



# Plan Review and Permitting Fees Review

## Lake Simcoe Region Conservation Authority

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Final Report

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## List of Acronyms and Abbreviations

A.B.C.	Activity-Based Costing
B.I.L.D.	Building Industry and Land Development Association
C.A.	Conservation Authority
C.A.A.	<i>Conservation Authorities Act, 1990</i>
E.A.	Environmental Assessment
F.T.E.	Full Time Equivalent
G.T.H.A.	Greater Toronto Hamilton Area
H.S.T.	Harmonized Sales Tax
L.P.A.T.	Local Planning Appeal Tribunal
L.S.R.C.A.	Lake Simcoe Region Conservation Authority
M.N.R.F.	Ministry of Natural Resources and Forestry
M.O.U.	Memorandum of Understanding
O.L.T.	Ontario Land Tribunal
O.P.A.	Official Plan Amendment
Z.B.A.	Zoning By-law Amendment



# Chapter 1

## Introduction



# 1. Introduction

## 1.1 Background

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Lake Simcoe Region Conservation Authority (L.S.R.C.A.) provides plan review services and approvals to provincial agencies, municipalities, and landowners throughout its watersheds within the County of Simcoe, Region of Durham, and Region of York as well as the City of Barrie and the City of Kawartha Lakes. Additionally, L.S.R.C.A. regulates development, interference with wetlands, and alterations to shorelines and watercourses through *Conservation Authorities Act, 1990* (C.A.A.) section 28 permits granted under O. Reg. 179/06.

Changes to the C.A.A. through *the Building Better Communities and Conserving Watershed Act, 2017* and the *More Homes, More Choice Act, 2019* (which are discussed further in section 1.4 herein) have implications for the types of services provided by Conservation Authorities (C.A.s) and the available funding sources for the services provided. The potential impact of these changes on the ability of C.A.s to recover costs through municipal levies, agreements, memorandums of understanding, and fees and charges, suggest there will be a greater need for full cost accounting principles (i.e. direct, indirect, and capital costs) and transparency in the determination of fees and charges for all programs and services provided.

## 1.2 Objectives

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Watson & Associates Economists Ltd. (Watson) has been retained by L.S.R.C.A. to undertake a review the plan review and permitting fees that they impose.

The primary objectives of the fee review are to assess the full cost of providing plan review and permitting services and the adequacy of current L.S.R.C.A. fees to recover the anticipated costs of service. Evidence based support is provided for fee structure recommendations to recover the full cost of service while:

- being defensible and conforming with the policies of the Ministry of Northern Development, Mines, Natural Resources and Forestry (formerly the Ministry of Natural Resources and Forestry (M.N.R.F.)) regarding planning and compliance-oriented activities and the requirements of the C.A.A.;



- balancing L.S.R.C.A.'s need to maximize cost recovery with stakeholder interests, affordability, and competitiveness;
- reflecting industry best practices; and
- considering the administrative process for the implementation of fees.

In addition to making fee recommendations, the fee review also recommends principles of a fee policy in accordance with section 21.2 of the C.A.A. (yet to be proclaimed at the time of writing).

The analysis provided herein, and ultimate fee recommendations, have been developed to provide for the full recovery of plan review and permitting costs in line with L.S.R.C.A.'s established cost recovery targets. The final implementation plan for these fees will be determined through consultation with external stakeholders and L.S.R.C.A.'s Board of Directors.

This technical report summarizes the legislative context for the fees review, provides in detail, the methodology utilized to assess the full costs of service, and presents the calculated full cost recovery fees and fee administration policies.

### 1.3 Study Process

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Set out in Table 1-1 is the project work plan that has been undertaken in the review of L.S.R.C.A.'s plan review and permit fees.

Table 1-1  
Plan Review and Permitting Fees Review Study Work Plan

Work Plan Component	Description
1. Project Initiation and Orientation	<ul style="list-style-type: none"><li>• Undertook an initial start-up meeting with L.S.R.C.A. staff to review project scope, work plan, legislative context, fee review trends, and activity-based costing full cost methodology</li></ul>
2. Review Background Information	<ul style="list-style-type: none"><li>• Reviewed cost recovery policies</li><li>• Assessed annual application/permit patterns and characteristics</li></ul>
3. Document Fee Categorization and Processes	<ul style="list-style-type: none"><li>• Met with L.S.R.C.A. staff members to review and refine fee design parameters and establish costing categories</li></ul>



Work Plan Component	Description
	<ul style="list-style-type: none"> <li>Developed, in collaboration with L.S.R.C.A. staff, process maps for categories/processes established through these discussions</li> <li>Established participating L.S.R.C.A. departments/staff positions</li> </ul>
4. Design and Execution of Direct Staff Processing Effort Estimation	<ul style="list-style-type: none"> <li>Produced (by L.S.R.C.A. staff) effort estimates for each costing category across established processes</li> <li>Examined effort estimates to quantify and test overall staff capacity utilization (i.e. capacity analysis) for reasonableness</li> <li>Reviewed the results of the staff capacity utilization analysis with L.S.R.C.A. staff and refined effort estimates</li> </ul>
5. Develop A.B.C. Model to Determine the Full Cost Processes	<ul style="list-style-type: none"> <li>Developed A.B.C. model to reflect the current cost base (i.e. 2021\$), fee costing categories, direct and indirect cost drivers, and generated full cost recovery fee schedule</li> </ul>
6. Calculation of Full Cost Recovery and Policy Driven Fees and Fee Comparisons	<ul style="list-style-type: none"> <li>Used modelled costing results to generate full cost recovery and policy-driven fee structure options</li> <li>Prepared comparison survey for C.A. and municipal development fees</li> <li>Provided impact analysis for sample development types and for C.A./municipal comparators</li> <li>Developed a recommended fee structure to achieve full cost recovery while maintaining market competitiveness and considering applicant affordability</li> <li>Presented draft fee structure and findings to L.S.R.C.A. staff</li> </ul>
7. Draft Report	<ul style="list-style-type: none"> <li>Prepared the Draft Report</li> </ul>
8. Stakeholder Consultation and Final Report	<ul style="list-style-type: none"> <li>L.S.R.C.A. engaged with stakeholders to inform the draft fee recommendations and implementation of those fees and policies</li> </ul>
9. Final Report and Presentation to Board of Directors	<ul style="list-style-type: none"> <li>Preparation the Final Report for presentation of recommendations to the L.S.R.C.A. board of directors.</li> </ul>





## 1.4 Legislative Context for Fees Review

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The context for the fees review is framed by the statutory authority available to L.S.R.C.A. to recover the costs of service. The statutory authority for imposing fees for services, including plan review and section 28 permits, is conferred through the C.A.A. Furthermore, the M.N.R.F. sets additional principles and policies for charging fees in accordance with section 69 of the *Planning Act*.

### 1.4.1 Conservation Authorities Act, 1990

Currently, section 21 of the C.A.A. provides the authority for C.A.s to charge fees for services. Recent changes to the C.A.A. through *the Building Better Communities and Conserving Watershed Act, 2017* (Bill 139) and the *More Homes, More Choice Act, 2019* (Bill 108), have implications for the types of services C.A.s provide and how costs are recovered. While these pieces of legislation have received Royal Assent, the sections that pertain to the provision of fees for programs and services will come into effect on a day to be named by proclamation of the Lieutenant Governor. Section 21.1 of the C.A.A. identifies the programs and services that a C.A. is required or permitted to provide within its area of jurisdiction. These programs and services include:

1. Mandatory programs and services that are required by regulation;
2. Municipal programs and services that the authority agrees to provide on behalf of municipalities situated in whole or in part within its area of jurisdiction under a memorandum of understanding (M.O.U.); and
3. Such other programs and services as the authority may determine are advisable to further its objectives.

The proposed changes to the C.A.A. will redefine these programs and services to include:

- Mandatory programs and services (section 21.1) related to:
  - Risk of natural hazards, conservation and management of lands owned or controlled by the authority, source protection authority under the *Clean Water Act, 2006*, and as prescribed by regulation; and
  - Prescribed programs and services related to L.S.R.C.A. duties under the *Lake Simcoe Protection Act*.
- Municipal programs and services (section 21.1.1)



- Provided through an M.O.U. or agreement with municipal partners.
- Other programs and services (section 21.1.2).

C.A.s may apportion operating costs of “mandatory” and “municipal” programs and services to participating municipalities. “Other” programs and services may be included in the apportionment if identified in an M.O.U. or agreement. The apportionment of costs may also be appealed by the participating municipalities.

The changes to the C.A.A. will require fees, including those for plan review, section 28 permitting, and other programs and services, to be determined by the C.A. if not prescribed through regulation. C.A.s will be required to maintain a fee schedule that sets out the programs and services it provides and for which it charges a fee, the amount of the fee, and the manner in which the fee has been determined.

C.A.s will be required to adopt a fee policy, including fee schedule, frequency, and process for review (including notice and public availability), and circumstances for the request of reconsideration. The fees and fee policy shall be made available to the public and reviewed at regular intervals. Notice of any changes to the list of fees, amount of any fee, or the manner in which the fees were determined, shall be given to the public.

### **1.4.2 Planning Act, 1990**

The M.N.R.F. sets additional principles and policies for charging fees, including:

- Fees should be set to recover the full cost of administering and delivering the service; and
- For planning services, fees should be designed and administered in accordance with section 69 of the *Planning Act*.

The *Planning Act, 1990* governs the imposition of fees by municipalities for recovery of the anticipated costs of processing each type of planning application. The following summarizes the provisions of this statute as it pertains to planning application fees.

Section 69 of the *Planning Act* allows municipalities to impose fees through by-law for the purposes of processing planning applications. In determining the associated fees, the Act requires that:



“The council of a municipality, by by-law, and a planning board, by resolution, may establish a tariff of fees for the processing of applications made in respect of planning matters, which tariff shall be designed to meet only the anticipated cost to the municipality or to a committee of adjustment or land division committee constituted by the council of the municipality or to the planning board in respect of the processing of each type of application provided for in the tariff.”

Section 69 establishes many cost recovery requirements that municipalities imposing fees under section 69 must consider when undertaking a full cost recovery fee design study. The Act specifies that municipalities may impose fees through by-law and that the anticipated costs of such fees must be cost justified by application type as defined in the tariff of fees (e.g. Subdivision, Site Plan, etc.). Given the cost justification requirements by application type, this would suggest that cross-subsidization of planning application fee revenues across application types is not permissible. For instance, if Site Plan application fees were set at levels below full cost recovery for policy purposes, this discount could not be funded by Subdivision application fees set at levels higher than full cost recovery. Our interpretation of section 69 is that any fee discount must be funded from other general revenue sources (such as the municipal levy in the case of C.A.s).

It is noted that the statutory requirement is not the actual processing costs related to any one specific application. As such, actual time docketing of staff processing effort against application categories or specific applications does not appear to be a requirement of the Act for compliance purposes. As such our methodology, which is based on staff estimates of application processing effort, meets with the requirements of the Act and is in our opinion a reasonable approach in determining anticipated costs.

The Act does not specifically define the scope of eligible processing activities and there are no explicit restrictions to direct costs as previously witnessed in other statutes. Moreover, recent amendments to the fee provisions of the *Municipal Act and Building Code Act* are providing for broader recognition of indirect costs. Acknowledging that staff effort from multiple departments can be involved in processing planning applications, it is our opinion that such fees may include direct costs, capital-related costs, support function costs directly related to the service provided, and general corporate overhead costs apportioned to the service provided. Moreover the M.N.R.F. guidelines provide that fees should be designed to recover the full costs of



administering and delivering the service, providing further support to the inclusion of indirect support costs within the full cost assessment.



# Chapter 2

## Activity-Based Costing Methodology



## 2. Activity-Based Costing Methodology

### 2.1 Methodology

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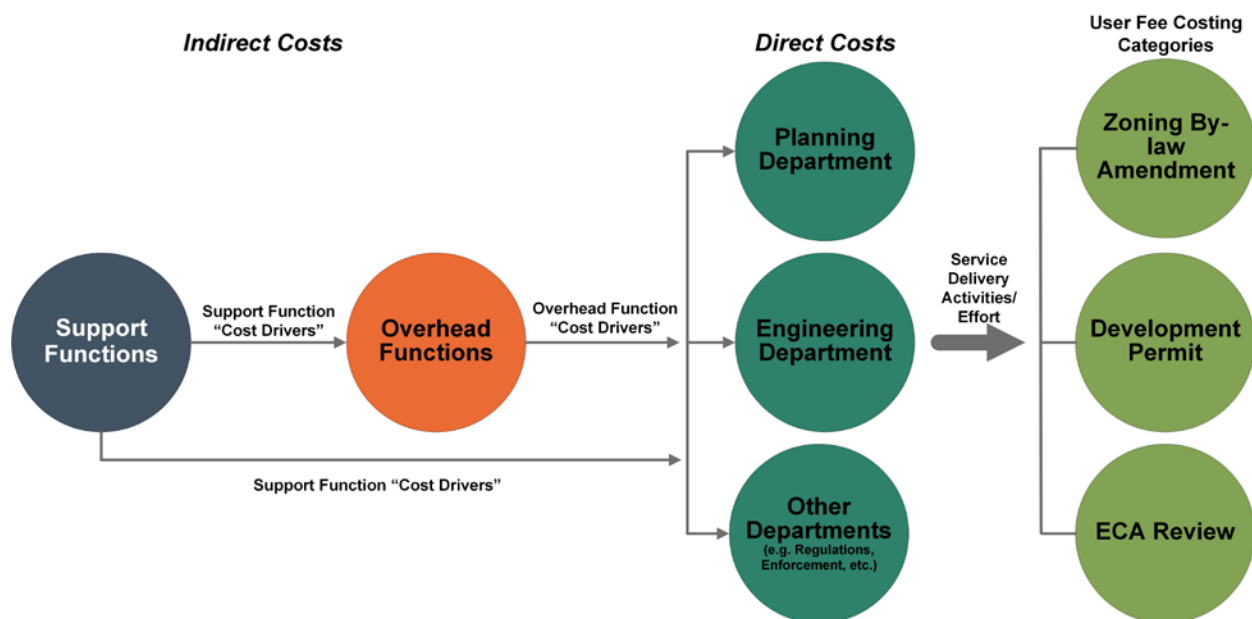
An activity-based costing (A.B.C.) methodology, as it pertains to C.A.s, assigns an organization's resource costs through activities to the services provided to the public. Conventional public sector accounting structures are typically not well suited to the costing challenges associated with development or other service processing activities, as these accounting structures are department focussed and thereby inadequate for fully costing services with involvement from multiple departments/divisions. An A.B.C. approach better identifies the costs associated with the processing activities for specific user-fee types and thus is an ideal method for determining full cost recovery plan review and permit fees.

As illustrated in Figure 2-1, an A.B.C. methodology attributes processing effort and associated costs from all participating departments and individuals to the appropriate plan review and permit categories. The resource costs attributed to processing activities and application/permit categories include direct operating costs, indirect support costs, and capital costs. Indirect support function and corporate overhead costs are typically allocated to direct service departments according to operational cost drivers (e.g. human resource costs allocated based on the relative share of full time equivalent (F.T.E.) positions by department). Once support costs have been allocated amongst direct service departments, the accumulated costs (i.e. indirect, direct, and capital costs) are then distributed across the various fee categories, based on the department's direct involvement in the processing activities. The assessment of each department's direct involvement in the plan review and permitting process is accomplished by tracking the relative shares of staff processing effort across each fee category's sequence of mapped process steps. The results of employing this costing methodology provides organizations with a better recognition of the costs utilized in delivering plan review and permitting services, as it acknowledges not only the direct costs of resources deployed but also the operating and capital support costs required by those resources to provide services.

The following sections in this chapter review each component of the A.B.C. methodology as it pertains to plan review and permit fees.



Figure 2-1  
Activity-Based Costing Conceptual Cost Flow Diagram



## 2.2 Application Category Definition

A critical component of the full cost recovery fees review is the selection of the plan review and permitting costing categories. This is an important first step as the process design, effort estimation, and subsequent costing are based on these categorization decisions. It is also important from a compliance standpoint where, as noted previously, the *Planning Act* requires application fees to be cost justified by application type consistent with the categorization contained within the tariff of fees. Moreover, the cost categorization process will provide insight into any differences in processing costs for each costing category within an application/permit type, which is informative to the fee structure design exercise.

Fee categorization decisions were made using L.S.R.C.A.'s existing fee structure and discussions on the potential further disaggregation of application/permit types to understand differences in costs by application complexity and size. Through these discussions it was determined that costing categories used in the fee review should generally reflect L.S.R.C.A.'s current application and permit fee types. Additional fee categories were created to recognize minor and major application types and services for which there is not currently a fee imposed. These discussions and the fee



categorization process were undertaken during the working sessions with L.S.R.C.A. staff at the outset of this review.

