Planning, Development, and Building Fees and Charges 2016

The City of Winnipeg
Planning, Property and Development Department

June 1, 2016

All Fees are Payable at the Time of Application

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1. HOUSING

1.1. HOUSING BUILDING PERMITS FOR 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

1.1.1. NEW, ADDITIONS, ESTABLISHING NEW HABITABLE FLOOR SPACE, SECONDARY SUITES OR DUPLEXES

	Fees
New or Addition to Single-family dwellings, 2-family dwellings, detached secondary suites, and multi-unit dwellings (base fee)	$200
Fee per m^2 - 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).	$4.00
Additional fee to establish secondary suite or duplex at the time of new construction; including detached secondary suites.	$300
Fee per m^2 - multi-unit residential dwellings subject to Part 9 of the Building Code and not requiring an occupancy permit, including row housing; new and additions	$8.00
Installation of solid fuel burning appliance	$100
Declared value of $1000 or less - construction which cannot be described in terms of area, as determined by the designated employee (base fee)	$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)	$10.00
Additional fee for multiple plan reviews on a single project: percentage of original permit fee	25%

Note: Area calculations include unfinished basements and attached garages.

1.1.2. Renovations and Alterations 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

	Fees
Renovations affecting each floor of previously established habitable floor space including basement development	$150
Flood Proofing permit (includes electrical, plumbing and foundation repair): Non-structural	$150
Establishment of any additional units or suites in an existing Part 9 residential building such as a secondary suite or conversion to a duplex or triplex in existing floor space of a single-family dwelling. The fee is in addition to the per floor renovation fee if a building permit is required. Establishment of a detached secondary suite in an existing accessory building (e.g. garage)	$600 $400
Reducing the number of units in a multi-unit dwelling including secondary suites, duplexes, converted residential dwellings, etc. The fee is in addition to the per floor renovation fee if a building permit is required.	$125
Removal of a dwelling unit / suite in a house with previously established 2 or more units, including those within a Division II building compliant with By-law 4304.	$125
Installation of solar photovoltaic systems with the submission of plans under an engineer's seal.	$75
Installation of solid fuel burning appliance	$100
Additional fee for multiple plan reviews on a single project: percentage of original permit fee	25%

Notes:

- 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.

1.1.3. 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

Accessory Structures

Detached Garages and other large structures	**Fees**
Construction of detached garage base fee	$100
Construction of accessory structure greater than 10 m^2 (108 sq. ft.) base fee	$100
Construction of detached garage or accessory structure greater than 25 m^2 in area (270sq.ft.) Per square meter fee	$2/$m^2$

Standard Decks	**Fees As per the City's Brochure or Designs Submitted Under Professional Seal**
Single-level non-sheltered deck or landing	$100
Multi-level or complex deck	$150

Other Accessory Structures	**Fees**
In-ground swimming pools	$150
Accessory structures (multi-owner detached garages) for multi-family buildings	$8/$m^2$
Radio or communication tower: Single-family & 2-family dwellings	$100
Above ground swimming pools, hot tubs, spa tubs	$100
All other exterior projects requiring a building permit (entrance ramps, pool change houses etc.)	$75

Note: Development Permit Fees Apply.

1.2. Housing Electrical Permits for 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

New / Additions – single family dwellings, 2-family dwellings, multi-unit dwellings, creation of additional, self-contained dwelling units such as a secondary suite

	Fees
New construction of single-family dwellings, 2-family dwellings, multi-unit dwellings and additions - up to 400 Amp service size	$75 base
Fee per m^2 of all floors	$1
Voice, Data, Video (VDV) for structures with 2 or more units	
-Work undertaken as part of the new construction electrical permit (no base fee applies)	$0
-Work undertaken by a separate contractor and/or separate permit (no base fee applies) (Assumes inspections are completed at the time of other inspections. Additional inspection fees immediately apply if work requires VDV only inspections for the initial inspection or due to defects.)	$20/unit

Renovations / Interior Alterations – single family dwellings, 2-family dwellings, multi-unit dwellings

A "floor" for the purposes of the calculation below 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 the number of affected floors when the permit involves expansion or replacement of the panel.

	Fees
Base fee includes 1 affected floor	$75 base
Each additional floor affected	$75
Electrical permit as part of a flood-prevention related building permit	$0
Voice, Data, Video (VDV) for structures with 2 or more units (no base fee applies) (no multi-floor additional fee applies)	$75/unit

Additional or 'Add-on' fees

Fees are in addition to new construction fees, or in the case of an existing building, in addition to the base fee and /or other fees assessed

	Fees
Extra fee (in addition to base or per floor fee) for greater than 200 Amp service (initial installation or upgrade)	$60
Extra fee (in addition to base or per floor fee) for each additional panel board (at time of new construction or later)	$50
Extra fee (in addition to base or per floor fee) to install or remove renewable energy systems (e.g. solar photovoltaic systems, wind systems, etc.) (at time of new construction or later)	$175
Extra fee (in addition to base or per floor fee) to install or remove a generator (at time of new construction or later)	$175

Fee for interview/test if required to establish competency of homeowner to engage in work for a homeowner permit	$30
Installation of fire alarm system: Single-family dwellings, 2-family dwellings (no base fee applies unless other wiring is involved)	$100
Removal of fire alarm system: Single-family, 2-family dwellings (no base fee applies unless other wiring is involved)	$75

Exterior Electrical Permits **(exterior must be separate permits from interior work; no base fee applies)**	Fees
Air-conditioners: installation, construction, renovation or alteration	$60
Outdoor, unenclosed swimming pools or hot tubs: installation, construction, renovation or alteration	$60
Open decks, gazebos, patios, landscape lighting: installation, construction, renovation or alteration	$60
All other exterior electrical work (excluding exterior plugs installed as part of new construction or clearly those part of an interior project)	$60
Open decks, detached garages, gazebos, patios, landscape lighting: installation, construction, renovation or alteration	$60

