

VILLAGE OF BROCKPORT

“To provide a high quality of life for all residents, exercising fiscal responsibility and preserving Brockport’s unique heritage and historic character.”

VILLAGE BOARD – WORK SESSION AGENDA

Monday, July 28, 2014 7:00pm

Location: Village Hall conference room

This is a work session, not a regular meeting. No public comment.

Intended for Board discussion, not action. Therefore, meeting minutes are not required. If any action is taken, Mayor takes notes & provides to Clerk.

- **GUESTS:** none

- **EXECUTIVE SESSION** (with Treasurer):
 - Re collective bargaining – health care plan to start 9/1/14

- **ITEMS FOR DISCUSSION / REVIEW / ACTION (time-sensitive):**
 - Authorize Mayor to execute MOA with CSEA re health care plan as of 9/1/14
 - Purchasing/Procurement policy – Treasurer’s proposed amendments
 - Fee Schedule
 - Village Board liaison assignments
 - RFP for architect services re modifications to Village Hall to accommodate Village Court

- **ADJOURNMENT**

Upcoming:

Village Board meeting: 7pm Monday, 8/4 (without Mayor)

Village Board meeting: 7pm Monday, 8/18 (with Attorney, Treasurer, and Department Heads)

Village Board work session: 7pm Monday, 8/25

Treasurer recommends changes handwritten.

**Village of Brockport
Purchasing / Procurement Policy
Amended 7/24/12
Confirmed 7/15/13**

Section 104-b of the General Municipal Law (GML) requires every municipality to adopt internal policies governing all procurement of goods and services not subject to the bidding requirements of GML Section 103 or any other law. In accordance with that requirement, the following guidelines are established for use by the Village of Brockport.

Guideline 1. Every prospective purchase of goods or services shall be evaluated to determine the applicability of GML Section 103. Every village officer, board member, department head or other personnel with the requisite purchasing authority (the Purchaser) shall adhere to this policy. An employee wishing to make a purchase on behalf of the Village must have the purchase authorized by the appropriate department head.

Guideline 2. All purchases of:

- (a) Goods, services, equipment or public works contracts shall be executed through a purchase order, which will be preceded by a Request for Purchase Order.
- (b) Purchases which will exceed the threshold amount set forth in GML Section 103 (\$20,000 for goods and equipment purchases and \$35,000 for Public Works Contracts) shall be formally bid pursuant to this law and shall be executed only after appropriate Village Board approval has been obtained.

Guideline 3. All purchases of goods, services, equipment or public works contracts:

- (a) Less than \$10,000 but greater than ~~\$500~~²⁵⁰⁰ require a written request for proposal (RFP), written/fax quotes from three (3) vendors.
- (b) Purchases equal to or in excess of ~~\$2,000~~²⁵⁰⁰ will also require approval of the Village Board.
- (c) Purchases of less than ~~\$2,000~~²⁵⁰⁰ are at the discretion of the Department Head.
- (d) Any written RFP shall be from a reputable vendor, and must describe the desired goods, quantity and particulars of delivery. The Purchaser shall use the Quotation Log to compile a list of all vendors from whom written/fax quotes have been requested; and the written/fax quotes offered, and all information gathered in complying with the procedures of this Guideline shall be preserved and filed with the documentation supporting the RFP. The Quotation Log must be signed by the employee and the Department Head.

Guideline 4. The lowest responsible proposal or quote shall be awarded the purchase or public works contract unless the Purchaser prepares a written justification as to why it is in the best interest of the Village and its taxpayers to make an award to other than the low bidder. If a

vendor is not deemed responsible, facts supporting that judgment shall also be documented and filed with the record supporting the procurement.

Guideline 5. A good faith effort shall be made to obtain the required number of proposals or quotations. However, if the Purchaser is unable to obtain the required number of proposals or quotations, the Purchaser shall document the attempt made. In no event shall the inability to obtain the required proposals or quotations be a bar to the procurement.

Guideline 6. In the event that there is only one supplier for a particular good or service, care must be taken to document that the item or service is unique in its benefits as compared to other items or service available in the market place. The Purchaser must be sure that no other item or service provides a substantially equivalent or similar benefit. These facts must be documented on the Quotation Log and filed with the purchase request.

Guideline 7. In the event a good or service can be obtained under a city, county or state contract bid, the Purchaser must document the **current year** contract number, whether it is a city, county, or state bid, the price per unit and the total cost of the purchase.

Guideline 8. Except when directed by the Village Board, no solicitations of written proposals or quotations shall be required under the following circumstances:

- (a) Emergencies;
- (b) Goods purchased from agencies for the blind or severely handicapped;
- (c) Goods purchased from correctional facilities;
- (d) Goods purchased from another governmental agency;
- (e) Goods purchased at auction - shall be done at or below any established limit agreed upon by the Village Board.

Guideline 9. This policy shall be reviewed annually or as deemed necessary by the Village Board.

FEE SCHEDULE COMPARISON
7/23/14

from ~~DE~~ CEO Miller

*(RECOMMENDED FEE ADJUSTMENTS)

	Brockport	Sweden (T)	Clarkson (T)	Ogden (T&V)	Parma (T)	Macedon (V)	Gates (T)
ZONING BOARD OF APPEALS							
Area Variance	200	300	150	125	200	300 (res), 500 (comm)	100 + 75 for EAF
Use Variance	300	1000	350	400 (res), 500 (comm)	200	300 (res), 500 (comm)	250 + 75 for EAF
Interpretation	150				200		
Home Occupations	2.5(\$150)		150	165	200		
Travel Trailer / dumpster approval	25						
Other (special permit, authorization)	150(\$175)		150	185	200	175	200
PLANNING BOARD							
Comm/Ind Chg of Use, Res Chg of Use(incl driveways)	45, 35						
Site plan (new construction, < 5 acres)	300						Prelim(res):375+50/lot
Site plan (new construction, > 5 acres)	600						Final: 375+50/lot
Site plan (other)	250						
Residential subdivisions (< 5 acres)	200 + 50/lot		300 + 25/lot	500			
Residential subdivisions (> 5 acres)	600 + 50/lot	600(1 lot) + 200/extra lot		1000	75 + 240/lot or dwlg	500 + 30/lot	
Re-subdivision	50	400					
Comm/Ind fences (dumpster), Res fences (frontyard)	50, 25						
Res/Comm/Ind parking lots	50						
Chg/alteration/ext'n of prev. approval	50	400	400 (res), 500 (comm)				
Special meeting at request of applicant	50 + base fee	400					
Public hearing if board deems necessary	100 + base fee		400				
MISCELLANEOUS							
Sign permit	30	25 - 100	2/sqft (\$40 min.)	15 (res), 35 (comm)	30 + 1/sqft	30	50
Demolition permit (res, comm, ind)	30, 50, 10	50, 100, 100	40, 250, 250	40 or 100, 250, 250	50-100 (dep. on sqft)	150+.25/sf, 250+.25/sf	50, .05/sf (100 min)
Deck permit	35	.15/sf (\$30 min)	65 (30sf), 80 (>30sf)	45-95 (dep. on sqft)	30 + .10/sf		60 (<144sf), +.10 (>144)
Pool permit (above ground, inground)	50, 100	25, 50	65, 80	50, 75	50, 75	30, 40	60, 75
Shed permit (144+ sf)	30	.15/sf (\$30 min)	80	35-145 (dep. on sqft)	30 + .10/sf		40-60 (dep. on sqft)
Gas appl permit (hot water, furnace, fireplc, generator)	20	25-50 + \$15 CO fee	65	35-75	50	30	40 (res), 65 (comm)
Plumbing license; permit	25; 40 + 4/fixture	25; 50-100 + 4/opening	n/a; 65 + 2/fixture				100: 40-80 + 5-10/fixture
Fence permit	n/a(\$20)		40	40	30 + .03/ft		40
Roofing permit	n/a(\$20)		NC (DIY), 40 (contr'r)				
Driveway permit	n/a(\$25)		25				

