



Schedule A: Planning Advisory Program

Application Type	Description		Fee
Official Plan Amendment	Minor		\$ 820
	Major		\$ 4,000
Zoning By-law	All		\$ 410
Minor Variance	All		\$ 410
Site Plan Control	Single residential		\$ 420
	Multiple residential, commercial or industrial	Minor	\$ 700
		Standard	\$ 1,120
		Major	\$ 2,790
Consent to Sever (per application)	All		\$ 500
	Clearance of Conditions (No site visit required)		\$ 235
Plan of Subdivision/ Part Lot Control/ Condominium	No previous SPC in circulation		\$ 4,120
	Clearance of Conditions (Subdivision registration/per		\$ 2,070
	Draft plan approval revisions (Alteration to site plan/layout)		\$ 2,070
	Draft plan extension (Original conditions about to lapse)		\$ 4,120
Lifting of 30 cm Reserve			\$ 235
City of Ottawa Screening Fee			\$ 125
Site visit			\$ 175
Reactivate dormant file (<i>Files inactive for two years or more</i>)			100% of fee
Application revision			50% of fee

Notes for Schedule A:

Reviews are undertaken in accordance with the Conservation Authority’s mandates and are directly related to circulation requirements under the Planning Act and the 2001 Provincial Memorandum of Understanding on Procedures to Address Conservation Authority Delegated Responsibility. Some reviews are completed under Municipal Memorandums of Understanding and agreements with the Provincial and Federal governments to provide planning advice. Section 21.2 of the Conservation Authorities Act enables Conservation Authorities to charge fees for such services.

Fees are exclusive of technical report review fees (refer to Schedule C). All fees must be paid prior to the release of written comments to an approval authority. For concurrent applications, unless otherwise stated, one fee (the highest) applies.

The CA reserves the right to charge additional fees in the event that the review requires a substantially greater level of effort than the norm, additional site visits, etc., OR where additional processing past the initial submission period is required. Current fees apply for the reactivation or revision of files.

Application Categories: Minor – no technical studies, Standard – one technical study, Major – more than one tech. study.

Screening fee applies inside the Urban Boundary only as defined on Schedule “B” to the City of Ottawa Official Plan approved at the time of application.



Schedule B: Conservation Authorities Act Applications
per Ontario Regulation 174/06

Development: Structures*		
Auxiliary Buildings	Outside hazard, but within regulation limit (floodplain, slope & wetland)	\$ 280
	Within floodplain or slope hazard at existing grade, less than 538 ft ²	\$ 650
	Within floodplain or slope hazard, farm building less than 1000 ft ²	\$ 650
	Within floodplain or slope hazard, farm building greater than 1000 ft ²	\$ 1,040
Additions	Outside wetland hazard, but within 120-metre regulation limit	\$ 280
	Outside floodplain and slope hazard, but within regulation limit	\$ 460
	Within floodplain or slope hazard, less than 20% or 215 ft ²	\$ 650
	Within floodplain or slope hazard, greater than 20% or 215 ft ²	\$ 1,040
Foundation	Replacement or reconstruction	\$ 650
Decks	Single storey and open	\$ 280
New Residential Construction	Outside wetland hazard, but within 120-metre regulation limit	\$ 650
	Outside floodplain hazard, but within regulation limit (foundation above & outside of 1:100 RFL and no floodproofing required)	\$ 650
	Within slope or floodplain hazard	\$ 2,050
	Large residential, multiple residential units/blocks, institutional or commercial buildings	\$ 2,680
Residential Reconstruction	Outside wetland hazard, but within 120-metre regulation limit	\$ 280
	Outside floodplain and slope hazard, but within regulation limit	\$ 650
	Single-family home, without addition, within floodplain or slope hazard	\$ 1,040
	Single-family home, with addition, within floodplain or slope hazard	\$ 2,050
Stairs to water		\$ 280
Swimming Pools		\$ 280
Stamp Plan Approval	Minor works outside hazard, but within regulation limit	\$ 115
Development: Fill Placement & Grading (incl. temporary storage)*		
Balanced Cut & Fill, Fill & Grading (incl. septic beds in hazard areas)	< 50 m ³	\$ 280
	50-100 m ³	\$ 650
	100-500 m ³	\$ 1,040
	500-1000 m ³	\$ 2,050
	1000-2000 m ³	\$ 2,680
	>2000 m ³	\$ 5,365
Road Repair & Reconstruction (no cut & fill)	Municipal recreational pathways, private road repair, municipal road reconstruction < 500 linear m	\$ 650
	Municipal recreational pathways, private road repair, municipal road reconstruction > 500 linear m	\$ 1,040
	New roadway/access construction	\$ 2,050



