

Introduction

TRCA's Fee Schedule for Environmental Assessment and Permitting Services was adopted by Resolution #A259/15 (as amended) of the Authority Board on January 29, 2016. The Fee Schedule was developed in consultation with municipalities through an assessment of service delivery which adheres to the Ontario Ministry of Natural Resources and Forestry "Policies and Procedures for Charging of Conservation Authority Fees", TRCA's Fees Policy/Guideline 2010, and the range of Environmental Assessment (EA) or Infrastructure Review services consistent with TRCA's Service Delivery Agreements and/or Memorandums of Understanding with area municipalities or agencies.

The Fee Schedule includes a broad spectrum of fee categories within each application type to accurately cover the scale of work. The lower fees apply to minor and less complex applications, and modest scale review efforts. Higher fees apply to more complex applications requiring a higher level of EA and technical review.

General Notes

1. All applications must be deemed complete by TRCA, inclusive of fee submission, prior to commencement of submission processing.
2. All EA and permit application submissions and associated fees must be administered through the Planning and Development Division of TRCA.
3. Pre-consultation - A pre-consultation meeting with TRCA staff to determine the scope of issues for the EA or permit application is recommended for standard or complex applications. TRCA processing fees will be determined based on a predetermined scope of work. If through the review process, the scope of the application changes, fee adjustments will be determined.
4. General inquiries and negotiation of fees will be directed through TRCA's EA Associate Director or the Senior Director, Planning, Greenspace and Communications on issues of interpretation and scoping of work requirements.
5. Fee appeal process - Any dispute of fee calculations that cannot be resolved through consultation with TRCA's Senior Director, Planning, Greenspace and Communications and/or CEO's office, can be appealed through the Budget/Audit Advisory Board and/or the Authority. Delegation format with justification of appeal request is recommended.
6. Any refunds, where applicable, will be approved by the EA Associate Director or the Senior Director, Planning, Greenspace and Communications.
7. The application fee will be paid at the time of filing an application to TRCA. Applications will not be processed until fees are received unless approved by TRCA's EA Associate Director or the Senior Director, Planning, Greenspace and Communications.
8. All permits are issued for two years. Requests for an initial permit issuance beyond the standard two year time period, (up to 5 years), will be subject to an additional fee of 50% of the current fee for each additional year to cover compliance monitoring and will require Executive Committee approval.
9. On a one-time basis, applicants may apply for a permit reissuance/extension provided such requests are made 60 days prior to the expiration of an Ontario Regulation 166/06 permit. In the Application for Permit Reissuance, applicants shall set out the reasons for which an extension is required. Requests for a permit extension/reissuance beyond the standard two year time period, (up to a total of 5 years), will be subject to an additional fee of 50% of the current fee for each additional year to cover compliance monitoring and will require Executive Committee approval.
10. Generally, only one set of fees applies when processing and reviewing a combined application (e.g. an EA Property Screening or Inquiry or an Ontario Regulation 166/06 Permit Application). The highest rate of fees applies. However, when there are two separate approvals required, such as a permit and site plan review, two separate fees are applied in accordance with the respective fee schedules.
11. TRCA reserves the right to request additional fees should the review require a substantially greater level of effort (e.g., Environmental Management Plan Review). Peer reviews may also be required for shoreline works, geotechnical and specialized modeling and may be charged to the applicant.
12. All application fees (except EA Property Screening or Inquiry) include one initial site visit, if needed, up to ½ day for minor or standard files and up to 1 day for major or complex files.
13. Specific Service Delivery Agreements take precedence over the fee schedule.
14. For Class Environmental Assessments, the schedules or categories specific to the respective class EA document or environmental assessment review procedures of utility boards or commissions, such as oil or gas pipelines, or electricity generation, will be applied.
15. Planning Act application rates can be found in the TRCA Planning Services Fee Schedule.
16. Routine Infrastructure Works Application review is subject to the respective TRCA procedure.
17. Emergency Infrastructure Works Application review is subject to the respective TRCA procedure.

