

## INTRODUCTION

**Toronto and Region Conservation Authority's (TRCA's) Fee Schedule for Environmental Assessment and Permitting Services** was approved by Resolution RES.#A 175/22 of the Board of Directors on November 10, 2022. The Fee Schedule was developed in consultation with municipalities through an assessment of service delivery which adheres to the Ontario Ministry of Northern Development, Mines, Natural Resources and Forestry **Policies and Procedures for Charging of Conservation Authority Fees**, TRCA's Fees Policy/Guideline 2010, and the range of Environmental Assessment (EA) or Infrastructure Review services consistent with TRCA's Service Delivery Agreements and/or Memoranda of Understanding with area municipalities or agencies.

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, and modest scale review efforts. Higher fees apply to more complex applications requiring a higher level of EA and technical review. The Fee Schedule also includes fees for services that assist with streamlining processing and approval for the applicant, such as expedited review and red line revisions (where possible).

## PART 1: GENERAL NOTES

1. All applications must be deemed complete by TRCA, inclusive of fee submission, prior to commencement of submission processing, unless otherwise approved by TRCA's Infrastructure Planning and Permits (IPP) Senior Manager, Associate Director or the Development and Engineering Services (DES) Director.
2. All environmental assessment (EA) and regulatory approvals under the **Conservation Authorities Act** (permit application) submissions and associated fees must be administered through the Development and Engineering Services Division of TRCA.
3. Pre-application (pre-consultation) - One pre-application meeting with TRCA staff to determine the scope of issues for the EA or permit application is recommended for all applications. TRCA application review fees as per Schedules 1 to 4, attached will be determined based on the scope of work identified through the meeting. If the scope of the application changes through the review process, fee adjustments will be made. There is no additional fee charged for pre-application review.
4. General inquiries and negotiation of fees will be directed through TRCA's IPP Senior Manager or Associate Director or the DES Director 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 DES Director, and/or CEO's office, can be appealed through the Budget/Audit Advisory Board and/or the Authority. Delegation format with justification of appeal request is recommended.
6. Where applicable, refunds will be approved by the IPP Senior Manager, Associate Director, or DES Director.
7. Application fee will be paid at the time of filing an application to TRCA. Applications will not be processed until fees are received unless approved by TRCA's IPP Senior Manager, Associate Director or the DES Director.
8. TRCA reserves the right to request additional fees or adjust fees should the review require a substantially greater level of effort or for development application scenarios not captured in the Fee Schedule. Custom fees will be negotiated for optional expedited review or unique circumstances for large scale or complex review efforts. For emergency works projects classified as "failure" or "urgent", 100% expedited review fees apply in all circumstances; for emergency infrastructure works projects classified as "critical," 100% expedited review fees may apply. Peer reviews may also be required for shoreline works, geotechnical and specialized modeling and may be charged to the applicant. TRCA reserves the right to re-assess fee requirements after one year of processing applications. Additional fees can be charged after one-year and for excessive delays.
9. Expedited Review Additional Charge applies only to unanticipated circumstances requiring fast-tracked approvals (primarily clearance) and can only be approved by the IPP Senior Manager, Associate Director or the DES Director as staffing capability allows.
10. Permits are issued for a maximum (standard) time of 2 years.
11. Permits for complex infrastructure can be issued for up to 5 years upon request and with reason. These permits require Executive Committee approval prior to permit issuance. These permits are subject to additional fees of 50% of the current fee for each additional year (beyond the standard 2 year) to cover compliance monitoring.

