

**TOWN OF EMMITSBURG
REVIEW FEES POLICY**

This Policy will replace previously adopted Policy P99-03.

As of this date and pursuant to Policy P20-02 entitled “Small Wireless Facility Standards” and §15.32.200 entitled “Application fee, §16.08.040 entitled “Annexation”, §16.20.050 entitled “Improvement plans review fees”, §16.36.010 entitled “Final plat fees”, §16.36.020 entitled “Base review fee”, §16.36.030 entitled “Lot fee”, §16.48.060 entitled “Criteria”, §16.48.080 entitled “Preliminary forest conservation plan”, §16.48.090 entitled “Final forest conservation plan”, §17.12.030 entitled “Appeals-how taken”, and §17.44.020 entitled “Procedures” of the Emmitsburg Municipal Code, review fees shall be as follows:

1. Board of Appeals: [~~\$100 + \$50 cost of advertising = \$150~~]
 - 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: [~~\$150 plus \$75 for advertising = \$225~~]
 - A. ZONING TEXT AMENDMENT: \$1,000.00**
 - B. ZONING MAP AMENDMENT: \$1,000.00 + \$15.00 PER ACRE**

3. Development Review:
 - A. Sketch Plan: [~~No Fee~~] \$350.00**
 - B. Preliminary SUBDIVISION Plan: [~~\$100.00 plus \$15.00 per lot] \$1,000.00 + \$25.00 PER LOT + \$10.00 PER ACRE~~**
 - C. FINAL SUBDIVISION PLAN: \$500.00 + \$25.00 PER LOT**
 - D. COMBINED PRELIMINARY / FINAL SUBDIVISION PLAN: \$850.00 + \$50.00 PER LOT**
 - E. [~~€~~] Record Plat: \$75.00 plus \$15.00 per lot**
 - F. [~~£~~] Site Plan: [~~\$100.00 plus \$10.00 per acre] \$1,000.00.~~**

- G. ADDITION PLAN: \$350.00 PLUS \$25.00 PER LOT**
 - H. [~~E.~~] Improvement Plan[s]: [~~\$100 plus \$15.00 per lot~~] \$200.00 PER SHEET**
 - I. FOREST STAND DELINEATION PLAN: \$350.00**
 - J. [~~F.~~] PRELIMINARY Forest Conservation PLAN: [~~\$150 plus \$10.00 per lot~~] \$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 + \$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 SUCH 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.

BE IT FURTHER RESOLVED, ENACTED AND ORDAINED that this policy shall take effect this 13th day of July, 2020.

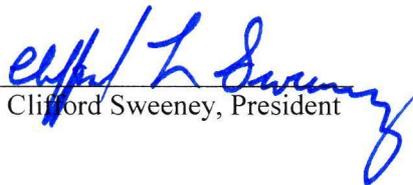
PASSED this 13th day of July, 2020.

ATTEST:

EMMITSBURG BOARD OF COMMISSIONERS:



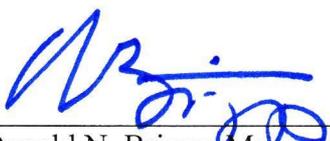
Madeline Shaw, Town Clerk



Clifford Sweeney, President

APPROVED VETOED

this 13th day of July, 2020.



Donald N. Briggs, Mayor