

Planning and Development Fees Policy

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

For the

Lake Simcoe Region Conservation Authority

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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 Natural Resources. 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 Natural Resources (MNR) established the *Policies and Procedures for the Charging of Conservation Authority Fees* in order to fulfill Section 21(m.1) of the *Conservation Authorities Act*. These *Policies and Procedures* further provide the Lake Simcoe Region Conservation Authority (LSRCA) with the policy basis to charge fees for planning and development proposals.

Principles

As a result of the legislative and policy basis, the LSRCA'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

In 2008, a Working Group was established with members of BILD (Building Industry and Land Development Association) and planning staff of the LSRCA. The purpose of the Working Group was to review the proposed changes to the existing Fees Policy in accordance with its monitoring provisions. This revised Policy reflects the discussions and consensus achieved with BILD. Ultimately, this Fees Policy requires approval by the LSRCA Board of Directors (BOD). Once approved, the Policy is posted on the LSRCA website and is circulated to:

- Regional and local municipalities
- Neighboring Conservation Authorities
- Conservation Ontario
- Ministry of Natural Resources
- BILD
- OSSGA
- Consultants and general public as requested

Implementation

Plans of Subdivision and Condominium

The fees charged for plans of subdivision will include the estimated number of Lots/Units for any Blocks within the plan. As such, the circulation of any subsequent plan of condominium or residential site plan to the LSRCA will not trigger any further fee requirement unless there is a significant change (+) in the unit count.

Golf Course / Aggregate Applications

The maximum golf course/aggregate fee will be triggered for those complex applications based on magnitude, environmental features, and study requirements.

Date of Effect

This Fees Policy requires approval from the LSRCA Board of Directors. Generally, this Fees Policy will be in effect for a two year period commencing on January 1, 2019. The Policy supersedes and replaces all previous LSRCA Fee Policies.

Appeal

An applicant, proponent, or developer has the right to appeal should he or she be dissatisfied with the prescribed fee. Any appeal shall be heard by the LSRCA 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. A Working Group has been established with members of BILD in order to evaluate this Fees Policy.

Fee Schedules

Note – All Fees Include HST

Applications made under the *Planning Act*

Category	Fee
Block/Neighbourhood Plans – Proponent Driven	\$5,000
Official Plan Amendments - Proponent Initiated	\$2,000
Zoning By-Law Amendments - Proponent Initiated	\$1,000
Draft Plan (Subdivision/Condo) Approval – Minimum Fee	\$15,000
Draft Plan Approval - >60 Lots/Units	\$250/Lot, Unit
Draft Plan Approval – Maximum Fee	\$40,000
Final Plan Approval - Minimum Fee	\$12,000
Final Plan Approval - >48 Lots/Units	\$250/Lot, Unit
Final Plan approval - Maximum Fee	\$35,000
Draft Plan of Subdivision – Red-line Revision	\$5,000
Site Plan – Residential/Institutional (>15 units)	\$17,000
Site Plan – Residential/Institutional (<15 units)	\$7,000
Site Plan - Residential (single-unit)/Agricultural	\$1,500
Site Plan – Golf Courses, Aggregate; Minimum Fee	\$15,000
Site Plan - Golf Courses, Aggregate; Maximum Fee	\$30,000
Site Plan – Commercial and Industrial	\$7,000
Greater Than (>) Three (3) technical re-submissions	\$2,000
Site Plan – Water Balance Review Only (WHPA Q2 Area)	\$1,500
Water Balance Review (WHPA Q2 Area) – typical technical review	\$1,000
Phosphorus Offsetting Policy (POP) Review Only	\$1,500
Consent/Minor Variance Application	\$500
Development Potential Review – Planning (in writing)	\$500
Peer Review (e.g. Geotechnical Study)	Cost Paid by Applicant

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

Private Residential Property

Category	Fee
Major Permit Application – Single Family Dwelling	\$1500
Intermediate Permit Application (e.g. boathouses, garage)	\$1000
Minor Permit Application –(e.g. decks, pools)	\$300
Permit – Revisions	\$500
Retroactive Permit	Double Permit Fee
Legal/Real Estate Inquiries	\$500
Letter of Comment	\$250

