

*Standard Schedule of Fees*  
**2024 STANDARD SCHEDULE OF FEES**

**PURPOSE.**

In order to provide for a consolidated schedule of fees and to allow for annual review and modification of fees involving the administration of Town local laws and regulations, the Town Board deems it in the public interest to establish the Standard Schedule of Fees for the Town of New Windsor for the year 2024.

**APPLICABILITY.**

The Town photocopy and printer-generated fee is Twenty-Five (25¢) Cents per page up to 11" x 17".

**A. PLANNING BOARD FEES:**

**1) Consultant review fees:**

Upon application to the Planning Board for any action or approval required in accordance with the procedures set forth by Town Law, the applicant shall post with the Town of New Windsor an escrow deposit to cover all engineering and planning consultant fees deemed necessary by the Planning Board. The amounts shall be as follows:

- a) Residential subdivisions: Two Thousand (\$2,000) Dollars for up to four lots, and One Thousand (\$1,000) Dollars per lot for each lot over the initial four lots.
- b) Lot line changes: Two Thousand (\$2,000) Dollars at time of application.
- c) Multifamily site plans: Five Thousand (\$5,000) Dollars up to forty units, and One Hundred (\$100) Dollars, per unit, for each unit over the initial forty units.
- d) Commercial subdivisions: Five Thousand (\$5,000) Dollars up to four lots and One Thousand (\$1,000) Dollars per lot for each over the initial four lots.
- e) Site plans: Five Thousand (\$5,000) Dollars at the time of Application.
- f) Solar Facilities: Five Thousand (\$5,000) at the time of Application.
- g) The Planning Board Secretary, in conjunction with the Town Comptroller, will monitor the escrow accounts maintained by the Town to cover consultants' fees during Planning Board reviews. When an individual account reduces to 20% of the original deposit, the Town Comptroller will so advise the Planning Board Secretary who will then notify the applicant to deposit additional monies to restore the account to a level equal to 75% of the original deposit. Further, the applicant will be notified that no further reviews of the project will be conducted until the account is replenished to the 75% amount.

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- 2) Planning Board Workshop Application Fees: these fees will cover up to two (2) meetings, including “no-shows” by the applicant, and are non-refundable. Additional workshop meetings scheduled beyond the 2<sup>nd</sup> meeting will require an additional fee:
  - a) Residential Fee (Including Minor Subdivisions & Lot Line Changes): One Hundred (\$100) Dollars.
  - b) Commercial Fee (Including Major Subdivisions): Two Hundred Fifty (\$250.00) Dollars.
  
- 3) Site plan fees.
  - a) Application fee: Five Hundred (\$500) Dollars, plus \$250/1,000 sq.ft. of floor area. For Solar Facilities the Application Fee shall be: Five Hundred (\$500) Dollars, plus \$5 per KW Up to 5MW and \$3 per KW for projects greater than 5MW.
  - b) Plan review fee (all uses except multifamily dwellings, including apartment houses, townhouses and condominiums): Four Hundred (\$400) Dollars, plus Town consultant review fees as listed in Section A(1) herein.
  - c) Multifamily plan review fee (including but not limited to apartment houses, townhouses and condominiums): Four Hundred (\$400) Dollars, plus Twenty-Five (\$25) Dollars per unit, plus Town consultant review fees, as listed in Section A(1) herein.
  - d) Planned unit development (PUD) plan review fee: One Thousand (\$1,000) Dollars., plus Town consultant review fees, as listed in Section A(1) herein.
  - e) Amendment of existing approved, non-multifamily dwelling site plan: application fee, review fee, plus Town consultant fees, as listed in Section A(1) herein.
  - f) Amendment of existing approved, multifamily dwelling site plan: application fee plus review fee, with review fee calculated based on the number of affected, amended or otherwise involved units.
  - g) At the time of site plan approval and prior to stamp of approval, the applicant shall submit an improvement cost estimate for all key site improvements, both private and public, indicated on the approved site plan and as otherwise required by the Town Code, with such cost estimate(s) to be based on current and prevailing wage rates and cost of materials for the completion of such improvements. The estimate(s) shall bear an acknowledgement that the applicant agrees to the amounts set forth therein. The cost estimate(s) shall be as acceptable to the Planning Board Engineer.
  - h) Applicant shall pay, to the Town of New Windsor, a fee to cover all of the actual costs of Town Engineer’s inspections of all private and/or public improvements for the entire site plan, inclusive of all sections. The initial, non-refundable, fee shall be four percent (4%) of the private improvements and/or four percent (4%) of the public improvements bond amount, as approved by the Town Engineer. If there are both private and public improvements contained in the site plan, there shall be a non-refundable four percent (4%) fee for private improvements and a non-refundable four percent (4%) fee for public improvements, based on the bond amounts for each.

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- i) The Planning Board Secretary, in conjunction with the Town Comptroller, will monitor the inspection fee account maintained by the Town to cover all of the actual costs for Town Engineer's inspections of all private and/or public improvements contained in the site plan. At any time an individual account reduces to 1% of the original deposit, the Town Comptroller will so advise the Planning Board Secretary who will then notify the applicant to deposit additional, non-refundable, monies equal to ten percent (10%) of the amount of the original inspection fee. Further, the applicant will be notified that no further inspections of the private and/or public improvements will be conducted until the account is replenished to a level equal to ten percent (10%) of the amount of the original inspection fee.
- j) Park and playground acquisition fees per Subsection F of this section.
- k) Cash payment in lieu of affordable senior housing units: Ten Thousand (\$10,000) Dollars
- l) Water Connection Fee: Five Hundred (\$500) Dollars per unit.\*
- m) Sewer Connection Fee: Five Hundred (\$500) Dollars per unit.\*

\*[Example 20 apartments in 1 building = 20 units]

4) Special permit fees.

a) Application fees (each renewal)

- (1) *(Reserved)*
- (2) All other (including multifamily and commercial industrial): Two Hundred Fifty (\$250) Dollars, plus publication and other costs.
- (3) Mobile home courts: Three Hundred (\$300) Dollars or Ten (\$10) Dollars per unit, whichever is greater, plus One Hundred (\$100) Dollars for Fire Inspection Fee, plus publication and other costs.
- (4) Planned unit development (PUD): Two Thousand (\$2,000) Dollars, plus publication and other costs.

b) Additional planned unit development (PUD) fees:

- (1) Upon PUD concept approval: One Hundred Twenty-Five (\$125) Dollars, plus publication and other costs and Town consultant review fees.
- (2) Upon PUD preliminary plan application: Three Hundred (\$300) Dollars, plus publication and other costs and Town consultant review fees.

