

## 8. Inspections and Licencing

### 8.1 Commercial and Housing Inspections

#### Excess Commercial and Housing Inspections

<p><b>Inspection cannot be performed</b> (in addition to the fees listed, each site visit also consumes one of the inspections included in the permit fee)</p> <ul style="list-style-type: none"> <li>• Work not ready for inspection when inspection arranged                             <ul style="list-style-type: none"> <li>○ All defects not corrected at time of re-inspection</li> <li>○ Plumbing, electrical, HVAC or structure not ready</li> <li>○ More than 10 defects identified</li> </ul> </li> <li>• Incorrect/Insufficient information provided                             <ul style="list-style-type: none"> <li>○ Truss drawings (floor and roof) not on-site</li> <li>○ Accepted construction drawings not on-site</li> </ul> </li> <li>• No address on site, building, or suite</li> <li>• Inspector unable to gain access</li> <li>• Inspection cancelled same day</li> <li>• Unsafe work site</li> </ul>	<p>\$182 ea.</p> <p>\$182 ea.</p> <p>\$182 ea.</p> <p>\$182 ea.</p> <p>\$182 ea.</p> <p>\$482 ea.</p>
<p><b>Extra Inspections-Commercial</b> (applied in cases where a re-inspection of a defect is required, Fire Prevention inspections and any other additional inspections.)</p> <ul style="list-style-type: none"> <li>• 1<sup>st</sup></li> <li>• 2<sup>nd</sup></li> <li>• 3<sup>rd</sup> and subsequent</li> </ul>	<p>\$152</p> <p>\$302</p> <p>\$422</p>
<p><b>Extra inspections-Housing</b></p> <ul style="list-style-type: none"> <li>• 1<sup>st</sup></li> <li>• 2<sup>nd</sup></li> <li>• 3<sup>rd</sup> and subsequent</li> </ul>	<p>\$122</p> <p>\$242</p> <p>\$362</p>
<p><b>Inspections conducted outside office hours</b></p> <ul style="list-style-type: none"> <li>• first two hours or portion thereof, per inspector</li> <li>• each additional hour or portion thereof, per inspector</li> </ul>	<p>\$540</p> <p>\$182/hr.</p>
<p><b>Inspection to identify Non-compliance</b></p>	<p>\$182/hr</p>
<p>Stagnant Permit/Failure to Call for Inspection</p> <ul style="list-style-type: none"> <li>• Failure to either call for an inspection or to notify the City that work has been initiated within a 6-month period after the permit has been issued.</li> <li>• Failure to call for an inspection within two weeks of the end of each quarter for an Electrical Annual permit.</li> </ul>	<p>\$61</p> <p>\$61</p>
<p><b>Deposit for permit extension request for work initiation or completion</b> (this deposit to be refunded, without interest, if work is initiated or completed within the extended time period)</p>	<p>40% of permit fees</p>
<p><b>Housing</b> - Failure to call for a re-inspection of a defect or to obtain an extension from the City within 1 month of a defect being identified</p>	<p>\$182</p>
<p><b>Commercial</b> - Failure to call for a re-inspection of a defect or to obtain an extension from the City within seven (7) working days of a defect being identified</p>	<p>\$182</p>
<p>Failure to close a permit or obtain a formal extension from the City within 3 years of permit being issued</p>	<p>\$242</p>

**Notes:**

- Permits for new single-family and two-family dwellings, detached secondary suites and additions, the number of inspections included in a project would be 7 (3 for building, 2 for plumbing, and 2 for electrical if applicable to the construction project). Since most of the required inspection points can be combined to include more than one permit, the inspections can be ‘transferred’ between permits on these projects. However, for many interior renovation projects or accessory structure (external to the house) projects which might include more than one permit (e.g. a garage with a building and electrical permit), the inspections would not be transferable because each electrical or plumbing contractor will typically call for inspections independently.
- There are two inspections in total per flood proofing permit package.

**8.2 Contractor Licence Fees**

**Plumbing/ Electrical/ Mechanical/ Demolition Contractors**

Contractor examination fee	\$110
Contractor licence - late renewal fee	\$110
Re-application fee (to re-activate a previously inactivated mechanical or demolition contractor licence)	\$110

**Plumbing Contractors**

One-year licence	\$263
Three-year licence	\$742

**Electrical Contractors**

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

**Mechanical Contractors**

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

**Demolition Contractors**

"D1" – one-year licence	\$263
"D2" – one-year licence	\$176
"D-Prime" – one-year licence	\$263