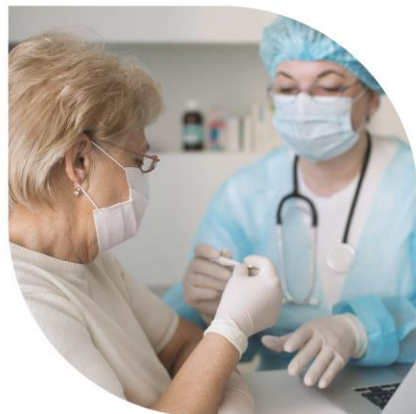




Draft **BUDGET 2021**

Investing in our community.
Moving Ottawa forward.

Planning Committee



Tabled November 4, 2020

2020-071

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Planning, Infrastructure and Economic Development Department

2021 Service Area Summary - Right of Way, Heritage and Urban Design Services

Right of Way, Heritage and Urban Design Services is part of the Planning, Infrastructure and Economic Development (PIED) Department, a department that champions the city-building priorities from planning and delivering growth opportunities and infrastructure, to managing City assets and investments, to fostering economic prosperity.

Right of Way, Heritage and Urban Design Services is responsible for building a vibrant and safe public realm to protect and enhance Ottawa's legacy.

Programs/Services Offered

Inspections

Provides direct inspection and coordination for:

- Project Managers, Consultants, Contractors, and other City departments through all phases of the delivery of City capital projects
- The construction of municipal infrastructure related to private development
- The asphalt overlay program
- Road cut reinstatements

Right of Way

- Manages the Municipal Consent and permitting process for utility works being undertaken within the road right of way, including the utility circulation process
- Administers the approval and issuance of permits governing the right of way, such as road cut permits, over dimensional vehicles and temporary encroachments

Public Realm and Urban Design

Oversees programs related to:

- Public realm beautification
- Above-ground public realm regulation (such as the right of way patio program, private approaches program and signs in the right of way)
- Public realm master plans
- The provision of urban design review including input to the development review and planning policy processes, the preparation of urban design guidelines and studies, and the administration of the City of Ottawa Urban Design Review Panel

Heritage Planning

- Manages all heritage applications and permits as required under the Ontario Heritage Act
- Provides input to relevant development review applications
- Prepares heritage conservation district plans and studies related to heritage
- Delivers and manages the heritage designation process
- Oversees the heritage grant and Heritage Community Improvement Plan programs

Surveys and Mapping

- Provides land information expertise, vital geographic data, and related services to support the City of Ottawa's internal operations, and external client needs
- Services include procuring, maintaining, and distributing essential geographic data using specialized applications

Geospatial Analytics, Technology and Solutions

- Promotes understanding and collaboration using advanced geospatial (GIS) and data science tools and technology
- Provides expert services and solutions in visualization, data, analytics and applications to support city building and emergency operations
- Maintains and provides critical spatial information such as water and wastewater network, zoning, composite utility drawings and oversees the Geoinformation Centre on geoOttawa (drawings and reports)

City of Ottawa
Planning, Infrastructure & Economic Development Department
Right of Way, Heritage and Urban Design - Operating Resource Requirement
In Thousands (\$000)

	2019	2020		2021	\$ Change over 2020 Budget
	Actual	Forecast	Budget	Estimate	
Expenditures by Program					
Manager's Office	308	278	268	276	8
Surveys and Mapping	3,206	3,387	3,396	3,478	82
Heritage Planning	1,271	1,000	1,083	1,376	293
Public Realm & Urban Design	1,504	1,918	2,069	2,105	36
Right of Way	2,916	2,693	2,166	2,187	21
Inspections	7,514	7,347	7,519	7,699	180
Geospatial Analytics, Tech & Solutions	2,195	2,489	2,307	2,497	190
Gross Expenditure	18,914	19,112	18,808	19,618	810
Recoveries & Allocations	-6,341	-6,070	-6,016	-6,226	-210
Revenue	-13,755	-12,505	-12,255	-12,530	-275
Net Requirement	-1,182	537	537	862	325
Expenditures by Type					
Salaries, Wages & Benefits	16,283	16,830	16,658	17,293	635
Overtime	625	425	425	425	0
Material & Services	1,211	1,260	939	1,114	175
Transfers/Grants/Financial Charges	304	100	300	300	0
Fleet Costs	346	384	384	384	0
Program Facility Costs	0	0	0	0	0
Other Internal Costs	145	113	102	102	0
Gross Expenditures	18,914	19,112	18,808	19,618	810
Recoveries & Allocations	-6,341	-6,070	-6,016	-6,226	-210
Net Expenditure	12,573	13,042	12,792	13,392	600
Revenues By Type					
Federal	0	0	0	0	0
Provincial	0	0	0	-270	-270
Own Funds	0	0	0	0	0
Fees and Services	-13,755	-12,505	-12,255	-12,260	-5
Fines	0	0	0	0	0
Other	0	0	0	0	0
Total Revenue	-13,755	-12,505	-12,255	-12,530	-275
Net Requirement	-1,182	537	537	862	325
Full Time Equivalents			158.34	158.34	0.00

City of Ottawa
Planning, Infrastructure & Economic Development Department
Right of Way, Heritage and Urban Design - User Fees

	2019 Rate \$	2020 Rate \$	2021 Rate \$	% Change Over 2020	% Change Over 2019	Effective Date	2021 Revenue (\$000)
Heritage Applications							
Heritage Confirmation Letter	190.00	195.00	213.00	9.2%	12.1%	01-Jan-21	
Delegated Authority Permits: Alterations and Small Additions	n/a	n/a	268.00	n/a	n/a	01-Jan-21	
Delegated Authority Permits: Large Additions	n/a	n/a	803.00	n/a	n/a	01-Jan-21	
Minor Alterations (that require Built Heritage Sub-Committee/Council approval)	n/a	2,050.00	2,243.00	9.4%	n/a	01-Jan-21	
Major Alterations (that require Built Heritage Sub-Committee/Council approval)	n/a	n/a	8,560.00	n/a	n/a	01-Jan-21	
Demolition - Part IV/Grade 1/Contributing	n/a	10,200.00	13,375.00	31.1%	n/a	01-Jan-21	
Demolition - Grade 2/Non-Contributing	n/a	n/a	2,675.00	n/a	n/a	01-Jan-21	
New Construction in Heritage Conservation District: Small scale	n/a	n/a	3,210.00	n/a	n/a	01-Jan-21	
New Construction in Heritage Conservation District: Medium scale	n/a	n/a	5,350.00	n/a	n/a	01-Jan-21	
New Construction in Heritage Conservation District: Large scale	n/a	n/a	8,560.00	n/a	n/a	01-Jan-21	
Lighting Requests - Ottawa Sign							
Programming fee for requests	n/a	50.00	50.00	0.0%	n/a	01-Jan-21	
Bike Sharing and Electronic Kick Scooter Fees							
Application Fee	n/a	5,000.00	5,000.00	0.0%	n/a	01-Jan-21	
Application for Increase to Existing Fleet Fee	n/a	3,000.00	3,000.00	0.0%	n/a	01-Jan-21	
Vehicle Fee (per vehicle)	n/a	50.00	50.00	0.0%	n/a	01-Jan-21	
Communications and Engagement Fee (per vehicle)	n/a	10.00	10.00	0.0%	n/a	01-Jan-21	
Station Encroachment Fee	n/a	250.00	250.00	0.0%	n/a	01-Jan-21	
Home Builder's Wayfinding Sign permit							
Processing and technical review	118.00	120.00	131.00	9.2%	11.0%	01-Jan-21	
Per annum/sign	1,305.00	1,335.00	1,460.00	9.4%	11.9%	01-Jan-21	
Annual renewal fee	1,305.00	1,335.00	1,460.00	9.4%	11.9%	01-Jan-21	

City of Ottawa
Planning, Infrastructure & Economic Development Department
Right of Way, Heritage and Urban Design - User Fees

