

**Member
Municipalities**Township of
Adelaide-MetcalfMunicipality of
Brooke-AlvinstonMunicipality of
Chatham-KentTownship of
Dawn-EuphemiaTownship of
EnniskillenMunicipality of
Lambton ShoresMunicipality of
Middlesex CentreVillage of
NewburyVillage of
Oil SpringsTown of
PetroliaTown of
Plympton-WyomingVillage of
Point EdwardCity of
SarniaMunicipality of
Southwest MiddlesexTownship of
St. ClairMunicipality of
Strathroy-CaradocTownship of
Warwick

To: Member Municipalities
Attention: Clerks, Planning Coordinators, Planners and Building Inspectors
Date: December 20, 2021
From: Ken Phillips, General Manager/Secretary-Treasurer
Re: **Planning and Regulations 2022 Fee Schedule - Notice of Change**

Please be advised that at the November 4, 2021 SCRCA Board of Directions meeting, the revised 2022 Planning and Regulations Fee Schedule was approved. For those fees generally incurred by private landowners, a minimum 10% increase as been applied to most services. An increase of approximately 20% has been implemented for fees generally incurred by developers for major development. The SCRCA has moved to increase its fees for 2022 in an effort to improve its cost recovery model as recommended by a Service Delivery Review conducted in 2021.

Also, as a result of recommendations from our Service Delivery Review, the SCRCA has created an online payment system to increase efficiencies in application fee collection. Applicants will require a file number generated by SCRCA staff and the associated payment link to pay online by credit card.

All Regulations inquiries and applications and Planning notices should be directed to planning@scrca.on.ca, and files will be assigned to the appropriate staff member.

To assist with determining whether natural hazard or natural heritage comments will be required for Planning Act applications, the SCRCA has prepared the enclosed guide. If you are unsure of the Conservation Authority fee required, or would like to confirm if Natural Hazard and/or Natural Heritage fees apply, please contact Laura Biancolin at lbiancolin@scrca.on.ca or at 519-245-3710 extension 257.

If you have any concerns or would like to seek clarification with regard to above direction, please do not hesitate to contact me.

Kind Regards,



Ken Phillips
General Manager

Encl. 2022 SCRCA Planning and Regulations Fee Schedule
Planning Fee Guide

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.

Administrative Fees 2022

Processing Fee	\$140.00
Legal Inquiries	\$220.00
Site Inspection/ Meeting Attendance	\$255.00

Technical Report Review

Includes initial review of complete report; review of revised reports are subject to surcharge. Technical Report Review fees are in addition to application fees.

Terms of Reference¹	\$435.00
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Engineering Study/Technical Report

(floodline, geotechnical, meander belt, slope stability, natural heritage, coastal²)

Standard	\$460.00
Major - complex features, potential impact	\$840.00

Environmental Impact Study / Development Assessment Report

Minor - limited assessment required, adjacent to feature	\$1,060.00
Standard - scoped technical assessment, adjacent or within feature	\$1,980.00
Major - comprehensive technical assessment, adjacent or within feature	\$5,020.00
Mitigation / Monitoring Report	\$795.00

Hydrogeological Assessment	\$1,585.00
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Stormwater Management Plans

Preliminary Concept	\$400.00
Detail Design	\$770.00

Additional Review of Revised Report	25% surcharge
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¹ Terms of Reference fee is reduced from the Technical Report Review fee.

² 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.

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.

	2022
Pre-consultation/ Property Inquiry³	\$280.00
Natural Hazards	
Minor Variance (Waterfront ⁴ 2x)	\$220.00
Severance (per lot created; Waterfront ⁴ 2x)	\$305.00
Site Plan Approval	\$325.00
Major - large scale, complex features, requiring technical studies	\$765.00
Zoning By-law Amendment	\$325.00
Major - large scale, complex features, requiring technical studies	\$505.00
Official Plan Amendment	\$325.00
Major - large scale, complex features, requiring technical studies	\$510.00
Natural Heritage	
Minor Variance	\$365.00
Severance (per lot created)	\$550.00
Site Plan Approval	\$495.00
Major - large scale, complex features, requiring technical studies	\$1,000.00
Zoning By-law Amendment	\$575.00
Major - large scale, complex features, requiring technical studies	\$1,000.00
Official Plan Amendment	\$575.00
Major - large scale, complex features, requiring technical studies	\$1,000.00
Draft Plan of Subdivision/Condominium	
< 20 Units	\$1,600.00
21-50 Units	\$3,270.00
> 51 Units	\$4,360.00
Additional Natural Heritage Fee	
< 20 Units	\$720.00
21-50 Units	\$1,440.00
> 51 Units	\$2,160.00
Clearance of Conditions (per condition)	\$320.00
Redline Revision (applicant initiated)	25% of initial fee

