CONSERVATION AUTHORITY PLAN REVIEW FEE INFORMATION GUIDE

MEMBER OF

RIDEAU VALLEY CONSERVATION AUTHORITY

Conservation ONTARIO Natural Champions

Conservation Authorities review and comment to municipal approval authorities on applications made under the Planning Act. Circulation regulations under the Planning Act require we be notified. This environmental review helps protect the environment for our common enjoyment. We review applications for potential impacts on natural hazards such as flood plains and unstable soil or slopes as well as for effects on natural heritage features such as wetlands, stream corridors, wildlife and fish habitat. Impacts on rivers and lakes as well as protection of the quality of ground and surface water are also essential elements of our review.

Some of the matters to be reviewed are complex. In rural areas a site inspection is most likely required. Before formally submitting an application to your municipality, a discussion with the Planner for your area is recommended to make sure all available information is considered.

As a result of reduced provincial financial support, Conservation Authorities commenced charging fees in 1997 to recover the cost of the Plan Review service. The complete Planning Advisory Program Fee Schedule (Schedule A), approved by the Board of Directors for implementation January 1, 2009, is available for viewing on the conservation authority web site at www.rvca.ca.

To ensure prompt processing, please:

1. View full fee schedule (Schedule A) and application information at www.rvca.ca under "Forms and Fees"(look for the orange button).
2. Consult with the CA planner for your area before submitting to ensure the appropriate information is provided.
3. Complete your application as fully as possible; missing information will slow processing.
4. Make a cheque payable to
   (1) Within the City of Ottawa "CONSERVATION PARTNERS"
   (2) municipality if collecting on our behalf, or
   (3) the Rideau Valley Conservation Authority.
   Visa, Mastercard or Interac payments may also be accepted at the conservation authority office.
5. When mailing directly, please fill out the form below and include it with your payment.

Thank you for your help. We promise to process your application as quickly and fairly as possible.

NATURAL HAZARDS/ NATURAL HERITAGE		FEE*
Official Plan Amendment		**$600.00[1] / $3,000.00[2]**
Consent to sever (per lot)		**$365.00**
Zoning Bylaw Amendment		**$290.00**
Site Plan Control	▸ **single, residential**	**$290.00**
	▸ **multiple, commercial, industrial**	**$800.00[1] / $2,000.00[2]**
Minor Variance		**$290.00**
Plan of Subdivision		**$3,000.00**
Review of Technical Reports		**Varies — see full schedule**

Check your Conservation Authority web site for full fee schedule.
* Other Technical Report Review Fees may also apply.

[1] minor review [2] major review

Property Owner _____

Phone: Day: _____ Night: _____

Property Address: _____

_____ Roll#: _____

Township: _____ Lot: _____ Concession: _____

Application Type: _____

Municipal Application No: _____ Registered Plan No: _____