



## REPORT

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**TO:** Mayor Lawlor and Members of Council

**FROM:** Greg MacNaughtan, Director of Building Services & CBO

**DATE:** February 10, 2025

**REPORT NO.:** TPW-2025-004

**SUBJECT:** 2025 Building By-law

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### RECOMMENDATION:

THAT Report No. TPW-2025-004, dated February 10, 2025, regarding 2025 Building By-law, be received;

AND FURTHER THAT Council adopt the Building By-law attached as Appendix A.

### KEY POINTS:

The following are key points for consideration with respect to this report:

- Updated Building By-law to reflect the new 2024 Ontario Building Code which came into force on January 1, 2025.
- The updated By-law includes options for electronic submission of building permit applications.
- The updated By-law includes a deferral process prior to revoking an issued building permit.
- The updated By-law specifically identifies the option for the issuance of partial permits on larger projects to aid development timeframes.
- The 50% additional permit fee for commencing construction prior to the issuance of a permit has been increased from a maximum of \$5,000 to \$50,000.

### BACKGROUND AND DISCUSSION:

The purpose of this Report is to inform Council of an updated Building By-law to reflect the 2024 Ontario Building Code which came into force on January 1, 2025. The new

Building By-law now specifically identifies the option for owners and applicants to apply electronically for permit submissions.

The By-law now also includes a deferral of revocation option for permit holders to request a building permit to remain active during building constraints and assists the permit holder with additional time to complete their project.

Another area that was already an option but not clearly stated is for the issuance of partial building permits for large projects where the issuance of a stage of construction will assist development in the Town of Halton Hills while other minor areas of the approval process remain incomplete. An example of where a partial permit could be beneficial would be the issuance of a footing and foundation permit for a large industrial development, while time is permitted to further explore the interior layout of the building.

Other areas of the By-law have been updated to reflect changes in the industry including the commencement of construction prior to the issuance of a building permit and conservation approvals. Currently, where an owner causes construction without approval the additional fee applied to the building permit is 1.5 x the initial building permit fee with a maximum payment of \$5,000. Historically construction without a permit often resulted in the construction of a detached garage or personal shed. When calculating a permit fee that included the 50% increase the permit fee was far less than the maximum \$5,000. In 2025 we are seeing larger more expensive structures being built prior to the issuance of a building permit and therefore have increased the maximum limit to \$50,000 to offset the costs of investigations and enforcement of these larger structures.

#### **STRATEGIC PLAN ALIGNMENT:**

This report identifies a safe and welcoming community as one of the Town's Strategic priorities.

#### **RELATIONSHIP TO CLIMATE CHANGE:**

This report is administrative in nature and does not directly impact or address climate change and the Town's Net Zero target.

#### **PUBLIC ENGAGEMENT:**

Public Engagement was not needed as this report is administrative in nature.

#### **INTERNAL CONSULTATION:**

Consultation with other Departments was not required for this report.

**FINANCIAL IMPLICATIONS:**

This report will be funded through an existing approved budget source.

Reviewed and approved by,

Bill Andrews, Commissioner of Transportation & Public Works

Chris Mills, Chief Administrative Officer