

***CITY OF MARKHAM***  
*ONTARIO*



**BY-LAW 2012-137**

**LICENSING, PERMIT AND SERVICE FEES BY-LAW**

**(Schedules/attachments included)**

(Consolidated for convenience only to April 24, 2018)

**Amended by:**

By-law 2013-163 – October 29, 2013  
Fee Update – effective December 1, 2014  
Fee Update – January 8, 2015  
Fee Update – January 9, 2017  
Fee Update – December 13, 2017  
By-law 2018-29 – April 24, 2018



## BY-LAW 2012-137

### LICENSING, PERMIT AND SERVICE FEES BY-LAW

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WHEREAS, it is expedient to consolidate existing municipal licensing, permit and service fees into a single by-law by amending By-law 2002-276, being a General Fees By-law for the Town of Markham by deleting certain fees from it and by repealing By-law 2002-284, being a By-law to Establish Licences Fees for the Town of Markham by transferring the provisions contained therein to a new comprehensive Licensing, Permit and Service Fee By-law; and

WHEREAS, it is necessary where authorities exist or where new authorities are granted to periodically add new user fees and charges as administrative and enforcement standard operating procedures are modified or enhanced; and

WHEREAS Section 11 (1) of the *Municipal Act*, 2001, S. O. 2001, c. 25, as amended, authorizes a municipality to provide any service or thing that the municipality considers necessary or desirable for the public; and

WHEREAS Section 151 (1) of the *Municipal Act*, 2001 permits municipalities to provide for a system of licences with respect to any activity, matter or thing for which a by-law maybe passed under Section 11; and

WHEREAS Section 151 (1) (g) of the *Municipal Act*, 2001 may require a person, subject to such conditions as the municipality considers appropriate, to pay an administrative penalty if the municipality is satisfied that the person has failed to comply with any part of a system of licences established by the municipality, and

WHEREAS Section 391 of the *Municipal Act*, 2001, S. O. 2001, c. 25, as amended, authorizes a municipality by by-law to impose fees or charges on persons for services or activities provided or done by or on behalf of it; and

WHEREAS it has been determined, that it is appropriate to require the payment by a licensed business of additional fees at any time during the term of the licence for costs incurred by the municipality attributable to the activities of the business including late licence renewal charges;

### NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWN OF MARKHAM ENACTS AS FOLLOWS:

#### 1. DEFINITIONS

**Additional Charge** means a charge in addition to the *licence fee*, imposed by the municipality on a business at any time during the term of the *licence* for costs incurred by the municipality attributable to the activities of the business;

**Applicant** means a person applying for a new *licence* or renewing a *licence* issued by the *Town*;

**Clerk** means *clerk* for the *Town* or his or her designate;

**Charge** means a fixed sum assessed or added to a *licence* or other service or any service rendered on behalf of an *applicant* or licensee and may include administrative *charges*;

**Consumer Price Index** means the All Item Index of the *Consumer Price Index* (not seasonally adjusted) for the Toronto Census Metropolitan Area, published by Statistics Canada, during the twelve-month period ending in July 1 in the year immediately preceding the year;

**Council** means the *Council* of the Corporation of the Town of Markham;

**Fee** means the monetary payment imposed for the act of issuing a *licence*, business registration, *permit*, or for renewal of a *licence*;

**Licence** means the certificate issued under the Licensing By-laws of the *Town* as proof of licensing under the applicable by-law;

**Licensee** means the person licensed under a Town of Markham Licensing by-law;

**Licensing Officer** means the person appointed by *Council* to administer and enforce the Licensing By-laws and the Animal Control By-law of the Town of Markham and includes his or her designates;

**Mobile Business** includes any class of business licensed by the *Town* where a vehicle whether standing or mobile is an integral part of the operation of the business;

**Municipal Law Enforcement Officer” (“Officer”)** means an employee of the **City** who has been appointed by By-law to enforce the provisions of **City** By-laws or a member of the York Regional Police and includes his or her designates;

**Notice of Additional Fee** means a written notice from the *Licensing Officer* to a *licensee* advising them of their requirement to pay an *additional fee*;

