Planning, Development, and Building Fees and Charges 2020

The City of Winnipeg
Planning, Property and Development Department

ASSOCIATED WITH THE PLANNING, DEVELOPMENT AND BUILDING FEES BY-LAW 66/2016

July 1, 2020

All Fees are Payable at the Time of Application

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1. HOUSING•

1.1. BUILDING PERMITS

1.1.1. New Construction and Additions

Base Fee - New or Addition to single-family dwellings, two-family dwellings, detached secondary suites, and multi-unit dwellings	$215
+ **Area Fee** - Single-family and two or more-family dwellings or detached secondary suites for the construction of, or addition to, housing below, at or above grade level - Multi-unit residential dwellings, including row housing; new and additions	 $4.35/m² $8.70/m²
Additional fee to establish secondary suite at the time of new construction; including detached secondary suites (plus base fee and area fee)	$400
Alternative fee calculation method – Declared Value For construction that cannot be described in terms of area; as determined by the designated employee. - Base fee for declared value of $1000 or less - For each additional $1000 or portion thereof in declared value (in addition to base fee)	 $162 $10.75

Note:
- Development Permit fees apply (see page 21).
- Area calculations include the total floor area of all floors including finished space, unfinished basements, attached garages, sunrooms, covered porches and covered decks.

1.1.2. Renovations and Alterations

Renovations affecting each floor of previously established habitable floor space including basement development	$162/floor
Flood Proofing permit (includes electrical, plumbing and foundation repair); non-structural	$162
Establishment of any additional units or suites in an existing building. - includes secondary suites or conversion to a duplex or triplex - this fee is in addition to the per floor renovation fee if a building permit is required.	$645
Establishment of a detached secondary suite in an existing accessory building (e.g. garage)	$645
Reducing the number of units in a multi-unit dwelling. - including secondary suites, duplexes, converted residential dwellings, etc. - this fee is in addition to the per floor renovation fee if a building permit is required.	$50
Removal of a dwelling unit(s) / suite(s) in a house with previously established 2 or more units, including those within a Division II building compliant with By-law 4304.	$50

Notes:
- Development Permit fees may apply (see page 21).
- Alterations of stairs connecting two floors are only allocated to a single floor.
- Alterations on roofs, trusses, and dormers are treated as part of the single floor immediately below.
- Alterations to covered porches/decks, and attached garages are treated as part of the floor.
- Permit work limited to exterior alterations of exterior walls only are treated as a one floor fee.
- 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.)
- **Housing includes:**
  - o Single-family and two-family dwellings, and
  - o Multi-unit dwellings (including row housing) not requiring an Occupancy Permit.

1.1.3. Accessory Structures

Detached Garages and other large structures (no base fee)

Detached Garages	
- Construction of a detached garage up to 25m^2	$109
- Construction of a detached garage greater than 25m^2	$210
- Multi-owner detached garage for a multi-family building	$8.70/m^2
Accessory Structures	
- Construction of an accessory structure greater than 10m^2 and up to 25m^2	$109
- Construction of an accessory structure greater than 25m^2	$210
Structural alterations or repairs to an existing accessory structure	$109

Decks - uncovered (no base fee)

Single-level, simple• deck	$109
Multi-level or complex• deck	$162

Other Accessory Structures (no base fee)

In-ground swimming pool	$162
Above ground swimming pool, hot tub, or spa tub	$109
All other exterior projects requiring a building permit, e.g.: exterior alterations to an existing structure, radio or communication tower for single-family & two-family dwellings, etc.	$109

Note:
- Development Permit fees apply (see page 21).
- Deck complexity is determined based on foundation designs. Multiple foundations, multiple foundation types or single foundations with multiple, stacked structural loads would be considered complex.

1.1.4. Other Fees

Installation of solar photovoltaic systems with the submission of plans under an engineer's seal	$82
Installation of solid fuel burning appliance	$109
Additional fee for multiple plan reviews on a single project: percentage of original permit fee	25%

Notes:
- Development Permit fees may apply (see page 21).

1.2. ELECTRICAL PERMITS

New / Additions – Single-family dwellings, Two-family dwellings, Multi-unit dwellings, creation of additional, self-contained dwelling units such as a secondary suite

Base Fee - New construction of single-family dwellings, two-family dwellings, multi-unit dwellings and additions - up to 400 Amp service size	$82
+ **Area Fee** - for all floors	$1.05/$m^2$
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) -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.)	$0 $21/unit

Renovations / Interior Alterations – Single-family dwellings, Two-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, the location of the panel only affects the determination of the number of affected floors when the permit involves expansion or replacement of the panel.

Base Fee (includes 1 affected floor)	$82
Each additional floor affected	$82
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)	$82/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

Extra fee (in addition to base or per floor fee) for greater than 200 Amp service (initial installation or upgrade)	$64
Extra fee (in addition to base or per floor fee) for each additional panel board (at time of new construction or later)	$54
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)	$188
Extra fee (in addition to base or per floor fee) to install or remove a generator (at time of new construction or later)	$188
Fee for interview/test if required to establish competency of homeowner to engage in work for a homeowner permit	$32
Installation of fire alarm system: Single-family dwellings, two-family dwellings (no base fee applies unless other wiring is involved)	$109
Removal of fire alarm system: Single-family, two-family dwellings (no base fee applies unless other wiring is involved)	$82

Exterior Electrical Permits
(exterior must be separate permits from interior work; no base fee applies)

Air-conditioners: installation, construction, renovation or alteration	$64
Outdoor, unenclosed swimming pools or hot tubs: installation, construction, renovation or alteration	$64
Open decks, gazebos, patios, landscape lighting: installation, construction, renovation or alteration	$64
All other exterior electrical work (excluding exterior plugs installed as part of new construction or clearly those part of an interior project)	$64
Open decks, detached garages, gazebos, patios, landscape lighting: installation, construction, renovation or alteration	$64

1.3. Plumbing Permits

New Construction / Additions

Minimum fee: (applied to each suite / dwelling unit)	$82
Cost per drain	$26.60

Renovations/Interior Alterations

Minimum fee:	$82
Plumbing renovations or repairs – each drain outlet impacted	$26.60
Plumbing permit as part of a flood-prevention related building permit	$0

1.4 Alternative Solutions and Meetings

Apply commercial alternative solution and meeting fees in Sections 2.2.1.2.1.5. and 2.2.1.2.1.7.

