

Town Administrative Fees Matrix - Schedule A (Dated January 2024)

2.5% Increase

2.5% Increase

Type of Fee	Fee Category	Town Code Chapter	Per Chapter 88 2024 Fee	Per Chapter 88 2024 Fee
Licensing of Dogs	Clerk	52-7		
Spayed or Neutered Dog	Clerk	52-7	\$9.00	plus \$1 NYS surcharge
Unspayed or Unneutered Dog	Clerk	52-7	\$15.00	plus \$3 NYS surcharge
Purebred Dogs (1-10 Dogs)	Clerk	52-7	\$35	plus NYS surcharge
Purebred Dogs (11-25 Dogs)			\$50	plus NYS surcharge
Purebred Dogs (26+ Dogs)			\$100	plus NYS surcharge
Purebred Dogs Unaltered Surcharge	Clerk	52-7	\$3	
Purebred Dogs Altered Surcharge	Clerk	52-7	\$1	
Late Licensing Fee (Over 30 Days Late)	Clerk	52-7	\$20	
Unlicensed Dog Fee (Renumeration Notice Issued)	Clerk	52-7	\$25	
Facility Rental	Parks	40		
Multi-Purpose Room	Parks	40-4	\$50	/ hr
1/2 Multi-Purpose Room	Parks	40-4	\$25	/ hr
Meeting Room 106	Parks	40-4	\$10	/ hr
Class Room 102	Parks	40-4	\$15	/ hr
Class Room 105 (1)	Parks	40-4	\$15	/ hr
Fitness Room	Parks	40-4	\$25	/ hr
Gymnasium	Parks	40-4	\$100	/ hr
Gymnasium (Sunday - Minimum 4 Hours Subject to Staffing Availability)	Parks	40-4	\$100	/ hr plus \$20 per hour for Park Staff
1/2 Gymnasium	Parks	40-4	\$55	/ hr
Kitchen Rental with another room	Parks	40-4	\$10	/ hr
Kitchen Rental alone	Parks	40-4	\$20	/ hr
Cleaning Fee	Parks	40-4	\$50	/ hr
Board Room	Facility	40-4	\$20	/ hr
Conference Room	Facility	40-4	N/A	N/A
Court Room	Facility	40-4	\$20	/ hr
Highway Meeting Room	Facility	40-4	\$15	/ hr
Alarm Systems	Facility	46		
2nd False Alarm within 90 days	Emergency	46-6A	\$100.00	
Additional False Alarm within 90 days	Emergency	46-6A	\$300.00	
Mass Gathering Permit	Building	55-3A (1)	\$685.00	
Semi-Conductor Tools Permit	Fire Prev.	89	\$670.00	plus an amount to be placed in escrow to cover inspection costs
Building Systems Permit	Fire Prev.	89	\$335.00	commercial building system application fee plus an amount to be placed in escrow to cover engineer and consultant costs
Commercial Fire Inspection Fee	Fire Prev.	89	\$51.00	for Commercial Areas < 5,000 sq ft
Commercial Fire Inspection Fee	Fire Prev.	89	\$143.00	for Commercial Areas > 5,000 sq ft and < 10,000 sq ft
Commercial Fire Inspection Fee	Fire Prev.	89	\$242.00	for Commercial Areas > 10,000 sq ft
Commercial Fire Re-Inspection Fee (3rd and Additional Visits)	Fire Prev.	89	\$178.00	
Unsafe Structure Fee	Fire Prev.	89	\$290.00	
Flood Damage Prevention	Building	92-11B		Actual Cost Incurred Via Escrow Deposit Not to Exceed \$500
Concession Fee	Parks	117		N/A
Pavilion Rental Fee - Resident Up to 100 People (1 Four Hour Time Frame)	Parks	117	\$50	
Pavilion Rental Fee - Resident 101-150 People (1 Four Hour Time Frame)	Parks	117	\$75	
Pavilion Rental Fee - Resident 151-200 People (1 Four Hour Time Frame)	Parks	117	\$100	
Pavilion Rental Fee - Non-Resident (1 Four Hour Time Frame)	Parks	117	\$100	
Pavilion Rental Fee - Non-Resident 101-150 People (1 Four Hour Time Frame)	Parks	117	\$125	
Pavilion Rental Fee - Non-Resident 151-200 People (1 Four Hour Time Frame)	Parks	117	\$150	
Outdoor Special Event Fee Up to 300 People- Resident	Parks	117	\$200	
Outdoor Special Event Fee 301 -- 400 People - Resident	Parks	117	\$225	

