



Town of
Essex, CT

2018

Schedule of Fees

ASSESSOR'S OFFICE	
Copies	
Field Cards*	\$1.00
Assessor Maps*	\$1.00
Assessor Maps – Large/Full*	\$5.00
*Available online – no fee	
LAND USE OFFICE Building Department & Fire Marshal	
Copies	
Documents from Property Files	\$1.00 / page
Large Drawings or Site Plans	\$5.00 / page
Building Department Fees (see fee schedule on website)	
Fee is calculated based on total cost of the project.	\$20.00 / 1 st \$1,000.00
	\$10.00 / each additional \$1,000.00
Fire Marshal Fees	
Underground storage tank removal	\$30.00 per tank
Tent Events	\$30.00 per tent / per event
Blasting Permit	\$60.00
Burn Permit	No Fee
LAND USE OFFICE Health Department	
Well Permit	
Well Drilling	\$50.00
Well Abandonment	\$50.00
Soil Test	
New Subdivision	\$75.00 / lot
Existing Properties	\$50.00 / lot
Retest	\$50.00 / lot
Plan Review*	
Subdivision	\$50.00 / lot
New Construction	\$50.00 / lot

Outbuildings Permanent ancillary structures which <u>ARE SERVED</u> by water supply & sewage system and located on a parcel with an associated residential building which cannot be split off and sold separately from the primary building (i.e. guest house, pool house, detached garage, workshop, barn, game room, in-law apartments)	\$50.00
B100a Plan Review* required by PHC Sec. 19-13-B100a	
Building Conversion/Changes in Use	\$75.00
Building Additions or Renovations	\$50.00
Lot Line Changes	\$25.00
Irrigations System or Water Treatment System	\$25.00
Accessory Structures Permanent <u>non-habitable</u> structures which are <u>NOT SERVED</u> by water supply or sewage system and are used incidental to residential or non-residential buildings (i.e. attached/detached garage, screened and enclosed 3-season [non-heated, non-conditioned, non-insulated] porches and sunrooms, opened decks, tool/lawn equipment shed, covered entryways, gazebos, barns, swimming pools, open decks)	\$25.00
Permit to Construct a New Septic System* Plans must be prepared by a CT licensed Professional Engineer	
New Commercial or Multifamily	\$175.00
New Residential	\$100.00
Permit to Repair/Modify Existing Septic System Plans must be prepared by a CT licensed Septic System Installer or Professional Engineer. Plus Soil Testing Fee as needed.	
Commercial or Multifamily	\$100.00
Residential	\$50.00
*Health Dept. Plan Review Fee includes ONE plan revision. Additional plan revisions will be charged at ½ the original permit fee. Plus Soil Testing Fee as needed.	
LAND USE OFFICE Zoning, Inland/Wetland, Planning Dept.	
Zoning Permits	
Town Fee	\$11.00
DEEP Fee	\$60.00
Lot line Revision	\$25.00
Fence Permit	\$11.00
Flood Hazard Area Permit	\$100.00
Zoning Commission Special Exception	\$185.00 (\$125.00 Town Fee/\$60 DEEP)

Zoning Commission Coastal Area Management	
Town Fee	\$15.00
DEEP Fee	\$60.00
Site Plan Review	\$185.00
Petition for Amendment to Zoning Regulations	\$185.00
Petition for Amendment to Boundaries and Map Change	\$185.00
Zoning Board of Appeals	
Town Fee	\$40.00
DEEP Fee	\$60.00
Inland Wetlands	
Town Fee (residential activity)	\$60.00
Town Fee (commercial activity)	\$200.00
Town Fee (subdivision activity)	\$100.00
DEEP Fee	\$60.00
Street Cut Permit	\$200.00
Planning (See Ordinance)	
Base Fee	\$750.00
Per Lot Fee	\$100.00
Road Fee	\$1.00 / linear ft. of new road
State Fee	\$60.00
Technical & Legal Review as estimated per Section 3.3 Public Hearing up to \$1,250.00 as established by the Planning Commission.	
Upon Approval of a Subdivision or Re-Subdivision	
a. Base Fee	\$100.00
b. Per Lot Fee	\$100.00
c. Road Fee	\$400.00
d. Inspection Fee	\$1.00/ linear ft. of new road
e. Erosion Control	\$50.00 per lot
Legal Fee charged at the actual hourly rate at which the Commission's counsel charges the Commission for legal services.	