18. Development activities within regulated areas by a provincial or federal agency, are exempt from the regulatory approval process under Section 28 of the Conservation Authorities Act. As such, permits in accordance with Ontario Regulation 166/06 are not required. Notwithstanding, the TRCA Voluntary Project Review process may apply as per #6 of the **Proponents and Projects Exempt from the TRCA Regulatory Approval Process** below, and review fees will be charged. It should be noted that other legislation and approvals may apply to these projects and it is the responsibility of the proponent to obtain such approvals.
19. Development activities within regulated areas that are conducted by proponents identified through legislation as being exempt from the regulatory approval process under Section 28 of the Conservation Authorities Act, do not require permits in accordance with Ontario Regulation 166/06. Notwithstanding, the TRCA Voluntary Project Review process may apply as per #6 of the **Proponents and Projects Exempt from the TRCA Regulatory Approval Process** below, and review fees will be charged. It should be noted that other legislation and approvals may apply to these projects and it is the responsibility of the proponent to obtain such approvals.
20. Unless noted above (#18 or 19) development activities within regulated areas, watercourse or wetlands on lands through which an easement, or other form of permission, has been obtained from a crown agency are not exempt from the regulatory approval process of the Conservation Authorities Act. This includes, but is not limited to municipal, gas, oil, electricity or utility projects.
21. Minor project review means that no or limited technical Natural Heritage Impact Studies and engineering review reports are required as part of the submission, together with detailed design drawings if appropriate; standard project review means that scoped technical studies or reports are required as part of the submission (such as hydrology, ecological, stormwater), together with detailed design drawings if appropriate. Major and complex project review means that comprehensive technical studies or reports are required as part of the submission (such as meander belt, hydrogeology, geotechnical, environmental impact studies) together with detailed design drawings if appropriate.
22. TRCA has extensive environmental and cultural data that is available for use by the proponent, subject to the waiver of a legal disclaimer and the provision of user fees. Where there are data sharing agreements in place, municipalities are exempt from these fees and the data will be provided free of charge. All others are expected to purchase data as per the fee schedule. Current data sharing agreements are in place with all municipalities in the TRCA jurisdiction, as well as the Ministry of Natural Resources and Forestry, and various service agreement partners.

Proponents and Projects Exempt from the TRCA Regulatory Approval Process

1. In accordance with the Crown Agency Act, R.S.O. 1990, C. 48, s.1, and the Conservation Authorities Act, R.S.O. 1990, C. 27, the following Crown corporations or agencies are exempt from the regulatory approval process under Section 28 of the Conservation Authorities Act:
 - Metrolinx
 - GO Transit
 - Hydro One* (and local subsidiaries, such as Brampton Hydro One)
 - Ministry of Transportation
 - Ontario Realty Corporation (Infrastructure Ontario)
 - Ministry of Natural Resources and Forestry
 - Greater Toronto Airports Authority
 - Parc Downsview Park
2. In accordance with the Canadian Transportation Act*, railways are exempt from the regulatory approval process under section 28 of the Conservation Authorities Act for works essential to railway operations:
 - Canadian National Railway
 - Canadian Pacific Railway

* A memorandum of understanding (MOU) has been negotiated with Hydro One and Conservation Ontario and applies to all conservation authorities, including TRCA. The MOU prescribes the communication process to be followed between Hydro One and conservation authorities, as well as best management practices that may be implemented by Hydro One when carrying out construction or maintenance operations. Consultation with conservation authorities is required prior to all planned and emergency activities. It is acknowledged that conservation authorities may charge review fees. Permission to enter is required for works on conservation authority-owned lands, including access.

* Under the provisions of the Canadian Transportation Act, CN and CP railway companies are exempt from the regulatory approval process under Section 28 of the Conservation Authorities Act for all works that are essential to railway operations. These works include, but are not limited to, watercourse alterations and diversions, culvert and bridge modifications, and the construction of tunnels, embankments, bridges and roads. However, the railway is to do as little damage as possible and is to restore watercourses as near as possible to their former condition.

