

By-laws of the Town of Hampstead

PROVINCE OF QUEBEC TOWN OF HAMPSTEAD

CONSOLIDATION OF BY-LAW NO. 1010 AND ITS AMENDMENTS NO. 1010-1, 1010-2, 1010-3, 1010-4, 1010-5, 1010-6, 1010-7, 1010-8, 1010-9 AND 1010-10

TARIFF BY LAW NO. 1010

NOTICE

The consolidation of By-laws and annexes is not official. It has been compiled on August 11th, 2020 by the Town Clerk in order to facilitate the reading of the text. The official text is to be found in the original by-law, annex and in each of its amendments.

CONSIDERING sections 244.1 and 244.2 of an *Act respecting Municipal taxation*;

WHEREAS Notice of motion of the present By-law was given at the Special Council Meeting held on August 29th, 2016;

ON SEPTEMBER 12TH, 2016, THE COUNCIL DECREES THE FOLLOWING:

1. By-law No. 817 entitled “**BY-LAW CONCERNING TARIFFS**” and its amendment are hereby repealed and replaced by the present By-law no. 1010.
2. The tariffs established by this By-law are applicable on all goods, services, fees or activities mentioned in this By-law and offered by the Town of Hampstead.
3. When a tariff is hereby stipulated for the issuance of a license or a permit, it is therefore obligatory that the person (natural or legal) concerned by such tariff obtain the license or permit in question.
4. When applicable, the Goods and Services Tax and Quebec Sales Tax shall be added to the amounts herein mentioned, except where applicable taxes are already included.
5. The tariffs imposed and levied for the reproduction of documents are provided for in Section 9 of *Regulation respecting rates for the transcription, reproduction or transmission of documents or nominative information (R.S.Q., c-A-2.1, r.1.1)*.
6. The tariff imposed and levied for the issuance of a tax confirmation report is \$20.00 per property.
7. Where a cheque or other order of payment is received by the Town and payment thereof is refused by the drawee, a \$35.00 charge will be claimed from the drawer of the cheque or from the property owner if the cheque was drawn for a matter relating to a particular Hampstead property.

By-laws of the Town of Hampstead

- 7 a) For any cheque replacement request received by the Town due to its being refused payment at a financial institution, on account of the cheque having surpassed the validity date, a \$20.00 administrative charge shall be withheld to issue a new cheque.

(1010-10, art 7a) 08/08/2020

8. *In compliance with resolutions 2007-113 and 2008-016, all costs and disbursements related to the publication and radiation of a legal hypothec on an immovable located on the territory of the Town of Hampstead are to be recuperated from the owner.*

PUBLIC WORKS

9. The tariffs imposed and levied for the services rendered by the Public Works Department as shown in **Annex A** of the present By-law, forming an integral part thereof.

An administration fee of 15% must be added to the amounts delineated in Annex A. The hourly rates delineated in this annex are calculated at time and a half on Saturdays and double time on Sundays.

10. When the Town's Public Works Department picks up or must pick up goods, furniture or objects left or abandoned on public property and/or along the street following an eviction, pick-up fees equivalent to the actual cost paid by the Town shall be collected from the owner of said goods. In addition, when such goods, furniture, or objects must be stored on the Town premises, the following fees shall be collected from the owner, over and above the pick-up fees, if necessary:

-	Storage costs per day:	\$25.00
-	Removal expenses:	\$95.00/hour
-	Administration fees:	\$25.00

When such goods, furniture or objects must be stored outside the Town's territory, the owner must reimburse the Town the actual cost of pick up, storage plus 15% administration fees.

11. The tariff imposed and levied for the deliverance of a certificate of conformity required under the *Environment Quality Act* (R.S.Q., c.Q-2), or one of its By-laws, is \$35.00.

