



Town of  
Essex, CT

**2018**

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## Schedule of Fees

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

<b>Outbuildings</b> 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
<b>B100a Plan Review*</b> required by PHC Sec. 19-13-B100a	
<b>Building Conversion/Changes in Use</b>	\$75.00
<b>Building Additions or Renovations</b>	\$50.00
<b>Lot Line Changes</b>	\$25.00
<b>Irrigations System or Water Treatment System</b>	\$25.00
<b>Accessory Structures</b> 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
<b>Permit to Construct a New Septic System*</b> Plans must be prepared by a CT licensed Professional Engineer	
<b>New Commercial or Multifamily</b>	\$175.00
<b>New Residential</b>	\$100.00
<b>Permit to Repair/Modify Existing Septic System</b> Plans must be prepared by a CT licensed Septic System Installer or Professional Engineer. Plus Soil Testing Fee as needed.	
<b>Commercial or Multifamily</b>	\$100.00
<b>Residential</b>	\$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.	
<b>LAND USE OFFICE</b> Zoning, Inland/Wetland, Planning Dept.	
<b>Zoning Permits</b>	
<b>Town Fee</b>	\$11.00
<b>DEEP Fee</b>	\$60.00
<b>Lot line Revision</b>	\$25.00
<b>Fence Permit</b>	\$11.00
<b>Flood Hazard Area Permit</b>	\$100.00
<b>Zoning Commission Special Exception</b>	\$185.00 (\$125.00 Town Fee/\$60 DEEP)

<b>Zoning Commission Coastal Area Management</b>	
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
<b>Zoning Board of Appeals</b>	
Town Fee	\$40.00
DEEP Fee	\$60.00
<b>Inland Wetlands</b>	
Town Fee (residential activity)	\$60.00
Town Fee (commercial activity)	\$200.00
Town Fee (subdivision activity)	\$100.00
DEEP Fee	\$60.00
<b>Street Cut Permit</b>	\$200.00
<b>Planning (See Ordinance)</b>	
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.	
<b>Upon Approval of a Subdivision or Re-Subdivision</b>	
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	
<b>PARK AND RECREATION</b>	
<b>Wedding Fee</b>	
<b>Resident</b>	\$400.00
<b>Non-Resident</b>	\$650.00
<b>Park Rental</b>	\$500 security deposit/No Fee
<b>TAX COLLECTOR</b>	
<b>Copies</b>	\$1.00

## TRANSFER STATION & RECYCLING CENTER

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

<b>Household Garbage</b>	
<b>Annual Sticker</b> (affixed to vehicle- limit 2 per household)	
Residents	\$125.00
Senior Residents (65 & over)	\$75.00
<b>Punch Card</b> (for disposing up to 10 trash bags)	\$25.00
<b>Single Stream Recyclables</b>	
Books, boxes, cardboard, paper, plastic, cans, bottles, etc.	NO FEE
<b>Supplemental Waste Disposal Fees</b>	
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
<b>There are NO FEES for the following items:</b>	
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.	

<b>TOWN CLERK</b>	
<b>Recording Fees</b>	\$60.00 first page
	\$5.00 each page after
<b>MERS</b>	
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
<b>Adoption of Trade Name</b>	\$10.00
<b>Cremation / Burial Permits</b>	\$5.00 per permit
<b>Copies of Land Records</b>	\$1.00 per page
<b>Copies of Minutes / Agendas</b>	\$.50 per page
<b>Dog License</b>	
Spayed/Neutered	\$8.00
Not spayed/ Not neutered	\$19.00
Late Fee	\$1.00 per month
<b>Liquor Permit Filing</b>	\$20.00 per permit
<b>Marriage License Application</b>	\$50.00 (certified copies extra)
<b>Recording of Name Change</b>	\$60.00
<b>Sports Licenses</b>	See DEEP info at
	<a href="http://www.ct.gov/deep">http://www.ct.gov/deep</a>
<b>Transfer Sticker's Annual (Oct-Sept)</b>	\$75.00 / 65 or older
	\$125.00 / 64 or younger
<b>Transfer Station Punch Card</b>	\$25.00 per card
10 bags garbage per card, available anytime	
<b><u>Certified Copies – (Vital Seal)</u></b>	
Birth, Marriage, Death Certificate	\$20.00 per certified copy
<b>Certification of Land Records – (Town Seal &amp; Cert. Stamp)</b>	\$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)	
<b>Maps</b>	
Subdivision	\$30.00 per map
Survey	\$20.00 per map
<b>Notary Services</b>	\$5.00 per document

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