**Owner** means a Person who alone or with others own and or/ has ultimate control over and/ or directs the operation of a business;

**Permit** means the means the certificate issued under the By-laws of the *Town* as proof of permission under the applicable by-law;

**Stationary Business** includes a business that operates from a fixed location within the *Town* or outside the boundaries of the *Town* but doesn't include *mobile business*; or personal service business;

**Tax Roll** means a listing of all taxable property in the *Town* for a given year;

**Town** means the Corporation of the Town of Markham in the Regional Municipality of York;

## **2. REQUIREMENTS TO PAY FEES AND CHARGES**

- 2.1 Every application for a *licence*, business registration or *permit* listed in the Schedules of this by-law and every application to renew a *licence*, business registration, and *permit* shall be accompanied by the prescribed *fee* as listed in the attached Schedules of this By-law.
- 2.2 Where services conducted by the *Town* on behalf of a property *owner*, are necessary in order to maintain bylaw compliance with the property, service *charges* shall apply as outlined in Schedule “B” of this bylaw.
- 2.3 The municipal fees payable by **Owner** or by any other **Person** for the administration and enforcement of this By-law shall be in accordance with the fees established by the **City** under the Licensing, Permit and Service Fees By-law and any revisions thereto.
- 2.4 Fees for the administration and enforcement of this By-law may be applied when a contravention has been confirmed by an **Officer**.

**3. ADDITIONAL CHARGES & ADMINISTRATION FEES**

- 3.1 Notwithstanding any other provision of this By-law, the Manager, By-law Enforcement & Licensing may impose *additional charges* on a *licence applicant, licensee*, or a person obtaining a registration or *permit* by way of *notice of additional charge* at any time during the application process or the term of the *licence*, registration or *permit* for costs incurred by the municipality attributable to the activities of the *applicant, licensee*, registrant, *permit* holder.
- 3.2 The *notice of additional charge* shall be sent to the *applicant, licensee*, registrant, *permit* holder by regular mail, electronic mail or by facsimile and shall be deemed to be served after five days from the date of regular mailing and on the first day after transmission by electronic mail or by facsimile and shall provide the *applicant, licensee*, registrant, *permit* holder with sixty days (60) from the date of the notice of *additional charge* to pay the outstanding amount.

**4. DELEGATION TO MANAGER**

- 4.1 Council hereby delegates to the Manager, By-law Enforcement & Licensing and/or his or her designate, in his or her discretion, to waive, reduce or otherwise vary the *licence fee* or registration *fee*, in accordance with the general criteria for such waiver reduction or variation as set out in departmental policy with respect to that item.

**5. PRORATED POLICY**

- 5.1 The *licence* or registration *fee* for any new business, occupation, trade, calling or activity set out in Schedule “C” to this by-law shall be prorated in accordance with the standard departmental formula utilized to determine the prorated licensing *fee* if an application for a *licence* or registration is submitted along with supporting documentation to the satisfaction of the *Licensing Officer* within one month of the acquisition of the business, occupation, trade, calling or activity and where the remaining term of the *licence* is less than twelve months.

**6. LATE RENEWAL CHARGES**

- 6.1 Where a person holding a *licence* as listed in Schedule ‘A’ of this by-law submits a renewal application for the *licence* to the *Licensing Officer* after the expiry of the *licence* a late renewal charge shall be applied in addition to the annual *licence* renewal *fee*.
- 6.2 The late renewal charge applied to all *licences* as listed in Schedule ‘A’ of this by-law shall be a flat rate and determined in accordance with departmental formula and shall be annually adjusted based on the *Consumer Price Index*.
- 6.3 An expired *licence* maybe renewed without being subject to any applicable new application required training and/or testing within one year of the *licence* expiry date providing all *licence fees* and *charges* are paid in full and where all required documentation is submitted and approved by the *Licensing Officer*.

6.4 Where all or part of a *fee* or charge imposed by this By-law is related to real property within the *Town* and where the *fee* or charge remains unpaid after ninety (90) days, such *fee* or charge may be added to the *tax roll* for the property, which is owned, in whole or in part, by the person upon whom the *fee* or charge is imposed, and shall be collected in a like manner as municipal taxes.

