

Town of Ossining Schedule of Fees

The following schedule consists of a compilation and consolidation of provisions pertaining to fees for the various applications, licenses and permits required or provided for under the Town Code, rules and regulations. This schedule will be reviewed annually and approved by resolution of the Town Board. The provisions with respect to which each fee is required may be found in the pertinent chapter of this Code referenced below.

TOWN FEE SCHEDULE

Type of Application, License or Permit/Code Chapter Reference		Fee
Sale of Codebook	Chapter 1	Publisher's price
Access to Records	Chapter 45	
	Fees for copies of records not exceeding 8 ½ by 14 inches in size	\$0.25 per page
	Fee for reproducing records in excess of 8 ½ by 14 inches in size	Actual cost of reproduction
Accessory Dwelling	Chapter 50	
	Initial application	\$300
	Each renewal	\$50
Alarms	Chapter 51	
	Annual registration	\$25
	False alarms:	
	1 st and 2 nd offense	Warning
	3 rd offense	\$50
	4 th offense	\$100
	5 th offense	\$200
	6 th offense	\$500
Building Construction	Chapter 63	
	Certificate of occupancy, where the total value of the building is:	
	Less than \$10,000	\$20
	Greater than \$10,000 but less than \$20,000	\$30

Type of Application, License or Permit/Code Chapter Reference	Fee
Greater than \$20,000 but less than \$50,000	\$40
Greater than \$50,000 but less than \$100,000	\$50
Greater than \$100,000 but less than \$150,000	\$60
Greater than \$150,000	\$70
Building permit issuance	
Where the total value of the work is up to \$1,000	\$20
For each additional \$1,000 or fraction thereof up to and including \$15,000	\$10
For each additional \$1,000 or fraction thereof up to and including \$50,000	\$6
For each additional \$1,000 or fraction thereof exceeding \$50,000	\$4
Renewal of building permit	\$10
Electrical permits	
Per dwelling	\$50
Alteration to commercial building	\$75
New commercial construction	\$150
Plumbing permit	
House sewer and tie-in	\$10
Installation of 1 - 3 fixtures, appliances or standpipe connections	\$50
Installation of 4 - 9 fixtures	\$75
Installation of 10 or more fixtures	\$100
Replacement of any hot-water heater or gas, electric or oil heating unit	\$25
Gas certification	\$25
Erecting signs	\$25
Demolition permit	
For structure less than 1,000 square feet	\$50
For structure over 1,000 square feet	\$200
Title search (office assistance)	\$10 per property
Copies of certificates of occupancy and surveys	\$10 per copy

Type of Application, License or Permit/Code Chapter Reference		Fee
	Inspection and letter in lieu of certificate of occupancy	\$50
	Legalization of work performed with out permits	All fees tripled
Cabaret	Chapter 68	
	Annual license fee	\$50
	After July 1	\$25
	Renewal application 30-day extension	\$5 per month
Dog Fees	Chapter 74	
	License fees:	
	Spayed/neutered: State fee (\$2.50) plus local fee (\$5)	\$7.50
	Unspayed/unneutered: State fee (\$7.50) plus \$3 surcharge plus local fee (\$5)	\$15.50
	Seniors over age 60 are exempt from local fee.	
	Redemption fees from impoundment of dogs	
	First impoundment	\$20 first 24 hours; \$5 each additional 24 hours
	Second impoundment	\$40 first 24 hours; \$10 each additional 24 hours
	Third impoundment	\$60 first 24 hours; \$15 each additional 24 hours
SEQR	Chapter 85	
	Environmental clearance form	No fee
	Application for preliminary environmental review	\$100
Street Opening	Chapter 87, Part 1	
	Simple Curb Cut	\$50
	Road Opening less than 150 sq ft	\$150
	Road Opening 150 sq ft and greater	\$400
Deposit for all Street Openings		

Type of Application, License or Permit/Code Chapter Reference		Fee
	Deposit per sq ft	\$300
Excavation of Topsoil or Gravel	Chapter 87, Part 2	
	For each 10 acres of property, or any portion thereof, proposed to be excavated	\$75
	Refund upon denial of application	\$25
	Permit renewal, for each 10 acres of property, or any portion thereof, proposed to be excavated	\$75
Filling and Grading	Chapter 92	
	Application for a filling and grading permit	
	For the first acre or part thereof	\$25
	For each additional acre or part thereof	\$30
	Application for a certificate of completion	
	For the first acre	\$10
	For each additional acre or part thereof	\$5
Floodplain Development	Chapter 102	
	Permit application	\$200
Freshwater Wetlands	Chapter 105	
	Application review fee for permits issued by Building Inspector (see § 105-6)	\$50
	Application review fee for permits issued by the Planning Board (see §105-7)	Included in site plan review fees
Parks	Chapter 138	
	Rental fees for Saturday, Sunday, holidays	
	1 - 100 people	\$150
	101 - 250 people	\$200
	250 people or more	\$250

