



The Otonabee Region Conservation Authority
 250 Milroy Drive, Peterborough, Ontario, K9H 7M9
 Phone: 705-745-5791 Fax: 705-745-7488
 email: otonabeeca@otonabeeconservation.com

PERMIT FEE SCHEDULE

(FOR APPLICATIONS MADE UNDER ONTARIO REGULATION 167/06 – DEVELOPMENT, INTERFERENCE WITH WETLANDS AND ALTERATIONS TO SHORELINES AND WATERCOURSES)

Permit Category	As of January 1, 2015	As of January 1, 2018
Real Estate/Legal Inquiry	\$125	\$125
Proposal Inquiry	\$250	\$275
Letter of Authorization	\$0	\$0
Development Applications (Adjacent to or within Flooding Hazards, Erosion Hazards or Unstable Soils)		
• Minor	\$325	\$350
• Intermediate	\$950	\$1,000
• Major	\$1,750	\$1,850
Development Adjacent to Wetlands, Interference with Wetlands, Alterations to Shorelines and Watercourses		
• Minor	\$450	\$475
• Intermediate	\$1,050	\$1,100
• Major	\$1,850	\$1,950
Large Fill	\$1000 + \$0.80/m ³ imported	\$1025 + \$0.80/m ³ imported
Golf Courses	\$5,000	\$5,300
Other Fees		
Violations or Unauthorized Works	2x permit cost	2x permit cost
Additional Technical Review	\$75/hr	\$80/hr
Additional Site Visit	\$75/hr	\$80/hr
File Reactivation	50% of fee to a maximum of \$500	50% of fee to a maximum of \$525
Permit Amendments (after approval)	50% of fee to a maximum of \$500	50% of fee to a maximum of \$525
Optional Expedited Review	TBD	TBD
Administrative Fee For Board Process		
• At scheduled Board Meeting	\$200	\$200
• At Special Meeting	\$350	\$375

THE FINE PRINT:

Minor – An application is determined to be “Minor” where there is low risk of impact on a natural hazard or natural features and no technical letters or studies are required.

Intermediate – An application is determined to be “Intermediate” where there is moderate risk of impact on natural hazards or natural features and/or the review of a single technical report/plan (e.g., Environmental Impact Study, Floodplain Analysis, Stormwater Management Plan) is required.

Major – An application is determined to be “Major” where risk to natural hazard and natural features is high and/or the review of 2 or more technical reports/plans (e.g., Environmental Impact Study, Floodplain Analysis, Stormwater Management Plan) is required.

1. Applicants and/or municipalities are encouraged to consult with staff prior to submission of all applications to determine the extent and nature of information required to accompany the application, and to determine the appropriate fee.
2. Application fees must be paid at the time of filing an application. A permit will not be issued unless the application fee has been submitted.
3. Otonabee Conservation reserves the right to modify or adjust fees should the review require a substantially greater or lower level of review and/or assessment.
4. Where an application is made and determined not to be subject to Ontario Regulation 167/06, the application fee will be refunded less a \$100 administrative fee.
5. Permits are generally granted for two years. Permit extensions or renewals will not be granted. Applicants may re-apply for the reissuance of a new permit for the original approved works in accordance with most recent technical requirements and legislation.
6. Projects with multiple components will be subject to only the higher of the application fees, not the aggregated amount.
7. Fees for applications requiring technical review are based on the initial submission and two resubmissions. Submissions beyond those three will be reviewed and charged at the hourly technical review rate.
8. Otonabee Conservation reserves the right to increase fees without notice to address year to year increases that may occur from inflationary increases in operating costs.
9. Peer review fees will be recovered when a report contains information that is beyond the scope of Otonabee Conservation’s in-house expertise OR come to a third-party resolution where there is conflict.
10. Permit Amendment fees are based on the fee in place at the time the amendment request is made. Permit amendment fees for Large Fill are not subject to a \$500 cap.
11. A File Reactivation fee is charged for applications that have been dormant for over one year. File Reactivation fees are based on the fee in place at the time of reactivation.
12. All studies submitted to Otonabee Conservation for review become the property of the Authority and the information may be used by Otonabee Conservation and its member municipalities. In order for members of the public to view any studies, plans and reports related to a permit, a formal request under the Municipal Freedom of Information Protection and Privacy Act, PRSO 1990, c M. 56 is required. Access is subject to statutory exemptions.