Given the cost justification requirements of the *Planning Act* and comments of the Ontario Land Tribunal (O.L.T.) with respect to marginal costing, this level of disaggregation within application types is in direct response to the comments of the O.L.T. Furthermore, this reflects an evolution in the costing methodology to exceed the statutory requirements and to better understand the factors influencing processing effort.

Summarized in Table 2-1 are the planning application and permitting costing categories that have been included in the A.B.C. model. These costing categories have been used to rationalize changes to L.S.R.C.A.'s plan review and permitting user fee schedule and understand the full costs of other processes.

The following explains the rationale for the major plan review and permitting categorization decisions utilized in the fee review:

#### Plan Review

- Official Plan Amendments (O.P.A.) and Zoning By-law Amendments (Z.B.A.) have been disaggregated into minor and major application types to reflect the differences in process and levels of technical review required.
- Subdivision and Condominium applications have been separated into those applications with less than 60 lots (the current minimum charge) and 160 lots (the current maximum charge).
- Site Plan application categories have been developed to reflect L.S.R.C.A.'s current fee schedule's differentiation, including categories for minor and major single unit or agricultural applications, multi-residential applications of greater or less than 15 units and commercial and institutional applications.
- Consent and Minor Variance application have been assessed based on minor and major types.

#### Permitting

- The current disaggregation seen in L.S.R.C.A.'s current fee schedule has been maintained for this exercise as it reflects the differences between permit complexity (i.e. major, intermediate, and minor permits) as well as applicant type





(i.e. private residential property, major residential (subdivision) and non-residential, and municipal proposals).

Other L.S.R.C.A. Reviews:

- Other L.S.R.C.A. reviews for which there are no current cost recovery mechanisms, such as Environmental Assessments (E.A.s) reviews, were also assessed to understand the level of effort and associated costs being expended in this regard.



Table 2-1  
Plan Review and Permitting Costing Categories

Costing Category Name
<b>Applications made under the Planning Act</b>
Minor - Official Plan Amendments - Proponent Initiated
Major - Official Plan Amendments - Proponent Initiated
Minor Zoning By-Law Amendments - Proponent Initiated
Major Zoning By-Law Amendments - Proponent Initiated
Subdivision/Condo - 60 Lots
Subdivision/Condo - 160 Lots
Draft Plan of Subdivision – Red-line Revision (Triggering additional technical review)
Draft Plan of Subdivision – Request for Extension of Approval
Site Plan – Residential/Institutional (>15 units)
Site Plan – Residential/Institutional (<15 units)
Site Plan - Residential (single-unit)/Agricultural
Major Site Plan - Residential (single-unit)/Agricultural
Golf Courses, Aggregate
Site Plan – Commercial and Industrial
Site Plan Amendment Fee – Minor (Minimal Review or Revisions)
Site Plan – Water Balance Review Only (WHPA Q2 & WBOP)
Water Balance Review (WHPA Q2 Area) – typical technical review
Phosphorus Offsetting Policy (POP) Review Only
Consent Application
Minor Variance Application
Development Potential Review – Planning (in writing)
Site Visit Fee
<b>Permit Applications made under the Conservation Authorities Act and O.Reg.179/06</b>
<b>Private Residential Property</b>
Major Permit Application – Single Family Dwelling
Intermediate Permit Application (e.g. boathouses, garage)
Minor Permit Application – (e.g. decks, pools)
Routine Permit Application
Permit – Revisions
Retroactive Permit
Permit Reissuance
Legal/Real Estate Inquiries
Letter of Comment
Permit Associated with Minister’s Zoning Order - Private Residential Property



Table 2-1 (Cont'd)  
Plan Review and Permitting Costing Categories

Costing Category Name
<b>Permit Applications made under the Conservation Authorities Act and O.Reg.179/06</b>
<b>Major Residential (Subdivision), Commercial, Industrial, Institutional Proposals</b>
Major Permit Application – (grading, stormwater, outfalls, channel re- location, bridges, etc.)
Intermediate Permit Application
Permit Revisions
Retroactive Permit
Permit Reissuance
Green Energy Permits
Permit Associated with Minister's Zoning Order - Major Residential
<b>Municipal Proposals</b>
Major Permit Application (large geographic areas, technical review needed)
Minor Permit Application (ditching for culvert replacements)
Permit Revisions
Permit Reissuance
Permit Associated with Minister's Zoning Order - Municipal Proposals
<b>Large Fill Proposals (&gt;250m3 of Fill Placement)</b>
Large Fill Proposals
Large Fill Proposals (Retroactive)
Large Fill Proposals - Specialty Crop Areas
<b>Environmental Compliance Approval (ECA) Review</b>
Minor ECA Stormwater Works (<2ha)
Moderate ECA Stormwater Works (2ha to 5ha)
Major ECA Stormwater Works (>5ha)
Minor Stormwater Conveyance Systems (<500m)
Major Stormwater Conveyance Systems (>500m)
Site or Topic Specific Technical Expert Peer Review
<b>Technical Reviews (Non-Application)</b>
Minor Technical Review
Major Technical Review
<b>Other Fees</b>
<b>Environmental Assessments</b>
Environmental Assessments - Class A
Environmental Assessments - Class B
Environmental Assessments - Class C

## 2.3 Processing Effort Cost Allocation

To capture each participating L.S.R.C.A. staff member's relative level of effort in processing plan review applications and permits, process templates were prepared for



each of the above-referenced costing categories. The process templates were generated using sample templates based on established processes from other C.A.s. L.S.R.C.A. staff then refined and modified the process steps to reflect the current plan review and permitting processes undertaken by L.S.R.C.A.

The individual process maps were populated by L.S.R.C.A. staff in internal working sessions with the typical effort spent by staff for each process step and costing category. The effort estimates generated reflect the time related to the plan review and permitting processing activities by participating L.S.R.C.A. staff and by application/permit type. These effort estimates were applied to average historical plan application/permit volumes, by type, to produce annual processing effort estimates by L.S.R.C.A. staff position.

Annual processing efforts per staff position were compared with available capacity to determine overall service levels. Subsequent to this initial capacity analysis, working sessions were held with the L.S.R.C.A. staff to further define the scope and nature of staff involvement in plan review and permitting activities to reflect current staff utilization levels. These refinements provided for the recognition of efforts within the fees review ancillary to direct processing tasks, i.e. departmental support activities, and management and application oversight activities by departmental senior management. Effort related to planning policy, preparation for and defense of applications at O.L.T., and special projects and other organizational initiatives were not included in the definition of plan review and permitting processing activities.

The capacity utilization results are critical to the full cost recovery fee review because the associated resourcing costs follow the activity-generated effort of each participating staff member into the identified costing categories. As such, considerable time and effort was spent ensuring the reasonableness of the capacity utilization results. The overall departmental fee recovery levels underlying the calculations are provided in Chapter 3 of this report.

## **2.4 Direct Costs**

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Direct costs refer to the employee costs (salaries, wages, and benefits), supplies, materials, and equipment, and purchased services, that are typically consumed by directly involved departments. Based on the results of the staff capacity analysis summarized above, the proportionate share of each individual's direct costs is allocated

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to the respective fee categories. The direct costs included in L.S.R.C.A.'s costing model are taken from their 2021 Operating budget for the Planning, Development and Watershed Restoration Services department, and include cost components such as labour costs (e.g. salary, wages, and benefits), office supplies, and training & development.

Labour costs for staff were provided based on the salary bands of the individual positions with plan review and permitting involvement. Other departmental direct costs per position within these division were based on the costs per position in each respective divisional budget.

## **2.5 Indirect Cost Functions and Cost Drivers**

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An A.B.C. review includes both the direct service costs of providing service activities and the indirect support costs that allow direct service departments to perform these functions. The method of allocation employed in this analysis is referred to as a step-down costing approach. Under this approach, support function and general corporate overhead functions are classified separately from direct service delivery departments. These indirect cost functions are then allocated to direct service delivery departments based on a set of cost drivers, which subsequently flow to planning application and permit fee categories according to staff effort estimates. Cost drivers are units of service that best represents the consumption patterns of indirect support and corporate overhead services by direct service delivery departments. As such, the relative share of a cost driver (units of service consumed) for a direct department determines the relative share of support/corporate overhead costs attributed to that direct service department. An example of a cost driver commonly used to allocate information technology support costs would be a department's share of supported IT hardware. Cost drivers are used for allocation purposes acknowledging that these departments do not typically participate directly in the development review process, but that their efforts facilitate services being provided by the L.S.R.C.A.'s direct service departments.

The indirect cost allocation to the front-line service departments was prepared using indirect and corporate overhead cost drivers that are utilized by L.S.R.C.A. within their internal budget allocations and reflect accepted practices within the municipal sector. Indirect and corporate overhead costs from the following divisions within the Corporate



Services department supporting the Planning, Development and Watershed Restoration Services department have been considered in this review:

- Corporate Communications
- Facility Management
- Financial Management
- Governance
- Human Resources Management

## 2.6 Capital Costs

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The inclusion of capital costs within the full cost plan review and permitting fees calculations follow a methodology similar to indirect costs. The annual replacement value of assets commonly utilized to provide direct department services has been included to reflect capital costs of service. The replacement value approach determines the annual asset replacement value over the expected useful life of the respective assets. This reflects the annual depreciation of the asset over its useful life based on current asset replacement values using a sinking fund approach. This annuity is then allocated across all fee categories based on the capacity utilization of the direct service departments.

The annual capital replacement contribution has been calculated using an annual sinking fund replacement cost calculation for facility space. The replacement cost of the L.S.R.C.A. administrative office space utilized by staff has been based on the cost per sq.ft. from the 2021 Altus Group Canadian Cost Guide's for municipal office space (i.e. \$340/sq.ft.) and an assumed square foot per employee (i.e. 35 square feet). The annual capital cost contribution was then allocated to the fee categories based on resource capacity utilization.



# Chapter 3

## Plan Review and Permitting Fees Review



## 3. Plan Review and Permitting Fees Review

### 3.1 Staff Capacity Utilization Results

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The plan review, permitting, and other L.S.R.C.A. review processes considered within this assessment involves to varying degrees, staff from the Planning division, Engineering division, and Regulations division as well as minor involvement from the Chief Administrative Officer and Coordinator of the Office of the CAO. The processing effort estimates in this report reflect L.S.R.C.A.'s current business processes, 2014 to 2020 average annual application/permit volumes, and staffing allocation patterns currently in each respective department. In discussions with staff, it was also identified that current service levels are constrained by available staff resources and that additional staff positions will be required to provide desired service levels. As such the following additional F.T.E. staff positions have been included within this review

- Stormwater Management Engineer;
- Engineering Technologist;
- Natural Heritage Ecologist; and
- Environmental Compliance Officer.

Table 3-1 summarizes the annual staff resource utilization and number of F.T.E. positions attributable to plan review and permitting and other review processes considered as part of this review. The level of staff involvement excludes non-plan review and permit processing effort provided by staff for O.L.T. appeals, other provincial reviews, corporate management, policy initiatives, public consultation, and other organizational initiatives, consistent with the approach utilized in other Ontario C.A.s.





**Table 3-1  
Staff Resource Utilization by Division and Review Area**

Capacity Summary						
Description	Planning Division	Engineering Division	Regulations Division	Restoration Services Division	Other Staff	Total
FTE	11	10	14	5	1	41
Planning Total (%)	78.78%	43.66%	0.00%	0.00%	32.89%	32.59%
FTEs	8.67	4.37	0.00	0.00	0.33	13.36
Permitting Total (%)	8.93%	47.83%	65.64%	0.00%	37.39%	37.39%
FTEs	0.98	4.78	9.19	0.00	0.37	15.33
Other Total (%)	0.63%	2.02%	1.60%	0.00%	1.24%	1.24%
FTEs	0.07	0.20	0.22	0.00	0.01	0.51
<b>GRAND TOTAL (%)</b>	<b>88.34%</b>	<b>93.50%</b>	<b>67.24%</b>	<b>0.00%</b>	<b>71.51%</b>	<b>71.21%</b>
<b>FTEs</b>	<b>9.72</b>	<b>9.35</b>	<b>9.41</b>	<b>0.00</b>	<b>0.72</b>	<b>29.20</b>
<b>GRAND TOTAL (Excl. Other Review) (%)</b>	<b>87.71%</b>	<b>91.48%</b>	<b>65.64%</b>	<b>0.00%</b>	<b>70.27%</b>	<b>69.97%</b>
<b>FTEs</b>	<b>9.65</b>	<b>9.15</b>	<b>9.19</b>	<b>0.00</b>	<b>0.70</b>	<b>28.69</b>

The following observations are provided based on the results of the capacity analysis summarized in Table 3-1:

- In total, of the 41 F.T.E.s involved in the application/review processes, 32.6% of annual staff's time is spent of plan review activities, 37.4% is spent on permitting activities, 1.2% is spent on other review processes, with the remaining 28.8% of time being spent on other activities not accounted for in this exercise. In terms of F.T.E.s, this level of utilization equates to 28.69 F.T.E.s being utilized on the activities contained within this review.
- Within L.S.R.C.A., the involvement of staff is relatively evenly distributed amongst staff from the Planning Division (9.65 F.T.E.s), Engineering Division (9.35 F.T.E.s) and Regulations Division (9.19 F.T.E.s), representing 98% of the total staff involvement. In terms of where this effort is expended, the majority of the Planning Division's time is spent on plan review activities (89% of their allocated time), Regulations staff spends the majority of their time on permitting activities (98% of their allocated time) and Engineering spends approximately the same amount of time on plan review and permitting activities (47% and 51% of the allocated time, respectively).

## 3.2 Impacts

As discussed in Section 1.4, the *Planning Act* requires fees to be cost justified at the planning application type level. Moreover, recent O.L.T. decisions require that there be consideration given to the marginal costs of processing applications of varying sizes and complexity. In this regard, plan review processes have been costed at the



application type and sub-type level. This level of analysis goes beyond the statutory requirements of cost justification by application type to better understand costing distinctions at the application sub-type level to provide the basis for a more defensible fee structure and fee design decisions.

The review of C.A.A. section 28 permits is cost justified across the overall service category versus the individual application type (as is recommended for plan review activities). However, the costing of processing section 28 permits has been undertaken by individual permit type to better understand the relationship of cost and revenues by permit type. The following subsections summarize the overall cost recovery levels for plan review, permitting, and other L.S.R.C.A. reviews.

Annual cost impacts include the direct, indirect, and capital costs by costing category and are based on L.S.R.C.A.'s 2021 budget. The overall recovery levels are based on the weighted average annual historical application and permit volumes over the 2014 to 2020 period and current 2021 application fees.

### **3.2.1 Annual Costs and Revenues**

As summarized in Figure 3-1 and Table 3-2 below, the annual costs of service are \$5.0 million (\$2.2 million for plan review, \$2.7 million for permitting, and \$0.1 million for other reviews). Direct costs of service represent 73% of the total annual costs, with indirect costs and capital costs representing 20% and 7% of the annual costs, respectively. Within the various plan review and permitting fee categories, the greatest share of costs is related to combined planning applications (Site Plan and Subdivision applications received with concurrent O.P.A. and/or Z.B.A. applications) and Private Residential Property permits (\$1.02 million and \$1.68 million respectively). These two areas represent 55.2% of the total annual costs of plan review and permitting services. Other notable areas include Municipal Proposals (9.1% of annual costs), Major Residential, Commercial, Industrial, and Institutional permits (8.5% of annual costs), and Site Plan applications (7.6% of annual costs).

Current fees are recovering 61% of the total annual cost of processing. Within plan review, current application fees are recovering 69% of the full costs of service with combined applications recovering close to the full cost of service (i.e. 98%), and all other fees recovering less than full costs. Within permitting, current fees recover only 56% of the full cost of service, resulting in a revenue shortfall of \$1.2 million. The



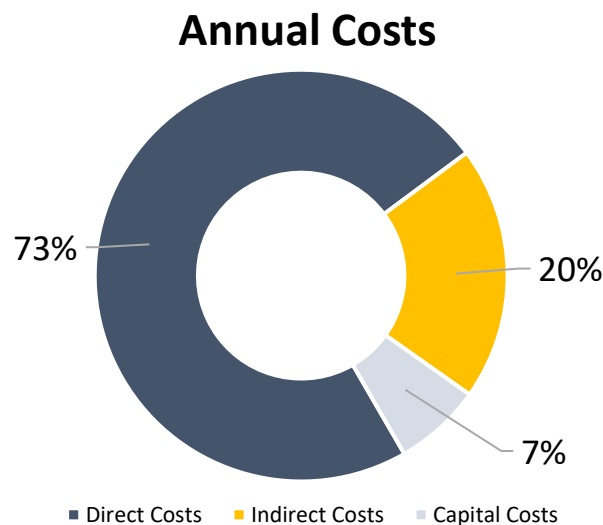
majority of that shortfall is related to Private Residential Property permits, which recover only 50% of the annual costs of \$1.7 million.

