



TOWN OF OLD SAYBROOK

Land Use Department

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FEE SCHEDULE

Draft Updated to 5-6-2021

LAND USE DEPARTMENT

actual cost to print as amended from time to time by the LUD

		FEE
<input type="checkbox"/> Regulations & Maps available for free download at www.oldsaybrookct.gov		
Aquifer / Wetlands / Subdivision / Historic District Regulations	\$10	\$12
Regulations for Public Improvements		\$15
Zoning Regulations/ Regulations for Public Improvements/Plan of Development (full plan)		\$25
<input type="checkbox"/> Town Plan Sections & Studies	\$5	free
<input type="checkbox"/> Copies		
Documents – Black & White /pp		\$.50 /pp
Documents – Color /pp		\$1 /pp
Maps – Black & White /pp		\$5 /pp
Maps – Color large (small)		\$25 (\$12.50)
total:		\$

TOWN CODE Chapter 118

fees effective 12/20/2011 by Town Code Chapter 118 per C.G.S. § 8-1c

		FEE
<input type="checkbox"/> Amendment of any Map or Regulation:	\$240	\$200
+ State Land Use Fee:		\$60
» Technical Assistance Fee <i>if applicable:</i>	estimate x 150%	
total:		\$

CT DEEP

fees as amended from time to time by DEEP in C.G.S. § 22a-27j

State Land Use Fee:	\$60
Collected for EACH application submitted to the PC, ZC, ZBA, or IWWC, including a petition to amend any Map or Regulation, and for EACH Coastal Site Plan Review	
TOWN CODE Chapter 118	
fees effective 12/20/2011 by Town Code Chapter 118 per C.G.S. § 8-1c	
» Technical Assistance Fee <i>if applicable:</i>	estimate x 150%
If [the PC, ZC, ZBA, or IWWC] finds that the nature and intensity of any proposed development may have a significant impact on the site and its surrounding areas or that an application to change the Map or Regulations of any board/commission may substantially affect regulated areas, then the Town may require additional technical assistance, which term shall also include legal assistance, in evaluating an application in accordance with its regulations. The Town will estimate the expense of the additional technical assistance based on a preliminary estimate prepared by a qualified party or expert, plus 50% for contingency, and deposited with the Town. The applicant will pay the Technical Assistance fee simultaneous with submission of any application for permit or prior to review of the application. Upon completion of the technical review, including any conditions of approval made in the final action by the board/commission on the application, the Town will determine the costs incurred, pay the invoice of the qualified expert, and refund the excess monies to the applicant. The applicant will not be responsible for costs incurred for technical assistance that exceed 150% of the commission's estimate.	

ARCHITECTURAL REVIEW BOARD

	FEE
<input type="checkbox"/> Design Review of Commercial, Industrial or Multi-family:	no fee

sub-total: \$0

OFFICE of LONG ISLAND SOUND PROGRAMS

fees effective 11/3/2011 as amended from time to time by the BOS per C.G.S. § 22a-105(d)

		FEE
<input type="checkbox"/> Coastal Site Plan Review		
<i>No charge if application made in conjunction with other PC, ZC, ZBA permitting</i>		
<input type="checkbox"/> Residential:	\$50	
+ State Land Use Fee:	60	
<input type="checkbox"/> Residential/Commercial/Industrial:	\$140 \$100	
+ State Land Use Fee:	60	
sub-total:	\$	

INLAND WETLANDS & WATERCOURSES COMMISSION

fees effective 12/20/2011 by Town Code Chapter 118 per C.G.S. § 8-1c (C.G.S. § 22a-42a(e))

