

**TOWN OF NEW LEBANON
RESOLUTION #29, 2025
ADOPTION OF REVISED FEE SCHEDULE
OCTOBER 16, 2025**

At a meeting of the New Lebanon Town Board, duly called and held on the 16th day of October, 2025, the following Resolution was proposed and seconded:

Resolution by Supervisor Houghtling
Seconded by Councilmember Powers

ADOPTION OF REVISED FEE SCHEDULE

WHEREAS, the Town Board of the Town of New Lebanon seeks to revise the Town fee schedule;

NOW, THEREFORE, BE IT RESOLVED, that the Town Board hereby approves and adopts the Town of New Lebanon Fee Schedule, a copy of which is annexed hereto; and

BE IT FURTHER RESOLVED, that the Town of New Lebanon Fee Schedule as annexed hereto and adopted hereby shall supersede all previous fee schedules of the Town of New Lebanon to the extent same is inconsistent therewith; and

BE IT FURTHER RESOLVED, that the Town Clerk shall maintain a copy of this Resolution and the fee schedule adopted hereby, and shall make same available for copying and inspection in accordance with law and as the Town Board may direct.

Upon the question of the foregoing Resolution, the following Town Board Members voted "Aye" or "Nay" for said Resolution:

Roll Call Vote:

Councilmember Steve Powers	Aye
Councilmember Scout Metzler	Aye
Supervisor Tistrya Houghtling	Aye
Councilmember Joanne Amlaw	Aye
Councilmember Craig Skerkis	Aye

The Resolution, having been approved by a majority vote of the Town Board, was declared duly adopted by the Supervisor of the Town of New Lebanon.

Dated: October 16, 2025

Marcie Robertson
Town Clerk
Town of New Lebanon

Town of New Lebanon Fee Schedule

Fees Derived from Code

The fees referred to in the Code sections enumerated below shall be as follows:

Chapter 71, Animals

Single-Year Application	Application Fee/ Senior Citizen Discount	Mandatory Surcharge	Total Fee/With Senior Citizen Discount
For each dog that is spayed or neutered	\$6.50/5.50	\$1	\$7.50/\$6.50
For each dog that is unsprayed or unneutered	\$12.50/\$10.50	\$3	\$15.50/\$13.50

Optional Three-Year License (When Qualified)	Application Fee	Mandatory Surcharge	Total Fee
For each dog that is spayed or neutered	\$12.75	\$3	\$15.75
For each dog that is unsprayed or unneutered	\$23.55	\$9	\$32.55

Impoundment Fees: Seizure Fee + Shelter Fee + Emergency Veterinary Costs/Expenses

Seizure Fee

First Offense in 1 year period	\$20
Second Offense in 1 year period	\$30
Each Offense Greater than 2 in 1 year period	\$50

Shelter Fee

Per day fee (first ten days)	\$35/day
After tenth day, add'l flat fee	\$300

Any impoundment fees not paid to C-G Humane Society shall be remitted to the Town

Chapter 81, Building Code Administration

§ 81-4K Building Permits

Roofing Permit	\$75.00
Heating Appliance Installation Permit	\$75.00
New Electric Service Installation Permit	\$75.00
Demolition Permit	\$75.00
Driveway Permit (for driveways regulated under Uniform Building and Fire Prevention Code)	\$50.00
All Other Building Permits	Depends on cost; \$75 minimum
Cost of up to \$2,000	\$75.00
Cost above \$2,000	\$75.00, plus \$5.00 per \$1,000 of additional estimated cost or fraction thereof

§ 81-4I Renewals of Building Permits

First Renewal (12 months)	\$100.00
Second Renewal (Additional 12 months)	50% of original permit fee; \$50.00 minimum
Additional Renewals (Each additional 12 months)	50% of original permit fee, plus 5% of original permit fee for each renewal obtained beyond first 2 renewals; \$50.00 minimum

§ 81-5D Special Inspection \$75.00

§ 81-7F Certificates of Occupancy (including Temporary and Permanent)

Single-Family and Two-Family Residential	\$50.00
All Other Structures/Occupancies	Depends on project cost
Project cost of up to \$100,000	\$100.00
Project cost of more than \$100,000 but not more than \$150,000	\$150.00
Project cost of more than \$150,000	\$200.00

