

To Planning Departments of the SCRCA's 17 Member Municipalities,

Further to the Royal Assent of Bill 23, the St. Clair Region Conservation Authority (SCRCA) would like to share the following information and clarification regarding its programs and services.

Plan Review Services

It is business as usual for our plan review services, accordingly, planning applications should continue to be circulated for review. Plan review and commenting under the Mandatory Programs and Services Regulation (O.R. 686/21) which includes natural hazards and source water protection continues to be unaffected. Changes to our non-mandatory review and commenting services for development applications will not take effect until such time as the Minister of Natural Resources and Forestry (NRF) issues a clarifying regulation. The SCRCA will notify you when this regulation is published.

In the meantime, we continue to provide plan review services including natural heritage, etc. in a timely manner to support your ability to meet the legislated deadlines under the *Planning Act*.

Permits

It is business as usual for permitting services except for new provisions concerning Minister's Zoning Orders and Community Infrastructure and Housing Accelerator Orders (*Conservation Authorities Act*, s. 28.0.1). We will collaborate with you on efficient delivery of such permits as they arise.

The provision allowing the Minister to issue regulations to exempt certain development projects with *Planning Act* approval in certain municipalities from conservation authority permits is not currently in effect.

Updated Fee Schedule

The attached fee schedule for 2023 meets the requirements of the Minister's List of classes of programs and services for which conservation authorities may charge a fee. This fee schedule remains in effect unless the Minister issues a direction to freeze our fees. You will be notified should such a direction be issued. You will also be notified if any fees for development review and commenting services are affected by the above referenced NRF Minister regulation.

Other Services Provided through MOUs/Agreements

The recent legislative changes do not affect other services provided to municipalities. The SCRCA will continue work on formalizing these arrangements through Memoranda of Understanding and agreements where they are not already present.

We look forward to providing you with exemplary services. If you have any questions or concerns, please contact me at (519) 245-3710 Ext. 236 or at kphillips@scrca.on.ca.

Ken Phillips
General Manager
St. Clair Region Conservation Authority

Planning & Regulations Fee Schedule

The fee schedule is revised annually by the Authority's Board of Directors. If an applicant has concerns with a fee charged, they have the right to appeal to the Authority's Board of Directors after the fee has been paid. To appeal a fee which has been charged, the applicant must submit a written request to the Authority's Board of Directors via the General Manager outlining their concerns with the fee charged. Written concerns should be submitted to stclair@scrca.on.ca. The decision to revise the fee will be made by the Authority's Board of Directors via an impartial review by the General Manager and Director of Finance. This is in accordance with the MNR/CO Policies and Procedures for Charging of CA Fees, 1997 and the SCRCA Fee Administration Guidelines. **Fees in effect as of December 31, 2022.**

Administrative Fees	2023
Processing Fee	\$155.00
Legal Inquiries	\$245.00
Expediated Response (< 5 business days)	\$400.00
Site Inspection/ Meeting Attendance	\$285.00
Property Inquiry¹	
Real Estate Inquiry - no site visit, limited review	\$245.00
Minor - desktop review, minor in nature relative to cost, location, or impact	\$315.00
Major - complex features, site visit required	\$450.00
Technical Report Review	
<i>Includes initial review of complete report; review of revised reports are subject to surcharge. Technical Report Review fees are in addition to application fees.</i>	
Terms of Reference²	\$490.00
Engineering Study/Technical Report³ <i>(floodline, geotechnical, meander belt, slope stability, natural heritage, coastal⁴)</i>	
Minor - scoped report, minor review (cost, location impact). 1-lot	\$515.00
Standard - scoped technical assessment, within feature, 1-lot	\$940.00
Major - complex features, potential impact, multiple lots	\$1,500.00
Environmental Impact Study / Development Assessment Report	
Minor - limited assessment required, adjacent to feature	\$1,190.00
Standard - scoped technical assessment, adjacent or within feature	\$2,220.00
Major - comprehensive technical assessment, adjacent or within feature	\$5,625.00
Mitigation / Monitoring Report	\$890.00
Hydrogeological Assessment⁵	\$1,775.00
Stormwater Management Plans	
Preliminary Concept	\$450.00
Detail Design	\$860.00
Additional Review of Revised Report⁶	50% surcharge

Planning Service Fees

Fees are per application unless otherwise noted. Applications are assessed for Natural Hazard and/or Natural Heritage features and fees will be charged accordingly.

