



MONTGOMERY COUNTY PLANNING DEPARTMENT
THE MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION

MCPB
Item No. 11
Date: 7/16/2020

Regulatory Application Fee Reduction Request – Cloverleaf Center Germantown

Plan Numbers 11988156B and 81990060C



Angela Brown, Supervisor, Angela.Brown@montgomeryplanning.org, 301 495-4611



Mark Pfefferle, Chief, Mark.Pfefferle@montgomeryplanning.org, 301 495-4730

Completed: 7/7/20

SUMMARY

Staff recommends Denial of the request to reduce the application fees for Cloverleaf Center Germantown, Preliminary Plan Amendment 11988156B and Site Plan Amendment 81990060C.

BACKGROUND

On May 26, 2020 Learch Early and Brewer Chtd, on behalf of the applicant the Worldshine Group, submitted a request to reduce the application fees for preliminary plan amendment 11988156B and site plan amendment 81990060C. Neither the Planning Department Staff nor the Planning Director have the authority to reduce fees or refund fees that are not in compliance with the approved Refund Policy. The authority to set application fees for site plan is governed by Section 59.7.6.5.A.2 of the Montgomery County code, which states, "Where the Planning Board is the deciding body, fees to cover the cost of administering this Chapter must be approved by resolution of the Planning Board". Section 50.10.5 of the Montgomery County Code covers the fees for subdivision plans and indicates that "the Board must approve by resolution the fees necessary to cover the cost of administering this Chapter".

In June 2018, the Planning Board adopted a Refund Policy (Attachments A and B) and delegated to the Planning Director the ability to modify application fees when a regulatory application included 25% or more moderately priced dwelling units and / or development applications that included significant public benefits over and above the requirements established by law. (MCPB No. 18-075) Hence, in limited cases, the Planning Director can establish fees different than the Fee Schedule approved by the Planning Board

The request submitted by Learch Early and Brewer is not for a fee reduction delegated to the Planning Director, therefore only the Planning Board can act upon the fee reduction request that was submitted.

DESCRIPTION

Worldshine Group (the “Applicant”), submitted a Preliminary Plan Amendment and a Site Plan Amendment Application to convert an approved and constructed 83,366 sq. ft. building from Office Use to Residential Use. The proposed change consists of adding 46 Age-Restricted Multi-Family Dwelling Units and an Adult Daycare in place of the office use. The Planning Department has consistently applied, for at least 20 years, application fees on the new use when an amendment to a previously approved plan is submitted for review. Attachment C provides examples of regulatory applications where an applicant requested a change from an office use to a residential use. In each of those cases, the applicant paid the application fee in accordance with the Planning Board approved fee schedule.

According to the Planning Board approved fee schedule, the application fee for Preliminary Plan Amendment 11988156B is \$19,290.00 and the application fee for Site Plan Amendment 81990060C is \$13,090.00. The total for the concurrent plan submission is \$32,380.00, which was paid in full on May 14, 2020. In the Applicants Justification for Fee Reduction Request (Attachment D), the Applicant paid the above stated fee to keep the applications moving through the review process. The Applicant feels that the fees assessed for the two applications was formulated incorrectly, and therefore request a fee refund of \$24,310.00.

The applicant’s justification for the fee reduction is based primarily on their determination that the amendments are: limited in nature; will convert an approved an already constructed office use into a mixed-use building containing age-restricted family units, office and adult daycare uses; only minor site modifications are needed to accommodate ADA access to the building; and changes are need to provide adequate fire and rescue access. The justification further states that “of great significance, this is the same fee that would be required for a ground-up development of a new 46-unit residential building”

The Planning Department has consistently calculated fees for a change in use for at least 20 years, if not longer. Attachment C shows recent examples of preliminary and site plan amendments where an applicant obtained Planning Board Approval for a commercial or institutional use only to submit an amendment to convert the commercial or institutional use to a residential use. In each of those cases the applicant paid the application fee based on the additional number of dwelling units and in accordance with the approved fee schedule.

The regulatory applications are currently being reviewed for the applicant paid the fees in accordance with the fee schedule to initiate the review by technical staff. However, at this phase of the review process, and per the Approved Refund Policy (Attachment A), the Applicant is no longer able to receive a refund.

Recommendation:

Based on the discussion *above*, Planning Staff is recommending the Planning Board Deny the Fee Reduction Refund Request.

Attachments:

Attachment A: The Approved Refund Policy.

Attachment B: Montgomery County Planning Board Resolution - MCPB No. 18-075

Attachment C: Previously Submitted and Approved "Change of Use" Applications

Attachment D: Applicants Justification for Fee Reduction Request

Attachment A

Montgomery County Planning Department Refund Policy

Application Fees Not Paid

1. Application is still in "Intake" phase of the application process and the applicant requests the withdrawal of the application. No fees paid, no refund to be made.

Application Fees Paid for Plans that require Planning Board Hearing

1. Plans accepted, but applicant requests refund prior to DRC Distribution - 90% refund
2. Plans accepted, but applicant requests refund after DRC Distribution, but before the DRC Meeting – 80% refund
3. Plans accepted, but applicant requests refund after DRC meeting – 0% refund
4. Plans accepted, DRC occurs, and plan is withdrawn because of inactivity – 0% refund
5. Plans accepted, DRC occurs, and Planning Board approves the application – 0% refund

Application Fees Paid for Plans that do not require Planning Board Hearing

(Forest Conservation Exemptions, Natural Resource Inventories/Forest Stand Delineations, Forest Conservation Plans associated with a Sediment Control Permit and plans reviewed Administratively)

1. Plans accepted, but applicant requests refund prior to distribution to staff for review – 90% refund
2. Plans accepted, but applicant requests refund after the initial comments are received from the Area Team Reviewer – 0% refund
3. Plans accepted, comments provided, and the plan is withdrawn because of inactivity – 0% refund.
4. Plans accepted, but applicant request refund after plan decision – 0% refund

Information Counter Purchases

(Master Plans, Special Studies, documents and manuals, photocopies, zoning maps, GIS maps, plats, paper copies of regulatory applications etc.)

1. No refunds.

Miscellaneous

1. No Cash Refunds.
2. All refunds will be made via check, and check refunds may take 3-4 weeks to process.
3. Credit Card Transaction Service Fees are non-refundable.