Alteration to Shorelines & Watercourses & Interference with Wetlands*		
Shoreline Erosion Protection (in linear metres)	<15 m (approx. 50 ft)	\$ 280
	15-30 m	\$ 650
	>30 m (approx 100 ft)	\$ 1,040
Watercourse Alteration (in linear metres)	<100 m	\$ 650
	100-500 m	\$ 1,040
	500-1000 m	\$ 2,050
	1000-2000 m	\$ 2,680
Infrastructure: Culvert (New or replacement)	>2000 m	\$ 5,365
	New or like-for-like, length < 25 m and <1 m diameter	\$ 280
	New or like-for-like, length > 25 m and <1 m diameter; storm water outlets	\$ 650
	Multiple new culverts, or culverts >1 m but <2 m diameter	\$ 1,040
	New culvert > 2 m diameter	\$ 2,050
	Culvert lining < 25 m	\$ 280
Infrastructure: Bridge	Culvert lining > 25 m	\$ 650
	Repair and/or rehab with shoreline disturbance	\$ 280
	Full pedestrian bridge replacement, like-for-like	\$ 650
	Full road bridge replacement, like-for-like	\$ 2,050
Debris removal or Dredge Watercourse	New bridge construction, stormwater pond/cell, major utility crossing	\$ 2,680
	Municipal drain maintenance (DART Protocol)	\$ 95
	Non-municipal drain < 25 m	\$ 280
Directional Drill	Non-municipal drain > 25 m	\$ 650
		\$ 650
Open-Cut Water Crossing		\$ 1,040
Dock	Shoreline interference for residential dock	\$ 280

Deposits (refundable less 10% administrative fee)		
Fill Deposit	Minor projects	\$ 1,720
	Major projects	\$ 3,445
Other Fees & Services		
Revisions	Changes made to applications after permit issuance	50% of fee
Retroactive	Applications made after work has started require 100% surcharge of application fee	100% surcharge
Stamp Plan	Confirmation that development is outside of regulation limit	\$ 95
Property File Search	File search only-standard service (min. 10 business days)	\$ 280
	File search only - expedited service (5 business days)	\$ 545
	Site inspection- additional charge of	\$ 195
Sec. 28 Hearing	Section 28 Application Review Hearing fee only	\$ 400
Major Projects	ex. Minister's Zoning Orders, development or interference with >2 ha wetland, subdivisions > 10 lots, projects which require coordination of extensive technical reviews or multiple site visits). Note: Additional charges for legal or technical peer review may be applicable	\$ 5,365



Notes for Schedule B:

* Where multiple application types are proposed in one application, RVCA reserves the right to determine the fee based on each individual project proposal.

Project descriptions are only typical examples. RVCA reserves the right to determine the fee based on each individual project proposal, on a case-by-case basis, at the discretion of the Director of Regulations.

Fees are exclusive of the Technical Report Review Fees (see Schedule "C").

Fees are approved by the CA Board of Directors and apply to application review only; acceptance of an application as complete is not to imply permission may be granted. Permission will be forthcoming only if submissions address statutory requirements and are in conformity with approved CA policies in effect at the time an application is made or where allowances are granted by the Authority's Executive Committee. All fees are payable at the time the application is submitted, failing which the application cannot be deemed complete or processed.