1.3. Housing Plumbing Permits for 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

New Construction / Additions	**Fees**
Minimum fee: (applied to each suite / dwelling unit)	$75 (min)
Cost per drain	$25
Renovations/Interior Alterations	
Minimum fee for residential plumbing permit	$75
Plumbing renovations or repairs – each drain outlet impacted	$25
Plumbing permit as part of a flood-prevention related building permit	$0

2. COMMERCIAL

2.1. COMMERCIAL BUILDING PERMITS

2.1.1. COMMERCIAL BUILDING PERMIT FEES

Temporary open-air structures other than stages and bleachers covered or uncovered (in addition to tent and occupancy fees if applicable)	**Fees**
Minimum Fee	$200
Fee per m²	$15.00

Construction of new buildings, or additions where the area being developed can be clearly determined	**Finished**	**Base Building Only**
Base Fee	$800	$700
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
Group B – Care, Treatment or Detention Occupancy Fee per m² of new construction	$24.00	$18.00
Group C – Residential Occupancy Fee per m² of new construction	$13.35	$9.75
Group D – Business & Personal Services Occupancy Fee per m² of new construction	$15.00	$11.25
Group E- Mercantile Occupancy Fee per m² of new construction	$13.00	$9.75
Group F- Industrial Occupancy Fee per m² of new construction for F 1 occupancy Fee per m² of new construction for F 2 occupancy Fee per m² of new construction for F 3 occupancy	$15.00 $10.00 $8.00	$11.25 $7.50 $6.75
Any other structure defined in the Building By-law that can be measured in terms of area	$8.00	$6.00

Note:

The fee per m^2 is based upon the aggregate building area.

Other Situations	Fees
Residential Balcony Enclosures (no base fee)	$400
Declared value– new construction which cannot be described in terms of area, including base building only (base fee)	$400
Each $1000 or portion thereof in declared value New construction which cannot be described in terms of area, including base building only (in addition to base fee)	$10.00

Spray Booth – install new, alteration or removal (includes fees for electrical and mechanical permits)	Fees
Base Each additional booth	$900 $500
Fee per m^2	$10
Alterations to existing booths	Base fee only
Removal of existing booths (no base fee) (includes electrical and mechanical permits)	$350

2.1.2. Staged Building Permit Fees

Permit fees for each stage of construction	% of Total Permit Fee Payable	Surcharge (as a % of the total permit fee)
Site Preparation, Excavation, Piling, Interior Demolition	20%	2.5%
Foundation Only	35%	5%
Structural Framing	65%	2.5%
Customized Stage	Determined by the Designated Employee	5%
Superstructure or Final Building Permit	Balance of building permit fees	Not Applicable

Note: Partial permit fees are 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.

2.1.3. Commercial Building Permit Fees – Interior/Exterior Alterations and Other

All interior alterations that can be defined in terms of the area involved (e.g. a tenant fit-up, a demolition or change of use of a defined occupancy space)	**Fees**
Base Fee: any commercial construction	$300
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	 $6.00 $7.50
Group B – Care, Treatment or Detention Occupancy Fee per m² of area involved	 $9.50
Group C – Residential Occupancy Fee per m² of area involved	 $5.25
Group D – Business & Personal Services Occupancy Fee per m² of area involved	 $6.00
Group E- Mercantile Occupancy Fee per m² of area involved	 $5.25
Group F- Industrial Occupancy Fee per m² of area involved for F 1 occupancy Fee per m² of area involved for F 2 occupancy Fee per m² of area involved for F 3 occupancy	 $6.00 $4.50 $4.00
Any other structure defined in the Building By-law that can be measured in terms of area	$3.25

Fees for Work that Cannot be Described in Terms of Area

Construction of interior alterations where an area calculation is not appropriate would include small projects within a larger floor area; projects directly affecting a small area but with possible impact on a larger occupancy space; 'landlord' alterations or alterations to a base building only; etc. Note that the declared value of construction is defined in the Winnipeg Building By-law.

Interior/Exterior Alteration Permits	**Fees**
Minimum Fee:	$300
Declared value of construction – Each $1000 or portion thereof (based on complete project cost/value)	$10.00

Other Commercial Building Permit Fees **(Unless indicated, no minimum/base fee applies if a separate permit)**	**Fees**
Adding one or more additional suites or units to an existing, compliant multi-unit dwelling including a converted residential dwelling or "rooming house". The fee is in addition to the area or declared value of construction fee if renovations require a building permit.	$400
Reducing one or more suites or units in an existing multi-unit dwelling. No base fee applies if no work requiring a building permit is involved. If the work requires a building permit, regular fees would apply and this fee would not.	$125
Temporary Buildings	
Temporary buildings – calculated as a new commercial building including the base fee	Same as applicable building permit
Temporary buildings – maintenance fee per month (in addition to base fee) payable annually	$65
Nonpayment resulting in an inspection (in addition to monthly fee)	$200
Miscellaneous Structures	
Outdoor swimming pool - above ground or below ground	$300
Satellite dish or antennae; radio or communication tower	$250
Storage tanks – removal of one tank (includes Fire Prevention Inspections no longer being charged)	$150
Storage tanks – installation of one tank (includes Fire Prevention Inspections)	$350
Storage tanks – for each additional tank, same site	$50
Tents/Bleachers/Stages **Tents with 1000 or more occupants and/or with electrical and mechanical systems are considered to be temporary buildings subject to temporary building fees.** **All fees include occupancy and inspection fees and no base fee applies.**	
Tents greater than 84 m^2 in area	$200
Each additional tent greater than 84 m^2 on the same site	$15
Stages between 0.6 and 1.5 meters in height and less than 84m^2 in area All other stages	$100 $500
Bleachers with less than 300 design occupant load All other bleachers	$100 $500
Request for a permit within 3 days or less	Double Fees

2.1.4. Commercial Alternative Solutions and Electrical Code Deviations

Alternative Solutions Fees

	Classification[1]	New Building	Existing Building
Pre Application Stage	Minor Major	$200 $500	$100 $300
Application Stage	Minor Major	$350 $750	$250 $500
Post Permit Issuance	Minor Major	$500 $1000	$400 $1000

	Example Descriptions
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

Electrical Requests for Code Deviation Fees	Classification[1]	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	**Fees**
Resubmission Fee	50% of original fee

[1] Classification of an alternative solution or of a deviation application will occur during processing.

