

**ARTICLE 19-900**  
**Fees, Guarantees, Inspections and Off-Tract Improvements**

**§ 19-901. Fees. [Amended 11-11-1998 by Ord. No. 98-13; 4-9-2003 by Ord. No. 2003-2; 5-24-2006 by Ord. No. 2006-04]**

**A. Fee schedule.**

- (1) Every application for development shall be accompanied by a certified check or checks payable to the Township of Blairstown in accordance with the following schedule of administrative charges and escrow account deposits.
- (2) Where one application for development includes several approval requests, the sum of the individually required administrative charges and escrow account deposits

shall be paid, with separate checks for the total administrative charges and for the total escrow account deposits.

- (3) It should be noted that the Land Use Board may decide in certain instances, at the request of a prospective applicant and at a meeting prior to the submission of the application for development, that the required amount of the escrow account deposits for a particular application may be more than anticipated to be needed for the review of the subject application; in such an instance, the Board may authorize a lesser escrow amount to be payable to the Township, provided that the applicant nevertheless agrees to pay all reasonable costs for the review of the application. Reduction of fees will only be considered for nonprofit organizations. **[Amended 4-11-2012 by Ord. No. 2012-02]**
- (4) In addition to the fees and escrow deposits required for the review of submitted applications for development, the fee schedule also includes the fees for copies of requested items, special meetings, rezoning requests and other items. **[Amended 4-11-2012 by Ord. No. 2012-02]**

	<b>Administrative Charges</b>	<b>Escrow Account Deposits</b>
1. Informal reviews.		
(a) One fifteen-minute appearance without professional review. (See § 19-802D of this chapter )	\$100	None required
(b) Any additional appearance and/or any appearance with professional review. (See § 19-802D of this chapter.)	\$150 (to be credited to any subsequent application fee)	Minor: \$1,000 Major: \$2,000
2. Subdivisions.		
(a) Minor subdivision plat	\$150	\$500 per lot
(b) Preliminary major subdivision plat	\$250	\$750 per lot, provided that a maximum \$20,000 initially shall be deposited
(c) Final major subdivision plat	\$200	\$250 per lot, provided that a maximum \$10,000 initially shall be deposited
(d) Amended minor, preliminary major and/or final major subdivision plat	\$150	\$300 per lot, provided that a maximum \$10,000 initially shall be deposited
(e) Request for reapproval or extension of time	\$150	\$750

	<b>Administrative Charges</b>	<b>Escrow Account Deposits</b>
3. Site plans.		
(a) Minor site plan	\$150	\$500/acre or part thereof
(b) Preliminary major site plan	\$300	\$2,000/acre or part thereof, provided that a maximum \$20,000 initially shall be deposited
(c) Final major site plan	\$200	\$1,000/acre or part thereof, provided that a maximum \$10,000 initially shall be deposited
(d) Amended minor, preliminary major and/or final major site plan	\$150	1/2 of the amount otherwise calculated for a minor site plan, preliminary major site plan or final major site plan, as the case may be
(e) Request for reapproval or extension of time	\$150	\$750
4. Rezoning requests.		
(a) One fifteen-minute appearance without professional review	\$100	None required
(b) One fifteen-minute appearance with professional review	\$300	\$5,000
5. Conditional uses (in addition to any fees required for site plan or subdivision review)	\$300	\$500/acre or part thereof
6. Variances.		
(a) Appeals (N.J.S.A. 40:55D-70a)	\$100	\$1,000 each
(b) Interpretation (N.J.S.A. 40:55D-70b)	\$100	\$1,000 each
(c) Bulk (N.J.S.A. 40:55D-70c)	\$100 per application	\$1,000 each
(d) Use and others (N.J.S.A. 40:55D-70d)	\$250	\$2,500

	<b>Administrative Charges</b>	<b>Escrow Account Deposits</b>
(e) Permit (N.J.S.A. 40:55D-34 and 35)	\$200	\$1,000
(f) Request for extension of time	\$150	\$750
7. Waivers	\$100	\$125/first waiver plus \$25/each additional waiver
8. Special meeting of Land Use Board (as requested by applicant).	\$500	\$1,000
9. Certified list of property owners or certified list of public utilities. (See § 19-706D(3) of this chapter.)	\$0.25/name or \$10, whichever is greater	None required
10. Copy of minutes, resolutions or decisions. (See § 19-706E and 19-708C of this chapter.)	\$0.75/page for first 1 to 10 pages; \$0.50/page for pages 11 to 20 and \$0.25/ page for any additional pages	None required
11. Transcription of meeting proceedings. (See § 19-706E of this chapter.)	At cost, in accordance with N.J.S.A. 2A:11-15	None required
12. Audio copy of public hearing.	\$25	None required
13. Subdivision approval certificate. (See § 19-1003 of this chapter.)	\$50/certificate	None required
14. Certificate of nonconformity (N.J.S.A. 40:55D-68)	\$50/certificate	None required
15. Zoning permit. Each application for a Zoning permit shall be accompanied by a fee in accordance with the following schedule: <b>[Amended 9-6-2006 by Ord. No. 2006-13]</b>		

<b>Application Type</b>	<b>Fee</b>
(a) Renovations and accessory buildings/structures not exceeding \$10,000	\$25
(b) Renovations and accessory buildings/structures in \$50 excess of \$10,000	\$50
(c) New residential dwelling units	\$100
(d) Commercial buildings, construction, renovations, alterations and/or change of use not exceeding \$100,000	\$75

<b>Application Type</b>	<b>Fee</b>
(e) Commercial buildings, construction, renovations, alterations and/or change of use in excess of \$100,000	\$100

- B. The administrative charges are flat fees to cover administrative expenses and are nonrefundable.
- C. The escrow account deposits noted in this § 19-901 of the chapter are required to pay for the costs of professional services including engineering, planning, legal and other expenses connected with the review of submitted materials, including any traffic engineering review or other special analysis related to the Township's review of the submitted materials, or any necessary studies regarding off-tract improvements.
- (1) The review escrow shall be deposited by the Chief Financial Officer of the Township, or his/her designee, in an account for such purposes under the sole control of the Township.
  - (2) Said review escrows may be commingled with similar escrows from other applicants, but accurate accounts and records shall be kept so as to identify the particular escrows and charges made against the same.
- D. An applicant is responsible to reimburse the Township of Blairstown for all expenses of professional personnel incurred and paid by the Township for the review process of an application for development before a municipal agency, such as, but not limited to:
- (1) Charges for reviews by professional personnel of applications, plans and accompanying documents currently pending before the municipal agency, or the review of an applicant's compliance with the conditions of any approval to an application for development by a municipal agency, or the review of any requests made by the applicant for modifications or amendments to the submitted material, provided that the professional shall not review items which are subject to approval by any state governmental agency and not under municipal jurisdiction, except to the extent consultation with the state agency is necessary due to the effect of state approvals on the proposed subdivision or site plan;
  - (2) Issuance of reports by professional personnel to the municipal agency setting forth recommendations resulting from the review of any documents submitted by the applicant;
  - (3) Charges for any telephone conference or meeting requested or initiated by the applicant, his attorney or any of his experts or representatives;
  - (4) Review of additional documents submitted by the applicant and issuance of reports relating thereto;
  - (5) Review or preparation of easements, developer's agreements, deeds, approval resolutions, or the like;
  - (6) Preparation for and attendance at all meetings by professionals serving the Board, such as the Attorney, Engineer and Planner, or other experts as required;

- (7) The cost of expert advice or testimony obtained by the municipal agency for the purpose of corroborating testimony of applicant's experts; and