

**FEES AND COSTS SHEET (Effective Date July 21, 2020)**

Property Owner Name: \_\_\_\_\_  
 Owner's Mailing Address: \_\_\_\_\_  
 Owner's Phone: \_\_\_\_\_  
 Owner's Email Address: \_\_\_\_\_  
 Property Address: \_\_\_\_\_  
 Map/Lot: \_\_\_\_\_ Project Name: \_\_\_\_\_

**FEES:** \_\_\_\_\_ **AMOUNT**

**PLANNING BOARD (PB) AND ZONING BOARD OF ADJUSTMENT (ZBA):**

Most matters that appear before the PB or ZBA require Abutter Notices sent by certified mail, return receipt requested and publication in a local newspaper and on the Town's website as well as posting in two public places in Town.

**NOTICE FEES:**

**\$150** (approx.) Legal Notice fee (Newspaper publication) – at cost\* \$ \_\_\_\_\_

\*Publication of Legal Notices is currently estimated to be \$150.

The cost of Publication in the Newspaper will be passed onto Applicant as costs vary depending on size of ad and which newspaper is used.

**\$5+** Abutter Notice fee per Abutter\*\* \$ \_\_\_\_\_

\* **PLUS** USPS Certified Mail, Return Receipt Requested rate per name on Abutter List **PLUS** three labels (\$.025/each label). \$ \_\_\_\_\_

Postal fees are subject to change according to rate increases by USPS.

The Town of Lincoln reserves the right to increase postal rates accordingly.

†Current Cost to prepare & mail abutter notices for up to 1 ounce (**for each abutter**) (\$5.00 per Notice **PLUS** \$7.10 for Certified Mail, Return Receipt Requested; **PLUS** \$.75 per abutter [\$0.25 per label, 3 labels per abutter] =>**\$12.85**.†

†This rate is subject to change depending on the weight of the mailing. Difference in cost to be paid by Applicant.

**RECORDING FEES\*:**

**\$12** Voluntary Lot Merger Form to record in Registry of Deeds – no LCHIP fee required \$ \_\_\_\_\_

**\$25** LCHIP fee for each plan being recorded in the Registry of Deeds (Mandated by State of NH) \$ \_\_\_\_\_

[LCHIP stands for NH Land and Community Heritage Investment Program]

\*\*\*Separate certified check or money order payable to:

“Grafton County Registry of Deeds”

**\$25+** Registry fee – Processing fee **PLUS** Recording Fee from Grafton County Registry of Deeds \$ \_\_\_\_\_

Current Cost to record PLANS:			
A.	8 ½"	X 11"	= \$11
B.	11"	X 17"	= \$11
C.	17"	X 22"	= \$16
D.	22"	X 34"	= \$26

*\*For fees and costs to record other types of documents in the Registry of Deeds, check Registry of Deeds website.*

**PLANNING BOARD:**

**Site Plan Review:**

• **Minor Projects:**

\$50+ Fee for Site Plan Review for **minor projects\*\*\*\*** \$ \_\_\_\_\_  
\*\*\*\***PLUS** Legal Notice, Abutter Notices and Registry Fees+\$5 per \$10,000  
Estimated Cost of Construction (ECC) \$ \_\_\_\_\_

• **Major Projects:**

\$500+ Fee for Site Plan Review for **major projects\*** \$ \_\_\_\_\_  
\***PLUS** Legal Notice, Abutter Notices and Registry Fees \$ \_\_\_\_\_  
**PLUS** \$5 per \$10,000 Estimated Cost of Construction (ECC) \$ \_\_\_\_\_  
**PLUS**  
\$0 to \$2,500,000 ECC \$2.50 per \$10,000 of ECC \$ \_\_\_\_\_  
\$2,500,001 ECC to \$10,000,000 ECC \$2.00 per \$10,000 of ECC \$ \_\_\_\_\_  
\$10,000,001 ECC to \$15,000,000 ECC \$1.50 per \$10,000 of ECC \$ \_\_\_\_\_  
Over \$15,000,001 ECC \$1.00 per \$10,000 of ECC \$ \_\_\_\_\_

