



**CONSERVATION HALTON PERMIT FEES 2023**  
 Pursuant to the Conservation Authorities Act and Ontario Regulation 41/24  
 approved by CH's Board of Directors on November 17, 2022



<u>Category</u>	<u>Type</u>	<u>Fee</u>
<b>Letter of Permission</b> (Note 1)	No site visit or technical review	PL(a) \$278.00
	Technical Site visit <i>or</i> technical review	PL(b) \$540.00
	Technical Site visit <i>and</i> technical review	PL(c) \$1,753.00
<b>Private Landowner</b> Single Residential/Single Farm	Minor	P(a) \$540.00
	Intermediate	P(i) \$1,753.00
	Major	P(b) \$5,750.00
<b>Residential Multi-Unit Lots (RM)</b>	Minor	RM(a) G(a) CI(a) \$2,100.00
<b>Local Municipality, Utility (G)</b>	Intermediate	RM(i) G(i) CI(i) \$4,415.00
<b>Industrial/Commercial</b>	Major	RM(b) G(b) CI(b) \$22,808.00
<b>Institutional (ICI)</b>	Major Scale	RM(c) G(c) CI(c) \$30,354.00
<b>Fill Placement</b> (Not Associated with a Planning Application)	Small ( $\leq 30m^3$ )	FP(a) \$540.00
	Medium ( $> 30m^3$ but $\leq 200 m^3$ )	FP(b) \$3,858.00 + 0.61/m <sup>3</sup>
	Large ( $> 200 m^3$ )	FP(c) \$13,248.00 + 1.12/m <sup>3</sup>
<b>Environmental Projects</b>		EP \$145.00
<b>Red-Line Revisions by CH</b>	Minor ( $\leq 2$ hr. to complete) (% of current fee)	
	Major ( $> 2$ hr. to complete)	\$1,700.00
<u>Category</u>	<u>Type</u>	
<b>Client-Driven Changes</b> (% of current fee)	Minor Changes to applications in progress	35%
	Major Changes to applications in progress	75%
	Minor Changes to approved permits	50%
	Major Changes to approved permits (new permit required)	100%
<b>Technical Resubmissions</b>	Percentage of current fee for each additional technical submission after 1 <sup>st</sup> resubmission	50%
<b>Additional Site Visit</b> (Single Residential/Single Farm)		\$247.00
<b>Additional Site Visit</b> (Major; Major scale) (per visit)		\$2,009.00
<b>Agreements</b>	(Note 2)	



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**Definitions:**

**Minor:** works are small; no technical studies are required (e.g., accessory buildings less than 20m<sup>2</sup>; additions less than 50% floor area; on-title agreement not required; generally involving less than 30 m<sup>3</sup> of fill; small works such as pond outlets, maintenance dredging of intermittent watercourse and simple culvert replacement; minor repairs /maintenance of shoreline protection works).

**Intermediate:** works require one technical study or detailed plan; an on-title agreement may be required.

**Major:** works require more than one technical study; an on-title agreement may be required; multi-disciplinary technical review is required

**Major Scale:** works are significant in scale/scope/complexity (e.g., major creek realignments; bridge crossings; significant shoreline protection works); technical studies are required; multi-disciplinary technical review is required.

**Major Changes:** Changes to the nature and extent of the development approved by permit including but not limited to: size, location, footprint, number of dwelling units, use of the building or structure, or grading.

**Environmental Projects:** Land and water stewardship projects for environmental improvement not associated with compensatory or offsetting requirements/arrangements through other approval processes.

**Development activity:** Is defined in the *Conservation Authorities Act* to mean:

- the construction, reconstruction, erection or placing of a building or structure of any kind,
- any change to a building or structure that would have the effect of altering the use or potential use of the building or structure, increasing the size of the building or structure or increasing the number of dwelling units in the building or structure,
- site grading, or
- the temporary or permanent placing, dumping or removal of any material, originating on the site or elsewhere.

**General Provisions:**

- All applications must be deemed complete including all technical studies and fees before the submission can be processed.
- Pre-consultation to determine the scale and scope of issues and the technical reports/studies required for the application to be deemed complete is encouraged. The applicant is responsible for undertaking required technical reports/studies. Fees determined through the pre-consultation process, including fees noted in formal checklists, are approximate only and based on the fee schedules in place and information available at the time of pre-consultation. The final fee may change at the time of submission if the technical review requirements have changed due to the availability of new information or if the fee schedule has changed subsequent to the pre-consultation.
- Fees charged are for administration purposes and are non-refundable. Permit applications will be closed if information/studies have been required by Conservation Halton have not been received from the applicant within two years.
- Conservation Halton reserves the right to charge additional fees, at a rate of \$160.00/hr )
- Peer reviews may be required for technical reports, as necessary. The cost of peer review will be charged to the applicant.
- Where an application exceeds one year to process due to other approval processes (e.g., site plan; Niagara Escarpment Development Permit, etc.), it may remain active for a period of two years, if there are no major revisions. Where there are major revisions, a new permit application will be required.
- Except where specifically stated in the fee schedule (e.g., Letter of Permission, Inquiries), permit fees include one site visit. For major or major-scale permits not associated with single residential/single farm applications, the fee includes three site visits. A fee will be charged for additional site visits.
- Permits will generally be issued for two years. The maximum period of validity of a permit, including any extensions, is 60 months. Requests for permit issuance beyond the standard two-year time period (up to 60 months) may be made by the application (at least 60 days prior to permit expiry) and will be considered for large projects such as municipal infrastructure.
- Permit extensions and/or renewals beyond 60 months will not be granted. However, applicants may re-apply for re-issuance of a permit for the original approved works in accordance with the most recent technical requirements. An expired permit is not valid. A new permit is required for any work which extends beyond the expiry date at the current fee rate.
- Permits are issued to current landowners and cannot be transferred to new owners. Any change in ownership will require the submission of a new, complete permit application.
- In areas under the jurisdiction of the Niagara Escarpment Commission (NEC), Conservation Halton cannot issue a permit under the Conservation Authorities Act and Ontario Regulation 41/24 until a NEC Development Permit or Exemption Letter has been issued.
- Any dispute of fee calculations that cannot be resolved through consultation with Conservation Halton's Director of Planning and Regulations and/or CAO's office can be appealed to the Board:

**Notes**

1. Letters of Permission are issued for certain development activities within the regulated area per Conservation Halton's Board approved regulatory policies and requirements **or** for minor works located within the regulated area but outside of the flooding or erosion hazard, or wetlands, that are less than 10 m<sup>2</sup> and require a municipal building permit, but no site visit or technical review.
2. **Restoration Agreements** will be applied where violations can be fully removed from the regulated area. An administration fee based on the current applicable category plus a 100% surcharge will be charged, except for fill removal, where an administration fee equal to the base permit application fee for fill placement will be charged. **Compliance Agreements** will be applied for violations that can meet Conservation Halton policies and regulatory requirements. An administration fee based on the current applicable category fee plus a 100% surcharge will be charged.