

Standard Schedule of Fees of the Town of North Salem

§ 85-4. Fees Enumerated

Chapter 42, Bingo

- A. Bingo license, each occasion: \$10.

Chapter 48, Blasting and Explosives

- A. Each blasting permit: \$500, plus amount indicated on sliding scale set forth in Schedule A. Editor's Note: Schedule A is included at the end of this chapter.
- B. Registration for renewal: \$25.
- C. Town consulting engineering review fee: as required in § 85-5.
- D. Special exception fee: \$25.

Chapter 60, Cabaret and Adult Entertainment Use

- A. License fee: \$250 for any license qualifying as a "new" license; \$100 for annual renewal.

Chapter 70, Dogs and Other Animals

- A. License fees:
- (1) Spayed or neutered dog: \$10.
 - (2) Unspayed or unneutered dog: \$20.
 - (3) Senior Exemption – local fee waived for dog owners, 65 years or older.
[Added 2-25-2020]
- B. Impoundment fees:
- (1) First impoundment of any dog owned by that person: \$50, plus kennel fees.
 - (2) Second impoundment within one year of first impoundment of any dog owned by that person: \$100, plus kennel fees.
 - (3) Third impoundment within one year of the first impoundment of any dog owned by that person: \$150, plus kennel fees.
- C. Adoption fee: \$10.
- D. Tag replacement fee: \$3.

Chapter 78, Electrical Standards

- A. Electrical inspections: \$50.

Chapter 89, Fill

- A. Delivery of fill landowner permit: \$200, plus all fees as may be required per § 85-5.

Chapter 100, Flood Damage Prevention

- A. Development permit (special flood hazard): \$100 per application.
- B. State environmental quality review (SEQR) processing:
 - (1) Environmental impact statement (EIS) processing: \$150, plus publication cost of the notice of public hearing, if any is held, plus the fees required in § 85-5 herein, subject to the provisions of Article 8 of the Environmental Conservation Law.

Chapter 107, Freshwater Wetlands

- A. Pre-application conference and/or field review: \$50. The applicant shall also establish an escrow account as defined in §85-5 of this chapter in a minimum amount as determined appropriate by the Building Inspector when the applicant requests review of its pre-application materials, a pre-application conference, and/or a pre-application field review involving the services of the Wetlands Inspector.
- B. Wetlands permit: \$100, plus publication cost of the notice of public hearing, if held, plus fees required in § 85-5 of this chapter.
- C. State environmental quality review (SEQR) processing:
 - (1) Environmental impact statement (EIS) processing: \$150, plus publication cost of the notice of public hearing, if any is held, plus the fees required in § 85-5 herein, subject to the provisions of Article 8 of the Environmental Conservation Law.

Chapter 115, Garbage, Rubbish and Refuse

- A. License fee, per year.
 - (1) Normal work trucks with capacity of 18,000 pounds; \$50.
 - (2) Normal work trucks with capacity in excess of 18,000 pounds; \$100.

Chapter 157, Open Space

- A. Recreation fee for a multifamily development or other form of residential development requiring only a site plan or special permit approval: \$10,000 per dwelling unit, excluding, however, from such computation the first dwelling unit approved in the development.

Chapter 167, Peddling and Soliciting

- A. Application fee: \$100.
- B. License fee: \$100.

Chapter 175, Records, Public Access to

- A. Records, not exceeding nine inches by 14 inches, per page: not to exceed \$0.25 per page.

Chapter 189, Sand and Gravel Excavation and Tree Removal

- A. Sand and gravel excavations: \$250, plus \$0.005 per cubic yard in excess of 5,000 cubic yards, plus the publication cost for the notice of public hearing (if held), plus the fees required in § 85-5 herein.
- B. Tree removal with no excavations: \$100, plus \$25 for each acre of growth area affected, plus the publication cost for the notice of public hearing (if held), plus the fees required in § 85-5 herein.

Chapter 193, Stormwater Management and Erosion and Sediment Control

- A. Stormwater pollution prevention plan: \$100, plus the fees required in § 85-5 herein.