12. Permit reissuance (extension) may be permitted subject to justification and assessment by staff in accordance with any new updated technical hazard information and the current policies in place. There is no guarantee of automatic approval. Reissuance (extension) is on a one-time-only basis for up to the same period as the original approved timeframe (e.g., if the original permit was issued for four years, it may be reissued for up to an additional four years). Reissuances are subject to fees of 50% of the current fee for each additional year to cover compliance monitoring. Executive Committee approval is required for all permits to be issued for a period greater than the maximum (standard) two-year period, up to a maximum of five years for permit reissuances (extensions).
13. Applicant must notify TRCA at least 60 days in advance of permit expiration with a request for reissuance. Should the permit expire, a new permit application is required.
14. In instances where there are combined applications, e.g., such as site plan and permit application review:
  - a. If the applications require two separate reviews (i.e., the information submitted is different) and two separate approvals then both fees are applied in accordance with the respective fee schedules.
  - b. If the applications require only one review (i.e., the information submitted is the same for both applications, and within a one-year time frame), the applications are processed and reviewed together and only the highest fee rate applies in accordance with the respective fee schedules.
  - c. If only one review is required as per (b) above, but a separate clearance letter is required for one of the applications, the additional clearance fee is also applied in accordance with the respective fee schedules.
  - d. In the cases where a revision to the permit is requested at the time of permit re-issuance, only the permit re-issuance fee shall apply.
15. TRCA reserves the right to request additional fees should the review require a substantially greater level of effort (e.g., Environmental Management Plan Review). Peer reviews may also be required for shoreline works, geotechnical and specialized modeling and may be charged to the applicant.
16. All application fees (except EA Property Screening or Inquiry) include one initial site visit, if needed, up to ½ day for minor or standard files and up to 1 day for major or complex files.
17. Specific Service Delivery Agreements take precedence over the fee schedule.
18. For Class Environmental Assessments, the schedules, or categories specific to the respective class EA document or environmental assessment review procedures of utility boards or commissions, such as oil or gas pipelines, or electricity generation, will be applied.
19. **Planning Act** application rates can be found in the TRCA Administrative Fee Schedule for Development Planning Services.
20. Routine Infrastructure Works Application review is subject to the respective TRCA procedure.
21. Emergency Infrastructure Works Application review is subject to the respective TRCA procedure. Emergency Infrastructure Works permits are to be signed by a TRCA Authorized Signatory. The expedited review fees apply to projects that require fast-tracked review; regular review fees apply to all others.
22. Crown agencies and federal undertakings are not bound by the **Conservation Authorities Act**. Notwithstanding, TRCA encourages the TRCA Voluntary Project Review (VPR) process be applied as detailed below in Parts 2 and 3 and review fees will be charged. It should be noted that other legislation and approvals may apply to these projects, and it is the responsibility of the proponent to obtain such approvals.
23. Unless noted in #19 above development activities within regulated areas, watercourses, or wetlands on lands through which an easement, or other form of permission, has been obtained from a crown agency, are not exempt from the regulatory approval process of the **Conservation Authorities Act**. This includes, but is not limited to private, municipal, gas, oil, electricity, or utility projects.
24. TRCA has extensive environmental and cultural data that is available for use by the proponent, subject to the waiver of a legal disclaimer and the provision of user fees. Where there are data sharing agreements in place, municipalities are exempt from these fees and the data will be provided free of charge. All others are expected to purchase data as per the fee schedule. Current data sharing agreements are in place with all municipalities in the TRCA jurisdiction, as well as the Ministry of Natural Resources and Forestry, and various service agreement partners.
25. TRCA reserves the right to adjust fees based on regulatory or legislative changes or updates.

**PART 2: PROVINCIAL PROPONENTS AND PROJECTS EXEMPT FROM THE REGULATORY APPROVAL PROCESS OF THE CONSERVATION AUTHORITIES ACT**

1. The following Crown corporations or agencies are exempt from the regulatory approval process under the **Conservation Authorities Act**:
  - Metrolinx
  - GO Transit
  - Ministry of Transportation, including Highways 400, 401, 404, 407\*, 410, and 412.
  - Ontario Infrastructure and Lands Corporation (formerly Ontario Realty Corporation or Infrastructure Ontario)
  - Ministry of Northern Development, Mines, Natural Resources and Forestry

**Note: \*407 Express Toll Route (407 ETR**, from approximately Waterdown to Brock Road in Pickering) is privately leased and operated by the 407 ETR Concession Company Limited that is governed by Section 52 of the *Highway 407 Act*, 1998. If the project is on property within the Highway 407 ETR lands as defined in the regulation, **Conservation Authorities Act** permits are not required. If the project is on property outside the defined 407 ETR lands, permits are required. The proponent is responsible for confirming the appropriate land designation at the time of application. All remaining sections of the 407 are exempt from Conservation Authorities Act permits as they are owned and operated by the Province of Ontario.

