Security deposit identified in this Schedule shall be held by the Township until the work for which the permit has been issued has been completed in accordance with the stipulated requirements of the permit to the satisfaction of the Chief Building Official. The applicant shall be responsible for any damage to municipal property or any restriction and associated costs of any such damage or repair may be deducted by the Township in addition to any other available remedy or penalty.

Should the cost of repairs exceed the value of the deposit held, the Township shall invoice the applicant for the amount in excess of the deposit, and if such invoice is not paid by the stipulated due date, the Township may recover the costs by action or by adding the costs to the tax roll of the property to which the permit relates, and collecting them in the same manner as taxes according to Section s.1 (2.1) of the *Municipal Act*.

Should the Performance / Security deposit not be required to be called upon during the duration of the project, it will be released upon successful completion of the project in accordance with the approved permit documents which results in closure of such permit file unless the provisions of subsection 5.8 for the forfeiture of deposits has been applied.

The Lot Grading deposit and Occupancy despite Incomplete Lot Grading deposit identified in this Schedule shall be held by the Township until the lot grading of the lot is complete and the as built lot grading plan complying with the provisions of Article 3.6.1 of this by-law has been submitted to the satisfaction of the Chief Building Official.

In situations where the lot grading of the lot is not completed within the given timeline of seven (7) months from the date of issuance of the occupancy permit of the associated dwelling, the Lot Grading deposit and / or the Occupancy despite Incomplete Lot Grading deposit may be drawn upon to have the necessary lot grading works completed to conform to the original lot grading plan submitted and accepted through the issuance of the permit.

Should the cost to complete the lot grading work exceed the value of the deposit(s) held, the Township shall invoice the applicant for the amount in excess of the deposit(s) and if such invoice is not paid by the stipulated due date, the Township may recover the costs by action or by adding the costs to the tax roll of the property

to which the permit relates, and collecting them in the same manner as taxes according to Section s.1 (2.1) of the *Municipal Act*.

Should the Lot Grading deposit and / or Occupancy despite Incomplete Lot Grading deposit not be required to be called upon during the duration of the project, it will be released upon the successful completion of the lot grading and the submission of the as built lot grading plan complying with the provisions of Article 3.6.1 of this by-law to the satisfaction of the Chief Building Official unless the provisions of subsection 5.8 for the forfeiture of deposits has been applied.

EXPLANATORY NOTES

AREA OF CALCULATION

The area to be used in the calculation of fees shall be the total area of all floors, including those below grade, measured between the outside surfaces of the exterior walls or between the outside surfaces of exterior walls and the centre line of firewalls. Area shall be calculated in square metres (m²) for the purpose of this schedule.

Where there are no floor or exterior walls for the project, area is to be calculated as the greatest horizontal area of the structure

No deductions shall be made in the calculation of floor area for openings such as stairs, elevators, shafts or ramps.

Unfinished or unoccupied basements and crawlspaces are not to be included in the calculation of area in fee calculations for new construction and additions.

INTERPRETATION

Major occupancy is based upon the classifications as provided in the Ontario Building Code.

A multiple unit (apartment) building is a building which consists of five (5) or more individual residential units in the same building.

An Alternative Solution is as defined in the Ontario Building Code.

The fee prescribed for and Alternative Solution shall be in addition to any other applicable fee prescribed by this Schedule. Should any additional fees be incurred by the Township in relation to the review of such a submission, but not limited to consultant fees, these costs shall be added to the calculated permit fee at 100% of its value.

Where multiple conditional permits are requested for the same property due to the construction of multiple buildings on the same property, the Chief Building Official may assign a value for the conditional building permit deposit that differs from that specified in the table above. This process may be utilized to collect a deposit for the property for the removal of the requested construction collectively as opposed to individually with each permit and shall be reflective of the cost associated with the removal of the requested construction. This deposit shall be associated and

available to be drawn upon by each of the individual conditional building permits that it is assigned to represent.

DISPUTE

The permit fee shall be determined by the Chief Building Official or designate, on the basis of this Schedule. If the applicant disagrees with the fee so determined, then the prescribed fee shall be paid as a deposit and after the works are complete, a refund shall be made based on the actual work done and inspection performed, at the discretion of the Chief Building Official.