CALL OF TENDER

12. For the supply of Call for Tender documents: No charge

ADVERTISING POSTERS / BANNERS

13. A fee is imposed and defined in **Annex A-2** of the present By-law forming an integral part thereof, to any person, natural or legal, who wants to advertise through posters and banners within the territory of the Town for:

- A- Temporary signs identifying the nature of the project, architect, engineer, general contractor and sub-contractors of a construction project;
- B- Temporary signs used during the promotion phase and related to the construction of a new multi-residential building (type H4);

By-laws of the Town of Hampstead

SNOW REMOVAL

14. A fee for the issuance of a permit, in virtue of By-law No 813 of the Town of Hampstead, is hereby imposed and levied to any person, natural or legal, who is paid to perform snow removal within the territory of the Town.
15. To obtain the permit mentioned in Section 14, the contractor must pay a fee of one hundred dollars (\$100) to register his business with the Town of Hampstead.
16. In addition to the fees mentioned in Section 15, the contractor must pay a fee for each and every vehicle he intends to utilize for the snow removal in the Town of Hampstead:
- a) if the vehicle is not equipped with a blower, the snow removal contractor shall pay:
 - i) \$100 for the first vehicle;
 - ii) \$300 for each additional vehicle;
 - b) However, if the vehicle is equipped with a blower, which must be used to blow snow onto private property, the snow removal contractor shall pay \$50 for each vehicle equipped with a blower.

LANDSCAPING

17. A fee for the issuance of a permit, in virtue of By-law N° 814 of the Town of Hampstead, is hereby imposed and levied to any person, natural or legal, who is paid to perform landscaping and/or gardening work within the territory of the Town.
18. To obtain the permit mentioned in Section 17, the contractor must pay a fee of one hundred dollars (\$100) to register his business with the Town of Hampstead and will obtain one sticker for his first vehicle.
- If needed, extra stickers are available at the amount of twenty-five dollars (\$25) for the use of each extra vehicle.

DOGS AND CATS (By-law 761)

19. Any owner of a cat or dog must, each year, on or before the 1st of January, register them. Registration application forms are available at the Town Hall and at the Community Centre.

The annual registration fees are set out in **ANNEX B-2**.

(1010-4, art. 1, 04/09/2018)

WATER METERS AND CHARGES FOR WATER CONSUMPTION

20. A fee is to be charged as detailed in the following table to all consumers whom due to negligence on their part render a water meter inoperable, which in consequence requires its replacement by the Town.

Meter dimension (inches)	Replacement fee
5/8 & 3/4	140 \$
1	300

By-laws of the Town of Hampstead

20.1 A \$50 fee will be charged to any consumer for which the seal placed on a meter is either broken or removed.

20.1.1 A \$50 fee will be charged to any consumer for whom the Town has to produce an estimate for a second year running. A \$100 fee is applicable with any consumer for whom the Town has to produce an estimate for a third year running.

OVERNIGHT PARKING PERMIT (By-law 694)

21. *The tariffs for obtaining an overnight parking permit are established as set out in ANNEX C-2.*

(1010-1, art.21, 01/16/2017) (1010-2, art. 21, 12/08/2017) (1010-3, art. 21, 01/24/2018)

COMMUNITY SERVICES & RECREATION

22. *All the administration fees about Community Services & Recreation are set out in ANNEX D-2.*

(1010-1, art.22 01/16/2017) (1010-3, art.22, 12/08/2017) (1010-8. art. 22 01/07/2019)
(1010-9, art 22 12/02/2019)

PUBLIC SECURITY

23. For the recovery of costs, a fee for the use of officers of the public security department during private events will be charged to the citizen or organization that has benefited from such services.

24. Any event organized, sponsored or recommended by the Town of Hampstead is considered public. Any other event, for the purposes of this By-law is considered a private event.

25. A fee will be charged for a private event where the services by members of the public security department is required by the organizer of the event or when the magnitude of the event will require our services according to the Director General of the Town, and on the recommendation of the Director of Public Security.

26. The number and selection of officers on duty for each event is at the discretion of the Director General of the town and on the recommendations of the Director of Public Security.

27. The rate for each of the officers assigned to a private event is based on his salary as mentioned in the Collective Labor Agreement governing it.

28. Each designated officer will be charged at a minimum of three (3) hours per event.

29. If an officer is in overtime, his rate will be increased by 50% or 100% in accordance with the collective agreement.

30. The contribution of the employer, set at 35% of the hourly rate for each officer concerned, will be charged in addition to the rates mentioned in paragraphs 26, 27 and 28 hereof.

