

**TRCA Administrative Fee Schedule For
Planning Services**

Effective January 8, 2010

APPLICATION TYPE	APPLICATION FEE	CLEARANCE FEE
Screening letter (Refer to Note #9)	\$77	N/A
Concept Development/ Property Enquiry (Refer to Note #10)	*minor \$245 *major \$5,100 with one site visit \$350	N/A N/A N/A
Variances	\$350	Refer to Note #5
Consent/Severance/Land Division (Refer to Note #3)	*minor \$705 *major \$1,690	N/A \$740
Single Residential Site Plan (Refer to Note #3)	*minor \$490 *major \$2,855	N/A \$615
Site Plan (Refer to Note #3)	*minor \$1,070 *intermediate \$4,080 *major - 25ha or less \$9,755 - greater than 25ha \$14,075	N/A \$1,020 \$2,145 \$2,145
Official Plan Amendment (OPA) (Refer to Note #3)	*minor \$1,070 *major \$4,235	N/A \$1,835
Zoning By-law Amendment/ Rezoning (ZBA/RZ) (Refer to Note #3)	*minor \$1,070 *major \$4,235	N/A \$2,145
Multi-Unit Building Application (Rental, Condominium, mixed use)	*minor - 5ha or less \$10,610 *major - 25ha or less \$21,115 - greater than 25ha \$28,150	\$3,520 \$7,750 \$7,750
Draft Plan of Subdivision (Refer to Note #3)	*minor - 5ha or less \$10,610 (base fee) *major - 25ha or less \$21,115 (base fee) - greater than 25ha \$28,150 (base fee) <i>Subdivisions without prior comprehensive MESP review will be charged an additional \$100 per lot</i>	\$3,520 \$7,750 \$7,750
Golf courses or Aggregate pits	- 25ha or less \$7,140 - greater than 25ha \$14,280	N/A N/A
Block and Tertiary Plans and Master Environmental Servicing Plan (MESP) (Refer to MESP Fee Guidelines for implementation)	- 25ha or less \$7,140 (base fee) - greater than 25ha \$14,280 (base fee) <i>Additional charge of \$450 per hectare for comprehensive MESP</i>	N/A N/A

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OTHER APPLICABLE FEES

Description	Fee						
Pre-consultation meeting	No charge						
Pre-consultation technical team site visit <i>(Refer to Note #10)</i>	\$2,550						
Additional Site Visit Charges <i>(First site review is allowed as part of processing. Multiple field assessments, stakings and negotiations are charged separately.) (Refer to Note #10)</i>	<table style="width: 100%; border: none;"> <tr> <td style="width: 60%;">up to ½ day</td> <td style="text-align: right;">\$615</td> </tr> <tr> <td>up to 1 day</td> <td style="text-align: right;">\$1,225</td> </tr> <tr> <td colspan="2">including travel time</td> </tr> </table>	up to ½ day	\$615	up to 1 day	\$1,225	including travel time	
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up to 1 day	\$1,225						
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Additional Clearance fee for Subdivision Phases	\$1,530						
*Applicant Driven Formal Modification	\$1,020						
Re-submission due to *incomplete submissions	\$3,060						
All applications located in Special Policy Area (SPA) or Flood Vulnerable Area will be charged a 25% premium on the applicable fee							
<i>*See Definitions</i>							

Notes

1. The application fee will be paid at the time of filing an application to the municipality. The final clearance fee will be billed directly by the TRCA and paid prior to final clearance of an application. All payments must be made within 30 days of TRCA notification in writing. Interest will be charged and accumulated beyond 30 days.
2. Re-submission fees will be billed directly by the TRCA and must be paid prior to final clearance of an application.
3. Only one set of fees apply when processing and reviewing a combined application (e.g. a subdivision/OPA/ZBA). The highest rate of fees applies if review at the same time.
4. The TRCA reserves the right to request additional fees or adjust fees should the review require a substantially greater level of effort or development application scenarios not captured in the schedule. Custom fees will be negotiated for fast-tracked or unique circumstances for large scale/complex review efforts. Peer reviews may also be required for shoreline works, geotechnical and specialized modelling and may be charged to the applicant. TRCA reserves the right to assess fee requirements after one year of processing planning applications. Additional fees can be charged post one year and unreasonable delays.
5. Where a site visit and/or extended review is required for a Variance application, a clearance fee of \$100 is applicable.
6. Subdivisions that have several phases, will be charged a separate clearance fee of \$1,530 at the time of clearing each phase.
7. All application fees (except Concept Development) include one initial site visit.
8. TRCA reserves the right to adjust fees to reflect requirements under Bill 51 for either planning or regulatory legislation.
9. Generally, this fee does not apply to major developments.
10. This is not a mandatory fee. This is a guidance tool at the request of the applicant.

MESP Fee Guidelines for Implementation

The 2008 Fee Schedule sets a generic cost across the jurisdiction as follows:

Proposals 25ha or less	\$ 7,000 Base Fee
Proposals greater than 25ha	\$14,000 Base fee
An additional charge of \$450 per hectare (gross) is applied to each application inclusive of natural systems.	

The TRCA fee assumes an average 2 year timeframe for MESP completion. TRCA reserves the right to re-evaluate the MESP fee status after a two year process.

A Terms of Reference for the MESP work tasks must be prepared and agreed to by all parties – the municipality, TRCA and the proponent.

TRCA's 2010 fee schedule includes the following MESP milestone payment structure:

<u>MESP PHASE OF WORK</u>	<u>PAYABLE</u>
1. Preliminary Initiation (at Project start-up) (Scoping of MESP/Terms of Reference Initiation)	Base Fee applies
2. Terms of Reference completion/MESP Initiation (Includes existing conditions report/field work First MESP Submission/Review)	50% payable
3. Prior to First Submission Comments	20% payable
4. Prior to issuance of final MESP approval by TRCA (Maximum 3 review submissions)	30% payable

All official plan amendment, zoning and draft plans of subdivision fee requirements that evolve out of the Secondary/Block planning and MESP process apply separately as per TRCA's approved fee schedule at the time of submission. No additional per lot charges will apply on draft plans if a MESP is completed, approved and paid for.

Plans of subdivision that have not been studied under the MESP process, will be charged an additional fee of \$100 per lot, over and above the subdivision base and clearance fees (see schedule).

On occasion, MESP fee requirements may be scoped to the type of municipal process and scheduling parameters (e.g. fast-tracked, updates and transitional files, reduced scope of work).

Construction permits for works under TRCA's provincial regulation are charged separately at the time of detailed design and construction of draft plan components (such as stormwater management facilities, road/bridge crossings, pipe boring and drilling works, stream channel works, etc).

Definitions

Minor - An application is determined to be “**minor**” where no technical studies are required, or only a scoped Environmental Impact Statement (EIS) is required.

Minor Subdivision - A subdivision application is determined to be “**minor**” where no technical studies, or only a scoped Environmental Impact Statement (EIS) is required and where the site is 5ha or less.

Intermediate - Non-residential site plans of a mid-scale requiring technical studies for estate residential and commercial/industrial site plans.

Major - An application is determined to be “**major**” where technical studies beyond a scoped Environmental Impact Statement (such as Stormwater Management or Geotechnical) are required.

Incomplete Submissions - A submission for review is deemed to be “**incomplete**” where TRCA has provided a checklist of requirements, and the application has not met all requirements.

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 received draft plan approval from the municipality.