

Fee Schedule

[HISTORY: Adopted by the Mayor and Board of Trustees on May 20, 2019 by Resolution 2019-21; amendments noted where applicable]

§ 1 Site plan approval. [Amended 5/16/2022 by Resolution]

Pursuant to Chapter 43, Planning Commission, of the Code of the Village of Colonie, the following fees are hereby established:

Where engineering review or construction escrow is required: the applicant shall deposit with the Village an amount to be estimated for the applicant project. Said funds shall be used to pay for said engineering review or anticipated construction. Additionally, an administration fee of the total escrow will be charged to the applicant by the Village of Colonie upon deposit, and upon any additional deposits thereafter for escrows. There will be a 10% administration fee for escrows in the amount of \$50,000 or less; there will be a 5% administration fee for escrows in the amount of \$50,001 or more. Any funds remaining will be returned to the applicant.

A. Site plan approval:

(1) Site plan application fee

- (a) One acre or less: \$200 plus the cost of engineering review.
- (b) Over one acre: \$300 plus the cost of engineering review.

(2) Where the Planning Commission has determined to require cash in lieu of park land: \$3,000 per dwelling unit, 100 % payable prior to building permit issuance.

§ 2 Building construction.

Pursuant to Chapter 79, Building Construction of the Code of the Village of Colonie, the following fees are hereby established:

A. Building permit.

(1) For buildings in the classifications hereinafter enumerated, such fees shall be in accordance with the class of use, unit size, floor area or volume as set forth in the following [proposed rooms shown on plans, such as family, recreation, toilet and laundry rooms or unfinished attics, shall count towards the total floor space or cubic content; for definitions of floor area and volume, see Subsection A(2) below]:

- (a) For an existing one or two-family dwelling, structural alterations, additions, enlargements or conversions to or in an existing structure, such as the completion of expansion attics, so as to make additional rooms or the addition of rooms to existing structures or the adding, extending or enclosing of porches or accessory structures:

[1] When the cost of construction is \$1,000 or less: \$100.

[2] For each additional \$1,000 of construction or fraction thereof:	\$10/\$1000.
(a) New one and two family dwellings (including garages):	
Up to 1,500 SF	\$800.
Over 1,500 SF to 3,000 SF	\$1,100.
Over 3,000 SF to 4,500 SF	\$1,400.
Over 4,500 SF to 6,000 SF	\$1,900.
Over 6,000 SF to 7,500 SF	\$2,400.
Over 7,500 SF	\$2,900.
(b) New building for non-residential or mixed use	
For the first 1,000 SF	\$600.
Over 1,000 SF	\$325/1,000 SF
(c) New building for multiple dwelling units such as apartment house, hotels, motels, etc.	
For the first 1,000 SF	\$600.
Over 1,000 FT to 5,000 SF	\$450/1000 SF
Over 5,000 SF to \$15,000 SF	\$400/1000 SF
Over 15,000 SF to 50,000 SF	\$350/1000 SF
Over 50,000 SF	\$300/1000 SF
(d) For new churches, parochial schools, private schools, convents, dormitory buildings or other buildings accessory to schools, colleges or churches, or other not-for-profit organizations (with proof of non-profit status)	
For the first 1,000 SF	\$200.
Over 1,000 SF to 15,000 SF	\$100/1000 SF
Over 15,000 SF	\$80/1000 SF
(e) For buildings for non-residential or mixed use structural alterations, additions, enlargements or conversions to or in an existing structure, shall be based upon square footage.	
For the first 1,000 SF or less	\$200.

For each additional 1,000 SF or portion thereof	\$100/1000 SF
(f) Tents, Temporary Structures, Large Balloons, etc.	
Temporary – retail use for a maximum of twenty days for each	\$200.
(g) Moving of mobile home onto a site in a mobile home park	\$180.
(h) The rates for structures not hereinbefore classified, such as but not limited to open-air grandstands or bleachers, radio or microwave towers, electrical transmission line towers, outdoor projection screens, docks or piers, oil or gas bulk stations, terminals and tank farms, electric substations, herein specifically enumerated or classified, shall be based upon the total cost valuation of the work, and such permit fees shall be in accordance with the following schedule:	
total cost of construction is \$1,000 or less:	\$100.
Each additional \$1,000 of construction cost, or fraction thereof:	\$10/\$1000
(2) The floor area of a building is determined by using the exterior dimensions of the building of each floor or level.	
(3) For beginning work without a permit, double the fee which would be charged in connection with a timely application. Penalties may also be collected as per § 79-16 in addition to fees.	
B. Certificate of occupancy or certificate of completion is included in the building permit fee.	
C. Permit fee for permit to erect fence:	\$50.
D. Demolition permit:	
(1) For one- and two-family dwellings including attached and detached garages: \$150.	
(2) Commercial buildings, as follows:	
First 1,000 SF 3,000 SF	\$350.
Over 3,000 SF to 5,000 SF	\$550.
Over 5,000 SF to 7,000 SF	\$750.
Over 7,000 SF	\$1,000.
E. Tenant change permit fee:	
(1) If no construction cost: \$200.	
(2) If any construction cost: refer to § 2A[2](e).	