2.1.5. Fire Paramedic Services

Fire Prevention Plan Examiner Review	Fees
Fee per hour of inspection reasonably required as part of a plan review by the Fire Paramedic Service	$102/hr
Fee per hour for re-examination of plans due to revisions, alternate solutions or Fire Protection Reports	$102/hr
Application that requires Fire Paramedic Service to establish an occupant load (base fee)	$300
Fee per hour or portion thereof for plan examination or inspections required to establish occupant load (in addition to base fee)	$150/hr

2.1.6. Other Fees

Building Code Plan or Revised Plan Review	Fees
Pre-application meeting or alternative solutions meeting: meeting/ discussion/ presentation by applicant concerning Building Code compliance (base fee)	$200
Per City employee in attendance - each hour (in addition to base fee)	$150
Charge for cancellation or postponement within 24 hours /missed preliminary plan review meeting	$200
Multiple Plan Reviews on a single project by one or more disciplines	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 review of submitted plans has been completed and; b) New plans are submitted, or additional or revised detail, information or specifications for the previous plans are provided; and c) The designated employee determines that the re-examination of the new plans or modification of the original plans made necessary by the additional details, information, or specifications will require time and resources consistent with a full plan examination.	Base $1000 plus $150/hour to maximum of 25% of building permit fee
Spatial Separation / Party Wall agreement with Caveat on Title (includes legal processing fees)	$4000

2.2. Commercial Electrical Permits

Type of Installation	Fees
Electrical permit base fee: Applies to all commercial electrical permits except for items indicated with an asterisk (*) when they are the only item included on the permit.	$100
Low voltage service or distribution board/enclosed switch/motor control center/CSTE/splitter	
First item less than 400 Amps	$103.00
Each additional like item less than 400 Amps	$78.50
First item 400-1000 Amps	$191
Each additional like item 400 -1000 Amps	$114.00
First item over 1000 Amps	$242.15
Each additional like item over 1000 Amps	$134.30
High voltage equipment (Over 750 V)	
Each service including metering and grounding	$287
Distribution, each unit or cell of protective or switching equipment	$150
Each motor or transformer: 500 hp/kVA or less	$200
Each motor or transformer: 501 hp/kVA to 1000 hp/kVA	$250
Each motor or transformer: over 1000 hp/kVA	$359
Electric heating and/or cooking appliances	
2 kW or less, each	$8.15
Over 2 kW to 5 kW, each	$12.75
Over 5 kW to 15 kW, each	$19.60
Over 15 kW, each	$32.35
Fuel burning equipment	
Each domestic package unit or unit heater	$19.60
Each industrial/commercial type package	$56
Motorized valves, transformers, motors, controllers, capacitors and similar equipment not listed elsewhere in this schedule	
1 kVA/kW/hp/kVAR/Amps or less, each	$10.55
Over 1 to 25 kVA/kW/hp/kVAR/Amps, each	$19.60
Over 25 to 100 kVA/kW/hp/kVAR/Amps, each	$75
Over 100 kVA/kW/hp/kVAR/Amps, each	$150
Machine/HVAC control panels, each	$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	$1.75
Over 15 Amp, each	$2.55
Light standards, each	$15.20

Fuel dispensers and similar equipment, each	$28.45
Multiple-family dwelling: first three dwelling units[2]	$489.25
Multiple-family dwelling: electrical permit for each additional dwelling unit[2]	$123.50
Hotels and motels: per bedroom unit[2]: new construction or additions to existing structures	$59
Life and Health Safety Equipment Devices	
Control panel or annunciator, each	$65.70
Transponders	$30
Detectors and alarms, each (includes smoke, heat, CO, methane, etc. detectors and alarms, signals, pull stations, nurse call system devices, sprinkler & standpipe switches, miscellaneous monitoring & supervisory points)	$5.20
Fire pump electrical connection and associated equipment, each	$204
Generator driven by prime mover & associated equipment, each	$228.45
Emergency Lighting and Exit Signs	
Battery banks, each	$10.55
Remote emergency lighting heads, per outlet	$1.75
Combination emergency lighting/exit sign units, each	$11.50
Exit signs, each	$1.75
Electromagnetic locks, each	$10
Door hold-open devices, each	$5.20
Relay cabinets, lighting contactors, dimming control panels and similar enclosures, each	$30
Voice, Data, Video (VDV) & Intrusion Alarm Systems	
Fibre optic cable (any length)	$30
Voice, Data, Video & Intrusion Alarm systems: associated devices, each (data outlets, CCTV outlets, etc.)	$1.75
Data rack or control panel including all components installed, each	$55
Amplifiers, each	$10
Extra low voltage controllers/cabinets, each	$1.75
VDV Audit Program	
Annual fee (includes registration information, review of applicant's training and operational procedures and audit inspections)	$3500
Permit fee per installation per address	$30
Fee for non-compliance during an audit	$300
Fee for suspension from the program	$5000
Empty Raceways	
60 m or less	$32.35
Over 60 m to 300 m	$65.70
Over 300 m	$126.50
***Signs**	
First free standing sign	$99
Each additional free standing sign installed at the same time	$58.85
First non-free standing sign installed	$99
Each additional non-free standing sign installed at the same time	$16.20

[2] 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.

