THE CITY OF WINNIPEG

Comprehensive Fee Review

Summary of Proposed Changes and Analysis

Planning, Property and Development Department

February, 2016

Description of New Planning, Development and Building Fees and Charges

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NOTE: ALL 'CURRENT FEES' IN THIS REPORT ARE INTENDED TO REFLECT THE JANUARY 2016 RATES POST 'CASH DISCOUNT' WHICH ARE USUALLY IDENTICAL TO THE 2015 RATES PRE-CASH DISCOUNT.

COST CHANGES

1. TOTAL REVENUE IMPACT

	Annualized Budget Impact	2016 Budget Impact
Building and All Construction Related Permits	$2,101,000	$1,117,000
Waterways	$0	$0
Other Fees	$190,000	$111,000
Total	**$2,291,000**	**$1,228,000**

Building and All Construction Related Permits:

Section	Sub-Section	Sub-Section Annual Estimate	Section Annual Estimate	2016 Budget Impact
Section 2.1.1: New, Additions, Establishing New Habitable Floor Space; Secondary Suites or Duplexes			$1,300,000	$758,000
Section 2.1.2: Renovations and Alterations to Single Family Dwellings, and Multi-Unit Residential Dwellings Subject to Part 9 of the Building Code and Not Requiring an Occupancy Permit			-$70,000	-$41,000
Section 2.1.3: Accessory Structures to Single Family Dwellings, Two Family Dwellings and Multi-Unit Residential Dwellings Subject to Part 9 of the Building Code and Not Requiring an Occupancy Permit			$38,000	$22,000
Section 2.2: Housing Electrical Permits			-$86,000	-$36,000
Section 2.3: Housing Plumbing Permits			$82,000	$34,000
Section 3.1.1 Commercial Building Permit Fees			$1,051,000	$613,000
	Group A	-$90,000		
	Group B	-$94,000		
	Group C	$750,000		
	Group D	$40,000		
	Group E	$295,000		
	Group F	$150,000		
Section 3.1.2 Staged Building Permit Fees			$100,000	$58,000
Section 3.1.3 Commercial Building Permit Fees - Interior/Exterior and Other			-$850,000	-$496,000
Section 3.1.4 Commercial Alternative Solutions and Electrical Code Deviations			$50,000	$29,000

Section	Sub-Section	Sub-Section Annual Estimate	Section Annual Estimate	2016 Budget Impact
Section 3.1.5 Fire Paramedic Services			-$60,000	-$35,000
Section 3.1.6 Assorted Other Fees			$10,000	$6,000
Section 3.2 Commercial Electrical Permits			$375,000	$219,000
Section 3.3 Commercial Plumbing Permits			$185,000	$77,000
Section 3.4 Commercial Mechanical Permits			$350,000	$146,000
Section 3.5 Occupancy Permits			$90,000	$53,000
Section 3.6 Building Permits for Signs, Awnings, and Canopies			$60,000	$25,000
Section 3.7 Fees Re: Testing Life Safety Systems for the Purposes of Occupancy			$30,000	$18,000
Section 4 Development Permits			-$128,000	-$75,000
Section 5.1: General Planning, Development, and Zoning			$3,000	$2,000
Section 5.6: Demolition Permits			$60,000	$25,000
Section 5.7: Commercial and Housing Inspections			$75,000	$44,000
Section 5.8 Contractor and Installer License Fees			$0	$0
Section 6.1: General and Administrative Fees Including Timing of Payment for Permit Fees			-$80,000	-$47,000
	Timing of payment for permit fees	$25,000		
	Elimination of 2% cash discount:	$205,000		
	Inflationary Increase of 2%:	-$390,000		
	Limit opportunity for credit card transactions to permit fees less than $10,000.	$80,000		
Section 6.2 Discounts and Rebates			-$525,000	-$306,000
	All building permits in the Downtown	$190,000		
	All new residential construction in the Downtown	-$160,000		
	All new multi-family dwellings (three or more units) outside the downtown.	-$550,000		
	All new single family and two family infill housing building permits	-$30,000		

Section	Sub-Section	Sub-Section Annual Estimate	Section Annual Estimate	2016 Budget Impact
	For participation in the Optional Professional Certificate Program	$95,000		
	Refund for each inspection/plan examination 'pass' received as part of the Residential Audit Program	-$70,000		
Section 6.3 Fees General			$50,000	$29,000
1.9% Inflationary Increase Included in the 2016 Budget				
		Total	$2,110,000	$1,122,000

Waterways:

Section	Sub-Section	Sub-Section Annual Estimate	Section Annual Estimate	2016 Budget Impact
Section 5.3 Waterways / Flood Fringe			$0	$0
		Total	$0	$0

Other Fees:

Section	Sub-Section	Sub-Section Annual Estimate	Section Annual Estimate	2016 Budget Impact
Section 5.2 City Plans			$160,000	$93,000
Section 5.5 Documents, Records and Information			$30,000	$18,000
		Total	$190,000	$111,000

2. Housing: Single Family Dwellings, Two Family Dwellings, and Multi-Unit Residential Dwellings Subject to Part 9 of the Building Code and not Requiring an Occupancy Permit

2.1. Housing Building Permits

2.1.1. Housing Building Permits: New, Additions, Establishing New Habitable Floor Space

Description:

Housing building permits pertain to single-family dwellings, two-family dwellings, and multi-unit residential dwellings subject to Part 9 of the Building Code and not requiring an occupancy permit. These permit fees are charged for construction of new habitable floor space or an addition to housing below, at or above grade level or; the establishment of a secondary suite at the time of construction of new habitable floor space below, at or above grade level. The City processed 2400 permit applications for this category in 2014.

Current State and Proposed New:

	Current	Proposed
New or Addition to Single-family dwellings, 2-family dwellings, detached secondary suites, and multi-family dwellings (base fee)	$125.50	$200
Creation of floor space to a Single-family and 2-family dwelling or detached secondary suite for the construction of or an addition to housing below, at or above grade level (includes attached garages, unfinished basements, sunrooms, covered porches and covered decks)[1]. Units with two titles will require individual permits.	$2.65	$4.00
Per m² - multi-unit residential dwellings subject to Part 9 of the Building Code and not requiring an occupancy permit, including row housing[1]; new and additions	$10.78	$8.00
Additional fee to establish secondary suite or duplex at the time of new construction; including detached secondary suites[2].	N/A	$300
Installation of solid fuel burning appliance: Single-family & 2-family dwellings	$99	$100
Declared value of $1000 or less - construction which cannot be described in terms of area, as determined by the designated employee (base fee)	$126.50	$150
Each additional $1000 or portion thereof in declared value - construction which cannot be described in terms of area, as determined by the designated employee (in addition to base fee)	$13	$10.00

Rationale for change:

[1] Area calculation includes unfinished basements and attached garages

[2] Additional zoning-related fees may apply

A review of costs and fees revealed that there was an unjustified discrepancy between housing renovations and new construction. For example, a renovation with a declared value of $150,000 would currently result in a building permit fee of $2,026 yet a new 3000 square foot house with construction costs of $400,000 would only be $725. The cost with the proposed fees would now be approx. $1315 while that same renovation affecting 3 floors would now be $450. Additionally, of over 20 cities surveyed, Winnipeg had the second lowest building permit fee for new housing construction, and was lower than a number of neighbouring rural municipalities.

Additionally, there are proposed rebates set out in another section that will allow larger-volume builders and participants in the City's residential audit program to receive annual rebates depending on if the quality of construction results in decreased inspections or plan examinations.

The reduction in fees for Part 9 multifamily dwellings better reflects the fact that these projects cost the City less in terms of plan examination and inspections than the other commercial multi-family projects with which they were previously categorized.

City Comparison:

Note that the city comparison research was completed in 2014 and reflects those fees. The Winnipeg fee is the current, 2015 rate.

City	Rate per m^2
Halifax	$2.05
Winnipeg	$2.65
Saskatoon	$3.70
London	$4.00
Regina	$4.00
Edmonton	$4.42
Vancouver	$4.49
Ottawa	$5.12
Oshawa	$5.16
Wood Buffalo	$6.23
Barrie	$5.48
Fredericton	$5.98
Hamilton	$6.06

City	Rate per m^2
St. John's	$6.23
Mississauga	$6.27
Coquitlam	$6.69
Kelowna	$6.71
Surrey	$7.13
Calgary	$7.22
Toronto	$7.29
Kitchener	$7.40
Burnaby	$8.76
Victoria	$9.43
Saanich	$9.87
Average	**$5.89**
Median	**$6.02**

Net Impact on Revenue: Increase of $1,300,000

2016 Budget Impact: Increase of $758,000

Proposed Implementation: June 1, 2016

Stakeholder(s): New Home Builders (Manitoba Home Builders Association)

2.1.2. HOUSING BUILDING PERMITS: RENOVATIONS AND ALTERATIONS

Description:

The permit fee charged for renovation/alteration of any single-family dwellings, two family dwellings, and multi-unit residential dwellings subject to Part 9 of the Building Code and not requiring an occupancy permit. Includes attached garages, and covered decks, porches, sunrooms, etc. that require a building permit.

Current State and Proposed New:

	Current	Proposed
Minimum Permit Fee	$126.50	Delete
Declared value of $1000 or less - construction which cannot be described in terms of area, as determined by the designated employee (base fee)	$126.50	Delete
Each additional $1000 or portion thereof in declared value - construction which cannot be described in terms of area, as determined by the designated employee (in addition to base fee)	$13	Delete
Renovations affecting each floor of previously established habitable floor space; or to establish habitable floor space such as basement development Note: Alterations of stairs connecting two floors would only be allocated to a single floor. Alterations on roofs, trusses, and dormers would be treated as part of the single floor immediately below. Alterations to covered porches, decks, and attached garages would be treated as part of the floor. Renovations to two or more suites of a multi-unit dwelling would be treated as floors per unit (e.g. renovation to a single floor but involving 2 suites would be considered to be two floors.	New	$150
Establishment of any additional unit(s) or suites in an existing Part 9 residential building (e.g. a secondary suite, duplex unit, or to create a triplex with no shared exits) in the existing floor space of a single-family dwelling, duplex or row house. Fee is in addition to the 'per floor' renovation fee if renovations requiring a building permit are involved. Note that additional zoning / development permit fees may apply.	$125.50	$600
Establishment of a detached secondary suite to an existing accessory structure (e.g. garage). No additional per floor fee applies. If the detached secondary suite is new construction, new housing construction fees would apply.	$125.50	$400
Reducing one or more units or suites in an existing, multi-unit dwelling such as a house with a secondary suite, duplex, triplex, or a multi-unit dwelling with or without shared facilities. Fee is in addition to the 'per floor' fee if renovations requiring a building permit are involved. Note that additional zoning / development permit fees may apply.	Minimum permit fees apply	$125
Basement development: Single-family & 2-family dwellings	$125.50	Delete
Flood-prevention related permit (includes sump pump, backflow prevention, electrical, plumbing and non-structural foundation repair): Permit must be separate from other building permit work and be non-structural. Permit fee includes any electrical or plumbing permit fees required.	New	$150

Project Comparison:

Project	Current Fees	Affecting 1 floor	Affecting 2 floors	Affecting 3 floors
Structural project with value less than $1000	$126	$150 (19% increase)	N/A	N/A
$3000 removal of structural wall	$152	$150 (1.3% reduction)	N/A	N/A
Bathroom renovation involving structural elements - $5000 construction value	$178	$150 (16% reduction)		
Kitchen reno involving structural elements - $40,000 construction value	$633	$150 (76% reduction)	N/A	N/A
Complete house re-fresh -- $100,000 value	$1413	$150 (89% reduction)	$300 (77% reduction)	$450 (66% reduction)

Rationale for change:

Housing renovation building permit fees based on a declared value of construction calculation creates challenges. Builders and homeowners tend to provide reduced estimates and request for documentation or justification of 'value' is difficult when homeowners are doing the work themselves. Additionally, many projects could be effectively 'split' into stages – those parts requiring a permit such as structural walls and windows and those parts not requiring a permit. Yet the method assumes the value includes the complete project cost. However, homeowners have difficulty understanding why a $50,000 renovation project that doesn't require a permit should then cost $750 for a building permit when a single, small structural feature is added to the work description.

Moving to the proposed method of a 'per floor' calculation will likely result in fees set below the actual costs of the plan examination review and inspections. However, the method also increases the fee in a structural project involving more than 1 floor. Thus, a 'gutting' of a 2 storey house with a basement would now have a fee of $450 versus a project involving the enlargement of a single window which would now cost $150.

The new 'combo' permit for sump-pump related work now allows a single contractor to obtain a permit for the project (electrical/plumbing included) and this is significantly less than the current fees for the combined permits.

Net Impact on Revenue: Decrease of $70,000

2016 Budget Impact: Decrease of $41,000

Proposed Implementation: June 1, 2016

Stakeholder(s): Home renovators, Homeowners.

2.1.3. HOUSING BUILDING PERMITS: ACCESSORY STRUCTURES

Description:

The permit fee charged for construction of any new or alterations to accessory structures on single-family, two-family dwellings, and multi-unit residential dwellings subject to Part 9 of the Building Code and not requiring an occupancy permit. All accessory structure permits are required to be separate permits and not added to a building or renovation permit of a house.

Current State and Proposed New:

	Current	Proposed
Detached Garages and other large structures		
Minimum fee for housing building permits	$126.50	Delete
Construction of detached garage: or accessory building greater than 25 m² in area base fee (only for this category)	$125.50	$100[3]
Construction of detached garage: Single-family & 2-family dwellings or accessory building greater than 25 m² in area. Per square meter fee	N/A	$2/ m^2
Other Accessory Structures (no base or min. fee applies)		
Other accessory building including stand-alone covered decks over 10 m² but less than 25 m² in area: Single-family & 2-family dwellings	$99	$100
In-ground swimming pools: Single-family & 2-family dwellings -	$181	$150
Accessory structures (multi-owner detached garages) for multi-family buildings	$125.50	$8/m²
Construction of a non-sheltered deck or landing: Single-family & 2-family dwellings (as per City's brochure or submitted under professional seal at the time of application)[3]	$58.82 (Min $126.50 applies)	$100
Construction of a non-sheltered deck or landing: Single-family & 2-family dwellings (not as per City's brochure or not under professional seal)	$58.82 (Min $126.50 applies)	$150
Radio or communication tower: Single-family & 2-family dwellings	$58.82 (Min $126.50 applies)	$100
All other exterior projects requiring a building permit including above ground swimming pools, satellite dish:	$58.82 (Min $126.50 applies)	$75

[3] Also includes a significant reduction on Development Permit fees. See below for fee comparison by project.

Project Comparison:

Project	Current Fees (assumes cash discount)	Proposed Fees	Percentage Change
Deck	Building Permit - $59 Development Permit - $157 Total: $216	Building Permit - $100 Development Permit - $25 Total: $125	Reduction of 42%
Deck with Electrical	Building Permit - $59 Electrical Permit - $126 Development Permit - $157 Total: $342	Building Permit - $100 Electrical Permit - $50 Development Permit - $25 Total: $175	Reduction of 49%
Detached Garage with Electrical (24' x 24')	Building Permit - $126 Development Permit - $157 Electrical Permit - $126 Total: $409	Building Permit: $207 Development Permit: $25 Electrical Permit - $50 Total: 282.	Reduction of 31%

Rationale for change:

Permit fees for accessory structures do not typically cover the cost of the service delivery (plan review and inspections) and the proposed fees will lower those fees (see project comparison below).

However, it was felt that the overall permit fees on a project basis were becoming too high and were creating a major disincentive to applying for a permit.

Net Impact on Revenue (Building Permit fees only): Increase of $38,000

2016 Budget Impact (Building Permit fees only): Increase of $22,000

Proposed Implementation: June 1, 2016

Stakeholder(s): Home renovators, homeowners, specialty contractors such as deck and garage builders.

2.2. HOUSING: ELECTRICAL PERMITS

Description:

Housing electrical permits are specific to single-family dwelling, 2-family dwellings, and multi-unit residential dwellings subject to Part 9 of the Building Code and not requiring an occupancy permit. The purpose of the Electrical Code is to provide practical safeguards to persons and property from hazards arising from the use of electricity. The code contains provisions considered necessary for safety. The Electrical Code covers installations of electric conductors and equipment within or on public and private buildings and structures, installations of conductors that connect to the supply of electricity, and installations of other outside conductors on the premises.

Current State and Proposed New:

	Current Fees	Proposed Fees
New / Additions – single family dwellings, 2-family dwellings, creation of additional, self-contained dwelling units such as a secondary suite		
New construction of single-family dwellings, 2-family dwellings - up to 400 Amp service size	$200	$75 base
Cost per square meter	N/A	$1

Project Comparison:

New Single Family Dwelling

Size	Current	Proposed	% Change
120 m^2	$200	$195	-3%
300 m^2	$200	$375	88%
500 m^2	$200	$575	188%
New Addition 75 m^2	$200	$150	-25%

	Current Fees	Proposed Fees
Renovations / Interior Alterations – single family dwellings, 2-family dwellings		
Minimum fee for housing electrical permit	$125.50	Delete (see base fee below)
Base fee (includes 1 impacted floor) Note that a floor is determined by fixtures, switches, outlets, and other electrical elements located on that floor. A project on one floor that passes through another floor to a panel in the basement is considered to be a single floor. That is, a panel only affects the determination of a floor when the permit involves expansion or replacement of the panel.	New	$75 base
Each additional floor affected	New	$75
Electrical permit as part of a flood prevention-related building permit	Min fees apply	$0
Other Electrical Fees		
New construction of single-family dwellings, 2-family dwellings – more than 400 Amp service size	$245	See below
Additions, renovations, repairs, alterations - up to 400 Amp service size: Single-family dwellings, 2-family dwellings	$125.50	See below

	Current Fees	Proposed Fees
Additions, renovations, repairs, alterations – more than 400 Amp service size: Single-family dwellings, 2-family dwellings	$203.92	See below
Installation of second and additional panel boards - up to 400 Amp service size: Single-family dwellings, 2-family dwellings (same application)	$74.50	See below
Installation of second and additional panel boards – more than 400 Amp service size: Single-family dwellings, 2-family dwellings (same application)	$129.41	See below
Installation of second and additional panel boards - up to 400 Amp service size: Single-family dwellings, 2-family dwellings (separate application)	$74.50	See below
Installation of second and additional panel boards – more than 400 Amp service size: Single-family dwellings, 2-family dwellings (separate application)	$129.41	See below
Each piece of electrical equipment other than an air conditioner: Single-family dwellings, 2-family dwellings	$7.95	Deleted
Wiring only: Single-family dwellings, 2-family dwellings	$99	Deleted
Installation of fire alarm system – electrical permit has been obtained for wiring: Single-family dwellings, 2-family dwellings	$7.95	Deleted

Exterior Electrical Permits

(Exterior electrical work must be separate permits from interior work; no base fee applies)

Exterior Electrical Permits	Current Fees	Proposed Fees
Air-conditioners: installation, construction, renovation or alteration	$58.82 (Min $126.50 applies)	$60
Outdoor, unenclosed swimming pools or hot tubs: installation, construction, renovation or alteration	$58.82 (Min $126.50 applies)	$60
Open decks, detached garages, gazebos, patios, landscape lighting: installation, construction, renovation or alteration	$58.82 (Min $126.50 applies)	$60
All other exterior electrical work (excluding exterior plugs installed as part of new construction or clearly those part of an interior project)	(Min $126.50 applies)	$60

Additional / Supplemental Fees

Additional fees outlined below are to be applied to all electrical permits above: new construction, additions, renovations, or exterior work (in addition to any base, area or per floor fees).

	Current Fees	Proposed Fees
Extra fee (in addition to base or per floor fee) for greater than 200 Amp service (initial installation or upgrade)	New	$60
Extra fee (in addition to base or per floor fee) for each additional panel board (at time of new construction or later)	New	$50
Extra fee (in addition to base or per floor fee) to install or uninstall renewable energy systems (e.g. solar photovoltaic systems, wind systems, etc.) (at time of new construction or later)	New	$175
Extra fee (in addition to base or per floor fee) to install or uninstall a generator (at time of new construction or later)	New	$175
Fee for interview/test, if required, to establish competency of homeowner to engage in work for a homeowner permit	New	$30

	Current Fees	Proposed Fees
Fire alarm system - no other wiring: Single-family dwellings, 2-family dwellings (in all cases, a separate permit is required) Installation Uninstallation	$99	 $100 $75
Certificate of Electrical Inspection Acceptance	$32.35	Delete

Rationale for change:

The shift from a flat fee to a base plus an area fee for new electrical construction attempts to better reflect the increased resources for very large new houses. Small to medium new house construction will not receive a significant impact. Also, the charge per floor reduces the electrical permit fee from $127 for most renovation projects to $75 and $50 for all exterior (e.g. accessory structure-related) projects. These fees are clearly below the City's cost to process and inspect, but are lowered to create less of a disincentive to acquire the necessary permit.

Large household electrical projects impacting multiple floors (e.g. replacing all knob and tube wiring in a multi-storey house) will increase to a $150-$300 to reflect the increased inspection time.

Exterior electrical permit fees are considerably lower (with no minimum or base fee) but are limited to a single inspection before extra inspection fees apply. If the work is done correctly the first time, the fee is set to not become a significant disincentive to obtain a permit. However, if multiple inspections are required to obtain Code compliance, the permit holder will no longer be subsidized by those who perform compliant work.