³This fee will be deducted from the application fee when a formal application is submitted.

⁴Waterfront includes properties within the Shoreline Hazard along Lake Huron, St. Clair River, Chenal Ecarte and Lake St. Clair.

Ontario Regulation 171/06 Review Fees

Application fees are applied per works/project.

	2022
Property Inquiry⁵	\$280.00
Application Fees	
Routine Permit	
Limited review, minor in nature relative to cost, location, or impact	\$240.00
Minor Permit A	
Small scale, and/or consistent with policy	\$470.00
Minor Permit B	
Medium scale, primary structures, and/or consistent with policy	\$730.00
Major Permit	
Larger scale, requiring technical studies, and/or inconsistent with policy	\$1,235.00
Drainage Act Review⁶	
DART Review	
Minor - project value under \$500.00	\$65.00
Standard	\$380.00
Major - wetland	\$1,010.00
Engineer's Report Review	\$510.00
Other Fees	
Aggregate Resource Act Review	\$3,355.00
Environmental Assessment Act	
Standard	\$3,355.00
Major	\$8,385.00
Commercial Renewable Energy Projects	Double
Golf Course Development/Realignment	\$1,010.00
Hearing Request	\$805.00
Application Revisions and Permit Revisions/Extensions	\$135.00
Applications for Work Proceeded without Authorization	Double

⁵This 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.

⁶If 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.

December 20, 2021

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.

	Natural Hazard	Natural Heritage	Combined
Severance per lot created	\$305*	\$550	\$855
Minor Variance	\$220*	\$365	\$585
Zoning By-law Amendment			
Standard	\$325	\$575	\$900
Major	\$505	\$1000	\$1505
Official Plan Amendment			
Standard	\$325	\$575	\$900
Major	\$510	\$1000	\$1510

*fees are double for waterfront properties within the shoreline hazard along Lake Huron, St. Clair River, Chenal Ecarte and Lake St. Clair

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 features and areas: means features and areas, including significant wetlands, coastal wetlands, fish habitat, significant woodlands, significant valleylands, 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 Laura Biancolin lbiancolin@scrca.on.ca to confirm the Conservation Authority fee.