31. Exceptions: No fee will be charged for the following private events, namely on the occasion of the funeral, returning from the funeral, the celebration of religious festivals significant for religious communities established in Hampstead.

By-laws of the Town of Hampstead

URBAN PLANNING AND BUILDING INSPECTIONS

32. All the administration fees about Urban Planning and Building Inspections are set out in **ANNEX E**.

(1010-7, annexe E, 04/03/2018)

OTHER DISPOSITIONS

33. The rates and fees established by this By-law shall apply notwithstanding any inconsistent provision of any other By-law and/or resolution of the Town.
34. Every person who infringes any provision of this By-law is liable to a fine. Unless a specified fine has been stipulated in the relevant By-law, the fine stipulated in the following paragraph shall apply.
35. In the event of a first infraction, this fine shall not be less than \$100 nor exceed \$1,000. In the case of a second or subsequent infraction, the fine shall not be less than \$200 nor exceed \$2,000.
36. The present By-law shall come into force according to law.

(s) William Steinberg
Dr. William Steinberg, Mayor

(s) Pierre Tapp
M^e Pierre Tapp, Town Clerk

By-laws of the Town of Hampstead

ANNEX A – AUGUST 2018 PUBLIC WORKS – BY-LAW NO. 1010

1.0 MANPOWER

To be calculated according to the collective agreement hourly rates in effect to which is added employer contributions at a rate of 35%.

2.0 EQUIPMENT HOURLY RATE

2.1	Tractor/loader	\$57.02
2.2	Street Sweeper	\$105.69
2.3	Tracked Vehicle & Pick-up Truck	\$27.19
2.4	Aerial	\$49.09
2.5	10-Wheel truck	\$45.92
2.6	6 Wheel dump truck (5 tons)	\$40.22
2.7	6 Wheel dump truck (2.5 tons)	\$28.22
2.8	Compressor	\$17.22
2.9	Backhoe	\$46.22
2.10	Flusher	\$46.61
2.11	Pump	\$10.50
2.12	Signaling vehicle	\$10.50
2.13	Thawing machine	\$31.61
2.14	Water/sewer service truck	\$52.50

3.0 SERVICES HOURLY RATE

3.1	Call for verification of sewer	355.00\$/unit
3.2	Call for the thawing of the connection of a sewer on private property	420.00\$/unit
3.3	Reconstruction of a curb (including roadway and landscaping)	400.00\$/ lin. meter
3.4	Reconstruction of a sidewalk (including roadway and landscaping)	To be calculated according to the established contracts
3.5	Construction of service connections for single residential buildings for one of the following services: water, storm water sewer, sanitary sewer, including the repairs to the roadway, curb or sidewalk and the landscaping.	To be calculated according to the established contracts
3.6	Construction of service connections for single residential buildings for two of the following services: water and sanitary sewer including the repairs to the roadway, curb or sidewalk and the landscaping.	To be calculated according to the established contracts
3.7	Construction of service connections for multi-residential or commercial buildings.	To be calculated according to the established contracts
3.8	Street light pole relocation.	4 900.00\$/unit
3.9	Fire hydrant relocation.	5 500.00\$/unit
3.10	Replacement of a tree measuring	451.00\$/unit

By-laws of the Town of Hampstead

between 4 and 10 cm, measured at 1.2 meters from the ground.

- 3.11 Special rubbish collection, minimum ½ hour 80.00\$
- Each additional 15 minutes 40.00\$

4.0 OTHER SERVICES

4.1 Each resident cannot have more than one (1) garbage container. This excludes apartment buildings, members of the clergy and recognized religious institutions. Recycling and organic bins are not subject to this restriction.