**TOWNSHIP OF WEST LINCOLN
CONSOLIDATED FEES & CHARGES BY-
LAW ENFORCEMENT SCHEDULE "B"
BY-LAW 2019-38 / 2013-51 & 2013-50**

**Part 1 of the Provincial Offences Act
Clean Yards By-law 2019-38
ADMINISTRATIVE PENALTIES**

CLEAN YARD		FEES
1.	Fail to maintain vegetation – exceed size allowance	\$200
2.	Fail to maintain vegetation – create hazard	\$200
3.	Fail to maintain vegetation – obstruct view	\$200
4.	Fail to maintain vegetation – impact traffic	\$200
5.	Fail to maintain vegetation – interfere with sign	\$200
6.	Fail to maintain vegetation – interfere with utility	\$200
7.	Fail to maintain vegetation – encroach on public property	\$200
8.	Fail to maintain vegetation – overhang public property	\$200
9.	Fail to maintain vegetation – dead tree(s)	\$200
10.	Fail to maintain vegetation – tree(s) with dead limb(s)	\$200
11.	Fail to remove <i>weeds</i>	\$200
12.	Fail to maintain <i>property</i> free of standing water	\$200
13.	Fail to contain drainage and prevent improper discharge	\$200
14.	Fail to maintain <i>watercourse</i> free of obstruction	\$200
15.	Fail to maintain <i>property</i> free of fill	\$200
16.	Fail to maintain <i>property</i> free of uncovered fill	\$200
17.	Fail to maintain <i>property</i> free of movable concrete barriers	\$200
18.	Fail to store <i>firewood</i> properly	\$200
19.	Littering	\$200
20.	Fail to maintain <i>property</i> free of <i>refuse / waste</i>	\$200
21.	Fail to suitably place <i>refuse / waste</i> for disposal	\$200
22.	Fail to screen <i>inoperative motor vehicles / vehicles / vehicle parts</i> for an <i>agricultural operation</i>	\$200
23.	Fail to maintain <i>property</i> free of posters	\$200
24.	Fail to maintain <i>property</i> free of graffiti	\$200
25.	Fail to maintain <i>property</i> free of motor vehicle salvage	\$200
26.	Interfere with / obstruct an <i>Officer</i> in performance of their duty	\$200
27.	Fail to provide information to an <i>Officer</i>	\$200

**Part 1 of the Provincial Offences Act
Nuisance By-law 2013-51
ADMINISTRATIVE PENALTIES**

1.	Urinate, Defecate, Vomit or Spit in a Public Place.	\$400.00
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2.	Knock over or attempt to knock over a Canada Post mailbox, Canada Post relay box, newspaper box, blue box or garbage container lawfully located on a highway.	\$400.00
3.	Loiter in a Public Place.	\$400.00
4.	Participate in a Fight in any Public Place.	\$400.00
5.	Mark or apply Graffiti on any Public Place, including signs or private property.	\$400.00
6.	Leave, throw or deposit any bottles, glasses or material on public or private property.	\$400.00
7.	Refuse to identify themselves when requested to do so by a police officer or municipal by-law enforcement officer.	\$400.00

Part 1 of the Provincial Offences Act

Noise By-law 2013-50

ADMINISTRATIVE PENALTIES

1.	Emit/cause/permit emission of sound likely to disturb the inhabitants of the Township	\$350.00
2.	Emit/cause/permit the emission of sound within a prohibited time and place.	\$350.00
3.	Hinder or obstruct an Officer in the execution of duties under the by-law.	\$350.00
4.	Fail to comply with Directive or Order issued under the by-law	\$350.00

**TOWNSHIP OF WEST LINCOLN
CONSOLIDATED FEES & CHARGES
MUNICIPAL PARKING BY-LAW 89-2000 (FINES)**

MUNICIPAL PARKING BY-LAW 89-2000

INFRACTION	Set fine (within 15 days)
Park where prohibited by sign	\$40.00
Stop on sidewalk/within crosswalk	\$50.00
Stop/stand/park facing the wrong way	\$30.00
Park within 3m of fire hydrant	\$60.00
Park within 1.5m of driveway	\$25.00
Park on shoulder /boulevard where prohibited	\$30.00
Park within 10m of intersection	\$30.00
Stop/stand/park not within a designated parking space	\$30.00
Park over time limit where prohibited by sign	\$25.00
Park on driveway to close to roadway	\$25.00
Park on roadway between 2:00am and 6:00am	\$30.00
Park recreational vehicle when prohibited (By-law 2019-94) from Nov. 1 st to April 30th	\$30.00