Solar photovoltaic panels, each	$5
Spray booths -– install new, alteration or removal (fee incorporated in spray booth building permit) (Electrical permit still required)	$0
***Temporary installations** Supplied from a permanent electrical system Supplied from a temporary electrical service	 $99 $165
***Annual permits** 1-5 buildings plus base fee 6-10 buildings plus base fee 11+ buildings plus base fee	 $500 $1000 $1500
*Certificate of Electrical Inspection Acceptance	$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	$125
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
***Meeting/discussion concerning Electrical Code compliance** Base fee Electrical Code compliance, per City employee in attendance, each hour Charge for meeting cancellation within 24 hours	 $200 $150 $200

2.3. Commercial Plumbing Permits

Type of Installation	Fees
Base Fee Applies to all commercial plumbing permits except for items indicated with an asterisk (*) when they are the only item included on the permit.	$150
*Underground Rough-in only (separate permit for work up to the lowest below grade floor level); outlet and fixture fees also apply	$250
New Multiple-family dwelling: each additional dwelling unit (in addition to base fee)	$100/suite
Outlet and/or fixture each (except for dwelling units in new multi-family dwellings)	$30
Backwater valve	$50
*Domestic potable water backflow prevention device with test cocks, first device	$188
*Domestic potable water backflow prevention device with test cocks, each additional device	$26
Interceptor, sump, catch basin, pit, each	$50
Minor repairs to drainage or venting systems (renewal of each fixture trap or drain, etc.)	$15
Renewal of stacks only – new work proposed (one or more) (in addition to base fee)	$650
Potable water service pipe only Water service pipe ¾” to 2” in diameter Water service pipe over 2” in diameter Renewal of potable water supply to existing fixtures (hot, cold or recirculation potable water piping)	 $50 $80 No Charge
Re-piping only of existing water supply to fixtures For each dwelling unit, or For each floor or portion thereof	 $160 $450
*Certificate of Plumbing Inspection Acceptance	$32.35

2.4. COMMERCIAL MECHANICAL PERMITS

M1 Mechanical Permit	**Fees**
Base Fee	$250
Plus fee per m^2 of floor area impacted	$0.35
Rough in HVAC only per m^2 (eligible for entire base building only)	$0.20
Base building HVAC extension for tenant fit-up per m^2	$0.25
Unconditioned floor area mechanical air system in F2 or F3 occupancies only per m^2 (no heating, no cooling, and no air distribution system)	$0.10
Repair or alteration of an existing mechanical system which cannot be described in terms of area (no base fee)	$250
Spray Booth - install new, alteration or removal (fee incorporated in spray booth building permit) (M1 permit still required)	$0
M2 Mechanical Permit	
Base Fee	$250
Plus fee per m^2 of floor area impacted	$0.25
Fire Pump /Standpipe (no base fee or fees for each additional floor)	$500
First backflow prevention device with test cocks (no base fee if only item)	$188
Each additional backflow prevention device with test cocks	$26
Spray Booth - install new, alteration or removal (fee incorporated in spray booth building permit) (M2 permit still required)	$0
M3 Mechanical Permit	
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
Applicable to All Mechanical Permits	
Certificate of Mechanical Acceptance	$32.35

2.5. Occupancy Permits

Occupancy Inspection Requests	Fees
Request for occupancy inspections in fewer than 3 days from date of request where request can be facilitated.	Double all associated occupancy fees

Occupancy Permit Associated with a Building Permit	Fees
Base Fee	
Final Occupancy Permit	$200
1st Interim Occupancy Permit or denial of request	$200
2nd and subsequent Interim Occupancy Permit or denials of request	$200
Fee per m^2	
Final Occupancy Permit	$0.10
1st Interim Occupancy Permit or denial of request per discipline	$0.05
2nd Interim Occupancy Permit or denial of request per discipline	$0.10
3rd and subsequent Interim Occupancy Permit or denials of request per discipline	$0.20
Maximum (per permit or denial)	
Final Occupancy Permit	$600
1st Interim Occupancy Permit or denial of request	$800
2nd and subsequent Interim Occupancy Permit or denials of request	$1200
Discounts – for tenant spaces where the only defects are related to the base building	50%
1st Interim Occupancy Permit or denial of request	50%
2nd and subsequent Interim Occupancy Permit or denials of request	

When a per discipline rate is indicated, the following are identified as a discipline: 1. Building, structural, fire prevention; 2. Electrical; 3 Mechanical (M1, M2, M3)

Refunds and Discounts

For building permits applied for after June 1, 2016, a full refund of the Final Occupancy fee will be granted if there is a complete submission of all required documents (ie: no incomplete certificates) at the time of the first request for an occupancy permit and there are no defects at inspections (ie: no re-inspections required). This refund does not apply to individual dwelling units, special events or occupy-only permits and only applies if occupancy is required as part of a related building permit.

A fifty percent fee discount will be granted for interim occupancy permits per tenancy space when the only reason for the interim occupancy permit is defects in the base building.

'Occupy-only' Occupancy Permit Fees	Fees
Base Fee	$200
Occupy-only and any interim occupy-only per m^2 (In addition to base fee)	$0.10
Maximum Occupy-only fee	$600

Fee per m^2 Final Occupancy Permit 1st Interim Occupancy Permit or denial of request per discipline 2nd Interim Occupancy Permit or denial of request per discipline 3rd and subsequent Interim Occupancy Permit or denials of request per discipline	 $0.10 $0.05 $0.10 $0.20
Other Occupancy Permit Fees	
Indoor special events occupancy permit: greater than 60 occupants and greater than the established occupant load for the space (no base - maximum permit fee: $600)	$.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 permit fee of $400)	$.25 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 (each)	$50
Update and provide a copy of an issued occupancy permit (change of ownership/change of operating name)	$80
Condominium display suite	$350

Fees for Non-Compliance	Base Fee	Area Fee	Max
Occupancy prior to obtaining occupancy permit (occupy only - no building permit required) – each month or part thereof subsequent to violation notice	$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) each month or part thereof subsequent to violation notice	$400	$.50 per m2	$2000 each time
Fee for non-compliance for occupying with an Expired Interim occupancy permit – each month	$200	$.25 per m2	$2000 each time

2.6. Building Permits for Signs, Awnings, and Canopies

For Review of the Sign Support Structure (For signs that do not require engineer seals, the lower fee applies.)	**Fees**	
	Applications where plans do not include engineer seals at the time of application	**Applications where plans include engineer seals at the time of application**
Freestanding sign 2.44m or less in height	$250	$150
Freestanding sign over 2.44m in height but under 7.6m in height	$400	$250
Freestanding sign over 7.6 m in height	N/A	$400

For Review of the Sign Support Structure (For signs that do not require engineer seals, the lower fee applies.)	**Fees**	
	Applications where plans do not include engineer seals at the time of application	**Applications where plans include engineer seals at the time of application**
Mansard roof, projecting or other structural signs	$250	$150
Any other sign type	$200	$100
Awning / canopy or similar types of structure or equipment	$250	$150
Second and each subsequent additional sign involving the same type, same category, applied for in a single application	$100	$75
Single sign face replacement	$50	$50

2.7. Testing Life Safety Systems for the Purposes of Occupancy

Fees for 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.