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Outdoor Special Event Fee 401 - 500 People - Resident	Parks	117	\$250	
Outdoor Special Event Fee Up to 300 People- Non Resident	Parks	117	\$300	
Outdoor Special Event Fee 301 - 400 People - Non Resident	Parks	117	\$325	
Outdoor Special Event Fee 401 - 500 People - Non Resident	Parks	117	\$350	
Additional Fees for Special Events	Parks	117		
Park Staff	Parks	117	\$50	/hr
Inspectors	Parks	117	\$50	/hr
Peddling Fee	Clerk	119-6	\$58.00	
Peddling Fee	Clerk	119-6	\$10	Additional License
Portable Storage Units	Building	120-2B	\$79.00	for Second Month
Records	Clerk	124-3A	0.25	per page copy
Records	Clerk	124	5 BW (\$10 Color)	(Maps - Greater 36x48)
Records	Clerk	124	4 (\$8 Color)	(Maps - Greater 11x17 less than 36x48)
Records	Clerk	124	\$.25	per page fax
Sewer	Building	127		
Permit - Residential	Building	127-67A (1)	None	
Permit - Commercial	Building	127-67A (1)	None	
Connection	Building	127-67A (2)	\$1,446	per lateral
New Development	Building	127-73	Mitigation Fees As Required	
Stormwater Management Inspection -Town	Building	136-9	\$92	/hr
Stormwater Management Inspection - Consultants	Building	136-9	Prevailing Rates	
Stormwater Management Maintenance - Town/Contracted	Building	136-9	Prevailing Rates	
Soil Disturbance	Building	136-9	\$216.00	first 3 acres
Subdivision of Land	Planning	143	\$72	each additional acre or portion thereof
Preliminary Public Hearing for Subdivision and Neighbor Notification	Planning	143-2B (2c)	Included in Application Fee	
Final Public Hearing for Subdivision	Planning	143-2B (3f)	Included in Application Fee	
Single Lot Line Adjustment (simple, residential)	Planning	143-3C (3a)	\$236.00	
Single Lot Line Adjustment (simple, residential)	Planning	143-3C (3a)	\$72	each additional lot
Single Lot Line Adjustment (complex, residential)	Planning	143-3C (3a)	\$406.00	
Single Lot Line Adjustment (complex, residential)	Planning	143-3C (3a)	\$72	each additional lot
Single Lot Line Adjustment (commercial)	Planning	143-3C (3a)	\$579.00	
Single Lot Line Adjustment (commercial)	Planning	143-3C (3a)	\$72	each additional lot
Preapplication Conference	Planning	143-4D	No Charge	
Preliminary Major Subdivision Submission (5 Lots)	Planning	143-5A (5a)	\$722.00	
Preliminary Major Subdivision Submission (each additional lot)	Planning	143-5A (5b)	\$94.00	each additional lot
Preliminary Minor Subdivision Submission	Planning	143-5B (4a)	\$236.00	
Preliminary Minor Subdivision Submission	Planning	143-5B (4a)	\$94.00	each additional lot
Final Major Subdivision Submission (5 lots)	Planning	143-6A (6a)	\$687.78	
Final Major Subdivision Submission (each additional lot)	Planning	143-6A (6b)	\$92.25	each additional lot
Final Minor Subdivision Submission	Planning	143-6B (4a)	\$230.63	
Final Minor Subdivision Submission	Planning	143-6B (4b)	\$92.25	each additional lot
Residential Recreation Mitigation Fee (per new residential dwelling unit)	Planning	143-8C	\$1,145.00	
Engineering and Consulting Fees (Town Personel and Contractual) (escrowed)	Planning	143-8E	Prevailing Rates	
Telecommunication Towers	Planning	151		
New Telecommunication Tower	Planning	151-5A	\$1,446.00	
Collocation on Existing Tower or Completely Camouflaged	Planning	151-5B	\$145.00	
Engineering and Consulting Fees (escrowed)	Planning	151-5C	Prevailing Rates	
Zoning	Planning	167		