6.5 Every *owner* of the real property to whose *tax roll* the *fee* or charge is added shall be liable jointly and severally for paying such *fee* or charge.

## **7. SALES TAX ADDED**

7.1 The *fees* and *charges* as listed in Schedule “A, B, & C” to this By-law will be subject to the Harmonized Sales Tax (HST) where applicable.

## **8. PAYMENT METHODS AND INTEREST PAYMENTS**

8.1 The *fees* and *charges* as listed in the Schedules to this By-law may be paid by cash, cheque, money order, debit card or credit card in accordance with Corporate Policy.

## **9. INTEREST AND PENALTIES**

9.1 Interest penalties for unpaid amounts owing for *fees* and *charges* will be charged in accordance with Corporate Policy.

## **10. ADMINISTRATION AND ENFORCEMENT**

10.1 All unpaid *fees* and/or *charges* imposed by the *Town* are a debt to the *Town* and the *Town* may take such action as it considers necessary and as permitted by law to collect the debt.

## **11. SEVERABILITY**

11.1 Notwithstanding that any section or sections of this By-law, or any part or parts thereof, may be found by any court of law to be invalid or beyond the power of the *Council* to enact, such section or sections or part or parts thereof shall be deemed to be severable, and all other sections of this By-law, or parts thereof, are separate and independent there from and enacted as such.

## **12. SCHEDULES**

12.1 Council hereby establishes the *licence*, *permit* and service inclusive of prorated *licences* as set out in Schedules “A, B, & C” of this by-law and schedule “A, B, & C” shall be deemed an integral part of this By-law.

## **13. REVIEW OF SCHEDULES**

13.1 All *fees* and *charges* contained within Schedule “A, B, & C” of this By-law will be automatically increased for the next calendar year and be rounded to the nearest dollar on the percentage increase in the All Index Toronto *Consumer Price Index* (C.P.I.) as reported in December based on the previous year’s average.

**14. INTERPRETATION**

14.1 The provisions of the *Legislation Act* S.O. 2006 shall apply to this By-law as required.

**15. SHORT TITLE**

15.1 This By-law shall be known as the Licensing, Permit and Service Fees By-law”.

**16. CONFLICT**

16.1 In the event of a conflict between a *fee* or charge or policy contained in this by-law and another by-law or any other Act or regulation made under any other Act, the provisions of this by-law shall prevail.

**17. BY-LAW AMENDMENT AND REPEAL**

17.1 By-law 2002-276, as amended, is hereby amended by deleting the *fees* and *charges* in the “Corporate Services-By-laws and Enforcement” section of the By-law.

17.2 By-law 2002-284, as amended, is hereby repealed.

**18. EFFECTIVE DATE**

18.1 This By-law shall come into force and effect on the date of enactment and passage.

READ A FIRST, SECOND, AND THIRD TIME AND PASSED THIS  
12<sup>TH</sup> DAY OF JUNE, 2012.

"Kimberley Kitteringham"

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KIMBERLEY KITTERINGHAM  
TOWN CLERK

"Frank Scarpitti"

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FRANK SCARPITTI  
MAYOR

**SCHEDULE "A" TO BY-LAW 2012-137  
LICENCE FEES  
(Schedule A replaced, effective December 1, 2014, updated January 9, 2017)**