Type of Application, License or Permit/Code Chapter Reference	Fee
	Rental fees for Monday through Friday
	1 - 100 people
	101 - 250 people
	250 people or more
	Boat ramp
	Daily
	Residents
	Nonresidents
	Seasonal
	Residents
	Nonresidents
Peddlers	Chapter 144
	Annual license fee
Police Fees	Fingerprinting
	Accident Report Fee
	Vehicle Impound Release Fee
	Meeting Room – Non –Profit
	Meeting Room - Profit
Steep Slopes	Chapter 167
	Application and inspection fee, residential only
	Application and inspection fee, nonresidential
Streams and Watercourses	Chapter 169
	Permit application
Subdivision of Land	Chapter 176
	Application review fee
	Major
	Preliminary plat
	Final plat
	Minor

Type of Application, License or Permit/Code Chapter Reference		Fee
	Recreation fee. However, in the case of multifamily developments, the Planning Board may adjust the recreation fee in relation to the recreational facilities provided within the subject development.	\$7,500 per lot or dwelling unit.
	Recreation Fee-Affordable Housing	\$2,500 per lot or dwelling unit
	Inspection fee	3% of the Town Engineer's estimated cost for all utility and roadway improvements, plus \$100 for an engineering estimate
	Escrow account deposits	(See fees under "Zoning" below.)
Taxicabs and Limousines	Chapter 182	
	For each taxicab or limousine owner's license, on initial application	\$100
	For each taxicab or limousine owner's license, for each annual renewal thereof	\$50
	For each taxicab or limousine owner's supplementary license	\$25
	For each vehicle licensed as a taxicab or limousine	\$25
	For each taxicab or limousine driver's license	\$10
	For each taxicab or limousine substituted	\$25
	For replacement of a lost or destroyed taxicab or limousine license or sticker	\$20
	For replacement of each driver's license or badge	\$5
Call-a-Cab Coupons		
	Cost to qualifying senior citizen	\$3.00 per coupon
	Redemption by Town to participating taxi company	\$4.75 per coupon
Senior Services	Contribution from Qualifying Senior Citizen	
	Congregate Meals	\$2.00
	Home Delivered Meals	\$2.50
Telecommunication	Chapter 182A	
	New telecommunications tower	\$5,000

Type of Application, License or Permit/Code Chapter Reference		Fee	
	Co-location of an existing telecommunications tower or high structure where no increase in height of the tower or structure is required	\$2,000	
Towing Services Agreement	Chapter 182B		
	Fees and services	Normal business hours Mon-Fri 8:00 a.m. to 5:00 p.m.	Sat/Sun/holidays and after 5:00 p.m. weekdays
	Light-duty straight Town (3 tons DVW)	\$94.50	\$120.75
	Light-duty service call	\$78.75	\$105
	Gate/yard	----	\$47.25
	Mileage, per mile	\$4.20	\$4.20
	2 nd truck	\$94.50	\$120.75
	Light-duty winching	\$94.50	\$120.75
	Free Storage, up to 24 hours	----	----
	Storage, per day	\$50	\$50
Tree Removal	Chapter 183		
	Tree removal permit, residential only	\$50	
	Tree removal permit, nonresidential	Included in site plan review fees	
Zoning	Chapter 200		
	All appeals and applications made to the Board of Appeals	\$75	
	Special permit application	\$250	
	Site plan or conditional use permit		
	Application review fee	\$250, plus \$25 per parking space	
	Inspection fee	Same as application review fee	
	Request for rezoning or zoning amendment review fee	\$1,000 plus \$50 per acre of property owned or controlled by the applicant to which the rezoning or zoning amendment pertains	

Type of Application, License or Permit/Code Chapter Reference		Fee
	Environmental quality review. A full environmental assessment form review fee is required in all cases when this form is part of the application.	\$100
	Performance and maintenance bonds	The amount of all performance and maintenance bonds shall be established by the Planning Board, based upon a recommended amount as specified by the Town Engineer
	Each bond reduction request	\$100
	Escrow accounts	
	For subdivisions, based on number of lots	
	0 to 2	\$3,750
	3 to 10	\$7,500
	11 to 35	\$22,500
	More than 35	\$52,500
	For site plan, conditional use permits and special permits, based on square footage	
	0 to 3,000	\$3,750
	3,001 to 20,000	\$7,500
	20,001 to 50,000	\$22,500
	Greater than 50,000	\$52,500
	For minor applications (includes accessory apartments, wetland permits, filling and grading permits, etc.)	\$500
	Variances	As determined by the Zoning Board of Appeals
	Pre-application meetings to discuss conceptual proposals, per meeting	\$350
Filming		
	Per day	\$100

Type of Application, License or Permit/Code Chapter Reference		Fee
Tax Foreclosure	Title Search	\$ 250.00
	Legal & Publication Fees	\$ 550.00
	Memo Bill Fee – Per Bill	\$ 5.00
	Bounced Check Fee – Per Item Returned	\$ 20.00
	Annual Tax File Subscription Charge for Tax Service Agencies	
	- Less than 300 bills (per tax billing cycle)	\$ 300.00
	- Greater than 300 bills (per tax billing cycle)	\$ 500.00