

BUILDING PERMIT FEE SCHEDULE

ADMINISTRATIVE APPLICATION PROCESS FEE

A non-refundable fee is required at time of building permit application. The administrative application process fee is a one time, non-refundable fee, applicable to all permit submissions, due when making a submission for review and acceptance into the permit review process.

The application processing fee is due at permit submission or within 14 days of permit submission. After which, the permit application will be cancelled and the non-refundable fee kept.

Administrative Application Process Fee	\$83.72 per permit application
<i>*Administrative application process fee is non-refundable*</i>	

PLAN REVIEW FEE:

All evaluations fees and 50% of the building permit fee is due on, or before, application acceptance into the permit review line. Initial permit review will not be started until this fee has been received.

BUILDING PERMIT FEES:

Permit fees will be calculated based on the formula given below unless otherwise specified in this schedule.

Fee calculation Formula:

$$\text{Building Permit fee} = \text{PSI} \times \text{A}$$

PSI = Permit scope index for classification of proposed work as detailed in *Tables 1.1 – 3.3*

A = floor area in m² (A) of work involved. Is measured to the outer face of exterior walls and to the centre of party walls.

Interpretation of fee Calculation:

- The floor area of the proposed work shall be measured to the outer face of exterior walls and to centre line of party walls, including attached garages.
- For interior alterations or renovations, the calculated area of work shall be the total area affected by the proposals.

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RESIDENTIAL:

Single Family Dwelling (SFD):

PSI for New Floor Area: Table 1.1

	Total Floor Area	
	up to 325 m2	over 325 m2
Above grade construction	\$80	\$85
Below grade construction	\$120	\$130

Ancillary Scopes

Parking Garage	\$50
Suite Conversion*	\$15
Deck – Open Wood	\$15
Deck – Membrane	\$25

* **Note:** This is charged to convert existing area into a secondary suite or convert a secondary suite back into the primary dwelling. Multiply the SPI by the total floor area of the new or existing secondary suite.

PSI Table for Addition: Table 1.2

Above grade construction	\$80
Below grade construction	\$120
Parking Garage	\$50
Deck – Open Wood	\$15
Deck – Membrane	\$25

PSI Table for Renovation: Table 1.3

	Major	Minor
Interior Renovation	\$60	\$40

PSI Table for Deck: Table 1.4

	Open Decking	Membrane
New, addition, and Re & Re	\$15	\$25

PSI Table for Exterior Changes: Table 1.5

Roofing	\$5
Cladding	\$5
Windows	\$5

Small Scale Multi-Unit Housing (SSMUH) & Multi-unit Residential Buildings (MURB)

PSI Table for New Floor Area: Table 2.1

	Combustible Construction	Non-Combustible Construction
Above grade construction	\$90	\$100
Below grade construction	\$120	\$130
Parking Garage	\$60	\$80
Deck – Open Wood	\$20	
Deck – Membrane	\$30	\$30

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PSI Table for Additions: Table 2.2

	Combustible Construction	Non-Combustible Construction
Above grade construction	\$90	\$100
Below grade construction	\$120	\$130
Deck – Open Wood	\$20	
Deck – Membrane	\$30	\$30

PSI Table for Renovation: Table 2.3

	Major	Minor
Interior Renovation	\$70	\$50
Deck – Open Wood	\$20	
Deck – Membrane	\$30	
Suite Conversion	\$15	

Where the Resort Municipality of Whistler considers the project to be eligible as an employee restricted housing project, a 15% discount will be applied to the total building permit fee value, up to a maximum reduction of \$20,000.00

Where the Resort Municipality of Whistler requires a professional plan certification, a discount of 5% of the building permit fee will apply, up to a maximum reduction of \$500.00.

COMMERCIAL BUILDINGS:

PSI Table for New Floor Area: Table 3.1

	Combustible Construction	Non-Combustible Construction
Above grade construction	\$100	\$110
Below grade construction	\$140	\$140
Parking Garage	\$80	\$80
Deck/Patio	\$25	\$25

PSI Table for Tenant Improvement: Table 3.2

	Same Occupancy	Change of Use	Food & Beverage
Combustible Construction	\$50	\$70	\$80
Non-Combustible Construction	\$60	\$80	\$90
Patio			\$30

Table for Addition: Table 3.3

	Combustible Construction	Non-Combustible Construction
Above grade construction	\$90	\$100
Below grade construction	\$120	\$120
Parking Garage	\$60	\$80
Deck/Patio	\$25	\$25

