

Guide to Building Permit Fees and Deposits

This guide is intended to help applicants anticipate what fees and deposits may be applicable to a building permit. These costs are most often paid when a permit is ready for pick-up. The exact charges applicable will depend on the scope of work proposed and some may not all apply to a specific project. Please note that since fees and deposits are established as per the City’s bylaws, staff are not able to vary the amount or specific requirements.

Typical Fees Applicable at time of Building Permit

THE FOLLOWING ARE FEES THAT MIGHT BE APPLICABLE TO A BUILDING PERMIT. THIS IS NOT AN EXHAUSTIVE LIST. PLEASE REFER TO EACH APPLICABLE BYLAWS FOR MORE INFORMATION.

Application fee is due at time of application. All other fees are due at time of issuance.

Building and Inspections – permits@victoria.ca or 250.361.0344

Name	What it is for	Cost	Applicable Bylaw
Application Fee	Fee to apply for a building permit.	\$100	Building and Plumbing Regulation Bylaw
Affordable Housing Fee Reduction	Fees are not calculated for affordable housing units (if applicable affordable housing criteria is met). The fee reduction is applied only for the part of a building is affordable housing.	Permit Fees reduced by the % of the project that is for affordable housing.	Building and Plumbing Regulation Bylaw
Professional responsibility Fee Reduction	A fee reduction when sealed plans and letters of assurance are provided from a registered professional in accordance with bylaw 17-113 subsection 15. (2)	Permit Fees reduced by 5% up to \$500	Building and Plumbing Regulation Bylaw
Building Permit Extension Fee	The cost to extend or reactivate an expired building permit.	\$100	Building and Plumbing Regulation Bylaw
Building Permit Fee	The fee for the building permit.	1.40% of the Cost of Construction excluding plumbing and electrical permit values	Building and Plumbing Regulation Bylaw
Building Permit Fee for Work Without Permit	The fee for the building permit when there was work without permit identified.	2.8% of Cost of Construction up to \$20,000 and 1.4% of Cost of Construction for the remainder in excess of \$20,000	Building and Plumbing Regulation Bylaw
Reinspection Fee	When more than 2 inspections are required due to non-compliance with bylaw, when normally only 1 inspection would be required. Fee must be paid prior to reinspection.	\$50	Building and Plumbing Regulation Bylaw
Revision After Issuance Fee	Fee for revisions to a building permit that has been issued.	\$100; or the less of 10% of the original Permit Fee or \$125 per hour of staff time required to review the revised plans, whichever is greater, plus Permit Fees on any increased Cost of Construction, if applicable.	Building and Plumbing Regulation Bylaw
Blasting Permit Application Fee	Fee to apply for a blasting permit.	\$150	Blasting (Construction) Operations Bylaw
Noise Exemption Permit Application Fee	Fee to apply for a noise exemption permit.	\$50	Noise Bylaw

Development Services – developmentservices@victoria.ca or 250.361.0382

Name	What it is for	Cost	Applicable Bylaw
Community Amenity Contribution Fees	For community amenity contribution as determined during the rezoning and/or development permit process.	As per zone, rezoning condition, development permit, heritage alteration permit, or legal agreement.	Contact your area planner if you are unsure