City Comparison:

	Manitoba Hydro self-wiring	Manitoba Hydro registered contractor	Manitoba Hydro non- registered contractor	Ontario	Ontario Non-contractor	BC Safety Home Owner	BC Safety Authority	Nova Scotia Power	SaskPower	Saskpower - Home Owner
Minimum fee for residential electrical permit	$ 80	$ 60	$ 80	$ 78	$ 78			$ -	Permit Fees based on value of installation including labour and materials	
New construction of single-family dwellings, 2-family dwellings - up to 125 Amp service size	$ 280	$ 150	$ 250			$ 668	$ 366	$ 138		$ 400
New construction of single-family dwellings, 2-family dwellings - 126 Amp service size-200A		$ 170	$ 300	$ 217	$ 485	$ 972	$ 599	$ 330		$ 400
New construction of single-family dwellings, 2-family dwellings - up to 400 Amp service size		$ 300	$ 400	$ 313	$ 634		$ 876	$ 330		$ 400
New construction of single-family dwellings, 2-family dwellings – more than 400 Amp service size	$ 80			$ 452	$ 849		$ 1,221	$ 462		$ 400
New construction of single-family dwellings, 2-family dwellings – more than 400-1000A Amp service size	$ 100	$ 70	$ 100					$ 587		$ 400

New construction of single-family dwellings, 2-family dwellings – more than1000 Amp service size	$ 120							$ 850		
Upgrade to and including 200A						$ 449	$ 239	Permit Fees based on value of installation including labour and materials.		
Upgrade to and including > 200A							$ 366 - $876			
Additions, renovations, repairs, alterations – up to 125 Amp service size:		$ 70	$ 110	$ 73	$ 182	$ 288	$ 239			$ 125
Additions, renovations, repairs, alterations – up to 400 Amp service size		$ 70	$ 110	$ 73	$ 182	$ 441	$ 366			$ 125
Additions, renovations, repairs, alterations – more than 400 Amp service size		$ 70	$ 110	$ 73	$ 182		$ 876			$ 125
Installation of second and additional panel boards - up to 400 Amp service size		$ 70	$ 110				$ 366			$ 50
Installation of second and additional panel boards – more than 400 400 Amp service size: Single-family dwellings, 2-family dwellings (same application)		$ 70	$ 110							
Installation of second and additional panel boards - up to 400 Amp service size: Single-family dwellings, 2-family dwellings (separate application)		$ 70	$ 110							
Installation of second and additional panel boards – more than 400Amp service size: Single-family dwellings, 2-family dwellings (separate application)		$ 70	$ 110							
devices not over 20 amperes		$ 2	$ 2							$ 5
devices over 20 amperes		$ 9	$ 9							$ 5
Wiring only: Single-family dwellings, 2-family dwellings		$ 70	$ 140							$ 400
Each appliance						$ 99	$ 49			$ 50
Air-conditioners: installation, construction, renovation or alteration	$ 80	$ 60	$ 80	$ 73	$ 79	$ 99	$ 87			$ 50
Outdoor, unenclosed swimming pools or hot tubs: installation, construction, renovation or alteration	80-110	$ 144	$ 155	$ 144	$ 152	$ 99	$ 87			$ 50
ALL Electrical permits for projects external to the house including detached garages, etc. etc. can't be combined with interior electrical permits										$ 85

Net Impact on Revenue: Decrease of $86,000

2016 Budget Impact: Decrease of $36,000

Proposed Implementation: June - August, 2016

Stakeholder(s): New Home Builders (Manitoba Home Builders Association), Homeowners, Housing Electrical Contractors

2.3. HOUSING: PLUMBING PERMITS

Description:

All plumbing permits related to single-family or 2-family dwellings and multi-unit residential dwellings subject to Part 9 of the Building Code and not requiring an occupancy permit/certificate.

Current State and Proposed New:

	Current Fees	Proposed Fees
New Construction		
New construction of or additions to single-family dwellings, 2-family dwellings: plumbing permit (applied to each suite / dwelling unit)	$200 (Total)	Delete
New construction of or additions to single-family dwellings, 2-family dwellings: plumbing permit (applied to each suite / dwelling unit)	New	$75 (min)
Cost per drain	New	$25 (each drain)
Renovations / Interior Alterations		
Minimum fee for residential plumbing permit	$126.50	$75
Single-family dwellings, 2-family dwellings: plumbing renovations or repairs – less than 3 drains and associated fixtures[4] (base fee)	$99	$0
Plumbing renovations or repairs – each drain outlet impacted (e.g. plumbing for an individual sink, $25; 3 piece bathroom, $75).	$8.15	$25 (each drain impacted)
Plumbing renovations or repairs – each additional fixture (in addition to base fee)	$8.15	Delete
Plumbing permit as part of a flood-prevention related building permit	Min fee	$0
Certificate of Plumbing Inspection Acceptance	$32.35	Delete
Certificate of Mechanical Inspection Acceptance	$32.35	Delete

Rationale for change:

The proposed shift attempts to better accomplish a greater plumbing permit fee for large new houses with 20-30 drains while keeping the costs low for small houses with 6-11 drains. The new system is arguably simpler to understand and present to the public.

Also, for small renovation projects such as a kitchen or bathroom, the cost would be reduced from $127 to $75 (41% reduction).

Net Impact on Revenue: Increase of $82,000

2016 Budget Impact: Increase of $34,000

[4] Permits with a mixture of an addition and a renovation of an existing building would be charged the base and area rate for the addition, and any additional drain fee if applicable for the existing building.

It is difficult to estimate given the proposed change in method, but the assumption is that those larger projects where the proposed total fee will be higher will be off-set by the smaller new houses and renovation projects where the fee will be lower.

Proposed Implementation: June - August, 2016

Stakeholder(s): Manitoba Home Builders Association, Homeowners, Housing Plumbing Contractors

2.4. MULTI TRADE PERMITS

	Current Fees	Proposed Fees
Single-family & two-family dwellings per square meter	$2.65	Delete
Minimum fee	$126	Delete

3. COMMERCIAL

3.1. COMMERCIAL BUILDING PERMITS

3.1.1. COMMERCIAL BUILDING PERMIT FEES

Description:

The following permit fees are charged for construction of new commercial buildings or additions to existing commercial buildings (but do not include housing-related permits which includes single-family, two family dwellings, or other Part 9 residential buildings which do not require occupancy permits).

Current State and Proposed New:

	Current	Proposed
Temporary open-air structures covered or uncovered (in addition to tent and occupancy fees if applicable):		
Minimum Fee	$126	$200
Fee per m²	$15.55	$15.00

	Current	Proposed Finished	Proposed Base Building Only	Proposed Interior Alteration (partitions, finishing, etc.)
Base Fee	$126.47 (minimum)	$800	$700	$300
Group A – Assembly Occupancy				
Fee per m² of new construction for open-air structures, covered or uncovered (e.g. bleachers, stages)	$15.70	$15.00	$11.25	$6.00
Fee per m² of new construction for place of worship, funeral homes	$18.65	$18.00	$13.50	$7.50
Fee per m² of new construction for recreation facilities, schools, libraries, private clubs	$20.60	$18.00	$13.50	$7.50
Fee per m² of new construction for restaurants - 280 m² or less	$15.70	$18.00	$13.50	$7.50
Fee per m² of new construction for restaurants – 280.1 m² to 850 m²	$19.60	$18.00	$13.50	$7.50
Fee per m² of new construction for restaurants - more than 850 m²	$25.50	$18.00	$13.50	$7.50
Fee per m² of new construction for all other buildings - 4645 m² or less	$22.60	$18.00	$13.50	$7.50
Fee per m² of new construction for all other buildings more than 4645.1 m²	$28.40	$18.00	$13.50	$7.50
All other Assembly Occupancy types	New	$18.00	$13.50	$7.50
Group B – Care or Detention Occupancy				

	Current	Proposed Finished	Proposed Base Building Only	Proposed Interior Alteration (partitions, finishing, etc.)
Fee per m² of new construction for "B 1" - persons under restraint: security measures not under their control	$37.25	$24.00	$18.00	$9.50
Fee per m² of new construction for "B 2" – person with cognitive or physical limitations: require special care or treatment	$32.35	$24.00	$18.00	$9.50
Fee per m² of new construction for "B 3" – persons requiring care	$32.35	$24.00	$18.00	$9.50
Group C – Residential Occupancy[5]				
Fee per m² of new construction for multiple family dwellings/ apartments up to 3 storeys in height	$10.80	$13.35	$9.75	$5.25
Fee per m² of new construction for multiple family dwellings/ apartments more than 3 and less than 10 storeys in height	$10.80	$13.35	$9.75	$5.25
Fee per m² of new construction for apartments 10 storeys or more in height	$15.70	$13.35	$9.75	$5.25
Fee per m² of new construction for hotels/motels 4 storeys or less in height	$12.50	$13.35	$9.75	$5.25
Fee per m² of new construction for hotels/motels more than 4 storeys in height	$15.70	$13.35	$9.75	$5.25
Group D – Business & Personal Services Occupancy				
Fee per m² of new construction for 7500 m² or less in total area	$10.80	$15.00	$11.25	$6.00
Fee per m² of new construction for over 7500 m² in total area	$12.75	$15.00	$11.25	$6.00
Group E- Mercantile Occupancy				
Fee per m² of new construction for 7500 m² or less in total area	$7.85	$13.00	$9.75	$5.25
Fee per m² of new construction for over 7500 m² in total area	$9.80	$13.00	$9.75	$5.25
Group F- Industrial Occupancy				
Fee per m² of new construction for “F 1” – high hazard buildings	$9.80	$15.00	$11.25	$6.00
Fee per m² of new construction for “F 2” – medium hazard buildings 4500 m² or less in total area	$7.00	$10.00	$7.50	$4.50
Fee per m² of new construction for “F 2” – medium hazard buildings over 4500 m² in total area	$9.80	$10.00	$7.50	$4.50
Fee per m² of new construction for “F 3” – low hazard buildings 7500 m² or less in total are	$6.35	$8.00	$6.75	$4.00

[5] See also the proposed discount in Section 6.2 applying to all multifamily residential dwellings

	Current	Proposed Finished	Proposed Base Building Only	Proposed Interior Alteration (partitions, finishing, etc.)
Fee per m² of new construction for "F 3" – low hazard buildings over 7500 m² in total are	$8.15	$8.00	$6.75	$4.00
Administrative fee in addition to permit fee imposed on buildings constructed as base building only	$252	Delete	N/A	N/A

New schedule condensed as follows:

The permit fee charged for construction of new buildings, base buildings only, or addition where the area being developed can be clearly determine by area	Finished	Base Building Only	Interior Alteration (partitions, finishing, etc.)
Base Fee	$800	$700	$300
Group A – Assembly Occupancy Open-air structure covered and uncovered (eg. Patios) Fee per m² of new construction All others Fee per m² of new construction	$15.00 $18.00	$11.25 $13.50	$6.00 $7.50
Group B – Care or Detention Occupancy Fee per m² of new construction	$24.00	$18.00	$9.50
Group C – Residential Occupancy Fee per m² of new construction	$13.35	$9.75	$5.25
Group D – Business & Personal Services Occupancy Fee per m² of new construction	$15.00	$11.25	$6.00
Group E- Mercantile Occupancy Fee per m² of new construction	$13.00	$9.75	$5.25
Group F- Industrial Occupancy Fee per m² of new construction for "F 1" Fee per m² of new construction for "F 2" Fee per m² of new construction for "F 3"	$15.00 $10.00 $8.00	$11.25 $7.50 $6.75	$6.00 $4.50 $4.00
Any other structure defined in the Building By-law that can be measured in terms on area	$8.00	$6.00	$3.25
Additional Fees			
Residential Balcony Enclosures (no additional base fee) each enclosure:	$400 (no base fee)	N/A	N/A
Declared value– new construction which cannot be described in terms of area, base building only (base or min. fee)	$400 (base fee)	$400 (base fee)	$300 (min fee)
Each $1000 or portion thereof in declared value – new construction which cannot be described in terms of area, base building only (in addition to base fee)	$10.00	$10.00	$10.00

The permit fee charged for construction of new buildings, base buildings only, or addition where the area being developed can be clearly determine by area	**Finished**	**Base Building Only**	**Interior Alteration (partitions, finishing, etc.)**
Spray Booth – install new or alteration (fee includes fees for electrical and mechanical permits) Base Base fee: Each additional Fee per m^2 (Alterations include base fee only) Note that all trades permits required for the installation of a spray booth are $0 as their fees are incorporated into the building permit fee.	 $900 $500 $10	N/A	N/A

Rationale for change:

With respect to new commercial construction in Winnipeg, some fees are below average and others above average compared across the country. The Department is proposing to bring the permit fees more into line with the average and at the same time reducing the complexity of the fee schedule.

The shift to splitting the fee for base buildings only vs. interior alterations reflects what many other municipalities do. Permits and construction for base buildings take less time to review and inspect and yet the City's current fees structure does not reflect this. In fact currently, applicants effectively pay twice for interior alterations when a 'base building only' is constructed – once because the fee for the new building assumes an interior fit-up, and a second time when their interior alteration permit is processed. This fee change will therefore result in reduced revenues for these types of permit situations.

That said, the City incurs additional review and inspection costs when these new construction permits are processed in two stages, so the combined base building and interior alteration fees reflect this.

City Comparison:

		Barrie	Brandon	Burnaby	Calgary	Coquitlam	Edmonton	Fredericton	Halifax	Hamilton	Kelowna	Kitchener	London	Milton	Mississauga
A) Assembly Occupancy															
	Open air structure														
	place of worship	18.00	20.57	28.78	30.10	23.04	24.86	22.40	15.40	20.22	20.29	25.62	14.60	14.42	15.75
	rec/school/library/private club	18.00	20.57	28.78	30.10	23.04	24.86	22.40	15.40	20.22	20.29	25.62	14.60	14.42	15.75
	restaurant <280 m2	18.00	15.77	20.69	21.50	16.25	17.82	16.00	11.00	20.22	14.53	25.62	14.60	14.42	15.75
	restaurant 280 m2 - 850 m2	18.00	15.77	20.69	21.50	16.25	17.82	16.00	11.00	20.22	14.53	25.62	14.60	14.42	15.75
	restaurant >850 m2	18.00	15.77	20.69	21.50	16.25	17.82	16.00	11.00	20.22	14.53	25.62	14.60	14.42	15.75
	all other <4645m2	18.00	15.77	20.69	21.50	16.25	17.82	16.00	11.00	20.22	14.53	25.62	17.50	14.42	15.75
	all other > 4645 m2	18.00	15.77	20.69	21.50	16.25	17.82	16.00	11.00	20.22	14.53	25.62	17.50	14.42	15.75
	Schools		14.57	18.67	21.50	14.55	16.06	14.40	9.90		13.09				
	Theate, CC, Arena, Rec Centre		15.77	20.69	21.50	16.25	17.82	16.00	11.00		14.53				
	Shell	13.00								17.54		12.86	11.80	10.90	12.75
	Alteration	5.90								4.58		4.41	4.80	3.52	5.00
B) Institution															
	B1 Persons under restraint	23.50	20.27	28.77	30.10	23.03	24.86	22.40	15.40	24.15	20.29	27.34	20.20	17.84	20.00
	B2 cognitive or physical limitations	23.50	18.77	25.74	26.88	20.49	22.22	20.00	13.75	24.15	18.13	27.34	20.20	17.84	20.00
	B3 persons requiring care	23.50	33.77	50.99	53.75	41.69	44.22	40.00	27.50	24.15	36.13	27.34	20.20	17.84	20.00
	Shell only	16.50								24.15		24.11			
	Alteration	8.00										4.41		3.52	5.00
C) Residential															
	up to 3 storeys	16.50	12.17	14.63	15.05	11.16	12.54	11.20	7.70	13.61	10.21	13.24	11.00	10.37	15.25
	4 - 9 storeys	16.50	14.57	18.67	19.35	14.55	16.06	14.40	9.90	13.61	13.09	13.24	11.00	10.37	15.25
	10+ storeys	16.50	14.57	18.67	19.35	14.55	16.06	14.40	9.90	13.61	13.09	13.24	11.00	10.37	15.25
	hotel <= 4 storeys	16.50	12.17	14.63	15.05	11.16	12.54	11.20	7.70	17.98	10.21	21.74	14.60	14.42	15.75
	hotel >4 strorey	16.50	14.57	16.67	19.35	14.55	16.06	14.40	9.90	17.98	13.09	21.74	14.60	14.42	15.75
	New House/additions	11.75								13.61			8.80	11.60	14.10
	Alteration/repair to house	5.90												8.22	4.75
	Shell only									13.61				10.37	
	Alteration	7.30										4.41	3.50	5.69	5.00
D) Business/Personal Services															
	<= 7500 m2	16.50	14.57	18.65	19.35	14.55	16.06	14.40	9.90	17.92	13.09	21.74	13.90	14.42	15.25
	>7500 m2	16.50	14.57	18.65	19.35	14.55	16.06	14.40	9.90	21.02	13.09	21.74	13.90	14.42	15.25
	Shell only	12.75								13.58		18.41	11.00	11.89	12.00
	Alteration	4.75								4.35		4.41	3.50	3.52	5.00
E) Mercantile															
	<= 7500 m2	14.25	13.37	16.65	17.20	12.86	14.30	12.80	8.80	14.91	11.65	15.28	9.60	10.62	14.70
	>7500 m2	14.25	13.37	16.65	17.20	12.86	14.30	12.80	8.80	14.91	11.65	15.28	9.60	10.62	14.70
	Shell only	10.75	10.97	12.61	12.90	9.47	10.78	9.60	6.60	11.14		12.16	7.00	8.61	11.10
	Alteration	4.75								3.77		4.41	3.50	3.52	5.00
	Accessory Structure	5.90													
F) Industrial															
	F1 - high hazard	9.00	18.17	24.73	25.80	19.64	21.34	19.20	13.20	10.46	17.41	8.72	7.00	7.08	10.50
	F2 medium <= 4500 m2	9.00	10.37	11.60	11.83	8.62	9.90	8.80	6.05	7.35	8.05	8.72	7.00	7.08	10.50
	F2 medium > 4500 m2	9.00	10.37	11.60	11.93	8.62	9.90	8.80	6.05	10.46	8.05	8.72	7.00	7.08	10.50
	F3 - low hazard <= 7500 m2	9.00	8.80	9.58	9.68	6.92	8.14	7.20	4.95	7.35	6.61	8.72	7.00	7.08	10.50
	F3 - low hazard > 7500 m2	9.00	6.85	7.56	7.53	5.23	6.38	5.60	3.85	10.46	5.17	8.72	7.00	7.08	10.50

		Oshawa	Ottawa	Regina	Saanich	Saskatoon	St. John's	Surrey	Toronto	Vancouver	Victoria	Winnipeg Current	Winnipeg Proposed	Median	Average
A) Assembly Occupancy															
	Open air structure											15.55	15.00		15.55
	place of worship	20.30	23.03	22.40	28.31	21.00	20.20	22.19	26.77	11.40	35.00	18.60	18.00	21.00	21.73
	rec/school/library/private club	20.30	23.03	22.40	28.31	21.00	20.20	22.19	26.77	11.40	35.00	21.00	18.00	21.00	21.83
	restaurant <280 m2	20.30	17.01	16.00	20.31	15.00	14.44	15.87	22.40	8.16	25.00	15.55	18.00	16.00	17.29
	restaurant 280 m2 - 850 m2	20.30	17.01	16.00	20.31	15.00	14.44	15.87	22.40	8.16	25.00	19.90	18.00	16.25	17.46
	restaurant >850 m2	20.30	17.01	16.00	20.31	15.00	14.44	15.87	22.40	8.16	25.00	26.00	18.00	16.25	17.71
	all other <4645m2	20.30	17.01	16.00	20.31	15.00	14.44	15.87	26.77	8.16	25.00	23.00	18.00	17.01	17.88
	all other > 4645 m2	20.30	17.01	16.00	20.31	15.00	14.44	15.87	26.77	8.16	25.00	28.00	18.00	17.01	18.08
	Schools		20.34	14.40	18.31	13.50	13.00	14.29		$ 7.35	$ 22.50	21.00	18.00	14.55	15.73
	Theate, CC, Arena, Rec Centre		23.03	16.00	20.31	15.00	14.44	25.87		$ 8.16	$ 25.00	21.00	18.00	16.25	17.79
	Shell		13.56						$ 22.40				13.50	12.93	14.35
	Alteration	10.15	3.44						$ 4.34				7.50	4.58	5.13
B) Institution			-											-	-
	B1 Persons under restraint	21.89	27.13	22.40	28.31	21.00	20.20	22.19	28.48	11.40	35.00	37.00	24.00	22.40	23.73
	B2 cognitive or physical limitations	21.89	17.01	20.00	25.31	18.75	18.04	19.82	28.48	10.18	31.25	32.00	24.00	20.20	21.67
	B3 persons requiring care	21.89	27.13	40.00	50.31	37.50	36.04	39.57	28.48	20.31	32.50	32.00	24.00	32.50	33.07
	Shell only		13.56						$ 24.14				18.00	24.11	20.49
	Alteration	10.95	3.44						$ 4.34				9.50	4.41	5.67
C) Residential			-											-	-
	up to 3 storeys	11.08	12.16	11.20	14.31	10.50	10.12	11.13	16.06	5.73	17.50	10.70	13.50	11.20	12.20
	4 - 9 storeys	11.08	14.96	14.40	18.31	13.50	13.00	14.29	16.06	7.35	22.50	10.70	13.50	14.40	14.27
	10+ storeys	11.08	14.96	14.40	18.31	13.50	13.00	14.29	16.06	7.35	22.50	15.55	13.50	14.40	14.46
	hotel <= 4 storeys	18.20	14.96	11.20	14.31	10.50	10.12	11.13	25.42	5.73	17.50	12.50	13.50	14.31	13.89
	hotel >4 strorey	18.20	14.96	14.40	18.31	13.50	13.00	14.29	25.42	7.35	22.50	15.55	13.50	14.96	15.88
	New House/additions	11.93	11.52						$ 16.06					11.84	12.42
	Alteration/repair to house	5.97												5.94	6.21
	Shell only		8.72										9.75	10.37	10.90
	Alteration	5.54	3.44										5.25	5.00	4.98
D) Business/Personal Services			-											-	-
	<= 7500 m2	15.07	14.32	14.40	18.31	13.50	13.00	14.29	$ 21.17	$ 7.35	$ 22.50	10.70	15.00	14.55	15.40
	>7500 m2	15.07	17.65	14.40	18.31	13.50	13.00	14.29	$ 21.17	$ 7.35	$ 22.50	12.75	15.00	14.57	15.74
	Shell only	12.05	12.81						$ 16.83				11.25	12.75	13.48
	Alteration	7.50	3.44						$ 4.34				6.00	4.35	4.54
E) Mercantile			-											-	-
	<= 7500 m2	13.79	12.16	12.80	16.31	12.00	11.56	12.71	$ 17.97	$ 6.54	$ 20.00	7.75	13.00	12.86	13.22
	>7500 m2	13.79	12.16	12.80	16.31	12.00	11.56	12.71	$ 17.97	$ 6.54	$ 20.00	9.70	13.00	12.86	13.30
	Shell only	10.95	8.72	9.60	12.31	9.00	8.68	9.55	$ 13.64	$ 4.92	$ 15.00		9.75	10.75	10.26
	Alteration	6.90	3.44						4.02				5.25	4.02	4.37
	Accessory Structure													5.90	5.90
F) Industrial															
	F1 - high hazard	11.56	9.58	19.20	24.31	18.00	17.32	19.03	$ 14.72	$ 9.78	$ 30.00	9.70	15.00	17.32	15.82
	F2 medium <= 4500 m2	11.56	6.14	8.80	11.31	8.25	7.96	8.76	$ 10.70	$ 4.51	$ 13.75	6.90	10.00	8.76	8.94
	F2 medium > 4500 m2	11.56	6.14	8.80	11.31	8.25	7.96	8.76	$ 13.00	$ 4.51	$ 13.75	9.70	10.00	8.80	9.27
	F3 - low hazard <= 7500 m2	10.52	4.74	7.20	9.31	6.75	6.52	7.18	$ 10.70	$ 3.70	$ 11.25	6.35	8.00	7.20	7.83
	F3 - low hazard > 7500 m2	10.52	4.74	5.60	7.31	5.25	5.08	5.60	$ 8.67	$ 2.89	$ 8.75	8.15	8.00	7.00	6.94

