

Revised
~~May, 2014~~ August, 2015

Planning Board Fees

The table below depicts the Planning Board fees for the Allenstown Planning Board. 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 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.

Please note that escrow fees represent and APPROXIMATE estimate of what CNHRPC 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 CNHRPC services the Applicant must pay any remaining costs as a condition of approval.

Notes:

- 1) Attorney and Engineering escrow fees will be set on an as-needed basis and will be based on an estimate. Like other escrows, these are subject to change and are estimates only.
- 2) Excavation Permits shall also require a \$5,000 inspection escrow.
- 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:

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PLANNING BOARD FEES									
ESCROW COST ESTIMATES (A specific project may be more or less depending upon its complexity)									
	Lot Line Adjustment or Design Review		Minor Site Plan or Subdivision		Major Site Plan or Subdivision		Excavation Applications		
	Approximate Hours	x \$65 per hour	Approximate Hours	x \$65 per hour	Approximate Hours	x \$65 per hour	Approximate Hours	x \$65 per hour	
Process Outline	2.0	\$130.00	2.0	\$130.00	2.0	\$130.00	2.0	\$130.00	
Pre-Application Meeting	1.5	\$97.50	1.5	\$97.50	4.0	\$260.00	4.0	\$260.00	
Review & Memo	3.19	\$207.35	3.19	\$207.35	6.88	\$447.50	6.88	\$447.50	
PB Meeting	1.0	\$65.00	1.0	\$65.00	2.5	\$162.50	2.5	\$162.50	
Eng. Site Walk	=	=	=	=	=	=	=	=	<u>\$2,000</u>
Total Escrow (Estimate)	7.69	\$500.00	7.69	\$500.00	16.38	\$1,000.00	16.38	\$1,000 to \$3,000	
TOWN FEES									
	Lot Merger	Conditional Use Permit	Lot Line Adjustment	Minor Site Plan	Minor Subdivision	Major Site Plan	Major Subdivision	Design Review	Excavation
Application Fee ("lot" means # of lots created)	\$250 per lot	\$25.00	\$250 per lot; \$500 minimum	\$50 per 1,000 SF of building; \$250 minimum	\$250 per lot; \$500 minimum	\$50 per 1,000 SF of building; \$250 minimum	\$250 per lot; \$500 minimum	\$25.00	\$50
Abutter Fee (x each abutter; shall be CURRENT USPS certified mail cost)	<u>CURRENT</u> USPS certified mail cost	<u>CURRENT</u> USPS certified mail cost	<u>CURRENT</u> USPS certified mail cost	<u>CURRENT</u> USPS certified mail cost	<u>CURRENT</u> USPS certified mail cost	<u>CURRENT</u> USPS certified mail cost	<u>CURRENT</u> USPS certified mail cost	<u>CURRENT</u> USPS certified mail cost	<u>CURRENT</u> USPS certified mail cost
Newspaper Notice Fee	\$250.00	\$250.00	\$250.00	\$250.00	\$250.00	\$250.00	\$250.00	\$250.00	\$250.00
<u>Recording Fees (3)</u>	<u>\$25</u>	<u>\$50</u>	<u>\$50; \$25 each additional</u>	<u>\$50 (NOD)</u>	<u>\$50; \$25 each</u>	<u>\$50 (NOD)</u>	<u>\$50; \$25 each</u>	<u>N/A</u>	<u>\$50 (NOD)</u>

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			sheet		additional		additional		
Total Application Cost: Varies depending upon specifics of the application.									

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