

TOWN FEE SCHEDULE 2024

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
	Fee for PDF Copy of Tax Map on CD (Office of the Assessor)	\$150
Alarms	Chapter 51	
	Annual registration	\$25
	Non Registration Fee	\$250
	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
	Subsequent Offenses	\$500
Building Construction	Chapter 63	
	Certificate of occupancy, where the total value of the building is:	
	Less than \$10,000	\$100
	Greater than \$10,000 but less than \$20,000	\$100
	Greater than \$20,000 but less than \$50,000	\$100

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	Greater than \$50,000 but less than \$100,000	\$100
	Greater than \$100,000 but less than \$150,000	\$100
	Greater than \$150,000	\$100
	Building permit issuance	
	Where the total value of the work is up to \$1,000	\$100
	For each additional \$1,000	\$15 additional per \$1000 of work value
	Renewal of building permit	½ of Original B.P. Fee
	Electrical permits	
	Per dwelling	\$115
	Alteration to commercial building	\$200
	New commercial construction	\$350
	Plumbing permit	
	House sewer and tie-in	\$115
	Installation of 1 – 3 fixtures, appliances or standpipe connections	\$115
	Installation of 4 – 9 fixtures	\$165
	Installation of 10 or more fixtures	\$215
	Backflow Device – application fee for new installations in commercial & multiple residences	\$150.00 per device
	Backflow Device – installation fee in commercial & multiple residences	\$125.00 per device
	Backflow Device – installation fee in one- & two-family dwellings	\$75.00
	Gas certification	\$65
	Plumbing permit if not listed	\$115

Type of Application, License or Permit/Code Chapter Reference	Fee
HVAC Permit HVAC Residential HVAC Commercial	Same as Building Permit Fee Same as Building Permit Fee
Sign permit	Same as Building Permit Fee
Demolition permit	
For structure less than 1,000 square feet	\$100
For structure over 1,000 square feet	\$300
Title search (office assistance)	\$65 per property
Copies of certificates of occupancy and surveys	\$25 per copy
Inspection and letter in lieu of certificate of occupancy	\$100
Legalization of work performed without permits	All fees tripled
Failure to keep a scheduled appt. for an inspection	\$50
Same day inspection	\$50
Non-mandated inspection letter	\$50
Any type of Permit Not Listed necessary and requires inspections	Same fee structure as filing a Building Permit (based on estimated cost of project)
Cabaret	Chapter 68
Annual license fee	\$200
After July 1	\$100
Renewal application 30-day extension	\$5 per month
Credit Card Fees	Payment by Credit Card
	3% of Transaction
Dale Cemetery	Deed Change
	\$100 per change

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Dog Fees	Chapter 74	
	License Fees:	
	Spayed/ neutered:	\$15
	Unspayed/ unneutered	\$23
	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
	Non-Resident use of the Cedar Lane and Ryder Dog Parks	\$25, plus \$10 per each additional dog, up to three dogs
Electric Car Charging	Engel Park, Cedar Lane Park, Ryder Park	\$2.50 per hour
Food Scraps Recycling Program	Food Scraps Residential Kit	\$20.00 (if paying by check) \$21.00 (if paying by credit/debit card to cover convenience and per item fee)
	Food Scraps Compostable Bags (roll of 25 2-gallon bags)	\$2.00 (if paying by check) \$2.25 (if paying by credit/debit card to cover convenience and per item fee)
SEQR	Chapter 85	
	Environmental clearance form	No fee
	Application for preliminary environmental review	\$100

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Street Opening	Chapter 87, Part 1	
	Simple Curb Cut	\$100
	Road opening less than 150 sq. ft	\$400
	Road opening 150 sq ft and greater	\$500
Deposit for all Street Openings	Deposit (in form of surety bond)	\$300 per square foot
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	\$200
	For each additional acre or part thereof	\$40
	Application for a certificate of completion	
	For the first acre	\$50
	For each additional acre or part thereof	\$10

Type of Application, License or Permit/Code Chapter Reference		Fee
Floodplain Development	Chapter 102	
Filming	Per day	\$1400
	Permit application	\$200
Freshwater Wetlands	Chapter 105	
	Application review fee for permits issued by Building Inspector (see § 105-6)	Same fee structure as filing a Building Permit (based on estimated cost of project)
	Application review fee for permits issued by the Planning Board (see §105-7)	Included in site plan review fees
Parks	Chapter 138	
	Rental Fees	
	Pavilions (Ryder, Gerlach, Cedar Lane)	\$225 for 4 hours; \$25 for each additional hour
	Picnic Areas at Engel Park	\$75 for 4 hours; \$25 for each additional hour
	Fields/ Facilities (Ryder Park baseball fields or Football/ Soccer field; Cedar Lane Park Football/ Soccer Field; Engel Waterfront park Stage & Viewing/ Spectator Area)	Residents: \$50 for 2 hours, \$25 for each additional hour Non-Profits: \$50 for 2 hours, \$25 for each additional hour Non-Residents: \$150 for 2 hours, \$50 for each additional hour
	Fields/ Facilities with Lights (Gerlach Park Baseball or Soccer Field)	Residents: \$100 for 2 hours, \$50 for each additional hour Non-Profits: \$100 for 2 hours, \$50 for each additional hour Non-Residents: \$300 for 2 hours, \$100 for each additional hour
	Multi-Use Gaming Area (Gerlach Park)	\$25/hour

