

TOWN OF ESSEX, NY

PERMIT APPLICATION FEE SCHEDULE

Effective February 15, 2016

Application fees do not include required electrical inspection fees by outside agencies. An additional 50% of the application fee will be charged as a penalty for starting a project without a permit.

1. One of Two Family Home (including manufactured homes, enclosed porches and attached garages)

For additional required permits, see Note 1 below.

Per square foot* - see Note 2 below	\$ 0.10
Minimum Fee	\$ 50.00
Permit for foundation only	\$ 40.00

2. Multiple Dwellings (maximum fee \$1,000.00)

For additional required permits, see Note 1 below.

Per square foot* - see Note 2 below	\$ 0.20
Minimum Fee	\$ 150.00
Permit for foundation only	\$ 75.00

3. Buildings/Structures of Non-Residential Occupancy

For additional required permits, see Note 1 below.

Per square foot* - see Note 2 below	\$ 0.30
Minimum Fee	\$ 150.00
Permit for foundation only	\$ 50.00

4. Structures Other Than Buildings (includes cellular towers, underground storage tanks, docks, retaining walls, solar panels, etc.)

\$ 50.00

5. Unattached Residential Garages, Carports & Utility Sheds/Agricultural Buildings

Sheds under 140 sq.ft require no permit; for additional required permits, see Note 1 below.

Per square foot* - see Note 2 below	\$ 0.15
Minimum Fee	\$ 40.00

6. All Additions (including enclosed porches and attached garages)

For additional required permits, see Note 1 below.

Per square foot* - see Note 2 below	\$ 0.15
Minimum Fee	\$ 25.00

Note 1: Additional permits and fees required for septic, fuel burning devices, and chimneys. Exception: No additional fee required for furnaces and attached chimneys when issued with (1) – (6) above. Permit is required.

Note 2: STAMPED PLANS ARE REQUIRED FOR HOMES OVER 1,500 SQUARE FEET, FOR ALL COMMERCIAL BUILDINGS, AND FOR STRUCTURAL ALTERATIONS OVER \$10,000.

*Sq. footage based on outside dimensions of building; shall include habitable basements/attached garages.

7.	<u>Demolition</u>	\$ 50.00
8.	<u>Decks and Open Porches</u> (no fee for accessibility ramps on single family homes)	
	Per square foot	\$ 0.15
	Minimum Fee	\$ 35.00
9.	<u>Mobile Homes</u> (aka single-wide trailers)	
	Includes porches, decks & entries up to 50 sf.	\$ 75.00
10.	<u>Swimming Pools</u>	
	Above- or below-ground	\$ 50.00
	Enclosures around pre-existing pools	\$ 20.00
11.	<u>Solid, Liquid or Gas Burning Devices</u>	\$ 50.00
	If applied with any #1-6 above	\$ 10.00
12.	<u>Chimney Permit</u>	\$ 50.00
	If applied with any #1-6 above	\$ 10.00
13.	<u>Fuel Burning Device and Chimney</u> (applied for together)	\$ 50.00
14.	<u>Septic Systems</u> (new or repairs)	\$ 65.00
15.	<u>Signs</u>	\$ 25.00
16.	<u>Conversion or Change of Occupancy</u>	\$ 50.00
17.	<u>Home Occupation</u>	\$ 50.00
18.	<u>Zoning Permit</u> (setbacks for agricultural buildings, etc.)	\$ 20.00
19.	<u>Certificate of Inspection</u> (Final inspection; no permit issued)	\$ 75.00

20.	<u>Fire Safety Inspection</u> (as required by NYS Building/Fire Codes)	\$ 25.00
21.	<u>Building Permit Renewal</u>	
	Based on Current Fee 1 Year	33%
	2 Years	67%
22.	<u>Zoning Board of Appeals</u>	
	Use or Area Variance; Interpretations	\$ 50.00
23.	<u>Lot Line/Boundary Line Adjustments</u>	\$ 30.00
24.	<u>Minor Subdivisions</u>	\$ 75.00
25.	<u>Major Subdivisions</u>	\$ 100.00 + \$10/lot
26.	<u>Special Use Permit</u>	\$ 50.00
	Includes basic SUP, SUP w/site plan review & abbreviated SUP w/site plan review.	
27.	<u>Miscellaneous Fees</u>	
	Abutters Fee (per page)	\$ 1.00
	Photocopies (per page)	\$ 0.25
	Returned Check Fee	\$ 35.00

There will be a \$50.00 fee to reschedule public hearings in all Planning Board cases, when postponed by the applicant after legal notices are sent out to the newspapers and abutters.

An escrow account may be established for all applicants for Major Subdivisions and Special Use Permits to cover the cost of legal, planning, engineering, and other consultant fees. The Planning Board, at its discretion, and when needed, may establish an escrow account for Minor Subdivisions.

Environmental Review Fee: Preparation of an Environmental Impact Statement, environmental documents, and review of impacts addressed under SEQRA will be charged to the applicant. Actual costs up to the limits stipulated in 6NYCRR Park 617.13 b, c, and d (as may be amended) will be charged. An escrow account will be established for the purpose of this review.

Waiver of Fees: The Planning Board shall have the option to waive or reduce fees at its discretion, e.g. for low-income housing, religious institutions, accessory apartments, and minor renovations costing under \$2,500, or where the Planning Board makes a finding that because of the unique circumstances of an application, applying the fees would be an undue hardship and contrary to the intent of the fee schedule.

Essex Town Board

Effective 2/15/2016