

## CHANGES TO COLLECTION OF BUILDING PERMIT FEES

City of Surrey Building Bylaw No. 17850 requires a non-refundable plan processing fee to be submitted at the time of building permit application. Effective **February 4, 2015**, the following plan processing fees will be collected at the time of building permit application.

A non-refundable plan processing fee, equal to 35% of the estimated building permit fee, shall be submitted at the time of building permit application. This plan processing fee will be credited against the total building permit fee. The balance of the building permit fee will be collected prior to issuance of the building permit. This applies to the following types of proposed work:

- New buildings.
- Additions to existing buildings.
- Building envelope remediation.

For all other types of proposed work, including tenant improvements and renovations, the full building permit fee shall be submitted at the time of building permit application.

For revisions to issued building permits, a non-refundable plan processing fee, equal to one hour of the plan review fee, shall be submitted at the time of revision application. This plan processing fee will be credited against the total revision fee. The balance of any further required revision fee will be collected prior to issuance of the revision permit.

If applicable, securities (e.g. damage deposits) may be required at the time of building permit application. Please consult the current fee schedule for the building permit fee, plan review fee, and securities. Please contact the City of Surrey Building Division at 604-591-4366 if further information or explanation is needed.