<b>BY-LAW</b>	<b>LICENCE/PERMIT/ REGISTRATION TYPE</b>	<b>TERM</b>	<b>FEES AND CHARGES</b>	<b>AMOUNT</b>
Adult Entertainment Goods	<b><i>Personal Service Provider: Adult Merchandise, Video Sales &amp; Rentals</i></b>			
	Owner	Calendar	Licence Fee	\$ 624.00
			Late Charge	\$ 50.00
Adult Entertainment Parlours	<b><i>Personal Service Provider: Adult Entertainment</i></b>			
	Attendant	Calendar	Licence Fee	\$ 937.00
			Late Charge	\$ 50.00
	Operator	Calendar	Licence Fee	\$ 937.00
			Late Charge	\$ 50.00
	Owner	Calendar	Licence Fee	\$ 12,491.00
			Late Charge	\$ 1,000.00
Places of Amusement	<b><i>Entertainment Provider: Theatres, Roller Rinks, Exhibitions &amp; Carnivals</i></b>			
	Owner	Calendar	Licence Fee	\$ 250.00
			Late Charge	\$ 50.00
Amusement Games	<b><i>Entertainment Provider: Facility Offering Games Of Skill &amp; Competition</i></b>			
	Owner Class A (4 or > Machines)	Calendar	Licence Fee	\$ 624.00
			Late Charge	\$ 50.00
	Owner Class B (3 or < Machines)	Calendar	Licence Fee	\$ 125.00
			Late Charge	\$ 50.00
Animal Control	<b><i>Dogs</i></b>			
	Unaltered Dog	Issue Date	Licence Fee	\$ 51.00
			Late Charge	\$ 25.00
	Sterilized Dog	Issue Date	Licence Fee	\$ 32.00
			Late Charge	\$ 15.00
	Microchip Dog	Issue Date	Licence Fee	\$ 32.00
			Late Charge	\$ 15.00
	Sterilized & Microchip Dog	Issue Date	Licence Fee	\$ 16.00

BY-LAW	LICENCE/PERMIT/ REGISTRATION TYPE	TERM	FEES AND CHARGES	AMOUNT
			Late Charge	\$ 15.00
	<b>Senior Reduction</b>		<b>Calendar</b>	<b>50% of Fee</b>
	Personal Assistance Dog		Calendar	N/A
			Late Charge	N/A
	Law Enforcement Dog		Calendar	N/A
	Health Care Facility Companion Dog	Issue Date	Licence Fee	N/A
			Late Charge	N/A
	Any Companion Dog	Issue Date	Licence Fee	N/A
			Late Charge	N/A
	Muzzle Order Appeal		Charge	\$ 200.00
	Lost Tag Replacement		Charge	\$ 6.00
	Special Transportation		Charge	At Cost
	Protective Care Dog/Litter 1st 24 hr		Charge	\$ 38.00
	Protective Care Daily Board per Dog/Litter		Charge	\$ 38.00
	Owner Surrender Fee		Charge	\$ 27.00
	Owner Surrender Fee – Litter w/o Adults		Charge	\$ 16.00
Animal Control	<b>Cats</b>			
	Unaltered Cat	Calendar	Licence Fee	\$ 51.00
			Late Charge	\$ 25.00
	Sterilized Cat	Calendar	Licence Fee	\$ 32.00
			Late Charge	\$ 16.00
	Microchip Cat	Calendar	Licence Fee	\$ 31.00
			Late Charge	\$ 16.00
	Sterilized & Microchip Cat	Calendar	Licence Fee	\$ 16.00
			Late Charge	\$ 16.00
	<b>Senior Reduction</b>	<b>Calendar</b>	<b>Licence Fee</b>	<b>50% of Fee</b>
			Late Charge	N/A
	Lost Tag Replacement		Charge	\$ 6.00
	Special Transportation		Charge	At Cost
	Protective Care Cat 1st 24 hrs		Charge	\$ 27.00
	Protective Care Daily Board per Cat/Litter		Charge	\$ 27.00
	Owner Surrender Fee		Charge	\$ 15.00
	Owner Surrender Fee – Litter w/o Adults		Charge	\$ 16.00