	2019 Rate \$	2020 Rate \$	2021 Rate \$	% Change Over 2020	% Change Over 2019	Effective Date	2021 Revenue (\$000)
Directional Farm Sign Fees							
Application fee per sign	97.00	100.00	109.00	9.0%	12.4%	01-Jan-21	
Banner Sign Fees							
Processing and technical review fee /group	60.70	62.00	68.00	9.7%	12.0%	01-Jan-21	
Inspection fee/group	60.70	62.00	68.00	9.7%	12.0%	01-Jan-21	
Outdoor Patio							
First time review fee	332.00	340.00	372.00	9.4%	12.0%	01-Jan-21	
First time review fee with public circulation	554.00	567.00	372.00	-34.4%	-32.9%	01-Jan-21	
Permit processing fee	60.70	62.00	68.00	9.7%	12.0%	01-Jan-21	
Summer Monthly Rental (April to October) per sqm	14.15	14.48	-	-100.0%	-100.0%	01-Jan-21	
Winter Monthly Rental (November to March) per sqm	4.55	4.66	-	-100.0%	-100.0%	01-Jan-21	
Café Seating							
Permit processing fee	60.70	62.00	68.00	9.7%	12.0%	01-Jan-21	
Per annum fee	170.00	175.00	-	-100.0%	-100.0%	01-Jan-21	
Parklets							
Permit processing fee	60.70	62.00	68.00	9.7%	12.0%	01-Jan-21	
Per annum fee	170.00	175.00	-	-100.0%	-100.0%	01-Jan-21	
Tourist Information Kiosk							
Rental on Roadway or Sidewalk per	1.56	1.60	1.75	9.4%	11.9%	01-Jan-21	
Rental on unimproved Boulevard per sqm/day	0.67	0.69	0.75	9.4%	11.9%	01-Jan-21	
Customer Service Box							
Newspaper Vending/Courier/Drop/Publication Distribution	93.00	95.00	104.00	9.5%	11.8%	01-Jan-21	
Removal Cost	93.00	95.00	104.00	9.5%	11.8%	01-Jan-21	
Surface Encroachment/Construction							
Rental on Sidewalk per sqm/day	1.56	1.60	1.75	9.4%	11.9%	01-Jan-21	
Rental on Boulevard per sqm/day	0.67	0.69	0.75	9.4%	11.9%	01-Jan-21	
Minimum Rental Charge daily	30.80	32.00	35.00	9.4%	13.6%	01-Jan-21	
Permit processing fee	60.70	62.00	68.00	9.7%	12.0%	01-Jan-21	

City of Ottawa
Planning, Infrastructure & Economic Development Department
Right of Way, Heritage and Urban Design - User Fees

	2019 Rate \$	2020 Rate \$	2021 Rate \$	% Change Over 2020	% Change Over 2019	Effective Date	2021 Revenue (\$000)
Aerial							
Residential and Commercial Permit processing fee	60.70	62.00	68.00	9.7%	12.0%	01-Jan-21	
Annual Permanent Encroachment Fees							
3 stories or less charge per sqm	8.40	8.59	9.40	9.4%	11.9%	01-Jan-21	
Minimum charge	38.00	39.00	43.00	10.3%	13.2%	01-Jan-21	
More than 3 stories - encroachment less than 0.279 m2	73.00	75.00	82.00	9.3%	12.3%	01-Jan-21	
More than 3 stories - encroachment equal to or greater than 0.279 m2	146.00	150.00	164.00	9.3%	12.3%	01-Jan-21	
Permit Technical Review Fee	375.00	385.00	622.00	61.6%	65.9%	01-Jan-21	
Surface-Commercial							
Encroachment less than 0.279 m2	73.00	75.00	82.00	9.3%	12.3%	01-Jan-21	
Encroachment equal to or greater than 0.279 m2	146.00	150.00	164.00	9.3%	12.3%	01-Jan-21	
Permit Technical Review Fee	375.00	385.00	622.00	61.6%	65.9%	01-Jan-21	
Surface-Residential							
More than 3 stories - encroachment less than 1m2	60.00	61.00	67.00	9.8%	11.7%	01-Jan-21	
More than 3 stories - encroachment equal to or greater than 1m2	121.00	124.00	136.00	9.7%	12.4%	01-Jan-21	
Permit Technical Review Fee	375.00	385.00	622.00	61.6%	65.9%	01-Jan-21	
Subsurface-Commercial							
Encroachment less than 0.279 m2	87.00	89.00	97.00	9.0%	11.5%	01-Jan-21	
Encroachment equal to or greater than 0.279 m2	146.00	149.00	163.00	9.4%	11.6%	01-Jan-21	
Permit Technical Review Fee	375.00	385.00	622.00	61.6%	65.9%	01-Jan-21	
Subsurface-Residential							
Encroachment Fee charge per sqm	8.40	8.59	9.40	9.4%	11.9%	01-Jan-21	
Minimum charge	38.00	39.00	43.00	10.3%	13.2%	01-Jan-21	
Special Vehicle Permits							
Annual	314.00	320.00	350.00	9.4%	11.5%	01-Jan-21	
Project	237.00	242.00	265.00	9.5%	11.8%	01-Jan-21	
Single Trip	96.00	98.00	107.00	9.2%	11.5%	01-Jan-21	
Single Trip – Super Load	760.00	775.00	848.00	9.4%	11.6%	01-Jan-21	

City of Ottawa
Planning, Infrastructure & Economic Development Department
Right of Way, Heritage and Urban Design - User Fees

	2019 Rate \$	2020 Rate \$	2021 Rate \$	% Change Over 2020	% Change Over 2019	Effective Date	2021 Revenue (\$000)
Private Approach Permit Fees							
Single Detached Dwellings	159.00	163.00	178.00	9.2%	11.9%	01-Jan-21	
Commercial, Industrial & Multi-residential							
(i) up to and including 49 parking spaces	275.00	282.00	309.00	9.6%	12.4%	01-Jan-21	
(ii) 50-99 parking spaces	550.00	565.00	618.00	9.4%	12.4%	01-Jan-21	
(iii) 100 parking spaces or more	704.00	720.00	788.00	9.4%	11.9%	01-Jan-21	
Inspect fee for culvert installation	93.00	95.00	104.00	9.5%	11.8%	01-Jan-21	
Temporary Access	159.00	163.00	178.00	9.2%	11.9%	01-Jan-21	
Removal of Redundant Access	159.00	163.00	178.00	9.2%	11.9%	01-Jan-21	
Road Cut Fees							
Road cut permit fee	455.00	465.00	476.00	2.4%	4.6%	01-Jan-21	
Road cut permit renewal fee	160.00	164.00	168.00	2.4%	5.0%	01-Jan-21	
Winter Inspection Fees							
Winter Inspection Charges: November 15 - April 15	239.00	245.00	251.00	2.4%	5.0%	01-Jan-21	
Winter Inspection Charges: December 15- April 15	193.00	197.00	202.00	2.5%	4.7%	01-Jan-21	
Winter Inspection Charges: January 15 - April 15	146.00	149.00	153.00	2.7%	4.8%	01-Jan-21	
Winter Inspection Charges: February 15 - April 15	96.00	98.00	100.00	2.0%	4.2%	01-Jan-21	
Winter Inspection Charges: March 15 - April 15	48.00	49.00	50.00	2.0%	4.2%	01-Jan-21	
Sewer and Water Inspection Fees							
Sewer Permit Fees	200.00	205.00	224.00	9.3%	12.0%	01-Jan-21	
Water Permit Fees	200.00	205.00	224.00	9.3%	12.0%	01-Jan-21	
Administration / Research Fee (per street segment)	76.00	78.00	85.00	9.0%	11.8%	01-Jan-21	
Annual Utility Duct Usage Fee (per cable)							
per 30m of Conduit	22.90	23.43	23.99	2.4%	4.8%	01-Jan-21	
License of Occupation Legal Agreement Preparation	532.00	544.00	1,104.00	102.9%	107.5%	01-Jan-21	
License of Occupation Renewal	n/a	n/a	522.00	n/a	n/a	01-Jan-21	

City of Ottawa
Planning, Infrastructure & Economic Development Department
Right of Way, Heritage and Urban Design - User Fees

	2019 Rate \$	2020 Rate \$	2021 Rate \$	% Change Over 2020	% Change Over 2019	Effective Date	2021 Revenue (\$000)
Engineering Design Review and Inspection Fees							
Value of hard servicing	4.0%	4.5%	4.50%	0.0%	12.5%	01-Jan-21	
Value of soft servicing	2.0%	2.3%	2.25%	0.0%	12.5%	01-Jan-21	
Review of Fourth and Subsequent Engineering Submissions (per day)	1,010.00	1,030.00	1,127.00	9.4%	11.6%	01-Jan-21	
Electronic Media/Materials Fee							
Internet File Transfer (FTP)	37.60	38.00	46.00	21.1%	22.3%	01-Jan-21	
Internet Email (up to 1 megabyte per email)	37.60	38.00	46.00	21.1%	22.3%	01-Jan-21	
Customization Fees/Electronic File Translation							
Production of Customized Map, Data or Engineering Plan (hourly rate)	113.00	116.00	119.00	2.6%	5.3%	01-Jan-21	
CAD or GIS file	37.60	45.00	46.00	2.2%	22.3%	01-Jan-21	
Renewal of Existing License for a New Project	113.00	116.00	119.00	2.6%	5.3%	01-Jan-21	
One-Time Digital Data Fee, Theme Set:							
Topographic 1:10,000 1:2,000 or 1:5,000 scale electronic Data	37.60	45.00	46.00	2.2%	22.3%	01-Jan-21	
Aerial Ortho-photo, jpg. Format (6mb maximum)	113.00	116.00	119.00	2.6%	5.3%	01-Jan-21	
Engineering, UCC Central Registry Plans, Thematic and Cartographic Maps (ie. General Use Maps)	15.50	16.00	16.50	3.1%	6.5%	01-Jan-21	
Central Registry Plans - CAD	140.00	143.00	146.00	2.1%	4.3%	01-Jan-21	
Central Registry Plans - pdf	44.00	45.00	46.00	2.2%	4.5%	01-Jan-21	
Water / Wastewater Distribution / Collection Plans							
1:2500 scale - .pdf	33.90	45.00	46.00	2.2%	35.7%	01-Jan-21	
Water/Wastewater - CAD/GIS files 1/;2000	n/a	143.00	146.00	2.1%	n/a	01-Jan-21	