§ 3 Moving of buildings.

Pursuant to Chapter **82**, Buildings, Moving of, of the Code of the Village of Colonie, the following fees are hereby established:

- A. Permit to move a building: \$500, plus any engineering or other professional fees.

§ 4 Operation of businesses.

Pursuant to Chapter **88**, Businesses, Operation of, of the Code of the Village of Colonie, the following fees are hereby established:

- A. Approval of a business operation by the Planning Commission:

Name change/ no work	\$100, plus all applicable engineering fees. Fees for building permits are additional.
Change of Occupancy	\$200, plus all applicable engineering fees. Fees for building permits are additional.

§ 5 Environmental quality review.

Pursuant to Chapter **114**, Environmental Quality Review, of the Code of the Village of Colonie, the following fees are hereby established:

- A. Preparation or review of an environmental impact statement: the actual cost to the lead agency, not to exceed the limitations set forth in 6 NYCRR 617.

§ 6 Littering.

Pursuant to Chapter **145**, Littering, of the Code of the Village of Colonie, the following fees are hereby established:

- A. Clearing of litter and weeds from private property: \$100, plus the actual cost to the Village for performance of the work.

§ 7 Mobile homes.

Pursuant to Chapter **150**, Mobile Home Parks, of the Code of the Village of Colonie, the following fees are hereby established:

- A. Annual permit fee: \$200, plus \$50 for each unit. The building permit fee in connection with moving a mobile home into a park is additional.

§ 8 Parks and recreation.

A. Pursuant to Chapter **158**, Parks and Recreation, of the Code of the Village of Colonie, the following fees are hereby established:

- (1) Permit for Cook Park Pavilion:

- (a) Village residents: \$250.

- (b) Village commercial: \$300.
- (2) Permit for Sharon Drive Pavilion:
 - (a) Village residents: \$200.
 - (b) Village commercial: \$250.
- (3) Permit for Family Recreation Center:
 - (a) Village residents: \$200.
 - (b) Village commercial: \$250.
- (4) Permit for Pole Barn:
 - (a) Village residents: \$100.
 - (b) Village commercial: \$150.
- B. There shall be a refundable security deposit of \$150 in the form of a personal or business check, posted for use of Cook Park Pavilion, Sharon Drive Pavilion, pole barn and the Family Recreation Center.

§ 9 Peddling.

Pursuant to Chapter **162**, Peddling of the Code of the Village of Colonie, the following fees are hereby established:

- A. License fee: \$300 for each 120 days.

§ 10 Public access to records.

Pursuant to Chapter **170**, Records, Public Access to, of the Code of the Village of Colonie, the following fees are hereby established:

- A. Inspection of records: no fee.
- B. The fee for each type of search requested shall be \$50.
- C. Any certification pursuant to Chapter **170**: \$10.
- D. Photocopies not exceeding nine inches 14 inches: \$0.25 per page.
- E. Copies of records other than photocopies which are nine inches by 14 inches or less in size: actual copying cost, excluding fixed agency costs, such as salaries, except when a different fee is otherwise prescribed by statute.

§ 11 Sewers.

Pursuant to Chapter **177**, Sewers, of the Code of the Village of Colonie, the following fees are hereby established:

- A. Permit for sewer connections:
 - (1) Single-family dwelling; any public or nonprofit building: \$300. per connection.
 - (2) Multiple dwelling: \$400. for a single connection, plus \$200 for each additional connection.
 - (3) Commercial or industrial building: \$500. per connection.
 - (4) Discontinuance of sewer lateral: \$400.
- B. Sewer rents: see § 16 below.

§ 12 Signs. [Amended 5/16/2022 by Resolution]

Pursuant to Chapter **181**, Signs, the following fees are hereby established:

- A. Application Permit fee: \$100. Per sign
- B. Directional signs: \$25 each (two-foot-by-two-foot maximum per sign).
- C. Permit for a temporary sign: \$100.
- D. Special exception and/or appeal to the Sign Review Board: \$200 for first sign, \$100 each additional sign, plus the cost of publication of notice and all engineering or other professional fees.
- E. Billboards, for an annual renewal permit: as set forth in Subsection C1 above.