2. COMMERCIAL

2.1. BUILDING PERMITS

2.1.1. New Construction and Additions

Construction of new buildings, or additions where the area being developed can be clearly determined	**Finished**	**Base Building Only**
Base Fee	$860	$753
+ **Area Fee** **Group A – Assembly Occupancy** (Open-air structures) **Group A – Assembly Occupancy** (All others)	 $16.00/m^2 $19.50/m^2	 $12.25/m^2 $14.60/m^2
+ **Area Fee** **Group B – Care, Treatment or Detention Occupancy**	 $25.50/m^2	 $19.50/m^2
+ **Area Fee** **Group C – Residential Occupancy**	 $14.50/m^2	 $10.50/m^2
+ **Area Fee** **Group D – Business & Personal Services Occupancy**	 $16.00/m^2	 $12.25/m^2
+ **Area Fee** **Group E - Mercantile Occupancy**	 $14.00/m^2	 $10.60/m^2
+ **Area Fee** **Group F1 - Industrial Occupancy** **Group F2 - Industrial Occupancy** **Group F3 - Industrial Occupancy**	 $16.00/m^2 $10.80/m^2 $8.70/m^2	 $12.25/m^2 $8.20/m^2 $7.35/m^2
+ **Area Fee** - Any other structure defined in the Building By-law that can be measured in terms of area	$8.70/m^2	$6.40/m^2

Temporary open-air structures, other than stages and bleachers, covered or uncovered, (in addition to tent and occupancy fees if applicable)

Minimum Fee	$215
Area Fee	$16/m^2

Note:

- Area calculations include the total floor area of all floors including below grade floors.

Other Projects

Residential Balcony Enclosures (no base fee)	$428
Base Fee - Declared value for new construction which cannot be described in terms of area, including base building only	$428
+ **Value Fee** - Each $1000 or portion thereof in declared value for new construction which cannot be described in terms of area, including base building only (in addition to base fee)	$10.50 per $1000 of declared value

Spray Booth – install new, alteration or removal
(includes fees for electrical and mechanical permits)

Base Fee - first booth + **Base Fee** - each additional booth	$968 $543
+ **Area Fee**	$10.80/$m^2$
Alterations to existing booths	Base fee only
Removal of existing booths (no base fee) (includes electrical and mechanical permits)	$375

2.1.2. Staged Building Permits

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

Notes:

- 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.
- Interior Demolition can be included along with a staged permit for a building addition only.

2.1.3. Interior/Exterior Alterations and Other

Fees for Work that is evaluated based on Floor Area
(Fee is calculated using either entire floor area of tenant space or entire tenant floor area of one floor level of a tenant space where alterations affect only one floor of a multi-level tenancy)

Alterations where an area calculation is used would include projects that affect an entire tenant space or entire floor level of a tenant space. (e.g. a tenant fit-up, a complete interior demolition or a change of use of a defined occupancy/tenant space)

Base Fee	$321
plus **Area Fee** (**based on occupancy group**)	
Group A – Assembly Occupancy (Open-air structures)	$6.40/m^2
Group A – Assembly Occupancy (All others)	$8.20/m^2
Group B – Care, Treatment or Detention Occupancy	$10.30/m^2
Group C – Residential Occupancy	$5.60/m^2
Group D – Business & Personal Services Occupancy	$6.40/m^2
Group E – Mercantile Occupancy	$5.60/m^2
Group F1 – Industrial Occupancy	$6.40/m^2
Group F2 – Industrial Occupancy	$4.90/m^2
Group F3 – Industrial Occupancy	$4.35/m^2
plus **Area Fee** - Any other structure defined in the Building By-law that can be measured in terms of area	$3.50/m^2

Fees for Work that is evaluated based on Declared Value of Construction

Alterations where an area calculation is not used would include small projects within a larger tenant floor area; 'landlord' alterations or alterations to a base building only; projects that are mostly exterior alterations, etc. Note that *declared value of construction* is defined in the Winnipeg Building By-law.

Interior/Exterior Alteration Permits

Minimum Fee:	$322
Declared value of construction – Each $1000 or portion thereof (based on complete project cost/value)	$10.50

Adding or Removing suites/units in Multi-Unit Residential Buildings
(Unless indicated, no minimum or 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 or "rooming house." The fee is in addition to the area or declared value of construction fee if renovations require a building permit.	$428
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.	$135

Temporary Buildings

Temporary Building Fee – calculated as a new commercial building under section 2.1.1. (including the base fee)	Same as applicable building permit
+ Maintenance Fee per month (in addition to Temporary Building Fee) payable annually	$71
Nonpayment resulting in an inspection (in addition to monthly fee)	$215

Miscellaneous Structures

Outdoor swimming pool - above ground or below ground	$322
Satellite dish or antennae; radio or communication tower	$269
Storage tanks – removal of one tank (includes Fire Prevention Inspections no longer being charged)	$162
Storage tanks – installation of one tank (includes Fire Prevention Inspections)	$375
Storage tanks – for each additional tank, same site	$54

2.1.4. Special Events

Tents/Bleachers/Stages

- Tents with 1000 or more occupants and/or electrical and mechanical systems are considered temporary buildings and are subject to Temporary Building fees in Section 2.1.3.
- All fees for outdoor structures include occupancy and inspection fees

Tents greater than 84m^2 in area	$215
Each additional tent greater than 84m^2 on the same site	$16
Stages between 0.6 and 1.5 meters in height and less than 84m^2 in area All other stages	$109 $543
Bleachers with less than 300 persons design occupant load All other bleachers	$109 $543

Occupancy

Indoor special event occupancy permit: greater than 60 occupants and greater than the established occupant load for the space (no base - maximum permit fee of $600)	$.10/m^2

Development
(Charged on all outdoor and indoor special events)

Temporary event or a temporary use	$26.60

Additional fee for request of a special events permit within 3 days or less, per event	Double Fees; minimum $200