The CA reserves the right to charge additional fees in the event that the review requires a substantially greater level of effort than the norm, additional site visits, etc., OR where additional processing past the initial submission period is required. A 50% surcharge on the current fee will be charged for applications left dormant for one year (reactivation fee).

Development: see definition under Section 28 (5) of the Conservation Authorities Act of Ontario (R.S.O. 1990, c. C. 27).

Watercourse: see definition under Section 28 (5) of the Conservation Authorities Act of Ontario (R.S.O. 1990, c. C. 27).

Wetland: see definition under Section 28 (5) of the Conservation Authorities Act of Ontario (R.S.O. 1990, c. C. 27).

Current fees apply for the revision of files.



Schedule C: Technical Report Review

Report Type	Development Area	Fee
Normal Review (20 business days) Reports include, but are not limited to: Floodplain hydrology analysis	< 0.5 hectares	\$ 460
Geotechnical reports (unstable soils and slopes) Wetland hydrologic impact analysis	0.5 - 2 hectares	\$ 900
Environmental impact studies Stormwater management	2 - 3 hectares	\$ 1,190
Grading and drainage plans Aquatic habitat assessment/fish habitat impact	3 - 5 hectares	\$ 1,890
Hydrological assessment Groundwater and terrain analysis Private Servicing	> 5 hectares	\$ 2,945
Major Projects		Hourly (See Schedule D)
Aggregate Resources Act Application (plus technical review fees, as applicable)		\$ 4,000

Notes for Schedule C:

Reviews are prepared by qualified professionals in the fields of water resources engineering, groundwater science, site servicing, geotechnical engineering, environmental assessments, floodproofing, ecology and planning to assess development. Our reviews involve evaluation of whether the applicable policies, guidelines and legislation have been appropriately addressed.

Technical report review services are tracked per file on an hourly basis. Where the reviews exceed the standard allocated review time, or require multiple submissions, re-reviews, RVCA reserves the right to charge an hourly professional rate (Schedule "D") in addition to the initial fee.

Major projects are those with a high level of concern about the local environment, complex ecological, groundwater and surface water interactions and which may require RVCA staff attendance at multiple meetings with proponents, consultants, or public meetings to satisfy regulatory requirements.



Schedule D: Information & Professional Services

Product/Service		
Staff Time		
Administrative Rate		\$ 75/hour
Professional Rate		\$ 105/hour
Management Rate		\$ 135/hour
Digital Data - Ontario Stream Assessment Protocol monitoring data, GIS files, aerial photography		
First item		\$165
Additional itmes		\$ 75/item plus staff time
Digital & Paper Maps		
Floodplain		\$ 90/item
Other		\$ 70/item
Customized		Professional Rate
Reports		
Base Cost (digital & paper)	Small (1-30 pages)	\$140
	Medium (31-100 pages)	\$275
	Large (>100 pages)	\$410
Photocopying	Black and white	\$ 0.70/page
	Colour	\$ 1.20/page plus staff time
Models* -digital copies		
Hydraulic Model	HEC II, HES RAS model files	\$ 2,125 plus staff time
	HES-HMS, SWMHYMO model files	\$ 2,125 plus staff time
Watershed Model		\$ 10,615 plus staff time

Notes for Schedule D

*A signed digital data license agreement with the RVCA is required. A copy of the updated input and output files and revised floodplain maps must be provided to RVCA.



Schedule E: Onsite Sewage Disposal Systems

Approvals Fee Schedule
(Effective January 1, 2024)