Attachment B



MONTGOMERY COUNTY PLANNING BOARD THE MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION

MCPB No. 18-075
Regulatory Application Refunds and Fees
Date of Hearing: June 28, 2018

JUL 25 2018

RESOLUTION

WHEREAS, Section 50.10.5 of the Montgomery County Code authorizes the Montgomery County Planning Board, by resolution, to set fees necessary to cover the cost of administering Chapter 50 of the Montgomery County Code, titled "Subdivision of Land"; and

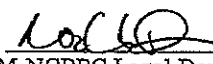
WHEREAS, Section 59.7.6.5.A.2 of the Montgomery County Code authorizes the Montgomery County Planning Board, by resolution, to set fee necessary to cover the cost of administering certain portions of Chapter 59 of the Montgomery County Code, titled the "Montgomery County Zoning Ordinance"; and

WHEREAS, Section 22A-26(d) of the Montgomery County Code authorizes the Montgomery County Planning Board to set fees necessary to cover the cost of administering Chapter 22A of the Montgomery County Code, titled "Forest Conservation"; and

WHEREAS, following review and analysis of current fee structures, the Planning Board staff ("Staff") issued a memorandum to the Planning Board dated June 17, 2018, setting forth its analysis and recommendation for approval of a refund policy for regulatory applications and a limited delegation of authority to the Planning Director to modify application fees; ("Staff Report"); and

WHEREAS, on June 28, 2018, the Planning Board held a public hearing on the Staff analysis and recommendation, and at the hearing, the Planning Board heard testimony and received evidence submitted for the record; and

WHEREAS, at the hearing, the Planning Board voted to approve: i) the refund policy as proposed by Staff and ii) a limited delegation of authority to the Planning Director to modify certain application fees, on the motion of Commissioner Cichy, seconded by Commissioner Fani-Gonzalez, with a vote of 5-0; Commissioners Anderson, Cichy, Dreyfuss, Fani-Gonzalez, and Patterson voting in favor.

Approved as to
Legal Sufficiency: 

M-NCPPC Legal Department
8787 Georgia Avenue, Silver Spring, Maryland 20910 Phone: 301.495.4605 Fax: 301.495.1320
www.montgomeryplanningboard.org E-Mail: mcp-chair@mncppc-mc.org

JUL 25 2018

NOW, THEREFORE, BE IT RESOLVED that the Planning Board approves the refund policy as attached to the Staff Report; and


BE IT FURTHER RESOLVED that the Planning Board approves a delegation of authority to the Planning Director to modify application fees for:

1. Development applications that include 25% or more moderately priced dwelling units (MPDUs) as part of the overall project density.
2. Development applications that include significant public benefits over and above the requirements established by law, if the applicant has provided adequate justification as determined by the Planning Director.

* * * * *

CERTIFICATION

This is to certify that the foregoing is a true and correct copy of a resolution adopted by the Montgomery County Planning Board of the Maryland-National Capital Park and Planning Commission on motion of Commissioner Fani-González, seconded by Commissioner Cichy, with Chair Anderson and Commissioners Fani-González, Cichy, and Patterson voting in favor, and Vice Chair Dreyfuss absent at its regular meeting held on Thursday, July 19, 2018, in Silver Spring, Maryland.



Casey Anderson, Chair
Montgomery County Planning Board

Attachment C

Previously Submitted and Approved “Change of Use” Applications

2011	82008023A	8711 Georgia Avenue	To convert 150,340 sq. ft. of Office and Retail use to 160 Residential Dwelling Units
2013	81989049I	Rock Spring Residential	To replace an approved Office Building with 168 Townhouses
2016	12002020B	Chevy Chase Lake – Block B	To convert 74,356 sq. ft. of Office use to 534 Multi-Family Residential Dwelling Units
2019	32015004B 12015020B 82017003A	St. Elmo Apartments	To reduce the approved non-residential square footage and add 35 Residential Dwelling Units
2020	12016022A	8015 Old Georgetown Road	To convert the Approved Church and Hi-Rise to 300 Multi-Family Dwelling Units

Attachment D



Steven A. Robins
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Elizabeth Rogers
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ecrogers@lerchearly.com

May 26, 2020

BY ELECTRONIC DELIVERY

The Honorable Casey Anderson, Chair
And Members of the Montgomery County Planning Board
Maryland National Capital Park and Planning Commission
8787 Georgia Avenue
Silver Spring, MD 20910-3670

Re: Justification for Fee Reduction Request
20400 Century Boulevard (the "Property")
Consent Agenda Preliminary Plan Amendment No. 11988156B &
Site Plan Amendment No. 81990060C

Dear Chairman Anderson and Members of the Planning Board:

On behalf of Worldshine Group (the "Applicant"), we are submitting this request for a fee reduction associated with the above-referenced Consent Agenda Preliminary and Site Plan Amendments (collectively, the "Amendments"). The Amendments are limited in nature: The Amendments propose to convert the approved and already constructed office use into a mixed-use building containing age-restricted multi-family units, office and adult daycare uses. Minor site modifications are proposed to accommodate ADA access to the building and adequate fire department vehicular access. Importantly, these Amendments do not propose any revisions to the height, overall square footage, or footprint of the existing building.

The checklists issued for these Amendments listed a Site Plan Amendment fee of \$4,500 and a Preliminary Plan Amendment fee between \$2,500 and \$8,500, which are typical of Consent Agenda Amendments (*see Attachment "A"*). It was not until after the Applicant submitted the initial Application that they were informed the Site Plan Amendment fee would be \$13,090 and the Preliminary Plan Amendment fee would be \$19,209 (*see Attachment "B"*). Even assuming \$8,500 for the Preliminary Plan (the upper end of the range), these fees of \$32,299 are \$19,299 higher than those listed on the checklist and anticipated by the Applicant.

From speaking with various individuals in the Development Applications and Regulatory Coordination (DARC) Division, we understand that these fees are based on the additional residential dwelling units, even though no change is proposed to the overall density on-site. Of great significance, this is the same fee that would be required for a ground-up development of a new 46-unit residential building. We believe that, in this instance, this policy will result in an excessive application fee based on the limited scope of these Amendments. Accordingly, we are requesting a fee reduction.

This case is unique in that the additional residential dwelling units proposed will not result in any significant physical changes to the approved Site Plan. The Amendments are only required to modify the previous conditions of approvals, to reflect the change in use, and to confirm that adequate transportation capacity exists to accommodate the new use. There is little supporting documentation required for the Planning Department's review. In fact, the application materials are primarily limited to: a five page letter of explanation; a traffic statement, which indicates that no traffic study will be required due to the net reduction of trips (as compared to the prior office use); and revised Preliminary and Site Plans that reflect an updated data table, revised ADA access to the building, and a slightly modified existing curb to accommodate the required fire truck turning radius.

Furthermore, although the Property was approved and developed with office use, it was part of a significantly larger, multi-phase development containing a mix of office and residential uses. Given the age of the development (constructed in the late 1980's/early 1990's), and because Site Plan approval at that time was not required for the residential component of the Project, it is difficult to confirm whether all 881 dwelling units approved by the original Preliminary Plan were constructed. Even so, we are simply seeking to convert the more intense office use (from a transportation infrastructure perspective – the office use generated approximately 4 additional AM and 39 additional PM peak hour person trips as compared to the proposed use) to age-restricted residential dwelling units (which have no impact on public school capacity). We mention this because the Amendments may not result in a net increase in the number of dwelling units approved/constructed within the larger Preliminary Plan area, as compared to the original approval. However, we do not believe this analysis is necessary. Even assuming that these Amendments result in a net increase of 46 units above the previously approved total, the review associated with these Amendments is no more than would typically be associated with other Consent Agenda amendments (which would require an application fee between \$7,000 and \$13,000).

