

## Introduction

**Toronto and Region Conservation Authority (TRCA) Fee Schedule for Development Planning Services** was approved by the TRCA Board of Directors on January 30, 2026 (RES.#A 8/26). The Fee Schedule adheres to the Conservation Authorities Act and TRCA's [Fees Policy](#), April 1, 2024 (RES.#A 38/24).

The Fee Schedule includes a broad spectrum of fee categories within each application type to accurately cover the scale of work. Lower fees apply to minor and less complex applications and modest scale efforts. Higher fees apply to more complex applications requiring a higher level of planning and technical review.

This Fee Schedule provides a layered approach, in which base fees are presented in the categories in the front portion of the fee schedule, with additional fees for specialized work in the back portion. The additional fees beyond the base fees may apply for additional technical review, site visits, meetings, etc. Where possible, TRCA staff will identify as early as possible when additional fees are necessary. We recommend that applicants with more complex applications familiarize themselves with the additional fees that may apply.

The Fee Schedule also includes fees for services that assist with streamlining processing and approval for the applicant, such as phased approvals, expedited review, red-line revisions (where possible), and project management assistance.

**Fee Schedule for Planning Services**

<b>Application</b>	<b>Application Fee</b>	<b>Clearance</b>	<b>Notes</b>	
Block and Tertiary Plans and Master Environmental Servicing Plan (MESP) (Residential & Industrial/Commercial) (All fees will apply for this application type e.g., Application Fee, Per Hectare Fee and Project Management Fee)	Base Fee 25ha or Less	*\$8,945	\$0	*Additional charge of \$540 per ha for comprehensive MESP.
	Base Fee > than 25ha	*\$17,885	\$0	\$120 per lot for small infill, urban MESP.
	Project Management Fee	*\$28,390 - \$56,780	\$0	Refer to MESP Notes.
Concept Development/ Property Inquiry - Single Residential Structure	Minor	\$440	\$0	This is not a mandatory application.
	Standard	\$1,110	\$0	
	Major	\$2,585	\$0	
	Complex	\$6,250	\$0	
	Additional Technical Review	\$1,250		
Concept Development/ Property Inquiry - Residential Multi-dwelling, Commercial, Industrial, Institutional	Minor	\$1,000	\$0	This is not a mandatory application.
	Standard	\$1,450	\$0	
	Major	\$3,835	\$0	
	Complex	Application Specific fee		
Consent/ Severance/ Land Division (Per Lot)	Minor	\$1,670	\$0	Refer to General Note #9.
	Standard	\$2,625	\$0	
	Major	\$4,035		

**TRCA Administrative Fee Schedule for  
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Draft Plan of Subdivision (Residential/ Industrial/ Commercial Subdivision)	<b>Less Than 5ha</b>			*Minor will only apply to applications meeting all criteria identified in this fee schedule.  Refer to General Note #13.
	*Minor	\$7,515	\$3,355	
	Standard	\$25,045	\$7,215	
	Major	\$40,255	\$19,795	
	Complex	\$60,135	\$19,795	
	<b>5ha to 10ha</b>			
	Standard	\$35,885	\$19,795	
	Major	\$60,470	\$19,795	
	Complex	\$70,690	\$19,795	
	<b>10ha to 25 ha</b>			
	Standard	\$48,375	\$19,795	
	Major	\$62,400	\$19,795	
	Complex	\$70,745	\$19,795	
	<b>25ha and Greater</b>			
Standard	\$61,720	\$19,795		
Major	\$65,295	\$19,795		
Complex	\$75,005	\$19,795		
Per Unit (if applicable)	\$120/Unit			
Per ha (if applicable)	\$540/ha			
Master Plan & Sub-watershed Study	Negotiated in a Terms of Reference		\$0	
Minor Variance - Residential	Minor	*\$695	Refer to Notes	*Where a site visit and/or additional review is required for a Minor Variance application, a clearance fee of \$163 is applicable.
	Standard	\$1,000		
	Major	\$1,670		
Minor Variance - Industrial/ Commercial/ Subdivision/ Institutional	Minor	*\$1,315	Refer to Notes	
	Major	\$2,215		