Chapter 194, Stormwater: Illicit Discharge Detection and Elimination

- A. Submittal to remedy violation: \$100, plus the fees required in § 85-5 herein.

Chapter 195, Streets and Sidewalks

- A. Street openings:
 - (1) Permit: \$50.
 - (2) Deposit: \$500, plus bituminous-type pavement to be disturbed: \$25 each square yard, but not less than \$50.
 - (3) Curb, gutter, shoulder or other area within the right-of-way to be disturbed: \$10 each linear foot.
 - (4) Dirt, cinder or other pavements to be disturbed: \$10 each square yard.
 - (5) Structures:
 - (a) Connection to existing manhole, catch basin or other structure: \$125 each separate connection.
 - (b) Connection to new manhole, catch basin or other structure: \$275 each separate structure.

- B. Driveway construction.
 - (1) Permit: \$100.
 - (2) Bond:
 - (a) New driveway: not less than \$1,000.
 - (b) Alteration: not less than \$200.

Chapter 200, Subdivision of Land

- A. Application for subdivision approval:
 - (1) Application for pre-sketch appearance: \$100.
 - (2) Application for sketch review: \$100, plus \$25 per lot proposed, plus the fees required in § 85-5 herein.
 - (3) Application for preliminary plat approval: \$500, plus \$300 per lot proposed, plus the publication cost of the notice of public hearing (if held), plus the fees required in § 85-5 herein.
 - (4) Application for extension of preliminary plat approval: \$25.
 - (5) Application for final plat approval:
 - (a) Five hundred dollars, plus \$300 per lot proposed, plus the publication cost of the notice of public hearing (if held), plus the fees required in § 85-5 herein.
 - (b) In the event that the applicant went through preliminary subdivision plat approval, the fee of \$500 is amended to \$250 plus \$300 per proposed lot, plus the publication cost of the notice of public hearing (if held), plus the fees required in § 85-5 herein.
 - (6) Application for amended approval of subdivision plat: \$100, plus \$50 per lot affected by the proposed revision(s), plus the fees required by § 85-5 herein.
 - (7) Application for reapproval of subdivision plat: \$100, plus the fees required in § 85-5 herein.
 - (8) Boundary adjustment: \$250, plus the fees required in § 85-5 herein.
 - (9) Tax mapping fee: \$150, plus \$70 per approved or affected lot for each new filed map.
- B. Recreation fees: \$10,000 for each lot shown on an approved subdivision plat unimproved with a dwelling or \$10,000 for each new dwelling unit on an approved site plan, excluding, however, from such computation the first lot of the approved subdivision or the first dwelling unit on the approved site plan.

- C. Inspection fee for improvements: 5% of the full estimated cost of construction of roadways and drainage for each twelve-month period thereof from start of construction to completion. Inspection fees shall consist of cash, a deposit in a bank account or a letter of credit paid or established prior to commencement of the project, which the Town may at will draw upon to defray the cost of inspection up to the amount specified. As determined by the Town Board, additional inspection fees shall be paid for incomplete portions of projects for which time extensions for completion are granted.
- D. State environmental quality review (SEQR) processing:
 - (1) Environmental impact statement (EIS) processing: \$150, plus publication cost of the notice of public hearing (if any is held), plus the fees required in § 85-5 herein.
- E. Escrow account for environmental monitoring. A maximum of \$500 per approved building lot as determined by the Planning Board, to be used by the Town to defray the cost of inspection of individual lots during construction up to the amount specified. Any unexpended funds in the escrow account for an individual lot, upon issuance of a final certificate of occupancy for same and after payment of all outstanding fees incidental to inspections for the particular lot, shall be returned to the applicant who deposited same upon application to the Town Board.