It is worth explaining why this fee reduction request is coming before the Board, while the Amendments continue to process through the development review. The Applicant already paid the higher \$32,299 filing fees in order to allow the Applications to continue processing, as timing is critically important to this Project. The Board can appreciate the importance of ensuring those development applications that are able to

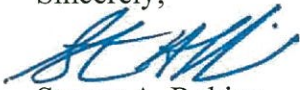
Chairman Casey Anderson
and Members of the Montgomery County Planning Board

May 26, 2020

proceed, do so without delay – this is more important now than ever given the current COVID-19 pandemic. Therefore, we are requesting that the Planning Board grant a fee reduction and issue a corresponding reimbursement to the Applicant of \$19,299 (the difference between the assessed fees and those fees that are typically required for Consent Agenda Amendments). This is an equitable response and results in a reasonable fee paid to M-NCPPC. In the alternative, we are asking that the Board at least provide a credit for the prior office use, for which development review fees have already been paid. Based on the current fee calculations, the 42,700 square feet of office use that the Applicant is seeking to convert into 46 dwelling units would require the following fees: \$11,905 for the Site Plan Amendment and \$12,405 for the Preliminary Plan Amendment (*see Attachment "C"*). Thus, the credit for the prior office use would result in a fee reduction and credit of \$24,310, for a net fee of \$7,989.

We appreciate your consideration of this request, which we believe is fair and equitable to all parties involved based on the level of review required.

Sincerely,



Steven A. Robins



Elizabeth C. Rogers

Enclosures

cc: Mr. Robert Kronenberg
Mr. Mark Pfefferle
Mr. Kevin Huang

Attachment “A”



Sketch/Preliminary/Site Plan Amendment Checklist

Plan Name: _____ Existing Plan Number: _____

Applicant: _____ Phone: _____ Email: _____

MAJOR AMENDMENT (Section 50.4.2.F.1.a, Section 59.7.3.4.J.1 & Section 59.7.3.3.I) _____ ☐

What qualifies as a MAJOR AMENDMENT?

- Increase in density
- Increase in height
- Change of use
- Decrease in open space
- Deviation from a binding element
- Deviation from condition of approval or binding element
- Alteration of a basic element of the plan

Pre-application community meeting - Not Required
Pre-submittal meeting with Area Team staff - Required
Action Type - Full public hearing
Sign posting - Required
Written application notice - Required
Written hearing notice - Required
Fee - Full site plan or preliminary plan fee

LIMITED MAJOR AMENDMENT (Section 50.4.2.F.1.a & Section 59.7.3.4.J.1) _____ ☐

What qualifies as a LIMITED MAJOR AMENDMENT?

- Changes that fit the description for a major amendment (shown above), but that staff considers de minimis and determines do not alter the intent or objectives of the approved plans.

Pre-application community meeting - Not Required
Pre-submittal meeting with Area Team staff - Required
Action Type - Full public hearing in cases where public objection is filed or staff determine one is necessary; in all other cases, board action is through the Consent Agenda
Sign posting - Required
Written application notice - Required
Written hearing notice - Required
Fee - \$4500 (Site Plan); \$2500 - \$8500 (Preliminary Plan)

MINOR AMENDMENT (Section 50.4.2.F.2 & Section 59.7.3.4.J.2) _____ ☐

What qualifies as a MINOR AMENDMENT?

- Change to parking or loading area
- Change to landscaping, sidewalk, recreational facility or area
- Change to the configuration of open space
- Change to any other plan element that will have a minimal effect on the overall design, layout, quality, or intent of the plan
- A reduction in approved parking to satisfy Article 59-6

Pre-application community meeting - Not Required
Pre-submittal meeting with Area Team staff - Required
Action Type - To be determined after intake by Director
Sign posting required? - No
Written application notice - Required
Written hearing notice - Required if going to Planning Board
Fee - \$2500

DIRECTOR-LEVEL PRELIMINARY/SITE PLAN AMENDMENT FOR FCP (FC REGS 22A-11.a.2) _____ ☐

What qualifies as a DIRECTOR-LEVEL FCP AMENDMENT?

- Correction of minor inadequacies revealed by field inspections or other evaluation
- Modifications that are minor and do not remove more than 5,000 square feet of forest
- Action impacting tree variances
- Action required by an emergency situation

Pre-application community meeting - Not Required
Pre-submittal meeting with Area Team staff - Required
Action Type - Director Approval
Sign posting - No
Written application notice - Required
Written hearing notice - Not Required
Fee - \$750

BOARD-LEVEL PRELIMINARY/SITE PLAN AMENDMENT FOR FCP (FC REGS 22A-11.a.2) _____ ☐

What qualifies as an FCP AMENDMENT FOR BOARD ACTION?

- Modifications that remove more than 5,000 square feet of forest
- Modifications to forest conservation easements

Pre-application community meeting - Not Required
Pre-submittal meeting with Area Team staff - Required
Action Type - Planning Board Approval
Sign posting - Required
Written application notice - Required
Written hearing notice - Required
Fee - \$1500

Sketch/Preliminary/Site Plan Amendment Checklist

Plan Name: Existing Plan Number:
Applicant: Phone: Email:

MAJOR AMENDMENT (Section 50.4.2.F.1.a, Section 59.7.3.4.J.1 & Section 59.7.3.3.I)

- What qualifies as a MAJOR AMENDMENT?
- Increase in density
- Increase in height
- Change of use
- Decrease in open space
- Deviation from a binding element
- Deviation from condition of approval or binding element
- Alteration of a basic element of the plan
Pre-application community meeting - Not Required
Pre-submittal meeting with Area Team staff - Required
Action Type - Full public hearing
Sign posting - Required
Written application notice - Required
Written hearing notice - Required
Fee - Full site plan or preliminary plan fee

LIMITED MAJOR AMENDMENT (Section 50.4.2.F.1.a & Section 59.7.3.4.J.1)

- What qualifies as a LIMITED MAJOR AMENDMENT?
- Changes that fit the description for a major amendment (shown above), but that staff considers de minimis and determines do not alter the intent or objectives of the approved plans.
Pre-application community meeting - Not Required
Pre-submittal meeting with Area Team staff - Required
Action Type - Full public hearing in cases where public objection is filed or staff determine one is necessary; in all other cases, board action is through the Consent Agenda
Sign posting - Required
Written application notice - Required
Written hearing notice - Required
Fee - \$4500 (Site Plan); \$2500 - \$8500 (Preliminary Plan)

MINOR AMENDMENT (Section 50.4.2.F.2 & Section 59.7.3.4.J.2)

- What qualifies as a MINOR AMENDMENT?
- Change to parking or loading area
- Change to landscaping, sidewalk, recreational facility or area
- Change to the configuration of open space
- Change to any other plan element that will have a minimal effect on the overall design, layout, quality, or intent of the plan
- A reduction in approved parking to satisfy Article 59-6
Pre-application community meeting - Not Required
Pre-submittal meeting with Area Team staff - Required
Action Type - To be determined after intake by Director
Sign posting required? - No
Written application notice - Required
Written hearing notice - Required if going to Planning Board
Fee - \$2500

DIRECTOR-LEVEL PRELIMINARY/SITE PLAN AMENDMENT FOR FCP (FC REGS 22A-11.a.2)

