

## Appendix I

### Planning and Development Fees Policy - 2022

#### **Under**

Section 21 (m.1) of the *Conservation Authorities Act*

#### **For the**

Lake Simcoe Region Conservation Authority

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**Effective Date:** January 3, 2022

#### Basis

#### Legislative

The Conservation Authorities Act provides the legislative basis to allow conservation authorities in Ontario to charge fees for services approved by the Minister of Northern Development, Mines, Natural Resources and Forestry. Section 21(m.1) of the Act allows for the collection of fees for planning and development related activities such as:

- Permitting
- Plan review
- Public and legal inquiries

#### Policy

The Ministry of Northern Development, Mines, Natural Resources and Forestry established the Policies and Procedures for the Charging of Conservation Authority Fees to fulfill Section 21(m.1) of the Conservation Authorities Act. These Policies and Procedures further provide the Lake Simcoe Region Conservation Authority (the Authority) with the policy basis to charge fees for planning and development proposals.

## Principles

As a result of the legislative and policy basis, the Authority's Fees Policy is based on the following:

- The user-pay principle
- Adequate consultation and notification
- Opportunity or right to an appeal

## Relationship to Planning and Development Program Budget

The fees on the attached Schedules are designed to recover 100% of the cost of providing a planning and regulatory service to the member municipalities, development industry, and landowners.

## Process and Notification

One of the Authority's stated Annual Operating Priorities of 2021 was to respond to Bill 108 / Bill 229. In doing so, staff were directed to undertake a comprehensive review of the Planning and Development Fees so that moving forward in 2022, a transparent and defensible fee schedule would be in place to ensure that the Planning and Development program is operating on a 100% full cost recovery basis. To do so, Watson & Associates Economists Limited were engaged to carry out a comprehensive review of the fees which resulted in recommendations which have been incorporated into this fee policy. Members of the Building Industry and Land Development Association were consulted, and their valuable feedback has also been considered in the fee schedule below. The report prepared by Watson & Associates can be accessed via this link: [Watson and Associates Report](#). This Fees Policy is a reflection of the in-depth analysis carried out by Watson & Associates with recognition of industry best practices, staff and stakeholder input. Ultimately, this Fees Policy requires approval by the Authority Board of Directors. Once approved, the Policy will be posted on the Authority's website and will be circulated to:

- Regional and local municipalities
- Neighbouring Conservation Authorities
- Conservation Ontario
- Ministry of Northern Development, Mines, Natural Resources and Forestry
- Building Industry Land Development Association
- Ontario Stone Stand and Gravel Association
- Consultants and the general public as requested

## Date of Effect

This Fees Policy requires approval from the Authority Board of Directors. Generally, this Fees Policy will be in effect for a two-year period commencing on January 3, 2022. The Policy supersedes and replaces all previous Authority Fee Policies. Please see transition notes below.

## Appeal

An applicant, proponent, or developer has the right to appeal should they be dissatisfied with the prescribed fee. Any appeal shall be heard by the Authority's Board of Directors through a deputation by the proponent. The appeal will be heard in accordance with the Statutory Powers Procedure Act based on the principles of fairness, opportunity, and notification.

## Monitoring

This Fees Policy shall be monitored on an annual basis to evaluate its effectiveness and fairness. As outlined in the recommendations of the Watson and Associates Report, fees are subject to an annual cost-of-living increase. A Working Group has been established with members of the Building Industry Land Development Association to evaluate this Fees Policy.

