

**2022 APPROVED CLOCA FEES - SERVICES & PROGRAMS**

**NOTE: Fees effective January 1, 2022**

**Auth. Res. #82/21, dated Nov. 16, 2021**

PROGRAM/SERVICES	2022 APPROVED	Notes (fees include HST unless otherwise stated)
<b>CONSERVATION AREA/FACILITY FEES</b>		
Vehicle/Parking Fee (LYSCA, HDCA, BWCA, LSCA, SGCA, ECA, except Area #5)	\$6.00 day	
Vehicle Seasons Pass – All Areas	\$75.00 vehicle/year	from date issued
Public Lock Key Deposit	\$20.00 per group	
Enniskillen Building (Education Centre)	\$200.00 per day/use	includes kitchen use and hydro - maximum 70 ppl
Enniskillen Building Cleaning Fee – Outside Summer Camp	\$50.00 per weekly clean	
Enniskillen Building/Education Centre – Outside Summer Camp	\$4.50 per day/ camper	includes kitchen use, hydro, parking
Picnic Area – with shelter – Outside Summer Camp	\$3.50 per day/ camper	includes hydro, parking
Picnic Area – no shelter (HDCA, ECA)	\$50.00 per day	+ parking (hydro + \$20.00)
Picnic Area – with shelter (HDCA, ECA)	\$75.00 per day	+ parking (hydro + \$20.00)
All Areas Fee (over 250 people) – DAY USE ONLY	\$250.00 per event	+ parking (hydro included)
Garbage Pick-Up Fee	\$20.00 per bag	if garbage is left behind
Professional Photography Fee (wedding, graduation, etc.)	\$50.00 per hour	For professionals selling or offering an item or service as a business or enterprise.
Filming Fees (damage deposit may be required – negotiable)	\$1500.00 per day	Additional fees may be applied (ie parking lots/cleaning etc)
- Prep and Wrap Days	\$500.00 per day	Additional fees may be applied (ie parking lots/cleaning etc)
- Staff requested to be on site	\$100.00 hour/staff	
<b>Heritage Hall Rental Fees:</b> Monday to Friday	\$750.00 per day	Approved Management Plan usage only
Saturday to Sunday	\$1000.00 per day	Approved Management Plan usage only
- Heritage Hall Kitchen only	\$150.00 per day	
- Building Access Washrooms – Monday to Friday	\$250.00 per day	
- Building Access Washrooms – Saturday or Sunday	\$350.00 per day	
- Damage Deposit	\$500.00 per day	
- Additional on-site staff visits	\$200.00 Per visit	Over the initial viewing, opening & closing staff visits, which are included.
<b>MAPLE SYRUP FESTIVAL</b>	<b>2020 APPROVED (last approval)</b>	
Entrance Fee Online (Purple Woods)	\$7.00 per person	Plus HST - Children 2 & under are free
Entrance Fee On-site (Purple Woods)	\$10.00 per person	Includes HST - Children 2 & under are free
Wagon Rides	\$2.00 per person	per ride
Pancakes Large	\$5.00 per serving	(3 pancakes, 1 beverage per serving)
Small	\$4.00 per serving	(2 pancakes, 1 beverage per serving)
Sausage (3 per serving)	\$2.00 per serving	(3 sausages per serving)
Beverage Only	\$1.00 each	
<b>MAPLE SYRUP</b> 4 litres	\$80.00 each	
2 litres	\$45.00 each	
1 litre	\$25.00 each	
½ litre	\$15.00 each	
¼ litre	\$10.00 each	

