



Draft

BUDGET

2025

Investing in what matters, fighting for affordability

Table of Contents

| | |
|---|----|
| Planning and Housing Committee | |
| GM's Office & Business and Technical Support Services | 1 |
| Service Area Summary | 1 |
| Operating Resource Requirement | 2 |
| Right of Way, Heritage and Urban Design Services | 3 |
| Service Area Summary | 3 |
| Operating Resource Requirement | 4 |
| User Fees | 6 |
| Planning Services | 11 |
| Service Area Summary | 11 |
| Operating Resource Requirement | 12 |
| User Fees | 13 |
| Building Code Services | 20 |
| Service Area Summary | 20 |
| Operating Resource Requirement | 21 |
| User Fees | 22 |
| Affordable Housing | 30 |
| Service Area Summary | 30 |
| Operating Resource Requirement | 31 |
| Capital Funding Summary | 32 |

Business and Technical Support Services – Planning, Development and Building Services

2025 Service Area Summary

The Business and Technical Support Services unit (BTSS) provides centralized strategic and operational support to all services within the department. It provides key business support functions and expertise such as project and program management, communications, legislative agenda, audit coordination, policy review and development, digital services support, and fulfilling corporate obligations and reporting. The BTSS supports the General Manager's office, department leadership, and operational services/branches, and works with the other BTSS/BSS units across the corporation to increase organizational effectiveness, efficiency, and collaboration between departments. The BTSS also provides technical support services that provide unique and specialized technical expertise that support core departmental operations, programs, activities, or systems.

City of Ottawa
 Planning, Development and Building Services Department
 GM's Office & Business and Technical Support Services - Operating Resource Requirement
 In Thousands (\$000)

| | 2023 | 2024 | | 2025 | \$ Change over 2024 Budget |
|---|--------------|--------------|--------------|--------------|-------------------------------|
| | Actual | Forecast | Budget | Estimate | |
| Expenditures by Program | | | | | |
| General Manager's Office | 692 | 798 | 438 | 456 | 18 |
| Business and Technical Support Services | 3,984 | 3,793 | 4,193 | 4,320 | 127 |
| Gross Expenditure | 4,676 | 4,591 | 4,631 | 4,776 | 145 |
| Recoveries & Allocations | (2,248) | (2,561) | (2,451) | (2,524) | (73) |
| Revenue | 0 | 0 | 0 | 0 | 0 |
| Net Requirement | 2,428 | 2,030 | 2,180 | 2,252 | 72 |
| Expenditures by Type | | | | | |
| Salaries, Wages & Benefits | 4,499 | 4,396 | 4,210 | 4,355 | 145 |
| Overtime | 2 | 2 | 16 | 16 | 0 |
| Material & Services | 132 | 133 | 344 | 344 | 0 |
| Transfers/Grants/Financial Charges | 19 | 50 | 50 | 50 | 0 |
| Fleet Costs | 0 | 0 | 0 | 0 | 0 |
| Program Facility Costs | 0 | 0 | 0 | 0 | 0 |
| Other Internal Costs | 24 | 10 | 11 | 11 | 0 |
| Gross Expenditures | 4,676 | 4,591 | 4,631 | 4,776 | 145 |
| Recoveries & Allocations | (2,248) | (2,561) | (2,451) | (2,524) | (73) |
| Net Expenditure | 2,428 | 2,030 | 2,180 | 2,252 | 72 |
| Revenues By Type | | | | | |
| Federal | 0 | 0 | 0 | 0 | 0 |
| Provincial | 0 | 0 | 0 | 0 | 0 |
| Municipal | 0 | 0 | 0 | 0 | 0 |
| Own Funds | 0 | 0 | 0 | 0 | 0 |
| Property Taxes | 0 | 0 | 0 | 0 | 0 |
| Investment Income | 0 | 0 | 0 | 0 | 0 |
| Development Charges | 0 | 0 | 0 | 0 | 0 |
| Payment-in-Lieu of Taxes | 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 | 0 | 0 | 0 | 0 | 0 |
| Net Requirement | 2,428 | 2,030 | 2,180 | 2,252 | 72 |
| Full Time Equivalents | | | 32.00 | 32.00 | 0.00 |

Planning, Development and Building Services Department 2025 Service Area Summary – Right-of-Way, Heritage and Urban Design Services

ROWHUD is responsible for building a vibrant and safe public realm to protect and enhance Ottawa's legacy. This service area reports to the Transportation Committee, Planning and Housing Committee, Built Heritage Committee, and Agriculture and Rural Affairs Committee.

Programs/Services Offered

- Inspections of new municipal infrastructure related to private development
- Right-of-way reinstatements by builders and utilities
- Manages the Municipal Consent and permitting process for utility works and administers the approval and issuance of permits for construction being undertaken within the road right-of-way
- Administers agreements related to private and public utility infrastructure within the right-of-way
- Public realm planning, improvements, monitoring and implementation on a city-wide basis
- The provision of urban design review, the Urban Design Review Panel, and the creation of urban design guidelines
- Manages all heritage applications and permits as required under the Ontario Heritage Act
- Provides input to relevant development review applications and manages the heritage designation process
- Prepares heritage conservation district plans and studies
- Oversees the heritage grant and Heritage Community Improvement Plan programs
- Provides land information expertise, geographic data, and related services to support the City's internal operations and external client needs
- Oversees the management of the City's legal surveys and mapping programs, serving as the corporate centre of expertise for information on property ownership and boundaries
- Promotes understanding and collaboration using advanced geospatial (GIS) and data science tools
- Provides expert services and solutions in visualization, data analytics, and applications to support city-building and emergency operations

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

| | 2023 | 2024 | | 2025 | \$ Change over 2024 Budget |
|--|---------------|---------------|---------------|---------------|-------------------------------|
| | Actual | Forecast | Budget | Estimate | |
| Expenditures by Program | | | | | |
| Manager's Office | 965 | 921 | 471 | 491 | 20 |
| Surveys and Mapping | 3,473 | 3,499 | 3,555 | 3,660 | 105 |
| Heritage Planning | 1,714 | 1,806 | 1,875 | 1,973 | 98 |
| Public Realm & Urban Design | 2,421 | 1,918 | 1,943 | 2,041 | 98 |
| Right of Way | 3,712 | 3,576 | 3,537 | 3,703 | 166 |
| Inspections | 9,943 | 6,139 | 5,944 | 6,161 | 217 |
| Geospatial Analytics, Tech & Solutions | 2,881 | 2,824 | 2,958 | 3,269 | 311 |
| Gross Expenditure | 25,109 | 20,683 | 20,283 | 21,298 | 1,015 |
| Recoveries & Allocations | (8,531) | (4,649) | (4,099) | (3,914) | 185 |
| Revenue | (15,668) | (15,949) | (15,949) | (16,924) | (975) |
| Net Requirement | 910 | 85 | 235 | 460 | 225 |
| Expenditures by Type | | | | | |
| Salaries, Wages & Benefits | 17,246 | 18,022 | 17,522 | 18,217 | 695 |
| Overtime | 335 | 262 | 262 | 262 | 0 |
| Material & Services | 1,239 | 637 | 1,037 | 1,197 | 160 |
| Transfers/Grants/Financial Charges | 288 | 500 | 300 | 400 | 100 |
| Fleet Costs | 430 | 435 | 385 | 410 | 25 |
| Program Facility Costs | 0 | 0 | 0 | 0 | 0 |
| Other Internal Costs | 5,571 | 827 | 777 | 812 | 35 |
| Gross Expenditures | 25,109 | 20,683 | 20,283 | 21,298 | 1,015 |
| Recoveries & Allocations | (8,531) | (4,649) | (4,099) | (3,914) | 185 |
| Net Expenditure | 16,578 | 16,034 | 16,184 | 17,384 | 1,200 |

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

| | 2023 | 2024 | | 2025 | \$ Change over 2024 Budget |
|------------------------------|-----------------|-----------------|-----------------|-----------------|-------------------------------|
| | Actual | Forecast | Budget | Estimate | |
| Revenues By Type | | | | | |
| Federal | 0 | 0 | 0 | 0 | 0 |
| Provincial | (1) | 0 | 0 | 0 | 0 |
| Municipal | 0 | 0 | 0 | 0 | 0 |
| Own Funds | (175) | (175) | (175) | (185) | (10) |
| Property Taxes | 0 | 0 | 0 | 0 | 0 |
| Investment Income | 0 | 0 | 0 | 0 | 0 |
| Development Charges | 0 | 0 | 0 | 0 | 0 |
| Payment-in-Lieu of Taxes | 0 | 0 | 0 | 0 | 0 |
| Fees and Services | (15,492) | (15,774) | (15,774) | (16,739) | (965) |
| Fines | 0 | 0 | 0 | 0 | 0 |
| Other | 0 | 0 | 0 | 0 | 0 |
| Total Revenue | (15,668) | (15,949) | (15,949) | (16,924) | (975) |
| Net Requirement | 910 | 85 | 235 | 460 | 225 |
| Full Time Equivalents | | | 152.61 | 153.61 | 1.00 |