City of Ottawa
Planning, Infrastructure & Economic Development Department
Right of Way, Heritage and Urban Design - User Fees

	2019 Rate \$	2020 Rate \$	2021 Rate \$	% Change Over 2020	% Change Over 2019	Effective Date	2021 Revenue (\$000)
Engineering / Geotechnical Reports/Studies							
Cost per digital report	30.00	31.00	34.00	9.7%	13.3%	01-Jan-21	
Survey Control Book	218.00	223.00	228.00	2.2%	4.6%	01-Jan-21	
Administration and Overhead Charge Applied to the overall cost recovery for any works undertaken for third parties not covered under other agreements, such as developers, school boards, universities or general parties							
	15%	15%	15%	0.0%	0.0%	01-Jan-21	
Total Departmental							-275

Planning, Infrastructure and Economic Development Department

2021 Service Area Summary - Planning Services

Planning Services is part of the Planning, Infrastructure and Economic Development (PIED) Department, a department that champions the city-building priorities from planning and delivering growth opportunities and infrastructure, to managing City assets and investments, to fostering economic prosperity.

Planning Services reports primarily through Planning Committee and includes Development Review – Rural (reports through the Agricultural and Rural Affairs Committee).

Planning Services plays a very important role for the City of Ottawa. By managing the evolution of the city, we are helping to enhance the quality of life so that people can live, prosper and connect in neighbourhoods, buildings and spaces that are vibrant, well designed, safely built and sustainable.

Programs/Services Offered

- Provide multi-disciplinary review and approval of development applications on a geographic basis (including planning, engineering, urban design, parks, environment and trees, transportation and heritage considerations)
- Online development applications search tool providing information on current development applications
- Administer the Brownfields Redevelopment Program
- Compliance and zoning reports
- Provide technical support to the planning application process, including circulation, report coordination, notification and legislative support, and consolidation of legislative instruments
- Procure, customize, and implement a new Land Management System (LMS) to replace the legacy MAP system for business that are provided by Building Code Services, Development Review, Right of Way Permit, and Committee of Adjustment

City of Ottawa
Planning, Infrastructure & Economic Development Department
Planning Services - Operating Resource Requirement
In Thousands (\$000)

	2019	2020		2021	\$ Change over 2020 Budget
	Actual	Forecast	Budget	Estimate	
Expenditures by Program					
Director's Office	1,864	1,712	1,538	1,569	31
Development Review	8,368	8,887	9,540	9,974	434
Gross Expenditure	10,232	10,599	11,078	11,543	465
Recoveries & Allocations	-1,620	-1,269	-1,148	-1,153	-5
Revenue	-13,542	-10,439	-11,039	-12,194	-1,155
Net Requirement	-4,930	-1,109	-1,109	-1,804	-695
Expenditures by Type					
Salaries, Wages & Benefits	9,357	9,382	10,249	10,489	240
Overtime	60	114	114	114	0
Material & Services	414	458	463	463	0
Transfers/Grants/Financial Charges	0	0	0	0	0
Fleet Costs	0	0	0	0	0
Program Facility Costs	0	0	0	0	0
Other Internal Costs	401	645	252	477	225
Gross Expenditures	10,232	10,599	11,078	11,543	465
Recoveries & Allocations	-1,620	-1,269	-1,148	-1,153	-5
Net Expenditure	8,612	9,330	9,930	10,390	460
Revenues By Type					
Federal	0	0	0	0	0
Provincial	0	0	0	0	0
Own Funds	0	0	0	0	0
Fees and Services	-13,542	-10,439	-11,039	-12,194	-1,155
Fines	0	0	0	0	0
Other	0	0	0	0	0
Total Revenue	-13,542	-10,439	-11,039	-12,194	-1,155
Net Requirement	-4,930	-1,109	-1,109	-1,804	-695
Full Time Equivalents			86.03	86.03	0.00

City of Ottawa
Planning, Infrastructure & Economic Development Department
Planning Services - User Fees

	2019 Rate \$	2020 Rate \$	2021 Rate \$	% Change Over 2020	% Change Over 2019	Effective Date	2021 Revenue (\$000)
Development Review Process							
Official Plan Amendment							
Official Plan Amendment ^{2, 5}	20,170.00	24,043.00	24,620.00	2.4%	22.1%	01-Jan-21	
Zoning By-Law Amendments							
Zoning By-Law Amendment Major ^{2, 5}	16,370.00	19,513.00	21,002.00	7.6%	28.3%	01-Jan-21	
Zoning By-Law Amendment Major - Rural ^{2, 5}	16,370.00	18,154.00	19,539.00	7.6%	19.4%	01-Jan-21	
Zoning By-Law Amendment Minor ^{2, 5}	8,410.00	10,025.00	10,790.00	7.6%	28.3%	01-Jan-21	
Zoning By-Law Amendment Minor - Rural ^{2, 5}	8,410.00	9,327.00	10,039.00	7.6%	19.4%	01-Jan-21	
Lifting Holding By-law ^{2, 5}	5,795.00	6,908.00	7,435.00	7.6%	28.3%	01-Jan-21	
Lifting Holding By-law - Rural ^{2, 5}	5,795.00	6,427.00	6,917.00	7.6%	19.4%	01-Jan-21	
Zoning By-law Amendment-Extension of Temporary Use for Garden Suite ^{3, 5}	3,490.00	3,870.00	4,165.00	7.6%	19.3%	01-Jan-21	
Zoning By-law Amendment-Severance of Surplus Farm Dwelling ^{3, 5}	3,490.00	3,870.00	4,165.00	7.6%	19.3%	01-Jan-21	
Subdivision Draft Approval							
Subdivision Draft Approval 1 to 40 units ^{1, 4}	34,770.00	41,446.00	43,406.00	4.7%	24.8%	01-Jan-21	
Subdivision Draft Approval 41 to 250 units ^{1, 4}	62,155.00	74,089.00	77,593.00	4.7%	24.8%	01-Jan-21	
Subdivision Draft Approval 251+ units ^{1, 4}	75,660.00	90,187.00	94,453.00	4.7%	24.8%	01-Jan-21	
Subdivision Draft Approval Non-residential Uses ^{1, 4}	28,970.00	34,532.00	36,165.00	4.7%	24.8%	01-Jan-21	
Subdivision Draft Approval Residential and Non-residential Uses ^{1, 4}	7,620.00	9,083.00	9,513.00	4.7%	24.8%	01-Jan-21	
Subdivision Final Approval							
Subdivision Planning Agreement 1 to 40 units	7,620.00	9,083.00	9,513.00	4.7%	24.8%	01-Jan-21	
Subdivision Planning Agreement 41 to 250 units	8,990.00	10,716.00	11,223.00	4.7%	24.8%	01-Jan-21	
Subdivision Planning Agreement 251+units	11,155.00	13,297.00	13,926.00	4.7%	24.8%	01-Jan-21	
Subdivision Planning Agreement Non-residential Uses ^{1, 4}	3,775.00	4,500.00	4,713.00	4.7%	24.8%	01-Jan-21	
Subdivision Revisions Requiring Circulation	3,775.00	4,500.00	4,713.00	4.7%	24.8%	01-Jan-21	
Subdivision Extension of Draft Plan Approval	3,490.00	4,160.00	4,357.00	4.7%	24.8%	01-Jan-21	

City of Ottawa
Planning, Infrastructure & Economic Development Department
Planning Services - User Fees

	2019 Rate \$	2020 Rate \$	2021 Rate \$	% Change Over 2020	% Change Over 2019	Effective Date	2021 Revenue (\$000)
Plan of Condominium							
Condominium-New Vacant Land/Common Elements -No Concurrent Site Plan ^{1, 4}	31,395.00	37,423.00	38,321.00	2.4%	22.1%	01-Jan-21	
Condominium-New Vacant Land/Common Elements -With Concurrent Site Plan ^{1, 4}	12,750.00	15,198.00	15,563.00	2.4%	22.1%	01-Jan-21	
Condominium - New Standard, Phased or Leasehold	12,750.00	15,198.00	15,563.00	2.4%	22.1%	01-Jan-21	
Condominium - Revision or Extension-Manager Approval - No Public Consultation	2,325.00	2,771.00	2,838.00	2.4%	22.1%	01-Jan-21	
Site Plan Control							
Site Plan Control-New-Sandy Hill Special Site Plan Control Area Without Public Consultation - Alteration	515.00	564.00	607.00	7.6%	17.9%	01-Jan-21	
Site Plan Control-New-Sandy Hill Special Site Plan Control Area Without Public Consultation - New Dwelling Unit(s)	515.00 for each additional dwelling unit to a maximum of three dwelling units	564.00 for each additional dwelling unit to a maximum of three dwelling units	607.00 for each additional dwelling unit to a maximum of three dwelling units	7.6%	17.9%	01-Jan-21	
Site Plan Control-New-Sandy Hill Special Site Plan Control Area Without Public Consultation - New Rooming Unit(s)	515.00 per two additional rooming units to a maximum of six dwelling units	564.00 per two additional rooming units to a maximum of six dwelling units	607.00 per two additional rooming units to a maximum of six dwelling units	7.6%	17.9%	01-Jan-21	