5) Land subdivision (including lot line change).

a) Application fee.

- (1) Minor subdivisions and lot line change: Five Hundred (\$500) Dollars.
- (2) Major subdivisions: Five Hundred (\$500) Dollars.

b) Pre-preliminary (sketch) plat approval.

- (1) Lot line change: One Hundred (\$100) Dollars.
- (2) Minor subdivisions: Three Hundred (\$300) Dollars.
- (3) Major subdivisions: Four Hundred (\$400) Dollars.

c) Preliminary plat approval.

- (1) Lot line change: One Hundred (\$100) Dollars.
- (2) Minor subdivisions: Three Hundred Fifty (\$350) Dollars.
- (3) Major subdivisions: Three Hundred (\$300) Dollars or Forty(\$40) Dollars per lot, whichever is greater.

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- d) Final plat approval.
  - (1) Lot line change: One Hundred (\$100) dollars.
  - (2) Major and minor subdivisions: Two Hundred (\$200) Dollars, plus Ten (\$10) Dollars per lot.
- e) Final plat section fee: Two Hundred (\$200) Dollars.
- f) Recreation fees per Subsection F of this section.
- g) Applicants shall reimburse the cost for Town consultant review fees per Section A(1) herein.
- h) Bulk land transfer (final plat): One Hundred (\$100) Dollars.
- i) At the time of subdivision approval and prior to stamp of approval, the applicant shall submit a cost estimate for all private and public improvements required as part of the subdivision approval (i.e., private and/or public roads, private and/or public drainage facilities, etc.) or otherwise required by the Town Code, with such cost estimate(s) to be based on current and prevailing wage rates and cost of materials for the completion of such improvements. The estimate(s) shall bear an acknowledgment that the applicant agrees to the amounts set forth therein. The cost estimate(s) shall be as acceptable to the Planning Board Engineer.
- j) The applicant shall pay to the Town of New Windsor a fee to cover all actual costs of Town Engineer's inspections of private and/or public improvements for the entire subdivision, inclusive of all sections. The initial, non-refundable, fee shall be four percent (4%) of the private improvement bond amount and/or four percent (4%) of the public improvement bond amount, as approved by the Town Engineer. If there are both private and public improvements contained in the subdivision plan, there shall be a, non-refundable, four percent (4%) fee for private improvements and a, non-refundable, four percent (4%) fee for public improvements, based on the bond amounts for each.
- k) The Planning Board Secretary, in conjunction with the Town Comptroller, will monitor the inspection fee account maintained by the Town to cover all of the actual costs for Town Engineer's inspections of all private and/or public improvements contained in the subdivision plan. At any time an individual account reduces to 1% of the original deposit, the Town Comptroller will so advise the Planning Board Secretary who will then notify the applicant to deposit additional, non-refundable, monies equal to ten percent (10%) of the amount of the original inspection fee. Further, the applicant will be notified that no further inspections of the private and/or public improvements will be conducted until the account is replenished to a level equal to ten percent (10%) of the amount of the original inspection fee.
- l) Re-approval fees: Same as initial fee.
- m) Water Connection Fee: Five Hundred (\$500) Dollars per lot.
- n) Sewer Connection Fee: Five Hundred (\$500) Dollars per lot.

**B. ZONING BOARD OF APPEALS FEES:**

1) Application for variance fees:

<u>Zone Class:</u>	<b>Non-Refundable Application Fee</b>
a. Residential: single & two family	\$ 50.00
b. Residential: multifamily	150.00
c. Commercial:	150.00
d. Interpretations or findings:	150.00

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2) Review Fee:

Upon application to the Zoning Board of Appeals for any action or approval which requires a public hearing in accordance with the procedures set forth by Town Law, the applicant shall post with the Town of New Windsor a deposit to cover all fees, including attorney and stenographic fees. This fee shall cover publication.

<u>Zone Class:</u>	<u>Escrow Deposit</u>
a. Residential: single & two family	\$300.00
b. Residential: multifamily	500.00
c. Commercial:	500.00
d. Interpretations or findings	500.00

If the applicant withdraws the Zoning Board of Appeals application within 60 days or prior to the first public hearing, whichever comes first, the applicant, upon written notification to the Town, may request a refund of the Review Fee, less a \$50. administrative fee as well as any costs incurred by the Town to the date of notification receipt. There are no refunds subsequent to the first public hearing.

**C. BUILDING AND INSPECTION FEES:**

- 1) Building permit application.
  - a) Basic application fee: Fifty (\$50) Dollars per structure, paid in addition to appropriate fee(s) listed below. Exceptions to application fee: clotheslines.
  - b) Fences: Fifty (\$50) Dollars.
  - c) Failure to obtain Building Permit: One Hundred Fifty (\$150) Dollars.
  - d) Single-family and two-family application fee: Thirty (30¢) Cents per square foot of gross floor area, including all walls and decks, measured based on exterior building dimensions, including basements which may be finished subsequently at a later date.
  - e) All other structures either attached or detached during the initial construction of the residents or at a later date: Thirty (30¢) Cents per square foot of gross floor area, including all walls and decks, measured based on exterior building dimensions, including basements which may be finished subsequently at a later date.
  - f) Multifamily (including but not limited to apartment houses, townhouses and condominiums) application fee: Fifty (50¢) Cents per square foot of gross floor area, including all walls and common areas, measured based on exterior building dimensions.
  - g) All other (including commercial-industrial): Fifty (50¢) Cents per square foot of gross floor area. Gross floor area shall include all walls and common areas, with the calculation based on outer dimensions.
  - h) Mobile homes and decks: Fifty (\$50) Dollars.