Net Impact on Revenue: Increase of $1,051,000

2016 Budget Impact: Increase of $613,000

New construction

Group A Assembly Occupancy:	($90,000)
Group B Care or Detention Occupancy:	($94,000)
Group C Residential Occupancy:	$750,000
Group D Business or Personal Service Occupancy:	$40,000
Group E Mercantile Occupancy:	$295,000
Group F Industrial Occupancy:	$150,000
Net Increase in Revenue:	**$1,051,000**

Proposed Implementation: June 1, 2016

Stakeholder(s): Commercial Property Owners (including Building Owners Management Association), Commercial Builders (including Winnipeg Construction Association), Professionals (consulting engineers and architects)

3.1.2. STAGED BUILDING PERMIT FEES

Description

In many commercial construction projects (typically new or additions), permits will be issued in a staged fashion. A standard sequence would be a) excavation/piling; b) foundation-only; c) structural/framing; d) final. However, applicants may choose one of more of these or simply be issued a final permit.

Staged permits are usually requested by the applicant because a) plans for subsequent stages are still being designed and not yet submitted to the City for review, or b) there are issues of non-compliance on elements of the permit application that have yet to be resolved, yet the proponent wishes to commence or continue work to a subsequent stage that could be approved.

New schedule condensed as follows:

Note that each of the percentages is intended to represent a cumulative total. That is, if an earlier stage is not requested or issued, the subsequent stage would be charged in a manner to ensure that the cumulative total is charged.

	Current	Proposed
Site Preparation, Excavation, Piling		
Partial Permit fees expressed as percentage of the outstanding total fees of the building permit: site preparation, excavation permit	20%	Delete
Partial Permit fees expressed as a percentage of the total building permit fee, less any stage percentage previously paid. (Note that an additional staged permit premium will also be applied and is calculated and applied independent of this percentage.)		20%
Foundation Only		
Partial Permit fees expressed as percentage of the outstanding total fees of the building permit: foundation permit	30%	Delete
Partial Permit fees expressed as a percentage of the total building permit fee, less any stage percentage previously paid. (Note that an additional staged permit premium will also be applied and is calculated and applied independent of this percentage.)		35%
Structural / Framing		
Partial Permit fees expressed as percentage of the outstanding total fees of the building permit: structural framing permit	40%	Delete
Partial Permit fees expressed as a percentage of the total building permit fee, less any stage percentage previously paid. (Note that an additional staged permit premium will also be applied and is calculated and applied independent of this percentage.)		65%
Custom Stage		
Partial Permit fees expressed as a percentage of the total building permit fee, less any stage percentage previously paid. (Note that an additional staged permit premium will also be applied and is calculated and applied independent of this percentage.)	Determined by the designated employee	Determined by the designated employee
Superstructure or Final Building Permit		
Partial Permit fees: Superstructure Permit	Balance of building permit fees	Balance of building permit fees

Staged permit fee premiums

In addition to the percentage allocations for staged permits listed above, the following extra percentages will be applied to each issued staged permit.

	Current	Proposed
Site Preparation, Excavation, Piling, Interior Demolition		
Staged permit premium calculated as a percentage of the total building permit fee:	New	2.5%
Foundation Only		
Staged permit premium calculated as a percentage of the total building permit fee:	New	5%
Structural / Framing		
Staged permit premium calculated as a percentage of the total building permit fee:	New	2.5%
Superstructure or Final Building Permit		
Staged permit premium calculated as a percentage of the total building permit fee:	New	0%
Customized Stage		
Staged permit premium calculated as a percentage of the total building permit fee:	Determined by the designated employee	5%

Rationale for change:

Currently, there is no additional fee or premium charged to an applicant for a staged permit despite the fact that staging involves additional review and administrative time on the part of the City. The additional premium addresses the extra costs on a permit process that is becoming increasingly common. Assuming an applicant request staging the permit into all four standard stages, the total additional permit revenue would be 10%.

Net Impact on Revenue: Increase of $100,000

2016 Budget Impact: Increase of $58,000

Proposed Implementation: June 1, 2016

Stakeholder(s): Commercial Property Owners (including Building Owners Management Association), Commercial Builders (including Winnipeg Construction Association), Professionals (consulting engineers and architects)

3.1.3. Commercial Building Permit Fees – Interior/Exterior Renovations and Other Commercial Fees (Including Temporary Buildings)

Description:

The following permit fees are charged for interior and/or exterior renovations/alterations as well as other commercial projects (but does not include housing-related permits which includes single-family, two family dwellings, or other Part 9 residential buildings which do not require occupancy permits). Fees are applied on an area (meters^2) basis. Where the work cannot reasonably be described in terms of area the fees are based on the value of construction, as defined in the Winnipeg Building By-law.

New schedule condensed as follows:

	Current	Proposed
Minimum Fee: any commercial construction	$126	Delete
All interior alterations that can defined in terms of the area involved (e.g. a tenant fit-up, a gutting or change of use of a defined occupancy space, or partial area of a defined building or tenant space)		
Base Fee: any commercial construction		$300 base
Group A – Assembly Occupancy Open-air structure, covered and uncovered (eg. patios) Fee per m² of area involved All others: Fee per m² of area involved	Value of construction method applies	$6.00 $7.50
Group B – Care or Detention Occupancy Fee per m² of area involved	Value of construction method applies	$9.50
Group C – Residential Occupancy Fee per m² of area involved (Including establishing a converted residential dwelling such as a rooming house).	Value of construction method applies	$5.25
Group D – Business & Personal Services Occupancy Fee per m² of area involved	Value of construction method applies	$6.00
Group E- Mercantile Occupancy Fee per m² of area involved	Value of construction method applies	$5.25
Group F- Industrial Occupancy Fee per m² of area involved for “F 1”: for “F 2”: for “F 3”:	Value of construction method applies	 $6.00 $4.50 $4.00
Any other structure defined in the Building By-law that can be measured in terms on area	Value of construction method applies	$3.25

	Current Fees	Proposed Fees
Fees for Work that Cannot be Described in Terms of Area		
Interior / exterior building permits : Minimum Fee	$126.50	$300
Administrative fee in addition to permit fee imposed on buildings constructed as base building only	$252	Delete – included in split fee framework for new commercial buildings
Declared value of construction – Each $1000 or portion thereof (based on complete project cost/value) for the following projects: - construction of interior alterations where an area calculation is not appropriate (e.g. small projects impacting a large area; projects directly impacting a small area but with possible impact on a larger occupancy space; 'landlord' alterations or alterations to a base building only; etc.) - construction of exterior alterations	$12.50	$10.00
Building plan down payment: where total fees for building permit are between $100.01 and $500	$126	Remove (permit fee now charged at time of application)
Building plan down payment: where total fees for building permit are between $500.01 and $1000	$226	Remove (permit fee now charged at time of application)
Building plan down payment: where total fees for building permit are $1000.01 or more	$569	Remove (permit fee now charged at time of application)

	Current Fee	Proposed Fee
Other Commercial Building Permit Fees **(Unless indicated, no minimum/base fee applies if a separate permit)**		
Adding one or more additional suites or units to an existing, compliant, multi-unit dwelling including a 'converted residential dwelling' (e.g. a rooming house). The fee is in addition to the area or declared value of construction fee if renovations requiring a building permit are involved. Note that additional zoning / development permit fees may apply.	$126	$400
Reducing one or more units or suites in an existing, multi-unit dwelling. No base fee applies if no work requiring a building permit is involved. In the event that work requiring a building permit is involved, regular fees would apply and this fee would not.	Minimum permit fees apply	$125
Temporary buildings (excluding tents) – calculated as a new commercial building	Same as applicable building permit fees	Same as applicable building permit fees (base fee applies)
Temporary buildings – maintenance fee per month (in addition to base fee)	$63	$65
Nonpayment resulting in an inspection (in addition to monthly fee)	New	$200
Outdoor swimming pool - above ground	$94	$300
Outdoor swimming pool – below ground	$185	$300

	Current Fee	Proposed Fee
Other Commercial Building Permit Fees (Unless indicated, no minimum/base fee applies if a separate permit)		
Satellite dish or antennae, radio or communication tower less than 30.48 m in height	$94	$250
Satellite dish or antennae, radio or communication tower less than 30.48 m in height or more	$153	$250
Storage tanks – removal of one tank (includes Fire Prevention Inspections no longer being charged)	$23 (min $126 applied)	$150
Storage tanks –installation of one tank (includes Fire Prevention Inspections no longer being charged)	$23	$350
Storage tanks – for each additional tank, same site	$23	$50
Storage tanks – minimum fee	$126	Delete
Tents – for one tent	$126.50	N/A
Tents – for each additional tent on an application	$15.05	Delete
Tents per square meter charged as an area total for all tents on a single application / single site (includes inspection fees for Fire Prevention) (occupancy permit fees also apply) For each m^2 between: 0-500 m^2 501-5000 m^2 5001 or more m^2		 $2.5/ m^2 $1.25/ m^2 $0.75/ m^2

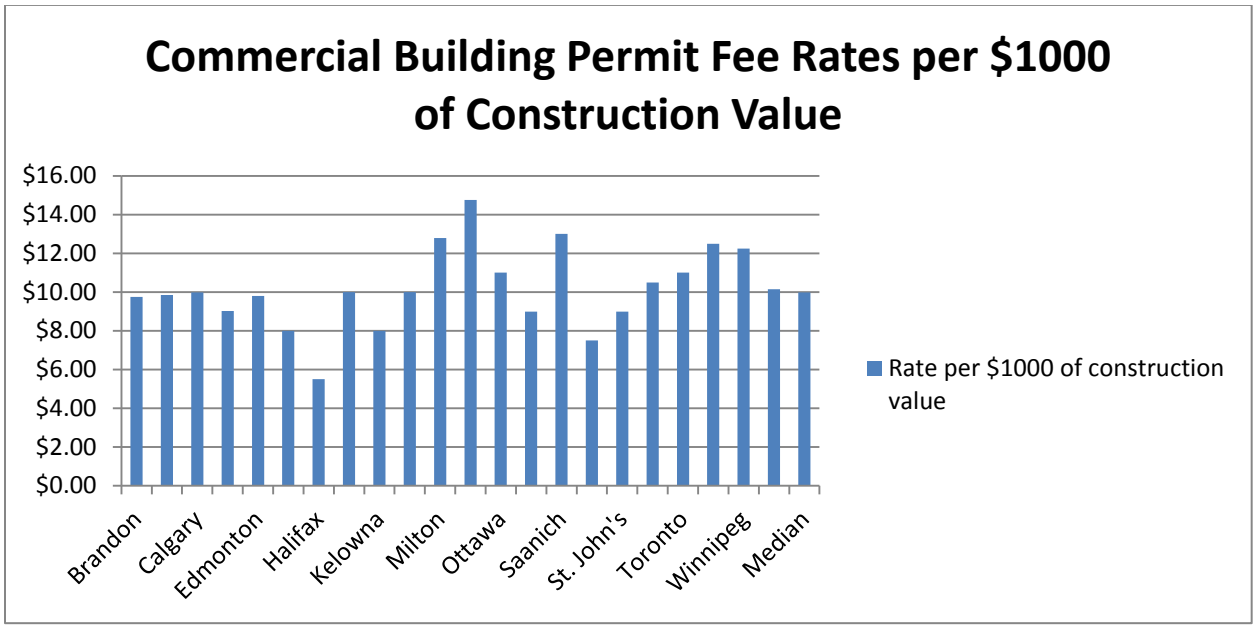
Rationale for change:

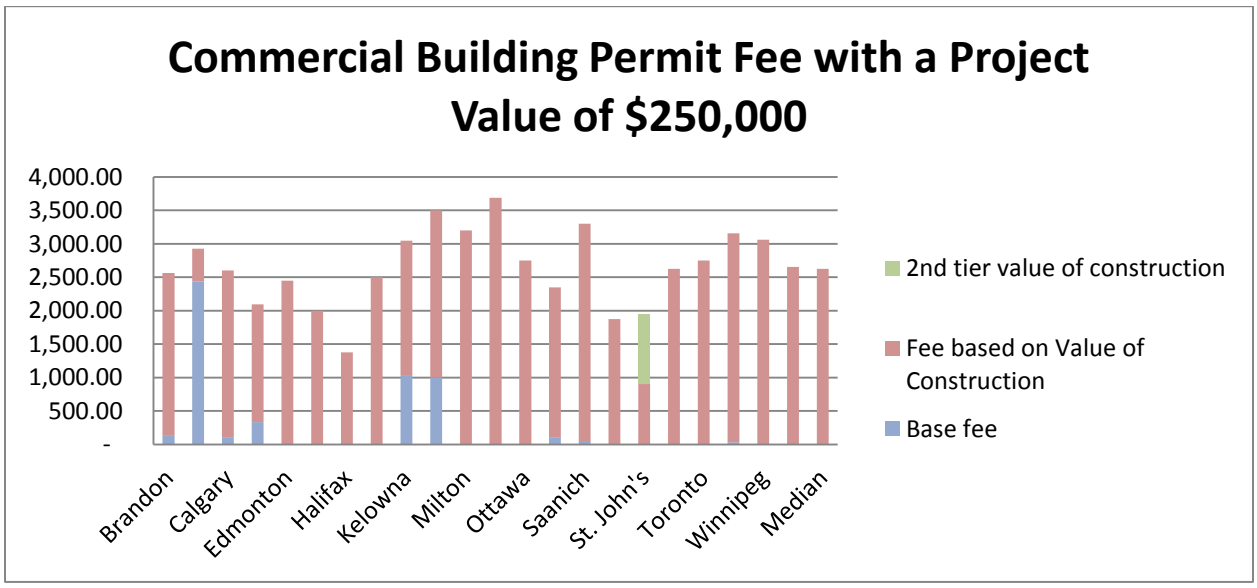
The vast majority of municipalities across Canada calculate building permit fees for commercial interior/exterior alterations as a percentage of 'declared value of construction'. However, this fee calculation method is problematic as it often is not proportional to the work and resources required by the City to engage in plan examination and inspections, and it usually defaults to 'the honor system' regarding the applicants' declarations, and the results can often be argued as unfair.

Fees calculated on an area basis are often considered to be less subjective and there is a general move by municipalities to adopt this system for new building construction (as the City had done many years previously). The proposal here is to extend this area calculation method to be used when a complete occupancy space is being altered, but to retain the declared value of construction method for many other 'partial' interior and exterior alterations where an area methodology would be difficult to apply.

However, unlike a number of other fees where the City's current rates are well below the average for major municipalities, the City's current rate of $12.25 / $1000 of DVC is in the top quartile of other cities considered. Therefore it is proposed that the rate be reduced by about 20% to $10/$1000 of DVC.

City Comparison:





Net Impact on Revenue: Decrease of $850,000

2016 Budget Impact: Decrease of $496,000

Proposed Implementation: June 1, 2016

Stakeholder(s): Commercial Property Owners (including Building Owners Management Association), Commercial Builders (including Winnipeg Construction Association), Professionals (consulting Engineers and Architects), Interior Designers (including PIDIM).

3.1.4. COMMERCIAL ALTERNATIVE SOLUTIONS AND ELECTRICAL CODE DEVIATIONS

Description:

Alternative Solutions, formerly known as "equivalencies," allow for flexibility in building design. They provide the consultant team with a means to employ design solutions that are different from the prescriptive Building Code requirements.

Alternative Solutions can apply to new construction or existing buildings. In the case of an existing building prescriptive compliance is difficult (in many cases) to achieve and an alternative is necessary. With new construction many alternatives are a way to reduce construction costs or to develop unique buildings. There are, however, cases in new construction where an alternative is more practical than the prescriptive solution (e.g. large occupant loads and exiting).

Alternative solution submissions must demonstrate that the proposed approach provides as well as or better level of performance to the prescribed provisions in the Building Code.

NOTE: Alternative solution proposals or applications must be prepared by a professional Architect or Engineer registered in the Province of Manitoba.

Electrical Requests for Code Deviation are similar to alternative solutions and can be used when the designer or licensed electrical contractor has an installation where Code requirements are difficult or impossible to meet. They must be submitted on the available Request for Code Deviation form or a reasonable facsimile thereof.

New Fees:

Alternative Solutions	**Classification**[6]	**New Building**	**Existing Building**
Pre Application Stage	Minor	$200	$100
	Major	$500	$300
Application Stage	Minor	$350	$250
	Major	$750	$500
Post Permit Issuance	Minor	$500	$400
	Major – Including meeting fee	$1000	$1000

	Example Description
Minor	Sprinkler systems used in lieu of basement fire separation in a house conversion
	Roll-out counter in lieu of flip-top
	Barrier-free washroom size variation in existing building
	Shared washroom with other tenant space
	Mezzanine exceeds % limit
	Provide window or additional measures
	Building area exceeds classification
	Alternative measures are provided such as additional fire compartments
	Window sprinkler protection
Major	School addition requires total building to be non-combustible construction
	Existing wood frame roof
	Racking mezzanine in large stores and warehouses
	Fire protection consultant (fire or time based egress modeling)
	Other types by Architect or P. Eng
	Other types by Architect or P. Eng with detailed reports

[6] Classification of a deviation application will occur during processing.

Electrical Requests for Code Deviation	Classification[6]	New Building	Existing Building
Pre Application or During Electrical Plan Examination Review	Standard Complex	$150 $300	$100 $200
Post Electrical Plan Examination Review	Standard Complex	$350 $600	$300 $500

Alternative Solutions or Electrical Requests for Code Deviations	Proposed Fee
Resubmission Fee	50% of original fee

Rationale for change:

Considerations of alternative solutions create additional work for the Plan Examination group in the form of extra research and consultation. Therefore, to recover these costs, the department is recommending the fees in the table above. This also aligns with what many other jurisdictions are doing.

City Comparison:

There was significant variation in the methodologies used to charge for this service among the 14 municipalities surveyed. Hourly rates varied from minimum of 1 hour for a house in Oshawa at $199/hr to $235/hr for any Alternative solution in Barrie. Fixed fees ranged from $200 per alternative to $2049.50 per alternative.

City	Description
Barrie	$235 per hour
Burnaby	$499 each and $135 for each revision
Ottawa	Tier I Review Process - $750 per application plus third party evaluation costs as may be required Tier II Review Process - $300 per application
Vancouver	<table><tr><th></th><th>New construction</th><th>Existing buildings</th></tr><tr><td>One application</td><td>$704</td><td>$440</td></tr><tr><td>Two applications</td><td>$1370</td><td>$880</td></tr><tr><td>Three or more applications</td><td>$1810</td><td>$1080</td></tr><tr><td>Resubmitted application</td><td>$243</td><td>$243</td></tr><tr><td>For review by the alternative solution review panel</td><td>$2,160.00</td><td></td></tr></table>
Halifax	$ 491 up to 4 hours
Hamilton	Application for an Alternative Solution $ 413(up to 4 hours review time) Each additional hour $124
Kelowna	$200 per alternative
London	$300
Milton	$750+ costs incurred

City	Description
Mississauga	$750
Oshawa	min 1 hr for a house, 4 hr for others @ $119 per hour
Ottawa	Tier I Review Process - $750 per application plus third party evaluation costs as may be required Tier II Review Process - $300 per application
Surrey	$448
Toronto	$2049.50

Net Impact on Revenue: Increase of $50,000

2016 Budget Impact: Increase of $29,000

Proposed Implementation: June 1, 2016

Stakeholder(s): Professionals (consulting engineering and architects), Commercial Electrical Contractors

3.1.5. Fire Paramedic Services

Description:

The Fire Prevention Plan Examiner assists designers by phone or email, reviews pre-applications, attends both internal and external meetings, reviews Engineered and Fire Protection Reports, Alternate Solutions, and completes additional reviews on permits where the proposed plans were amended.