3. Development Permits

	Fees
Housing-related Development Permits	
Single-family and 2-family dwellings: base fee	$125.50
New dwelling – 180 m² or less (in addition to base fee)	$33
New dwelling- more than 180 m² (in addition to base fee)	$75
Addition to existing principal building (in addition to base fee)	$33
New accessory building/structure (no base fee applies)	$25
Addition to accessory building (no base fee applies)	$25
Installation of solar photovoltaic systems (no base fee applies)	$25
Commercial-related Development Permits	
New site development or new construction – excluding single-family and two-family dwellings	$600
Additions or exterior alterations to existing buildings or existing site redevelopment - excluding single-family and two-family dwellings	$300
New construction of an addition to an accessory building - excluding single-family and two-family dwellings	$300
Temporary event or a temporary use	$25
Change of Use Application: Housing	$25
Change of Use Application: Commercial	$150
Erection of tents including tents considered to be a temporary building	$25
Signs	
Free standing, mansard, projecting, or other structural supported signs	$75
All Digital Signs	$155
Awning or canopy with or without signs	$75
All other types of signs	$47
Sign face replacement	$30
To place or locate a mobile advertising sign for a month or less	$65.70
To place or locate a mobile advertising sign for a period of up to three calendar months	$160
Other Fees	
Home-based business development permit (Fee applies to both Minor and Major categories. Major home-based businesses incur an additional conditional use fee)	$150
Frozen Waterways Permit Application	$100
Fee for re-examination e.g. Review of re-submitted plans	½ the fee of the initial development permit

4. Planning and Other

4.1. General Planning, Development, and Zoning

	Fees
Plan Reviews	
Site Plan Review for Plan Approval Second and each subsequent review	Director - $200 Committee - $350 $200
Master Plan in EI Zoning Districts Second and each subsequent review	$1142 $857
Parking Management Plan review	$250
Alternative equivalent compliance approval	$250
Design Reviews	
New building or new addition	$400
Signs	$150
All other development applications	$250
Downtown Development Applications Urban Design Review	
New building or new addition Second and each subsequent review	$740 $444
Signs	$180
All other development applications	$280
Appeal of a decision	$750
Historical Buildings and Resources Review	
Heritage Permits Rehabilitation or new addition Second and each subsequent review Signs All other development applications	 $740 $444 $180 $280
Owner - initiated nomination	$250
Removal from or modification of list	$2500
Expedited review	$2500
Appeal of a decision	$750
Street/Building Names and Addresses	
Addition of one street name to Street Name Reserve List *Fee exempt for applications recognizing individuals	$159
Fee for each additional street name to add to Street Name Reserve List	$28
Honourary Street name application	$159
Honourary Street name topper (each)	$212
Advertising street name change	Newspaper advertising charges
Public street name change (does not include Property Registry costs)	$872.55 + LTO
Privately-owned street name designation (does not include Property Registry costs)	$400 + LTO Fees

	Fees
Street address confirmation by letter	$69.60
Street address change	$200
Request for a building name	$71
Zoning Letters	
Verification of existing zoning for a specific property	$50
Verification of existing or proposed use – single and two family dwellings	$129
Verification of existing or proposed use – all other	$200
Zoning or land use history	$515
Any other information	$200
Zoning memorandum – single and two family dwellings	$50
Zoning memorandum – all other	$200
Lot of record search in addition to direct Manitoba Land Title search costs	$250
Miscellaneous Fees	
Mobile home - development application approval	$300
Mobile home – inspection - first hour	$150
Mobile home – inspection - each additional hour	$100
Draft Application fee (can be applied to application fee if applicant proceeds with formal application)	$500
Zoning Inspection Fee – 1st hour	$150
Zoning Inspection Fee – each additional hour	$100
Winnipeg Building Commission: application fee	$1530
Spatial Separation / Party Wall agreement with Caveat on Title (includes legal processing fees)	$4000 + LTO Fees
Development application for variation or removal of building restriction caveat (includes legal costs)	$600 + LTO Fees
Communication facility proposal review	$1,193
Communication facility proposal review for exempted installations	$500
Request to demolish a single-family or two-family dwelling in a residential area without a building permit to replace the demolished residence	$500
Advertising of public hearings	Newspaper advertising charges
Manitoba Land Titles Office Fees (The Property Registry)	As billed by The Property Registry
Delivery of issued permits and plans by courier (optional service)	$10

City Plans

Amendment to OurWinnipeg: Application Fee	**$29,000**
OurWinnipeg: Advertising fee	Newspaper advertising charges
Complete Communities Amendment: Application Fee	$29,000
Complete Communities: Advertising fee	Newspaper advertising charges
New Secondary Plan (Precinct Plan, Area Master Plan, etc.)	$35,000
Amendment to Secondary Plan: Application Fee	$11,000
Secondary Plan : Advertising fee	Newspaper charges

4.2. WATERWAYS / FLOOD FRINGE

	Fees
Base fee	
- Deck	$75
- Detached Garage	$150
- Single- or two- family dwelling addition	$300
- Single- or two- family dwelling	$1000
- Multi-family dwelling	$2000
- Commercial	$2000
- Commercial Accessory Structure	$500
Rate per m² in addition to the base fee*	
- Deck	$1.00
- Detached Garage	$2.00
- Single family dwelling	$4.00
- Multi-family dwelling to a maximum of 8 stories above grade	$8.00
- Commercial to a maximum of 8 stories above grade	$8.00
Waterway 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	$200
Waterway Permit: for each additional $1,000 between $5000.01 and $500,000.00 (in addition to base fee)	$4.70
Waterway Permit: for each additional $1,000 between $500,000.01 -to- $1,000,000.00 (in addition to base fee)	$3.35
Waterway Permit: for each additional $1,000 over $1,000,000.00 (in addition to base fee)	$3.15
Discount for all Waterway Permits 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%
Renewal of Waterway Permit	$100
Waterway record search	$50
Flood Fringe Agreements / waiver caveated on title	$2000

Fees for Non Compliance

	Work not involving a Contractor	Work performed by a Contractor
Work without a Waterway Permit	Equivalent to the permit fee or $400.00 – whichever is greater.	Equivalent to the permit fee or $1000.00 – whichever is greater
Maximum Fee for Non-Compliance	$4,000	$20,000

Notes: 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.

