

RESOLUTION NO. 1065-2020

WHEREAS, by virtue of Chapter 155.023(J) of the Code of Public Local Laws and Ordinances of Carroll County, the County Commissioners are authorized to establish fees to recover the cost of the review of plans and enforcement of the chapter;

NOW, THEREFORE, BE IT RESOLVED, that the County Commissioners of Carroll County do hereby adopt the attached fee schedule for development plan review services; and

BE IT FURTHER RESOLVED, that there shall be an annual adjustment of the fees commensurate with any salary increases or decreases, with fees rounded to the nearest whole number; and

BE IT FURTHER RESOLVED, that the fee schedule will be evaluated regularly to ensure 100% salary recovery for agencies collecting these fees; and


BE IT FURTHER RESOLVED, that this Resolution shall become effective and shall be applicable to all invoices issued after July 23, 2020.

ADOPTED this 23rd day of July, 2020.

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THE COUNTY COMMISSIONERS
OF CARROLL COUNTY, MARYLAND,
a body corporate and politic of the
State of Maryland

ATTEST:




~~Shawn D. Reese, County Clerk~~
Vivian Daly, Acting Clerk



Stephen A. Wantz, President




Edward C. Rothstein, Vice-President



C. Richard Weaver, 2nd Vice-President




C. Eric Bouchat, Commissioner



Dennis E. Frazier, Commissioner

Approved for legal sufficiency:



Timothy C. Burke
County Attorney

**CARROLL COUNTY BUREAU OF DEVELOPMENT REVIEW
SITE DEVELOPMENT PLAN REVIEW FEE COMPUTATION AND SUMMARY FORM**

Project Name: _____

County File Number: _____

NOTE: All checks shall be made payable to the Commissioners of Carroll County.

Bureau of Development Review Fee Computation (Project 0145, Object 462623):		Amount of Fee
\$5,400 +	\$270 x _____ (Number of acres) = round acreage to the nearest whole number	\$
and if residential	\$261.90 x _____ (Number of units) =	\$
Enter amount of Floodplain Management Review Fee from Floodplain Management Review Fee Computation Sheet (Project 0145, Object 462637):		\$
Engineering Review Fee Computation - Select fee based on the Description of Engineering Review Types (Project 0145, Object 462634):		\$
Type I	\$675	
Type II	\$1,350	
Type III	\$2,700	
Type IV	\$3,375	
Enter amount of Stormwater Management Review Fee from Stormwater Management Fee Computation Sheet (Project 0145, Object 462629):		\$
Enter amount of Forest Conservation Review Fee from Forest Conservation Review Fee Computation Sheet (Project 0145, Object 462639):		\$
TOTAL FEE - Add BDR + Floodplain + Engineering + SWM + FC Fees (submit one check for this amount)		\$

Description of Engineering Review Types (Call Bureau of Development Review at 410-386-2722 for clarification):

- Type I** Where entrance is existing and no drainage review is involved. Building size is generally less than 4,000 square feet. Examples: modification to existing building, change of use site plan, new building in an existing development.
- Type II** Proposed development includes a new single entrance and possibly a cross-culvert, reconstruction of an existing entrance, very minor drainage design. Examples: warehouse, office building, free-standing retail sales facility.
- Type III** Monumental, split or dual entrances, storm drainage review. Site area up to 10 acres. Examples: restaurants, supermarkets, shopping centers, mini-storage facilities.
- Type IV** Same as Type III except site area greater than 10 acres.

**CARROLL COUNTY BUREAU OF DEVELOPMENT REVIEW
SUBDIVISION REVIEW FEE COMPUTATION AND FEE SUMMARY FORM**

Project Name: _____

County File Number: _____

NOTE: All checks shall be made payable to the Commissioners of Carroll County.