Current State and Proposed New:

	Current Fees	Proposed Fees
Fire Paramedic Service plan review - removal, alteration or installation of storage tanks, including pipe changes	$102	Delete – now included in building permit fees
Fire Paramedic Service plan review - new construction, additions, renovations or changes in occupancy for buildings regulated under part 3 of the Manitoba Building Code	$115	Delete – now included in building permit fees
Fire Paramedic Service plan review - new construction, additions or renovations permitting a change of occupancy for buildings regulated under part 9 of the MBC (except a single-family or 2-family dwelling	$102	Delete – now included in building permit fees
Fire Paramedic Service plan review - re-examination of plans due to revisions, alternate solutions or Fire Protection Reports; Meeting fee.	$65	$150/hr
Fire Paramedic Service plan review - temporary structures (other than tents)	$102	Delete – now included in building permit fees
Fire Paramedic Service plan review - tents, 84 m² or more in area or a special event with three or more tents	$54	Delete – now included in building permit fees
Fire Paramedic Service plan review - special events not using tents	$54	Delete – now included in building permit fees
Fire Paramedic Service plan review - miscellaneous plan reviews	$54	Delete – now included in building permit fees
Fee per hour of inspection reasonably required as part of a plan review by the Fire Paramedic Service	$103	$102/hr[7]
Application that requires Fire Paramedic Service to establish an occupant load	$186	$300 (see Occupancy permit fees for more detail)

[7] To align with the 2016 hourly rate for other WFPS hourly fees.

	Current Fees	Proposed Fees
Fee for Fire Prevention attendance at building commissioning Life Safety Tests	none	Delete – now included in building permit fees

Rationale for change:

To make it easier for applicants to understand the various fees assessed by the City for construction projects, it is proposed that the current fees be deleted and incorporated in the building permit fees. A transfer of funds will be arranged between the two Departments to compensate the Fire Prevention Branch for the costs of their review time on these applications.

The occupant load charge is not directly associated with a building permit and therefore needs to remain.

Net Impact on Revenue: Decrease of $60,000

2016 Budget Impact: Decrease of $35,000

Proposed Implementation: June 1, 2016

Stakeholder(s): Commercial property owners, Commercial Builders

3.1.6. ASSORTED OTHER FEES

Description:

The following section addresses assorted other fees such as meeting fees with plan examination staff, re-examination of plans (multiple plan reviews), and spatial separation agreement fees.

Current State and Proposed New:

Building Code Plan or Revised Plan Review	Current	Proposed
Pre or post-application meeting: meeting/ discussion/ presentation by applicant concerning Building Code compliance; including meetings regarding alternative solutions or electrical code deviations (base fee)	$136	$200
Per City employee in attendance- each hour (in addition to base fee)	$115	$150
Charge for cancellation or postponement within 24 hours /missed preliminary plan review meeting	$136	$200
Multiple Plan Reviews on a single project by one or more disciplines	10% of building permit fee	Base $1000 plus $150/hour per discipline to maximum of 10% of building permit fee
Fee for re-examination –an additional fee where a) A permit has been issued or plans have been reviewed, and; b) An applicant submits new plans, or provides additional or revised detail, information or specifications for the original plans; and c) The designated employee determines that the re-examination of the new plans or modification of the original plans made it necessary by the additional details, information, or specifications will require time and resources consistent with a full plan examination.	25% of building permit fee	Base $1000 plus $150/hour to maximum of 25% of building permit fee
Cancellation fee		$200
Spatial Separation / Party Wall agreement with Caveat on Title (includes legal processing fees set at $1160 for 2015)	$168	$4000
Legal Fees: Spatial Separation Agreement	$1160	Delete

Rationale for change:

The Design Professionals are expected to design to Code. However, the Plan Examination Branch is prepared to meet with design professionals and contractors to discuss Code issues that may be either project specific or non-project specific at both the pre-application stage and the permit stage. The proposed fee structure for plan review is designed to recover costs associated with the reviews, encourage up front review and discourage new, additional, or revised information being submitted for a permit application which applies to some or all of the permit which has already been reviewed.

The adjustment to the re-examination fee has no impact on small projects, and effectively lowers the cost for many large projects. Because the 25% allocation can, in many cases, represent a very large fee, there is a tendency to accept significant changes to plan submission without treating these as re-examinations.

Spatial separation agreements have been used in the past as an alternative to meet Building Code in certain situations but involve significant administrative and legal costs to process. The City is currently

not accepting these applications but the fee is adjusted in the event that Provincial legislation will change in the future to provide the legal framework to process these agreements in the future.

City Comparison:

Of the 13 Municipalities surveyed, all had fees associated with plan review with some having pre-submission plan review fees, some having plan re-examination fees and others having both as is the case in Winnipeg. Of those 13 municipalities, 10 used an hourly rate either exclusively or as a component of the fees being charged. The hourly rates varied from $67.55 in Burnaby to $222.00 in Surrey. Vancouver relies almost exclusively on fixed fees ranging from $269 to $1,810. Calgary uses the greater of 10% of the building permit fee or the total hourly billing of staff time.

Net Impact on Revenue: Increase of $10,000

2016 Budget Impact: Increase of $6,000

Preliminary plan review fee changes increase in revenue $10,000. No budget adjustment is anticipated regarding spatial separation agreements as the City is not processing them at this time.

Proposed Implementation: June 1, 2016

Stakeholder(s): Commercial permit applicants

3.2. Commercial Electrical Permits

Description:

Commercial Electrical permits are required to be obtained by licensed electrical contractors for electrical work to commercial, industrial, retail, institutional and multi-family residential construction. The purpose of the Electrical Code is to provide practical safeguards to persons and property from hazards arising from the use of electricity. The code contains provisions considered necessary for safety. The Electrical Code covers installations of electric conductors and equipment within or on public and private buildings and structures, installations of conductors that connect to the supply of electricity, and installations of other outside conductors on the premises.

VDV Audit Program

This program is only applicable to Voice, Data, Video installations in commercial buildings (i.e.: single family and two-family dwellings are exempt). The proposed VDV Audit Program will be introduced in 2016 but the fees would be established in advanced. It would be a fully optional program and likely only of interest to high volume installers of VDV electrical cables and devices. The VDV audit program will only be available to Voice, Data & Video installations. Intrusion alarm installations will not be included in the program because higher-risk life-safety door control items such as electromagnetic locks, electric strikes, etc. could be considered part of an intrusion alarm system.

Current State and Proposed New:

Description	Current Fees	Proposed Fees
Electrical permit – minimum fee	$125.50	Delete
Electrical permit – base fee (applies to all commercial electrical permits except for items indicated with an asterisk (*) if they are the sole item included on the permit)	New	$100
First low voltage service or distribution board/ enclosed switch/ motor control center/CSTE/splitter: less than 400 Amps	$103	$103
Each additional low voltage service or distribution board/ enclosed switch/motor control center/CSTE/splitter: less than 400 Amps	$78.50	$78.50
First low voltage service or distribution board/ enclosed switch/ motor control center/CSTE/splitter: 400-1000 Amps	$191.20	$191.20
Each additional low voltage service or distribution board/ enclosed switch/motor control center/CSTE/splitter: 400 -1000 Amps	$113.75	$114
First low voltage service or distribution board/ enclosed switch/ motor control center/CSTE/splitter: over 1000 Amps	$242.15	$242.15
Each additional low voltage service or distribution board/ enclosed switch/motor control center/CSTE/splitter: over 1000 Amps	$134.30	$134.30
Electric heating and/or cooking appliances: 2 kW or less	$8.15	$8.15
Electric heating and/or cooking appliances: over 2 kW to 5 kW	$12.75	$12.75
Electric heating and/or cooking appliances: over 5 kW to 15 kW	$19.60	$19.60
Electric heating and/or cooking appliances: over 15 kW	$32.35	$32.35
Fuel burning equipment: each domestic package unit or unit heater	$19.60	$19.35
Fuel burning equipment: each industrial/commercial type package	$55.90	$56

Description	Current Fees	Proposed Fees
Motorized valves, transformers, motors, controllers, capacitors and similar equipment not listed elsewhere in this schedule: 1 kVA/kW/hp/kVAR/Amps or less	$10.55	$10.55
Motorized valves, transformers, motors, controllers, capacitors and similar equipment not listed elsewhere in this schedule: over 1 to 25 kVA/kW/hp/kVAR/Amps	$19.60	$19.60
Motorized valves, transformers, motors, controllers, capacitors and similar equipment not listed elsewhere in this schedule: over 25 to 100 kVA/kW/hp/kVAR/Amps	$55.90	$75
Motorized valves, transformers, motors, controllers, capacitors and similar equipment: over 100 kVA/kW/hp/kVAR/Amps	$106.85	$150
Machine/HVAC control panels, each	New (clarification of existing practice)	$65
Receptacles, wall switches, luminaires, electric door strikes, H/C door operators, card readers, request to exit devices, thermostats, I/O devices and similar equipment, 15 Amp, each	$1.72	$1.75
Receptacles, wall switches, luminaires, electric door strikes, H/C door operators, card readers, request to exit devices, thermostats, I/O devices , and similar equipment, over 15 Amp, each	$2.55	$2.55
Light standards, each	$15.20	$15.20
Fuel dispensers and similar equipment, each	$28.45	$28.45
Multiple-family dwelling: first three dwelling units[8]	$489.25	$489.25
Multiple-family dwelling: electrical permit for each additional dwelling unit[8] (in addition to the first three units)	$123.50	$123.50
Educational facilities: for each 10 m² of new construction or additions to existing structures, based on exterior dimensions	$12.75	Delete
Hotels and motels: per bedroom unit[8]: new construction or additions to existing structures	$58.82	$59
Hotels and motels: for each 10 m² of new construction or additions of floor areas used for service rooms, kitchens, dining rooms, lounges, restaurants and other accessory areas	$12.75	Delete
Life safety and health equipment, control panel or annunciator, each	$65.70	$65.70
Life safety and health equipment transponders	New (clarification of existing practice)	$30
Fire alarm system device, each	$5.20	Delete
Audible and visual signal device, each	$5.20	Delete
Detection devices (smoke, carbon monoxide, methane), each	$5.20	Delete
Sprinkler/standpipe flow, supervision or similar devices, each	$5.20	Delete
Pull stations, each	$5.20	Delete
Nurse call system device, each	$5.20	Delete

[8] Applicable to new buildings and additions only. Applies to all electrical equipment and devices contained within the dwelling units except for life safety & health equipment. Fees for life safety & health equipment and for electrical equipment installed in areas outside of dwelling or bedroom units are assessed on per device costs.

Description	Current Fees	Proposed Fees
Smoke alarms, each	$5.20	Delete
Life safety and health equipment devices (detectors and alarms, – smoke, heat, CO, methane, etc. – signals, pull stations, nurse call system devices, sprinkler & standpipe switches, miscellaneous monitoring & supervisory points), each	New	$5.20
Emergency lighting battery banks, each	$10.55	$10.55
Emergency lighting heads, per outlet	New	$1.75
Combination emergency lighting/exit sign units, each	New (clarification of existing practice)	$11.50
Exit signs, each	$1.72	$1.75
Electromagnetic locks, each	$4.65	$10
Door hold-open devices, each	New (clarification of existing practice)	$5.20
Relay cabinets, lighting contactors, dimming control panels and similar enclosures, each	New	$30
Empty raceways– 60 m or less	$32.35	$32.35
Empty raceways – over 60 m to 300 m	$65.70	$65.70
Empty raceways - over 300 m	$126.50	$126.50
* Signs: first free standing sign (base fee)	$99	$99
* Signs: each additional free standing sign installed at the same time (in addition to base fee)	$58.82	$58.85
*Signs: first non-free standing sign installed (base fee)	$99	$99
*Signs: each additional non-free standing sign installed at the same time (in addition to base fee)	$16.20	$16.20
Solar photovoltaic panels, each	new	$5
High voltage equipment (over 750 V): each service including metering and grounding	$286.27	$287
High voltage equipment (over 750 V): distribution, each unit or cell of protective or switching equipment	$66.97	$150
High voltage equipment (over 750 V): each motor or transformer: 500 hp/kVA or less	$99	$200
High voltage equipment (over 750 V): each motor or transformer: 501 hp/kVA to 1000 hp/kVA	$181.37	$250
High voltage equipment (over 750 V): each motor or transformer: over 1000 hp/kVA	$358.82	$359
Generator driven by prime mover & associated equipment, each	$228.43	$228.45
Spray booths -– install new or alteration (fee incorporated in spray booth building permit) (Electrical permit still required)	$152.94	$0
Spray booths – each additional 10 m² of floor area (in addition to base fee)	$14.22	Delete
*Temporary installations or traveling shows - supplied from a permanent electrical system	$99	$99

Description	Current Fees	Proposed Fees
*Temporary installations or traveling shows - supplied from a temporary electrical service	$164.71	$165
Fire pump electrical connection and associated equipment, each	$204	$204
*Annual permit: 1-5 buildings (plus base fee)	$332.35	$500
*Annual permit: 6-10 buildings (plus base fee)	$332.35	$1000
*Annual permit: 11+ buildings (plus base fee)	$332.35	$1500
*Certificate of Electrical Inspection Acceptance	$32.35	$32.35
*Re-inspections of defects where defects are identified during a requested inspection and re-inspection is required to confirm their correction/ each hour or portion thereof/per visit	New	$125
*Meeting/discussion concerning Electrical Code compliance, base fee	New	As per assorted fees
Meeting/discussion concerning Electrical Code compliance, per City employee in attendance, each hour	New	As per assorted fees
Charge for meeting cancellation within 24 hours	New	As per assorted fees
Reduction of electrical permit fees: where equipment is connected to existing wiring that has been previously inspected under another electrical permit, the fee imposed is one half (½) the fee that would otherwise be applicable	Fee to be calculated	Fee to be calculated
Voice, Data, Video (VDV) & Intrusion Alarm permit fees		
Voice, Data, Video & Intrusion Alarm systems: Fibre optic cable installation	$32	Delete
Fibre optic cable (any length)	New	$30
Voice, Data, Video & Intrusion Alarm systems: associated devices, each (data outlets, CCTV outlets, etc.)	$2.55	$1.70
Voice, Data, Video & Intrusion Alarm systems: data rack or control panel including all components installed (base fee)	$82.35	$55
Voice, Data, Video & Intrusion Alarm systems: Each additional data rack in the same application (in addition to base fee)	$57.85	Delete
Voice, Data, Video & Intrusion Alarm systems amplifiers, each	New (clarification of existing practice)	$10
Voice, Data, Video & Intrusion Alarm systems extra low voltage controllers/cabinets	New	$1.70
VDV Audit Program annual fee (includes registration information, review of applicant's training and operational procedures and audit inspections)	N/A	$3500
VDV Audit Program permit fee per installation per address	N/A	$30
VDV Audit Program fee for non-compliance during an audit	N/A	$300
VDV Audit Program fee for suspension from the program	N/A	$5000

Rationale for change:

Fees have been adjusted to better reflect the cost incurred. Some fees have been consolidated for simplification and new ones created to account for unlisted items which were being installed with increasing frequency. Meeting fees have been added to address the increase in requests for discussions on Electrical Code issues.

City Comparison:

City	Description	Fee
Calgary	Buildings other than residential dwellings	$9.98 / $1000 of construction value ($108 min.)
Edmonton	Electrical Installation Cost Electrical Permit Fee $0 - $3,000 $3,001 - $10,000 $10,001 - $50,000 $50,001 - $250,000 Over $250,000	 $135 -$61 plus Cost multiplied by 0.0247 -$250 plus Cost multiplied by 0.0056 -$330 plus Cost multiplied by 0.0041 -$900 plus Cost multiplied by 0.0019

Net Impact on Revenue: Increase of $375,000

2016 Budget Impact: Increase of $219,000

Proposed Implementation: June 1, 2016

Stakeholder(s): Commercial Electrical Contractors, Voice Data Video Installation Companies, Alarm Companies, Commercial Builders, Commercial Property Builders

3.3. Commercial Plumbing Permits

Description:

The purpose of the plumbing code is to insure the proper installation of systems for furnishing potable water, for sanitary sewage disposal and storm drainage; and to insure public safety, health, and welfare insofar as affected by the installation of plumbing.

Current State and Proposed New:

	Current Fees	Proposed
Underground Rough-in – separate permit base fee (no other base fee applies but outlet and fixture fees also apply)	$185	$250
Base fee (applies to all other)	$126 Min	Delete
		$150 (base)
New Multiple-family dwelling: one or more units: first three dwelling units (base fee)	$488.24	Delete
New Multiple-family dwelling: each additional dwelling unit (in addition to base fee)	$123	$100/suite
Install backwater valve		$50
Install or repair: Type 1 fixture[9], each	$8.15	Delete
Install or repair: Type 1 fixture outlet, each	$19.61	Delete
Install or repair: Type 2 fixture and outlet together, each	$30.39	Delete
Install or repair: Type 2 fixture, each	$30.39	Delete
Install or repair: Type 2 fixture outlet, each	$30.39	Delete
Install or repair: Type 3 fixture and outlet together, each	$30.39	Delete
Install or repair: Type 3 fixture, each	$30.39	Delete
Install or repair: Type 3 fixture outlet, each	$30.39	Delete
New commercial - Install outlet and/or fixture each (except for new multi-family)	New	$30
Minor repairs to drainage or venting systems (renewal of each fixture trap or drain, etc.)	$15.20	$15
Each interceptor, sump, manhole, catch basin, pit installed	$69.71	$50
New construction & additions to drainage and venting piping	$185.29	Delete
Renewal of stacks only (one or more) (in addition to base fee)	New	$500
Potable water supply pipe: with water service pipe ¾” to 2” in diameter	$46.08	$50
Potable water supply pipe: with water service pipe over 2” in diameter	$79 .41	$80
New potable water supply to fixtures (hot, cold or recirculation potable water piping)	No Charge	No Charge
Re-piping of existing water supply to fixtures: for each dwelling	$159.80	$160
Re-piping of existing water supply to fixtures: for each floor or portion thereof (base fee)	$504.90	$450

[9] A fixture is a receptacle, appliance, apparatus or other device that discharges sewage, storm water or clear water waste and includes floor and roof drains.

	Current Fees	Proposed
Re-piping of existing water supply to fixtures: inspection fee for each floor level (in addition to base fee)	$65.70	Delete
Certificate of Plumbing Inspection Acceptance	$32.35	$32.35

New schedule as follows:

	Proposed
Underground Rough-in – separate permit base fee (no other base fee applies but outlet and fixture fees also apply)	$250
Base fee (applies to all other)	$150
New Multiple-family dwelling: each additional dwelling unit (in addition to base fee)	$100/suite
New or renovations commercial - Install outlet and/or fixture each (except for new multi-family)	$30
Install backwater valve	$50
Minor repairs to drainage or venting systems (renewal of each fixture trap or drain, fixture or outlet, etc.)	$15
Each interceptor, sump, manhole, catch basin, pit installed	$50
Renewal of stacks only (one or more) (in addition to base fee)	$500
Potable water supply pipe: with water service pipe ¾” to 2” in diameter	$50
Potable water supply pipe: with water service pipe over 2” in diameter	$80
New potable water supply to fixtures (hot, cold or recirculation potable water piping)	No charge
Re-piping of existing water supply to fixtures: for each dwelling	$160
Re-piping of existing water supply to fixtures: for each floor or portion thereof	$450
Certificate of Plumbing Inspection Acceptance	$32.35

Rationale for change:

Simplification of the permit fee structure. Change from minimum fee to higher base fee allows improved cost recovery on smaller projects – each requiring at least one or two inspections.