	Brockport	Sweden (T)	Clarkson (T)	Ogden (T&V)	Parma (T)	Macedon (V)	Gates (T)
RESIDENTIAL NEW HOME CONSTRUCTION							
800-5,000 sq. feet	\$400-850 includes CO 100(50) per item	.15/sqft (\$50 min) + \$25-50 CO fee ←150(50) per item	.12-.15/sqft (\$50-75 min) includes CO	.20-.25/sqft (\$100 min) + \$1100 CO/Rec fee	.20/sqft + \$550 CO/Rec fee	\$75 + .20/sqft includes CO	.20/sqft + \$200 CO fee
Life-safety(Non-Life Safety)							
RES. NEW CONSTRUCTION (remodel, additn)							
Value of construction from \$0-150,000	\$65-175 includes CO 100(50) per item	.15/sqft (\$50 min) + \$25-50 CO fee ←150(50) per item	.12-.15/sqft (\$50-75 min) includes CO	Addtn: .20/sqft(\$100min) + \$50-100 CO fee Remodel: .16/sqft(\$75min) includes CO	\$30 + .20/sqft + \$100 CO fee	\$75 + .20/sqft includes CO	Addtn: \$50+.25/sqft + \$200 CO fee Remodel: \$40-250 + \$200 CO fee
Life-safety(Non-Life Safety)							
COMM. NEW CONSTRUCTION (remodel, additn)							
Value of construction from \$0-150,000	\$100-200 includes CO 100(50) per item	.15/sqft (\$50 min) + \$250 CO fee ←150(50) per item	.12-.18/sqft (\$75 min) includes CO	.16/sqft (\$250 min) + \$350 CO fee	.20/sqft (\$150 min) + \$150 CO fee	\$150 + .20/sqft includes CO	\$100 + .35/sqft + \$350 CO fee
Life-safety(Non-Life Safety)							
RENTAL PROPERTY							
Rental Registration	50	No other fee schedule lists a Rental Reg fee. Town of Greece charges \$150 base fee + \$10 each additional tenant unit.					
Rental C of O (single, double, triple, rooming house)	50, 100, 150, 100	Sweden charges \$75-150 for Operating Permits for multi-family dwellings, based on number of apartments.					
Rental C of O (townhouse)	\$20/unit	Gates charges \$100-250 for Operating Permits for multi-family dwellings, based on number of units.					
Rental C of O (apartment building)	\$150/building	Macedon charges \$20/unit for 2&3 family, \$15/unit for apartments.					
Life-safety(Non-Life Safety)							
OPERATING AND FIRE-SAFETY PERMITS							
Educational	100/year	No other fee schedule lists Rental C of O inspections.					
Place of Public Assembly - 100+ persons	100/year	←150(50) per item					
Place of Public Assembly - 50-100 persons	50/year	100/year					100-150
Manufacturing	100/year	50/year				25	75
Fairs/festivals	200/year	150/event				50-100 dep. on size	100
Repair/service garages	100/ 3 years	50 / 3 years					100
Mercantile over 5000 sqft	100/ 3 years	100 / 3 years				25/unit	75
Business use over 5000 sqft	100/ 3 years		65			25/unit	
Food service establishments	35/yearly	50/yearly				25/unit	
Life-Safety(Non-Life Safety)							
	100(50) per item	←150(50) per item					

**VILLAGE OF BROCKPORT
FEE SCHEDULE
AMENDED 7/15/13**

To be noted on invoices: All bills and charges are payable net cash within thirty (30) days. A delinquent charge of 10% will be added for non-payment by the due date. Failure to pay may result in the re-levy of said charges plus delinquent charges on your next Village tax bill.

VILLAGE BOARD FEES

- Rezoning application..... 500.00
- Blasting permit..... \$200.00

ZONING BOARD OF APPEALS FEES

- Area Variance..... \$200.00
- Use Variance..... \$300.00
- Interpretation..... \$150.00
- Home Occupations..... \$25.00
- Travel trailer / dumpster approval..... \$25.00
- Other (special permit or authorization required by code)..... \$150.00

PLANNING BOARD FEES

- Commercial / Industrial Change of use..... \$45.00
- Residential Change of use..... \$35.00
- Site plan (new construction) (less than 5 acres)..... \$300.00
includes stormwater pollution prevention plan review
- Site plan (new construction) (greater than 5 acres) \$600.00
includes stormwater pollution prevention plan review
- Site plan (other)..... \$250.00
includes stormwater pollution prevention plan review
- Residential subdivisions (less than 5 acres) \$200.00 plus \$50 per lot
includes stormwater pollution prevention plan review
- Residential subdivisions (greater than 5 acres)..... \$600.00 plus \$50 per lot
includes stormwater pollution prevention plan review
- Re-subdivision..... \$50.00
- Residential Fences (front yard)..... \$25.00
- Commercial / Industrial Fences (includes dumpster enclosures)..... \$50.00
- Residential / Commercial / Industrial parking lots..... \$50.00
includes stormwater pollution prevention plan review
- Changes to or alteration of or extension of previous approvals..... \$50.00
- Special Meeting at request of applicant..... \$50.00 in addition to application base fee
- Public Hearing if Board deems necessary..... \$100.00 in addition to application base fee

ENGINEERING INSPECTIONS & STORMWATER INSPECTIONS

Engineering costs charged to the Village for site inspections or stormwater inspections shall be the responsibility of the applicant / developer. Village engineering inspections are based on time spent and will either be invoiced or utilized from the letter of credit. Village stormwater inspection fee is \$50 per inspection and will either be invoiced or utilized from the letter of credit.

MISCELLANEOUS

- Tax Search.....\$20.00
- Copies.....\$.25 per page
- Returned Check Charge.....\$20.00
- Zoning Map (color).....\$5.00
- Sign Permit.....\$30.00 per sign
- Sidewalk Café Permit.....\$200.00
 - \$150 of the \$200 is returnable at the end of season if no violations.
- Hawking & Peddling Permit 1 to 7 days.....\$100.00
 - 6 months or less.....\$250.00
 - 1 year.....\$500.00
- Parade / Procession Permitno charge
- Fireworks Permit.....no charge
- Appliance with Freon.....\$25.00
- Garbage and Trash Pick-Up cost to Village plus \$50.00 for first calendar year (CY) offense, cost plus \$100 for second CY offense, cost plus \$250 for third CY offense.
- Garbage Cans Pick-Up.....\$25.00 per can
- Lawn Mowing.....\$150 per hour (1 hour minimum) per man plus equipment - plus \$50.00 for first calendar year (CY) offense, plus \$100 for second CY offense, plus \$250 for third CY offense.
- Weekly Commercial Waste Hauler Permit.....\$1,500.00 (annually)
- Other Commercial Waste Hauler Permit.....\$500.00 (annually)
- Facilities Use Permit\$25.00 deposit
- Electrical Inspection Agency Permit.....\$150.00 (annually)
- Demolition permit – Residential structures.....\$30.00
- Demolition permit - Commercial structures.....\$50.00
- Demolition permit – Industrial structures.....\$100.00

CANAL FRONT AMMENITIES

- Boats 16' or less.....\$4.00
- Boats 17' – 30'.....\$6.00
- Boats 31' – 40'.....\$12.00
- Boats 40'.....\$15.00
- Commercial Boats.....\$20.00

POLICE DEPARTMENT FEES

- Copy of Police Report.....no charge
- Fingerprinting (NON-Village resident/merchant).....\$15.00
- ~~Record Check.....\$5.00~~ *delete*

Pay at Village Hall for fingerprinting or Brockport record check then go to Police Department.

- * **Parking**
 - Illegally Parked.....\$30.00
 - Winter Parking Ordinance.....\$40.00
 - Fire Lane / Hydrant.....\$50.00
 - Handicapped Parking.....\$60.00*

Fines doubled if not paid or contested within 10 days.

Fines tripled if not paid or contested within 30 days.

*Applicable NYS surcharges may be applied by the adjudicating agency.

** explain how calculated.*

BUILDING / FIRE APPLICATION FEES

RESIDENTIAL NEW HOME CONSTRUCTION – includes Certificate of Occupancy inspection fee:

- 800 – 1,100 square feet.....\$400
- 1,101 – 1,300 square feet.....\$550
- 1,301 – 1,500 square feet.....\$650
- 1,501 – 1,700 square feet.....\$700
- 1,701 – 2,000 square feet.....\$750
- 2,001 – 3,000 square feet.....\$800
- 3,001 – 5,000 square feet.....\$850
- Inspection deficiency – 3 or more non life-safety items.....\$50.00 each item
- Inspection deficiency – any life-safety items.....\$100.00 each item

RESIDENTIAL NEW CONSTRUCTION – (additions, remodeling) - includes Certificate of Occupancy inspection fee:

- Value of construction from \$0 - \$500.....\$65
- Value of construction from \$500 - \$10,000.....\$85
- Value of construction from \$10,000 - \$50,000.....\$105
- Value of construction from \$50,000 - \$100,000.....\$125
- Value of construction from \$100,000 - \$150,000.....\$145
- Value of construction from \$150,000 and up.....\$175
plus \$10.00 for each \$10,000 of construction value
- Inspection deficiency – 3 or more non life-safety items.....\$50.00 each item
- Inspection deficiency – any life-safety items.....\$100.00 each item

COMMERCIAL NEW CONSTRUCTION – (additions, remodeling) – includes Certificate of Occupancy Inspection fee:

- Value of construction from \$0 - \$500.....\$100
- Value of construction from \$500 - \$10,000.....\$120
- Value of construction from \$10,000 - \$50,000.....\$140
- Value of construction from \$50,000 - \$100,000.....\$160
- Value of construction from \$100,000 - \$150,000.....\$180
- Value of construction from \$150,000 and up.....\$200
plus \$10 for each \$10,000 of construction value
- Inspection deficiency – 3 or more non life-safety items.....\$50.00 each item
- Inspection deficiency – any life-safety items.....\$100.00 each item

RESIDENTIAL ACCESSORY STRUCTURES – includes Certificate of Compliance inspection fee:

- Decks.....\$35
- Above ground pools.....\$50
- In ground pools.....\$100
- Sheds (144+sf).....\$30
- Gas appliances i.e. hot water heater, furnace.....\$20

- Gas appliances..... i.e. fireplace, gas log sets, fixed piped home generators.....\$20.00
Temporary Construction Trailer.....\$50.00
- Inspection deficiency – 3 or more non life-safety items.....\$25.00 each item
- Inspection deficiency – any life-safety items.....\$50.00 each item

RENTAL PROPERTY CERTIFICATE OF OCCUPANCY / OPERATIONAL PERMITS

- Residential rental registration.....\$50 per property per calendar year
- Single family rental Code 210.....\$50
- Two family rental Code 220.....\$100
- Three family rental Code 230.....\$150
- Townhouses Code 411.....\$20.00 per unit
- Apartment building Code 411.....\$150.00 per building
- Inn / rooming house Code 418.....\$100.00
- Inspection deficiency – 3 or more non life-safety items.....\$50.00 each item
- Inspection deficiency – any life-safety items.....\$10.00 each item
- Re-inspections for non-compliant results after 30 days will double the C of O fee

