



PERMIT FEE SCHEDULE

Adopted by Resolution of the Town Board

Effective Date: 1/7/2025

This Permit Fee Schedule replaces and supersedes all prior permit and application fee schedules of the Town of Randolph. Fees are established to recover administrative, inspection, and review costs consistent with practices of other New York State municipalities. Unless otherwise stated, all fees are non-refundable and payable at the time of application.

Applicants are responsible for all professional review costs (engineering, planning, legal, environmental, fire safety, and inspection) through escrow, in addition to the fees listed below.

I. Zoning Board of Appeals / Planning Board Applications

Special Use Permit (SUP)

Application Fee: **\$50.00**

Area Variance

Application Fee: **\$150.00**

Use Variance

Application Fee: **\$150.00**

Site Plan Review

Application Fee: **\$250.00**

(Plus required escrow for professional review)

Subdivision Review

Minor Subdivision: **\$300.00**

Major Subdivision: **\$500.00**

(Plus required escrow for professional review)

II. Building Permits

Residential Building Permit

\$.15 per square foot

Minimum fee: **\$75.00**

Commercial / Industrial Building Permit

\$.18 per square foot

Minimum fee: **\$150.00**

Accessory Structures (garages, sheds, barns)

\$10 per square foot

Minimum fee: **\$50.00**

Decks/Porches

\$10 per square foot

Minimum fee: **\$25.00**

Roof

\$50.00

Pool

\$25.00

Demolition Permit

Residential: **\$50.00**

Commercial: **\$100.00**

***Window Replacement Permit**

Residential: **\$50.00**

Commercial: **\$100.00**

**Permit required when:*

- *Window replacement that changes the opening size or alters structural features*
- *Any work that affects fire egress, structural framing, or changes opening dimensions*

Siding Replacement Permit:

exempt - work must comply with applicable building and energy codes

III. Certificates and Inspections

Certificate of Occupancy / Compliance

Residential: **\$50.00**

Commercial: **\$100.00**

Reinspection Fee (when required)

\$50.00 per inspection

IV. Sign Permits

Permanent Sign

\$75.00

Temporary Sign

\$25.00

V. Solar Energy Systems

Residential / Small-Scale Solar Energy Systems

(Accessory systems serving a single residence or farm) - Permit Application Fee: **\$100.00**

Large-Scale / Commercial Solar Energy Systems

(Including community solar and utility-scale projects) - Permit Application Fee: **\$5,000.00 1MW; \$2,500.00 for each additional MW.**

- **Escrow Deposit Required:** Amount to be established by the Town to cover engineering, legal, environmental, planning, fire safety, and SEQRA review costs. Escrow shall be replenished as necessary.

Permit application fees are separate from and in addition to escrow deposits and do not include inspection, public hearing, or consultant costs.

VI. Fire Inspections and Fire Safety Review

Fire Inspection (Commercial / Industrial / Multi-Family)

Initial Inspection: **\$50.00**

Reinspection (if required): **\$25.00**

Fire Safety Review for Energy or Utility Facilities

(Solar, battery energy storage, wind, telecommunications, or similar infrastructure) –

Application / Review Fee: **\$250.00 (12-month Moratorium on Battery energy storage)**

(Plus required escrow for professional and fire code review)

VII. Wind Energy Conversion Systems (Windmills)

Residential / Small Wind Energy System

Permit Application Fee: **\$150.00**

Commercial / Utility-Scale Wind Energy Facility

1% of cost

Minimum fee: **\$3,500.00**

Required escrow for engineering, legal, environmental, aviation, and SEQRA review

VIII. Telecommunications Facilities

Telecommunication Towers and Antennas

(New help or substantial modification) - Permit / Application Fee: **\$2,500.00**

- Required escrow for engineering, legal, RF, visual, and SEQRA review

Co-location on Existing Towers

- Permit Application Fee: **\$750.00**

VI. Other Permits

Home Occupation Permit

\$50.00

Temporary Use Permit

\$50.00

Zoning Verification Letter

\$25.00

Generator

Residential: **\$25.00**

Commercial: **\$50.00**

Tents

One-time use: **\$1.00**

Seasonal: **\$5 per month**

Camping (Section 10.8)

\$10/180 days

VII. General Provisions

1. No application shall be accepted or processed without payment of the required fee.
2. The Town may require escrow deposits sufficient to cover the reasonable and necessary costs of professional review.
3. Each separate structure or tower requires a separate permit.
4. Failure to maintain required escrow balances may result in suspension of application review.
5. The Town Board may waive or reduce fees for municipal, governmental, or not-for-profit projects where legally permissible.
6. This fee schedule may be amended from time to time by resolution of the Town Board.

Supersession: This Permit Fee Schedule supersedes all prior permit fee schedules of the Town of Randolph.

FINES

Failure to obtain a required permit is a violation of the Town of Randolph Zoning Ordinance and is an offense, punishable by:

1. First offense, a fine of not exceeding \$350.00 or imprisonment for a period not to exceed six (6) months or both for conviction of a first offense.
2. Conviction of a second offense, both of which were committed within a period of five (5) years, is punishable by a fine not less than \$350.00 nor more than \$700.00 or imprisonment for a period not to exceed six (6) months, or both.
3. Conviction for a third or subsequent offense, all of which were committed within a period of five (5) years, is punishable by a fine of not less than \$700.00 nor more than \$1,000.00 or imprisonment for a period not to exceed six (6) months, or both.
4. Each week's continued violation shall constitute a separate additional violation.