



**Town of Pelham Planning Board**  
351 Amherst Road, Pelham, Massachusetts 01002

**Pelham Planning Board Fee Schedule August 2025**

**Note:** Planning Board fees are to cover the town's administrative costs. Applicants shall pay directly for legal advertisements, 3rd party review, and other consultants the Planning Board may require. Square footage is the sum of all areas on all floors of a building included within the outside faces of its exterior walls, including floor penetration areas, however insignificant, for circulation and shaft areas that connect one floor to another, also including outdoor storage, seating, retail areas, etc.

**Application**

**Fees**

**Public Hearing Notices:** In addition to the required application fee, whenever an application for Planning Board approval requires a public hearing, the following fees are to be assessed to and paid by the applicant: \$150

**Notice to Abutters:** List is obtained from the Assessors Office by the applicant and provided to the Town Clerk with the application \$25 (paid to the Assessors Office) +  
Actual cost of postage (certified mail with return receipts)  
*This mailing is done by the Planning Board and charges must be paid prior to beginning of public hearing*

**Public Hearing Advertisement** Actual cost (from the newspaper in which the notice is advertised)

**Form A:** Subdivision Approval Not Required (ANR) \$100 for each lot  
**Form B:** Preliminary Subdivision Plan \$2,500 up to 600 feet in length as measured along the road's center line +  
\$1 per foot beyond 600 feet +  
\$75 per lot

**Form C:**  
Definitive Subdivision Plan after Preliminary Plan \$2,500 + \$75 per lot  
Definitive Subdivision Plan NO Preliminary Plan \$4,000 + \$200 per lot  
Amendment to Approved Definitive Plan \$1,000 + \$200 per lot  
**Waiver of Subdivision Requirement** \$100 per waiver

**Inspection** \$8 per linear foot of new road

**Open Space Design Review** \$1,000 + \$0.05 per square foot if New Construction  
**Legal document review by Town Counsel** Actual cost of legal review

**Special Permit without Site Plan Review/Approval** \$200  
(unless specified below)

Scenic Road alteration permit \$50

Common Driveway (for drives serving two residences) \$200

Common Driveway (for drives serving more than two residences OR associated with Open Space Development) 1/2 fee of Preliminary Subdivision Plan (Form B)

Ground-mounted solar electric installations \$5,000

Wireless Communications Tower \$1,000

Modification of Special Permit \$100

## Application

## Fees

### Special Permit with Site Plan Review/Approval

Residential Use in the Village Center	\$400
Any Other	\$800

### Site Plan Approval (no Special Permit Required)

Base Fee – No construction	\$300
Existing Building – Renovation/Modification	\$400 per first 1,000 square feet altered + \$200 per additional 1,000 square feet altered
New Construction – Attached or Detached	\$600 per first 5,000 square feet + \$300 per additional 5,000 square feet
Amendment to Site Plan Approval/Review	\$100 + \$.10 per square feet

### Zoning Map/Bylaw Change

\$150 + Public Hearing Notice fees