

**Township of Otonabee-South Monaghan**  
**Fees & Charges**  
**Schedule "A" – Community Services – Arena, Parks & Facilities**

**Ice Rental Rates: 1hr = 50 minutes**

<b>Service or Item</b>	<b>Fee</b>
Prime Time	\$194.36
Day Time (Mon to Fri: 12 pm – 5 pm)	\$125.54
Local Minor Hockey/Wolverines	\$142.28
Figure Skating Club	\$142.28
Non-local Minor Hockey	\$150.65
Off Peak (Mon to Fri: 7 am – 12 pm)	\$80.60

**Curling Rates (Per sheet/per hour)**

<b>Service or Item</b>	<b>Fee</b>
Regular	\$104.15
Bonspiels	\$92.06
Junior Curlers	\$72.54

**Reception Hall (formerly known as the Gold Room)**

<b>Service or Item</b>	<b>Fee</b>
Daily/Night Rate	\$348.72
Hourly Rate	\$73.46
Township Functions	\$223.18
Bingo Club	\$178.54

Note: Taxes not included in the fees and charges. Please add applicable taxes where necessary.

**Township of Otonabee-South Monaghan**  
**Fees & Charges**  
**Schedule "A" – Community Services – Arena, Parks & Facilities**

**Meeting /Board Room**

<b>Service or Item</b>	<b>Fee</b>
Hourly Rate	\$30.60
Daily Rate (5 or more hours)	\$132.60
Township functions	\$102.00

**Arena Floor (No Ice Floor)**

<b>Service or Item</b>	<b>Fee</b>
Receptions	\$734.64
Ball Hockey/Lacrosse	\$72.54
Pickleball – Adult (ages 18 and over)	\$3.10/person/hour
Pickleball – Youth (ages 17 and under)	\$1.77/person/hour

**Arena Kitchen**

<b>Service or Item</b>	<b>Fee</b>
Daily (with Hall Rental)	\$57.08
Reception Room (No Hall Rental) – Hourly	\$23.48/hour
Use of Dishes (per setting)	\$3.16

Note: Taxes not included in the fees and charges. Please add applicable taxes where necessary.

**Township of Otonabee-South Monaghan**  
**Fees & Charges**  
**Schedule "A" – Community Services – Arena, Parks & Facilities**

**Arena Bar Drinks**

<b>Service or Item</b>	<b>Fee</b>
Beer – Liquor (1 oz)	\$5.09
Coolers/Wine	\$5.75
Tall Cans	\$6.64

**Arena Advertising/Public Skating Sponsorship (Rates are for 1 year)**

<b>Service or Item</b>	<b>Fee</b>
Arena Wall Ad	\$451.33
Arena Rink Boards Advertising	\$663.72
TV Display Ad/Lobby Brochures	\$194.69
Public Skating Sponsorship Rate	\$115.04/hour

**Stewart Hall Community Centre – Hall**

<b>Service or Item</b>	<b>Fee</b>
Hourly Rate (min. 2 hours)	\$46.92
Daily/Nightly Rate	\$138.00
Consecutive Rate (min. 4 consecutive weeks rented)	\$71.40
Township Functions	\$114.00

Note: Taxes not included in the fees and charges. Please add applicable taxes where necessary.

**Township of Otonabee-South Monaghan**  
**Fees & Charges**  
**Schedule "A" – Community Services – Arena, Parks & Facilities**

**Ball Diamonds (Keene – Lang – Squirrel Creek)**

<b>Service or Item</b>	<b>Fee</b>
Hourly – Adult	\$25.50
Hourly – Youth	\$11.00
Tournaments – Full Day	\$178.00
Two Diamonds tournament	\$ 240.00
Tournament Security Deposit	\$100.00

**Equipment Rental (Rates per item)**

<b>Service or Item</b>	<b>Fee</b>
Tables – Wood	\$6.00
Tables – Plastic	\$10.00
Chairs – Plastic	\$3.00
Chairs – Office (Padded)	\$4.00

Note: Taxes not included in the fees and charges. Please add applicable taxes where necessary.

**Township of Otonabee-South Monaghan**  
**Fees & Charges**  
**Schedule "B" – Corporate Services – Administrative & Finance**

**Written Requests**

Service or Item	Fee
Tax Certificate (per roll #)	\$50.00

**Freedom of Information & Protection of Privacy Act (FOI)**

Service or Item	Fee
To Enact a Freedom of Information (FOI) Request	\$5.00
Photocopies, computer printouts, faxing	\$0.25/page
Manually searching for a record	\$30.00/hour
Preparation of a Record for Disclosure	\$30.00/hour
Postage	Current Rate
Shipping costs	As invoiced
Costs for external services	As invoiced
Deposit required: If a "Head" gives an estimate of an amount payable under the Act, and the estimate is \$25.00 or more, the "Head" may require a deposit equal to 50% before completing the request	Deposit equal to 50% of the estimate

Note: Taxes not included in the fees and charges. Please add applicable taxes where necessary.