The total annual costs of other L.S.R.C.A. reviews for services with no current fees included in the costing exercise (i.e. E.A. reviews) is \$88,400.

Of the total \$2.0 million cost recovery shortfall across all fee categories, 68.0% or \$1.3 million is related to three of the fees with the greatest share of costs (i.e. Private Residential Property permits, Site Plan applications, and Municipal Proposals permits).

The general pattern across all plan review and permitting categories is that fees for major application/permit types or those requiring the review of technical studies are recovering a greater share of the full costs of service than minor or small-scale application/permit types. This pattern is indicative of strategic pricing decisions that have been made historically to address applicant affordability concerns.

Figure 3-1  
Lake Simcoe Region Conservation Authority Annual Costs of Service (2021\$)





**Table 3-2  
Lake Simcoe Region Conservation Authority Review Impacts (2021\$)**

Costing Category	Annual Costs						Current Fees		
	Direct Costs			Indirect and Overhead Costs	Capital	Total Annual Costs	Annual Impacts		
	Salary, Wage, and Benefits (SWB)	Non-SWB	Total				Modeled Revenue	Cost Recovery %	Surplus/ (Deficit)
<b>Plan Review</b>									
Official Plan Amendments - Proponent Initiated	1,056	55	1,111	275	103	1,488	408	27%	(1,080)
Zoning By-law Amendments - Proponent Initiated	99,349	5,160	104,509	25,799	9,668	139,976	19,291	14%	(120,685)
Subdivision and Condominium Application	92,076	4,763	96,840	23,816	8,925	129,580	104,964	81%	(24,617)
Site Plan	262,730	13,944	276,673	69,713	26,126	372,512	132,583	36%	(239,929)
Consent Applications	65,367	3,795	69,163	18,975	7,111	95,249	36,825	39%	(58,424)
Minor Variances	143,937	8,331	152,268	41,654	15,610	209,532	88,050	42%	(121,482)
Other Application Types	185,153	10,219	195,372	51,092	19,147	265,611	166,830	63%	(98,781)
Combined Applications	722,904	37,285	760,190	186,416	69,861	1,016,466	991,779	98%	(24,687)
<b>Total - Planning</b>	<b>1,572,572</b>	<b>83,553</b>	<b>1,656,124</b>	<b>417,739</b>	<b>156,552</b>	<b>2,230,415</b>	<b>1,540,731</b>	<b>69%</b>	<b>(689,684)</b>
<b>Permitting Review</b>									
Private Residential Property Permits	1,006,262	191,046	1,197,308	366,518	113,167	1,676,993	840,394	50%	(836,599)
Major Residential, Commercial, Industrial and Institutional Permits	267,886	35,097	302,983	83,416	27,478	413,878	278,776	67%	(135,102)
Municipal Proposals	296,426	31,418	327,844	87,039	29,741	444,624	191,063	43%	(253,561)
Large Fill Proposals	14,334	2,084	16,419	4,604	1,487	22,510	46,410	206%	23,900
Environmental Compliance Approval Review	37,300	1,862	39,162	9,310	3,489	51,961	66,453	128%	14,492
Technical Reviews (Non-Application)	26,893	1,384	28,278	6,921	2,594	37,792	47,813	127%	10,021
<b>Total - Permitting</b>	<b>1,649,102</b>	<b>262,892</b>	<b>1,911,993</b>	<b>557,808</b>	<b>177,955</b>	<b>2,647,757</b>	<b>1,470,908</b>	<b>56%</b>	<b>(1,176,849)</b>
<b>Other Review</b>									
Environmental Assessments	57,529	7,240	64,768	17,751	5,894	88,413	-	0%	(88,413)
<b>Total - Other</b>	<b>57,529</b>	<b>7,240</b>	<b>64,768</b>	<b>17,751</b>	<b>5,894</b>	<b>88,413</b>			<b>(88,413)</b>
<b>GRAND TOTAL</b>	<b>3,279,202</b>	<b>353,684</b>	<b>3,632,886</b>	<b>993,298</b>	<b>340,401</b>	<b>4,966,585</b>	<b>3,011,639</b>	<b>61%</b>	<b>(1,954,946)</b>
<b>Plan Review</b>	<b>1,572,572</b>	<b>83,553</b>	<b>1,656,124</b>	<b>417,739</b>	<b>156,552</b>	<b>2,230,415</b>	<b>1,540,731</b>	<b>69%</b>	<b>(689,684)</b>
<b>Permitting Review</b>	<b>1,649,102</b>	<b>262,892</b>	<b>1,911,993</b>	<b>557,808</b>	<b>177,955</b>	<b>2,647,757</b>	<b>1,470,908</b>	<b>56%</b>	<b>(1,176,849)</b>
<b>Other Review</b>	<b>57,529</b>	<b>7,240</b>	<b>64,768</b>	<b>17,751</b>	<b>5,894</b>	<b>88,413</b>			<b>(88,413)</b>



### 3.3 Fee Recommendations

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Proposed fee structure recommendations were developed with regard to the cost and revenue impacts presented in Table 3-2 by individual costing category. The proposed fee structures, presented in Tables 3-3 and 3-4, seek to align the recovery of processing costs to application/permit characteristics to recover the full costs of service while balancing *Planning Act* compliance, applicant benefits and affordability, and revenue stability. L.S.R.C.A.'s current fee structure has been generally maintained within the proposed fee structures.

Proposed plan review and permitting fees have been designed to achieve full cost recovery. Based on the 2015 to 2020 average plan review and permit volumes and characteristics the full cost recovery fees would increase annual revenue from \$3.0 million (61% of costs) to \$4.9 million or a 64% increase in revenue. Moreover, the proposed fee recommendations have been made with input from L.S.R.C.A. staff to consider applicant affordability for individual landowners and other stakeholder interests.

In making the fee recommendations, a survey of the fees imposed for a select group of neighboring C.A.s was undertaken to assess the relative competitiveness of the current and recommended fees. This comparison is included in Appendix A to this report.

The calculated full cost fee recommendations have been calculated in 2021\$ values and exclude H.S.T. Furthermore, it is recommended that fees be increased annually consistent with cost of living increases incorporated into L.S.R.C.A.'s annual budget.

It is also proposed that the fee implementation policies will provide L.S.R.C.A. with the authority to modify fees should the review require a substantially greater or lower level of review and/or assessment. This policy has been used to in other C.A.s to adjust fees where additional technical reviews are required or where development permits stemming from a planning application require less review than stand-alone permits. The situations in which this policy would be applicable for L.S.R.C.A. include applications to alter or change a flood plain, retroactive permits required by a Court Order, permits associated with a Minister's Zoning Order, or permits stemming from the review of a planning application.



### **3.3.1 Plan Review**

The current fees and full cost fee recommendations for planning applications are summarized in Table 3-3. Notable changes to the fees and policies are summarized below:

#### O.P.A, Z.B.A., Consent Applications and Minor Variance Applications

It is recommended that O.P.A., Z.B.A., Consent, and Minor Variance application fees be separated into minor and major types. These additional categories have been included to recognize the varying levels of effort that can occur in each of the respective application types, where no technical studies are required for minor applications. The current L.S.R.C.A. fees better align with the levels of effort required for the minor application types. This results in more significant fee increases for major application fees than for minor application fees.

#### Combined Applications Fees

The recommended fee structure includes fee reduction policies to recognize the economies of scale that exist when reviewing multiple planning applications that are received concurrently. These fee reduction policies pertain to combined O.P.A., Z.B.A., Subdivision, Condominium and Site Plan Applications.

Where an application for a Plan of Subdivision/Condominium or Site Plan Approval is received concurrently with an O.P.A. and/or Z.B.A. application, the Plan of Subdivision/Condominium or Site Plan Application fee plus 70% of the higher of the O.P.A. or Z.B.A. fee will apply.

#### Resubmission Fees:

Resubmission fees are currently charged by the L.S.R.C.A. on a flat fee basis. It is recommended that the resubmission fees be charged at 25% of the full application fee. This policy is reflective of the average cost of processing application resubmissions and practices in other C.A.s. In addition, a percentage fee will have recognition of the varying amount of effort required for resubmissions for the different types of applications. For large applications requiring technical review, resubmission fees will be payable after two functional and two detailed design submissions. For all other applications, resubmission fees will be payable after two resubmissions.



## Pre-Consultation

It is recommended that pre-consultation fees will be credited against the application fees payable for the review of the subsequent planning application.

## Technical Review Fees

Fees will continue to be imposed for technical reviews in advance of the receipt of formal planning application. However, where a related planning application is received within one-year of the technical review occurring, 50% of the technical review fee paid will be credited against the planning application fee to recognize the reduction in review required.

### **3.3.2 Permitting**

The current fees and full cost fee recommendations for permits and other reviews are summarized in Table 3-4.

Permit fee structures have been largely maintained with the most significant fee increases imposed for major private residential property permits where there is a high risk to people or property, natural hazards, or natural features or one or more studies are required. The fee implementation practices have been maintained in which minor and small-scale, and private residential property permits have been priced to consider the affordability of the fees for the applicant.

Notable fee structure changes include:

#### Permit Revisions:

Currently, permit revision fees are charged on a flat fee basis. It is recommended that the revision fees be charged at half of the full permit fee. This policy is reflective of the average cost of processing revisions and practices in other C.A.s. In addition, a percentage fee will have recognition of the varying amount of effort required for revisions for the different types of permits (e.g. major, minor, and intermediate).

#### Resubmission Fees:

Resubmission fees are currently charged by the L.S.R.C.A. on a flat fee basis. It is recommended that the resubmission fees be charged at 25% of the full permit fee. This



policy is reflective of the average cost of processing resubmission and practices in other C.A.s. In addition, a percentage fee will have recognition of the varying amount of effort required for resubmissions for the different types of permits (e.g. Private Residential, Major Residential, etc.).

### **3.3.3 Other Reviews**

The review of Class A, B and C E.A.s encompass the entirety of the applications contained within the Other Review category. Currently, the C.A. does not impose fees for E.A. reviews. It is recommended that new fees are imposed for Class B and Class C E.A.s reflecting the approach that is utilized in other comparator C.A.s.





**Table 3-3  
Proposed Full Cost Recovery Fee Structure  
Plan Review Fees**

Description	Current Fees		Recommended Fees		% Increase
	Base Fee	Variable Fee	Base Fee	Variable Fee	
<b>Plan Review</b>					
Minor - Official Plan Amendments - Proponent Initiated	2,040	-	2,152	-	5%
Major - Official Plan Amendments - Proponent Initiated	2,040	-	12,651	-	520%
Minor Zoning By-Law Amendments - Proponent Initiated	1,020	-	2,152	-	111%
Major Zoning By-Law Amendments - Proponent Initiated	1,020	-	12,651	-	1140%
Subdivision or Condo < 60 Lots	Draft Plan Approval - \$15,300 Final Plan Approval - \$12,240	-	Draft Plan Approval - \$18,279 Final Plan Approval - \$12,240	-	11%
Subdivision or Condo > 60 Lots (\$/lot) - Maximum Fee imposed at 160 lots	-	Draft Plan Approval - \$255 Final Plan Approval - \$255	-	Draft Plan Approval - \$288 No Final Plan Approval per unit fee	n/a
Draft Plan of Subdivision – Red-line Revision (Triggering additional technical review)	5,100	-	5,100	-	0%
Draft Plan of Subdivision – Request for Extension of Approval	525	-	1,282	-	144%
Site Plan – (>15 units) Residential or Institutional	17,340	-	20,949	-	21%
Site Plan – (<15 units) Residential or Institutional	7,140	-	14,000	-	96%
Minor Site Plan - Residential (single-unit) or Agricultural	1,530	-	2,196	-	44%
Major Site Plan - Residential (single-unit) or Agricultural	1,530	-	4,700	-	207%
Golf Courses, Aggregate	15,300	-	26,604	-	74%
Site Plan – Commercial and Industrial	7,140	-	24,229	-	239%
Site Plan Amendment Fee – Minor (Minimal Review or Revisions)	2,550	-	2,550	-	0%
Site Plan Amendment Fee – Major (Technical Review Required)	5,100	-	5,100	-	0%
Site Plan – Water Balance Review Only (WHPA Q2 & WBOP)	1,530	-	3,151	-	106%
Consent Application - Minor	525	-	525	-	0%
Consent Application - Major	525	-	2,038	-	288%
Minor Variance Application - Minor	525	-	525	-	0%
Minor Variance Application - Major	525	-	2,038	-	288%
Phosphorus Offsetting Policy (POP) Review Only	1,530	-	3,387	-	121%
Development Potential Review – Planning (in writing)	525	-	1,122	-	114%
Site Visit Fee	1,530	-	1,530	-	0%



**Table 3-3 (Cont'd)**  
**Proposed Full Cost Recovery Fee Structure**  
**Plan Review Fees**

Description	Current Fees		Recommended Fees		% Increase
	Base Fee	Variable Fee	Base Fee	Variable Fee	
<b>Plan Review</b>					
Combined OPA/ZBA/Subdivision or Condo - 60 Lots	Full Subdivision, OPA, and ZBA fee	-	Full Subdivision/Condo fee and 70% of higher of OPA, and ZBA fee	-	n/a
Combined OPA/ZBA/Subdivision or Condo - 160 Lots	Full Subdivision, OPA, and ZBA fee		Full Subdivision/Condo fee and 70% of higher of OPA, and ZBA fee		n/a
Combined OPA/ZBA/Site Plan – (<15 units) Residential or Institutional	Full Site Plan, OPA, and ZBA fee	-	Full Site Plan fee and 70% of higher of OPA, and ZBA fee	-	n/a
Combined OPA/ZBA/Site Plan – (>15 units) Residential or Institutional	Full Site Plan, OPA, and ZBA fee	-	Full Site Plan fee and 70% of higher of OPA, and ZBA fee	-	n/a
Combined OPA/ZBA/ Major Site Plan - Residential (single-unit) or Agricultural	Full Site Plan, OPA, and ZBA fee	-	Full Site Plan fee and 70% of higher of OPA, and ZBA fee	-	n/a
Resubmissions	2,040		25% of Application Fee		n/a
Peer Review (e.g. Geotechnical Study)	Paid by Applicant		Paid by Applicant		n/a
Pre-consultation (Review fee of pre-consultation circulations provided to the Lake Simcoe Region Conservation Authority by Partner Municipalities)	306		750		145%



**Table 3-4  
Proposed Full Cost Recovery Fee Structure  
Permit Fees**

Description	Current Fees		Recommended Fees		% Increase
	Base Fee	Variable Fee	Base Fee	Variable Fee	
<b>Permitting Review</b>					
<b>Private Residential Permit</b>					
PRP - Major Permit Application – Single Family Dwelling <i>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.</i>	1,530	-	5,081	-	232%
PRP - Intermediate Permit Application (e.g. boathouses, garage) <i>Development where there is moderate risk to people or property, natural hazards, or natural features. Detailed plans, or report is required</i>	1,020	-	1,700	-	67%
PRP - Minor Permit Application <i>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</i>	750	-	750	-	0%
PRP - Routine Permit Application <i>Limited review, minor in nature relative to cost, location, or impact</i>	306	-	600	-	96%
PRP - Permit Revisions <i>amendments/minor changes to plans made under a previously approved and still valid permit.</i>	525	-	Half the original Permit Fee	-	n/a
PRP - Retroactive Permit	Double Permit Fee	-	Double Permit Fee	-	n/a
PRP - Permit Reissuance <i>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.</i>	Half the original Permit Fee	-	Half the original Permit Fee	-	n/a
Legal or Real Estate Inquiries	525	-	525	-	0%
Letter of Comment	255	-	255	-	0%
PRP - Permit Associated with Minister's Zoning Order	Double Permit Fee	-	Double Permit Fee	-	n/a
<b>Major Residential (Subdivision, Commercial, Industrial, Institutional Proposals)</b>					
Maj Res - Major Permit Application – (grading, stormwater, outfalls, channel re- location, bridges, etc.)	3,570	-	6,000	-	68%
Maj Res - Intermediate Permit Application	1,530	-	4,000	-	161%
Maj Res - Permit Revisions <i>amendments/minor changes to plans made under a previously approved and still valid permit.</i>	765	-	Half the original Permit Fee	-	n/a
Maj Res - Retroactive Permit	Double Permit Fee	-	Double Permit Fee	-	n/a
Maj Res - Permit Reissuance <i>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.</i>	Half the original Permit Fee	-	Half the original Permit Fee	-	n/a
Green Energy Permits	5,100	-	3,200	-	-37%
Maj Res - Permit Associated with Minister's Zoning Order - Major Residential	Double Permit Fee	-	Double Permit Fee	-	n/a