City Comparison:

City	Description	Fee
Burnaby	installation or alteration of site piping (storm, sanitary, domestic water), rainwater leader, domestic water piping or any other plumbing pipe For the first 30 m of piping or portion thereof For each additional 30 m of piping or portion thereof Install or repair: Type 1,2,3 fixture and outlet together, each Each additional For each backflow protection device 4 inches or greater in size For the installation of a catch basin, sump, oil interceptor, manhole or trench drain	 $49.15 $28.30 $51.00 $27.80 $142.15 $35.75
Calgary	Buildings other than residential dwellings	$9.98 / $1000 of construction value ($108 min.)
Edmonton	The fee for a plumbing permit for any other undertaking	$0.47 for each $1,000 of Construction Value and not less than of $154

City	Description	Fee
Kelowna	Plumbing Fixtures Interceptor Backflow Prevention For the installation or alteration of miscellaneous site works, storm sewer, sanitary sewer, irrigation lines, domestic water lines: - the first 30 m of piping or portion thereof - each additional 30 m of piping or portion thereof Each catch basin, drywell and sump Residential water, storm and or sewer installation	$20.00 $20.00 $75.00 $60.00 $20.00 $20.00 $60.00
Mississauga	Group A: Assembly occupancies Group B: Institutional occupancies Group C: Residential occupancies Group D: Business and personal services occupancy Group E: Mercantile occupancies Group F: Industrial occupancies Manholes, catch basins, interceptors, sumps etc. Backwater preventer -detached dwelling, semi-detached dwelling, townhouse dwelling -industrial, commercial, institutional, and multi-residential	$33.00 each fixture $33.00 each fixture $33.00 each fixture $33.00 each fixture $33.00 each fixture $33.00 each fixture $33.00 each fixture $190.00 $330.00
Oshawa	House All others Backflow preventer Manhole, catch basin, interceptor, sump, etc. Holding tank (new installation or repair to existing) Septic system (new installation or repair to existing)	$18.46 each fixture $26.00 each fixture $63 each $63 each $308 $614
Surrey	First Fixture Each Additional Fixture Backflow preventer Lawn basin, sump, manhole, catch basin, interceptors Preliminary site inspection Re-inspection fees.1st Re-inspection fees 2nd and subsequent	$68.00 $30.00 As fixture As fixture $69.00 $84.00 $141.00
Toronto	Group A & B - All Assembly, Institutional, Restaurants Other Group C – Buildings Group D & E - All Offices, Retail Stores, Mercantile Group F - Industrial, Garages, Gas Stations Manholes, Catch basins, Interceptors and Sumps Complete with Pumps Backflow Prevention Devices (devices requiring testing)	$1.69/m2 $1.23/m2 $1.37/m2 $0.95/m2 $34.20 each $82.08 each

Methods and fees vary across the country with some fees being based on a percentage of construction value and other based on units. The departments preference is to rely on units rather that attempt to review or otherwise confirm the accuracy of declared construction values.

Net Impact on Revenue: Increase of $185,000

2016 Budget Impact: Increase of $77,000

Proposed Implementation: June - August, 2016

Stakeholder(s): Commercial Plumbing Contractors, Commercial Builders, Commercial Property Builders

3.4. Commercial Mechanical Permits

Description:

The Building Code and related Standards regulates the construction, extension, alteration, renewal and repair of mechanical systems such as heating systems, ventilation systems, ductwork systems, fire suppression systems, kitchen exhaust systems, paint spray operations, paint spray booths, and cooking appliances

The City categorizes these into three main groups, each with an equivalent contractor license:

M1 - HVAC including general heating, ventilation, and air conditioning equipment

M2 - Sprinkler and standpipe systems

M3 - High risk or specialty systems such as commercial kitchen exhaust, solid fuel appliances, fire suppression systems, paint spray operations, dust collection systems, fume hoods, etc.

Current State and Proposed New:

	Current Fees	Proposed Fees
Declared value of mechanical work is $100,000 or less - first $10,000 or portion thereof (base fee)	$151.96	New Schedule
Declared value of mechanical work is $100,000 or less – each additional $10,000 or portion thereof (in addition to base fee)	$6.96	New Schedule
Declared value of mechanical work is between $100,000 and $1,000,000 or less - first $100,000 or portion thereof (base fee)	$206.86	New Schedule
Declared value of mechanical work is between $100,000 and $1,000,000 or less – each additional $50,000 or portion thereof (in addition to base fee)	$12.78	New Schedule
Declared value of mechanical work is over $1,000,000 - first $1,000,000 or portion thereof (base fee)	$435.29	New Schedule
Declared value of mechanical work is over $1,000,000 – each additional $100,000 or portion thereof (in addition to base fee)	$15.20	New Schedule
Mechanical – each fire pump installed	$185.29	New Schedule
First cooking exhaust system (base fee)	$160.78	New Schedule
Each additional cooking exhaust system on same application (in addition to base fee)	$97.06	New Schedule
Certificate of Mechanical Acceptance	$32.35	$32.35

New schedule as follows:

M1 Mechanical Permit	Proposed Fee
Base Fee (includes one floor)	$250
Each additional floor	$250
Plus rate per m^2	$0.35
Repair or alteration of an existing mechanical system which cannot be described in terms of area (no base fee)	$250
Spray Booth - install new or alteration (fee incorporated in spray booth building permit) (M1 permit still required)	$0

M2 Mechanical Permit	Proposed Fee
Base Fee (includes one floor)	$250
Each additional floor	$250
Plus rate per m^2	$0.25
Fire Pump /Standpipe	$500
Spray Booth - install new or alteration (fee incorporated in spray booth building permit) (M2 permit still required)	$0

M3 Mechanical Permit	Proposed Fee
Fire Suppression - New - Repair/Minor modification	 $250 $100
Spray Booth – install new or alteration (fee incorporated in spray booth building permit) (M3 permit still required)	$0
Special Ventilation Systems – Commercial Kitchen Exhaust, Dust Collector, etc. - New system (base fee) - New system additional connection (e.g. additional kitchen exhaust hoods, dust collection inlet), each connection - Repair or alteration to existing system	 $400 $200 $300

Rationale for change:

Mechanical permit fees were considered to be significantly low, both in terms of the City resources consumed in plan examination and inspections, as well as in comparison to other jurisdictions. Additionally, the method of calculation as a percentage of 'declared value of construction' was prone to abuse and/or creative declarations and provided for confusion regarding what should be included in the declared value for commercial interior alteration building permits. There was therefore a move to a fee system based on area. The base was set relatively high to capture the costs of engagement even in relatively small occupancy areas. However, the rate per meter is considerably lower than many other jurisdictions.

Spray booths are unique, often pre-fabricated systems and it was felt that the myriad of permits (M1, M2, M3, Electrical, and Building and Occupancy) were not only getting confusing, the aggregate fees were sometimes too high for the nature and complexity of the whole. Thus, while each of these permits will still be required for tracking purpose and to register each licensed contractor, the individual fees are each set at $0, with a high 'primary' building permit fee intended to encompass the costs of plan reviews in multiple disciplines, and multiple inspections.

City	Description	Fee
Burnaby	Fees based on maximum BTU input of the appliance with a minimum fee of 50,000 BTU's For the installation or relocation of the following: First sprinkler head Each additional sprinkler head	$2.90 per 1,000 BTU's heating appliance input $73.90 $2.55
Calgary	Buildings other than residential dwellings	$9.98 / $1000 of construction value ($108 min.)
Edmonton	$0.55 for each $1,000 of Construction Value and not less than $154	
Kelowna	Spray Booth Fire extinguishing systems, over commercial cooking appliances and spay booths	$175.00 + $9.55/ m^2or portion thereof $45.00 each
Mississauga	Group A: Assembly occupancies Group B: Institutional occupancies Group C: Residential occupancies Group D: Business and personal service Group E: Mercantile occupancies Group F: Industrial occupancies Commercial kitchen exhaust (including related make-up air) Spray booth, dust collector etc.	$1.10 / m^2 $1.10 / m^2 $1.10 / m^2 $1.10 / m^2 $1.10 / m^2 $1.10 / m^2 $330.00 $330.00/unit
Oshawa	Sprinkler system – new or alteration Fire Alarm System – New Assembly, Institution, Restaurant and Office Building Residential Building Retail – small (2,500 ft^2 or less) All others > 2,500 ft^2 Commercial Kitchen Exhaust, Spray Booth, Dust Collector, etc	$0.62 / m^2 $614 flat fee $1.11 / m^2. $0.69 / m^2 $186 flat fee $0.81 / m^2 $369 flat fee
Toronto	Group A & B - All Assembly, Institutional, Restaurants Other Group C – Buildings Group D & E - All Offices, Retail Stores, Mercantile Group F - Industrial, Garages, Gas Stations, Commercial Kitchen Exhaust, Spray Booth, Dust Collector, etc	$1.69/ m^2 $1.23/ m^2 $1.37/ m^2 $0.95/ m^2 $410.40 flat fee

Net Impact on Revenue: Increase of $350,000

2016 Budget Impact: Increase of $146,000

Proposed Implementation: June - August, 2016

Stakeholder(s): Mechanical Contractors, Spray Booth Installation Companies, Commercial Construction Owners, Commercial Property Owners

3.5. Occupancy Permits

Description:

A Building Occupancy Permit is a written permission pursuant to the Winnipeg Building By-Law to occupy a building[10] or a part thereof in the city. Occupancy is defined under the same by-law as the use or intended use of a building or part thereof for the shelter or support of persons, animals or property. Therefore, the primary purpose of the Building Occupancy Permit is to protect the same persons, animals and property from unsafe conditions related to the building or part thereof by ensuring that the requirements of the applicable codes are met prior to the space in question may be used.

An Occupancy Permit is required whenever a building is constructed, added onto, or altered in a significant way, or when a change in tenant, use or occupant load is proposed. Temporary structures and special events may also require one.

Current State and Proposed New:

	Current	Proposed Fees
Final building occupancy permit: newly-constructed or newly-renovated building or addition	$325.50	New Schedule
Final building occupancy permit: each new tenant in a building (with the exception of residential condominium tenants)	$325.50	New Schedule
Final building occupancy permit: condominium base	$325.50	New Schedule
Condominium tenant occupancy permit - per suite	$125.50	$100
Interim or conditional tenant occupancy permit	$203.92	New Schedule
Special events occupancy permit: each 3-month period	$203.92	New Schedule
Temporary building occupancy permit for each 12-month period or portion thereof	$203.92	New Schedule
Temporary building occupancy permit for a 3 year period or portion thereof	$409.80	New Schedule
All other occupancy permits	$325.50	New Schedule
Second and subsequent inspections required prior to issuance of an occupancy permit: each inspector, first hour (base fee)	$126.50/hr	Delete
Second and subsequent inspections required prior to issuance of an occupancy permit: each additional hour or portion thereof (in addition to base fee)	$102.94/hr	Delete
Application to establish an occupant load – includes first hour of plan examination or inspections (base fee)	$186.27	New Schedule

[10] Those buildings to which occupancy permits are required as per the Winnipeg Building By-law

	Current	Proposed Fees
Each hour or portion thereof of plan examination or inspections required to establish occupant load (in addition to base fee)	$102.94/hr	Delete
Each additional 15 minutes of processing of an occupancy permit	$32.35	Delete
Replacement: occupancy permit certificate or occupant load placard	$126.50	New Schedule

Proposed Fees:

Note: When a 'per discipline' rate is identified, the following areas are identified as a discipline:

1. Building / Structural / Fire Prevention (WFPS)
2. Electrical
3. Plumbing
4. Mechanical (M1, M2, M3)

	Proposed Fee
Occupancy permit base fee – final occupancy, interim occupancy, denial, final tenant occupancy, occupy only, special event or temporary building	$200 (base)
Request for occupancy inspections in fewer than 3 days from date of request where request can be facilitated.	Double all associated fees
'Occupancy-only' permit fees (no associated building permit is required)	
Occupy only permit (and any interim occupy-only permit) In addition to base fee	$.10 per m^2
Maximum Occupy-only fee	$600
Occupancy Permit Fees (When associated building permit is required)	
Full Refund of the Final Occupancy fee if there is a complete submission at the time of occupancy permit request and no defects at inspections and does not apply to individual condominium units -- e.g. a final occupancy permit is issued at 1st request for occupancy with no re-inspections or incomplete certificates. Refund only applies in cases where an occupancy permit is required as part of a related building permit. The extra fee for short-notice requests would not be refunded.	100% refund
Final building occupancy permit area fee: newly-constructed or newly-renovated building or building addition or each new tenant in a building (with the exception of residential condominium tenants) in addition to the base fee	$.10 per m^2
Maximum Final Occupancy fee	$600
Interim Occupancy Permit Fees	
Discount applied to interim occupancy permits per tenancy space when the only reason for the interim permit is due to defects in the base building	50%
1st Interim Occupancy Permit or occupancy denial area fee In addition to base fee: Area fee calculated as follows: square meters X rate X the number of disciplines in non-compliance; In the event of commercial tenancy spaces where no non-compliance exits apart from those in the base building, only the base permit fee applies[11].	$.05 per m^2 per discipline
Maximum 1st Interim Occupancy Permit Fee or Denial	$800

[11] Discount also applies.

	Proposed Fee
2nd Interim Occupancy Permit area fee In addition to base fee: Area fee calculated as follows: square meters X rate X the number of disciplines in non-compliance;	$.10 per m^2 per discipline
3rd and subsequent Interim Occupancy Permits area fee In addition to base fee: Area fee calculated as follows: square meters X rate X the number of disciplines in non-compliance	$.20 per m^2 per discipline
Maximum Second or subsequent Interim Occupancy Permit Fee	$1200
Discount applied to interim occupancy permits per tenancy unit when the only reason for the interim permit is due to defects in the base building.	50%
Residential Condominium Occupancy Permits per Suite	
Residential condominium tenant occupancy permit - per suite (no base)	$100.00
Each Interim or conditional condominium tenant occupancy permit or denial No refund or escalating maximums apply to the per suite fees (no base)	$100.00
Discount applied to interim occupancy permits per suite when the only reason for the interim permit is due to defects in the base building. Applies also to condominium unit interim permits.	50%
Other Occupancy Permits and Fees	
Special events occupancy permit: each 3-month period in addition to the base fee (to a maximum of $300)	$.10 per m^2
Temporary building occupancy permit for each 12-month period or portion thereof in addition to the base fee (to a maximum of $400)	$.25 per m^2
Temporary building occupancy permit for a 3 year period or portion thereof in addition to the base fee (to a maximum of $600)	$.60 per m^2
Application to establish an occupant load – includes first hour of plan examination or inspections (base fee)	$300
Each hour or portion thereof of plan examination or inspections required to establish occupant load (in addition to base fee)	$150/hr
Replacement: occupancy permit certificate or occupant load placard	$50
Update an issued occupancy permit (change of ownership/change of operating name)	$80
Fees for Non-Compliance	
Occupancy prior to obtaining occupancy permit (occupy only - no building permit required) – each month or part thereof subsequent to violation Base amount: Area fee in addition to base: Maximum:	 $300 $.50 per m2 $1000 each time
Occupancy prior to obtaining an occupancy permit when a construction-related permit is required or after a denial (e.g. new construction, additions, alterations or change of use or building classification) each month or part thereof subsequent to violation notice Base amount: Area fee in addition to base: Maximum:	 $400 $.50 per m2 $2000 each time
Fee for non-compliance for occupying with an Expired Interim occupancy permit – each month Base amount: Area fee in addition to base: Maximum:	 $200 $.25 per m2 $2000 each time

Project Comparison:

Occupy-only Permits and Occupancy Permits Post-Construction

Tenancy Space	Current Fees	Proposed Fees	Change	% Change
Very Small (500 ft²)	$326	$204.65	($121.35)	37% reduction
Small (2000 ft²)	$326	$218.58	(107.42)	33% reduction
Medium (25,000 ft²)	$326	$432.26	$106.26	33% increase
Large (100,000 ft²)	$326	$600	$326.00	84% increase

First Interim Occupancy Permit (assume 3 disciplines still in non-compliance)

Tenancy Space	Current Fees	Proposed Fees	Change	% Change
Very Small (500 ft²)	$204	$206.97	$2.97	1.5% increase
Small (2000 ft²)	$204	$227.87	$23.87	12% increase
Medium (25,000 ft²)	$204	$548.39	$344.39	169% increase
Large (100,000 ft²)	$204	$800.00	$596.00	292% increase

Second Interim Occupancy (assume 2 disciplines still in non-compliance)

Tenancy Space	Current Fees	Proposed Fees	Change	% Change
Very Small (500 ft²)	$204	$209.29	$5.29	3% increase
Small (2000 ft²)	$204	$237.16	$33.16	16% increase
Medium (25,000 ft²)	$204	$664.52	$460.52	226% increase
Large (100,000 ft²)	$204	$1200	$996.00	488% increase

Special Event

Tenancy Space	Current Fees	Proposed Fees	Change	% Change
Very Small (500 ft²)	$204	$204.65	$0.65	0% increase
Small (2000 ft²)	$204	$218.58	$14.58	7% increase
Medium (25,000 ft²)	$204	$300.00	$96.00	47% increase
Large (100,000 ft²)	$204	$300.00	$96.00	47% increase

Rationale for change:

There is a vast range in the size, scope and complexity of projects requiring an occupancy permit. This has direct impact on the amount of time inspectors need to devote to a project. In cases where no work without a permit was done subsequent to the previous occupancy permit, an 'occupy-only' permit can be quickly processed after short site visits by the inspectors for 4 disciplines. Large projects require significantly more time. The proposed fee structure attempts to better reflect those differences and substantially lowers the fee for a small tenant space (from $320 to $205) while charging more for large occupancy spaces where the inspection time can be substantial.

The proposed structure creates an incentive (100% refund) in cases where an initial occupancy permit request includes a full and accurate submission of certificates and a compliant building. It's a disincentive to short-notice requests (which usually result in compromised service to other inspection requests), repeated interim occupancy permits, and via fees for non-compliance, occupancies without valid occupancy permits.

City	Description	Fee
Kitchener	Permit to occupy unfinished building	$112
Mississauga	Authorize occupancy of a building prior to completion Authorize occupancy of building of residential occupancy	$180/dwelling unit or $1750 per 100 m^2 $110/dwelling unit
Oshawa	Occupancy permit for unfinished building	$614
Ottawa	Occupancy Permit	n/c (included in building permit)
St John's	Change of occupancy permit Conditional occupancy permit (fee will reflect cost of outstanding items)	$25 $500 minimum
Toronto	Authorize occupancy of a building prior to completion	$410.40
Vancouver	For an occupant load rating of 150 people or less For an occupant load rating of 151 people or more Re-inspection fee, per hour or portion of an hour For each re-occupancy permit after rectification of an unsafe condition and related By-law violations	$300.00 $500.00 $100.00 plus tax $152

Net Impact on Revenue: Increase of $90,000

2016 Budget Impact: Increase of $53,000

$40,000 for direct occupancy fees 15%

$50,000 for new non-compliance revenue

Occupancy permit fees for a high volume of small occupancy spaces are being substantially reduced but will be off-set by the higher fees for larger spaces.

It is assumed that escalating fees for multiple interim permits will result in higher revenue in the short term but the disincentive fees will eventually reduce the quantity.

Proposed Implementation: June 1, 2016

Stakeholder(s): Commercial Builders (including Winnipeg Construction Association), Property owners and tenants of Commercial properties, Professionals, Interior Designers.

3.6. Building Permits for Signs, Awnings, and Canopies

Description:

The purpose of these permits is to facilitate a review of the support structure for signs, awnings and canopies as well as the method of mounting on the existing building wall.

Current and Proposed New:

	Current	Proposed	
		Applications where plans do not include engineer seals at the time of application	Applications where plans include engineer seals at the time of application
Sign permit - freestanding sign 2.44m or less in height	$199.09	$250	$150
Sign permit - freestanding sign over 2.44m in height but under 7.6m in height	$228.43	$400	$250
Sign permit - freestanding sign over 7.6 m in height	$228.43	N/A	$400
Sign Permit - mansard roof, projecting or other structural signs	$189.22	$250	$150
Sign Permit - any other sign type	$171.57	$200	$100
Sign Permit - awning / canopy or similar types of structure or equipment	$203.92	$250	$150
Sign Permit – second and each subsequent additional sign involving the same type, same category, applied for in a single application	$114.71	$100	$75
Sign Permit - single sign face replacement	$29.41	$50	$50

Rationale for change:

Each sign permit involves a City review of the structural elements of the plan by an engineer or technical specialist. In many cases it also involves a site inspection. The new fees better reflect the cost incurred.

In cases where an engineer has prepared the plans submitted with the application, the review time is shortened and facilitated. In some cases the review results in the requirement for the applicant to engage an engineer but these post-application submissions do not decrease the City's costs. The reduction proposed, therefore, is intended to encourage and reward those applicants that engage a professional from the outset.