Chapter 250, Zoning

A. Application to the Town Board

- (1) Petition to amend Zoning Ordinance: \$500, plus publication cost of the notice of public hearing, plus the fees required in § 85-5 herein, plus, in the case of a petition to amend the Zoning Map, \$100 per acre for each acre of land affected or \$100 per allowed dwelling unit, whichever is greater.
- (2) Application for a special permit: \$250, plus the publication cost of the notice of public hearing, plus the fees required in § 85-5 herein.
- (3) Application for planned unit development: \$500, plus \$50 per acre for each acre of land affected or \$50 per parking space for nonresidential uses and \$50 per residential unit, whichever is greater, plus the publication cost of the notice of public hearing, plus the fees required in § 85-5 herein.

B. Applications to Planning Board

- (1) Application for site plan approval:
 - (a) Application for preapplication review: \$100.
 - (b) Application for preliminary approval: \$500, plus either \$100 per proposed dwelling unit or \$50 per proposed parking space for nonresidential uses, plus the publication cost of the notice of public hearing (if held), plus the fees required in § 85-5 herein.

- (c) Application for final approval:
 - [1] Five hundred dollars, plus \$100 per proposed dwelling unit or \$50 per proposed parking space for nonresidential uses, plus the publication cost of the notice of public hearing (if held); plus the fees required in § 85-5 herein.
 - [2] In the event that the applicant went through preliminary site plan approval, the fee of \$500 is amended to \$250 plus \$100 per proposed dwelling unit or \$50 per proposed parking space for nonresidential uses, plus the publication cost of the notice of public hearing (if held), plus the fees required in § 85-5 herein.
 - (d) Application for amended site plan approval: \$100, plus \$10 per 100 square feet of site area affected by the proposed revisions, plus the fees required in § 85-5 herein.
 - (e) Application for site plan approval in connection with the renewal of a special permit:
 - [1] Site plan applications in connection with the renewal of a special permit with no prior site plan approval follow the fee schedule as per Subsection B(1)(a), (b) and (c) above.
 - [2] Site plan applications in connection with the renewal of a special permit with no significant change in a prior site plan approval for the same use: \$100, plus publication cost for the notice of public hearing (if held), plus the fees required in § 85-5 herein.
 - [3] Site plan applications in connection with the renewal of a special permit with significant change in a prior site plan approval: \$500, plus publication cost for notice of public hearing (if held), plus the fees required in § 85-5 herein.
 - (f) Inspection fee for projects for which a site plan is required: 5% of the estimated cost of driveways, parking, loading, drainage and landscaping improvements as estimated by the Zoning Enforcement Officer. Inspection fees shall consist of cash, a deposit in a bank account or a letter of credit paid or established prior to commencement of the project, which the Town may at will draw upon to defray the cost of inspection up to the amount specified. As determined by the Town Board, additional inspection fees shall be paid for incomplete portions of projects for which time extensions for completion are granted.
 - (g) For each new dwelling unit on an approved site plan: \$10,000, excluding, however, from such computation the first dwelling unit on the approved site plan.
- (2) Application for conditional use permit: \$250, plus the publication cost of the notice of public hearing, plus the fees required in § 85-5 herein.

C. **Application to Board of Appeals**

- (1) Special permit application: \$200, plus the fees required in § 85-5 herein.
- (2) Variance application: \$200, plus the fees required in § 85-5 herein.

D. **Application to Building Inspector**

- (1) Building permits.
 - (a) Permits for structures (other than roofs and signs). The total of:
 - [1] Filing fee: \$50; plus
 - [2] For each \$1,000 or fraction thereof of estimated construction costs: \$12.
 - (b) Permits for roofs and signs: \$50.
 - (c) Escrow account for engineering inspections:
 - [1] An initial escrow deposit of up to \$2,500 per building permit as determined by the Building Inspector shall be used by the Town to defray the fees of the Town's consulting engineer in conducting plan review and specified site inspections during construction appropriate to the scope of work proposed. This escrow account shall be replenished as determined necessary by the Building Inspector. Any unexpended funds in the escrow account, upon issuance of a final certificate of occupancy and after payment of all outstanding inspection fees, shall be returned to the applicant who deposited same, upon application to the Town Board.
- (2) Extensions of time limits for building permits are allowed per § 250-87. The fees for the allowed extensions of an unexpired building permit are as follows.
 - (a) Application for the first one-year extension of an unexpired building permit for which work has commenced: \$200.
 - (b) A second one-year extension of an unexpired building permit for which work has commenced is subject to the completion of all exterior work, i.e., building and site work. The fee for the second one-year extension shall be \$500.
- (3) Demolition permits: \$50, plus amount indicated in sliding scale set forth in Schedule A. Editor's Note: Schedule A is included at the end of this chapter.
- (4) Certificates of occupancy:
 - (a) Permanent: \$3 for each \$1,000 or fraction thereof of construction costs; \$50 minimum.