Table 3-4 (Cont'd)  
Proposed Full Cost Recovery Fee Structure  
Permit Fees

Description	Current Fees		Recommended Fees		% Increase
	Base Fee	Variable Fee	Base Fee	Variable Fee	
<b>Permitting Review</b>					
<b>Environmental Compliance Approval Review</b>					
Minor ECA Stormwater Works (<2ha) <i>Typically, minor site plans</i> <i>Municipal projects &lt;2ha</i>	2,040	-	3,800	-	86%
Moderate ECA Stormwater Works (2ha to 5ha) <i>Typically, larger site plans and condominiums</i> <i>Municipal projects 2ha to 5ha</i>	4,080	-	4,080	-	0%
Major ECA Stormwater Works (>5ha) <i>Typically, Draft Plans of Subdivisions and major site plans</i> <i>Large scale municipal projects &gt;5ha</i>	7,650	-	7,650	-	0%
Minor Stormwater Conveyance Systems (<500m) <i>Local municipal roads, 500 metres long or less</i>	1,530	-	3,800	-	148%
Major Stormwater Conveyance Systems (>500m) <i>Large road projects, arterials, greater than 500 metres in length</i>	3,060	-	4,080	-	33%
Site or Topic Specific Technical Expert Peer Review <i>This is for the rare instance where there is need for an outside Technical Expert (i.e. geotechnical)</i> <i>Typically, larger site plans and condominiums</i>	510	-	710	-	39%
<b>Technical Review Fees</b>					
Minor Technical Review <i>Due diligence review, minor technical studies</i>	2,550	-	2,100	-	-18%
Major Technical Review <i>Detailed studies including floodplain analysis, detailed boundary delineation, peer review of existing reports</i>	5,100	-	4,000	-	-22%
Resubmissions			25% of Application Fee		n/a
<b>Other Review</b>					
Class A Environmental Assessments	-	-	-	-	n/a
Class B Environmental Assessments	-	-	6,520	-	n/a
Class C Environmental Assessments	-	-	9,208	-	n/a



# Chapter 4

## Impact Analysis of Proposed Plan Review Fees



## 4. Impact Analysis of Proposed Plan Review Fees

### 4.1 Impact Analysis

---

In order to understand the impacts of the proposed fee structure (in 2021\$) on the total cost of municipal and C.A. development fees, an impact analysis for sample developments has been prepared.

Five development types have been considered, including:

- Z.B.A., Plan of Subdivision applications, and a Major C.A. Development permit for a residential 100-unit low-density subdivision;
- Site Plan, O.P.A., Z.B.A. applications, and a Major C.A. Development permit for a residential 25-unit medium-density development;
- Site Plan, Z.B.A. applications and a Major C.A. Development permit for a 1,000 m<sup>2</sup> retail development;
- Site Plan Application and a Major C.A. Development permit for a 10,000 m<sup>2</sup> industrial development.

The development fee comparisons are shown for the fees payable in municipalities within L.S.R.C.A.'s authority and other municipalities across the Greater Toronto and Hamilton Area (G.T.H.A.). In addition to the C.A. plan review and permitting fees, the development fee comparisons include municipal planning application fees, building permit fees, and development charges. The comparisons illustrate the impact of the proposed L.S.R.C.A. planning application fees in the context of the total C.A. and municipal development fees payable to provide a broader context for the affordability considerations. For municipalities that are within the watersheds of multiple C.A.s, the C.A. used for comparison purposes is identified in parenthesis.

The positions of the municipalities that are charged L.S.R.C.A.'s fees are identified in blue in the figures and tables contained in Appendix B.

#### **4.1.1 Z.B.A. and Plan of Subdivision Application for a Residential 100-unit Low-Density Subdivision**

A 100-unit, single detached, low-density residential subdivision within the L.S.R.C.A. watershed would pay \$1,020 for the required Z.B.A. application, \$3,570 for a major



development permit and \$27,540 for the Subdivision application under L.S.R.C.A.'s current fee structure.

Under the proposed fee structure, Z.B.A. application fees would increase by 768.2% to \$8,856 (after the applicable discount policy), the major development permit fee would increase by 68.1% to \$6,000 and the Subdivision fees would increase to \$30,519 (+10.8%). In total, L.S.R.C.A. application fees would increase by 41.2% or \$13,245. Including municipal planning application fees, building permit fees and development charges, total development fees for this type of applicant would increase between 0.1% and 0.6% in areas within L.S.R.C.A.'s watershed. The changes in planning application and permit fees would not change the L.S.R.C.A. area municipalities' position within the overall ranking of the municipalities surveyed. Table B-1 and Figure B-1 display this comparison graphically with all of the municipalities within the watershed maintaining their current relative position in the comparison.

#### ***4.1.2 Site Plan, O.P.A and Z.B.A. Applications for a Residential 25-unit Medium-Density Development***

A 25-unit, medium-density residential development within the L.S.R.C.A. watershed would pay a combined \$3,060 for the required Z.B.A. and O.P.A. applications, \$7,140 for the Site Plan application, and \$3,570 for a major development permit under the current fee schedule.

Under the proposed fee structure, combined Z.B.A. and O.P.A application fees would increase by 189.4% to \$8,856 and the applicable major development permit would increase 68.1% to \$6,000. The fees required for the review of a Site Plan application would increase by 96.1% to \$14,000. In total, L.S.R.C.A. application fees would increase by 109.6% or \$15,086. Including municipal planning application fees, building permit fees, and development charges, total development fees for this type of applicant would decrease in all municipalities within the authority by 0.9% to 3.1%. Figure B-2 and Table B-2 display this comparison graphically for the municipalities of interest with the position of the municipalities within the comparison generally remaining unchanged.

#### ***4.1.3 Site Plan and Z.B.A. Applications for a 1,000 m<sup>2</sup> Retail Development***

Under the current L.S.R.C.A. fee structure a retail development of 1,000 m<sup>2</sup> would pay \$1,020 in Z.B.A. application fees, \$7,140 in Site Plan application fees and \$3,570 in



C.A. permits. The proposed fees would increase the total application fees payable for this type of development by \$27,355 (an increase of \$7,836 for the Z.B.A. application, an increase of \$17,089 for the Site Plan application and \$2,430 for the C.A. development permit) or +233.2%.

When considering the impact of other municipal development fees (planning applications, building permits, and development charges), a 233.2% increase in L.S.R.C.A. planning application and permitting fees would result in a 3.2% to 22.6% increase in total development fees in the municipalities within L.S.R.C.A.'s watershed. The impact on the positioning of these municipalities within the broader municipal survey would be more notable than for the other development samples, due to the lower costs associated with municipal development charges. This is illustrated graphically in Figure B-3 and Table B-3.

#### ***4.1.4 Site Plan Application for a 10,000 m<sup>2</sup> Industrial Development***

L.S.R.C.A. planning application and permitting fees for this type of development would be \$10,710 under their current fee structure. The proposed fee structure includes a 239.3% increase in applicable Site Plan Application fees and a 68.1% increase in applicable permit fees, increasing total fees by \$19,519.

Similar to the comparisons for the other development types, the impact on this applicant would be relatively low, with total development fees increasing total development fees between 0.4% and 2.3% in the municipalities within L.S.R.C.A. authority. These increases generally maintain each municipality's relative position which is evidenced in Figure B-4 and Table B-4.

## **4.2 Impact Analysis Summary**

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Based on the impact analysis assessment contained herein, while the isolated C.A. fee recommendation impacts are significant in some cases, when measured on a total C.A. and municipal development cost basis (including planning application fees, building permit fees, and development charges), the overall cost impacts are nominal (with the exception of smaller non-residential developments). Greater impacts are seen for smaller residential and non-residential developments as the total C.A. fees represent a greater share of the total development fees payable.

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Furthermore, the ranking of the municipalities within the L.S.R.C.A. watershed amongst the municipal comparators remains generally unchanged, except for the 1,000 m<sup>2</sup> Retail Development where the increases are more significant.



# Chapter 5

## Fee Policy



## 5. Fee Policy

The un-proclaimed section 21.2 of the C.A.A. sets out the requirements for fee schedules and the documentation of fee policies. Specifically, section 21.2 identifies:

### Fee schedule

- (6) Every authority shall prepare and maintain a fee schedule that sets out,
- (a) the list of programs and services that it provides and in respect of which it charges a fee; and
  - (b) the amount of the fee charged for each program or service or the manner in which the fee is determined. 2017, c. 23, Sched. 4, s. 21.

### Fee policy

- (7) Every authority shall adopt a written policy with respect to the fees that it charges for the programs and services it provides, and the policy shall set out,
- (a) the fee schedule described in subsection (6);
  - (b) the frequency within which the fee policy shall be reviewed by the authority under subsection (9);
  - (c) the process for carrying out a review of the fee policy, including the rules for giving notice of the review and of any changes resulting from the review; and
  - (d) the circumstances in which a person may request that the authority reconsider a fee that was charged to the person and the procedures applicable to the reconsideration. 2017, c. 23, Sched. 4, s. 21.

### Fee policy to be made public

- (8) Every authority shall make the fee policy available to the public in a manner it considers appropriate. 2017, c. 23, Sched. 4, s. 21.

### Periodic review of fee policy

- (9) At such regular intervals as may be determined by an authority, the authority shall undertake a review of its fee policy, including a review of the fees set out in the fee schedule. 2017, c. 23, Sched. 4, s. 21.



### Notice of fee changes

(10) If, after a review of a fee policy or at any other time, an authority wishes to make a change to the list of fees set out in the fee schedule or to the amount of any fee or the manner in which a fee is determined, the authority shall give notice of the proposed change to the public in a manner it considers appropriate. 2017, c. 23, Sched. 4, s. 21.

### Reconsideration of fee charged

(11) Any person who considers that the authority has charged a fee that is contrary to the fees set out in the fee schedule, or that the fee set out in the fee schedule is excessive in relation to the service or program for which it is charged, may apply to the authority in accordance with the procedures set out in the fee policy and request that it reconsider the fee that was charged. 2017, c. 23, Sched. 4, s. 21.

### Powers of authority on reconsideration

(12) Upon reconsideration of a fee that was charged for a program or service provided by an authority, the authority may,

- (a) order the person to pay the fee in the amount originally charged;
- (b) vary the amount of the fee originally charged, as the authority considers appropriate;
- (c) order that no fee be charged for the program or service. 2017, c. 23, Sched. 4, s. 21.

The following subsections of this report identify suggested principles of a fee policy to meet the requirements of section 21.2 (once proclaimed) and how L.S.R.C.A. may already be meeting those requirements. The suggested fee policy principles are based on municipal and C.A. best practices and the Conservation Ontario Guideline for C.A. Fee Administration Policies for Plan Review and Permitting (June 24, 2019). The components of the written fee policy have been grouped as follows:

1. Fee schedule
2. Circumstances for request of reconsideration of fees
3. Frequency and process for review
4. Notice and public availability.



## 5.1 Fee Schedule

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Section 21.2 (6) states that the C.A. must maintain a fee schedule setting out the list of programs and services for which a fee is charged, the amount of the fee, and the manner in which the fee is determined.

The current L.S.R.C.A. fee schedule sets out the full list of programs and services and associated fees. The current fee schedule/policy also identifies the process for updating the fees including cost of living increases.

The proposed fee structure changes summarized herein also identify that that L.S.R.C.A. may modify or adjust fees should the review require a substantially greater or lower level of review and/or assessment for applications to alter or change a flood plain, retroactive permits required by a Court Order, permits associated with a Minister's Zoning Order, or permits stemming from the review of a planning application.

The current fee schedule/policy also identifies that the fees are designed to recover 100% of the cost of providing service. This provision should also identify the types of costs included within the full cost assessment (i.e. direct, indirect, and capital costs)

## 5.2 Circumstances for Request of Reconsideration of Fees

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If any person considers the fee charged by the C.A. is in contrary to the fee schedule or excessive in relation to the service or program provided, they may apply to the C.A. for reconsideration of the fee charged. Section 21.2 (6) of the C.A.A. identifies that the request for reconsideration must be in accordance the procedures in the fee policy. As such, the fee policy shall include the procedures for which requests of reconsideration of fees must follow.

The current fee schedule identifies that:

“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 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.



## 5.3 Frequency and Process for Review

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The fee policy shall identify the frequency and process for undertaking future fee and policy reviews.

Based on the findings of this fee review and industry best practices in the municipal sector, the following recommendations are provided:

- Fees are reviewed annually as part of the budget process;
- Comprehensive review of fees and full costs of service is undertaken at least every five years, including
  - Assessment of the full cost of service (including direct, indirect, and capital costs) to be the starting point of all fee reviews;
  - Review of cost recovery targets for plan review and permitting with regard for current cost recovery performance, available funding sources, and current legislation;
  - Consideration of variable pricing (e.g. minor vs. major) of fees to reflect the marginal costs of processing applications and applicant affordability;
  - Undertaking a survey of C.A. and municipal fees to assess applicant affordability of fee recommendations;
- The intended process for public input into recommendations is identified; and
- That any changes to the fee policy are endorsed by the C.A. Board.

The current L.S.R.C.A. fee schedule/policy identifies that a Working Group has been established with members of the Building Industry and Land Development Association (BILD) to monitor the effectiveness of the fees policy on an annual basis. It is recommended that the fee policy establish criteria for the timing and process of comprehensive updates to the fee schedule and policy as summarized above.

## 5.4 Notice and Public Availability

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It is recommended key stakeholders (e.g. development industry representatives, home builders' associations, frequent users, neighbouring C.A.s, and municipal partners) are consulted in advance of implementing any proposed changes to the fee schedule or policies for plan review and permitting fees. L.S.R.C.A.'s current policy is compliant in this regard. The current fee schedule/policy identifies that the established Working



group would be consulted with on changes to the fee schedule/policy and once approved, the fee schedule or policy are posted on the Authority website and circulated to:

- Regional and local municipalities
- Neighboring Conservation Authorities
- Conservation Ontario
- Ministry of Natural Resources
- Building Industry and Land Development Association
- Ontario Stone Sand and Gravel Association
- Consultants and public as requested.



# Chapter 6

## Conclusion





## 6. Conclusion

Summarized in this technical report is the legislative context for the plan review and permitting fees review, the methodology undertaken, A.B.C. results and full cost of service, proposed fee structures, and recommended fee administration policies. In developing the proposed fee structure, careful consideration was given to the affordability and market competitiveness of the fee impacts. The proposed fee structures contained in Tables 3-3 and 3-4 herein are provided below for convenience.

The findings of this study have been presented to the York and Simcoe chapters of BILD on September 29, 2021. The objectives of this consultation process would be to better understand their concerns with the current fees and policies, their suggestions for improvements, and what concerns they may have regarding the implementation of the newly proposed fees and policies.

The proposed plan review and permit fees have been designed to provide L.S.R.C.A. with a fee structure for consideration. The recommended fees would align the cost of service with the benefitting parties and are anticipated to achieve full cost recovery. L.S.R.C.A. will ultimately determine the level of cost recovery and phasing strategy that is suitable for their objectives. In this regard, staff will consider further input received from BILD, other stakeholders, the general public, and the L.S.R.C.A. board of directors on the proposed fees and fee policies before implementing the recommendations herein.



