

## **Planning and Zoning Board Fees**

The table below depicts the fees for the Allenstown Planning Board and Zoning Board of Adjustment. These fees are subject to change but once an application has begun the fees will not change for that application (with the exception of escrows, as needed). Fees are to cover the cost of the application to ensure that taxpayers do not cover the cost of approving a project. Fees include (but are not limited to) things like abutter notification, internal administrative fees, newspaper notice fees and plan review.

Abutter notifications listed below are per each abutter. Each abutter must receive, in accordance with state law, a certified notification from the town in order to process the application. The abutter fee listed below is the cost of one United States Postal Service (USPS) certified mail fee and shall be multiplied by the number of abutters present (one notice per abutter).

The Allenstown Planning Board utilizes the Central New Hampshire Regional Planning Commission (CNHRPC) to conduct plan reviews and assist both Applicants and the Board with the plan approval process. An escrow fee for these services is required as part of the Planning Board Application fee schedule. Other escrows may include engineering or legal review fees, as needed.

Please note that escrow fees represent and APPROXIMATE estimate of what services will cost and actual costs of review may be less or more than the amount indicated below depending upon the complexity of the plan presented. Note that like any other escrow fee, any unused portion of the fee will be returned to the applicant at the end of the approval process if such a surplus remains. Additionally, in the event the escrow amount does not cover the full cost of services the Applicant must pay any remaining costs as a condition of approval.

Lastly: Application fees shall be in one check and all escrow fees in a separate check.

### *Notes:*

- 1) Attorney and Engineering escrow fees will be set on an as-needed basis. Like other escrows, these are subject to change and are estimates only.*
- 2) Excavation Permits shall also require a \$5,000 inspection escrow. Other Planning Board approvals may require inspection escrows as well.*
- 3) Notices of Decision for Site Plans and Excavation Permits shall be recorded at the Merrimack County Registry of Deeds. All Subdivisions and Lot Line Adjustments shall be recorded as well.*
- 4) Site walks are required for existing excavations seeking a permit. Town Engineer will attend site walk to determine if drainage calculations need to be revised. A \$2,000 escrow to cover the Town's Engineer for the site walk will be required.*

Town fees and the APPROXIMATE escrow costs are as follows:

PLANNING BOARD FEES

**Third Party Review Escrow Fee Estimates**

Third Party	Lot Line Adjustment/Design Review	Minor Site Plan or Subdivision	Major Site Plan or Subdivision	Excavation Application
<b>CNHRPC</b>	\$500 (7.69 hours)	\$500 (7.69 hours)	\$1,000 (16.38 hours)	\$1,500 (23.07 hours)
<b>Engineering (Drainage)</b>	\$2,500	\$2,500	\$2,500	\$2,500
<b>Engineering (Traffic)</b>	\$2,500	\$2,500	\$2,500	\$2,500
<b>Legal (Deed Review)</b>				
<b>Legal (Condo Doc Review)</b>				
<b>Legal (Easement Review)</b>				

**Application Escrow Fees**

Abutter Fee (x each abutter; shall be <u>CURRENT</u> USPS certified mail cost)	Newspaper Notice Fee	Plan Recording Fees	Notice of Decision/Excavation Permit Recording Fees
<u>CURRENT</u> USPS certified mail cost	\$250.00	\$50; \$25 each additional sheet	\$50; \$25 each additional sheet

**Town Application Fees**

Lot Merger (PB)	Conditional or Special Use Permit; Design Review (PB)	Lot Line Adjustment; Minor or Major Subdivision (PB)	Minor or Major Site Plan (PB)	Excavation (PB)
\$250 Per Lot	\$25	\$250 per lot; \$500 minimum	\$50 per 1,000 SF of building; \$250 minimum	\$50