City of Ottawa
Planning, Development and Building Services Department
Right of Way, Heritage and Urban Design - User Fees

| | 2023 Rate \$ | 2024 Rate \$ | 2025 Rate \$ | % Change Over 2024 | % Change Over 2023 | Effective Date | 2025 Revenue (\$000) |
|--|--------------------|--------------------|--------------------|-----------------------|-----------------------|----------------|----------------------------|
| Heritage Applications | | | | | | | |
| Heritage Confirmation Letter | 222.00 | 228.00 | 238.00 | 4.4% | 7.2% | 01-Jan-25 | |
| Delegated Authority Permits: Alterations | 279.00 | 286.00 | 298.00 | 4.2% | 6.8% | 01-Jan-25 | |
| Delegated Authority Permits: Additions | 837.00 | 858.00 | 894.00 | 4.2% | 6.8% | 01-Jan-25 | |
| Minor Alterations (that require Built Heritage Committee/Council approval) | 2,340.00 | 2,399.00 | 2,500.00 | 4.2% | 6.8% | 01-Jan-25 | |
| Major Alterations (that require Built Heritage Committee/Council approval) | 8,930.00 | 9,153.00 | 9,537.00 | 4.2% | 6.8% | 01-Jan-25 | |
| Demolition - Part IV/Grade 1/Contributing | 13,954.00 | 14,303.00 | 14,902.00 | 4.2% | 6.8% | 01-Jan-25 | |
| Demolition - Grade 2/Non-Contributing/HCD Plan Supported | 2,791.00 | 2,861.00 | 2,981.00 | 4.2% | 6.8% | 01-Jan-25 | |
| New Construction on Designated Property: Small Scale | 3,349.00 | 3,433.00 | 3,577.00 | 4.2% | 6.8% | 01-Jan-25 | |
| New Construction on Designated Property: Medium Scale | 5,581.00 | 5,721.00 | 5,961.00 | 4.2% | 6.8% | 01-Jan-25 | |
| New Construction on Designated Property: Large Scale | 8,930.00 | 9,153.00 | 9,537.00 | 4.2% | 6.8% | 01-Jan-25 | |
| Home Builder's Wayfinding Sign permit | | | | | | | |
| Processing and technical review | 137.00 | 140.00 | 146.00 | 4.3% | 6.6% | 01-Jan-25 | |
| Per annum/sign | 1,530.00 | 1,568.00 | 1,634.00 | 4.2% | 6.8% | 01-Jan-25 | |
| Annual renewal fee | 1,530.00 | 1,568.00 | 1,634.00 | 4.2% | 6.8% | 01-Jan-25 | |
| Directional Farm Sign Fees | | | | | | | |
| Application fee per sign | 114.00 | 117.00 | 122.00 | 4.3% | 7.0% | 01-Jan-25 | |
| Banner Sign Fees | | | | | | | |
| Processing and technical review fee /group | 71.00 | 73.00 | 76.00 | 4.1% | 7.0% | 01-Jan-25 | |
| Inspection fee/group | 71.00 | 73.00 | 76.00 | 4.1% | 7.0% | 01-Jan-25 | |

City of Ottawa
Planning, Development and Building Services Department
Right of Way, Heritage and Urban Design - User Fees

| | 2023 Rate \$ | 2024 Rate \$ | 2025 Rate \$ | % Change Over 2024 | % Change Over 2023 | Effective Date | 2025 Revenue (\$000) |
|--|--------------------|--------------------|--------------------|-----------------------|-----------------------|----------------|----------------------------|
| Outdoor Patio | | | | | | | |
| First time review fee | 389.00 | 399.00 | 416.00 | 4.3% | 6.9% | 01-Jan-25 | |
| First time review fee with public circulation | 389.00 | 399.00 | 416.00 | 4.3% | 6.9% | 01-Jan-25 | |
| Permit processing fee | 71.00 | 73.00 | 76.00 | 4.1% | 7.0% | 01-Jan-25 | |
| Summer Monthly Rental (April to October) per sqm | 7.54 | 11.45 | 15.91 | 39.0% | 111.0% | 01-Jan-25 | |
| Winter Monthly Rental (November to March) per sqm | 2.43 | 3.69 | 5.13 | 38.9% | 111.0% | 01-Jan-25 | |
| Café Seating | | | | | | | |
| Permit processing fee | 71.00 | 73.00 | 76.00 | 4.1% | 7.0% | 01-Jan-25 | |
| Per annum fee | 89.00 | 136.50 | 190.00 | 39.2% | 113.5% | 01-Jan-25 | |
| Parklets | | | | | | | |
| Permit processing fee | 71.00 | 73.00 | 76.00 | 4.1% | 7.0% | 01-Jan-25 | |
| Per annum fee | 178.00 | 182.00 | 190.00 | 4.4% | 6.7% | 01-Jan-25 | |
| Tourist Information Kiosk | | | | | | | |
| Rental on Roadway or Sidewalk per sqm/day | 1.83 | 1.87 | 1.95 | 4.2% | 6.8% | 01-Jan-25 | |
| Rental on unimproved Boulevard per sqm/day | 0.78 | 0.80 | 0.84 | 4.2% | 6.8% | 01-Jan-25 | |
| Customer Service Box | | | | | | | |
| Newspaper Vending/Courier/Drop/Publication Distribution | 108.00 | 111.00 | 116.00 | 4.5% | 7.4% | 01-Jan-25 | |
| Removal Cost | 108.00 | 111.00 | 116.00 | 4.5% | 7.4% | 01-Jan-25 | |
| Temporary Construction Encroachment Permit Application Fees | | | | | | | |
| Application - Simple | 88.00 | 93.00 | 97.00 | 4.3% | 10.2% | 01-Jan-25 | |
| Application - Complex | 877.00 | 924.00 | 963.00 | 4.2% | 9.8% | 01-Jan-25 | |
| Rental on Sidewalk per sqm/day | 1.83 | 1.87 | 1.95 | 4.2% | 6.8% | 01-Jan-25 | |
| Rental on Boulevard per sqm/day | 0.78 | 0.80 | 0.84 | 4.2% | 6.8% | 01-Jan-25 | |
| Minimum Rental Charge daily | 37.00 | 38.00 | 40.00 | 5.3% | 8.1% | 01-Jan-25 | |
| Annual Permanent Encroachment Fees | | | | | | | |
| 3 stories or less charge per sqm | 9.81 | 10.05 | 10.47 | 4.2% | 6.8% | 01-Jan-25 | |
| Minimum charge | 45.00 | 46.00 | 48.00 | 4.3% | 6.7% | 01-Jan-25 | |
| More than 3 stories - encroachment less than 0.279 m2 | 86.00 | 88.00 | 92.00 | 4.5% | 7.0% | 01-Jan-25 | |
| More than 3 stories - encroachment equal to or greater than 0.279 m2 | 171.00 | 175.00 | 182.00 | 4.0% | 6.4% | 01-Jan-25 | |
| Permit Technical Review Fee | 649.00 | 665.00 | 693.00 | 4.2% | 6.8% | 01-Jan-25 | |

City of Ottawa
Planning, Development and Building Services Department
Right of Way, Heritage and Urban Design - User Fees

| | 2023 Rate \$ | 2024 Rate \$ | 2025 Rate \$ | % Change Over 2024 | % Change Over 2023 | Effective Date | 2025 Revenue (\$000) |
|---|--------------------|--------------------|--------------------|-----------------------|-----------------------|----------------|----------------------------|
| Surface-Commercial | | | | | | | |
| Encroachment less than 0.279 m2 | 86.00 | 88.00 | 92.00 | 4.5% | 7.0% | 01-Jan-25 | |
| Encroachment equal to or greater than 0.279 m2 | 171.00 | 175.00 | 182.00 | 4.0% | 6.4% | 01-Jan-25 | |
| Permit Technical Review Fee | 649.00 | 665.00 | 693.00 | 4.2% | 6.8% | 01-Jan-25 | |
| Surface-Residential | | | | | | | |
| More than 3 stories - encroachment less than 1m2 | 70.00 | 72.00 | 75.00 | 4.2% | 7.1% | 01-Jan-25 | |
| More than 3 stories - encroachment equal to or greater than 1m2 | 142.00 | 146.00 | 152.00 | 4.1% | 7.0% | 01-Jan-25 | |
| Permit Technical Review Fee | 649.00 | 665.00 | 693.00 | 4.2% | 6.8% | 01-Jan-25 | |
| Subsurface-Commercial | | | | | | | |
| Encroachment less than 0.279 m2 | 101.00 | 104.00 | 108.00 | 3.8% | 6.9% | 01-Jan-25 | |
| Encroachment equal to or greater than 0.279 m2 | 170.00 | 174.00 | 181.00 | 4.0% | 6.5% | 01-Jan-25 | |
| Permit Technical Review Fee | 649.00 | 665.00 | 693.00 | 4.2% | 6.8% | 01-Jan-25 | |
| Subsurface-Residential | | | | | | | |
| Encroachment Fee charge per sqm | 9.81 | 10.06 | 10.48 | 4.2% | 6.8% | 01-Jan-25 | |
| Minimum charge | 45.00 | 46.00 | 48.00 | 4.3% | 6.7% | 01-Jan-25 | |
| Special Vehicle Permits | | | | | | | |
| Annual | 365.00 | 374.00 | 390.00 | 4.3% | 6.8% | 01-Jan-25 | |
| Project | 276.00 | 283.00 | 295.00 | 4.2% | 6.9% | 01-Jan-25 | |
| Single Trip | 111.00 | 114.00 | 119.00 | 4.4% | 7.2% | 01-Jan-25 | |
| Single Trip – Super Load | 885.00 | 907.00 | 945.00 | 4.2% | 6.8% | 01-Jan-25 | |
| Private Approach Permit Fees | | | | | | | |
| Single Detached Dwellings | 186.00 | 193.00 | 201.00 | 4.1% | 8.1% | 01-Jan-25 | |
| Commercial, Industrial & Multi-residential | | | | | | | |
| (i) up to and including 49 parking spaces | 322.00 | 334.00 | 348.00 | 4.2% | 8.1% | 01-Jan-25 | |
| (ii) 50-99 parking spaces | 645.00 | 669.00 | 697.00 | 4.2% | 8.1% | 01-Jan-25 | |
| (iii) 100 parking spaces or more | 822.00 | 853.00 | 889.00 | 4.2% | 8.2% | 01-Jan-25 | |
| Inspect fee for culvert installation | 108.00 | 112.00 | 117.00 | 4.5% | 8.3% | 01-Jan-25 | |
| Temporary Access | 186.00 | 193.00 | 201.00 | 4.1% | 8.1% | 01-Jan-25 | |
| Removal of Redundant Access | 186.00 | 193.00 | 201.00 | 4.1% | 8.1% | 01-Jan-25 | |

