



Town of Newmarket  
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## **2024 Building Permit Fees Information Report**

Report Number: INFO-2025-15

Department(s): Financial Services

Author(s): Michael Longato, Financial Analyst

Distribution Date: August 8, 2025

In accordance with the Procedure By-law, any member of Council may make a request to the Town Clerk that this Report be placed on an upcoming Committee of the Whole agenda for discussion.

### **Purpose**

The purpose of this report is to provide information illustrating the building permit fees and costs associated with delivering the services for the year 2024.

### **Background**

In 2016, By-law 2015-58 was enacted for Building Permit fees. In 2024, the Building Permit fees increased by an average of 3.4 %. The number of permits issued in 2024 was 304.

As per the Building Code Act, 1992, a municipality is required to prepare a report regarding building permit fees collected and the costs of administering and enforcing this Act every 12 months; and the municipality shall make its report available to the public. The purpose of this report is to meet the statutory requirement.

### **Discussion**

The total revenue earned in 2024 was \$2,433,694 (2023 - \$1,052,857), which is an increase of 130% from 2023. As at the end of December 31, 2024, the Reserve Fund for Building Permits had a balance of \$53,710, including an interest allocation of \$11,768.

Appendix A: Attached illustrates building permit fees and costs associated with delivering the services for the year 2024.

## **Consultation**

Consultation has taken place with Building Services staff.

## **Conclusion**

This report will be posted on the Town's website.

## **Council Priority Association**

This Report aligns with Council's Core Values for Financial Sustainability.

## **Human Resource Considerations**

Not applicable to this report.

## **Budget Impact**

The 2024 fees were \$2,433,694. The Reserve Fund for Building Permit Fees is at 2% of total annual costs at year-end. This ratio is below the target range of 100% to 200%.

Building Permit fees were increased by 3.4% on January 1, 2024. Additionally, in July 2024 fees were further increased in 2024 based on the Development Approval Application Process (DAAP) review. The reserve fund balance will improve with the increased fees and when the volume of development activity increases.

As low development activity continues, it is anticipated that a deficit will incur in 2025 which will lead to a deficit balance in the Building Reserve by year-end.

The reserve fund is expected to improve when the volume of development activity increases in the future.

## **Attachments**

Appendix A: 2024 Annual Report on Building Permit Fees

## **Approval for Distribution**

Andrea Tang, CPA, CA

Director, Financial Services/Treasurer

Esther Armchuk, LL.B

Commissioner, Corporate Services

## **Report Contact**

For more information on this report, contact Andrea Tang at 905-953-5300, ext. 2102 or via e-mail at [atang@newmarket.ca](mailto:atang@newmarket.ca).

# THE CORPORATION OF THE TOWN OF NEWMARKET

## Annual Report on Building Permit Fees

December 31, 2024

The Town of Newmarket is a municipality in the Province of Ontario, Canada. The municipality is required to prepare an annual report, which includes the total fees collected in the previous 12 month period:

	2024	2023
Fees collected in current year	\$ 2,433,694	\$ 1,052,857
<b>Total Ontario Building Code Revenues</b>	<b>\$ 2,433,694</b>	<b>\$ 1,052,857</b>

Direct and indirect costs of delivering services are as follows:

	2024	2023
Direct costs	\$ 2,084,809	\$ 2,010,579
Indirect costs	637,788	625,293
Capital costs	-	-
<b>Total Ontario Building Code Expenditures</b>	<b>\$ 2,722,597</b>	<b>\$ 2,635,872</b>
<b>Net Surplus/(Deficit)</b>	<b>\$ (288,903)</b>	<b>\$ (1,583,015)</b>

The continuity of the Reserve Fund for Building Permits is as follows:

	2024	2023
Balance, beginning of year	\$ 330,845	\$ 1,880,144
Plus: Interest Earned*	11,768	44,114
Plus /(Less): Transfer (to) / from operating fund	(288,903)	(1,583,015)
Less: Transfer to capital fund	-	(10,399)
<b>Balance, end of year</b>	<b>\$ 53,710</b>	<b>\$ 330,845</b>