- (b) Temporary: \$500 for three months per § 250-90B, or \$1,000 for six months. In no event shall the aggregate period for a temporary C.O. exceed one year.
 - (c) Copies of issued certificates of occupancy: \$20 each.
- (5) Miscellaneous Building Department fees:
- (a) Amendment fee: \$50, plus additional building permit and certificate of occupancy fee based on increased cost of construction.
 - (b) Records search: \$50.
 - (c) Pre-dates: \$150; addendum to pre-dates: \$50.
 - (d) Certificates of compliance: \$50.
 - (e) Electrical permit: \$50.
 - (f) Special events temporary permit: \$50 each tent.
 - (g) Westchester County Department of Health referral letter: \$50.
 - (h) Operating permit:
 - [1] Initial fee for any new operating permit: \$150.
 - [2] Annual renewal fee: \$150.
 - (i) Fire Safety Inspection: \$100.
 - (j) Additional fees:
 - [1] For re-inspections necessitated due to failure of tests or for failure to be ready for inspection per scheduled time and arrival of inspector:
 - [a] First time: \$25.
 - [b] Second time: \$50.
 - [c] Third time and each subsequent time thereafter: \$75.
 - [2] For failure to call for a periodic inspection: \$50.
 - [3] For failure to call for a special inspection ordered by the Building Inspector: \$50.

(6) Penalties for violation.

Commencement and performance of work of any type, for which a permit, approval or license is required, without a permit, approval or license.

Penalty: Triple the permit fee, to a maximum of \$1,500

Violation of a stop-work order (each day of violation shall be deemed a separate offense).

Penalty: \$500

Occupancy or use of a building or structure for which a certificate of occupancy is required without a certificate of occupancy (each day of violation shall be deemed a separate offense).

Penalty: \$300

Occupancy or use of a building or structure without compliance with the certificate of occupancy for that building or structure (each day of violation shall be deemed a separate offense).

Penalty: \$300

The aforesaid penalties shall not limit the rights of the Town to enforce its laws by any other means, civil or criminal, allowed by state law or local law or ordinance.

- (7) Plumbing and/or mechanical permit fees.
 - (a) Installation of new house sewer from connection to public sewer or private sewer in the street or to the connection with a private septic system or other approved means of disposal to the building wall: \$50.
 - (b) Sewer tie-in inspection: \$100.
 - (c) Installation of fire sprinkler, fire standpipe or combination sprinkler and standpipe water service from tap with main source to building control valve station or valve location: \$50. This fee covers the initial inspection and the two-hour hydrostatic test required.
 - (d) New installation of one to eight fixtures, appliances or fire standpipe connections: \$100.
 - (e) Each additional fixture, appliance or fire standpipe connection over eight: \$20 each.
 - (f) Replacement of hot-water heater (gas, electric or oil-fired), gas stove, gas dryer, gas heating boiler, etc.: \$50.
 - (g) Boiler (furnace) installation inspection fee: \$50 each.
 - (h) Fuel tanks, installation, removal and/or abandonment an inspection fee: \$50 each; and \$25 per inspection of fuel line or fuel lines (if done in one inspection).
 - (i) Mechanical – HVAC installation: \$50.

(j) Lawn sprinkler systems, irrigation systems or ornamental display fountains:

[1] One to 10 connections: \$50.