OPERATIONAL FIRE-SAFETY PERMITS & INSPECTION FEES

- Educational.....\$100.00 (annually)
- Place of Public Assembly 100 persons or greater\$100.00 (annually)
- Assembly uses 50 – 100 persons.....\$50.00 (annually)
- Manufacturing.....\$100.00(annually and/or as local conditions require)
- Fairs/festivals.....\$200.00 (annually)
- Repair/service garages.....\$100.00 (3 year intervals)
- Mercantile over 5000sqft.....\$100.00 (3 year intervals)
- Business use over 5000sqft.....\$100.00 (3 year intervals)
- Food service establishments.....\$35.00 (yearly and/or as local conditions require)
- Other.....\$100.00 (yearly and/or as local conditions require)
- Inspection deficiency – 3 or more non life-safety items.....\$50.00 each item
- Inspection deficiency – any life-safety items.....\$100.00 each item
- Re-inspections for non-compliant results after 30 days will double Operating Permit fee

PLUMBING & SEWER FEES

- Plumbing License.....\$25.00
- Plumbing Permit.....\$40.00 plus \$4.00 per fixture
- Sewer Tap Inspection (Monroe County Pure Waters).....\$250.00 plus
If Village installed.....\$300.00
If contractor installed.....\$125.00
- Sewer Rental Fee:
 - In District Sewer Users.....\$1.16/1,000 gallons water used
 - Out of District Sewer Users\$1.66/1,000 gallons water used

WATER:
Water Rate Schedule

Rates for the sale of water to all customers of the Board of Water Commissioners.

QUARTERLY METERED SERVICE WITHIN THE VILLAGE OF BROCKPORT:

All Water Usage	\$ 4.66 per M gallons
Minimum Billing	\$20.00 per quarter

QUARTERLY METERED SERVICE OUTSIDE THE VILLAGE OF BROCKPORT:

All Water Usage	\$ 5.99 per M gallons
Minimum Billing	\$25.00 per quarter

MONTHLY METERED SERVICE WITHIN THE VILLAGE OF BROCKPORT:

All Water Usage	\$ 4.66 per M gallons
Minimum Billing	\$20.00 per month

MONTHLY METERED SERVICE OUTSIDE THE VILLAGE OF BROCKPORT:

All Water Usage	\$ 5.99 per M gallons
Minimum Billing	\$25.00 per month

UN-METERED WATER:

The rate for un-metered water sales shall be \$6.00 per thousand gallons

TERMS AND PAYMENT:

All bills and charges of the Water Commissioners are payable net cash within thirty (30) days. A delinquent charge of 10% will be added to the bill for non-payment by the due date.

 Frozen meter fee \$100 plus equipment and labor

SERVICE CONNECTIONS:

The fees charged upon application for water service tap (including meter) to the Commissioner's are as follows:

SIZE OF SERVICE	Fee Charge
3/4" and 1" with 5/8" or 3/4" meter and under.....	\$1,000.00
3/4" and 1" with 1" meter.....	\$1,880.00
1 1/2" meter and above.....	to be charged a fee equal to the time and materials used to render the service plus 10%

The Commissioners will install the service pipe and appurtenances on public streets from the water main to and including the curb box and shutoff. Easements acceptable to the Commissioners must be furnished to them for service installation if private property is involved. Water meters will be furnished and connected by the Commissioners and will remain the property of the Commissioners. (Section IV and Section V)

Where a tap already exists, or is being installed under a Main Extension, the fees charged are as follows:

SIZE OF SERVICE	Fee Charge
3/4" and under	\$250.00
1"	\$300.00

1 1/2" meter and above.....to be charged a fee
equal to the time and materials used to render the service plus 10%

In addition to the fee charges set forth above for the service taps and water installation, there will be an additional charge if, upon installation, the Water Department has to supply any other necessary parts in order to effect the installation.

SERVICE DISCONTINUANCE

Any water service account which carries an unpaid balance for two billing quarters or more is subject to discontinuance of service, and a fee of \$100.00 will be collected prior to restoration of the service.

Any use or attachment to an unprotected, unmetered fire hydrant for other than fire-fighting purposes is subject to an Unauthorized Hydrant Use Fee of \$500.00.

The rate for unmetered water sales shall be \$6.00 per thousand gallons.

Rules and Regulations
for
Building Control Fees
Revised – January 2, 2013



Town of Sweden

(585) 637-8684

Fax : (585) 637-7389

phyllisb@townofsweden.org

18 State Street

Brockport, New York 14420

III. PURPOSE

It is the purpose of these rules and regulations to provide for fair charges to all persons making applications under planning, zoning and plumbing ordinances, rules and regulations. Such charges shall be based upon cost associated with implementation of relative changes.

III. ENACTMENT

The Town Board of the Town of Sweden in the County of Monroe does hereby enact these rules and regulations in lieu of any previous enactments of ordinances and rules pertaining thereto.

III. FEES

PERMIT A – PLAN REVIEW: (Revised 1-01-03)

Note: Fifty (50%) percent of the Planning Board fee is allocated for the Town Engineer's fee. Any additional fee incurred through professional services provided by the Town Engineer, Town Attorney or Planning Consultant exceeding fifty (50%) percent of the Planning Board fee shall be paid by the applicant prior to final signature by the Chairperson of the Planning Board.

✓ Residential Subdivision and Plan Review (First Lot)	\$600
✓ Residential Multi-Lot Subdivision and Plan Review	\$200 – each additional lot
✓ Simple Subdivision/Resubdivision	\$400 – no site plan review required
✓ Amended Site Plan – Residential	\$400 – each lot
Multiple Residency and Apartment Site Plan Approval	\$100 per dwelling unit plus \$100 per acre or fraction thereof
Commercial/Light Industrial Industrial Subdivision	\$400 – each lot
Commercial/Light Industrial Industrial Park Subdivision	\$100 per acre or fraction thereof
Commercial/Light Industrial Site Plan	\$1,500 plus .05¢ per sq. ft. of building or structure area
Amended Site Plan – Addendum to Existing Commercial/Light Industrial	\$500 plus .05¢ per sq. ft. of additional building or structure area
Shopping Plaza (4) four or more Stores Site Plan	\$2,500 plus \$100 per acre or fraction thereof plus .05¢ per sq. ft. of building or structure area
Shopping Plaza – Addendum to Existing Site Plan	\$2,500 plus .05¢ per sq. ft. of new building or structure area
Industrial – New or Amended Site Plan	\$2,500 plus .05¢ per sq. ft. of new building or structure area
Airport (B-2) Amended Site Plan	\$500 plus \$100 per acre or fraction thereof of affected acreage, plus .05¢ per sq. ft. of building or structure area

PERMIT A – PLAN REVIEW (CONT.):

Commercial Recreation Site Plan	\$1,000 plus \$10 per acre or fraction thereof, plus .05¢ per sq. ft. of building or structure area
Commercial Recreation Amended Site Plan	\$500 plus .05¢ per sq. ft. of building or structure area
✓ Special (Applicant Requested) Planning Board Meeting	\$400
PUD (Planned Unit Development)	\$5,000 plus 100% of all engineering and professional services

PERMIT B – BUILDING PERMITS: (Revised 01-01-03)

✓ Residential: New, Renovations	.15 per sq. ft. of living area (including room additions). \$50 minimum
Multiple residences	.15 per sq. ft. - \$50 minimum
✓ Commercial/Industrial/Public Assembly: New, Renovations, Conversion	
Up to 100,000 sq. ft.	.15 per sq. ft. - \$50 minimum
In excess of 100,000 sq. ft.	.18 per sq. ft.
Parks & Recreation Fee	\$500 per unit – Residential \$1,000 per unit – Commercial & Industrial
In excess of 100,000 sq. ft.	\$2,000 per unit – Commercial & Industrial
Telecommunications Tower	\$2 per linear ft. – includes Certificate of Compliance
Wind Energy Conversion System	\$2 per linear ft. – \$75 minimum Includes Certificate of Compliance
Accessory Structures:	.
Storage Sheds (in excess of 100 sq. ft.), Carports, Barns, Garages (attached or detached), Porches, Decks	.15 per sq. ft. - \$30 minimum
Fireplace and Wood Stove/Wood Boiler	\$50
✓ Generators	\$25
Solar Panel Systems	.10 per sq. ft. - \$50 minimum

PLUMBING PERMIT:

Residential	\$50 plus \$4 per opening
Commercial/Industrial	\$100 plus \$5 per opening
In Excess of 100,000 sq. ft.	\$200 plus \$5 per opening

NOTE: Fees for sewer taps or connections and pure water charges shall be paid before a building permit is issued.

DEMOLITION PERMIT:

\$50 – residential
\$100 – commercial

SEWER CONNECTION FEE:

Single Family	\$250 Town <u>\$250 Pure Waters</u> \$500 Total
Commercial	\$350 Town <u>\$350 Pure Waters</u> \$700 Total
In Excess of 100,000 sq. ft.	\$650 Town <u>\$350 Pure Waters</u> \$1,000 Total

PERMIT C – SWIMMING POOLS:

Above Ground	\$25
In Ground	\$50

PERMIT D – NON CONFORMING USE: Every principal engaging in a preexisting nonconforming use in the Town may file an application and map with the Town Clerk. Upon approval, the Town Clerk, without fee, shall mark approved and return one copy to the applicant.