• **Modification of Prior Approvals:**

\$500 Site Plan Review – Modification of Approval if Abutter Notices are Required\*\* \$ \_\_\_\_\_  
\*\***PLUS** LCHIP, Legal Notice, Abutter Notices and Registry Fees \$ \_\_\_\_\_  
\$500 Site Plan Review – *de minimis* Modification of Approval if **NO** Abutter Notices are Required \$ \_\_\_\_\_

**Subdivision - (Payable at Time of Design Review Application Submission)**

• **Minor Projects:**

\$300+ **Minor Subdivision\*\*\*** \$ \_\_\_\_\_  
\*\*\***PLUS** LCHIP, Legal Notice, Abutter Notices and Registry Fees \$ \_\_\_\_\_  
\$200 **Minor Subdivision** – Modification of Approval \$ \_\_\_\_\_

• **Major Projects:**

\$600+ **Major Subdivision** – Base fee **PLUS** \$75/ lot, plat, site, or other division of land including  
Units per RSA 672:14\*\*\*\* \$ \_\_\_\_\_  
\*\*\*\***PLUS** LCHIP, Legal Notice, Abutter Notices and Registry Fees \$ \_\_\_\_\_  
\$500 **Major Subdivision** – Modification of Approval \$ \_\_\_\_\_

• **Condominium Project that also require Site Plan Review Approval:**

\$0 **No additional fees for Subdivision. See Site Plan Review fees.** \$ \_\_\_\_\_

• **Lot Line Adjustments & Boundary Agreements & Lot Mergers:**

\$150+ **Minor Lot Line Adjustment and Boundary Agreements\*\*\*\*\*** \$ \_\_\_\_\_  
\*\*\*\*\***PLUS** LCHIP, Legal Notice, Abutter Notices and Registry Fees \$ \_\_\_\_\_  
\$50+ **Lot Merger PLUS** Registry Fees \$ \_\_\_\_\_

**PERMIT FEES:**

**Commercial, Institutional, Multi-Family, And Other Non-One-And Two-Family Residential Construction (ALL CONSTRUCTION) Land Use Authorization Permit:**

\$100+ +\$1.00 per \$1,000 of construction cost, \$15,000 maximum \$ \_\_\_\_\_

**One- And Two-Family Residential Land Use Authorization Permit:**

\$350 **Finished Dwellings** \$ \_\_\_\_\_

**Renovations, additions, alterations, etc.**

\$250 With new water/ sewer fixtures, new bedrooms, and /or new heated spaces renovations, additions, alterations, etc. \$ \_\_\_\_\_

\$0 Other Renovations with **no** New water/sewer fixtures, **no** new bedrooms, and/ or **no** new heated spaces and **less than \$10,000 construction cost** \$ \_\_\_\_\_

\$40 Other Renovations with **no** New water/sewer fixtures, **no** new bedrooms, and/ or **no** new heated spaces and **\$10,000 or more in construction cost** \$ \_\_\_\_\_

\$50 **Non- Habitable structures** (porches, garages, shed, fence, pool, temporary Trailer, retaining walls, etc.) \$ \_\_\_\_\_

\$50 **Land Use Compliance Certificate** – per requested official inspection \$ \_\_\_\_\_

**RETAINING WALLS GREATER THAN FOUR FEET IN HEIGHT:**

\$0 **Retaining Wall** Land use permit – if included in the application for another Project \$ \_\_\_\_\_

\$50 **Retaining Wall** Land use permit – if **not** included in the application for another Project \$ \_\_\_\_\_

\$1,500 **Retaining Wall** Greater Than Four Feet (4') in Height **Escrow Account** for 3<sup>rd</sup> party reviewer With Signed Escrow Agreement with the Town♦ \$ \_\_\_\_\_

**STORMWATER MANAGEMENT PLAN AND/OR EROSION CONTROL PLAN:**

\$1,500 **Stormwater Management Plan** (escrow account for 3<sup>rd</sup> party reviewer With Signed Escrow Agreement with the Town)♦ \$ \_\_\_\_\_

\$300 Waiver of Stormwater Management Ordinance Requirements – Planning Board Hearing \$ \_\_\_\_\_

