

ZONING

255 Attachment 6

Town of South Hadley

Appendix D
Planning Board Fee Schedule

APPLICATION FEES

FORM A — Subdivision Approval Not Required (ANR)	\$125/new lot
FORM B — Preliminary Subdivision Plan	
Small subdivision*	\$100 plus \$100/lot
For any other subdivision:	
< 6 lots	\$400 plus \$100/lot
6 to 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/lot
For any other subdivision:	\$400 plus \$100/lot plus \$2/linear foot of roadway
FORM C — Definitive Subdivision Plan (without Preliminary Plan)	
Small subdivision*:	\$400 plus \$200/lot
For any other subdivision:	
< 6 lots	\$1,000 plus \$200/lot+
6 to 25 lots	\$1,000 plus \$175/lot+
> 25 lots	\$1,000 plus \$150/lot+
+plus \$2 per linear foot of roadway*	
* 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 two 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 plus \$25/unit

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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 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*
Multifamily	\$200 plus \$50/unit*
Mobile home	\$125*
Major excavation activity	\$1,000 plus \$0.05/cubic yard
Other excavation activity	\$100 plus \$0.05/cubic yard
Wireless communications facility:	
New tower	\$250 plus \$5/linear foot*
Addition to existing tower	\$125 plus \$2.50/linear foot*
Professional business	\$125*
Other	\$200 plus \$0.05/square feet*

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

SITE PLAN REVIEW - FORM SPR

\$150 plus \$0.05/square foot of new construction and \$1/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/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 -

MGL c. 40A, § 3 - Initial plan review	\$75 and \$0.04/square foot
MGL c. 40A, § 3 - Revised plan review	\$50 and \$0.025/square foot
Plan reviews not otherwise specified - Initial plan review	\$75 and \$0.04/square foot
Plan reviews not otherwise specified - Revised plan review	\$50 and \$0.025/square foot

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APPLICATION REVIEW (Per Appendix C of Zoning Bylaw - Special Municipal Account)

Subdivision - preliminary	\$2,500
Subdivision - definitive	\$7,500
Earth gravel removal	\$2,500
Multifamily (under 25 units)	\$3,500
Multifamily (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
Aquifer	\$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 and \$10/unit
Amendment to site plan review	\$100

EASEMENT REVIEW - TOWN COUNSEL

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

INSPECTION FEES

Sewer mains and appurtenances	\$2/lineal foot
Storm drainage and appurtenances	\$2/lineal foot
Road construction, including curbing and paving	\$3/lineal foot
Sidewalk	\$1/lineal foot

MISCELLANEOUS

Zoning Bylaws	\$25 with Zoning Map
Subdivision Regulations	\$20
Zoning Map	\$5
Special permit requirements	\$1
Site plan review requirements	\$1
Copy fee	
8 1/2 x 11	\$0.20/page
8 1/2 x 14	\$0.30/page
11 x 17	\$0.40/page

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GIS MAPPING REPRODUCTION CHARGES

Paper Size	Dimensions	Base Map*	Additional Layers
A	8 1/2 x 11	\$1	\$0.50 each
B	11 x 17	\$2	\$1
C	18 x 24	\$5	\$3
D	22 x 34	\$8	\$3
E	34 x 44	\$15	\$3

* 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. A project or applicant meeting any of these criteria is not entitled to a waiver of any fee.
2. Any request for a waiver 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 waiver 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

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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.