

TOWN OF CLINTON									
updates to RESOLUTION 10 of 2025									
		The FEE SCHEDULE							
<b>TITLE: Town of Clinton Fee Schedule adopted February 11, 2025</b>									
<b>WHEREAS</b> , the Town Board of the Town of Clinton hereby establishes the following schedule of fees for the administration and processing of applications for rezoning, special permits variances, site plans, subdivisions plat approval, related SEQR compliance, building and zoning permits, highway and various other administrative fees, and									
<b>WHEREAS</b> , all fees either newly established or amended are effective on the date set by the adoption resolution and supersede all fees enacted prior to this date.									
									<b>FEE</b>
<b>I. SUBDIVISION RELATED FEES</b>									
		Conceptual Plat (Sketch Plan) Application - (Town Code §206-11 Subdivision Application Fee)							<b>\$300</b>
		Preliminary Plat Approval - (Town Code §206-45 Subdivision Fees)							<b>\$500</b>
		Approval of Final Plat- (Town Code §250-95(B)(5))							
		Plus, per lot fee							
		Minor - 1 to 4 Lots							<b>\$500</b>
		+ Per Lot Fee							<b>\$300</b>
		+ Per Dwelling Fee							<b>\$300</b>
		Major - 5+ Lots							<b>\$1,200</b>
		+ Per Lot Fee							<b>\$450</b>
		+ Per Dwelling Fee							<b>\$450</b>
		These fees are in addition to the Fee for Preliminary Plat. They are the fee for approval of final plat plus the per lot fee (excluding the original lot) or plus the per dwelling unit if more than one dwelling unit per lot (e.g. a cluster or similar development)							
		Publication and Circulation Expenses - (Town Code §250-95(C)(1))							<b>Cost to Town</b>
		Publication (legal notices, certified mailings) and circulation (Agricultural Data Statement, SEQR) expenses shall be reimbursed by the applicant to the Town of Clinton at final approval.							
		Filed Map copy Fee							<b>\$30</b>
		Fee for the Town to obtain a copy of the Filed map with signature from the Dutchess County clerk's files for the Planning Board files.							
		Boundary Line Adjustment - (Town Code §250-95(K)(5) and §206-13)							<b>\$500</b>
		Application for a Commercial Communication Facility - (Town Code -§250-44(D)(29))							<b>\$2,500</b>
						Renewal			<b>\$850</b>

Consultant Review of Conceptual, Preliminary and Final Plat Applications - (Town Code §250-95 (B)(5))							Refer to Escrow Schedule Below
	Application for subdivision approval may be referred by the Planning Board to its Town Engineer and/or private consultants for review. Such consultants may include an engineer, planning consultant or other specialist if necessary for the Board to make an informed decision. Expenses incurred by the Town for this purpose shall be fair and reasonable and shall be reimbursed to the Town by the applicant in the amount of the actual expense incurred. A minimum escrow account of \$1500 shall be established for this purpose at the time of preliminary plat application for any major subdivision. For an application for a commercial communication facility, the amount of escrow requested should be large enough so that requests for an applicant to add to the escrow account will be infrequent or unnecessary. Should the required escrow be depleted before final approval, the applicant will be advised that additional monies must be deposited before review will continue.						Any unused escrow fees will be returned to the applicant
Escrow Fees							
	Non-residential permits						\$1,000
	Pre-submission conference with consultants						\$500
	2 - 4 Lot Subdivisions						\$1,500
	5 Lot + Subdivisions						\$2,500
	Special permit	Includes wetland, steep slope permits and soil erosion plans					\$1,000
	Lot line adjustment						\$1,000
	Site Plan (Residential)						\$1,000
	Site Plan (Non-residential)						\$2,500
	Special use permit (Residential)						\$500
	Special use permit (Non residential)						\$1,000
Performance/Maintenance Guarantees (Bonds, Deposits or Letters of Credit) - (Town Code §201)							
	These requirements shall be met in accordance with the procedure established by the Town's Zoning Law and the Town's Subdivision Regulations, The Town's Highway Laws, and applicable provisions of Town Law.						
Payments in Lieu of Dedication of Recreational Land -							
	New York State Law Pertaining to the subdivision of land provides that towns may require applicants to donate land for recreation to the Town. The law also provides that in lieu of land, fees may be charged and applied to the Town's recreation acquisition and development program.						
	Lots and Dwellings - (Town Code §250-62(B)(11))						
	Payments to the Town's Capital Projects Fund Recreation account shall be computed at \$4750 per lot, excluding the original lot, or \$4750 per dwelling unit if more than one dwelling unit per lot (e.g. a cluster of similar development, each apartment or condominium in an apartment building, or each dwelling unit in a town house complex.). In accordance with the Town's Subdivision Regulation, land may be dedicated for park purposes if it is determined by the Planning board, with approval of the Town Board, that such dedication is desirable.						\$4,800
	Mobile Home Site						
	Under Special Permit approval, payments to the Town's Capital Projects Fund Recreation account shall be computed at \$1000 per each mobile home site in a mobile home park.						\$1,200
II. ZONING RELATED FEES							
Special Permit and/or Site Plan Review - (Town Code §250 -96(c)(10) and §250-97(2)(a))							\$600
	This fee is intended to cover administrative, clerical, and mailing fees. Only one special permit or site plan review fee is required if both site plan and special permit application is made. In addition, the Planning Board may require an initial deposit in an escrow account, to cover consultant reviews, including the Town's attorney, associated with such special permit application.						
	Publication (legal notices, certified mailings) and circulation (Agricultural Data Statement, SEQR) expenses shall be reimbursed by the applicant to the Town of Clinton at final approval.						Cost to Town

