

Planning and Regulations Fees

Includes Section 28 Permit Fees, Plan Review Fees, Technical Review Fees, and other fees.

1. UTRCA Section 28 Permit Fees

Category	Type	2026 Fee
Pre-consultation	Pre-submission consultation with the applicant regarding application requirements	No Charge
Change or Interfere with Wetlands and Watercourses	Routine - No engineering drawings required	\$580
	Minor - Engineering drawings required	\$1,250
	Major - Involves comprehensive review by various technical staff	\$1,670
Development Applications	Routine - Limited review, minor in nature location, or impact (decks, patios, etc.)	\$280
	Minor – Low risk, limited review, small-scale (utility/storage sheds, small additions, etc.)	\$800
	Minor - Low to moderate risk, standard review, medium scale (detached garage, workshop, etc.)	\$1,250
	Major - Medium scale, primary structures (greater than 500 square feet) and/or consistent with policy	\$1,670
Linear Utility Corridor	Routine - May include linear utility crossings adjacent to watercourses and wetlands	\$1,250
	Minor - May include linear utility corridors where a watercourse or wetland crossing is proposed	\$1,670
	Major - May include linear utility corridors where multiple watercourse or wetland crossings are proposed	\$6,680
Municipal Drain Review	Routine - Limited review, minor in nature	\$300
	Minor - Review of engineer's report and/or within regulated wetland limits	\$945
	Major - Requires multiple site visits, and/or detailed review of engineering reports, and/or within regulated wetland limits	\$1,670

Category	Type	2026 Fee
Municipal Project Review	Routine - Does not require any technical reports or analysis (may include bridge or culvert repairs)	\$1,250
	Minor - Requires technical reports or analysis to support application (may include minor bridge or culvert replacements)	\$1,670
	Major - Works that cover large geographic areas such as multiple road culvert or bridge replacements	\$5,565
Complex Applications	Large scale development proposal and/or inconsistent with policy (e.g., multi-lot development, large scale municipal project, golf course, renewable energy project, etc.)	\$6,680
	Large Fill - Volumes > 1000 m ³	\$6,680 Plus \$0.50/m ³ fill
	Aggregate Resources Act - Above water table	\$6,680
	Aggregate Resources Act - Below water table	\$11,700
Environmental Assessments	Standard	\$1,225
	Intermediate	\$5,565
	Full/Comprehensive	\$11,200
Hearing Request	Streamlined Hearing	\$900
	Full Hearing – Intermediate	\$1,350
	Full Hearing – Major	\$5,565
Clearance	Verification Letter (Hazards or Areas of Interference)	\$280
Extensions	Minor application revisions and minor permit revisions and/or extensions	\$150
Violation (work commenced prior to approval)	First occurrence	100% surcharge (cost recovery)
	Second and subsequent occurrences Note: Applications will only be accepted retroactively where works undertaken meet UTRCA board approved policies or where works are proposed that are intended to bring a project into compliance with said policies.	200% surcharge
Minister's Zoning Order (MZO)	Permit associated with Minister's Zoning Order (MZO)	100% surcharge of permit fee (cost recovery)

Definitions

Routine - Routine permit applications are activities that are documented through another approval process or are determined to have limited impacts on the control of flooding, erosion, or unstable soil or bedrock.

Minor - Permit applications for development projects could be considered minor in nature due to project size, level of risk, location, and/or other factors. These projects have minor impacts on the control of flooding, erosion, or unstable soil or bedrock. Based on the proximity of the project to the hazard, minor permit applications are reviewed by UTRCA staff and generally require standard recommendations or conditions. Minor permit applications could be those involving, for example, minor fill, minor development, and minor site alteration where there is a high degree of certainty that issues associated with natural hazards are minimal.

Major - Major applications for Section 28 permits require significant UTRCA staff involvement. They could be highly complex projects, for example, large subdivisions requiring technical review supported by comprehensive analysis, or smaller scale site specific applications that require complex technical reviews. The proposals may involve developments with significant natural hazards or multiple approval process requirements. Generally, these would include Plans of Subdivision and Condominium, large Site Plan Control applications, and major infrastructure development. Major applications could also include those where works have been undertaken or are in the process of being undertaken, without prior approval from the UTRCA, and those where works have been undertaken that do not comply with UTRCA Section 28 policies and restoration/remediation measures are required.

