

# Town of Hampton Planning Board

## Recording Fees

The following schedule of fees shall be used for documents and/or plans, which will be recorded at the Registry of Deeds. Fees are due to the Town prior to final approval of a project and shall be made payable to the Town of Hampton.

All documents and plans must conform to the Rockingham Registry of Deeds requirements. If you are not familiar with the requirements, please visit <http://www.nhdeeds.com> or call (603) 642-5526.

### PLANS:

- Plans must be on Mylar and must be legible and reproducible, with no shading or colors.
- Plans must be signed and sealed by a licensed land surveyor and have original signatures in permanent ink.
- \$25.00 State LCHIP Fee must be a separate check payable to the Rockingham County Registry of Deeds

| Size          | Fee                         |
|---------------|-----------------------------|
| A: 8.5" x 11" | 11.00 + \$25.00 + \$35.00   |
| B: 11" x 17"  | \$11.00 + \$25.00 + \$35.00 |
| C: 17" x 22"  | \$16.00 + \$25.00 + \$35.00 |
| D: 22" x 34"  | \$26.00 + \$25.00 + \$35.00 |

### DOCUMENTS:

| Number of Pages *      | Fee                                 |
|------------------------|-------------------------------------|
| 1+                     | \$12 first page + \$4 Per Page      |
| Administrative Expense | \$35.00 (time/travel/postage, etc.) |

*\* Fees are based on each individual application to be recorded.*

**If a document and/or plan cannot be recorded due to failure to meet the Registry's requirements, a processing fee of \$75.00 per return trip is required. It is highly recommended for larger projects with three or more plan sheets to obtain plan "pre-approval" by the Registry of Deeds.**

**If you have any questions, please call the Town Planner at (603) 929-5913.**