PROGRAM/SERVICES	2022 APPROVED		Notes (fees include HST unless otherwise stated)
<b>EDUCATION PROGRAM FEES - includes entrance fee</b>			
Outdoor Classroom Environmental Education School Tour – full day program (HDCA/ECA/LYSCA/PWCA)	\$15.00	per student	min. \$200.00
Outdoor Classroom Environmental Education School Tour – ½ day program (HDCA/ECA/LYSCA/PWCA)	\$8.75	per student	min. \$125.00
Outdoor Classroom Environmental Education School Tour – Adult Volunteer in excess of recommended volunteer/student ratio	\$3.00	per adult	applies to full and ½ day programs
School Booking with ½ day program	\$20.00	per booking	additional use of picnic shelter with ½ day program
Maple Syrup Tour – 1 hour (PWCA)	\$4.00	per student	min. \$75.00
Maple Syrup Tour – Adult Volunteer in excess of recommended volunteer/student ratio	\$2.00	per adult	
Maple Syrup Tour – 1 hour (PWCA) and Pancake meal	\$7.50	person	1-hour tour + small pancake meal
In-School Program – 1 hour	\$3.50	per student	
Other Group Tours – 1.5 hours	\$5.00	per student	Minimum fee \$100.00
Online School Program	\$125.00	per class	30 students maximum
Outdoor Classroom Environmental Education School Tour Cancellation Fee	\$25.00	per class	weather cancellations are exempt
Durham Children’s Watershed Festival (DCWF) Student	\$11.50	per student	includes bus
DCWF Cancellation Fee	\$75.00	per class	received 13 working days prior to event
<b>ADMINISTRATION FEES</b>			
Black & White Photocopies	\$0.25	each	
Colour Photocopies	\$1.00	each	
Compact Discs	\$10.00	each	
Special Board Meeting	\$1,000.00	per meeting	
Administration/Cancellation/NSF Cheque Fee	\$25.00		
Reports - All Reports	\$20.00	minimum	Fee set at the discretion of staff
Report Lending Deposit	\$20.00	each	Deposit
Digital Data Request	\$100.00	initial fee	Initial handling fee to cover administrative time
Technical Staff Time: Processing Data Requests	\$100.00	per hour	Minimum one hour. Data prep and analysis
Technical Staff Time (Natural Heritage, Engineering, Groundwater)	\$100.00	per hour	Minimum one hour. Data preparation and analysis
Shaping Watersheds Display/Exhibit (Reality Sandbox): half day	\$250.00	Half day	Includes staff time, set-up/take-down & travel within CLOCA Watershed; Travel costs extra outside CLOCA Watershed
full day	\$500.00	Full day	
Floodplain mapping	\$60.00	per sheet	Per printed map sheet in colour
	\$40.00	per PDF	Per PDF map sheet
Floodplain Modeling Package (HEC-RAS, VO2 Reports)	\$300.00	per FP study	Per Floodplain (FP) Study
Geospatial Data Fee	\$20.00	per megabyte	Per megabyte of digital information
<b>Municipal Freedom of Information/Protection of Privacy Act ~ Part IV - General s. 45 (1) Fees (effective Feb.1/06)</b>			
(1) A Head shall require the person who makes a request for access to a record to pay fees in the amounts by the regulations for,			
a) the cost of every hour of manual search required to locate a record			
b) computer/other costs incurred in locating, retrieving, processing copying			
c) the cost of preparing the record for disclosure			
d) shipping costs			
e) any other costs in responding to a request for access to a record			