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- i) Sign permit fee: Fifty (\$50) Dollars for each sign permit.
- j) Solar Facilities Building Permit Fee: Five Hundred (\$500) Dollars.
- k) Annual Fire Inspection Fees:
  - i. Commercial Occupancy: Seventy-Five (\$75) Dollars.
  - ii. Places of Assembly: One Hundred Twenty-Five (\$125) Dollars.
  - iii. Multiple Dwellings (3 or more units): Seventy-Five (\$75) Dollars per unit not to exceed a maximum of Five Hundred (\$500).
- 2) Reinspection(s) of the same site: Fifty (\$50) Dollars per visit.
- 3) Renewal of Building Permit: One Hundred (\$100) Dollars.
- 4) Floodplain Development Permit Application: Two Hundred Fifty (\$250.) Dollars; plus, Five Hundred (\$500.) Dollars deposit for additional costs necessary for review, inspection and approval.
- 5) Stormwater Pollution Protection Plan [SWPPP] Permit Fee: Fifty Dollars (\$50.).
- 6) Stormwater Pollution Protection Plan [SWPPP] Review Escrow Fee: Four Thousand Dollars (\$4,000.).
- 7) Each miscellaneous letter requested from the Building Inspector, Fire Inspector, Town Engineer or Planning Board Engineer: Fifty (\$50.) Dollars.
- 8) Filling & Grading Permit (less than One (1) acre): Fifty (\$50.) Dollars.
- 9) Filling & Grading Review Escrow Fee (less than one (1) acre): Two Thousand, Five Hundred and 00/100 (\$2,500) Dollars.
- 10) Filling & Grading Permit (One (1) acre or more): Fifty (\$50.) Dollars.
- 11) Filling & Grading Review Escrow Fee (One (1) acre or more): Four Thousand and 00/100 (\$4,000.) Dollars.
- 12) Lawn Sprinkler Permit: See Section P(9) below for fees. Application to be made to Building Department.
- 13) Backflow Preventer (new applications): Two Hundred Fifty (\$250) Dollars per application [includes Building Permit Fee of \$50 and Plan Review Fee of \$200].

#### **D. HIGHWAY DEPARTMENT FEES & WORK PERMITS:**

- 1) Driveway Application, Permit and Inspection fee: One Hundred (\$100.) Dollars.
- 2) Driveway Apron Bond: One Thousand and 00/100 (\$1,000.) Dollars. Bonds not redeemed within one (1) year of posting, unless extended by the Superintendent of Highways, shall be forfeited to the Town.

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- 3) Road opening Application, Permit and Inspection fee (applies to all grading, road- crossing excavation or other work within the Town rights-of-way or other properties): One Hundred Seventy-five (\$175.) Dollars.
- 4) Road opening permits are not intended for and shall not be issued for excavations greater than fifty (50') linear feet in length through the Town right-of-way. In such cases, an improvement bond shall be set by the Town Engineer for all work to be performed within the Town right-of-way, and an inspection fee paid in an amount of five percent (5%) of the amount of said bond.
- 5) Reinspection of the same site (per visit): Fifty (\$50) Dollars.
- 6) An escrow deposit, in the amount of Two Thousand, (\$2,000) Dollars, shall be posted, as a bond, with the Town for all highway work permits to guarantee acceptable completion of the work and restoration of Town improvements. Bonds not redeemed within one (1) year of posting, unless extended by the Superintendent of Highways, shall be forfeited to the Town.
- 7) Storage of shopping carts after pick up: Twenty-Five (\$25) Dollars per cart.

**E. PETITION TO AMEND ZONING FEES:**

- 1) Petition to amend Chapter 300, Zoning.
  - a) Basic application fee at the time of petition: Five Hundred (\$500) Dollars, plus appropriate fees as listed below.
  - b) Residential classifications: Five (\$5) Dollars per acre, plus publication and other costs and Town consultant review fees.
  - c) Nonresidential classifications: Twenty-Five (\$25) Dollars per acre, plus publication, Town consultant review fees, and the printing cost of twenty revised zoning maps.
  - d) No fee shall be required for any petition filed in support of or opposing a proposed amendment.
  - e) An escrow amount of a minimum of One Thousand (\$1,000) Dollars (a greater amount if so determined by the Town Board) shall be posted with Town Comptroller at the time of petition for reimbursement of Town consultant review fees and other fees and costs.

**F. PARK AND PLAYGROUND FEES:**

- 1) Residential subdivision.
  - a) Fees shall be assessed against all residential subdivision lots subject to land subdivision review and approval.
  - b) Fee shall be calculated on the basis of Three Thousand, Five Hundred (\$3,500.) Dollars per lot, exclusive of the original lot.
- 2) Other dwelling units.
  - a) Fees shall be assessed against all dwelling units subject to site plan review and approval.
  - b) Fee shall be calculated on the basis of Three Thousand, Five Hundred (\$3,500.) Dollars per dwelling unit.

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3) Park usage fees are established as follows:

a) PLUM POINT PARK:

Annual Parking Pass/vehicle (from January to December):	Fee:
New Windsor Residents	\$10.00
New Windsor Senior Citizens	\$5.00
Non-New Windsor Residents	\$75.00
Daily Parking Pass/vehicle	
New Windsor Residents	\$5.00
New Windsor Senior Citizens	\$2.50
Non-New Windsor Resident	\$10.00

b) DOG PARK @ SAN GIACOMO PARK:

Annual Dog Park Pass:	Fee:
New Windsor Residents	\$25.00
Non-New Windsor Residents	\$90.00
New Windsor Senior Citizen	\$10.00
Veterans	\$10.00

G. SANITATION FEES:

- 1) **Any sewer connection greater than four inches (4") shall incur additional inspections costs in the form of an escrow to be established by the Town Engineer.**
- 2) Tap and inspection fees for single-family dwellings;
  - a) Conversions (from septic to public system): Three Hundred (\$300) Dollars, per lateral
  - b) Tap and inspection fees for single-family and two-family dwellings on public systems: Three Hundred (\$300.) Dollars, per lateral.
  - c) Revamp or repair of existing hookups: One Hundred Fifty (\$150) Dollars, per lateral (includes inspection fees).
  - d) Reinspection of any of the above: Fifty (\$50) Dollars, per inspection and per lateral.
  - e) Pre-treatment New Application Fee (5-year permit): Industrial users subject to the Town's Pretreatment program, as required by USEPA: Five Thousand and 00/100 (\$5,000).
  - f) Pretreatment Renewal Permit Application Fee (annually, following initial 5-year period): One Thousand (\$1,000.) Dollars for five years.



