

Planning & Zoning Fee Schedule

DRAFT – 5/15/2014 – Changes from current fee schedule highlighted



Type of Permit or Review	Application Fee ¹³	Recording Fee	Total Fee
Zoning permit – building ¹			
Residential dwellings	\$.40/sq ft	\$10	varies
Residential accessory structures ³	\$.30/sq ft	\$10	varies
Affordable residential dwellings ²	waived	\$10	\$10
Non-residential structures	\$.50/sq ft	\$10	varies
Zoning permit - other			
Boundary line adjustment	\$75	\$10	\$85
Transfer of land for agriculture, forest, conservation	\$75	\$10	\$85
Sign (permitted by Zoning Administrator)	\$25	\$10	\$35
Site plan - minor revision	\$75	\$10	\$85
Miscellaneous ^{5, 10}	\$25	\$10	\$35
Zoning - other			
Certificate of compliance	\$50	n/a	\$50
Certificate of occupancy/use	\$0	\$0	\$0
Conditional certificate of occupancy/use	\$100	\$0	\$100
DRB review – subdivision & transfers			
Transfer of land to adjoiner ⁴	\$75	\$10	\$85
Subdivision sketch plan	\$200	\$10	\$210
Subdivision preliminary plat ⁷	\$300 or \$100 per lot/unit	\$10	varies
Subdivision final plat ⁷	\$400 or \$200 per lot/unit	\$10	varies
Subdivision revision (no newspaper warning)	\$50	\$10	\$60
Subdivision revision (newspaper warning)	\$300	\$10	\$310
DRB review – other			
Sign (permitted by DRB)	\$50	\$10	\$60
Site plan – new and major revisions ¹¹	\$300	\$10	\$310
New residential units	\$100 per unit	n/a	varies
Renovated structures ¹²	\$.05/sq ft	n/a	varies
New non-residential structures			
Below 1,000 sq ft	\$.10/sq ft	n/a	varies
Above 1,000 sq ft	\$.25/sq ft	n/a	varies
Conditional use ⁶	\$300	\$10	\$310
Variance	\$200	\$10	\$210
Development on a private right of way or class 4 road ⁹	\$200	\$10	\$210
Miscellaneous/other	\$200	\$10	\$210
Appeal of a Zoning Administrator action ⁸	\$200	\$10	\$210

Notes:

1. Includes livable floor area portion of dwellings (per definition in Zoning) as well as finished basement areas, and accessory space such as attached decks & landings, attached garages & porches, etc. Changes from existing, unpermitted accessory space to livable floor area pay the full fee.
2. Perpetually affordable dwellings as defined in the Zoning regulations or as otherwise approved by Selectboard.
3. Accessory structures that include an accessory apartment shall pay the higher residential dwelling fee for the residential area.
4. Inclusive fee - for DRB review and zoning permit.
5. For example: structure replacement (increase in size pays bldg permit fee), swimming pools, tennis courts (and other similar "outdoor courts" that require a zoning permit), home occupation, pond, permit renewal, use permit, etc.
6. Conditional use applications that include site plan changes shall only pay the site plan fee.
7. Flat fee or per lot/unit fee, whichever is greater; only lots/units created for new development counted for per lot/unit fee; the per lot/unit fee shall be waived for perpetually affordable lots/units (per Zoning regulations or as approved by Selectboard)
8. This fee shall be refunded for successful appeals that overturn a Zoning Administrator action/decision.
9. Subdivisions that require this review shall only pay subdivision fees.
10. When a zoning permit has expired before a Certificate of Occupancy is issued, in the event that substantial construction (investment) has been done, a permit may be re-issued for a \$25 administrative fee. In the event that a zoning permit has expired when no substantial construction has been completed, the owner will be required to obtain a new permit under the current regulations and fee schedule.
11. Site plan application fees include the base \$300 plus the additional fees indicated in the categories listed.
12. Applies only to major renovations that involve changes to the footprint or exterior form of an existing structure – e.g., relocation of an existing structure, reconstruction of portions of the structure's footprint, etc.
13. Fees increase for permits issued after the fact. If no formal notice of violation has been issued, then the fee shall be 1.5 times what is shown. If a formal notice of violation has been issued, the fee shall be two times what is shown.
14. The DRB may retain independent consultants to facilitate the review of applications, and whose services shall be paid for by the applicant. The consultant(s) shall work at the DRB's direction and shall provide the DRB such reports and assistance, as the DRB deems necessary to determine compliance with this bylaw. The scope of the independent review shall be as narrow as possible, and the cost shall be minimized to the extent practical. The applicant shall be notified as to the choice of the consultant(s) and the estimated cost prior to the independent consultant(s) starting work.
15. When a structure is destroyed by fire through no intentional act of the property owner, the fee associated with the rebuilding of the original square footage of the structure on the same foot print shall be waived and replaced with the miscellaneous zoning permit fee.
16. Reduction or waiver of fees. Fees under this schedule may be reduced or waived due to extenuating circumstances. An applicant requesting such reduction or waiver shall provide the request in writing to the Director of Planning and Zoning. The Director shall review such requests and provide a written recommendation to the Selectboard. The Director may also initiate such a request and recommendation. The Selectboard shall review the request and recommendation and make a final determination.