City of Ottawa
Planning, Development and Building Services Department
Right of Way, Heritage and Urban Design - User Fees

| | 2023 Rate \$ | 2024 Rate \$ | 2025 Rate \$ | % Change Over 2024 | % Change Over 2023 | Effective Date | 2025 Revenue (\$000) |
|--|--------------------|--------------------|--------------------|-----------------------|-----------------------|----------------|----------------------------|
| Road Cut Fees | | | | | | | |
| External Street Segment Fee | 275.00 | 296.00 | 464.00 | 56.8% | 68.7% | 01-Jan-25 | |
| Internal Street Segment Fee | N/A | N/A | 224.00 | 100.0% | 100.0% | 01-Jan-25 | |
| Internal Municipal Capital Project Street Segment Fee | N/A | N/A | 51.00 | 100.0% | 100.0% | 01-Jan-25 | |
| Temporary Road Closure Application Fee | 1,112.00 | 1,140.00 | 1,748.00 | 53.3% | 57.2% | 01-Jan-25 | |
| Municipal Consent | | | | | | | |
| Municipal Consent Application Fee | N/A | N/A | 278.00 | 100.0% | 100.0% | 01-Jan-25 | |
| Municipal Consent Circulation Fee | N/A | N/A | 359.00 | 100.0% | 100.0% | 01-Jan-25 | |
| Municipal Consent Per Meter rate | N/A | N/A | 0.41 | 100.0% | 100.0% | 01-Jan-25 | |
| Utility Circulation Fee | N/A | N/A | 675.00 | 100.0% | 100.0% | 01-Jan-25 | |
| Utility Circulation Per Meter rate | N/A | N/A | 0.15 | 100.0% | 100.0% | 01-Jan-25 | |
| Sewer and Water Inspection Fees | | | | | | | |
| Sewer Permit Fees | 234.00 | 240.00 | 261.00 | 8.8% | 11.5% | 01-Jan-25 | |
| Water Permit Fees | 234.00 | 240.00 | 261.00 | 8.8% | 11.5% | 01-Jan-25 | |
| ROW Damage Deposit | | | | | | | |
| ROW Damage Deposit Amount - Per vertically divided unit | 3,000.00 | 3,000.00 | 3,000.00 | 0.0% | 0.0% | 01-Jan-25 | |
| ROW Damage Deposit Administrative Fee | 112.00 | 115.00 | 120.00 | 4.3% | 7.1% | 01-Jan-25 | |
| Annual Utility Duct Usage Fee (per cable) | | | | | | | |
| per 30m of Conduit | 25.03 | 25.66 | 26.66 | 3.9% | 6.5% | 01-Jan-25 | |
| License of Occupation Legal Agreement Preparation | 1,151.00 | 1,180.00 | 1,229.00 | 4.2% | 6.8% | 01-Jan-25 | |
| License of Occupation Renewal | 545.00 | 559.00 | 582.00 | 4.1% | 6.8% | 01-Jan-25 | |
| Engineering Design Review and Inspection Fees | | | | | | | |
| Value of hard servicing | 4.50% | 5.00% | 5.00% | 0.0% | 11.1% | 01-Jan-25 | |
| Value of soft servicing | 2.25% | 2.50% | 2.50% | 0.0% | 11.1% | 01-Jan-25 | |
| Value of construction costs for Front Ending Agreement | 4.50% | 5.00% | 5.00% | 0.0% | 11.1% | 01-Jan-25 | |
| Administrative Fee on All Requests | 89.00 | 91.00 | 95.00 | 4.4% | 6.7% | 01-Jan-25 | |
| Custom Mapping (Not shown above) | | | | | | | |
| Production of customized tile, map or data (hourly rate) | 124.00 | 127.00 | 132.00 | 3.9% | 6.5% | 01-Jan-25 | |

City of Ottawa
Planning, Development and Building Services Department
Right of Way, Heritage and Urban Design - User Fees

| | 2023 Rate \$ | 2024 Rate \$ | 2025 Rate \$ | % Change Over 2024 | % Change Over 2023 | Effective Date | 2025 Revenue (\$000) |
|--|--------------------|--------------------|--------------------|-----------------------|-----------------------|----------------|----------------------------|
| Aerial photography, base mapping, and LiDAR (Cost per tile) | | | | | | | |
| Aerial Base Vector Mapping (DGN or DWG) | 155.00 | 159.00 | 166.00 | 4.4% | 7.1% | 01-Jan-25 | |
| Aerial Ortho-Imagery (TIF) | 155.00 | 159.00 | 166.00 | 4.4% | 7.1% | 01-Jan-25 | |
| Aerial LIDAR (LAZ) | 155.00 | 159.00 | 166.00 | 4.4% | 7.1% | 01-Jan-25 | |
| LOD 2.5 3D Building (DXF or FGDB) | 155.00 | 159.00 | 166.00 | 4.4% | 7.1% | 01-Jan-25 | |
| Central Registry Data, Engineering Plan and Reports | | | | | | | |
| Engineering Plans (TIF or PDF) | 16.50 | 16.50 | 17.50 | 6.1% | 6.1% | 01-Jan-25 | |
| Engineering Plans (DGN or DWG) | 48.00 | 49.00 | 51.00 | 4.1% | 6.3% | 01-Jan-25 | |
| Central Registry Plans (DWG or DGN) | 152.00 | 156.00 | 166.00 | 6.4% | 9.2% | 01-Jan-25 | |
| Central Registry Plans (PDF) | 48.00 | 49.00 | 51.00 | 4.1% | 6.3% | 01-Jan-25 | |
| Engineering & Geotechnical Reports (TIF or PDF) | 36.00 | 37.00 | 39.00 | 5.4% | 8.3% | 01-Jan-25 | |
| General Land Use Map (hard copy) | 16.50 | 16.50 | 17.50 | 6.1% | 6.1% | 01-Jan-25 | |
| General Land Use Map (PDF) | 124.00 | 127.00 | 132.00 | 3.9% | 6.5% | 01-Jan-25 | |
| 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% | 15.00% | 0.0% | 0.0% | 01-Jan-25 | |
| Total Departmental | | | | | | | (975) |

Planning, Development and Building Services Department 2025 Service Area Summary - Planning Services

Planning Services (PS) reports to the Planning and Housing Committee and the Agricultural and Rural Affairs Committee.

Planning Services helps manage the evolution of the city, through planning policy and city-wide development review approvals, 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 - Development Review – West, East, Central, South, & All Wards

- Provide multi-disciplinary review, coordination of review by internal stakeholders, and approval of development applications on a geographic basis; technical support to the planning application process, including circulation, notification and legislative support
- Online development applications search tool providing information on current development applications
- Administer the Brownfields Redevelopment Program as well as compliance and zoning reports

Policy and Community Planning

- Official Plan Review: preparing and maintaining the City's Official Plan, and long-term urban planning strategy
- Community Planning: neighbourhood planning, including Community Design Plans, Secondary Plans, Transit-Oriented Development Plans, and Neighbourhood Revitalization Plans for existing and future neighbourhoods
- Zoning & Interpretation: oversight, maintenance, updating and writing of the Zoning By-law and amendments; preparing related city-wide and area-specific zoning studies
- Research and Forecasting: the centre of expertise for population, employment, housing, land use, and related land supplies; implementing recommendations from the 15-minute Neighbourhood baseline study; and, for monitoring of the Official Plan and economic indicators to inform the development of economic and planning policy within the City

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

| | 2023 | 2024 | | 2025 | \$ Change over 2024 Budget |
|------------------------------------|-----------------|-----------------|-----------------|-----------------|-------------------------------|
| | Actual | Forecast | Budget | Estimate | |
| Expenditures by Program | | | | | |
| Director's Office | 5,296 | 6,221 | 6,221 | 6,291 | 70 |
| Development Review | 10,020 | 14,170 | 15,570 | 16,135 | 565 |
| Policy and Community Planning | 3,913 | 4,111 | 4,161 | 4,283 | 122 |
| Gross Expenditure | 19,229 | 24,502 | 25,952 | 26,709 | 757 |
| Recoveries & Allocations | (2,697) | (2,498) | (1,348) | (1,506) | (158) |
| Revenue | (14,118) | (13,988) | (22,988) | (23,587) | (599) |
| Net Requirement | 2,414 | 8,016 | 1,616 | 1,616 | 0 |
| Expenditures by Type | | | | | |
| Salaries, Wages & Benefits | 14,478 | 16,945 | 17,395 | 17,950 | 555 |
| Overtime | 30 | 86 | 136 | 136 | 0 |
| Material & Services | 970 | 1,116 | 1,416 | 1,426 | 10 |
| Transfers/Grants/Financial Charges | 7 | 0 | 0 | 0 | 0 |
| Fleet Costs | 0 | 0 | 0 | 0 | 0 |
| Program Facility Costs | 0 | 0 | 0 | 0 | 0 |
| Other Internal Costs | 3,744 | 6,355 | 7,005 | 7,197 | 192 |
| Gross Expenditures | 19,229 | 24,502 | 25,952 | 26,709 | 757 |
| Recoveries & Allocations | (2,697) | (2,498) | (1,348) | (1,506) | (158) |
| Net Expenditure | 16,532 | 22,004 | 24,604 | 25,203 | 599 |
| Revenues By Type | | | | | |
| Federal | 0 | 0 | 0 | 0 | 0 |
| Provincial | 0 | 0 | 0 | 0 | 0 |
| Municipal | 0 | 0 | 0 | 0 | 0 |
| Own Funds | (203) | (200) | (200) | (210) | (10) |
| Property Taxes | 0 | 0 | 0 | 0 | 0 |
| Investment Income | 0 | 0 | 0 | 0 | 0 |
| Development Charges | 0 | 0 | 0 | 0 | 0 |
| Payment-in-Lieu of Taxes | 0 | 0 | 0 | 0 | 0 |
| Fees and Services | (13,604) | (13,788) | (22,788) | (23,377) | (589) |
| Fines | 0 | 0 | 0 | 0 | 0 |
| Other | (311) | 0 | 0 | 0 | 0 |
| Total Revenue | (14,118) | (13,988) | (22,988) | (23,587) | (599) |
| Net Requirement | 2,414 | 8,016 | 1,616 | 1,616 | 0 |
| Full Time Equivalents | | | 132.36 | 132.36 | 0.00 |