City of Ottawa
Planning, Infrastructure & Economic Development Department
Planning Services - User Fees

	2019 Rate \$	2020 Rate \$	2021 Rate \$	% Change Over 2020	% Change Over 2019	Effective Date	2021 Revenue (\$000)
Site Plan Control continued							
Site Plan Control-New-Sandy Hill Special Site Plan Control Area Without Public Consultation - Addition/New < 275 square meters	n/a	n/a	n/a				
Site Plan Control-New-Sandy Hill Special Site Plan Control Area Without Public Consultation - Addition/New 275 square meters to 350 square metres	525.00	575.00	619.00	7.7%	17.9%	01-Jan-21	
Site Plan Control-New-Sandy Hill Special Site Plan Control Area Without Public Consultation- Addition/New > 350 square metres	2,615.00	2,866.00	3,085.00	7.6%	18.0%	01-Jan-21	
Site Plan - Complex ²	28,996.00	31,780.00	44,502.00	40.0%	53.5%	01-Jan-21	
Site Plan - Standard, non-rural area	9,145.00	10,023.00	15,705.00	56.7%	71.7%	01-Jan-21	
Site Plan - Revision, Complex ²	22,701.00	24,880.00	30,630.00	23.1%	34.9%	01-Jan-21	
Site Plan - Revision, Standard, non-rural area	5,938.00	6,508.00	7,005.00	7.6%	18.0%	01-Jan-21	
Site Plan - Extension, non-rural area	3,331.00	3,651.00	3,930.00	7.6%	18.0%	01-Jan-21	
Site Plan - Street townhouse, not previously approved through the subdivision process	5,938.00	6,508.00	7,005.00	7.6%	18.0%	01-Jan-21	
Site Plan - Standard, rural area	7,995.00	8,483.00	13,156.00	55.1%	64.6%	01-Jan-21	
Site Plan - Rural small, rural area	723.00	767.00	851.00	11.0%	17.7%	01-Jan-21	
Site Plan - Revision, Standard, rural area	723.00	767.00	851.00	11.0%	17.7%	01-Jan-21	
Site Plan - Extension, rural area	723.00	767.00	851.00	11.0%	17.7%	01-Jan-21	
Site Plan - Master, Draft approval ²	28,996.00	31,780.00	34,205.00	7.6%	18.0%	01-Jan-21	
Site Plan - Master, Final approval	1,797.00	1,970.00	2,120.00	7.6%	18.0%	01-Jan-21	
Lifting Part Lot Control							
Lifting Part Lot Control-No Public Consultation	5,660.00	6,747.00	6,909.00	2.4%	22.1%	01-Jan-21	
Lifting Part Lot Control-Extension	724.00	863.00	884.00	2.4%	22.1%	01-Jan-21	
Lifting 30 Cm Reserve							
Lifting 30 Cm Reserve	1,165.00	1,389.00	1,422.00	2.4%	22.1%	01-Jan-21	
Demolition Control							
Demolition Control ^{2, 5}	1,820.00	2,169.00	2,221.00	2.4%	22.0%	01-Jan-21	
Demolition Unit Fee	n/a	5,960.00	6,103.00	2.4%	N/A	01-Jan-21	
Street/Lane Opening & Closing							
Street/Lane Opening	12,750.00	15,198.00	15,563.00	2.4%	22.1%	01-Jan-21	
Street/Lane Closing Travelled Arterial ^{2, 5}	9,390.00	11,193.00	11,462.00	2.4%	22.1%	01-Jan-21	
Street/Lane Closing Untraveled Arterial	9,390.00	11,193.00	11,462.00	2.4%	22.1%	01-Jan-21	
Street/Lane Closing Travelled Road Lane ^{2, 5}	4,295.00	5,120.00	5,243.00	2.4%	22.1%	01-Jan-21	
Street/Lane Closing Untraveled Road Lane	4,295.00	5,120.00	5,243.00	2.4%	22.1%	01-Jan-21	

City of Ottawa
Planning, Infrastructure & Economic Development Department
Planning Services - User Fees

	2019 Rate \$	2020 Rate \$	2021 Rate \$	% Change Over 2020	% Change Over 2019	Effective Date	2021 Revenue (\$000)
Other Planning Applications							
Municipal Review and Concurrence of an Antenna System (ACS2012-ICS-PGM-0045)							
Residential Use Antenna System	338.00	403.00	413.00	2.5%	22.2%	01-Jan-21	
Antenna System	3,025.00	3,606.00	3,693.00	2.4%	22.1%	01-Jan-21	
Gateway Features							
Development Application Gateway Feature - Lump sum per gateway	27,740.00	33,066.00	33,860.00	2.4%	22.1%	01-Jan-21	
Gateway Feature Maintenance Fund (value above \$100,000)	15%	15%	15%	0.0%	0.0%	01-Jan-21	
Engineering Design Review and Inspection Fees							
- value of hard servicing	4.0%	4.5%	4.5%	0.0%	12.5%	01-Jan-21	
- value of soft servicing	2.0%	2.3%	2.3%	0.0%	12.5%	01-Jan-21	
Review of Fourth and Subsequent Engineering Submissions	n/a	2,980.00	3,052.00	2.4%	100.0%	01-Jan-21	
Planning Review of Committee of Adjustment Applications							
Minor Variance Planning Review	380.00	453.00	464.00	2.4%	22.1%	01-Jan-21	
Consent application Planning Review	636.00	758.00	776.00	2.4%	22.0%	01-Jan-21	
Combined Consent/Minor Variance Planning Review	733.00	874.00	895.00	2.4%	22.1%	01-Jan-21	
Historical Land Use Inventory (HLUI)							
Historical Land Use Inventory (HLUI)	105.00	125.00	128.00	2.4%	21.9%	01-Jan-21	
Front Ending Agreements (FEA)							
Front Ending Agreements (FEA)	8,520.00	10,156.00	10,400.00	2.4%	22.1%	01-Jan-21	
Pre-application Consultations							
Pre-application Consultations (Pre-con)	523.00	623.00	638.00	2.4%	22.0%	01-Jan-21	
Rural Park Development Fee							
Park Development Contribution (Rural)	1,905.00 per lot	2,271.00 per lot	2,326.00 per lot	2.4%	22.1%	01-Jan-21	
Revision Fee (All Applications)							
Application Revisions Requiring Circulation	3,335.00	3,975.00	4,070.00	2.4%	22.0%	01-Jan-21	

City of Ottawa
Planning, Infrastructure & Economic Development Department
Planning Services - User Fees

	2019 Rate \$	2020 Rate \$	2021 Rate \$	% Change Over 2020	% Change Over 2019	Effective Date	2021 Revenue (\$000)
Transfer of Review Fees are per the Ministry of Environment and Climate Change							
Notes on above							
¹ On-site sign fee (HST applicable)	627.00	747.00	765.00	2.4%	22.0%	01-Jan-21	
² On-site sign fee (HST applicable)	523.00	623.00	638.00	2.4%	22.0%	01-Jan-21	
³ On-site sign fee (HST applicable)	261.00	311.00	318.00	2.3%	21.8%	01-Jan-21	
⁴ Additional on-site sign fee (HST applicable)	314.00	374.00	383.00	2.4%	22.0%	01-Jan-21	
⁵ Additional on-site sign fee (HST applicable)	261.00	311.00	318.00	2.3%	21.8%	01-Jan-21	
Note: Joint Applications – Where two or more planning applications are submitted at the same time for the same property, the planning fee imposed for such applications shall be reduced by 10%. Applicable applications are: 30cm Reserve, Demolition Control, Lifting of Holding Zone, Official Plan Amendment, Part Lot Control, Plan of Condominium, Plan of Subdivision, Site Plan Control, Street/Lane Closure, Street/Lane Opening, and Zoning By-Law Amendment.							
Legal Fees Related to Planning Applications							
Subdivision Legal Agreement 1 to 40 units	3,600.00	4,291.00	4,394.00	2.4%	22.1%	01-Jan-21	
Subdivision Legal Agreement 41 to 250 units	5,535.00	6,598.00	6,756.00	2.4%	22.1%	01-Jan-21	
Subdivision Legal Agreement 251+ units	7,605.00	9,065.00	9,283.00	2.4%	22.1%	01-Jan-21	
Subdivision Legal Agreement Non-residential	1,390.00	1,657.00	1,697.00	2.4%	22.1%	01-Jan-21	
Subdivision Revision	829.00	988.00	1,012.00	2.4%	22.1%	01-Jan-21	
Site Plan Control-New-Manager Delegated With Public Consultation	2,230.00	2,658.00	2,722.00	2.4%	22.1%	01-Jan-21	
Site Plan Control-New-Manager Delegated Without Public Consultation	2,230.00	2,658.00	2,722.00	2.4%	22.1%	01-Jan-21	
Site Plan Control-Revision-Manager Delegated With Public Consultation	1,120.00	1,335.00	1,367.00	2.4%	22.1%	01-Jan-21	
Site Plan Control-Revision/Extension-Manager Delegated Without Public Consultation	1,120.00	1,335.00	1,367.00	2.4%	22.1%	01-Jan-21	
Site Plan Control-Two-Stage-Final Approval	2,230.00	2,658.00	2,722.00	2.4%	22.1%	01-Jan-21	
Condominium Approval	1,935.00	2,307.00	2,362.00	2.4%	22.1%	01-Jan-21	