2023

Pre-Consultation⁷	\$315.00
Natural Hazards	
Minor Variance (Waterfront ⁸ fee x2)	\$245.00
Severance (per lot created; Waterfront ⁸ fee x2)	\$340.00
Site Plan Approval	\$365.00
Major - large scale, complex features, requiring technical studies	\$855.00
Zoning By-law Amendment	\$365.00
Major - large scale, complex features, requiring technical studies	\$565.00
Official Plan Amendment	\$365.00
Major - large scale, complex features, requiring technical studies	\$570.00
Natural Heritage	
Minor Variance	\$410.00
Severance (per lot created)	\$615.00
Site Plan Approval	\$555.00
Major - large scale, complex features, requiring technical studies	\$1,120.00
Zoning By-law Amendment	\$645.00
Major - large scale, complex features, requiring technical studies	\$1,120.00
Official Plan Amendment	\$645.00
Major - large scale, complex features, requiring technical studies	\$1,120.00
Draft Plan of Subdivision/Condominium	
< 20 Units	\$1,790.00
21-50 Units	\$3,665.00
> 51 Units	\$4,885.00
Additional Natural Heritage Fee	
< 20 Units	\$805.00
21-50 Units	\$1,615.00
> 51 Units	\$2,420.00
Clearance of Conditions (per condition)	\$360.00
Redline Revision (applicant initiated)	50% of initial fee
File Re-Activation Fee (dormant for greater than 2 years)	50% of current fee
Draft Plan Extension (original comments lapsed)	100% of current fee

Ontario Regulation 171/06 Review Fees

Application fees are applied per works/project.

Application Fees ⁹	2023
Routine Permit - limited review, minor in nature relative to cost, location, or impact (may include deck, patios, etc.)	\$270.00
Minor Permit A - small scale, and/or consistent with policy	\$525.00
Minor Permit B - medium scale, primary structures, and/or consistent with policy	\$820.00
Major Permit - large scale, requiring technical studies, and/or inconsistent with policy	\$1,385.00
Linear Utility Corridor Fees	
Routine - may include linear utility crossings and digs adjacent to watercourses or wetlands.	\$525.00
Minor - may include linear utility corridors where a watercourse or wetland crossing is proposed (small scale, limited in scope & location)	\$820.00
Major - may include linear utility corridors where multiple watercourse or wetland crossings are proposed (large scale, multiple roads/concessions)	\$1,385.00
Drainage Act Review¹⁰	
DART Review	
Minor - project value under \$500.00	\$65.00
Standard - follows DART protocol, SCR issued	\$300.00
Major - within a regulated wetland	\$1,130.00
Engineer's Report Review	\$570.00
Other Fees	
Aggregate Resource Act Review	\$3,760.00
Environmental Assessment Act	
Standard	\$3,760.00
Major	\$9,390.00
Commercial Renewable Energy Projects	Double
Golf Course Development/Realignment	\$1,130.00
Hearing Request	\$900.00
Application Revisions and Permit Revisions/Extensions¹¹	\$150.00
File Re-Activation Fee (dormant for greater than 1 year)	50% Surcharge
Major Project (ex. Ministerial Zoning Order) ¹²	\$25,000.00
Applications for Work Proceeded without Authorization¹³	Double

Footnotes / Addendums:

1. This fee will be reduced from the application fee provided no change has occurred in the proposal and the application moves forward within a 2 year limit.

2. Terms of Reference fee is reduced from the Technical Report Review Fee

3. It is required that the proponent consult with the SCRCA and the Municipality prior to preparation and submission of a detailed technical report

4. SCRCA will generally require shoreline development to be reviewed by the Conservation Authority retained coastal engineer. Costs for review are to be borne by the proponent. In this case, a Technical Report Review fee would not apply. As per Board of Directors approval November 10, 2016.

5. SCRCA will generally require hydrogeological reports to be reviewed by the Conservation Authority retained hydrogeologist. Costs for review are to be borne by the proponent, and may exceed SCRCA's review fee, which would then be paid directly to the consultant and SCRCA's review fees would not apply.

6. The fees for technical report review include one comprehensive report review and one revised report review. The SCRCA reserves the right to charge a processing fee or additional technical report fees for additional reviews.

7. This fee will be deducted from the application fee when a formal application is submitted. It is required that the proponent consult with the SCRCA and Municipality.

