

**SOUTH HADLEY PLANNING BOARD FEE SCHEDULE**

(As Amended on January 27, 2004 effective January 27, 2004)

**APPLICATION FEES**

**FORM A** – Subdivision Approval Not Required (ANR) \$125/new lot

**FORM B** – Preliminary Subdivision Plan

Small Subdivision*	\$100 plus \$100 per lot
For Any Other Subdivision:	
<6 lots	\$400 plus \$100/lot
6-25 lots	\$400 plus \$ 75/lot
>25 lots	\$400 plus \$ 50/lot

**FORM C** – Definitive Subdivision Plan (After Preliminary Plan)

Small Subdivision*:	\$100 plus \$100 per lot
For Any Other Subdivision:	\$400 plus \$100/lot plus \$2.00 per linear foot of roadway

**FORM C** – Definitive Subdivision Plan (without Preliminary Plan)

Small Subdivision*:	\$400 plus \$200 per lot
For Any Other Subdivision:	
<6 lots	\$1,000 plus \$200 per lot+
6-25 lots	\$1,000 plus \$175 per lot+
>25 lots	\$1,000 plus \$150 per lot+
	<b>+plus \$2.00 per linear foot of roadway*</b>

*\*This fee will apply if the Planning Board denied the Preliminary Plan or if a period of 12 months or longer has elapsed since the Preliminary Plan was approved.*

*\*Small Subdivision is defined as a proposed subdivision meeting all of the following conditions: a. Creation of no more than 2 building lots; and, b. Proposed street length of no more than 400 feet; and, c. Street is proposed to be privately owned and maintained; and, d. All municipal services to be provided only to the edge of the public right of way.*

**FORM H** – More Than One Building for Dwelling Purposes per Lot

\$200 & \$ 25/unit

**PUBLIC HEARING NOTICES -**

In addition to the required application fee, whenever an application for Planning Board approval requires a public hearing, the following fees are to be assessed to and paid by the applicant:

- **Notices to Abutters** - \$50.00 plus actual cost of postage (certified mail with return receipts). This charge must be paid prior to beginning of public hearing.
- **Public Hearing Advertisement** – actual cost (to be billed directly to the applicant from the newspaper in which the notice is advertised)

**SPECIAL PERMIT - FORM SP**

Two-Family (new)	\$125*
Three-Family	\$200*
Multi-Family	\$200 plus \$50 per unit*
Mobile Home	\$125*
Major Excavation Activity	\$1,000 plus \$0.05 per cu. yd.
Other Excavation Activity	\$100 plus \$0.05 per cu. yd.
Wireless communications Facility	
New tower:	\$250 plus \$5 per linear foot*
Addition to existing tower:	\$125 plus \$2.50 per linear foot*
Professional Business	\$125*
Other	\$200 & \$0.05/sq. ft.*

*\*This fee is in addition to the fee required for a Site Plan Review for the same project.*

## APPENDIX D

**SITE PLAN REVIEW – FORM SPR** \$150 plus \$0.05 per sq. ft. of new construction and \$1 per new parking space

### **OTHER REVIEWS/WAIVERS**

Waiver of site plan review	\$75
Illuminated sign request	\$50*
Waiver of subdivision or Site plan review requirements	\$25 for each requirement requested for waiver

*\*In addition to the cost for notification of abutters as if the request was subject to a public hearing.*

### **OTHER REVIEWS -**

Chapter 40-A, Section 3 – Initial Plan Review	\$ 75 & \$0.04/ sq. ft.
Chapter 40-A, Section 3 – Revised Plan Review	\$ 50 & \$0.025/ sq. ft.
Plan Reviews Not Otherwise Specified – Initial Plan Review	\$ 75 & \$0.04/ sq. ft.
Plan Reviews Not Otherwise Specified – Revised Plan Review	\$ 50 & \$0.025/ sq. ft.