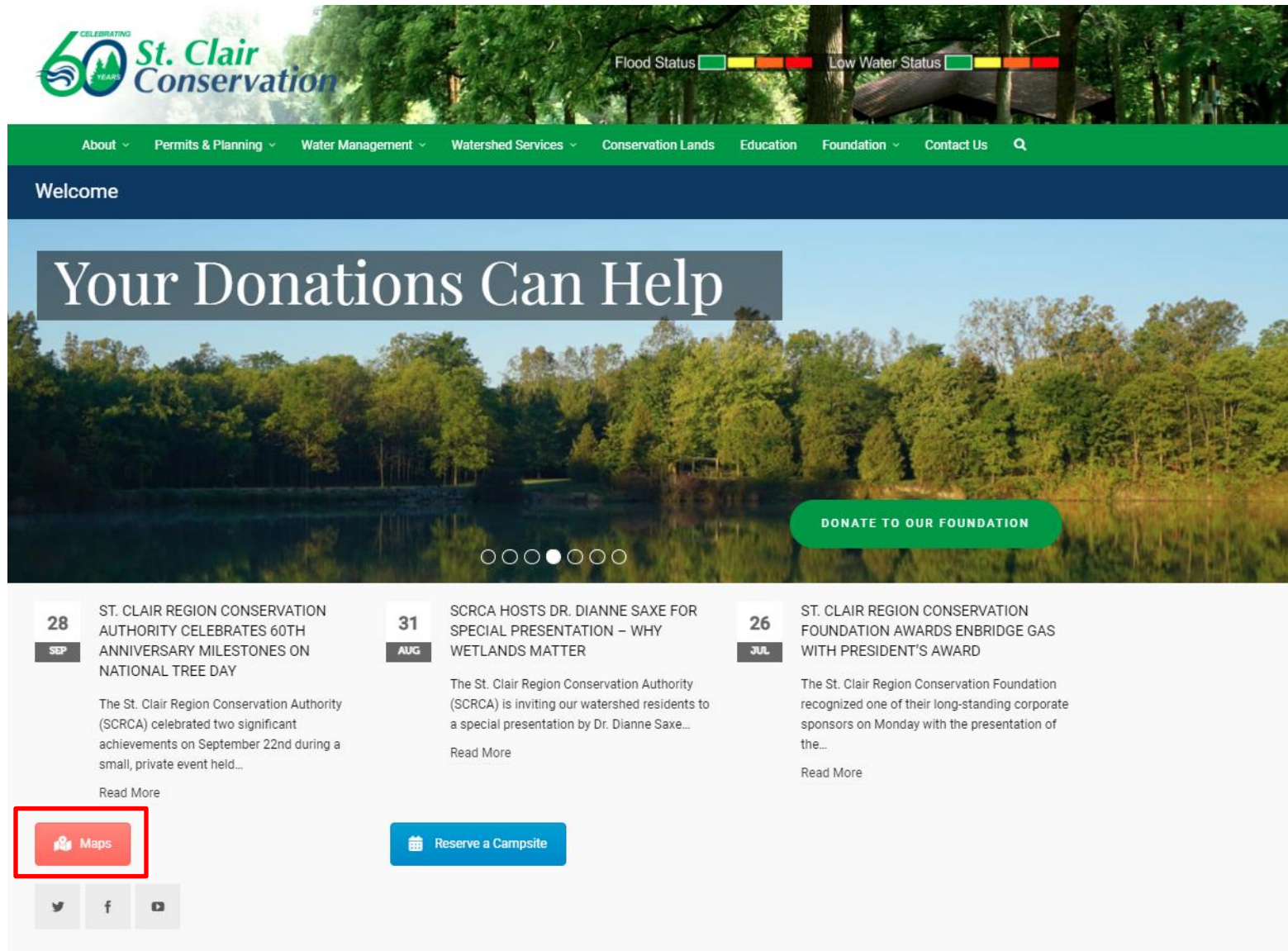
Fees can be paid by cheque made payable to St. Clair Region Conservation Authority, or by credit card through our online payment system. To pay online, applicants should contact SCRCA staff to obtain a file number and a website link to pay the appropriate fees.

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 require them sooner, please let us know in advance.

If at any time during the screening process you require assistance, feel free to contact Laura Biancolin, Planner with the Conservation Authority at lbiancolin@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.



The screenshot shows the St. Clair Conservation Authority website. At the top, there is a header with the organization's logo and a navigation menu. Below the header is a large banner with the text "Your Donations Can Help" and a "DONATE TO OUR FOUNDATION" button. The main content area features three news items, each with a date, a title, a brief description, and a "Read More" link. At the bottom, there are social media icons and a "Reserve a Campsite" button. A red box highlights the "Maps" button in the bottom left corner.

CELEBRATING 60 YEARS St. Clair Conservation

Flood Status  Low Water Status 

About ▾ Permits & Planning ▾ Water Management ▾ Watershed Services ▾ Conservation Lands Education Foundation ▾ Contact Us 

Welcome

Your Donations Can Help

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SEP

ST. CLAIR REGION CONSERVATION AUTHORITY CELEBRATES 60TH ANNIVERSARY MILESTONES ON NATIONAL TREE DAY

The St. Clair Region Conservation Authority (SCRCA) celebrated two significant achievements on September 22nd during a small, private event held...

[Read More](#)

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AUG

SCRCA HOSTS DR. DIANNE SAXE FOR SPECIAL PRESENTATION – WHY WETLANDS MATTER

The St. Clair Region Conservation Authority (SCRCA) is inviting our watershed residents to a special presentation by Dr. Dianne Saxe...