Large renewable energy projects are defined as:

- a. Class 3 solar facilities with a nameplate capacity greater than 10 kW.
- b. Class 3, 4 or 5 wind facilities equal to or greater than 50 kW.
- c. Any waterpower project involving construction of a new dam or retrofit of an existing dam.
- d. Any bio-fuel project (anaerobic digestion, biofuel, biogas, or thermal treatment facility) that would not fall under our general categories for buildings or building additions as outlined in the table above.

Large scale municipal projects – Projects that have generally come forward following a Class Environmental Assessment (EA), where input from the UTRCA has been solicited and the need for Section 28 approval has been acknowledged. UTRCA costs are related to multiple technical report reviews, preparation of correspondence, attendance at pre-consultation meetings, and site inspections. The UTRCA reserves the right to charge additional fees for significant technical report review.

Large fill projects involve proposals for fill movement which exceed 1000 m³. Smaller fill projects will be covered under other categories of the fee schedule.

General Notes for All Permit Fees

1. The UTRCA reserves the right to charge technical report review fees over and above the permit fees for projects that require a detailed technical report or reports covering one or more issues.
2. Applications that fall under more than one category will be charged at the highest rate.

3. Costs associated with legal review for agreements required for permits issued under a Minister's Zoning Order (MZO) shall be paid by the applicant.
4. For EAs undertaken by private proponents (i.e., non-municipal EAs), standard, intermediate, and full/comprehensive categories are distinguished by the anticipated amount of staff time required for review. For the purposes of the fee schedule, intermediate will be defined as projects with estimated cumulative staff review time required of greater than 15 hours and major will be defined as projects with estimated cumulative staff review time required of greater than 30 hours. The UTRCA reserves the right to charge additional fees if peer review requirements warrant additional cost-recovery.
5. For Municipal Drain applications where only a scoped review of the engineer's report is undertaken, the lesser fee may be charged.
6. Projects carried out by the UTRCA or under the supervision of the UTRCA Clean Water Program may be exempt from this fee schedule.
7. The applicant is responsible for undertaking required reports/studies required for the application to be deemed complete. Fees determined through the pre-submission consultation process are approximate only and based on the fee schedules in place and information available at the time of consultation. The final fee may change at the time of application 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 date of consultation.
8. Fees charged are for administration purposes and are non-refundable. Permit applications will be closed if information/studies have been required by the UTRCA have not been received from the applicant within two years.
9. Where an application exceeds one year to process due to other approval processes (e.g., site plan, etc.), it may remain active for a period of two years, if there are no major revisions. Where major revisions are required, a new permit application and fee will be required.
10. Any dispute of fee calculations that cannot be resolved through consultation with UTRCA's Manager of Environmental Planning and Regulations and/or UTRCA's Regulation Coordinator, the applicant may request review by the General Manager/ Secretary Treasurer or the UTRCA Board of Directors in accordance with UTRCA Fees Policy.

Please contact UTRCA Regulations staff at 519-451-2800 to arrange a pre-consultation discussion prior to submission, or email regulationsinquiry@thamesriver.ca

2. UTRCA Plan Review Fees

Application Review	Type	2026 Fee
Formal Pre-consultation	Fee will apply when a formal pre-consultation has been completed. This fee will be deducted from subsequent review fees once a formal application is submitted.	\$320
Official Plan Amendment (OPA)	Comprehensive reviews and housekeeping amendments initiated by Municipality	No charge
Official Plan Amendment	Minor/Routine	\$610
	Major - Large scale, complex features, requiring technical studies	\$1,670
Zoning By-law Amendment (ZBA)	Comprehensive ZBA initiated by Municipality	No charge
	Minor/Routine	\$610
	Major - Large scale, complex features, requiring technical studies	\$1,450
Consent	Minor/Routine	\$450
	Major - Large scale, complex features, requiring technical studies	\$890
Minor Variance	Minor/Routine	\$280
	Major - Large scale, complex features, requiring technical studies	\$1,390
Site Plan	Minor/Routine	\$610
	Intermediate - Intermediate scale requiring scoped technical studies	\$1,390
	Major - Large scale, complex features, requiring technical studies	\$3,360
Draft Plan of Subdivision or Condo	-	\$180 per lot/unit to a maximum of \$15,015
Processing Fee	-	\$280

General Notes for all Application Fees

1. Fees are only collected for applications where natural hazard features affect the property.
2. The UTRCA reserves the right to waive the application fee or reduce the fee on a case-by-case basis.
3. Major applications include complex natural hazard issues involving multiple meetings and peer reviews to be completed by the UTRCA and/or other qualified professionals.