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Multi-Unit Building Site Plan - Rental, Condominium, Mixed Use	Minor	\$21,070	\$7,215	Refer to General Notes #9 and #11.
	Standard	\$29,750	\$19,795	
	Major	\$44,715	\$19,795	
	Complex	\$62,595	\$19,795	
Official Plan Amendment (OPA)	Minor	\$3,525	\$0	Refer to General Notes #9 and #11.
	Standard	\$10,675	\$0	
	Major	\$15,045	\$0	
	Complex	\$25,045	\$0	
Zoning By-law Amendment	Minor	\$3,525	\$0	Refer to General Notes #9 and #11.
	Standard	\$10,675	\$0	
	Major	\$15,045	\$0	
	Complex	\$25,045	\$0	
Single Residential Site Plan	Minor	\$1,000	\$0	Refer to General Note #9. *Base Fee - Subject to additional fees for technical review, project management or processing, to be determined on an application-specific basis.
	Standard	\$1,590	\$320	
	Major	*\$2,740	\$880	
	Complex	*\$3,940	\$2,130	
Site Plan	Minor	\$3,525	\$1,315	Refer to General Notes #9 and #11.
	Standard	\$11,305	\$2,130	
	Major	\$17,830	\$5,225	
	Complex	\$29,245	\$5,225	
Solicitor/Realtor Inquiry Screening Service		*\$385	\$0	*Expedited service available upon request for an additional fee (additional 100% of current)
Updated Screening Letter**		\$175	\$0	**Only applicable to the following: Same applicant (not just same property), within one year of the original screening letter.

**Other Applicable Fees**

<b>Description</b>	<b>Fee</b>	<b>Notes</b>
All applications located in a Special Policy Area (flood hazard) (will be charged an additional percentage of premium on the applicable fee)	Minor 50% Major 100%	
Applicant Driven Formal Modification (Requiring re-circulation)	Minor \$1,700 Major \$5,680	Refer to Definition (i).
Additional Geotechnical and Hydrogeology Review and Source Water Protection - (WHPA-Q)	Standard \$2,520 Major \$3,750 - \$5,650	Refer to General Note #11.
Additional Submissions - Each submission beyond the third submission	Minor \$1,135 All Others \$2,840 - \$11,355	
Additional Technical Team Meeting*	Virtual or at TRCA Office up to ½ day \$2,230 Out of TRCA Office up to 1 day \$3,380	*Inclusive of travel time where applicable. Up to 3 staff members. Additional staff members \$520 for virtual/TRCA, \$860 for out of office.
Clearance Fee for Additional Subdivision Phases	Standard within one year* \$3,455 Standard with new technical information or beyond one year \$6,590	*Within one year means within one year of original subdivision clearance.
Collaborative meetings and technical review related to a settlement, when applicable	\$5,680 - \$22,710	Not a mandatory fee. Dependent upon number of TRCA staff involved, number of meetings and submissions.
Condominium Agreement Clearance – Administration / Registration	\$6,590	

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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. Refer to Definition (j).
File Reactivation	Standard Files \$660 Major/Complex Files/OLT \$1,250	To reactivate files that have been inactive for 2 years or more.
Golf Courses, Aggregate Pits or Large-scale Fill Operations	Standard (Base Fee) \$26,345 Complex (Base Fee) \$50,080	Base Fee - Subject to additional technical review and project management services fees, as applicable. Refer to General Notes #9 and 11.
Incomplete Submission/ Unconsolidated Submission Coordination - Per Submission	Minor \$1,135 All Others \$5,410 - \$10,815	Refer to Definition (h).
Optional Expedited Review	\$5,680 - \$21,630	Per review
Optional Expedited Review for Clearance for Major files, Minister's Zoning Order requests, Ecosystem Compensation, OLT Settlements	Additional 100% of applicable fee	
Optional Terms of Reference Review (eg. Master Plan not related to an MESP).	Minor \$290 Major \$565 - \$1,135	Fee scoped as per application issue. Not a mandatory fee.
Pre-consultation - Meeting (Planner only)	\$0	
Screening Assessment (OPA/ZBA)	\$1,045	
Screening Letter (Residential/Minor Projects)	\$125	
Single Residential Scoped Site Plan (ORM Advice Only) Applicable to Caledon Only	Minor/Standard \$400	Base Fee - Subject to additional fees for technical review or site visit, to be determined on an application specific basis.