3. In accordance with CPC-2-0-03 — Radiocommunication and Broadcasting Antenna Systems, antenna systems and towers (e.g., Rogers, Bell and TELUS), are exempt from Environmental Assessment Act, Planning Act, and Section 28 of the Conservation Authorities Act processes and requirements and are the direct responsibility of Industry Canada. Notwithstanding, there are provisions for stakeholder consultation that generally apply to all new towers greater than 15 metres in height. Proponents of these facilities will often use the site plan process under the *Planning Act* to facilitate such communication.
4. Environmental Assessment Act Requirements: If projects are subject to a federal or provincial environmental assessment, review fees will be charged.
5. Planning Act Requirements: If proponents are subject to review under the Planning Act, or seek approval under the Planning Act on a voluntary basis, review fees will be charged.
6. Detailed Design Requirements:
 - TRCA Permits:
 - These proponents are exempt from the TRCA regulatory approval process (i.e., permits in accordance with Ontario Regulation 166/06 are not required),
 - TRCA Voluntary Project Review:
 - Proponents may seek TRCA review on a voluntary basis. In such cases, TRCA will charge review fees to compensate for its time. In cases where the proponent requires TRCA Voluntary Project Review for a particular project, TRCA will charge the proponent review fees to compensate for staff time.
 - Fisheries Act Approvals:
 - Proponents are responsible for obtaining appropriate approvals independent of TRCA under the Fisheries Act Self-Assessment process. A proponent can voluntarily seek confirmation from TRCA as to whether the proposal project includes the appropriate measures to avoid causing harm to fish and fish habitat as per the requirements of the DFO Self-Assessment process.
 - Federal and Provincial Endangered Species Act Approvals:
 - Proponents are responsible for obtaining appropriate approvals independent of TRCA.

National and Ontario Energy Board Applications

1. National and Ontario Energy Board Applications are a matter of exclusive federal or provincial jurisdiction, respectively, with the board itself being responsible for all decisions. Through these processes, proponents are required to consult community stakeholders, including conservation authorities. TRCA can choose to comment on these applications through the commenting process established by the NEB or OEB. While there are no provisions that would allow TRCA to charge review fees for participation in a NEB or OEB process, if conditions for NEB or OEB approval specifically require TRCA involvement, appropriate fees will be negotiated on a project-specific basis.
2. On a case by case basis, an NEB or OEB application may also be subject to the federal or provincial Environmental Assessment Act. In these cases, the appropriate review fee will be charged.
3. These projects are not exempt from provisions under Section 28 of the Conservation Authorities Act and as such, proponents are not exempt from review fees or the TRCA regulatory approval process, (i.e., permits in accordance with Ontario Regulation 166/06 are required).
4. These proponents may or may not be exempt from approvals under the Fisheries Act or the Lakes and Rivers Improvement Act and are responsible for obtaining the appropriate approvals independent of TRCA. A proponent can voluntarily seek confirmation from TRCA as to whether the project proposal includes the appropriate measures to avoid causing harm to fish and fish habitat as per the requirements of the DFO Self-Assessment process.

Definitions

The following definitions apply to applications made in accordance with the Environmental Assessment and Infrastructure Permitting Services fee schedule:

- a) **Clearance Letter** – projects that do not affect the program or policy interests of TRCA and for which a clearance letter is being requested. Site visits, meetings and technical or policy review are not included; one submission of screening information is included. If the submission materials are updated or amended, a new fee will be applied.
- b) **Screening Assessment** – projects for which a letter is required from TRCA, but the proposal does not affect the program or policy interests of TRCA and technical review comments are not required. One submission is included. If the submission materials are updated or amended, a new fee will be applied. Site visits and meetings are not included. If a site visit or meeting is required, additional site visit or meeting fees will be applied.