*Includes the floor area of all levels, unfinished basements/attached garages.

4.3. Documents, Records and Information

Property Document Request	Fee
Search fee – minimum 1 hour, paid in advance	$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	$25
Records Centre Fees (City Archives)	
Internal Charges from the Records Centre are recovered as billed - see Records Centre Fees and Charges	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)	 $10 $5 $10
Outsourced copying from paper records -Administration fee -Outsource printing charges (billed directly to customer)	 $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)	 $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)	 $1 $10
Property Information Request	
Centralized property file search – single-family and two-family dwellings	$172
Centralized property file search – condominiums: for one unit	$172
Centralized property file search – all other residential buildings	$350
Centralized property file search – condominiums: multiple units at same complex	$515
Centralized property file search - all other commercial buildings or uses	$515
Centralized property file search - any other search letter	$129
Residential Certificate of Inspection Acceptance	$20

Manitoba Land Titles Office Fees (The Property Registry)	As billed by the Property Registry
Electronic Data	
Single permit activity and statistical reports from the Building Permit Computer System	$59
Permit activity & statistical report - annual	$59
Permit activity & statistical report - semi-annual - for one calendar year	$81
Permit activity & statistical report – provided quarterly - for one calendar year	$136
Permit activity & statistical report - provided monthly - for one calendar year	$340
Permit activity & statistical report - provided weekly - for one calendar year	$923
Permit activity & statistical report - provided daily - for one calendar year	$2275
Digital information - per hour of involvement - first hour	$114
Digital information - per hour of involvement - each additional hour	$93
Mapping	
Street Wall Map	$56
Zoning Map	$34
Property Map	$11.25
Custom Maps (base fee)	$40
Custom Maps hourly rate – first hour	$75
Custom Maps hourly rate – each additional hour	$60
Shipping and handling	Cost + $25

4.4. Demolition Permits

Houses – Single and Two-Family, Triplexes, Rooming Houses	**Fees**
Demolish/remove If part of new home project with building permit application	$350.00 $200.00
Demolish/remove – garage, porch, lean-to or similar structure or other accessory structures (without demolition of the dwelling) If part of new project with building permit application	$100.00 $50.00
Fee for non-compliance for incomplete demolitions beyond the term of the demolition permit. Fee per week:	$200
Property tax clearance	$23
Commercial	
Base fee: commercial demolition – simple demolition (No basement or deep foundation, slab on grade, no piles, single storey maximum 3 meter wall height.)	$250
Base fee: all other demolition	$500
Fee per m2 of all floor area(s): Commercial Structure	$0.35
Fee for non-compliance for incomplete demolitions beyond the term of the demolition permit. Fee per week:	$1,000
Discount when commercial demolition permit is accompanied by a concurrent building permit	20%
Property tax clearance	$23

Note: Fees for non-compliance for demolition without a permit are those set out in the fees for non-compliance section.

4.5. Commercial and Housing Inspections

Excess Commercial and Housing Inspections	**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	$150 ea.
Incorrect/Insufficient information provided	$150 ea.
No address on site, building, or suite	$150 ea.
Inspector unable to gain access	$150 ea.
Inspection cancelled same day	$150 ea.
Unsafe work site	$400 ea.
Extra Inspections (applied to Commercial-related permits in cases where a re-inspection of a defect is required, fire Prevention inspections and any other commercial additional inspections.)	
1st	$125
2nd	$250
3rd and subsequent	$350
Extra inspections (applied to Housing-related permits.)	
1st	$100
2nd	$200
3rd and subsequent	$300
Inspections conducted outside office hours – each additional hour – per inspector (in addition to base fee)	$150
Inspection to identify non-compliance, per hour	$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.	$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

Note that permits for new single-family and two-family dwellings, detached secondary suites and additions, the number of inspections included in a project would be 7 (3 for building, 2 for plumbing, and 2 for electrical if applicable to the construction project). 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.

There are two inspections in total per flood proofing permit package.

4.6. Contractor and Installer Licence Fees

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

Fee for Non-Compliance	Fee
Work performed without a permit by an individual or contractor not licensed by the City of Winnipeg for work which requires a permit and requires the permit holder to have a valid license issued by the City. The fee is to be charged to the contractor or individual directly. Additional fees or penalties for work without a permit will apply to the property owner.	$500

5. VARIANCES AND CONDITIONAL USES

Variances	**Fees**
	Other Residential & Commercial
Variance Application Temporary Use and/or Density	**$1,500**

A Variances – Minor tolerance of a zoning rule

	Fees		**Fees**
	Single or 2 family dwellings		**Other Residential & Commercial**
	Accessory Structures	New/Additions	
Before Construction Post Construction	$100 $150	$150 $300	$550 $800
Each Additional Variance: Before Construction Post Construction	$50 $75	$100 $200	$200 $300

B Variances – Reviewed and approved or denied by the Director

	Fees		**Fees**
	Single or 2 family dwellings		**Other Residential & Commercial**
	Accessory Structures	New/Additions	
Before Construction Post Construction	$350 $550	$600 $900	$1,200 $2,500
Each Additional: Before Construction Post Construction	$100 $150	$200 $300	$300 $450

C Variances – Reviewed by the Director, approved or denied by the Board of Adjustment