2.1.5. Alternative Solutions and Electrical Code Deviations

Alternative Solutions Fees

	Classification•	New Building	Existing Building
Pre Application Stage	Minor	$215	$109
	Major	$543	$322
Application Stage	Minor	$375	$269
	Major	$809	$543
Post Permit Issuance	Minor	$543	$428
	Major	$1075	$1075

	Example Descriptions
Minor	Sprinkler systems used in lieu of basement fire separation in a house conversion
	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•	New Building or Structure	Existing Building or Structure
Pre Application or During Electrical Plan Examination Review	Standard	$162	$109
	Complex	$322	$215
Post Electrical Plan Examination Review	Standard	$375	$322
	Complex	$645	$543

Resubmission of Alternative Solutions or Electrical Requests for Code Deviations

Resubmission Fee	50% of original fee

Note:

- Classification of an alternative solution or electrical deviation will occur during processing.

2.1.6. Fire Paramedic Services

Fire Prevention Plan Examiner Review

Fee per hour of inspection reasonably required as part of a plan review by the Fire Paramedic Service	$111/hr
Fee per hour for re-examination of plans due to revisions, alternate solutions or Fire Protection Reports	$111/hr
Base Fee - Application that requires Fire Paramedic Service to establish an occupant load	$322
+ **Hourly Fee** - Each hour or portion thereof for plan examination or inspections required to establish occupant load	$162/hr

2.1.7. Other Fees

Meetings

Base Meeting Fee - Pre-application meeting or alternative solutions meeting: meeting/ discussion/ presentation by applicant concerning Building Code compliance	$215
+ **Staff Fee** - Each City employee in attendance - each hour	$162
Charge for cancellation or postponement within 24 hours /missed preliminary plan review meeting	$215

Additional Plan Reviews

Fee for re-examination – an additional fee where: a) New plans are submitted, or additional or revised detail, information or specifications for the previous plans are provided; and b) 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 on a single project by one or more disciplines.	$1075 plus $161/hour per discipline to a maximum of 10% of building permit fee

Conforming Construction Agreements with Caveat on Title

Includes legal processing fees $4280

2.2. ELECTRICAL PERMITS

Base Fee Applies to all commercial electrical permits except for items indicated with an asterisk (*) when they are the only items included on the permit	$109

+ **Per Item Installation Fees:**

Low voltage service or distribution board/enclosed switch/motor control center/CSTE/splitter	
- First item less than 400 Amps	$112
- Each additional like item less than 400 Amps	$85
- First item 400-1000 Amps	$206
- Each additional like item 400 -1000 Amps	$123
- First item over 1000 Amps	$259
- Each additional like item over 1000 Amps	$145
High voltage equipment (Over 750 V)	
- Each service including metering and grounding	$308
- Distribution, each unit or cell of protective or switching equipment	$162
- Each motor or transformer: 500 hp/kVA or less	$215
- Each motor or transformer: 501 hp/kVA to 1000 hp/kVA	$269
- Each motor or transformer: over 1000 hp/kVA	$385
Motorized valves, transformers, motors, controllers, capacitors and similar equipment not listed elsewhere in this schedule	
- 1 kVA/kW/hp/kVAR/Amps or less, each	$11.30
- Over 1 to 25 kVA/kW/hp/kVAR/Amps, each	$21
- Over 25 to 100 kVA/kW/hp/kVAR/Amps, each	$82
- Over 100 kVA/kW/hp/kVAR/Amps, each	$162
Life Safety and Health Equipment and Devices	
- Control panel or annunciator, each	$72
- Transponders	$32
- 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)	$5.60
Emergency Lighting and Exit Signs	
- Battery banks, each	$11.40
- Remote emergency lighting heads, per outlet	$1.85
- Combination emergency lighting/exit sign units, each	$12.40
- Exit signs, each	$1.85
Voice, Data, Video (VDV) & Intrusion Alarm Systems	
- Fibre optic cable (any length)	$32
- Voice, Data, Video & Intrusion Alarm systems: associated devices, each (data outlets, CCTV outlets, etc.)	$1.85
- Data rack or control panel including all components installed, each	$59
- Amplifiers, each	$10.90
- Extra low voltage controllers/cabinets, each	$1.85
VDV Audit Program	
- Annual fee (includes registration information, review of applicant's training and operational procedures and audit inspections)	$3750
- Permit fee per installation per address	$32
- Fee for non-compliance during an audit	$322
- Fee for suspension from the program	$5360

Empty Raceways	
- 60 m or less	$35
- Over 60 m to 300 m	$72
- Over 300 m	$137
Receptacles, wall switches, luminaires, thermostats, I/O devices and similar equipment	
- 15 Amp, each	$1.85
- Over 15 Amp or car heater receptacles, each	$2.75
Electric heating and/or cooking appliances	
- 2 kW or less, each	$8.80
- Over 2 kW to 5 kW, each	$13.80
- Over 5 kW to 15 kW, each	$21.00
- Over 15 kW, each	$35.50
Fuel burning equipment	
- Each domestic package unit or unit heater	$21
- Each industrial/commercial type package	$60
Door Controls	
- Electric strikes, request-to-exit sensors or pushbuttons, card readers, each	$1.85
- Door hold-open devices, each	$5.60
- Electromagnetic locks, each	$10.90
- H/C door operators, each	$1.85
- Reset/release switch for electromagnetic locks, each	$10.90
Fire pump electrical connection and associated equipment, each	$219
Generator driven by prime mover & associated equipment, each	$245
Miscellaneous Exterior Equipment	
- Fuel dispensers and similar equipment, each	$31
- Light standards, each	$16.40
- Solar photovoltaic panels, each	$5.45
Machine/HVAC controls	
- Control panels, each	$70
- Control devices, each	$1.85
Multi-Residential Per Unit Fees	
- Multiple-family dwelling: first three dwelling units•	$527
for each additional dwelling unit•	$134
- Hotels and motels: per bedroom unit•, new construction or additions to existing structures	$63
Relay cabinets, lighting contactors, dimming control panels and similar enclosures, each	$32
Spray booths -– install new, alteration or removal (fee incorporated in spray booth building permit) (Electrical permit still required)	$0
Reduction of electrical permit fees: where equipment is connected to existing wiring that has been previously inspected under another electrical permit, the fee imposed for the items being installed is one half (½) the fee that would otherwise be applicable	Fee to be calculated

Note:

- 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.