Permit Type	2022 APPROVED
<b>Minor Permit A –</b> Very low risk related to natural hazard or natural heritage features, minor activities not requiring site visit or technical information. Generally, in areas where there are CLOCA approved intervening land uses between the regulated feature and the proposed development.	\$160
<b>Minor Permit B –</b> Low risk of impact on natural hazard or natural features, no technical letter/plans/reports required (pools, sheds, decks, minor additions)	\$485
<b>Standard Permit C –</b> Moderate hazard risk and/or potential impact on natural hazards or natural features. Applications generally require one technical letter/report/plan. Moderate scale: site total area generally under 5 hectares.	\$1,805 + (\$3,300/each technical report or set of drawings) +\$300/additional site visit or meeting for project facilitation or compliance monitoring
<b>Major Permit D –</b> Complex applications or larger scale applications such as privately initiated servicing works for plans of subdivision. Works may include wet stormwater management ponds, watercourse crossings or erosion control works. Projects are within or adjacent to hazards and/or natural features requiring multiple site visits, compliance monitoring and the review of a package of technical report(s)/letter(s)/plan(s). Generally related to sites with a total area generally equal to or above 5 hectares.	\$3,600 + (\$3,300/each technical report or set of drawings) +\$300/additional site visit or meeting for project facilitation or compliance monitoring
<b>Infrastructure Permit A –</b> Projects arising from a Class Environmental Assessment that are routine and small scale (i.e. culvert replacements/extensions, repair or maintenance works)	\$1,805 + (\$3,300/each technical report or set of drawings) +\$300/additional site visit or meeting for project facilitation or compliance monitoring
<b>Infrastructure Permit B –</b> Projects arising from and Individual Environmental Assessment or Class Environmental Assessment that are related to new or substantially modified existing infrastructure that are at a moderate or large scale (i.e. bridge replacements, new road alignments)	\$3,600 + (\$3,300/each technical report or set of drawings) +\$300/additional site visit or meeting for project facilitation or compliance monitoring
<b>Large Fill Application</b>	\$3,600 + (\$1.90/m3) + peer review/sampling deposit of \$12,085 +\$300/additional site visit or meeting for project facilitation or compliance monitoring
<b>Permit Revisions</b>	50% of current fee for minor revisions (+technical report or drawing fee may be applicable)
<b>Violation Surcharge</b>	2 times the current application fee
<b>Legal Inquiry/Archive File Information Request</b>	\$360
<b>Pre-application Analysis</b> <ul style="list-style-type: none"> <li>• Policy Guidance</li> <li>• Natural Heritage</li> <li>• Water Resources</li> <li>• Hydrogeology</li> </ul>	\$605 (without site visit) \$1,805 (analysis by one technical discipline) \$3,600 (analysis by more than one technical discipline)
<b>Peer Review</b>	As determined by peer review consultant fees

Notes:

1. Permit applications for projects with concurrent Planning Act approvals will be assessed as a permit type A, B, C or D.
2. Permit application fees, with the exception of the Minor Permit A and Minor Permit B categories include one CLOCA staff site visit.
3. Peer review fee costs are to be borne by the applicant when a peer review is required pursuant to approved Policy and Procedural Document (sections 2.5, 4.3.1, and 7.3).  
*Revised Nov. 16, 2021*

Application Type	2022 APPROVED
Minor Variance	\$840 + (\$3,300/technical report)
Land Division/Severance	\$1,320 + (\$3,300/technical report) \$300 for Clearance Letter
Zoning By-law Amendment	\$2,040 + (\$3,300/technical report)
Lifting of Part Lot Control	\$1,320 + (\$3,300/technical report)
Site Plan or comparable condominium application	\$2,040 + (\$3,300/technical report)
Site Plan comparable to a draft plan of subdivision	\$14,540 + (\$3,300/technical report)
Official Plan Amendment	\$2,040 + (\$3,300/technical report)
Complex Official Plan Amendment (e.g. Golf Courses or Aggregate Extraction Uses)	\$14,540 + (\$3,300/technical report)
Subdivision or comparable condominium application	\$14,540 + (\$2,040 or \$3,900/ha) \$3,600 for Clearance Letter \$1,805 for Clearance Letter related to Additional Phases
Master Environmental Servicing Plan, Subwatershed Plan or equivalent	25 ha or less base fee of \$12,100 Greater than 25 ha base fee of \$24,000 Additional charge of \$610 per hectare
Individual Environmental Assessment	\$7,500 to \$18,600 plus applicable permit fees. Subject to negotiation based on anticipated complexity, scale of works and staff effort required
Schedule B or C Class Environmental Assessment not within an area subject to Ontario Regulation 42/06	\$3,100
Schedule B Class Environmental Assessment	\$5,000 plus applicable Infrastructure Permit fee.
Schedule C Class Environmental Assessment	\$7,500 plus applicable Infrastructure Permit fee.
Consultations regarding Review Requests for the Department of Fisheries and Oceans Canada	\$605
Pre-application Analysis Fee <ul style="list-style-type: none"> <li>• Policy Guidance</li> <li>• Natural Heritage</li> <li>• Water Resources</li> <li>• Hydrogeology</li> </ul>	\$605 (without site visit) \$1,805 (analysis by one technical discipline) \$3,600 (analysis by more than one technical discipline)
Peer Review	As determined by peer review consultant fees