§ 13 Streets and sidewalks.

Pursuant to Chapter **196**, Streets and Sidewalks, of the Code of the Village of Colonie, the following fees are hereby established:

- A. Work Permits
 - (1) Permit fee: \$250.
 - (2) Deposit to cover the cost of restoration: as estimated by the Superintendent of Public Works.
 - (3) Both the fee and the deposit will be waived in the case of public utility companies.
- B. Permit for a block party: \$100.

§ 14 Subdivision of land.

Pursuant to Chapter **199**, Subdivision of Land, of the Code of the Village of Colonie, the following fees are hereby established:

- A. Application for review and approval: \$400/per lot plus the associated engineering and publication mailing costs

(1) Commercial:

(a) One acre or less: \$100.

(b) More than one acre: the greater of \$100 per acre or \$300.

(2) All subdivisions: plus the cost of engineering review.

B. Final plan review:

(1) Residential:

(a) Three or fewer lots: \$100.

(b) More than three lots: \$100, plus \$30 per lot.

(2) Commercial/industrial:

(a) One acre or less: \$200.

(b) Over one acre: \$200, plus \$200 per acre or part.

(3) All subdivisions:

(a) Fee for observation of improvements, based on the value of required improvements: 3% of the construction value as initially estimated. A refund will be made if the money is not all used; additional funds will be required if the fee is insufficient.

(b) Fee for review of plans and specifications for water, sewer and drainage, based on estimated cost: 2% of the construction value as initially estimated. A refund will be made if the money is not all used; additional funds will be required if the fee is insufficient.

(4) All residential subdivisions, cash in lieu of lands for parks: \$3,000 per lot and in the case of multifamily housing projects, \$3,000 per dwelling unit; 50% due at time of final plan review and 50% at the time the building permit is issued.

§ 15 Swimming pools.

Pursuant to Chapter **203**, Swimming Pools, of the Code of the Village of Colonie, the following fees are hereby established:

A. Building permit fees: see § **203-1**:

(1) Aboveground pools: \$100.

(2) In-ground pools: \$200.

§ 16 Water. [Amended 5/16/2022 by Resolution, Amended 2/21/2023 by Resolution]

Pursuant to Chapter **234**, Water, of the Code of the Village of Colonie, the following fees are hereby established:

- A. Taps and connections:
 - (1) Three-quarter-inch:
 - (a) Near side: \$500.
 - (b) Far side: \$750.
 - (2) One-inch:
 - (a) Near side: \$500.
 - (b) Far side: \$750.
 - (3) Larger than one-inch:
 - (a) Work to be done by owner.
 - (b) Supervision fee: \$500.
- B. Testing water meters:
 - (1) One-inch or smaller: \$150 plus the cost of the test to the Village of Colonie.
 - (2) Over one-inch: owner's responsibility to have the meter removed and tested at a Village-approved facility; fee for supervision: \$150.
- C. Replacement of water meter:
 - (1) Three-fourths-inch, base only: \$125.
 - (2) Three-fourths-inch, head only: \$300.
 - (3) Three-fourths-inch, complete: \$400
 - (4) One-inch, base only: \$250
 - (5) One-inch, head only: \$500.
 - (6) One-inch, complete: \$700.
- D. Use of water from hydrant: \$250, or \$15/1000 gallons (see Subsection H below) for the metered amount, whichever is higher.
- E. Disconnection and restoration:
 - (1) Disconnection of service: \$500.
 - (2) Restoration after disconnection: same fee as for new installation.

F. Lawn sprinkler system inspection per connection to assure that the backflow prevention device approved by the New York State Department of Health has been installed properly:

Commercial: \$150.

Residential: \$100.

G. Fees in connection with cross-connection control:

- (1) Review fee for initial application: \$250, which includes the mandatory application fee of \$100 for the Albany County Health Department's review.
- (2) Re-review fee for any initial or subsequent application which has to be returned to the applicant because it is incomplete or does not conform to requirements or regulations: \$150.
- (3) If the applicant/customer chooses to use the services of the Village Engineer to design and specify the cross-connection control devices required for the applicant's water service: actual cost but \$500 minimum; cost will depend on the difficulty and time required for preparation of the application and the design of the required device(s). An estimate of the cost will be provided prior to the start of any professional services.
- (4) Initial review of the completed installation by the Village or its agent: \$125.
- (5) Annual review, if required, by the Village or its agent: \$125.
- (6) Annual testing, to be performed by a state-certified tester acceptable to the Village, if the water customer chooses to use the services of the Village or its agent to arrange for and/or perform the test: \$400.