COMMERCIAL - ELECTRICAL PERMITS

***Signs**	
- First free standing sign	$108
- Each additional free-standing sign installed at the same time	$63
- First non-free-standing sign	$108
- Each additional non-free-standing sign installed at the same time	$17.75
***Temporary installations**	
Supplied from a permanent electrical system	$108
Supplied from a temporary electrical service	$178
***Annual permits**	
Notes:	
Buildings listed on one Annual Electrical Permit must be located within the same Electrical Inspection District.	
Adjacent buildings must be declared by the applicant. Those not declared will be assumed to be non-adjacent.	
- 1-15 buildings, for every 5 buildings/addresses or portion thereof	$545
- 16 or more buildings, first 15 buildings/addresses	$1635
plus for each building/address in excess of 15	$7
- For non-adjacent buildings, per building/address	$10
- Log book not provided or with insufficient info, per quarter	$100
***Defect Re-Inspections**	$135
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	
Meeting/discussion concerning Electrical Code or Life Safety compliance	
- **Base Meeting Fee**	$215
- + **Staff Fee** - Each City employee in attendance, each hour	$162
- Charge for meeting cancellation within 24 hours	$215

2.3. PLUMBING PERMITS

Type of Installation

Base Fee Applies to all commercial plumbing permits except for items indicated with an asterisk (*) when they are the only items included on the permit.	$162
*Underground Rough-in only (separate permit for work up to the lowest below grade floor level); outlet and fixture fees also apply	$269
New Multiple-family dwelling: each additional dwelling unit (in addition to base fee)	$109/suite
Outlet and/or fixture each (except for dwelling units in new multi-family dwellings)	$32
Backwater valve	$54
*Domestic potable water backflow prevention device with test cocks, first device	$201
*Domestic potable water backflow prevention device with test cocks, each additional device	$27
Interceptor, sump, catch basin, pit, each	$54
Minor repairs to drainage or venting systems (renewal of each fixture trap or drain, etc.)	$16
Renewal of stacks only – new work proposed (one or more) (in addition to base fee)	$685
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)	 $54 $87 No Charge
Re-piping only of existing water supply to fixtures - For each dwelling unit, or - For each floor or portion thereof	 $172 $482

2.4. Mechanical Permits

M1 Mechanical Permit

Base Fee	$269
+ **Area Fee** - Floor area impacted	$0.37/$m^2$
+ **Area Fee** - Rough in HVAC only (eligible for entire base building only)	$0.21/$m^2$
+ **Area Fee** - Base building HVAC extension for tenant fit-up	$0.26/$m^2$
+ **Area Fee** - Unconditioned floor area mechanical air system in F2 or F3 occupancies only (no heating, no cooling, and no air distribution system)	$0.10/$m^2$
Repair or alteration of an existing mechanical system which cannot be described in terms of area (no base fee)	$269
Spray Booth - install new, alteration or removal (fee incorporated in spray booth building permit) (M1 permit still required)	$0

M2 Mechanical Permit

Base Fee	$269
+ **Area Fee** - Floor area impacted	$0.26/$m^2$
Fire Pump /Standpipe (no base fee or fees for each additional floor)	$540
First backflow prevention device with test cocks (no base fee if only item)	$201
Each additional backflow prevention device with test cocks	$27
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	$269
-Repair/Minor modification	$109
Special Ventilation Systems – Commercial Kitchen Exhaust, Dust Collector, etc.	
-New system (base fee)	$428
-New system additional connection (e.g. additional kitchen exhaust hoods, dust collection inlet), each connection	$215
-Repair or alteration to existing system	$322
Spray Booth – install new or alteration (fee incorporated in spray booth building permit) (M3 permit still required)	$0

2.5. Occupancy Permits

Occupancy Permit Associated with a Building Permit

Base Fee	
-Final Occupancy Permit	$215
-1st Interim Occupancy Permit or denial of request	$215
-2nd and subsequent Interim Occupancy Permit or denials of request	$215
+ **Area Fee**	
-Final Occupancy Permit	$0.10/m^2
-1st Interim Occupancy Permit or denial of request per discipline•	$0.05/m^2
-2nd Interim Occupancy Permit or denial of request per discipline•	$0.10/m^2
-3rd and subsequent Interim Occupancy Permit or denials of request per discipline•	$0.20/m^2
Maximum (per permit or denial)	
-Final Occupancy Permit	$640
-1st Interim Occupancy Permit or denial of request	$860
-2nd and subsequent Interim Occupancy Permit or denials of request	$1285
Discounts – for tenant spaces where the only defects are related to the base building	
-1st Interim Occupancy Permit or denial of request	50%
-2nd and subsequent Interim Occupancy Permit or denials of request	50%

‘Occupy-only’ Occupancy Permit Fees

Base Fee	$215
+ **Area Fee**	
-Final Occupancy Permit	$0.10/m^2
-1st Interim Occupancy Permit or denial of request per discipline•	$0.05/m^2
-2nd Interim Occupancy Permit or denial of request per discipline•	$0.10/m^2
-3rd and subsequent Interim Occupancy Permit or denials of request per discipline•	$0.20/m^2
Maximum Occupy-only fee (per permit or denial)	$645

Occupancy Inspection Requests

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

Note:

- 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.

