



CONSERVATION HALTON PLAN REVIEW FEES 2021

EFFECTIVE January 1, 2021



APPLICATION TYPE	CATEGORY	2021 FEE	HST (\$)	TOTAL 2021 FEE (\$)
Subdivisions - Residential/Condominium Multi-Residential/Mixed Use (Note 1)	Base fee	\$ 6,270.80	\$ 815.20	\$ 7,086.00
	Residential per unit/lot fee			
	Residential per unit/lot (≤ 25 units/lots)	\$ 283.19	\$ 36.81	\$ 320.00
	Residential per unit/lot (26-100 units/lots)	\$ 227.43	\$ 29.57	\$ 257.00
	Residential per unit/lot (101-200 units/lots)	\$ 181.42	\$ 23.58	\$ 205.00
	Residential per unit/lot (200+ units/lots)	\$ 143.36	\$ 18.64	\$ 162.00
	Per net hectare fee (Note 1)			
	≤ 2 ha	\$ 6,539.82	\$ 850.18	\$ 7,390.00
	> 2 ha but ≤ 5 ha	\$ 5,091.15	\$ 661.85	\$ 5,753.00
	> 5 ha but ≤ 10 ha	\$ 4,075.22	\$ 529.78	\$ 4,605.00
	> 10 ha	\$ 3,329.20	\$ 432.80	\$ 3,762.00
	Clearances per phase (tech review required) (Note 2)	\$ 3,449.56	\$ 448.44	\$ 3,898.00
Clearances per phase (no tech review required)	\$ 1,176.11	\$ 152.89	\$ 1,329.00	
Subdivisions - Industrial/Commercial	Base fee	\$ 6,270.80	\$ 815.20	\$ 7,086.00
	Per net hectare fee	\$ 6,118.58	\$ 795.42	\$ 6,914.00
	Clearances per phase (tech review required) (Note 2)	\$ 3,449.56	\$ 448.44	\$ 3,898.00
	Clearances per phase (no tech review required)	\$ 1,176.11	\$ 152.89	\$ 1,329.00
Subdivisions - Revisions/Redlines	Major/Intermediate (Note 3)	\$ 3,616.81	\$ 470.19	\$ 4,087.00
	Minor (Note 3)	\$ 784.96	\$ 102.04	\$ 887.00
Official Plan Amendments	Large (> 2ha) (Note 6)	\$ 16,808.85	\$ 2,185.15	\$ 18,994.00
	Major	\$ 6,043.36	\$ 785.64	\$ 6,829.00
	Intermediate	\$ 3,997.35	\$ 519.65	\$ 4,517.00
	Minor	\$ 1,161.95	\$ 151.05	\$ 1,313.00
Zoning By-Law Amendments	Large (> 2ha) (Note 6)	\$ 16,808.85	\$ 2,185.15	\$ 18,994.00
	Major	\$ 6,043.36	\$ 785.64	\$ 6,829.00
	Intermediate	\$ 3,997.35	\$ 519.65	\$ 4,517.00
	Minor	\$ 1,161.95	\$ 151.05	\$ 1,313.00
Consents	Major	\$ 3,785.66	\$ 492.14	\$ 4,277.80
	Intermediate (staking or one technical review)	\$ 2,730.09	\$ 354.91	\$ 3,085.00
	Minor	\$ 2,000.88	\$ 260.12	\$ 2,261.00
Minor Variances	Major	\$ 1,683.19	\$ 218.81	\$ 1,902.00
	Intermediate (staking, visual assessment or one technical review)	\$ 578.76	\$ 75.24	\$ 654.00
	Minor (visual inspection)	\$ 234.51	\$ 30.49	\$ 265.00