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- 3) Tap and inspection fees for multifamily dwellings (also includes condominiums, cooperatives and mobile home parks):
  - a) New Tap (includes tap fee & inspection fee): Three Hundred and 00/100 (\$300) Dollars, per lateral.
  - b) Revamp or repair of existing hookups: One Hundred Fifty (\$150) Dollars, per lateral (includes inspection fees).
  - c) Reinspection of any of the above: Fifty (\$50) Dollars, per inspection and per lateral.
- 4) Outside haulers.
  - a) **Permit application fee: Three Hundred (\$300) Dollars.**
  - b) Sampling or testing fee: at cost.
  - c) Discharge fee shall be established after evaluation of data on application and shall vary depending on treatment costs.
  - d) The Town of New Windsor reserves the right to test any wastewater delivered to the Town for discharge. In the event that the test data is inconsistent with the data on the permit application, the Town reserves the right to adjust the fee or revoke the permit.
- 5) Sewer Point Quarterly Charge: Four and 30/100 (\$4.30) Dollars per point.
- 6) Septic Permits:
  - New Install: Fifty (\$50.) Dollars.
  - Repair/Replace: Fifty (\$50.) Dollars.

**H. POLICE FEES:**

- 1) All reports: Twenty-Five (25¢) Cents per page, plus self-addressed, stamped envelope.
- 2) Police photographic reproductions:
  - a) Three by five (3x5) inches: Five (\$5) Dollars each
  - b) Eight by ten (8x10) inches: Twenty (\$20) Dollars each
  - c) The purchaser must agree to purchase the entire series of photographs relating to the same incident.
- 3) Police Digital Media Reproduction: Fifty (\$50) Dollars per camera download, plus cost of media (i.e., USB/DVD).
- 4) Body Cam Video shall be in accordance with NYS Public Officers Law.
- 5) Motor Vehicle Accident (MVA) Search Fee: Five (\$5) Dollars each.
- 6) The actual cost of reproducing a record shall be in accordance with Section 87(1)(c) of NYS Public Officers Law.

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**I. FIRE INSPECTOR FEES:**

- 1) All reports: Twenty-Five (25¢) Cents per page, plus self-addressed, stamped envelope.
- 2) Fire Inspector photographic reproductions:
  - a) Three by five (3x5") inches: Five (\$5) Dollars each
  - b) Eight by ten (8x10") inches: Twenty (\$20) Dollars each
  - c) The purchaser must agree to purchase the entire series of photographs relating to the same incident.
- 3) Inspection fees per occurrence:
  - a) Explosives, ammunition or blasting: Fifty (\$50) Dollars
- 4) Fire hydrants on private property, per hydrant, per year: Three Hundred Ten (\$310) Dollars (\$77.50 per quarter).

5) FIRE PROTECTION RATES:

<b>Sprinkler Size Connection to Town Water Main</b>	<b>Per Quarter Rate</b>	<b>Yearly Rate</b>
1 in. connection	\$ 17.50	\$ 70.00
2 in.	35.00	140.00
3 in.	52.50	210.00
4 in.	72.50	290.00
6 in.	107.50	430.00
8 in.	142.50	570.00
10 in.	177.50	710.00
20 in.	357.50	1,430.00

- 6) FIREWORKS: License fee shall be One Thousand (\$1,000) Dollars. All applications for permits for the public display of fireworks shall be made at least ten (10) days in advance of the date of the display.
- 7) AMUSEMENTS: License fee shall be One Thousand (\$1,000) Dollars.

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**I. DOG LICENSING FEES:**

1) The annual license fee for dogs as prescribed in Ch. 96, Animals, of the Town of New Windsor Code, §96-4(A)(1) as well as other statutory charges are hereby set as follows:

License Type:	ONE (1) YEAR Town of New Windsor Dog Licensing Fee:	TWO (2) YEAR Town of New Windsor Dog Licensing Fee:	THREE (3) YEAR Town of New Windsor Dog Licensing Fee:	NYS Agriculture & Markets Surcharge (\$1.00 for each year license in effect):	Total One (1) Two(2) Three (3):
Male/Female (Neutered/Spayed)	\$7.50	\$15.00	\$22.50	\$1.00	\$ 8.50 \$ 17.00 \$ 25.50
Male/Female (Unneutered/Unspayed)	\$15.50	\$31.00	\$46.50	\$3.00	\$ 18.50 \$ 37.00 \$ 55.50
Senior Citizen Owned Male/Female (Neutered/Spayed)	\$2.50	\$5.00	\$7.50	\$0.00	\$ 2.50 \$ 5.00 \$ 7.50
Senior Citizen Owned Male/Female (Unneutered/Unspayed)	\$5.00	\$10.00	\$15.00	\$0.00	\$ 5.00 \$ 10.00 \$ 15.00
Guide/Service/Support <b><u>Exempt from fee only.</u></b> <b><u>License still required</u></b>	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00
Exemption per Town Code §96-2(B)(Licensed Class A Breeders per Federal Laboratory Animal Welfare Act)	\$250.00 (upon application to Town Clerk)	N/A	N/A	\$0.00	\$250.00

2) **ADOPTION FEES:** There shall be a fee of One Hundred Eighty (\$180) Dollars for any dog adopted through the Town of New Windsor (the fee includes a rabies vaccination, Bordetella vaccine, distemper vaccine and the fee for the actual cost of spaying/neutering).

3) **REDEMPTION, BOARDING & TRANSPORTATION FEES.** No dog will be permitted to be redeemed until the following redemption fees are paid in full:

a) Redemption fees for seized and/or impounded dogs:

- (1) First impoundment: Fifty (\$50.) Dollars for licensed dogs; Eighty (\$80.) for unlicensed dogs.
- (2) Second impoundment: Sixty-Five (\$65.) Dollars for licensed dogs; Ninety-five (\$95.) Dollars for unlicensed dogs.
- (3) Third impoundment: Eighty (\$80.) Dollars for licensed dogs; One Hundred Ten (\$110.) Dollars for unlicensed dogs.