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)	$.11/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/m^2
Base Fee - Application to establish an occupant load – includes first hour of plan examination or inspections	$322
+ **Hourly Fee** - Each hour or portion thereof of plan examination or inspections required to establish occupant load	$162/hr
Replacement: occupancy permit certificate or occupant load placard (each)	$54
Update and provide a copy of an issued occupancy permit (change of ownership/change of operating name)	$87
Condominium display suite	$375

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	$322	$.53/m^2	$1075 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	$428	$.53/m^2	$2150 each time
Fee for non-compliance for occupying with an Expired Interim occupancy permit – each month	$215	$.26/m^2	$2150 each time

2.6. 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	$5360	$2690
Regular – fully or in part outside office hours•	% time inside office hours x $5260 + % time outside office hours x 1.5 x $5260	% time inside office hours x $2680 + % time outside office hours x 1.5 x $2680
Complex or unusually large projects (as determined by the City) – normal office hours	$8030	$3220
Complex or unusually large projects (as determined by the City) – fully or in part outside office hours•	% time inside office hours x $8020 + % time outside office hours x 1.5 x $8020	% time inside office hours x $3210 + % time outside office hours x 1.5 x $3210

Note:

- 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.

2.7. BUILDING PERMITS FOR SIGNS, AWNINGS, AND CANOPIES

For Review of the Sign Support Structure
(When the sign support structure requires engineering)

	Engineer seals not included at the time of application	Engineer seals included at the time of application
Freestanding sign 2.44 m or less in height	$269	$162
Freestanding sign over 2.44 m in height but under 7.6 m in height	$428	$269
Freestanding sign over 7.6 m in height	N/A	$428
Mansard roof, projecting or other structural signs	$269	$162
Any other sign type	$215	$109
Awning / canopy or similar types of structure or equipment	$269	$162
Second and each subsequent additional sign involving the same type, same category, applied for in a single application	$109	$82
Single sign face replacement	$54	$54

For Review of the Sign Support Structure
(When the sign support structure does not require engineering)

Freestanding sign 2.44 m or less in height	$162
Freestanding sign over 2.44 m in height but under 7.6 m in height	$269
Freestanding sign over 7.6 m in height	$428
Mansard roof, projecting or other structural signs	$162
Any other sign type	$109
Awning / canopy or similar types of structure or equipment	$162
Second and each subsequent additional sign involving the same type, same category, applied for in a single application	$82
Single sign face replacement	$54

NOTE: The installation of a sign also requires a Development Permit. See Development Permit fees for signs in Section 3.1.

3. ZONING

3.1. DEVELOPMENT PERMITS

Housing-related Development Permits

Base Fee - Single-family and Two-family dwellings	$136
+ **New Dwelling Fee** -180m² total floor area or less -more than 180m² of total floor area	 $35.50 $82
+ **Addition Fee** – for additions to an existing principal building	$35
New accessory building/structure (no base fee applies)	$26.60
Addition to accessory building (no base fee applies)	$26.60
Housing change of use (no base fee applies)	$26.60
Installation of solar photovoltaic systems (no base fee applies)	$26.60

Commercial-related Development Permits•

New site development or new construction	$645
Additions or exterior alterations to existing buildings or existing site redevelopment	$322
New construction of, or an addition to, an accessory building	$322
Temporary event or a temporary use	$26.60
Commercial change of use	$162
Erection of tents including tents considered to be a temporary building	$26.60

Signs

Free standing, mansard, projecting, or other structural supported signs	$82
All Digital Signs	$167
Awning or canopy with or without signs	$82
All other types of signs	$51
Sign face replacement	$32
To place or locate a mobile advertising sign for a month or less	$71
To place or locate a mobile advertising sign for a period of up to three calendar months	$172

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)	$162
Frozen Waterways Permit Application	$109
Fee for re-examination e.g. Review of re-submitted plans	½ the fee of the initial development permit

Note:

- For commercial permits that include multiple development types, only one development permit fee is charged. The fee selected will be the highest development permit fee as applicable to the scope of the permit work.

3.2. VARIANCES AND CONDITIONAL USES

Variances•

	Single or Two-family dwellings		Other Residential & Commercial
	Accessory Structures	New/Additions	
Temporary Use and/or Density	$1608	$1608	$1608
A-Variance – first	$109	$161	$590
– each additional	$54	$109	$215
B-Variance – first	$375	$645	$1285
– each additional	$109	$215	$322
C-Variance – first	N/A	$645	$2150
– each additional	N/A	$215	$543
D-Variance – first	N/A	$645	$2150
– each additional	N/A	$215	$543

Conditional Uses

	Single or Two-family dwellings	Other Residential & Commercial
General Conditional Use	$645	$2,690
Attached secondary suite	$269	N/A
Detached secondary suite	$645	N/A
Home Based Business – Major	$645	$645

Fees for Non-Compliance

	Single or Two-family dwellings		Other Residential & Commercial
	Accessory Structures	New/Additions	
A-Variance – first	$162	$321	$860
– each additional	$82	$215	$322
B-Variance – first	$590	$968	$2690
– each additional	$162	$322	$482
C-Variance – first	N/A	$968	$4280
– each additional	N/A	$322	$809
D-Variance – first	N/A	$968	$4280
– each additional	N/A	$322	$809
Conditional Uses			
-General Conditional Use	$968	$968	$5360
-Attached Secondary Suite	N/A	$645	N/A
-Detached Secondary Suite	N/A	$1075	N/A
-Home Based Business-Major	$968	$968	$968

Note:

- Variances are categorized as follows:
  - o A-Variance: A minor tolerance of a zoning rule for residential and/or commercial applications.
  - o B-Variance: A zoning variance reviewed and approved or denied by the director.
  - o C-Variance: A zoning variance reviewed by the director, approved or denied by the Board of Adjustment.
  - o D-Variance: A zoning variance reviewed by the director, approved or denied by the Community Committee in conjunction with another Development Application.

