

Town of Pendleton Fee Schedule

Type	Fee
Residential buildings*	
Single-Family Residence – 0 to 2,000 square feet	\$900
Single-Family Residence – Over 2,000 square feet	\$900, plus \$0.35 per square foot over 2,000
Two-Family Residence	\$1,200
Multifamily Residence – 1 to 5 units	\$1,500
Multifamily Residence – More than 5 units	\$1500 plus \$25 additional per unit above 5.
New York State fee for new buildings with trusses	\$50
Building Permit renewal (12 months)	Same as original fee
Miscellaneous structures/buildings/concrete (<i>i.e.</i> , porches, gazebos, decks and patios)	\$90
Fence, good side out	\$50
Replacement roofing	\$75
Generator	\$65
Plumbing other than new home (<i>e.g.</i> , sump pump, drain tile, hot water tank, furnace, etc.)	\$75
Alterations or additions	
Up to 500 square feet	\$100
500 to 1,000 square feet	\$150
More than 1,000 square feet	\$250
Commercial and industrial buildings	
0 to 1,000 square feet floor space*	\$500
Over 1,000 square feet floor space*	\$500, plus \$0.35 per square foot over 1,000
Alteration, repair, removal, etc.	\$0.25 per square foot
Change in occupancy	\$75
Addition to commercial and industrial plumbing	\$50, plus \$25 per fixture
Generator, commercial	\$150
Fence, commercial	\$100
Roof, commercial	\$150
Pool, commercial	\$500
Demolition, commercial	\$250
New York State fee for truss signage	\$50
Commercial and industrial parking lot	
New	\$250
Resurface	\$150
Agricultural buildings	
0 to 3,000 square feet	\$125

3,001 to 6,000 square feet	\$250
Over 6,000 square feet	\$500
Accessory Buildings	
Residential storage buildings/sheds (144 square feet or less)	\$25
Residential Garage or barn (145 to 400 square feet)	\$50
Residential Garage or barn over 400 square feet	\$0.15 per square foot
Commercial garage or barn	\$0.20 per square foot
Pools	
Aboveground pool and deck	\$50
In-ground pool and fence	\$125
Signs (temporary)	
30-day permit	\$30
30-day-permit plus (maximum 90 days)	\$50
Signs (permanent, new)	
100 square feet (each face)	\$0.50 per square foot
Additional square feet (each face)	\$0.15 per square foot
Signs (alteration, reface, relocation or addition)	\$0.30 per square foot
Bed-and-Breakfast	
Special Use Permit application fee	\$300
Special Use Permit annual renewal fee	\$300
Code Enforcement Officer/Building Inspector annual inspection fee	\$50
Certificates of Occupancy/Compliance	
Certificate of occupancy/compliance – Single- and Two-Family Residence	\$95
Certificate of occupancy/Certificate of compliance – Multifamily Residence (3 or more units and sleeping rooms)	\$40 per unit
Certificate of occupancy/ Certificate of compliance – Commercial (per tenant)	\$150
Certificate of occupancy/ Certificate of compliance – Industrial (per tenant)	\$150
Copy of any Certificate of occupancy/ Certificate of compliance or license	\$10 each
Miscellaneous	
Compliance inspection	\$50
Fire alarm system	\$75
Demolition of structure – up to 3,000 square feet	\$125
Demolition of structure – over 3,000 square feet	\$200

