**Permit and Application Fee Schedule** Effective: 01/01/2026

- Noted Plan Review Fees are in addition to the noted application fees.
- Please note, construction which has been started without a required permit is subject to doubling of the noted fee(s).
- Building area is defined as: the sum of the areas of all floors, including basements, and any garage areas.

## Residential

- New 1 and 2 Family Dwellings:

    - $350.00 for buildings ≤ 2,500 sq. ft. of building area.
    - $450.00 for buildings > 2,500 sq. ft. and ≤ 3,000 sq. ft. of building area.
    - For buildings > 3,000 sq. ft. of building area, $450.00 plus $125.00 for every additional 500 sq. ft., or portion thereof, above 3,000 sq. ft. of building area.

    - Building permit renewal: $200.00

- New or Used Mobile/Manufactured Homes:

    - $150.00 or $0.07 per sq. ft. of building area, whichever is greater.

    - Building permit renewal: $50.00

- New Multiple Dwellings (more than 2 dwelling/sleeping units):

    - $1,000.00 or $0.30 per sq. ft. of building area, whichever is greater.
    - Plan review fee:
        - Each building with more than 5 dwelling/sleeping units: $400.00
        - Each building with 6 dwelling/sleeping units, but less than 30 dwelling/sleeping units: $500.00
        - Each building with more than 30 dwelling/sleeping units: $600.00

    - Building permit renewal: $200.00

- Additions/Alterations/Repairs

    - $60.00 for work areas affecting ≤ 250 sq. ft. total building area.
    - $125.00 for work areas affecting > 250 sq. ft. and ≤ 500 sq. ft. total building area.
    - $175.00 for work areas affecting > 501 sq. ft. and ≤ 1,000 sq. ft. total building area.
    - $0.25 per sq. ft. for work areas affecting > 1,000 sq. ft. total building area.
    - Building permit renewal: $50.00

- Roofing

    - Residential re-roof: $50.00

- Residential Swimming Pools/Spas/Whirlpools/Hot Tubs

    - $60.00 for on/above ground pools
    - $125.00 for in ground pools
    - $50.00 for storable pools. $15.00 for 2nd year reissue and every year thereafter.

- Accessory Buildings/Garages/Barns/Sheds

    - $35.00 for buildings ≤ 150 sq. ft. of building area.
    - $60.00 for buildings > 150 sq. ft. and ≤ 500 sq. ft. of building area.
    - $125.00 for buildings > 500 sq. ft. and ≤ 1,000 sq. ft. of building area.
    - $0.17 per sq. ft. if building area > 1,000 sq. ft.

    - Building permit renewal: $25.00

- Chimneys/Furnaces/Boilers/Solid Fuel Burning Stoves/Fireplaces (gas, wood, or other)

    - New or replacement: $50.00

    - Building permit renewal: $25.00

- Decks (no roof)

    - $50.00 for decks ≤ 100 sq. ft. of area.
    - $80.00 for decks > 100 sq. ft. and ≤ 500 sq. ft. of area.
    - $0.25 per sq. ft. of area < 500 sq. ft..

    - Building permit renewal: $25.00

- Residential Fire Sprinkler (in addition to any other noted fee)

    - $175.00 for existing system alterations or reconfigurations
    - $275.00 for new system installations