City of Ottawa
 Planning, Development and Building Services Department
 Planning Services - User Fees

| | 2023 Rate \$ | 2024 Rate \$ | 2025 Rate \$ | % Change Over 2024 | % Change Over 2023 | Effective Date | 2025 Revenue (\$000) |
|---|---|---|---|-----------------------|-----------------------|-------------------|----------------------------|
| Development Review Process | | | | | | | |
| Official Plan Amendment | | | | | | | |
| Official Plan Amendment ^{1,3} | 29,883.00 | 34,960.00 | 37,890.00 | 8.4% | 26.8% | 01-Jan-25 | |
| Urban and Village Boundary Expansion | N/A | N/A | 1,400,000.00 | 100.0% | 100.0% | 01-Jan-25 | |
| Zoning By-Law Amendments | | | | | | | |
| Zoning By-Law Amendment Major ^{1,3} | 25,492.00 | 29,823.00 | 32,322.00 | 8.4% | 26.8% | 01-Jan-25 | |
| Zoning By-Law Amendment Minor ^{1,3} | 13,096.00 | 15,321.00 | 16,605.00 | 8.4% | 26.8% | 01-Jan-25 | |
| Lifting Holding By-law | 9,025.00 | 10,558.00 | 11,443.00 | 8.4% | 26.8% | 01-Jan-25 | |
| Zoning By-law Amendment-Severance of Surplus Farm Dwelling ^{2,3} | 5,395.00 | 6,312.00 | 6,841.00 | 8.4% | 26.8% | 01-Jan-25 | |
| Subdivision Draft Approval | | | | | | | |
| Subdivision Draft Approval 1 to 40 units ^{1,3} | 52,686.00 | 61,638.00 | 66,803.00 | 8.4% | 26.8% | 01-Jan-25 | |
| Subdivision Draft Approval 41 to 250 units ^{1,3} | 94,180.00 | 110,182.00 | 119,415.00 | 8.4% | 26.8% | 01-Jan-25 | |
| Subdivision Draft Approval 251+ units ^{1,3} | 114,645.00 | 134,124.00 | 145,364.00 | 8.4% | 26.8% | 01-Jan-25 | |
| Subdivision Draft Approval Non-residential Uses | 43,896.00 | 51,354.00 | 55,657.00 | 8.4% | 26.8% | 01-Jan-25 | |
| Subdivision Draft Approval Residential and Non-residential Uses | 11,546.00 plus the fee applicable to the number of dwelling units | 13,508.00 plus the fee applicable to the number of dwelling units | 14,609.00 plus the fee applicable to the number of dwelling units | 8.4% | 48.8% | 01-Jan-25 | |
| Subdivision Final Approval | | | | | | | |
| Subdivision Planning Agreement 1 to 40 units | 11,546.00 | 13,508.00 | 14,640.00 | 8.4% | 26.8% | 01-Jan-25 | |
| Subdivision Planning Agreement 41 to 250 units | 13,622.00 | 15,936.00 | 17,271.00 | 8.4% | 26.8% | 01-Jan-25 | |
| Subdivision Planning Agreement 251+units | 16,902.00 | 19,774.00 | 21,431.00 | 8.4% | 26.8% | 01-Jan-25 | |
| Subdivision Planning Agreement Non-residential Uses | 5,721.00 | 6,693.00 | 7,254.00 | 8.4% | 26.8% | 01-Jan-25 | |
| Subdivision Revisions Requiring Circulation | 5,721.00 | 6,693.00 | 7,254.00 | 8.4% | 26.8% | 01-Jan-25 | |
| Subdivision Extension of Draft Plan Approval | 5,288.00 | 6,186.00 | 6,704.00 | 8.4% | 26.8% | 01-Jan-25 | |

City of Ottawa
Planning, Development and Building Services Department
Planning Services - User Fees

| | 2023 Rate \$ | 2024 Rate \$ | 2025 Rate \$ | % Change Over 2024 | % Change Over 2023 | Effective Date | 2025 Revenue (\$000) |
|--|--------------------|--------------------|--------------------|-----------------------|-----------------------|-------------------|----------------------------|
| Plan of Condominium | | | | | | | |
| Condominium-New Vacant Land -No Concurrent Site Plan ^{1,3} | 46,513.00 | 54,416.00 | 58,976.00 | 8.4% | 26.8% | 01-Jan-25 | |
| Condominium-New Vacant Land -With Concurrent Site Plan ^{1,3} | 18,890.00 | 22,100.00 | 23,952.00 | 8.4% | 26.8% | 01-Jan-25 | |
| Condominium - New Standard, Common Elements, Phased or Leasehold | 18,890.00 | 22,100.00 | 23,952.00 | 8.4% | 26.8% | 01-Jan-25 | |
| Condominium - Revision or Extension | 3,445.00 | 4,030.00 | 4,368.00 | 8.4% | 26.8% | 01-Jan-25 | |
| Site Plan Control | | | | | | | |
| Site Plan - Complex ^{1,3} | 54,015.00 | 63,193.00 | 68,489.00 | 8.4% | 26.8% | 01-Jan-25 | |
| Site Plan - Standard, non-rural area | 19,063.00 | 22,302.00 | 24,171.00 | 8.4% | 26.8% | 01-Jan-25 | |
| Site Plan - Revision, Complex ^{1,3} | 37,178.00 | 43,495.00 | 47,140.00 | 8.4% | 26.8% | 01-Jan-25 | |
| Site Plan - Revision, Standard, non-rural area | 8,503.00 | 9,948.00 | 10,782.00 | 8.4% | 26.8% | 01-Jan-25 | |
| Site Plan - Extension, non-rural area | 4,771.00 | 5,582.00 | 6,050.00 | 8.4% | 26.8% | 01-Jan-25 | |
| Site Plan - Street townhouse, not previously approved through the subdivision process | 8,503.00 | 9,948.00 | 10,782.00 | 8.4% | 26.8% | 01-Jan-25 | |
| Site Plan - Standard, rural area | 15,969.00 | 18,682.00 | 20,248.00 | 8.4% | 26.8% | 01-Jan-25 | |
| Site Plan - Rural small, rural area | 1,032.00 | 1,207.00 | 1,308.00 | 8.4% | 26.7% | 01-Jan-25 | |
| Site Plan - Revision, Standard, rural area | 1,032.00 | 1,207.00 | 1,308.00 | 8.4% | 26.7% | 01-Jan-25 | |
| Site Plan - Extension, rural area | 1,032.00 | 1,207.00 | 1,308.00 | 8.4% | 26.7% | 01-Jan-25 | |
| Site Plan - Master, Draft approval ^{1,3} | 41,517.00 | 48,571.00 | 52,641.00 | 8.4% | 26.8% | 01-Jan-25 | |
| Site Plan - Master, Final approval | 2,573.00 | 3,010.00 | 3,262.00 | 8.4% | 26.8% | 01-Jan-25 | |
| Lifting Part Lot Control | | | | | | | |
| Lifting Part Lot Control | 8,386.00 | 9,811.00 | 10,633.00 | 8.4% | 26.8% | 01-Jan-25 | |
| Lifting Part Lot Control-Extension | 1,072.00 | 1,254.00 | 1,359.00 | 8.4% | 26.8% | 01-Jan-25 | |
| Lifting 30 Centimetre Reserve | | | | | | | |
| Lifting 30 Centimetre Reserve | 1,726.00 | 2,019.00 | 2,188.00 | 8.4% | 26.8% | 01-Jan-25 | |
| Lifting 30 Centimetre Reserve – Rural Single Lot Hydrogeological | 864.00 | 1,011.00 | 1,096.00 | 8.4% | 26.9% | 01-Jan-25 | |
| Demolition Control | | | | | | | |
| Demolition Control ^{1,3} | 2,696.00 | 3,154.00 | 3,418.00 | 8.4% | 26.8% | 01-Jan-25 | |
| Demolition Unit Fee | 7,408.00 | 8,667.00 | 9,393.00 | 8.4% | 26.8% | 01-Jan-25 | |

City of Ottawa
Planning, Development and Building Services Department
Planning Services - User Fees

| | 2023 Rate \$ | 2024 Rate \$ | 2025 Rate \$ | % Change Over 2024 | % Change Over 2023 | Effective Date | 2025 Revenue (\$000) |
|---|--------------------|--------------------|--------------------|-----------------------|-----------------------|-------------------|----------------------------|
| Street/Lane Opening & Closing | | | | | | | |
| Street/Lane Opening | 18,890.00 | 22,100.00 | 23,952.00 | 8.4% | 26.8% | 01-Jan-25 | |
| Street/Lane Closure Travelled Arterial, Major Collector, and Collector 1, 3 | 13,912.00 | 16,276.00 | 17,640.00 | 8.4% | 26.8% | 01-Jan-25 | |
| Street/Lane Closure Untravelled Arterial, Major Collector, and Collector | 13,912.00 | 16,276.00 | 17,640.00 | 8.4% | 26.8% | 01-Jan-25 | |
| Street/Lane Closure Travelled Local Road and Lane ^{1,3} | 6,364.00 | 7,445.00 | 8,069.00 | 8.4% | 26.8% | 01-Jan-25 | |
| Street/Lane Closure Untravelled Local Road and Lane | 6,364.00 | 7,445.00 | 8,069.00 | 8.4% | 26.8% | 01-Jan-25 | |
| Other Planning Applications | | | | | | | |
| Municipal Review and Concurrence of an Antenna System (ACS2012-ICS-PGM-0045) | | | | | | | |
| Residential Use Antenna System | 501.00 | 586.00 | 635.00 | 8.4% | 26.7% | 01-Jan-25 | |
| Antenna System | 4,482.00 | 5,244.00 | 5,683.00 | 8.4% | 26.8% | 01-Jan-25 | |
| Gateway Features | | | | | | | |
| Development Application Gateway Feature - Lump sum per gateway | 41,098.00 | 48,081.00 | 52,110.00 | 8.4% | 26.8% | 01-Jan-25 | |
| Gateway Feature Maintenance Fund (value above \$100,000) | 15% | 15% | 15% | 0.0% | 0.0% | 01-Jan-25 | |
| Engineering Design Review and Inspection Fees | | | | | | | |
| Value of hard servicing | 5.0% | 5.0% | 5.0% | 0.0% | 0.0% | 01-Jan-25 | |
| Value of soft servicing | 2.50% | 2.50% | 2.50% | 0.0% | 0.0% | 01-Jan-25 | |
| Value of construction costs for Front Ending Agreement | 5.0% | 5.0% | 5.0% | 0.0% | 0.0% | 01-Jan-25 | |
| Review of Fourth and Every Subsequent Engineering Submissions | 3,704.00 | 4,333.00 | 4,696.00 | 8.4% | 26.8% | 01-Jan-25 | |