[Read More](#)


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JUL




ST. CLAIR REGION CONSERVATION FOUNDATION AWARDS ENBRIDGE GAS WITH PRESIDENT'S AWARD

The St. Clair Region Conservation Foundation recognized one of their long-standing corporate sponsors on Monday with the presentation of the...

[Read More](#)

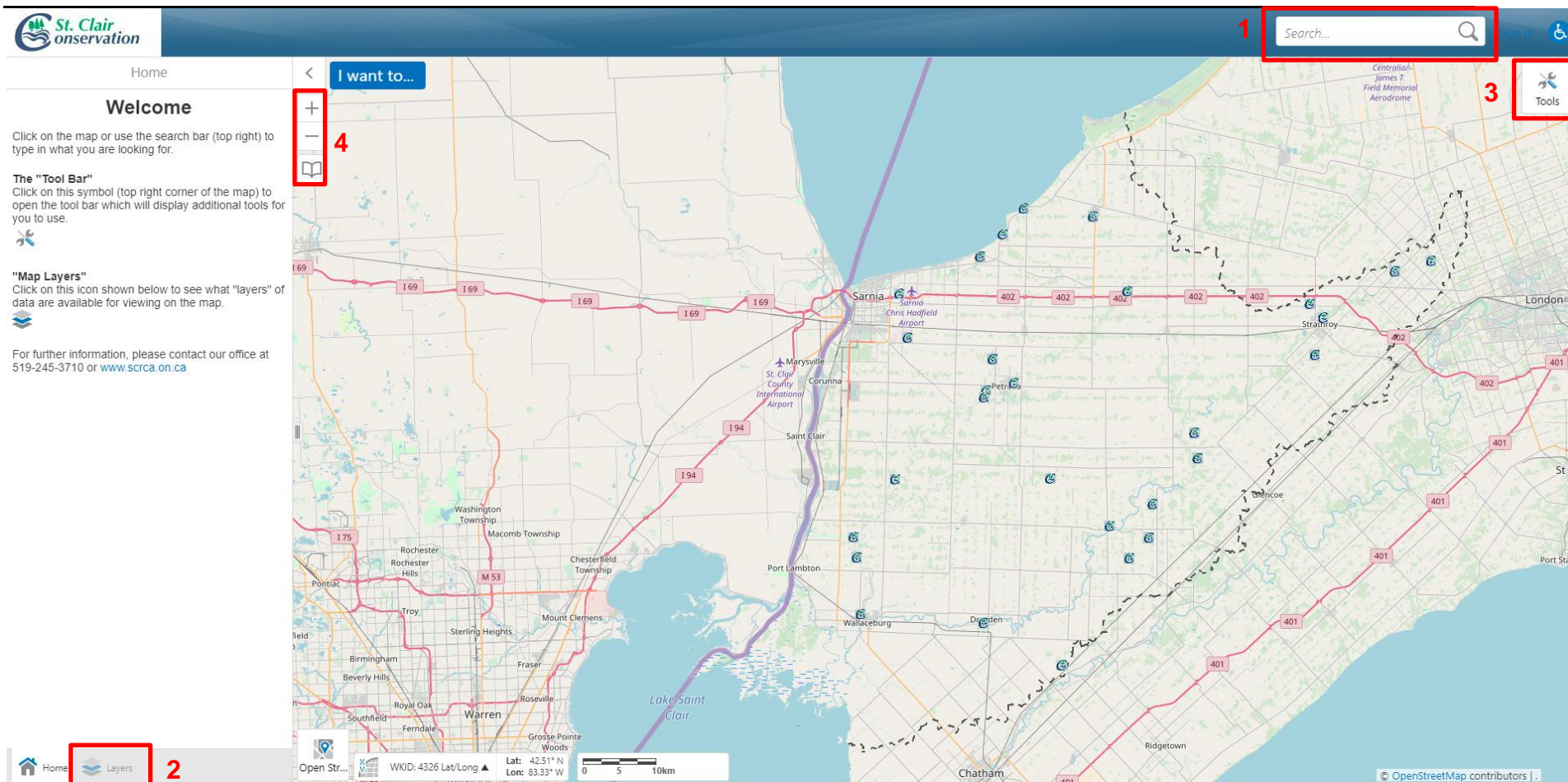
 [Maps](#)

