

**Pittsford Zoning Fees Schedule** Adopted by the Select Board 9/9/2019

Payment shall be in the form of cash, check or money order made out to the Town of Pittsford at the time of application. Credit & debit cards may be used, but there is an additional (bank) processing fee charged

Once an Application is reviewed by the Zoning Administrator, Fees are non-refundable, except by approval by the Town Manager.

Town Zoning Permits do not release Applicant from also obtaining all other Town, VT or federal permits, Inspections or reviews that their project may require.

STARTING A PROJECT PRIOR TO OBTAINING ALL REQUIRED PERMITS, OR BEFORE A PERMIT IS IN EFFECT, MAY RESULT IN A DOUBLING OF THE ZONING FEE and/or a ZONING VIOLATION.

**Town Clerk Recording Fee required\*, in addition to Zoning Fees**

Recording VT Waste Water, Zoning, & other permits, Stipulations, etc.	\$ 15.00 per page
Recording survey mylars	\$ 25.00 per sheet

**Zoning Permit Fees:**

**Construction of a single or two family dwelling unit**

(includes attached garage & decks or porches at new construction) \$ 75.00

**Residential Additions**, decks, porches, etc.(attached to existing structures) \$ 50.00

**Detached Accessory Structures** (ex.: sheds over 150 sq.ft., containers, etc.) \$ 50.00

**Swim Pools** (in-ground only); \$ 40.00

**Fences & walls** over 4 feet in height \$ 40.00

**Signs:** for non-illuminated; 1 or 2 sided . Any required Planning Commission review expenses extra.

Commercial Use \$ 40.00 per sign

Residential Use (street address, Owner 's name, Posted Notice, for Sale/rent) No Fee

**Change of Use:** (examples: single to two family use, Demolitions) \$ 40.00

**Home Occupations** \$ 40.00

**Boundary/Lot Line Adjustment** – per Ownership being adjusted \$ 50 per line adj. (\$100 min.)

**Subdivision (Simple Parceling)** which does not results in more than 2 lots (total) \$100.00

**Subdivision which creates more than 2 lots.** \$75.00 per lot (\$250 min.)

*Effective 7/1/19, ALL Subdivisions & Boundary Line Adjustments must be surveyed and recorded with Town.*

**Commercial Development;** New, or change & expansion of Use of Existing business:

For project cost is less than \$5000 \$100.00

For project cost more than \$5,000 \$250.00

**Zoning Board of Adjustment Review**

Appeal of the decision of the Administrative Officer \$100.00

Application for a Conditional use (project less than \$5,000) \$100.00

Application for a Conditional use (project more than \$5,000) \$250.00

Application for a Variance (project cost less than \$5,000) \$100.00

Application for a Variance (project cost more than \$5,000) \$250.00

**Notice of Intent to Construct an Agricultural Structure** (for qualified Farm operation). No Fee

A VT Dept. of Ag. Determination Letter may be requested by ZA. Recording Fee is required

**Zoning Administrator (ZA) Review and Opinion of Regulation Compliance**

**a. For a preliminary review** of the Town Zoning & Lister files, and an email reply: No Fee

**b. For a formal letter of ZA Review and Opinion of Compliance:**

An advance written request is required, identifying any issues of specific concern;

granting the ZA permission to access (at the least) the exterior of the subject property:

and including payment of the **Base Fee for up to a maximum of two hours ZA time.** \$ 75.00

For additional research time required or requested, additional fees for ZA time will be

invoiced at \$30/hour; and any Town legal attorney fees that may be incurred. \*Recording is optional; fee extra.

Copies of Zoning Regulations, Town Plan (also available at [www.PittsfordVermont.com](http://www.PittsfordVermont.com)) \$ 15.00