PERMIT E – SPECIAL PERMIT:

Use Exceptions	\$250
Temporary	\$5 per day (Clerk may waive fee for charitable organizations.)
Permanent	\$250 or construction Permit B, whichever is greater

PERMIT G – DUMPING OF FILL: \$100 plus all Town engineering costs

PERMIT H – DUMPING OF REFUSE: Not permitted

PERMIT I – SIGNS:

Up to 32 sq. ft \$25
Over 32 sq. ft. to 100 sq. ft. \$50
Over 100 sq. ft. \$100
Special Event (revised 6/14/05) \$25
Truss-Type Construction Identification \$50

OPERATING PERMITS FEES F.L.S. INSPECTION SCHEDULE

(Operating permit fees will be required for new applicants and/or change in ownership of existing ones. Existing applicants will be required to complete an operating permit application only. All operating permits will include a Fire, Life, and Safety (F.L.S.) Inspection.)

Tax Exempt	\$100/Waived	Annual
Restaurants/Bars (>50 persons)	\$100/One time	Annual
Restaurants/Bars (<50 persons)	\$50/One time	Annual
Multi-Family (>125 apartments)	\$150/One time	Every 2 years
Multi-Family (50 – 125 apartments)	\$125/One time	Every 2 years
Multi-Family (<50 apartments)	\$75/One time	Every 2 years
Fairs/Festivals/Special Events	\$150/Event Waived if not-for-profit	Per event
Hometown Energy – Hazardous	\$100/One time	Annual
Repair/Service Garages	\$50/One time	Every 3 years
Mercantile (>5,000 sq. ft.)	\$100/One time	Every 3 years
Mercantile (>100,000 sq. ft.)	\$150/One time	Every 3 years
Airport	\$100/One time	Every 3 years
Hotel/Motel	\$100/One time	Annual

CERTIFICATE OF OCCUPANCY:

Single Family	\$50
Additions/Renovations	\$25
Duplex/Triplex	\$25 per unit
Townhouses and Condominiums	\$25 per unit
Apartment Projects	\$25 per unit
Commercial/Public Assembly	\$250 per unit
In Excess of 100,000 sq. ft.	\$500 per unit
Commercial: Renovation, Conversion Remodel	\$100
In Excess of 100,000 sq. ft.	\$200
Industrial	\$250

CERTIFICATE OF COMPLIANCE:

Accessory Structures: Storage Sheds (in excess of 100 sq. ft.), Carports, Barns, Garages (attached or detached, Porches, Decks	\$25
Fireplace, Wood Stove/Wood Boiler, Generator, Solar Panel System	\$15
Conveyances – New Installation	
Commercial/Apartment Complexes	\$35
Residential	\$25
Conveyances – First Inspection Report – Existing	
Commercial/Apartment Complexes	\$35
Residential	*Included in inspection fee

TOWN BOARD FEE:

Note: 50% of all fees in this section are for professional consulting services calculated after, and over and above the professional fees which are authorized to be charged to an applicant under 6 NYCRR §617.13, in connection with preparation and review of the draft environmental impact statements (DEIS) and final environmental impact statements (FEIS). Any additional fee incurred through professional services provided by Town consultants, such as the Town Engineer, Town Attorney, Special Counsel to the Town, and Planning Consultant shall be paid by the applicant/ developer prior to final signature by the Chairman of the Planning Board on a subdivision plat, by the Supervisor on local legislation changing the zone of property, and, in the case of a DEIS and FEIS, prior to the determination by the Lead Agency that the DEIS and FEIS is acceptable as complete, pursuant to 6 NYCRR §617.9.

For public hearing to request zoning change	\$1,000 per parcel less than 5 acres \$3,000 per parcel between 5 & 10 acres \$5,000 per parcel greater than 10 acres
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ADDITIONAL FEES AND CHARGES:

Garage Sale Permit (non-refundable)	\$5
Plumber's License Test	\$25
Plumber's Annual License Fee	\$25
Conveyance Inspector Annual License Fee	\$25
Standards and Specifications Book for Streets, Pavements, Sewers, Water Mains	\$30
Town of Sweden Zoning Code	\$25
Town of Sweden Zoning Map	\$3
Comprehensive Plan Update 2002	\$60

Town of Clarkson Fee Schedule

Town Board Approved 4-27-10

BUILDING PERMITS - Residential

NEW CONSTRUCTION includes modular homes (but not manufactured, i.e. trailers)

includes additions & alterations

Plan Review (2 hrs. in-house included)	\$50	hr. after 2 hrs.
Outside consultation, cost + 10%		
✓ Single (1+2 Family) 0.12 sq. ft.	\$50	min. fee
✓ Multi-Family (3+) 0.15 sq. ft.	\$75	min. fee
Manufactured homes (new or replaced)	\$125	

<u>PLUMBING FEE</u>	\$65
plus fixtures	\$2 each

ACCESSORY STRUCTURES

Including, but not limited to:

Shed-Garage-Barn-Gazebo-Greenhouse

1. up to and including 144 sq. ft. gross area	NC
2. greater than 144 sq. ft.	\$80

Deck-Unenclosed Porch-Ramp

✓ 1. 30 sq. ft. or smaller	\$65
2. greater than 30 sq. ft.	\$80
3. handicap ramp	NC

Pool - Spa - Hot Tub

✓ 1. in ground pool	\$80
2. above ground pool	\$65
3. Spa-Hot Tub	\$65

Outdoor/Indoor Heating

1. Outdoor Furnace	\$80
2. Woodstove - Gas Fireplace	\$65

FOUNDATION

for house/structure relocation

80 plus 1/2 sq. ftg fee

MISCELLANEOUS

Additions & Alterations	\$50	min
Burn permit (residential)	\$25	
Burn permit (agricultural)	NC	
✓ Driveway - for Town Roads	\$25	
✓ Demolition or Removal of Residential Structure > 144 sq. ft.	\$40	
Electrical (permit reqd. but no fee)	NC	
✓ Fence (no c/c req'd.)	\$40	
✓ Generator-standby	\$65	
Handicap Ramp	NC	
Permit Renewal Fee	\$40	
Permit Renewal Fee (permit expired)	\$40	
✓ Roofing - DIY (permit reqd. w/o fee)	NC	
contractors (permit reqd. w/fee)	\$40	

Solar Energy Structures

\$65

Telecommunication tower -personal/hobby use

\$80

Wind generators small <35'

\$65

w/special permit from PB

PARKLAND FEES

\$500 per dwelling unit

SEWER FEES

Town connection fee	\$125
County connection fee	\$250

BUILDING PERMITS - Commercial

NEW CONSTRUCTION

Plan review	\$100/hour
0-4999 sq. ft.	\$0.18 sq. ft./\$75 min. fee
✓ 5000-14999 sq. ft.	\$0.16 sq. ft.
15000-up sq. ft.	\$0.12 sq. ft.

<u>REMODEL</u>	\$0.15 sq. ft./\$50 min. fee
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<u>PLUMBING FEE</u>	\$65
plus fixtures	\$2 each

ACCESSORY STRUCTURES

Shed-Garage-Barn (attached or detached)

1. up to and including 144 sq. ft.	NC
2. 144 sq. ft. and greater	priced same as new construction

Deck-Unenclosed Porch-Ramp

1. less than 200 sq. ft.	\$80
2. greater than 200 sq. ft.	\$100
3. handicap ramp	NC

Greenhouses: used as retail space shall be charged as new construction

Pool in ground	\$80
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MISCELLANEOUS

Business Permits renewed annually	\$250	min
✓ Demolition or Removal of Structure	\$250	
Electrical	NC	
Fence (no c/c reqd.)	\$65	
Generator-standby	\$80	
Operating Permit (business multi-use)	\$65	
Permit Renewal Fee	\$40	
Roofing	\$100	
✓ Sign Permit permanent (w/ZBA Spec Permit)	\$2	per sq. ft. / \$40 min.
temporary (no ZBA appl. reqd.)	\$150	
Solar Energy Structures	\$65	
Telecommunication tower	\$1,025	
Wind generators - per tower	\$500	
1. Med >35'-100' (w/ Special Permit from PB)		
2. Lg >100'-400' (w/ Special Permit from TB)		
MET - single	\$500	

PARKLAND FEES

\$500 per unit

SEWER FEES

Town connection fee	\$250
County connection fee	\$350

NOTE: Fees include consultations w/bldg. inspector, and inspections at the site.
 Fees include \$25 for certificates of occupancy/compliance where required.
 Permit fees may be doubled if no permit was obtained prior to the build.
 Cost based on sq. ft. will be rounded down to the nearest whole dollar.

