

## BUILDING & LAND USE PERMIT APPLICATIONS & FEES

Permit Type	Permit Fee	Viewpoint Category
<b>Administrative Zoning Permit</b>	\$95.00	Land Use Dept.
<b>Building Permit</b> (includes building, electrical, gas, mechanical, and plumbing)	Based on project cost: \$30.26 for the first \$1,000, and \$14.26 for every additional \$1,000 or fraction thereof.	Building Dept.
<b>Demolition Permit</b>	\$50.00	Land Use Dept.
<b>Driveway Permit</b>	\$30.00 and a separate bond check in the amount of \$1,000, made payable to the 'Town of Bolton.'	Dept. of Public Works
<b>Inland Wetlands Permit</b>	See Attachment 1	Land Use Dept.
<b>Inland Wetlands Regulation Exemption Request</b>	No Fee	Land Use Dept.
<b>Notice of Division or Reconfiguration of Land</b>	No Fee	Land Use Dept.
<b>Planning &amp; Zoning Permit(s)</b>	See Attachment 2	Land Use Dept.
<b>Right of Way Permit</b>	\$50.00, and a separate bond check. Amount of bond varies depending on project type. For most minor residential work, the bond is \$500, made payable to the Town of Bolton.	Land Use Dept.
<b>Sewer Permit</b>	See Attachment 3	Dept. of Public Works
<b>Special Events Permit</b>	\$150.00	Land Use Dept.
<b>Solicitor's Permit</b>	\$10 per 1 week up to 2 weeks; or \$100 for 3 weeks up to 1 year	Land Use Dept.
<b>Timber Harvest</b>	No Fee	Land Use Dept.
<b>Zoning Board of Appeals</b> (Appeal or Variance)	\$335.00	Land Use Dept.

- Please note that any applications intended for the Eastern Highlands Health District must be submitted through the Health Department's Viewpoint platform at:  
<https://easternhighlandshealthdistrict.portal.opengov.com/>
- Please note we are currently handling Building Permit issuance and inspections for the Town of Andover. Any Building Permit applications and fees for projects within Andover must be submitted through Andover's Permitting system at:  
<https://permitlinkusa-online.com/csp/andoverct/DocumentLink.PublicWelcome.cls>

Please contact the Bolton Building Dept. to schedule Andover Building Permit inspections. Please contact the Andover Building Dept. at 860-742-7305, x3, or visit the Building & Land Use webpage for the Town of Andover for more information at:

<https://www.andoverconnecticut.org/building-land-use-department>

# ATTACHMENT 1 (Inland/Wetlands)

## Appendix A: Fee Schedules

### Schedule 1: New Applications for Regulated Activities

These are the fees the Agency charges for proposed new regulated activities, renewals (with no changes) of permits that are about to expire, and for modifications to existing permits. These fees include the cost of legal notices where applicable.

Notes:

1. The state of Connecticut requires that a \$60.00 fee be charged for all permit applications.
2. The Agency may charge additional fees based on the specifics of the activity (Schedules 2 and 3).

	New Applications	Modifications	Renewals
Pre-Application Advice	\$0.00	\$0.00	\$0.00
Jurisdictional Ruling	\$0.00	\$0.00	N/A
Improvements • Residential (addition, shed, pool, etc.) • Commercial/Industrial/Mixed Use	Base Fee: \$120.00 State Application Fee: \$60.00	Base Fee: \$95.00 State Application Fee: \$60.00	\$75.00
Residence (Single Family/Duplex)	Base Fee: \$220.00 State Application Fee: \$60.00	Base Fee: \$145.00 State Application Fee: \$60.00	\$75.00
Residential Subdivision	Base Fee: \$270.00 Per Lot Fee: \$80.00 State Application Fee: \$60.00	Base Fee: \$170.00 Per Lot Fee: \$40.00 State Application Fee: \$60.00	\$75.00
Residential Multiunit (Apartments/Condominiums with 3 or more units)	Base Fee: \$370.00 State Application Fee: \$60.00	Base Fee: \$220.00 State Application Fee: \$60.00	\$75.00
Commercial/Industrial/Mixed Use	Base Fee: \$370.00 State Application Fee: \$60.00	Base Fee: \$220.00 State Application Fee: \$60.00	\$75.00
Town of Bolton	Base Fee: \$0.00 State Application Fee: \$60.00	Base Fee: \$0.00 State Application Fee: \$60.00	\$75.00
Non-Profit Organization 501(c)(3)	Base Fee: \$0.00 State Application Fee: \$60.00	Base Fee: \$0.00 State Application Fee: \$60.00	\$0.00

## Schedule 2: Other Fees for Regulated Activities

The Agency may charge these additional fees for reviewing new applications and permit modifications. These fees are based on the specifics of the application and are determined by the commission upon review of the application or permit extension.