**Township of Otonabee-South Monaghan**  
**Fees & Charges**  
**Schedule "B" – Corporate Services – Administrative & Finance**

**Marriages**

<b>Service or Item</b>	<b>Fee</b>
Marriage License	\$125.00
Council Chambers – Civil Marriage Ceremony	\$250.00
Alternate Location – Civil Marriage Ceremony	\$300.00
Travel Fee (off-site location)	\$50.00
Civil Marriage Ceremony Cancellation Fee	\$75.00
Ceremony Rehearsal	\$25.00

**Tax Account/Assessment/Finance Information**

<b>Service or Item</b>	<b>Fee</b>
Statement of Account (per year charge)	\$20.00
Statement of Account (each additional year)	\$10.00
Tax Notice Reprint (per year charge)	\$10.00
Ownership Changes (per change)	\$25.00
Mortgage Listing (for mortgage companies only)	\$50.00
Municipal Tax Sale – Part XI of the Municipal Act Third Party preparation/services	100% recovery of actual costs
Tax Sale Administrative Fee	\$1,000.00
Tax Sale Tender Package	\$10.00/package
Request for property information for previous years (manually searching & compiling information/records)	\$40.00/hour
Preparation of Tax Arrears Certificate	\$200.00
Passage of Extension Agreement by Council	\$200.00
Property advertised for sale by tender	\$100.00

Note: Taxes not included in the fees and charges. Please add applicable taxes where necessary.

**Township of Otonabee-South Monaghan**  
**Fees & Charges**  
**Schedule "B" – Corporate Services – Administrative & Finance**

**Other Charges**

Service or Item	Fee
Photocopy – black and white	\$0.25/page
Photocopy – colour	\$0.50/page
Fax Service	\$0.25/page
Lottery License (Alcohol and Gaming Commission of Ontario)	3% of Prize Board
Special Occasion Permit	\$80.00
Administrative fee for activities undertaken on Request of an Individual (e.g. Research on historical or genealogical matters, property search, research or Council minutes & other Township records, preparation/packaging of information)	\$19.00/15 minutes
Returned cheque or electronic payment	\$25.00
Courier Service – customer service required	\$20.00
Accounts Receivable – invoice outstanding over 30 days	1.25% monthly
Fence Viewing – Administration Fee	\$200.00
Collection Agency/Bailiff Fee	100% recovery of actual costs
Noise By-law Exemption Application	\$50.00

Note: Taxes not included in the fees and charges. Please add applicable taxes where necessary.

**Township of Otonabee-South Monaghan**  
**Fees & Charges**  
**Schedule "C" – Corporate Services – Cemeteries**

<b>Sale of Interment Rights and Care &amp; Maintenance – Full Burial Plot Rates</b>			
<b>Selling Price</b>			
	Interment Rights \$	Care & Maintenance \$ the greater of 40% or \$290.00	Total Selling Price \$
Single Plot	\$600.00	\$400.00	\$1,000.00

<b>Sale of Interment Rights and Care &amp; Maintenance – Columbarium Rates</b>					
<b>Selling Price</b>					
	Interment Rights \$	Care & Maintenance \$ the greater of 15% or \$165.00	Sub Total	Niche Inscriptions	Total Selling Price \$
Top 2 Tiers	\$1,275.00	\$225.00	\$1,500.00	\$ 400.00	\$1,900.00
Lower Tiers	\$1,020.00	\$180.00	\$ 1,200.00	\$ 400.00	\$1,600.00

<b>Grave Markers/Monuments</b>	
	<b>Care &amp; Maintenance</b>
Flat marker (less than 439.42 square centimeters or 173 square inches)	n/a
Flat marker measuring at least 439.42 square centimeters or 173 square inches	\$100.00
Upright markers measuring 1.22 meters or 4 feet or less in height and length, including the base	\$200.00
Upright markers more than 1.22 meters or 4 feet in either height or length, including the base	\$400.00

Note: Taxes not included in the fees and charges. Please add applicable taxes where necessary.