2. Permits are required in accordance with the regulatory approval process of the **Conservation Authorities Act**.
3. Distribution Companies regulated by the Independent Electricity System Operator (IESO) owned by private corporations, municipalities, utilities, etc. are not exempt. Permits are required in accordance with the regulatory approval process of the **Conservation Authorities Act** and relevant review fees apply.
4. If development on Crown lands is being undertaken for Crown purposes, the proponent or contractor is not required to obtain a permit through the regulatory approval process of the **Conservation Authorities Act**. In these instances, Crown agencies or their contractors are encouraged to follow the TRCA VPR process.
5. If development on Crown lands is not being undertaken for Crown purposes the proponent or contractor is required to obtain a permit through the regulatory approval process of the **Conservation Authorities Act**.
6. In the case of utilities, if utilities are being constructed to support a Crown project, the applicant (utility company) is not exempt from the regulatory approval process of the **Conservation Authorities Act** and permits are required as appropriate.
7. **Environmental Assessment** Requirements: If projects are subject to a provincial environmental assessment process, review fees will be charged. For example, fees apply for the review of applications made under the Ontario Energy Board (OEB) process.
8. **Planning Act Requirements**: If proponents are subject to review under the *Planning Act* or seek approval under the *Planning Act* on a voluntary basis, review fees will be charged.
9. **Detailed Design Requirements**: These proponents are exempt from the regulatory approval process of the **Conservation Authorities Act** as per provisions noted above.
10. **TRCA Voluntary Project Review (VPR)**: Proponents are encouraged to seek TRCA review on a voluntary basis. In such cases, TRCA will charge review fees. VPR letters are to be signed by a TRCA Authorized Signatory.

**PART 3: FEDERAL PROPONENTS AND PROJECTS EXEMPT FROM THE REGULATORY APPROVAL PROCESS OF THE CONSERVATION AUTHORITIES ACT:**

1. Federal undertakings are exempt from the regulatory approval process under the **Conservation Authorities Act**, including, but not limited to:
  - Railways (Canadian National and Canadian Pacific railways)
  - Greater Toronto Airport Authority
  - Radiocommunication and Broadcasting Antenna Systems
  - PortsToronto (Billy Bishop Toronto City Airport, Port of Toronto, and Outer Harbour Marina)
  - Parks Canada (Rouge National Urban Park)
2. Canadian National Railway and Canadian Pacific Railway are exempt from the regulatory approval process under the **Conservation Authorities Act** for works essential to railway operations: These works include, but are not limited to, watercourse alterations and diversions, culvert and bridge modifications, and the construction of tunnels, embankments, bridges, and roads. However, the railway is to do as little damage as possible and is to restore watercourses as near as possible to their former condition.

3. Greater Toronto Airports Authority (GTAA) is exempt from the regulatory approval process under the **Conservation Authorities Act**. Note: When a project is not an undertaking of the GTAA, a regulatory approval is required and TRCA review fees apply.
4. In accordance with CPC-2-0-03 — Radiocommunication and Broadcasting Antenna Systems, antenna systems and towers (e.g., Rogers, Bell, and TELUS), are exempt from **Environmental Assessment Act**, **Planning Act**, and the **Conservation Authorities Act** processes and requirements and are the direct responsibility of Industry Canada. Notwithstanding, there are provisions for stakeholder consultation that generally apply to all new towers greater than 15 metres in height. Proponents of these facilities, which include towers and antennas, as well as access roads, utilities, etc. will often use the site plan process under the **Planning Act** to facilitate such communication. Permits under the regulatory approval process of the **Conservation Authorities Act** are not required for these projects. Telecommunication providers or their contractors are encouraged to follow the TRCA VPR process.
5. PortsToronto is a Crown agency established for the purpose of operating the Port of Toronto. The Port Authority possesses legislated responsibility for all its port activities related to shipping, navigation, transportation of passengers and goods, and the handling and storage of cargo. It owns and operates the Billy Bishop Toronto City Airport, the Port of Toronto (consisting of Marine Terminal 51, Warehouse 52, and the Cruise Ship Terminal) and the Outer Harbour Marina. PortsToronto is exempt from the regulatory approval process under the **Conservation Authorities Act** for all works on their property. Lands regulated by PortsToronto, but not owned by PortsToronto are not exempt from the regulatory approval process under the **Conservation Authorities Act** and are required to obtain permits. Please see Part 6: Lake Ontario, below for further information.
6. Works undertaken by Parks Canada are exempt from the regulatory approval process under the **Conservation Authorities Act** and are encouraged to follow the TRCA VPR process. Note: When a project is not a federal undertaking, Parks Canada may require others working on their lands follow the TRCA VPR Review process and TRCA review fees will apply. Note: Downsview Park is not regulated by TRCA.
7. **Environmental Assessment Requirements:** If projects are subject to a federal environmental assessment process, review fees will be charged.
8. **Planning Act Requirements:** If proponents seek approval under the **Planning Act** on a voluntary basis, review fees will be charged.
9. **Detailed Design Requirements:** These proponents are exempt from the TRCA regulatory approval process of the **Conservation Authorities Act** as per provisions noted above.
10. **TRCA Voluntary Project Review (VPR):** Proponents may seek TRCA review on a voluntary basis. In such cases, TRCA will charge review fees to compensate for its time.