BY-LAW	LICENCE/PERMIT/ REGISTRATION TYPE	TERM	FEES AND CHARGES	AMOUNT
Auctioneer	<b>Auctioneering</b>			
	Auctioneer	Calendar	Licence Fee	\$ 250.00
Barbers / Hair Salons	<b>Personal Services Providers</b>			
	Barber and Hair Salon Owner	Calendar	Licence Fee	\$ 250.00
			Late Charge	\$ 50.00
	Aesthetics Shop Owner	Calendar	Licence Fee	\$ 250.00
			Late Charge	\$ 50.00
Body Rub Parlours	<b>Non-Therapeutic Body Massage</b>			
	Owner	Calendar	Licence Fee	\$ 12,491.00
			Late Charge	\$ 1,000.00
	Operator	Calendar	Licence Fee	\$ 935.00
			Late Charge	\$ 50.00
	Attendant	Calendar	Licence Fee	\$ 935.00
			Late Charge	\$ 50.00
Bowling Alleys & Billiards	<b>Entertainment Provider: Bowling Alleys &amp; Billiard Halls</b>			
	Bowling Alley Owner	Calendar	Licence Fee	\$ 250.00
			Late Charge	\$ 50.00
	Billiard Hall Owner	Calendar	Licence Fee	\$ 250.00
			Late Charge	\$ 50.00
Clothing Donation Bins	<b>Charity Donation Bins</b>			
		Calendar	Licence Fee	\$ 250.00
			Late Charge	\$ 50.00
Driving Schools & Instructors	<b>Driving Education Providers</b>			
	School Operator	Calendar	Licence Fee	\$ 250.00
			Late Charge	\$ 50.00
	Instructor	Calendar	Licence Fee	\$ 250.00
			Late Charge	\$ 50.00
Dry Cleaning Depots	<b>Personal Service Provider: Collecting &amp; Receiving of Clothes for Cleaning</b>			
	Owners	Calendar	Licence Fee	\$ 250.00
			Late Charge	\$ 50.00
Driveway Contractors	<b>Paving, Construction, Sealing of Driveways &amp; Parking Pads</b>			

BY-LAW	LICENCE/PERMIT/ REGISTRATION TYPE	TERM	FEES AND CHARGES	AMOUNT
	<b>Contractor</b>	Calendar	Licence Fee	\$ 250.00
			Late Charge	\$ 50.00
Eating Establishment & Food Stores	<b>Business of Food and Beverage Preparation, and for the Serving, Sale and Consumption of Food and Beverages on or off Premises</b>			
	Restaurant Owner	Calendar	Licence Fee	\$ 250.00
			Late Charge	\$ 50.00
	Lunch Counter Owner	Calendar	Licence Fee	\$ 250.00
			Late Charge	\$ 50.00
	Take Out Owner	Calendar	Licence Fee	\$ 250.00
			Late Charge	\$ 50.00
	Food Store Owner	Calendar	Licence Fee	\$ 250.00
			Late Charge	\$ 50.00
	Catering Owner	Calendar	Licence Fee	\$ 250.00
			Late Charge	\$ 50.00
Fireworks	<b>Sale of Family Fireworks</b>			
	Mobile Sales Premise	Permit	Permit Fee	\$ 188.00
			No Renewal	No Renewal
	Permanent Sale Premise	Permit	Permit Fee	\$ 188.00
			No Renewal	No Renewal
	Temporary Sale Premise	Permit	Permit Fee	\$ 188.00
			No Renewal	No Renewal
	Temporary Lease Premise	Permit	Permit Fee	\$ 188.00
			No Renewal	No Renewal
Garages	<b>Gas Station, Vehicle Rental, Carwashes &amp; Automotive Repair Shops</b>			
	Owner	Calendar	Licence Fee	\$ 250.00
			Late Charge	\$ 50.00
Golf Driving Ranges	<b>Indoor, Outdoor, Private or Public Facility for Driving Golf Balls</b>			
	Owners	Calendar	Licence Fee	\$ 250.00
			Late Charge	\$ 50.00
Horse Riding Establishment	<b>Horse Riding Instruction &amp; Horses Riding Rentals</b>			
	Owner	Calendar	Licence Fee	\$ 250.00
			Late Charge	\$ 50.00
Kennel	<b>Boarding &amp; Breeding Kennels</b>			
	Owner	Calendar	Licence Fee	\$ 375.00
			Late Charge	\$ 50.00