8. Waterfront includes properties within the Shoreline Hazard along Lake Huron, St. Clair River, Chenal Ecarte, and Lake St. Clair

9. Acceptance of an application as complete does not imply permission will be granted. Permission will be forthcoming only if submissions address statutory requirements and conform to approved SCRCA policies in effect at the time an application is made, or where allowances are granted by the Authority's Executive Committee or SCRCA Board of Directors.

10. If an Ontario Regulation 171/06 application is required for a drain enclosure, or works within or adjacent to a wetland additional fees, as appropriate, may be charged. Section 76 reports are exempt.

11. A charge is applied for permit amendments that are administrative in nature (eg. expire date extension). Applications that are more substantially amended or re-submitted after approval are subject to a surcharge of 50% of the original fee that was paid.

12. Review of applications made under a Ministers Zoning Order (Fee includes review of 2 major studies and 2 project meetings. Additional fees to be charged per report as appropriate and consistent with the current fee schedule, additional charges (\$/hr) for project team meetings beyond the 2 already included, plus any other additional expenses to enable cost recovery. Additional charges for legal or technical peer review may be applicable

13. First occurrence 100% surcharge. Second and subsequent occurrences will be subject to a 200% surcharge. Note: applications will only be accepted retroactively where works undertaken meet SCRCA board approved policies or where works are proposed that are intended to bring a project into compliance with said policies



Planning Fee Guide

ST. CLAIR REGION CONSERVATION AUTHORITY
 205 Mill Pond Crescent, Strathroy, Ontario N7G 3P9

December 20, 2022

SCRCA Fee Schedule for Planning & Regulation is available in full on our website at <https://www.scrca.on.ca/planning-and-regulations/planning-and-regulations-fee-schedule/> The fee schedule is approved by our Board of Directors on an annual basis. A simplified fee schedule is summarized below. *Note that these fees will come into effect as of December 31st, 2022.*

	Natural Hazard	Natural Heritage	Combined
Severance per lot created	\$340 Waterfront 2x	\$615	\$955
Minor Variance	\$245 Waterfront 2x	\$410	\$655
Zoning By-law Amendment			
Standard	\$365	\$645	\$1,010
Major	\$565	\$1,120	\$1,685
Official Plan Amendment			
Standard	\$365	\$645	\$1,010
Major	\$570	\$1,120	\$1,690
Site Plan Approval			
Standard	\$365	\$555	\$920
Major	\$855	\$1,120	\$1,975

Natural Hazard: means property or land that could be unsafe for development due to naturally occurring processes. Along the shorelines of the Great Lakes system, this means the land, including the water, to the furthest landward limit of the flooding hazard, erosion hazard or dynamic beach hazard limits. Along river, stream and small inland lake systems, this means the land, including that covered by water, to the furthest landward limit of the flooding hazard or erosion hazard limit. Comments regarding Natural Hazards are provided by the Conservation Authority on behalf of the Province. **These areas are identified in red on our online mapping.** Severance and Minor Variance fees are doubled for properties within the shoreline hazards along Lake Huron, St. Clair River, Chenal Ecarte and Lake St. Clair.

Natural Heritage: means features and areas, including significant wetlands, coastal wetlands, fish habitat, significant woodlands, significant valley lands, habitat of endangered species and threatened species, significant wildlife habitat and significant areas of natural and scientific interest, which are important for their environmental and social values as a legacy of the natural landscapes of the area. Comments regarding Natural Heritage are provided by the Conservation Authority on behalf of the municipality, as outlined in our Memorandums of Understanding. **These areas are identified in green on our online mapping, with the adjacent lands in yellow.**

Standard: most applications the Conservation Authority provides comments on are standard.

Major: applications are major when there are additional technical reports to be reviewed with the application. Major applications require pre-consultation with the Conservation Authority before the application is submitted to ensure the appropriate studies have been completed. Examples of major applications include, large scale development encroaching into the hazard or heritage feature.

Screening Process

To determine if an application is within a Natural Hazard and/or Natural Heritage area, our online mapping tool can be used to screen the application. This will help to determine if a fee for the Conservation Authority is needed and the amount.

Alternatively, property addresses can be sent directly to Kelsey Oatman koatman@scrca.on.ca to confirm the Conservation Authority fee.