[2] Each additional connection over 10: \$5.

(8) The legalization of all work completed without the required building permit and certificate of occupancy or certificate of compliance shall incur a base fee of \$1,500, plus the cost of a building permit and certificate of compliance as further described herein. This "base fee" shall be waived for all legalizations applied for prior to December 31, 2009.

E. State environmental quality review (SEQRA) processing.

(1) Environmental impact statement (ES) processing: \$150, plus publication cost of the notice of public hearing (if any is held), plus the fees required in § 85-5 herein.

Chapter A262, Cemeteries

A. Purchase of burial plots.

(1) Single grave: \$1,000.

(2) Double grave: \$2,000.

(3) Three graves: \$3,000.

(4) Four-grave plot: \$4,000.

Miscellaneous

A. Fees for Tax Maps shall be as follows: The map(s) price shall be set at 10% or \$10, whichever is greater, above its actual cost, plus shipping and handling costs.

§ 85-5. Reimbursement For Professional Consulting Services

A. The Town Board, Planning Board and Board of Appeals, in the review of any application described above, may refer any such application presented to it to such engineering, planning, legal, environmental or other technical consultant as such Board shall deem reasonably necessary to enable it to review such application as required by law. The charges made by such consultants shall be in accord with charges usually made for such services in the metropolitan New York region or pursuant to an existing contractual agreement between the Town and such consultant. The Town Board shall approve all such charges before they are incurred. All such charges shall be paid upon submission of a Town voucher. The applicant shall reimburse the Town for the cost of such consultant services upon submission of a copy of the voucher. Such reimbursement shall be made prior to final action on the application. In the event that an application is required to be reviewed by two or more boards, then in such event and to the extent applicable, the boards shall use the same consultants, who shall in such case prepare one report providing the data, information and recommendations requested by the boards. In all

instances, duplications of consultants' reports shall be avoided wherever possible in order to minimize the cost of such consultants' reports to the applicant.

- B. At the time of submission of a completed petition or application by an applicant for rezoning, special use permit, conditional use, subdivision approval, site plan approval, boundary adjustment, wetlands permit approval or sand and gravel excavation and tree removal approvals, stormwater pollution prevention plans, building permits or any application requiring reimbursement of review costs, the applicant shall establish an initial escrow account with the Town for reimbursement for professional consulting services in accordance with Schedule B attached hereto. Editor's Note: Schedule B is included at the end of this chapter. In the event that the outstanding balance in any account, once established, is less than \$500, the applicant will be required to replenish the account with an amount reasonably required for the Town's consultants to complete the tasks assigned to them. Any unexpended funds in an applicant's escrow account after the payment of all professional consultants' fees shall be returned to the applicant upon application to the Town Board for the same.

§ 85-6. Other Fees And Escrow Accounts

Where a petition or application for an approval requires other permits and approvals of the Town, applicants should be apprised of other fees required by the Town to offset the costs of permit review and issuance.

- A. Town environmental quality review fee.
- (1) Accompanying an environmental clearance form: no fee.
 - (2) Accompanying an environmental assessment form: \$50.
 - (3) Accompanying any environmental impact statement for residential projects: 2% of the total project cost, which shall include the cost of the land, plus the cost of all required site improvements, not including the cost of buildings and structures, minus \$50.
 - (4) Accompanying environmental impact statement for nonresidential projects: 1/2 of 1% of the total project cost. The total project cost shall be the cost of supplying utility service to the project, the cost of site preparation and the cost of labor and material, as determined with reference to a current cost data publication in common usage, such as building construction cost date by means.

§ 85-7. Refund Of Application Fees; Administrative Fee For Incomplete Applications

All petitions for refunds shall be made to the Town Board. Refund of fees will be allowed in proportion to the status of the application and any funds expended in the processing of such application. In no case shall more than 1/2 or more than 50% of the fee be refundable. Where applications are submitted which do not contain the required materials for review, an administrative fee of 10% of the application fee will be assessed with the returned application. No fee is refundable after scheduling of a required public hearing.

