Guide to Building Permit Fees and Deposits

This guide helps applicants know what fees and deposits may apply to a building permit. These charges are most often paid when a permit is ready for pick-up. The exact cost will depend on the scope of work proposed and some may not apply to a specific project. Fees and deposits are established by the City's bylaws. Staff cannot vary the amount or specific requirements.

This is not an exhaustive list. Please refer to relevant bylaws for more information.

The application fee is due at the time of application. All other fees are due upon issuance of the permit.

Building and Inspections
permits@victoria.ca or 250.361.0344

Name	Purpose	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 are met). The fee reduction applies only to the affordable-housing portion of the building.	Permit fees are reduced by the per cent of the project that is for affordable housing.	Building and Plumbing Regulation Bylaw
Professional Responsibility Fee Reduction	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 construction cost, 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 work is done without a permit is identified.	2.8% of the cost of construction on the first $20,000 and 1.4% on the remainder.	Building and Plumbing Regulation Bylaw
Reinspection Fee	When more than two inspections are required due to non-compliance with bylaw, when normally only one 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.	10% of the original permit fee or $125 per hour of staff review time, whichever is greater, plus fees on increased construction costs, if applicable. Minimum charge of $100.	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

Zero Waste
zerowaste@victoria.ca

Name	Purpose	Cost	Applicable Bylaw
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

Development Services
developmentservices@victoria.ca or 250.361.0382

Name	Purpose	Cost	Applicable Bylaw
Amenity Cost Charges for Commercial Use	Amenity Cost Charges on new floor area for commercial use.	$2.19 per sq m of floor area or total floor area (based on definition in applicable zoning bylaw)	Amenity Cost Charge Bylaw
Amenity Cost Charges for Industrial Use	Amenity Cost Charges on new floor area for industrial use.	$0.90 per sq m of floor area or total floor area	Amenity Cost Charge Bylaw
Amenity Cost Charges for Institutional Use	Amenity Cost Charges on new floor area for institutional use.	$2.19 per sq m of floor area or total floor area	Amenity Cost Charge Bylaw
Amenity Cost Charges for Low-Density Residential	Amenity Cost Charges on each net new dwelling unit for low-density residential use.	$3,366.47 per lot or dwelling unit	Amenity Cost Charge Bylaw
Amenity Cost Charges for Medium-Density Residential	Amenity Cost Charges on new floor area for medium density residential use.	$2,290.80 per dwelling unit	Amenity Cost Charge Bylaw
Amenity Cost Charges for High-Density Residential	Amenity Cost Charges on new floor area for high density residential use.	$1,394.40 per dwelling unit	Amenity Cost Charge Bylaw
Density Bonus Amenity Contribution	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
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

Development Cost Charges
For questions about the program details and payment options contact eng@victoria.ca or 250.361.0300
For questions about the amount of charge applied to your project contact zoning@victoria.ca or 250.361.0316

Name	Purpose	Cost	Applicable Bylaw
Development Cost Charges for Commercial Use	Development Cost Charges on new floor area for commercial use.	$93.13 per sq m of total floor area	Development Cost Charges Bylaw
Development Cost Charges for Industrial Use	Development Cost Charges on new floor area for industrial use.	$31.40 per sq m of total floor aera	Development Cost Charges Bylaw
Development Cost Charges for Institutional Use	Development Cost Charges on new floor area for institutional use.	$93.13 per sq m 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.	$25,149.91 per lot or dwelling unit	Development Cost Charges Bylaw
Development Cost Charges for medium-density residential	Development Cost Charges on new floor area for medium-density residential.	$14,865.29 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.	$10,442.96 per dwelling unit	Development Cost Charges Bylaw

Engineering
eng@victoria.ca or 250.361.0300

Name	Purpose	Cost	Applicable 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.	$50	Works and Services Bylaw
Encroachment Excavation	Encroachment of anchor rods that abut a street, lane, or parkland with an agreement in place.	$750 plus $25 per sq m 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 that is connected to storm drain system or sanitary sewer and to locate any cross connection.	$200 for one visit	Sanitary Sewer and Stormwater Utilities Bylaw
Hub Connection Fee	Connection of sanitary sewer or storm drain to the mains in easements that run through private property (not in the roads). Applicant is responsible for excavation of the main.	$1,000	Sanitary Sewer and Stormwater Utilities Bylaw
Sanitary Sewer and Stormwater Service Connection Fee	A fee for a 100mm single service for a sanitary sewer and stormwater connection. Anything larger than 100mm or on arterial roads is installed at cost (an estimate is issued). Installed by the City, with a deposit provided by the applicant. The deposit is based on a cost estimate issued by the City.	Starting at $8,800 Depends on service pipe size, see bylaw for more information	Sanitary Sewer and Stormwater Utilities Bylaw
Capping a Discontinued Sewer Service Connection	When the City is required or requested to discontinue a service and a watertight cap or plug is installed.	$1,000 per service	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”) water service connection. Anything larger than 25mm or on arterial roads or within the Downtown Area is installed at cost (an estimate is issued).	Starting at $6,300 Depends on service pipe size, see bylaw for more information	Waterworks Bylaw
Subdivision Application Fee	A fee for applications for subdivision including Strata or Land Title Act. Paid for when applying for your subdivision.	Based on application type, see bylaw for details.	Subdivision Bylaw

Deposits

The following deposits might be applicable to a building permit and may be refundable subject to the completion of applicable work.