- What qualifies as a DIRECTOR-LEVEL FCP AMENDMENT?
- Correction of minor inadequacies revealed by field inspections or other evaluation
- Modifications that are minor and do not remove more than 5,000 square feet of forest
- Action impacting tree variances
- Action required by an emergency situation
Pre-application community meeting - Not Required
Pre-submittal meeting with Area Team staff - Required
Action Type - Director Approval
Sign posting - No
Written application notice - Required
Written hearing notice - Not Required
Fee - \$750

BOARD-LEVEL PRELIMINARY/SITE PLAN AMENDMENT FOR FCP (FC REGS 22A-11.a.2)

- What qualifies as an FCP AMENDMENT FOR BOARD ACTION?
- Modifications that remove more than 5,000 square feet of forest
- Modifications to forest conservation easements
Pre-application community meeting - Not Required
Pre-submittal meeting with Area Team staff - Required
Action Type - Planning Board Approval
Sign posting - Required
Written application notice - Required
Written hearing notice - Required
Fee - \$1500

Attachment “B”

**FEE SCHEDULE AND WORKSHEET**

Application Number: M-NCPPC Staff Use Only

To be completed by the Applicant

Applicant:	Steven A. Robins
Project Name:	Cloverleaf Center Germantown

Pre-Application Submission (check applicable boxes)

<input type="checkbox"/> Staff Review Only	\$3,000.00	\$
<input type="checkbox"/> Staff and Planning Board Review	\$4,000.00	\$

NRI/FSD Natural Resources Inventory/Forest Stand Delineation (check applicable boxes)

<input type="checkbox"/> NRI/FSD	\$720.00	\$
<input type="checkbox"/> NRI/FSD Amendment	\$410.00	\$
<input type="checkbox"/> NRI/FSD Recertification Request	\$410.00	\$
<input type="checkbox"/> Forest Conservation Exemption Request or Recertification	\$200.00	\$
<input type="checkbox"/> Forest Conservation Bank review	\$1,000.00	\$

Forest Conservation Plan (check applicable boxes)

<input type="checkbox"/> Single Family Residential	\$480.00 + \$200.00 per lot	# of lots _____ x \$200 = \$ _____	\$
<input type="checkbox"/> All Others	\$980.00 + \$290.00 per acre	# of acres _____ x \$290 = \$ _____	\$

The above FCP fees must be paid in full with the preliminary forest conservation plan submission; previously, forest conservation fees were phased, with 70% due at time of preliminary FCP submission and the remainder at a later stage. The final fees for preliminary FCPs submitted between July 1, 2009 and June 30, 2011 are due with the final FCP submission. \$ _____

<input type="checkbox"/> FCP Amendment without Planning Board Hearing	\$750.00	\$
<input type="checkbox"/> FCP Amendment with Planning Board Hearing	\$1,500.00	\$
<input type="checkbox"/> Financial Security reduction, change, or release request	\$90.00	\$
<input type="checkbox"/> Fence installation within a conservation easement request	\$135.00	\$

Total This Page \$ 0.00

Administrative Subdivision Plan (check applicable boxes)

<input type="checkbox"/> Existing Place of Worship or Institutional Use*	\$3,310.00	\$
<input type="checkbox"/> Up to 5 Lots in the AR Zone or Up to 3 Lots in Any Residential Zone	\$2,500.00	\$
<input type="checkbox"/> Consolidation of Existing Lots or Parts of Lots in a Nonresidential Zone	\$4,000.00	\$
<input type="checkbox"/> SPA within plan	\$750.00	\$

Preliminary Plan of Subdivision (check applicable boxes)Residential (DUs=Dwelling Units)

<input type="checkbox"/> Residential		# of DUs (1 to 100) _____ x \$365 = \$ _____ + # of DUs (over 100) _____ x \$100 = \$ _____	\$
<input type="checkbox"/> 1 to 100 DUs	\$2,500.00 + \$365.00 per DU		
<input type="checkbox"/> DUs over 100	\$100.00 per DU		
<input type="checkbox"/> SPA within plan			\$
<input type="checkbox"/> 1 to 9 DUs	\$380.00		
<input type="checkbox"/> 10 to 50 DUs	\$750.00		
<input type="checkbox"/> more than 50 DUs	\$750.00 + \$20.00 per DU over 50	# of DUs > 50 _____ x \$20 = \$ _____	

Commercial/Industrial (SF=Square Feet)

<input type="checkbox"/> Commercial		# of SF _____ x \$0.15 = \$ _____	\$
<input type="checkbox"/> 1 to 9,999 SF	\$4,000.00 + .15 per SF		
<input type="checkbox"/> 10,000 to 24,999SF	\$5,000.00 + .15 per SF		
<input type="checkbox"/> 25,000 SF or more	\$6,000.00 + .15 per SF		
<input type="checkbox"/> SPA within plan	\$750.00		\$

Other

<input type="checkbox"/> New Institutional/Religious*	\$3,310.00	\$
<input type="checkbox"/> SPA within plan	\$750.00	\$

Preliminary Plan Amendments

<input type="checkbox"/> Major Amendment	Same as Preliminary Plan (enter with SPA fee)	\$ 0.00
<input type="checkbox"/> Minor Amendment	\$2,500.00	\$
<input type="checkbox"/> Extension of Approved Plan	\$2,390.00	\$
<input type="checkbox"/> Subdivision Regulation Waiver (50-38)	\$2,390.00 per waiver	# of waivers _____ \$

Total This Page \$ 0.00

(SPA=Special Protection Area)

Site Plan (check applicable boxes)

Residential (DUs = Dwelling Units)

☒ Residential

☐ 1 to 9 DUs \$4,000.00 + \$165.00 per DU

☒ 10 or more DUs \$5,500.00 + \$165.00 per DU

☐ SPA within plan

☐ 1 to 9 DUs \$380.00

☐ 10 to 50 DUs \$750.00

☐ more than 50 DUs \$750.00 + \$20.00 per DU over 50

of DUs 46 x
\$165 = \$ 7,590.00

\$ 13,090.00

\$

of DUs > 50 _____ x
\$20 = \$ _____

Commercial/Industrial (SF=Square Feet)

☐ Commercial

☐ 1 to 9,999 SF \$4,000.00 + .15 per SF

☐ 10,000 or more SF \$5,500.00 + .15 per SF

☐ SPA within plan \$750.00

of SF _____ x
\$0.15 = \$ _____

\$

\$

Other

☐ Institutional/Religious* \$5,020.00

☐ SPA within plan \$750.00

\$

\$

Site Plan Amendments

☐ Major Amendment Same as Site Plan (enter with SPA fee)

\$ 13,090.00

☐ Limited Major Amendment \$4,500.00

\$

☐ Minor Amendment \$2,500.00

\$

☐ Record Plats \$2,000.00

Number of Plats: _____

\$

Total This Page \$ 13,090.00

(SPA=Special Protection Area)

*Note: Only the following uses qualify for the "Institutional" application fee schedule: dormitories; residential care facilities (any size); private ambulances or rescue; charitable philanthropic institutions; cultural institutions; family day care; group day care; day care centers; private educational institutions; private outdoor playground areas; publicly owned or operated swimming pools; and private club, service organizations.