City Comparison:

City	Description	Fee
Barrie	Signs attached to a building Plus per sign	$170 each $56.50
Brandon	Sign Permit	$125.00

City	Description	Fee
Edmonton	Temporary Sign - Up to 90 days Up to 365 days Fascia Signs Freestanding, Projecting or Roof Signs Digital Signs	$85.00 $255.00 $85.00 $255.00 $416.00
Hamilton	Ground Sign with sign area of less than or equal to 2.5 m^2 Ground Sign with sign area of greater than 2.5 m^2 and up to 4.0 m^2 Ground sign with sign area greater than 4.0 m^2 Awning, Canopy, Marquee, parapet, projecting or wall sign Billboard	$194.00 $340.00 $680.00 $340.00 $680.00
Kitchener	New Home Development Signs - first year, per sign - annual renewal (up to 3 additional years), per sign Permanent Signs - per $m^2$of sign face MINIMUM of - Home Business - Billboard Video Projection Sign (per year/sign face) Portable Signs (including banner & inflatable) same content each side different content each side new portable sign location if not shown on Landscape Plan or already approved, per site	 $824.00 $206.00 $28.00 $210.00 $70.00 $946.00 $1,324.00 $77.00 $113.00 $118.00
Kelowna	Awnings and Canopies - $1 - $10,000 $10,000 - $100,000 $100,001 - $500,000 $500,001 and up	$175 $175 + $9.55/1000 $1034.50 + $8.05/1000 $4254.50 + $7.20/1000
London	Permanent ground, facial wall, and projecting wall signs Mobile signs each period of 30 days or less for non-read-o-graph mobile signs read-o-graph mobile signs	greater of either $60.00 or $14.00 per $m^2$of sign face area $27.50 $225.00 annually or $18.75 per month
Milton	Prescribed value	1.6%
Mississauga	All Signs	$27.50 m^2 (minimum $225.00)
Oshawa	Sign (Regulated by the Ontario *Building Code*)	$239 flat fee / sign

City	Description	Fee
Ottawa	Billboard Digital Billboard Permit Development Sign Development Sign Annual Renewal Directional Development Sign Street Ad Sign Permit	$1,900 $2,550 $340; $625; $1,215 $1,215.00 for development area over 5000 m^2 $340.00 for change to sign plan < 10% of sign face area $340 $670
Regina	Permanent Sign Permit – Video Portable Sign Permit Permanent Sign Permit Wall Sign Encroachment Projecting Sign Encroachment	$500.00 $70.00 $260.00 $220.00 $320.00
Saanich	• each sign 0.4 m^2or smaller in area • each sign larger than 0.4 m^2but not exceeding 2 m^2in area • each sign exceeding 2 m^2in area	$30.00 $60.00 $200.00
Saskatoon	signs located in Sign Groups 1, 2 and 3 for signs located in Sign Groups 4 and 5 application fee for Digital Signs	$100 $225 $750
Surrey	Processing Fee (Non-refundable, but the fee will be credited towards the sign permit fee if the application is approved.) Sign Permit Fee for each sign: • Up to 3 m^2 (32 ft^2) • Over 3 m^2 (32 ft^2) up to 6 m^2 (64 ft^2) • Over 6 m^2 (64 ft^2) up to 10 m^2 (110 ft^2) • Over 10 m^2 (110 ft^2) up to 15 m^2 (160 ft^2) • Over 15 m^2 (160 ft^2) up to 18.6 m^2 (200 ft^2) • Over 18.6 m^2 (200 ft^2 Temporary Off-Site Real Estate Development/Construction Sign: • First year • Each additional 6 month period Removal Bond (for a Temporary Sign) Relocation or Alteration (on the same lot	$64.00 $140.00 $207.00 $276.00 $347.00 $415.00 $552.00 $188.00 $94.00 $500.00 $130.00

City	Description	Fee
Toronto	Roof signs	$38.33 per m^2 with a minimum fee of $223.62
	All other signs	$31.96 per m^2 with a minimum fee of $223.62
	Plan Revisions	$223.62
	Transfer of ownership of a Sign Permit	$223.62
	Additional Review or Inspection of a Sign Permit Application	$107.05/ permit
	Additional administration and inspection services for Sign	$80.29/ hour
	Structures erected or displayed prior to the issuance of a sign permit	$816.72/ sign face $19.19/ m^2 of sign face area
	Application for Renewal of Sign Permit	
Vancouver	Sign Permit: Structural Review: Sign Installed Without Permit	$88.80 $88.80 $428.00

Net Impact on Revenue: Increase of $60,000

2016 Budget Impact: Increase of $25,000

Proposed Implementation: June to August, 2016

Stakeholder(s): Commercial property owners, Builders, Sign companies, Engineers

3.7. Fees Re: Testing Life Safety Systems for the Purposes of Occupancy

Description:

In a small percentage of buildings requiring occupancy (approximately 6-10 per year), Code requires the testing of the life safety systems in a building prior to occupancy such as in the cases of high-rises and buildings of special design, or in individual cases where alterations to these systems warrant one in the opinion of the Authority Having Jurisdiction. The purpose of the test is to ensure that all life safety systems work together as designed under emergency circumstances.

Current Fees:

	Current Fees
Life, fire, safety and health systems testing - normal office hours – each test	$632
Life, fire, safety and health systems testing – outside office hours – each test	$1142
Life, fire, safety and health systems testing – conducted partially outside office hours and partially within office hours – each test	$1760

Proposed Fees (includes the participation of the Fire Prevention Staff involved):

Life, fire, safety and health systems testing	**Test**	**Re-Test**
Regular – normal office hours	$5000	$2500
Regular – fully or in part outside office hours	(% time inside office hours x $5000) + (% time outside office hours x 1.5 x $5000)	(% time inside office hours x $2500) + (% time outside office hours x 1.5 x $2500)
Complex or unusually large projects (as determined by the City) – normal office hours	$7500	$3000
Complex or unusually large projects (as determined by the City) – fully or in part outside office hours	(% time inside office hours x $7500) + (% time outside office hours x 1.5 x $7500)	(% time inside office hours x $3000) + (% time outside office hours x 1.5 x $3000)

When tests occur fully or in part outside of regular business hours, the fee will be multiplied by 1.5 times in proportion to the percentage of the time spent outside of business hours.

Rationale for change:

Where a Life Safety Test is required, extensive documentation has to be provided for review prior to the test. The chief inspectors for each discipline (Building, Mechanical and Electrical) each spend 4 to 30 hours to review documentation, certificates, and testing plans. Each test includes at least one lengthy pre-meeting with the applicant's team and City inspection teams. Life safety tests typically last up to four hours but can take longer. Usually about 12 City staff are involved including members of the Fire Prevention Branch. In the case of a failed test, partial retesting with a limited attendance is often required.

It is estimated that the proposed fees would be equivalent or less than charging the hourly rate for the staff involved.

City Comparison:

A number of cities contacted such as Hamilton and Vancouver charge for these test situations at an hourly rate.

Net Impact on Revenue: Increase of $30,000

2016 Budget Impact: Increase of $18,000

Proposed Implementation: June 1, 2016

Stakeholder(s): Commercial Property Owners, Commercial Builders (including Winnipeg Construction Association), Professionals (including APEGM, MAA)

4. Development Permits

Description:

The Development Permit means a permit authorizing a development that is subject to a Zoning By-Law. The Permit fee covers the cost of the zoning review of the affected property.

Current State and Proposed New:

	Current Fees	Proposed Fees
Housing-related Development Permits		
Single-family and 2-family dwellings: base fee	$125.50	$125.50
New dwelling – 180 m² or less (in addition to base fee)	$32.35	$32.35
New dwelling- more than 180 m² (in addition to base fee)	$65.70	$75
Addition to existing principal building (in addition to base fee)	$32.35	$32.35
New accessory building/structure (in addition to base fee)	$32.35	Delete
New accessory building/structure or addition to accessory building/ structure (no base fee applied)		$25
Addition to accessory building (in addition to base fee)	$19.60	Delete
Change of Use: Housing (no base fee applied)	$86.25	$25
Commercial-related Development Permits		
New site development or new construction – excluding single-family and two-family dwellings	$342.15	$600
Additions or exterior alterations to existing buildings or existing site redevelopment - excluding single-family and two-family dwellings	$172.55	$300
New construction of an addition to an accessory building - excluding single-family and two-family dwellings	$86.27	$300
DP fee: temporary event or a temporary use	$86.27	$25
Change of Use: Commercial	$86.27	$150
DP fee: erection of tents	$16.42	$25
DP fee: awning and/or canopy	$87.25	Delete (now incorporated below)
DP fee: Free standing, mansard, projecting, or other structural supported signs	$93.14	$75
DP fee: All Digital Signs	$155	$155
DP fee: awning or canopy with or without signs	$93.14	$75
DP fee: all other types of signs	$46.08	$46.10
DP fee: sign face replacement	$16.18	$30
DP fee: to place or locate a mobile advertising sign for a month or less	$65.70	$65.70
DP fee: to place or locate a mobile advertising sign for a period of up to three calendar months	$160.78	$160
DP fee: home-based business development permit (Fee applies to both Minor and Major categories. Major home-based businesses incur an additional conditional use fee	$189.22	$150
Frozen Waterways Permit Application	$123	$100
Fee for re-examination e.g. Review of re-submitted plans	½ the fee of the initial development permit	½ the fee of the initial development permit

Rationale for change:

A number of the fees are remaining the same. The changes provide a significant reduction for residential accessory structures from $157 to $25 as the cost to process a zoning review is relatively minimal and the current project fees provide too much of a disincentive to acquire a permit. Other fees such as larger houses and commercial new development are increasing considerably to reflect the more complicated review process which often involves research and review of detailed development agreements.

Net Impact on Revenue: Decrease of $128,000

2016 Budget Impact: Decrease of $75,000

Decrease in Residential Housing:	($2,000)
Decrease in Accessory Structure:	($169,000)
Increase in Commercial Storage:	$15,000
Increase in Health Services/ Education:	$ 9,000
Increase in Manufacturing:	$ 5,000
Increase in Multi-Residential:	$17,000
Increase in Office:	$17,000
Increase in Personal Services:	$22,000
Increase in General Public/Institution:	$ 2,000
Increase in Public Utilities:	$ 1,000
Increase in Recreation/Entertainment:	$ 5,000
Increase in Retail:	$15,000
Decrease in Signs:	($9,000)
Decrease in Temporary Approvals:	($8,000)
Decrease in Home-based Business:	($33,000)
Total Increase in Projected fees:	**($128,000)**

Proposed Implementation: June 1, 2016

Stakeholder(s): Homeowners, Commercial Property Owners, Home Builders, Commercial Builders, Sign Companies

5. Planning and Other

5.1. General Planning, Development, and Zoning

Description:

Miscellaneous fees charged.

Current State and Proposed New:

	Current fees	Proposed Fees
Advertising public hearing : Advertisement fee equal per line fees charged for newspaper advertisement	Exact newspaper advertising charges	Exact newspaper advertising charges
Historical Buildings Certificate	$152	$152
Addition of one street name to Reserve Street Name List	$159	$159
Fee for each additional street name to add to Reserve Street Name List *Exception: applications recognizing individuals	$28	$28
Honorary Street name application	$159	$159
Honorary Street name topper	$212	$212
Advertising street name change	Exact newspaper advertising charges	Exact newspaper advertising charges
For public street name change plus Manitoba Land Title costs	$872.55	$872.55
For privately-owned street name designation or change plus Manitoba Land Title costs	$336.25	$400
Street address confirmation by letter	$69.60	$69.60
Street address change	$126.50	$200
Development application for variation or removal of building restriction caveat (includes legal costs)	$426.50	$600
Manitoba Land Titles: The property Registry Fees		Exactly as billed by The Property Registry
Mobile home - development application approval	$129.40	$300
Mobile home – inspection - first hour	$126.50	$150
Mobile home – inspection - each additional hour	$103	$100
Draft Application fee (can be applied to application fee if applicant proceeds with formal application)	$126.50	$500
Zoning Inspection Fee – 1st hour	$126.50	$150
Zoning Inspection Fee – each additional hour	$103	$100
Winnipeg Building Commission: application fee	$1530	$1530
Spatial Separation / Party Wall agreement with Caveat on Title (includes legal processing fees set at $1160 for 2015)	$168	$4000

Rationale for change:

The fees for various tasks have been adjusted to more accurately reflect the costs associated with those tasks. In addition, the Department is recommending that where the task involves Land Titles and the Department Is billed by The Property Registry, the associated fees be recovered from the applicant.

Net Impact on Revenue: Increase of $3,000

2016 Budget Impact: Increase of $2,000

Proposed Implementation: June 1, 2016

Stakeholder(s): Property Owners, Land Developers

5.2. CITY PLANS

Description:

OurWinnipeg presents a 25-year vision for the entire city. It positions Winnipeg for sustainable growth, which is key to our future competitiveness. This plan is required by the City of Winnipeg Charter that requires the City to adopt, by by-law, a development plan that sets out long-term plans and policies. The development plan guides and informs more detailed planning on specific topics or for specific areas.

Fees related to various development applications with varying complexity which could involve one or more of the following disciplines: Zoning Development Office, Planner, Engineer, Legal, City Clerks, Public Works, Community Committee and Council.

Current State and Proposed New:

	Current	Proposed
Amendment to OurWinnipeg: Application Fee	$6,274	$29,000
Amendment to OurWinnipeg: Public Hearing Fee	$1,701	Delete
OurWinnipeg: Advertising fee – equal per line fees charged for the newspaper advertisement	Exact newspaper advertising charges	Exact newspaper advertising charges
Complete Communities Amendment	new	$29,000
Complete Communities: Advertising fee – equal per line fees charged for the newspaper advertisement	Exact newspaper advertising charges	Exact newspaper advertising charges
New Secondary Plan (Precinct Plan, Area Master Plan, etc.)	$3,147	$35,000
Amendment to Secondary Plan	$3,147	$11,000
Secondary Plan: Advertising fee – equal per line fees charged for the newspaper advertisement	Exact newspaper advertising charges	Exact newspaper advertising charges

Rationale for change:

An analysis was conducted of each of the process in the chart above to determine the resources required and the costs associated. The analysis included input by all departments involved including Planning, Property and Development, Public Works, Water and Waste, Legal Services and City Clerks. The fees have been adjusted to move closer the costs associated with those activities.

City Comparison:

Note: there is no direct comparison for a New Secondary Plan. A New Secondary Plan is done internally in other municipalities.

City	OurWinnipeg Equivalent Major	OurWinnipeg Equivalent Minor	Secondary Plan Amendment High	Secondary Plan Amendment Low
Barrie	$14,500 with zoning by-law amendment	$9,500	$14,500 with zoning by-law amendment	$9,500
Calgary	$3,594	$1,073	$5,770	$3,165
Coquitlam	$4,000	$4,000	$7,500 + $3,000 zoning by-law text amendment	$7,500

City	OurWinnipeg Equivalent Major	OurWinnipeg Equivalent Minor	Secondary Plan Amendment High	Secondary Plan Amendment Low
Edmonton	$8,320 + $281/ha	$8,320 + $281/ha	Greater of $2,548 or $281/ha	Greater of $2,548 or $281/ha
Hamilton	$17,570	$17,570	$2,050	$2,050
Kelowna			$5,500 = $75/ha	$5,500 = $75/ha
Kitchener			$8,380	$8,380
London	$10,000	$10,000		
Markham	$41,100	$15,470	$41,100	$15,470
Milton	$17,373 + per unit fees	$17,373 + per unit fees	$17,373 + per unit fees	$17,373 + per unit fees
Mississauga	$40,788 + Max $185,400 residential $103,000 commercial	$22,650+ Max $185,400 residential $103,000 commercial	$40,788 + Max $185,400 residential $103,000 commercial	$22,650 + Max $185,400 residential $103,000 commercial
Oshawa	$16,656 With zoning amendment	$13,090	$16,656 With zoning amendment	$13,090
Ottawa	$19,106	$19,106	$19,106	$19,106
Regina	$5,400	$3,500	Concept plan approval $49,000 Amendments $16,600	$5,400
Saskatoon	$2,300	$1,300	$3,500	$3,500
Surrey	$4,297+ $963 P.H. + $833 per ha	$2,080+ $963 P.H. + $833 per ha		
Toronto	$16,322	$16,322	$16,322	$16,322
Vancouver	$39,100	$39,100	$26,100+ $253 each 100$m^2$ over .4 ha	$26,100+ $253 each 100 m^2 over .4 ha
Victoria	$1,220 - $3,225	$1,220 - $3,225		
Average	$13,997	$11,467	$14,229	$10,844

Net Impact on Revenue: Increase of $160,000

2016 Budget Impact: Increase of $93,000

Amendment to OurWinnipeg: $0

New secondary plans: $130,000

Amendment to secondary plan: $30,000

Total: $160,000

Proposed Implementation: June 1, 2016

Stakeholder(s): Land Developers, Commercial Property Owners

5.3. WATERWAYS / FLOOD FRINGE

Title: Waterways and Flood Fringe Agreements

Description:

Waterway permits are intended to cover the cost of the review, approval and inspection associated with the various types of construction projects within the areas regulated by the City of Winnipeg's *Waterway By-law 5888/92*. The By-law establishes regulations with the purpose of ensuring that development activities do not have a detrimental impact on riverbank stability and/or channel hydraulics. Furthermore, the review by Waterways Branch also considers provisions in the Building Code that require that structures constructed on or near slopes must be designed with consideration for that slope, and ensure that the proposed structure is supported by a stable foundation.

Floodway Fringe waiver agreements are legal contracts between the City and owners of property within the City's defined floodway fringe areas, outlining liability and other contractual details. Floodway Fringe waivers are requested by property owners when proposing to construct in a manner that does not fully comply with the requirements of *The Designated Floodway Fringe Area Regulation 266/91*. These agreements are then attached to property titles as caveats so that future property owners are informed.

Legislation (including federal, provincial and municipal legislation, regulations, guidelines and bylaws) is the primary driving force to regulate or direct aspects of works that may have environmental impacts or where the safety and integrity of land and structures are concerned. City of Winnipeg employees, contractors, and all project proponents must meet these legal requirements. Compliance is not an option – it is a mandatory requirement and a responsibility that limits the City's liability.

Current State and Proposed New:

	Current	Proposed
Base fee		
- Deck		$75.00
- Detached Garage		$150.00
- Single and two family dwelling addition		$300.00
- Single and two family dwelling		$1000.00
- Multi-family dwelling		$2000.00
- Commercial		$2000.00
- Commercial Accessory Structure		$500.00
Rate per m² (all levels) in addition to the base fee		
- Deck		$1.00
- Detached Garage		$2.00
- Single family dwelling addition		$4.00
- Single family dwelling		$4.00
- Multi-family dwelling (area fee applied to a maximum of 8 storeys above grade)		$8.00
- Commercial (area fee applied to a maximum of 8 storeys above grade)		$8.00
Waterways permit: for value of work which cannot be described in terms of area up to $5,000 and/or base fee for over $5,000	$94	$200.00
Waterways permit: for each additional $1,000 between $5000.01 and $500,000.00 (in addition to base fee)	$4.70	$4.70
Waterways permit: for each additional $1,000 between $500,000.01 -to- $1,000,000.00 (in addition to base fee)	$3.35	$3.35

Waterways permit: for each additional $1,000 over $1,000,000.00 (in addition to base fee)	$3.15	$3.15
Discount where a maintained public street or the Primary Line of Defense is intervening between the proposed development and the waterway, as determined by the Waterways Authority.		50%
Work without a Waterways Permit - fee for non-compliance	½ waterways permit fee	Double permit fee or $400.00 – whichever is greater. If contractor, Double permit fee or $2000.00 – whichever is greater $1000 minimum would apply in cases where the 50% discount
Waterways- renewal of waterway permit	$94	$100
Waterways record search	$51	$50
Flood Fringe Agreements / waiver caveated on title	new	$2000

Project Comparison:

Compound projects, including multiple components will pay one base fee equal to the greatest of the applicable base fee(s), plus the individual unit rates for all components of the project. The following example provides a fee breakdown for a 200 square meter single family dwelling with a 20 square meter deck and $10,000 worth of landscaping and riverbank works:

Description	**Value**
Base Fee	
Single Family Dwelling	$1,000.00
Rates	
Single Family Dwelling - 200m^2	200m^2 x $4/$m^2$ = $800.00
Deck - 20m^2	20m^2 x $1/$m^2$ = $20.00
Landscaping and Riverbank Works - $10,000 value	$10,000 x $4.70/$1,000 = $47.00
Total Fee	$1867.00

Example Waterways Fee Scenarios:

Example Development	Current	Proposed	Discounted[12]
Deck: 50 m^2 (538 ft^2) valued at $5,000	$94.00	$125.00	$62.50
Detached Garage: 50 m^2 (538 ft^2) valued at $25,000	$188.00	$250	$125
Single Family Dwelling: 200 m^2 (2150ft^2) valued at $350,000	$1,715.50	$1,800.00	$900.00
Multi-Family: 3000 m^2, less than 8 levels, valued at $7,000,000,	$22,695.50	$26,000.00	$13,000.00
Small Commercial: 400 m^2 (4300 ft^2) valued at $1,100,000	$4,405.50	$5,200.00	$2,600.00
Riverbank project: valued at $500,000	$2,420.50	$2,526.50	NA

Rationale for change: Current revenues generally are sufficient to cover the cost of carrying out the review, approval and inspection associated with the various types of construction projects within the Waterways Regulated area, although large projects have created a significant annual fluctuation over the past number of years.

As a result of inconsistent declarations of construction values, the proposal is to shift to fees based on a service index per square meter of construction wherever possible. This will ensure an equitable application of fees and potentially a more accurate reporting of construction values.

Another significant proposal is to create a discount of 50% in situations where there is intervening maintained right of way or Primarily Line of Defense (i.e. primary dike) between the waterway and the property upon which the permit is being sought. The review costs are significantly less in these types of situations and the proposed structure more specifically allocates the costs to the property owners whose developments will more directly impact the waterways.

Currently, there is no fee applied to situations where a Floodway Fringe waiver agreement has to be established. The costs of reviewing these applications and processing the legal agreements are not insignificant. The proposed new fee addresses these costs.

Net Impact on Revenue: $0

It is difficult to predict with accuracy, but it is estimated that the overall change to method will not have an aggregate impact on annual revenues.

Proposed Implementation: June 1, 2016

Stakeholder(s): Owners of property adjacent to waterways, Commercial and Housing Builders

[12] Applied in cases where there is an intervening maintained right of way or Primarily Line of Defense (ie. primary dike) between the waterway and the property upon which the permit is being sought.

5.4. Environmental Health Services

Description:

Public health reviews previously conducted by Winnipeg public health inspectors are now the jurisdiction of Manitoba Environmental Health.

Current State and Proposed New:

	Current	Proposed
Environmental Health Services plan review - food handling establishments, day care center, residential care homes, tattoo parlor	$126	Deleted from the City's fee schedule
Environmental Health Services plan review - second hand stores, beauty salons, barber shops, massage parlors, incinerators, junkyards, pet shops, temporary structures	$44	Deleted from the City's fee schedule
Environmental health services plan review - tents	$23	Deleted from the City's fee schedule
Environmental health services plan review - public swimming pools or water recreation facilities	$250	Deleted from the City's fee schedule
Environmental health services plan review - public wading pools	$86	Deleted from the City's fee schedule

Rationale for change:

Health Services and Inspections have been fully transferred to the Province in 2012. Fees no longer apply.