BY-LAW	LICENCE/PERMIT/ REGISTRATION TYPE	TERM	FEEES AND CHARGES	AMOUNT
Limousines	<b><i>Pre-arranged Flat Rate Transportation Provider</i></b>			
	Owners	Calendar	Licence Fee	\$ 6,245.00
	Renewal	Calendar	Renewal fee	\$ 624.00
			Late Charge	\$ 100.00
	Brokers	Calendar	Licence Fee	\$ 1,312.00
	Renewal	Calendar	Renewal fee	\$ 499.00
			Late Charge	\$ 50.00
	Drivers	Birthday	Licence Fee	\$ 94.00
			Late Charge	\$ 25.00
Public Halls	<b><i>Place for Public Assembly</i></b>			
	Owners	Calendar	Licence Fee	\$ 250.00
			Late Charge	\$ 50.00
Refreshment Vehicles	<b><i>Food Sales from Mobile Vehicles (All Types)</i></b>			
	Owners	Calendar	Licence Fee	\$ 499.00
			Late Charge	\$ 50.00
	Driver/Attendant	Calendar	Licence Fee	\$ 250.00
			Late Charge	\$ 25.00
Salvage Businesses	<b><i>Storage, Collection, Selling &amp; Purchase of Second Hand Goods, Materials</i></b>			
	Shop Owner	Calendar	Licence Fee	\$ 250.00
			Late Charge	\$ 50.00
	Yard Owner	Calendar	Licence Fee	\$ 250.00
			Late Charge	\$ 50.00
	Dealers	Calendar	Licence Fee	\$ 250.00
			Late Charge	\$ 50.00
Second Hand Goods Vendors	<b><i>Retail Sale of Used Goods</i></b>			
	Pawnbroker	Calendar	Licence Fee	\$ 250.00
			Late Charge	\$ 50.00
	Retail Vendor	Calendar	Licence Fee	\$ 250.00
			Late Charge	\$ 50.00
	Pedlar	Calendar	Licence Fee	\$ 250.00
			Late Charge	\$ 50.00

BY-LAW	LICENCE/PERMIT/ REGISTRATION TYPE	TERM	FEES AND CHARGES	AMOUNT
Special Sales	<b><i>Retail Sale of New or Used Goods Where Prohibited by Zoning</i></b>			
	Initial Licence	Calendar	Licence Fee	\$ 625.00
	Each Licence Extensions (maximum of 2)	Calendar	Licence Fee	\$ 309.00
Signs	<b><i>Business of Leasing or Renting Mobile Signs</i></b>			
	Installer	Calendar	Licence Fee	\$ 585.00
			Late Charge	\$ 50.00
	<b><i>Placement of Mobile, Portable and Banner Signs</i></b>			
	Wall and Ground Signs	permanent	Permit Fee	\$ 229.00
	Mobile, Portable, Banner	21 Days	Permit Fee	\$ 177.00
			No Renewal	No Renewal
	Election Sign (Municipal)	4 Week Prior	Permit Fee	\$ 268.00
			No Renewal	No Renewal
	Election Sign (Fed/Prov)	Date of Vote	Permit Fee	\$ 268.00
			No Renewal	No Renewal
Taxicabs	<b><i>On Demand Metered Fare Transportation Providers</i></b>			
	Owner	May 1st	Licence Fee	\$ 6,246.00
			Renewal fee	\$ 625.00
			Late Charge	\$ 100.00
	Broker	March 1st	Licence Fee	\$ 1,312.00
			Renewal fee	\$ 499.00
			Late Charge	\$ 50.00
	Airport	March 1st	Renewal fee	\$ 1,312.00
			Late Charge	\$ 100.00
	Driver	Birthday	Licence Fee	\$ 94.00
			Late Charge	\$ 25.00
	Licence Transfer Other	N/A	Charge	\$ 478.00
	Licence Transfer Estate	N/A	Charge	\$ 478.00
	Replace Photo ID	N/A	Charge	\$ 5.00
	Replace Owner's Plate & Sticker	N/A	Charge	\$ 15.00
	Replace Tariff Card	N/A	Charge	\$ N/C
	File Lease	N/A	Charge	\$ 121.00
	Extension Vehicle Age	N/A	Charge	\$ 440.00
	Change of Vehicle	N/A	Charge	\$ 123.00
	Priority List (Initial)	N/A	Charge	\$ 115.00
	Priority List (Maintenance)	N/A	Charge	\$ 57.00