## Fee Schedules

Note – Fees are not required to include HST Updated May 2020 per the Authority Board of Directors (BOD-30-20) Updated March 2021 (Housekeeping Update) per the Authority Board of Directors (16-21-BOD)

## Applications made under the Planning Act

Category	Fee	2022 COLA increase
Minor Official Plan Amendment - Proponent Initiated (No technical review required – Planning review only)	\$2,152	\$2,195
Major Official Plan Amendment – Proponent Initiated (Technical review required)	\$12,651	\$12,904
Minor Zoning By-Law Amendment - Proponent Initiated (No technical review required – Planning review only)	\$2,152	\$2,195
Major Zoning By-law Amendment – Proponent Initiated (Technical review required)	\$12,651	\$12,904
Combined Official Plan Amendment / Zoning By-law Amendment	\$12,651	\$12,904

Draft Plan (Subdivision/Condo) Approval – Minimum Fee	\$18,279	\$18,645
Draft Plan Approval - >60 Lots/Units (\$/lot) Maximum Fee imposed at 160 Lots	\$288/Lot, Unit	\$294/Lot, Unit
Draft Plan Approval – Maximum Fee	\$46,080	\$47,002
Final Plan Approval - Minimum Fee (<60 Lots)	\$12,240	\$12,485
Final Plan Approval - >60 Lots	\$288/lot/Unit	\$294/Lot, Unit
Final Plan approval - Maximum Fee (Imposed at 160 +Lots)	No Final Plan Fee	
Combined OPA/ZBA/Subdivision or Condo <60 Lots	Full Subdivision Fee and 70% of OPA/ZBA Fee	
Combined OPA/ZBA/Subdivision or Condo >60 Lots	Full Subdivision Fee and 70% of OPA/ZBA Fee	
Draft Plan of Subdivision – Red-line Revision (Triggering additional technical review)	\$5,100	\$5,202
Draft Plan of Subdivision – Request for Extension of Approval	\$1,282	\$1,308
Site Plan – Residential/Institutional (>15 units)	\$20,949	\$21,368
Combined OPA/ZBA/Site Plan (>15 Units)	Full Site Plan Fee and 70% of OPA/ZBA Fee	
Site Plan – Residential/Institutional (<15 units)	\$14,000	\$14,280
Combined OPA/ZBA/Site Plan (<15 Units)	Full Site Plan Fee and 70% of OPA/ZBA Fee	
Site Plan - Residential (single-unit)/Agricultural (Minor)	\$2,196	\$2,240
Site Plan – Residential (single-unit)/Agricultural (Major)	\$4,700	\$4,794
Combined OPA/ZBA/Site Plan (Residential – single unit /Agricultural (Major)	Full Site Plan Fee and 70% OPA/ZBA Fee	
Site Plan - Golf Courses, Aggregate	\$26,604	\$27,136
Site Plan – Commercial and Industrial	\$24,249	\$24,734
Site Plan Amendment Fee - Minor (Minimal Review or Revisions)	\$2,550	\$2,601

Site Plan Amendment Fee - Major (Technical review required)	\$5,100	\$5,202
Greater Than (>) Two (2) technical re-submissions	25% of Application Fee for each additional submission after the 2nd	
Site Plan – Water Balance Review Only (WHPA Q2 & 4.8-DP/ 6.40-DP) (The water balance review fee in the WHPA Q2 area and applications subject to the Lake Simcoe Protection Plan Water Recharge Offsetting Policy for the Lake Simcoe Protection Plan for site plans (\$3,151) is applied to those applications typically not circulated to the Authority in accordance with the Memorandum of Understanding with the watershed municipalities. The Authority’s review of these site plan applications will be restricted to the water balance only (i.e., it will not include a review of the grading/drainage/Erosion Sediment Control Plans)	\$3,151	\$3,214
Phosphorus Offsetting Policy Review Only	\$3,387	\$3,455
Consent/Minor Variance Application (Minor – No technical review required – Planning review only)	\$525	\$536
Consent / Minor Variance Application (Major)	\$2,038	\$2,079
Development Potential Review – Planning (in writing)	\$1,122	\$1,144
Peer Review (e.g., Geotechnical Study)	Paid by Applicant	
Site Visit Fee (Required for Requested Site Visits that are not subject to a current and open application under the Planning Act.	\$1,530	\$1,561
Pre-consultation (Review fee of pre-consultation circulations provided to the Authority by partner Municipalities) NOTE: The pre-consultation fee will be credited to the Application Fee if a complete application under the Planning Act is submitted within 12 months of the date of the provided pre-consultation comments.	\$750	\$765

## Permit Applications made under the Conservation Authorities Act and O.Reg.179/06

O.Reg. 179/06 Refers to the Lake Simcoe Region Conservation Authority specific regulation under the Conservation Authorities Act.