MINOR SUBDIVISION PLAN

Bureau of Development Review Fee Computation (Project 0145, Object 462623):		Amount of Fee
\$1,080 X	(Number of Lots) =	\$
and if residential, \$261.90 X	(Number of Lots) =	\$
Engineering Review Fee Computation (Project 0145, Object 462634):		
\$270 X	(Number of Lots) =	\$
Enter amount of Stormwater Management Review Fee from Stormwater Management Review Fee Computation Sheet (Project 0145, Object 462629):		\$
Enter amount of Floodplain Management Review Fee from Floodplain Management Review Fee Computation Sheet (Project 0145, Object 462637):		\$
Enter amount of Forest Conservation Review Fee from Forest Conservation Review Fee Computation Sheet (Project 0145, Object 462639):		\$
TOTAL FEE - Add BDR + ENG + SWM + FP + FC Fees (submit one check for this amount)		\$

**MAJOR SUBDIVISION - CONCEPT PLAN
RESIDENTIAL and NON-RESIDENTIAL**

Bureau of Development Review Fee Computation (Project 0145, Object 462623):		Amount of Fee
\$4,320 +	(\$270 X (Number of lots)) =	\$
Engineering Review Fee Computation (Project 0145, Object 462634):		
\$405 +	(\$27 X (Number of lots)) =	\$
Enter amount of Forest Conservation Review Fee from Forest Conservation Review Fee Computation Sheet (Project 0145, Object 462639):		\$
TOTAL FEE - Add BDR + ENG + FC Fees (submit one check for this amount)		\$

**CARROLL COUNTY BUREAU OF DEVELOPMENT REVIEW
SUBDIVISION REVIEW FEE COMPUTATION AND FEE SUMMARY FORM**

**MAJOR SUBDIVISION - PRELIMINARY PLAN
RESIDENTIAL and NON-RESIDENTIAL**

Bureau of Development Review Fee Computation (Project 0145, Object 462623):		Amount of Fee
\$4,320 +	(\$270 X (Number of lots)) =	\$
and if residential, \$261.90 X	(Number of Lots) =	\$
Engineering Review Fee Computation (Project 0145, Object 462634):		
\$1,620 +	(\$162 X (Number of lots)) =	\$
Enter amount of Stormwater Management Review Fee from Stormwater Management Review Fee Computation Sheet (Project 0145, Object 462629):		\$
Enter amount of Floodplain Management Review Fee from Floodplain Management Review Fee Computation Sheet (Project 0145, Object 462637):		\$
TOTAL FEE - Add BDR + ENG + SWM + FP Fees (submit one check for this amount)		\$

**MAJOR SUBDIVISION - FINAL PLAN
RESIDENTIAL and NON-RESIDENTIAL**

Bureau of Development Review Fee Computation (Project 0145, Object 462623):		Amount of Fee
\$4,455 +	(\$351 X (Number of lots)) =	\$
Engineering Review Fee Computation (Project 0145, Object 462634):		
\$2,835 +	(\$108 X (Number of lots)) =	\$
TOTAL FEE - Add BDR + ENG Fees (submit one check for this amount)		\$

AMENDED PLAT REVIEW FEE

Bureau of Development Review Fee Computation (Project 0145, Object 462623):		Amount of Fee
\$540 X	(Number of Lots) =	\$
TOTAL FEE		\$

CARROLL COUNTY BUREAU OF RESOURCE MANAGEMENT

FLOODPLAIN MANAGEMENT

REVIEW FEE COMPUTATION SHEET

Project Name: _____

County File Number: _____

Choose one, as applicable:

1. Unmapped "County" or "Municipal" Floodplains

_____ 1a. No impact to floodplain or set back \$1,350.00

_____ 1b. Impacted floodplain or set back \$2,700.00

2. Mapped "FEMA" Floodplain

_____ 2a. Previously mapped, **whose accuracy is confirmed by the County.** (No Charge)

_____ 2b. All other FEMA floodplains \$10,800.00

Please note that one check made payable to the Commissioners of Carroll County is to be submitted for all plan review fees. See Bureau of Development Review Subdivision / Site Development Plan Review Fee Computation and Fee Summary Form.