BY-LAW	LICENCE/PERMIT/ REGISTRATION TYPE	TERM	FEEES AND CHARGES	AMOUNT
Temporary Vendor	<b><i>Retail Sales from a Temporary Location</i></b>			
	Owner	Calendar	Licence Fee	\$ 625.00
			Late Charge	\$ 50.00
Tobacco Shop	<b><i>Retail Sales of Tobacco, Cigars &amp; Cigarettes</i></b>			
	Owner	Calendar	Licence Fee	\$ 375.00
			Late Charge	\$ 50.00
Tow Trucks	<b><i>Recovery/Transportation Vehicles Involved in Collisions &amp; Breakdowns</i></b>			
	Owner	July 1st	Licence Fee	\$ 499.00
			Late Charge	\$ 50.00
	Broker	July 1st	Licence Fee	\$ 499.00
			Late Charge	\$ 50.00
	Driver	July 1st	Licence Fee	\$ 250.00
			Late Charge	\$ 25.00
	Change of Tariff Rate	N/A	N/A	\$ N/C
	Replacement Plate & Sticker	N/A	Charge	\$ 15.00
	Tow Compound	December 31	Licence Fee	\$ 250.00
			Late Charge	\$ 50.00

**SCHEDULE “B” BY-LAW 2012-137  
ADMINISTRATIVE FEES**

**(Schedule B replaced, effective December 1, 2014, updated January 9, 2017)**

<b>BY-LAW</b>	<b>LICENCE/PERMIT/ REGISTRATION TYPE</b>	<b>TERM</b>	<b>FEES AND CHARGES</b>	<b>AMOUNT</b>
Property Standards By-law	<b><i>Property Standards By-law Inspection Administration</i></b>			
	First Inspection Fee	N/A	Fee	\$62.00
	Second Inspection Fee	N/A	Fee	\$125.00
	Subsequent Inspection Fee	N/A	Fee	\$260.00
	Property Clean-up Fee	N/A	Fee	7% of Invoice
Business Licensing	<b><i>Business Licensing Administration</i></b>			
	Licence Appeal Hearing Fee – Mobile	N/A	Fee	\$ 215.00
	Licence Appeal Hearing Fee – Stationary	N/A	Fee	\$ 215.00
Keep Markham Beautiful By-law	<b><i>Keeping Markham Beautiful By-law Inspection Administration</i></b>			
	First Inspection Fee	N/A	Fee	\$62.00
	Second Inspection Fee	N/A	Fee	\$125.00
	Subsequent Inspection Fee	N/A	Fee	\$260.00
	Property Clean-up Fee	N/A	Fee	7% of Invoice
Zoning By-law	<b><i>Zoning By-law Inspection Administration</i></b>			
	First Inspection Fee	N/A	Fee	\$62.00
	Second Inspection Fee	N/A	Fee	\$125.00
	Subsequent Inspection Fee	N/A	Fee	\$260.00
	Property Clean-up Fee	N/A	Fee	7% of Invoice
Signs	<b><i>Temporary Sign Administration</i></b>			
	Impound Fee for Mobile Signs	N/A	Fee	\$ 334.00
	Impound Fee for all Other Signs	N/A	Fee	\$ 109.00
	Signs Erected without a Permit	N/A	Charge	\$ 333.00
	Billboard Sign Permit	N/A	Fee	\$ 356.00
	Removal of Election Signs	N/A	Charge	\$ 25.00/ sign
	Portable Signs in a Special Heritage District	N/A	Fee	\$ 156.00 for 6 months
Sign By-law Variance	N/A	Fee	\$ 543.00	

Animal Care and Control	<b>Animal Impound Fees</b>			
	Dogs – First 24 hrs. or part thereof	N/A	Fee	\$ 32.00
	Dogs – Subsequent per diem rate	N/A	Fee	\$ 21.00
	Cats - First 24 hrs. or part thereof	N/A	Fee	\$ 16.00
	Cats - Subsequent per diem rate	N/A	Fee	\$ 11.00
	Any Livestock – Under 25 kgs per diem rate	N/A	Fee	\$ 32.00
	Any Livestock – Over 25 kgs per diem rate	N/A	Fee	\$ 63.00
	Small Animal and Bird Surrender Fee	N/A	Fee	\$ 11.00