5.5. Documents, Records and Information

Description:

Property Document Request

This service provides copies of historical permits, building plans and other associated documents.

Centralized Property File Search

This service provides details on active building permits, violations, work orders and the zoning designation that may apply to a property.

Compliance Letter that contains the following information if applicable:

- Outstanding orders or violation files – building, electrical, plumbing, fire, liveability

Current State and Proposed New:

	Current	Proposed
Fees for photocopies - 15 page or less	$5.85	Delete
Fees for photocopies - each additional page	$1.20	Delete
Building plan search - initial fee for each	$19.40	Delete
Building plan search - final processing fee for each	$39	Delete
Building plan search - first page of building plan	$9.20	Delete
Building plan search – each additional page	$3.50	Delete
Building plan search – minimum fee	$63	Delete
Building records search - initial fee for each	$19.40	Delete
Building records search - final processing fee for each	$39	Delete
Building records search - copy per page	$3.50	Delete
Building records search – minimum fee	$64	Delete
Property Document Request		
Search fee – minimum 1 hour, paid in advance	new	$100/hour
Each additional 15 minute increment		$25
Search and Reproduction Consultation Fees – i.e. for review of plans, consulting on documents, choosing of copies		
Consultation fee – each 15 minute increment	new	$25
Records Centre Fees (City Archives)		
Internal Charges from the Records Centre are recovered as billed - see Records Centre Fees and Charges	new	Cost recovery
Imaging Processing Fees		
Copies from papers records to paper or digital - first page - each additional page - charge for digital storage device (output to paper and digital each charged separately as above)	new	 $10 $5 $10

	Current	Proposed
Outsourced copying from paper records -Administration fee -Outsource printing charges (billed directly to customer)	new	 $25 Billed directly to customer
Copies from Microfiche/film -to paper (11 x 17) paper or digital per image -charge for digital storage device -to both digital and paper in addition to fees above (output to paper and digital each charged separately as above)	new	 $5 $10 $20
Copies from digital records -to paper or digital, each page (minimum $10.00) -charge for digital storage device (output to paper and digital each charged separately as above)	new	 $1 $10
Property Information Request		
Centralized property file search – single-family and two-family dwellings	$172	$172
Centralized property file search – condominiums: for one unit	$172	$172
Centralized property file search – all other residential buildings	New	$350
Centralized property file search – condominiums: multiple units at same complex	$515	$515
Centralized property file search - all other commercial buildings or uses	$515	$515
Centralized property file search - any other search letter	$129	$129
Recovery of Land Title Search Fees	new	Cost recovery
Electronic Data		
Single permit activity and statistical reports from the Building Permit Computer System	$59	$59
Permit activity & statistical report - annual	$59	$59
Permit activity & statistical report - semi-annual - for one calendar year	$81	$81
Permit activity & statistical report – provided quarterly - for one calendar year	$136	$136
Permit activity & statistical report - provided monthly - for one calendar year	$340	$340
Permit activity & statistical report - provided weekly - for one calendar year	$923	$923
Permit activity & statistical report - provided daily - for one calendar year	$2275	$2275
Digital information - per hour of involvement - first hour	$114	$114
Digital information - per hour of involvement - each additional hour	$93	$93
Mapping		
Street Wall Map	$56	$56
Zoning Map	$34	$34
Property Map	$11.25	$11.25
pdf of Property Map - add	$5.60	$5.60
Large Custom Map (Min Fee)	$28	$75
Service and handling fee – all mapping orders	$5.60	$5.60

Example Scenario:

	Current	Proposed
Residential – Inspection report sourced from digital records	$67.46	$115.50
Residential - Zoning memorandum sourced from digital records	$67.46	$115.50
Commercial - Request for a 1965 electrical plan retrieved from Archives	$85.68	$150.15
Commercial - Request for copies of building plans sourced from Archived digital and paper records and microfilm – also required consultation time with RM staff	$133.72	$241.50
Commercial - Request for a complete set of archived hard copy building plans retrieved and copied in its entirety	$229.01	$354.90

Rationale for change:

The provision of Building plan and permit records search and duplication was reviewed to determine the appropriate charges related to this service. To provide the service, the department must search records on site as well as search and retrieve documents from the City Archives in order to duplicate the documents requested. In addition, staff may provide consulting service to focus the customer's request in order to provide the most economical results for the customer if a large number of documents exist or if extensive time is required to retrieve documents.

The process may require specialized equipment and on occasion must outsource the duplication.

According to the analysis, 90% of the jobs take about an hour however there are a significant number of searches jobs completed where the customer does not return and the job remains unpaid. In order to either discourage this behavior or recover the majority of those costs, the department is recommending an initial charge on application of $100.00, the balance to be paid when the documents are picked up.

The fees associated with the various forms of reproduction have also been amended to account for the complexity involved and the resources required.

City Comparison:

City	Description	Fee
Burnaby	File Research and Letter: Single family or two-family dwelling All other buildings	 $105.60 $158.35 per legal address
Burnaby	Copies of Departmental records or drawings	$1.20 per page for copies8.5 x 11 inches $5.65 per page for copies 11x17 or larger

City	Description	Fee
Coquitlam	Custom work for documents, rate per hour (charged in 15 minute increments) Survey certificate copies Photocopied per page (plus additional cost of Custom work as required)	$45 $35 each $0.45
Edmonton	Search of files for outstanding orders (per site)	$100.00
Kitchener	Special research requests of Building Division microfilm & plans record (per hour or part thereof and includes requests for written information) Reports (Building/ Stats Can Reports) /month Subscriptions (Building/ Stats Can Reports) /year	$59.00 $6.80 $37.60
London	Special Research Requests of Building Division, Microfilm and Plans Records	$110.00 per hour
Mississauga	Duplicate copy of permit Duplicate Sets of Drawings(Counter) plus cost of photo-copying. Printing (plans/blueprints) from hard copy Printing (plans/blueprints) from microfiche	$105.00 $75.00 (per hour $ .50 ft^2 $ 1.00 ft^2
Milton	Documents (courier cost and retrieval) Photocopies (per page)	$.57
Ottawa	Application for Access to building Permit Records (excluding reproduction costs) Building Permit Copy Inspection Report Copy Occupancy Permit/Report Copy Paper Prints Plan Sheet Copy	$65 $10 $10/10 pages $10 $15/10 pages $25 per plan per sheet
Regina	Loaning of Plans/Microfilm Retrieval of Plans from Archive On-site, Small Format Photocopying / Printing (per 12 Copies)	$44.90 $13.80 $20.00
Surrey	Building Permit Issuance Date Square Footage of Building Final Occupancy Date Copy of Survey Certificate	$18.00 $18.00 $18.00 $18.00
Toronto	Printing and Reproduction To print/reproduce engineering drawings Per set (based on actual cost) Design and Construction Sale of digital data Per set - (based on actual cost) Routine Compliance search fee for a property information report (per report Routine Disclosure (for each plan, file, drawing, or record) Subscription of building activity report	 Cost recovery Cost recovery $133.83 $66.60 $20.35/month

City	Description	Fee
Vancouver	For the special search of records pertaining to a building to advise on the status of outstanding orders and other matters concerning the building: For a one- or two-family residence For all other building For enabling the viewing of a plan of a building or a copy of the plan For supplying a copy of a plan of a building, for each page	 $195.00 $391.00 $32.00 $9.60
Victoria	File search Permit drawings search fee Copying of documents	$30 minimum $25/search $0.25/sheet $5 per plan

Net Impact on Revenue: Increase of $30,000

2016 Budget Impact: Increase of $18,000

Proposed Implementation: June 1, 2016

Stakeholder(s): Owners/Groups (Home Builders/Land Developers/Trades/Contractors) Property Owners, Professionals, Realtors

5.6. Demolition Permits

Description:

A demolition permit allows someone to demolish a structure and clear the debris from the lot the structure is located on. A demolition permit applies to structures as well as interior demolitions when they are not included as part of an interior alteration permit. The demolition permit is required when the owner wants to completely raze a structure, or demolish a significant portion of a structure which will be left standing.

There are several reasons why a demolition permit is required. The first is safety. The City wants to make sure that buildings are torn down by skilled professionals and basic safety precautions will be observed. The City is also concerned about the utilities which may be connected to the building.

The City generally also wants to make sure that the area around the demolition is kept clear, and that the lot is cleaned when the demolition is completed to meet City standards. The demolition company must provide a plan for the demolition, identify the procedure that will be used, and they must demonstrate that utilities to the building have been turned off and capped, and that there is a plan in place for handling hazardous materials.

Current State and Proposed New:

Houses (single and two family dwellings, triplexes, and rooming houses; not including Part 9 rowhouses)	**Current**	**Proposed**
Demolition permits – minimum fee	$126	Delete
Demolish/remove - Single-family & 2-family dwellings If part of new home project with building permit application	$252	$350.00 $200.00
Demolish/remove – garage, porch, lean-to or similar structure or other accessory structures to a single-family or 2-family dwelling (without demolition of the dwelling) If part of new project with building permit application	$160	$100.00 $50.00
Fee for non-compliance for incomplete demolitions beyond the term of the demolition permit. Fee per week:	new	$200

Commercial	**Current**	**Proposed**
Commercial demolition plan review to determine whether demolition permit will be issued (e.g. a denied demolition permit application)	$126	Delete
Demolition minimum permit fee for all demolition permits	126	Delete
Base fee: Commercial Structure – simple demolition. No basement or deep foundation, slab on grade, no piles, single story maximum 3 meter wall height.	new	$250
Base fee: all other commercial demolitions	new	$500
Fee per m² of all floor area(s): commercial demolition - by hand, machine or related equipment	$0.34/ m²	Delete
Fee per m² of all floor area(s): commercial demolition - by implosion	$0.41/ m²	Delete
Fee per m² of all floor area(s): Commercial structure.	new	$0.35/ m²

Fee for non-compliance for incomplete demolitions beyond the term of the demolition permit. Fee per week:	new	$1,000
Discount when commercial demolition permit is accompanied by a concurrent building permit	new	20%

Note that fees for non-compliance for demolition without a permit are those set out in the construction without a building permit for non-compliance section.

Rationale for change:

The fees for demolitions have been adjusted to more accurately reflect the costs associated with demolition review and inspections while encouraging redevelopment on the same site by providing a reduced fee for where the demolition is accompanied by a concurrent redevelopment application. The reduction is to account for the reduced inspection requirements in these situations to ensure site clean-up.

Additionally the fee has been lowered in the case of housing accessory structures to limit the financial disincentive currently in place for these situations.

One of the most frequent complaints regarding demolitions is the time in which the demolition begins to the time when the property is restored to a clean condition. Therefore, the department is proposing to introduce fees for non-compliance for demolitions that are not completed within a specific period of time.

City Comparison:

City	Description	Fee
Barrie	up to 600 $m^2$and 3 storey all other Buildings	$250.00 $594.00
Burnaby	Accessory building Single and two-family dwelling including all accessory buildings on site All other buildings and structures	$65.35 $277.40 $693.35
Calgary	All buildings	$1.42 per m^2 Minimum fee $105 Maximum fee $4,372
Coquitlam	Application fee	$72.10
Edmonton	Residential	$100.00
Hamilton	Residential – single/two family dwelling and townhouses Accessory Structures -Non-residential and multi-residential	$0.40 m^2 ($139 minimum) $0.40 m^2 ($345 minimum)
Kitchener	Each Minor demolition(up to and including SFD)	$0.32 m^2 minimum $190.00 $110.00
Kelowna	Each building	$175.00
London	Singles, detached, semis, duplexes All others Gross floor area =<600 m2 Gross floor area >600 m2	$250.00 $0.30 $0.50
Milton	All occupancies	$124.00

City	Description	Fee
Mississauga	Demolition of building or interior demolition Accessory residential structure	$16.50 for each 100 m^2minimum $225.00 $135.00
Oshawa	Demolition permit	$23.89 for each 100 m^2 Minimum $119
Ottawa	Permit to Demolish	$100 for the first 5,000 ft^2 (464.5 m^2) of gross floor area or portion thereof, plus $11 for each additional 1,000 ft^2 (92.9 m^2) of gross floor area or part thereof
Regina	Demolition of Accessory Buildings 75 m^2 or less total floor area Demolition of Buildings 76 m^2 to 200 m^2 total floor area Demolition of Buildings 201 m^2 or more total floor area	$50.00 $150.00 $150 + ($8.00 / 100 m^2 over 200 m^2)
Saanich	To deconstruct, demolish, or remove a building from a lot	$50.00
Saskatoon	Fee per $1,000 of demolition value	$7.50 minimum $100.00
Surrey	Demolishing a building or structure	$150.00
Toronto	All Buildings and Occupancies Environmental Review (in addition to Service Index) Implosion (in addition to Service Index)	$0.13 m^2 minimum $105.05 $892.10 $2,007.24
Vancouver	When the estimated cost of the work does not exceed $5,000 or for the first $5,000 of the estimated cost of the work For each $1,000, or part thereof, by which the estimated cost of the work exceeds $5,000 but does not exceed $50,000 For each $1,000, or part thereof, by which the estimated cost of the work exceeds $50,000 For the demolition of residential rental accommodation, a building listed on the Heritage Register or a residential building located in the RS-1, RS-3, RS-3A, RS-5 and RS-6 or FSD District For the demolition of a building, not including a one-family dwelling, which has at any time since November 1, 1986 provided residential occupancy subject to Section 3: For each dwelling unit For each sleeping room in a multiple conversion dwelling, hotel or other buliding, which is or has been a principal dwelling or residence of a person, family or household For the demolition of a one-family dwelling, which has at any time since November 1, 1986 provided residential occupancy, subject to Section 3	$120.00 $8.10 $4.05 $269.00 $1000.00 $1000.00 $1000.00
Victoria	Cost of demolition and removal of material plus $30	1.25 % plus $30.00

Net Impact on Revenue: Increase of $60,000

2016 Budget Impact: Increase of $25,000

Proposed Implementation: June to August, 2016

Stakeholder(s): Homeowners, Commercial Contractors, Housing and Commercial Builders

5.7. Commercial and Housing Inspections

Description:

When a permit is issued, the applicant is entitled to a specific number of inspections related to that particular permit. When the applicant requests inspections in excess of the number of inspections allowed (i.e. an inspection was requested that is not required or the inspection cannot be performed), the following fees are charged in addition to the original permit fee.

Current State and Proposed New:

	Current Fees	Proposed Fees
Inspection cannot be performed (in addition to the proposed fees, each site visit also consumes one of the inspections included in the permit fee)		
-Work not ready for inspection when inspection arranged	$126.50 (1st hr)	$150 ea
-Incorrect/Insufficient information provided	$126.50 (1st hr)	$150 ea
-No address on site, building, or suite	$126.50 (1st hr)	$150 ea
-Inspector unable to gain access	$126.50 (1st hr)	$150 ea
-Inspection cancelled same day	$0	$150 ea
-Unsafe work site	$0	$400 ea
-Each additional hour of inspector's time (in addition to base fee)	$103	Delete
Three or more inspections - first hour (base fee applied to each inspection)	$126	--
– each additional hour or portion thereof (in addition to base fee)	$103	---
Extra Inspections (applied to Housing-related Permits)		
1st		$100
2nd		$200
3rd and subsequent		$300
Extra Inspections (applied to Commercial-related permits in cases where a re-inspection of a defect is required, Fire Prevention (WFPS) inspections, and any other commercial additional inspections).		
1st		$125
2nd		$250
3rd and subsequent		$350
Inspection conducted outside office hours – four hours or less –per inspector (base fee)	$441	$450
Inspections conducted outside office hours – each additional hour exceeding 4 hours – per inspector (in addition to base fee)	$126.50	$150
Inspection reasonably required as part of a plan review by the Fire Paramedic Service	$103	$150
Inspection to identify non-compliance, per hour	$103	$150
Failure to either call for an inspection or to notify the City that work has been initiated within a 6 month period after the permit has been issued.	N/A	$50
Failure to call for a re-inspection of a defect or to obtain an extension from the City within 1 month of a defect being identified (applied to Housing-related permits)		$150
Failure to call for a re-inspection of a defect or to obtain an extension from the City within seven (7) working days of a defect being identified (applied to Commercial-related permits)		$150
Failure to close a permit or obtain a formal extension from the City within 3 years of permit being issued		$200

Housing-related permits [13]	Number of inspections included in permit fee (additional inspection will be subject to additional fees)
External electrical permits	1
All other permit types (e.g. Building, electrical, plumbing, flood proofing permit package[14])	2

Rationale for change:

In general, the fees are increasing for issues such as work not ready or extra inspections. New fees are being established for same-day cancelled inspections.

The system of limiting inspections to two per permit in housing situations will effectively allow permit fees to be kept low for contractors and homeowners that engage in code-compliant work, and charges more via inspection fees to contractors and applicants where repeated defects and re-inspections can drastically increase the City's cost per permit.

Additionally, the previous wording was unclear as to when additional inspections would apply and if a single site visit to inspect 3 permits would be considered to be three inspections or one. As such, extra inspection fees were rarely charged.

New fees are being proposed relating to failure of the owner or applicant to adequately manage their permit. The City has requirements set out in the Winnipeg Building By-law about permits that expire within 6 months of issuance if work has not commenced, and within 3 years of issuance if the work has not been completed and the permit closed. However, the City incurs considerable administrative cost determining these points of non-compliance and managing aging permits or permits with outstanding defects. Creating a system which penalizes owners/applicants who are not actively managing their permits should not only encourage the correct behavior, but assist in covering the extra costs incurred by the City in these situations.

[13] Note that permits for new single-family and two-family dwellings and additions, the number of inspections included in a project would be 6 (2 each for building, plumbing, and electrical). Since most of the required inspection points can be combined to include more than one permit, the inspections can be 'transferred' between permits on these projects.

However, for many interior renovation projects or accessory structure (external to the house) projects which might include more than one permit (e.g. a garage with a building and electrical permit), the inspections would not be transferable because each electrical or plumbing contractor will typically call for inspections independently.

[14] There are 2 inspections in total per flood proofing permit package.

City Comparison:

City	Description	Fee
Barrie	Re-inspection After hours After hours emergency	$125 $128/hr $300/hr
Brandon	Inspection fee (up to 4 hours) Each additional half hour Travel Additional or re-inspection fee Call back	$280 $70 Cost plus 10% $130 $75
Burnaby	1st Re-inspection fee 2nd Re-inspection fee 3rd Re-inspection fee 4th Re-inspection fee 5th Re-inspection fee Outside office hours Inspection requested but not required	$54 $233 $460 $920 $1152 $499.65 plus $127.70/hr $250 first hr plus $88.80 each additional hr
Calgary	Re-inspection Safety inspection Weekend/Stat holidays	$291 $5544 $178/hr per person min 4 hours = $712
Coquitlam	Re-inspection -Minimum fee -Per hour prorated 15 min intervals Special Inspection fees -Minimum fee -Per hour prorated 15 min intervals -Per hour prorated 15 min intervals overtime hrs	 $74.35 $88.36 $74.35 $88.36 $148.54
Edmonton	For every inspection request where any of the following items are found to be deficient: -No address on site, building, or suite; -Inspector unable to gain access -Project not ready for inspection -A previously identified deficiency has not been corrected	$240
Hamilton	Special/Extra inspections	$184
Kitchener	Special Inspection fees after hours	$215
Kelowna	Re-inspection	$150
London	Inspection to clear deficiency	$250
Milton	Re-inspection or special inspection	$91
Oshawa	Inspection fee - additional	$122/inspection
Ottawa	Re-inspection	$100/inspection
Saanich	Re-inspection Re-inspection – failure to have work ready or accessible at time of inspection	$35 $70
Surrey	Inspection - where owner requests an inspection not provided for in the fee schedule: -During normal working hours -After normal working hours Re-inspection 2nd and subsequent re-inspection	 $79/hr $500 plus $137/hr after 4 hrs $79/inspection $134/inspection

City	Description	Fee
Toronto	Inspection/Re-inspection or special inspection	$82.08/hour
Vancouver	Permit Inspection outside normal working hours Special inspection Re-inspection	$233/hr min 4 hrs including travel time $162/hr $162/hr

Net Impact on Revenue: Increase of $75,000

2016 Budget Impact: Increase of $44,000

It is estimated that an increase in fees together with a more active approach to charging these fees will result in $75,000 impact on annual revenue.

Proposed Implementation:

June 1, 2016 – Permit applications and additional inspections

June to August, 2016 – all remaining items

Stakeholder(s): All applications for Building, Plumbing and Electrical Permits

5.8. Contractor and Installer License Fees

Description:

The City currently regulates a variety of trade contractors via a licensing system. This system provides opportunity for registration of evidence of qualifications (e.g. certificates), testing re: knowledge of code, City regulations, and permit processes, communication of technical bulletins, etc., and accountability.