Engineering – eng@victoria.ca or 250.361.0300

Name	What it is for	Cost	Applicable Bylaw
Development Cost Charges for Commercial Use	Development Cost Charges on new floor area for commercial use.	\$91.03 per m2 of total floor area	Development Cost Charges Bylaw
Development Cost Charges for Industrial Use	Development Cost Charges on new floor area for industrial use.	\$30.70 per m2 of total floor area	Development Cost Charges Bylaw
Development Cost Charges for Institutional Use	Development Cost Charges on new floor area for institutional use.	\$91.03 per m2 of total floor area	Development Cost Charges Bylaw
Development Cost Charges for Low Density Residential	Development Cost Charges on new floor area for low density residential.	\$24,582.06 per lot / dwelling unit	Development Cost Charges Bylaw
Development Cost Charges for Medium Density Residential	Development Cost Charges on new floor area for medium density residential.	\$14,529.66 per dwelling unit	Development Cost Charges Bylaw
Development Cost Charges for High Density Residential	Development Cost Charges on new floor area for high density residential.	\$10,207.18 per dwelling unit	Development Cost Charges Bylaw
Contractor's Permit	Required for any work or restoration related to a building permit that will take place on the City right-of-way.	\$35	Contact Engineering Department
Demolition and Deconstruction Administration Fee	When a single-family dwelling or duplex is being deconstructed.	\$500	Demo and Deconstruction Bylaw
Refundable Waste Management Fee	When a single-family dwelling or duplex is being deconstructed.	\$19,500	Demo and Deconstruction Bylaw
Encroachment Excavation	Encroachment of anchor rods that abut a street, lane, or park, and there is an agreement in place.	\$750 plus \$25 per m2 of area of the proposed excavation face that will be supported by anchor rods	Delegation Bylaw
Dye Test Fee	To verify if the property has a storm drain connection and if it is connected to storm drain system or sanitary sewer. Also to locate cross connection in the event that the sewer was incorrectly connected to the Storm Drain.	\$200 for 1 visit	Sanitary Sewer and Stormwater Utilities Bylaw
Hub Connection Fee	Connection of sanitary sewer or storm drain to the mains that are not in the roads, but rather easement that run through private properties. The fee is lower than standard service fee as the applicant is responsible for the excavation and exposing the main.	\$1,000	Sanitary Sewer and Stormwater Utilities Bylaw
Sanitary Sewer Service Connection Fee	A fee for a 100mm single service for a sanitary sewer connection. Anything larger than 100mm or on arterial roads is installed at cost (an estimate is issued).	Starting at \$8,800 Depends on service pipe size, see bylaw for more information	Sanitary Sewer and Stormwater Utilities Bylaw

Name	What it is for	Cost	Applicable Bylaw
Sealing a Discontinued Sewer Service Connection	When the City is required or requested to discontinue a service and a watertight cap or plug is installed.	\$1000 per service	Sanitary Sewer and Stormwater Utilities Bylaw
Sewer Service Connection Test for Reuse or Abandonment	When applicant would like to re-use existing services after demolition of existing dwelling or if old service that has not been used was discovered.	\$250/visit/site plus \$100/visit/site for each connection over four	Sanitary Sewer and Stormwater Utilities Bylaw
Stormwater Service Connection Fee	A fee for a 100mm single service for a storm drain connection. Anything larger than 100mm or on arterial roads is installed at cost (an estimate is issued).	Starting at \$8,800 Depends on service pipe size, see bylaw for more information	Sanitary Sewer and Stormwater Utilities Bylaw
Survey Monument	When works and services are within 0.5m of a survey monument.	\$2,000 per monument	Streets and Traffic Bylaw, Amendment Bylaw
Fire Hydrant Connection Fee	A fee for short term use, typically a connection to the City's Fire Hydrant.	\$100 per fire hydrant per day	Waterworks Bylaw
Fire Line Water Service Connection Fee	A fee for the connection of a fire line.	At cost, as per Schedule A.	Waterworks Bylaw
Temporary Water Connection	A fee for short term use, typically a connection to an existing service pipe, for the purpose of construction (may also require a Plumbing Permit with associated fee). Applicant must register a metered account with City of Victoria Utility Billing.	\$400	Waterworks Bylaw
Water Service Connection Charge	A fee to install 25mm (1") services.	\$6500	Waterworks Bylaw

Typical Deposits Applicable at time of Building Permit

THE FOLLOWING ARE DEPOSITS THAT MAY BE APPLICABLE TO A BUILDING PERMIT. THIS IS NOT AN EXHAUSTIVE LIST. PLEASE REFER TO APPLICABLE BYLAWS FOR MORE INFORMATION.