	Minor (no site visit or technical review)	\$ 132.74	\$ 17.26	\$ 150.00
Site Plans - Single Residential	Major	\$ 1,683.19	\$ 218.81	\$ 1,902.00
	Intermediate (staking, visual assessment, or one technical review)	\$ 578.76	\$ 75.24	\$ 654.00
	Minor (visual inspection)	\$ 234.51	\$ 30.49	\$ 265.00
	Minor (no site visit or technical review)	\$ 132.74	\$ 17.26	\$ 150.00
Site Plans - Commercial/Industrial/Institutional/Multi-Residential > 2ha	Major (per gross ha)	\$ 5,777.88	\$ 751.12	\$ 6,529.00
	Intermediate	\$ 10,088.50	\$ 1,311.50	\$ 11,400.00
	Minor	\$ 2,101.77	\$ 273.23	\$ 2,375.00
	Clearance (technical review required) (Note 3)	\$ 3,900.00	\$ 507.00	\$ 4,407.00
	Clearance (no technical review required)	\$ 1,325.66	\$ 172.34	\$ 1,498.00
Site Plans - Commercial/Industrial/Institutional/Multi-Residential < 2ha	Major	\$ 10,022.12	\$ 1,302.88	\$ 11,325.00
	Intermediate	\$ 6,512.39	\$ 846.61	\$ 7,359.00
	Minor	\$ 1,403.54	\$ 182.46	\$ 1,586.00
	Clearance (technical review required) (Note 3)	\$ 1,770.80	\$ 230.20	\$ 2,001.00
	Clearance (no technical review required)	\$ 754.87	\$ 98.13	\$ 853.00
Municipal Site Alteration Applications	Major/Intermediate	\$ 3,653.98	\$ 475.02	\$ 4,129.00
	Minor	\$ 892.92	\$ 116.08	\$ 1,009.00
	Prior to draft plan approval (Note 5)	\$ 9,140.71	\$ 1,188.29	\$ 10,329.00
Applicant-Driven Revisions (requiring re-circulation)	Major changes (% of current fee)	\$ 0.66	\$ 0.09	75%
	Minor changes (% of current fee)	\$ 0.22	\$ 0.03	25%
Resubmission Due to incomplete application	% of current applicable application fee	\$ 10,054.87	\$ 1,307.13	\$ 11,362.00
Technical Study/Design Resubmission	Third Submission (Note 4)			25% up to \$12,750.00
	Subsequent Submissions (per submission) (Note 4)			50% up to \$26,520.00
Additional Site Visit	Single residential/Single farm (private landowner)	\$ 234.51	\$ 30.49	\$ 265.00
	Commercial/Industrial/Institutional/Residential	\$ 1,913.27	\$ 248.73	\$ 2,162.00
File reactivation (inactive for 2 or more years)	Minor (Note 5)	\$ 530.97	\$ 69.03	\$ 600.00
	Intermediate/Major (Note 5)	\$ 1,071.68	\$ 139.32	\$ 1,211.00
Aggregate Extraction Technical Review Associated with a Planning Application		\$ 81,600.00	\$ 10,608.00	\$ 92,208.00