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			Per Chapter 88 2024 Fee	Per Chapter 88 2024 Fee
New Site Plans/Project Plans:	Planning	167-49A (1)		
1. Minimum Charge, plus other charges below:	Planning	167-49A (1)	\$143.00	
2. Less than 10 acres disturbed	Planning	167-49A (1)	\$721.00	per disturbed acre
	Planning	167-49A (1)	\$7,215.00	
3. 10 acres or more disturbed	Planning	167-49A (1)	plus \$432	/ disturbed acre for each disturbed acre over 10
4. Final approval extension	Planning	167-49A (1)	\$72.00	
5. Engineering and Consulting Fees (escrowed)	Planning	167-49A (1)	Prevailing Rates	
Site Plan/Project Plans Amendment	Planning	167-49A (1)		
1. Building Addition Under 299 GFA	Planning	167-49A (1)	\$216.00	
2. Building Addition 300 to 999 GFA	Planning	167-49A (1)	\$360.00	
3. Building Addition 1000 to 9999 GFA	Planning	167-49A (1)	\$721.00	
4. Building addition over 10,000 GFA	Planning	167-49A (1)	\$143.00	plus the following additional fees:
a. If site is under 10 acres disturbed	Planning	167-49A (1)	+ \$721	per disturbed acre
b. If site is over 10 acres disturbed	Planning	167-49A (1)	\$7,215.00	additional fee
	Planning	167-49A (1)	+\$432	per acre disturbed over 10
5. Engineering and Consulting Fees (escrowed)	Planning	167-49A (1)	Prevailing Rates	
Site/Plan Alteration (Utilities, Parking, Stormwater)	Planning	167-49A (1)	\$143.00	plus the following additional fees:
a. If site is under 10 acres disturbed	Planning	167-49A (1)	\$721.00	per disturbed acre
b. If site is over 10 acres disturbed	Planning	167-49A (1)	\$7,215.00	additional fee
	Planning	167-49A (1)	+\$432	per disturbed acre over 10
1. Engineering and Consulting Fees (escrowed)	Planning	167-49A (1)	Prevailing Rates	
Site Plan/Project Plan Amendment (ie., Architectural, signage, lighting, aesthetic)	Planning	167-49A (1)	10.25%	of the original site plan fees charged
1. Engineering, and Consulting Fees (escrowed)	Planning	167-49A (1)	Prevailing Rates	
Preapplication Conference	Planning	167-49A (1)	No Charge	
Change in tenancy or use to approved site plan	Planning	167-49A (1)	\$216.00	
Planned Development Districts	Planning	167-49A (2)		
Residential	Planning	167-49A (2)	\$367.00	per lot plus an amount to be placed in escrow to cover engineering costs and advertising costs. Residential recreation mitigation fees in the amount of \$1,145 per dwelling unit with 1/2 due at time of building permit issuance and balance at certificate of occupancy.
	Planning	167-49A (2)	+\$189	
Commercial	Planning	167-49A (2)	\$405.00	
	Planning	167-49A (2)	+\$.17	per square foot of building area plus an amount to be placed in escrow to cover engineering costs and advertising costs. Said fee shall not exceed \$71,850
Mixed Use	Planning	167-49A (2)	Refer to Residential/Commercial	per lot plus an amount to be placed in escrow to cover engineering costs and advertising costs. Residential recreation mitigation fees in the amount of \$1,145 per dwelling unit with 1/2 due at time of building permit issuance and balance at certificate of occupancy. The per lot fees set forth shall not be paid with respect to lots which have been fully developed pursuant to the existing PDD legislation and for which no change is sought as a result of the application for amendment.
Residential Amendment	Planning	167-49A (2)	\$365.00	
	Planning	167-49A (2)	\$190.00	

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Commercial Amendment	Planning Planning	167-49A (2) 167-49A (2)	\$405.00 +.17	per square foot of building area plus an amount to be placed in escrow to cover engineering costs and advertising costs. Said fee shall not exceed \$73,646. The per square foot fees set forth shall not be paid with respect to the square footage which have been fully developed pursuant to the existing PDD legislation and for which no change is sought as a result of the application for amendment.
Mixed Use Amendment	Planning	167-49A (2)	Refer to Residential/Commercial	Refer to Residential/Commercial
Residential Recreation Mitigation Fee (2)	Planning	167-49A (2)	\$1,145	per dwelling unit
Engineering, Consulting and Advertising Costs (escrowed)	Planning	167-49A (2)	Prevailing Rates	Prevailing Rates
Townwide Mitigation Fees (Pre- 2017)	SEQR	GEIS		
GEIS Mitigation Fee	SEQR	GEIS	\$101	per trip
Open Space Mitigation Fee	SEQR	GEIS	\$1,309	per acre
Traffic Mitigation Fee	SEQR	GEIS	\$2,045	per trip
Residential Recreation Mitigation Fee (2)	SEQR	GEIS	\$1,642	per dwelling unit
Townwide Mitigation Fees (2017 and After)	SEQR	GEIS		
GEIS Mitigation Fee	SEQR	GEIS	\$178	per trip
Open Space Mitigation Fee	SEQR	GEIS	\$1,331	per acre
Traffic Mitigation Fee	SEQR	GEIS	As Determined In Consultation with CDTC	As Determined In Consultation with CDTC
Residential Recreation Mitigation Fee (2)	SEQR	GEIS	\$1,145	per dwelling unit
Permanent Sign Permit	Building	167-49A (3)	\$72.00	(highest of) \$70min or \$3.00/sf (Per Side)
Building Permits and Certificates of Occupancy	Building	167-49A (4)		
Commercial and Industrial	Building	167-49A (4)	\$278	Min \$271 or \$.57 sq ft Maximum \$262,000
Residential Building Permit	Building	167-49A (4)	\$140	Min \$137 or \$.43 sq ft
Commercial and Industrial - Unfinished Basement/Porches	Building	167-49A (4)	\$0.20	sq ft
Residential Building Permit - Unfinished Basements/Porches	Building	167-49A (4)	\$0.15	sq ft
Manufactured House Permit	Building	167-49A (4)	\$216	
Commercial Renovations	Building	167-49A (4)	\$335 Plus \$.32	commercial renovation application fee per square foot of the work area being renovated plus any applicable building system application fees. building system application fees.
	Fire Prev.	89		
Special Inspections (Pools, decks, septic, fireplaces, wood stoves, tents, reroofing, generators etc)	Building	167-49A (5)	\$90.20	
After Hours Inspection	Building	167-49A (5)	\$86.10	Per Hour (2 Hour Minimum)
Pool Permit in excess of 6 months outstanding	Building	167-49A (5)	\$143.50	
Demolition Fee	Building	167-49A (5)	\$68/ \$141	Residential/Commercial
Residential Recreation Mitigation Fee	Planning	167-49A (4)	\$1,145.00	per dwelling unit
Zoning Board Appeals Area Variance	Zoning	167-49A (6)	\$500.00	
Zoning Board Appeals Use Variance	Zoning	167-49A (6)	\$500.00	plus an escrow for legal fees
Zoning Interpretation	Zoning	167-49A (6)	\$350.00	
Special Use Permit Residential/Commercial	Planning	167-49A (7)	\$500/\$1,000	
Engineering and Consulting Fees (escrowed)	Planning	167-49B	Prevailing Rates	Prevailing Rates