ACCESSIBLE PARKING BY-LAW 97-2020

unauthorized vehicle in accessible parking space	\$300.00

MUNICIPAL FIRE ROUTE BY-LAW 97-2030

Park in a designated fire route	\$90.00
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**TOWNSHIP OF WEST LINCOLN
CONSOLIDATED FEES & CHARGES
CLERKS – SCHEDULE “C”
BY-LAW – 2002-115**

FEES	Fee
Commissioner	
Resident	\$10.00
Non – Resident	\$10.00
Freedom of Information	
Application payable with application	\$5.00
Search time required to search & retrieve records	\$7.50/15minutes
Record preparation prepare records for release	\$7.50/15minutes
Computer costs develop program to retrieve information	15/15 minutes of work
Shipping Costs Record preparation Computer costs	As incurred for sending records to requestor
Photocopies & print outs Search time Record preparation Computer costs	\$0.25 after the first 3
Electronic Copy Search time Record preparation Computer costs	\$10.00 each
Application Search time Record preparation Computer costs	\$10.00 each
Nomination Filing	
Mayor	\$200.00
Members of Council	\$100.00
Release & Discharge	

LICENCES

Commercial License	
Refreshment Vehicles	\$500.00
Refreshment Cart	\$400.00
Refreshment Cycle	\$200.00
(each additional)	\$50.00
Fire Dept. inspection (if required)	\$150.00
Kennel Licence	\$100.00
Lottery Licence 3% of the value of the prize	varies
Non Resident Small Game Hunting Licence	\$9.04 (including HST)

ROAD ALLOWANCE	
Opening of Road	\$1,500 deposit
Closing of Road	\$1,500 deposit

**TOWNSHIP OF WEST LINCOLN
CONSOLIDATED FEES & CHARGES
SCHEDULE "C" – WELLAND SPCA (CLERK'S DEPT. BY-LAW 2011-44)**

LICENSES		
COMMERCIAL KENNEL		\$100.00

OTHER		
DOG TAGS		
New / Renewal	Nov 1 - Dec 31	\$14.00
New - Fertile Dog	Nov 1 - Dec 31	\$25.00
Late Renewal	after Dec 31	\$17.00
Late Renewal – Fertile Dog	after Dec 31	\$30.00
Replacement		\$3.00
Application for hearing - Fee		\$150.00

SHORT FORM WORDING	OFFENCE CREATING PROVISION OR DEFINING OFFENCE
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ANIMAL CARE AND CONTROL			
1	Fail to provide sufficient shelter for an animal.	5(a)(vi)	\$250.00
2	Fail to keep dog in sanitary conditions.	6(a)	\$200.00
3	Allow dog to bark/howl excessively	7(a)	\$200.00
4	Fail to keep dog license fixed on dog	3(k)	\$100.00
5	Fail to obtain dog license	3(a)	\$100.00
6	Permit dog to run at large.	8(a)	\$150.00
7	Fail to control dog	9(a)	\$250.00
8	Fail to procure kennel license	4(a)	\$300.00
9	Fail to keep vicious dog leashed	12(b)(i)(a)	\$200.00
10	Fail to keep vicious dog muzzled	12(b)(i)(b)	\$400.00
11	Fail to keep vicious dog confined	12(b)(ii)	\$400.00
12	Fail to display dangerous dog sign	12(b)(iii)	\$400.00
13	Fail to microchip dangerous dog	12(c)	\$100.00
14	Fail to remove dog feces	15(a)	\$250.00
15	Fail to allow officer to inspect	16(a)	\$150.00
16	Did keep more than four dogs	4(j)	\$100.00
17	Confine dog in enclosed space	5(f)	\$150.00

**TOWNSHIP OF WEST LINCOLN
CONSOLIDATED FEES & CHARGES
COMMITTEE OF ADJUSTMENT
SCHEDULE "D"
By-law 2019-85, as amended by
By-law 2021-16**

COMMITTEE OF ADJUSTMENT

Processing Applicant for Consent (Severance)	\$2320.00
Adjournment/Rescheduling Fee	\$275.00
Health Inspection Fee	\$230.00
Minor boundary adjustments and other	\$1165.00
Final certification (upon submission of the deeds)	\$365.00

PROCESSING MINOR VARIANCE APPLICATIONS

Basic Processing Fee – Minor Variance Applications	\$1690.00*
Request for Change in Conditions - Consents	\$775.00

To incorporate an additional fee (\$1200) for the development that has commenced prior to planning approval Effective March 1st , 2021 (as it relates to applications marked with *)