**Township of Otonabee-South Monaghan**  
**Fees & Charges**  
**Schedule "C" – Corporate Services – Cemeteries**

<b>Interment Fees</b>	
Adult – Monday to Friday before 3:30 pm	\$850.00
Child – Monday to Friday before 3:30 pm	\$400.00
Infant – Monday to Friday before 3:30 pm	\$300.00
Late Charge – Monday to Friday after 3:30 pm	\$275.00
Saturday Interment	\$1,125.00
Disinterment (casket only)	\$800.00

<b>Interment of Cremated Remains</b>	
Cremated Remains – Monday to Friday before 3:30 pm	\$650.00
Late Charge – Monday to Friday after 3:30 pm	\$150.00
Cremated Remains – Saturday	\$800.00
Dis-interment Cremated Remains	\$600.00
Columbarium Niche – Monday to Friday before 3:00 pm	\$350.00
Columbarium Niche – Saturday	\$500.00
Second cremated remains (must be simultaneous interment)	Additional \$100.00
<b>Other Charges</b>	
4 Cornerstone Markers	\$300.00
Transfer of Deed – Administration Fee	\$75.00
All interments (Winter - December 1 to April 1)	\$225.00

**Note: No Interments or Inurnments will occur on Sunday or Statutory Holidays**

Note: Taxes not included in the fees and charges. Please add applicable taxes where necessary.

**Township of Otonabee-South Monaghan  
Fees & Charges  
Schedule "D" – Dog Control Services**

**Dog License – Lifetime Registration**

<b>Service or Item</b>	<b>Fee</b>
<b>First &amp; Second Dog Per Household:</b>	
Spayed/Neutered	\$15.00
Un-spayed/Unneutered Dog	\$20.00
<b>Third &amp; Subsequent Dogs Per Household:</b>	
Spayed/Neutered	\$25.00
Un-spayed/Unneutered Dog	\$30.00
<b>Penalty</b> (if not paid by March 31 <sup>st</sup> of each year)	1.25% per month

**Other Fees**

<b>Service or Item</b>	<b>Fee</b>
Replacement Tag	\$10.00

**Pick-Up Fees**

Any person owning a dog which is found running at large and is confined by the Dog Control Officer shall pay pick-up fees as set out below:

<b>Service or Item</b>	<b>Fee</b>
1 <sup>st</sup> Offence in any 12-month period	\$30.00 per dog plus boarding fees
2 <sup>nd</sup> Offence in any 12-month period	\$60.00 per dog plus boarding fees
3 <sup>rd</sup> and Subsequent offences in any 12-month period	\$120.00 per dog plus boarding fees

Note: Taxes not included in the fees and charges. Please add applicable taxes where necessary.

**Township of Otonabee-South Monaghan  
Fees & Charges  
Schedule "D" – Dog Control Services**

**Kennel**

Service or Item	Fee
Commercial Boarding Kennel	First Time: \$200.00 Renewal: \$150.00
Commercial Breeding Kennel	First Time: \$175.00 Renewal: \$125.00
Private Kennel (8 or under)	First Time: \$150.00 Renewal: \$100.00

**Other Fees**

Service or Item	Fee
Humane Society	As per Humane Society Fees

Note: Taxes not included in the fees and charges. Please add applicable taxes where necessary.

**Township of Otonabee-South Monaghan**  
**Fees & Charges**  
**Schedule "E" – Building Services**

<b>Permit Type</b>	<b>Fee</b>
New Dwelling Units (SDD, Duplex, Triplex, Multi-Unit)	\$1.58/sqft
Residential Additions	\$1.58/sqft
Residential Renovations (Finish Basement, Create Second Unit)	\$21.15/\$1000 of Construction Value
Pre-manufactured Homes / Park Model Trailers	\$1.58/sqft
Accessory Buildings (Deck, Porch, Carport, Shed, Garage, Boathouse, etc)	\$1.45/sqft
Building Relocation	\$1.58/sqft
New Foundation under Existing Buildings	\$21.15/\$1000 of Construction Value
Plumbing Permit	\$189.30 Base Fee + \$20.55/Fixture
Outdoor Solid Fuel Furnace	\$324.50 flat fee
Solar Collection System < 20 kW	\$540.80 flat fee
Solar Collection System > 20 kW	\$811.20 flat fee
Wood Stove/Chimney/Solid Fuel Burning Appliance	\$324.50 flat fee
Occupancy Permit	\$260.00 flat fee

**Non-Residential Permits**

<b>Permit Type</b>	<b>Fee</b>
New Commercial / Industrial / Institutional	\$1.58/sqft
Commercial / Industrial / Institutional Additions	\$21.15/\$1000 of Construction Value
Commercial / Industrial / Institutional Renovations	\$21.15/\$1000 of Construction Value
New Agricultural Buildings	\$21.15/\$1000 of Construction Value
Agricultural Additions	\$21.15/\$1000 of Construction Value
Agricultural Renovations	\$21.15/\$1000 of Construction Value
Tents and Air Supported Structures / Soft Cover / Coverall	\$0.50/sqft
Temporary Use Permit (Event Tents, etc.)	\$216.35 flat fee

Note: Taxes not included in the fees and charges. Please add applicable taxes where necessary.