		FEE
<input type="checkbox"/> Regulated Activity or Modification of an existing Permit		
<input type="checkbox"/> Residential — single lot:	\$100	
<input type="checkbox"/> Residential — subdivision, PRD, IHZ:	200	
<input type="checkbox"/> Residential/Commercial/Industrial/Subdivision:	\$240 200	
+ State Land Use Fee:	60	
» Technical Assistance Fee <i>if applicable</i> :	estimate x 150%	
<input type="checkbox"/> Minor Activity Compliance Review	\$50	
<input type="checkbox"/> Permit Ownership Transfer:	\$10 \$5	
sub-total:	\$	

PLANNING COMMISSION

fees effective 12/20/2011 by Town Code Chapter 118 per C.G.S. § 8-1c (C.G.S. § 8-26(b))

		FEE
<input type="checkbox"/> Subdivision, Resubdivision or Modification:	\$240 \$200	
<i>Includes soil erosion & sedimentation control plan & coastal site plan review</i>		
ADD: \$100 for each newly created lot in excess of five (5) lots		
ADD: for each of the first 25 lots:	\$250	
for each of the 26-50 lots:	200	
for each of the 51-100 lots:	100	
for each lot over 100 lots:	50	
ADD: for every 100' of new roadway, shared driveway, storm drainage, or utilities:	100	
+ State Land Use Fee:	60	
» Technical Assistance Fee <i>if applicable</i> :	estimate x 150%	
<input type="checkbox"/> Resubdivision or Modification:	\$200	
<i>Includes soil erosion & sedimentation control plan & coastal site plan review</i>		
ADD: for each of the first 25 lots:	\$250	
for each of the 26-50 lots:	200	
for each of the 51-100 lots:	100	
for each lot over 100 lots:	50	
ADD: for every 100' of new roadway, shared driveway, storm drainage, or utilities:	100	
+ State Land Use Fee:	60	
» Technical Assistance Fee <i>if applicable</i> :	estimate x 150%	
<input type="checkbox"/> Lot Line Change of Approved Subdivision / Resubdivision	\$100 \$50	
+ State Land Use Fee:	\$60	
sub-total:	\$	

HISTORIC DISTRICT COMMISSION

fees effective 11/3/2011 as amended from time to time by the HDC per § 7-131 and § 7-147a(c)

		FEE
<input type="checkbox"/> Certificate of Appropriateness:	\$125	

» Technical Assistance Fee <i>if applicable</i> :	estimate x 150%	
<input type="checkbox"/> Exemption from a Certificate of Appropriateness:	no fee	
	sub-total:	\$

ZONING BOARD OF APPEALS

fees **effective 12/20/2011** by Town Code Chapter 118 per C.G.S. § 8-1c

		FEE
<input type="checkbox"/> Variance of the Zoning Regulations or the Flood Plain Management Code: <i>Includes soil erosion & sedimentation control plan & coastal site plan review</i>	\$240 \$200	
+ State Land Use Fee:	60	
» Technical Assistance Fee <i>if applicable</i> :	estimate x 150%	
<input type="checkbox"/> Certificate of Location for Motor Vehicle Use:	\$240 \$200	
+ State Land Use Fee:	60	
<input type="checkbox"/> Appeal of a Decision of the Zoning Enforcement Officer:	\$240 \$200	
	sub-total:	\$

FLOODPLAIN MANAGEMENT – TOWN CODE Chapter 128

fees **effective 05/1/2017** by amended from time to time by the BOS per C.G.S. §25-68i

