

Fitchburg Planning Board Fee Schedule

Type	Application Fee*
SUBDIVISION*	
“ANR” plans	\$100 plus \$50 for each new lot created
Preliminary Subdivision plan	\$200 plus \$50 per lot
Definitive Subdivision plan*	\$300 plus \$75 per lot if Preliminary Subdivision plan completed \$400 plus \$100 per lot if no Preliminary Subdivision plan completed
Subdivision Modification*	\$200
SPECIAL PERMITS*	
Special Permit (Residential)	\$200 + \$50 per dwelling unit, up to \$3000 maximum
Wireless Communications Facilities	\$600
Marijuana Establishment	\$1500
Large Scale Ground-Mounted Solar Photovoltaic Facilities	\$750+ \$100 per acre of disturbed area
All other Special Permits	\$400
Modification of Special Permit	\$300
Special Permit Amendment (technical corrections only) – no public hearing	No Fee
“Repetitive Petition” application under MGL Ch 40A, S. 16.	\$400
SITE PLAN REVIEW*	
Non-Residential Use	\$400
Residential (including Smart Growth Zoning District Projects and 3A)	\$200 + \$50 per dwelling unit up to \$3000
Parking Plan only	\$300 (when site plan/parking plan review use is non-residential, applicant pays the higher of the two fees)
Modification of Approved Site Plan (w/public hearing)	\$200
Minor Site Plan / Minor Modification (no public hearing)	\$100
OTHER*	
Requests under Scenic Road Act	\$200
Zoning Ordinance Petitions	No Fee
Public Hearing Continuance	After 3 continuances, \$100 each
ADVERTISEMENT AND TECHNICAL REVIEW FEES*	
Costs of Legal Advertisement for Public Hearings*	\$140 each legal ad (requires two legal ads)
Peer/Consultant Review Including but not limited to sureties, bonds, covenants, plans, contracts and inspection fees	As estimated by Peer Review Engineer/Consultant and approved by Applicant per MGL 44, S. 53G
Bond release	\$500

* Costs of Legal Advertisement will be reviewed annually and new rates set each July 1, based on current average costs of legal advertisements. The Planning Board reserves the right to increase those rates based on rate increased passed on from the advertising entity.

No review for hearing will be scheduled without the receipt of the appropriate filing fees. Checks shall be made payable to "City of Fitchburg". Application fees are non-refundable.

In special cases, where a permit has been allowed to be withdrawn without prejudice, the Board may choose to apply the former application fee (only) to the new/revised application, if applied within the following 3 months. The Applicant is responsible for the difference in fees and associated costs.

Fees associated with Zoning Ordinance Petitions maybe waived if submitted by a municipal body or elected official, in which case advertising fees shall be paid by the City.

Permit modification fees may otherwise be waived or reduced by the Planning Board if in the opinion of the Board, the modification is in the interest of the City.

The Planning Board may, by majority vote, reduce or waive the application fees for municipal applicants. Where a Special Permit use also requires a Site Plan Review only the higher of the two application fees shall be charged.

Continuance of a public hearing fee shall be applied, after the third approval. This fee maybe waived by majority vote of the Board. The Board may also require re-advertisement and notice to abutters (paid by the applicant), if extensions span greater than 4 months from opening of the hearing or otherwise deemed in the interest of the public.

Actual and reasonable costs for inspection services shall be paid by the Applicant before or at the time of the pre-construction meeting. Should additional inspections be required beyond the original scope of work, the applicant shall be required to submit fees prior to the issuance of a final certificate of completion. See MGL 44, S. 53G

<https://malegislature.gov/Laws/GeneralLaws/PartI/TitleVII/Chapter44/Section53g>

181.958 Regulations; Fees.

The Planning Board may adopt and from time to time amend reasonable regulations for the administration of these Site Plan guidelines. The Planning Board may adopt reasonable administrative fees and technical review fees for site plan review.

.... looks like Special Permit fees are the purview of the Council:

181.947 Regulations.

The special permit granting authority may adopt rules and regulations for the administration of this section.

181.948 Fees.

The City Council may adopt reasonable administrative fees and technical review fees for applications for special permits."

Adopted on April 1, 2025