If Needed							
	Renewal if needed of special Permit and/or Site Plan Review						\$450
	Amendment of approved special permit and/or Site Plan review						\$500
Administrative Review							\$400
	No additional costs will be charged except that if a stenographic record of the hearing is requested, then the applicant shall bear the cost of creating such a record. This fee shall be refunded to the applicant if the determination of the original officer is reversed upon administrative review.						
Short Term Rental (STR) Fees (LL2 of 2020 adopted 11-10-2020 Fee update 7.9.24)							
	Non Hosted STR Permit Renewal						\$800
	Hosted STR Certificate						\$650
	Hosted STR Renewal						\$450

	Agricultural Events Fees								
	Special Permit/Site Plan Review								\$600
	Permit application (Initial)								\$850
	Annual Renewal Application								\$650
	Variance or Change of Use - (Town Code §250-98(B)(3))								\$500
	In addition, if a consultant, including the Town's Attorney, is necessary to make an informed decision, a deposit shall be established in an escrow account by recommendation of the ZBA.								
	Petition for Rezoning								\$1,500
	In addition to the fee for such a petition, if a consultant, including the Town's attorney, is necessary to make an informed decision, a deposit, shall be established in an escrow account by recommendation of the consultant and/or the Town's Attorney. The amount requested should be sufficient to reimburse the costs incurred by the Town for professional consultation fees and extraordinary expenses.								
	Zoning Permit Fees- (Town Code §250-71(F)(3)(c) and §250-75)								\$500
	Soil, Erosion, Pond or Temporary Permits (Such fees will be waived if approved as part of a site plan or other review that requires a fee.)								
	Town Wetlands Permit								\$550
	Flood Plains Development Permit per Sec. 140.12								\$550
	Steep Slopes Permit								\$500
	Soil Erosion Control and Sediment Control								\$500
	Professional Services Fees Including Fees Related to SEQR								Cost to Town
	Applications may require the reviewing Board to engage professional services as part of the review process. Such services may include an engineer, planning consultant or other specialists necessary for the Board to make an informed decision. Expenses incurred by the Town for this purpose shall be fair and reasonable and shall be reimbursed to the Town by the applicant in the amount of the actual expense incurred. An escrow account shall be established for this purpose by the applicant in an amount suggested by the reviewing Board, if it determines that such services are required. Should the required escrow be depleted before final approval, the applicant will be advised that additional monies must be deposited before review will continue.								
	Excavation to build a pond or lake (Town Code §250 65(B))								\$550
	Application fee for natural gas and power plant facilities (Town Code §168-9)								\$5,500
	Sign Application Fee (Town Code §250-70(I)(6))								\$300
	Trailer Park Permit (Town Code §218-5(D) and §218-12(G)(5))								
	Mobile Home								\$800
	R. V. Park Permit								\$400
	Trailer Park Permit Renewal (Town Code §218-10)								
	Mobile Home								\$600
	Junk Yard Operation (Town Code §153-10)								\$1,800


