



THE
TOWN OF EMMITSBURG
MARYLAND

300A S. SETON AVE · EMMITSBURG, MD 21727 · (301) 600-6300

PLANNING AND ZONING FEE SCHEDULE

CROSS-CONNECTION CONTROL PROGRAM – Policy P19-03

1. New installation permits – high hazard (commercial & industrial) properties only: \$25.00
2. Permit renewal – high hazard (commercial & industrial) properties only: \$15.00

IMPACT FEES – Town Code §3.08.010, §13.04.040, §13.04.041, §13.08.110, & §13.08.111

1. Residential unit:

A. Impact fee: \$1,200.00

B. Water:

- Capacity: \$8,200.00
- Water meter fee: \$350.00

C. Sewer:

- Capacity: \$8,000.00

2. Commercial / Industrial:

A. No impact fee

B. Water:

- **Allocation fee:** Based on fixture count from plumbing plan. Minimum of one tap at \$8,200.00 per tap. Town Code Section 13.04.041 contains fixture unit chart.
- **Water meter fee:** Minimum fee of \$350.00 and is based on infrastructure requirements at facility.

C. Sewer:

- **Allocation fee:** Based on fixture count from plumbing plan. Minimum of one tap at \$8,000.00 per tap. Town Code Section 13.08.111 contains fixture unit chart.

NON-DOMESTIC PRE-TREATMENT OF WASTEWATER – Town Code §16.36.080

1. Grease trap permit: \$100.00

REVIEW FEES – Policy P20-03

1. Board of Appeals:

- A. Special exception:** \$500.00
- B. Variance:** \$300.00
- C. Zoning Administrator appeal:** \$300.00
- D. Hearing continuances if requested by applicant:** \$150.00

2. Re-Zoning:

- A. Zoning text amendment:** \$1,000.00
- B. Zoning map amendment:** \$1,000.00 plus \$15.00 per acre

3. Development review

- A. Sketch plat:** \$350.00
- B. Preliminary subdivision plat:** \$1,000.00 plus \$25.00 per lot plus \$10.00 per acre
- C. Final subdivision plat:** \$500.00 plus \$25.00 per lot
- D. Combined preliminary / final subdivision plat:** \$850.00 plus \$50.00 per lot
- E. Record plat:** \$75.00 plus \$15.00 per lot
- F. Site plan:** \$1,000.00
- G. Addition plat:** \$350.00 plus \$25.00 per lot
- H. Improvement plat:** \$200.00 per sheet
- I. Forest stand delineation plan:** \$350.00
- J. Preliminary forest conservation plan:** \$350.00
- K. Final forest conservation plan:** \$350.00
- L. Combined preliminary / final forest conservation plan:** \$700.00
- M. Request for forest conservation exemption:** \$35.00 per exemption
- N. Annexation:** \$1,000.00 plus \$50.00 per acre. \$0.00 if initiated by the Town.
- O. Legal documents (public works agreements, letters of credit, easements, sewer/water tap agreements, homeowner association documents, etc.):** \$250.00 per document

4. Infrastructure permit:

- A. Any work involving Town water/sewer system:** \$100.00

B. Wireless telecommunication’s facility:

- a) **New tower, support structure, or substantial modification:** \$8,500.00 escrow deposit plus \$5,000.00 application fee.
- b) **Co-locating on an existing tower or other suitable structure, where no increase in height of the tower or structure is required:** \$8,500.00 escrow deposit plus \$2,000.00 application fee.
- c) **Re-certify the special use permit without modification:** \$0.00

5. **Third party review fees:** Applicants are required to reimburse the Town for reasonable costs incurred by the Town from third parties who invoice the Town for their services rendered to the Town. All billing rates, fees, and out-of-pocket costs of all third-party costs shall be billed at their rates otherwise charged to the Town. Third party costs included but are not limited to, engineering fees, consulting fees, legal fees, inspection fees, court reporting fees, advertising costs for publishing and posting of public notices, etc.

STREETS, SIDEWALKS, AND PUBLIC PLACES – Policy P19-01

- 1. **Sidewalk commercial permit:** \$50.00 per year
- 2. **Street cut permit:** \$100.00 plus a \$2,000.00 bond
- 3. **Temporary closure of streets, including lanes and sidewalks:** \$25.00 per day

ZONING CERTIFICATES – Policy P19-02

- 1. **New buildings (any building that has never been issued an occupancy permit):**
 - A. **Single-family dwelling:** \$200.00 in addition to any impact fees as established and required by ordinance
 - B. **Multiple family dwelling:** \$200.00 per residential unit in addition to any impact fees as established and required by ordinance
 - C. **Non-residential buildings:**

Non-residential buildings
\$200,000 or less = \$1,000
\$200,001 - \$1,000,000 = \$2,600
\$1,000,001 and over = \$3,600

2. **Repairs, remodeling, additions, fences, pools, accessory buildings, extensions, and alterations. The fee is determined by the total valuation of the project:**

Residential	Non-residential
\$5,000 or less = \$40	\$50,000 or less = \$95
\$5,001 - \$15,000 = \$45	\$50,001 - \$75,000 = \$100
\$15,001 - \$30,000 = \$50	\$75,001 - \$100,000 = \$105
\$30,001 - \$50,000 = \$55	\$100,001 - \$150,000 = \$110
\$50,001 - \$75,000 = \$60	\$150,001 - \$175,000 = \$120
\$75,001 and over = \$65	\$175,001 and over = \$125

3. **Change of use permit:** \$50.00

4. **Sign permit:** \$50.00 per sign