	Fees	**Fees**
	Single or 2 family dwellings	**Other Residential & Commercial**
Before Construction Post Construction	$600 $900	$2,000 $4,000
Each additional Variance: Before Construction Post Construction	 $200 $300	 $500 $750

D Variances – Reviewed by the Director, approved or denied by the Community Committee in conjunction with another Development Application

	Fees Single or 2 family dwellings	Fees Other Residential & Commercial
Before Construction Post Construction	$600 $900	$2,000 $4,000
Each additional Variance: Before Construction Post Construction	 $200 $300	 $500 $750

Conditional Uses

	Fees **Single or 2 family dwellings**	**Fees** **Other Residential & Commercial**
Conditional Use Conditional Use - Post-Use without approval	$600 $900	$2,500 $5,000
Attached secondary suite Attached secondary suite – Post-Use without approval	$250 $600	N/A
Detached secondary suite Detached secondary suite – Post-Use without approval	$600 $1,000	N/A
Home Based Business – Major	$600	$600
Home Based Business – Major – Post-Use without approval	$900	$900

6. Development Applications

6.1. Development Applications and Agreements

	Fees
Development Applications	
DAS fee (subdivide property and create new rights-of-way; public hearing required for subdivision approval): Base fee	$6,450
DAS fee (subdivide property and create new rights-of-way; public hearing required for subdivision approval): Per Acre fee is in addition to the base fee	$400 per Acre, maximum $20,000
DAZ fee: rezoning of land or zoning text amendment: Base fee	$11,250
DAZ fee: rezoning of land or zoning text amendment: Per Acre fee is in addition to the base fee	$400 per Acre to a maximum of $50,000
DASZ fee (approval of plan of subdivision and rezoning of the land contained in the subdivision): Base fee	$12,375
DASZ fee (approval of plan of subdivision and rezoning of the land contained in the subdivision): Per Acre fee is in addition to the base fee	$400 per Acre, maximum $50,000
DASSF fee (subdivide property but will not create new rights-of-way; public hearing not required): Base fee	$3,450
DASSF fee (subdivide property but will not create new rights-of-way; public hearing not required): Per Acre fee is in addition to the base fee	$400 per Acre, maximum $15,000
DAPS filing fee (development application for the approval of a plan of survey): Base fee	$3,450
DAPS filing fee (development application for the approval of a plan of survey): Per Acre fee is in addition to the base fee	$400 per Acre, maximum $15,000
CA fee: each consent, for approval to convey	$3,000
CONDO fee: application for the approval of a condominium plan	$4,000
Zoning agreement amendments	$1,800
DAO fee (application for a street, lane or walkway opening)	$1,100 + LTO Fees
DAC fee (application for a street, lane or walkway closing)	$2,000 + LTO Fees
DAOC fee (application for a street, lane or walkway opening and closing)	$2,000 + LTO Fees
DAASP fee (for the approval of an air space plan)	$520
Extension Fees	
Extension fees - for an extension of the time period approved by Council for enactment of a by-law under a DAS/DAZ/DASZ file	$719
Extension fees - for an extension of the time period approved by Council for a by-law coming into force under a DAS/DAZ/DASZ file	$546
Extension fees - administrative re-approval of a plan of subdivision under DASSF	$365
Extension fees - for an extension of the time period for the Standing Policy Committee to complete a DASSF application	$719
Extension fees - for time extension of the one year limitation for registration of plan of subdivision in the WLTO (re-approval of mylars)	$365

Mylar Signing Fees	
DAS/DASZ/DASSF/DAPS/DAASP Mylar signing fees - for each lot within plan	$62
DAS/DASZ/DASSF/DAPS/DAASP Mylar signing fees - minimum lot/parcel fee for each plan	$168
Condo plan mylar signing fee - each plan	$62
Condo plan mylar signing fee - minimum fee for each condominium complex	$168
Agreements	
Subdivision agreement	$335
Servicing agreement	$1,168
Development agreement	$1,668
Zoning agreement	$335
Subdivision/Servicing/Development agreement amendment	$719
Miscellaneous	
Subdivision park plan review	$340
Subdivision land equivalencies	$340
Consent to assign servicing or development agreement	$719
Certificate of consent	$168
Certified copy of a certificate of consent	$62
Manitoba Land Titles Office Fees (The Property Registry)	As billed by The Property Registry

7. ENCROACHMENTS

Encroachments: Approved by the Public Service
(Simple Encroachments such as parts of buildings, fences, seasonal patios etc.)

Initial Approval Fees	
	Fees
To permit an encroachment related to single-family and two-family dwellings and accessory structures	$125
To permit an encroachment related to all other property types including multiple-family and row housing, commercial or industrial	$200
To permit an encroachment related to a seasonal patio	$200

Annual License Fees

Annual encroachment license for Single family and 2-family dwellings, multi-unit residential dwellings subject to part 9 of the building code: First 5 m² or less of occupied space	$75
Annual encroachment license for Single family and 2-family dwellings, multi-unit residential dwellings subject to part 9 of the building code : each additional 5 m² or portion thereof	$40
Annual encroachment license for all other types of encroachments, Non-single family and 2-family dwellings: First 5 m² or less of space occupied	$100
Annual encroachment license for all other types of encroachments, Non-single family and 2-family dwellings: each additional 5 m² or portion thereof	$60

Sign Encroachments (not of an unusual nature)

Initial Approval Fees	
	Fees
To permit a sign encroachment	$150

Annual License Fees

Annual Administration fee	$50
Rate per square meter (first year rates per square meter to be charged on a pro-rated fashion for each month or part there-of)	$12

All other Encroachment Types including those of an unusual or commercial nature

Initial Approval Fees	
	Fees
To permit an encroachment of an unusual or commercial nature requiring Council approval (not including seasonal patios) with simple legal agreements (includes legal processing fees)	$2,000
To permit an encroachment of an unusual or commercial nature requiring approval of a designated employee but not Council approval (not including seasonal patios) with simple legal agreements (includes legal processing fees)	$1,500

All other Encroachment Types including those of an unusual or commercial nature

Initial Approval Fees	
	Fees
To permit an encroachment of an unusual or commercial nature requiring Council approval (not including seasonal patios) with complex legal agreements (includes legal processing fees)	$4,500
To permit an encroachment of an unusual or commercial nature requiring approval of a designated employee but not Council approval (not including seasonal patios) with complex legal agreements	$3,700

Annual License Fees

Annual Administration fee	$375
Encroachment license annual rate for each square meter or portion thereof	$25
Other Encroachment Fees	
Encroachment Discharge fee (all encroachment types except seasonal patios)	$100
Annual encroachment license late payment fee	$15.05

8. Administrative and General Fees

8.1. General and Administrative Fees Including Timing of Payment for Permit Fees and Refunds

Fees payable at the time of application/service request:

Most fee payments will be collected at the time of application. In cases where construction-related permit fees are collected at the time of application, a maximum of $100,000 will be collected. In cases of applications for which permit fees exceed $100,000, the balance of the fees will be due upon issuance of the permit.