III. BUILDING FEES							
	Post Start-Of-Work Building Permit						\$550
The processing fee for applying for a building permit after commencement of work that requires a building permit.							
Building Permit (Original Building Permit is good for 1 year)							
(Town Code §250-91(B)(1)(a) and §112-5)							
	Residential new or addition construction -					.90/sq ft + \$80	
		Calculated per sq. ft					
	New or addition barn construction, decks, attached and detached garages and storage sheds					.65/sq ft + \$80	
		Calculated per sq. ft					
	For Barns, sheds and structures used for farming purposed, these fees apply and are based on building footprint area -						
		Up to 250 sq. ft					\$250
		From 251 to 2000 sq. ft					\$400
		Greater than 2000 sq. ft					\$650
	Renovations and Alterations						\$6/\$1000 plus \$90
	Tennis court Installation						\$4/1000 + \$90
	Renewal of a Building Permit (Two years after its original issuance and each year thereafter).						cost of the original permit
		The renewal fee may be reduced to \$50 or may be waived at the discretion of the Building Inspector for unusual circumstances.					
	Unified Solar Application						\$300
	Pool Permit						
	Above Ground Pool						\$300
	In-Ground Pool						\$450
	Hot Tub (outside)						\$200
	Tent						\$300 per tent
	Certificate of Occupancy (Town Code §112-5)						No Fee
	(Included with building permit)						
	Municipal Record Search						\$275
	May incur additional costs for construction without permits or not renewed permits						
	Demolition Permit						\$250
	Operating Permit						\$300
	HVAC / Oil Tank Abandonment or Replacement						\$150

Generator Installation (Standby permanent)									\$150
Electrical Service upgrade									\$150
Supplemental Heating (Coal/Wood Pellet/Gas and chimney install, repair (over \$100 ore replacement)									\$150
<b>IV. FIRE SAFETY INSPECTION FEES</b> (Town Code §112-5)									
In accordance with New York State uniform Fire Prevention and Building Code, the following fees are established for fire inspections:									
Multiple Dwellings (Per dwelling Unit)									\$175/building
Single Family Residence									\$60
Commercial or Industrial Buildings (Per Building)									\$200 up to 1000 sq ft
									\$225 over 1000 sq ft
Not-for-Profit properties -									
First two Buildings									\$200
Additional Buildings									\$75/building
Re-inspection									\$50
Fireworks Permit: per event									\$300
<b>V. HIGHWAY FEES</b>									
Driveway Permit									\$175
An escrow account of \$2000 minimum shall be established by the Town Highway Superintendent and paid by the applicant in addition to the permit fee. After a driveway is completed, inspected and approved by the Town Highway Superintendent, the applicant will have the escrow account funds returned if it is deemed no damages were done to the Town road.									
3 month extension									\$75
6 month renewal (with an additional \$1000 bond)									\$150
Road Work Permit - Underground									\$200
Work Permit - other than underground									\$200
For all permitted work, the applicant will be required to establish an escrow account in the amount established by the Town Highway Superintendent to cover all engineering, attorney, inspection and other related costs, in addition to the permit fee. The applicant will receive a refund of any unexpended funds in the escrow account upon the Town Highway Superintendent's inspection and approval of the work done.									
<b>VI. OTHER FEES</b>									
Copies (Town Code §184-9)									
Per page at Town Offices									0.25
Certification by Town Clerk									\$10 per certification
Zoning Law or GEIS									\$40
Farmland Protection Plan									\$30
Master Plan									\$30
Subdivision Regulations									\$30
Highway Specifications									\$30
Other Documents copied commercially									Cost to Town
Copies mailed									Cost of Postage
Faxes									
Outgoing -									
First Page									\$5
Additional Pages									\$1
International Faxes									Not allowed