3.6 For a petition to revise a lot line, the following fees shall be submitted:	
a. Per Lot Fee	\$25.00
b. Legal Fee As estimated per Section 3.3	
3.7 For a petition to amend the Subdivision Regulations:	
a. Base Fee	\$100.00
b. Technical & Legal Review As estimated per Section 3.3	
3.8 For a petition to modify the terms of a previously approved Subdivision or Re-subdivision:	
a. Base Fee	\$100.00
b. Technical & Legal Review As estimated per Section 3.3	
PARK AND RECREATION	
Wedding Fee	
Resident	\$400.00
Non-Resident	\$650.00
Park Rental	\$500 security deposit/No Fee
TAX COLLECTOR	
Copies	\$1.00

TRANSFER STATION & RECYCLING CENTER

The facility is for use by residents of Essex, Centerbrook, & Ivoryton only

Household Garbage	
Annual Sticker (affixed to vehicle- limit 2 per household)	
Residents	\$125.00
Senior Residents (65 & over)	\$75.00
Punch Card (for disposing up to 10 trash bags)	\$25.00
Single Stream Recyclables	
Books, boxes, cardboard, paper, plastic, cans, bottles, etc.	NO FEE
Supplemental Waste Disposal Fees	
Brush from Commercial Haulers	\$10.00 / yard
Demolition Material & Bulky Waste	\$20.00 / yard
	\$10.00 / ½ yard or less
Freon-containing Appliances	\$10.00
Logs (<12 inches diameter)	\$10.00 / yard
Sleeper Furniture	\$20.00
Stuffed Furniture	\$10.00
Tires (with rim)	\$10.00
Tires (without rim)	\$5.00
There are NO FEES for the following items:	
Antifreeze	
Batteries (acid, lead, nicad, lithium)	
Electronics	
Computers	
Fluorescent Light Bulbs/Tubes	
Leaves	
Mattress or Box Springs	
Paint	
Scrap Metal	
Waste Oil	
Residents and non-profit organizations are exempt from brush fees.	

TOWN CLERK	
Recording Fees	\$60.00 first page
	\$5.00 each page after
MERS	
If nominee is Grantor on Assignment & Releases	\$159.00 first page and \$5.00 each page after
Assignment of Mortgage (nominee is the Assignor)	\$159.00 flat fee
Release of Mortgage (nominee is the Releasor)	\$159.00 flat fee
Adoption of Trade Name	\$10.00
Cremation / Burial Permits	\$5.00 per permit
Copies of Land Records	\$1.00 per page
Copies of Minutes / Agendas	\$.50 per page
Dog License	
Spayed/Neutered	\$8.00
Not spayed/ Not neutered	\$19.00
Late Fee	\$1.00 per month
Liquor Permit Filing	\$20.00 per permit
Marriage License Application	\$50.00 (certified copies extra)
Recording of Name Change	\$60.00
Sports Licenses	See DEEP info at
	http://www.ct.gov/deep
Transfer Sticker's Annual (Oct-Sept)	\$75.00 / 65 or older
	\$125.00 / 64 or younger
Transfer Station Punch Card	\$25.00 per card
10 bags garbage per card, available anytime	
<u>Certified Copies – (Vital Seal)</u>	
Birth, Marriage, Death Certificate	\$20.00 per certified copy
Certification of Land Records – (Town Seal & Cert. Stamp)	\$2.00 for first initial page, \$1.00 pp after that
(Certification on first page, along with Vol & Page # Otherwise, additional page certification are priced per page)	
Maps	
Subdivision	\$30.00 per map
Survey	\$20.00 per map
Notary Services	\$5.00 per document

We DO NOT notarize the following:	
Wills	
Living Wills	
Power of Attorney	
Adoptions	
Notarial House Closings	
Documents that will be recorded in the Town of Essex Land Records	