

Introduction

TRCA's Fee Schedule for Permitting Services for Development, Interference with Wetlands and Alterations to Shorelines and Watercourses (Ontario Regulation 166/06) was adopted by Resolution #A151/17 (as amended) of the Authority on January 26, 2018. The Fee Schedule adheres to the Ontario Ministry of Natural Resources and Forestry "Policies and Procedures for Charging of Conservation Authority Fees", and the TRCA's Fees Policy/Guideline 2010.

The Fee Schedule includes a broad spectrum of fee categories within each application type to accurately cover the scale of work. The lower fees apply to minor and less complex applications with modest scale efforts. Higher fees apply to more complex applications requiring a higher level of regulatory and technical review. The Fee Schedule also includes fees for services that assist with streamlining processing and approval efforts for the applicant, such as phased approvals, expedited review charges, red-line revision processing (where possible), and a project management assistance fee.

Administration of Applications and Fees (General Notes):

1. All applications must be deemed complete by TRCA, inclusive of fee submission, prior to commencement of submission processing.
2. All permit application submissions and associated fees must be administered through the **Development and Engineering Services** Division of TRCA.
3. Pre-consultation - A pre-consultation meeting with TRCA staff to determine the scope of issues for the permit application is mandatory. TRCA processing fees will be determined based on a predetermined scope of work. If through the application processing, the scope of the application changes, fee adjustments will be determined.
4. General inquiries and negotiation of fees will be directed through TRCA's Planning Senior Managers or Associate Directors on issues of interpretation and scoping of work requirements.
5. Fee appeal process - Any dispute of fee calculations that cannot be resolved through consultation with TRCA's **Director or Associate Director , Development and Engineering Services** and/or CEO's office, can be appealed through the Budget/Audit Advisory Board and/or the Authority. Delegation format is recommended for an appeal.
6. Any refunds, where applicable, will be approved by the **Director or Associate Director , Development and Engineering Services**.
7. The permit fee will be paid at the time of filing an application to TRCA. In the event that the permit fee is not paid at the time of filing an application, the current fee as of the time of issuance of the permit must be paid prior to issuing a permit.
8. TRCA reserves the right to request additional fees should the review require a substantially greater level of effort. Additional fees may also need to be charged to the applicant for peer reviews that may be required for shoreline works, geotechnical, and specialized modelling.
9. All permits are issued for two years. Requests for initial permit issuance (only) beyond the standard two-year time period, (up to 5 years), will be subject to an additional fee of 50% of the current fee for each additional year to cover compliance monitoring and will require Executive Committee approval.
10. On a one-time basis, applicants may apply for a permit extension provided such requests are made 60 days prior to the expiration of an Ontario Regulation 166/06 permit. In the Application for Permit Re-issuance, applicants shall set out the reasons for which an extension is required. Requests for a permit extension/re-issuance beyond the standard two-year time period, (up to 5 years), will be subject to an additional fee of 50% of the current fee for each additional year to cover compliance monitoring and will require Executive Committee approval.
11. TRCA reserves the right to adjust fees related to regulatory legislation changes or updates.
12. Expedited Review Additional Charge applies only to unanticipated circumstances requiring fast-tracked approvals (primarily clearance), and can only be approved by the **Director or Associate Director** as staffing capability allows.
13. TRCA staff will process permit applications in accordance with Board approved policies and procedures, as per Authority Resolutions A/198/13, A199/13 and A103/15, (i.e. Major, Standard Delegated, Minor Works, Routine Infrastructure Works). Permit fees are determined by TRCA as set out in this schedule based upon the scale and scope of the component of the project, independent of the administrative review process.

