



DEVELOPMENT PERMIT FEES

This schedule of fees applies to zoning, subdivision and public works.

Adopted by the Selectboard on September 3rd, 2019. Effective 9/16/2019.

Please note: Subsequent to receiving Development Review Board Approval (DRB), in most cases applicants are required to obtain a Zoning Permit to implement the approved project.

Zoning	
Minimum permit fee, includes fences, signs and etc. (include permit recording fee)	\$ 45.00
Residential Construction per square foot (including decks, porches and etc.) or \$30.00 whichever is greater *	\$ 0.20 + \$15 recording fee
Commercial Construction per square foot, or \$30.00 whichever is greater *	\$ 0.30 + \$15 recording fee
Boundary Line Adjustment (includes permit recording fee)	\$ 85.00
Certificate of Occupancy (includes permit recording fee)	\$ 15.00
Conditional Use and Site Plan Review Application (includes DRB Decision recording fee) ‡	\$345.00
Site Plan Review Application (includes DRB Decision recording fee) ‡	\$ 145.00
Site Plan Review – Administrative Amendment (includes permit recording fee)	\$65.00
Appeal of Zoning Administrative Officer Decision (includes DRB Decision recording fee)	155.00
As-built Zoning Permits	Double regular fee

Subdivision Approvals (does not include Final Plat Mylar recording fees)	Fee
Administrative Subdivision Review (include permit recording fee)	\$85.00
Sketch Plan Review	\$85.00
Preliminary Subdivision Review (3 or less lots) (includes DRB Decision recording fee)	\$345.00
Preliminary Subdivision Review (4 or more lots) (includes DRB Decision recording fee)‡	\$445.00 for 4 lots plus \$50.00 per each additional lot
Final Subdivision Review (3 or less lots) (includes DRB Decision recording fee)	\$345.00
Final Subdivision Review (4 or more lots) (includes DRB Decision recording fee)	\$445.00
Preliminary & Final Subdivision Review (concurrent reviews) (3 or less lots)	\$545.00
Preliminary & Final Subdivision Review (concurrent reviews) (4 or more lots) ‡	\$745.00 for 4 lots plus \$50.00 per each additional lot
Rural Road Plan Review (for the development of a road serving 4 – 9 houses) ‡ (if required independent from a Subdivision Application)	\$200.00
Subdivision Amendment - Administrative (includes permit recording fee)	\$85.00
Subdivision Amendment - DRB (includes DRB Decision recording fee)	\$165.00

Impact Fees	Single-Family	Multi-Family/unit	Mobile Home	Non-Residential
* Fire	\$ 218.70	\$ 153.09	\$ 153.09	\$ 0.11 per s.f.

Other Fees		
‡ Technical Review Fees	Some development projects may require the submission of an additional fee. See <i>Procedures and Standards for Technical Review Fees</i> for more info.	Minimum Fee \$500

Highway and Water Resources Department Fees

Highway Department Permit Fees	Residential	Commercial
Town Highway Access Permit (includes recording fee)	\$ 115.00	\$145.00
Use of Public Right-of-Way (includes recording fee)	\$215.00	\$245.00

Highway Department Permit Violation Fees	Landowner Violated	Utility or Contractor Violated
Violation of Right of Way Permit Conditions or Failure to Obtain Right of Way Permit	\$500 and New Permit with Double Fee and single recording fee	\$1000 and New Permit with Double Fee and single recording fee
Violation of Access Permit or Failure to Obtain Access Permit	\$250 and New Permit with Double the Fee and single recording fee	\$500 and New Permit with Double the Fee and single recording fee

Water Resources Department Permit Fees	Private	Public
Utility Connection Permit (includes recording fees and \$500 technical review fee)	\$1500	\$ 1200
Application for Utility Plan Review (includes recording fee)	\$175.00	\$145.00
Excavation in the Water District Permit (includes recording fee) (18" depth or shallower, permit not required)	\$50	
Water and Sewer Allocation and Service Fees: For development on the municipal water and sewer system additional fees apply for new development and changes of use.	Contact Town Manager for rates and approvals.	

Water Permit Violation Fees	Landowner Violated	Utility or Contractor Violated
Failure to Obtain a Utility Connection Permit	\$1000 and New Permit with Double Fee	
Violation of Conditions of an Authorized Utility Connection Permit	\$1000 and New Permit with Double the Fee	
Violation of Conditions of an Authorized Excavation Permit	\$100 and New Permit with Double Fee	\$500 and New Permit with Double Fee
Excavation Permit Not Obtained, DigSafe Permit Obtained	\$200 and New Permit with Double Fee	\$750 and New Permit with Double Fee
Excavation Permit Not Obtained, DigSafe Permit Not Obtained	\$300 and New Permit with Double Fee	\$1000 and New Permit with Double Fee

Repeat offense of any of the above violations shall result in double the violation penalty, and may result in automatic rejection of future permits. Any damage incurred to town infrastructure, with or without proper town permits, shall require immediate repair and the full cost of said repairs shall be the responsibility of the party that caused the damage. Any unpaid fees or fines may result in legal action and/or property liens.