**TOWNSHIP OF WEST LINCOLN
CONSOLIDATED FEES & CHARGES
FINANCE DEPARTMENT
SCHEDULE "D"
By-law 2002-115**

FEES

BY-LAW 2009-72 Returned cheque fee Non-Sufficient Funds (NSF)	\$30.00
Overdue account fee per month (> 30 days outstanding)	1.25 %

PROPERTY TAX

Overdue account fee per month	1.25 %
BY-LAW 2009-72 Returned cheque fee Non-Sufficient Funds (NSF)	\$30.00
BY-LAW 2013-75 POA administration / fines added to taxes	\$50.00
BY-LAW 2017-38 Tax & Water certificates each	\$45.00

TAX SALE

Ad - in local paper	actual
Tax sale collection (range: \$500 - \$3,000)	actual

**TOWNSHIP OF WEST LINCOLN
CONSOLIDATED FEES & CHARGES FIRE
DEPARTMENT
SCHEDULE "F" By-law 2011-40**

FIRE AND EMERGENCY SERVICES	
For responding to nuisance false alarms and nuisance deployments, in any calendar year	
first false alarm (this fee shall be applied following initial response and 2 warnings.)	\$410.00/1 st hr. \$205.00/ each additional ½ hr.
Non authorized open air burning (this fee shall be applied following initial response and a warning)	\$410.00/1st hr. \$205.00/ each additional ½ hr.
File and Record Search • Includes search letter follow up	\$150.00
Fire Inspection - Daycares • Residential • Licensed (incl. co-ops)	\$100.00
Fire Inspection – Homes providing supervised or assisted living services • Group Homes • Satalite Homes	\$100.00
Fire Inspection – Residential Large	
(Greater than 3,000 sq. ft.) • 3-5 suites	\$250.00
• 6-18 suites • >18 suites (includes hotels, motels , B&B's Apts.)	\$350.00
Fire Inspection – Commercial & Industrial • <3,000 sq. ft	\$100.00
• 3,000 – 10,000 sq. ft.	\$150.00
• 10,001 – 20,000 sq. ft	\$300.00
• >20,000 sq. ft.	\$450.00
Training – Prevention and Public Education Services	
Fire Extinguisher training-(equipment supplied by Fire Dept.) Includes cost of recharging and printed materials	\$65/hr. (for 1 st hr.) 30/hr. (after)
Fire Extinguisher training-(equipment provided by trainees) Includes cost of Fire fighter and printed materials	\$30/hr.
Other Fire Department Activities	
Fire Watch	\$410.00/hr.

- Fire Department means the West Lincoln Fire Department and being a fire department within the meaning of the Fire Protection and Prevention Act 1997, S.O. 1997, c.4, as amended, and is deemed to include any member of the West Lincoln Fire Department.
- Firefighting and Emergency Services includes all services related or incidental to the prevention, control and suppression of fires and the protection of lives and property, but excludes the provision of emergency medical and paramedical aid to victims of life-threatening injury or trauma.
- Malicious Act means a wrongful act done intentionally by any person without just cause or excuse; including but not limited to disabling a smoke alarm or carbon monoxide alarm.

- Member means any persons employed in, or appointed to, the fire department and assigned to undertake fire protection services, as defined in the Establishing and Regulating By-Law and includes Officers, full-time, volunteer or part-time firefighters.
- Motor Vehicle has the same meaning as prescribed in the Highway Traffic Act R.S.O. 1990 c. H.8, as amended.
- Non-Resident means a person who is neither a property owner nor a tenant of property within the Township of West Lincoln.
- Nuisance False Alarm means the dispatch of West Lincoln Fire Department to emergency or non-emergency situations due to activation of a fire alarm system or emergency system through a mechanical failure, equipment malfunction, improper installation of the system, result of work being performed on a fire alarm system or emergency system, or failure to maintain the system as prescribed by the Fire Code being O.Reg. 213/07, as amended.
- Nuisance Deployment means the dispatch of West Lincoln Fire Department to emergency or non-emergency situations due to complaints received relative to open-air burning activity for either authorized or unauthorized open-air burns; and dispatch to vacant buildings due to inadequate security and/or unlawful entry; or to any emergency or non-emergency situations, that in the sole discretion of the Fire Chief is deemed to have needlessly caused the commitment of department resources.
- Person includes an individual, sole proprietorship, partnership, corporation, municipal corporation, unincorporated association or organization, trust and a natural person in his or her capacity as trustee, executor, administrator or other legal representative.
- Property means any public or private real property within the Township of West Lincoln, including buildings, structures and erections of any nature and kind in or upon such lands, and roadways owned by the Corporation of the Township of West Lincoln and the Region of Niagara but excludes real property owned by the Federal or Provincial Crown.
- Property Owner means the registered owner of property or any person, firm or corporation having control over or possession of the property or any portion thereof, including a property manager, mortgagee in possession, receiver and manager, trustee and trustee in bankruptcy.