Significant Impact	Varies by application. Includes public hearing, expert review, and other fees.
Public Hearing (Assumes no more than two (2) public hearings. Additional public hearings shall require an additional fee of \$150.)	\$150.00
Complex Application	Varies by application. Includes expert review and other fees.
Consultant Fees	Technical (engineer or scientific): \$150.00/hour Legal: \$250.00/hour Other: As Determined
Amendment of Inland Wetlands Regulations	\$400.00
Amendment of Wetlands Map	\$250.00
Copy of <i>Inland Wetland and Watercourses Regulations of the Town of Bolton</i>	\$10.00

## Schedule 3: Compliance Fees

The Agency may charge these fees for enforcement activities related to violations of the *Inland Wetlands and Watercourses Regulations of the Town Of Bolton*.

Notice of Violation	\$0.00
Cease and Correct Order	\$200.00
Cease and Desist Order	\$200.00
Compliance Inspection	\$200.00
Consultant Fees	Technical (engineer or scientific): \$150.00/hour Legal: \$250.00/hour Other: As Determined
After-the-fact Application Penalty	\$50.00

## ATTACHMENT 2

### LAND USE DEPARTMENT FEES

- BUILDING PERMIT APPLICATION - \$30.00 FOR THE FIRST \$1,000 OR FRACTION & \$14.00 FOR EACH ADDITIONAL \$1,000 OR FRACTION (PLUS EDUCATIONAL FEE TO STATE OF \$0.26 PER THOUSAND)
- ZONING PERMIT APPLICATION - \$95.00 (\$60.00 GOES TO THE STATE)
- ZONING BOARD OF APPEALS APPLICATION\* - \$335.00 (\$275.00 ZONING BOARD OF APPEALS FEE PLUS \$60.00 STATE FEE) (OTHER COSTS MAY BE INCURRED)

### DEVELOPMENT LAND USE FEES\*

- ZONE CHANGE APPLICATION\* - \$325.00
- ZONING REGULATIONS AMENDMENT\* - \$325.00
- SPECIAL PERMIT APPLICATION\*
  - a) For either a multiple dwelling complex or for the construction of or addition to a commercial or industrial building \$425 plus \$50 per 1,000 sq ft of building or portion thereof in excess of 3,000 sq ft
  - b) For excavation or filling covered under the Zoning Regulations \$425 plus \$25 per 10,000 cubic yards or portion thereof
  - c) wireless telecommunication site Tower \$425.00 for each plus \$10.00 per foot of Tower height
  - d) for all other Special Permit Applications \$325.00

### SITE PLAN REVIEW\*

- a) for construction of or addition to a commercial or industrial building \$375 plus \$50 per 1,000 square feet of building or portion thereof in excess of 3,000 square feet
- b) wireless telecommunications antenna beyond the first antenna \$375.00 plus \$200.00 for each
- c) For all other Site Plan reviews \$125.00 (if a public hearing is scheduled, the Applicant shall pay an additional \$75.00 fee no more than ten days prior to the hearing date)
- COPY OF ZONING REGULATIONS \$10.00

**PLANNING (SUBDIVISION FEES)**

- APPLICATION\* \$300 base fee plus \$50 for each lot  
Beyond the first two lots (if a public hearing is scheduled, the Applicant shall pay an additional \$150.00 fee)
- APPLICATION REVISION\* \$100.00
- SUBDIVISION REGULATION REVISION\* \$325.00
  
- COPY OF: SUBDIVISION REGULATIONS \$10.00
- COPY OF PLAN OF CONSERVATION & DEVELOPMENT (TOWN PLAN) \$10.00

**LEGAL/TECHNICAL REVIEW FEE**

Filing fees shall also be increased to include additional expert costs incurred by the Town of Bolton, including but not limited to, all of the expenses and fees of utilizing contracted or retained experts to analyze, review, and report on areas requiring a legal or technical review in order to assist the Planning and Zoning Commission and/or town staff in their deliberations. A \$1,000.00 Legal/Technical Review Fee will be paid in full with and constitute a portion of the application fee and the application shall not be deemed complete until paid. The applicant shall also be responsible to remit immediately upon request any additional Legal/Technical Review Fees above and beyond the initial \$1,000.00 that are incurred by the Town during the course of the application review.