BY-LAW	LICENCE/PERMIT/ REGISTRATION TYPE	TERM	FEES AND CHARGES	AMOUNT
	<b>Noise By-law Exemption Administration</b>			
Noise	Noise Exemption Fee	N/A	Fee	\$ 326.50 Updated Dec. 2017
	<b>Shopping Cart Collection and Return Administration</b>			
Shopping Carts	Shopping Cart Collection Fee	N/A	Fee	\$ 55.00/cart
	<b>Amusement Ride Administration</b>			
Amusements	Amusement Ride Permit	N/A	Fee	\$ 231.00

BY-LAW	LICENCE/PERMIT/ REGISTRATION TYPE	TERM	FEEES AND CHARGES	AMOUNT
<i>Road Occupancy By-law</i>	<b><i>Road Occupancy By-law Inspection Administration</i></b>			
	First Inspection Fee	N/A	Fee	\$61.00
	Second Inspection Fee	N/A	Fee	\$122.00
	Subsequent Inspection Fee	N/A	Fee	\$255.00
	Municipal Remedy Fee	N/A	Fee	7% of Invoice
<i>Fence By-law</i>	<b><i>Fence By-law Inspection Administration</i></b>			
	First Inspection Fee	N/A	Fee	\$61.00
	Second Inspection Fee	N/A	Fee	\$122.00
	Subsequent Inspection Fee	N/A	Fee	\$255.00
	Municipal Remedy Fee	N/A	Fee	7% of Invoice
<i>Site Alteration By-law</i>	<b><i>Site Alteration By-law Inspection Administration</i></b>			
	First Inspection Fee	N/A	Fee	\$61.00
	Second Inspection Fee	N/A	Fee	\$122.00
	Subsequent Inspection Fee	N/A	Fee	\$255.00
	Municipal Remedy Fee	N/A	Fee	7% of Invoice
<i>Site Plan Control By-law</i>	<b><i>Site Plan Control By-law Inspection Administration</i></b>			
	First Inspection Fee	N/A	Fee	\$61.00
	Second Inspection Fee	N/A	Fee	\$122.00
	Subsequent Inspection Fee	N/A	Fee	\$255.00
	Municipal Remedy Fee	N/A	Fee	7% of Invoice
<i>Pool Enclosure By-law</i>	<b><i>Pool Enclosure By-law Inspection Administration</i></b>			
	First Inspection Fee	N/A	Fee	\$61.00
	Second Inspection Fee	N/A	Fee	\$122.00
	Subsequent Inspection Fee	N/A	Fee	\$255.00
	Municipal Remedy Fee	N/A	Fee	7% of Invoice
<i>Water Meter By-law</i>	<b><i>Water Meter By-law Inspection Administration</i></b>			
	First Inspection Fee	N/A	Fee	\$61.00
	Second Inspection Fee	N/A	Fee	\$122.00



BY-LAW	LICENCE/PERMIT/ REGISTRATION TYPE	TERM	FEEES AND CHARGES	AMOUNT
	Subsequent Inspection Fee	N/A	Fee	\$255.00
	Municipal Remedy Fee	N/A	Fee	7% of Invoice
<i>Tree Preservation By-law</i>	<b><i>Tree Preservation By-law Inspection Administration</i></b>			
	First Inspection Fee	N/A	Fee	\$61.00
	Second Inspection Fee	N/A	Fee	\$122.00
	Subsequent Inspection Fee	N/A	Fee	\$255.00
	Municipal Remedy Fee	N/A	Fee	7% of Invoice
<i>Sign By-law</i>	<b><i>Sign By-law Inspection Administration</i></b>			
	First Inspection Fee	N/A	Fee	\$61.00
	Second Inspection Fee	N/A	Fee	\$122.00
	Subsequent Inspection Fee	N/A	Fee	\$255.00
	Municipal Remedy Fee	N/A	Fee	7% of Invoice
	<b><i>Permanent Signs Administration</i></b>			
	Non-Building Code	Permit	Fee	\$215.00

**SCHEDULE "C" BY-LAW 2012-137  
PRO-RATED LICENCE FEES  
(Schedule C replaced, effective December 1, 2014)**

Where an initial licence is applied for under this by-law within two (2) months of the designated expiry date of the licence category, the licence expiry date shall be for the following year.