**TOWNSHIP OF WEST LINCOLN
CONSOLIDATED FEES & CHARGES
PLANNING DEPARTMENT SCHEDULE "G"**

**BY-LAW 2019-84, as
amended by By-law
2021-15**

OFFICIAL PLAN

To incorporate an additional fee (\$1200) for the development that has commenced prior to planning approval Effective March 1, 2021(as it related to applications marked with ** below)

Official Plan Amendment	\$8724.00**
Combined Office Plan Amendment / Zoning By-law Amendment	\$11667.00**
Part Lot Control – Removal of Part Lot Control(per lot/block)	\$1420.00

CONDOMINIUM

Plan of Condominium	\$7,980.00**
Condominium1 conversion	\$7,637.00
Condominium Amalgamation	\$1,420.00
Exemption of Draft Plan of Condominium Approval	\$1,612.00
Extension to Draft Plan Approval of a Draft Plan of Subdivision or Condo	\$1,612.00
Subdivision, Development or Condominium Agreement	
Plan of Subdivision Approval	\$ 7,980.00**
Subdivision Agreement (more than 10 lots/units)	\$ 7,356.00
Subdivision Agreement/Declaration (10 units/lots or less)	\$ 3,500.00
Condominium Agreement/Declaration (more than 10 units/lots)	\$ 3,500.00
Condominium Agreement/Declaration (10 units/lots or less)	\$ 1,750.00
Development Agreement as a Condition of Consent	\$3,676.00
Final Approval of a Plan of Subdivision or Condominium	\$1,612.00
Street Naming for New Subdivisions	\$1,420.00
Amendment to Subdivision or Condominium Agreement	\$6,795.00**
Temporary Use Agreement	\$1,612.00
By-law	
Temporary Use By-law	\$2,402.00**
Extension to Temporary use By-law	\$1,612.00
Deeming By-law	\$ 925.00
Zoning By-Law	
Zoning By-law Amendment	\$6,795.00**

Condition of Consent	\$3,400.00**
Removing Holding Provision	\$1,419.00**
Site Plan Application	
Initial or Amendment where a new agreement is required	\$4,903.00**
Site Plan Approval Amendment where no agreement is required	\$2,402.00**
Discharge of a Site Plan	\$1,420.00
Pre-Consultation Meeting	\$250.00**
Zoning Verification Letter	\$182.00
Adjournment or Rescheduling Fee for any Planning Application requested	\$275.00
Consultation Process for Telecommunication Facilities	\$1,835.00
Approval of Road Opening/Upgrade (to allow access to build)	\$1,612.00

In addition to the application fees as outlined in Appendix A, Engineering Review and Administration fees are payable on an invoice basis prior to final approval. The Engineering Review and Administration fee shall cover the costs incurred following the signing of the agreement and are calculated as a percentage based upon one hundred percent (100%) of the Township's estimated total costs of construction of all services (internal and external) as shown in the development agreement's Financial Schedule and charged as follows:

- (a) Total cost of services less than \$ 1,000.00: no charge;
- (b) Total cost of services less than \$ 5,000.00: \$ 250.00 total charge;
- (c) Total cost of services less than \$ 20,000.00: \$1,500.00 total charge;
- (d) Total cost of services less than \$ 30,000.00: \$2,000.00 total charge;
- (e) Total cost of services less than \$ 60,000.00: \$3,000.00 total charge;
- (f) Total cost of services less than \$ 75,000.00: \$4,000.00 total charge;
- (g) Total cost of services less than \$100,000.00: \$5,000.00 total charge;

For total costs of services over \$100,000.00, the total fee cost shall be:

- i. \$5,000.00 for the cost of services up to \$100,000, plus
- ii. Four percent (4%) of the total costs of any services in excess of \$100,000.00 up to \$500,000.00; plus
- iii. Three-percent (3%) of the total cost of any services in excess of \$500,000.00

All fees shall be payable in cash to the Township prior to and as a condition of the Township signing and registering the executed development agreement."

