

Chapter A156

FEES

[HISTORY: Adopted by the Board of Trustees of the Village of Saddle Rock 6-1-1988 by L.L. No. 6-1988. Amendments noted where applicable.]

GENERAL REFERENCES

Building construction and fire prevention — See Ch. 48.

Plumbing — See Ch. 118.

Public access to records — See Ch. 122.

Streets and sidewalks — See Ch. 126.

Zoning — See Ch. 150.

§ A156-1. Applicability.

The fees set forth in the schedule hereinafter set forth shall be applicable to the applications, permits and other matters as indicated.

§ A156-2. Public access to records.

- A. There shall be no fee charged for the following:
 - (1) Inspection of records.
 - (2) Any certificate pursuant to Chapter 122.
- B. The fee for copying records shall be \$0.25 per page for photocopies not exceeding nine inches by 14 inches.
- C. The fee for copies of records not covered by Subsection B of this section shall be the actual reproduction cost, excluding fixed costs of the Village for employee salaries.

§ A156-3. Building construction administration. [Amended 12-5-2001; 7-7-2004]

- A. For a building permit for a new residential building, or structure, or alteration or addition to an existing building or structure, the fee shall be \$150 for the first \$1,000 of estimated cost, plus \$10 for each additional \$1,000 or fraction thereof of estimated cost. Estimated cost will be based upon \$150 per square foot for new construction and \$100 per square foot for alterations/additions. The fee for a renewal of any building permit shall be \$50 per month until a certificate of occupancy/completion is issued. In any case where the work which requires a permit has been commenced in whole or in part prior to issuance of a permit, the foregoing fee(s) shall be increased by an additional \$3,000.
- B. For a permit for the installation of one or more elevators in or in connection with a building or structure, the fee shall be \$150 plus \$100 for each elevator in excess of one included in the permit; provided, however, that if such elevator or elevators is part of a new building or alteration for which a permit has been issued, no separate fee shall be charged.

- C. For a permit for the demolition of a building or structure or part thereof, the fee shall be \$300, provided that, if the demolition is a necessary part of an alteration for which a permit has been issued, no legal fee shall be required for such demolition.
- D. For a permit for a temporary structure, the basic fee shall be \$150 and the permit shall be valid for no longer than six months; for renewal of a permit for a temporary structure, the fee shall be \$50. Only one renewal shall be valid for no longer than six months.
- E. The cost for building violation searches and/or certificate of occupancy request shall be \$50. For issuing a duplicate or photocopy of a specified building permit, a violation letter or other document, the charge shall be \$5 per single sheet. For certifying a certificate of occupancy search (where no certificate exists) the charge shall be \$75 per building.
- F. For a permit to install any new plumbing or heating in a building or structure, or to alter any existing plumbing or heating work, including a new boiler, the fee shall be \$100, plus \$5 for each additional \$1,000 or fraction thereof of estimated cost.
- G. For a certificate of approval of plumbing or drainage work, the fee shall be \$10.
- H. For an amendment of an existing permit for construction of a residential building or structure, the fee shall be \$100 plus \$10 for each additional \$1,000 or fraction thereof of additional estimated cost. In any case where the work which requires a permit amendment has been commenced in whole or in part prior to issuance of amendment to the permit, the foregoing fee(s) shall be increased by an additional \$2,500.
- I. For the issuance of a temporary or permanent certificate of occupancy or certificate of completion, the fee shall be \$125.

§ A156-4. Garage and tag sales.

The fee for a tag or garage sale license shall be \$20.

§ A156-5. Streets and sidewalks.

- A. An application for a permit to disturb or alter a street or sidewalk shall be accompanied by a fee of \$75, plus \$5 per day that the work continues beyond 120 days from the date of issuance of the permit. The deposit shall be set forth by the Code Official.
- B. The fee for a utility company shall be \$75, together with a performance and completion bond, the amount of which is to be determined by the Code Official.

§ A156-6. Zoning.

- A. Board of Trustees.

- (1) Costs.

- (a) On all applications to the Board of Trustees, the applicant shall be liable for and shall pay the following costs which may be incurred by the Village in processing the application:

- [1] Advertising.

- [2] Stenographic minutes of meetings and hearings.
- [3] Engineering costs for the Village Engineer.
- [4] Legal fees for the Village Attorney, which shall be charged at an hourly rate approved by the Board of Trustees, multiplied by the number of hours or portions thereof that the office of the Village Attorney actually spends on the application, but in no event in excess of the maximum number of hours set forth below:
 - [a] For an application in which no environmental impact statement is required: 10 hours.
 - [b] For an application in which an environmental impact statement is required: 20 hours.
- [5] Recording fees.
- [6] Planning, sound, traffic, environmental or other specialized study or consultants' fees.

(b) All the foregoing fees and costs shall be consistent with fees for services then prevailing in the community.

(2) Deposits.

(a) In addition to the fee otherwise required, the applicant shall deposit with the Village Clerk a sum of money to be used by the Village to defray the costs listed in Subsection A(1) hereof which are actually and necessarily incurred by the Village in processing and reviewing the application. The sum deposited shall be as follows:

- [1] Where an environmental impact statement is required or it appears to the Village Clerk that such a statement may be required: the sum of \$1,000.
- [2] All other cases: the sum of \$500.