Sketch Plan (check applicable boxes)

Commercial/Residential Base Fee

- ☐ Up to 20,000 square feet \$5,000.00
- ☐ Greater than 20,000 square feet \$10,000.00

Additional per SF fee

- ☐ Projects 0 – 500,000 square feet (SF)

of SF _____ x
\$0.20 = \$ _____

- ☐ Projects 500,001 – 1,000,000 square feet (SF)

of SF _____ x
\$0.25 = \$ _____

- ☐ Amendment Same as Sketch Plan (enter above)

Total Sketch Plan Fee (sum of the above, or \$260,000.00, whichever is less)

\$ 0.00

NOTE: Sketch plan fees may be paid according to the following schedule:

- 25% of the total fee at initial application
- 25% of the total fee at final application
- 50% of the total fee within 75 days after the final application is accepted

Project Plan (check applicable boxes)

- ☐ Residential (DUs) \$4,500.00 + \$75.00 per DU
- ☐ Commercial (GFA) \$4,500.00 + \$0.15 per SF

of DUs _____ x \$75 = \$ _____

of SF _____ x \$.15 = \$ _____

- ☐ Amendment Same as Project Plan (enter above)

- ☐ Extensions \$2,310.00

Total Project Plan Fee (sum of the above, or \$260,000.00, whichever is less)

\$ 0.00

Staging Allocation Request (SAR) (check applicable boxes)

- ☐ Residential (DUs)
- ☐ Non-Residential (Square Feet)

of DUs _____ x \$1.00 = \$ _____

of SF _____ x \$0.01 = \$ _____

Total SAR Fee (sum of the above)

\$ 0.00

Total This Page \$ 0.00

Credit for Concurrently Filed Plans

☐ Credit for Preliminary and/or Site Plans filed concurrently with a Project Plan

A. Project Plan Fee \$ _____ / 2 =
\$ 0.00 (maximum credit possible)

B. Preliminary Plan Fee \$ _____ + Site
Plan Fee \$ _____ / 2 =
\$ 0.00

Credit equals the lesser of A or B. Credit will be applied equally to the Preliminary and Site Plans if both are filed concurrently with a Project Plan.

<\$ >

☐ Credit for Preliminary and Site Plans filed concurrently after the approval of a Sketch Plan

A. Sketch Plan Fee \$ _____ / 2 =
\$ 0.00 (maximum credit possible)

B. Portion of Sketch Plan credit not previously used
\$ _____

C. Preliminary Plan Fee \$ _____ + Site
Plan Fee \$ _____ / 2 =
\$ 0.00

Credit equals the lesser of B or C. Credit will be applied equally to the Preliminary and Site Plans.

<\$ >

☐ Credit for Preliminary and Site Plan Amendments filed concurrently with a new Sketch Plan in order to take advantage of CR zoning that was applied to the property after the previous Preliminary and Site Plans were approved

A. Sketch Plan Fee \$ _____ / 2 =
\$ 0.00 (maximum credit possible)

B. Portion of Sketch Plan credit not previously used
\$ _____

C. Preliminary Plan Fee \$ _____ +
Site Plan Fee \$ _____ =
\$ 0.00

Credit cannot exceed B or C. Credit will be applied equally to the Preliminary and Site Plans if possible.

<\$ >

Total This Page <\$ 0.00>

Total Fee \$ 13,090.00

Date Received

Check No.

Received by

Make checks payable to M-NCPPC

Contact us at the phone number listed at the top of the form if your application fee is eligible to be paid in installments.

**FEE SCHEDULE AND WORKSHEET**

Application Number: M-NCPPC Staff Use Only

To be completed by the Applicant

Applicant:	Steven A. Robins
Project Name:	Cloverleaf Center Germantown

Pre-Application Submission (check applicable boxes)

<input type="checkbox"/> Staff Review Only	\$3,000.00	\$
<input type="checkbox"/> Staff and Planning Board Review	\$4,000.00	\$

NRI/FSD Natural Resources Inventory/Forest Stand Delineation (check applicable boxes)

<input type="checkbox"/> NRI/FSD	\$720.00	\$
<input type="checkbox"/> NRI/FSD Amendment	\$410.00	\$
<input type="checkbox"/> NRI/FSD Recertification Request	\$410.00	\$
<input type="checkbox"/> Forest Conservation Exemption Request or Recertification	\$200.00	\$
<input type="checkbox"/> Forest Conservation Bank review	\$1,000.00	\$

Forest Conservation Plan (check applicable boxes)

<input type="checkbox"/> Single Family Residential	\$480.00 + \$200.00 per lot	# of lots _____ x \$200 = \$ _____	\$
<input type="checkbox"/> All Others	\$980.00 + \$290.00 per acre	# of acres _____ x \$290 = \$ _____	\$

The above FCP fees must be paid in full with the preliminary forest conservation plan submission; previously, forest conservation fees were phased, with 70% due at time of preliminary FCP submission and the remainder at a later stage. The final fees for preliminary FCPs submitted between July 1, 2009 and June 30, 2011 are due with the final FCP submission. \$ _____

<input type="checkbox"/> FCP Amendment without Planning Board Hearing	\$750.00	\$
<input type="checkbox"/> FCP Amendment with Planning Board Hearing	\$1,500.00	\$
<input type="checkbox"/> Financial Security reduction, change, or release request	\$90.00	\$
<input type="checkbox"/> Fence installation within a conservation easement request	\$135.00	\$

Total This Page \$ 0.00

Administrative Subdivision Plan (check applicable boxes)

<input type="checkbox"/> Existing Place of Worship or Institutional Use*	\$3,310.00	\$
<input type="checkbox"/> Up to 5 Lots in the AR Zone or Up to 3 Lots in Any Residential Zone	\$2,500.00	\$
<input type="checkbox"/> Consolidation of Existing Lots or Parts of Lots in a Nonresidential Zone	\$4,000.00	\$
<input type="checkbox"/> SPA within plan	\$750.00	\$

Preliminary Plan of Subdivision (check applicable boxes)

Residential (DUs=Dwelling Units)

<input checked="" type="checkbox"/> Residential		<div> # of DUs (1 to 100) <u>46</u> x \$365 = \$ <u>16,790.00</u> + # of DUs (over 100) _____ x \$100 = \$ _____ </div>	\$ 19,290.00
<input checked="" type="checkbox"/> 1 to 100 DUs	\$2,500.00 + \$365.00 per DU		
<input type="checkbox"/> DUs over 100	\$100.00 per DU		
<input type="checkbox"/> SPA within plan			
<input type="checkbox"/> 1 to 9 DUs	\$380.00		\$
<input type="checkbox"/> 10 to 50 DUs	\$750.00		
<input type="checkbox"/> more than 50 DUs	\$750.00 + \$20.00 per DU over 50	<div> # of DUs > 50 _____ x \$20 = \$ _____ </div>	

Commercial/Industrial (SF=Square Feet)

<input type="checkbox"/> Commercial		<div> # of SF _____ x \$0.15 = \$ _____ </div>	\$
<input type="checkbox"/> 1 to 9,999 SF	\$4,000.00 + .15 per SF		
<input type="checkbox"/> 10,000 to 24,999SF	\$5,000.00 + .15 per SF		
<input type="checkbox"/> 25,000 SF or more	\$6,000.00 + .15 per SF		
<input type="checkbox"/> SPA within plan	\$750.00		\$

