

# Green Facts

## Permit To Take Water (PTTW) Administration Fees

Effective April 2005, the Ministry of the Environment started charging an administrative fee to recover the Ministry's costs to process, review and issue permits. All applicants for a Permit to Take Water are required to pay a fee, except water takings for irrigation and frost protection for agricultural purposes, as noted below.

The Ontario Water Resources Act provides the authority to implement a user fee to recover the costs to process, review and issue a permit.

Type of Application	Fee (\$)
Category 1* • Application not accompanied by supporting scientific evaluation or studies.	\$750
Category 2* • Application accompanied by a scientific evaluation (Schedule 2 and/or 3) certified by a qualified person.	\$750
Category 3* • Application accompanied by a scientific study (hydrogeological and/or hydroecological study) completed by a qualified person.	\$3000
PTTW for an Agricultural Purpose • Water takings for irrigation and frost protection for agricultural uses including vegetable crops, tobacco, fruit orchards, flowers, nurseries, tree and sod farms, tender fruit and aquaculture	\$0
<b>Minor Administrative Matters</b>	
Administrative change (e.g. name/address change)	\$0
Information filed with the Director in order to comply with a condition of a permit to take water	\$0
Ministry initiated permit amendments	\$0
Revocation of an existing permit	\$0

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### Returns

Application submitted is grossly incomplete	Application & fee returned to applicant
Application is submitted with incorrect fee	Application & fee returned to applicant
Application withdrawn by applicant prior to the Director's decision	Ministry may return the fee**
Application refused by the Director	Ministry may return the fee**
Application cancelled due to failure to provide additional requested information	Ministry may return the fee**

### Payee

All fees are payable to the Minister of Finance by credit card (VISA, Master Card, American Express), certified cheque or money order in Canadian funds.

\* Please refer to the Permit to Take Water (PTTW) Manual (2005) for permit categories.

\*\* If in the Director's opinion, the amount of time spent by Ministry staff and the expense incurred by the Ministry in the review of the application is insignificant.

The original application, supporting information, and the application fee must be sent to:  
The Ministry of the Environment  
Attention: Permit to Take Water  
Director, Environmental Assessment and Approvals Branch  
2 St. Clair Avenue West, Floor 12A  
Toronto, Ontario M4V 1L5

The information contained in this fact sheet is of a general nature only and is not intended to constitute advice for any specific situation. For more information, please refer to the Permit to Take Water Manual, the Guide to the Permit To Take Water Application Form, the MOE Regional Office in the area of your water taking or the Environmental Assessment and Approvals Branch. These resources are available on the MOE website: [www.ene.gov.on.ca](http://www.ene.gov.on.ca), and at MOE Regional Offices.

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