4.2

REPLACEMENT BINS (ALL)	PRICE
360 liter	Garbage container: \$110.00/unit Recycling container: Free
240 liter	Garbage container: \$90.00/unit Recycling container: Free
120-liter organic bin	Free
Kitchen organic bin	Free

Certain conditions apply for 360-liter garbage container:

GARBAGE BINS	CONDITIONS/PRICE
360 liters (including apartment buildings)	\$50.00/ unit annual fee
Family of 6 or more for a single-family home	No annual fees Only one bin permitted
Member of Clergy (any), recognized religious institution	No annual fee for the 1 st bin \$50.00 annual fee per additional bin

- 4.3 Special garbage bags
\$10.00/ pack of 10
(Yellow 30 x 38 inches plastic bag with printed Town logo)

(1010-5, annex A – June 2018, 06/04/2018, 1010-6, annex A-August 2018, 08/06/2018)

ANNEX A-2
Signage Fees

*Does not include cost of manufacturing signs
Please note that cost varies due to size, use of color, duration, location
etc.*

Size (Up to)	Duration	Locations	COST (Up to)
.46m.(1.5ft) X .61m(2ft)	Max. Season/ event	As per By law n° 727-10 (Signage)	Up to 125\$ each
.6m(2ft) X .91m(3ft)	Max. Season/ event	As per By law n° 727-10 (Signage)	Up to 250\$ each
.6m(2ft) x 2.6m(8.5ft)	Max. Season/ event	As per By law n° 727-10 (Signage)	Up to 625 \$ each
.6m(2ft) X 5.18m(17ft)	Max. Season/ event	As per By law n° 727-10 (Signage)	Up to 1000\$ each
.91m(3ft) X 1.2m(4ft)	Max. Season/ event	As per By law n° 727-10 (Signage)	Up to 500\$ each
1.2m(4ft) X 1.83m(6 ft)	Max. Season/ event	As per By law n° 727-10 (Signage)	Up to 750\$ each
1.2m(4ft) X 2.6m(8.5ft)	Max. Season/ event	As per By law n° 727-10 (Signage)	Up to 1000\$ each
1.2 m (4ft) X 5.18 m(17ft)	Max. Season/ event	As per By law n° 727-10 (Signage)	Up to 2000\$ each

By-laws of the Town of Hampstead

ANNEX B-2 - DOGS & CATS (By Law no. 761)

REGISTRATION FEES

	<u>Hampstead Residents</u>	<u>Non-Residents</u>
For a male dog neutered	\$30 / dog	\$60 / dog
For a female dog spayed	\$30 / dog	\$60 / dog
For a female dog not spayed	\$50 / dog	\$100 / dog
For a male dog not neutered	\$50 / dog	\$100 / dog

*The above fees include a dog run access card;

The cost of replacing an access card:	\$10
The cost of replacing a dog or cat license/tag:	\$10
<i>For a neutered cat</i>	<i>\$5 / cat</i>
<i>For a non-neutered cat</i>	<i>\$10 / cat</i>

By-laws of the Town of Hampstead

ANNEX C-2 - OVERNIGHT PARKING PERMIT (By-law no. 694)

For an annual permit, Category #1 & 2

CATEGORY #1 (all the town except the streets mentioned in Category # 2)

1st Vehicle **\$250**

2nd Vehicle **\$400**

CATEGORY # 2 – Special tariff for citizen residing on the following streets:

Dufferin (between Côte St-Luc & Langhorne); **Côte Saint-Luc Road,**
McDonald, Harrow, Cleve, Aldred, Holtham:

1st Vehicle **\$150**

2nd Vehicle **\$255**

For a monthly permit
\$50/vehicle

For a weekly permit
\$20/vehicle

For a nightly permit (beyond the 12 annual free daily permits per licence plate).
\$3/vehicle and paid each day.

By-laws of the Town of Hampstead

ANNEX D-2 – COMMUNITY SERVICES & RECREATION

By-laws of the Town of Hampstead

ANNEX E – URBAN PLANNING AND BUILDING INSPECTIONS

1. Planning requests

The following charges, in addition to any other applicable specific charge, shall apply for any Town Planning request:

- a. Publication costs as necessary for any public notice: **\$400.00**

2. Request for a Particular Construction or Modification Project or a Building Occupation (PPCMOI):

- a. Charges for the specific request: **\$1000.00**
- b. Cost of construction and installation of the sign or notice on the subject site: **\$800.00**