**Township of Otonabee-South Monaghan**  
**Fees & Charges**  
**Schedule "E" – Building Services**

**On-Site Sewage System Permits**

<b>Permit Type</b>	<b>Fee</b>
Class 2 Sewage System Fee (Greywater System)	\$500.00 flat fee
Class 3 Sewage System Fee (Cesspool)	\$500.00 flat fee
Class 4 Sewage System Fee total daily design flow $\leq$ 4500L/day	\$1000.00 flat fee
Class 4 Sewage System Fee total daily design flow $>$ 4500L/day and $\leq$ 10000L/day	\$1450.00 flat fee
Class 4 Sewage System Fee Tank Replacement Only	\$400.00 flat fee
Class 4 Sewage System Fee Trench Bed Repair/Replacement/Extension	\$500.00 flat fee
Class 4 Sewage System Fee Filter Bed Repair/Replacement/Extension	\$500.00 flat fee
Class 5 Sewage System Fee (Holding Tank)	\$1000.00 flat fee
Sewage System Change of Use/Review of Existing System Fee	\$400.00 flat fee
Severance or Subdivision Comments – First Lot Fee	\$300.00 flat fee
Severance or Subdivision Comments – Each Additional Lot Fee	\$150.00 flat fee
Mandatory Re-Inspection for Source Water Protection Area – Type 1 Fee	\$75.00 flat fee
Mandatory Re-Inspection for Source Water Protection Area – Type 2 Fee	\$150.00 flat fee

**Other Permits**

<b>Permit Type</b>	<b>Fee</b>
Demolition Permit	\$260.00 flat fee
Minimum Permit Fee	\$270.00 flat fee
Entrance Permit Fee	\$108.20 flat fee
911 Sign Fee	\$54.10 flat fee
Yearly Permit Renewal	\$270.00 flat fee
Change of Use Permit	\$21.15/\$1000 of Construction Value

Note: Taxes not included in the fees and charges. Please add applicable taxes where necessary.

**Township of Otonabee-South Monaghan**  
**Fees & Charges**  
**Schedule "E" – Building Services**

Material Change/Revision to Issued Permit Fee	\$270.00 flat fee
Alternative Solution Review Fee	\$270.00 flat fee
Swimming Pools – Above Ground	\$205.50 flat fee
Swimming Pools – In Ground	\$21.15/sqft
Swimming Pools – Sur Charge	\$108.20 flat fee
Commercial Sign Permit	\$1622.40 flat fee (P.Eng. Required)
Discharge of Order	\$216.35 flat fee
Repeat Inspection Beyond Two (2)	\$162.25 flat fee
Inspection Request for Open Permit Dated Prior to 2005	\$162.25 flat fee
Tile Drainage Inspection and Completion Certificate	\$200.00 flat fee
Transfer of Permit	\$270.00 flat fee
Fence Variance Application Review	\$150.00 flat fee
<b>Building Without a Permit</b>	<b>Fees Doubled</b>

**Otonabee-South Monaghan Development Charges**

<b>Development Charge Type</b>	<b>Fee</b>
Residential Single/Semi Detached (per unit)	\$11,117
Multiples	\$7,145
Apartments – Two or more bedrooms	\$6,643
Apartments – Bachelor and One Bedroom	\$4,099
Special Care/Special Dwelling Units	\$3,967
Non-Residential Development Charges	\$4.53/sqft of building space

Note: Taxes not included in the fees and charges. Please add applicable taxes where necessary.

**Township of Otonabee-South Monaghan  
Fees & Charges  
Schedule "E" – Building Services**

**County and Education Development Charges**

<b>Development Charge Type</b>	<b>Fee</b>
Peterborough County Development Charges	See Peterborough County by-law
Education Development Charges (EDC) – Kawartha Pine Ridge District School Board	See EDC by-law
Education Development Charges (EDC) – Peterborough Victoria Northumberland and Clarington Catholic District School Board	See EDC by-law

Note: Taxes not included in the fees and charges. Please add applicable taxes where necessary.