3.3. OTHER FEES

Zoning Letters

Verification of existing zoning for a specific property	$54
Verification of existing or proposed use – single and two family dwellings – all other	$139 $215
Zoning or land use history	$558
Any other information	$215
Zoning memorandum – single and two family dwellings – all other	$54 $215
Lot of record search (in addition to direct Manitoba Land Title search costs)	$269

Miscellaneous Fees

Mobile home – development application approval – inspection – first hour – each additional hour	$322 $162 $109
Draft Application fee (can be applied to application fee if applicant proceeds with formal application)	$543
Zoning Inspection Fee – 1st hour – each additional hour	$162 $109
Winnipeg Building Commission: application fee	$1638
Spatial Separation / Party Wall agreement with Caveat on Title (includes legal processing fees)	$4280 + LTO Fees
Development application for variation or removal of building restriction caveat (includes legal costs)	$645 + LTO Fees
Communication facility proposal – review – review for exempted installations	$1,275 $543
Request to demolish a single-family or two-family dwelling in a residential area without a building permit to replace the demolished residence	$543
Advertising of public hearings	Newspaper advertising charges
Manitoba Land Titles Office (LTO) Fees (The Property Registry)	As billed by The Property Registry
Delivery of issued permits and plans by courier	$10.75

4. REAL ESTATE

Agreements

Short Term Use agreement – less than 1 day	$1
– between 1 and 7 days	$50/day

5. PLANNING AND LAND DEVELOPMENT

5.1. General Planning

Plan Reviews

Plan Review for Plan Approval	Director - $215 Committee - $375
Second and each subsequent review	$215
Master Plan in an Educational or Institutional Zoning District	$1224
Second and each subsequent review	$922
Parking Management Plan review	$269
Alternative equivalent compliance approval	$269

Design Reviews

New building or new addition	$428
Signs	$162
All other development applications	$269

Downtown Development Applications Urban Design Review

New building or new addition	$799
Second and each subsequent review	$476
Signs	$194
All other development applications	$300
Appeal of a decision	$809

Historical Buildings and Resources Review

Heritage Permits	
- Rehabilitation or new addition	$799
- Second and each subsequent review	$476
- Signs	$194
- All other development applications	$300
Owner - initiated nomination	$269
Removal from or modification of list	$2690
Expedited review	$2690
Appeal of a decision	$809

Heritage Conservation Districts Review

Heritage Permits	
- Rehabilitation or new addition	$780
- Second and each subsequent review	$465
- Signs	$189
- All other development applications	$293
Owner - initiated nomination	$2500
Appeals	
- Base Fee	$765
- Appeal of Director's decision not to nominate	$1500
- Appeal of Director's decision to nominate	No Fee
- Appeal of Designated Employee's decision re: heritage permit (by owner)	$750

Street/Building Names and Addresses

Addition of one street name to Street Name Reserve List (Fee exempt for applications recognizing individuals)	$171
Fee for each additional street name to add to Street Name Reserve List	$30
Honourary Street name application	$171
Honourary Street name topper (each)	$227
Advertising street name change	Newspaper advertising charges
Public street name change	$936 + LTO Fees
Privately-owned street name designation	$428 + LTO Fees
Street address confirmation by letter	$76
Street address change	$215
Request for a building name	$77

City Plans

Amendment to OurWinnipeg: Application Fee	$30,980
OurWinnipeg: Advertising fee	Newspaper advertising charges
Complete Communities Amendment: Application Fee	$30,980
Complete Communities: Advertising fee	Newspaper advertising charges
New Secondary Plan (Precinct Plan, Area Master Plan, etc.)	$37,380
Amendment to Secondary Plan: Application Fee	$11,760
Secondary Plan: Advertising fee	Newspaper advertising charges

5.2. Land Development Applications

Land Development Administration Fee	$2,290 per Acre

Plan of Subdivision (DAS)
(subdivide property and create new rights-of-way; public hearing required for subdivision approval)

Base fee	$6,900
+ **Per Acre fee** (to a maximum of $20,000)	$428 per Acre

Rezoning (DAZ)
(rezoning of land or zoning text amendment)

Base fee	$12,020
+ **Per Acre fee** (to a maximum of $50,000)	$428 per Acre
Zoning text amendment	$365

Plan of Subdivision and Rezoning (DASZ)
(approval of plan of subdivision and rezoning of the land contained in the subdivision)

Base fee	$13,230
+ **Per Acre fee** (to a maximum of $50,000)	$428 per Acre

Short Form Plan of Subdivision (DASSF)
(subdivide property but will not create new rights-of-way; public hearing not required)

Base fee	$3,700
+ **Per Acre fee** (to a maximum of $15,000)	$428 per Acre

Plan of Survey (PS)
(development application for the approval of a plan of survey)

Base fee	$3,700
+ **Per Acre fee** (to a maximum of $15,000)	$428 per Acre

Other Fees

Consent Application (CA) fee: each consent, for approval to convey	$3,220
CONDO fee: application for the approval of a condominium plan	$4,280
Zoning agreement amendments	$1,930
DAO fee (application for a street, lane or walkway opening)	$1,180 + LTO Fees
DAC fee (application for a street, lane or walkway closing)	$2,150 + LTO Fees
DAOC fee (application for a street, lane or walkway opening and closing)	$2,150 + LTO Fees
DAASP fee (for the approval of an air space plan)	$565

Extension Fees

For an extension of the time period approved by Council for enactment of a by-law under a DAS/DAZ/DASZ file	$775
For an extension of the time period approved by Council for a by-law coming into force under a DAS/DAZ/DASZ file	$590
For administrative re-approval of a plan of subdivision under DASSF	$392
For an extension of the time period for the Standing Policy Committee to complete a DASSF application	$775
For time extension of the one year limitation for registration of plan of subdivision at the LTO (re-approval of mylars)	$392

Mylar Signing Fees

DAS/DASZ/DASSF/DAPS/DAASP Mylar signing fees – for each lot within plan – minimum lot/parcel fee for each plan	$67 $181
Condo plan mylar signing fee – each plan – minimum fee for each condominium complex	$67 $181

5.3. AGREEMENTS

Subdivision agreement	$359
Servicing agreement	$1,250
Development agreement	$1,790
Zoning agreement	$359
Subdivision/Servicing/Development agreement amendment	$775

5.4. OTHER FEES

Subdivision park plan review	$365
Subdivision land equivalencies	$365
Consent to assign servicing or development agreement	$755
Certificate of consent	$181
Certified copy of a certificate of consent	$67
Manitoba Land Titles Office Fees (The Property Registry)	As billed by The Property Registry