(b) In the event that the amount of the deposit is insufficient to cover the costs listed in Subsection A(2) hereof, the applicant shall, at such time as is fixed by the Village Clerk, deposit with the Village an amount deemed sufficient to defray all such costs. If the amount deposited exceeds the actual listed in Subsection A(2) which are actually and necessarily incurred by the Village, the unused portion of such deposit shall be returned to the applicant within 60 days after the decision on the application is filed.

(3) Action on application. No action shall be taken by the Board of Trustees on any application subject to the provisions of this section until all fees and deposits required hereunder are paid in full.

B. Board of Appeals. An application shall be accompanied by the following fees, costs and deposits:

(1) Fees. Upon the filing of any application to the Board of Appeals, the applicant shall a

fee of \$750. [Amended 12-5-2001; 7-7-2004]

(2) Costs.

(a) On all applications to the Board of Appeals, the applicant shall be liable for and shall pay the following costs which may be incurred by the Village in processing the application:

[1] Advertising.

[2] Stenographic minutes of meetings and hearings.

[3] Engineering costs for the Village Engineer.

[4] Legal fees for the Village Attorney, which shall be charged at an hourly rate approved by the Board of Trustees, multiplied by the number of hours or portions thereof that the office of the Village Attorney actually spends on the application, but in no event in excess of the maximum number of hours set forth below:

[a] Premises used for one single-family dwelling, no environmental impact statement required: two hours.

[b] Premises used for one single-family dwelling, environmental impact statement required: five hours.

[5] Recording fees.

[6] Planning, sound, traffic, environmental or other specialized study or consultants' fees.

(b) All the foregoing fees and costs shall be consistent with fees for services then prevailing in the community.

(3) Deposits.

(a) In addition to the fee required in Subsection B(1) hereof, the applicant shall deposit with the Village Clerk a sum of money to be used by the Village to defray the costs listed in Subsection B(2) hereof which are actually and necessarily incurred by the Village in processing and reviewing the application. The sum deposited shall be as follows: premises used for one single-family dwelling: \$200.

(b) In the event that the amount of the deposit is insufficient to cover the costs listed in Subsection B(2) hereof, the applicant shall, at such time as is fixed by the Village Clerk, deposit with the village an amount deemed sufficient to defray all such costs. If the amount deposited exceeds the actual costs listed in Subsection B(2) which are actually and necessarily incurred by the village, the unused portion of such deposit shall be returned to the applicant within 60 days after the decision on the application is filed.

(4) Action on application. No action shall be taken by the Board of Appeals on any application subject to the provisions of this section until all fees and deposits required

hereunder are paid in full.

C. Planning Board. An application for subdivision approval or site plan approval shall be accompanied by the following fees, costs and deposits:

(1) Fees. Upon the filing of any application to the Planning Board, the applicant shall pay the Village Clerk the sum of \$100.

(2) Costs.

(a) On all applications to the Planning Board, the applicant shall be liable for and shall pay the following costs which may be incurred by the village in processing the application:

[1] Advertising.

[2] Stenographic minutes of meetings and hearings.

[3] Engineering costs for the Village Engineer.

[4] Legal fees for the Village Attorney, which shall be charged at an hourly rate approved by the Board of Trustees, multiplied by the number of hours or portions thereof that the office of the Village Attorney actually spends on the application, but in no event in excess of the maximum number of hours set forth below:

[a] For an application in which no environmental impact statement is required: 10 hours.

[b] For an application in which an environmental impact statement is required: 20 hours.

[5] Recording fees.

[6] Planning, sound, traffic, environmental or other specialized study of consultant's fees.

(b) All the foregoing fees and costs shall be consistent with the fees for services then prevailing in the community.

(3) Deposits.

(a) In addition to the fee required in Subsection C(1) hereof, the applicant shall deposit with the Village Clerk a sum of money to be used by the village to defray the costs listed in Subsection C(2) hereof which are actually and necessarily incurred by the village in processing and reviewing the application. The sum deposited shall be as follows:

[1] Where an environmental impact statement is required or it appears to the Village Clerk that such a statement may be required: the sum of \$1,000.

[2] All other cases: the sum of \$500.

(b) In the event that the amount of the deposit is insufficient to cover the costs

listed in Subsection C(2) hereof, the applicant shall, at such time as is fixed by the Village Clerk, deposit with the village an amount deemed sufficient to defray all such costs. If the amount deposited exceeds the actual costs listed in Subsection C(2) which are actually and necessarily incurred by the village, the unused portion of such deposit shall be returned to the applicant within 60 days after the decision on the application is filed.

- (4) Action on application. No action shall be taken by the Planning Board on any application subject to the provisions of this section until all fees and deposits required hereunder are paid in full.

§ A156-7. Modifications to schedule.

The Board of Trustees may, from time to time, amend or add to or delete from the foregoing schedule of fees by resolution.

§ A156-8. Authorization of activities required.

The listing of a fee for any activity described in the foregoing fee schedule shall not be deemed to authorize said activity, and said activity shall not be permitted unless otherwise authorized by law.