Definitions

- a) **Minor Ancillary** (outside of hazard) - applies to non-habitable projects that are partially or wholly within TRCA's Regulated area, but are entirely outside of all hazards (erosion, slope stability, floodplain). Review of technical studies, site visits and meetings are not included. If technical reports, a site visit or meeting is required, the application will be considered to be Minor, Standard or Major. Completion of a Concept Development application prior to submitting for a Minor Ancillary Permit is recommended.
- b) **Minor Ancillary Residential** - applies to non-habitable minor ancillary structures and landscaping and only for applications that are outside of all hazards, valley and stream corridors and are setback a minimum of six metres from all hazards, and for which a technical review is not required. **Includes small-scale projects within wetland area of interference areas, beyond 30m.** Does not include a site visit **and does not include a meeting.**
- c) **Minor** - applies to ancillary structures such as decks, sheds, garages, and pools and placement of less than 30 cubic metres of fill located adjacent to a natural feature or natural hazard, which may affect the program or policy interests of TRCA. Includes a site visit or a meeting with a TRCA planner without TRCA technical staff. . A maximum of one submission is included, after which additional fees will apply.
- d) **Standard** – applies to additions, minor additions or ancillary works in the floodplain, structures or buildings that are not within or directly adjacent to flooding or erosion hazards, and placement of fill (over 30 cubic metres) and associated grading/fill placement which meet TRCA policies and require scoped technical review related to one technical discipline (e.g. review of letter report). . Includes one meeting or site visit with up to two staff members. A maximum of two submissions are included, after which additional fees will apply. Completion of a Concept Development application prior to submitting for a Standard Permit may be recommended.
- e) **Major** – applies to additions, new structures or buildings, works in the floodplain or erosion hazard and placement of fill (over 30 cubic metres) and associated grading/fill placement which meet TRCA policies. Includes technical analysis in up to two technical disciplines (e.g. standard Environmental Impact Study review and/or water management screening and assessment, or standard geotechnical review). . Includes up to one site visit and two meetings. A maximum of two submissions are included, after which, additional fees will apply. Completion of a Concept Development application prior to submitting for a Major Permit is recommended.
- f) **Complex** – applies to major additions (greater than 50% of the original ground floor area), new structures or buildings, works in the floodplain or erosion hazard, and the placement of 30 cubic metres of fill or more projects which are significant in geographic area, and/or for which submission of several applicable technical studies is required to demonstrate that TRCA or partner municipality program and policy interests can be met. Complex projects generally require more detailed ecological, geotechnical, water resource engineering, hydro-geological, or fluvial geomorphology studies and assessment. Complex projects may require up to three technical team or planning meetings, and up to two site visits. . A maximum of three submissions are included, after which additional fees will apply.

Note: Additional charges will apply for additional meetings or site visits.

TRCA Administrative Fee Schedule For
PERMITTING SERVICES
For Development, Interference with Wetlands & Alterations
To Shorelines & Watercourses (Ontario Regulation 166/06)
IMPLEMENTATION GUIDELINES



Draft proposed fees 2021-2022 – under review

Application Type	Application Fee	Proposed Application Fee 2021	Notes
Works on Private Residential Property	<div>Minor Ancillary Residential\$240</div> <div>Minor\$470</div> <div>Standard\$875</div> <div>Major*\$2,000</div> <div>Complex*\$3,000</div>	<div>\$495</div> <div>\$920</div> <div>\$1,315</div> <div>\$2,500</div>	Inflationary increase only. Relocation of minor ancillary, reduction of major and complex fees.
Utilities: <ul style="list-style-type: none">Single residentialDevelopment project-based	See TRCA Administrative Fee Schedule for Environmental Assessment and Infrastructure Permitting Services.		No Change
Projects on Subdivision Lands, Commercial, Industrial and Institutional Properties, Recreation and Other Projects (per component). Ancillary Structures: <ul style="list-style-type: none">Minor Ancillary - Single Structure OnlyMinor Ancillary - Other (per component, Ancillary structures, Resurfacing, Individual Site Landscaping) Minor Projects: <ul style="list-style-type: none">Small-scale topsoil stripping/ individual property temporary stormwater managementMinor outfallsMinor Improvements (trails, minor recreational facilities, etc.) Standard Projects: <ul style="list-style-type: none">Standard topsoil stripping/temporary stormwater managementSWM Ponds and associated outfallsStandard Road CrossingsMajor Grading/Earth WorksMinor In-stream Remediation WorksAlterations/Restoration of Wetlands Major Projects: <ul style="list-style-type: none">Major OutfallsMajor Road CrossingsNatural Channel ModificationsMajor filling (Subdivision, Commercial, Employment, Institutional, others) Complex Projects: <ul style="list-style-type: none">Relocation of StreamCorridor/New Channel DesignComplex Fill Project (including MZO)* (base fee)	<div></div> <div>Per Project\$6,500</div> <div></div> <div>Per Project\$9,950</div> <div></div> <div>Per Project\$19,550</div> <div></div> <div>Per Project\$21,750</div> <div></div> <div>\$25,000 - \$75,000</div>	<div></div> <div>\$2,250</div> <div>\$6,825</div> <div>\$10,500</div> <div>\$20,550</div> <div>\$20,550</div> <div>\$22,850</div> <div>\$22,850</div> <div>\$25,000-\$75,000</div>	Inflationary increase only. Add MZO permits to this list, due to the extensive process and staff time involved.