City of Ottawa
Planning, Development and Building Services Department
Planning Services - User Fees

| | 2023 Rate \$ | 2024 Rate \$ | 2025 Rate \$ | % Change Over 2024 | % Change Over 2023 | Effective Date | 2025 Revenue (\$000) |
|--|--------------------|--------------------|--------------------|-----------------------|-----------------------|-------------------|----------------------------|
| Planning Review of Committee of Adjustment Applications | | | | | | | |
| Minor Variance Planning Review | 563.00 | 659.00 | 714.00 | 8.3% | 26.8% | 01-Jan-25 | |
| Consent application Planning Review | 942.00 | 1,102.00 | 1,194.00 | 8.3% | 26.8% | 01-Jan-25 | |
| Combined Consent/Minor Variance Planning Review | 1,086.00 | 1,271.00 | 1,378.00 | 8.4% | 26.9% | 01-Jan-25 | |
| Historical Land Use Inventory | | | | | | | |
| Historical Land Use Inventory | 155.00 | 181.00 | 196.00 | 8.3% | 26.5% | 01-Jan-25 | |
| Front Ending-Application | | | | | | | |
| Front Ending Application | 12,623.00 | 14,768.00 | 16,006.00 | 8.4% | 26.8% | 01-Jan-25 | |
| Pre-consultation Fee | | | | | | | |
| Pre-consultation Fee | 774.00 | 906.00 | 982.00 | 8.4% | 26.9% | 01-Jan-25 | |
| Rural Park Development Fee | | | | | | | |
| Park Development Contribution (Rural) | 2,823.00 per lot | 3,303.00 per lot | 3,570.00 per lot | 8.4% | 27.2% | 01-Jan-25 | |
| Revision Fee | | | | | | | |
| Application Revisions Requiring Circulation | 4,940.00 | 5,779.00 | 6,263.00 | 8.4% | 26.8% | 01-Jan-25 | |
| Road Modification Detailed Design Review fee | | | | | | | |
| Road Modification Detailed Design Review fee | 2,830.00 | 2,940.00 | 3,186.00 | 8.4% | 12.6% | 01-Jan-25 | |
| Transfer of Review Fees are per the Ministry of Environment, Conservation and Parks | | | | | | | |
| Notes on above | | | | | | | |
| ¹ On-site sign fee (HST applicable) | 774.00 | 906.00 | 982.00 | 8.4% | 26.9% | 01-Jan-25 | |
| ² On-site sign fee (HST applicable) | 386.00 | 452.00 | 490.00 | 8.4% | 26.9% | 01-Jan-25 | |
| ³ Additional on-site sign fee (HST applicable) | 386.00 | 452.00 | 490.00 | 8.4% | 26.9% | 01-Jan-25 | |

City of Ottawa
 Planning, Development and Building Services Department
 Planning Services - User Fees

| | 2023 Rate \$ | 2024 Rate \$ | 2025 Rate \$ | % Change Over 2024 | % Change Over 2023 | Effective Date | 2025 Revenue (\$000) |
|---|--------------------|--------------------|--------------------|-----------------------|-----------------------|-------------------|----------------------------|
| Legal Fees Related to Planning Applications | | | | | | | |
| Subdivision Legal Agreement 1 to 40 units | 4,652.00 | 11,118.00 | 11,440.00 | 2.9% | 145.9% | 01-Jan-25 | |
| Subdivision Legal Agreement 41 to 250 units | 7,152.00 | 17,093.00 | 17,589.00 | 2.9% | 145.9% | 01-Jan-25 | |
| Subdivision Legal Agreement 251+ units | 9,827.00 | 23,487.00 | 24,168.00 | 2.9% | 145.9% | 01-Jan-25 | |
| Subdivision Legal Agreement Non-residential | 1,797.00 | 4,295.00 | 4,420.00 | 2.9% | 146.0% | 01-Jan-25 | |
| Subdivision Revision | 1,071.00 | 2,560.00 | 2,634.00 | 2.9% | 145.9% | 01-Jan-25 | |
| Site Plan Control - Complex | 2,882.00 | 6,888.00 | 7,088.00 | 2.9% | 145.9% | 01-Jan-25 | |
| Site Plan Control - Standard | 2,882.00 | 6,888.00 | 7,088.00 | 2.9% | 145.9% | 01-Jan-25 | |
| Site Plan Control - Revision - Complex | 1,447.00 | 3,458.00 | 3,558.00 | 2.9% | 145.9% | 01-Jan-25 | |
| Site Plan Control - Revision - Standard, Rural and Non-rural area | 1,447.00 | 3,458.00 | 3,558.00 | 2.9% | 145.9% | 01-Jan-25 | |
| Site Plan Control - Master | 2,882.00 | 6,888.00 | 7,088.00 | 2.9% | 145.9% | 01-Jan-25 | |
| Condominium Approval | 2,500.00 | 5,975.00 | 6,148.00 | 2.9% | 145.9% | 01-Jan-25 | |
| Condominium Revision/Extension | 1,071.00 | 2,560.00 | 2,634.00 | 2.9% | 145.9% | 01-Jan-25 | |
| Lifting Part Lot Control | 719.00 | 1,718.00 | 1,768.00 | 2.9% | 145.9% | 01-Jan-25 | |
| Lifting Part Lot Control Extension/Pending Expiration | 531.00 | 1,269.00 | 1,306.00 | 2.9% | 146.0% | 01-Jan-25 | |
| Lifting 30 Centimetre Reserve | 392.00 | 937.00 | 964.00 | 2.9% | 145.9% | 01-Jan-25 | |
| Demolition Control By-law Part V and Part IV | 430.00 | 1,028.00 | 1,058.00 | 2.9% | 146.0% | 01-Jan-25 | |
| Street/Lane Opening | 1,686.00 | 4,030.00 | 4,147.00 | 2.9% | 146.0% | 01-Jan-25 | |
| Street/Lane Closure | 280.00 | 669.00 | 688.00 | 2.8% | 145.7% | 01-Jan-25 | |
| Front Ending Agreement/Third Party Infrastructure Agreement/Contribution Agreement requiring Council Approval | 7,384.00 | 17,648.00 | 18,160.00 | 2.9% | 145.9% | 01-Jan-25 | |

City of Ottawa
 Planning, Development and Building Services Department
 Planning Services - User Fees

| | 2023 Rate \$ | 2024 Rate \$ | 2025 Rate \$ | % Change Over 2024 | % Change Over 2023 | Effective Date | 2025 Revenue (\$000) |
|---|--------------------|--------------------|--------------------|-----------------------|-----------------------|-------------------|----------------------------|
| Miscellaneous Legal Fees Related to Planning Services Applications | | | | | | | |
| Easement | 674.00 | 1,611.00 | 1,658.00 | 2.9% | 146.0% | 01-Jan-25 | |
| Encroachment | 674.00 | 1,611.00 | 1,658.00 | 2.9% | 146.0% | 01-Jan-25 | |
| Encroachment assignment | 275.00 | 657.00 | 676.00 | 2.9% | 145.8% | 01-Jan-25 | |
| Conveyance as a Condition of Development Approval | 275.00 | 657.00 | 676.00 | 2.9% | 145.8% | 01-Jan-25 | |
| Postponement Agreement | 275.00 | 657.00 | 676.00 | 2.9% | 145.8% | 01-Jan-25 | |
| Partial Discharge of Mortgage | 275.00 | 657.00 | 676.00 | 2.9% | 145.8% | 01-Jan-25 | |
| Maintenance & Liability Agreement | 583.00 | 1,393.00 | 1,433.00 | 2.9% | 145.8% | 01-Jan-25 | |
| Amending Maintenance and Liability Agreement | 275.00 | 657.00 | 676.00 | 2.9% | 145.8% | 01-Jan-25 | |
| Do-It-Yourself Construction Agreement | 1,345.00 | 3,215.00 | 3,308.00 | 2.9% | 145.9% | 01-Jan-25 | |
| Watermain Agreements | 275.00 | 657.00 | 676.00 | 2.9% | 145.8% | 01-Jan-25 | |
| Inhibiting Orders | 834.00 | 1,993.00 | 2,051.00 | 2.9% | 145.9% | 01-Jan-25 | |
| Release of Inhibiting Orders | 834.00 | 1,993.00 | 2,051.00 | 2.9% | 145.9% | 01-Jan-25 | |
| Early Servicing Agreements | 5,420.00 | 12,954.00 | 13,330.00 | 2.9% | 145.9% | 01-Jan-25 | |
| Release of Deferral Agreement | 275.00 | 657.00 | 676.00 | 2.9% | 145.8% | 01-Jan-25 | |
| Communal Water and Wastewater Agreements | 5,420.00 | 12,954.00 | 13,330.00 | 2.9% | 145.9% | 01-Jan-25 | |
| Private Roadway Agreement | 674.00 | 1,611.00 | 1,658.00 | 2.9% | 146.0% | 01-Jan-25 | |
| Release of Site Plan Agreement/Easement | 453.00 | 1,083.00 | 1,114.00 | 2.9% | 145.9% | 01-Jan-25 | |
| Agreements arising from Consent Applications | 1,718.00 | 4,106.00 | 4,225.00 | 2.9% | 145.9% | 01-Jan-25 | |
| Agreements arising from Minor Variance | 674.00 | 1,611.00 | 1,658.00 | 2.9% | 146.0% | 01-Jan-25 | |
| Well Agreement | 274.00 | 655.00 | 674.00 | 2.9% | 146.0% | 01-Jan-25 | |
| Other Agreements arising from Committee of Adjustment Applications | 453.00 | 1,083.00 | 1,114.00 | 2.9% | 145.9% | 01-Jan-25 | |

City of Ottawa
Planning, Development and Building Services Department
Planning Services - User Fees

| | 2023 Rate \$ | 2024 Rate \$ | 2025 Rate \$ | % Change Over 2024 | % Change Over 2023 | Effective Date | 2025 Revenue (\$000) |
|---|---------------------------------|---------------------------------|---------------------------------|-----------------------|-----------------------|-------------------|----------------------------|
| Miscellaneous Legal Fees Related to Planning Services Applications continued | | | | | | | |
| Amending Site Plan Agreement Not Covered by Development Application Fee | 1,272.00 | 3,040.00 | 3,128.00 | 2.9% | 145.9% | 01-Jan-25 | |
| 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-25 | |
| Miscellaneous Agreement Arising from Development Applications | 739.00 | 1,766.00 | 1,817.00 | 2.9% | 145.9% | 01-Jan-25 | |
| Release of Miscellaneous Agreement Arising from Development Applications | 275.00 | 657.00 | 676.00 | 2.9% | 145.8% | 01-Jan-25 | |
| Traffic Signal Agreement | 275.00 | 657.00 | 676.00 | 2.9% | 145.8% | 01-Jan-25 | |
| Municipal Covenant Agreement | 275.00 | 657.00 | 676.00 | 2.9% | 145.8% | 01-Jan-25 | |
| Consolidation Agreement | 275.00 | 657.00 | 676.00 | 2.9% | 145.8% | 01-Jan-25 | |
| Community Improvement Plan (Development Assistance) Grant Agreement | 275.00 | 657.00 | 676.00 | 2.9% | 145.8% | 01-Jan-25 | |
| Road Modification Agreement | 739.00 | 1,766.00 | 1,817.00 | 2.9% | 145.9% | 01-Jan-25 | |
| Other Agreements - Complex | 834.00 | 1,993.00 | 2,051.00 | 2.9% | 145.9% | 01-Jan-25 | |
| Other Agreements - Simple | 275.00 | 657.00 | 676.00 | 2.9% | 145.8% | 01-Jan-25 | |
| Limiting Distance Agreement | 347.00 | 829.00 | 853.00 | 2.9% | 145.8% | 01-Jan-25 | |
| Section 37/Community Benefits Agreements | 275.00 | 657.00 | 676.00 | 2.9% | 145.8% | 01-Jan-25 | |
| Brownfield Agreement | 275.00 | 657.00 | 676.00 | 2.9% | 145.8% | 01-Jan-25 | |
| Municipal Responsibility Agreement | 1,655.00 | 3,955.00 | 4,070.00 | 2.9% | 145.9% | 01-Jan-25 | |
| Cost Sharing Agreement (simple agreements as a condition of subdivision/site plan approval) | 1,655.00 | 3,955.00 | 4,070.00 | 2.9% | 145.9% | 01-Jan-25 | |
| Total Departmental | | | | | | | (599) |

Planning, Development and Building Services Department 2025 Service Area Summary - Building Code Services

Building Code Services (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.