#### PART 4: NATIONAL AND ONTARIO ENERGY BOARD APPLICATIONS

1. National and Ontario Energy Board (NEB and OEB) Applications are a matter of exclusive federal or provincial jurisdiction, respectively, with the board itself being responsible for all decisions. Through these processes, proponents are required to consult community stakeholders, including conservation authorities. TRCA can choose to comment on these applications through the commenting process established by the NEB or OEB. While there are no provisions that would allow TRCA to charge review fees for participation in a NEB or OEB process, if conditions for NEB or OEB approval specifically require TRCA involvement, appropriate fees will be negotiated on a project-specific basis.
2. On a case-by-case basis, an NEB or OEB application may also be subject to the federal or provincial **Environmental Assessment Act**. In these cases, the appropriate review fee will be charged.
3. These projects are not exempt from provisions under the **Conservation Authorities Act** and as such, proponents are not exempt from review fees or the regulatory approval process of the **Conservation Authorities Act**.



## PART 5: HYDRO ONE AND ONTARIO POWER GENERATION

### Hydro One

1. A memorandum of understanding (MOU) has been being negotiated with Hydro One and Conservation Ontario and applies to all conservation authorities, including TRCA. The MOU prescribes the communication process to be followed between Hydro One and conservation authorities, as well as best management practices that may be implemented by Hydro One when carrying out construction or maintenance operations. Consultation with conservation authorities is required prior to all planned and emergency activities.
2. It is acknowledged that conservation authorities may charge review fees. Permission to enter is required for works on conservation authority-owned lands, including access. Note that the MOU may be subject to review and update or change. TRCA should be consulted on an application-by-application basis.

### Ontario Power Generation

1. Ontario Power Generation is a private organization and permits under the regulatory approval process of the **Conservation Authorities Act** are required. This includes the Pickering Nuclear Station.

## PART 6: LAKE ONTARIO

1. TRCA regulatory authority extends to its jurisdictional boundary, which in the case of Lake Ontario is the international boundary. Privately owned sections of the bed of Lake Ontario are subject to the **regulatory approval process of the Conservation Authorities Act**. In areas where the bed of Lake Ontario is considered Crown land, provisions as per above Provincial and Federal Proponents and Projects Exempt from the TRCA Regulatory Approval Process apply.
2. Lands located in the Central Toronto Waterfront area, shown as the "Toronto Waterfront Screening Area" on the TRCA Regulation Mapping and including the Toronto Islands, are exempt from regulatory approvals under the **Conservation Authorities Act**. TRCA reviews *Environmental Assessment Act* and *Planning Act* applications, and review fees apply. At the detailed design stage, TRCA encourages the TRCA VPR process to be followed as appropriate. Note: The regulation applies to areas subject to flooding from the Don River. Alterations to the shoreline on the Central Waterfront area are exempt, and VPR is recommended.

## PART 7: PROJECTS ON TRCA OWNED LANDS, OR PROJECTS UNDERTAKEN BY TRCA

The following fees are applied to projects reviewed by TRCA in accordance with environmental assessment legislation, the Planning Act or Conservation Authorities Act regulations:

1. Projects of Others on TRCA owned lands: Review fees are required as per the appropriate TRCA Fee Schedule.
2. TRCA Working on TRCA land for TRCA: Review fees are not generally charged unless through special agreement.
3. TRCA Working on TRCA land for a municipality, agency or other: Review fees required as per the appropriate TRCA Fee Schedule or project chargebacks as per the project agreement.
4. TRCA is doing work on non-TRCA land for a municipality, agency or other: Review fees required as per the appropriate TRCA Fee Schedule or project chargebacks as per the project agreement.
5. TRCA is doing work on non-TRCA land for a private owner: Review fees required as per the appropriate TRCA Fee Schedule.