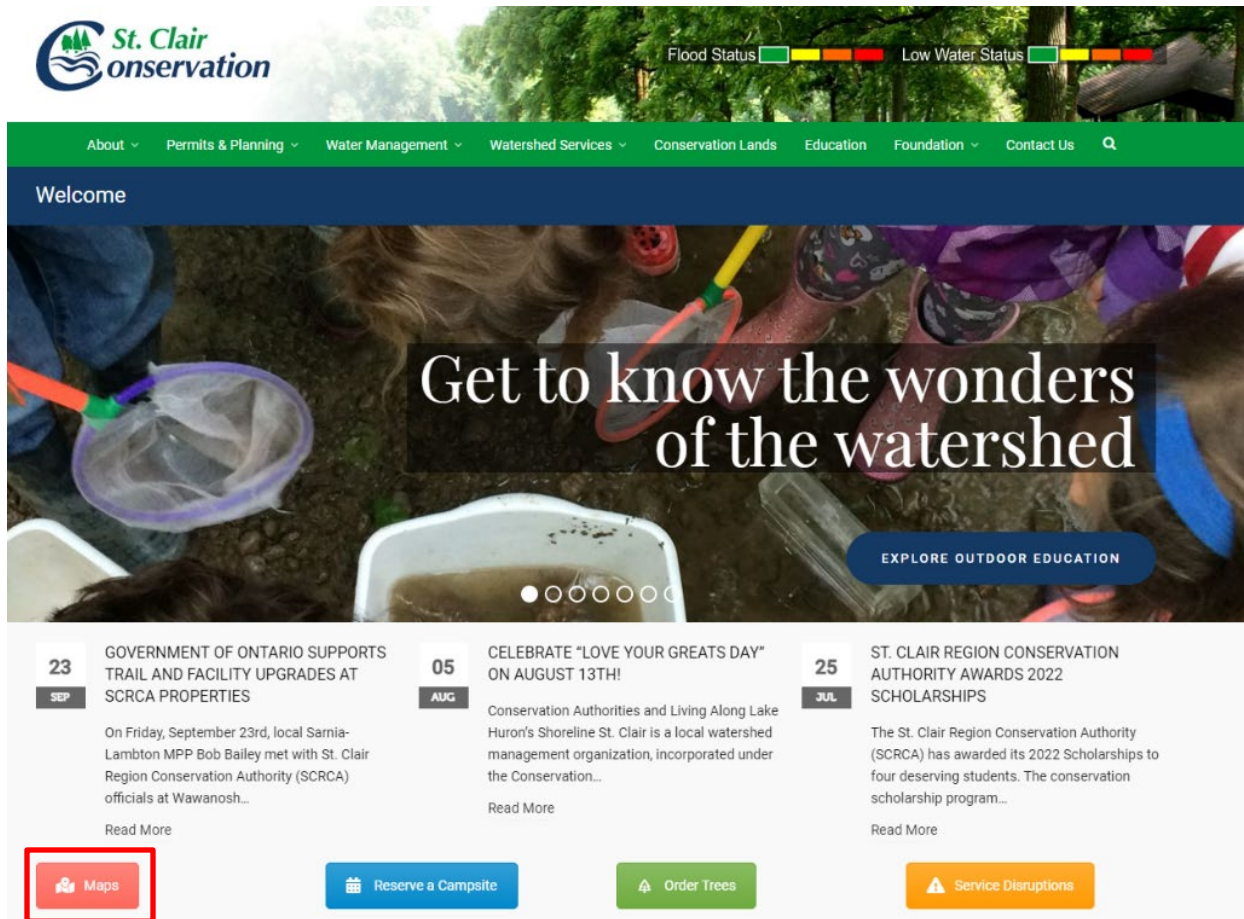
Fees can be paid by cheque made payable to St. Clair Region Conservation Authority, by credit card on our website (an SCRCA File Reference number, generated by staff will be provided) or by debit/credit card by visiting our office.

We appreciate receiving applications or information in advance of the formal notice to ensure we have appropriate time to provide comments before the meeting package deadline. We aim to have comments ready 1 week before the meeting date. If you would like them sooner, please let us know.

If at any time during the screening process you require assistance, feel free to contact Vitra Chodha, Planner with the Conservation Authority at vchodha@scrca.on.ca or 519-245-3710 extension 257.