<p>Technical Team Site Visit*</p>	<p>Up to ½ day  Up to 1 day</p>	<p>\$3,290  \$4,765</p>	<p>This is not a mandatory fee. This is a guidance tool at the request of the applicant.</p> <p>*Inclusive of travel time where applicable. Up to 3 staff members. Additional staff members \$650 for up to ½ day, \$975 for up to full day. One site visit with scoped staff is included in Major and Complex applications.</p>
<p>TRCA Project Management Fee (to assist with coordinating TRCA’s reviews and project timelines associated with TRCA reviews)</p>		<p>\$5,680 - \$22,710</p>	<p>Not a mandatory fee. Dependent upon number of TRCA staff involved, number of meetings and submissions.</p>
<p>Vulnerable Areas Screening (Source Water Protection)</p>		<p>\$110</p>	
<p>Waterfront Development Additional Charge for Shoreline Engineering or Fluvial Geomorphic Peer Review on a cost recovery basis where required.</p>	<p>Based on quote from peer review engineering firm</p>		<p>To be determined based on scope.</p>

**Other Applicable Fees - Non Planning Services**

<b>Service</b>	<b>Fee</b>	<b>Notes</b>
Archaeological Screening	\$645 + HST	Works on TRCA-owned lands 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.
Engineering Data Request	Modelling - \$175 + HST  Floodline map - \$140 + HST	For Hydraulic and/or Hydrologic modelling files/reports. Per model.  Per digital floodline map sheet (CAD format).
GIS Fee	Data preparation - \$85/hour + HST  Floodline map - \$40 + HST  Digital floodline map - \$140 + HST	General charge-out rate for data requests.  Per PDF or hard copy of floodline map sheet.  Per digital floodline map sheet (CAD format).

### Administration of Applications and Fees (General Notes)

1. All applications must be deemed complete by TRCA, inclusive of fee submission, prior to commencement of the review process.
2. All planning application submissions and associated fees are administered through the Development and Engineering Services Division of TRCA.
3. A pre-application consultation meeting with the municipality and TRCA staff to determine the scope of issues for the planning application should be held. TRCA processing fees will be determined based on a predetermined scope of work. Fee adjustments will be determined if the scope of the application changes through application processing.
4. General inquiries about fee applicability will be directed to the Senior Manager or Associate Director, Development Planning and Permits for interpretation and scoping.
5. Fee disputes that cannot be resolved through consultation with the Associate Director or the Director, Development and Engineering Services, can be directed to the CEO's office.
6. Any refunds, where applicable, will be approved by the Associate Director or Director.
7. The application fee will be paid at the time of filing an application to the municipality. The clearance fee will be paid directly to TRCA prior to a request for final clearance of an application. All payments must be made within 30 days of notification in writing. If application fees have not been paid at the time of submission of the application, fees will be assessed in accordance with the fee schedule in place at the time in which payment occurs. Interest will be charged and accumulated beyond 30 days. Outstanding fees and any associated interest must be paid prior to final clearance of an application.
8. Only one set of fees applies when processing and reviewing a combined application (e.g., a combined Official Plan Amendment, Zoning By-law Amendment and Subdivision application); however, **planning and permit fees are separate**. For combined planning applications, the highest rate of fees applies. Separate fees apply if the applications are received more than 3 months apart. For Minor Concept Development applications (only) that are immediately followed by associated permit applications, a credit of up to \$100 of the Minor Concept Development fee may be applied to the permit application, at the discretion of the TRCA Planner.
9. 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. Additional fees may also be charged for required peer reviews of works along the shoreline and fluvial geomorphic studies, and for assistance with specialized modeling advice. TRCA reserves the right to re-assess fee requirements after one year of processing planning applications. Additional fees can be charged after one year and for applications still in process and subject to applicant-driven delays.
10. TRCA reserves the right to adjust fees to comply with new legislative or regulatory requirements.

11. Administration and implementation of this Planning Fee Schedule shall be in accordance with TRCA's [Fees Policy](#), April 1, 2024 (RES.#A38/24).
12. Base geotechnical and hydrogeology review is included. Applications will be subject to an additional fee for complex reviews and project management services. TRCA will inform applicants as early as possible in the process.
13. Any application that is inactive for 2 years or more is considered dormant by TRCA, and a new application or top-up fee will apply.
14. Draft Plans of Subdivision:
  - a. Refer to Definitions for application category criteria.
  - b. Subdivisions will be classified as Major or Complex when they are not subject to a Master Environmental Servicing Plan (MESP) approved within the last 10 years.
  - c. Major or complex subdivisions not subject to a current MESP will be subject to an additional per unit fee of \$120. Industrial subdivisions not subject to a current MESP will be charged an additional \$540 per hectare. See General Notes #9 and 11.
  - d. If review issues become more complex than anticipated, the fee will increase accordingly based on scope of work.
  - e. For sites over 50 ha, additional fees apply, with scope of review determined through a site-specific discussion based on size and complexity.