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 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
- Municipal addressing – policy direction, naming, assignment of civic numbers
- Access to building permit records
- Process Agency Letters of Approval (liquor licence applications)

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

| | 2023 | 2024 | | 2025 | \$ Change over 2024 Budget |
|---|-----------------|-----------------|-----------------|-----------------|-------------------------------|
| | Actual | Forecast | Budget | Estimate | |
| Expenditures by Program | | | | | |
| Building Code Services - Other Permits and Compliance Reporting | 549 | 672 | 670 | 652 | (18) |
| Building Code Service - Ontario Building Code | 27,862 | 28,532 | 31,126 | 31,598 | 472 |
| Gross Expenditure | 28,411 | 29,204 | 31,796 | 32,250 | 454 |
| Recoveries & Allocations | (1,167) | (117) | (237) | (218) | 19 |
| Revenue | (27,715) | (29,527) | (31,999) | (32,490) | (491) |
| Net Requirement | (471) | (440) | (440) | (458) | (18) |
| Expenditures by Type | | | | | |
| Salaries, Wages & Benefits | 18,319 | 19,159 | 21,158 | 21,637 | 479 |
| Overtime | 314 | 342 | 665 | 665 | 0 |
| Material & Services | 813 | 1,039 | 1,189 | 1,164 | (25) |
| Transfers/Grants/Financial Charges | 356 | 0 | 0 | 0 | 0 |
| Fleet Costs | 226 | 284 | 284 | 284 | 0 |
| Program Facility Costs | 0 | 0 | 0 | 0 | 0 |
| Other Internal Costs | 8,383 | 8,380 | 8,500 | 8,500 | 0 |
| Gross Expenditures | 28,411 | 29,204 | 31,796 | 32,250 | 454 |
| Recoveries & Allocations | (1,167) | (117) | (237) | (218) | 19 |
| Net Expenditure | 27,244 | 29,087 | 31,559 | 32,032 | 473 |
| Revenues By Type | | | | | |
| Federal | 0 | 0 | 0 | 0 | 0 |
| Provincial | 0 | 0 | 0 | 0 | 0 |
| Municipal | 0 | 0 | 0 | 0 | 0 |
| Own Funds | (4,388) | (2,472) | (778) | 0 | 778 |
| Property Taxes | 0 | 0 | 0 | 0 | 0 |
| Investment Income | 0 | 0 | 0 | 0 | 0 |
| Development Charges | 0 | 0 | 0 | 0 | 0 |
| Payment-in-Lieu of Taxes | 0 | 0 | 0 | 0 | 0 |
| Fees and Services | (23,327) | (27,055) | (31,221) | (32,490) | (1,269) |
| Fines | 0 | 0 | 0 | 0 | 0 |
| Other | 0 | 0 | 0 | 0 | 0 |
| Total Revenue | (27,715) | (29,527) | (31,999) | (32,490) | (491) |
| Net Requirement | (471) | (440) | (440) | (458) | (18) |
| Full Time Equivalents | | | 197.89 | 197.89 | 0.00 |

City of Ottawa
Planning, Development and Building Services Department
Building Code Services - Ontario Building Code - User Fees

| | 2023 Rate \$ | 2024 Rate \$ | 2025 Rate \$ | % Change Over 2024 | % Change Over 2023 | Effective Date | 2025 Revenue (\$000) |
|---|--------------------|--------------------|--------------------|-----------------------|-----------------------|-------------------|----------------------------|
| Building Code Services (OPCR) section | | | | | | | |
| Other Permits and Compliance Reporting | | | | | | | |
| Agency Letters* | 439.00 | 451.00 | 481.00 | 6.7% | 9.6% | 01-Jan-25 | |
| Pool Enclosures | 220.00 | 226.00 | 241.00 | 6.6% | 9.5% | 01-Jan-25 | |
| Permanent signs on private property | 364.00 | 374.00 | 399.00 | 6.7% | 9.6% | 01-Jan-25 | |
| Directional Development Sign | 408.00 | 419.00 | 447.00 | 6.7% | 9.6% | 01-Jan-25 | |
| Development Sign - Development area ≤ 1,000 m2 | 408.00 | 419.00 | 447.00 | 6.7% | 9.6% | 01-Jan-25 | |
| Development Sign - Development area 1,000 to 5,000 m2 | 745.00 | 765.00 | 817.00 | 6.8% | 9.7% | 01-Jan-25 | |
| Development Sign - Development area > 5,000 m2 | 1,442.00 | 1,481.00 | 1,581.00 | 6.8% | 9.6% | 01-Jan-25 | |
| Static Billboard Sign Permit | 2,280.00 | 2,341.00 | 2,499.00 | 6.7% | 9.6% | 01-Jan-25 | |
| Digital Billboard Sign Permit | 3,023.00 | 3,104.00 | 3,314.00 | 6.8% | 9.6% | 01-Jan-25 | |
| Sign Impound and Storage Fees (per Month) | 186.00 | 191.00 | 204.00 | 6.8% | 9.7% | 01-Jan-25 | |
| Sign Encroachment (Initial) (per sign) | 342.00 | 351.00 | 375.00 | 6.8% | 9.6% | 01-Jan-25 | |
| Sign Encroachment (Renewal) | 135.00 | 139.00 | 148.00 | 6.5% | 9.6% | 01-Jan-25 | |
| Signs Minor Variance | 2,126.00 | 2,183.00 | 2,330.00 | 6.7% | 9.6% | 01-Jan-25 | |
| Digital Billboard Sign Minor Variance | 3,023.00 | 3,104.00 | 3,314.00 | 6.8% | 9.6% | 01-Jan-25 | |
| Message Centre Sign Permit | 579.00 | 594.00 | 634.00 | 6.7% | 9.5% | 01-Jan-25 | |
| Digital menu Board with Changing Messages | 476.00 | 489.00 | 522.00 | 6.7% | 9.7% | 01-Jan-25 | |
| Home Based Business and Bed and Breakfast Sign Permit | 227.00 | 233.00 | 249.00 | 6.9% | 9.7% | 01-Jan-25 | |
| Application for Access to Sign/Pool Enclosure Permit Records (excluding reproduction costs) | 75.00 | 77.00 | 82.00 | 6.5% | 9.3% | 01-Jan-25 | |
| Copies- Paper (per page)* | 0.30 | 0.30 | 0.35 | 16.7% | 16.7% | 01-Jan-25 | |
| Copies- drawings (per drawing)* digital or paper copy | 11.25 | 11.55 | 12.35 | 6.9% | 9.8% | 01-Jan-25 | |
| Zoning and Building Code Compliance Reports | | | | | | | |
| Zoning Information letter - Dev Info Officer | 207.00 | 213.00 | 227.00 | 6.6% | 9.7% | 01-Jan-25 | |
| Zoning Designation and List of Permitted Uses | 207.00 | 213.00 | 227.00 | 6.6% | 9.7% | 01-Jan-25 | |

City of Ottawa
Planning, Development and Building Services Department
Building Code Services - Ontario Building Code - User Fees

| | 2023 Rate \$ | 2024 Rate \$ | 2025 Rate \$ | % Change Over 2024 | % Change Over 2023 | Effective Date | 2025 Revenue (\$000) |
|--|---|---|--|-----------------------|-----------------------|-------------------|----------------------------|
| Residential - 4 suites or less per Building | | | | | | | |
| Summary | 120.00 | 123.00 | 131.00 | 6.5% | 9.2% | 01-Jan-25 | |
| Zoning (plus mobile home, vacant land) | 258.00 | 265.00 | 283.00 | 6.8% | 9.7% | 01-Jan-25 | |
| Update | 120.00 | 123.00 | 131.00 | 6.5% | 9.2% | 01-Jan-25 | |
| Residential - more than 4 suites per Building. Commercial / Industrial / Institutional / Mixed Use - 10 suites and under per Building | | | | | | | |
| Summary | 258.00 | 265.00 | 283.00 | 6.8% | 9.7% | 01-Jan-25 | |
| Zoning | 661.00 | 679.00 | 725.00 | 6.8% | 9.7% | 01-Jan-25 | |
| Update (includes over 10 suites) | 258.00 | 265.00 | 283.00 | 6.8% | 9.7% | 01-Jan-25 | |
| Commercial /Industrial / Institutional/Mixed use - over 10 suites per Building and/or up to 3 Buildings | | | | | | | |
| Summary | 705.00 + 214.00 for each additional building | 725.00 + 220.00 for each additional building | 775.00 + 235.00 for each additional building | 6.9% | 9.9% | 01-Jan-25 | |
| Zoning (plus shopping centre up to 3 buildings - mobile home park over 10 suites) | 1,920.00 + 585.00 for each additional building | 1,970.00 + 600.00 for each additional building | 2,105.00 + 640.00 for each additional building | 6.9% | 9.6% | 01-Jan-25 | |
| Update | 492.00 | 505.00 | 539.00 | 6.7% | 9.6% | 01-Jan-25 | |
| Compliance Reports with Agreements | | | | | | | |
| Report | 405.00 + 115.00 for each amending agreement | 415.00 + 120.00 for each amending agreement | 445.00 + 130.00 for each amending agreement | 7.2% | 9.9% | 01-Jan-25 | |
| Rooming House compliance report | 59.00 | 61.00 | 65.00 | 6.6% | 10.2% | 01-Jan-25 | |
| Release of Agreement | 555.00 + 115.00 for each amending agreement | 570.00 + 120.00 for each amending agreement | 610.00 + 130.00 for each amending agreement | 7.0% | 9.9% | 01-Jan-25 | |
| Pool Enclosure | 202.00 | 207.00 | 221.00 | 6.8% | 9.4% | 01-Jan-25 | |