Current State and Proposed New:

	Current Fees	Proposed Fees
Contractor's examination fees	$99	$99
Contractor license - late renewal fee	$99	$99
Plumbing contractor's license "A" – one year license	$245	$245
Plumbing contractor's license "A" – three year license	$689	$689
Plumbing contractor's license "B" – one year license	$164	$164
Plumbing contractor's license "B" – three year license	$448	$448
Plumbing contractor's license "C" – one year license	$164	$164
Plumbing contractor's license "C" – three year license	$448	$448
Electrical contractor's license "A" – one year license	$245	$245
Electrical contractor's license "A" – three year license	$683	$683
Electrical contractor's license "B" – one year license	$164	$164
Electrical contractor's license "B" – three year license	$448	$448
Electrical contractor's license "C" – one year license	$164	$164
Electrical contractor's license "C" – three year license	$448	$448
Mechanical contractor's license "M1" – one year license	$245	$245
Mechanical contractor's license "M1" – three year license	$689	$689
Mechanical contractor's license "M2" – one year license	$245	$245
Mechanical contractor's license "M2" – three year license	$689	$689
Mechanical contractor's license "M3" – one year license	$245	$245
Mechanical contractor's license "M3" – three year license	$689	$689
Demolition Contractor license "D3" - one year license	$245	$245
Demolition Contractor license "D3" - three year license	$689	$689

Fee for non-compliance	**Current**	**Proposed Fee for Non-Compliance**
Work performed without a permit by an individual or contractor not licensed by the City of Winnipeg for work which a) requires a permit and, b) requires the permit holder to have a valid license issued by the City. Fee is to be charged to the contractor or individual directly.	(homeowner or property owner would be penalized for work without a permit)	$500 (Note: additional fees or penalties for work without a permit will still apply to the property owner)

Rationale for change:

No changes to the core licensing regime and fees are proposed at this time. A future project will review the licensed contractor system and fee changes may be proposed at that time.

Net Impact on Revenue: $0

Proposed Implementation: June 1, 2016

Stakeholder(s): All licensed trades contractors

6. Administrative and General Fees

6.1. General and Administrative Fees Including Timing of Payment for Permit Fees

Description:

Proposal 1: Timing of payment for fees.

Many construction-related permit fees are currently paid for at the time of permit issuance. The proposal is to administratively shift most fee payments to the time of application.

In cases where construction-related permit fees would now be collected at the time of application, a maximum of $100,000 will be collected at this point in cases of applications for which permit fees exceed $100,000. The balance of the fees will be due upon issuance of the permit.

Some fees will continue to be collected after submission of an application as follows:

- Inspections calculated on the basis of time spent attending to the inspection;
- Fees that are only calculated after the application has been reviewed or the permit has been issued such as additional inspection fees, fees for non-compliance, certain deposits, etc
- Newspaper Advertisement Fees;
- Subdivision Registration, Agreements for subdivision, servicing, development and zoning fees;
- Any fee that is calculated on the basis of time engaged in the provision of a service (unless these have been incurred prior to the permit application.
- Fees that fall within policies and programs approved by the Director.
- Fees waived by Council.

Proposal 2: Elimination of 2% cash discount and the 2% increase created in 2015 to establish the cash discount.

In spring, 2015, the Council approved budget increased all planning, development, and building fees by 2%, and then provided a cash discount for payments by cash or cash equivalent (e.g. cheque). The proposal is to eliminate this cash discount and roll-back the previous increase.

Note that on January 1, 2016 an inflationary increase of 1.9% was implemented. It is proposed that the 2016 fee after the cash discount will become default fee (unless the proposals for fee adjustments contained within this document are accepted).

Proposal 3: Inflationary Increase of 1.9%

Previous Council direction provides for an annual inflationary increase to fees. Since this inflationary fee increase has already impacted the 2016 budget, this report is neutral to that impact.

Proposal 4: Limit opportunity for credit card transactions to permit fees less than $10,000.

The proposal is to eliminate the current discount offered for payment by cheque or cash (proposal 2) but to limit credit card transactions to fees less than $10,000.

Refunds and Waivers:

	Current Fees	Proposed Fees
The Director is authorized to charge fees and charges for services provided, documents produced, permits issued or other actions taken	Minimum $126.50	No minimum
Refunds & Waivers		
Percentage of fees refundable if application is withdrawn prior to any plan reviews	75%	Delete See below schedule
Percentage of fees refundable if application is withdrawn after plan review has commenced	0%	Delete See below schedule
Fee imposed when applicant withdraws application - plan has been reviewed to the point where the building permit can be issued – no refund of building down payment fees (base fee)	$114.71	Delete
Fee imposed when applicant withdraws application - plan has been reviewed to the point where the building permit can be issued – an inspection has taken place (in addition to base fee)	Associated inspection fees	See below schedule
Fee imposed when applicant withdraws application - plan has been reviewed to the point where the building permit can be issued – 10% total permit fees to a maximum of $520 (in addition to base fee)	To be calculated	See below schedule
Fee imposed when applicant withdraws application for authorization, permit, license, certificate or service and requests total refund – total fees and charges paid are $99.99 or less	$25.50	See below schedule
Percentage of total fees refundable when fees and charges paid are $100 or more - applicant withdraws application for authorization, permit, license, certificate or service – (exception: building, demolition or trade permit applications)	75%	See below schedule
Percentage of total fees refundable when fees and charges paid are $100 or more – applicant withdraws application for building permit or demolition permit	40%	See below schedule
Percentage of total fees refundable when fees and charges paid are $100 or more – applicant withdraws application for electrical, mechanical, or plumbing permit	50%	See below schedule
Cash discount	2%	Delete

Refund Calculations for construction related permits

By requiring the payment of most fees at the time of application there is a need to establish fee refund formulas that are fair and equitable while attempting to recoup the costs incurred by the City.

The following refund formulas provide a guide for the Director to consider appropriate refund amounts if an application is withdrawn at various stages in the review process:

Review Stage	Refund as % of Total Permit Fees[15]	Minimum Fee Retained by the City		Maximum Fee Retained by the City
		House construction-related permits	Commercial construction-related permits	
Prior to Plan Review (pre, during or post screening)	90%	$50	$100	$1000
Plan Review Started but not complete	75%	$100 or the total permit fee, whichever is less	$300 or the total permit fee, whichever is less	$50,000
Permit Approved but not yet issued	50%	$100 or the total permit fee, whichever is less	$300 or the total permit fee, whichever is less	No maximum. In cases where the 50% of the permit fee to be retained by the City is greater than the $100k maximum paid at the time of application, the applicant would owe the remainder to the City.
Permit Issued but construction not initiated	40%	$100 or the total permit fee, whichever is less	$300 or the total permit fee, whichever is less	N/A

Refund Calculations for development and zoning-related applications (including variances, conditional uses, re-zonings)

Review Stage	Refund as % of Total Application Fee	Minimum Fee Retained by the City		Maximum Fee Retained by the City
		Single/2-family dwelling related applications	Commercial related applications	
Prior to zoning and planner review	90%	$50	$100	$1000

[15] The calculation for refund in the event of a staged permit would be based on the total collected to that application point. The staged permit premium would not be refunded.

Review Stage	Refund as % of Total Application Fee	Minimum Fee Retained by the City		Maximum Fee Retained by the City
Prior to administrative approvals or public postings	25%	$100 or the total application fee, whichever is less	$300 or the total application fee, whichever is less	N/A
Post pubic posting or Administrative approval	No refund			

Rationale for change:

Fee Collection

Currently, a number of planning and zoning-related fees such as variances are payable at the time of application. However, the majority of building permit fees are payable at the time of permit issuance. A number of administrative inefficiencies result from this timing such as:

- Permit submissions that are withdrawn subsequent to partial or full reviews
- Permit submissions that are approved but are never issued because of lack of response from the applicant
- Delays in permit issuance due to applicants that postpone payment, despite repeated contact from City staff.

Requiring all fees to be paid at the time of application would eliminate the potential loss of fee revenue for abandoned permits, would eliminate administrative time and effort in attempting multiple contacts with applicants, and would encourage timelier issuance of permits prior to commencement of construction.

As well, the current system usually necessitates two points of contact for typical building permits – submission and payment/issuance. Processing permit fee payment at the point of submission will allow further customer convenience through facilitating electronic transactions or simple couriering of building plans at the time of permit issuance. A number of exceptions to fees to which this policy would apply are outlined in Appendix C. Additionally, other exceptions are contemplated. For example, the City may want to maintain current practice of permitting payment at the point of permit issuance for established residential builders who have pre-paid accounts with the City and a history of prompt permit pick-up. Also, the City proposes to charge a maximum of $20,000 at the time of application where the total permit fees exceed $20,000.

Refunds and Credit Card Payments

In the 2015 Budget, the City increased permit fees by 20% and simultaneously adjusted the fees to reflect a discount for payment by cash or cheque. The impetus for this change was a 51% increase in credit card fees expenses from 2011 to 2014. While much of that increase was due to an increase in revenues generally and a proportional increase in credit card transactions, there was also an increase in the percentage of credit card usage. Rather than simply driven by a payment convenience factor, it is speculated that many commercial businesses are leveraging the use of credit cards for payments of amounts of over $50,000 or $100,000 to a) increase their cash flow by delaying the timing of their payment and b) leveraging discounts and reward or point systems offered by many credit card programs. In this way, the City effectively incurs an average of 2.0% of their revenue as expenses in credit card fees to facilitate these transactions.

That said, the system implemented during 2015 has proven to be confusing and administratively cumbersome. Fee schedules reflect both full and discounted amounts. Fee calculations need to be explained to applicants. The system is not consistent with fee payment regimes in other areas of the City. Most frustrating, however, is that in general this undermines a planned initiative to encourage more on-line permit applications and payments that the Public Service hopes to develop in the coming months and years.

It is proposed, therefore, to move back to a single price system and no longer offer the cash discount. However, the City would limit credit card payments to permit fees less than $10,000. This alone would retain about $80,000 of the original $205,000 savings estimated by the cash discount change for 2016. The City could consider lower limits in the future as has been adopted by other cities.

City Comparison:

A survey of 9 other Canadian cities revealed that most require 100% of building permit fees to be paid at the time of application, including for commercial building permits.

Net Impact on Revenue / Expenses: Decrease of $80,000

2016 Budget Impact: Decrease of $47,000

Proposal 1:	Timing of payment for permit fees:	$25,000
Proposal 2:	Elimination of 2% cash discount:	$205,000
	Elimination of the 2015 2% increase to establish the cash discount:	($390,000)
Proposal 3:	Inflationary Increase of 1.9%:	$0[16]
Proposal 4:	Limit opportunity for credit card transactions to permit fees less than $10,000.	$80,000[17]
Total		($80,000)

Proposed Implementation: June 1, 2016

Stakeholder(s): All permit applicants, commercial and home builders, all licensed contractors, homeowners.

[16] Note: As indicated in the Description section above, the 2016 inflationary impact is already incorporated into the 2015 budget (less the impact of the cash discount). As such, no additional adjustment for 2016 inflationary impact needs to be factored into this analysis. However, since the 2016 budget will already be increased by $390,000, and this analysis is based on impact to that budget, its impact needs to be removed.

[17] Although this reflects a reduction in expenses and not a positive impact to revenues, due to ease of presentation and relatively minor impact, it is reflected as a revenue adjustment.

6.2. Discounts and Rebates

Description

The primary and long-standing discount the City currently offers is a 10% discount on all building permits within the Downtown. Discounts and rebates can serve a variety of purposes – to encourage or incent development that aligns with its policy, or to encourage the behavior that will create a more efficient and effective permit process.

The following are proposals to amend and add to the current discounts. These can be adjusted over time as Council priorities change.

Current State and Proposed New:

	Current Discount	Proposed Discount or Rebate
Discount applied to all building permits in the Downtown	10%	0%
Discount applied to all building permits for new, multi-family dwellings of three or more units in the Downtown. (In mixed-category or mixed-use buildings, the discount would apply proportionally to the residential / non-residential area)	New	30%
Discount applied to all building permits for new, multi-family dwellings of three or more units outside the downtown but not including Part 9 row housing.	New	20%
Discount applied to all new single family and two family infill housing building permits (in mature neighbourhoods as defined by OurWinnipeg) The property must not contain a parcel created by a subdivision that created more than five parcels, where the subdivision was created after January 1, 2002.	New	30%
Discount for building permits processed in the Optional Professional Certificate Program	20%[18]	10%
Housing Construction-related Annual Rebate Program (applied to builder assigned to the building permit, not to property owner)		
Refund for each inspection or plan examination 'pass' received as part of the Residential Audit Program (calculated and paid annually)	New	$75

Changes to discounts

1. A new discount of 20% is proposed be applied to all residential multi-family development throughout the city, and that this be extended to 30% on all residential multi-family development in the Downtown. However, it should be noted that there is a proposed building permit fee

[18] A 20% discount was offered when this program was first piloted as part of the Council-approved Building Permit Strategy. There was significant interest on the part of the City for professional and builders to embrace this program to free up plan examination resources to improve permit review times. Not only have permit times improved, the consensus is that of those projects and professionals for which this program is a fit, the interest in its reduced permit issuance times is also a significant incentive. A continued discount is therefore being proposed, but not at the level that was previously applied.

increase of approximately 25% applied to the fee structure for building permit fees for 3-10 storey new multi-family buildings to better align with other municipalities.

Comparisons of rates for 3-10 storey multi-family buildings:

	Outside of the DT	In the DT	Comments
Current rate per m^2	$10.70	$9.63	
Proposed rate per m^2	$13.35	$13.35	
Rate with proposed 20% discount	$10.68		Equivalent to current rate
Rate with proposed 30% DT discount		$9.35	3% lower than current rate with 10% discount

Comparisons of rates for 10+ storey multi-family buildings:

	Outside of the DT	In the DT	
Current rate per m^2	$15.55	$14.00	
Proposed rate per m^2	$13.35	$13.35	
Rate with proposed 20% discount	$10.68		31% lower than current rate
Rate with proposed 30% DT discount		$9.35	33% lower than current rate with 10% discount

The proposed discount, therefore, represents the City's commitment to incent residential density throughout the City, with an additional incentive within the Downtown. These discounts, therefore, represent an additional reduction to what these medium-sized multi-family projects would pay today in the downtown (in addition to the existing 10% discount). Projects greater than 10 storeys would receive an additional 33% discount from the current rate with the existing discount.

The proposed area rate for row housing represents a 25% discount over the current rate so an additional discount is not considered necessary.

2. There is currently an across the board discount of 10% applied to all building permit fees in the Downtown. It is proposed that the development dynamic has changed in the Downtown and that this discount be eliminated. However, a proposed new discount of 30% would be established only for residential development in the Downtown.

3. A new discount of 30% for in-fill housing development be established to both incent this activity in alignment with OurWinnipeg as well as to off-set the additional fees applied by Water & Waste to these projects for lot-grading. It should be noted that this discount will be applied after the proposed increases to the building permit fee for new housing and will only partially off-set these increases. An average in-fill house will still face a 40% increase in building permit fee overall.

4. The proposal is to apply a discount of 10% to all commercial building permits currently using the Optional Professional Certificate Program (OPCP) where in the City relies on the certificates of engineers and architects and does not engage in any review of Building Code (except by way of an audit) prior to permit issuance. The City has been applying a 20% discount to-date given the reduced costs to review these permits and it is proposed that this would be decreased to 10%. At the time of the Program's introduction as part of the Council-adopted Building Permits Strategy,

there was significant interest on the part of the City for professional and builders to embrace this program to free up plan examination resources to improve permit review times. Not only have permit times improved, the consensus is that of those projects and professionals for which this program is a fit, the interest in its reduced permit issuance times is also a significant incentive. The continued discount reflects the fact that many professional need to acquire additional liability insurance as a program requirement.

Net Impact on Revenue: Decrease of $525,000

2016 Budget Impact: Decrease of $306,000

Discount to all construction-related permits in the Downtown:	$190,000
Discount to all new Residential Construction Downtown:	($160,000)
Discount to all new multi-family dwellings outside Downtown:	($550,000)
Discount to all single & 2-family dwellings outside Downtown:	($30,000)
OPCP discount:	$95,000
RAS refund:	($70,000)
Total:	($525,000)

Proposed Implementation: June 1, 2016

First Housing Inspection rebates to be paid calculated in Q1 of 2017 and applied for the portion of 2016 in which the rebate applied.

Stakeholder(s): All Downtown property owners, All commercial and home builders of residential dwellings, Professionals (consulting engineer/architects), Property owners in ‘mature’ neighbourhoods

6.3. FEES GENERAL

Description:

These charges are currently considered as fees for non-compliance charged for a failure to obtain the various permits or approvals prior to engaging in the activity that requires them. This would include situations such as work without a building, mechanical, plumbing, electrical, development, or occupancy permit, or zoning approvals. Going forward they will be considered fees.

Current State and Proposed New:

	Current	Proposed
Late payment or non-payment of fees	$58.00	Delete
Incorrect information: regarding name and address of applicant or contractor or location of proposed construction	$126.00	Delete
Written notification : advising additional penalties have been imposed re: work without a permit or to request re: additional information, plans, specifications, details, shop drawings or other information	$29.00	Delete
Administration fee for collection process on overdue accounts (including cost of registering and unregistering a caveat or lien on title).	New	$150
Administration fee for preparation and issuance of an Order to Comply after a warning has been issued	New	$1000

The above fees proposed to be deleted were rarely, if ever charged.

	Current Fee for Non-Compliance	Proposed Fee: Housing and related accessory structures	Proposed Fee: Commercial-related activity
Work without a Building or Demolition Permit	Double permit fee ***or*** $319 - whichever is greater	Fee for Non-Compliance Equivalent to the permit fee or $350 – whichever is greater	Fee for Non-Compliance Equivalent to the permit fee or $1000 – whichever is greater
Work without a Sign Development Permit	Double permit fee ***or*** $319 - whichever is greater	N/A	Fee for Non-Compliance Equivalent to the permit fee or $500 – whichever is greater
Work without a Development Permit (excluding sign development permits)	Double permit fee ***or*** $319 - whichever is greater	Fee for Non-Compliance Equivalent to the permit fee or $350 – whichever is greater	Fee for Non-Compliance Equivalent to the permit fee or $1000 – whichever is greater
Work without an Electrical Permit	Double permit fee ***or*** $319 - whichever is greater	Fee for Non-Compliance Equivalent to the permit fee or $350 – whichever is greater	Fee for Non-Compliance Equivalent to the permit fee or $500 – whichever is greater

	Current Fee for Non-Compliance	Proposed Fee: Housing and related accessory structures	Proposed Fee: Commercial-related activity
Work without a Voice/Data Electrical Permit	Double permit fee ***or*** $319 - whichever is greater	Fee for Non-Compliance Equivalent to the permit fee or $350 – whichever is greater	Fee for Non-Compliance Equivalent to the permit fee or $350 – whichever is greater
Work without a Plumbing Permit	Double permit fee ***or*** $319 - whichever is greater	Fee for Non-Compliance Equivalent to the permit fee or $350 – whichever is greater	Fee for Non-Compliance Equivalent to the permit fee or $500 – whichever is greater
Work without a Mechanical Permit	Double permit fee ***or*** $319 - whichever is greater	Fee for Non-Compliance Equivalent to the permit fee or $350 – whichever is greater	Fee for Non-Compliance Equivalent to the permit fee or $500 – whichever is greater
Work without a Waterways Permit	50% of the waterways permit fee	Fee for Non-Compliance Equivalent to the permit fee or $350 – whichever is greater	Fee for Non-Compliance Equivalent to the permit fee or $500 – whichever is greater
Failure to obtain any other permit or zoning approval (when not set out in the fee structure)	Double Permit fee or $319 whichever is greater	Fee for Non-Compliance Equivalent to the permit fee or $350- whichever is greater	Fee for Non-Compliance Equivalent to the Permit fee or $500 - whichever is greater
All work that is initiated prior to a permit issued, but after the application for the appropriate permit has been submitted	No change	Reduced Fee for Non-Compliance to 75% of the value of the required permit or $200 – whichever is greater	Reduced Fee for Non-Compliance to 75% of the required permit fee. Same minimums apply.
Maximum Fee for Work without a Permit Non-Compliance	$50,000	$25,000	$25,000
Work performed without a permit by an individual or contractor not licensed by the City of Winnipeg for work which a) requires a permit and, b) requires the permit holder to have a valid license issued by the City. Fee is to be charged to the contractor or individual directly.	N/A (no set fee for non-compliance but subject to a common offence notice / fine)	$500	$500

Note that in the case of housing and house-related accessory structure work without a permit, the minimum fee should be applied on a project basis and not for each related permit.

Rationale for change:

In general, fees are not being adjusted. However, the minimum fee is being raised in most commercial situations because there are many contractors that consider the amount simply the 'cost of regular business' or consider the fee for non-compliance so low that it is worth their while to avoid permit fees in most cases and still be financially ahead on the few that they incur a fee for non-compliance.

However, it was also felt that the maximum fee of $50,000 was too high to justify in many cases so it is proposed to be lower.

Charging a $1000 administrative fee for the preparation and issuance of an 'Order to Comply' after a warning is proposed. This serves to incent most offenders to rectify a situation (such as occupancy without an occupancy permit, or work without a permit) at the time of the warning rather than to have it escalate through an enforcement process. Enforcement action typically requires inspections, research, documentation, and in the event of a common offense notice, legal resources and court expenses. Charging offenders with the costs of administrating this process better serves to protect those who comply from having to pay the costs associated with those who do not.

City Comparison:

Of the 21 municipalities surveyed, all have some form of penalty provision however 12 of the municipalities charge a penalty equivalent to the permit fees if work has been stared without a permit. Others using a penalty based on the permit fee use a range from 10% to 50% of the permit fee. Two municipalities relied on "orders to comply" and "stop work orders" and associated fines or penalties.

The City of Brandon charges a $1000 administrative fee for the issuance of an 'Order to Comply' after a warning (in addition to penalties of double the permit fees for work without a permit).

Net Impact on Revenue: Increase of $50,000

2016 Budget Impact: Increase of $29,000

It would be anticipated that the overall revenue related to fees for non-compliance work without a permit would not increase specifically as the revenues relating to higher fees would be off-set as more compliance is achieved, as well as by the impact of the lower maximum rate.

Proposed Implementation: June 1, 2016

Stakeholder(s): Property Owners; Home Builders/Licensed Trades Contractors, Renovators, Commercial Builders, Sign Industry, Demolition contractors.