**Township of Otonabee-South Monaghan**  
**Fees & Charges**  
**Schedule "F" – Fire & Emergency Services**

**Fire Services**

<b>Service or Item</b>	<b>Fee</b>
Commercial Fireworks Permit Review	\$100.00
Non-Emergency Alarm Activation at Chief's discretion (following second false alarm within calendar year)	As set by MTO
Response to unlocated utility strike	As set by MTO
Occurrence Report – Standard (per report)	\$100.00
Non-resident at fault Motor Vehicle Accident or Fire Attendance	As set by MTO
File Search	\$100.00
Insurance Company Information Reports	\$100.00

**Burn Permit**

<b>Service or Item</b>	<b>Fee</b>
Burn Complaint with Fire Response at Chief's discretion (applicable if not meeting prescribed rules)	MTO Rate plus \$300.00
Fire Rescue Standby	MTO Rate
Heavy Equipment	Cost
Foam	Cost

**Inspections**

<b>Service or Item</b>	<b>Fee</b>
Non-Compliance – upon re-inspection	\$100.00

Note: Taxes not included in the fees and charges. Please add applicable taxes where necessary.



**Township of Otonabee-South Monaghan**  
**Fees & Charges**  
**Schedule "F" – Fire & Emergency Services**

**Propane Review/Documentation**

Service or Item	Fee
Propane Review/Documentation – Level 2 (per request)	\$100.00
Propane Review/Documentation – Level 1 (per request) Plus, legal or engineering review costs (per request)	\$100.00 plus associated costs

**Review and/or Inspection of Propane Storage and Handling Facilities (refer to by-law 2011-10)**

Service or Item	Fee	Deposit
Risk & Safety Management Plan for a Facility "Over" 5,000 USWG	\$1,000.00 plus \$75.00/hr for all services* after 10 hours	\$6,000.00
Risk & Safety Management Plan for a Facility "Under" 5,000 USWG	\$500.00 plus \$75.00/hr for all services* after 10 hours	\$3,000.00

\*Services include but not limited to: administrative functions, review, comments, meetings, advice, approvals and site visits. All other associated costs will be applied, such as legal services, copying, telephone expenses, courier, etc.

Note: Taxes not included in the fees and charges. Please add applicable taxes where necessary.

**Township of Otonabee-South Monaghan  
Fees & Charges  
Schedule "F" – Fire & Emergency Services**

**Fire Inspections (includes file search, travel, site visit, orders, re-inspection, safety plan review)**

<b>Service or Item</b>	<b>Fee</b>
<b>Group Homes, Day Care Facilities or Other Commercial Establishments requiring an inspection for Licensing, Insurance or Other Purposes</b>	\$100.00

**Fire Department Liquor License Inspection**

<b>Service or Item</b>	<b>Fee</b>
Inspection, Occupancy Load Signage & Approval Letter	\$100.00
Liquor License Extension	\$100.00

**Collisions of Provincial Highways**

<b>Service or Item</b>	<b>Fee</b>
MTO Recovery	Provincial Rate/Hour

Note: Taxes not included in the fees and charges. Please add applicable taxes where necessary.

**Township of Otonabee-South Monaghan**  
**Fees & Charges**  
**Schedule "G" – Planning Services**

**Letters**

<b>Type</b>	<b>Fee</b>
Building/Work Order Compliance Letter	\$90.00
Zoning Compliance Letter	\$90.00 for zoning information
Zoning Clearance (i.e. – propane facility, MTO license)	\$90.00
Review of Survey for Compliance	\$112.00
Site Plan Compliance Review	\$112.00
Subdivision Compliance Review	\$140.00
Commissioning of Planning Documents	\$25.00

**Documents**

<b>Type</b>	<b>Fee</b>
Comprehensive Zoning By-law Text, as amended	Alternative method of access provided as Office Consolidation is available online via the Township website at no charge
Comprehensive Zoning By-law Maps, as amended	Alternative method of access provided online via County GIS at no charge***
Comprehensive Zoning By-law and Maps as at passage of By-law 2010-65 and/or any Amendments thereto	\$0.25 per page for photocopying (black and white only plus \$8.00 every 15 minutes of search time to identify and/or retrieve any requested Zoning By-law Amendments)
Zoning By-law Amendments to OSM Zoning By-law No. 2010-65	Alternative method of access provided as the Township by-laws are available online through Civic Web at no charge
Official Plan Consolidation (2015 text including OPAs)	Alternative method of access provided as Office Consolidation is available online via Township website at no charge

Note: Taxes not included in the fees and charges. Please add applicable taxes where necessary.