SCHEDULE A
[Amended 2-9-1999 by L.L. No. 1-1999]

- A. Blasting permit fee: \$500, plus amount indicated in sliding scale below.
- B. Demolition permit fee: \$50, plus amount indicated in sliding scale below.
- C. Sliding scale. Construction value shall refer to the cost of blasting or demolition, as appropriate, including all related site restoration or reclamation.

(1) The following amounts shall be in addition to the fees for blasting or demolition permits:

Construction Value up to:	Added Fee:	Construction Value up to:	Added Fee:	Construction Value up to:	Added Fee:
\$10,000	\$55	\$41,000	\$148	\$72,000	\$241
11,000	58	42,000	151	73,000	244
12,000	61	43,000	154	74,000	247
13,000	64	44,000	157	75,000	250
14,000	67	45,000	160	76,000	253
15,000	70	46,000	163	77,000	256
16,000	73	47,000	166	78,000	259
17,000	76	48,000	169	79,000	262
18,000	79	49,000	172	80,000	265
19,000	82	50,000	175	81,000	268
20,000	85	51,000	178	82,000	271
21,000	88	52,000	181	83,000	274
22,000	91	53,000	184	84,000	277
23,000	94	54,000	187	85,000	280
24,000	97	55,000	190	86,000	283
25,000	100	56,000	193	87,000	286
26,000	103	57,000	196	88,000	289
27,000	106	58,000	199	89,000	292
28,000	109	59,000	202	90,000	295
29,000	112	60,000	205	91,000	298
30,000	115	61,000	208	92,000	301
31,000	118	62,000	211	93,000	304
32,000	121	63,000	214	94,000	307
33,000	124	64,000	217	95,000	310
34,000	127	65,000	220	96,000	313
35,000	130	66,000	223	97,000	316
36,000	133	67,000	226	98,000	319
37,000	136	68,000	229	99,000	322
38,000	139	69,000	232	100,000	325
39,000	142	70,000	235		
40,000	145	71,000	238		

(2) For construction value over \$100,000, the added fee is \$2 for each additional \$1,000 of value, plus \$325.

- D. Affidavit of final cost: fee is based on above schedule for any additional construction cost beyond original cost.

SCHEDULE B

Town of North Salem Professional Consulting Services Fee Reimbursement Initial Escrow Account Deposit Schedule

- A. **[Added 6-24-1997 by L.L. No. 6-1997¹] Rezoning applications:***
 - (1) Up to five lots: \$1,000 plus \$1,000 per proposed lot.
 - (2) Over five lots: \$6,000 plus \$500 per proposed lot in excess of five.
- B. Subdivision applications: *
 - (1) Up to five lots: \$1,000 plus \$1,000 per proposed lot.
 - (2) Over five lots: \$6,000, plus \$500 per proposed lot in excess of five.
- C. Site plan applications: *
 - (1) Commercial: \$1,000, plus \$100 per required parking space.
 - (2) Residential: \$2,500, plus \$100 per proposed dwelling unit.
 - (3) Mixed use: \$2,500 plus \$100 per proposed commercial parking space and residential dwelling unit.
- D. Lot line change: \$500.
- E. Wetlands application: \$1,000. **[Amended 8-13-2002 by L.L. No. 3-2002]**
- F. Sand and gravel excavation and tree removal applications: \$500. **[Added 11-26-1996 by L.L. No. 8-1996]**
- G. Stormwater pollution prevention plan applications and postconstruction inspections: \$1,000 for land disturbance or development activities under one acre; and \$2,500 for land disturbance or development activities.
- H. Pre-application. Any pre-application for zoning, subdivision, lot line change, site plan, wetlands, tree removal, excavation or stormwater review: \$500. **[Added 3-24-2015]**
- I. Blasting: \$1,000 **[Added 1-22-2019]**

¹Editor's Note: This local law also provided that former Subsections A through E be redesignated as Subsections B through F, respectively.