City of Ottawa
 Planning, Development and Building Services Department
 Building Code Services - Ontario Building Code - User Fees

| | 2023 Rate \$ per square foot | 2023 Rate \$ per square meter | 2024 Rate \$ per square foot | 2024 Rate \$ per square meter | 2025 Rate \$ per square foot | 2025 Rate \$ per square meter | % Change Over 2024 | % Change Over 2023 | Effective Date | 2025 Revenue (\$000) |
|--|--|---|--|---|--|---|-----------------------|-----------------------|-------------------|----------------------------|
| Building Code Services - Ontario Building Code | | | | | | | | | | |
| Building Classification by Major Occupancy | | | | | | | | | | |
| Group A (Assembly occupancies) with a minimum fee of \$110 | | | | | | | | | | |
| All (except as noted below) | 1.57 | 16.90 | 1.61 | 17.33 | 1.72 | 18.50 | 6.8% | 9.6% | 01-Jan-25 | |
| School, College, University | 1.88 | 20.21 | 1.93 | 20.77 | 2.06 | 22.18 | 6.7% | 9.6% | 01-Jan-25 | |
| Community Centre, Theatre Arena, Recreational Facility | 2.13 | 22.88 | 2.19 | 23.57 | 2.34 | 25.16 | 6.8% | 9.9% | 01-Jan-25 | |
| Group B (Institutional Occupancies) with a fee of \$110 | | | | | | | | | | |
| Hospital and Detention facility | 2.51 | 26.96 | 2.58 | 27.77 | 2.75 | 29.65 | 6.6% | 9.6% | 01-Jan-25 | |
| All other B occupancies | 1.57 | 16.90 | 1.61 | 17.33 | 1.72 | 18.50 | 6.8% | 9.6% | 01-Jan-25 | |
| Group C (Residential Occupancies) with a minimum fee of \$110 | | | | | | | | | | |
| Single Detached Unit, Semi-Detached, Row house, Stacked Townhouse and Duplex | 1.06 | 11.45 | 1.09 | 11.73 | 1.16 | 12.52 | 6.4% | 9.4% | 01-Jan-25 | |
| Master Plan Permits for Single Detached Unit, Semi-Detached, Row house and Stacked Townhouse | 0.92 | 9.84 | 0.94 | 10.12 | 1.00 | 10.80 | 6.4% | 8.7% | 01-Jan-25 | |
| Finished basement for above residential | 0.25 | 2.78 | 0.26 | 2.80 | 0.28 | 2.99 | 7.7% | 12.0% | 01-Jan-25 | |
| Apartment Building (Part 9) | 1.13 | 12.08 | 1.16 | 12.49 | 1.24 | 13.33 | 6.9% | 9.7% | 01-Jan-25 | |
| Other Apartment Buildings, Motel, and all Hotels (Part 3) | 1.38 | 14.86 | 1.42 | 15.28 | 1.52 | 16.32 | 7.0% | 10.1% | 01-Jan-25 | |
| Group D (Business and Personal Service Occupancies) with a minimum of \$110 | | | | | | | | | | |
| Office Building less or equal to 10 Storeys | 1.32 | 14.23 | 1.36 | 14.64 | 1.45 | 15.63 | 6.6% | 9.8% | 01-Jan-25 | |
| Office Buildings more than 10 Storeys | 1.63 | 17.54 | 1.68 | 18.08 | 1.79 | 19.30 | 6.5% | 9.8% | 01-Jan-25 | |
| Bank, Medical Office, Police and Fire Station | 1.50 | 16.15 | 1.54 | 16.58 | 1.64 | 17.70 | 6.5% | 9.3% | 01-Jan-25 | |

City of Ottawa
 Planning, Development and Building Services Department
 Building Code Services - Ontario Building Code - User Fees

| | 2023 Rate \$ per square foot | 2023 Rate \$ per square meter | 2024 Rate \$ per square foot | 2024 Rate \$ per square meter | 2025 Rate \$ per square foot | 2025 Rate \$ per square meter | % Change Over 2024 | % Change Over 2023 | Effective Date | 2025 Revenue (\$000) |
|--|--|---|--|---|--|---|-----------------------|-----------------------|-------------------|----------------------------|
| Group E (Mercantile Occupancies) with a minimum fee of \$110 | | | | | | | | | | |
| All | 1.13 | 12.08 | 1.16 | 12.49 | 1.24 | 13.33 | 6.9% | 9.7% | 01-Jan-25 | |
| Group F (Industrial Occupancies) with a minimum fee of \$110 | | | | | | | | | | |
| Industrial building, Warehouse | 0.88 | 9.52 | 0.90 | 9.69 | 0.96 | 10.34 | 6.7% | 9.1% | 01-Jan-25 | |
| Office area in any industrial building (car dealership) | 1.13 | 12.08 | 1.16 | 12.49 | 1.24 | 13.33 | 6.9% | 9.7% | 01-Jan-25 | |
| Parking Garage (below or above grade) and lightly serviced warehouse | 0.44 | 4.71 | 0.45 | 4.84 | 0.48 | 5.17 | 6.7% | 9.1% | 01-Jan-25 | |
| Multi level underground parking garage | 0.56 | 6.10 | 0.58 | 6.24 | 0.62 | 6.66 | 6.9% | 10.7% | 01-Jan-25 | |
| Single storey Self-Storage building | 0.44 | 4.71 | 0.45 | 4.84 | 0.48 | 5.17 | 6.7% | 9.1% | 01-Jan-25 | |
| Miscellaneous with a minimum fee of \$110 | | | | | | | | | | |
| Shell Building for any classification above - Fee reduce by: | 0.32 | 3.42 | 0.33 | 3.55 | 0.35 | 3.79 | 6.1% | 9.4% | 01-Jan-25 | |
| First time fit-up for any classification above (full floor area) | 0.32 | 3.42 | 0.33 | 3.55 | 0.35 | 3.79 | 6.1% | 9.4% | 01-Jan-25 | |

City of Ottawa
Planning, Development and Building Services Department
Building Code Services - Ontario Building Code - User Fees

| | 2023 Rate \$ | 2024 Rate \$ | 2025 Rate \$ | % Change Over 2024 | % Change Over 2023 | Effective Date | 2025 Revenue (\$000) |
|---|--------------------|--------------------|--------------------|-----------------------|-----------------------|-------------------|----------------------------|
| Other - rate based on a per \$1000 or part thereof of the estimated valuation of the work, with a minimum fee of \$110 | | | | | | | |
| Tenant fit-up | 11.00/100.00 | 11.30/103.00 | 12.00/110.00 | 6.2% | 9.1% | 01-Jan-25 | |
| Homeowner projects (interior alterations, decks, etc) | 11.00/100.00 | 11.30/103.00 | 12.00/110.00 | 6.2% | 9.1% | 01-Jan-25 | |
| Farm building | 7.72/100.00 | 7.93/103.00 | 8.50/110.00 | 7.2% | 10.1% | 01-Jan-25 | |
| Any construction where the Gross Floor Area (GFA) cannot be applied | 11.00/100.00 | 11.30/103.00 | 12.00/110.00 | 6.2% | 9.1% | 01-Jan-25 | |
| Construct - Limited Authorization | 11.00/100.00 | 11.30/103.00 | 12.00/110.00 | 6.2% | 9.1% | 01-Jan-25 | |
| 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 | 100.00/11.00 | 103.00/11.30 | 110.00/12.00 | 6.8% | 10.0% | 01-Jan-25 | |
| Other - Flat Fees | | | | | | | |
| Certification of Master Plan | 109.00 | 112.00 | 1,000.00 | 792.9% | 817.4% | 01-Jan-25 | |
| Plumbing work only | 100.00 | 103.00 | 110.00 | 6.8% | 10.0% | 01-Jan-25 | |
| Application for lot severances - requiring plumbing inspections to ensure separate plumbing services can be provided | 108.00 | 111.00 | 118.00 | 6.3% | 9.3% | 01-Jan-25 | |
| Application for access to Building Permits Records (excluding reproduction costs) - per application | 75.00 | 77.00 | 82.00 | 6.5% | 9.3% | 01-Jan-25 | |
| Copies - Paper (per page) * | 0.30 | 0.30 | 0.35 | 16.7% | 16.7% | 01-Jan-25 | |
| Copies- drawings (per drawing)* digital or | 11.25 | 11.55 | 12.35 | 6.9% | 9.8% | 01-Jan-25 | |

City of Ottawa
 Planning, Development and Building Services Department
 Building Code Services - Ontario Building Code - User Fees

| | 2023 Rate \$ | 2024 Rate \$ | 2025 Rate \$ | % Change Over 2024 | % Change Over 2023 | Effective Date | 2025 Revenue (\$000) |
|---|--------------------|--------------------|--------------------|-----------------------|-----------------------|-------------------|----------------------------|
| Fees in Addition to Regular Permit Fees | | | | | | | |
| Conditional Permit - \$355 for single detached unit, semi detached and row house unit and \$1,065 for all other buildings/construction projects | 324.00/972.00 | 333.00/998.00 | 355.00/1,065.00 | 6.6% | 9.6% | 01-Jan-25 | |
| Change of use | 108.00 | 111.00 | 118.00 | 6.3% | 9.3% | 01-Jan-25 | |
| Partial Permit | 252.00 | 259.00 | 276.00 | 6.6% | 9.5% | 01-Jan-25 | |
| Transfer of application or permit | 100.00 | 103.00 | 110.00 | 6.8% | 10.0% | 01-Jan-25 | |
| Re-examination (application with certified master plan) - Customizing certified master plan or change of one certified master plan for another | 339.00 | 348.00 | 371.00 | 6.6% | 9.4% | 01-Jan-25 | |
| 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-25 | |
| Revision to permit- Master Plan - Change of one certified master plan for another | 339.00 | 348.00 | 371.00 | 6.6% | 9.4% | 01-Jan-25 | |
| Revision to permit- other \$ fee per \$1000 construction value, minimum \$110 | 11.00/100.00 | 11.30/103.00 | 12.00/110.00 | 6.2% | 9.1% | 01-Jan-25 | |
| Revision to permit for farm building \$ fee per \$1000 construction value, minimum \$110 (OFA Registration required) | 7.72/100.00 | 7.93/103.00 | 8.50/110.00 | 7.2% | 10.1% | 01-Jan-25 | |