## Administration of Master Environmental Servicing Plan (MESP) Applications

The Fee Schedule sets a Base Fee across the jurisdiction as follows:

Proposals 25ha or less: \$ 8,945 Base Fee  
Proposals greater than 25ha: \$18,890 Base Fee

1. A baseline charge of \$540 per gross hectare is applied to each application. The gross area includes natural systems. For small urban or infill MESP, a per lot fee of \$120 may be applied in lieu of the per gross hectare charge, at the discretion of TRCA staff.
2. An additional project management fee will be added to cover meetings for committee and team coordination, as well as general meeting sessions (Range \$28,390 - \$56,780).

The following apply to MESP Applications:

1. The Fee Schedule assumes an average 2-year timeframe for MESP completion. TRCA reserves the right to re-evaluate the MESP scope of work and progress related to fee status after a 2-year period. Additional fees will be added for extended timeframes and associated multiple reviews. Payment is due for changes in scope and timeline at the 2-year review date.

### Standard and Non-standard MESP/Sub-watershed Studies:

**Standard fee agreements** - all new fee calculations will follow the base guidelines set herein with associated meeting coordination allowances at the study outset. Timeline schedules and Terms of Reference set with the municipalities and landowners will assist in workflow and anticipated work program completion. All studies will be re-evaluated at the 2-year milestone (or as agreed in a Terms of Reference or upfront agreement) for changes in scope, extent of coordination, and anticipated cost to complete remaining stages of work. Extended project delays may need re-evaluation on an annual basis to fairly determine project progress and adjust work program scoping with the municipality and landowner group participation. All evaluations will be provided in writing. Fees are required to build capacity for complex reviews and to meet service delivery needs for all.

**Non-Standard fee agreements** - on occasion, study review requirements need to be adjusted to unique circumstances to assist the municipality and/or landowners to meet new conditions or timing considerations. These adjustments need to be incorporated into a non-standard MESP/Subwatershed Study fee agreement to address variables in scheduling, numbers of reviews or staggered submissions, phasing, additional unanticipated technical reviews, updates and transitional files, reasonable expedited requirements. Changes to the base standard costing agreements will be negotiated on a time allowance basis upfront in a new process (when known) or at key annual evaluation milestones in active processes as noted above.

2. A Terms of Reference for the MESP (see TRCA’s MESP Guidelines) must be prepared and agreed to by all parties including the municipality, TRCA and the proponent.
3. All MESP fees are required at the initiation of the study or as negotiated through Terms of Reference and agreement.

The following alternative milestone payment structure still provides the minimum base payment schedule of older MESP agreements and can be adjusted through agreement:

<u>MESP PHASE OF WORK</u>	<u>PAYABLE</u>
a. Review of MESP Terms of Reference at project startup	Base Fee applies
b. Terms of Reference approval and MESP Initiation (Includes existing conditions report, field work and MESP First Submission)	50% payable
c. Prior to issuance of First Submission comments	20% payable
d. Prior to issuance of final MESP approval letter (maximum 3 review submissions)	30% payable

4. All official plan amendment, zoning amendment and draft plan of subdivision fee requirements that evolve out of the Secondary / Block Plan process and MESP process apply separately as per the approved Fee Schedule at the time of submission. No additional per lot charges will apply on draft plans of subdivision if an MESP is completed, approved and paid for.
5. Draft plans of subdivision that have not been studied under the MESP process will be charged an additional fee of \$120 per unit, over and above the subdivision base and clearance fees (see Fee Schedule). Subdivisions not included as part of the original Secondary/Block Plan and MESP approval will be charged on a per unit basis for updated plans.
6. TRCA permit application reviews are charged separately (such as stormwater management facilities, road/bridge crossings, pipe boring and drilling works, stream channel works, etc.). Please see the TRCA Fee Schedule for Development Permitting Services.

