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MEMORANDUM

TO: Village Trustees
FROM: Robin Pierce, Development Director
THROUGH: David A. Crawford, Village Manager
DATE: March 9, 2012
SUBJECT: EJRP Zoning Fees

The Land Development Code Appendix B sets out the fee schedule. There is only one notation in footnote 3 that sets out the criteria for waiving fees. It reads as follows: "Fee shall be waived for projects paid for by the Village of Essex Junction General Fund".

To give an example of this the Village Pump Station Project has fees charged as it is a Village Enterprise Fund. The purpose is to track the expenses to the appropriate fund even though the Village tax payers are the same with only a few taxpayers not having sewer service. It should be also noted that other costs are charged. The Pump Station plans were reviewed by the Village Engineer and the fee for this review will be paid from the project funds.

To elaborate, a project that is paid for with funds outside of the General Fund, such as the Wastewater Treatment Facility Project which benefits those outside of the Village is not be exempt from the zoning fees.

Under the current fee schedule, the Village Enterprise Funds should pay zoning fees. If there is a stand-alone Water Fund Project (not including General Fund dollars) then that project would pay the zoning fees as the users are Village taxpayers, but they pay for the fund through water bills.

The EJRP situation is unique in the Village in that it is run by the School District and occurs on land owned by the Village. EJRP has a significant number of participants that are not Village residents. It should also be noted that it is our understanding that in the past EJRP paid the fees for improvements such as the swimming pool at Maple Street Park.

If improvements are for facilities that are available to only Village residents (taxpayers paying into the Village General Fund) then not having to pay zoning fee seems reasonable; the General Fund would be paying itself.

In conclusion, Village staff feels that the current zoning fee schedule is reasonable and appropriate, and therefore not in need of change.

Attachment: Land Development Code - Appendix B – Fee Schedule

ZONING/BUILDING PERMIT

→ A \$10 per application recording fee will be assessed in addition to the following fees.

Commercial and industrial

A. Less than 1,000 sq. ft. of improved area	\$150
B. 1,001 to 2,500 sq. ft. of improved area	\$150 or .10/sf whichever is greater
C. 2,501 to 5,000 sq. ft. of improved area	\$.10/sf
D. 5,001 to 10,000 sq. ft. of improved area	\$.10/sf
E. Greater than 10,000 sq. ft. of improved area	\$.10/sf
F. Design Review (no increase in footprint)	\$200

Residential

A. Single family detached	
1. New principal dwelling	\$200
2. Addition	
a. Less than 500 sq. ft.	\$50
b. 500 sq. ft or greater	\$100
3. Accessory structures	
a. Detached garage	\$60
b. Storage sheds, decks, swimming pools, driveways, etc.	\$25
B. Accessory apartments	\$100
C. Multi-family, townhouse, duplex, apartment	\$200/unit
D. Land Filling/Regrading	\$100

Public and Semi-Public³

→ A. Less than 1,000 sq. ft. of improved area	\$150
B. 1,001 to 2,500 sq. ft. of improved area	\$150 or .10/sf whichever is greater
C. 2,501 to 5,000 sq. ft. of improved area	\$.10/sf
D. 5,001 to 10,000 sq. ft. of improved area	\$.10/sf
E. Greater than 10,000 sq. ft. of improved area	\$.10/sf
New Use or Change of Use	\$150
Demolition or relocation	\$150
Home occupation	\$35
Certificate of occupancy	\$35
Temporary Certificate of Occupancy	\$35
School impact fee - 1/1/11-12/31/11	\$2,229.31

TEMPORARY USE, STRUCTURE OR ACTIVITY PERMIT

Temporary use	\$50
Temporary sale of vehicles	\$50
Temporary structure	\$50
Sidewalk or tent sale, commercial	\$50
Yard or garage sale	No Fee
Move structure on village streets	\$100

EXCAVATION AND RIGHT-OF-WAY PERMIT

Excavation permits are classified as major or minor permits.

Major excavation permit

Major excavation permit is issued for work within the public right-of-way which will disturb the roadbed, pavement, sidewalk or curbing. \$100.00 per project application

If the cut is under 100 sq. ft., the public works department will perform the repair and bill the applicant for the time and material costs (see PUBLIC WORKS TIME AND MATERIALS FEE SCHEDULE) or as otherwise agreed to by the Public Works Superintendent.