Town of Clarkson Fee Schedule
Town Board Approved 4-27-10

TOWN BOARD: Rezoning

Rezoning Application & Public Hearing	\$350
Zoning Map Revision	\$100 Outside consultation: cost + 10%

PLANNING BOARD - application fees:

Subdivision w/Site Plan	Note: for the purpose of development - site plan required
✓ Residential (1&2 family)	\$300 plus \$25 per lot
Commercial	\$500 per lot
Telecommunications Tower	\$750 all zoning districts (plus ZBA Special Use Permit \$150 & engineer dep. \$1,000)
Resubdivision (all districts)	Note: for the purpose of lot line changes not involving development - instrument survey required
Lot line changes	\$150 per lot affected
Special Permits	\$150
Other	
Mylar redate & resign	\$10/lot, \$50/min.
Fill Permits (includes grading)	\$50 flat fee
Review Fee	Outside consultation: cost + 10%
Inspection Fee	\$25
Administrative Review (> 25 yds per year)	\$25

ZONING BOARD OF APPEALS - application fees:

Appeal Variance	\$150
✓ Area Variance	\$150
✓ Use Variance	\$350
Special Permits	
✓ Customary Home Occupation	\$150
Sign (permanent only)	\$150
<i>Note: temporary signs > 6 sq. ft. require a permit issued by building department. See commercial/miscellaneous.</i>	
Special Use Permit - telecommunications tower	\$150 (plus PB site plan review \$750 & engineer dep. \$1,000)

Note: Board fees are application fees only. The applicant is responsible for all fees or disbursements generated during the process, including but not limited to, engineering, attorney, inspection, and publication fees.

Town of Ogden
Building Department
Year 2014 Fee Schedule

<i>Building Permits</i>	<i>Fees</i>	
Accessory Structures	\$ 35.00 <i>up to</i> 120 square feet	Includes \$10.00 C/C Fee
(Sheds)	\$ 70.00 for 121 sq. ft. <i>up to</i> 600 sq. ft.	Includes \$20.00 C/C Fee
	\$145.00 over 600 sq. ft. <i>or</i> \$.10 per sq. ft. <i>(whichever is greater)</i>	Includes \$45.00 C/C Fee
(Playhouses) (less than 50 sq. ft exempt)	\$ 35.00	
Additions	\$100.00 minimum <i>or</i> \$.20 per sq. ft. <i>(whichever is greater)</i> <i>Addition C/O fee</i> \$50.00 for <i>up to</i> 300 sq. ft. \$100.00 for 301 sq. ft & greater	Plus C/O fee (No Rec Fee)
Antennas & Towers	\$70.00 <i>up to</i> 50 feet	Includes \$25.00 C/C fee
(Satellite Dish)	\$250.00 for 51 feet <i>up to</i> 99 feet \$1,500.00 <i>over</i> 100 feet	Includes \$50.00 C/C fee Includes \$100.00 C/C fee
Barns (Farm)	\$.10 per sq. ft. <i>up to</i> 100 sq. ft. Plus \$.01 per sq. ft <i>over</i> 100 sq. ft.	No C/O Required
Decks	\$45.00 <i>up to</i> 144 sq. ft. \$65.00 from 145 sq. ft. <i>up to</i> 256 sq. ft. \$95.00 for greater than 256 sq. ft. <i>or</i> \$.16 per sq. ft. <i>(whichever is greater)</i>	Includes \$20.00 C/C fee Includes \$20.00 C/C f Includes \$20.00 C/C f
Demolition <i>(on taxable structures)</i>	\$100.00 for once-habitable structures \$40.00 for accessory structures \$250.00 for commercial buildings	
Expired/Invalid Building Permit Renewal Fee	50% of original fee	
Fence	\$40.00 <i>up to</i> 300 linear feet <i>and</i> \$.05 per ft. <i>over</i> 300 linear feet	Includes \$15.00 C/C fee
Fireplace		
Vent Free	\$35.00	Includes \$15.00 C/C fee
D/V Gas Log	\$50.00	Includes \$15.00 C/C fee
Woodburning Fireplace/pellet stove	\$65.00	Includes \$15.00 C/C fee

✓ Fireplace (cont)	\$35.00	No C/C Issued
Chimney Reline (inspection required prior to closure)		
Fire Extinguishing Systems	\$25.00	
Fireworks	\$50.00	Non-profit organizations exempt from fee: permits are still required
Follow-up Re-Inspection fee	\$50.00-Must be paid prior to issuance of C of O and C of C	
Gazebo	\$50.00 up to 144 sq.ft. or \$.16 per sq. ft. (whichever is greater)	Includes \$10.00 C/C fee
Garage	\$75.00 or \$.16 per sq ft. (whichever is greater)	Includes \$10.00 C/C fee
✓ Generators, Permanent	\$75.00	Includes \$10.00 C/C fee
Hot Tub	\$50.00	Includes \$15.00 C/C fee
Pavilion	\$40.00 for up to 600 sq. ft. \$60.00 for 600 sq. ft. up to 800 sq. ft. \$75.00 for over 801 sq. ft.	Includes \$15.00 C/C fee Includes \$15.00 C/C fee Includes \$15.00 C/C fee
Pool		
Above-ground	\$50.00	Includes \$15.00 C/C fee
In-ground	\$75.00	Includes \$25.00 C/C fee
Fill-Ins	\$25.00	Instrument Survey Required
Inflatables (capable of water depth of 24" or more)	\$25.00 (must meet all NYS enclosure requirements)	
Pool Decks (detached)	\$40.00 for 33 sq. ft. up to 120 sq. ft. \$65.00 for 121 sq. ft. up to 400 sq. ft.	Includes \$15.00 C/C fee Includes \$15.00 C/C fee
Porch	\$75.00 or \$.16 per sq ft. (whichever is greater)	Includes \$10.00 C/C fee C/O fee included
Remodel (with structural alterations)	\$75.00 or \$.16 per sq ft. (whichever is greater)	
Seasonal Rooms (3 season, enclosing deck, etc.)	\$100.00 or \$.16 per sq ft. (whichever is greater)	Includes \$25.00 C/C fee
✓ Signs	\$15.00 – Residential – After ZBA approval \$35.00 – Commercial – After ZBA approval Simple changes (as approved by Building Inspector) are at no charge.	
Solar Panel Installation	\$75.00	Includes \$10.00 C/C fee

***Residential – New Home
Permit Fees***

Certificate of Occupancy required for all residential & commercial construction

New Construction & Additions	\$.20 per sq. ft. with a \$100.00 minimum (whichever is greater)	
Fireplace		
Vent Free	\$35.00	(These fees for installation in new home only.)
D/V Gas Log	\$50.00	See "Building Permit Fees" for installation in existing home
Woodburning	\$65.00	
Garage	\$75.00 or \$.16 per sq. ft. whichever is greater	
Porch	\$75.00 or \$.16 per sq. ft. whichever is greater	
Remodel to habitable space	\$75.00 or \$.16 per sq. ft. whichever is greater	
Existing Structures without permits	\$50% surcharge for permits not originally sought or issued – in addition to regular, existing fee	
Apartments / Townhouses	\$.30 per sq. ft.	Includes \$10.00 C/C fee
Two-Family Dwelling	\$.25 per sq. ft.	

Sewer Connection:

Units in GCO regulated districts shall be exempt from town fees but responsible for any fees required by GCO

New connections in new Town districts shall be levied fees per County fee schedule, plus \$1,500 per unit infiltration and inflow fee.

In addition, connection to existing Town districts shall be levied fees per County fee schedule for permit and inspection fee, plus \$1,500 per unit infiltration and inflow fee.

Commercial/Industrial

New Construction \$.16 per sq. ft. with a \$500.00 minimum
structures over 20,000 sq. ft shall be at \$.08 per sq. ft.

Sewer Connection:

Units in GCO regulated districts shall be exempt from town fees but responsible for any fees required by GCO

New connections in new Town districts shall be levied at \$300 per building (use County remittance form), plus \$1,500 per unit infiltration and inflow fee.

In addition, connection to existing Town districts shall be \$500 per unit permit and inspection fee, plus \$1,500 per unit infiltration and inflow fee.

Additions \$.16 per sq. ft. with a \$250.00 min. whichever is greater

Non Listed Commercial \$150.00 Minimum
Miscellaneous \$250.00 for 4 or 5 inspections
 \$350.00 for 6 inspections

**Certificates of
Occupancy**

Fees

Residential

✓ Single-Family Dwelling	\$1,100.00 = \$750.00 Recreational Fee plus \$350.00 Certificate of Occupancy
Driveway Escrow (apron only)	\$750.00
Grading Escrow	\$1,000.00
Soil Stabilization Escrow	\$1,000.00
Multiple-Family Dwelling	\$750.00 Recreational Fee <u>per unit</u> plus \$350.00 Certificate of Occupancy <u>per unit</u>

Existing Residential

Habitable Space Additions	\$ 50.00 up to 300 sq. ft. (No Rec. Fee) \$100.00 – 301 sq. ft. & greater (No Rec. Fee) (C/O required on <u>all</u> habitable space structures)
Existing Multiple-Family Dwelling	\$ 75.00 <u>per unit</u> (Upon transfer of title to new owner)

Commercial

Per Building	\$750.00 plus \$1,000.00 Rec Fee
✓ Additions	\$350.00

Zoning Board Applications

✓ Area Variance	\$125.00 for first variance & \$60.00 for each additional appeal
✓ Conditional Use Permit	\$185.00
Special Sign Permit*	
Residential	\$150.00
Commercial/Industrial	\$300.00
Alter approved sign	\$100.00

*(Also, see “sign” under “Building Permit Fees” for permit costs after ZBA approval)

✓ Special Use Permit	\$165.00
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Use Variance

✓ Use Variance	\$400.00
Residential	
✓ Commercial/Industrial	\$500.00

For applications of parcels containing ten (10) acres or more, a fee of \$25.00 will be collected to cover the extension of the mailing of the neighbor notifications from 200 feet to 500 feet.