**Township of Otonabee-South Monaghan**  
**Fees & Charges**  
**Schedule "G" – Planning Services**

**Documents (continued)**

Type	Fee
Official Plan (2015) Mapping	Alternative method of access provided as Official Plan maps are available online via Township website at no charge
Official Plan (2015) including Ontario Land Tribunal modifications at time of approval	\$85.00 CD ROM or Key
Official Plan Amendment to the Official Plan (2015) as approved by Council	Alternative method of access provided as the Township by-laws are available online through Civic Web at no charge
Official Plan Amendment to Official Plan (2015) as approved by County	\$0.25 per page for photocopying (black and white only) plus \$7.50 for every 15 minutes of search time to identify and/or retrieve any requested Official Plan Amendments

**Pre-Consultation**

Type	Fee
Mandatory Pre-Consultation for ALL Planning Act Applications is to be held prior to any application submission	\$250.00
Pre-Consultation requiring outside agencies	Cost incurred by Township of solicitors, engineers, architects, and/or other external agencies

Note: Taxes not included in the fees and charges. Please add applicable taxes where necessary.

**Township of Otonabee-South Monaghan**  
**Fees & Charges**  
**Schedule "G" – Planning Services**

**Consent Application**

Type	Fee
Application review including report to Council and County Land Division – with pre-consultation (completed Preliminary Severance Review)	\$1,300.00
Application review including report to Council and County Land Division – without pre-consultation (no Preliminary Severance Review)	\$1,650.00

**Minor Variance**

Type	Fee
Minor Variance – with pre-consultation	\$1,650.00 (deposit not required at time of application)

**Official Plan Amendment**

Type	Fee	Deposit
Official Plan Amendment Application – with no Zoning By-law Amendment (Pre-consultation – Mandatory)	\$8,700.00	\$4,300 (initial) Any subsequent deposit and/or payment amounts to be determined by the Treasurer based on file activity.
Combined Official Plan Amendment & Zoning By-law Amendment Application (Pre-consultation – Mandatory)	\$10,850.00	\$7,600 (initial) Any subsequent deposit and/or payment amounts to be determined by the Treasurer based on file activity.

Note: Taxes not included in the fees and charges. Please add applicable taxes where necessary.

**Township of Otonabee-South Monaghan**  
**Fees & Charges**  
**Schedule "G" – Planning Services**

**Zoning By-law Amendment Applications**

Type	Fee	Deposit
Minor/Technical zoning by-law including a Zoning By-law Amendment	\$1,650.00	\$550 (initial) Any subsequent deposit and/or payment amounts to be determined by the Treasurer based on file activity.
Intermediate zoning by-law including a Zoning By-law Amendment	\$3,800.00	\$2,700 (initial) Any subsequent deposit and/or payment amounts to be determined by the Treasurer based on file activity.
Major zoning by-law including Zoning By-law Amendment	\$6,500.00	\$3,200 (initial) Any subsequent deposit and/or payment amounts to be determined by the Treasurer based on file activity.

**Lift Hold By-law**

Type	Fee	Deposit
Lift Hold By-law Administrative & Processing Fee	\$700.00	Not required

Note: Taxes not included in the fees and charges. Please add applicable taxes where necessary.

**Township of Otonabee-South Monaghan**  
**Fees & Charges**  
**Schedule "G" – Planning Services**

**Site Plan Approval**

Type	Fee	Deposit
Site-specific Site Plan Control By-law (if required)	\$5,450.00	\$2,800 (initial) Any subsequent deposit and/or payment amounts to be determined by the Treasurer based on file activity.
Site Plan Control Application Fee – Minor (Pre-consultation is mandatory)	\$5,450.00	\$2,800 (initial) Any subsequent deposit and/or payment amounts to be determined by the Treasurer based on file activity.
Site Plan Control Application Fee – Intermediate (Pre-consultation is mandatory)	\$7,600.00	\$3,900 (initial) Any subsequent deposit and/or payment amounts to be determined by the Treasurer based on file activity.
Amendment to approved plan	\$3,300.00	\$1,700 (initial) Any subsequent deposit and/or payment amounts to be determined by the Treasurer based on file activity.
Site Plan Control Application Fee – Major (Pre-consultation is mandatory)	\$10,850.00	\$5,600 (initial) Any subsequent deposit and/or payment amounts to be determined by the Treasurer based on file activity.
Site Plan Control Amendment	\$2,750.00	\$1,350.00 (initial) Any subsequent deposit and/or payment amounts to be determined by the Treasurer based on file activity.