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- c) **Minor** – projects that require scoped technical review with a TRCA Planner and up to one TRCA technical staff member. Meetings, submission and site visit details are noted below, after which additional fees will apply. Additional fees will also apply for incomplete/unconsolidated submissions.
- Master Plans and Environmental Assessments - planner/technical reviewer to attend up to one technical advisory meeting (if applicable), one meeting with proponent and consultant, and one site visit.
 - Voluntary Project Review, Detailed Design and Permits (includes up to one meeting and one site visit):
 - IEA, Schedule B/C or Equivalent - Up to three submissions (initial, response and final) are included.
 - Schedule A/A+, Routine Infrastructure Works or Equivalent, and Environmental Management Plans - Up to two submissions (initial and final) are included.
- d) **Standard** – projects that require scoped technical review with a TRCA Planner and two TRCA technical staff members. Meetings, submission and site visit details are noted below, after which additional fees will apply. Additional fees will also apply for incomplete/unconsolidated submissions.
- Master Plans and Environmental Assessments - planner/technical reviewer to attend up to three technical advisory meetings (if applicable), three meetings, and one site visit is included.
 - Voluntary Project Review, Detailed Design and Permits (includes up to one meeting and one site visit):
 - IEA, Schedule B/C or Equivalent, and Environmental Management Plans - Up to three submissions (initial, response and final) are included.
 - Schedule A/A+, Routine Infrastructure Works or Equivalent - Up to two submissions (initial and final) are included.
- e) **Major** – projects that require multi-disciplinary technical review with a TRCA Planner and three TRCA technical staff members. Meetings, submission and site visit details are noted below, after which additional fees will apply. Additional fees will also apply for incomplete/unconsolidated submissions.
- Master Plans and Environmental Assessments - planner/technical reviewer to attend up to three technical advisory meeting (if applicable), three meetings, and one site visit is included.
 - Voluntary Project Review, Detailed Design and Permits (includes up to two meetings and one site visit):
 - IEA, Schedule B/C or Equivalent, and Environmental Management Plans - Up to three submissions (initial, response and final) are included.
 - Schedule A/A+, Routine Infrastructure Works or Equivalent - Up to two submissions (initial and final) are included.
- f) **Complex** – projects that require multi-disciplinary technical review with a TRCA Planner and four TRCA technical staff members. Meetings, submission and site visit details are noted below, after which additional fees will apply. Additional fees will also apply for incomplete/unconsolidated submissions.
- Master Plans and Environmental Assessments - planner/technical reviewer to attend up to three technical advisory meeting (if applicable), three meetings, and one site visit is included.
 - Voluntary Project Review, Detailed Design and Permits (includes up to two meetings and one site visit):
 - IEA, Schedule B/C or Equivalent, and Environmental Management Plans - Up to three submissions (initial, response and final) are included.
 - Schedule A/A+, Routine Infrastructure Works or Equivalent - Up to two submissions (initial and final) are included.
- g) **Additional Meeting and Site Visit Charges** – Additional charges for meeting as and site visits are applied in accordance with the additional meetings and site visit fees prescribed in this Fee Schedule Note: Additional charges will apply for additional meetings or site visits. Additional meetings will be assessed the same fee as additional site visits, inclusive of travel and preparation time, in accordance with the site visit fees identified herein.
- h) **Incomplete/unconsolidated Submissions** - A submission for review is deemed to be “incomplete” where TRCA has identified requirements, and the application has not met all requirements. The following scenarios are examples of situations in which an application may be deemed incomplete or unconsolidated: 1. Where all technical or supporting studies that are required to meet TRCA’s submission requirements have not been provided with the application; 2. Where component studies are submitted in a piecemeal fashion; 3. Where the findings and analysis in component reports are not integrated in a multi-discipline submission (e.g. where an Environmental Impact Study and Hydrogeological report are packaged together and each report has not considered the findings of the others).
- i) **File Continuation** - Applicable to files that continue beyond two years from the date of submission of the application. At two years, and two year intervals thereafter, if the applications are still in the review or approval process, application fees will need to be topped-up to current fees in the applicable fee schedule at that time. This is to be completed through a re-evaluation of the status of the application and scope of the review remaining, to review the need for any additional fee requirements.

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Fee Schedule for Environmental Assessment Review

Application Type	Application Fee	Notes
Master Plan	Minor \$12,130 Standard \$21,500 Major \$26,150 Complex \$30,020	Subject to negotiation
Individual EA	\$30,020	Subject to negotiation
Class EA – Schedule/ Category C or equivalent	Minor \$9,105 Standard \$12,680 Major \$20,340 Complex \$22,970	
Class EA – Schedule/ Category B or equivalent	Minor \$5,790 Standard \$9,810 Major \$12,195 Complex \$13,745	
EA Addendum Reports	Minor \$2,205 Standard \$3,195 Major/Complex \$5,760	
Additional Site Visit Charges	Minor \$1,405 Standard \$2,605 Major/Complex \$4,125	The first site visit is included as part of the application review fee
Additional Meeting Charges	In TRCA Offices: Minor/Standard \$990 Major/Complex \$1,565 In Client/Consultant/Municipal Offices: Minor/Standard \$1,405 Major/Complex \$2,225	Standard meetings are included in EA standard service delivery. Additional meetings may be required at the proponent's request.
EA Property Screening or Inquiry	\$295	To be deducted from the application fee if additional review is required.
GIS Fee	- \$80/hour + HST data preparation - \$30 + HST per .pdf or hard copy digital flood line map sheet (CAD) - \$130+ HST per digital flood line map sheet (CAD) - \$105 + HST for HEC-RAS modelling files associated with each flood line map sheet	Municipalities, Ministry of Natural Resources and Forestry, and service agreement partners are exempt
File Continuation (All Files)	Top-up to current cost in fee schedule	Applicable to files that continue beyond two years from the date of submission of the application. See Definition (i) on page 4.