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Planning Fee Guide

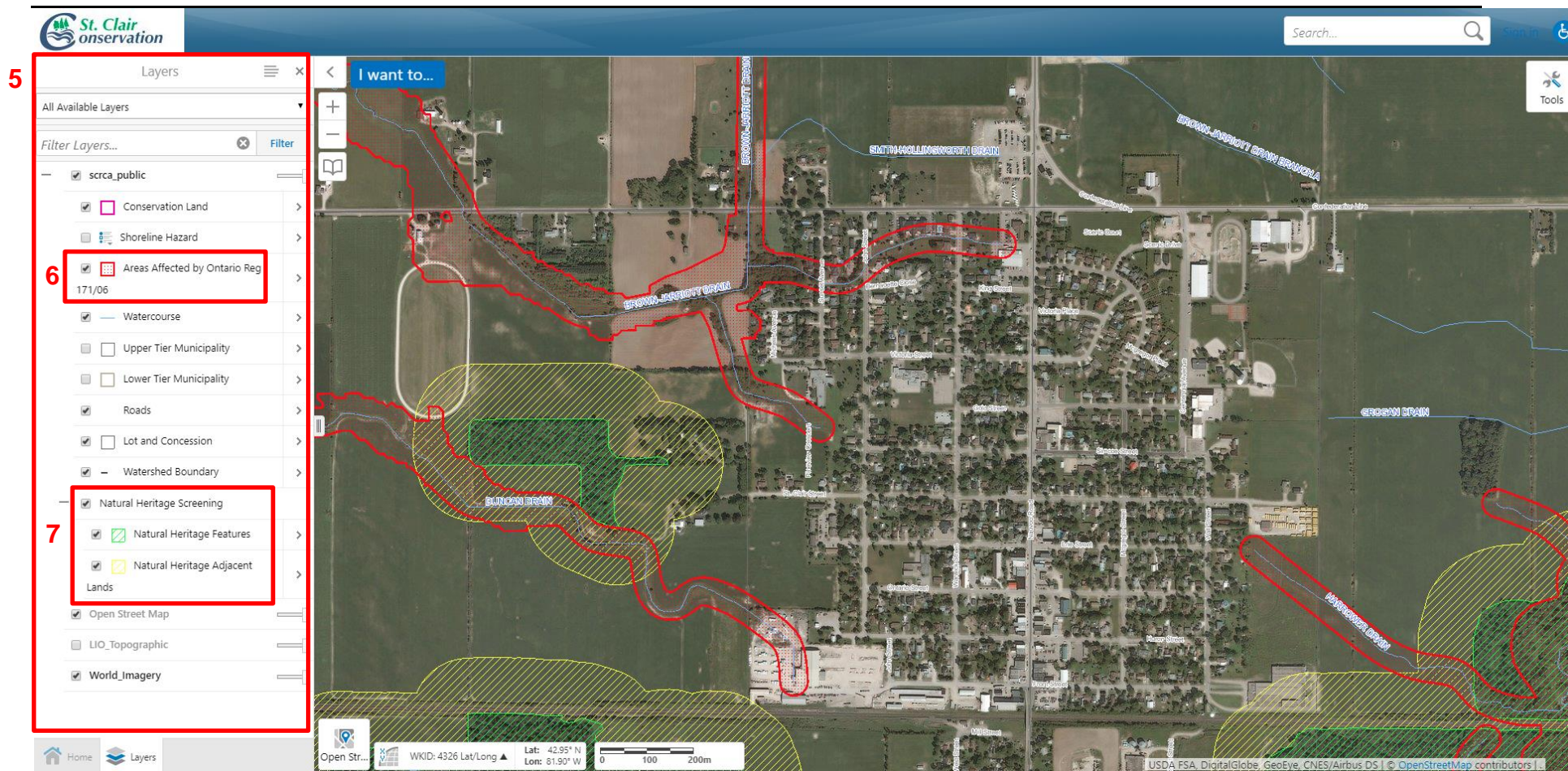
ST. CLAIR REGION CONSERVATION AUTHORITY
205 Mill Pond Crescent, Strathroy, Ontario N7G 3P9



- 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

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



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.