

# Borough of Haddonfield Affordable Housing Development Fee Form

(Per Chapter 63 of the Haddonfield Code of Ordinances)

Rev. 01/11/2021

Block: \_\_\_\_\_ Lot: \_\_\_\_\_ Qualifier: \_\_\_\_\_

Property Location: \_\_\_\_\_ Phone: \_\_\_\_\_

Owner's Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Applicant's Name: \_\_\_\_\_

Project Type (check One): Residential: \_\_\_\_\_ Commercial: \_\_\_\_\_

\* Residential Fee: 1.5% of increase in equalized assessed value

\* Commercial Fee: 2.5% of increase in equalized assessed value

## Owner Certification

I hereby certify I have read the entire form, and my estimate of the increase is equalized assessed value is correct to the best of my knowledge, and I understand the THREE step process to determine, collect and/or credit the fee, and that occupancy of the structure is not permitted until the Certificate of Occupancy (CO) or Certificate of Approval (CA) is issued and failure to pay any fee due as determined by the tax assessor could result in a lien being place on the property.

Print Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## STEP 1 - Initial Fee Calculation – Paid prior to Issuance of a Construction Permit

1 Owner/Applicant estimate increase in equalized assessed value \$ \_\_\_\_\_

2 Estimated Development fee (Residential 1.5% x Line 1 Amount)  
(Commercial 2.5% x Line 1 Amount) \$ \_\_\_\_\_

3 Initial Fee (one-half of amount on Line 2) \$ \_\_\_\_\_

Payor's Name: \_\_\_\_\_ Title: \_\_\_\_\_

Payor's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Payment Check #: \_\_\_\_\_ Cash: \_\_\_\_\_ Amount #: \_\_\_\_\_ Payment Received by: \_\_\_\_\_ Date: \_\_\_\_\_

## STEP 2 - Balance of Estimated Fee Calculation – Paid prior to issuance of a CO or CA

A Estimated Development Fee PAID (copy from line 3 above) \$ \_\_\_\_\_

B Balance of estimated fee DUE (Line 2 minus Line A) \$ \_\_\_\_\_

Payor's Name: \_\_\_\_\_ Title: \_\_\_\_\_

Payor's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Payment Check #: \_\_\_\_\_ Cash: \_\_\_\_\_ Amount #: \_\_\_\_\_ Payment Received by: \_\_\_\_\_ Date: \_\_\_\_\_

## STEP 3 – Final Fee Calculations – Paid at Year End (see other side)

# Borough of Haddonfield Affordable Housing Development Fee Form

(Per Chapter 63 of the Haddonfield Code of Ordinances)

Rev. 01/11/2021

**Residential Development Fee**

\* Unless otherwise specified herein, a development fee in the amount of 1.5% of the equalized assessed value (EAV) of each new residential unit shall be required to be paid.

**Non-Residential/Commercial Development Fees**

\* Unless otherwise specified herein, a development fee of 2.5% of the equalized assess value of all new non-residential/commercial development shall be required to be paid.

**Exemption**

\* Developers providing low and moderate-income housing units on-site shall be exempt from paying development fees pursuant to Section §63-24 of this ordinance.

- ➔ Equalized assessed value (EAV): Commonly known at "True Value" or "Market Value" is calculated by dividing the assessed value of a property to the assessment ratio.
- ➔ In most cases, the tax assessor will not calculate the actual development fee until after the certificate of occupancy and/or approval has been issued. Therefore, the property owner must estimate to the best of his/her ability, the change in equalized assessed value and the development fee.
- ➔ **This is a 3 Step process** with ½ of estimated fee due prior to issuance of a construction permit, ½ due prior to issuance of the required certificate, and a final adjustment when the actual assessment is made. A refund or an additional payment will be made as a final adjustment after actual assessment based on the accuracy of the value you submit on this application.

<b>GUIDE TO ESTIMATE THE INCREASE IN EQUALIZED ASSESSED VALUE (EAV) (LINE 1)</b>	
New Houses:	The Proposed sale price minus the market value of the land should be used for the EAV.
Additional or Renovations:	The construction cost, providing the cost includes all of the labor. If you perform the work without a contractor this amount will probably be low.

The final fee will be determined when the property is reassessed and the added assessment is made to the property. Failure to pay any additional amount could result in a municipal lien being placed on the property owner for the amount due. The Certificate of Occupancy or Certificate of Approval must be issued prior to occupying the area being constructed. Failure to receive the required certificate could result in fines being issued.

<b>For Official Use Only: Final Fee Calculations</b>			
Line 1	Increase in Assessed Value:	_____	
Line 2	Equalization Ratio:	_____	
Line 3	Increase in Equalized Assess Value:	_____	
Line 4		_____	
Line 5	Amount Subject to Development Fee:	_____	
Line 6	(1.5% Residential or 2.5% Commercial) of Line 5:	_____	
Line 7	Total Amount Submitted to-date:	_____	
Line 8	Additional Amount Due:	_____	Date Paid: _____
Line 9	Amount of Refund:	_____	Date Rec'd: _____
Refund Check # _____		Payment Check # _____	Cash _____
Final Calculation Certified by: _____			
Tax Assessor			