The deposits listed below are different than fees, as they are refundable subject to the applicable work being complete.

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Name	What it is for	Cost	When is it returned	Applicable Bylaw
Excavation Deposit	Estimated cost to backfill the excavation, if needed.	1.2x estimated cost to backfill the excavation.	When occupancy for building is granted.	Building and Plumbing Regulation Bylaw

Development Services – developmentservices@victoria.ca or 250.361.0382

Name	What it is for	Cost	When is it returned	Applicable Bylaw
Planning Landscape Deposit	The cost to complete the development permit approved landscaping, if needed.	120% of the landscaping costs, minimum of \$2,000. Specific amount is calculated from the landscape estimate provided during the development permit process and listed on the development permit.	When the landscaping is completed and either a landscape inspection with a city planner has been completed or a Schedule L-3 submitted by a landscape architect has been submitted, confirming the work has been completed to the approved drawings.	Land Use Procedures Bylaw
Master Development Agreement Deposit	To secure the Master Development Agreement.	Based on secured agreement.	As determined in agreement.	Contact your area planner if you are unsure

Parks – parks@victoria.ca or 250.361.0600

Name	What it is for	Cost	When is it returned	Applicable Bylaw
Parks Landscape Deposit	Secured for the protection of parks assets (public domain trees).	\$75 per lineal meter of frontage for single family dwelling or \$125 per lineal meter of frontage for any other building. Parks can also retain 100% of the value of municipal trees as determined by the Director.	The deposit can be returned upon final inspection and approval by Parks.	Sidewalks, Streets and Boulevards Protection Bylaw
Parks Landscape Deposit	Secured for new landscape works on the frontage of right-of-way (applies to public property only).	Estimate to be provided by the landscape architect and the city will retain 120% of the estimate until final inspection and approval of off-site works.	The city will retain 10% of the deposit for one year following final inspection.	Section 13 of the Victoria Subdivision and Development Servicing Bylaw

Engineering – eng@victoria.ca or 250.361.0300

Name	What it is for	Cost	When is it returned	Applicable Bylaw
Sanitary Sewer and Stormwater Service Connection Deposit	When 1 or more service connections to a property that will be 150mm or more in diameter are to be installed to ensure required cleaning or repair of the building sewer or service connection is completed.	Estimated cost rounded to the nearest \$500 Or \$1000.	Refund, if any, is looked at once all the works are completed, around occupancy being issued and all the invoices being submitted.	Sanitary Sewer and Stormwater Utilities Bylaw
Water Service Connection Deposit	For new water service connection that would be installed at cost based on the estimate.	Estimated cost rounded to the nearest \$500 Or \$1000.	Refund, if any, is looked at once all the works are completed, around occupancy being issued and all the invoices being submitted.	Sanitary Sewer and Stormwater Utilities Bylaw
New Works by City Deposit	Refundable deposit to cover cost of work and services provided by City Crew. Generally, applies to larger new construction projects. Must be paid by cash (including credit or cheque), not letter of credit.	10% of New Work Deposit.	Once project is completed and all applicable charges have been covered.	Subdivision and Development Servicing Bylaw
Roads Damage Deposit	Security for City infrastructures based on linear meters of frontage.	Residential is \$75.00 per linear meter and Commercial is \$125.00 per linear meter.	After final review once project is completed.	Sidewalks, Streets and Boulevards Protection Bylaw Section 5(i)
Roads New Work Deposit	Refundable Deposit related to required frontage improvements.	On smaller projects (Single Family Dwellings or Duplexes) the deposit amount is calculated based on the scope of the project. On larger projects deposit amount is 120% of the cost estimate provided by the engineer of records.	Once the project is completed, all deficiencies addressed, copies of required reports and record drawings received. There is a 10% one-year hold back warranty period if a servicing agreement was required.	Subdivision and Development Servicing Bylaw