Note: Taxes not included in the fees and charges. Please add applicable taxes where necessary.

**Township of Otonabee-South Monaghan  
Fees & Charges  
Schedule "G" – Planning Services**

**Site Plan Approval (continued)**

Type	Fee	Deposit
Site Plan Agreement (SPA) Securities	Minimum deposit \$11,250.00 Amount will vary determined by the CAO in consultation with solicitors, engineers, architects, and/or other external agencies to determine cost estimates for site specific works in the Site Plan and Site Plan Amendments.	

**Lot Grading Fees**

Type	Fee	Deposit
Single detached Lot	\$1,650.00 per lot (Due at time of building permit)	No deposit required however the owner must pay all costs above the \$1,650.00 fee.
Lots or blocks subject to Site Plan	Included in site plan deposit and securities	

**Development Fees**

Type	Fee	Deposit
Cash-In-Lieu of Parkland	\$1,085.00 per lot (Due at time of approval)	Not required

Note: Taxes not included in the fees and charges. Please add applicable taxes where necessary.



**Township of Otonabee-South Monaghan**  
**Fees & Charges**  
**Schedule "G" – Planning Services**

**Agreements**

Type	Fee	Deposit
Pre-Development Agreements (at proposal stage)	\$815.00	\$5,2500 to \$15,500 Initial deposit to be determined by scale of application. Any subsequent deposit and/or payment amounts to be determined by the Treasurer based on file activity.
Development Agreements (at approval stage)	\$1,085.00	\$25,000 (minimum) Initial deposit to be determined by scale of application. Any subsequent deposit and/or payment amounts to be determined by the Treasurer based on file activity.
Easement and/or Encroachment Agreement Note: Survey to be provided by Applicant	\$280.00	\$1,750 (initial) Any subsequent deposit and/or payment amounts to be determined by the Treasurer based on file activity.
Merger Agreement Note: Applicant's Solicitor to provide Agreement and handle Registration on title	\$545.00	Not required
Mitigation Measures Agreement Note: Applicant's Solicitor to provide Agreement and handle Registration on title	\$275.00	Not required

Note: Taxes not included in the fees and charges. Please add applicable taxes where necessary.

**Township of Otonabee-South Monaghan**  
**Fees & Charges**  
**Schedule "G" – Planning Services**

**Note:**

1. All application fees are intended to cover internal administrative and processing costs. Application fees and deposits are required prior to processing of an application and must be paid in full.
2. All deposits are initial deposits towards legal, planning, engineering and/or other external costs. The applicant is responsible for all external costs and development accounts will be set up to track all file related costs. The Applicant will be invoiced accordingly for any costs that exceed the deposit on account and/or will receive a refund of any unspent deposit when the development account file is closed. The Township reserves the right to suspend all internal and/or external activity on a planning application when a development account is in arrears and an Applicant (or Owner) fails to top up the account within 30 days of a written request by the Township.
3. Zoning Maps are available online.
4. All applications may be subject to further deposits and/or payment amounts based on file activity.

Note: Taxes not included in the fees and charges. Please add applicable taxes where necessary.

**Township of Otonabee-South Monaghan**  
**Fees & Charges**  
**Schedule "H" – Public Works**

**Transfer Station**

**Definitions:**

1. **"Container"** or **"Bag"** shall mean a galvanized metal or plastic container for the storage and collection of garbage. One container shall mean one, standardized size garbage bag of dimensions of approximately 24 inches x 36 inches (61 cm (about 2 ft) x 91 cm) or 17 imperial gallons (77 L). Bags shall be clear polyethylene plastic bags of minimum 1.5-gauge thickness and in sound condition, with maximum content of thirty (30 lbs.) pounds or (13.6 kg.)
2. **"Garbage"** or **"Household Waste"** shall mean all rejected, abandoned, or discarded household waste, sweepings including that of animal origin.

\* Deposit will be returned in full upon satisfactory final inspection. The property owner is responsible for arranging the final inspection with Public Works. Failure to do so within three years of the date the permit was issued, will result in automatic forfeiture of the deposit.

\*\* If material is not separated, a fee will be charged

\*\*\* Propane tanks (tanks SHOULD be empty)

\*\*\*\* Certificates must be provided showing that CFC's have been removed from fridges and freezers.