City of Ottawa
Planning, Infrastructure & Economic Development Department
Planning Services - User Fees

	2019 Rate \$	2020 Rate \$	2021 Rate \$	% Change Over 2020	% Change Over 2019	Effective Date	2021 Revenue (\$000)
Condominium Revision/Extension	829.00	988.00	1,012.00	2.4%	22.1%	01-Jan-21	
Lifting Part Lot Control	557.00	664.00	680.00	2.4%	22.1%	01-Jan-21	
Lifting Part Lot Control Extension	411.00	490.00	502.00	2.4%	22.1%	01-Jan-21	
Lifting 30 cm Reserve	303.00	361.00	370.00	2.5%	22.1%	01-Jan-21	
Demolition Control By-law Part V	385.00	396.00	406.00	2.5%	5.5%	01-Jan-21	
Street/Lane Opening	1,305.00	1,556.00	1,593.00	2.4%	22.1%	01-Jan-21	
Street/Lane Closing	217.00	259.00	265.00	2.3%	22.1%	01-Jan-21	
Miscellaneous Legal Fees Related to Planning Services Applications							
Easement	522.00	622.00	637.00	2.4%	22.0%	01-Jan-21	
Encroachment	522.00	622.00	637.00	2.4%	22.0%	01-Jan-21	
Encroachment, simple and/or assignment	213.00	254.00	260.00	2.4%	22.1%	01-Jan-21	
Conveyance as a Condition of Development Approval	213.00	254.00	260.00	2.4%	22.1%	01-Jan-21	
Postponement Agreement	213.00	254.00	260.00	2.4%	22.1%	01-Jan-21	
Partial Discharge of Mortgage	213.00	254.00	260.00	2.4%	22.1%	01-Jan-21	
Maintenance & Liability Agreement	451.00	538.00	551.00	2.4%	22.2%	01-Jan-21	
Amending Maintenance and Liability	213.00	254.00	260.00	2.4%	22.1%	01-Jan-21	
Do-It-Yourself Construction Agreement	1,040.00	1,240.00	1,270.00	2.4%	22.1%	01-Jan-21	
Watermain Agreements	213.00	254.00	260.00	2.4%	22.1%	01-Jan-21	
Inhibiting Orders (Routine)	213.00	254.00	260.00	2.4%	22.1%	01-Jan-21	
Inhibiting Orders (Complex)	646.00	770.00	788.00	2.3%	22.0%	01-Jan-21	
Release of Inhibiting Orders (Routine)	144.00	172.00	176.00	2.3%	22.2%	01-Jan-21	
Release of Inhibiting Orders (Complex)	646.00	770.00	788.00	2.3%	22.0%	01-Jan-21	
Early Servicing Agreements - Subdivision	4,195.00	5,000.00	5,120.00	2.4%	22.1%	01-Jan-21	
Deferral Agreement for RDCS	427.00	509.00	521.00	2.4%	22.0%	01-Jan-21	
Release of Deferral Agreement	213.00	254.00	260.00	2.4%	22.1%	01-Jan-21	
Communal Water and Wastewater Agreements	4,195.00	5,000.00	5,120.00	2.4%	22.1%	01-Jan-21	
Private Roadway Agreement	522.00	622.00	637.00	2.4%	22.0%	01-Jan-21	
Release of Site Plan Agreement/Easement	351.00	418.00	428.00	2.4%	21.9%	01-Jan-21	
Pre-servicing Agreement - Site Plan	543.00	647.00	663.00	2.5%	22.1%	01-Jan-21	
Agreements arising from Consent Applications	1,330.00	1,585.00	1,623.00	2.4%	22.0%	01-Jan-21	
Agreements arising from Minor Variance	522.00	622.00	637.00	2.4%	22.0%	01-Jan-21	
Well Agreement	213.00	236.00	242.00	2.5%	13.6%	01-Jan-21	
Front Ending Agreement	5,715.00	6,812.00	6,975.00	2.4%	22.0%	01-Jan-21	
Other Agreements arising from Committee of Adjustment Applications	351.00	418.00	428.00	2.4%	21.9%	01-Jan-21	

City of Ottawa
Planning, Infrastructure & Economic Development Department
Planning Services - User Fees

	2019 Rate \$	2020 Rate \$	2021 Rate \$	% Change Over 2020	% Change Over 2019	Effective Date	2021 Revenue (\$000)
Miscellaneous Legal Fees Related to Planning Services Applications continued							
Amending Site Plan Agreement Not Covered by Development Application Fee	985.00	1,174.00	1,202.00	2.4%	22.0%	01-Jan-21	
Amending Subdivision Agreement Not Covered by Development Application Fee	1/2 Primary Agreement Legal Fee	1/2 Primary Agreement Legal Fee	1/2 Primary Agreement Legal Fee	0.0%	0.0%	01-Jan-21	
Miscellaneous Agreement Arising from Development Applications	572.00	682.00	698.00	2.3%	22.0%	01-Jan-21	
Release of Miscellaneous Agreement Arising from Development Applications	213.00	254.00	260.00	2.4%	22.1%	01-Jan-21	
Traffic Signal Agreement	213.00	254.00	260.00	2.4%	22.1%	01-Jan-21	
Municipal Covenant Agreement	213.00	254.00	260.00	2.4%	22.1%	01-Jan-21	
Consolidation Agreement and other simple Agreements	213.00	254.00	260.00	2.4%	22.1%	01-Jan-21	
Community Improvement Plan (Development Assistance) Grant Agreement	213.00	254.00	260.00	2.4%	22.1%	01-Jan-21	
Road Modification Agreement	572.00	682.00	698.00	2.3%	22.0%	01-Jan-21	
Other Agreements - Complex	646.00	770.00	788.00	2.3%	22.0%	01-Jan-21	
Other Agreements - Simple	213.00	254.00	260.00	2.4%	22.1%	01-Jan-21	
Limiting Distance Agreement	213.00	254.00	260.00	2.4%	22.1%	01-Jan-21	
Section 37 Bonusing Agreement	213.00	254.00	260.00	2.4%	22.1%	01-Jan-21	
Brownfield Agreement	213.00	254.00	260.00	2.4%	22.1%	01-Jan-21	
Municipal Responsibility Agreement	1,280.00	1,526.00	1,563.00	2.4%	22.1%	01-Jan-21	
Cost Sharing Agreement	1,280.00	1,526.00	1,563.00	2.4%	22.1%	01-Jan-21	
Total Departmental							-1,155

Planning, Infrastructure and Economic Development Department

2021 Service Area Summary - Building Code Services

Building Code Services (BCS) is part of the Planning, Infrastructure and Economic Development (PIED) Department, a department that champions the city-building priorities from planning and delivering growth opportunities and infrastructure, to managing City assets and investments, to fostering economic prosperity. BCS is the regulatory authority for building construction for the City and enforces the Ontario Building Code (OBC) to protect the public. The OBC establishes uniform minimum standards for health, life safety, fire protection, accessibility, energy efficiency and structural sufficiency that must be included in the design and construction of a building.

Building Code Services

- Reviews construction plans for all new/renovated buildings, assigns municipal addresses, issues building and demolition permits, and inspects building construction to ensure compliance with permit plans, OBC and applicable laws;
- Coordinates prosecution of non-compliant construction and manages investigations in response to legal claims; and
- Assists property owners, builders, architects, designers and engineers by providing direction in the application and interpretation of the Building Code Act, the OBC, and applicable laws (e.g. Zoning By-law, Nutrient Management Act, etc.) to ensure construction meets the safety and performance standards.

In accordance with the Building Code Act, building permit fees are set to only recover the costs associated with servicing building permits and enforcing the Act and Code. A Building Code Reserve Fund has been established in order to safeguard the City's ability to continue to enforce the Act and Code and avert passing on the associated costs to general taxation.