**Table 6-1  
Proposed Full Cost Recovery Fee Structure  
Plan Review Fees**

Description	Current Fees		Recommended Fees		% Increase
	Base Fee	Variable Fee	Base Fee	Variable Fee	
<b>Plan Review</b>					
Minor - Official Plan Amendments - Proponent Initiated	2,040	-	2,152	-	5%
Major - Official Plan Amendments - Proponent Initiated	2,040	-	12,651	-	520%
Minor Zoning By-Law Amendments - Proponent Initiated	1,020	-	2,152	-	111%
Major Zoning By-Law Amendments - Proponent Initiated	1,020	-	12,651	-	1140%
Subdivision or Condo < 60 Lots	Draft Plan Approval - \$15,300 Final Plan Approval - \$12,240	-	Draft Plan Approval - \$18,279 Final Plan Approval - \$12,240	-	11%
Subdivision or Condo > 60 Lots (\$/lot) - Maximum Fee imposed at 160 lots	-	Draft Plan Approval - \$255 Final Plan Approval - \$255	-	Draft Plan Approval - \$288 No Final Plan Approval per unit fee	n/a
Draft Plan of Subdivision – Red-line Revision (Triggering additional technical review)	5,100	-	5,100	-	0%
Draft Plan of Subdivision – Request for Extension of Approval	525	-	1,282	-	144%
Site Plan – (>15 units) Residential or Institutional	17,340	-	20,949	-	21%
Site Plan – (<15 units) Residential or Institutional	7,140	-	14,000	-	96%
Minor Site Plan - Residential (single-unit) or Agricultural	1,530	-	2,196	-	44%
Major Site Plan - Residential (single-unit) or Agricultural	1,530	-	4,700	-	207%
Golf Courses, Aggregate	15,300	-	26,604	-	74%
Site Plan – Commercial and Industrial	7,140	-	24,229	-	239%
Site Plan Amendment Fee – Minor (Minimal Review or Revisions)	2,550	-	2,550	-	0%
Site Plan Amendment Fee – Major (Technical Review Required)	5,100	-	5,100	-	0%
Site Plan – Water Balance Review Only (WHPA Q2 & WBOP)	1,530	-	3,151	-	106%
Consent Application - Minor	525	-	525	-	0%
Consent Application - Major	525	-	2,038	-	288%
Minor Variance Application - Minor	525	-	525	-	0%
Minor Variance Application - Major	525	-	2,038	-	288%
Phosphorus Offsetting Policy (POP) Review Only	1,530	-	3,387	-	121%
Development Potential Review – Planning (in writing)	525	-	1,122	-	114%
Site Visit Fee	1,530	-	1,530	-	0%



**Table 6-1 (Cont'd)**  
**Proposed Full Cost Recovery Fee Structure**  
**Plan Review Fees**

Description	Current Fees		Recommended Fees		% Increase
	Base Fee	Variable Fee	Base Fee	Variable Fee	
<b>Plan Review</b>					
Combined OPA/ZBA/Subdivision or Condo - 60 Lots	Full Subdivision, OPA, and ZBA fee	-	Full Subdivision/Condo fee and 70% of higher of OPA, and ZBA fee	-	n/a
Combined OPA/ZBA/Subdivision or Condo - 160 Lots	Full Subdivision, OPA, and ZBA fee		Full Subdivision/Condo fee and 70% of higher of OPA, and ZBA fee		n/a
Combined OPA/ZBA/Site Plan – (<15 units) Residential or Institutional	Full Site Plan, OPA, and ZBA fee	-	Full Site Plan fee and 70% of higher of OPA, and ZBA fee	-	n/a
Combined OPA/ZBA/Site Plan – (>15 units) Residential or Institutional	Full Site Plan, OPA, and ZBA fee	-	Full Site Plan fee and 70% of higher of OPA, and ZBA fee	-	n/a
Combined OPA/ZBA/ Major Site Plan - Residential (single-unit) or Agricultural	Full Site Plan, OPA, and ZBA fee	-	Full Site Plan fee and 70% of higher of OPA, and ZBA fee	-	n/a
Resubmissions	2,040		25% of Application Fee		n/a
Peer Review (e.g. Geotechnical Study)	Paid by Applicant		Paid by Applicant		n/a
Pre-consultation (Review fee of pre-consultation circulations provided to the Lake Simcoe Region Conservation Authority by Partner Municipalities)	306		750		145%



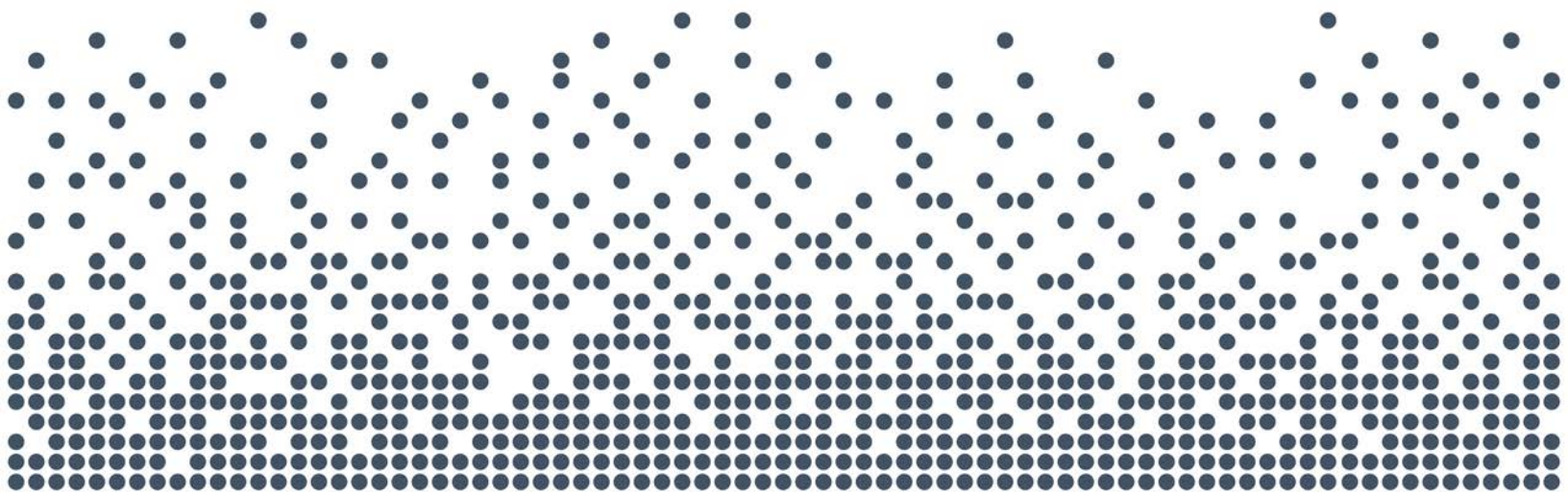
**Table 6-2  
Proposed Full Cost Recovery Fee Structure  
Permit Fees**

Description	Current Fees		Recommended Fees		% Increase
	Base Fee	Variable Fee	Base Fee	Variable Fee	
<b>Permitting Review</b>					
<b>Private Residential Permit</b>					
PRP - Major Permit Application – Single Family Dwelling <i>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.</i>	1,530	-	5,081	-	232%
PRP - Intermediate Permit Application (e.g. boathouses, garage) <i>Development where there is moderate risk to people or property, natural hazards, or natural features. Detailed plans, or report is required</i>	1,020	-	1,700	-	67%
PRP - Minor Permit Application <i>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</i>	750	-	750	-	0%
PRP - Routine Permit Application <i>Limited review, minor in nature relative to cost, location, or impact</i>	306	-	600	-	96%
PRP - Permit Revisions <i>amendments/minor changes to plans made under a previously approved and still valid permit.</i>	525	-	Half the original Permit Fee	-	n/a
PRP - Retroactive Permit	Double Permit Fee	-	Double Permit Fee	-	n/a
PRP - Permit Reissuance <i>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.</i>	Half the original Permit Fee	-	Half the original Permit Fee	-	n/a
Legal or Real Estate Inquiries	525	-	525	-	0%
Letter of Comment	255	-	255	-	0%
PRP - Permit Associated with Minister's Zoning Order	Double Permit Fee	-	Double Permit Fee	-	n/a
<b>Major Residential (Subdivision, Commercial, Industrial, Institutional Proposals)</b>					
Maj Res - Major Permit Application – (grading, stormwater, outfalls, channel re- location, bridges, etc.)	3,570	-	6,000	-	68%
Maj Res - Intermediate Permit Application	1,530	-	4,000	-	161%
Maj Res - Permit Revisions <i>amendments/minor changes to plans made under a previously approved and still valid permit.</i>	765	-	Half the original Permit Fee	-	n/a
Maj Res - Retroactive Permit	Double Permit Fee	-	Double Permit Fee	-	n/a
Maj Res - Permit Reissuance <i>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.</i>	Half the original Permit Fee	-	Half the original Permit Fee	-	n/a
Green Energy Permits	5,100	-	3,200	-	-37%
Maj Res - Permit Associated with Minister's Zoning Order - Major Residential	Double Permit Fee	-	Double Permit Fee	-	n/a



Table 6-2 (Cont'd)  
Proposed Full Cost Recovery Fee Structure  
Permit Fees

Description	Current Fees		Recommended Fees		% Increase
	Base Fee	Variable Fee	Base Fee	Variable Fee	
<b>Permitting Review</b>					
<b>Environmental Compliance Approval Review</b>					
Minor ECA Stormwater Works (<2ha) <i>Typically, minor site plans</i> <i>Municipal projects &lt;2ha</i>	2,040	-	3,800	-	86%
Moderate ECA Stormwater Works (2ha to 5ha) <i>Typically, larger site plans and condominiums</i> <i>Municipal projects 2ha to 5ha</i>	4,080	-	4,080	-	0%
Major ECA Stormwater Works (>5ha) <i>Typically, Draft Plans of Subdivisions and major site plans</i> <i>Large scale municipal projects &gt;5ha</i>	7,650	-	7,650	-	0%
Minor Stormwater Conveyance Systems (<500m) <i>Local municipal roads, 500 metres long or less</i>	1,530	-	3,800	-	148%
Major Stormwater Conveyance Systems (>500m) <i>Large road projects, arterials, greater than 500 metres in length</i>	3,060	-	4,080	-	33%
Site or Topic Specific Technical Expert Peer Review <i>This is for the rare instance where there is need for an outside Technical Expert (i.e. geotechnical)</i> <i>Typically, larger site plans and condominiums</i>	510	-	710	-	39%
<b>Technical Review Fees</b>					
Minor Technical Review <i>Due diligence review, minor technical studies</i>	2,550	-	2,100	-	-18%
Major Technical Review <i>Detailed studies including floodplain analysis, detailed boundary delineation, peer review of existing reports</i>	5,100	-	4,000	-	-22%
Resubmissions			25% of Application Fee		n/a
<b>Other Review</b>					
Class A Environmental Assessments	-	-	-	-	n/a
Class B Environmental Assessments	-	-	6,520	-	n/a
Class C Environmental Assessments	-	-	9,208	-	n/a



# Appendices

# Appendix A

## Conservation Authority Fee Survey





Description	Fee Comparisons					
	Grand River Conservation Authority	Credit Valley Conservation Authority	Kawartha Conservation	Nottawasaga Valley Conservation Authority		
<b>Plan Review</b>						
Minor - Official Plan Amendments - Proponent Initiated	430	1,225		500		
Major - Official Plan Amendments - Proponent Initiated	2,335	6,200		500		
Minor Zoning By-Law Amendments - Proponent Initiated	2,335	1,000		500		
Major Zoning By-Law Amendments - Proponent Initiated	430	6,200		500		
Subdivision or Condo < 60 Lots	Base Fee Per ha Max Fee	2,340 1,220 30,000	Per Net ha (incl. associated permits) 4,000	<b>Draft Plan</b> Minor (<5 ha) Major (>5 ha)	Minimum Fee Maximum Fee Net ha Fee	12,500 100,000 3,300
Subdivision or Condo > 60 Lots (\$/lot) - Maximum Fee imposed at 160 lots	<b>Clearance Fees</b> Per stage Final Processing	6,260 240	Minor Major 5,000 12,000	<b>Clearances (per ha)</b> Minor Major	2,000	
Draft Plan of Subdivision – Red-line Revision (Triggering additional technical review)	1,560	n/a	n/a	n/a	n/a	
Draft Plan of Subdivision – Request for Extension of Approval	n/a	n/a	n/a	n/a	n/a	
Site Plan – (>15 units) Residential or Institutional	3,280	Residential Com/Ind/Inst Minor Intermediate Major	625 1,550 4,150 7,250	<b>Single Lot Res</b> <b>Multi-Res</b> <5 ha >5 ha	500 3,000 6,000 6,000	Minor Intermediate Major
Site Plan – (<15 units) Residential or Institutional	430	430	430	430	430	
Minor Site Plan - Residential (single-unit) or Agricultural						1,500
Major Site Plan - Residential (single-unit) or Agricultural						5,500
Golf Courses, Aggregate						13,500
Site Plan – Commercial and Industrial						
Site Plan Amendment Fee – Minor (Minimal Review or Revisions)						
Site Plan Amendment Fee – Major (Technical Review Required)						
Site Plan – Water Balance Review Only (WHPA Q2 & WBOP)						
Consent Application - Minor	430	725	250	300	300	
Consent Application - Major	1,105	3,100	500	500	500	
Minor Variance Application - Minor	280	310	500	200	200	
Minor Variance Application - Major	625	n/a	n/a	500	500	
Phosphorus Offsetting Policy (POP) Review Only	n/a	n/a	n/a	n/a	n/a	
Development Potential Review – Planning (in writing)	n/a	n/a	n/a	n/a	n/a	
Site Visit Fee	n/a	200	250	n/a	n/a	
Combined OPA/ZBA/Subdivision or Condo - 60 Lots	n/a	n/a	n/a	n/a	n/a	
Combined OPA/ZBA/Subdivision or Condo - 160 Lots	n/a	n/a	n/a	n/a	n/a	
Combined OPA/ZBA/Site Plan – (<15 units) Residential or Institutional	n/a	n/a	n/a	n/a	n/a	
Combined OPA/ZBA/Site Plan – (>15 units) Residential or Institutional	n/a	n/a	n/a	n/a	n/a	
Combined OPA/ZBA/ Major Site Plan - Residential (single-unit) or Agricultural	n/a	n/a	n/a	n/a	n/a	
<b>Subtotal Combined Applications</b>						
Resubmissions						
Peer Review (e.g. Geotechnical Study)						
Pre-consultation (Review fee of pre-consultation circulations provided to the Lake Simcoe Region Conservation Authority by Partner Municipalities)						
<b>Total - Planning</b>						
<b>Permitting Review</b>						
<b>Private Residential Permit</b>						
PRP - Major Permit Application – Single Family Dwelling	<b>Development Permit</b>	<b>Development Permit</b>	<b>Development Permit</b>	<b>Permit Applications</b>		
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.	Major 9,550 Standard 625 Minor 430	Small 450 Medium 1,350 Large 3,250 Major 5,500	Type 1 Development 500 Type 2 Development 1,000 Type 3 Development 2,500	Minor Works 250 Intermediate Works 500 Major Works 1,500		
PRP - Intermediate Permit Application (e.g. boathouses, garages)	<b>Interference Permit</b>	<b>Interference Permit</b>	<b>Interference Permit</b>	Agriculture Permits		
Development where there is moderate risk to people or property, natural hazards, or natural features. Detailed plans, or report is required	Major - Culvert/Bridge 6,260 Major - Other 9,550 Standard 1,105 Minor 430	Small 800 Medium 2,250 Large 6,500 Major 11,000	Private Utilities 250 Bed-level Crossing 250 Erosion Protection 500 Dredging 1,000 In-water Boathouse 1,000	Minor works located in regulated adjacent lands 250 Works Located within flood area 500 <b>Unauthorized Works</b> 2 x permit fee		
PRP - Minor Permit Application				<b>Permit Amendment</b>		
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	<b>Violation</b>	<b>Violation</b>	Bridge Replacement 1,000 Culvert Replacement 1,000 New Bridge 1,500 New Culvert 1,500 Water Control Structure Repair 1,500 Water Control Structure New 2,500	Permit Amendment 100		
PRP - Routine Permit Application						
Limited review, minor in nature relative to cost, location, or impact	<b>Amendment</b>	<b>Amendment</b>	25% of permit fee for small scale 1,500 50% of permit fee for others 1,500			
PRP - Permit Revisions	85	85				
amendments/minor changes to plans made under a previously approved and still valid permit.						
PRP - Retroactive Permit						
PRP - 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.						
Legal or Real Estate Inquiries						
Letter of Comment						
PRP - Permit Associated with Minister's Zoning Order						
<b>Subtotal - Private Residential Property</b>						
<b>Major Residential (Subdivision, Commercial, Industrial, Institutional Proposals)</b>						
Maj Res - Major Permit Application – (grading, stormwater, outfalls, channel re- location, bridges, etc.)						
Maj Res - Intermediate Permit Application						
Maj Res - Permit Revisions						
amendments/minor changes to plans made under a previously approved and still valid permit.						
Maj Res - Retroactive Permit						
Maj Res - 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.						
Green Energy Permits						
Maj Res - Permit Associated with Minister's Zoning Order - Major Residential						