Application Type	Application Fee		Notes
Permit Revisions - percentage of current fee	<div>Individual Residential50%</div> <div>Others</div> <div>Minor Revisions25%</div> <div>Major Revisions50%</div> <div>Revision with Re-Issuance75%</div>	<div>Individual Residential50%</div> <div>Others</div> <div>Minor Revisions25%</div> <div>Major Revisions50%</div> <div>Revision with Re-Issuance75%</div>	No Change
Permit Re-Issuance (Extension)	50% of current fee	50% of current fee	No Change
Major or Complex Permit Application with Letter of Undertaking	\$1,000 in addition to all other permit fees.	\$1,000 in addition to all other permit fees.	No Change
Major or Complex Projects - Additional Technical Review	\$1,000 in addition to all other permit fees.	\$1,000 in addition to all other permit fees.	No Change

Other Applicable Fees

Application Type	Application Fee		Notes
All applications located in a Special Policy Area (SPA) will be charged an additional percentage of current fee	<div>Minor (Ancillary Structures)25%</div> <div>Standard50%</div> <div>Major/Complex100%</div>	<div>Minor (Ancillary Structures)25%</div> <div>Standard50%</div> <div>Major/Complex100%</div>	No Change
Additional Site Visit Charges: <ul style="list-style-type: none">Planner Only (Minor Only)*Scoped staff - Up to 2*Scoped staff - Up to 2Team	<div>Up to 3 Hours\$350</div> <div>Up to ½ Day\$775</div> <div>Up to 1 Day\$1,550</div> <div>Up to 1 Day\$2,870</div>	<div>\$450</div> <div>\$850</div> <div>\$1900</div> <div>\$3015</div>	Inflationary increase and slight increase to smaller fees as they are not covering costs.
GIS Fee	<div>\$50/hour + HST data preparation</div> <div>\$30 + HST per pdf or hard copy digital floodline map sheet (CAD)</div> <div>\$125 + HST per digital floodline map sheet (CAD)</div>	<div>\$75/hour + HST data preparation</div> <div>\$30 + HST per pdf or hard copy digital floodline map sheet (CAD)</div> <div>\$125 + HST per digital floodline map sheet (CAD)</div>	Minor Increase to hourly rate to reflect cost of delivering service.
Engineering Data Request	<div>\$100 + HST for HEC-RAS modelling files associated with each floodline map sheet</div> <div>\$225 + HST per map sheet (Combined hydraulic and modelling files)</div>	<div>\$150 + HST for Hydraulic and/or Hydrologic modelling files/reports</div> <div>\$125 + HST per digital floodline map sheet</div>	Minor Increase to hourly rate to reflect cost of delivering service.
Fish Timing Window Extension	\$6,065		
Emergency Works	100% premium, in addition to applicable permit fee		No Change

Red Line Revisions by TRCA	Minor \$775 Major \$1,655		No Change
Waterfront Development additional charge for shoreline engineering peer review.	\$1,655 - \$2,760		No Change

Application Type	Application Fee		Notes
Optional Expedited Review additional charge (Director or Associate Director approved) - Percentage of current fee.	Additional 100% of current fee		No change
Optional Expedited Permit Issuance/ Re-issuance (Director or Associate Director Approved)	Additional 50% of current fee		No change
Additional Meetings	25% of current fee (Per additional meeting)		No change
Repeat Submissions - Percentage of current fee for each additional submission	50% of current fee Minor Ancillary - 100% of current fee		No change

Application Type	Application Fee		Notes
Project Management Assistance (voluntary as required)	To be negotiated		No change
	Page 3 of 6		
Compliance Monitoring: <ul style="list-style-type: none">Permit Non-complianceCompliance Reports-Clearance LetterNegotiated Restoration Agreement	\$2,425 \$225 To be determined		No change
Voluntary compliance related to resolution of violation (only where supported by TRCA staff)	200% of related fee		No change
Archaeological screening (on TRCA-owned lands only)	\$560 + HST	\$565 + HST	Minor change
Additional Geotechnical and Hydrogeology Review	Standard \$2,100 Major \$3,150 - \$4,725		No Change
Screening Letter/Clearance (Residential/Minor Projects)	\$105	\$125	Inflationary increase only
Minor Ancillary Private Residential - Minor Ancillary Residential	\$210	\$225	Inflationary increase only.
Works on Commercial/Subdivision/Industrial <ul style="list-style-type: none">Minor Ancillary - Single Structure Only	\$865	\$910	
Municipal Development Projects (NOT EA related)	\$5,775	\$6,065	Inflationary increase only.
Municipal Environmental Assessment (EA) Projects	See TRCA Administrative Fee Schedule for Environmental Assessment and Infrastructure Permitting Services.		No change