Category	Fee	2022 COLA increase
Major Permit Application Development where there is a high risk to people or property, natural hazards, or natural features. One or more studies required. For example, an environmental impact study, hydraulic analysis, stormwater management report or geotechnical report.	\$5,081	\$5,183
Intermediate Permit Application Development where there is moderate risk to people or property, natural hazards, or natural features. Detailed plans or report is required	\$1,700	\$1,734
Minor Permit Application (Minor permit application refers to a permit for development where there is low risk of impact on natural hazards or natural features. No technical reports are required. Small scale, and/or consistent with policy and guidelines.)	\$750	\$765
Routine Permit Application Limited review, minor in nature relative to location, or impact.	\$600	\$612
Permit – Revisions Amendments/minor changes to plans made under a previously approved and still valid permit.	Half the original Permit Fee	
Retroactive Permit (Refers to a permit required arising from the failure to obtain permission under Ontario Regulation 179/06 before works commenced.)	Double Permit Fee	
Retroactive Permit involving Court Order	Double Permit Fee	
Permit Reissuance – If a new application is submitted within 6 months of the original permit expiring and there are no changes to the site plan, application, or regulation limit	Half the original Permit Fee	

Legal/Real Estate Inquiries	\$525	\$536
Letter of Comment	\$255	\$260
Permit Associated with a Minister's Zoning Order (s.28.0.1)	Double Permit Fee	
Re-submission Fee (>2 submissions)	25% of Permit Fee	

Private Residential Property Major Residential (Subdivision),  
Commercial, Industrial, Institutional Proposals

Category	Fee	2022 COLA increase
Major Permit Application	\$6,000	\$6,120
Intermediate Permit Application	\$4,000	\$4,089
Permit Revisions Amendments/minor changes to plans made under a previously approved and still valid permit.	Half the original Permit Fee	
Retroactive Permits (Refers to a permit required arising from the failure to obtain permission under Ontario Regulation 179/06 before works commenced.)	Double Permit Fee	
Permit Reissuance If a new application is submitted within 6 months of the original permit expiring and there are no changes to site plan, application, or regulation limit	Half the original Permit Fee	
Green Energy Permits	\$3,200	\$3,264
Permit Associated with a Minister's Zoning Order (s.28.0.1)	Double Permit Fee	
Re-submission Fee (>2 Submissions)	25% of Permit Fee	

## Municipal Proposal

Category	Fee	2022 COLA increase
<p>Major Permit Application</p> <p>Major municipal permit applications refer to applications that require technical reports or analysis to support the application as well as applications for works that cover large geographic areas such as multiple road culverts or bridge replacements and large-scale municipal servicing and road projects.</p>	\$6,300	\$6,426
<p>Minor Permit Application</p> <p>Minor municipal permit applications refer to a permit application which does not require detailed technical reports or analysis to support the application. This could include permit applications for road resurfacing, driveways/roadways culvert replacements, re-grading of existing roadside ditches.</p>	\$4,200	\$4,284
Permit Revisions	Half the original Permit Fee	
<p>Permit Reissuance</p> <p>If a new application is submitted within 6 months of the original permit expiring and there are no changes to site plan, application, or regulation limit</p>	Half the original Permit Fee	
Permit Associated with a Minister's Zoning Order (s.28.0.1)	Double Permit Fee	
Re-submission Fee (>2 Submissions)	25% of Permit Fee	