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- b) Veterinary Services: Redeemer must provide proof of payment or payment arrangement with veterinary service provider for all costs incurred including, but not limited, to vaccinations required for boarding.
- c) Failure to License: There will be an additional local fee charge of Twenty-five (\$25.) Dollars for all seized and/or impounded dogs which are unlicensed.
- 4) The fee of seized/impounded dogs shall also include the local board fee of Fifty (\$50.) Dollars per day, or the actual cost of boarding, whichever is higher.
- 5) Senior citizen fees. License Fees for unspayed female and unneutered male dogs or spayed female and neutered male dogs shall be pursuant to New York State statutory fees.
- 6) There shall be a fee of Twenty-five (\$25.) Dollars per round trip, for any dog secured by the Animal Control Officer and/or the New Windsor Police Department.

License Type	First Impoundment:	Second impoundment:	Third Impoundment:	Failure to License Fee:	Local Boarding Fee:	Transportation Fee:
Licensed	\$50.00	\$65.00	\$80.00	N/A	\$50.00/day or actual cost of boarding, whichever is higher	\$25.00/round trip
Unlicensed	\$80.00	\$95.00	\$110.00	\$25.00	\$50.00/day or actual cost of boarding, whichever is higher	\$25.00/round trip

**K. MUNICIPAL CERTIFICATION FEES:**

- 1) All letters from any representative of the Town of New Windsor certifying the status of certain conditions or real property within the Town of New Windsor shall be supplied upon payment of the following fees:
  - a) Statement of requirement for certificate of occupancy or acknowledgment that the certificate of occupancy has been issued: Fifty (\$50.) Dollars.
  - b) Certification that a road within the Town of New Windsor is owned and maintained by the Town of New Windsor as a public highway: Fifty (\$50.) Dollars.
  - c) Statement of existence of Building and/or Zoning violations of Town local law or ordinances.: Fifty (\$50.) Dollars.
  - d) Statement of existence of Fire violations: Fifty (\$50.) Dollars.
  - e) Flood letters: N/A

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### L. DEMOLITION PERMIT FEES:

All requests for demolition permits shall be made to the Building and Zoning Inspector of the Town of New Windsor and, upon production of satisfactory evidence that the demolition will not damage or threaten to damage any adjacent property or threaten the health or safety of any person or the personal property of another, a demolition permit shall be issued for a specific demolition job to be conducted within certain time limits and shall be issued on payment of a fee of Fifty (\$50) Dollars to the Town of New Windsor.

Demolition shall include but not be limited to removal of a building or structure either in part or whole from real property, removal of bulk storage tanks above or below ground more than 1,000 gallons in capacity, and removal of retaining wall(s).

### M. TOWN CLERK FEES:

- 1) The taping or re-taping of Town Board minutes shall be accomplished only in the presence of a representative of the Town Clerk's office and shall be conducted upon payment of a fee of Twenty-five (\$25) Dollars per hour for each hour or portion thereof that the representative from the Town Clerk's office expends on each request.
- 2) Solicitor's permits, also known as Peddling and Soliciting Local Law, Chapter 217 of the Town Code:
  - a) Six-month license: Two Thousand (\$2,000.) Dollars.
  - b) Each renewal: Two Thousand (\$2,000.) Dollars.
  - c) The license fee must be paid to the Town Clerk within seven days of approval by the Town Board, or the License shall not be issued and the Town Board approval shall be null and void.
- 3) Issuance of certificate of marriage registration: The fee shall be Ten (\$10) Dollars each.
- 4) Issuance of One-day marriage officiant license in accordance with NYS Domestic Relations Law §11-d: The fee shall be Twenty-five (\$25) Dollars each.
- 5) All documents requiring a Town Clerk's certification: Ten (\$10) Dollars per certification.
- 6) Town Code Book: Two Hundred Fifty (\$250) Dollars.
- 7) Zoning Local Law booklet (Only Chapter 300 of Town Code, including Bulk Tables): One Hundred (\$100) Dollars.
- 8) Zoning Map 33" x 44" (\$25) Dollars; and all other CAD/GIS maps 33" x 44": Twenty-Five (\$25) Dollars per page.
- 9) Bulk tables: Twenty-Five (25¢) Cents per page.

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**10) Reproduction of Documents:**

<u>ITEM</u>	<u>PRICE</u>
Map Reproduction (black & white, larger than 11' x 17') .....	\$10.00
Map - Digitize Paper Map.....	\$ 5.00
Building and Site Plans (black & white, per page) .....	\$5.00
8 1/2" x 11" Color Map.....	5.00
17" x 22" Color Map .....	15.00
22" x 34" Color Map .....	20.00
33" x 44" Color Map .....	25.00
8 1/2" x 11" Digital Picture .....	15.00
5" x 7" or 4" x 6" Digital Picture .....	5.00
CD-ROM Data up to 650 megabytes .....	15.00
DVD-ROM Data Up to 4.7 gigabytes.....	15.00
CD-ROM plus employee's time (2 or more hours).....	47.00
DVD-ROM plus employee's time (2 or more hours).....	47.00
USB Flash drive (64 GB).....	20.00
Town Identification Card Replacement .....	5.00
Laser Printer Report or Record (per page).....	0.25
Fee for the Reproduction of Freedom of Information Requests requiring two (2) or more hours of an employee's time shall be the actual cost.	

**11) Junkyard license fee, also known as Junkyards Local Law, Chapter 176 of the Town Code:**

a)	Initial License:	Five Thousand (\$5,000) Dollars.
b)	Each renewal:	Two Thousand, Five Hundred (\$2,500) Dollars.