## PART 8: OTHER FEDERAL AND PROVINCIAL APPROVALS

1. Proponents are responsible for obtaining appropriate approvals independent of TRCA, including but not limited to *Lakes and Rivers Improvement Act*, *Endangered Species Act*, *Fisheries Act* and *Navigable Waters Act*.

## PART 9: DEFINITIONS

The following definitions apply to applications made in accordance with the Environmental Assessment and Infrastructure Permitting Services fee schedule:

1. **Clearance Letter** – projects that do not affect the program or policy interests of TRCA and for which a clearance letter is being requested for the review of standalone plans, or technical reports and studies, often at the request of the proponent or other approval agencies or municipalities. Site visits, meetings and technical or policy review are not included; one submission of screening information is included. If the submission materials are updated or amended, a new fee will be applied.
2. **Screening Assessment** – projects for which a letter is required from TRCA, but the proposal does not affect the program or policy interests of TRCA, and technical review comments are not required. One submission is included. If the submission materials are updated or amended, a new fee will be applied. Site visits and meetings are not included. If a site visit or meeting is required, additional site visit or meeting fees will be applied.
3. **Minor** – projects that require scoped technical review with a TRCA Planner and up to one TRCA technical staff member. Meetings, submission, and site visit details are noted below, after which additional fees will apply. Additional fees will also apply for incomplete/unconsolidated submissions.
  - Master Plans and Environmental Assessments - planner/technical reviewer to attend up to one technical advisory meeting (if applicable), one meeting with proponent and consultant, and one site visit.
  - Voluntary Project Review, Detailed Design and Permits (includes up to one meeting and one site visit)
  - IEA, Schedule B/C or Equivalent - Up to three submissions (initial, response and final) are included.
  - Schedule A/A+, Routine Infrastructure Works or Equivalent, and Environmental Management Plans - Up to two submissions (initial and final) are included.
4. **Standard** – projects that require scoped technical review with a TRCA Planner and two TRCA technical staff members. Meetings, submission, and site visit details are noted below, after which additional fees will apply. Additional fees will also apply for incomplete/unconsolidated submissions.
  - Master Plans and Environmental Assessments - planner/technical reviewer to attend up to three technical advisory meetings (if applicable), three meetings, and one site visit is included.
  - Voluntary Project Review, Detailed Design and Permits (includes up to one meeting and one site visit):
  - IEA, Schedule B/C or Equivalent, and Environmental Management Plans - Up to three submissions (initial, response and final) are included.
  - Schedule A/A+, Routine Infrastructure Works or Equivalent - Up to two submissions (initial and final) are included.
5. **Major** – projects that require multi-disciplinary technical review with a TRCA Planner and three TRCA technical staff members. Meetings, submission, and site visit details are noted below, after which additional fees will apply. Additional fees will also apply for incomplete/unconsolidated submissions.
  - Master Plans and Environmental Assessments - planner/technical reviewer to attend up to three technical advisory meeting (if applicable), three meetings, and one site visit is included.
  - Voluntary Project Review, Detailed Design and Permits (includes up to two meetings and one site visit):
  - IEA, Schedule B/C or Equivalent, and Environmental Management Plans - Up to three submissions (initial, response and final) are included.
  - Schedule A/A+, Routine Infrastructure Works or Equivalent - Up to two submissions (initial and final) are included.
6. **Complex** – projects that require multi-disciplinary technical review with a TRCA Planner and four TRCA technical staff members. Meetings, submission, and site visit details are noted below, after which additional fees will apply. Additional fees will also apply for incomplete/unconsolidated submissions.
  - Master Plans and Environmental Assessments - planner/technical reviewer to attend up to three technical advisory meeting (if applicable), three meetings, and one site visit is included.
  - Voluntary Project Review, Detailed Design and Permits (includes up to two meetings and one site visit):
  - IEA, Schedule B/C or Equivalent, and Environmental Management Plans - Up to three submissions (initial, response and final) are included.
  - Schedule A/A+, or Equivalent - Up to two submissions (initial and final) are included.