Incoming	First Page								\$3
	Additional Pages								\$1
Returned Check (Town Code §12-1)									\$20
Tax Collector									
Second Billing for Property tax									\$2
Dog Control (Town Code §98-6(13) formerly (9))									
Impoundment fee									
	First Time								
	Second time within one year of first impoundment							REFER TO CONTRACT	
	Third time within one year of the first impoundment							SEE TOWN CLERK FOR FEES	
Boarding Fee								REFER TO CONTRACT	
	Dog	Admission							
		Plus, fee per day							
		Medical services			(if necessary)				
Rabies Shot									
Dog Licensing									
	(Town Code §98-3 Licensing Fees, Surcharges and Replacement tag charges as amended)								
	Neutered/spayed (includes NYS \$1.00 spay neuter fee)								\$10
	Not Neutered/unsprayed								\$20
		(includes NYS \$3.00 spay neuter fee)							
	Lost Tag Replacement								\$3
	Purebred Fees								
		1 to 10 Dogs							\$30
		11 to 25 Dogs							\$50
		26+ Dogs							\$100
		In addition spay/neuter fee applies -							
		Fixed							\$1
		Not Fixed							\$3
Park/Pavilion Rental Fees, daily rate									
	Clinton Resident								\$250
	Non Resident								\$350
	Organizations								\$425
	Organizations renting for commercial purposes								\$750
Camp Fees									
	Resident	(cost per child, per week)							\$225
	Non-Resident	(cost per child, per week)							\$300
Ball Court/Field Rental Fees to daily max rate (each)									
	Organizations	(\$25/hour up to daily rate)							\$125
	Organizations renting for commercial purposes	(\$50/hour up to daily rate)							\$200

Mass Gatherings Application Fee (Town Code §159-4) -						
	Gathering of 0 to 499 people					no fee/no application
	Gathering of 500 to 999 people					\$500
	Gathering of 1000 to 4999 people					\$1,000
	Gathering of 5000 or more people					\$1,500
<b>Town Clerk Fees</b>						
	Marriage License					\$40
	Duplicate Marriage License					\$10
	One- Day Marriage Officiant Registration					\$25
	Hunting Licenses	Call the Town Clerk at (845) 266-5853				Various
	Town ID Sticker for Park Use					
		Residents				
		First				\$20
		Second				\$10
		Seniors over the age of 60				
		First				FREE
		Second				\$10
		Non resident				\$100
		With NO resident sticker, daily resident fee				\$20
		Basketball Court seasonal park pass/ per person				\$30
Vital Statistic Registration						
	Death Certificate or Transcript (NYS)					\$10
	Birth Certificate or Transcript (NYS)					\$10
	Genealogy Fee Schedule (NYS)					
		Fee schedule per one spelling of name. Fee varies depending on requested number of years to be searched				
		1 - 3 years				\$22
		4 - 10 years				\$42
		11- 20 years				\$62
		21 - 30 years				\$82
		31 - 40 years				\$102
		41 - 50 years				\$122
		51 - 60 years				\$142
		61 - 70 years				\$162
		71 - 80 years				\$182
		81 - 90 years				\$202
<b>Cemeteries*</b>						
	* These charges only cover fees payable to the Town.					
	Payment for excavation and any cemetery-related activities not listed (e.g., disinterment)					
	will be handled directly between the plot owner and the vendor. The Town will					
	provide oversight of such activities but is not involved in administering					
	the financial arrangements.					
	<b>Conventional Burials – Adults</b>					\$700
	<b>Conventional Burials – Infants</b>					\$450



		Cremation						\$250
		Other Entombment – Quoted on Request						
		Grave						\$750
<b>NOW THEREFORE , BE IT RESOLVED</b> , that the Town Board hereby approves the aforementioned fee schedule effective on February 11, 2024 or as otherwise denoted.								
								
Dated		February 11, 2024						
						Carol-Jean Mackin		
						Town Clerk		