Planning Board Applications

Residential

Concept Review – (engineering fee) (16 copies)	\$500.00 up to four lots (not a required application) \$1,000.00 five to ten lots \$ 70.00 each additional lot
Public Hearing (22 copies) *includes 6 for DRC	\$400.00 meeting fee Plus : \$650.00 single lot-Engineering Fees \$1000.00 two lots-Engineering Fees \$200.00 each additional lot-Engineering Fees
Old Business (16 copies)	\$400.00 meeting fee
Additional Phase Building For Final	\$150.00 per lot <i>plus</i> meeting fee } Engineering Fees
Informal Application –(engineering fee)	\$450.00 – <i>See Town of Ogden Code §173-11, Waivers</i>

Planning Board Applications (cont.)

Commercial

Concept Review	\$1,000.00 one lot Plus \$200.00 each additional lot
Public Hearing	\$400.00 advertising & Board fees Plus: \$1,000.00 Single lot \$400.00 Each additional lot
Old Business	\$400.00
Site Approval – Additional Phase	\$400.00 Meeting fee Plus \$75.00 per lot

For applications of parcels containing five (5) acres or more, a fee of \$60.00 will be collected to cover the extension of the mailing of the neighbor notifications from 500 feet to 750 feet.

Miscellaneous

Research Fees	\$22.00
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(No fee search for verifying existence of permit(s), but if request to archives is made and/or copies to be made for closing, estates, etc., and/or letters of verification to be written a research fee is to be charged. Additionally, no fee except \$.25 per copy charge for owner only of property, if permit copy that is within the files of the Building Department is requested.

Incentive Zoning Application (Fee Schedule)

Pre-Application Fee	\$1500.00 (non-refundable)
Application Fee (Initial)	\$5000.00

In the event that the Town incurs additional legal, engineering, or other associated fees over and above the initial application fee, any such additional sum shall be deemed additional application fees and shall be payable to the Town within 30 days of invoice. Any unused application fee shall be refunded to the applicant.

TOWN OF PARMA

BUILDING PERMIT FEES

RESIDENTIAL STRUCTURES

NEW BUILDINGS

1. \$0.20 per sq. ft. of all floor area except crawl space or cellar
2. Recreation Fee - \$450.00
3. Certificate of Occupancy - \$ 100.00
4. Building Permit renewal - \$ 40.00 – 6 mos extensions
5. Foundation only - half the total cost of permit

GARAGE, CARPORT, PORCHES, COVERED PATIOS, DECKS

1. \$ 0.10 per sq. ft. if built under same permit as a residential structure; otherwise
2. \$30.00 plus 0.10 per sq. ft. (Residential)

RESIDENTIAL STORAGE BUILDINGS, SHEDS, AGRICULTURAL BUILDINGS, BARNs, GREEN HOUSES, ETC.

1. 25 to 100 SQ. FT. - \$30.00
2. Over 100 sq. ft - \$30.00 plus \$0.10 per sq. ft.
3. Zoning Permit fee for AG Buildings - \$75.00

RESIDENTIAL ADDITIONS (Vertical or Horizontal) STRUCTURAL CHANGES

\$30.00 plus \$0.20 per sq. ft.

CHIMNEYS, FIREPLACES, SOLID FUEL OR GAS HEATING DEVICES - \$50.00 ea.

(excluding conventional furnaces or boilers)

CERTIFICATE OF OCCUPANCY

\$100.00 if issued in connection with and as a conclusion to a current building permit

BUSINESS, COMMERCIAL, INDUSTRIAL STRUCTURES

1. Consolidated Review - Complete structural plans including all utilities submitted with permit application.
 - a. \$0.20 per sq. ft. of all floor area up to 10,000 sq. ft
 - b. \$0.10 per sq. ft. for all floor area over 10,000 sq. ft.
 - c. Minimum permit \$150.00
2. Segmented Review - An additional fee of \$0.05 per sq. ft. will be charged for review of each additional plan required that is not part of the original application, including but not limited to electrical, heating, plumbing, sprinkler system, interior build out, etc.
3. Certificate of Occupancy \$150.00
4. Permit renewal \$100.00
5. Foundation only - half the total cost of permit

2.

OTHER STRUCTURES

SWIMMING POOL

1. Residential Above-ground - \$ 50.00
2. Residential In-ground - \$ 75.00
3. Commercial project - \$100.00
4. Hot tub - \$ 50.00

FENCES

1. \$30.00 plus \$0.03 per lineal foot of fencing

MISCELLANEOUS

1. Wind energy systems, silos, grain dryers, sun or rain roof, shelters, satellite antennas, radio antennas, private towers, permanent stand-by generators, commercial fuel storage tanks - \$50.00
2. Commercial towers - \$50.00 plus \$2.00 per vertical foot

PARTIAL STRUCTURAL and INFRA-STRUCTURE RENOVATIONS

1. Roof structure repair or replacement - \$30.00 plus \$0.03 per sq. ft.
2. Interior partition removal or installation - \$30.00 plus \$0.05 per sq. ft. of space involved
3. Interior wall finish, removal and replacement (gutting) - \$20.00 plus \$0.03 per sq. ft. of space involved
4. Door & Window replacements which call for structural changes or header alterations - \$30.00 per opening

DEMOLITION/REMOVAL OF A STRUCTURE

1. Under 1,000 sq. ft. - \$50.00; Over 1,000 sq. ft - \$100.00
2. Commercial fuel tank removal - \$50.00

ADDITIONAL FEES

Follow-up inspections to check for compliance with comments on original inspection:

1. First follow-up - \$20.00
2. Subsequent follow-up- \$30.00 per inspection

Certificate of Conformity or Compliance for existing structures

\$30.00 plus \$20.00 per hour

Surcharge for permit obtained after construction has started - \$75.00

Removal of stop work order - \$300.00

3.

MISCELLANEOUS FEES

Excavation or Filling Permits (Reference Parma Code Section 33-22 & 33-12)

- | | |
|--|------------------|
| 1. Application Fee | \$50.00 |
| 2. Review Fee (entire area proposed for filling or excavating) | \$40.00 per acre |
| 3. Annual Inspection Fee
(Each acre under active excavation or filling where final site restoration has not been completed) | \$25.00 per acre |
| 4. Administrative permit for minor fill - not exceeding 25 cubic yards per parcel per year | \$25.00 |

Sewer tap-in for new homes or new connections

1. \$100.00 per dwelling unit
2. \$250.00 - commercial

✓ **Sign Permit**

\$30.00 plus \$1.00 per sq. ft. of sign area

Temporary Signs

\$35.00 per seven day period (may be issued ten times a year)

Subdivision or Tract Identification Signs

\$20.00 plus \$1.00 per sq. ft. of face area (one side)

Temporary Special Events

- | | |
|---|----------|
| 1. Type 1. Fund-raising for nonprofit religious, educational or community service organizations | No fee |
| 2. Type 2. Temporary banners | \$50.00 |
| 3. Type 3. Promotional activities or devices (signs, searchlights, balloons) | \$50.00 |
| 4. Type 4. Commercial activities (tent sale, trade show, farmers market) | \$75.00 |
| 5. Type 5. Public events for entertainment or amusement | \$500.00 |

Temporary Certificate of Occupancy and Escrows

1. \$20.00 in addition to regular Certificate of Occupancy fee
2. ESCROW amount shall be 1.5 times the documented and approved estimates for completion of grading, painting or miscellaneous finish items that have no structural, health or safety significance.
(Note: Temporary Certificates of Occupancy will only be issued when natural forces such as inclement weather prevent proper completion)

Special District Start-up Fee - \$100.00

BOARD REVIEW AND HEARING FEES**Planning Board Application**

1. One Lot Subdivision and/or site plan
 - a. Application \$100.00
 - b. Public Hearing \$ 75.00
 - c. Site plan review \$100.00
 Plus Engineering Fees in Excess of \$100.00
2. Multi-Lot or Multi-Residential Development
 - a. Application fee \$50.00 per lot or dwelling unit
 - b. Public Hearing \$75.00
 - c. Site Plan Review:
 - 1) Conceptual \$40.00 per lot or dwelling
 - 2) Preliminary \$75.00 per lot or dwelling unit
 - 3) Final \$75.00 " " " "
 Review fees that exceed the above amounts will be billed to the applicant, plus a 5% processing fee.
3. Business or Industrial Site Plan Review
 - a. Application Fee \$300.00
 - b. Public Hearing \$ 75.00
 - c. Review \$100.00
 Review fees that exceed the above amounts will be billed to the applicant, plus a 5% processing fee.
4. Property split/merge \$100.00
5. EPOD permit fee \$100.00

Zoning Board of Appeals Application

1. Variance Application
 - a. Public Hearing \$ 75.00
 - b. Review & Processing \$125.00
- 2 Special Permits
 - a. Public Hearing \$ 75.00
 - b. Review & Processing \$125.00
 - c. Renewal without Public Hearing - \$50.00 (Special Permit Renewal)

Rezoning Applications (Town Board)

1. Application Fee \$250.00
2. Public Hearing Fee \$100.00
3. Publication and Zoning Map Revisions - \$50 plus \$10.00 per acre

Approved by resolution of Town Board _____.