Description	Current Fees		Recommended Fees		% Increase	Conservation Authority				
	Base Fee	Variable Fee	Base Fee	Variable Fee		Toronto and Region Conservation Authority	Conservation Halton	Central Lake Ontario Conservation Authority	Hamilton Conservation Authority	
<b>Subtotal - Major Residential, Commercial, Industrial and Institutional</b>	-	-	-	-	#DIV/0!					
<b>Municipal Proposals</b>										
MP - Major Permit Application (large geographic areas, technical review needed)	3,060	-	6,300	-	106%					
MP - Minor Permit Application (ditching for culvert replacements)	1,020	-	4,200	-	312%					
MP - Permit Revisions	525	-	-	-	n/a					
MP - Permit Reissuance	-	-	-	-	n/a					
<i>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.</i>										
MP - Permit Associated with Minister's Zoning Order	-	-	-	-	n/a					
Double Permit Fee	-	-	-	-	n/a					
<b>Subtotal - Municipal Proposals</b>	-	-	-	-	#DIV/0!					
<b>Large Fill Proposals (&gt;250m3 of Fill Placement)</b>										
Base Fee	5,100	1.00	5,100	1.00	0%					
Retroactive/Unauthorized Works	10,200	1.00	10,200	1.00	0%	Included in permit fees	Small (<30 m3) Medium (30-200 m3) Large (200+ m3)	515 Base Fee 3,680+0.61/m3 per m3 12,610+112/m3 Additional Site Visit	3,495 Minor (<500m3) 1.85 Intermediate (<500m3 and tech review) 290 Major (500+m3)	389.38 2,053.10+0.5/m3 4,088.5+0.5/m3
Specialty Crop Areas within the Provincial Greenbelt (e.g. Top dressing or dyke management)	5,100	0.50	5,100	0.50	0%					
<b>Subtotal - Large Fill Proposals</b>	-	-	-	-	#DIV/0!					
<b>Environmental Compliance Approval Review</b>										
Minor ECA Stormwater Works (<2ha) <i>Typically, minor site plans</i> <i>Municipal projects &lt;2ha</i>	2,040	-	3,800	-	86%					
Moderate ECA Stormwater Works (2ha to 5ha) <i>Typically, larger site plans and condominiums</i> <i>Municipal projects 2ha to 5ha</i>	4,080	-	4,080	-	0%					
Major ECA Stormwater Works (>5ha) <i>Typically, Draft Plans of Subdivisions and major site plans</i> <i>Large scale municipal projects &gt;5ha</i>	7,650	-	7,650	-	0%	Included in permit fees			Included in permit fees	
Minor Stormwater Conveyance Systems (<500m)	1,530	-	3,800	-	148%					
Local municipal roads, 500 metres long or less	3,060	-	4,080	-	33%					
Major Stormwater Conveyance Systems (>500m) <i>Large road projects, arterials, greater than 500 metres in length</i>	510	-	710	-	39%					
Site or Topic Specific Technical Expert Peer Review	-	-	-	-	#DIV/0!					
<b>Subtotal - ECA Review</b>	-	-	-	-	#DIV/0!					
<i>This is for the rare instance where there is need for an outside Technical Expert (i.e. geotechnical)</i> <i>Typically, larger site plans and condominiums</i>										
<b>Technical Review Fees</b>										
Minor Technical Review	2,550	-	2,100	-	-18%			n/a	n/a	
Due diligence review, minor technical studies	5,100	-	4,000	-	-22%			n/a	n/a	
Major Technical Review	-	-	-	-	-	1,000	1,566	n/a	n/a	
<i>Detailed studies including floodplain analysis, detailed boundary delineation, peer review of existing reports</i>										
Resubmissions	-	-	25% of Application Fee	-	n/a					
<b>Other Review</b>										
Class A Environmental Assessments	-	-	-	-	n/a				n/a	
Class B Environmental Assessments	-	-	6,520	-	n/a		5,665	4,830	n/a	
Class C Environmental Assessments	-	-	9,208	-	n/a	n/a	9,064	7,220	n/a	

Description	City Fee Comparisons			
	Grand River Conservation Authority	Credit Valley Conservation Authority	Kawartha Conservation	Nottawasaga Valley Conservation Authority
<b>Subtotal - Major Residential, Commercial, Industrial and Institutional</b>				
<b>Municipal Proposals</b>				
MP - Major Permit Application (large geographic areas, technical review needed)				
MP - Minor Permit Application (ditching for culvert replacements)				
MP - Permit Revisions				
MP - Permit Reissuance				
<i>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.</i>				
MP - Permit Associated with Minister's Zoning Order				
<b>Subtotal - Municipal Proposals</b>				
<b>Large Fill Proposals (&gt;250m<sup>3</sup> of Fill Placement)</b>				
Base Fee	9,550	<500m <sup>3</sup>	400	500
Retroactive/Unauthorized Works	0.5	>500m <sup>3</sup>	10,000+1,000/m <sup>3</sup>	250-1000m <sup>3</sup>
Specialty Crop Areas within the Provincial Greenbelt (e.g. Top dressing or dyke management)			<20m <sup>3</sup>	500+0.5/m <sup>3</sup>
			20m <sup>3</sup> to 500m <sup>3</sup>	1000+m <sup>3</sup>
			500+m <sup>3</sup>	5,000+0.75/m
				500+0.8/m <sup>3</sup>
				1,500+0.8/m <sup>3</sup>
<b>Subtotal - Large Fill Proposals</b>				
<b>Environmental Compliance Approval Review</b>				
Minor ECA Stormwater Works (<2ha)	n/a		n/a	n/a
<i>Typically, minor site plans</i>				
<i>Municipal projects &lt;2ha</i>				
Moderate ECA Stormwater Works (2ha to 5ha)	n/a		n/a	n/a
<i>Typically, larger site plans and condominiums</i>				
<i>Municipal projects 2ha to 5ha</i>				
Major ECA Stormwater Works (>5ha)	n/a	Included in permit fees	n/a	n/a
<i>Typically, Draft Plans of Subdivisions and major site plans</i>				
<i>Large scale municipal projects &gt;5ha</i>				
Minor Stormwater Conveyance Systems (<500m)	n/a		n/a	n/a
<i>Local municipal roads, 500 metres long or less</i>				
Major Stormwater Conveyance Systems (>500m)	n/a		n/a	n/a
<i>Large road projects, arterials, greater than 500 metres in length</i>				
Site or Topic Specific Technical Expert Peer Review	n/a		n/a	n/a
<b>Subtotal - ECA Review</b>				
<i>This is for the rare instance where there is need for an outside Technical Expert (i.e. geotechnical)</i>				
<i>Typically, larger site plans and condominiums</i>				
<b>Technical Review Fees</b>				
Minor Technical Review	n/a	n/a		1,000
<i>Due diligence review, minor technical studies</i>				
Major Technical Review	n/a	n/a	Peer review paid by applicant	750
<i>Detailed studies including floodplain analysis, detailed boundary delineation, peer review of existing reports</i>				
<b>Resubmissions</b>				
<b>Other Review</b>				
Class A Environmental Assessments	n/a		-	n/a
Class B Environmental Assessments	n/a		2,500	n/a
Class C Environmental Assessments	n/a		5,000	n/a

# Appendix B

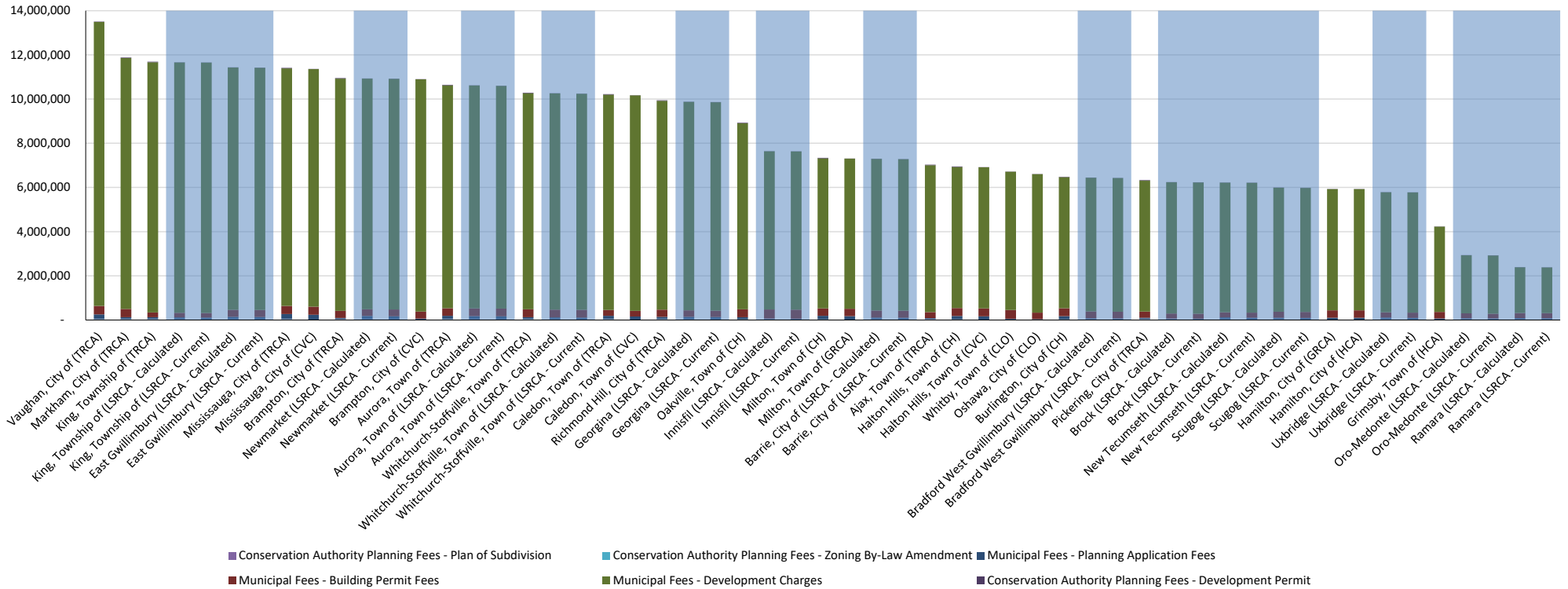
## Development Fee Impact Survey

Table B-1  
Development Fee Impacts Survey  
Residential 100-unit Low Density Subdivision

Rank	Municipality	Conservation Authority Planning Fees				Municipal Fees			Total	Conservation Authority Fees % of Total	% Increase
		Plan of Subdivision	Zoning By-Law Amendment	Development Permit	Total Conservation Authority Planning Fees	Planning Application Fees	Building Permit Fees	Development Charges			
1	Vaughan, City of (TRCA)	36,750	13,430	20,550	70,730	197,795	383,225	12,858,400	13,510,150	0.5%	
2	Markham, City of (TRCA)	36,750	13,430	20,550	70,730	70,579	374,846	11,365,405	11,881,559	0.6%	
3	King, Township of (TRCA)	36,750	13,430	20,550	70,730	77,608	209,088	11,334,700	11,692,126	0.6%	
4	King, Township of (LSRCA - Calculated)	30,519	8,856	6,000	45,375	77,608	209,088	11,334,700	11,666,770	0.4%	0.11%
5	King, Township of (LSRCA - Current)	27,540	1,020	3,570	32,130	77,608	209,088	11,334,700	11,653,526	0.3%	
6	East Gwillimbury (LSRCA - Calculated)	30,519	8,856	6,000	45,375	100,747	319,000	10,970,700	11,435,822	0.4%	0.12%
7	East Gwillimbury (LSRCA - Current)	27,540	1,020	3,570	32,130	100,747	319,000	10,970,700	11,422,577	0.3%	
8	Mississauga, City of (TRCA)	36,750	13,430	20,550	70,730	218,389	365,853	10,756,245	11,411,216	0.6%	
9	Mississauga, City of (CVC)	8,175	6,200	5,550	19,925	218,389	365,853	10,756,245	11,360,412	0.2%	
10	Brampton, City of (TRCA)	36,750	13,430	20,550	70,730	44,112	319,048	10,516,633	10,950,523	0.6%	
11	Newmarket (LSRCA - Calculated)	30,519	8,856	6,000	45,375	138,063	306,989	10,445,200	10,935,626	0.4%	0.12%
12	Newmarket (LSRCA - Current)	27,540	1,020	3,570	32,130	138,063	306,989	10,445,200	10,922,382	0.3%	
13	Brampton, City of (CVC)	8,175	6,200	5,550	19,925	44,112	319,048	10,516,633	10,899,718	0.2%	
14	Aurora, Town of (TRCA)	36,750	13,430	20,550	70,730	134,023	349,502	10,092,700	10,646,955	0.7%	
15	Aurora, Town of (LSRCA - Calculated)	30,519	8,856	6,000	45,375	134,023	349,502	10,092,700	10,621,599	0.4%	0.12%
16	Aurora, Town of (LSRCA - Current)	27,540	1,020	3,570	32,130	134,023	349,502	10,092,700	10,608,355	0.3%	
17	Whitchurch-Stoffville, Town of (TRCA)	36,750	13,430	20,550	70,730	77,264	352,000	9,787,100	10,287,094	0.7%	
18	Whitchurch-Stoffville, Town of (LSRCA - Calculated)	30,519	8,856	6,000	45,375	77,264	352,000	9,787,100	10,261,739	0.4%	0.1%
19	Whitchurch-Stoffville, Town of (LSRCA - Current)	27,540	1,020	3,570	32,130	77,264	352,000	9,787,100	10,248,494	0.3%	
20	Caledon, Town of (TRCA)	36,750	13,430	20,550	70,730	140,357	257,527	9,756,698	10,225,312	0.7%	
21	Caledon, Town of (CVC)	8,175	6,200	5,550	19,925	140,357	257,527	9,756,698	10,174,508	0.2%	
22	Richmond Hill, City of (TRCA)	36,750	13,430	20,550	70,730	90,074	325,793	9,461,401	9,947,997	0.7%	
23	Georgina (LSRCA - Calculated)	30,519	8,856	6,000	45,375	101,921	292,600	9,438,225	9,878,121	0.5%	0.13%
24	Georgina (LSRCA - Current)	27,540	1,020	3,570	32,130	101,921	292,600	9,438,225	9,864,876	0.3%	
25	Oakville, Town of (CH)	23,286	6,829	21,710	51,825	97,966	356,655	8,419,651	8,926,097	0.6%	
26	Innisfil (LSRCA - Calculated)	30,519	8,856	6,000	45,375	24,600	413,679	7,160,120	7,643,774	0.6%	0.17%
27	Innisfil (LSRCA - Current)	27,540	1,020	3,570	32,130	24,600	413,679	7,160,120	7,630,529	0.4%	
28	Milton, Town of (CH)	23,286	6,829	21,710	51,825	159,041	333,968	6,793,941	7,338,775	0.7%	
29	Milton, Town of (GRCA)	9,837	2,335	9,550	21,722	159,041	333,968	6,793,941	7,308,672	0.3%	
30	Barrie, City of (LSRCA - Calculated)	30,519	8,856	6,000	45,375	71,220	320,479	6,861,900	7,298,973	0.6%	0.18%
31	Barrie, City of (LSRCA - Current)	27,540	1,020	3,570	32,130	71,220	320,479	6,861,900	7,285,728	0.4%	
32	Ajax, Town of (TRCA)	36,750	13,430	20,550	70,730	30,600	275,922	6,650,900	7,028,152	1.0%	
33	Halton Hills, Town of (CH)	23,286	6,829	21,710	51,825	146,732	363,400	6,390,700	6,952,657	0.7%	
34	Halton Hills, Town of (CVC)	8,175	6,200	5,550	19,925	146,732	363,400	6,390,700	6,920,757	0.3%	
35	Whitby, Town of (CLO)	17,610	5,170	6,685	29,465	32,048	397,328	6,264,600	6,723,441	0.4%	
36	Oshawa, City of (CLO)	17,610	5,170	6,685	29,465	15,890	291,047	6,271,800	6,608,201	0.4%	
37	Burlington, City of (CH)	23,286	6,829	21,710	51,825	138,846	360,947	5,932,141	6,483,759	0.8%	
38	Bradford West Gwillimbury (LSRCA - Calculated)	30,519	8,856	6,000	45,375	40,885	305,763	6,054,000	6,446,022	0.7%	0.21%
39	Bradford West Gwillimbury (LSRCA - Current)	27,540	1,020	3,570	32,130	40,885	305,763	6,054,000	6,432,778	0.5%	
40	Pickering, City of (TRCA)	36,750	13,430	20,550	70,730	53,923	275,922	5,926,300	6,326,875	1.1%	
41	Brock (LSRCA - Calculated)	30,519	8,856	6,000	45,375	21,400	230,957	5,944,600	6,242,332	0.7%	0.21%
42	Brock (LSRCA - Current)	27,540	1,020	3,570	32,130	21,400	230,957	5,944,600	6,229,087	0.5%	
43	New Tecumseth (LSRCA - Calculated)	30,519	8,856	6,000	45,375	75,335	231,000	5,876,100	6,227,810	0.7%	0.21%
44	New Tecumseth (LSRCA - Current)	27,540	1,020	3,570	32,130	75,335	231,000	5,876,100	6,214,565	0.5%	
45	Scugog (LSRCA - Calculated)	30,519	8,856	6,000	45,375	60,400	274,492	5,614,600	5,994,866	0.8%	0.22%
46	Scugog (LSRCA - Current)	27,540	1,020	3,570	32,130	60,400	274,492	5,614,600	5,981,622	0.5%	
47	Hamilton, City of (GRCA)	9,837	2,335	9,550	21,722	90,285	332,814	5,491,100	5,935,921	0.4%	
48	Hamilton, City of (HCA)	9,389	3,654	4,698	17,741	90,285	332,814	5,491,100	5,931,940	0.3%	
49	Uxbridge (LSRCA - Calculated)	30,519	8,856	6,000	45,375	66,505	238,111	5,439,800	5,789,790	0.8%	0.23%
50	Uxbridge (LSRCA - Current)	27,540	1,020	3,570	32,130	66,505	238,111	5,439,800	5,776,546	0.6%	
51	Grimsby, Town of (HCA)	9,389	3,654	4,698	17,741	56,105	290,400	3,870,500	4,234,746	0.4%	
52	Oro-Medonte (LSRCA - Calculated)	30,519	8,856	6,000	45,375	37,200	220,000	2,634,700	2,937,275	1.5%	0.45%
53	Oro-Medonte (LSRCA - Current)	27,540	1,020	3,570	32,130	37,200	220,000	2,634,700	2,924,030	1.1%	
54	Ramara (LSRCA - Calculated)	30,519	8,856	6,000	45,375	45,500	231,000	2,072,930	2,394,805	1.9%	0.56%
55	Ramara (LSRCA - Current)	27,540	1,020	3,570	32,130	45,500	231,000	2,072,930	2,381,560	1.3%	