3. Subdivision requests:

Charges for all subdivision requests, in addition to the tariff for the issuing of the necessary permit, for each new lot created or to be created: **\$500.00**

4. Construction permits:

Base cost for any initial request for a construction permit in addition to the cost to issue the permit: **\$75.00**

a. New construction

For the issuing of a construction permit for a building or for an addition to a building of an area equal to or greater than 40 m² (430.56 pi²), the amount is calculated based on the estimated value of the work to be performed as follows:

- i. \$7.50 per \$1,000.00 of the value of the work;
- ii. Notwithstanding the provisions of the section “i” above, the cost shall not be less than \$15.00 per m² (10.76 per sq. ft.).

b. Other construction projects

For the issuing of a construction permit when the value of the work exceeds \$2,000.00, such as for repairs, enlargements of an area smaller than 40 m² (430.56 sq. ft.), modifications, transformations, pools, replacement of doors or windows, etc., the amount is calculated based on the value of the work, as follows:

- i. Estimated value of the work
 - 1. **\$2,000.00 to \$25,000.00:** \$130.00 for the first \$2,000.00 + \$9.00 per \$1,000.00 of the value of the work or fraction thereof, up to and including \$25,000.00;
 - 2. **\$25,001.00 to \$100,000.00:** \$337.00 for the first \$25,000.00 + \$7.50 per \$1,000.00 of the value of the work or fraction thereof up and including \$100,000.00;

By-laws of the Town of Hampstead

- 3. **\$100,000.00 or more:** \$899.50 for the first \$100,000.00 + \$6.00 per \$1,000.00 of the value of the work or fraction thereof.

b. Renewal of construction permits or certificates

An owner is required to renew any construction permit or certificate of authorization that has lapsed when the planned work has not been completed within the time period set out in the permit or certificate.

- 1- The cost of a first renewal of a construction permit or a certificate of authorization shall be equal to **100 % of the initial cost;**
- 2- The cost of the second and last renewal of a construction permit or a certificate of authorization shall be equal to **150% of the initial cost;**

c. Partial reimbursement of the cost of a permit renewal for a new building

The Town may reimburse a portion of the cost of the first and second renewal of a construction permit for a new building if the work that is the subject of the renewal is finished within 9 months, subject to the following conditions:

- 1. If the work that is the subject of the renewal is finished within three months after the renewal, the Town will reimburse to the owner 75% of the cost of the renewal of the permit;
- 2. If the work that is the subject of the renewal is finished within six months after the renewal, the Town will reimburse to the owner 50% of the cost of the renewal of the permit.
- 3. If the work that is the subject of the renewal is finished within nine months after the renewal, the Town will reimburse to the owner 25% of the cost of the renewal of the permit;
- 4. No reimbursement will be made beyond 9 months after the renewal;
- 5. Only the City Inspector may establish the date of completion of the work. The owner is required to inform the City Inspector when the work is approaching completion;
- 6. The date of completion of the work corresponds to the date of occupation.

d. The Town Planning Committee (TPC)

Fees due for requests to be presented to the Town Planning Committee (TPC): **\$300.00**

e. Certificates of authorization:

a. Demolition (main building);

- i.** Basic fees for an initial request: **\$125.00**
- ii.** Transfer and review of the request by the Demolition Committee: **\$600.00**

