

# PLANNING BOARD FEE SCHEDULE/INVOICE

(Revised July 24, 2023)

Below are the fees associated with plan review and are subject to a nonrefundable application fee to cover administrative expenses. Please complete the information below and provide payment with your application submittal. **Plan review fees shall be paid prior to technical review committee (TRC) being scheduled.** For plans not requiring TRC review, **fees are due 21 days prior** to the Planning Board meeting. Staff will coordinate abutter/notice fees, which will be invoiced and must be paid 28 hours before the Planning Board meeting for an application to be heard. Fees shall be paid by cash or check made payable to "City of Dover".

## A. Plan Review Fees

### 1. Application fee for the following (SELECT ALL THAT APPLY):

- SUBDIVISION Application fee \$200.00 + \$150.00 x # \_\_\_\_\_ new lots created = \$ \_\_\_\_\_
- LOT LINE ADJUSTMENT Application fee \$200.00 + \$100.00 X # \_\_\_\_ of lots involved = \$ \_\_\_\_\_
- TRANSFER OF DEVELOPMENT RIGHTS Application fee \$200.00 = \$ \_\_\_\_\_
- SITE REVIEW – RESIDENTIAL Application fee \$200.00+ \$100.00 x # \_\_ per dwelling unit =\$ \_\_\_\_\_
- SITE REVIEW – NON-RESIDENTIAL Application fee \$200.00 + (not to exceed \$10,000)
  - New construction \$.15 sq. ft. x # \_\_\_\_\_ sq. ft.= \$ \_\_\_\_\_
  - Additions (new floor space) \$.10 per sq. ft. x # \_\_\_\_\_sq. ft.= \$ \_\_\_\_\_
- MOTEL/HOTEL \$35.00 x # \_\_\_\_ per lodging unit= \$ \_\_\_\_\_
- CHANGE OF USE Application fee \$200.00 + (not to exceed \$5,000)
  - Existing floor spaces \$.10 per sq. ft. x # \_\_\_\_\_ sq. ft. = \$ \_\_\_\_\_
- CONDITIONAL USE PERMIT Application fee \$200.00 x # \_\_\_\_\_ per Application = \$ \_\_\_\_\_
- GRAVEL PIT/ EXCAVATIONS
  - Application fee \$50.00= \$ \_\_\_\_\_
  - Permit fee \$75.00= \$ \_\_\_\_\_
- EXTENSIONS/AMENDMENTS/WAIVERS FOR AN APPROVED PLAN Application fee \$200.00 = \$ \_\_\_\_\_
- REQUEST FOR REZONING Application fee \$200.00 = \$ \_\_\_\_\_
- DRIVEWAY WAIVER Application fee \$200.00 = \$ \_\_\_\_\_
- TOTAL IMPERVIOUS PAVED AREA** (for new development, roadways or additions to existing parking lots, (not to exceed \$10,000)) Application fee of \$200.00 is N/A if it is part of a Site Review or Subdivision Plan. \$200.00 + \$.07 per sq. ft. x # \_\_\_\_\_ sq. ft. = \$ \_\_\_\_\_

**SUBTOTAL PLAN REVIEW FEE = \$ \_\_\_\_\_**

**AND**

**B. Abutter Notification/Mailing Labels** - this office will create and print the abutter list and provide labels in triplicate for each abutter. The applicant/owner will review the list for accuracy and provide to us the engineer, architect, licensed land surveyor (LLS), licensed landscape architect (LLA) and/or soil scientist whose professional seal appears on the plan with names and addresses for notices.

- Applicant & Owner, engineer, architect, LLS, LLA and/or soil scientist
  - Certified letters fee # \_\_\_\_\_ of x \$10.00= \$ \_\_\_\_\_
- Certified letters fee: # of abutters \_\_\_\_\_ X \$10.00= \$ \_\_\_\_\_
- First Class Mail fee (for individual owner of units within a condominium or other collective form of ownership): # of abutters \_\_\_\_\_ X \$1.00= \$ \_\_\_\_\_
- Creating/Printing Abutter Labels in triplicate per sheet \_\_\_\_\_ x \$10.00= \$ \_\_\_\_\_

**C. Foster's newspaper public notice fee \$120.00 x # \_\_\_\_\_ applications = \$ \_\_\_\_\_**

**SUBTOTAL = \$ \_\_\_\_\_**

**TOTAL INVOICE AMOUNT = \$ \_\_\_\_\_**

**PLAN REVIEW FEE COLLECTED/PAID = \$ \_\_\_\_\_**

**BALANCE DUE = \$ \_\_\_\_\_**

**The amount due must be paid 28 hours prior to the Planning Board Meeting, to be heard.**