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

Category	Fee
Permit Application – (grading, stormwater, outfalls, channel re-location, bridges, etc)	\$3,500
Intermediate Permit Application	\$1,500
Permit Revisions	\$750
Retroactive Permit	Double Permit Fee
Green Energy Permits	\$5,000

Municipal Proposals

Category	Fee
Major Permit Application (large geographic areas, technical review needed)	\$3,000
Minor Permit Application (ditching, like for like culvert replacements)	\$1,000
Permit Revisions	\$500

Large Fill Proposals (>250m³ of Fill Placement)

Category	Fee
Base Fee	\$5,000 + \$1/m ³
Retroactive/Unauthorized Works	Double Base Fee + \$1/m ³
Specialty Crop Areas within the Provincial Greenbelt (e.g. top dressing or dyke management)	Base Fee + 50 Cents/m ³ to a maximum of \$3,000

Note – Any Peer Review required by the LSRCA shall be paid by the applicant or proponent

Environmental Compliance Approval (ECA) Review

Category	Fee
Minor ECA Stormwater Works Review for <2ha <ul style="list-style-type: none"> • Typically minor site plans; • Municipal projects <2ha; 	\$2,000
Moderate ECA Stormwater Works Review for 2ha to 5ha <ul style="list-style-type: none"> • Typically larger site plans and condominiums; • Municipal projects 2ha to 5ha; 	\$4,000
Major Stormwater Works Review for >5ha <ul style="list-style-type: none"> • Typically Draft Plans of Subdivisions and major site plans; • Large scale municipal projects >5ha; 	\$7,500
Minor Stormwater Conveyance Systems <ul style="list-style-type: none"> • Local municipal roads, 500 metres long or less 	\$1,500
Major Stormwater Conveyance Systems <ul style="list-style-type: none"> • Large road projects, arterials, greater than 500 metres in length 	\$3,000
Site or Topic Specific Technical Expert Peer Review <ul style="list-style-type: none"> • 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; 	\$500 + TBD Technical Review Fee

Technical Reviews (Non-Application)

Category	Fee
Minor Technical Review <ul style="list-style-type: none"> • Site visit, due diligence review, minor technical studies; 	\$2,500
Major Technical Review <ul style="list-style-type: none"> • Detailed studies including floodplain analysis, detailed boundary delineation, peer review of existing reports; 	\$5,000

Glossary

O.Reg.179/06

- Refers to the Lake Simcoe Region Conservation Authority specific regulation under the Conservation Authorities Act.

Major Municipal Permit Application

- 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 culvert or bridge replacements and large scale municipal servicing and road projects.
- This includes proposed works such as the construction of sewers or watermains where multiple crossings of regulated areas are required, building of new roads and significant road widenings.

Minor Municipal Permit Application

- This refers to a permit application which does not require any technical reports or analysis to support the application.
- This also includes permit applications for road resurfacing, minor bridge or culvert repairs, like for like driveway / roadway culvert replacements, re-grading of existing roadside ditches and minor road widenings where the type of road cross section remains unchanged.

Minor Permit

- A minor permit requires no technical review and is a small scale project.

Retroactive Permit

- A retroactive permit is a permit required arising from the failure to obtain a permit before works commenced.

Water Balance Review (WHPA-Q2)

- The water balance review fee in the WHPA-Q2 area for site plans (\$1,500) is applied to those applications typically not circulated to the LSRCA in accordance with the Memoranda of Understanding (MOU) with the watershed municipalities. The LSRCA'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/ESC plans etc.).
- The water balance review fee in the WHPA-Q2 area for site plans and plans of subdivision/condominium (\$1,000) is added to those applications typically circulated to the LSRCA in accordance with the MOU. The water balance review for these applications will be part of our overall review as it relates to stormwater management, grading, drainage, natural heritage, etc.