City of Ottawa
Planning, Development and Building Services Department
Building Code Services - Ontario Building Code - User Fees

| | 2023 Rate \$ | 2024 Rate \$ | 2025 Rate \$ | % Change Over 2024 | % Change Over 2023 | Effective Date | 2025 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 | 1,027.00 | 1,096.00 | 6.7% | 9.6% | 01-Jan-25 | |
| Administrative Surcharge: Permit to Demolish where the building was located on property subject to the Heritage Act | 3,000.00 | 3,080.00 | 3,288.00 | 6.8% | 9.6% | 01-Jan-25 | |
| 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-25 | |
| 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-25 | |
| Administrative Surcharge: 15% of recovery costs paid to third party contractors for property owners' non-compliance with the Building Code Act. | 15% | 15% | 15% | 0.0% | 0.0% | 01-Jan-25 | |
| Deferral of revocation | 314.00 | 322.00 | 344.00 | 6.8% | 9.6% | 01-Jan-25 | |
| Alternative Solution - Tier 1 Review Process \$1,010 , Tier II Review Process - \$405 per application | 945.00/380.00 | 970.00/390.00 | 1,010.00/405.00 | 2.6% | 2.6% | 01-Jan-25 | |
| Limiting Distance Agreements | 347.00 | 356.00 | 380.00 | 6.7% | 9.5% | 01-Jan-25 | |
| Demolition Agreement | 416.00 | 427.00 | 456.00 | 6.8% | 9.6% | 01-Jan-25 | |
| 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-25 | |
| 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-25 | |

City of Ottawa
Planning, Development and Building Services Department
Building Code Services - Ontario Building Code - User Fees

| | 2023 Rate \$ | 2024 Rate \$ | 2025 Rate \$ | % Change Over 2024 | % Change Over 2023 | Effective Date | 2025 Revenue (\$000) |
|--|--------------------|--------------------|--------------------|-----------------------|-----------------------|-------------------|----------------------------|
| Remediation Type 1 | 1,036.00 | 1,064.00 | 1,136.00 | 6.8% | 9.7% | 01-Jan-25 | |
| Remediation Type 2 | 1,840.00 | 1,889.00 | 2,017.00 | 6.8% | 9.6% | 01-Jan-25 | |
| Remediation Type 3 | 458.00 | 470.00 | 502.00 | 6.8% | 9.6% | 01-Jan-25 | |
| Remediation Type 4 | 1,148.00 | 1,179.00 | 1,259.00 | 6.8% | 9.7% | 01-Jan-25 | |
| Remediation Type 5(a) | 231.00 | 237.00 | 253.00 | 6.8% | 9.5% | 01-Jan-25 | |
| Private Roadway Naming | 2,029.00 | 2,083.00 | 2,224.00 | 6.8% | 9.6% | 01-Jan-25 | |
| Private Roadway Naming (submitted on same day as Site Plan Control application for the same lands) | 1,457.00 | 1,496.00 | 1,597.00 | 6.8% | 9.6% | 01-Jan-25 | |
| Highway Name Change (Street Name Change) | 2,931.00 | 3,009.00 | 3,212.00 | 6.7% | 9.6% | 01-Jan-25 | |
| Highway Name Dedication (Street Name Dedication) | 1,758.00 | 1,805.00 | 1,927.00 | 6.8% | 9.6% | 01-Jan-25 | |
| Civic Number Change | 242.00 | 248.00 | 265.00 | 6.9% | 9.5% | 01-Jan-25 | |
| 911 Blade Sign and Post (Installed by City) | 98.00 | 101.00 | 108.00 | 6.9% | 10.2% | 01-Jan-25 | |
| 911 Replacement Blade Sign and Post (Installed by the City) | 98.00 | 101.00 | 108.00 | 6.9% | 10.2% | 01-Jan-25 | |
| 911 Replacement Blade Sign and Post (Installed by Owner) | 59.00 | 61.00 | 65.00 | 6.6% | 10.2% | 01-Jan-25 | |
| 911 Replacement Blade Only | 34.00 | 35.00 | 37.00 | 5.7% | 8.8% | 01-Jan-25 | |
| Removal of Orders Registered on Title | 250.00 | 257.00 | 274.00 | 6.6% | 9.6% | 01-Jan-25 | |
| Total Departmental | | | | | | | (491) |

Note:
 *HST applicable

Strategic Initiatives Department

2025 Service Area Summary – Strategic Housing Projects (Affordable Housing)

Strategic Housing Projects (Affordable Housing), located within Housing Services Initiatives, is responsible for the development of affordable housing policy and the delivery of capital programs and funding for new affordable and supportive housing. Affordable Housing works with the private, not-for-profit, and charitable sectors on the development of new affordable and supportive housing for low and moderate-income individuals and families in Ottawa to advance the objectives of the City's 10 Year Housing and Homelessness Plan. This includes administering federal and provincial programs, municipal investments and leveraging City and community resources to advance Council and community priorities.

Affordable Housing works closely with other branches within Housing Services as well as other City departments to develop and implement strategies to move people from homelessness into permanent affordable and supportive housing. Many of the projects funded by this branch exceed green building and energy efficiency standards, as well as meeting other socioeconomic and environmental objectives of the City of Ottawa.

Programs/Services Offered

- Creates partnerships and allocates funding to not-for-profit housing providers to deliver new affordable units, in keeping with the annual targets of the 10 Year Housing and Homelessness Plan, the Housing Accelerator Fund Action Plan, and other Council endorsed commitments.
- Allocates capital funding to support affordable and supportive housing projects at the pre-development stage to establish a pipeline of shovel-ready projects.
- Administers, delivers, and monitors Ontario Renovates and historical Homeownership programs.
- Facilitates the creation of new affordable housing through innovative policies and programs.
- Identifies and advances vacant city parcels for development of affordable housing.
- Liaises with upper levels of government, including the Canada Mortgage and Housing Corporation (CMHC) and the Ministry of Municipal Affairs and Housing (MMAH) to leverage planning and funding opportunities.
- Works with sectors to develop innovative and "made in Ottawa" solutions for affordable and supportive housing.

City of Ottawa
Strategic Initiatives Department
Affordable Housing Development - Operating Resource Requirement
In Thousands (\$000)

| | 2023 | 2024 | | 2025 | \$ Change over 2024 Budget |
|------------------------------------|--------------|---------------|---------------|---------------|-------------------------------|
| | Actual | Forecast | Budget | Estimate | |
| Expenditures by Program | | | | | |
| Affordable Housing Development | 8,932 | 10,018 | 10,088 | 11,340 | 1,252 |
| Gross Expenditure | 8,932 | 10,018 | 10,088 | 11,340 | 1,252 |
| Recoveries & Allocations | (114) | 0 | 0 | 0 | 0 |
| Revenue | 0 | (180) | (250) | (250) | 0 |
| Net Requirement | 8,818 | 9,838 | 9,838 | 11,090 | 1,252 |
| Expenditures by Type | | | | | |
| Salaries, Wages & Benefits | 846 | 938 | 1,048 | 1,300 | 252 |
| Overtime | 0 | 0 | 0 | 0 | 0 |
| Material & Services | 46 | 40 | 0 | 0 | 0 |
| Transfers/Grants/Financial Charges | 8,040 | 9,040 | 9,040 | 10,040 | 1,000 |
| 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 | 8,932 | 10,018 | 10,088 | 11,340 | 1,252 |
| Recoveries & Allocations | (114) | 0 | 0 | 0 | 0 |
| Net Expenditure | 8,818 | 10,018 | 10,088 | 11,340 | 1,252 |
| Revenues By Type | | | | | |
| Federal | 0 | 0 | 0 | 0 | 0 |
| Provincial | 0 | (180) | (250) | (250) | 0 |
| Municipal | 0 | 0 | 0 | 0 | 0 |
| Own Funds | 0 | 0 | 0 | 0 | 0 |
| Property Taxes | 0 | 0 | 0 | 0 | 0 |
| Investment Income | 0 | 0 | 0 | 0 | 0 |
| Development Charges | 0 | 0 | 0 | 0 | 0 |
| Payment-in-Lieu of Taxes | 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 | 0 | (180) | (250) | (250) | 0 |
| Net Requirement | 8,818 | 9,838 | 9,838 | 11,090 | 1,252 |
| Full Time Equivalents | | | 9.00 | 10.00 | 1.00 |

City Of Ottawa
2025 Draft Capital Budget
Planning and Housing Committee
Capital Funding Summary
In Thousands (\$000)

| | Revenues | Tax Supported/ Dedicated | Rate Supported | Develop. Charges | Gas Tax | Tax Supported/ Dedicated Debt | Rate Supported Debt | Develop. Charges Debt | Gas Tax Debt | Total |
|---|--------------|-----------------------------|----------------|---------------------|----------|-------------------------------------|------------------------|-----------------------------|-----------------|---------------|
| Housing Services | | | | | | | | | | |
| Growth | | | | | | | | | | |
| 911160 24-26 Municipal InvestAffordable Housing | 0 | 22,900 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 22,900 |
| Growth Total | 0 | 22,900 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 22,900 |
| Housing Services Total | 0 | 22,900 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 22,900 |
| | | | | | | | | | | |
| Planning & Development | | | | | | | | | | |
| Growth | | | | | | | | | | |
| 910122 Zoning By-law Re-write | 0 | 90 | 0 | 810 | 0 | 0 | 0 | 0 | 0 | 900 |
| 910394 DC By-Law - 2024 Background Study | 0 | 0 | 0 | 155 | 0 | 0 | 0 | 0 | 0 | 155 |
| 911717 2025 Official Plan Update | 0 | 300 | 0 | 2,700 | 0 | 0 | 0 | 0 | 0 | 3,000 |
| Growth Total | 0 | 390 | 0 | 3,665 | 0 | 0 | 0 | 0 | 0 | 4,055 |
| Service Enhancements | | | | | | | | | | |
| 906930 Planning - Land Mngmt Solution - LMS | 3,860 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 3,860 |
| 909980 ROWHUD - Land Mngmt Solution (LMS) | 3,610 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 3,610 |
| Service Enhancements Total | 7,470 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 7,470 |
| Planning & Development Total | 7,470 | 390 | 0 | 3,665 | 0 | 0 | 0 | 0 | 0 | 11,525 |
| | | | | | | | | | | |
| Total | 7,470 | 23,290 | 0 | 3,665 | 0 | 0 | 0 | 0 | 0 | 34,425 |