### **APPLICATION REVIEW (Per Appendix C of Zoning By-Law – Special Municipal Account)**

Subdivision – Preliminary	\$ 2,500
Subdivision – Definitive	\$ 7,500
Earth Gravel Removal	\$ 2,500
Multi-Family (under 25 units)	\$ 3,500
Multi-Family (greater than 25 units)	\$ 5,000
Commercial (less than 10 acres)	\$ 3,500
Commercial (greater than 10 acres)	\$ 7,000
Industrial (less than 10 acres)	\$ 5,000
Industrial (greater than 10 acres)	\$10,000
Acquifer	\$ 3,500
Detention/Retention Basins	\$ 3,500
Hazardous Material	\$ 5,000
Other Special Use/Specific	\$ 2,500

### **AMENDMENTS**

Amendment to Definitive Plan	\$ 350
Amendment to Special Permit	\$ 50 & \$10/unit
Amendment to Site Plan Review	\$ 100

### **EASEMENT REVIEW – TOWN COUNSEL**

\$100/ 8 or less easements  
\$ 20/ each additional easement

### **INSPECTION FEES**

Sewer Mains & Appurtenances	\$ 2/lineal foot
Storm Drainage & Appurtenances	\$ 2/lineal foot
Road Construction, including curbing & paving	\$ 3/lineal foot
Sidewalk	\$ 1/lineal foot

### **MISCELLANEOUS**

Zoning By-Laws	\$ 25 with Zoning Map
Subdivision Regulations	\$ 20
Zoning Map	\$ 5
Special Permit Requirements	\$ 1
Site Plan Review Requirements	\$ 1
Copy Fee (8 ½ x 11) -	\$ 0.20/page
(8 ½ x 14) -	\$ 0.30/page
(11 x 17) -	\$ 0.40/page

**GIS MAPPING REPRODUCTION CHARGES**

<u>Paper Size</u>	<u>Dimensions</u>	<u>Base Map*</u>	<u>Additional Layers</u>
A	8 ½ x 11	\$ 1.00	\$ 0.50 each
B	11 x 17	2.00	1.00
C	18 x 24	5.00	3.00
D	22 x 34	8.00	3.00
E	34 x 44	15.00	3.00

*\* All dimensions are in inches. The Base Map includes the corporate boundary, streets, and water features (3 layers).*

**CRITERIA FOR WAIVING APPLICATION OR INSPECTION FEE**

The Planning Board may waive all or a portion of a required application or inspection fee if a majority of the Board members present at a meeting agree that one or more of the following criteria are met:

1. Reasonable Fee. The project is at such a scale that the cost to the Town for the level of review of the application or inspection of the work is substantially lower than the amount of the fee which is otherwise required to be paid.
2. Waiver Granted. The Planning Board has granted a waiver which exempts an otherwise required public facility from being constructed. Examples of such conditions would be the waiver of sidewalks or roadway construction specifications for a private roadway. In such instances it may be appropriate to waive a portion or all of the inspection fee associated with such improvements.
3. Town Agency Applicant. The applicant agency is a department or agency of the Town of South Hadley.
4. Affordable Housing Development/Open Space Protection. The proposed development will substantially further the Planning Board's goals of promoting affordable housing and/or open space protection while also providing reasonable funds for covering the costs of the application review and inspections.

NOTES:

1. Waiver of any portion of a required application or inspection fee is solely at the determination of the Planning Board. Any project or applicant meeting any of these criteria is not entitled to a waiver of any fee.
2. Any request for a wavier of an inspection fee must be made in writing at the time the project application is submitted for review. The request must detail the reasons the applicant feels such a waiver is warranted.
3. Any request for a wavier of an application fee must be made in writing to the Planning Board 30 days prior to the date the applicant is intending to submit an application for Planning Board review. The request must detail the reasons the applicant feels such a waiver is warranted. This request must clearly demonstrate how one or more of the above criteria are satisfied.