VILLAGE OF MACEDON

FEE SCHEDULE

(Adopted on April 23, 2014)

Effective Immediately

<u>Miscellaneous</u>	<u>Service Fee</u>
Tax Search	\$12
Returned Checks	\$20
Duplication Fee	\$.25 per page
Sewer Rents	\$260 Annual
Sewer Connections:	
Up to 4"	\$1,500
6"	\$3,500
8"	\$5,500
✓ Gas or Solid Fuel Heating Device	\$30
✓ Sign Permit	\$30
✓ Demolition Permit : Commerical	\$250/structure & .25 Sq ft
Residential	\$150/structure & .25 Sq ft
Fire Safety Code Insp.:	
✓ Residential (2 & 3 Family)	\$20/Unit
✓ Public Assembly-Churches/American Legion	\$25
✓ Apartments	\$15/Unit
Commercial (This includes Mixed Use)	\$25/Unit
✓ Industrial (under 30,000 SF)	\$50
✓ Industrial (over 30,000 SF)	\$100
Building Permits	\$75.00
✓ Residential Construction	\$75 + .20/sq ft
✓ Commercial Construction	\$150 + .20/sq ft
Peddlers Permit	\$240.00 annual
Short Term Peddlers Permit	\$25.00 per day
✓ Life Expectancy of Pool Permit was Issued to Pools	\$30 Above Ground \$40 Inground
Water Service	See application for water service
Water Shut Off/On	\$30
Installation Frost Plates	\$10

**VILLAGE OF MACEDON
FEE SCHEDULE**

(Adopted on April 23, 2014)

Department of Public Works Property Maintenance	\$250 per day
Inspection Fee	\$50
Master Plan Pick-Up	\$25
Zoning Ordinance Copy	\$50

Cemetery

Service Fee

Cemetery Lots	\$500 non Village Resident \$150 Village Resident
Grave Openings	\$400 Weekdays \$550 Saturdays \$750 Sundays \$100 Baby \$125 Cremation Weekday \$200 Cremation Saturday \$375 Disinterment Foundation \$4/inch Veterans Foundation \$50 up to 2 ft
Storage	\$100/up to 4 months \$50/month thereafter
Moving Assistance (Village Residents are Exempt)	\$25 per hour/per man
Pavilion Use Fee (Village Residents are Exempt)	\$75 Individual \$75 Club or Organization \$200 (min.) Public Event
Park Gazebos	\$50

Applications submitted to the Planning Board

A. Residential Submissions - Site Plan/Subdivision Approval

Planning Board Application Fees	
✓ Sketch Plan	\$25 + \$5/lot or unit
Subdivision	\$50 plus \$5 per acre or part thereof
Subdivision Recreation Fee	\$600
Public Hearing Sign Fee	\$20.00
Preliminary Site	\$100 plus \$15/lot
Final Site Plan	\$50 plus \$10/lot
Engineering Review Fee	
Sketch Plan	\$90 + \$5/lot or unit
Preliminary/Final	\$300 (Fee could increase depending on # lots)

VILLAGE OF MACEDON

FEE SCHEDULE

(Adopted on April 23, 2014)

All other applications to the Planning Board including: Home Occupation, Special Use Permit, Sign Permit, Grading Permit, Pond Permit, Rooming Houses, Windmills, Residential Conversions, Tourist Bed and Breakfasts and Public Markets.

Planning Board Application Fee	\$75
Engineering Review Fee	\$100
Public Hearing Sign Fee	\$20

At the recommendation of the Village Engineer and authorization of the Village Board, outside professional engineering, planning and/or legal services may be contracted to assist the Village in its review of the Application. The project Applicant shall be responsible for reimbursement of all fees relative to the Application submitted. This would include a 10% administration fee.

✓ Applications Submitted to the Zoning Board of Appeals

Residential	\$200
Commercial/Industrial	\$400
Engineering Review Fee	\$100
Public Hearing Sign Fee	\$20

At the recommendation of the Village Engineer and authorization of the Village Board, outside professional engineering, zoning and/or legal services may be contracted to assist the Village in its review of the Application. The project Applicant shall be responsible for reimbursement of all fees relative to the Application submitted. This would include a 10% administration fee.

All of the above fees are payable in full at the time of application submittal and before applicant can be placed on the board's agenda with the exception of the recreation fee, which is payable at final approval.

TOWN OF GATES PERMIT FEE SCHEDULE (Updated 05/09)

↳ website lists this as the 2014 Fee Schedule

BUILDING PERMIT

Residential (new)

Commercial or Industrial (new)

Alteration or Remodeling

\$0-\$4,999

5,000-14,999

15,000-29,999

30,000-49,999

50,000-UP

Additions- Residential

Additions- Commercial / Industrial

Generators- Residential

Generators- Commercial

Garages and Car Ports

Storage Sheds

Up to 144 s.f.

Over 144 s.f.

Decks

Residential

Commercial

Foundations

Residential

Commercial- up to \$50,000

Commercial- \$50,001 & up

Cell Towers

Reinspection

Residential

Commercial

CERTIFICATES OF OCCUPANCY

Residential

Commercial / Industrial

PLUMBING PERMITS

Residential

Commercial

Water Service- Residential

Water Service- Commercial

Sump Pumps- Residential

Sump Pumps- Commercial

Grease / Oil Separators

Oil Interceptors

Gas Line for fireplace inserts

Fixtures

Drains & Laterals

FEE

\$.20 square foot

.40 square foot

40.00 (FLAT FEE)

70.00 (FLAT FEE)

125.00 (FLAT FEE)

250.00 (FLAT FEE)

.006 x COST VALUE

50.00 Base + .25 SF

100.00 Base + .35 SF

40.00

65.00

40.00 Base + .20 SF

40.00 (FLAT FEE)

60.00 (FLAT FEE)

up to 144 sf. 60.00 FLAT FEE (.10 sf over 144 sf)

.10 SF (100.00 MIN)

50.00 (FLAT FEE)

150.00 (FLAT FEE)

200.00 (FLAT FEE)

850.00

25.00

40.00

200.00

350.00

FEE

\$ 40.00 (BASE FEE) plus fixtures / drains / laterals

80.00 (BASE FEE) plus fixtures drains /laterals

25.00 (FLAT FEE)

50.00 (FLAT FEE)

10.00 (FLAT FEE)

20.00 (FLAT FEE)

25.00 (FLAT FEE)

25.00 (FLAT FEE)

40.00 (FLAT FEE)

5.00 (EACH)

10.00 (EACH)

✓ PLUMBING LICENSES	\$100.00 (ANNUALLY)
✓ SIGN PERMITS	50.00 (FLAT FEE)
✓ SWIMMING POOLS	60.00 (A/G) 75.00 (I/G)
✓ DEMOLITION	
Residential	50.00 (FLAT FEE)
Commercial	.05 SF - \$100.00 MINIMUM
✓ FENCE	40.00
Dumpster Enclosure	40.00
STOP WORK ORDER	100.00
TRAILER STORAGE PERMITS	\$ 50.00 (TEMP. STORAGE & OFFICE CONST.)

TOWN OF GATES BOARD APPLICATIONS FEE SCHEDULE (Effective 03/10/08)

<u>TOWN BOARD APPLICATIONS</u>	<u>FEE</u>
Rezoning of Land	\$ 50.00 per acre w/ \$300.00 minimum
Conditional Use Permit (Public Hearing)	200.00
Conditional Use Permit (Renewal)	150.00

<u>PLANNING BOARD</u>	<u>FEE</u>
Sketch / Concept Review	\$250.00 flat fee (8 sets of plans)
Preliminary Site Review (commercial)	350.00
✓ Preliminary Site Review	300.00 + \$50.00/lot (16 sets of plans)
Final Review (Site / Subdivision Development)	300.00 flat fee + \$50.00/lot (all stamps on)
Environmental Assessment	75.00
Conditional Use Permit	200.00
Three Man Committee	150.00

<u>ZONING BOARD OF APPEALS</u>	<u>FEE</u>
Area Variances	\$100.00
Use Variances	250.00
Environmental Assessment	75.00
Conditional Use Permits	200.00

<u>SUBDIVISION OF LAND</u>	<u>FEE</u>
Review of Resub Maps and Signature of Planning Board Chairman	\$ 200.00 per lot

TOWN OF GATES
FIRE MARSHAL FEES
OPERATIONAL PERMITS AND CONSTRUCTION PERMITS

Operational Permits	
	FEE
Carnivals / Fairs	\$100.00
Exhibits / Trade Shows	\$100.00
Combustible Dust Producing Operations	\$75.00
Combustible Fiber Storage	\$75.00
Explosives / Blasting	\$100.00
Flammable & Combustible Liquid Storage	
Up to 25 gallons inside & 50 gallons outside	\$75.00
Over 25 gallons inside & 50 gallons outside	\$100.00
Bulk Storage - First 50,000 gallons	\$100.00
Bulk Storage - Each additional 100,000 gals.	\$25.00
Gasoline Service Stations	
First 20,000 gallons	\$75.00
Each additional 10,000 gallons	\$25.00
Each dispensing unit	\$10.00
Hazardous Materials	\$100.00
LP-Gas (propane cages)	\$75.00
Magnesium	\$75.00
Pyrotechnic Displays	\$150.00
Vehicle Repair Garages	\$75.00
High Piled Storage	\$75.00
Lumber Yards / Woodworking Plants	\$75.00
Miscellaneous Combustible Storage	\$75.00
Flammable Spray / Dipping Operations	\$75.00
Storage of Scrap Tire & By-Products	\$100.00
Amusement Buildings	\$100.00
Places of Assembly	
1 TO 100 OCCUPANTS	\$75.00
101 TO 500 OCCUPANTS	\$100.00
OVER 500 OCCUPANTS	\$150.00
Automotive Wrecking Yards / Junkyards	\$75.00
Waste Oil Heaters	\$50.00
Cryogenics	\$75.00
Dry Cleaning Plants	\$75.00
Fruit Ripening Process	\$75.00
Fumigation & Thermal Insecticidal Fogging	\$100.00
Multiple Dwellings	
Up To 100 Dwelling Units	\$100.00
101 To 200 Dwelling Units	\$150.00
201 Or More Dwelling Units	\$250.00
Day Care Centers	\$25.00