\$

Total

CARROLL COUNTY BUREAU OF RESOURCE MANAGEMENT

FOREST CONSERVATION

REVIEW FEE COMPUTATION SHEET

Project Name: _____

County File Number: _____

The Forest Conservation Review Fee is a fee charged for office review and field verification of documents prepared in compliance with the Code of Public Local Laws & Ordinances of Carroll County, Maryland, Forest Conservation Ordinance, Chapter 150. Along with the initial Forest Stand Delineation submittal, the applicant is required to pay a minimum fee of \$675.00 with an additional charge of \$67.50 per acre assessed for each additional acre (rounded up) over ten (10). **A Forest Stand Delineation must be provided for the entire site.**

Forest Conservation Minimum Fee (up to ten acres):		\$675.00
Per acre fee for each acre (rounded up) over ten (10) acres	Total number of acres on the Forest Stand Delineation (rounded up to the nearest whole number) minus 10	
\$67.50 X	(_____ .0 acres - 10)	\$
TOTAL FEE		\$

NOTE:

1. All checks shall be made payable to the **Commissioners of Carroll County**.

CARROLL COUNTY BUREAU OF RESOURCE MANAGEMENT

STORMWATER MANAGEMENT

REVIEW FEE COMPUTATION SHEET

Project Name: _____

County File Number: _____

Choose one, as applicable:

_____ 1. Plan Review (Total Plan Review Fee \$ _____)

\$2,700 + (\$432 X _____ Acres X _____ % Weighted Average Impervious Area) = _____

Total

PERCENT IMPERVIOUS AREA

Land Use	Average % Impervious
Impervious Area	100
Commercial / Business	85
Industrial / School	72
Residential	
1/8 acre or less lots	65
1/6 acre lots *	56
1/4 acre lots	38
1/3 acre lots	30
1/2 acre lots	25
1 acre lots	20
2 acre lots	12

From: USDA Soil Conservation Service Technical Release 55 (*interpolated)

2 Residential Subdivision with Stormwater management entirely provided by non-structural practices in accordance with Chapter 151, the Manual, and County Policies

_____ 2a. - Minor Residential Subdivision (3 lots or less, not including remainder) \$1,350

_____ 2b. - Previously recorded lot or single off conveyance \$337.50

_____ 3 Variance Request \$135.

Please note that one check made payable to the Commissioners of Carroll County is to be submitted for all plan review fees. See Bureau of Development Review Subdivision / Site Development Plan Review Fee Computation and Fee Summary Form.

**CARROLL COUNTY BUREAU OF DEVELOPMENT REVIEW
OFF-CONVEYANCE
SUBMITTAL CHECKLIST AND REVIEW FEE SHEET**

An off-conveyance submittal shall include all items as specified in Chapter 155 of the *Code of Public Local Laws and Ordinances of Carroll County, Maryland*. The following is an abridged list of specified items and is provided for the applicant's use in preparing a submittal. Check off all items completed and return with submittal.

NOTICE: INCOMPLETE SUBMITTALS WILL BE RETURNED

Owner's Name: _____

- ____ 1. Completed off-conveyance application signed by an attorney.
- ____ 2. Attorney's opinion.
- ____ 3. Sight distance certification or waiver approved letter from Department of Public Works.
- ____ 4. Seven copies of plan; plans should include all details as specified by the current off-conveyance/accessory dwelling requirements checklist. Plan prepared by engineer/surveyor.
- ____ 5. Copy of current title deed and certificate of title.
- ____ 6. Copy of title deed history as of April 23, 1963.
- ____ 7. Check made payable to the **Commissioners of Carroll County** based on total amount of review fees.
- ____ 8. Copy of road deed (if required).

REVIEW FEES

Concurrency Management Fee = \$261.90 x _____ (# of lots) = \$ _____

Application Fee = \$ 270

Stormwater Management Fee = \$337.50 x _____ (# of lots) = \$ _____

Floodplain Review Fee (if applicable) = \$ _____

A. Unmapped "County" Floodplains

- a. No impact to floodplain or setback (\$1,350)
- b. Impacted floodplain or setback (\$2,700)

B. Mapped "FEMA" Floodplain

- a. Previously mapped, accuracy confirmed by County (no charge)
- b. All other FEMA Floodplains (\$10,800)

TOTAL = \$ _____