Programs/Services Offered

- Provide frontline development information to clients
- Provide OBC expert advice to the industry and all stakeholders
- Review construction plans for all new/renovated buildings
- Calculate and collect building permit and related charges including development charges
- Issue building and demolition permits
- Conduct inspections of building construction, renovations and unsafe buildings
- Issue orders, prosecute non-compliant construction and manage legal claims
- Ensure buildings formerly used for Marijuana Grow Operations are remediated
- Municipal addressing – policy direction, naming, assignment of civic numbers
- Access to building permit records
- Process Agency letters of Approval (liquor licence, day cares, all care facilities, etc.)

City of Ottawa
Planning, Infrastructure & Economic Development Department
Building Code Services - Operating Resource Requirement
In Thousands (\$000)

	2019	2020		2021	\$ Change over 2020 Budget
	Actual	Forecast	Budget	Estimate	
Expenditures by Program					
Building Code Services - OPCR	559	622	642	652	10
Building Code Service - Ontario Building Code	25,587	25,039	27,219	27,759	540
Gross Expenditure	26,146	25,661	27,861	28,411	550
Recoveries & Allocations	-792	-320	-320	-320	0
Revenue	-25,938	-25,481	-27,981	-28,531	-550
Net Requirement	-584	-140	-440	-440	0
Expenditures by Type					
Salaries, Wages & Benefits	15,460	16,136	18,336	18,706	370
Overtime	625	602	602	602	0
Material & Services	1,567	889	889	889	0
Transfers/Grants/Financial Charges	463	0	0	0	0
Fleet Costs	285	262	262	262	0
Program Facility Costs	0	0	0	0	0
Other Internal Costs	7,746	7,772	7,772	7,952	180
Gross Expenditures	26,146	25,661	27,861	28,411	550
Recoveries & Allocations	-792	-320	-320	-320	0
Net Expenditure	25,354	25,341	27,541	28,091	550
Revenues By Type					
Federal	0	0	0	0	0
Provincial	0	0	0	0	0
Own Funds	0	-2,178	-2,178	-2,178	0
Fees and Services	-25,938	-23,303	-25,803	-26,353	-550
Fines	0	0	0	0	0
Other	0	0	0	0	0
Total Revenue	-25,938	-25,481	-27,981	-28,531	-550
Net Requirement	-584	-140	-440	-440	0
Full Time Equivalents			187.89	187.89	0.00

City of Ottawa
Planning, Infrastructure & Economic Development Department
Building Code Services - User Fees

	2019 Rate \$	2020 Rate \$	2021 Rate \$	% Change Over 2020	% Change Over 2019	Effective Date	2021 Revenue (\$000)
Building Code Services (OPCR) section							
Other Permits and Compliance Reporting							
Agency Letters*	411.00	421.00	431.00	2.4%	4.9%	01-Jan-21	
Pool Enclosures	205.00	210.00	215.00	2.4%	4.9%	01-Jan-21	
Permanent signs on private property	383.00	392.00	401.00	2.3%	4.7%	01-Jan-21	
Permanent signs on private property - eportal	341.00	349.00	357.00	2.3%	4.7%	01-Jan-21	
Directional Development Sign	383.00	392.00	401.00	2.3%	4.7%	01-Jan-21	
Development Sign - Development area ≤ 1,000 m2	383.00	392.00	401.00	2.3%	4.7%	01-Jan-21	
Development Sign - Development area 1,000 to 5,000 m2	698.00	715.00	732.00	2.4%	4.9%	01-Jan-21	
Development Sign - Development area > 5,000 m2	1,350.00	1,383.00	1,416.00	2.4%	4.9%	01-Jan-21	
Static Billboard Sign Permit	2,135.00	2,187.00	2,239.00	2.4%	4.9%	01-Jan-21	
Digital Billboard Sign Permit	2,830.00	2,899.00	2,969.00	2.4%	4.9%	01-Jan-21	
Sign Impound and Storage Fees (per Month)	175.00	179.00	183.00	2.2%	4.6%	01-Jan-21	
Sign Encroachment (Initial) (per sign)	320.00	328.00	336.00	2.4%	5.0%	01-Jan-21	
Sign Encroachment (Renewal)	127.00	130.00	133.00	2.3%	4.7%	01-Jan-21	
Signs Minor Variance	1,990.00	2,039.00	2,088.00	2.4%	4.9%	01-Jan-21	
Digital Billboard Sign Minor Variance	2,830.00	2,899.00	2,969.00	2.4%	4.9%	01-Jan-21	
Message Centre Sign Permit	543.00	556.00	569.00	2.3%	4.8%	01-Jan-21	
Digital menu Board with Changing Messages	445.00	456.00	467.00	2.4%	4.9%	01-Jan-21	
Home Based Business and Bed and Breakfast Sign Permit	213.00	218.00	223.00	2.3%	4.7%	01-Jan-21	
Application for Access to Sign/Pool Enclosure Permit Records (excluding reproduction costs)	69.00	71.00	73.00	2.8%	5.8%	01-Jan-21	
Copies- Paper (per page)*	0.30	0.30	0.30	0.0%	0.0%	01-Jan-21	
Copies- USB (per USB)*	15.70	16.00	16.40	2.5%	4.5%	01-Jan-21	
Copies- drawings (per drawing)*	10.50	10.75	11.05	2.8%	5.2%	01-Jan-21	
Zoning and Building Code Compliance Reports							
Zoning Information letter - Dev Info Officer	193.00	198.00	203.00	2.5%	5.2%	01-Jan-21	
Zoning Designation and List of Permitted Uses	193.00	198.00	203.00	2.5%	5.2%	01-Jan-21	

City of Ottawa
Planning, Infrastructure & Economic Development Department
Building Code Services - User Fees

	2019 Rate \$	2020 Rate \$	2021 Rate \$	% Change Over 2020	% Change Over 2019	Effective Date	2021 Revenue (\$000)
Residential - 4 suites or less per Building							
Summary	112.00	115.00	118.00	2.6%	5.4%	01-Jan-21	
Zoning (plus mobile home, vacant land)	241.00	247.00	253.00	2.4%	5.0%	01-Jan-21	
Update	112.00	115.00	118.00	2.6%	5.4%	01-Jan-21	
Residential - more than 4 suites per Building. Commercial / Industrial / Institutional / Mixed Use - 10 suites and under per Building							
Summary	112.00	247.00	253.00	2.4%	125.9%	01-Jan-21	
Zoning	619.00	634.00	649.00	2.4%	4.8%	01-Jan-21	
Update (includes over 10 suites)	241.00	247.00	253.00	2.4%	5.0%	01-Jan-21	
Commercial /Industrial / Institutional/Mixed use - over 10 suites per Building and/or up to 3 Buildings							
Summary	660.00 + 200.00 for each additional building	675.00 + 205.00 for each additional building	690.00 + 210.00 for each additional building	2.2%	4.5%	01-Jan-21	
Zoning (plus shopping centre up to 3 buildings - mobile home park over 10 suites)	1,795.00 + 550.00 for each additional building	1,840.00 + 560.00 for each additional building	1,885.00 + 575.00 for each additional building	2.4%	5.0%	01-Jan-21	
Update	461.00	472.00	483.00	2.3%	4.8%	01-Jan-21	
Compliance Reports with Agreements							
Report	375.00 + 110.00 for each amending agreement	385.00 + 110.00 for each amending agreement	395.00 + 113.00 for each amending agreement	2.6%	5.3%	01-Jan-21	
Rooming House compliance report	56.00	57.00	58.00	1.8%	3.6%	01-Jan-21	
Release of Agreement	515.00 + 110.00 for each amending agreement	530.00 + 110.00 for each amending agreement	545.00 + 113.00 for each amending agreement	2.8%	5.8%	01-Jan-21	
Pool Enclosure	188.00	193.00	198.00	2.6%	5.3%	01-Jan-21	

City of Ottawa
Planning, Infrastructure & Economic Development Department
Building Code Services - User Fees

