



Town of Mamakating Planning Board

2948 Route 209

Wurtsboro, NY 12790

Telephone: (845) 888-3031

Fax: (845) 888-5677

Planning Board Fees and Escrow Schedules

Section 1.0 - Application Fee Schedule

In accordance with Resolution of the Town Board of the Town of Mamakating adopted _____ the following fees and escrow are required to be collected by the Town of Mamakating Planning Board and the Clerk of the Planning Board:

Fee Type	Fee Amount
Minor Subdivision	\$1500 for 1 – 5 lots +\$175/lot
Major Subdivision	\$1500 for ≥5 lots +\$250/lot
Site Plan	\$1500 +\$250/1000 sq ft floor area +\$20/ Parking Space*
Amended Site Plan	\$750 +\$250/1000 sq ft floor area +\$20/ Parking Space*
Special Use Permit	\$1000 per application to be added to base site plan fees when applicable.
Timber Harvest (logging) Permit	\$500 Application Fee +\$375 Forester Review
Site Plan Home Occupation	\$300
Informal Conceptual Meeting	\$250 (1hr monthly meeting with town engineer**)
Appearance before Planning Board	\$150 /appearance (first appearance included in application fee)
Public Hearing	\$150 /appearance +\$5.00/parcel
Recreation/Parkland Fees	1-9 lots \$5000/lot for 10 or more lots Planning Board shall determine whether to require the reservation of land or payment of \$5000/lot (See Parkland Fees note below)
SEQRA	\$175 Short Form EAF Review \$4500 Full Environmental Impact Statement
Site Visit	\$200/hr
Clerical	\$30/hr
Copies	\$.30/image

*Parking Space – Refers to parking spaces as required by the Town Code or Proposed Parking spaces, whichever is greater.

**Informal conceptual meeting held monthly on 1st Wednesday of every month by appointment only.



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Section 2.0 - Escrow Funds Established

By the authority granted by Section 199-64 of the Town of Mamakating Zoning Law and in order to ensure that the cost of any Engineering, SEQR Experts, Planning, Legal or other consultation fees incurred by the Town of Mamakating with respect to matters before the Planning Board/ Zoning Board are borne by the applicants, there is hereby established an Escrow Fund. Upon filing an application for either a subdivision, site plan, special permit approval, or for a building permit or certificate of occupancy, the applicant shall deposit with the Town Controller, via certified check, sum of money in accordance with the Escrow Fee Schedule below. The Controller shall pay from these funds the fees charged by any professionals employed by the Planning Board with respect to the applicants project. Said fees shall be submitted by voucher and paid as approved by the Planning Board or Zoning Board Administrator. The applicant shall deposit additional funds into such account to bring its balance up to 100% of the amount of the full escrow deposit by the last day of each month. If such account is not fully replenished by the last day of the month, the approving agency shall suspend its review of the application. In the case of post-approval inspections and reviews involving construction, the Town may issue a stop work order. **No subdivision plat or site development plan shall be endorsed or filed until all professional review fees charged in connection with the review of the project have been reimbursed to the Town. No building permit shall be issued unless all professional review fees charged in connection with the review of the applicant's project have been reimbursed to the town and a new escrow account has been established to cover all post-approval review costs, including but not limited to inspection of construction of roads and driveways. No Certificate of Occupancy shall be issued unless all professional review fees charged in connection with the post approval inspection and review of the project have been reimbursed to the Town.** No refunds of any funds remaining on deposit in escrow shall be issued until all pertinent professional review charges have been paid and the final certificate of occupancy has been issued to the project, or where applicable, the road has been accepted by the Town and the one-year maintenance period has expired.

Escrow Fee Schedule

Subdivisions	\$3750	0-2 Lots
	\$7000	3-10 Lots
	\$22500	11-35 Lots
	\$52500	>35 Lots
Site Plan/Amended Site Plan	\$3750	Up to 3,500sq ft
	\$7500	3,001 – 20,000sq ft
	\$22500	20,001 – 50,000sq ft
	\$52500	>50,001
Lot Line Change /Timber Harvest	\$1,000	
SEQRA	\$200	Short Form Environmental Assessment Form
	\$3000	Full Environmental Impact Statement



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Section 3.0 - Parkland Fees

In the event the Planning Board of the Town of Mamakating, upon considering preliminary plat approval for any residential or commercial subdivision, whether of a minor subdivision, major subdivision or site plan, determines that it is appropriate to require the applicant to pay Parkland Fees in lieu of setting aside parkland in accordance with Town Law Section 277 and Town of Mamakating Code Section 199-46, then and in that event, the applicant, as a condition of preliminary plat approval, shall be required to pay FIVE THOUSAND AND 00/100 (\$5,000.00) DOLLARS per lot as and for a Parkland Fee which payment shall be made to the Clerk of the Planning Board within ten (10) days of the granting of the preliminary plat approval. In the event the applicant fails to make the payment in accordance with the terms and conditions of the preliminary plat approval requiring the payment of said Parkland Fee, then in that event the preliminary plat approval shall be automatically deemed null and void.

NOTE: If the Application is granted but the fee is not paid, the Board or Building Department can revoke its action ex parte and then notify the Applicant of the revocation; thereafter the Application sought will not be granted until the fees are paid in full.

NOTE: Failure to Reimburse Fees: Any Fee Statement imposed by §199-64 which remains unpaid at the time that the Town certifies its annual tax rolls shall become a lien upon the premises for which the Application was made. Such unreimbursed fees shall thereupon be levied against said property, as if a tax on real property, in addition to all other taxes, fees, rents or charges which would otherwise be so levied. In the event the affected premises comprise more than one (1) tax parcel, the Town Treasurer shall distribute such levy equally amongst the tax parcels without regard to the assessed values or any other factor. (See §199-65H).

Section 4.0 - Inspection Fee – Site Plan, Special Use

The owner/developer is responsible and shall make payment for all inspections, as built drawings and related costs. Initially, an inspection fee of five (5%) percent of the amount of the construction costs shall be paid to the Town prior to the time that the Chairman of the Planning Board signs the final plat or the start of any plat or the start of any site improvement work.

Payment of all fees are to be made at the time set forth above, or as otherwise set forth in the Town Code of the Town of Mamakating, but in no event later than Final Approval, Denial or Withdrawal of the Project. Except as set forth in the Town Code of the Town of Mamakating, all Fees upon payment are non-refundable.

All Soil testing to be witnessed by Town Engineer.

Prior to the start of construction and as a condition of Final Site Plan or Special Use Permit approval, Applicant shall deposit with the Town Clerk for engineering inspection fees and professional consultant reviews, five (5%) percent of the total cost of all improvements and treatment, whether to be dedicated or maintained by the Town or not. Applicant shall be responsible for the actual costs incurred for all professional services.