- Demolishing Structures: $50.00

- New Buildings
    - $700.00 or $0.20 per sq. ft. of building area, whichever is greater.
    - Plan review fee:
        - Applies to buildings ≥ 3,000 sq. ft. of building area.
        - $400.00 or $0.12 per sq. ft. of building area, whichever is greater.
    - Building permit renewal: $200.00
- New Multiple Dwellings (more than 2 dwelling/sleeping units)
    - See residential schedule.
- Additions/Alterations/Repairs
    - $200.00 for work areas affecting ≤ 500 sq. ft. total building area.
        - Building permit renewal: $25.00
    - $250.00 for work areas affecting > 500 sq. ft. and ≤ 1,000 sq. ft. total building area.
        - Building permit renewal: $50.00
    - $350.00 or $0.30 per sq. ft. if > 1,000 sq. ft. of building area, whichever is greater.
        - Building permit renewal: $75.00
    - Plan review fee:
        - Applies only to additions ≥ 3,000 sq. ft. of building area.
        - $400.00 or $0.12 per sq. ft. of building area, whichever is greater.
- Accessory Buildings
    - $150.00 if building is ≤ 500 sq. ft. of building area.
    - $175.00 or $0.17 per sq. ft. of building area, whichever is greater.
    - Building permit renewal: $25.00
- Roofing
    - $200.00 if the affected area is ≤ 5,000 sq. ft.
    - $0.10 per sq. ft. if the affected area is > 5,000 sq. ft.
- Fire Sprinkler Systems
    - New construction and additions
        - $400.00 or $0.12 per sq. ft. of building area, whichever is greater.
    - Alterations
        - $200.00 or $0.12 per sq. ft. of the affected building area, whichever is greater, with a maximum fee of $400.00.

- Commercial Swimming Pools/Spas/Whirlpools/Hot Tubs

    - Includes swimming pools associated with hotels, etc.
    - $350.00 per swimming pool/spa/whirlpool/hot tub

    - Building permit renewal: $25.00

- Demolishing Structures: $150.00

## Signs

- Commercial Signs

    - Applies to new, re-facing, updating, replacement, repainting, altering, permanent, temporary, etc.
    - Each separate sign is charged a separate fee.
    - $30.00 for a temporary sign or banner. Maximum 2 week duration.
    - $60.00 for one permanent sign ≤ 100 sq. ft.
    - $100.00 for one permanent sign > 100 sq. ft. and ≤ 150 sq. ft.
    - $150.00 for one permanent sign > 150 sq. ft.

- Commercial Construction Site Signs

    - Construction site signs per the Code of the Town of Vestal Chapter 5, Article V, Division 3, Section 5-124 (t).
    - $20.00 for each temporary sign ≤ 16 sq. ft.
    - $50.00 for each temporary sign > 16 sq. ft.

## Other Permits and Fees

- Fences > 8'-6" in height: $20.00
- Retaining walls > 4' in height at any point: length x 3 ft.= sq. ft x $0.25 per sq. ft.
- Tent structures > 200 sq. ft., except residential use: $100.00
- $200.00 for special event permit for festivals, bazaars, street fairs, etc.. This fee is not intended as a charge to each individual vendor, but to the sponsor of the event.
- Failure to properly display a building permit as required by the Code of the Town of Vestal Chapter 5, Article II, Section 5-24(g)(1): $50.00 for each notice issued
- Failure to obtain a Certificate of Occupancy/Compliance prior to occupying or using an item or area, building or product, for which a permit has been issued:
    - Residential- $50.00 per day
    - Commercial- $300.00 per day
- Requests for property compliance, property use information or other request when the request requires the Code Enforcement Office to generate letters, notices, or correspondence: $75.00 per property/request.

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**Fire Inspection Fees** Effective: 01/01/2026

- These fees cover existing buildings and specialized occupancies.

- Requested inspections:

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| - For rental approval- | $150.00 |
| - For pre-occupancy- | $150.00 |
| - For day care facility- | $125.00 |

- New business fire inspection, prior to opening:

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| - Properties with building area ≤ 1,000 sq. ft. - | $100.00 |
| - Properties with building area > 1,000 sq. ft. and ≤ 10,000 sq. ft.- | $150.00 |
| - Properties with building area > 10,000 sq. ft.- | $200.00 |

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| - 1st follow-up: | Free |
| - 2nd follow-up: | $150.00 |
| - Subsequent follow-up visits: | $250.00 |

- The following fees will be incurred for inspections of existing buildings and routine fire inspections as required by the Code of the Town of Vestal Chapter 5, Article II, Section 5-31:

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|---|---|
| - Properties with building area ≤ 1,000 sq. ft. - | $100.00 |
| - Properties with building area > 1,000 sq. ft. and ≤ 10,000 sq. ft.- | $125.00 |
| - Properties with building area > 10,000 sq. ft.- | $150.00 |