Other

<input type="checkbox"/> New Institutional/Religious*	\$3,310.00	\$
<input type="checkbox"/> SPA within plan	\$750.00	\$

Preliminary Plan Amendments

<input type="checkbox"/> Major Amendment	Same as Preliminary Plan (enter with SPA fee)	\$ 19,290.00
<input type="checkbox"/> Minor Amendment	\$2,500.00	\$
<input type="checkbox"/> Extension of Approved Plan	\$2,390.00	\$
<input type="checkbox"/> Subdivision Regulation Waiver (50-38)	\$2,390.00 per waiver	<div> # of waivers _____ </div>

Total This Page \$ 19,290.00

(SPA=Special Protection Area)

Site Plan (check applicable boxes)

Residential (DUs = Dwelling Units)

☐ Residential

☐ 1 to 9 DUs \$4,000.00 + \$165.00 per DU

☐ 10 or more DUs \$5,500.00 + \$165.00 per DU

☐ SPA within plan

☐ 1 to 9 DUs \$380.00

☐ 10 to 50 DUs \$750.00

☐ more than 50 DUs \$750.00 + \$20.00 per DU over 50

of DUs _____ x

\$165 = \$ _____

of DUs > 50 _____ x

\$20 = \$ _____

Commercial/Industrial (SF=Square Feet)

☐ Commercial

☐ 1 to 9,999 SF \$4,000.00 + .15 per SF

☐ 10,000 or more SF \$5,500.00 + .15 per SF

☐ SPA within plan \$750.00

of SF _____ x

\$0.15 = \$ _____

Other

☐ Institutional/Religious* \$5,020.00

☐ SPA within plan \$750.00

Site Plan Amendments

☐ Major Amendment Same as Site Plan (enter with SPA fee)

☐ Limited Major Amendment \$4,500.00

☐ Minor Amendment \$2,500.00

☐ Record Plats \$2,000.00

Number of Plats: _____

Total This Page \$ 0.00

(SPA=Special Protection Area)

**Note: Only the following uses qualify for the "Institutional" application fee schedule: dormitories; residential care facilities (any size); private ambulances or rescue; charitable philanthropic institutions; cultural institutions; family day care; group day care; day care centers; private educational institutions; private outdoor playground areas; publicly owned or operated swimming pools; and private club, service organizations.*

Sketch Plan (check applicable boxes)

Commercial/Residential Base Fee

- ☐ Up to 20,000 square feet \$5,000.00
- ☐ Greater than 20,000 square feet \$10,000.00

Additional per SF fee

- ☐ Projects 0 – 500,000 square feet (SF)

of SF _____ x
\$0.20 = \$ _____

- ☐ Projects 500,001 – 1,000,000 square feet (SF)

of SF _____ x
\$0.25 = \$ _____

- ☐ Amendment Same as Sketch Plan (enter above)

Total Sketch Plan Fee (sum of the above, or \$260,000.00, whichever is less)

\$
\$
\$
\$
\$
\$ 0.00

NOTE: Sketch plan fees may be paid according to the following schedule:

- 25% of the total fee at initial application
- 25% of the total fee at final application
- 50% of the total fee within 75 days after the final application is accepted

Project Plan (check applicable boxes)

- ☐ Residential (DUs) \$4,500.00 + \$75.00 per DU
- ☐ Commercial (GFA) \$4,500.00 + \$0.15 per SF
- ☐ Amendment Same as Project Plan (enter above)
- ☐ Extensions \$2,310.00

of DUs _____ x \$75 = \$ _____

of SF _____ x \$.15 = \$ _____

Total Project Plan Fee (sum of the above, or \$260,000.00, whichever is less)

\$
\$
\$
\$
\$ 0.00

Staging Allocation Request (SAR) (check applicable boxes)

- ☐ Residential (DUs)
- ☐ Non-Residential (Square Feet)

of DUs _____ x \$1.00 = \$ _____

of SF _____ x \$0.01 = \$ _____

Total SAR Fee (sum of the above)

\$
\$
\$ 0.00

Total This Page \$ 0.00

Credit for Concurrently Filed Plans

- ☐ Credit for Preliminary and/or Site Plans filed concurrently with a Project Plan

A. Project Plan Fee \$ _____ / 2 =
\$ 0.00 (maximum credit possible)
B. Preliminary Plan Fee \$ _____ + Site
Plan Fee \$ _____ / 2 =
\$ 0.00

Credit equals the lesser of A or B. Credit will be applied equally to the Preliminary and Site Plans if both are filed concurrently with a Project Plan.

<\$ >

- ☐ Credit for Preliminary and Site Plans filed concurrently after the approval of a Sketch Plan

A. Sketch Plan Fee \$ _____ / 2 =
\$ 0.00 (maximum credit possible)
B. Portion of Sketch Plan credit not previously used
\$ _____
C. Preliminary Plan Fee \$ _____ + Site
Plan Fee \$ _____ / 2 =
\$ 0.00

Credit equals the lesser of B or C. Credit will be applied equally to the Preliminary and Site Plans.

<\$ >

- ☐ Credit for Preliminary and Site Plan Amendments filed concurrently with a new Sketch Plan in order to take advantage of CR zoning that was applied to the property after the previous Preliminary and Site Plans were approved

A. Sketch Plan Fee \$ _____ / 2 =
\$ 0.00 (maximum credit possible)
B. Portion of Sketch Plan credit not previously used
\$ _____
C. Preliminary Plan Fee \$ _____ +
Site Plan Fee \$ _____ =
\$ 0.00

Credit cannot exceed B or C. Credit will be applied equally to the Preliminary and Site Plans if possible.

<\$ >

Total This Page <\$ 0.00>

Total Fee \$ 19,290.00

Make checks payable to M-NCPPC

Date Received

Check No.

Received by

Contact us at the phone number listed at the top of the form if your application fee is eligible to be paid in installments.

Attachment “C”

Administrative Subdivision Plan (check applicable boxes)

<input type="checkbox"/> Existing Place of Worship or Institutional Use*	\$3,310.00	\$
<input type="checkbox"/> Up to 5 Lots in the AR Zone or Up to 3 Lots in Any Residential Zone	\$2,500.00	\$
<input type="checkbox"/> Consolidation of Existing Lots or Parts of Lots in a Nonresidential Zone	\$4,000.00	\$
<input type="checkbox"/> SPA within plan	\$750.00	\$

Preliminary Plan of Subdivision (check applicable boxes)

Residential (DUs=Dwelling Units)

<input type="checkbox"/> Residential		# of DUs (1 to 100) _____ x \$365 = \$ _____ + # of DUs (over 100) _____ x \$100 = \$ _____	\$
<input type="checkbox"/> 1 to 100 DUs	\$2,500.00 + \$365.00 per DU		
<input type="checkbox"/> DUs over 100	\$100.00 per DU		
<input type="checkbox"/> SPA within plan			
<input type="checkbox"/> 1 to 9 DUs	\$380.00		\$
<input type="checkbox"/> 10 to 50 DUs	\$750.00		
<input type="checkbox"/> more than 50 DUs	\$750.00 + \$20.00 per DU over 50	# of DUs > 50 _____ x \$20 = \$ _____	

