

NOTICE TO APPLICANTS

The Coastal Resources Management Council regulations require that the following must accompany every application otherwise these applicants will be deemed incomplete and returned.

1. Four copies of completed application form including plans, are required. If the project requires a type "B" or involves work in the waterway, plans must be 8 1/2" x 11". If the project is type "P" or Prohibited, a Special Exception form will be required, staff will provide you with the necessary forms.
2. Application fee - see attached CRMC Fee Schedule
3. Proof of Ownership. The CRMC requires a letter from the local tax assessor stating ownership of the property.
4. A copy of the local building permit or a letter from the local building official stating that a building permit will be issued upon receipt of a CRMC permit, with the exception of recreational boating facilities.
5. Supply photos of coastal feature construction site.

In addition, where these additional items are applicable, they are also required:

- a. Affirmation that the proposed structure will be serviced by municipal sewers. (For large projects, local community approval and construction details of the tie-in are required).
- b. An approved Individual Sewage Disposal System (ISDS) permit from DEM/ISDS, 291 Promenade Street, Providence, RI, 02908; phone (401) 222-2306.
- c. An approved "Change of Use" permit from DEM/ISDS is required in un-sewered areas when an increase in the number of bedrooms, an increase in "flow units", or a change from season to year-round use is proposed.

Your application receives a thorough review by our staff biologists and engineers during which they may require additional information to complete their review. If this becomes necessary you will receive a separate information request form.

You are urged during this process to be as complete as you can in fulfilling all informational requirements. In addition, you are also urged to adhere as closely as you can to all the Coastal Resources Program requirements. Failure to do so could cause delays in processing your application.

We thank you for your cooperation in this matter and look forward to working with you in protecting our coastal environment.

CRMC'S FEE SCHEDULE

Project Description	Description/Comments	Fee
Residential Boating Facility	New Facility	\$500.00
New Structural Shoreline Protection Facility	First 100 linear feet Each additional linear foot	\$750.00 \$10.00/ft
Residential Development Project (condominiums, subdivisions, paper subdivisions, etc.)	First 6 units/lots Each additional unit/lot Infrastructure (roads, drainage, etc.)	\$3,500.00 \$400.00 (.005 X EPC)
Review of units/lots within a Council approved Subdivision	Submitted in accordance with all Council conditions/stipulations	1/2 of the All Others fee
Buffer Zone Alterations and Management Plans	For areas less than or equal to 1 acre For areas between 1 and 5 acres For areas greater than 5 acres	\$100.00 \$250.00 \$500.00
Onsite Sewage Disposal Systems	New Systems	All Others fee
All others (include Section 320 reviews)	Based on Estimated Project Cost: EPC is less than or equal to \$1,000 EPC Between \$1,000.01 - \$2,500 \$2,500.01 - \$5,000 \$5,000.01 - \$10,000 \$10,000.01 - \$25,000 \$25,000.01 - \$50,000 \$50,000.01 - \$100,000 \$100,000.01 - \$150,000 \$150,000.01 - \$200,000 \$200,000.01 - \$250,000 \$250,000.01 - \$300,000 \$300,000.01 - \$350,000 \$350,000.01 - \$400,000 \$400,000.01 - \$450,000 \$450,000.01 - \$500,000 \$500,000.01 - \$20,000,000 EPC greater than \$20,000,000	\$50.00 \$100.00 \$150.00 \$200.00 \$250.00 \$500.00 \$750.00 \$1,000.00 \$1,250.00 \$1,500.00 \$1,750.00 \$2,000.00 \$2,250.00 \$2,500.00 \$2,750.00 (\$2,750.00 + .005 X EPC beyond \$500,000.00) (\$100,250.00 + .0025 X EPC beyond \$20,000,000)

EPC = Estimated Project Cost. The EPC shall include all costs associated with site preparation (e.g., earthwork, landscaping, etc.) sewage treatment (e.g., cost of ISDS, sewer tie-ins, etc.) and construct costs (e.g., materials, labor, and installation of all items necessary to obtain a certification of occupancy).

Preliminary Determinations**Fee**

Individual residential homeowner/potential homeowner	\$150.00
All other projects (e.g., subdivisions, commercial, industrial, etc.)	\$1,000.00
Jurisdictional determinations	\$100.00

Other Fees**Fee**

Single Family Residence Assent Renewal/Extension	\$75.00
All Other Assent Renewal/Extension	\$250.00
Modification-Single Family Residence w/no public hearing	\$100.00
Modification of under 50% of a recreational boating facility	\$250.00
All other Modification Requests	All Other fee or \$250.00 whichever is greater
Lightering Permits	\$250.00
Beach Vehicle Permits	\$50.00
Declaratory Rulings	\$1,000.00
Petitions for regulation changes	\$1,000.00
Contested cases with sub-committee hearings	Applicant pays all costs of hearing process
Temporary Dock Application	\$100.00
Dock Registration	\$20.00

Administrative Fees for Activities which have occurred without a valid CRMC Approval1. Administrative Reviews

All such activities will be assessed an application fee based on above plus:

- a) Illegally constructed structures and unauthorized activities located in tidal waters and/or on adjacent coastal or shoreline features (See RICRMP Section 200 and Section 210) shall be assessed \$500.00 administrative fee;
- b) Illegal activities excluding those classified as maintenance activities under the RICRMP shall be assessed a \$250.00 administrative fee; and,
- c) Unauthorized maintenance activities shall be assessed a \$100.00 administrative fee.

2. Applications before the Council

- a) In accordance with Council regulations, all activities or alterations which have already occurred, or have been constructed or partially constructed without a Council Assent shall be subject to the fee schedule contained in Section 4.3.2. In addition, the Council shall assess an appropriate administrative fee based on a recommendation by the Executive Director. The recommended administrative fee shall take into account the impact on coastal resources, additional demand on Council resources, and hardship on an applicant (see RICRMP Section 160).

Hardships

Where an applicant can demonstrate that the fee schedule described herein presents an undue hardship, the Council may adjust the application fee, administrative fee, and/or contested case fees.

*** NOTE: All fees are Summative. In addition, all fees are filing fees and non-refundable.**

****NOTE: Applicants should consult Section 4.3 of the CRMC's Management Procedures for a more detailed description of the CRMC's fee schedule.**