# Figure B-1 Development Fee Impacts Survey Residential 100-unit Low Density Subdivision

Survey of Fees Related to a Residential Subdivision Development  
(100 Single Dwelling Units, 204 m<sup>2</sup> GFA each)

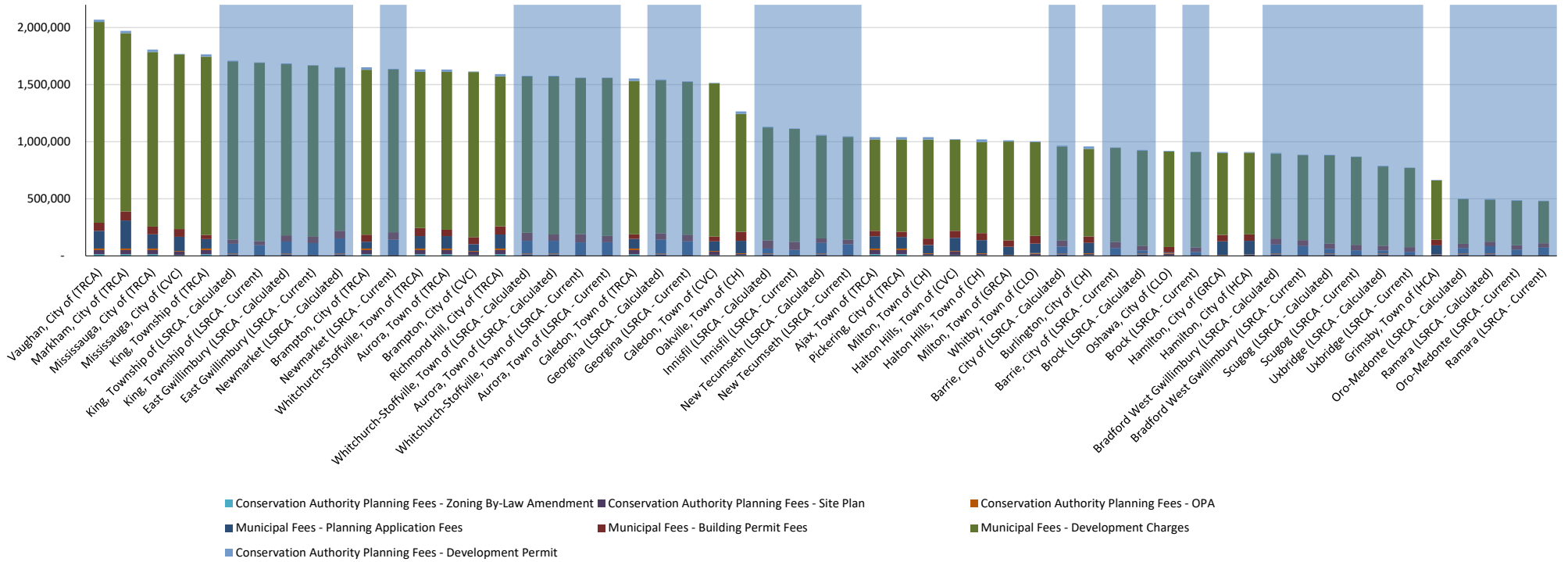


**Table B-2  
Development Fee Impacts Survey  
Residential 25-unit Medium Density Development**

Rank	Municipality	Conservation Authority Planning Fees					Municipal Fees			Total	Conservation Authority Fees % of Total	% Increase
		Site Plan	OPA	Zoning By-Law Amendment	Development Permit	Total Conservation Authority Planning Fees	Planning Application Fees	Building Permit Fees	Development Charges			
1	Vaughan, City of (TRCA)	37,500	13,430	13,430	20,550	84,910	154,555	71,350	1,758,228	2,069,043	4.1%	
2	Markham, City of (TRCA)	37,500	13,430	13,430	20,550	84,910	245,069	79,362	1,561,810	1,971,151	4.3%	
3	Mississauga, City of (TRCA)	37,500	13,430	13,430	20,550	84,910	124,211	67,413	1,530,000	1,806,534	4.7%	
4	Mississauga, City of (CVC)	31,050	6,200	6,200	5,550	49,000	124,211	67,413	1,530,000	1,770,624	2.8%	
5	King, Township of (TRCA)	37,500	13,430	13,430	20,550	84,910	83,890	35,466	1,561,902	1,766,168	4.8%	
6	King, Township of (LSRCA - Calculated)	14,000	8,856	-	6,000	28,856	83,890	35,466	1,561,902	1,710,114	1.7%	0.89%
7	King, Township of (LSRCA - Current)	7,140	2,040	1,020	3,570	13,770	83,890	35,466	1,561,902	1,695,028	0.8%	
8	East Gwillimbury (LSRCA - Calculated)	14,000	8,856	-	6,000	28,856	102,769	54,375	1,499,353	1,685,353	1.7%	0.90%
9	East Gwillimbury (LSRCA - Current)	7,140	2,040	1,020	3,570	13,770	102,769	54,375	1,499,353	1,670,267	0.8%	
10	Newmarket (LSRCA - Calculated)	14,000	8,856	-	6,000	28,856	131,134	65,427	1,427,437	1,652,853	1.7%	0.92%
11	Brampton, City of (TRCA)	37,500	13,430	13,430	20,550	84,910	60,362	61,177	1,444,886	1,651,335	5.1%	
12	Newmarket (LSRCA - Current)	7,140	2,040	1,020	3,570	13,770	131,134	65,427	1,427,437	1,637,768	0.8%	
13	Whitchurch-Stoffville, Town of (TRCA)	37,500	13,430	13,430	20,550	84,910	108,848	71,625	1,367,479	1,632,862	5.2%	
14	Aurora, Town of (TRCA)	37,500	13,430	13,430	20,550	84,910	109,084	56,090	1,382,678	1,632,762	5.2%	
15	Brampton, City of (CVC)	31,050	6,200	6,200	5,550	49,000	60,362	61,177	1,444,886	1,615,425	3.0%	
16	Richmond Hill, City of (TRCA)	37,500	13,430	13,430	20,550	84,910	122,604	72,848	1,312,046	1,592,407	5.3%	
17	Whitchurch-Stoffville, Town of (LSRCA - Calculated)	14,000	8,856	-	6,000	28,856	108,848	71,625	1,367,479	1,576,808	1.8%	0.97%
18	Aurora, Town of (LSRCA - Calculated)	14,000	8,856	-	6,000	28,856	109,084	56,090	1,382,678	1,576,708	1.8%	0.97%
19	Whitchurch-Stoffville, Town of (LSRCA - Current)	7,140	2,040	1,020	3,570	13,770	108,848	71,625	1,367,479	1,561,722	0.9%	
20	Aurora, Town of (LSRCA - Current)	7,140	2,040	1,020	3,570	13,770	109,084	56,090	1,382,678	1,561,622	0.9%	
21	Caledon, Town of (TRCA)	37,500	13,430	13,430	20,550	84,910	84,798	40,064	1,343,547	1,553,320	5.5%	
22	Georgina (LSRCA - Calculated)	14,000	8,856	-	6,000	28,856	118,117	57,375	1,339,582	1,543,930	1.9%	0.99%
23	Georgina (LSRCA - Current)	7,140	2,040	1,020	3,570	13,770	118,117	57,375	1,339,582	1,528,844	0.9%	
24	Caledon, Town of (CVC)	31,050	6,200	6,200	5,550	49,000	84,798	40,064	1,343,547	1,517,410	3.2%	
25	Oakville, Town of (CH)	10,022	6,829	6,829	21,710	45,390	107,809	79,432	1,032,944	1,265,575	3.6%	
26	Innisfil (LSRCA - Calculated)	14,000	8,856	-	6,000	28,856	41,880	70,513	988,998	1,130,248	2.6%	1.35%
27	Innisfil (LSRCA - Current)	7,140	2,040	1,020	3,570	13,770	41,880	70,513	988,998	1,115,162	1.2%	
28	New Tecumseth (LSRCA - Calculated)	14,000	8,856	-	6,000	28,856	91,660	39,375	900,661	1,060,552	2.7%	1.4%
29	New Tecumseth (LSRCA - Current)	7,140	2,040	1,020	3,570	13,770	91,660	39,375	900,661	1,045,466	1.3%	
30	Ajax, Town of (TRCA)	37,500	13,430	13,430	20,550	84,910	107,785	47,032	800,773	1,040,500	8.2%	
31	Pickering, City of (TRCA)	37,500	13,430	13,430	20,550	84,910	101,120	47,032	807,057	1,040,119	8.2%	
32	Milton, Town of (CH)	10,022	6,829	6,829	21,710	45,390	72,095	56,926	865,407	1,039,818	4.4%	
33	Halton Hills, Town of (CVC)	31,050	6,200	6,200	5,550	49,000	115,074	61,560	797,421	1,023,054	4.8%	
34	Halton Hills, Town of (CH)	10,022	6,829	6,829	21,710	45,390	115,074	61,560	797,421	1,019,444	4.5%	
35	Milton, Town of (GRCA)	3,280	2,335	2,335	9,550	17,500	72,095	56,926	865,407	1,011,928	1.7%	
36	Whitby, Town of (CLO)	14,115	5,170	5,170	6,685	31,140	83,102	67,726	820,760	1,002,729	3.1%	
37	Barrie, City of (LSRCA - Calculated)	14,000	8,856	-	6,000	28,856	58,393	54,627	823,350	965,226	3.0%	1.6%
38	Burlington, City of (CH)	10,022	6,829	6,829	21,710	45,390	90,885	56,648	765,430	958,352	4.7%	
39	Barrie, City of (LSRCA - Current)	7,140	2,040	1,020	3,570	13,770	58,393	54,627	823,350	950,140	1.4%	
40	Brock (LSRCA - Calculated)	14,000	8,856	-	6,000	28,856	24,400	39,368	835,320	927,943	3.1%	1.65%
41	Oshawa, City of (CLO)	14,115	5,170	5,170	6,685	31,140	6,350	48,461	835,233	921,184	3.4%	
42	Brock (LSRCA - Current)	7,140	2,040	1,020	3,570	13,770	24,400	39,368	835,320	912,858	1.5%	
43	Hamilton, City of (GRCA)	3,280	2,335	2,335	9,550	17,500	119,310	56,730	715,785	909,325	1.9%	
44	Hamilton, City of (HCA)	5,207	3,654	3,654	4,698	17,213	119,310	56,730	715,785	909,038	1.9%	
45	Bradford West Gwillimbury (LSRCA - Calculated)	14,000	8,856	-	6,000	28,856	76,663	52,119	744,118	901,755	3.2%	1.70%
46	Bradford West Gwillimbury (LSRCA - Current)	7,140	2,040	1,020	3,570	13,770	76,663	52,119	744,118	886,670	1.6%	
47	Scugog (LSRCA - Calculated)	14,000	8,856	-	6,000	28,856	39,250	46,788	770,145	885,039	3.3%	1.73%
48	Scugog (LSRCA - Current)	7,140	2,040	1,020	3,570	13,770	39,250	46,788	770,145	869,953	1.6%	
49	Uxbridge (LSRCA - Calculated)	14,000	8,856	-	6,000	28,856	25,700	40,587	693,083	788,226	3.7%	1.95%
50	Uxbridge (LSRCA - Current)	7,140	2,040	1,020	3,570	13,770	25,700	40,587	693,083	773,140	1.8%	
51	Grimsby, Town of (HCA)	5,207	3,654	3,654	4,698	17,213	80,025	49,500	519,189	665,927	2.6%	
52	Oro-Medonte (LSRCA - Calculated)	14,000	8,856	-	6,000	28,856	45,955	37,500	390,117	502,428	5.7%	3.10%
53	Ramara (LSRCA - Calculated)	14,000	8,856	-	6,000	28,856	61,555	39,375	369,417	499,202	5.8%	3.12%
54	Oro-Medonte (LSRCA - Current)	7,140	2,040	1,020	3,570	13,770	45,955	37,500	390,117	487,342	2.8%	
55	Ramara (LSRCA - Current)	7,140	2,040	1,020	3,570	13,770	61,555	39,375	369,417	484,117	2.8%	

Figure B-2  
 Development Fee Impacts Survey  
 Residential 25-unit Medium Density Development

Survey of Fees Related to a Medium Density Development  
 (25 Units, 139 m<sup>2</sup> GFA each)