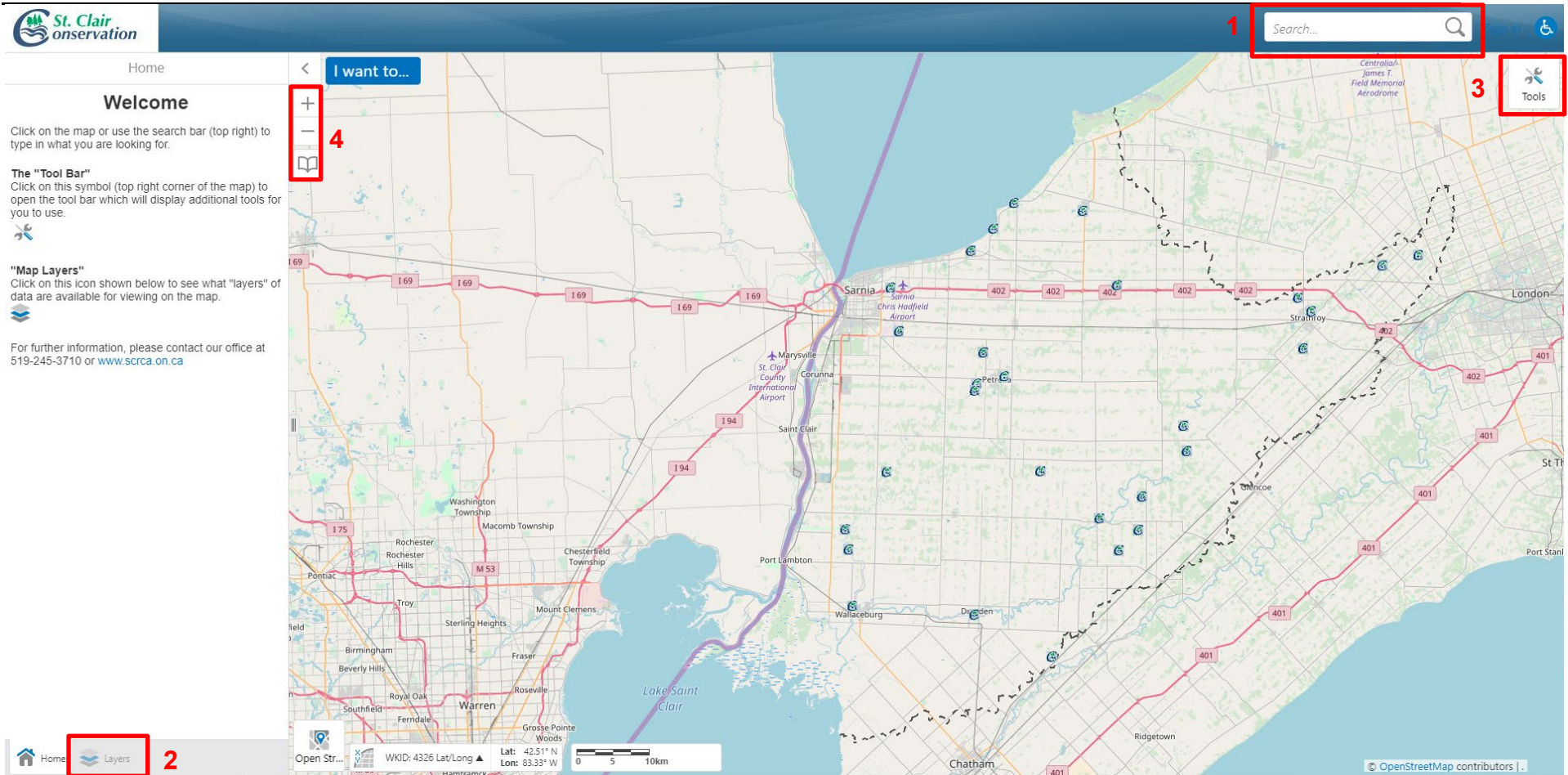
Online Mapping Tool

To use our online mapping tool, visit our website at www.scrca.on.ca and click on Maps from the homepage as shown in the image below. This will open a new tab for the map. Agree to the Disclaimer, which appears on screen in order to use the map. The following two pages detail how to use the online mapping tool.