****Effective March 1st, 2021 should development have commenced prior to a planning application being fully approved and completed then an additional \$1200.00 shall be applied to the base fee noted, as an extra administrative fee(s).**

**TOWNSHIP OF WEST LINCOLN
 CONSOLIDATED FEES & CHARGES
 RECREATION PROGRAMMING SCHEDULE "H"
 BY- LAW 2019-20**

MEMBERSHIPS AND DROP IN FEES BY-LAW 2019-20

PUBLIC SKATING PROGRAMS (2019 FEES)			
Public Skate		HST	Total
Public skating per person	2.65	.35	\$3.00
Preschool skating per person	2.65	.35	\$3.00
Adult skating per person	2.65	.35	\$3.00
Public skating/preschool/adult discount card (10 uses)	22.12	2.88	\$25.00
Shinny Hockey Per Person	4.42	0.57	\$5.00
Prime	182.30	23.70	\$206.00
Non-Prime	123.89	16.11	\$140.00
Arena Floor Hourly	53.10	6.90	\$60.00
Local Schools and Local Home Schools	61.95	8.05	\$470.00
West Lincoln Minor Hockey Association and West Lincoln Figure Skating Club			
Prime	123.89	16.11	\$140.00
Non-Prime	84.07	10.93	\$95.00
West Lincoln Minor Hockey Association (if approved by OMHA)			
Prime	132.74	17.26	\$150.00
Non-Prime	84.07	10.93	\$95.00
1. Proof of Insurance must be provided			
2. A Special Events Application maybe required			

Community Rooms and Gymnasium Rates and Fees
Note: Rental times must include set up and take down time

- 1. Proof of Insurance must be provided**
- 2. A Special Events Application maybe required**

**TOWNSHIP OF WEST LINCOLN
CONSOLIDATED FEES & CHARGES
RECREATION PROGRAMMING SCHEDULE "H" BY-
LAW 2019-20**

Prime – Weekdays (5pm to close) Weekends (8 am to close) Statutory Holidays			
Non-Prime – Weekdays (8 am to 5 pm)			
Community Room (3 available)-capacity is 55/room (41' x 21')			
Hourly (up to 4 hours) Prime	22.12	2.88	\$25.00
Daily (more than 4 hours) Prime	132.74	17.26	\$150.00
Hourly (up to 4 hours) Non-Prime	13.27	1.73	\$15.00
Daily (more than 4 hours) Non-Prime	66.37	8.63	\$75.00
Kitchenette Hourly (max \$60)	13.27	1.73	\$15.00
Gymnasium			
Full Gymnasium Hourly Prime (up to 4 hours)	26.55	3.45	\$30.00
Full Gymnasium Daily Prime(more than 4 hours)	132.74	17.26	\$150.00
Full Gymnasium Hourly Non-Prime (up to 4 hours)	17.70	2.30	\$20.00
Full Gymnasium Daily Non-Prime(more than 4hrs)	88.50	11.50	\$100.00
Half Gymnasium Hourly Prime (up to 4 hours)	13.27	1.73	\$15.00
Half Gymnasium Daily Prime(more than 4hrs)	66.37	8.63	\$75.00
Half Gymnasium Hourly Non-Prime (up to 4 hours)	8.85	1.15	\$10.00
Half Gymnasium Hourly Non-Prime (more than 4hrs)	44.25	5.75	\$50.00
Gym Kitchenette Hourly (max \$60)	13.27	1.73	\$15.00
Parks and Outdoor Facilities Rates and Fees			
Administration Fee on every permit \$20.00			
West Lincoln Youth Sports Associations			
Soccer/Football/Baseball Youth 0 to 8 yrs	10.18	1.32	\$11.50
Soccer/Football/Baseball Youth 8+	11.95	1.55	\$13.50
Field with Lights hourly (8 hours or more)	19.47	2.53	\$22.00
Tournament Per Field Per Day (8 hours or more)	44.25	5.75	\$50.00
Adults			
Field without lights hourly	19.69	2.56	\$22.25
Field with lights hourly (8pm to 11 pm minimum)	30.09	3.91	\$34.00
Tournament Per Field Per Day (8 hours or more)	190.27	24.73	\$215.00
Field without lights hourly	19.69	2.56	\$22.25
Field with lights hourly (8pm to 11 pm minimum)	30.09	3.91	\$34.00
Schools			
Local School Track Meet (track, field 3, jumping pits) Daily	44.25	5.75	\$50.00