Commercial/Industrial (SF=Square Feet)

<input type="checkbox"/> Commercial		# of SF _____ x \$0.15 = \$ _____	\$
<input type="checkbox"/> 1 to 9,999 SF	\$4,000.00 + .15 per SF		
<input type="checkbox"/> 10,000 to 24,999SF	\$5,000.00 + .15 per SF		
<input type="checkbox"/> 25,000 SF or more	\$6,000.00 + .15 per SF		
<input type="checkbox"/> SPA within plan	\$750.00		\$

Other

<input type="checkbox"/> New Institutional/Religious*	\$3,310.00	\$
<input type="checkbox"/> SPA within plan	\$750.00	\$

Preliminary Plan Amendments

<input type="checkbox"/> Major Amendment	Same as Preliminary Plan (enter with SPA fee)	\$ 0.00
<input type="checkbox"/> Minor Amendment	\$2,500.00	\$
<input type="checkbox"/> Extension of Approved Plan	\$2,390.00	\$
<input type="checkbox"/> Subdivision Regulation Waiver (50-38)	\$2,390.00 per waiver	# of waivers _____ \$

Total This Page \$ 0.00

Sketch Plan (check applicable boxes)

Commercial/Residential Base Fee

- ☐ Up to 20,000 square feet \$5,000.00
- ☐ Greater than 20,000 square feet \$10,000.00

Additional per SF fee

- ☐ Projects 0 – 500,000 square feet (SF)

of SF _____ x
\$0.20 = \$ _____

- ☐ Projects 500,001 – 1,000,000 square feet (SF)

of SF _____ x
\$0.25 = \$ _____

- ☐ Amendment Same as Sketch Plan (enter above)

Total Sketch Plan Fee (sum of the above, or \$260,000.00, whichever is less)

\$ 0.00

NOTE: Sketch plan fees may be paid according to the following schedule:

- 25% of the total fee at initial application
- 25% of the total fee at final application
- 50% of the total fee within 75 days after the final application is accepted

Project Plan (check applicable boxes)

- ☐ Residential (DUs) \$4,500.00 + \$75.00 per DU
- ☐ Commercial (GFA) \$4,500.00 + \$0.15 per SF

of DUs _____ x \$75 = \$ _____

of SF _____ x \$.15 = \$ _____

- ☐ Amendment Same as Project Plan (enter above)

- ☐ Extensions \$2,310.00

Total Project Plan Fee (sum of the above, or \$260,000.00, whichever is less)

\$ 0.00

Staging Allocation Request (SAR) (check applicable boxes)

- ☐ Residential (DUs)
- ☐ Non-Residential (Square Feet)

of DUs _____ x \$1.00 = \$ _____

of SF _____ x \$0.01 = \$ _____

Total SAR Fee (sum of the above)

\$ 0.00

Total This Page \$ 0.00

Credit for Concurrently Filed Plans

- ☐ Credit for Preliminary and/or Site Plans filed concurrently with a Project Plan

A. Project Plan Fee \$ _____ / 2 =
\$ 0.00 (maximum credit possible)

B. Preliminary Plan Fee \$ _____ + Site
Plan Fee \$ _____ / 2 =
\$ 0.00

Credit equals the lesser of A or B. Credit will be applied equally to the Preliminary and Site Plans if both are filed concurrently with a Project Plan.

<\$ >

- ☐ Credit for Preliminary and Site Plans filed concurrently after the approval of a Sketch Plan

A. Sketch Plan Fee \$ _____ / 2 =
\$ 0.00 (maximum credit possible)

B. Portion of Sketch Plan credit not previously used
\$ _____

C. Preliminary Plan Fee \$ _____ + Site
Plan Fee \$ _____ / 2 =
\$ 0.00

Credit equals the lesser of B or C. Credit will be applied equally to the Preliminary and Site Plans.

<\$ >

- ☐ Credit for Preliminary and Site Plan Amendments filed concurrently with a new Sketch Plan in order to take advantage of CR zoning that was applied to the property after the previous Preliminary and Site Plans were approved

A. Sketch Plan Fee \$ _____ / 2 =
\$ 0.00 (maximum credit possible)

B. Portion of Sketch Plan credit not previously used
\$ _____

C. Preliminary Plan Fee \$ _____ +
Site Plan Fee \$ _____ =
\$ 0.00

Credit cannot exceed B or C. Credit will be applied equally to the Preliminary and Site Plans if possible.

<\$ >

Total This Page <\$ 0.00>

Total Fee \$ 11,905.00

Make checks payable to M-NCPPC

Date Received

Check No.

Received by

Contact us at the phone number listed at the top of the form if your application fee is eligible to be paid in installments.

**FEE SCHEDULE AND WORKSHEET**

Application Number: M-NCPPC Staff Use Only

To be completed by the Applicant

Applicant:	Steven A. Robins
Project Name:	Cloverleaf Center Germantown

Pre-Application Submission (check applicable boxes)

<input type="checkbox"/> Staff Review Only	\$3,000.00	\$
<input type="checkbox"/> Staff and Planning Board Review	\$4,000.00	\$

NRI/FSD Natural Resources Inventory/Forest Stand Delineation (check applicable boxes)

<input type="checkbox"/> NRI/FSD	\$720.00	\$
<input type="checkbox"/> NRI/FSD Amendment	\$410.00	\$
<input type="checkbox"/> NRI/FSD Recertification Request	\$410.00	\$
<input type="checkbox"/> Forest Conservation Exemption Request or Recertification	\$200.00	\$
<input type="checkbox"/> Forest Conservation Bank review	\$1,000.00	\$

Forest Conservation Plan (check applicable boxes)

<input type="checkbox"/> Single Family Residential	\$480.00 + \$200.00 per lot	# of lots _____ x \$200 = \$ _____	\$
<input type="checkbox"/> All Others	\$980.00 + \$290.00 per acre	# of acres _____ x \$290 = \$ _____	\$

The above FCP fees must be paid in full with the preliminary forest conservation plan submission; previously, forest conservation fees were phased, with 70% due at time of preliminary FCP submission and the remainder at a later stage. The final fees for preliminary FCPs submitted between July 1, 2009 and June 30, 2011 are due with the final FCP submission. \$ _____

<input type="checkbox"/> FCP Amendment without Planning Board Hearing	\$750.00	\$
<input type="checkbox"/> FCP Amendment with Planning Board Hearing	\$1,500.00	\$
<input type="checkbox"/> Financial Security reduction, change, or release request	\$90.00	\$
<input type="checkbox"/> Fence installation within a conservation easement request	\$135.00	\$

Total This Page \$ 0.00

Administrative Subdivision Plan (check applicable boxes)

<input type="checkbox"/> Existing Place of Worship or Institutional Use*	\$3,310.00	\$
<input type="checkbox"/> Up to 5 Lots in the AR Zone or Up to 3 Lots in Any Residential Zone	\$2,500.00	\$
<input type="checkbox"/> Consolidation of Existing Lots or Parts of Lots in a Nonresidential Zone	\$4,000.00	\$
<input type="checkbox"/> SPA within plan	\$750.00	\$

Preliminary Plan of Subdivision (check applicable boxes)

Residential (DUs=Dwelling Units)