Fees payable after submission of an application:

Any fee that cannot be calculated at the time of application, or fees that are incurred subsequent to the time of application, must be paid within 15 days following the date of invoice or prior to the issuance of a permit, whichever occurs earlier. These fees include, but are not limited to:

- 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.;
- Any fee that is calculated on the basis of time engaged in the provision of a service;
- Fees that fall within policies and programs approved by the Director;
- Fees waived by Council; and
- Newspaper Advertisement Fees.

Fees Paid by Credit Card

The maximum fee that may be paid by a credit card transaction is $10,000.

Subdivision Registration and Agreements for subdivision, servicing, development and zoning

Mylar signing fees are payable prior to the release of mylars for registration at the Winnipeg Land Titles Office. Fees for a subdivision agreement, a servicing agreement, or a development agreement are payable prior to referral of the application to the relevant Committee of Council. Zoning agreement fees are payable prior to execution of the agreement.

Payment of encroachment license fees

An annual encroachment license fee is payable in respect of each calendar year, or part of a calendar year, during which the encroachment has been maintained. There is no refund of any portion of an encroachment license fee upon cancellation of the encroachment license.

Powers of the Director

The Director and his or her delegate and all designated employees may conduct inspections and take steps to administer The Planning, Development, Building and Vacant Building Fees and Charges Schedule and, for those purposes, have the powers of a “designated employee” under The City of Winnipeg Charter.

Fees determined by the Director

The Director is authorized to charge fees and charge for services provided, documents produced, permits issued or other actions taken that are not referred to in the Schedule. In deciding whether to charge a fee and in determining the amount of fee to be charged the Director must be fair and equitable while attempting to recoup the costs incurred by the City.

Fees waived by the Director

The Director is authorized to waive all or part of:

(a) an additional fee or monetary penalty for non-compliance for work without a building permit, work without a development permit, or failure to obtain permit or approval where the Director is satisfied that the applicant acted reasonably in the circumstances; and any fee where the Director is satisfied that the imposition of the fee would be unfair in the circumstances.

Increased fees refunded by the Director

The Director is authorized to refund an amount equal to the increase in the fee to the applicant where:

(a) a new fee is imposed a permit fee higher than the regular fee is imposed, or an amendment to the fee schedule results in an increased permit fee; and

(b) the Director is satisfied that, prior to notice being provided to the construction industry of the date that the increased permit fees would come into effect, an applicant was bound to a contract predicated on payment of the lower fee for the permit.

Refunds or waiver of fees by Standing Policy Committee

Where the applicant is a corporation whose preponderant purpose is not the earning of a profit or is a charity registered with Canada Revenue Agency, the Standing Policy Committee on Property and Development is hereby authorized to waive or direct the refund of all or part of a fee imposed for Development Applications And Agreements, Development Permits, Encroachments and Variances and Conditional Uses, excluding an advertising fee, where:

(a) the proposed development will have the effect of providing a public service or will otherwise benefit the community of Winnipeg; and

(b) the waiver or refund has been endorsed by the community committee in which the proposed development will take place.

Refund Calculations for construction related permits

Review Stage	Refund as % of Total Permit Fees[3]	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

[3] 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			

Percentage of total fees refundable when fees and charges paid are $100 or more and the applicant withdraws an application for an electrical, mechanical, or plumbing permit is 50%.

8.2. Discounts and Rebates

	Discount or Rebate
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)	30%
Discount applied to all building permits for multi-family dwellings (three or more units) outside the downtown but not including Part 9 row housing.	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.	30%
Discount for building permits processed in the Optional Professional Certificate Program	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	$75

8.3. Fees For Non-Compliance

Administration Fees

	Fees
Administration fee for collection process on overdue accounts (including cost of registering and unregistering a caveat or lien on title).	$150
Administration fee for preparation and issuance of an Order to Comply after a warning has been issued	$1000

Fees for Non-Compliance	**Equivalent to the permit fee or the minimum fee whichever is greater.**	**Equivalent to the permit fee or the minimum fee whichever is greater.**
	Housing and related accessory structures Minimum Fee	**Commercial-related activity Minimum Fee**
Work without a Building or Demolition Permit	$350	$1000
Work without a Sign Development Permit	N/A	$500
Work without a Development Permit (excluding sign development permits)	$350	$1000
Work without an Electrical Permit	$350	$500
Work without a Voice/Data Electrical Permit	$350	$350
Work without a Plumbing Permit	$350	$500
Work without a Mechanical Permit	$350	$500
Work without a Waterways Permit	$350	$500
Failure to obtain any other permit or zoning approval (when not set out in the fee structure)	$350	$500
All work that is initiated prior to a permit issued, but after the appropriate permit has been applied for	75% of the value of the required permit or $200 – whichever is greater	75% of the required permit fee. Same minimums apply.
Maximum Fee for Non-Compliance	$25,000	$25,000
Work requiring a licensed contractor by a non-licensed company or individual	$500	$500
Penalties for non-compliance with the Residential Fire Safety By-law		**Fees**
Initial monetary penalty per building		$100 per suite
Monetary penalties for each subsequent year of non-compliance		Twice the previous year's fee
Minimum monetary penalty		$500
Maximum monetary penalty		$5000

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.