Upon completion of the technical and legal review, including but not limited to mylars, and a determination of the costs incurred, any excess of the Legal/Technical Review Fee will be refunded to the applicant. The applicant shall be responsible for all contracted or retained costs incurred by the town related to the application.

**\*AN ADDITIONAL \$60.00 FEE IS REQUIRED FOR THE STATE OF CONNECTICUT**

**ATTACHMENT 3**

**SCHEDULE OF RATES, CHARGES AND FEES**  
**BOLTON LAKES REGIONAL WATER POLLUTION CONTROL AUTHORITY**

This Schedule of Rates, Charges and Fees for the sanitary sewer collection system shall be effective as of August 17th, 2020 and for subsequent fiscal years as provided herein and shall continue in effect until such time as they may be further amended by the Bolton Lakes Regional Water Pollution Control Authority (BLRWPCA).

**I. Sewer Use Rates**

A. Rate

The sewer use rate is \$100 per EDU per quarter.

B. Use Charges

Use charges will be levied quarterly in the months of July, October, January and April. All users shall be charged for sewer service based upon the number of EDU's or fractions thereof as assessed by the BLRWPCA.

**II. Sewer Connection Required**

All owners of properties abutting public sewers shall connect their building sanitary sewers to said sewers within one hundred eighty (180) calendar days after receiving notice from the BLRWPCA or other specific time designated by the BLRWPCA. Any person who neglects to connect within said time shall be liable to a penalty of fifteen dollars (\$15.00) for each and every day such neglect shall continue and any associated legal and collection fees.

**III. Sewer Connection and Extension Fees**

Description	Fee
Sewer Connection Permit Application Fee – Residential (Covers one connection per parcel) Each additional connection on same parcel	\$600 \$100
Sewer Connection Permit Application Fee – Non-Residential (Covers one connection per parcel) Each additional connection on same parcel	\$700 \$100
Record Drawing Deposit – Sewer Connection (Refundable)	\$300
Record Drawing Deposit – Developer Sewer Extension (Refundable)	\$2,500
Sewer Construction without BLRWPCA Approval Fee	\$500
Application Renewal Fee	\$100
Surety Bond for Residential Sites (transferable for up to 3 simultaneous applications)	\$6,000

Surety and Performance Bonds for Developers Sewer Extension Permits	To Be Assessed by the BLRWPCA
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**IV. Administrative Enforcement Fines**

Where the BLRWPCA finds that a user has violated, or continues to violate, any provision of the BLRWPCA rules & regulations, sewer connection and extension policy, a wastewater discharge permit or order issued, or any other pretreatment standard or requirement, the BLRWPCA may authorize a designated official to fine such user in an amount not to exceed one hundred dollars (\$100.00) per violation per day. Such fines may be assessed on a per violation, per day basis.

**V. Chargeable Work/Repairs**

**A. Recovery of Costs**

Charges for all work such as service installations and repairs to facilities such as mains, laterals, manholes, grinder pumps, etc., which are beyond the responsibility of the BLRWPCA will be based upon the actual cost of labor, tools, materials, and equipment plus a 20% surcharge.

**B. Installation in New Subdivisions**

In a new subdivision or where a developer must install a sanitary sewer, the developer shall install all sanitary sewer facilities, including house connections, at his own expense in accordance with the requirements of the BLRWPCA.

**VI. Miscellaneous Sanitary Sewer Fees**

Returned Checks A \$20.00 charge will be added to the bill for each check that has been refused for deposit by the bank.

**VII. Connection Charges**

The BLRWPCA sewer system connects to the Town of Manchester sewer system. At the time a permit is issued, the Town of Manchester's connection charge must be paid. Current Manchester rates are listed in Appendix A.

**Revised: August 17, 2020, BLRWPCA**

## Appendix A

The current Manchester connection charge shall consist of the following:

Meter Size	Unmetered Connections*	Sewer Outlet Charge
5/8"	Single family residential or up to 20 gpm	\$ 2,600
3/4"	Between 21 -30 gpm	\$ 3,900
1"	Between 31 – 50 gpm	\$ 6,500
1 1/2"	Between 51 – 100 gpm	\$ 13,000
2"	Between 101 – 160 gpm	\$ 20,800
3"	Between 161 – 320 gpm	\$ 41,600
4"	Between 321 – 500 gpm	\$ 64,900
6"	Between 501 – 630 gpm	\$129,800
8"	Between 631 – 1,000 gpm	\$207,800
10" or greater	>1,001 gpm	\$311,600

Control Authority Sanitary Sewer Area only; outlet charge based on a calculation of the total gallons per minute (gpm) of all water-using fixtures per dwelling.