



3045 Theodore Roosevelt Hwy., Waterbury, VT 05676  
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**PERMIT APPLICATION  
 FEE SCHEDULE**

**Adopted by the Bolton Select Board 7/15/2019, Revised by the Bolton Select Board on 2/17/2020**

Application Type:	Application Fee:	Additional Fees:	Recording Fee*
<b>Administrative Review:</b> <i>(Complete applications must be received by the 1<sup>st</sup> of any month in order to be processed in that month. Permits are effective 15 days after issued.)</i>			
Single, Two-Family, Multi-Family Dwelling (New Construction/Addition < 2000 SF) ◇	\$ 75 +	.20/ft. <sup>2</sup>	\$15
Single, Two-Family, Multi-Family Dwelling (New Construction/Addition ≥ 2000 SF) ◇	\$125 +	.25/ft. <sup>2</sup>	\$15
Accessory Dwelling	\$ 75 +	.20/ft. <sup>2</sup>	\$15
Accessory Building/Structure (shed, deck, garage) ⊕	\$ 75 +	.25/ft. <sup>2</sup>	\$15
Commercial Buildings (≤ 3000 SF)	\$150 +	.25/ft. <sup>2</sup>	\$15
Charge per SF over 3000 SF		.20/ft. <sup>2</sup>	
Certificate of Occupancy/Compliance	\$60 +		\$15
Signs, Home Occupation (each)	\$35 +		\$15
Administrative Lot/Line Boundary Adjustment	\$75 +		\$15+ \$25/page (final survey plat)
Administrative Amendment/Extension	50% of original fees		\$15
<b>Development Review Board reviews:</b> <i>(Applications must be received at least 30 days in advance of a regularly scheduled DRB meeting, to be scheduled for hearing as DRB schedule permits.)</i> ■			
Appeal (ZA Decision, Variance, Waiver, Reconsideration)	\$125 +	\$100/legal ad & notify abutters Δ	\$15
Site Plan Review: Residential Commercial	\$150 + \$200 +	\$100/legal ad & notify abutters Δ	\$15
Conditional Use Approval: Residential Commercial	\$150 + \$200 +	\$100/legal ad & notify abutters Δ	\$15
Preliminary Subdivision / Sketch Plan (4 lots or more)	\$250 +	+ \$30/lot, \$100/legal ad & notify abutters Δ	\$15 + \$25/page (survey plat)
Planned Unit or Residential Development/Master Plan	\$400 +	+ \$30/unit, \$100/legal ad & notify abutters Δ	\$15 + \$25/page (final survey plat)
Final Subdivision Approval (All)	\$100 +	+ \$30/lot, \$100/legal ad fee & notify abutters Δ	\$15 + \$25/page (final survey plat)
<b>Highway Department Review:</b>			
Curb Cut Permit	\$ 50		
Road Cut Permit	\$25 +	\$2,000 deposit ( <i>see application criteria for refund</i> )	\$15

**NOTE: No development, including site preparation, shall commence without a permit from the Town of Bolton as required by ordinance. Twice the regular fee will be charged for any application for development in which construction has commenced before the required permit application has been filed with fees, and approved by the Zoning Administrator.**

- \* Fees for recording approved Zoning Permits and Survey Plats in the Town Land Records, as required by state law (32 VSA §1671)
- ◇ Fees for dwellings are based on total finished living space. Unfinished basements and attics not included. Ground area covered by new decks and porches connected to the home is included. Mobile home “replacement” is based on any sq. footage increase from original footprint.
- ⊕ Fees for accessory buildings (including sheds, decks and garages) are based on building footprint.
- The DRB may also require an independent technical or legal review of application materials to be paid by the applicant, in accordance with the review policy adopted for this purpose by the Bolton Selectboard.
- Δ The Town of Bolton will schedule & warn public hearings, place legal ads, and notify abutters by mail following receipt of a complete DRB application with required fees.