This is not an exhaustive list. Please refer to each relevant bylaw for more information.

Building and Inspections
permits@victoria.ca or 250.361.0344

Name	Purpose	Cost	Deposit returned	Payment Options	Applicable Bylaw
Excavation Deposit	Estimated cost to backfill the excavation (if needed).	120 per cent of the estimated cost to backfill the excavation.	When occupancy for building is granted.	Cash or letter of credit	Building and Plumbing Regulation Bylaw

Development Services
developmentservices@victoria.ca or 250.361.0382

Name	Purpose	Cost	Deposit returned	Payment Options	Applicable Bylaw
Planning Landscape Deposit	The cost to complete the landscaping as approved in the development permit, if needed.	120 per cent of the landscaping costs, minimum of $2,000. Specific amount calculated from the landscape estimate provided during the development permit process and listed on the permit.	When the landscaping is completed and either: • a completed landscape inspection with City staff • a submitted Schedule L-3 by a landscape architect confirming the completed work matches the approved drawings.	Cash or letter of credit	Land Use Procedures Bylaw
Master Development Agreement Deposit	To secure the Master Development Agreement.	Based on secured agreement.	As determined in agreement.	Cash or letter of credit	Contact your area planner if you are unsure

Parks
parks@victoria.ca or 250.361.0600

Name	Purpose	Cost	Deposit returned	Payment Options	Applicable Bylaw
Parks Landscape Damage Deposit	Secured for existing municipal landscape assets.	Based on asset type, see bylaw for details.	The City will retain 10% of the deposit for one year following final inspection.	Cash or letter of credit	Works and Services Bylaw

Engineering
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Name	Purpose	Cost	Deposit returned	Payment Options	Applicable Bylaw
Sanitary Sewer and Stormwater Service Connection Deposit	When one or more service connections that are 150mm or more in diameter are to be installed by the City. Ensures required cleaning or repair of the building sewer or service connection can be completed.	The deposit is based on a cost estimate issued by the City.	Once the project is completed, the owner may request a certificate of completion. Any remaining deposits will be returned once satisfactory completion of the warranty period in accordance with the works and services agreement.	Cash	Sanitary Sewer and Stormwater Utilities Bylaw
Water Service Connection Deposit	For new water service connection installed by the City at cost based on the estimate.	The deposit is based on a cost estimate issued by the City.	Once the project is completed, the owner may request a certificate of completion. Any remaining deposits will be returned once satisfactory completion of the warranty period in accordance with the works and services agreement.	Cash	Sanitary Sewer and Stormwater Utilities Bylaw
New Works by City Deposit	Covers the cost of work and services provided by City crews. Generally, applies to larger new construction projects.	10% of Roads New Work Deposit.	Once the project is completed, the owner may request a certificate of completion. Any remaining deposits will be returned once satisfactory completion of the warranty period in accordance with the works and services agreement.	Cash	Works and Services Bylaw
Roads Damage Deposit	Security for City infrastructures damage.	Based on linear metres of frontage. Residential with four units or less outside Downtown Core is $150 per linear meter and all others is $200 per linear metre.	Once the project is completed, the owner may request a certificate of completion. Any remaining deposits will be returned once satisfactory completion of the warranty period in accordance with the works and services agreement.	Cash or letter of credit	Works and Services Bylaw
Roads New Work Deposit	The cost to complete required frontage improvements.	The deposit amount is 120% of the cost estimate provided by the engineer of record.	Once the project is completed, the owner may request a certificate of completion. Any remaining deposits will be returned once satisfactory completion of the warranty period in accordance with the works and services agreement.	Cash or letter of credit	Works and Services Bylaw
Off-Site Electrical Damage Deposit	To be provided where the City has an existing buried fibre optic cable as part of its fibre network located within a project frontage, and the owner is undertaking works within that portion of right-of-way.	$20,000	Once the project is completed, the owner may request a certificate of completion. Any remaining deposits will be returned once satisfactory completion of the warranty period in accordance with the works and services agreement.	Cash or letter of credit	Works and Services Bylaw