The UTRCA reserves the right to determine what is considered to be a major application on a case-by-case basis.

4. Fees for multiple applications made for the same parcel within one year will be discounted as follows:
 - First application: full fee per lot/application,
 - Additional applications: 50% of the lesser of the application fee per lot/application.
5. A processing fee can be charged in the following cases:
 - Provision of an extension letter,
 - Provision of a letter for a Draft Plan of Condominium for those proposals that are limited to conversion of existing buildings with no new construction or as long as the design complies with criteria established through a previous circulation (e.g., Subdivision or Site Plan).
 - Other relevant reviews.
6. Where an exception to a permit may be granted through the *Planning Act*, the review fee will be doubled.

3. UTRCA Technical Review Fees (to support Section 28 and Plan Review Services)

Technical Review	2026 Fee
Environmental Impact Studies (EIS) (Minor) – Limited assessment, adjacent to feature	\$830
EIS (Scoped) – Scoped assessment, adjacent to or within feature	\$1,330
EIS (Comprehensive)	\$2,450
Stormwater Management (SWM) Studies – Preliminary	\$1,330
SWM Studies – Detailed Design	\$2,450
Sediment and Erosion Control (SEC) Plan – Minor/Routine	No charge
SEC Plan/Report – Intermediate	\$280
SEC Plan/Report – Major	\$560
Geotechnical or Slope Stability Assessment – Scoped Report	\$830
Geotechnical or Slope Stability Assessment – Full Report (1 lot)	\$1,330
Geotechnical or Slope Stability Assessment – Full Report (multiple lots)	\$1,790
Hydrogeology Assessments	\$1,790
Other Technical Report	\$1,330
Technical Expert Peer Review - External (Instance where there is a need for an outside Technical Expert)	\$580 + to be determined (TBD) Technical Review

General Notes for Technical Review Fees

1. It is required that the proponent pre-consult with the UTRCA and the municipality prior to preparation and submission of a detailed technical report.
2. For the purpose of this fee schedule, Scoped Studies are generally recommended in situations where the nature of the natural hazard is well documented, similar development has been previously proposed, modelled and analyzed, impacts are not anticipated due to the location or nature of a proposed development, and mitigation options have been developed.
3. For the purpose of this fee schedule, Comprehensive Studies are generally recommended in situations that are more complex, where information is lacking, or where the risk or significance of the impact is high.
4. The fees for technical report review include one comprehensive report review and one revised report review. The UTRCA reserves the right to charge a processing fee or additional technical report fees for additional reviews.

4. Other UTRCA Fees

Category	Type	2026 Fee
Inquiry or Release of Agreements	Written response provided	\$390
	Written response provided (rush request)	\$775
	Verbal response provided	No charge
	Regulation maps provided as digital pdf via email	No charge
Maps	Printed standard legal sized hardcopy	\$25
	Custom map fees - Contact GIS staff for exact prices	Administrative Fee \$55 plus hourly rate Hourly rate \$90 GIS, \$135 Engineering
Data Requests	Specialized data request – Contact staff for exact prices	Administrative Fee \$55 plus hourly rate Hourly rate \$90 GIS, \$135 Engineering
Data Portal	Open data portal – self serve	No Charge
Other	GPS Surveying (generally involves a crew of two staff)	Administrative fee \$55 plus hourly rate \$135/hour + expenses, minimum 2 hour charge
	Aquatic Ecosystem – Preliminary Assessment (generally involves a crew of two staff)	Administrative fee \$55 plus hourly rate \$135/hour + expenses, minimum 2 hour charge
	Terrestrial Ecosystem – Preliminary Assessment (generally involves a crew of two staff)	Administrative fee \$55 plus hourly rate \$135/hour + expenses, minimum 2 hour charge
	Photocopies	\$0.10 per standard copy