

2-6 AN ORDINANCE PRESCRIBING CERTAIN LAND USE FEES

BE IT ENACTED BY THE TOWN OF STAFFORD:

Section 1: APPLICATION FEES

WHEREAS, it is necessary for the Town of Stafford to incur certain expenses in order to administer the Zoning, Subdivision and Inland Wetlands Regulations of the Town which includes the expense of required legal advertisements, administrative review of applications, engineering and legal expenses to assure the Town that construction is in accordance with the regulations and approved plans; and

WHEREAS, it is appropriate to assess the expense incurred by the Town in processing and administering land use applications and construction against those who precipitate and benefit by that work;

NOW THEREFORE pursuant to Connecticut General Statutes Section 8-1c the Town of Stafford hereby adopts the following Schedule of Fees for various land use activities:

Stafford CT Land Use Fees	ZONING	State Fee	Total
Single Family House	\$100.00		\$100.00
Special Use Permit	\$350.00	\$60.00	\$410.00
Site Plan	\$200.00	\$60.00	\$260.00
Site Plan Revision	\$100.00	\$60.00	\$120.00
ZBA Application (Appeal, Variance, Site Plan)	\$300.00	\$60.00	\$360.00
Amendments to Subdivision or Zoning Regulations or Zoning Map	\$300.00	\$60.00	\$360.00
Campground Renewal	\$80.00	\$60.00	\$140.00
Earth Removal	\$225.00	\$60.00	\$285.00
Temporary Earth Removal or processing	\$75.00	\$60.00	\$135.00
Miscellaneous (sheds less than 200 SQ FT)	\$50.00		\$50.00
Additions and accessory structures over 200 SQ Ft	\$100.00		\$100.00
Sign	\$50.00		\$50.00
Zoning compliance letter	\$25.00	\$0.00	\$25.00

	SUBDIVISION		
Base Fee	\$270 plus:		
New Road	\$85.00 for every 100' or any part thereof created; plus		
Existing Road	\$55.00 for every 100' or any part thereof created; plus		
Lot Fee	\$150 for each of the first 20 lots; plus		
	\$125 for each of the 21 through 50 lots; plus		
	\$100 for each of the 51 through 100 lots; plus		
	\$75.00 for each lot over 100.		
	WETLANDS		
Permitted Uses as of Right	No charge		No charge
Application with Public Hearing	\$350.00		\$350.00
Application no Public Hearing	\$75.00		\$75.00
Modification of previous approval	\$35.00		\$35.00
	The Commissions may waive any of the fees established; any waiver shall be accompanied by a statement of reason.		
	8.1 Fees for Outside Experts:		
	The Commissions may, at its discretion, hire or engage outside experts to assist in its evaluation of any application for site plan approval, by special exception. The total costs for all outside expertise shall be borne by the applicant. The Commissions may require an initial payment, to be determined, for the hiring of these experts, prior to its review of the application. This payment shall be considered as an integral component of the application, and the failure of the applicant to make this payment shall render the application incomplete. If the applicant fails to pay the fee within thirty (30) days of receiving an invoice, the Commission may revoke all approvals of the application and pursue all necessary action to receive payment.		

Section 2. PRE-APPROVAL DEPOSITS AND FEES

It is anticipated that the fees in Section 1 will reimburse the Town for actual expenses incurred in the processing of each of the applications to a decision. In addition, as to all applications for Subdivision, Re-subdivision, Special Permit, Site Plan Approval or Modification, and Wetlands Applications requesting water course crossing or relocation of wetlands, then the land use department receiving the application will require a deposit equal to the anticipated cost of materials and services to be performed by professionals other than town employees including but not limited to the review of the applications for conformance with the Regulations of the Inland/Wetlands and Watercourse Agency and the Planning and Zoning Commission including the computation of the cost to construct improvements subject to bonding requirements. Such sums shall be deposited with the Town and all bills received from professionals other than Town employees in connection with that Application shall be charged against that deposit. If the deposit is exhausted, then an additional deposit will be required before any further action is taken on the Application. Upon approval of the Application and issuance of the requested Permit, any excess deposit shall be refunded to the Applicant not later than sixty (60) days thereafter.

Section 3: POST-APPROVAL DEPOSIT AND FEES

Prior to issuance of the Permit following approval by the appropriate Land Use Commission or Agency, the professional who has been engaged to review the Application shall provide to the Land Use Agency an estimate of the cost for said professionals other than Town employees, to inspect construction at reasonable intervals to insure that construction complies with the approved Plan, conformance with the Phase II Regulations of the Connecticut Clean Water Act, inspections for reductions of Performance Bonds, review of Plan Revisions and documents necessary to implement or complete the Plans, and review and inspection of all improvements necessary for Town acceptance of the Project Infrastructure or for issuance of a Certificate of Zoning Compliance. A fee equal to that estimated cost shall be paid to the Town through the agent issuing the Permit prior to the recording of any Plan in the land records and prior to the issuance of any Permit for construction in accordance with the approval. All charges thereafter by said professionals in connection with a Permit shall be charged against the deposit. If the deposit is exhausted, then an additional amount shall be collected based upon the professional's additional estimate of costs before any further work or inspections are conducted. Failure to make an additional deposit shall be grounds for the appropriate Enforcement Officer to issue a Stop Work or Cease and Desist Order. Upon completion of the Project and acceptance by the Town of any Project infrastructure or issuance of a Certificate of Zoning Compliance, any excess funds shall be returned to the applicant not later than sixty (60) days following said event.

Section 4: EXPERTS

Nothing herein shall prohibit any agency of the Town from requiring the applicant or permittee, at his expense, to provide professional consultant reports or certification as to conditions before or after construction [or test results] nor shall this ordinance in any way impact bonding requirements set forth in any of the land use regulations.

Section 5: EXEMPTIONS

The Town of Stafford and all of its boards, commissions, agencies and departments are exempt from the payment of any and all of the fees or deposits required by this ordinance. Charities, churches and non-profit organizations are not exempt.

Section 6: The Planning & Zoning Commission may recommend to the Board of Selectmen an amendment to the Land Use fees at any time and the Board of Selectmen shall have the authority to change such fees without further approval at town meeting.

APPROVAL RECORD FOR ORDINANCES

Board of Selectmen Recommend Adoption: June 5, 2018

Town Meeting Notice Published On: July 17, 2018

Approved by Town Meeting On: July 25, 2018

This Ordinance shall be effective on August 14, 2018

Amended by the Board of Selectmen 6-14-2023