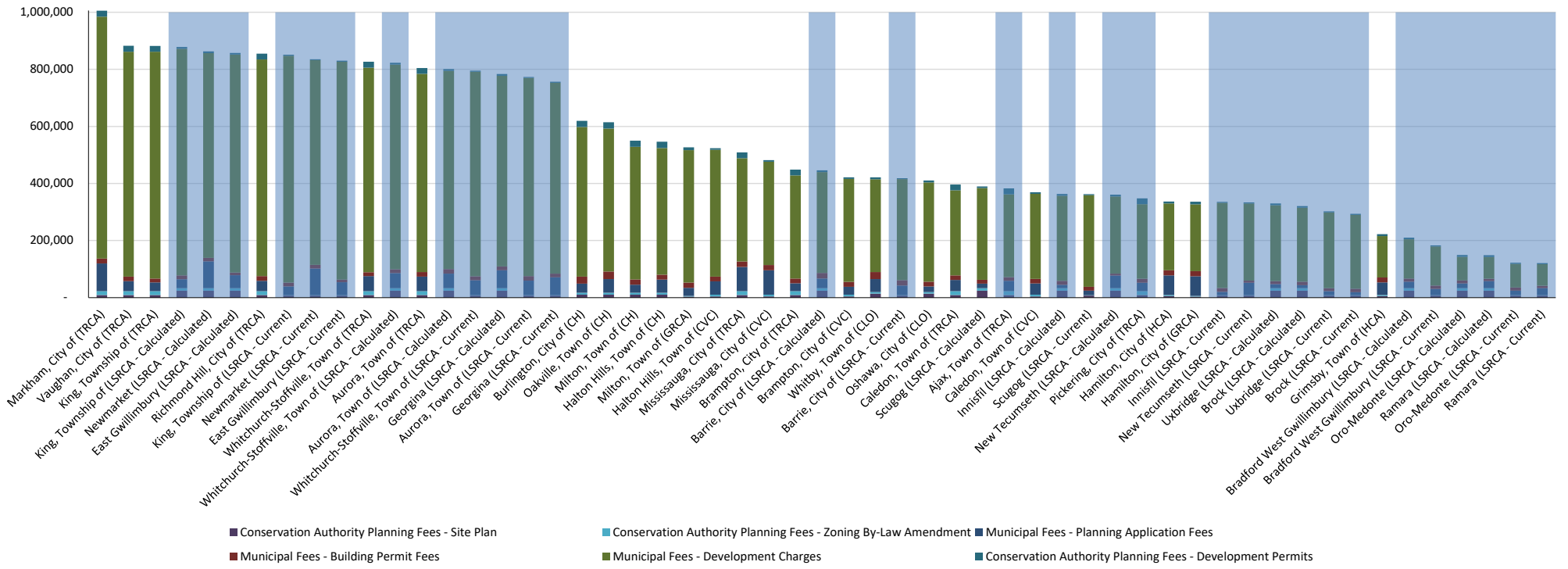


**Table B-3  
Development Fee Impacts Survey  
1,000 m<sup>2</sup> Retail Development**

Rank	Municipality	Conservation Authority Planning Fees				Municipal Fees			Total	Conservation Authority Fees % of Total	% Increase
		Site Plan	Zoning By-Law Amendment	Development Permits	Total Conservation Authority Planning Fees	Planning Application Fees	Building Permit Fees	Development Charges			
1	Markham, City of (TRCA)	8,950	13,430	20,550	42,930	97,003	17,220	848,215	1,005,368	4.3%	
2	Vaughan, City of (TRCA)	8,950	13,430	20,550	42,930	35,034	16,010	788,548	882,522	4.9%	
3	King, Township of (TRCA)	8,950	13,430	20,550	42,930	30,956	13,560	794,738	882,184	4.9%	
4	King, Township of (LSRCA - Calculated)	24,229	8,856	6,000	39,085	30,956	13,560	794,738	878,339	4.4%	3.21%
5	Newmarket (LSRCA - Calculated)	24,229	8,856	6,000	39,085	93,837	12,700	717,228	862,850	4.5%	3.27%
6	East Gwillimbury (LSRCA - Calculated)	24,229	8,856	6,000	39,085	45,679	9,149	763,694	857,607	4.6%	3.29%
7	Richmond Hill, City of (TRCA)	8,950	13,430	20,550	42,930	36,109	17,070	758,997	855,106	5.0%	
8	King, Township of (LSRCA - Current)	7,140	1,020	3,570	11,730	30,956	13,560	794,738	850,984	1.4%	
9	Newmarket (LSRCA - Current)	7,140	1,020	3,570	11,730	93,837	12,700	717,228	835,495	1.4%	
10	East Gwillimbury (LSRCA - Current)	7,140	1,020	3,570	11,730	45,679	9,149	763,694	830,252	1.4%	
11	Whitchurch-Stoffville, Town of (TRCA)	8,950	13,430	20,550	42,930	52,733	13,778	717,194	826,635	5.2%	
12	Whitchurch-Stoffville, Town of (LSRCA - Calculated)	24,229	8,856	6,000	39,085	52,733	13,778	717,194	822,789	4.8%	3.44%
13	Aurora, Town of (TRCA)	8,950	13,430	20,550	42,930	50,994	16,100	694,688	804,712	5.3%	
14	Aurora, Town of (LSRCA - Calculated)	24,229	8,856	6,000	39,085	50,994	16,100	694,688	800,867	4.9%	3.54%
15	Whitchurch-Stoffville, Town of (LSRCA - Current)	7,140	1,020	3,570	11,730	52,733	13,778	717,194	795,435	1.5%	
16	Georgina (LSRCA - Calculated)	24,229	8,856	6,000	39,085	62,790	13,347	668,596	783,818	5.0%	3.62%
17	Aurora, Town of (LSRCA - Current)	7,140	1,020	3,570	11,730	50,994	16,100	694,688	773,512	1.5%	
18	Georgina (LSRCA - Current)	7,140	1,020	3,570	11,730	62,790	13,347	668,596	756,463	1.6%	
19	Burlington, City of (CH)	10,022	6,829	21,710	38,561	32,291	24,570	524,041	619,462	6.2%	
20	Oakville, Town of (CH)	10,022	6,829	21,710	38,561	48,045	26,400	501,461	614,466	6.3%	
21	Milton, Town of (CH)	10,022	6,829	21,710	38,561	28,578	18,250	464,551	549,940	7.0%	
22	Halton Hills, Town of (CH)	10,022	6,829	21,710	38,561	46,405	16,830	444,414	546,210	7.1%	
23	Milton, Town of (GRCA)	3,280	2,335	9,550	15,165	28,578	18,250	464,551	526,544	2.9%	
24	Halton Hills, Town of (CVC)	4,150	6,200	5,550	15,900	46,405	16,830	444,414	523,549	3.0%	
25	Mississauga, City of (TRCA)	8,950	13,430	20,550	42,930	85,176	18,790	362,167	509,063	8.4%	
26	Mississauga, City of (CVC)	4,150	6,200	5,550	15,900	85,176	18,790	362,167	482,033	3.3%	
27	Brampton, City of (TRCA)	8,950	13,430	20,550	42,930	27,622	16,980	361,230	448,762	9.6%	
28	Barrie, City of (LSRCA - Calculated)	24,229	8,856	6,000	39,085	33,895	19,310	353,800	446,090	8.8%	6.53%
29	Brampton, City of (CVC)	4,150	6,200	5,550	15,900	27,622	16,980	361,230	421,732	3.8%	
30	Whitby, Town of (CLO)	14,115	5,170	6,685	25,970	45,901	24,170	325,251	421,292	6.2%	
31	Barrie, City of (LSRCA - Current)	7,140	1,020	3,570	11,730	33,895	19,310	353,800	418,735	2.8%	
32	Oshawa, City of (CLO)	14,115	5,170	6,685	25,970	19,811	16,470	348,121	410,372	6.3%	
33	Caledon, Town of (TRCA)	8,950	13,430	20,550	42,930	39,395	16,000	297,980	396,305	10.8%	
34	Scugog (LSRCA - Calculated)	24,229	8,856	6,000	39,085	16,000	13,430	321,331	389,845	10.0%	7.55%
35	Ajax, Town of (TRCA)	8,950	13,430	20,550	42,930	36,490	13,000	290,191	382,611	11.2%	
36	Caledon, Town of (CVC)	4,150	6,200	5,550	15,900	39,395	16,000	297,980	369,275	4.3%	
37	Innisfil (LSRCA - Calculated)	24,229	8,856	6,000	39,085	11,650	13,850	298,420	363,005	10.8%	8.15%
38	Scugog (LSRCA - Current)	7,140	1,020	3,570	11,730	16,000	13,430	321,331	362,491	3.2%	
39	New Tecumseth (LSRCA - Calculated)	24,229	8,856	6,000	39,085	44,085	7,104	270,460	360,734	10.8%	8.21%
40	Pickering, City of (TRCA)	8,950	13,430	20,550	42,930	29,763	13,750	261,455	347,898	12.3%	
41	Hamilton, City of (HCA)	5,207	3,654	6,685	15,546	69,100	17,838	234,220	336,704	4.6%	
42	Hamilton, City of (GRCA)	3,280	2,335	9,550	15,165	69,100	17,838	234,220	336,323	4.5%	
43	Innisfil (LSRCA - Current)	7,140	1,020	3,570	11,730	11,650	13,850	298,420	335,650	3.5%	
44	New Tecumseth (LSRCA - Current)	7,140	1,020	3,570	11,730	44,085	7,104	270,460	333,379	3.5%	
45	Uxbridge (LSRCA - Calculated)	24,229	8,856	6,000	39,085	14,075	10,500	266,101	329,760	11.9%	9.05%
46	Brock (LSRCA - Calculated)	24,229	8,856	6,000	39,085	10,400	12,374	259,145	321,003	12.2%	9.32%
47	Uxbridge (LSRCA - Current)	7,140	1,020	3,570	11,730	14,075	10,500	266,101	302,406	3.9%	
48	Brock (LSRCA - Current)	7,140	1,020	3,570	11,730	10,400	12,374	259,145	293,649	4.0%	
49	Grimsby, Town of (HCA)	5,207	3,654	6,685	15,546	44,240	17,115	145,427	222,328	7.0%	
50	Bradford West Gwillimbury (LSRCA - Calculated)	24,229	8,856	6,000	39,085	22,555	11,250	137,378	210,268	18.6%	14.96%
51	Bradford West Gwillimbury (LSRCA - Current)	7,140	1,020	3,570	11,730	22,555	11,250	137,378	182,913	6.4%	
52	Oro-Medonte (LSRCA - Calculated)	24,229	8,856	6,000	39,085	16,200	10,764	83,219	149,268	26.2%	22.44%
53	Ramara (LSRCA - Calculated)	24,229	8,856	6,000	39,085	24,500	8,611	76,061	148,256	26.4%	22.63%
54	Oro-Medonte (LSRCA - Current)	7,140	1,020	3,570	11,730	16,200	10,764	83,219	121,913	9.6%	
55	Ramara (LSRCA - Current)	7,140	1,020	3,570	11,730	24,500	8,611	76,061	120,902	9.7%	

Figure B-3  
Development Fee Impacts Survey  
1,000 m<sup>2</sup> Retail Development

Survey of Fees Related to Retail Development  
(1,000 m<sup>2</sup> GFA)



**Table B-4  
Development Fee Impacts Survey  
10,000 m<sup>2</sup> Industrial Development**

Rank	Municipality	Conservation Authority Planning Fees			Municipal Fees			Total	Conservation Authority Fees % of Total	% Increase
		Site Plan	Development Permit	Total Conservation Authority Planning Fees	Planning Application Fees	Building Permit Fees	Development Charges			
1	Markham, City of (TRCA)	14,950	20,550	35,500	133,919	140,800	4,149,331	4,459,550	0.8%	
2	King, Township of (TRCA)	14,950	20,550	35,500	14,886	120,000	4,267,204	4,437,590	0.8%	
3	King, Township of (LSRCA - Calculated)	24,229	6,000	30,229	14,886	120,000	4,267,204	4,432,319	0.7%	0.44%
4	King, Township of (LSRCA - Current)	7,140	3,570	10,710	14,886	120,000	4,267,204	4,412,800	0.2%	
5	Vaughan, City of (TRCA)	14,950	20,550	35,500	21,809	111,700	4,205,304	4,374,313	0.8%	
6	Newmarket (LSRCA - Calculated)	24,229	6,000	30,229	123,542	103,100	3,492,104	3,748,976	0.8%	0.52%
7	Newmarket (LSRCA - Current)	7,140	3,570	10,710	123,542	103,100	3,492,104	3,729,457	0.3%	
8	Richmond Hill, City of (TRCA)	14,950	20,550	35,500	19,143	156,300	3,505,979	3,716,922	1.0%	
9	Whitchurch-Stoffville, Town of (TRCA)	14,950	20,550	35,500	24,033	124,861	3,491,760	3,676,155	1.0%	
10	Whitchurch-Stoffville, Town of (LSRCA - Calculated)	24,229	6,000	30,229	24,033	124,861	3,491,760	3,670,884	0.8%	0.53%
11	Whitchurch-Stoffville, Town of (LSRCA - Current)	7,140	3,570	10,710	24,033	124,861	3,491,760	3,651,365	0.3%	
12	East Gwillimbury (LSRCA - Calculated)	24,229	6,000	30,229	41,242	75,347	3,310,927	3,457,745	0.9%	0.57%
13	East Gwillimbury (LSRCA - Current)	7,140	3,570	10,710	41,242	75,347	3,310,927	3,438,226	0.3%	
14	Aurora, Town of (TRCA)	14,950	20,550	35,500	28,547	107,000	3,266,704	3,437,751	1.0%	
15	Aurora, Town of (LSRCA - Calculated)	24,229	6,000	30,229	28,547	107,000	3,266,704	3,432,480	0.9%	0.6%
16	Aurora, Town of (LSRCA - Current)	7,140	3,570	10,710	28,547	107,000	3,266,704	3,412,961	0.3%	
17	Georgina (LSRCA - Calculated)	24,229	6,000	30,229	38,388	109,792	3,005,779	3,184,188	0.9%	0.62%
18	Georgina (LSRCA - Current)	7,140	3,570	10,710	38,388	109,792	3,005,779	3,164,669	0.3%	
19	Innisfil (LSRCA - Calculated)	24,229	6,000	30,229	1,600	92,200	2,984,200	3,108,229	1.0%	0.63%
20	Innisfil (LSRCA - Current)	7,140	3,570	10,710	1,600	92,200	2,984,200	3,088,710	0.3%	
21	Mississauga, City of (TRCA)	14,950	20,550	35,500	56,760	140,200	2,852,008	3,084,468	1.2%	
22	Mississauga, City of (CVC)	7,250	5,550	12,800	51,874	140,200	2,852,008	3,056,882	0.4%	
23	Oakville, Town of (CH)	10,022	21,710	31,732	79,572	109,000	2,462,668	2,682,972	1.2%	
24	Brampton, City of (TRCA)	14,950	20,550	35,500	27,449	117,200	2,488,500	2,668,649	1.3%	
25	Brampton, City of (CVC)	7,250	5,550	12,800	27,449	117,200	2,488,500	2,645,949	0.5%	
26	Caledon, Town of (TRCA)	14,950	20,550	35,500	30,248	72,740	2,459,200	2,597,688	1.4%	
27	Caledon, Town of (CVC)	7,250	5,550	12,800	30,000	72,740	2,459,200	2,574,740	0.5%	
28	Hamilton, City of (GRCA)	3,280	9,550	12,830	65,280	125,200	2,342,200	2,545,510	0.5%	
29	Hamilton, City of (HCA)	5,207	4,698	9,905	65,280	125,200	2,342,200	2,542,585	0.4%	
30	Barrie, City of (LSRCA - Calculated)	24,229	6,000	30,229	12,020	120,400	2,205,800	2,368,449	1.3%	0.83%
31	Barrie, City of (LSRCA - Current)	7,140	3,570	10,710	12,020	120,400	2,205,800	2,348,930	0.5%	
32	Burlington, City of (CH)	10,022	21,710	31,732	21,792	113,481	2,024,268	2,191,273	1.4%	
33	Ajax, Town of (TRCA)	14,950	20,550	35,500	18,290	90,000	1,910,550	2,054,340	1.7%	
34	Whitby, Town of (CLO)	14,115	6,685	20,800	61,882	151,300	1,739,250	1,973,232	1.1%	
35	New Tecumseth (LSRCA - Calculated)	24,229	6,000	30,229	39,725	58,125	1,776,100	1,904,179	1.6%	1.04%
36	New Tecumseth (LSRCA - Current)	7,140	3,570	10,710	39,725	58,125	1,776,100	1,884,660	0.6%	
37	Scugog (LSRCA - Calculated)	24,229	6,000	30,229	8,300	82,000	1,717,950	1,838,479	1.6%	1.07%
38	Scugog (LSRCA - Current)	7,140	3,570	10,710	8,300	82,000	1,717,950	1,818,960	0.6%	
39	Milton, Town of (CH)	10,022	21,710	31,732	14,364	132,700	1,623,043	1,801,839	1.8%	
40	Pickering, City of (TRCA)	14,950	20,550	35,500	39,235	102,500	1,623,198	1,800,433	2.0%	
41	Milton, Town of (GRCA)	3,280	9,550	12,830	14,364	132,700	1,623,043	1,782,937	0.7%	
42	Uxbridge (LSRCA - Calculated)	24,229	6,000	30,229	7,690	72,200	1,669,650	1,779,769	1.7%	1.11%
43	Uxbridge (LSRCA - Current)	7,140	3,570	10,710	7,690	72,200	1,669,650	1,760,250	0.6%	
44	Brock (LSRCA - Calculated)	24,229	6,000	30,229	3,500	80,100	1,600,090	1,713,919	1.8%	1.2%
45	Brock (LSRCA - Current)	7,140	3,570	10,710	3,500	80,100	1,600,090	1,694,400	0.6%	
46	Halton Hills, Town of (CH)	10,022	21,710	31,732	49,579	117,800	1,442,269	1,641,380	1.9%	
47	Halton Hills, Town of (CVC)	7,250	5,550	12,800	49,579	117,800	1,442,269	1,622,448	0.8%	
48	Bradford West Gwillimbury (LSRCA - Calculated)	24,229	6,000	30,229	6,905	102,300	1,373,779	1,513,213	2.0%	1.31%
49	Bradford West Gwillimbury (LSRCA - Current)	7,140	3,570	10,710	6,905	102,300	1,373,779	1,493,694	0.7%	
50	Oshawa, City of (CLO)	14,115	6,685	20,800	11,393	138,100	1,160,350	1,330,643	1.6%	
51	Oro-Medonte (LSRCA - Calculated)	24,229	6,000	30,229	6,000	96,875	832,192	965,296	3.1%	2.06%
52	Oro-Medonte (LSRCA - Current)	7,140	3,570	10,710	6,000	96,875	832,192	945,777	1.1%	
53	Ramara (LSRCA - Calculated)	24,229	6,000	30,229	9,000	53,820	760,606	853,654	3.5%	2.34%
54	Ramara (LSRCA - Current)	7,140	3,570	10,710	9,000	53,820	760,606	834,135	1.3%	
55	Grimsby, Town of (HCA)	5,207	4,698	9,905	21,615	128,090	605,252	764,862	1.3%	

Figure B-4  
 Development Fee Impacts Survey  
 10,000 m<sup>2</sup> Industrial Development

Survey of Fees Related to Industrial Development  
 (10,000 m<sup>2</sup> GFA)