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|---|---|
| - 1st follow-up: | Free |
| - 2nd follow-up: | $150.00 |
| - Subsequent follow-up visits: | $250.00 |

- Properties being used for residential purposes, or vacant parcels, located in the RA-1, RA-2, RC, RR, or other residential zoned properties:

  - Area variance: $100.00
  - Use variance: $200.00
  - Home occupation: $100.00
  - Sign variance: $75.00
  - Other type hearing: $75.00

  - 240x240 Special Permit: $150.00 $30.00 of this fee is allocated to the Town Clerk's office for processing of this type of Special Permit.

  - Any costs for re-advertising a postponed or adjourned hearing will be billed to the applicant and shall constitute the actual costs for the notices, mailings, and incidentals.

- Properties in the C-1, C-2, CD, I, ID, RO, TN, TO, or PDD zoning districts; Properties used for commercial functions; Properties being proposed for commercial uses or functions; Other commercial zoned properties; and Any other zone not listed:

  - Area variance: $200.00
  - Use Variance: $500.00
  - Sign variance: $100.00
  - Other type hearing: $300.00

  - Any costs for re-advertising a postponed or adjourned hearing will be billed to the applicant and shall constitute the actual costs for the notices, mailings, and incidentals.

- Application for new development/construction site review:
    - $100.00 ≤ 1,000 sq. ft. of building area
    - $125.00 > 1,000 sq. ft. and ≤ 2,500 sq. ft. of building area
    - $0.05 per sq. ft. of gross building area if > 2,500 sq. ft. of building area
    - Maximum fee- $500.00

- Existing buildings, including exterior site modifications:
    - Building additions, alterations, site alterations, and other:
        - $75.00 if ≤ 2,500 sq. ft.
        - $0.05 per sq. ft. if > 2,500 sq. ft.

- Application to alter an approved plan, prior to issuance of a Certificate of Occupancy:
    - $50.00 plus $0.02 per sq. ft. of affected area of the project
    - Maximum fee- $250.00

- Property subdivisions and land partitions:
    - $250.00 plus $25.00 per requested lot
    - Addendums to an approved subdivision or land partition:
        - $50.00 plus $25.00 per affected lot
        - Maximum fee- $1,000.00
    - Addendums for subdivisions and land partitions may be requested within one year of initial approval of the original land division proposal. If an extension or alteration is required or requested after the one year anniversary date from Planning Board final approval, the required fee is as if a new property division is proposed.

- No fee shall be required for advisory requests referred to the Planning Board by other governing bodies/boards.

- Fees for Operating Permits for various occupancies as outlined in the Code of the Town of Vestal Chapter 5, Article II, Section 5-30:

(a)(1)(i)- $150.00 per year for the manufacturing, storing, or handling of hazardous materials

(a)(1)(ii)- $150.00 per year for hazardous processes and activities

(a)(1)(iii)- As noted in the required permit paperwork for use of pyrotechnic devices in an assembly occupancy

(a)(1)(iv)- $150.00 per year for buildings containing one or more areas of public assembly with an occupant load of 100 persons or more; and any building or occupancy capable of an occupant load of 200 persons or more

(a)(1)(v)- $150.00 per year for buildings whose use or occupancy classification may pose a substantial potential hazard to public safety, as determined by resolution adopted by the Town of Vestal Town Board

(a)(1)(vi)- Any person, corporation or other entity engaged in the construction, repair, remodel, or alteration of buildings or any system or component which is a part thereof:

- Contractors:
  - Residential- $200.00 per year
  - Commercial- $300.00 per year

-Specialty services:
  - Fire alarm- $75.00 per year
  - Fire sprinkler- $100.00 per year
  - Cooking hood suppression- $100.00 per year
  - Electrical- $75.00 per year
  - Plumbing/HVAC- $75.00 per year
  - Concrete/masonry- $75.00 per year
  - Excavation- $50.00 per year
  - Pool- $75.00 per year
  - Roofing- $75.00 per year
  - Sign contractors- $75.00 per year
  - Other- $75.00 per year