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**Fee Schedule for Permit Review
Ontario Regulation 166/06 Permit Application**

Application Type	Application Fee	Notes	
Individual or Municipal Class EA or Schedule B & C or equivalent	Service Agreement	\$3,195	Minor - EA Service Delivery assumes two submissions (including final) Standard/Major/Complex - EA Service Delivery assumes three submissions (including final) *A site specific discussion related to size and complexity of the application will be conducted.
	Minor	\$4,410	
	Standard	\$8,820	
	Major	\$16,060	
	Complex	* \$17,240	
Municipal Class EA – Schedule A/A+ or equivalent.	Service Agreement	\$1,325	EA Service Delivery assumes two submissions (including final)
	Minor	\$3,475	
	Standard	\$4,190	
	Major	\$6,750	
Routine Infrastructure Works	Service Agreement	\$390	EA Service Delivery assumes two submissions (including final)
	Minor	\$1,750	
	Major	\$2,500	
Emergency Infrastructure Works	Additional 100% of current fee		Meet requirements of TRCA Emergency Infrastructure Works Protocol.
DFO Offsetting Advice	To be determined		Subject to negotiation
Site Screening or Clearance		\$295	To be deducted from the permit review fee if a permit is required
Archaeology Screening (on TRCA-owned Lands Only)		\$525+ HST	Works on TRCA-owned lands, including lands under a management agreement with another agency or organization, require an archaeological screening by a TRCA Archaeologist. Through the screening process, the archaeologist will determine if further investigation is required. Additional fees will be charged for archaeological investigations, where required.
GIS Fee	<ul style="list-style-type: none"> - \$80/hour + HST data preparation - \$30 + HST per .pdf or hard copy digital flood line map sheet (CAD) - \$130+ HST per digital flood line map sheet (CAD) - \$105 + HST for HEC-RAS modelling files associated 		Municipalities, Ministry of Natural Resources and Forestry, and service agreement partners are exempt
Additional Submissions	25% for each additional submission		
Additional Site Visit Charges	Minor	\$1,405	The first site visit is included as part of the application review fee
	Standard	\$2,605	
	Major/Complex	\$4,125	
Additional Meeting Charges	In TRCA Offices:		Standard meetings are included in EA standard service delivery. Additional meetings may be required at the proponent's request.
	Minor/Standard	\$990	
	Major/Complex	\$1,565	
	In Client/Consultant/Municipal Offices:		
	Minor/Standard	\$1,405	
	Major/Complex	\$2,225	
File Continuation (All Files)	Top-up to current cost in fee schedule		Applicable to files that continue beyond two years from the date of submission of the application. See Definition (i) on page 4.

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Fee Schedule Voluntary Project Review