By-laws of the Town of Hampstead

- iii. Fees for publication of any Notice required: **\$400.00**
- iv. Issuing of a permit: The fees for the issuing of a permit shall be calculated at a rate of 1.5% of the municipal evaluation of each building that is the subject of the work;
- ii. **The relocation of a construction project;**
 - i. Basic fees for the initial request: **\$75.00**
 - ii. Fees for the issuing of a permit: **\$100.00**
- iii. **The use of a roadway during construction work;**
 - i. Request and Permits: (for large equipment or vehicles) for each piece of equipment, motorized vehicles or trucks, per day: **\$100.00**
- iv. **Change of Use;**
 - i. Basic fees for the initial request: **\$75.00**
 - ii. Fees for the issuing of a permit: **\$100.00**
- v. **A provisional use, for example: a garage sale**
 - i. Fees required for a request and permit for a garage sale: **\$ 0**
- vi. **Installation of a sign;**
 - a. Basic fees for the initial request: **\$75.00**
 - b. Fees for the issuing of a permit: **\$25.00 per m2 – \$150 min**
- vii. **The felling of trees;**
 - No Fees required for the issuing of a permit in application of Section 2, Plantation and cutting of trees, By-law 1001 and his amendments on zoning. **\$0.00**
- viii. **The installation of a private antenna;**
 - i. Fees required for the initial request and issuing of the permit for an antenna over the maximum size of 24 inches in diameter: **\$75.00**
- ix. **Demolition (other than a main building eg: pool, shed, etc.);**
 - a. Basic fees for the initial request: **\$75.00**
 - b. Fees required for the issuing of a permit: the amount is calculated based on the estimated value of the work, as follows:

Estimated value of the work:

By-laws of the Town of Hampstead

1. **\$2,000.00 to \$25,000.00:** \$130.00 for the first \$2,000.00 + \$9.00 per \$1,000.00 of the value of the work or fraction thereof, up to and including \$25,000.00;
2. **\$25,001.00 to \$100,000.00:** \$337.00 for the first \$25,000.00 + \$7.50 per \$1,000.00 of the value of the work or fraction thereof, up to and including \$100,000.00;
3. **\$100,000.00 and more:** \$899.50 for the first \$100,000 .00 + \$6.00 per \$1,000.00 of the value of the work or fraction thereof.

x. Modification or repairs to the construction of the building;

- a. Basic fees for the initial request: **\$75.00**
- b. Fees for the issuing of a permit: the amount is calculated based on the estimated value of the work as follows:

Estimated value of the work:

1. **\$2,000.00 to \$25,000.00:** \$130.00 for the first \$2,000.00 + \$9.00 per \$1,00.00 of the value of the work or fraction thereof, up to and including \$ 25,000.00;
2. **\$25,001.00 to \$100,000.00:** \$337.00 for the first \$25,000.00 + \$7.50 per \$1,000.00 of the value of the work or fraction thereof, up to and including \$100,000.00;
3. **\$100,000.00 and more:** \$899.50 for the first \$100,000.00 + \$6.00 per \$1, 000.00 of the value of the work or fraction thereof.

xi. Installation of a fence, hedge, ornamental wall or retaining wall;

- a. Basic fee for the initial request: **\$75.00**
- b. Fee for the issuing of a permit: the amount shall be calculated based on the estimated value of the work, as follows:

Estimated value of the work:

1. **\$2,000.00 to \$25,000.00:** \$130.00 for the first \$2,000.00 + \$9.00 per \$1,000.00 of the value of the work or fraction thereof, up to and including \$25,000.00;
2. **\$25,001.00 to \$100,000.00:** \$337.00 for the first \$25,000.00 + \$7.50 per \$1,000.00 of the value of the work or portion thereof, up to and including \$100,000.00;
3. **\$100,000.00 or more:** \$899.50 for the first \$100,000.00 + \$6.00 per \$1000.00 of the value of the work.

xii. Landscaping;

- a. Basic fees for the initial request: **\$75.00**

By-laws of the Town of Hampstead

- b. Fees for the issuing of a permit: the amount is calculated based on the estimated value of the work as follows:

Estimated value of the work:

1. **\$2,000.00 to \$25,000.00:** \$130.00 for the first \$2,000.00 + \$9.00 per \$1,000.00 of the value of the work or fraction thereof, up to and including \$25,000.00;
2. **\$25,001.00 to \$100,000.00:** \$337.00 for the first \$25,000.00 + \$7.50 per \$1000.00 of the value of the work or fraction thereof, up to and including \$100,000.00;
3. **\$100,000.00 and more:** \$899.50 for the first \$100,000.00 + \$6.00 per \$1000.00 of the value of the work or fraction thereof.

xiii. Installation of mechanical apparatuses or reservoirs;

- i. Basic fees for the initial request: **\$75.00**
- ii. Fees for the issuing of a permit: the amount is calculated based on the estimated value of the work, as follows:

Estimated value of the work:

1. **\$2,000.00 to \$25,000.00:** \$130.00 for the first \$2000.00 + \$9.00 per \$1,000.00 of the value of the work or any fraction thereof, up to and including \$25,000.00;
2. **\$25,001.00 to \$100,000.00:** \$337.00 for the first \$25,000.00 + \$7.50 per \$1 000.00 of the value of the work or fraction thereof, up to and including \$100,000.00;
3. **\$100,000.00 and more:** \$899.50 for the first \$100,000.00 + \$6.00 per \$1000.00 of the value of the work or fraction thereof.

xiv. Installation of a pool, spa or artificial basin

- a. Basic fees for the initial request: **\$75.00**
- b. Fees for the issuing of a permit: the amount is calculated based on the estimated value of the work, as follows:

Estimated value of the work:

4. **\$2,000.00 to \$25,000.00:** \$130.00 for the first \$2000.00 + \$9.00 per \$1,000.00 of the value of the work or any fraction thereof, up to and including \$25,000.00;
5. **\$25,001.00 to \$100,000.00:** \$337.00 for the first \$25,000.00 + \$7.50 per \$1 000.00 of the value of the work or fraction thereof, up to and including \$100,000.00;
6. **\$100,000.00 and more:** \$899.50 for the first \$100,000.00 + \$6.00 per \$1000.00 of the value of the work or fraction thereof.

By-laws of the Town of Hampstead

- 7. **\$25,001.00 to \$100,000.00:** \$337.00 for the first \$25,000.00 + \$7.50 per \$1 000.00 of the value of the work or fraction thereof, up to and including \$100,000.00;
- 8. **\$100,000.00 and more:** \$899.50 for the first \$100,000.00 + \$6.00 per \$1000.00 of the value of the work or fraction thereof.

f. Request for a minor derogation

- a. To the Zoning or Subdivision By-laws:
 - i. Fees for the initial request: **\$900.00**
 - ii. Fees for the publication of all required public notices: **\$400.00**
- b. For the prohibition of conversion to condominium:
 - i. Fees for the initial request: **\$500.00**
 - ii. Fees for the publication of all required public notices: **\$400.00**

g. Transmission of digital documents

39 cents per photocopied page and/or 39 cents per digital document file;

- 9. **Deposit for a copy of a plan**
Fee for each application for a copy of a plan: **\$40.00**

h. Guarantee deposits

a. Construction permits and certificates

- 1. As a precondition to the issuing of a permit or certificate, the Town requires guarantee deposits to cover any potential damages that may be caused to the municipality's goods or installations or to public property (sidewalks, streets, trees, fire hydrants, sprinklers, etc).
- 2. If the work should soil the sidewalks or the street, the Town may seize the guarantee deposit, in whole or in part, to cover clean-up costs, after having advised the owner thereof.
- 3. If the work should damage public property, the Town may seize the guarantee deposit, in whole or in part, to cover repair costs, after having advised the owner thereof.
- 4. If the guarantee deposit is insufficient to cover the damages, the owner shall compensate the Town for the difference between the actual costs and the amount of the guarantee deposit, upon presentation of a detailed statement of such costs.
- 5. The guarantee deposit shall be returned to the owner after the completion of the work if no damages to the municipal installations have been noted by the Municipal Inspector.

b. The amount to be paid as a guarantee deposit shall be established as follows:

By-laws of the Town of Hampstead

1. For any new construction:	\$5,000.00
2. Major enlargement work (in excess of 40m²) or transformation of the building:	\$5,000.00
3. Installation of a geothermal system:	\$2,000.00
4. Decontamination of soil:	\$2,000.00
5. Roadways and retaining walls:	\$1,000.00
6. Minor enlargement (less than 40m²):	\$1,000.00
7. Landscaping:	\$1,000.00
8. Pools (installation, removal, changes, etc.)	\$1,000.00
9. Work on the front facade:	\$500.00
10. Porches, concrete stairs, and walkways:	\$500.00
11. French drains and foundation /piling repairs:	\$500.00
12. Connection to municipal services:	\$500.00
13. Removal of reservoirs:	\$500.00