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TRADE PERMIT FEES:

Standalone Plumbing Permit: Plumbing Fixture <i>For the purpose of this fee schedule, plumbing fixtures include:</i> <i>Water closet, sink, lavatory, bathtub, shower, hot water tank, clothes washer, dishwasher, floor drain, roof drain, water heater, oil and grease interceptor, sump, catch basin, backflow prevention device, vacuum breaker and any similar appliance which is connected to sanitary drain water supply or internal rainwater leader.</i>	\$35.84 per plumbing fixture Minimum Fee: \$143.36
Water Meter Backflow Device Sewage Pump	\$50.19 for each water meter \$50.19 for each device \$474.94 for each sewage pump
Hot Water Tank Replacement permit <i>Includes 1 inspection, and deficiencies or reinspect is an additional \$71.46 per re-inspection</i>	\$71.46 per each tank
Fire suppression system Permit <i>1st Sprinkler head</i> <i>Each additional sprinkler head</i> or based on, <i>Sprinkler PSI</i>	\$89.33 \$2.75 per head \$0.75/m ²
DES Disconnect	\$357.30 per each
Heat Pump Permit	\$357.30 per each
Pool/Hot Tub Permit	\$557.08 per pool \$214.38 per hot tub
Special Ventilation Permit <i>Commercial Kitchen Mechanical Ventilation, Spray Booth, Dust Collector, etc.</i>	\$446.62 per each
Crane Permit (if we decide is applicable and we want to include) <i>**Consider scaffold over the house & maintenance – winter construction</i>	\$446.62 per each
Scaffolding Permit <i>Scaffolding and Temporary Building Cover</i>	\$446.62 per each
Solid fuel-burning appliances – <i>Wood Burning – Fireplace and/or Chimney - Appliance (Section 13.3)</i>	\$214.38 per each

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Fire Alarm System Permit	\$71.46/storey <i>Maximum \$714.60</i>
Fire Door Permit (<i>Replacement</i>)	\$35.73/door

OTHER PERMIT FEES:

Site Alteration Permit <i>*Site Alteration permit fee is non-refundable*</i>	20% of the building permit fee
Excavation Permit <i>*Excavation permit fee is non-refundable*</i>	20% of the building permit fee
Foundation permit <i>*Foundation permit fee is non-refundable*</i>	20% of the building permit fee
Building Move (Bylaw Part 14)	\$50 per m ²
Demolition Permit (<i>Bylaw Part 15</i>) Fully Demolition of a building Partial Demolition of a building Interior demolition of a unit <i>*Demolition permit fee is non-refundable*</i>	\$10 per m ² \$10 per m ² \$214.38
Restoration Permit <i>Emergency permit for flood or fire damage, to a previously compliant unit and/or building, or a permit to restore a unit and/or building to a previous building permit; based on a non-compliance file</i>	\$557.08 per each
Retaining Walls	\$14.89/linear metre
Cellular/Communication Towers	\$446.62 per each

EVALUATION FEES:

Zoning Plan Review: Zoning Plan Review Additional reviews <i>resulting from a response to a Plan Examiner Notice or the voluntary submission of new information to make minor alterations to a project.</i>	25% of the Building Permit Fee (Minimum fee \$500.00) 10% of the initial zoning review fee or the minimum additional hourly fee, whichever is greater
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<i>*Re-submission fee is non-refundable*</i>	
Plan Review Revisions/Resubmission: 1 st Revision 2 nd Revision Each revision after the 2 nd revision	10% of the building permit fee 15% of the building permit fee 25% of the building permit fee or the minimum additional hourly fee, whichever is greater
Plan Resubmissions: 1 st Resubmission 2 nd Resubmission 3 rd Resubmission Each submission, after the 3 rd Resubmission	included in the plan review fee 10% of the building permit fee 15% of the building permit fee 25% of the building permit fee or the minimum additional hourly fee, whichever is greater
Review of Alternative Solutions: Part 9 Buildings, as defined in the building code Part 3 Buildings, as defined in the building code Additional Reviews	\$1214.05 for 1 st review of each solution \$1997.80 for 1 st review of each solution 60% of the 1 st review
Product Compliance Product Test Report Review(s) Product Code Equivalency Report review: Initial review Additional reviews	\$149.84 per review of each report \$499.45 for 1 st review of each solution 60% of the 1 st review
Occupant Load Review	\$500.00 per each review

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ADMINISTRATIVE FEES:

Permit Extension:	
1 st request	<i>25% of original building & plumbing permit fees</i>
2 nd request	<i>50% of original building & plumbing permit fees</i>
3 rd request	<i>100% of original building & plumbing permit fees</i>
Permit Transfer or Ownership Transfer	\$250.00
Additional file closure or occupancy review on expired files	\$214.38
Building records – Property Record Request	\$55.81 per each
Comfort letter	\$55.81 billed per hour, minimum fee \$233.24
Removal of a Section 57 from land title	\$99.89 billed per hour, <i>Minimum fee \$599.34</i>

SERVICE FEES:

Re- Inspection:	\$71.46 per inspection
<i>*Additional inspections are necessary above what is typically considered standard for a permit, or multiple re-inspections are required due to deficiency or rejected inspections.</i>	
Inspection requests outside of normal operating hours at the Resort Municipality of Whistler	\$178.65 per inspection

REFUNDS

Requests for refunds must be submitted in writing to the Manager of the Building Department who will determine the amount of fees, if any, that may be refunded.

Refunds shall be calculated in accordance with the refund schedule in effect at the time the refund request is made.

The portion of the total calculated permit fee that may be refunded shall be a percentage of the total fees payable under this schedule, calculated as follows in regards to functions undertaken by the municipality;

- 95 or 98 per cent if the application is rejected and not accepted for review.
- 75 per cent if the application is cancelled prior to review.
- 50 per cent if the application cancelled prior to permit issuance.

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- 45% if the permit has been issued and no field inspections have been performed subsequent to permit issuance, and
- 5% shall additionally be deducted for each field inspection that has been performed subsequent to permit issuance.
- 0% after a period of not less than two (2) years from the date of application being received, if the application has not been cancelled, or the permit has not been issued, or an issued permit has not been acted upon.

The refund shall be returned to the owner named on the application for a building permit or person named on the fee receipt, unless such person advises the Manager, Building Department, in writing and prior to the release of the refund, of a change in name, in which case the refund shall be returned to the person then authorized to receive it.

If the calculated refund is less than \$150.00, no refund shall be made for the fees paid.

If an overpayment of a permit fee occurs on a permit application and the overpayment is less than \$100.00 the difference will not be refunded.

OTHER FEES

Miscellaneous Services:

No minimum fee for services not otherwise mentioned in this schedule or Administrative Fees Bylaw No. 1575, 2004.

In addition to the above noted application fees, the following rates will be applied to all applications to cover the Resort Municipality's disbursement costs of processing, reporting, analysis, and inspection related to the application, to the extent not included in any fees or agreement:

Building Manager or Senior Building Official	\$99.89 per hour
Building Official staff time	\$71.46 per hour
Administrative staff time	\$55.81 per hour
Title Search	
Legal Services	At cost
Third Party Consulting	At cost

ANNUAL FEE INCREASE

Annually, on the 1st day of January each year, all fees described in this schedule will be increased by the previous annual inflation rate as determined by the Consumer Price Index (CPI) for Canada.

In cases where the annual inflation rate is a negative value, a 0% increase will be applied for that year.

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DEFINITIONS:

TOTAL FLOOR AREA - The floor area of the proposed work shall be measured to the outer face of exterior walls and to the centre line of party walls or demising walls. For interior alterations or renovations, the calculated area of work shall be the total area affected by the proposed scope of work. Total area of decks shall be the total surface area of the deck measured to the outside edges, including benches, guards, and any stairs.

MINOR RENOVATION – Minor renovation means a project whose scope of work includes construction limited to the improvement, renovation, reconfiguration, or refurbishment of a single suite contained within a single tenant space and those demising walls shared with the adjoining suites, but which does not include the public or common floor areas of the building. Minor renovations may include the following:

- Reconfiguration of the interior space of the suite which may occupy multiple levels in a building,

However, where the renovation adds new floor area within the same footprint, this work would not be considered to be a minor renovation.

MAJOR RENOVATION – Major renovations means work within multiple tenant spaces that is not otherwise considered a minor renovation. Major renovations may include (singly or in combination):

- Interior re-configuration of multiple tenant spaces,
- creation of interconnected floor spaces,
- exterior alterations, or
- alterations that create a new tenant space.
- Changes to the structure

However, where such renovation includes a change of major occupancy classification or a new mezzanine, this work would not be considered solely as a major renovation. New mezzanines are considered to be additions.

ADDITIONS – Additions mean work within a building or tenant spaces that add floor area to the building or unit. This includes exterior expansions and addition within the existing building or units footprint.