7. **Additional Meeting and Site Visit Charges** – Additional charges for meetings and site visits are applied in accordance with the additional meetings and site visit fees prescribed in this Fee Schedule. Note: Additional charges will apply for additional meetings or site visits will apply for additional meetings or site visits. Additional meetings will be assessed the same fee as additional site visits, inclusive of travel and preparation time, in accordance with the site visit fees identified herein. TRCA encourages remote meeting using digital technologies, including conference calls and “GO TO” or equivalent meetings. If travel time is not required, the meeting charges are reduced.
8. **Incomplete/unconsolidated Submissions** - A submission for review is deemed to be “incomplete” when the application has not met all requirements identified by TRCA. The following scenarios are examples of situations in which an application may be deemed incomplete or unconsolidated: 1. where all technical or supporting studies that are required to meet TRCA’s submission requirements have not been provided with the application; 2. where component studies are submitted in a piecemeal fashion; 3. where the findings and analysis in component reports are not integrated in a multi-discipline submission (e.g., where an Environmental Impact Study and Hydrogeological report are packaged together and each report has not considered the findings of the others).
9. **File Continuation** - Applicable to files that continue beyond two years from the date of submission of the application. At two years, and at two-year intervals thereafter, if the applications are still in the review or approval process, application fees will need to be topped-up to current fees in the applicable fee schedule at that time. Review of the need for any additional fee requirements is to be completed through a re-evaluation of the status of the application and scope of the review remaining.

# TRCA Administrative Fee Schedule for ENVIRONMENTAL ASSESSMENT and INFRASTRUCTURE PERMITTING SERVICES

November 10, 2022

## Schedule 1: Fee Schedule for Environmental Assessment Act\* Review

Including the review of design alternatives and submissions made during the EA Review Process

(\*or similar legislation as appropriate)

Application Type	Application Fee	Notes
<b>Screening or Inquiry</b>		
Property Screening or Inquiry	\$350.00	To be deducted from the application fee if additional review is required. Screening fees are charged per site in instances where requests for multiple site screenings are made.
<b>Application Review</b>		
Master Plan, Management Plan, Planning Study, Feasibility Study	Minor	\$14,460.00
	Standard	\$19,465.00
	Major	\$27,040.00
	*Complex	\$35,795.00
Individual EA		\$35,795.00
Municipal Class EA – Schedule C or equivalent	Minor	\$10,855.00
	Standard	\$15,120.00
	Major	\$24,250.00
	Complex	\$27,390.00
Municipal Class EA – Schedule B or equivalent	Minor	\$5,005.00
	Standard	\$10,015.00
	Major	\$18,240.00
	Complex	\$20,555.00
EA Addendum Reports	Minor	\$2,625.00
	Standard	\$3,810.00
	Major/Complex	\$6,875.00
<b>Additional Charges</b>		
Additional Site Visit Charges	Up to 1/2 day (1 planner, up to 2 reviewers)	\$3,135.00
	Each additional reviewer	\$650.00
	Up to 1 day (1 planner, up to 2 reviewers)	\$4,540.00
	Each additional reviewer	\$975.00
Additional Meeting Charges	<u>Virtual or at TRCA Offices:</u>	
	1 planner, up to 2 reviewers	\$2,125.00
	Each additional reviewer	\$520.00
	<u>In Client, Consultant or Municipal Offices:</u>	
	1 planner, up to 2 reviewers	\$3,220.00
	Each additional reviewer	\$860.00
Waterfront Development additional charge for shoreline engineering peer review.	Peer review of coastal reports prepared for shoreline projects	Additional charges will be determined on a case by case basis.
Watercourse alteration additional charge for engineering peer review.	Peer review of fluvial geomorphological reports prepared for watercourse alteration projects may be required	Additional charges will be determined on cost recovery basis as required.
Archaeology Screening (on TRCA-owned Lands Only)	\$615.00 + HST	Works on TRCA-owned lands, including lands under a management agreement with another agency or organization, require an archaeological screening by a TRCA Archaeologist. Through the screening process, the archaeologist will determine if further investigation is required. Additional fees will be charged for archaeological investigations, where required.
Expedited Review	Additional 100% premium of applicable fee per submission	Expedited review of submission within two (2) weeks is subject to availability of staff and approval of IPP Associate Director or DES Director, as workload allows.
File Continuation (All Files)	Top-up to current cost in fee schedule	Applicable to files that continue beyond two years from the date of submission of the application. See Definition 9 on page 7.
<b>TRCA Data or Modelling</b>		
GIS Fee	• \$80/hour + HST data preparation	Municipalities, Ministry of Natural Resources and Forestry, and service agreement partners are exempt
	• \$35 + HST per .pdf or hard copy digital flood line map sheet (CAD)	
	• \$135 + HST per digital flood line map sheet (CAD)	
Engineering Data Request	• \$165 + HST for Hydraulic and/or Hydrologic modeling files/reports	Municipalities, Ministry of Natural Resources and Forestry, and service agreement partners are exempt
	• \$135 + HST per digital flood line map sheet	