## Large Fill Proposals (>250m<sup>3</sup> of Fill Placement)

Category	Fee	2022 COLA increase
Base Fee	\$5,100 + \$1/m <sup>3</sup>	\$5,202 + \$1/m <sup>3</sup>
Retroactive/Unauthorized Works Refers to a permit required arising from the failure to obtain permission under Ontario Regulation 179/06 before works commenced.	Double Base Fee + \$1/m <sup>3</sup>	
Specialty Crop Areas within the Provincial Greenbelt (e.g. top dressing or dyke management)	Base Fee + .50 cents/m <sup>3</sup> to a maximum of \$3,060	Base Fee + .50 cents/m <sup>3</sup> to a maximum of \$3,121
Re-Submission Fee (>2 Submissions)	25% of Permit Fee	

**Note** – Any Peer Review required by the Authority shall be paid by the applicant or proponent.

## Environmental Compliance Approval (ECA) Review

Category	Fee	2022 COLA increase
Minor ECA Stormwater Works Review for <2ha Typically, minor site plans. Municipal projects <2ha;	\$3,800	\$3,876
Moderate ECA Stormwater Works Review for 2ha to 5ha Typically, larger site plans and condominiums. Municipal projects 2ha to 5ha;	\$4,080	\$4,162
Major Stormwater Works Review for >5ha Typically, Draft Plans of Subdivisions and major site plans. Large scale municipal projects >5ha;	\$7,650	\$7,803
Minor Stormwater Conveyance Systems Local municipal roads, 500 metres long or less	\$3,800	\$3,876
Major Stormwater Conveyance Systems Large road projects, arterials, greater than 500 metres in length	\$4,080	\$4,162
Site or Topic Specific Technical Expert Peer Review This is for the rare instance where there is need for an outside Technical Expert (i.e., geotechnical). All external fees will be agreed upon by applicant prior to commencement;	\$710 + TBD Technical Review Fee	\$724 + TBD Technical Review Fee

## Technical Reviews (Non-Application)

Category	Fee	2022 COLA increase
<b>Minor Technical Review</b> Due diligence review, minor technical studies. NOTE: 50% of Fee will be credited to Application Fee if an application is received within 12 months of first Minor Technical Review Submission	\$2,100	\$2,142
<b>Major Technical Review</b> Detailed studies including floodplain analysis, detailed boundary delineation, peer review of existing reports. NOTE: 50% of Fee will be credited to Application Fee if an application is received within 12 months of first Major Technical Review Submission	\$4,000	\$4,080
Re-Submission Fee (>2 Submissions)	25% of Review Fee	

## Environmental Assessments

Category	Fee	2022 COLA increase
Schedule B Class	\$6,520 + Applicable Permit Fee	\$6,650 + Applicable Permit Fee
Schedule C Class	\$9,208 + Applicable Permit Fee	\$9,392 + Applicable Permit Fee

## Notes to Fee Schedule

### Resubmission Fees

Re-submission fees will be applicable for any submission after the second submission in support of a permit application or Planning Act application. For subdivision applications, resubmission fees will be payable for each submission after the second functional submission and second detailed design submission.

### Changes to Fees

The Authority reserves the right to modify or adjust fees should the review require a substantially greater or lower level of review and/or assessment, including applications to alter or change a floodplain, retroactive permits required by a Court Order or permits associated with a Minister's Zoning Order.

### Transition

Any subdivision application where the draft plan fee was paid prior to January 2, 2022 will be required to pay the final plan fee (per the 2021 fee schedule) and will be subject to the >3 submission fee per the 2021 fee schedule if required.

Applications for Plan of Subdivision (and associated Official Plan Amendment and/or Zoning By-law Amendment) received December 30th, 2022 or later will be subject to the in force and effect fee at the time of payment.

All complete applications (inclusive of the Authority Fees paid) as of January 2, 2022, 2021 will be subject to the 2021 fee schedule and additional technical review fee (>3 Technical submissions). All completed applications January 3, 2022 and later will be subject to the additional submission fee (>2 Submissions) of 25% of the total application fee.

Any Planning Act, Conservation Authorities Act, Environmental Assessment Act and Environmental Compliance Approval applications received in 2022 without payment, will not be considered complete applications until the Authority review fee has been received. The required fee will be in accordance with the in force and effect fee schedule at the time of payment.