Planning Fee Guide

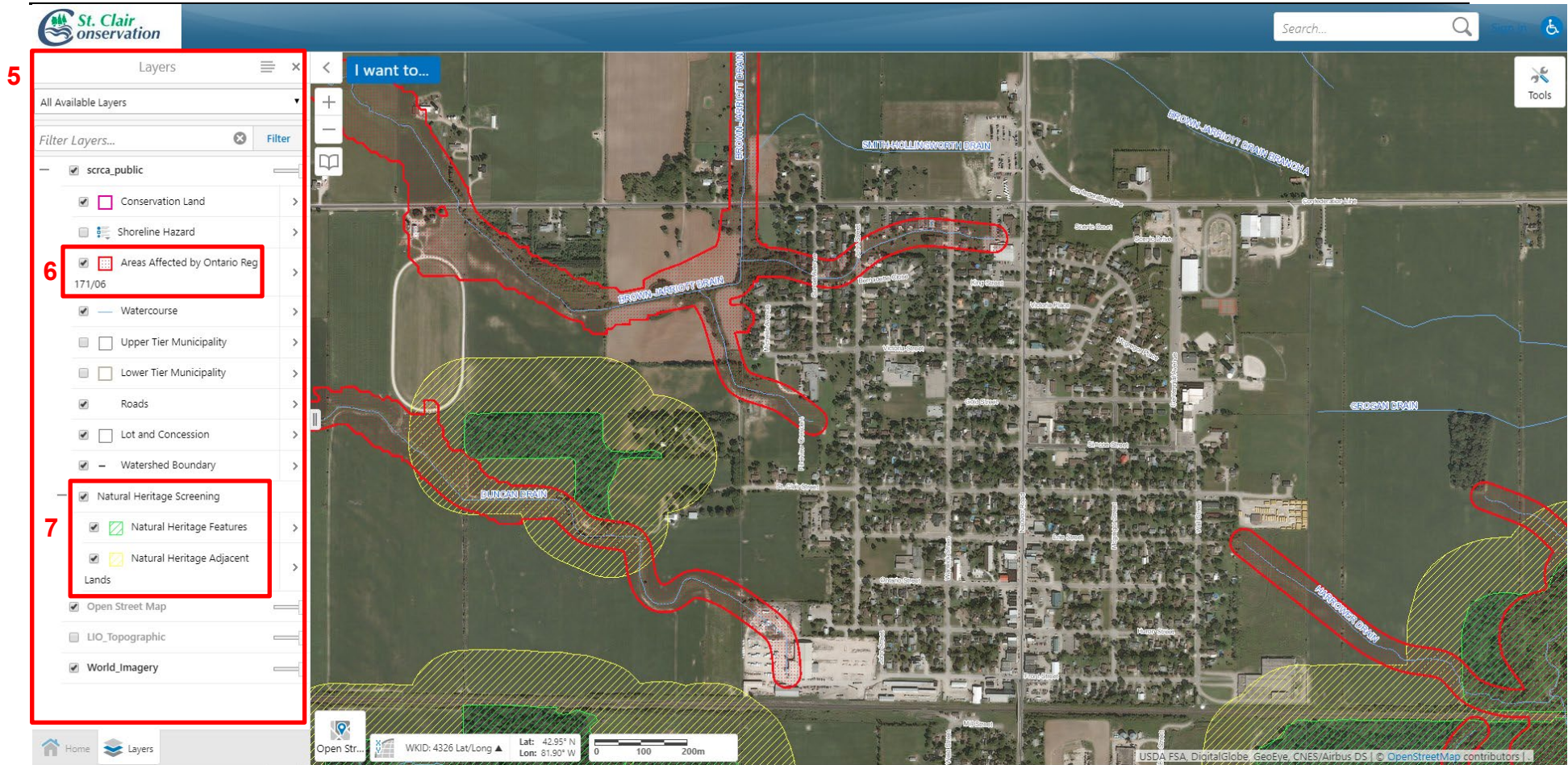
ST. CLAIR REGION CONSERVATION AUTHORITY
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1. **Search Bar:** Type in an address to find it on the map.
2. **Layers:** Click here to switch to the list of available layers in the map.
3. **Tools:** Click here to open up the tool bar across the top. Tools allows you to measure, draw and identify features on the map. Printing the map is also available here.
4. **Zoom & Bookmarks:** Zoom in or out on the map by using these buttons or scrolling on the mouse wheel. Bookmarks are saved to move the map to specific communities.

Planning Fee Guide

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5. **Layers:** Layers greyed out are only visible when you zoom closer in on the map. The map automatically switches to the aerial photography once the map is zoomed in close enough. Layers can be turned on and off by checking boxes.
6. **Natural Hazard:** Areas identified as Natural Hazard are also lands regulated by the Conservation Authority and are shown in red. This layer can be turned on and off here.
7. **Natural Heritage:** Areas where Natural Heritage comments are necessary are shown in green with the associated adjacent lands to the feature shown in yellow. This layer can be turned on here and is not on by default.