**TOWNSHIP OF WEST LINCOLN
CONSOLIDATED FEES & CHARGES
RECREATION PROGRAMMING SCHEDULE "H" BY-
LAW 2019-20**

Local School Soccer/Football/Baseball Daytime Hourly	13.27	1.73	\$15.00
Local School Soccer/Football/Baseball evening/weekend hourly	19.69	2.56	\$22.25
Local School Soccer/Football/Baseball evening/weekend hourly Tournament	190.27	24.73	\$215.00
Pavilion			
Full Day Pavilion (includes hydro)	61.95	8.05	\$70.00
Half Day Pavilion (includes hydro)	35.40	4.60	\$40.00
1. Proof of Insurance must be provided 2. A Special Events Application maybe required			
Programs, Classes and Camp Rates and Fees			
10 Class Fitness	75.22	9.78	\$85.00
Pay as You Go Fitness	7.52	.98	\$8.50
Tai Chi First Timers	35.40	4.60	\$40.00
Tai Chi Returning	22.12	2.88	\$25.00
Seniors 10% Fitness Discount(exception Tai Chi & Drop in) 55+			
Drop-In			
Drop in Youth Gym Program	1.77	.23	\$2.00
Drop in Youth Discount Card (10 uses)	13.27	1.73	\$15.00
Drop in Adult Gym Program	4.42	.58	\$5.00
Drop in Adult Discount Card (10 uses)	35.40	4.60	\$40.00
Drop in Senior Gym Program	2.65	.35	\$3.00
Drop in Senior Gym Discount Card (10 uses)	22.12	2.88	\$25.00
Camps			
Early Bird Daily			\$31.00
Early Bird Weekly			\$125.00
Regular Daily			\$34.00
Regular Weekly			\$138.00
Extended Care (7:30 am to 9:00 am or 3:30 pm to 5:30 pm)			\$5.00
Late Pick Up (per 30 minutes)			\$10.00
Digital Road Sign (West Lincoln Community Centre)			
Per Day	14.16	1.84	\$16.00
Per Week	65.49	8.51	\$74.00
Hanging Basket Sponsorship			
Hanging Basket			\$125.00

**TOWNSHIP OF WEST LINCOLN
CONSOLIDATED FEES & CHARGES
RECREATION PROGRAMMING SCHEDULE "H" BY-
LAW 2019-20**

Library Rooms Rates and Fees
Note: Rental times must include set up and take down time
Prime-Weekdays (5pm to close) Weekends (8 am to close) Statutory Holidays
Non-Prime – Weekdays (8 am to 5pm)

SMITHVILLE LIBRARY

Smithville-Program Room 51'x22' Hourly (up to 4 hours) prime	28.32	3.68	\$32.00
Smithville-Program Room 51'x22' Hourly (more than 4 hours) prime	141.59	18.41	\$160.00
Smithville-Program Room 51'x22' Hourly (up to 4 hours) non-prime	16.81	2.19	\$19.00
Smithville-Program Room 51'x22' Hourly (more than 4 hours) non-prime	84.07	10.93	\$95.00
Smithville-Program Room 22'x15' Hourly (up to 4 hours) prime	8.85	1.15	\$10.00
Smithville-Program Room 22'x15' Hourly (more than 4 hours) prime	44.25	5.75	\$50.00
Smithville-Program Room 22'x15' Hourly (up to 4 hours) non-prime	4.42	.58	\$5.00
Smithville-Program Room 22'x15' Hourly (more than 4 hours) non-prime	22.12	2.88	\$25.00
Smithville-Kitchen Hourly (max \$60)	13.27	1.73	\$15.00

Caistorville-Board Room

Caistorville-Board Room 20'x12' Hourly (up to 4 hours) Prime	8.85	1.15	\$10.00
Caistorville-Board Room 20'x12' Hourly (more than 4 hours) Prime	44.25	5.75	\$50.00
Caistorville-Board Room 20'x12' Hourly (up to 4 hours) Non-Prime	4.42	.58	\$5.00
Caistorville-Board Room 20'x12' Hourly (more than 4 hours) Prime	22.12	2.88	\$25.00