## Definitions

The following definitions apply to applications to determine fee review category:

- a) **Screening Letter** - projects that do not affect the program or policy interests of TRCA and for which a clearance letter is being requested. Clearance may be provided in an e-mail. 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.
- b) **Screening Assessment** - projects for which a letter is required from TRCA (i.e., is located adjacent to a natural feature or natural hazard area) 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, the application will be considered to be Minor, Standard or Major.
- c) **Minor** - projects for which a letter/response is required from TRCA (for properties located adjacent and not within a natural feature or natural hazard area) which may affect the program or policy interests of TRCA, and for which comments from TRCA may be provided. Minor projects may require technical review related to only one technical discipline. Up to two submissions (initial and final) are included. **Minor Subdivisions (less than 5ha)** are those with ten or fewer lots, for which a technical review is not required by TRCA, however, TRCA's participation is necessary (two submissions or a site visit applicable to Minor Concept Development). **Minor Site Plan** are for small- scale projects located outside of all hazards for which a technical review is not required by TRCA; however, TRCA's participation is necessary. All Minor single-family categories do not include a site visit and include only scoped review.
- d) **Standard** - projects that meet TRCA policies and require scoped technical analysis in up to two technical disciplines (i.e., scoped EIS review and/or water management screening and assessment, or standard geotechnical review). Up to one meeting and one site visit with a TRCA Planner and one TRCA technical staff member is included. Up to three submissions are included (multiple submissions not applicable to Standard Concept Development).
- e) **Major** - projects which are significant in geographic area, and/or for which submission of multi-disciplinary technical studies are required to demonstrate that TRCA or partner municipality program or complex policy interests can be met. Major projects generally require more complex ecological, geotechnical, water resource engineering, hydrogeological, or fluvial geomorphic studies and assessment. Major projects may require a site visit and up to two technical team or planning meetings. Up to three submissions are included.
- f) **Complex** - projects for which a full suite of applicable technical studies is required to demonstrate consistency with TRCA or partner municipality program or complex policy interests. Complex projects typically involve extensive modifications to the landscape.

Complex projects may also be characterized by one or more of the following:

- i. The need for up to three working meetings and up to three submissions;
  - ii. The need for additional TRCA technical assessments (i.e., technical modeling refinements);
  - iii. Extensive technical study review in one or more of the following: including complex hydrogeological, fluvial geomorphology, natural channel design, wetland interference, environmental impact studies; or,
  - iv. Require more than one day of TRCA fieldwork.
- g) **Additional Site Visit Charges** - unless otherwise stated, site visits are not included in the fees assessed for all screening letters and screening assessments, “Minor” applications in all categories, and Solicitor-Realtor Inquiries. Should site visits be required, or be requested for applications in these categories, additional site visit fees will apply, in accordance with the site visit fees prescribed in this Fee Schedule.
- h) **Incomplete/unconsolidated Submissions** - a submission for review is deemed to be “incomplete” where TRCA has identified requirements, and the application has not met all requirements. The following scenarios are examples of situations in which an application may be deemed incomplete or unconsolidated: a) Where all technical or supporting studies that are required to meet TRCA’s submission requirements have not been provided with the application; b) Where component studies are submitted in a piecemeal fashion; or c) Where the findings and analysis in component reports are not integrated in a multi-disciplinary submission (e.g. where an Environmental Impact Study, Functional Servicing Report, and Hydrogeological report are packaged together and each report has not considered the findings of the others).
- i) **Applicant Driven Formal Modification** - a fee for an “applicant driven formal modification” will be charged where plans are submitted for review after the application has been formally circulated by, or received planning approval from, the municipality and TRCA review is still in progress.
- j) **File Continuation** - applicable to files that continue beyond two years from the date of submission of the application. At two years, and 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. This is to be completed through a re-evaluation of the status of the application and scope of the review remaining, to review the need for any additional fee requirements.
- k) **Major and Complex Files without Prior MESP (non-subdivision)** - additional review fees may apply to major or complex files (e.g. official plan amendments, zoning by-law amendments, site plans - not including subdivisions which are addressed separately) submitted without an MESP, and an MESP has not been approved for the area within the past 10 years. At the time of application, where possible, TRCA staff will identify whether additional fees are applicable.

Note: Additional charges 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.