	2019 Rate \$ per square foot	2019 Rate \$ per square meter	2020 Rate \$ per square foot	2020 Rate \$ per square meter	2021 Rate \$ per square foot	2021 Rate \$ per square meter	% Change Over 2020	% Change Over 2019	Effective Date	2021 Revenue (\$000)
Building Code Services										
Building Classification by Major Occupancy										
Group A (Assembly occupancies) with a minimum fee of \$98										
All (except as noted below)	1.25	13.43	1.49	16.12	1.53	16.50	2.4%	22.9%	01-Jan-21	
School, College, University	1.49	16.06	1.79	19.27	1.83	19.74	2.4%	22.9%	01-Jan-21	
Community Centre, Theatre Arena, Recreational Facility	1.69	18.18	2.03	21.82	2.08	22.34	2.4%	22.9%	01-Jan-21	
Group B (Institutional Occupancies) with a fee of \$98										
Hospital and Detention facility	1.99	21.42	2.39	25.71	2.45	26.32	2.4%	22.9%	01-Jan-21	
All other B occupancies	1.25	13.43	1.49	16.12	1.53	16.50	2.4%	22.9%	01-Jan-21	
Group C (Residential Occupancies) with a minimum fee of \$98										
Single Detached Unit, Semi-Detached, Row house, Stacked Townhouse and Duplex	0.84	9.10	1.01	10.92	1.03	11.18	2.4%	22.9%	01-Jan-21	
Master Plan Permits for Single Detached Unit, Semi-Detached, Row house and Stacked Townhouse	0.73	7.82	0.87	9.38	0.89	9.60	2.4%	22.9%	01-Jan-21	
Finished basement for above residential	0.20	2.21	0.24	2.65	0.25	2.72	2.4%	22.9%	01-Jan-21	
Apartment Building (Part 9)	0.89	9.60	1.07	11.52	1.10	11.79	2.4%	22.9%	01-Jan-21	
Other Apartment Buildings, Motel, and all Hotels (Part 3)		1.10		1.32		1.35	2.4%	22.9%	01-Jan-21	

City of Ottawa
Planning, Infrastructure & Economic Development Department
Building Code Services - User Fees

	2019 Rate \$ per square foot	2019 Rate \$ per square meter	2020 Rate \$ per square foot	2020 Rate \$ per square meter	2021 Rate \$ per square foot	2021 Rate \$ per square meter	% Change Over 2020	% Change Over 2019	Effective Date	2021 Revenue (\$000)
Group D (Business and Personal Service Occupancies) with a minimum of \$98										
Office Building less or equal to 10 Storeys	1.05	11.31	1.26	13.57	1.29	13.89	2.4%	22.9%	01-Jan-21	
Office Buildings more than 10 Storeys	1.30	13.94	1.56	16.73	1.60	17.13	2.4%	22.9%	01-Jan-21	
Bank, Medical Office, Police and Fire Station	1.19	12.83	1.43	15.40	1.47	15.77	2.4%	22.9%	01-Jan-21	
Group E (Mercantile Occupancies) with a minimum fee of \$98										
All	0.89	9.60	1.07	11.52	1.10	11.79	2.4%	22.9%	01-Jan-21	
Group F (Industrial Occupancies) with a minimum fee of \$98										
Industrial building, Warehouse	0.70	7.56	0.84	9.07	0.86	9.29	2.4%	22.9%	01-Jan-21	
Office area in any industrial building (car dealership)	0.89	9.60	1.07	11.52	1.10	11.79	2.4%	22.9%	01-Jan-21	
Parking Garage (below or above grade) and lightly serviced warehouse	0.35	3.75	0.42	4.49	0.43	4.60	2.4%	22.9%	01-Jan-21	
Multi level underground parking garage	0.45	4.85	0.54	5.82	0.55	5.96	2.4%	22.9%	01-Jan-21	
Single storey Self-Storage building	0.35	3.75	0.42	4.49	0.43	4.60	2.4%	22.9%	01-Jan-21	
Miscellaneous with a minimum fee of \$98										
Shell Building for any classification above - Fee reduce by:	0.25	2.72	0.31	3.26	0.31	3.34	2.4%	22.9%	01-Jan-21	
First time fit-up for any classification above (full floor area)		0.25		0.31		0.31	2.4%	22.9%	01-Jan-21	

City of Ottawa
Planning, Infrastructure & Economic Development Department
Building Code Services - User Fees

	2019 Rate \$	2020 Rate \$	2021 Rate \$	% Change Over 2020	% Change Over 2019	Effective Date	2021 Revenue (\$000)
Other - rate based on a per \$1000 or part thereof of the estimated valuation of the work, with a minimum fee of \$98							
Tenant fit-up	8.75/80.00	10.50/96.00	10.75/98.00	2.4%	22.9%	01-Jan-21	
Homeowner projects (interior alterations, decks, etc)	8.75/80.00	10.50/96.00	10.75/98.00	2.4%	22.9%	01-Jan-21	
Farm building	6.13/80.00	7.36/96.00	7.54/98.00	2.4%	23.0%	01-Jan-21	
Any construction where the Gross Floor Area (GFA) cannot be applied	8.75/80.00	10.50/96.00	10.75/98.00	2.4%	22.9%	01-Jan-21	
Construct - Limited Authorization	8.75/80.00	10.50/96.00	10.75/98.00	2.4%	22.9%	01-Jan-21	
Permit to demolish - \$ for the first 5000 sq. ft of floor area, plus \$ for each add 1000 sq. ft (92.9 sq. m) of GFA or part thereof	80.00/8.75	96.00/10.50	98.00/10.75	2.1%	22.5%	01-Jan-21	
Other - Flat Fees							
Certification of Master Plan	86.00	103.00	106.00	2.9%	23.3%	01-Jan-21	
Plumbing work only	86.00	103.00	98.00	-4.9%	14.0%	01-Jan-21	
Application for lot severances - requiring plumbing inspections to ensure separate plumbing services can be provided	86.00	103.00	105.00	1.9%	22.1%	01-Jan-21	
Application for access to Building Permits Records (excluding reproduction costs) - per application	69.00	71.00	73.00	2.8%	5.8%	01-Jan-21	
Copies - Paper (per page) *	0.30	0.30	0.30	0.0%	0.0%	01-Jan-21	
Copies - USB (per USB) *	15.70	16.00	16.40	2.5%	4.5%	01-Jan-21	
Copies - Plan Sheet (per Plan Sheet) *	10.50	10.75	11.00	2.3%	4.8%	01-Jan-21	

City of Ottawa
Planning, Infrastructure & Economic Development Department
Building Code Services - User Fees

	2019 Rate \$	2020 Rate \$	2021 Rate \$	% Change Over 2020	% Change Over 2019	Effective Date	2021 Revenue (\$000)
Fees in Addition to Regular Permit Fees							
Conditional Permit - \$316 for single detached unit, semi detached and row house unit and \$949 for all other buildings/construction projects	300.00/900.00	309.00/927.00	316.00/949.00	2.3%	5.3%	01-Jan-21	
Change of use	86.00	103.00	105.00	1.9%	22.1%	01-Jan-21	
Partial Permit	200.00	240.00	246.00	2.5%	23.0%	01-Jan-21	
Transfer of application or permit	80.00	96.00	98.00	2.1%	22.5%	01-Jan-21	
Re-examination (application with certified master plan) - Change of one certified master plan for another	269.00	323.00	331.00	2.5%	23.0%	01-Jan-21	
Re-examination fee - all other applications where substantial change - Additional 10% of fee rate based on same building classification by major occupancy of the original permit	10.0%	10.0%	10.0%	0.0%	0.0%	01-Jan-21	
Revision to permit- Master Plan - Change of one certified master plan for another	269.00	323.00	331.00	2.5%	23.0%	01-Jan-21	
Revision to permit- other \$ fee per \$1000 construction value, minimum \$98	8.75/80.00	10.50/96.00	10.75/98.00	2.4%	22.9%	01-Jan-21	
Revision to permit for farm building \$ fee per \$1000 construction value, minimum \$98 (OFA Registration required)	6.13/80.00	7.36/96.00	7.54/98.00	2.4%	23.0%	01-Jan-21	

City of Ottawa
Planning, Infrastructure & Economic Development Department
Building Code Services - User Fees

	2019 Rate \$	2020 Rate \$	2021 Rate \$	% Change Over 2020	% Change Over 2019	Effective Date	2021 Revenue (\$000)
Administrative Surcharge: Permit to Demolish where the building was located on property subject to the Demolition Control By-law 2012-377	1,000.00	1,000.00	1,000.00	0.0%	0.0%	01-Jan-21	
Administrative Surcharge: Permit to Demolish where the building was located on property subject to the Heritage Act	3,000.00	3,000.00	3,000.00	0.0%	0.0%	01-Jan-21	
Administrative Surcharge: Partial Permit to Construct: 50% of permit fees calculated for the complete building for the Partial Permit to Construct up to a maximum of \$5000 for each stage of construction	50%/5,000.00	50%/5,000.00	50%/5,000.00	0.0%	0.0%	01-Jan-21	
Administrative Surcharge: Regular Permit to Construct: 50% of permit fees calculated for a regular Permit to Construct up to a maximum of \$10,000	50%/10,000.00	50%/10,000.00	50%/10,000.00	0.0%	0.0%	01-Jan-21	
Administrative Surcharge: 15% of recovery costs paid to third party contractors for property owners' non-compliance with the Building Code Act.	15%	15%	15%			01-Jan-21	
Deferral of revocation	300.00	300.00	307.00	2.3%	2.3%	01-Jan-21	
Alternative Solution - Tier 1 Review Process \$920, Tier II Review Process - \$370 per application	750.00/300.00	900.00/360.00	920.00/370.00	2.2%	22.7%	01-Jan-21	
Limiting Distance Agreements	300.00	331.00	339.00	2.4%	13.0%	01-Jan-21	
Demolition Agreement	376.00	396.00	406.00	2.5%	8.0%	01-Jan-21	
Refundable inspection fee for single detached, semi-detached, row house or townhouse dwelling units	300.00	300.00	300.00	0.0%	0.0%	01-Jan-21	
Re-inspection fee for single, semi-detached, row house or townhouse dwelling units - per inspection	100.00	100.00	100.00	0.0%	0.0%	01-Jan-21	