\$25 Recording Fee for Stormwater Management Operation & Maintenance (O&M) Plan **PLUS**♦ \$ \_\_\_\_\_

\$12 Per Page♦ (for each extra page Stormwater O&M Plan) \$ \_\_\_\_\_

**RESUBMITTALS, EXTENSIONS, AND INSPECTIONS:**

\$100 **Application resubmittal** (if filed 6 months or more after the date of rejection, must file new application for new permit). \$ \_\_\_\_\_

\$100 **Application resubmittal** –The application fee shall accompany the initial application. The Applicant has one month to supply any items needed for the application to be considered “complete”. After 1 month there is a \$100 fee to re-submit the application. \$ \_\_\_\_\_

\$50 **Permit Extension** \$ \_\_\_\_\_

\$75 **Re-Inspection\*** \$ \_\_\_\_\_

\$75 **Additional Inspection\***  
*\*Re-Inspection Fees and Additional Inspection Fees to be paid prior to scheduling the Final Land Use Compliance Certificate Inspection.* \$ \_\_\_\_\_

\$0 **Request for life safety inspection**, to enable occupancy prior to issuing a Land Use Compliance Certificate Issuance \$ \_\_\_\_\_

\$75 Health Inspection - \$75 per Inspection \$ \_\_\_\_\_

**MOVING OR DEMOLITION:**

\$50 Moving or Demolition \$ \_\_\_\_\_

**SIGN, AWNING, OR CANOPY:**

\$50 Sign, Awning, or Canopy \$ \_\_\_\_\_

**PROJECTS REQUIRING OUTSIDE CONSULTING ASSISTANCE:**

\$+ *Projects requiring outside consulting assistance* (where outside consulting services for plan review, testing or inspection are required) applicant pays for all necessary 3<sup>rd</sup> party reviews. \$ \_\_\_\_\_

**ZONING:**

\$50 Zoning Permit only \$ \_\_\_\_\_

\$50 Driveway Permit (Zoning Review) \$ \_\_\_\_\_

\$300+ Special Exception (**PLUS** legal notice **PLUS** abutter notification) \$ \_\_\_\_\_

\$100 Per zoning petition \$ \_\_\_\_\_

\$300+ Variance (**PLUS** legal notice **PLUS** abutter notification) \$ \_\_\_\_\_

\$300+ Appeal of Administrative Decision (**PLUS** legal notice **PLUS** abutter notification) \$ \_\_\_\_\_

\$300+ Equitable Waiver (**PLUS** legal notice **PLUS** abutter notification) \$ \_\_\_\_\_

\$300+ Hearing Under RSA 674:41 (**PLUS** legal notice **PLUS** abutter notification) \$ \_\_\_\_\_

\$100+ Rehearing (**PLUS** legal notice **PLUS** abutter notification) \$ \_\_\_\_\_

**TOTAL Application Submission Fees and Costs\*\*** \$ \_\_\_\_\_

Administrative Expenses\*\*\* \$ \_\_\_\_\_

Technical Review Fee Agreement Costs\*\*\* \$ \_\_\_\_\_

**TOTAL ESCROW\*\*\*** \$ \_\_\_\_\_

**TOTAL ALL OTHER COSTS & FEES** \$ \_\_\_\_\_

*\*\*To be paid before acceptance of application*

\*\*\* To be paid before final decision  
♦ To be paid before acceptance of application  
† To be paid before final decision

**AMOUNT RECEIVED FROM APPLICANT** \$ \_\_\_\_\_

**DATE AMOUNT RECEIVED FROM APPLICANT** \$ \_\_\_\_\_

**FOR OFFICE USE ONLY**

**TOTAL AMOUNT DUE** \_\_\_\_\_ **Balance Remaining** \_\_\_\_\_

**TOTAL AMOUNT PAID** \_\_\_\_\_ **Due No Later Than** \_\_\_\_\_

**BALANCE REMAINING DUE** \_\_\_\_\_ **Check Number** \_\_\_\_\_

**Paid Date** \_\_\_\_\_ **Cash** \_\_\_\_\_

**Received By:** \_\_\_\_\_