**12) Collateral Loan Broker License Fee: Two Hundred Fifty (\$250.00) Dollars Annually.**

**13) Genealogy Copy.** The standard fee for a genealogy copy is \$22.00. This includes a copy of the certificate, a three-year search of the index, the retrieval and re-filing of the microfilm/microfiche and either a copy of the record or a no record report. When more than a three-year search is requested, the fee is higher in accordance with the chart below:

Period Searched	Fee
1 to 3 years	\$22.00
4 to 10 years	\$42.00
11 to 20 years	\$62.00
21 to 30 years	\$82.00
31 to 40 years	\$102.00
41 to 50 years	\$122.00
51 to 60 years	\$142.00
61 to 70 years	\$162.00
71 to 80 years	\$182.00
81 to 90 years	\$202.00

*Standard Schedule of Fees*

**N. ASSESSOR'S CERTIFIED LIST OF REAL PROPERTY OWNERS:**

Each request for a certified list of real property owners that is requested from the Assessor's office shall be accompanied by a fee according to the following schedule:

<b><u>NUMBER OF PARCELS</u></b>	<b><u>REQUESTED FEE</u></b>
1 to 10	\$25.00
11 to 20	35.00
21 to 30	45.00
31 to 40	55.00
41 to 50	65.00
51 to 60	75.00
61 to 70	85.00
71 to 80	95.00
81 to 90	105.00
91 to 100	115.00
Over 100	115.00

plus \$1.00 each additional

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*Standard Schedule of Fees*

**O. TOWING FEES AND RATES:**

Annual License Fee:

- A. Initial Application Fee: \$1,000.00
- B. First Truck: \$1,500.00
- C. Each Additional Truck: \$ 50.00

Towing Fees & Rates:

- A. Maximum towing charges permitted for any Passenger Motor Vehicle (car, van, pickup truck, motorcycle, and all other non-commercial vehicles):
  - (1) Having a gross weight of 10,000 pounds or less: \$200.00
  - (2) Having a gross weight over 10,000 pounds: \$250.00

Other fees permitted:

- A. Road Service calls (non-towing) \$100 per call
- B. Lock out rate \$100 per call
- C. Speedy Dry: \$25.00 per-bag
- D. Winching: \$100.00 per instance
- E. Labor for overturned motor vehicle: \$200.00 per hour  
(in addition to standard rate above)
- F. Labor to remove motor vehicle that can't be towed: \$200.00 per hour  
(in addition to standard rate above)
- G. Labor for cleanup at scene of event, if required: \$175.00 per instance
- H. Tow to other location, at customer request May charge tow rate noted above, based on type of vehicle towed, plus \$8.00 per mile from starting location to address where towed.
- I. Administrative fees for vehicles in Storage: \$15 per day
- J. Yard Fee. \$125.00 per occurrence.

Storage Charges:

- A. Inside Storage: \$90.00 each calendar day after date of initial tow
- B. Outside Storage: \$70.00 each calendar day after date of initial tow

**\*\*The above Towing Fees and Rates shall apply to any and all vehicles towed to and/or stored at town-owned facilities.\*\***

**\*\*\* Availability of Rate Schedule \*\*\***

Every licensee must maintain copies of this written fee schedule on all tow vehicles and provide a copy of same to all vehicle owners or operators to whom service is provided.



*Standard Schedule of Fees*

**P. WATER RATES AND FEES:**

The water rate established for all users, including residential and industrial, is **\$6.85** per 100 cubic feet with minimum billing quantities as follows:

<u>METER SIZE</u>	<u>CUBIC FEET</u>
5/8	600
¾	1,200
1	2,400
1 1/2	4,800
2	7,200
3	12,000
4	16,800
6	26,400
8	36,000

- 1) Water main taps: general.
  - a) All Tap connections, from the main to the approximate property line shall be made by a private contractor retained by the property owner. All work shall be inspected by representatives of the Town of New Windsor. **Any connection in excess of One Hundred Feet (100') in length and/or greater than two inches (2") in diameter, shall incur additional inspection costs in the form of an escrow to be established by the Town Engineer.**
  - b) The Town of New Windsor Water Department has standardized materials utilized with the Town water system. All materials utilized for taps to mains in the Town, shall be of the manufacturer and model/part number of this standardization. The Water Department Superintendent shall maintain a list of the standardized materials and shall make the same available to private contractors.

*Standard Schedule of Fees*

2) Water Meters and Accessory Prices (subject to change):

DESCRIPTION	PRICE
<u>5/8 x 1/2" Sensus SR11 ECR/DM 100 CF Water Meter</u>	\$ 233.00
<u>5/8 x 3/4" Sensus SR11 ECR/DM 100 CF Water Meter</u>	233.00
<u>1 1/2" Cordonel Meter</u>	2,516.00
<u>2" Cordonel Meter</u>	3,330.00
<u>3" Sensus Omni Meter (T2)</u>	1,993.00
<u>3" Sensus Omni Meter (C2)</u>	2,880.00
<u>4" Sensus Omni Meter (T2)</u>	3,880.00
<u>4" Sensus Omni Meter (C2)</u>	5,001.00
<u>4" Omni Meter Compact (F2)</u>	9,515.00
<u>6" Sensus Omni Meter (T2)</u>	6,985.00
<u>6" Sensus Omni Meter (C2)</u>	8,639.00
<u>8" Omni Fire Line (F2)</u>	23,454.00
<u>8" Omni Meter (C2)</u>	13,957.00
<u>Meter Tail Piece Adapter 5/8" and 3/4" each</u>	8.00/16.00
<u>Sensus MXU Radio Read Unit w/ Mounting Bracket</u>	252.00
<u>Submersible Sensus MXU Pit Radio Read Unit w/Mounting Bracket</u>	257.00

**Typical Residential MXU Installation Package (5/8" x 1/2" or 5/8" x 3/4" meter)**

<u>Residential Water Meter and MXU Remote with Tail Pieces</u>	517.00
<u>1/2" Meter Connection w/Gasket (each)</u>	8.00
<u>1" Meter Connection w/ Gasket (each)</u>	27.00
<u>1 1/2" Meter Connection Pkg. w/ Gaskets (each set)</u>	120.00
<u>2" Meter Connection Pkg. w/ Gaskets (each set)</u>	132.00
<u>3" Flange/piece</u>	15.00
<u>4" Flange/piece</u>	21.00
<u>6" Flange/piece</u>	33.00
<u>8" Flange/piece</u>	37.00

3) Tap inspection fee.