City of Ottawa
Planning, Infrastructure & Economic Development Department
Building Code Services - User Fees

	2019 Rate \$	2020 Rate \$	2021 Rate \$	% Change Over 2020	% Change Over 2019	Effective Date	2021 Revenue (\$000)
Remediation Type 1	960.00	988.00	1,012.00	2.4%	5.4%	01-Jan-21	
Remediation Type 2	1,705.00	1,755.00	1,797.00	2.4%	5.4%	01-Jan-21	
Remediation Type 3	425.00	437.00	447.00	2.3%	5.2%	01-Jan-21	
Remediation Type 4	1,065.00	1,095.00	1,121.00	2.4%	5.3%	01-Jan-21	
Remediation Type 5(a)	215.00	221.00	226.00	2.3%	5.1%	01-Jan-21	
Private Roadway Naming	1,880.00	1,935.00	1,981.00	2.4%	5.4%	01-Jan-21	
Private Roadway Naming (submitted on same day as Site Plan Control application for the same lands)	1,350.00	1,390.00	1,423.00	2.4%	5.4%	01-Jan-21	
Highway Name Change (Street Name Change)	2,715.00	2,795.00	2,862.00	2.4%	5.4%	01-Jan-21	
Highway Name Dedication (Street Name Dedication)	1,630.00	1,677.00	1,717.00	2.4%	5.3%	01-Jan-21	
Civic Number Change	223.00	230.00	236.00	2.6%	5.8%	01-Jan-21	
911 Blade Sign and Post (Installed by City)	92.00	94.00	96.00	2.1%	4.3%	01-Jan-21	
911 Replacement Blade Sign and Post (Installed by the City)	92.00	94.00	96.00	2.1%	4.3%	01-Jan-21	
911 Replacement Blade Sign and Post (Installed by Owner)	56.00	57.00	58.00	1.8%	3.6%	01-Jan-21	
911 Replacement Blade Only	31.00	32.00	33.00	3.1%	6.5%	01-Jan-21	
Total Departmental							-550

Note:

*HST applicable

Planning, Infrastructure and Economic Development 2021 Service Area Summary - Long-Range Planning

Economic Development and Long-Range Planning – Long-Range Planning includes Community Planning, Official Plan/City Wide Policy, Zoning & Interpretation and is part of the Planning, Infrastructure and Economic Development (PIED) Department, a department that champions the city-building priorities from planning and delivering growth opportunities and infrastructure, to managing City assets and investments, to fostering economic prosperity.

Official Plan Review: preparing the City's Official Plan, appeals to policy documents, and long-term urban planning strategy and policy.

Community Planning: neighbourhood planning, including Community Design Plans, Secondary Plans, Transit-Oriented Development Plans, and Neighbourhood Revitalization Plans.

Zoning & Interpretation: oversight, maintenance and updating of the Zoning by-law, by-law preparation, and city-wide and area-specific land use studies.

City of Ottawa
Planning, Infrastructure & Economic Development Department
Long Range Planning - Operating Resource Requirement
In Thousands (\$000)

	2019	2020		2021	\$ Change over 2020 Budget
	Actual	Forecast	Budget	Estimate	
Expenditures by Program					
Long Range Planning	2,859	3,339	3,069	3,314	245
Gross Expenditure	2,859	3,339	3,069	3,314	245
Recoveries & Allocations	-548	-715	0	0	0
Revenue	-60	-4	-4	-4	0
Net Requirement	2,251	2,620	3,065	3,310	245
Expenditures by Type					
Salaries, Wages & Benefits	2,515	2,815	2,175	2,420	245
Overtime	22	9	9	9	0
Material & Services	311	506	876	876	0
Transfers/Grants/Financial Charges	0	0	0	0	0
Fleet Costs	0	0	0	0	0
Program Facility Costs	0	0	0	0	0
Other Internal Costs	11	9	9	9	0
Gross Expenditures	2,859	3,339	3,069	3,314	245
Recoveries & Allocations	-548	-715	0	0	0
Net Expenditure	2,311	2,624	3,069	3,314	245
Revenues By Type					
Federal	0	0	0	0	0
Provincial	0	0	0	0	0
Own Funds	-60	0	0	0	0
Fees and Services	0	-4	-4	-4	0
Fines	0	0	0	0	0
Other	0	0	0	0	0
Total Revenue	-60	-4	-4	-4	0
Net Requirement	2,251	2,620	3,065	3,310	245
Full Time Equivalents			17.33	17.33	0.00

City of Ottawa
 Planning, Infrastructure & Economic Development Department
 Long Range Planning - User Fees

	2019 Rate \$	2020 Rate \$	2021 Rate \$	% Change Over 2020	% Change Over 2019	Effective Date	2021 Revenue (\$000)
Legal Non-Conforming Rights							
Legal Non-Conforming Rights	533.00	635.00	650.00	2.4%	22.0%	01-Jan-21	
Total Departmental							0

Note:

*HST applicable

Community and Social Services Department

2021 Service Area Summary - Affordable Housing

The Affordable Housing branch, under the Action Ottawa Program, works with the private, not-for-profit and charitable sectors on the development of new affordable and supportive housing for low-income individuals and families in Ottawa to advance the objectives of the City's 10 Year Housing and Homelessness Plan.

Housing Services operates within the Community and Social Services department (CSS). The Community and Protective Services committee oversees the Community and Social Services department, except for Affordable Housing, which is overseen by the Planning Committee.

Programs/Services Offered

- Administration, delivery and monitoring of new affordable housing programs to create affordable and/or supportive housing for people living on low to moderate incomes.
- Administration, delivery and monitoring of the Ontario Renovates Program.

City of Ottawa
Community & Social Services Department
Affordable Housing - Operating Resource Requirement
In Thousands (\$000)

	2019	2020		2021	\$ Change over 2020 Budget
	Actual	Forecast	Budget	Estimate	
Expenditures by Program					
Affordable Housing	8,913	1,498	1,498	8,548	7,050
Gross Expenditure	8,913	1,498	1,498	8,548	7,050
Recoveries & Allocations	0	0	0	0	0
Revenue	-23	0	0	0	0
Net Requirement	8,890	1,498	1,498	8,548	7,050
Expenditures by Type					
Salaries, Wages & Benefits	402	498	498	508	10
Overtime	0	0	0	0	0
Material & Services	11	0	0	0	0
Transfers/Grants/Financial Charges	8,500	1,000	1,000	8,040	7,040
Fleet Costs	0	0	0	0	0
Program Facility Costs	0	0	0	0	0
Other Internal Costs	0	0	0	0	0
Gross Expenditures	8,913	1,498	1,498	8,548	7,050
Recoveries & Allocations	0	0	0	0	0
Net Expenditure	8,913	1,498	1,498	8,548	7,050
Revenues By Type					
Federal	0	0	0	0	0
Provincial	-23	0	0	0	0
Own Funds	0	0	0	0	0
Fees and Services	0	0	0	0	0
Fines	0	0	0	0	0
Other	0	0	0	0	0
Total Revenue	-23	0	0	0	0
Net Requirement	8,890	1,498	1,498	8,548	7,050
Full Time Equivalents			4.00	4.00	0.00

City Of Ottawa
2021 Draft Capital Budget
Planning Committee
Funding Summary
In Thousands \$(000's)

Project Description	Revenues	Gas Tax	Tax Supported/ Dedicated	Develop. Charges	Tax Supported/ Dedicated Debt	Grand Total
Housing Services						
Growth						
909890 Ontario Priorities Housing Initiative	6,137	-	-	-	-	6,137
910240 Municipal Invest Affordable Housing 2021	-	-	13,400	1,600	-	15,000
Growth Total	6,137	-	13,400	1,600	-	21,137
Housing Services Total	6,137	-	13,400	1,600	-	21,137
Planning & Development						
Growth						
907880 DC By-Law - 2019 Study Update	-	-	-	430	-	430
910122 Zoning By-law Re-write	-	-	135	1,215	-	1,350
Growth Total	-	-	135	1,645	-	1,780
Service Enhancements						
906930 Planning - Land Mngmt Solution - LMS	-	-	500	-	-	500
909486 New Official Plan	-	-	750	-	-	750
909981 CoA - Land Mngmt Solution (LMS)	-	-	454	-	-	454
Service Enhancements Total	-	-	1,704	-	-	1,704
Planning & Development Total	-	-	1,839	1,645	-	3,484
Grand Total	6,137	-	15,239	3,245	-	24,621