**Note: No charges will be made for items accepted for recycling through the Recycling Program**

Service or Item	Fee	Deposit
Blue Box	\$6.00 each	n/a
Household Garbage	\$3.00 per bag	n/a
Household Garbage – unsorted or over 10% recycling	\$8.00 per bag	n/a
Road Occupancy Permit	\$100.00	n/a
Entrance Permit	\$250.00	\$1,250.00*

Note: Taxes not included in the fees and charges. Please add applicable taxes where necessary.

**Township of Otonabee-South Monaghan**  
**Fees & Charges**  
**Schedule "H" – Public Works**

**Items with No Fees**

<b>Service or Item</b>	<b>Fee</b>
Cardboard – corrugated cardboard – up to 0.3m <sup>3</sup>	No charge
Electronics – TV, Computer, Phone, Monitor	No charge
Leaves – grass clippings, pine needles	No charge
Clean brush / round wood / yard waste	No charge **
Recyclable material – sorted	No charge
Hazardous Waste / Batteries / Propane Tanks	No charge *** <b>(20 lbs. and greater not accepted)</b>
Scrap Metal Items Only – (must be separated)	No charge
Water Tank	No charge
Barbeque	No charge

**Other Disposal**

<b>Service or Item</b>	<b>Fee</b>
Appliances containing freon – refrigerator, air conditioners, dehumidifier	\$35.00 per item
Appliances with freon removed – dishwashers, washer, bathtub, dryer, stove	\$10.00 per item****
Small appliances – sinks and toilets ("porcelain")	\$10.00 per item
Small furniture – chairs, side/coffee tables, etc.	\$10.00 per item
Large furniture – couch, kitchen/dining table, loveseat, etc.	\$20.00 per item
Mattress, Box spring	\$25.00 all sizes per unit
Carpet, Throw/area rug	\$5.00 per item

Note: Taxes not included in the fees and charges. Please add applicable taxes where necessary.

**Township of Otonabee-South Monaghan**  
**Fees & Charges**  
**Schedule "H" – Public Works**

**Building Material (Construction and Demolition Materials ONLY)**

Service or Item	Fee
½ Ton Truck & trailer over 8 ft	\$160.00
½ Ton Truck & trailer up to 8 ft	\$120.00
½ Ton Truck	\$100.00
Trailer 8 ft. over	\$60.00
Trailer up to 8 ft.	\$50.00
Partial loads	\$28.00 per cubic yard

**Tire Disposal**

Service or Item	Fee
Tires	No charge
Tires on Rim	\$5.00

**Items Not Accepted**

Service or Item	Fee
Boat Wrap	Not accepted
Bale Wrap	Not accepted
Boats, Canoes, Paddle Boats, etc.	Not accepted
Propane tanks – 20lbs and greater	Not accepted
Items containing Asbestos	Not accepted

Note: Taxes not included in the fees and charges. Please add applicable taxes where necessary.

**Township of Otonabee-South Monaghan**  
**Fees & Charges**  
**Schedule "I" – Septic Services**

**Sewage Systems**

<b>Type</b>	<b>Fee</b>
Class 2 Sewage System – greywater pit/leach pit	\$500.00
Class 3 Sewage System – cesspool	\$500.00
Class 4 Sewage System – all design capacity less than 10,000 liters/day	\$1,000.00
Class 4 Sewage System – tank replacement only	\$400.00
Class 4 Sewage System – septic bed replacement/repair/extension	\$500.00
Class 5 Sewage System – all holding tanks	\$1,000.00

**Additional Inspections or Septic Permit Reviews**

<b>Type</b>	<b>Fee</b>
Change of installers	\$250.00
Change to design that requires a site visit and/or inspection	\$250.00
Major change to permit design submission	\$250.00
Base cut inspection	\$250.00
Consultation Fee	\$250.00
Change of Use Permit	\$400.00

Note: Taxes not included in the fees and charges. Please add applicable taxes where necessary.

**Township of Otonabee-South Monaghan**  
**Fees & Charges**  
**Schedule "I" – Septic Services**

**Planning Applications**

<b>Type</b>	<b>Fee</b>
Minor variance and zoning by-law amendments with a performance review	\$250.00
Severance and subdivision cost (first lot)	\$300.00
Severance and subdivision cost (each lot thereafter the first lost)	\$150.00

**Other**

<b>Type</b>	<b>Fee</b>
Transfer of permit	\$375.00
Manually searching for a record	\$30.00/hour
Photocopy – black and white	\$0.25/page
Photocopy – colour	\$0.50/page

Note: there will be **no refunds** issued for septic permits issued with no, or some inspections.

Note: Taxes not included in the fees and charges. Please add applicable taxes where necessary.