Notes:

1. Subdivision applications within areas subject to prior Master Environmental Servicing Plan or equivalent study prepared to the satisfaction of CLOCA will be charged the **\$2,040** per hectare fee. For clarity, the review of Master Environmental Servicing Plans or equivalent study is billed separately from the review of Subdivision applications.
2. Plans of Subdivision/Condominium:
  - a. Major re-submissions and major revisions will be surcharged at **\$6,600**
  - b. Per hectare fees will be invoiced 50% at draft approval prior to the issuance of conditions to draft plan approval and 50% at final approval prior to the issuance of a clearance letter. Clearance letter fees also apply.
  - c. With the exception of Master Environmental Servicing Plans, Subwatershed Plans or equivalent study, Planning Act applications under concurrent review will be subject to only the higher of the applicable application fee – not the aggregate of multiple fees.
3. A \$119,800 maximum billable fee applies for Plans of Subdivision, Master Environmental Servicing Plans, Subwatershed Plans or equivalent reviews. Fees in excess of **\$119,800** for these reviews are subject to negotiation with CLOCA based on the application complexity and CLOCA resources required to review and comment and may include agreed upon mile-stone payments.
4. Expedited External Review Voluntary Option may be available at the discretion of CLOCA staff. An additional Expedited External Review Fee will apply.
5. Peer review fee costs are to be borne by the applicant when a peer review is required pursuant to approved Policy and Procedural Document (sections 2.5, 4.3.1, and 7.3).

Service Type	2022 APPROVED	
<p><b>Managed Forest Plan Preparation and Application Submission to Managed Forest Tax Incentive Program (MFTIP):</b>                      Fee for service to private landowners who are eligible under the MFTIP. This service includes the inventory of eligible lands, preparation of a managed forest plan by CLOCA's certified MFTIP Plan Approver, a meeting with the landowner to review the plan, and submission of the complete application to the MFTIP.</p>	<b>MFTIP Eligible Acres</b>	<b>Base Fee Total<sup>1,2</sup></b>
	10-20	\$650.00
	21-30	\$700.00
	31-40	\$750.00
	41-50	\$800.00
	51-75	\$900.00
	76-100	\$1000.00
	101-200	\$1250.00
	201+	\$1500.00
<p><b>Afforestation Tree Planting Service - Private Land Stewardship Program:</b>                      Fee for service to private landowners who are eligible for afforestation tree planting services under the Forest Ontario 50 Million Tree Program (project must include a minimum of 500 trees in addition to other program requirements).</p>	\$0.45/seedling <sup>3</sup> (site requires full tending activities – 1 mow and 1 spray)	
	\$0.30/seedling <sup>3</sup> (site does not require full tending activities)	

Notes:

1. Base fee assumes 1 MFTIP plan compartment. Each additional compartment charged at \$50/compartment for a new plan. 10-year renewal of a MFTIP plan originally authored by CLOCA staff is only charged the Base Fee Total.
2. Base fee assumes 1 complimentary site visit to initiate the project, 1 site visit with landowner to review completed plan. Additional site visits with the landowner charged at \$100 \$/hour per visit.
3. Base fee is subject to change in response to unexpected changes in Forest Ontario 50 Million Tree Program subsidies, industry changes in tree stock prices, and industry changes in tree planting contractor services.