

**PLANNING BOARD  
&  
ZONING BOARD OF ADJUSTMENT  
FEE SCHEDULE  
2024**

- 1. Minor Site Plan Review**
- 2. Major Site Plan Review**
- 3. Lot Line Adjustment**
- 4. Minor Subdivision (3 or less lots)**
- 5. Major Subdivision (4 or more lots)**

- 1. Appeal of an Administrative Decision**
- 2. Equitable Waiver**
- 3. Special Exception**
- 4. Variance**

**Recording fees are included in each assessment. *(Please check with Town office for correct fees (603-483-5052 ext. 4)***

## APPENDIX C FEE SCHEDULE

***\*Prior to submitting an application and fees to the Planning Board, please verify the total amount of fees with the Planning Board Administrator.***

The following fee schedule has been established by the Town for the site plan application process:

### **A. Application for Minor Site Plan Review**

1. **Application Fee:** The application fee for a Minor Site Plan Review shall be:
  - a. \$175.00 per application
  - b. An administrative fee of \$35.00 per approval.
2. **Notice Fees:** Notice Fees shall be determined by adding the following charges:
  - a. Newspaper publication charges, plus;
  - b. All postal charges, plus; currently \$8.69 per certified abutter (postage may change when rates are increased), plus;
  - c. An administrative fee of \$2.00 per noticed abutter/entity. **For a total of \$10.69 per abutter (\$8.69 + \$2.00 Admin Fee)**
3. **Inspection Fees:** As determined by the Planning Board or its engineers. As well as all fees established by the Town for Building Permits and Inspections, including any required water quality inspections.
4. **Impact Fees:** As determined by the Planning Board or its engineers.
5. **Engineering and Legal Review Fees:** As determined by the Planning Board and its agents.
6. **Bond and/or Escrow:** As determined by the Planning Board, its engineers or agents.
7. **Recording Fees**
  - a. Fees charged by the Rockingham County Registry of Deeds, plus; \$26.00 per page.
  - b. LCHIP Fee made out to "RCRD" - \$25.00

**B. Application for Major Site Plan Review**

1. **Application Fee:** The application fee for a Major Site Plan Review shall be:
  - a. \$250.00 per application plus \$25.00 per 1,000 gross floor area.
  - b. An administrative fee of \$35.00 per approval.
2. **Notice Fees:** Notice Fees shall be determined by adding the following charges:
  - a. Newspaper publication charges, plus;
  - b. All postal charges, plus; currently \$8.69 per abutter. **(will change with postage changes)**
  - c. An administrative fee of \$2.00 per noticed abutter/entity. **For a total of \$10.69 per abutter (\$8.69 + \$2.00 Admin Fee)**
3. **Inspection Fees:** As determined by the Planning Board or its engineers. As well as all fees established by the Town for Building Permits and Inspections, including any required water quality inspections.
4. **Impact Fees:** As determined by the Planning Board or its engineers.
5. **Engineering and Legal Review Fees:** As determined by the Planning Board and its agents.
6. **Bond and/or Escrow:** As determined by the Planning Board, its engineers or agents.
7. **Recording Fees:**
  - a. Fees charged by the Rockingham County Registry of Deeds, plus; \$26.00 per page.
  - c. LCHIP Fee made out to "RCRD" - \$25.00

## **Appendix F**

### **Application Fee Schedule**

***\*Prior to submitting an application and fees to the Planning Board, please verify the total amount of fees with the Planning Board Administrator\****

The following fee schedule has been established by the Town for the Subdivision application process:

#### **A. Application for Lot Line Adjustment**

1. **Application Fee:** The application fee for a Lot Line Adjustment shall be:
  - a. \$50.00 per application.
  - b. An administrative fee of \$35.00 per approval.
2. **Notice Fees:** Notice Fees shall be determined by adding the following charges:
  - a. Newspaper publication charges \$45.00, plus
  - b. All postal charges; currently \$8.69 per certified abutter (**postage may change when rates are increased**), plus;
  - c. An administrative fee of \$2.00 per noticed abutter/entity. **For a total of \$10.69 per abutter (\$8.69 + \$2.00 Admin Fee)**
3. **Recording Fees:**
  - a. Fees charged by the Rockingham County Registry of Deeds \$26.00 per page, plus;
  - b. LCHIP Fee of \$25.00 made out to the RCRD due at time of delivery of mylar to the Planning Board Administrator for signature and recording.

#### **B. Application for Minor Subdivision (3 or less lots)**

1. **Application Fee:** The application fee for a Minor Subdivision shall be:
  - a. \$100.00 per application, plus
  - b. \$100.00 per proposed lot.
  - c. An administrative fee of \$35.00 per approval.
2. **Notice Fees:** Notice Fees shall be determined by adding the following charges:
  - a. Newspaper publication charges \$45.00, plus
  - b. All postal charges; currently \$8.69 per certified abutter (**postage may change when rates are increased**), plus;



- c. An administrative fee of \$2.00 per noticed abutter/entity. **For a total of \$10.69 per abutter (\$8.69 + \$2.00 Admin Fee)**
- 3. **Inspection Fees:** As determined by the Planning Board or its engineers. As well as all fees established by the Town for Building Permits and Inspections, including any required water quality inspections.
- 4. **Impact Fees:** As determined by the Planning Board or its engineers.
- 5. **Engineering and Legal Review Fees:** As determined by the Planning Board and its agents.
- 6. **Bond and/or Escrow:** As determined by the Planning Board, its engineers or agents.
- 7. **Recording Fees:**
  - a. Fees charged by the Rockingham County Registry of Deeds \$26.00 per page, plus;
  - b. LCHIP fee of \$25.00 made out to the RCRD due at time of delivery of mylar to the Planning Board Administrator for signature and recording.

**C. Application for Major Subdivision (4 or more lots)**

- 1. **Application Fee:** The application fee for a Major Subdivision shall be:
  - a. \$200.00 per application, plus;
  - b. \$100.00 per proposed lot.
  - c. An administrative fee of \$35.00 per approval
- 2. **Notice Fees:** Notice Fees shall be determined by adding the following charges:
  - a. Newspaper publication charges \$45.00, plus;
  - b. All postal charges currently \$8.69 per certified abutter, **(postage may change when rates are increased)**, plus;
  - c. An administrative fee of \$2.00 per noticed abutter/entity. **For a total of \$10.69 per abutter (\$8.69 + \$2.00 Admin Fee)**
- 3. **Inspection Fees:** As determined by the Planning Board or its engineers. As well as all fees established by the Town for Building Permits and Inspections, including any required water quality inspections.
- 4. **Impact Fees:** As determined by the Planning Board or its engineers.

5. **Engineering and Legal Review Fees:** As determined by the Planning Board and its agents.

6. **Bond and/or Escrow:** As determined by the Planning Board, its engineers or agents.

7. **Recording Fees:**

- a. Fees charged by the Rockingham County Registry of Deeds \$26.00 per page, plus;
- b. LCHIP fee of \$25.00 made out to the RCRD due at time of delivery of mylar to the Planning Board Administrator for signature and recording.

# 2024 ZBA FEES

Appeal of an Administrative Decision  
Equitable Waiver  
Special Exception  
Variance

Union Leader Notice	\$45.00
Administrative Fee	\$15.00

**\$8.69 Per Abutter as of 1/30/2024**

*(Abutter is anyone within 200 feet of the property before the Zoning Board of Adjustment)*