# TRCA Administrative Fee Schedule for ENVIRONMENTAL ASSESSMENT and INFRASTRUCTURE PERMITTING SERVICES

November 10, 2022

## Schedule 2: Fee Schedule for Permit\* Review and Voluntary Project Review Applications (\*as per the Regulatory Approval Process of the Conservation Authorities Act)

Application Type	Application Fee		Notes
Screening or Clearance			
Property Screening or Inquiry	Service Agreement	Included in agreement	Screening response identifies TRCA areas of concern. If a permit is required, the fee will be deducted from the permit review fee. Note: This fee is charged for HONI Standard Best Practice Clearance (SBP).
		\$350.00	
Clearance Letter	Service Agreement	Included in agreement	Service Delivery assumes one submission
	Minor	\$1,130.00	Service Delivery assumes one submission. Note: This fee is charged for HONI Standard Compliance Report clearance (SCR).
	Standard	\$2,090.00	
	Major	\$2,935.00	In the cases where a clearance letter is requested at the time of voluntary project review (given that information has been submitted as part of that review) only the voluntary project review fee shall apply. Up to 100% of additional fee may be applied for the review of projects related to TRCA property acquisition or easements where a clearance is required from planning.
Application Review			
Individual or Municipal Class EA Schedule B & C (or equivalent)	Service Agreement	\$3,810.00	
	Minor	\$5,260.00	Minor - Service Delivery assumes two submissions (including final)
	Standard	\$10,515.00	Standard/Major/Complex - Service Delivery assumes three submissions (including final)
	Major	\$19,155.00	
	*Complex	\$20,555.00	*A location specific discussion related to size and complexity of the application will be conducted.
Complex Permits, up to 5 years (does not apply to Voluntary Project Review)	100% fee 2-year permit, plus 50% of current fee for each additional year of permit issuance (up to 5 years total)		Executive Committee approval is required for all permits to be issued for a period of time greater than the maximum (standard) two-year period, up to a maximum of five years.
Municipal Class EA – Schedule A/A+ (or equivalent)	Service Agreement	\$1,580.00	Service Delivery assumes two submissions (including final)
	Minor	\$4,070.00	
	Standard	\$4,995.00	
	Major	\$7,910.00	
Routine Infrastructure Works	Service Agreement	\$465.00	Service Delivery assumes two submissions (including final)
	Minor	\$1,185.00	
	Standard	\$2,050.00	
	Major	\$2,935.00	
Emergency Infrastructure Works			Meet requirements of TRCA Emergency Infrastructure Works Protocol.
Environmental Management Plan (EMP)	Service Agreement	Included in agreement	Service agreement partners are exempt. EA Service Delivery assumes three submissions. An EMP may be required as part of the Permit or Voluntary Project Review process; appropriate fees will apply.
	Minor	\$5,220.00	
	Standard	\$10,545.00	
	Major	\$16,695.00	
	Complex	\$20,310.00	
Additional Charges			
Additional Submissions	25% of current fee for each additional submission		
Additional Site Visit Charges	Up to 1/2 day (1 planner, up to 2 reviewers)	\$3,135.00	The first site visit is included as part of the application review fee. Fees assume up to two planners and up to two technical staff will attend. If additional staff are required, additional reviewer fees are charged for each person.
	Each additional reviewer	\$650.00	
	Up to 1 day (1 planner, up to 2 reviewers)	\$4,540.00	
	Each additional reviewer	\$975.00	
Additional Meeting Charges	Virtual or at TRCA Offices:		Standard number of meetings are included in EA service delivery. Additional meetings may be required at the proponent's request. Scheduled meeting are planned for 1.5 hours; fees include additional time to organize and review minutes. For shorter meetings or meetings not requiring meeting minutes, fees may be reduced as approved by the IPP Associate Director or DES Director. Fees assume up to two planners and up to two technical staff will attend. If additional staff are required, additional reviewer fees are charged for each person.
	1 planner, up to 2 reviewers	\$2,125.00	
	Each additional reviewer	\$520.00	
	In Client, Consultant or Municipal Offices:		
	1 planner, up to 2 reviewers	\$3,220.00	
	Each additional reviewer	\$860.00	
Waterfront Development additional charge for shoreline engineering peer review.	Peer review of coastal reports prepared for shoreline projects		Additional charges will be determined on a case by case basis.
Watercourse alteration additional charge for engineering peer review.	Peer review of fluvial geomorphological reports prepared for watercourse alteration projects may be required		Additional charges will be determined on cost recovery basis as required.
Archaeology Screening (on TRCA-owned Lands Only)	\$615.00 + HST		Works on TRCA-owned lands, including lands under a management agreement with another agency or organization, require an archaeological screening by a TRCA Archaeologist. Through the screening process, the archaeologist will determine if further investigation is required. Additional fees will be charged for archaeological investigations, where required.
Expedited Review	Additional 100% premium of applicable fee per submission		Expedited review of submission within two (2) weeks is subject to availability of staff and approval of IPP Associate Director or DES Director, as workload allows.
File Continuation (All Files)	Top-up to current cost in fee schedule		Applicable to files that continue beyond two years from the date of submission of the application. See Definition 9 on page 7.
TRCA Data or Modelling			
GIS Fee	• \$80/hour + HST data preparation		Municipalities, Ministry of Natural Resources and Forestry, and service agreement partners are exempt
	• \$35 + HST per .pdf or hard copy digital flood line map sheet (CAD)		
	• \$135 + HST per digital flood line map sheet (CAD)		
Engineering Data Request	• \$165 + HST for Hydraulic and/or Hydrologic modeling files/reports		Municipalities, Ministry of Natural Resources and Forestry, and service agreement partners are exempt
	• \$135 + HST per digital flood line map sheet		

