



BOXBOROUGH PLANNING BOARD
29 Middle Road, Boxborough, Massachusetts 01719
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PLANNING BOARD FEE SCHEDULE

Adopted July 13, 2015

These fees are non-refundable filing fees to cover the cost of processing applications. All expenses for advertising, publication of notices, abutter mailings, engineering, professional planning review, plans, inspection of construction, recording and filing of documents required by the Planning Board or its agent shall be borne solely by the Applicant.

1. Approval Not Required Plan
 - \$100 per plan of 2 or fewer lots.
 - \$100 plus \$100 per lot for plan of 3 or more lots.
 - \$80 per lot at the time of plan endorsement to the GIS Assessor Map Revolving Fund.

2. Preliminary Subdivision Plan
 - \$500 plus \$50 per lot.
 - Cost of legal advertising shall be paid directly by the Applicant to the newspaper publishing the notice.
 - Abutter mailing fees calculated based on current first class postage for two sets of mailings to each abutter.

3. Definitive Subdivision Plan with Approved Preliminary Plan
 - \$750 + \$2.00 for each linear foot roadway.
 - Cost of legal advertising shall be paid directly by the Applicant to the newspaper publishing the notice.
 - \$80 per lot at the time of plan endorsement to the GIS Assessor Map Revolving Fund.
 - Abutter mailing fees calculated based on current first class postage for two sets of mailings to each abutter.

4. Definitive Subdivision Plan with No Preliminary Plan
 - \$1,500 + \$2.00 for each linear foot roadway.
 - Cost of legal advertising shall be paid directly by the Applicant to the newspaper publishing the notice.
 - \$80 per lot at the time of plan endorsement to the GIS Assessor Map Revolving Fund.
 - Abutter mailing fees calculated based on current first class postage for two sets of mailings to each abutter.

5. Definitive Subdivision Plan Major Modification
 - \$500 plus \$1.00 per linear foot of modified roadway plus \$2.00 per linear foot of additional roadway.
 - Cost of legal advertising shall be paid directly by the Applicant to the newspaper publishing the notice.
 - \$80 per lot at the time of plan endorsement to the GIS Assessor Map Revolving Fund.
 - Abutter mailing fees calculated based on current first class postage for two sets of mailings to each abutter.

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6. Definitive Subdivision Plan Time Extension
 - \$200
 - Cost of legal advertising shall be paid directly by the Applicant to the newspaper publishing the notice.
 - Abutter mailing fees calculated based on current first class postage for two sets of mailings to each abutter.

7. Request for Roadway Completion Time Extension or Road Acceptance
 - \$200

8. Request for Performance Guarantee Release or Lot Release
 - \$75

9. Site Plan or Major Modification
 - \$450 – Any structure larger than 10,000 gross square feet.
 - \$250 for all other applications.
 - Cost of legal advertising shall be paid directly by the Applicant to the newspaper publishing the notice.
 - Abutter mailing fees calculated based on current first class postage for two sets of mailings to each abutter.

10. Site Plan Minor Modification, Time Extension or Waiver Request
 - \$100

11. Scenic Road Hearing
 - \$50
 - Cost of legal advertising shall be paid directly by the Applicant to the newspaper publishing the notice.
 - Abutter mailing fees calculated based on current first class postage for two sets of mailings to each abutter.

12. Private/Common Driveway Special Permit Application
 - \$100 – Original application, repetitive application, or amendment to the Special Permit.
 - Cost of legal advertising shall be paid directly by the Applicant to the newspaper publishing the notice.
 - Abutter mailing fees calculated based on current first class postage for two sets of mailings to each abutter.

13. Planning Board Special Permit or Major Modification
 - \$300
 - Cost of legal advertising shall be paid directly by the Applicant to the newspaper publishing the notice.
 - Abutter mailing fees calculated based on current first class postage for two sets of mailings to each abutter.

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14. Planning Board Special Permit Time Extension
 - \$150
 - Cost of legal advertising shall be paid directly by the Applicant to the newspaper publishing the notice.
 - Abutter mailing fees calculated based on current first class postage for two sets of mailings to each abutter.

15. Open Space Commercial Development (OSCD) Special Permit or Major Modification
 - \$500
 - Cost of legal advertising shall be paid directly by the Applicant to the newspaper publishing the notice.
 - Abutter mailing fees calculated based on current first class postage for two sets of mailings to each abutter.

16. OSCD Special Permit Time Extension
 - \$150
 - Cost of legal advertising shall be paid directly by the Applicant to the newspaper publishing the notice.
 - Abutter mailing fees calculated based on current first class postage for two sets of mailings to each abutter.

17. Earth Removal Permit
 - As outlined in Earth Removal Rules & Regulations.
 - Cost of legal advertising shall be paid directly by the Applicant to the newspaper publishing the notice.
 - Abutter mailing fees calculated based on current first class postage for two sets of mailings to each abutter.

NOTE: Preliminary Plans, Definitive Plans, Special Permit, Earth Removal, and Site Plans may also require Project Review Fees pursuant to MGL Chapter 44, Section 53G.

PUBLICATION FEES

Zoning Bylaw: \$15.00 per copy

Rules & Regulations Governing the Subdivision of Land: \$10.00 per copy

Site Plan Approval Rules & Regulations: \$5.00 per copy

Private/Common Driveway Guidelines: \$2.00 per copy

Earth Removal Bylaw: \$1.00 per copy