Excavations or grading, other than building construction	\$65
Fuel-burning stoves or fireplace (wood, gas, pellet, propane, etc.)	\$50
Garage Sales and related sales (more than 2 per year)	\$275
Home Occupation (Type B) permit, per year	\$200
Operating Permit	\$150
Floodplain development permit	\$150
Additional inspections (recall, or not ready when inspectors were called)	\$50 per recall, paid before CO
To lift a Stop-Work Order from a job that was stopped due to violation	\$100
Fuel tank installation – 1,000 gallons or more	\$75 per tank
Junkyard permit	\$5,000 plus \$1,000 per acre
Permit for Mobile Home Park or manufactured housing park	\$7,500 plus \$1,000 per acre
Mobile Home Park licensing fee (and renewal)	\$500
Contractor's license	\$100 per calendar year
Curb cut, installation only, pipe at owner's expense	\$500
Inspection or curb cut where pipe has been set by contractor	\$200
Solar panels, residential under 1 acre	\$150
Large-scale solar energy system	\$2,500 or such other amount as the Planning Board may determine to cover Town costs
Residential wind energy conversion system site plan review fee	\$200, plus any associated cost incurred by the Town for outside consultants.
Residential wind energy conversion system building permit	\$100
Peddler's or solicitor's permit	\$25
Transient business	\$125 annually or \$25 per event
Junk dealer's permit	\$500 annually
Special Use Permit for Adult Use	\$1,000
Adult Use Certificate of Registration (or amendment thereto)	\$1,000
Permit application fee for moving a building under Chapter 110-2	\$50
Public Improvement Permit	\$350
Application fee for permit for the siting, construction and modification or expansion of landfills	\$1,000
Permit for decorative/ornamental pond	\$65
Amusement Center license	\$1,000 annually

Amusement Center license application fee	\$500
License fee to operate Amusement Games	\$50 per game, annually
Amusement Game Distributor license fee	\$100 annually
Oil and gas well, annual inspection fee	\$50
Special use permit for airport/airstrip	\$1,000
Camping, travel trailer and/or recreational vehicle parks	
Annual special use permit fee	\$5,000
Monthly fee for each space occupied in a month for a period(s) aggregating more than 15 days	\$200
Site plan review payment schedule	
Under 1 land-disturbed acre	\$300
Under 2 land-disturbed acres	\$450
Under 3 land-disturbed acres	\$750
Under 4 land-disturbed acres	\$1,250
Under 5 land-disturbed acres	\$1,750
Under 6 land-disturbed acres	\$2,250
Over 6 land-disturbed acres	\$2,500
Site plan review sketch (§§ 247-54(D)(1)(b), 247-46(C), and 247-34(F)(4))	\$125
Site plan application fee	\$100
Special use permits	
Special use permit application.	\$300
Special use permit annual review.	\$300
Environmental SEQRA review	
Short Environmental Assessment Form (SEAF)	\$200
Long Environmental Assessment Form (LEAF)	\$500
No permit obtained or delayed	
In the event that work requiring a Building Permit is commenced without having the appropriate permit applied for, secured and obtained, or that work is commenced without having obtained a Contractor's license from the Town, said permit or license fees will be doubled. Each day is considered a separate violation.	

*Cost includes certificate of occupancy, final

Fees for public hearings:

Type	Fee
Zoning Board of Appeals	\$125
Planning Board	\$125

Subdivision fees:

Type	Fee
Minor Subdivision	
Sketch plan application	\$30 per lot or dwelling unit, with a maximum of \$75
Final plat submission	\$25 per lot or dwelling unit, with a maximum of \$100 (plus \$125 for publication of hearing)
Application fee	\$60
Major Subdivision	
Sketch plan application	\$30 per lot or dwelling unit, with a maximum of \$750
Preliminary plat submission	\$2,000 or \$100 per lot or dwelling unit, whichever is greater (plus \$125 for publication of hearing)
Final plat submission	\$2,000 or \$75 per lot or dwelling unit, whichever is greater (plus \$125 for publication of hearing)
Application fee	\$500
Recreation fee in lieu of parkland (major subdivisions only)	\$1,000 per lot

Fees for cellular communications towers:

- A. The fee for the construction and equipping of a tower shall be 1% of the cost of construction and equipping of the tower as estimated by the developer and verified by the Town; or the minimum fee shall be \$2,000 and the maximum fee shall be \$5,000.
- B. Each construction, modification, or alteration of a tower shall require a permit and fee as stated above.

