

Appendix I

Planning and Development Fees Policy - 2022

Under

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

For the

Lake Simcoe Region Conservation Authority

120 Bayview Parkway

Newmarket, ON, L3Y 3W3

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Web: www.lsrca.on.ca

Effective Date: January 3, 2022

Basis

Legislative

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

- Permitting
- Plan review
- Public and legal inquiries

Policy

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

Principles

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

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

Relationship to Planning and Development Program Budget

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

Process and Notification

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

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

Date of Effect

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

Appeal

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

Monitoring

This Fees Policy shall be monitored on an annual basis to evaluate its effectiveness and fairness. A Working Group has been established with members of the Building Industry Land Development Association to evaluate this Fees Policy.

Fee Schedules

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

Applications made under the *Planning Act*

Category	Fee
Minor Official Plan Amendment - Proponent Initiated (No technical Review Required – Planning Review Only)	\$2,152
Major Official Plan Amendment – Proponent Initiated (Technical review required)	\$12,651
Minor Zoning By-Law Amendment - Proponent Initiated (No technical review required – Planning Review Only)	\$2,152
Major Zoning By-law Amendment – Proponent Initiated (Technical review required)	\$12,651
Combined Official Plan Amendment / Zoning By-law Amendment	\$12,651
Draft Plan (Subdivision/Condo) Approval – Minimum Fee	\$18,279
Draft Plan Approval - >60 Lots/Units (\$/lot) Maximum Fee imposed at 160 Lots	\$288/Lot, Unit
Final Plan Approval - Minimum Fee (<60 Lots)	\$12,240
Final Plan Approval - >60 Lots	\$288/lot/Unit
Final Plan approval - Maximum Fee (Imposed at 160 +Lots)	No Final Plan Fee
Combined OPA/ZBA/Subdivision or Condo <60 Lots	Full Subdivision Fee and 70% of OPA/ZBA Fee
Combined OPA/ZBA/Subdivision or Condo >60 Lots	Full Subdivision Fee and 70% of OPA/ZBA Fee
Draft Plan of Subdivision – Red-line Revision (Triggering additional technical review)	\$5,100
Draft Plan of Subdivision – Request for Extension of Approval	\$1,282
Site Plan – Residential/Institutional (>15 units)	\$ 20,949
Combined OPA/ZBA/Site Plan (>15 Units)	Full Site Plan Fee and 70% of OPA/ZBA Fee

Category	Fee
Site Plan – Residential/Institutional (<15 units)	\$14,000
Combined OPA/ZBA/Site Plan (<15 Units)	Full Site Plan Fee and 70% of OPA/ZBA Fee
Site Plan - Residential (single-unit)/Agricultural (Minor)	\$2,196
Site Plan – Residential (single-unit)/Agricultural (Major)	\$4,700
Combined OPA/ZBA/Site Plan (Residential – single unit /Agricultural (Major)	Full Site Plan Fee and 70% OPA/ZBA Fee
Site Plan - Golf Courses, Aggregate	\$26,604
Site Plan – Commercial and Industrial	\$24,249
Site Plan Amendment Fee - Minor (Minimal Review or Revisions)	\$2,550
Site Plan Amendment Fee - Major (Technical Review Required)	\$5,100
Greater Than (>) Two (2) technical re-submissions	25% of Application Fee for each additional submission after the 2nd
Site Plan – Water Balance Review Only (WHPA Q2 & 4.8-DP/ 6.40-DP) (The water balance review fee in the WHPA Q2 area and applications subject to the Lake Simcoe Protection Plan Water Recharge Offsetting Policy for the Lake Simcoe Protection Plan for site plans (\$3,151) is applied to those applications typically not circulated to the Authority in accordance with the Memorandum of Understanding with the watershed municipalities. The Authority’s review of these site plan applications will be restricted to the water balance only (i.e., it will not include a review of the grading/drainage/Erosion Sediment Control Plans)	\$3,151
Phosphorus Offsetting Policy Review Only	\$3,387
Consent/Minor Variance Application (Minor – No Technical Review Required – Planning Review Only)	\$525
Consent / Minor Variance Application (Major)	\$2,038
Development Potential Review – Planning (in writing)	\$1,122
Peer Review (e.g., Geotechnical Study)	Paid by Applicant
Site Visit Fee (Required for Requested Site Visits that are not subject to a current and open application under the Planning Act.	\$1,530
Pre-consultation (Review fee of pre-consultation circulations provided to the Authority by partner Municipalities) NOTE: The pre-consultation fee will be credited to the Application Fee if a complete application under the Planning Act is submitted within 12 months of the date of the provided pre-consultation comments.	\$750