Sewage System New Construction/Replacement	Fee
Class 4 (Leaching Bed System) & Class 5 (Holding Tank)	
Residential	\$930
Class 4 Required Maintenance Contract Registration	\$150
Residential QUINN FARM (includes labour for sampling)	\$1,210
Commercial or Other Occupancies	\$1,340
Class 2 & 3 Systems	\$450
Class 4 Septic Tank Only	\$430
Inspections (subgrade, partial install, squirt height)	\$215
Revisions To Existing Permit	
Major Example: different type of system, different location > 10 metres	50% of Fee
Minor Example: Change Design Flow, Type of Treatment Unit	\$215
Administrative Example: Change of Documentation Only	\$135
Alteration To Existing Sewage System	
Major Example: Addition of Treatment Unit, Mantle	\$430
Minor Example: Level Header, Filter & Riser	\$215
Renovation/Change of Use Permits	
Renovation/Change of Use (OBC Part 10 & 11)	\$330
Renovation/Change of Use (OBC Part 10 & 11) with Part 8 Application	\$170
Miscellaneous	
File Search for septic records	\$170
Renewals & Cancellations *	
Renewal & Review Fee (maximum 1 year extension)	\$215
Cancellation within 12 months of issuance (refund)	50% of Fee
Permit to Demolish	
Permit to demolish/decommission a septic system	\$170
Planning – Septic (Outside City of Ottawa)	
Planning Comment (per lot for Subdivision Plan Review - Maximum fee of \$5000)	\$230
Consent Application	\$340
Additional Consent Applications (same retained parcel)	\$155
Minor Variances and Zoning By-Law Amendments	\$340
* NOTE 1: If construction begins before a permit is issued a 50 percent (%) Surcharge applies to all permits.	
* NOTE 2: A permit is valid for 12 months from the original date of issuance noted in permit. <i>If lapsed, it may be renewed only once for a period of 12 months from the original date of expiry.</i>	



Schedule F: Source Water Protection Part 4

Municipal Costs	Fee
Risk Management Plan for existing activity	
Fuel Storage	\$650* per plan
Agricultural (simple) ¹	\$940* per plan
Agricultural (complex) ¹	\$2110* per plan
Chemical	\$1120* per plan
Extraordinary Costs	Fee
(including but not limited to enforcement orders, warrants, Environmental Review Tribunal hearings)	The Authorities will provide a fair accounting of professional time and expenses to be reimbursed by the Municipality. <i>The Authorities will consult with the Municipality prior to any expenditure for an extraordinary cost as per Section 4.04 of the Part IV Enforcement Transfer Agreement.</i>

User Fees ⁺	Fee
Risk Management Plan for new activity	
Fuel Storage	\$650* per plan
Agricultural (simple) ¹	\$650* per plan
Agricultural (complex) ¹	\$940* per plan
Chemical	\$650* per plan
Risk Management Plan Update (simple) ²	\$185
Risk Management Plan Update (complex) ³	Same as RMP costs above
Additional Inspection	\$185
Additional Hourly Rate	\$87
Section 59 Notice that activity is not prohibited under Section 57 and does not need a Risk Management Plan under Section 58 (i.e. clearance to proceed)	\$225
Section 59 Notice that activity requires a Risk Management Plan under Section 58 and is in place (i.e. clearance to proceed)	Included in Risk Management Plan fee
File Search (a formal written response about all applicable Source Protection Plan policies)	\$225
Property Inquiry (staff responding to phone call, email or in-person inquiries about a property or policy)	No charge
Risk Assessment Review	Under consideration (will mirror Technical Report Review Fees)
*The Authorities reserve the right to charge additional fees in the event that Risk Management Plan development requires a substantially greater level of effort than the norm, additional site visits etc.	
⁺ The Clean Water Act requires that all applicable fees be paid prior to the issuing of a notice under Section 59 or acceptance of a Risk Assessment under Section 60 of the Clean Water Act. A reactivation fee applies for files which have been left dormant by the applicant for one year or more.	
¹ The Risk Management Official/Inspection will use his/her discretion to determine whether an operation is 'simple' or 'complex' based on size/complexity of operation and time required to complete RMP. ² Risk Management Plan Update (simple) refers to a Risk Management Plan update whereby the property has changed ownership, and there is no change in activity and existing Risk Management measures apply. ³ Risk Management Plan Update (complex) refers to a Risk Management Plan update whereby the property has changed ownership, and there is a change in activity and/or existing Risk Management measures do not apply.	