Application Type	Application Fee	Notes	
Individual or Municipal Class EA or Schedule B & C or equivalent	Service Agreement	\$3,195	Minor - EA Service Delivery assumes two submissions (including final) Standard/Major/Complex - EA Service Delivery assumes three submissions (including final) *A site specific discussion related to size and complexity of the application will be conducted.
	Minor	\$4,410	
	Standard	\$8,820	
	Major	\$16,060	
	Complex	* \$17,240	
Municipal Class EA – Schedule A/A+ or equivalent.	Service Agreement	\$1,325	EA Service Delivery assumes two submissions (including final)
	Minor	\$3,475	
	Standard	\$4,190	
	Major	\$6,750	
Routine Infrastructure Works	Service Agreement	\$390	EA Service Delivery assumes two submissions (including final)
	Minor	\$1,750	
	Major	\$2,500	
Emergency Infrastructure Works	Additional 100% of current fee		Meet requirements of TRCA Emergency Infrastructure Works Protocol.
DFO Offsetting Advice	To be determined		Subject to negotiation
Site Screening or Clearance		\$295	To be deducted from the permit review fee if a permit is required
Archaeology Screening (on TRCA-owned Lands Only)		\$525+ HST	Works on TRCA-owned lands, including lands under a management agreement with another agency or organization, require an archaeological screening by a TRCA Archaeologist. Through the screening process, the archaeologist will determine if further investigation is required. Additional fees will be charged for archaeological investigations, where required.
GIS Fee	<ul style="list-style-type: none"> - \$80/hour + HST data preparation - \$30 + HST per .pdf or hard copy digital flood line map sheet (CAD) - \$130+ HST per digital flood line map sheet (CAD) - \$105 for HEC-RAS modelling files associated with each flood line map sheet 		Municipalities, Ministry of Natural Resources and Forestry, and service agreement partners are exempt
Additional Submissions	25% for each additional submission		
Additional Site Visit Charges	Minor	\$1,405	The first site visit is included as part of the application review fee
	Standard	\$2,605	
	Major/Complex	\$4,125	
Additional Meeting Charges	In TRCA Offices:		Standard meetings are included in EA standard service delivery. Additional meetings may be required at the proponent's request.
	Minor/Standard	\$990	
	Major/Complex	\$1,565	
	In Client/Consultant/Municipal Offices:		
Minor/Standard	\$1,405		
Major/Complex	\$2,225		
File Continuation (All Files)	Top-up to current cost in fee schedule		Applicable to files that continue beyond two years from the date of submission of the application. See Definition (i) on page 4.

Fee Schedule for Revisions and Permit Reissuances/Extensions

Application Type	Application Fee	Notes
Revision to Ontario Regulation 166/06 Permit	Minor/Standard change - 25% of current fee Major/Complex change - 50% of current fee	EA Service Delivery assumes two submissions.
Revision to Voluntary Project Review	Minor/Standard change - 25% of current fee Major/Complex change - 50% of current fee	EA Service Delivery assumes two submissions.
Ontario Regulation 166/06 Permit Reissuance/Extension (one-time only)	50% of current fee for each additional year	See General Notes #9 on page 1.
Revision to MNRF Fisheries Timing Window – Request for extension	\$6,065	TRCA will review request and if appropriate, provide clearance if a Fisheries Timing Window Extension is required to facilitate project implementation. Note that MNRF is responsible for timing window modifications related to endangered aquatic species.

Fee Schedule for Environmental Management Plans

Application Type	Application Fee	Notes
Environmental Management Plan	Minor \$4,380 Standard \$8,845 Major \$14,005 Complex \$17,035	Service agreement partners are exempt. EA Service Delivery assumes three submissions. An EMP may be required as part of the Voluntary Project Review process; appropriate fees will apply.
Repeat Submission	25% for each additional submission	
File Continuation (All Files)	Top-up to current cost in fee schedule	Applicable to files that continue beyond two years from the date of submission of the application. See Definition (i) on page 4.

Fee Schedule for Compliance Monitoring* ^{Note 1}

Application Type	Application Fee	Notes
Permit Non-Compliance – Unauthorized Works	Additional 100% of applicable permit fee or fees	Fee to resolve each issue. Fee includes up to two site visits. As needed, additional site visit fees will be charged.
Permit Non-Compliance – Authorized Works	Additional 50% of applicable permit fee	Fee to resolve each issue, exclusive of permit revision fee. Fee includes up to two site visits. As needed, additional site visit fees will be charged.
Additional Site Visit Charges	up to ½ day \$770 up to 1 day \$1,545	Additional fees will be charged to projects where ongoing compliance warrants follow-up visits: 1. Up to two site visits are included as part of the initial permit or voluntary project review application. 2. Up to one site visit fee is included in the revision fee. 3. Up to one site visit fee is included in the permit reissuance/extension fee.
Environmental Management Plan Compliance	To be determined	Subject to negotiation
Review of Compliance Reports	Included in the permit review fee	Review and comment on compliance reports as required through the permitting or Voluntary Project Review processes.
Negotiated Restoration Agreements	To be determined	Based on the scope of compliance issue.

* Note 1: Service agreement partners are not exempt from Compliance Monitoring Fees unless otherwise noted in specific agreements.