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Type of Fee	Fee Category	Town Code Chapter	2.5% Increase	2.5% Increase
			Per Chapter 88 2024 Fee	Per Chapter 88 2024 Fee
Administrative				
Municipal research (zoning compliance letters, PDD/zoning research, etc.)	Bldg/Planning	88-16	\$72/ \$144	Residential/Commercial
Administrative Fee - Stop Work Order *	Bldg/Planning	89-16	\$72.00	
Admin Fee - General Enforcement *	Bldg/Planning	89-16	\$72/ \$144	Residential/Commercial
Admin Fee - Bldg Permit Renewal	Bldg/Planning	89-16	\$72/ \$144	Residential/Commercial
Admin Fee - Construction without a permit *	Bldg/Planning	89-16	\$72	Minimum, or Double normal permit fee
Admin Fee - Building Inspection (3rd Inspection of Previously Inspected Component)	Bldg/Planning	89-16	\$70/ \$144	Residential/Commercial
Admin Fee - Temporary Certificate of Occupancy	Bldg/Planning	89-16	\$31.00	
Operating Permits	Bldg/Planning	89-16	\$37.00	Class A Bldg,
			\$144.00	/First Hour M & H = \$104/hour
Community Center Program Fees	(3)			
Community Day Booth Fees			\$25 All Businesses/Not for Profits/Vendors (\$50 if Selling Food) (Booth Fees Not Charged to Town Committees)	\$25 All Businesses/Not for Profits/Vendors (\$50 if Selling Food) (Booth Fees Not Charged to Town Committees)
Bounced Check Fees	All		\$20	
Late Fee for Unpaid Fees			1% per month after 60 Days	
Unpaid Tax Mailing Fee (March 1)	Tax		\$1	
2nd Notice Unpaid Tax Fee	Tax		\$2	
Credit Card Convenience Fee (Courts, Tax Receiver)			Approximately 3% of Transaction	Approximately 3% of Transaction
Class Cancellation Fee			\$10	
Malta Memories/History of Malta			\$2	
Malta Recreation T-Shirt (For Public)			\$7	
Malta Summer Recreation Program T-Shirt			\$5	
Malta Volkhimer Prints			\$1	
Copies Per Sheet			\$0.25	
Color Copies Per Sheet			\$0.50	
* Plus ALL other applicable costs incurred by the Town				

Special Notes - No Fees Required for Town Board, Department or Committee Applications or Projects
 - All Fees are Non-Refundable Unless Due to a Medical Condition

(1) - Fees for this room are waived for Malta residents and not-for-profit organizations

(2) - Residential subdivision projects approved by the Town prior to January 2, 2017 shall be charged residential subdivision recreation fees as identified in Town Code Section 88 Table A which were in effect during 2016.

(3) - The Community Center provides programs and establishes fees based upon an established fee structure and provides senior discounts up to 50% for most programs as well as a 25% employee discount on programs and facility rentals.