**Schedule 3: Fee Schedule for Permit and Voluntary Project Review Revisions  
and Permit Reissuances (Extensions)**

(Note: Permit Reissuances (Extensions) does not apply to Voluntary Project Review)

Application Type	Application Fee	Notes
Revision to Ontario Regulation 166/06 Permit or Voluntary Project Review	Minor/Standard change • 25% of current fee	Service Delivery assumes two submissions.
	Major/Complex change • 50% of current fee	
Reissuance (Extension) to Permit or Permit Reissuance (one-time only)	50% of current fee for each additional year	See General Notes #12 on page 2. In all cases, permit reissuance (extension) cannot be granted for a period of time greater than the original permit. Note: Executive Committee approval is required for all reissuance (extension) requests related to permits that were originally issued beyond the maximum (standard) two-year period.
Expedited Permit Revision or Re-issuance (Extension) with Revisions	Additional 50% premium of applicable revision or reissuance fee	Expedited review of submission within 2 weeks of request subject to availability of staff and approval of IPP Associate Director or DES Director, as workload allows.

**Schedule 4: Fee Schedule for Compliance Monitoring**

Application Type	Application Fee		Notes
Permit Non-Compliance – Unauthorized Works	Additional 100% of applicable permit fee or fees		Fee to resolve each issue. Fee includes up to two site visits. As needed, additional site visit fees will be charged.
Permit Non-Compliance – Authorized Works	Additional 50% of applicable permit fee		Fee to resolve each issue, exclusive of permit revision fee. Fee includes up to two site visits. As needed, additional site visit fees will be charged.
Review of Long-term Site Monitoring Reports (1-3 years)	To be determined		Subject to negotiation
Site Visits and Meetings associated with Longer-term monitoring	To be determined		Subject to negotiation
Additional Site Visit Charges (assumes 1 staff)	up to ½ day	\$1,265.00	Additional fees will be charged to projects where ongoing compliance warrants follow-up visits: 1. Up to two site visits are included as part of the initial permit or voluntary project review application. 2. Up to one site visit fee is included in the revision fee. 3. Up to one site visit fee is included in the permit reissuance/ extension fee.
	Each additional reviewer	\$650.00	
	up to 1 day	\$1,620.00	
	Each additional reviewer	\$975.00	
Environmental Management Plan Compliance	To be determined		Subject to negotiation
Review of Compliance Reports	Included in the permit review fee		Review and comment on compliance reports as required through the permitting or Voluntary Project Review processes.
Negotiated Restoration Agreements	To be determined		Based on the scope of compliance issue.
* Note: Service agreement partners are not exempt from Compliance Monitoring Fees unless otherwise noted in specific agreements.			