HST # 10746 2483 RT001

DEFINITIONS

Minor: The application is within or adjacent to the area of interest to Conservation Halton (e.g., natural heritage, natural hazard areas), but no technical studies are required by Conservation Halton

Intermediate: One technical study is required for review by Conservation Halton

Major: More than one technical study is required for review by Conservation Halton

Incomplete Submission: The application has not met all Conservation Halton's requirements as indicated in the checklist generated through the municipal pre-consultation process, including fees

Applicant-Driven Revision: An amendment or revision to an application initiated by the applicant after municipal approval has been granted

Gross Hectare: The entire area subject to a planning application or technical study

Net Hectare: The total developable area of the property including development blocks, roads, parks, schools, and stormwater management facilities, but excluding areas regulated by Conservation Halton (CH) or other natural heritage system (NHS) areas.

GENERAL

- **Plan Review Fees** – Conservation Halton's plan review fee will be paid to the municipality when the application is filed. Other review fees will be paid directly to Conservation Halton.
- **Pre-application Technical Review** – A fee will apply for the review of a technical study/analysis where a planning submission has not yet been submitted as outlined on **Schedule B – Fees for Other Services**. This fee will be paid directly to Conservation Halton and must be paid prior to review. The review of one technical submission prior to a formal application will be deducted from the cost of the planning application at the time it is submitted. Any additional technical submissions received for review prior to a formal application will be charged separately and no additional deduction will be made.
- **Pre-consultation** – Applicants are encouraged to consult with CH staff prior to the submission of a planning application to confirm the nature and extent of the information required and the appropriate fee. CH reserves the right to request a pre-consultation fee. This fee will be deducted from the application fee if a formal application is submitted within **12 months (one year)** of the pre-consultation.
- **Concurrent Applications** – Planning applications submitted concurrently for the same property will be charged at 100% of the highest fee rate and 75% of the fee rate for each additional planning application. Fees for the technical review of EIR/FSS/SIS or equivalent studies will be charged separately. Where it has been agreed by the municipality and Conservation Halton that concurrent planning applications can be submitted and reviewed concurrently with an EIR/FSS/SIS or an equivalent study for the same property, the technical review fee will be charged at 100% of the fee rate and the planning applications will be charged 75% of the current fee rate.
- **Peer Review Fees** – The cost for peer review of technical submissions will be borne by the applicant.
- **Additional Fees** – CH reserves the right to request additional fees, at a rate of \$170/hour (inclusive of HST). Additional fees are required for all applicant-initiated revisions.
- **Fee Appeal Process:** - Any dispute of fee calculations that cannot be resolved through consultation with Conservation Halton's Senior Manager, Planning and Regulations, Director of Planning and Watershed Management, and/or CAO's office, can be appealed to the Board of Directors:

NOTES

1. **Subdivision Fees** – In addition to the base fee, 1) the per unit graduated fee applies to the areas of the plan that contain residential singles, duplexes, standard townhouses, and lane-based townhouses, 2) the net hectare fee applies to the areas of the plan that contain multi-unit/mixed use residential (including, but not limited to, stacked townhouses, back-to-back townhouses, live-work units, and medium and high-rise units), industrial/commercial/institutional uses, and 3) the net hectare fee applies to all other blocks as identified in the Net Hectare definition above.

Subdivision fees include: 1) review of first and second submissions of all studies and technical analysis required to support draft plan approval; subsequent submissions will be charged as per the current CH Planning Fee Schedule, 2) one site visit prior to draft plan approval, 3) three (3) consultation meetings, 4) preparation of draft plan conditions, 5) review of the first and second submissions of all detailed design drawings and other submissions required to clear draft plan conditions; subsequent submissions will be charged as per the current CH Planning Fee Schedule, and 6) up to 2 site visits during the detailed design process (if required). The subdivision fee assumes a single phase of detailed design and registration. If the subdivision is phased after draft plan approval, additional fees for the review of detailed design at a rate of 15% of the current total subdivision fee will apply. All works associated with municipal site alteration applications and CH permit applications are separate from the subdivision review process and associated fees.

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- 2. Revision and Clearance Fees** – Fees will be paid directly to CH and must be paid prior to issuance of revised draft conditions, removal of a holding provision under an attendant zoning by-law, or the final clearance letter (registration, pre-servicing and assumption). A draft plan modification fee will be applicable to applicant-driven revisions to a subdivision or condominium application. The prescribed fee assumes a standard approach to the issuance of the CH clearance. Should the applicant want to consider a different approach, CH will charge additional fees to cover administrative and any legal costs. The payment of additional fees does not guarantee that the alternative approach will be accepted.
- 3. Additional Subdivision Fees** – Where a subdivision has received draft plan approval, but conditions have not been cleared for a period of one (1) year after draft plan approval, CH reserves the right to request an additional plan review fee which represents the difference between the subdivision fee paid at the time of the initial review and the current subdivision fee. Similarly, where a subdivision has been draft plan approved and applicant-driven revisions are submitted subsequent to the approval, an additional plan review fee will be required.
- 4. Technical Study/Design Resubmission** – A fee will be charged directly to the applicant when technical reviews of required studies, plans, drawings and models go beyond two submissions. A graduated fee of 25% of the current fee for the third submission and 50% of the current fee for subsequent submissions will be charged.
- 5. File Reactivation** – A file reactivation fee will be charged for applications that have been inactive for two or more years. This fee will be charged in addition to the difference in the application fee paid with the original submission and the current approved fee. After five (5) years of inactivity, any technical or planning review will be charged the full current application submission fee.
- 6. Large Official Plan Amendments/Zoning Bylaw Amendments** – A “large” fee will be required where the site is > 2ha and a stormwater management facility and/or watercourse realignment is proposed, or the application is supported by a comprehensive study (e.g. EIR/FSS/SIS or equivalent).