- a) New Taps - Single and Two-family (one service line & one tap), includes ditch inspection & final inspection: Four Hundred Fifty (\$450) Dollars, plus the cost of the meter, remote and tail pieces/flange kit furnished by the Town. No other materials or any labor shall be provided. **Any connection in excess of One Hundred Feet (100') in length and/or greater than two inches (2") in diameter, shall incur additional inspection costs in the form of an escrow to be established by the Town Engineer.**

*Standard Schedule of Fees*

- b) New Taps - Multi-family, including but not limited to apartment houses, townhouses and condominiums, (multiple services lines/multiple taps):
  - (i) Individual service connections: Four Hundred Fifty (\$450) per service connection (includes ditch inspection and final inspection).
  - (ii) One service connection with master meter: Four Hundred Fifty (\$450), includes ditch inspection and final inspection.
  - (iii) **Any connection in excess of One Hundred Feet (100') in length and/or greater than two inches (2") in diameter, shall incur additional inspection costs in the form of an escrow to be established by the Town Engineer.**
- c) Repairs to existing service shall be One Hundred Fifty (\$150) Dollars (includes inspection fees).
- d) Remote Metering Device for existing water meter which includes installation by Town: T w o H u n d r e d (\$200.) Dollars.
- e) 5/8-inch water meter: One Hundred Seventy-nine (\$179) Dollars.
- f) Reinspection of any of the above: Fifty (\$50) Dollars.
- g) Water Curb Box Disconnect/Reconnect: Fifty (\$50) Dollars

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*Standard Schedule of Fees*

h)

Tap Type	Inspection Fees	Meter & Inspection Fees	Total Costs
New Tap – single & 2-family (one service line & one tap)	<p>\$400.00 (includes ditch inspection )</p> <p><b>Any connection in excess of One Hundred Feet (100') in length and/or greater than two inches (2") in diameter, shall incur additional inspection costs in the form of an escrow to be established by the Town Engineer.</b></p>	Actual cost of meter, remote and tail pieces/flange kit plus \$50.00 final inspection fee	\$450.00 plus cost of meter, remote and tail pieces/flange kit
New Taps – multi-family, including but not limited to apartment houses, townhouses & condominiums (individual service connections/multiple taps)	<p>\$400 per service connection (includes ditch inspection)</p> <p>Ex.: 20 apts. = \$400 x 20 = \$8,000</p> <p><b>Any connection in excess of One Hundred Feet (100') in length and/or greater than two inches (2") in diameter, shall incur additional inspection costs in the form of an escrow to be established by the Town Engineer.</b></p>	Actual cost of meter, remote and tail pieces/flange kit plus \$50.00 final inspection fee	<p>\$400.00 per service connection plus actual cost of meters, remotes and tail pieces/flange kits, plus final inspection of \$50 per meter</p> <p>Ex: 20 apts. = (\$400 x 20) + (\$50 x 20) + cost of actual meters, remotes, and tail pieces/flange kits.</p>
New Taps – multi-family, Single Service connection with master meter	<p>\$400 per service connection (includes ditch inspection )</p> <p>Ex. 20 apts., but only one service line with one master meter = \$400.00</p> <p><b>Any connection in excess of One Hundred Feet (100') in length and/or greater than two inches (2") in diameter, shall incur additional inspection costs in the form of an escrow to be established by the Town Engineer.</b></p>	Actual cost of meter, remote and tail pieces/flange kit plus \$50.00 final inspection fee	<p>\$400.00 per service connection plus actual cost of meter, remote and tail pieces/flange kits, plus final inspection fee of \$50 per meter</p> <p>Ex. 20 apts., but only one service line with one master meter = (\$400.00 + \$50) + cost of actual meter, remote and tail pieces/flange kits.</p>

*Standard Schedule of Fees*

- 4) Liability for repairs
  - a) Replacement of water meters one inch (1") and less, damaged by ice or other damage: One Hundred Seventy-nine (\$179.) Dollars, plus final inspection of Fifty Dollars (\$50.).
  - b) Meters above one (1") inch are the responsibility of the property owner to repair or replace. Final Inspection is required. Cost of Final Inspection is Fifty Dollars (\$50.).
  - c) Repairs of residential water service lines up to and including one inch (1") in size, from the water main up to, but exclusive of the curb box, are the responsibility of the Town.
  - d) Repairs of water services lines up to and including one inch (1") in size, from and inclusive of the curb box to the inside of the house or building, are the responsibility of the property owner.
  - e) Repairs of water service lines above one inch (1") in size, from the home or building, inclusive of the curb box, up to the water main are the sole responsibility of the property owner.
  - f) All commercial water service lines from the building, up to and including the tap on the main, are the responsibility of the property owner.
  
- 5) Final meter readings. Upon request for a final meter reading, any meter without a remote indicator shall be required to have a remote installed, the charge (cost of remote assembly) to be paid by the property owner before the reading of the meter. For scheduling purposes, the remote may be installed by the Town after the taking of the final reading.
  
- 6) Late charge after billing date:
  - Days 1- 30 .....No charge
  - Days 31-365 .....After 30 days - 10% Penalty
  
- 7) Administrative Fee:
  - a) Water shut-off: Fifty and 00/100 (\$50) Dollars.
  - b) Water re-instatement: Fifty and 00/100 (\$50) Dollars.
  
- 8) Hydrant Use Permits. To connect to and take water from any fire hydrant within any water district of the Town of New Windsor or any distribution main connected thereto, subject to the following rules:
  - a) Operation of any fire hydrant shall be performed only by an employee of the Town of New Windsor or its designated representative.
  - b) Hydrant use may only take place between the hours of 8:00 a.m. and 3:30 p.m. Monday through Friday.
  - c) It is at the sole discretion of the Town as to what valid use may be permitted.
  - d) The Town of New Windsor assumes no liability for damage caused by the use of any hydrant.
  - e) The Town of New Windsor reserves the right to discontinue any permitted use at any time without prior notification.
  - f) The total volume for any single commercial permit may not exceed 20,000 gallons.
  - g) All permits are valid for a period of one year from the date issued.

