

# NOTICE TO PERMIT HOLDERS



## REFUNDABLE INSPECTION FEE (RIF)

### For the Construction of New Single, Semi-Detached, Rowhouse and Townhome Dwelling Units

#### ***Refundable Inspection Fee Effective June 18, 2014:***

Commencing June 18, 2014, Building By-law No. 2014-220 establishes a **RIF** of \$300.00 per UNIT of a Single Dwelling, Semi-Detached, Rowhouse or Townhouse Dwelling Units that shall be paid by the Owner at the time of permit issuance. The **RIF** is in addition to the fee paid at the time of application for a Building Permit to construct each new unit. **In order for the RIF to be repaid, the Final Inspection of the unit must be passed within four (4) years from the date the building permit was issued, or the fee shall be forfeited.** Please be aware, the refundable amount **will be reduced by Additional Re-Inspection Fees** as described below. **It is the responsibility of the permit holder to contact the assigned Building Official to schedule the final inspection. The name of the assigned Building Official can be found on the building permit.**

#### **Repayment of RIF**

**When the work has been completed and the Final Inspection has passed within four (4) years of the date the building permit was issued, the RIF will be repaid less any Additional Re-Inspection Fees incurred by the City during the period of work at a rate of \$100.00 per occurrence for each Dwelling Unit where:**

- 1) the permit holder has booked the inspection prematurely, the construction was not ready or not substantially complete for that stage of inspection as determined by the Building Official,
- 2) the permit holder has requested an inspection but did not contact the Building Official to cancel/reschedule the inspection prior to the Official's arrival to the site,
- 3) more than fifteen (15) inspection site visits per Dwelling Unit were required to successfully pass the Final Inspection, the RIF will be reduced by the number of inspections in excess of fifteen (15).

When the Final Inspection has passed and there are no outstanding orders, the RIF balance will be assessed and released to the person named on the Building Permit receipt, unless otherwise directed in writing.

Also, the RIF shall be repaid less any *Additional Re-Inspection Fees* incurred by the City at a rate of \$100.00 per occurrence for each Dwelling Unit where:

- 1) the request for the repayment is received within four (4) years of the date the building permit was issued, and
  - a. the owner withdraws the permit application or cancels the permit by written notice to the Chief Building Official, or
  - b. the Chief Building Official has deemed the application as abandoned, or
  - c. the Chief Building Official has refused to issue a permit for which an application has been made, or
  - d. the Chief Building Official has revoked the building permit.

# NOTICE TO PERMIT HOLDERS

---



## **Transition Rules** - RIFs paid prior to June 18, 2014:

These RIFs continue to be subject to the above rules and will be repaid at the rate of \$1000 per dwelling unit, with a maximum of \$4000 per block of townhomes. The lump sum deposits will no longer be accepted and relied upon and the balance of these deposits will be repaid to the owner / applicant/ permit holder.

Questions concerning your inspection status should be directed to the Building Official noted on the Building Permit.