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	Ryder Park Tennis/Pickleball	\$40 permit
Boat Ramp	Daily	
	Residents	\$40
	Nonresidents	\$50
	Seasonal	
	Residents	\$80
	Nonresidents	\$150
Cedar Lane Arts Center	Meeting in Theater Room for Art Activities, 3 Hours or Less	\$30
	Meeting in Theater Room for Art Activities, Up to 6 Hours	\$50
	Meeting in Theater Room for Non-Art Activities, 3 Hours or Less	\$50
	Meeting in Theater Room for Non-Art Activities, Up to 6 Hours	\$100
	Meeting in Theater Room by For-Profit Groups, 3 Hours or Less	\$100
	Meeting in Theater Room by For-Profit Groups, Each Hour over 3 Hours	\$25
	Art Activity Birthday Parties for Children, 3 Hours or Less	\$200 plus instructor's fee and materials expense
	Art fair events	\$50 per artist booth fee
	Ceramic Weekend Workshop (2 Day)	\$100/day plus instructor fees
	Artists Group Use of Theater Space, 3 Hours or Less	\$10/artist/ session
	Scout Ceramics Lesson (1 learning lesson, 1 firing session)	\$20/scout
	Firing Fees	\$0.05 per cubic inch for bisque

Type of Application, License or Permit/Code Chapter Reference		Fee
		\$0.07 per cubic inch for cone 6 glaze
CLAC Clay Studio Membership	<u>Rental Fees</u>	
	Studio Access with Shelf Space (all incomplete work must be taken home when leaving)*	\$300/ quarter
	Studio Access with ½ storage unit*	\$375/ quarter
	Studio Access with 1 full storage unit*	\$450/ quarter
	*10% rental discount when you prepay six months or more in advance	
	<u>Use Fees</u>	
	Firing fee (includes both cone 05 bisque and cone 6 glaze)	\$0.05 per cubic inch
	Clay (midrange stoneware)	\$15 per 25 pound bag
	Reclaimed clay from bucket	\$10 per 25 pound bag
	Mid-range Porcelain clay	\$20 per 25 pound bag
	Deposit for Key to Access CLAC	\$200
Kayak Storage at Louis Engel Park	Year-round storage	\$175
Peddlers	Chapter 144	
	Annual license fee	\$150
	One Day Peddler's Permit	\$25

Type of Application, License or Permit/Code Chapter Reference		Fee
Special Events	Chapter 166	
	Special Event Permit Application Fee	\$25.00 non-refundable fee
	Approved Special Event Fee:	Event Level 1 (less than 300 people in attendance): \$200.00 per event Event Level 2 (between 300-499 people in attendance): \$500.00 per event Event Level 3 (more than 500 people in attendance): \$700.00 per event
	Security Deposit for Approved Special Event (unless otherwise specified in the permit)	Event Level 1 (less than 300 people in attendance): \$200.00 per event Event Level 2 (between 300-499 people in attendance): \$500.00 per event Event Level 3 (more than 500 people in attendance): \$700.00 per event
	Banner Application Fee	For events in the Town of Ossining – including the Village of Ossining and the portion of the Village of Briarcliff Manor located in the Town of Ossining: \$25.00 non-refundable fee For events outside of the Town of Ossining: \$50.00 non-refundable fee
Steep Slopes	Chapter 167	
	Application and inspection fee, residential only	\$100
	Application and inspection fee, nonresidential	Included in site plan review fees
Streams and Watercourses	Chapter 169	
	Permit application	Same fee structure as filing a Building Permit (based on estimated cost of project)
Taxicabs and Limousines	Chapter 182	
	Fare within Town, or Between Town and Village	\$4.75

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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	\$3.00
Home Delivered Meals	\$3.50
Tax Foreclosure	Title Search
	Legal & Publication Fees
Tax Receiver	Administrative Re-Levy Fee for Unpaid Village water rents
	Memo Bill Fee-Per Bill
	Bounced Check Fee-Per Item Returned
	Annual Tax File Subscription Charge for Tax Service Agencies

Type of Application, License or Permit/Code Chapter Reference		Fee	
	Mailing Expense for Second Notice	\$2.00	
Telecommunication	Chapter 182A		
	New telecommunications tower	\$5,000	
	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
	Storage, per day	\$50	\$50
Tree Removal	Chapter 183		
	Tree removal permit, residential only	\$100	
	Tree removal permit, nonresidential	Included in site plan review fees	
	Tree Bank Fund	\$165 per caliper inch	
Planning and Zoning Boards			
	All appeals and applications made to the Board of Appeals	\$350	
	Special permit application	\$350	

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	Site plan or conditional use permit	\$350
	Application review fee	\$350, 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
	Environmental quality review. A full environmental assessment form review fee is required in all cases when this form is part of the application.	\$200
	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	\$5,000
	3 to 10	\$10,000
	11 to 35	\$25,000
	More than 35	\$60,000
	For site plan, conditional use permits and special permits, based on square footage	
	0 to 3,000	\$5,000
	3,001 to 20,000	\$10,000
	20,001 to 50,000	\$25,000
	Greater than 50,000	\$60,000
	For minor applications (includes wetland permits, filling and grading permits, etc.)	\$5,000 Escrow

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	Variances	\$350
	Pre-application meetings to discuss conceptual proposals, per meeting	\$500
	After the fact application (Planning & Zoning)	Application Fee Tripled
	Beekeeping	\$75 initial application; \$0 renewal
	Accessory Dwelling	
	Initial application	\$300
	Each renewal	\$150
Subdivision of Land	Chapter 176	
	Application review fee	
	Major	
	Preliminary plat	\$200, plus \$125 per lot
	Final plat	\$200, plus \$125 per lot
	Minor	\$200, plus \$125 per lot
	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 "Escrow Accounts" above.)