5.5. WATERWAYS / FLOOD FRINGE

Base fee - Deck - Detached Garage - Single- or two- family dwelling addition - Single- or two- family dwelling - Multi-family dwelling - Commercial - Commercial Accessory Structure	 $82 $162 $322 $1075 $2150 $2150 $543
+ **Area Fee**• - Deck - Detached Garage - Single family dwelling - Multi-family dwelling to a maximum of 8 stories above grade - Commercial to a maximum of 8 stories above grade	 $1.05/m^2 $2.20/m^2 $4.35/m^2 $8.70/m^2 $8.70/m^2
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	$215
Waterway Permit: for each additional $1,000 between $5000.01 and $500,000.00 (in addition to base fee)	$5.10
Waterway Permit: for each additional $1,000 between $500,000.01 -to- $1,000,000.00 (in addition to base fee)	$3.65
Waterway Permit: for each additional $1,000 over $1,000,000.00 (in addition to base fee)	$3.35
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	$109
Waterway record search	$54
Flood Fringe Agreements / waiver caveated on title	$2150

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 $428 – whichever is greater.	Equivalent to the permit fee or $1075 – whichever is greater
Maximum Fee for Non-Compliance	$4,280	$21,360

Notes:

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

5.6. IMPACT FEES

New Residential development in Impact Fee Areas	$56.51/m^2
Administration Fee for refunds	$104
Application Fee for Director review	$104
Appeal Fee	$261

6. ENCROACHMENTS

6.1 Encroachment Fees charged by Planning, Property and Development

6.1.1. Simple Encroachments and Patios

Application Fees

Simple encroachments relating to single- or two-family dwellings and accessory structures	$135
Simple encroachments relating to all other types of property	$215
Patios	$215

Annual Fees

Licence Fee for simple encroachments relating to single- or two-family dwellings, or multi-family dwellings subject to Part 9 of the Manitoba Building Code, and accessory structures	
- First 5 m² or less of occupied space	$82
- Each additional 5 m², or part thereof, of occupied space	$44
Licence Fee for simple encroachments relating to all other types of property	
- First 5 m^2 or less of occupied space	$109
- Each additional 5 m^2, or part thereof, of occupied space	$64
Licence Fee for Patios	
- First 5 m² or less of occupied space	$109
- Each additional 5 m², or part thereof, of occupied space	$64

6.1.2. Sign Encroachments

Application Fees

Sign encroachment (except for billboards)	$162

Annual Fees

Administration fee	$54
+ Licence Fee (per m^2 of encroachment area) (first year rate to be charged pro-rated)	$12.90

6.1.3. All Other Encroachments

Application Fees

All other types of encroachments	$2,150

Annual Fees

Administration fee	$402
+ Licence Fee	
- Accessory surface use under Downtown Winnipeg Zoning By-law No. 100/2004	$31/$m^2$
- Building addition or overhead pedestrian walkways for any use under Downtown Zoning By-law No. 100/2004	$15.30/$m^2$
- Commercial use under Winnipeg Zoning By-law No. 200/2006	$15.30/$m^2$
- Industrial use under Winnipeg Zoning By-law No. 200/2006	$3.05/$m^2$
- Residential use under Winnipeg Zoning By-law No. 200/2006	$12.30/$m^2$
- Private utilities and areaways	$3.05/$m^2$

ENCROACHMENTS

Other Fees

Encroachment discharge fee (all encroachment types except patios)	$109
Encroachment licence late payment fee	$16

6.2 Document Preparation Fees charged by Legal Services (collected at time of application)

Encroachment Agreements

For Simple Encroachments	$1,238
For Overhead Pedestrian Walkways	$6,190
For all other Encroachments (except for patios)	$3,100

Agreements for Assignment of or Amendments to Encroachment Agreement

For Simple Encroachments	$250
For Overhead Pedestrian Walkways	$1,238
For all other Encroachments (except for patios)	$620

7. DEMOLITION PERMITS

Housing – Single and Two-Family, Triplexes, Rooming Houses

Demolish/remove If part of new home project with building permit application	$375 $215
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	$109 $54
Fee for non-compliance for incomplete demolitions beyond the term of the demolition permit. Fee per week	$215
Tax status search	$25

Commercial

Base fee - simple demolition (No basement or deep foundation, slab on grade, no piles, single storey maximum 3 meter wall height.) - all other demolition	 $269 $543
+ **Area Fee**: of all floor area(s)	$0.37/$m^2$
Fee for non-compliance for incomplete demolitions beyond the term of the demolition permit. Fee per week	$1,075
Discount when demolition permit is accompanied by a concurrent building permit	20%
Tax status search	$25

Note:

- Fees for non-compliance for demolition **without a permit** are in the Fees for Non-compliance section (see page 37).

8. INSPECTIONS AND LICENCING

8.1. COMMERCIAL AND HOUSING INSPECTIONS

Excess Commercial and Housing Inspections

Inspection cannot be performed (in addition to the fees listed, each site visit also consumes one of the inspections included in the permit fee)	
- Work not ready for inspection when inspection arranged	$162 ea.
- Incorrect/Insufficient information provided	$162 ea.
- No address on site, building, or suite	$162 ea.
- Inspector unable to gain access	$162 ea.
- Inspection cancelled same day	$162 ea.
- Unsafe work site	$428 ea.
Extra Inspections-Commercial (applied in cases where a re-inspection of a defect is required, Fire Prevention inspections and any other additional inspections.)	
- 1st	$135
- 2nd	$269
- 3rd and subsequent	$375
Extra inspections-Housing	
- 1st	$109
- 2nd	$215
- 3rd and subsequent	$322
Inspections conducted outside office hours	
- first two hours of portion thereof, per inspector	$482
- each additional hour or portion thereof, per inspector	$162/hr.
Inspection to identify non-compliance	$162/hr
Stagnant Permit Fee 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.	$54
Deposit for permit extension request for work initiation or completion (this deposit to be refunded, without interest, if work is initiated or completed within the extended time period)	40% of permit fees
Housing - 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	$162
Commercial - 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	$162
Failure to close a permit or obtain a formal extension from the City within 3 years of permit being issued	$215

Note:

- 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.