Stormwater management fees:

A. Fees for land development activities. Any applicant submitting a Stormwater Pollution Prevention Plan (“SWPPP”) to the Town for a land development activity or land disturbance requiring a New York State Department of Environmental Conservation (“DEC”) State Pollution Discharge Elimination System (“SPDES”) construction permit shall submit a fee to the Town based upon the acreage of the entire development in accordance with the following schedule:

Acreage of Entire Development	SWPPP Review Fee
Under 5 acres	\$650
5 to 10 acres	\$1,000
Over 10 acres	\$1,000, plus \$500 for every 5 acres above 10 acres

Acreage of Entire Development	Inspection Fee
Under 5 acres	\$2,750
5 to 10 acres	\$3,750
Over 10 acres	\$6,500

B. For all land development activities to be completed in multiple phases over time, the applicant, in addition to the fee provided above in Subsection A, shall pay the Town an additional \$500 for each subsequent phase after the first phase of the project, to be paid prior to the start of construction of each subsequent phase.

C. Drainage permit application review fee: \$500

Dog licensing fees:

Fees shall be as follows:

Type	Fee
Spayed or neutered dog	\$8
Unsprayed or unneutered dog	\$20
Purebred license	\$25
Enumeration fee	\$25
Replacement tag	\$3
Late fee (60 days)	\$25
First impoundment	No fee
All subsequent impoundments	\$50

Miscellaneous water/sewer fees:

A. Water Department:

Type	Fee
1-inch water service tap-in fee	\$1,100
Over 1 inch: cost of material plus labor	Priced per job
Inspection fee for tap-in over 1 inch	\$50
3/4-inch water meter fee with electronics	\$400
1-inch water meter fee with electronics	\$600
Water meter pit	Priced per job
Water service termination fee (dig to disconnect)	\$200
Damaged/frozen water meter – 3/4 inch	\$100
Damaged/frozen water meter – 1 inch	\$300
Damaged water meter electronics – 3/4-inch or 1-inch	\$300
Water meter/electronics over 1 inch	Priced per job
Water curb box damage	\$150
Water on/off fee after hours	\$100
Sold-home water and/or sewer inspection compliance	\$50

B. Sewer Department:

Type	Fee
Pressure sewer tap/inspection	\$1,100
Gravity sewer tap 6-inch standard – Subdivision	\$400
Gravity sewer tap 6-inch standard – All others	\$1,000
Grinder system unit	Call Sewer Department for price
Sewer service termination fee (dig to disconnect)	\$200
Grinder system curb box damage	\$200
Sewer call (normal hours)	Prevailing rate
Sewer service call (after hours)	2-hour minimum, prevailing rate

Fees for Document Copying:

Type	Fee
Letter size (8 1/2" x 11") documents	\$0.25 per page
Legal size (8 1/2" x 14") documents	\$0.25 per page
Ledger size (11" x 17") documents	\$0.35 per page
Architectural size (24" x 36") documents	\$12.00 first sheet, \$5.00 each additional sheet

Other Miscellaneous Fees:

Type	Fee
Ball Diamond Usage Fee	\$50.00 per use
Certified Copies	\$10.00
Extra Capacity Bag Tag	\$5.00
E-Z Pass Tag	\$25.00
Farmer's Market FT Vendor	\$195.00
Farmer's Market PT Vendor	\$110.00
Farmer's Market POP-UP	\$85.00
Genealogical Search	\$11.00
Marriage License	\$40.00
NSF Returned Check Fee	\$20.00
Passport Photo	\$15.00
Passport Application Execution Fee	\$35.00
Pendleton Logo Decal	\$2.00
Pendleton Logo Pin	\$4.00
Park Pavilion Rental	\$25.00
Refuse – Additional Service	\$55.00/year prorated
Recycling – Additional Bin	\$65.00 or \$95.00
Summer Rec Registration – NON-Resident	\$525.00
Summer Rec Registration – Resident	\$260.00

Recycling Fees:

Type	Fee
Electronics Recycling	\$ No Fee
Scrap Metal	\$ Priced per job
Tire Recycling – Motorcycle, ATV, and similar sized tires.	\$5.00 per tire
Tire Recycling – Automobile and light truck	\$5.00 per tire
Tire Recycling – Truck tires (19.5 inches and larger)	\$12.00 per tire
Tire Recycling – Tires on rims and heavy equipment tires.	Not accepted.

Adopted: July 8, 2024