

Town of Franklin

Amended Ordinance on the Processing of Planning, Zoning, Zoning Board of Appeals, Subdivision, & Wetlands Applications

NOTE: The Town reserves the right to charge the applicant for advertising costs where the costs exceed the application fee that is normally used to pay for advertising. In addition, where it has been determined by the Agent or Commission that it must consult with experts to analyze, review, and report on areas requiring a detailed, technical peer review in order to assist the Agent or Commission in evaluating the effect of a proposal on the Town, the Agent or Commission may require the Applicant to pay these costs. These fees will be paid to the Town for the Agent or Commission's use prior to proceeding on the application based on a preliminary estimate from such experts, multiplied by 150%. Upon completion of the technical review & a full accounting of the charges owed or paid, any excess funds will be refunded to the applicant.

SECTION I: ZONING & SUBDIVISION APPLICANTS

The following fees shall be charged for the processing of zoning applications (see also Section IV):

APPLICATION:	FEE:	FEE DUE DATE:
PRE-APPLICATION MEETING WITH TOWN STAFF (PLANNER, ENGINEER, ZONING ENFORCEMENT OFFICER)	\$100.00 PER HOUR AFTER FIRST HOUR (FIRST HOUR FREE OF CHARGE)	AT END OF MEETING
PUBLIC HEARING	\$250.00	WITH APPLICATION
ZONE CHANGE REQUEST	\$425.00 (INCLUDES PUBLIC HEARING)	WITH APPLICATION
REGULATION CHANGE REQUEST	\$425.00 (INCLUDES PUBLIC HEARING)	WITH APPLICATION
NEW SUBDIVISION OR RESUBDIVISION PLANS OF 1-3 LOTS, WITHOUT ROADS	\$100.00, PLUS \$200.00 PER PROPOSED LOT	WITH APPLICATION
NEW SUBDIVISION OR RESUBDIVISION PLANS OF 4 OR MORE LOTS, WITHOUT ROADS	\$500.00, PLUS \$200.00 PER PROPOSED LOT	WITH APPLICATION
NEW SUBDIVISION OR RESUBDIVISION PLANS, WITH ROAD LOTS	\$500.00, PLUS \$200.00 PER LOT, + \$2.00 PER LINEAR FOOT OF ROAD	WITH APPLICATION
REVISED SUBDIVISION OR RESUBDIVISION PLANS, WITH OR WITHOUT ROADS &/OR PUBLIC IMPROVEMENTS	\$100.00-\$200.00 PER LOT	UPON SUBMISSION TO COMMISSION
SUPERVISION & INSPECTION OF NEW OR REBUILT ROADS, DRAINAGE, & OTHER PUBLIC IMPROVEMENT CONSTRUCTION (UNLESS OTHERWISE SPECIFIED BY COMMISSION)	5% OF ESTIMATED COSTS (\$200.00 MINIMUM)	AT PRESENTATION OF PROJECT MYLARS FOR SIGNATURE
MINOR NON-RESIDENTIAL SITE PLAN	\$200.00, PLUS \$100.00 PER PAGE, + \$50.00 FOR CERTIFICATE OF ZONING COMPLIANCE & SITE VISIT	WITH APPLICATION
NEW NON-RESIDENTIAL SITE PLAN, SPECIAL PERMIT, OR SPECIAL EXCEPTION	\$500.00, + \$100.00 PER PAGE, + \$50.00 FOR CERTIFICATE OF ZONING COMPLIANCE & SITE VISIT	WITH APPLICATION
NEW RESIDENTIAL SITE PLAN, SPECIAL PERMIT, OR SPECIAL EXCEPTION	\$500.00, + \$100.00 PER PAGE, + \$50.00 FOR CERTIFICATE OF ZONING COMPLIANCE & SITE VISIT	WITH APPLICATION

REVISED NON-RESIDENTIAL SITE PLAN, SPECIAL PERMIT, OR SPECIAL EXCEPTION	\$100.00, + \$100.00 PER PAGE, + PUBLIC HEARING FEE (IF APPLICABLE)	UPON SUBMISSION TO COMMISSION
REVISED RESIDENTIAL SITE PLAN, SPECIAL PERMIT, OR SPECIAL EXCEPTION	\$100.00, + \$100.00 PER PAGE, + PUBLIC HEARING FEE (IF APPLICABLE)	UPON SUBMISSION TO COMMISSION
RENEWALS OR EXTENSIONS (NOT REQUIRING PLAN REVIEW)	\$25.00	WITH APPLICATION
RESIDENTIAL ACCESSORY STRUCTURE (POOL, DECK, GARAGE, SHED, ETC.)	\$50.00	WITH APPLICATION
HOME OCCUPATIONS	\$50.00	WITH APPLICATION
SIGN ZONING PERMITS	\$50.00	WITH APPLICATION
CERTIFICATE OF ZONING COMPLIANCE	\$50.00 (INCLUDING SITE VISIT)	WITH APPLICATION
LEGAL REVIEW FOR DEEDS, EASEMENTS, AND/OR BONDING	\$400.00, + \$25.00 PER PAGE	UPON SUBMISSION FOR REVIEW
CHANGE OF USE (ADMINISTRATIVE)	\$50.00	WITH APPLICATION
CHANGE OF USE (NON-ADMINISTRATIVE)	\$100.00, + \$100.00 PER PAGE, + PUBLIC HEARING FEE (IF APPLICABLE)	WITH APPLICATION