8.2. Contractor and Installer Licence Fees

Plumbing/ Electrical/ Mechanical/ Demolition Contractors

Contractor's examination fees	$108
Contractor licence - late renewal fee	$108

Plumbing Contractors

One year licence	$263
Three year licence	$742

Electrical Contractors

"A" – one year licence	$263
– three year licence	$742
"B" – one year licence	$176
– three year licence	$480
"C" – one year licence	$176
– three year licence	$480

Mechanical Contractors

"M1" – one year licence	$263
– three year licence	$742
"M2" – one year licence	$263
– three year licence	$742
"M3" – one year licence	$263
– three year licence	$742
"M-Prime" – one year licence	$263
– three year licence	$742

Demolition Contractors

"D3" – one year licence	$263
– three year licence	$742

Fee for Non-Compliance

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 licence 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.	$543

9. DOCUMENTS, RECORDS AND INFORMATION

Property Document Request

Search fee – minimum 1 hour, paid in advance	$109/hour
Each additional 15 minute increment	$26.60

Search and Reproduction Consultation Fees – i.e. for review of plans, consulting on documents, choosing of copies

Consultation fee – each 15 minute increment	$26.60

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)	 $10.90 $5.40 $10.80
Outsourced copying from paper records - Administration fee - Outsource printing charges (billed directly to customer)	 $26.60 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)	 $5.40 $10.80 $21
Copies from digital records - to paper or digital, each page (minimum $10.60) - charge for digital storage device (output to paper and digital each charged separately as above)	 $1.05 $10.80

Property Information Request

Centralized property file search – single-family and two-family dwellings – condominiums; for one unit – condominiums; multiple units at same complex – all other residential buildings – all other commercial buildings or uses – any other search letter	 $185 $185 $558 $375 $558 $139
Manitoba Land Titles Office Fees (The Property Registry)	As billed by the Property Registry

DOCUMENTS, RECORDS AND INFORMATION

Electronic Data

Permit activity & statistical report (from the Building Permit Computer System)	
– single permit	$63
– annual	$63
– semi-annual - for one calendar year	$88
– provided quarterly - for one calendar year	$146
– provided monthly - for one calendar year	$365
– provided weekly - for one calendar year	$998
– provided daily - for one calendar year	$2437
Digital information	
– first hour	$123
– each additional hour	$101

Mapping

Street Wall Map	$60
Zoning Map	$36
Property Map	$12.25
Custom Maps	
– base fee	$44
– first hour	$82
– each additional hour	$64
Shipping and handling	Cost + $26

10. REFUNDS, DISCOUNTS AND FEES FOR NON-COMPLIANCE

10.1. REFUNDS

Refund Calculations for construction related permits

Review Stage	Refund as % of Total Permit Fees•	Minimum Fee Retained by the City		Maximum Fee Retained by the City
		Housing permits	Commercial permits	
Prior to Plan Review (pre, during or post screening)	90%	$54	$109	$1075
Plan Review Started but not complete	75%	$108 or the total permit fee, whichever is less	$321 or the total permit fee, whichever is less	$53,390
Permit Approved but not yet issued	50%	$108 or the total permit fee, whichever is less	$321 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%	$108 or the total permit fee, whichever is less	$321 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
		Housing applications	Commercial applications	
Prior to zoning and planner review	90%	$54	$109	$1075
Prior to administrative approvals or public postings	25%	$108 or the total application fee, whichever is less	$321 or the total application fee, whichever is less	N/A
Post public posting or Administrative approval	No refund			

Notes:

- 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.
- 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%.

10.2. 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 - 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	$82

10.3. Fees For Non-Compliance

Work without permit	**Equivalent to the permit fee or the Minimum Fee whichever is greater.**	
	Housing and related accessory structures Minimum Fee•	**Commercial Minimum Fee**
Work without a Building or Demolition Permit	$375•	$1075
Work without a Sign Development Permit	N/A	$540
Work without a Development Permit (excluding sign development permits)	$375•	$1075
Work without an Electrical Permit	$375•	$540
Work without a Voice/Data Electrical Permit	$375•	$375
Work without a Plumbing Permit	$375•	$540
Work without a Mechanical Permit	$375•	$540
Work without a Waterways Permit	$375•	$540
Failure to obtain any other permit or zoning approval (when not set out in the fee structure)	$375•	$540
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 $215 – whichever is greater	75% of the required permit fee. Same minimums apply.
Maximum Fee for Non-Compliance	$26,700	$26,700
Work requiring a licensed contractor by a non-licensed company or individual	$540	$545

Penalties for non-compliance with the Residential Fire Safety By-law (Fees are doubled for every consecutive year of continued non-compliance beyond the initial 2016 fee assessment)	Initial non-compliance fees assessed in 2016	Continued non-compliance fees as of 2020
Monetary penalty per building	$100 per suite	$800 per suite
Minimum monetary penalty	$500	$4000
Maximum monetary penalty	$5000	$40,000

Penalties for non-compliance with the Impact Fee By-law

Contravention of subsection 3(1) or section 11 of the by-law	Double the applicable Impact Fee
All other contraventions of the by-law (minimum fee)	$5000

Note:

- For Housing permits, the Non-Compliance Fee is calculated and applied on a project basis and not for each related permit. For example, if a basement is developed or renovated without a permit and:
  - If the total fees for the post-construction building, electrical and plumbing permits exceed $375 (ie: the min. non-compliance fee), the non-compliance fee charged will be equal to the total permit fees.
  - If the total permit fees are less than $375, the non-compliance fee charged will be $375.

SUM OF PROJECT PERMIT FEES	NON-COMPLIANCE FEE CHARGED
Less than or equal to $375	$375
Greater than $375	Equal to the sum of the project permit fees

11. GENERAL ADMINISTRATION

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.
Fees on a single permit that exceed $10,000 may not be paid by credit card. Multiple permits each with a fee of less than $10,000 may be paid by credit card individually and separately.

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 licence fees
An annual encroachment licence 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 licence fee upon cancellation of the encroachment licence.

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 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 main 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.

Administration Fees

Administration fee for collection process on overdue accounts (including cost of registering and unregistering a caveat or lien on title).	$162
Administration fee for preparation and issuance of an Order to Comply after a warning has been issued	$1075