		FEE
<input checked="" type="checkbox"/> Flood Hazard Permit		
<input type="checkbox"/> Not a substantial improvement: (A or V Zones)	\$400	
<input type="checkbox"/> New Residential dwelling or detached structure, voluntary elevation of an existing residential structure or residential dwelling classified as a substantial improvement, includes 2 inspections (A Zones)	\$1,500	Awaiting Comments on separate draft
<input type="checkbox"/> Residential dwelling in the Coastal High Hazard Area (New or Substantial) includes 2 inspections (V Zones) or A Zones in LIMWA	\$2,000	
<input type="checkbox"/> Residential additional inspection fee (3 rd inspection)	\$300	
<input type="checkbox"/> Commercial, Industrial or Multi-family:	actual cost	
	sub-total:	\$
<input type="checkbox"/> Flood Hazard Permit		
<input type="checkbox"/> Not a substantial improvement: (A or V Zones)	\$425 \$400	
<input type="checkbox"/> New Residential dwelling or detached structure, voluntary elevation of an existing residential structure or residential dwelling classified as a substantial improvement, includes initial plan review, 1 review to address comments and 2 inspections (A Zones)	\$1,800 \$1,500	
<input type="checkbox"/> Residential dwelling in the Coastal High Hazard Area (New or Substantial) includes initial plan review and 1 inspection. (V Zones) or A Zones in LIMWA	\$2,200 \$2,000	
<input type="checkbox"/> E-mails, calls, multiple plan revisions, inspections and other services that exceed the application fee collected.	Actual cost	
<input type="checkbox"/> Residential pre-application site visit and plan review		
<input type="checkbox"/> Residential pre-construction verification elevation prior to framing	Actual cost	
<input type="checkbox"/> Commercial, Industrial or Multi-family:	actual cost	
	sub-total:	

ZONING COMMISSION fees **eff. 12/20/2011** by Town Code Chapter 118 per C.G.S. § 8-1c

		FEE
<input type="checkbox"/> Site Plan Review, Special Exception, PRD, IHD or Modification: <i>Includes soil erosion & sedimentation control plan & coastal site plan review</i>	\$240 \$100	
ADD: \$10 \$20 for each new dwelling unit for residential development or \$5 \$20/\$10 –\$10 / \$5 \$10 for each new parking space for business, industrial and mixed-use developments;		
+ State Land Use Fee:	\$60	
» Technical Assistance Fee:	estimate x 150%	
<input type="checkbox"/> Special Exception, PRD, IHD or Modification:	\$200	
<i>Includes site plan review (SE&SC, coastal, etc.)</i>		
ADD: \$10 for each new dwelling unit or \$5 each new parking space:	\$10 / \$5	

<input type="checkbox"/>	+ State Land Use Fee:	\$60	
<input type="checkbox"/>	» Technical Assistance Fee:	<i>estimate x 150%</i>	
<input type="checkbox"/>	Certificate of Zoning Compliance:	\$40	\$25
	+ Flood Permit Fee if applicable		
	+ State Land Use Fee:	\$60	
<input type="checkbox"/>	Certificate of Zoning Compliance (CZC) Business Package	\$40	\$25
	<i>Combined fee for new business fit out CZC and sign CZC when both complete applications are submitted concurrently.</i>		
	+ State Land Use Fee:	\$60	
<input type="checkbox"/>	Soil Extraction Closure Review		
	» Technical Assistance Fee:	<i>estimate x 150%</i>	
<input type="checkbox"/>	Accessory Apartment Renewal (every 5 years):	\$50	
<input type="checkbox"/>	Temporary Sign Permit:	<i>no fee</i>	
<input type="checkbox"/>	Outdoor Seating Renewal (annual):	<i>no fee</i>	
sub-total:			\$

AQUIFER PROTECTION AGENCY

fees **effective 11/3/2011** as amended from time to time by the APA per C.G.S. § 22a-354p(e)

			FEE
<input type="checkbox"/>	Facility Registration & Re-Registration	\$240	\$200
<input type="checkbox"/>	Activity Permit:	\$240	\$100
<input type="checkbox"/>	Minor Activity Compliance Review:	\$50	
<input type="checkbox"/>	Permit Ownership Transfer:	\$10	\$5
sub-total:			\$

NOTE: The fees for APA were amended per the Town Code in 2017. The fees in the regulations do not correspond with this table. The APA regulations relating to fees is in the process of being updated to correspond with the fee schedule. It is suggested the APA regulations and application form are amended to read the following:

FEE SCHEDULE

Application fees are set forth in Chapter 118 of the Town Code.