SECTION II: INLAND WETLAND WATERCOURSES APPLICANTS

The following fees shall be charged for the processing of Inland Wetlands Watercourses applications (see also Section IV):

APPLICATION:	FEE:	FEE DUE DATE:
PRE-APPLICATION MEETING WITH TOWN STAFF (PLANNER, ENGINEER, WETLANDS ENFORCEMENT OFFICER)	\$100.00 PER HOUR AFTER FIRST HOUR (FIRST HOUR FREE OF CHARGE)	AT END OF MEETING
PUBLIC HEARING	\$250.00	WITH APPLICATION
JURISDICTIONAL RULING (INCLUDING LEGAL NOTICE)	\$125.00	WITH APPLICATION
NEW SUBDIVISION & SITE PLAN REVIEW FOR REGULATED ACTIVITIES (PUBLIC HEARING MAY BE REQUIRED)	\$200.00, + \$100.00 PER PAGE	WITH APPLICATION
REVISED SUBDIVISION & SITE PLAN REVIEW FOR REGULATED ACTIVITIES (PUBLIC HEARING MAY BE REQUIRED)	\$100.00, + \$100.00 PER PAGE	WITH APPLICATION
NEW SUBDIVISION & SITE PLAN REVIEW FOR SIGNIFICANT ACTIVITIES (PUBLIC HEARING MAY BE REQUIRED)	\$500.00, + \$100.00 PER PAGE	WITH APPLICATION
REVISED SUBDIVISION & SITE PLAN REVIEW FOR SIGNIFICANT ACTIVITIES (PUBLIC HEARING MAY BE REQUIRED)	\$100.00, + \$100.00 PER PAGE	WITH APPLICATION
SUPERVISION & INSPECTION (UNLESS OTHERWISE SPECIFIED BY THE COMMISSION)	5% OF ESTIMATED COSTS OF PROPOSED IMPROVEMENTS (\$200.00 MINIMUM)	PRIOR TO ISSUANCE OF PERMIT
RENEWALS OR EXTENSIONS (NOT REQUIRING PLAN REVIEW)	\$25.00	WITH APPLICATION

SECTION III: ZONING BOARD OF APPEALS APPLICANTS

The following shall be charged for the processing of Zoning Board of Appeals applications (see also Section IV):

APPLICATION:	FEES:	FEE DUE DATE:
VARIANCE	\$250.00	WITH APPLICATION
CERTIFICATE OF APPROVAL OF LOCATION FOR MOTOR VEHICLE	\$250.00	WITH APPLICATION

REPAIR OR MOTOR VEHICLE DEALER		
ZONING ENFORCEMENT APPEALS	\$250.00	WITH APPLICATION

SECTION IV: ADMINISTRATIVE FEES

- A) All fees must be approved by the Zoning Enforcement Officer &/or the Wetlands Enforcement officer.
- B) The Planning & Zoning Commission, the Zoning Board of Appeals, & the Inland Wetlands Watercourses Commission may waive fees if the applicant is a Town or a Town agency, or a non-profit organization.
- C) Additional state fees for the Environmental Quality Fund will be applied as per Connecticut General Statutes 22a-27, & a municipal administrative processing fee will be applied.
- D) ***Agricultural buildings, additions, and renovations are eligible for an abatement of 50% of the fees, with proof of federal Schedule Fs or state tax exempt certificates.***
- E) In the event the cost to review, evaluate, and process an application exceeds the applicable fees set forth in this ordinance, the applicant shall pay all reasonable costs incurred therefore by the Town upon notification of such additional costs incurred. Until such additional costs are paid, the Town, or agency or officer thereof, may withhold the issuance of permits, the endorsement of maps or plans, and/or the release of any bonds held.
- F) Checks or money orders rendered in payment of the foregoing fees shall be made payable to the Town of Franklin. Fees are not refundable.
- G) If the applicant fails to submit the required amount due, the agency may consider the pending application at its next scheduled meeting as incomplete, and reject or deny the application accordingly.
- H) Where required, all application fees include Certificate of Zoning Compliance and Site Visit.
- I) This ordinance supersedes any schedule of fees set forth in any prior ordinances, Appendix I or Appendix II of the Town’s Zoning Regulations, the Town’s Subdivision Regulations, and the Town’s Inland Wetlands Watercourses Regulations.

SECTION V: VALIDITY

If any section, subsection, clause, or phrase of this ordinance is for any reason found to be invalid, such decision shall not affect the validity of the remaining portion of this ordinance and the remaining portion shall remain in full force and effect.

This ordinance shall be effective immediately after being posted and published according to law.

PUBLICATION DATE: October 7, 2016

EFFECTIVE DATE: October 22, 2016