H. Water system rate elements:

- (1) (Reserved)
- (2) Base metered amounts: 22,000 gallons semiannually.
- (3) (Reserved)
- (4) Water rate:
 - (a) Residential properties: \$5.37 per 1,000 gallons; minimum single-family-unit water bill will be \$118.14 semiannually.
 - (b) Nonresidential properties: \$7.50 per 1,000 gallons of metered consumption; minimum nonresidential bill will be \$165.00 semiannually.
- (5) Penalties for late payment:
 - (a) April water bills paid by May 15: no late fee; after May 15 a late fee of 10% will be added to the billed amount.

- (b) October water bills paid by November 15: no late fee; after November 15 a late fee of 10% will be added to the billed amount.
- (c) June sewer bills paid by July 15: no late fee; after July 15 a penalty of 10% will be added to the billed amount.
- (d) December sewer bills paid by January 15: no late fee; after January 15 a late fee of 10% will be added to the billed amount.

(6) (Reserved)

I. Miscellaneous Fees and Charges

(1) Water Off/On \$25.00

If the request to turn the water service back on is made more than 48 hours after the request to turn it off, a second Water Off/On charge will be assessed. Any and all fees are due prior to turning on or off service. Any and all fees need to be accompanied with a Water on/Off request form, which can be obtained from the Village Hall.

(2) Final meter reading for sale of property \$25.00

Fee will be added to the next water bill and amount will be disclosed in tax search.

§ 17 Watercourses.

Pursuant to Chapter **237**, Watercourses, of the Code of the Village of Colonie, the following fees are hereby established:

- A. Permit from Superintendent of Public Works to perform work covered by Chapter **237**: \$50, plus costs incurred by the Village in the review of the plans.

§ 18 Zoning. [Amended 5/16/2022 by Resolution]

Pursuant to Chapter **242**, Zoning, of the Code of the Village of Colonie, the following fees are hereby established:

A. Special permits:

- (1) With submission of application: \$150.
- (2) At the time the Planning Commission considers the application complete, either:
 - (a) Where a building permit is required: see § **2A** above.
 - (b) Where no building permit is required: \$100.
- (3) Before the Planning Commission schedules a public hearing: reimbursement of all costs and expenses incurred by the Village for outside engineering, planning, environmental and other expert services required to review the application and its supporting material up to that

point.

- (4) Before the public hearing: the cost of publication of notice.
- (5) Before the final decision is communicated to the applicant: reimbursement of additional costs incurred by the Village for outside expert services which have not been paid, plus \$100 to cover the costs of preparing the decision.

B. Variances:

- (1) One-family dwellings, including accessory structures: \$50, plus the cost of publication of notice and all engineering or other professional fees.
- (2) Two-family dwellings, including accessory structures: \$100, plus the cost of publication of notice and all engineering or other professional fees.
- (3) All other uses: \$150, plus the cost of publication of notice and all engineering or other professional fees.
- (4) Fees for site plan approval: see § 1 above. \

C. Zoning verification letter: \$25.

§ 19 Clearing, grading and erosion control.

Pursuant to Chapter **95**, Clearing, Grading and Erosion Control, the following fees have been established:

- A. Permit application fee: \$200.
- B. In addition, the applicant shall reimburse the Village for the cost of technical review of the application and the cost of observation and report to the Planning Commission by the Village Engineer.

§ 20 Communications towers; satellite antennas; antennas. [Amended 5/16/2022 by Resolution]

Pursuant to Chapter **212** of the Code of the Village of Colonie, New York, the following fees are hereby established:

A. Application fee: \$1,500.

§ 21 Returned check service charge. [Amended 5/16/2022 by Resolution]

In the event that any check presented to the Village of Colonie in payment of any fee, charge, tax or penalty is returned for any reason, a service charge equal to, but not to exceed the amount charged by the financial institution, shall be paid to the Village in addition to the original amount

owed, with any penalty for late payment, if applicable. This service charge is in addition to any other remedy available to the Village in collecting any such fee, charge, tax or penalty.

Fee: \$20.

§ 22 Nuisance Alarm Fee.

No charge for the first nuisance alarm.

Second instance within a 90 day period of initial alarm \$50.

Third instance within a 90 day period of initial alarm \$100.

Fees shall double for each offense thereafter, within the 90 days of initial alarm.

§ 23 Temporary Storage Container.

A. Permit fee (first 90 days): \$50.

(1) To extend past 90 days, but not to exceed an additional 90 days \$75.

B. Penalties for offenses: \$50/day, not to exceed \$250/per offense

§ 24 Heavy Item Pick-up. [Amended 5/16/2022 by Resolution]

A. Heavy Item Pick-up \$25/each pick-up