**Residential Rate**  
\$250.00

**Commercial Rate**  
\$350.00

*Standard Schedule of Fees*

- 9) Lawn Sprinkler Permit [submitted to Building Department]: Three Hundred (\$300.) Dollars per application [includes Building Permit Fee of \$50.00; ditch inspection fee of \$50.00 and plan review fee of \$200]. Any and all inspections, subsequent to the initial inspection (reinspection), shall be Fifty (\$50) Dollars each.
- 10) Non-Refundable Surcharge, pursuant to Town of New Windsor Town Code Section 287-6(F), for non-compliance with Town Code Section 287-4(E) and/or Section 287-6(E):
  - a) Two-times (2x) the actual quarterly usage attributable to the subject property during the quarter of initial non-compliance and shall continue for each and every subsequent quarter of non-compliance.

**Q. EMERGENCY MEDICAL SERVICE FEES:**

SERVICE CODE	MEDICARE RATE	NON-MEDICARE RATE
BLS - A0429	\$501.15	\$1035.00
ALS1- A0427	\$595.12	1,475.00
ALS2 - A0433	\$861.36	1695.00
ALS RMA	N/A	580.00
BLS RMA	N/A	460.00
ALS Assist	N/A	950.00
ALS II Intercept	N/A	1,200.00
Mileage A0425 (per loaded mile)	\$9.02	\$23.00

**R. MISCELLANEOUS RATES:**

- a) Returned check fee: Fifty (\$50.00) Dollars
- b) Beaver Dam Garbage district rates:

	<u>Quarterly</u>	<u>Annually</u>
1 Family	\$170.75	\$ 683.00
2 Family	\$190.75	\$ 763.00
3 Family	\$210.75	\$ 843.00
4 Family	\$230.75	\$ 923.00

*Standard Schedule of Fees*

c) Refunds.

All petitions for refunds shall be made to the Town Board. Refunds of fees will be allowed in proportion to the status of the application and any funds expended in the processing of such applications. In no case is more than two-thirds (2/3) of the fee refundable. Where applications are submitted which do not contain the required materials for review, an administrative fee of five percent (5%) of the application fee will be assessed with the returned application. No fee is refundable after the scheduling of a required public hearing. Where the fee provides for the reimbursement to the Town of the cost of professional services, such reimbursement will be made only prior to granting approval of the application. The professional's statement upon the Town voucher shall determine the amount of such fee.

d) Property Maintenance.

Grass Mowing or Brush Clean Up: One Thousand, Five Hundred (\$1,500) Dollars/occurrence.

Snow/Ice Removal:

(i) First Offense: Two Hundred Fifty and 00/100 (\$250.00) Dollars.

(ii) Subsequent Offenses: Five Hundred and 00/100 (\$500.00) Dollars per occurrence.

**S. CEMETERY FEES**

**SINGLE GRAVE PLOTS**

Single Graves, Sections J, JS & JWS (Next Available, Flush Marker Only) \$1,100.00

**SECTION JW**

2 Grave Plot (Corner posts included in price) \$2,200.00

**SECTIONS D, G, H & WM2**

2 Grave Plot (Corner posts included in price) \$2,200.00

3 Grave Plot (Corner posts included in price) \$3,300.00

4 Grave Plot (Corner posts included in price) \$4,400.00

*\*All burials in Section D must be single depth only and in concrete grave liner or vault.\**

**SECTION "WOODMERE LAWN"**

2 Grave Plot (Corner posts included in price) \$2,200.00

*All burials in Woodmere Lawn must be single depth only and in concrete grave liner or vault. Flush Markers only.*

*Standard Schedule of Fees*

**INTERMENTS**

Regular, including artificial grass, chairs & tent	\$1,100.00
Cremated remains	\$450.00
Child - 5' or less casket, including plot	\$1,100.00
Child - 5' or less casket, in family plot	\$800.00
Stillborn, including plot	\$500.00
Stillborn, in family plot	\$350.00

**EXTRA CHARGES**

No Vault	\$200.00
Arrivals after 3:00 p.m., weekdays	\$250.00
Double depth interment <i>(Both interments must be in vaults or concrete grave liners)</i>	\$400.00
Winter Burial Surcharge (Dec. 1 <sup>st</sup> – March 1 <sup>st</sup> )	\$250.00
Interment (Full Body) on Saturday or Sunday:	\$2,000.00
Interment (Cremains) on Saturday or Sunday:	\$1,200.00

Interment (Both Full Body & Cremains) on the following Town observed holidays:

*New Year's Day; Martin Luther King Day; Lincoln's Birthday; Washington's Birthday; Good Friday; Memorial Day; Juneteenth; Independence Day; Labor Day; Columbus Day; Veteran's Day; Thanksgiving Day; Day After Thanksgiving; Christmas Day; after 12:00 noon On Christmas Eve; and afternoon on New Year's Eve.*

\$2,000.00

**DISINTERMENT**

Disinterment of Cremains	\$ 800.00
Disinterment and reinterment within cemetery in concrete vault	\$2,100.00
Disinterment and reinterment within cemetery without concrete vault	\$2,500.00
Disinterment to another cemetery in concrete vault	\$2,000.00
Disinterment to another cemetery without concrete vault	\$2,500.00



*Standard Schedule of Fees*

**FOUNDATIONS**

Baby Marker Foundations (In baby section only)	\$100.00
Per square foot	\$120.00
Minimum charge **(Except for baby foundation in baby section)	**\$240.00
Government Markers (Charge for government markers must be paid before order is signed by cemetery)	\$240.00
Use of Vault (Monthly charge or any part of month; three [3] month maximum)	\$80.00
Snow and Ice Removal (When necessary)	\$200.00

*There is no longer a required NYS \$35 contribution to the permanent maintenance fund per interment; NYS \$5 Vandalism Fee or NYS \$3 Assessment Fee.*

*Standard Schedule of Fees*

T. FILM, FILMMAKING OR FILM ACTIVITY FEES:  
[other than by Special Use Permit]

Type of Property	Fee Per Day
Public Property	\$1,000.00
Public Property (Major Commercial Production)	\$2,500.00
Private Property	\$ 500.00
Private Property (Major Commercial Production)	\$1,500.00

\*\*\*\*\*

*Adopted*  
*01/10/2024*  
*Amended*  
*02/07/2024*  
*Amended*  
*05/01/2024*  
*Amended*  
*06/05/2024*  
*Amended*  
*09/04/2024*  
*Amended*  
*11/06/2024*