Construction Permits	
	FEE
Automatic Fire Extinguishing Systems	\$125.00
Fire Alarm / Detection Systems & Equipment	\$125.00
Fire Pumps & Equipment	\$125.00
Flammable & Combustible Liquid Storage & Equipment	\$125.00
Hazardous Materials	\$125.00
LP-Gas	\$125.00
Private Fire Hydrants	\$125.00
Flammable Spray / Dipping Operations	\$125.00
Standpipe Systems	\$125.00
Temporary Membrane Structures	\$125.00
Solid Fuel Burning Appliances	\$125.00
Unvented Room Heaters	\$50.00
Torch Down Roofing	\$125.00
ADMINISTRATIVE FEES	
	FEE
After Hours Inspection	\$50.00
Re-Inspection	\$50.00
Stop Work Order	\$100.00
File Review Fee	\$25.00
Truss Identification Sign Enforcement	\$50.00

COMMERCIAL BUILDING/PLUMBING PERMIT Fee Calculation
TOWN OF GREECE

Date: _____
 Initials: _____

PERMIT TYPE: New Building Addition Renovation

Total Square Feet _____

Value of Construction
 Square Footage X Value from Building Valuation Table
 Reported Value \$ _____

Building Fee:	(\$90,000 & up)	Value \$ _____	x .008	Total: \$ _____
	(\$50,000 - \$89,999)	(\$700)		Total: \$ _____
	(\$30,000 - \$49,000)	(\$500)		Total: \$ _____
	(\$10,000 - \$29,999)	(\$300)		Total: \$ _____
	(\$0 - \$9,999)	(\$150)		Total: \$ _____
C of O Fee:		(\$100)		Total : \$ _____
Storm Drainage Fee:		(per 5,000 sq. ft: \$500)		Total: \$ _____
Town Sanitary Sewer Fee:				Total: \$ _____
County Sewer Fee:		(\$350)		Total: \$ _____
Commercial Application Fee:		Value \$ _____	X .005 + \$100	Total: \$ _____
Re-Review Fee:				Total: \$ _____
Miscellaneous Fee: (See notes for explanation of charges)				Total: \$ _____

.....
TOTAL FEE CHARGED: Total: \$ _____

NOTES/ANY MODIFICATIONS INCLUDING FEE WAIVERS:

 Approval Signature Date

APPLICATION FOR COMMERCIAL BUILDING/PLUMBING PERMIT

Building Office
585-723-2350
Fax 585-723-2457

Town of Greece
One Vince Tofany Blvd.
Greece, New York 14612

Inspection Phone Line
585-723-1923

(Please Print or Type)

Date _____

Permit Type: [checked] ✓

New Building [] Addition [] Renovation [] Accessory Structure []
Furnace [] Reline [] Water Heater [] Interior Demo [] Building Demo [] Seasonal Space []
(Asbestos survey and/or abatement may be required on renovation and/or demolition).
Tenant Change [] From _____ to _____ Classification _____

Site Address _____ Tenant Name _____
Address also known as _____

Property/Business Owner Information

Contractor Information

Name _____
Address _____
City _____ State _____ Zip _____
Phone _____ Fax _____
E-Mail Address _____

Business Name _____
Contact Person _____
Address _____
City _____ State _____ Zip _____
Fax _____ Cell _____
Business Phone _____
E-Mail Address _____

Architect/Engineer Information

Company Name _____
Address _____
Phone _____ Fax _____

Contact Name _____
City _____ State _____ Zip _____
Cell _____ E-Mail _____

Describe Proposed Project: _____

Floor Area _____ x _____ Stories _____ Total Sq. Ft. _____

Value of Construction \$ _____ Value of construction is the cost of the improvement, including any implied value of donated material or labor. For contractor work, it is the total cost.

A Building permit expires 12 months from the date of permit issuance.

Application is hereby made to the Building Office for the issuance of a Building/Plumbing Permit pursuant to the Title 19 NYCRR for the construction of buildings, additions or alterations or the removal or demolition, as herein described. The applicant or owner agrees to comply with all applicable laws, ordinances, regulations and all conditions expressed on this application which are part of these requirements and also will allow all inspectors to enter premises for the required inspections.

(Applicant - Contractor Name - Please Print)

(Plumber's Name - Please Print)

(Applicant's - Contractor Signature)

(Plumber's Signature)

(For office use only)

Insurances Liability [] Compensation []
Two Sets of Stamped Plans []
Com Check (Energy Code) []
Asbestos Certification []
Building Code Data Sheet []

Fire Marshal Approval _____
Permit Rec. By _____
Permit Date _____
Permit Approval _____
Zone Approval _____

Job Contact Sheet []
C of O Fee \$ _____
Plan Rev Fee \$ _____
Permit Fee \$ _____
Total Permit Fee \$ _____



**APPLICATION FOR RENTAL PROPERTY
PERMIT
TOWN OF GREECE TECHNICAL SERVICES**
1 Vince Tofany Blvd,
Greece, NY 14612
(585) 723-2443

Property Address: _____

of Dwelling Units: _____

Date: _____

Owner Information:

Name: _____

Address: _____

Primary Telephone Number: _____

Secondary Telephone Number: _____

Email: _____

Business Information:

Name: _____

Address: _____

Primary Telephone Number: _____

Secondary Telephone Number: _____

Email: _____

Property Manager Information:

Name: _____

Address: _____

Primary Telephone Number: _____

Secondary Telephone Number: _____

Email: _____

This permit expires **90 days** from the date of issuance. The Applicant or owner agrees to comply with all applicable laws, regulations and conditions expressed on the application. In addition, the owner will allow the Building Inspector (or authorized representative) to enter the premises for any required inspections.

Owner Signature: _____

For Official Use Only

Permit Review

Received by _____

Reviewed by _____

Date Reviewed: _____

Permit Package Check List

Floor Plan _____

Proper Identification _____

ORPS Screen _____

Permit Fees

Base Fee **\$150.00**

Additional Tenant Units () x \$10 = _____

TOTAL PERMIT FEES \$ _____

**VILLAGE OF BROCKPORT
VILLAGE BOARD LIAISONS
TO DEPARTMENTS / AREAS / BOARDS / COMMITTEES / OUTSIDE ENTITIES**

**JULY 2013 – JULY 2014
Adopted 8/5/13**

Mayor Blackman, Trustee/Deputy Mayor Andrews, Trustees Ciciotti, Hannan, La Pierre

Personnel / Human Resources	Blackman
Budget & Finance	Blackman
Town/Gown Relations (SUNY College at Brockport)	Blackman
Intergovernmental Relations (Towns of Sweden & Clarkson)	Blackman & Andrews
Police Department	Hannan & La Pierre
Building / Zoning / Code Enforcement Planning Board Zoning Board of Appeals Code Review Committee	Ciciotti & Hannan
Department of Public Works Parks Committee	Ciciotti & La Pierre
History Historic Preservation Board Emily L. Knapp Museum & Library of Local History Brockport Community Museum	Andrews Hannan Andrews
Economic Development Farmers Market Welcome Center Management Committee BMA (Brockport Merchants Association) GBCoC (Greater Brockport Chamber of Commerce) GBDC (Greater Brockport Development Corporation) BISCO (Brockport Integrated Service & Community Org)	La Pierre Andrews Hannan La Pierre Andrews Ciciotti
Seymour Library Board	Andrews
Tree Board	Blackman
Walk Bike Brockport Action Group	Andrews



VILLAGE OF BROCKPORT

49 State Street · Brockport, New York 14420
Telephone (585) 637-5300 · Fax (585) 637-1045
Website: www.brockportny.org

*The Victorian Village on the Erie Canal
Preserve America Community
Listed on the State and National Registers of Historic Places
Certified Local Government
Tree City USA Community
Erie Canalway Heritage Award of Excellence*

DRAFT
VILLAGE OF BROCKPORT
Request for Proposals
Architect Services

The Village of Brockport seeks proposals for architect services regarding modifications to Village Hall to accommodate Village Court.

Interested consultants should e-mail DPW Superintendent Harry Donahue and Building Inspector/Code Enforcement Officer David Miller at hdonahue@brockportny.org and dmiller@brockportny.org to request a meeting/site visit to learn of the needs and layout concept.

Proposals requested by _____pm, _____, 2014 by e-mail to:

Leslie Ann Morelli
Village Clerk
Village of Brockport
49 State Street
Brockport, NY 14420
lmorelli@brockportny.org

For publication in Suburban News, Rochester Business Journal, The Daily Record.

For posting on Village website and Village Hall bulletin board.

Leslie Ann Morelli
Village Clerk
Village of Brockport

Dated: _____, 2014

Mayor Margaret B. Blackman
Trustee/Deputy Mayor William G. Andrews
Trustees Valerie A. Ciciotti, Carol L. Hannan, John D. La Pierre