<input type="checkbox"/> Residential		# of DUs (1 to 100) _____ x \$365 = \$ _____ + # of DUs (over 100) _____ x \$100 = \$ _____	\$
<input type="checkbox"/> 1 to 100 DUs	\$2,500.00 + \$365.00 per DU		
<input type="checkbox"/> DUs over 100	\$100.00 per DU		
<input type="checkbox"/> SPA within plan			\$
<input type="checkbox"/> 1 to 9 DUs	\$380.00		
<input type="checkbox"/> 10 to 50 DUs	\$750.00		
<input type="checkbox"/> more than 50 DUs	\$750.00 + \$20.00 per DU over 50	# of DUs > 50 _____ x \$20 = \$ _____	

Commercial/Industrial (SF=Square Feet)

<input checked="" type="checkbox"/> Commercial		# of SF <u>42,700</u> _____ x \$0.15 = \$ <u>6,405.00</u>	\$ 12,405.00
<input type="checkbox"/> 1 to 9,999 SF	\$4,000.00 + .15 per SF		
<input type="checkbox"/> 10,000 to 24,999SF	\$5,000.00 + .15 per SF		
<input checked="" type="checkbox"/> 25,000 SF or more	\$6,000.00 + .15 per SF		
<input type="checkbox"/> SPA within plan	\$750.00		\$

Other

<input type="checkbox"/> New Institutional/Religious*	\$3,310.00	\$
<input type="checkbox"/> SPA within plan	\$750.00	\$

Preliminary Plan Amendments

<input type="checkbox"/> Major Amendment	Same as Preliminary Plan (enter with SPA fee)	\$ 12,405.00
<input type="checkbox"/> Minor Amendment	\$2,500.00	\$
<input type="checkbox"/> Extension of Approved Plan	\$2,390.00	\$
<input type="checkbox"/> Subdivision Regulation Waiver (50-38)	\$2,390.00 per waiver	# of waivers _____ \$

Total This Page \$ 12,405.00

Site Plan (check applicable boxes)

Residential (DUs = Dwelling Units)

- ☐ Residential
- ☐ 1 to 9 DUs \$4,000.00 + \$165.00 per DU
- ☐ 10 or more DUs \$5,500.00 + \$165.00 per DU
- ☐ SPA within plan
- ☐ 1 to 9 DUs \$380.00
- ☐ 10 to 50 DUs \$750.00
- ☐ more than 50 DUs \$750.00 + \$20.00 per DU over 50

of DUs _____ x
\$165 = \$ _____

of DUs > 50 _____ x
\$20 = \$ _____

Commercial/Industrial (SF=Square Feet)

- ☐ Commercial
- ☐ 1 to 9,999 SF \$4,000.00 + .15 per SF
- ☐ 10,000 or more SF \$5,500.00 + .15 per SF
- ☐ SPA within plan \$750.00

of SF _____ x
\$0.15 = \$ _____

Other

- ☐ Institutional/Religious* \$5,020.00
- ☐ SPA within plan \$750.00

Site Plan Amendments

- ☐ Major Amendment Same as Site Plan (enter with SPA fee)
- ☐ Limited Major Amendment \$4,500.00
- ☐ Minor Amendment \$2,500.00

- ☐ Record Plats \$2,000.00

Number of Plats: _____

Total This Page \$ 0.00

(SPA=Special Protection Area)

**Note: Only the following uses qualify for the "Institutional" application fee schedule: dormitories; residential care facilities (any size); private ambulances or rescue; charitable philanthropic institutions; cultural institutions; family day care; group day care; day care centers; private educational institutions; private outdoor playground areas; publicly owned or operated swimming pools; and private club, service organizations.*

Sketch Plan (check applicable boxes)Commercial/Residential Base Fee

- ☐ Up to 20,000 square feet \$5,000.00
- ☐ Greater than 20,000 square feet \$10,000.00

Additional per SF fee

- ☐ Projects 0 – 500,000 square feet (SF)
- ☐ Projects 500,001 – 1,000,000 square feet (SF)

of SF _____ x
\$0.20 = \$ _____

of SF _____ x
\$0.25 = \$ _____

- ☐ Amendment Same as Sketch Plan (enter above)

Total Sketch Plan Fee (sum of the above, or \$260,000.00, whichever is less)

\$
\$
\$
\$
\$
\$ 0.00

NOTE: Sketch plan fees may be paid according to the following schedule:

- 25% of the total fee at initial application
- 25% of the total fee at final application
- 50% of the total fee within 75 days after the final application is accepted

Project Plan (check applicable boxes)

- ☐ Residential (DUs) \$4,500.00 + \$75.00 per DU
- ☐ Commercial (GFA) \$4,500.00 + \$0.15 per SF
- ☐ Amendment Same as Project Plan (enter above)
- ☐ Extensions \$2,310.00

of DUs _____ x \$75 = \$ _____

of SF _____ x \$.15 = \$ _____

Total Project Plan Fee (sum of the above, or \$260,000.00, whichever is less)

\$
\$
\$
\$
\$ 0.00

Staging Allocation Request (SAR) (check applicable boxes)

- ☐ Residential (DUs)
- ☐ Non-Residential (Square Feet)

of DUs _____ x \$1.00 = \$ _____

of SF _____ x \$0.01 = \$ _____

Total SAR Fee (sum of the above)

\$
\$
\$ 0.00

Total This Page \$ 0.00

Credit for Concurrently Filed Plans

☐ Credit for Preliminary and/or Site Plans filed concurrently with a Project Plan

A. Project Plan Fee \$ _____ / 2 =
\$ 0.00 (maximum credit possible)
B. Preliminary Plan Fee \$ _____ + Site
Plan Fee \$ _____ / 2 =
\$ 0.00

Credit equals the lesser of A or B. Credit will be applied equally to the Preliminary and Site Plans if both are filed concurrently with a Project Plan.

<\$ >

☐ Credit for Preliminary and Site Plans filed concurrently after the approval of a Sketch Plan

A. Sketch Plan Fee \$ _____ / 2 =
\$ 0.00 (maximum credit possible)
B. Portion of Sketch Plan credit not previously used
\$ _____
C. Preliminary Plan Fee \$ _____ + Site
Plan Fee \$ _____ / 2 =
\$ 0.00

Credit equals the lesser of B or C. Credit will be applied equally to the Preliminary and Site Plans.

<\$ >

☐ Credit for Preliminary and Site Plan Amendments filed concurrently with a new Sketch Plan in order to take advantage of CR zoning that was applied to the property after the previous Preliminary and Site Plans were approved

A. Sketch Plan Fee \$ _____ / 2 =
\$ 0.00 (maximum credit possible)
B. Portion of Sketch Plan credit not previously used
\$ _____
C. Preliminary Plan Fee \$ _____ +
Site Plan Fee \$ _____ =
\$ 0.00

Credit cannot exceed B or C. Credit will be applied equally to the Preliminary and Site Plans if possible.

<\$ >

Total This Page <\$ 0.00>

Total Fee \$ 12,405.00

Date Received
Check No.
Received by

Make checks payable to M-NCPPC

Contact us at the phone number listed at the top of the form if your application fee is eligible to be paid in installments.