§ 81-10G	Operating Permit		\$100.00
§81-11D	Firesafety/Property Inspections	Maintenance	\$50.00 per unit (i.e., per tenant space, per building, etc.)
§81-13B	Certificate of Occupancy/Compliance Search		\$50.00

****Tenant Occupancy Verification Fee listed below under additional fees****

Chapter 88, Campgrounds

§ 88-5C	Camping ground license fees		
	At the time of application for the permit		\$25
	Upon issuance of the license		\$5 per site based upon the maximum number of sites shown in the application
	Minimum fee		\$25

Chapter 101, Special Events

§ 101-5C	License application fee	\$100
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Chapter 129, Junkyards

§ 129-5A	Application/Renewal	\$100
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Chapter 145, Mobile Home Parks

§ 145-7	Mobile home park license fees	
	At the time of application for the permit	\$25
	Application/Renewal	\$20 per site

Chapter 152, Parks and Recreation

§ 152-3	Pavilion rental fee	
	Resident	\$50
	Nonresident	\$150
	Gas Grill Rental	\$35

Chapter 179, Subdivision of Land

§ 179-6A(7) and C	Application for minor subdivision	\$200 plus \$100 per lot
§ 179-8A	Application for major subdivision	\$750 plus \$150 per lot

Chapter 185, Taxation

§ 185-1	Charge for mailing second (or subsequent) notices	\$2
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Chapter 189, Telecommunications Facilities

§ 189-7 (2)	Type I Application Fee	\$1,000
§ 189-7 (2)	Type II Application Fee	\$2,500
§ 189-7 (2)	Type III Application Fee	\$2,000
§ 189-7 (2)	Type IV Application Fee	\$5,000
Escrow:	See § 189-12 (2)	
Bond:	See § 189-21	

Chapter 205, Zoning

§ 205-11B	Zoning Permit Application	\$50.00
§ 205-11C	Certificate of Zoning Compliance	\$50.00
§ 205-12C	Appeals to ZBA (including interpretations, use variance, and area variance applications)	\$50.00
§ 205-13C	Special Use Permit Application	\$200.00
§ 205-14E	Site Plan Application	\$200.00

Additional Fees

Subject	Fee
Tenant Occupancy Verification Fee	\$25
Marriage license (see Domestic Relations Law § 15)	\$40
Marriage transcript	\$10
Death transcript	\$10
Birth transcript	\$10
Individual Town Code chapters and individual ordinances	\$5 per booklet plus \$0.50 per page to a maximum fee of \$25 per booklet
Town History books	\$15
Comprehensive Plan copies	
Color copy	\$35/copy
Black-and-white copy	\$25/copy
Summer Youth Program ^{1,2,3}	
Early registration fees (applicable where final payment is received by June 15)	
Resident (Town taxes paid to New Lebanon)	
1 child	\$480/season
2 children	\$720/season
3 children	\$882/season
4 or more children	\$1002/season
Local nonresident (Town taxes not paid to New Lebanon; school taxes paid to NLCSD)	
1 child	\$810/season
2 children	\$1,200/season
3 children	\$1,620/season
4 or more children	\$1,920/season
Nonresident (Town taxes not paid to New Lebanon; school taxes not paid to NLCSD)	
Per child	\$1,620

¹ Additional fees will be charged for on-site and off-site programs and field trips. These fees will be set by the Summer Youth Camp Director based on the cost of the program or field trip.

² Registration fees will be waived for children of Town of New Lebanon employees.

³ Registration fees must be paid for the entire season. Participation for only part of the season will not result in discounted registration fee.

Subject	Fee
Registration Fees (applicable where final payment is not received by June 15)	
Resident (Town taxes paid to New Lebanon)	
1 child	\$600/season
2 children	\$900/season
3 children	\$1,102/season
4 or more children	\$1,252/season
Local nonresident (Town taxes not paid to New Lebanon; school taxes paid to NLCS D)	
1 child	\$1,013/season
2 children	\$1,500/season
3 children	\$2,025/season
4 or more children	\$2,400/season
Nonresident (Town taxes not paid to New Lebanon; school taxes not paid to NLCS D)	
Per child	\$2,025
Swim Program Fees	\$40 per session \$70 for two sessions
Returned check ⁴	\$20

⁴ Said fee will be charged for all checks returned by a financial institution for nonpayment (such as “insufficient funds”; “uncollected funds”; etc.) and notice thereof will be prominently posted in any place where payments are accepted and will be included on any application for which checks are accepted as payment.