Wellandport Library

Wellandport-Program Room 31'x 16' hourly (up to 4 hours) Prime	13.27	1.73	\$15.00
Wellandport-Program Room 31'x 16' hourly (more than 4 hours) Prime	66.37	8.63	\$75.00
Wellandport-Program Room 31'x 16' hourly (up to 4 hours) Non-Prime	7.08	.92	\$8.00
Wellandport-Program Room 31'x 16' hourly (more than 4 hours) Non-Prime	35.40	4.60	\$40.00

1. Proof of Insurance must be provided
2. A Special Events Application may be required

**TOWNSHIP OF WEST
LINCOLN CONSOLIDATED FEES &
CHARGES PUBLIC WORKS (WATER
BY-LAW 2020-13)
SCHEDULE I**

FEES		
Public Sewer Hook-up		\$70.00
Installation of New ¾" Meter		\$484.00
Installation of New ¾" Service (Meter not included)		\$1,510.00
WASTEWATER RATES	Consumptive Rate	\$1.82 per cubic metre
Meter Size	Quarterly Fixed Charge (based on size of service)	
5/8"	\$91.01	
¾"	\$91.01	
1"	\$227.54	
1 ¼"	\$341.29	
1 ½"	\$455.07	
2"	\$728.09	
3"	\$1,456.19	
4"	\$2,275.29	
6"	\$4,550.58	
8"	\$7,280.93	
WATER RATES	Consumptive Rate	\$1.41 per cubic meter
Meter Size	Quarterly Fixed Charge (based on size of service)	
5/8"	\$39.48	
¾"	\$39.48	
1"	\$98.69	
1 ¼"	\$143.03	
1 ½"	\$197.38	
2"	\$315.80	
3"	\$631.61	
4"	\$986.90	
6"	\$1,973.77	
8"	\$3,158.03	

WATER ON CONSTRUCTION FEES AS FOLLOWS:

Residential – Flat Fee of \$250.00

Commercial/Industrial/Institutional – Flat Fee of \$400.00

**TOWNSHIP OF WEST LINCOLN
CONSOLIDATED FEES & CHARGES
PUBLIC WORKS (WATER BY-LAW 2019-28,
amended by By-law, 2020-59 and 2021-03)
SCHEDULE I**

WATER CHARGES

A consumptive rate of \$1.90 per cubic metre.

ACCOUNT DEPOSIT

- \$250.00 for each account provided to commercial area haulers.
- \$ 40.00 non-refundable administration fee upon activation of temporary water account, for infrequent, private buyers

OTHER CHARGES

- (a) The charge for turning the water supply on to a private water service during regular working hours: \$60.00 Flat Rate
- (b) The charge for turning the water supply on to a private water service outside of regular working hours: \$211.00 Flat Rate
- (c) The charge for sending a final reminder notice shall be as follows: \$24.00 per letter
- (d) The charge for transferring an overdue water balance to a property tax account. \$20.00 taxable administrative fee per instance

WATER PENALTIES & FEES

- (a) The charge for late penalty fee shall be as follows:
5% per quarter
- (b) The charge for NSF shall be as follows:
\$30.00
- (c) The water restriction fine for a second occurrence shall be as follows:
\$100.00 (per By-law 2004-43)

CULVERTS/ENTRANCE PERMITS

The applicant shall pay a refundable deposit of **\$1,250.00** for each culvert at permit application time which shall be refunded upon inspection, "Approval with the exception of a **\$55.00** inspection fee."

PERMIT FEE FOR OVERSIZE/OVERWEIGHT LOADS

Single day trip	\$50.00
Three-month period permit	\$100.00
One year permit	\$150.00

CEMETERIES (By-law 2013-76)

	<u>Resident</u>	<u>Non-Resident</u>	<u>Care & Maintenance Included in price</u>
Single grave (4' x 10' lot)	\$750.00	\$750.00	\$300.00
Cremation (4' x 10' lot)	\$750.00	\$750.00	\$300.00

Schedule of foundation charges: \$1.00/ 2.5 cm² or 1 in²
 (based on a minimum depth of 122cm or 4 feet, with a minimum charge of \$350.00)

- Corner posts – as required @ \$25.00 each (maximum 4 / plot)
- Applicable Taxes are added to all fees

**TOWNSHIP OF WEST LINCOLN
CONSOLIDATED FEES & CHARGES
PUBLIC WORKS (WATER BY-LAW 2019-28)
SCHEDULE I**

NOTE: Fees do not include opening/closing of lots for funeral services.

No fee will be charged for the interment of a Canadian Military Veteran.