

**163. AN ORDINANCE ESTABLISHING FEES FOR THE PROCESSING OF APPLICATIONS BY THE CITY OF GROTON PLANNING AND ZONING COMMISSION AND ZONING BOARD OF APPEALS (INITIALLY APPROVED DECEMBER 4, 2006; FINALLY APPROVED JANUARY 2, 2007)**

**WHEREAS**, Connecticut General Statute §8-1c allows for a municipality to establish a schedule of reasonable fees for the processing of applications by a municipal Planning and Zoning Commission and Zoning Board of Appeals (hereinafter jointly referred to as “Commissions”); and

**WHEREAS**, costs of processing applications have steadily and substantially increased; and

**WHEREAS**, certain applications to the Commissions require additional review and evaluation by technical consultants retained by the “Commissions” in order to assist the “Commissions” in analyzing said applications; and

**WHEREAS**, the City of Groton desires to set a reasonable fee schedule to fund the approximate actual municipal costs, for the review, evaluation, and processing of applications to the “Commissions” including technical consultants; and

**WHEREAS**, this Ordinance was published in The Day, a newspaper having general circulation in the City of Groton on December 7, 2006 and December 8, 2006;

**THEREFORE, BE IT RESOLVED** that the Mayor and Council **finally** approve “An Ordinance establishing fees for the processing of applications by the City of Groton Planning and Zoning Commission and Zoning Board of Appeals” as follows:

**LAND USE FEE SCHEDULE**

The fees set forth herein shall supersede those fees presently charged by the Planning and Zoning Commission and Zoning Board of Appeals as previously established pursuant to a provision of the Connecticut General Statute, any special act, municipal ordinance or regulation.

The payment of a fee established in accordance with the provision of this ordinance shall not relieve the applicant, owner or their agent from the payment of other fees that may be prescribed for a different type of land use application, or by another ordinance of the City of Groton.

Every application, including a resubmission of a previously withdrawn application, will require a new fee according to this fee schedule. Fees set forth in this fee schedule are due and payable to the City of Groton upon submission of a land use application as outlined in the fee schedule. Notwithstanding anything herein to the contrary, the Commissions may, in cases where unusual circumstances exist, waive all or a portion of any of the foregoing fees:

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SUBDIVISION, ZONING, COASTAL AND ZONING BOARD OF APPEALS  
FEE SCHEDULE

<b>Application Type</b>	<b>Fee*</b>
<b>Subdivision/Resubdivision</b>	\$125/lot or \$250 min. + \$50.00 per 100 ft (or any part thereof) of new road
Subdivision/Re-subdivision modification - major to Commission	\$125.00
Subdivision/Re-subdivision modification - minor (administrative)	\$50.00
<b>Site Plan</b>	
Commercial/Industrial	<25,000 sq.ft= \$200 <50,000 sq.ft.= \$400 <100,000 sq.ft. or more = \$500.00
Multi-family (3 or more units)	<25,000 sq.ft= \$200 <50,000 sq.ft.= \$400 <100,000 sq.ft. or more = \$500.00
Residential (single family or duplex)	\$80.00
Modification - major (to Commission)	\$125.00
Modification - minor	\$50.00
<b>Special Permit</b>	\$250.00
<b>Certificate of Location Approval</b>	\$100.00
<b>Coastal Site Plan Review (CAM)</b>	
1&2 family	\$50.00
Subdivisions or Multi-family	\$250.00
Commercial/Industrial	\$300.00
<b>Regulation Amendment</b>	
Zoning/Subdivision (text)	\$250.00
Map change	\$250.00
<b>Certificate/Letter Zoning Compliance</b>	\$50.00
<b>Certificate of Location Approval (DMV)</b>	\$100.00
<b>Zoning Board of Appeals</b>	\$325.00
<b>*All Fees Exclusive of additional Mandatory State Fee - currently \$30.00 per application</b>	

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**ADDITIONAL APPLICATION FEES**

In addition to these fixed fees, the City of Groton Planning and Zoning Commission or Zoning Board of Appeals, upon recommendation of the City Planner or Zoning and Building Official or designee, may determine that additional expertise, technical assistance or general assistance will be required in reviewing and evaluating an application before it. The expense of the additional expertise and technical assistance shall be estimated by staff based on a preliminary estimate prepared by a qualified party or expert, and the estimated cost of reviewing the application times one hundred and fifty percent (150%) shall be paid by the applicant and deposited with the City of Groton in a separate account segregated from other funds of said City. Payment shall be by cash, money order or bank check made payable to the City of Groton. The applicant shall pay the expense for the additional expert for said technical review prior to final action by the Commission or Board or the application will be subject to denial as incomplete. Any excess fees remaining after the completion of the technical review and final action by the Commission or Board will be refunded to the applicant.

**EXEMPTIONS**

All Boards, Commissions and departments of the City of Groton are exempt from fee requirements.

**REFUNDS**

Fees for applications that are withdrawn by the applicant within one week of the date of submission (as distinct from the receipt date) are fully refundable.

Fees for applications that are withdrawn by the applicant more than a week after the date of submission but prior to the publication of any legal notices or prior to being placed on the agenda of a Board or Commission are 50% refundable.

In all other cases the fees shall be nonrefundable.

**REVIEW AND EVALUATION**

The above fee schedule shall be reviewed and evaluated by the Planning and Zoning Commission and/or Zoning Board of Appeals at least every five years following the effective date of the Ordinance. Any future changes to the fee schedule as set forth herein shall be adopted by resolution of the City Council after receipt of recommendation of the Planning and Zoning Commission.

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**SEVERABILITY**

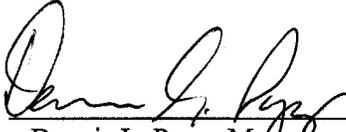
If any section, clause, provision or portion of this Ordinance, or if any regulation established pursuant to the terms of this Ordinance, shall be held to be invalid or unconstitutional by any court of competent jurisdiction, such holdings shall not affect or impair any other section, clause, provision or portion of this Ordinance or of any regulation established pursuant to the terms of this Ordinance.

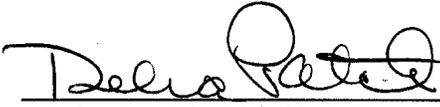
**EFFECTIVE DATE**

This Ordinance shall become effective fifteen (15) days after being posted and published as permitted by law.

Initially approved: December 4, 2006

Finally approved: January 2, 2007

  
Dennis L. Popp, Mayor

  
Debra Patrick, City Clerk