



TOWN OF WALLKILL PLANNING BOARD
SCHEDULE OF FEES

Adopted by Town Board Resolution #2 of 2021

WORKSESSION FEE: \$300.00

Lot Line Changes & Administrative Approval \$500.00
All Other projects Base Application Fee \$1000.00

Additional Fee for Subdivisions Lots & SP/SUP units: \$50.00 per lot or unit

Additional Fee for Non-Residential/Commercial Projects:
\$.35 sq.ft. up to 10,000 sq.ft.
.10 sq.ft. from 10,001 to 100,000 sq.ft.
.02 sq.ft. above 100,001 sq.ft.

Additional Fee for Commercial Solar Projects:
\$5 per KW up to 5 MW
\$3 per KW for greater than 5 MW

Survey Monument Fees (Local Law #4 of 1989)

- \$135.00 per Unit or Lot - 1. Subdivisions - one unit equals one approved subdivision lot.
2. Multiple Family Development - one unit equals each individual Condominium, Townhouse, Apartment or Dwelling unit approved
3. Industrial, Commercial office or other such use - one unit shall equal 2,000 sq.ft. of building area approved.

Recreation Fees (Section 249-34 Town Zoning Code) Local Law #1 of 2005

For all developments and subdivisions, other than two lot minor subdivisions, if the Planning Board has required the incorporation of recreation fees by the developer on the site, the parkland fee shall be \$1,250.00 per unit or lot. If the Planning Board has not required the incorporation of recreation facilities by the developer on his site, the parkland fee shall be \$2,500.00.

Inspection Fee (Section 249-42)

The owner/developer is responsible for payment of all inspections, as built and related cost. Initially, an inspection fee of 4% 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 site improvement work.

\*Escrow balances must be maintained at 40% of inspection fee at all times throughout construction.

Public Hearing Fee - \$150.00 ( Additional Mailing label cost to be calculated by Assessors Office)

Contribution to Traffic Mitigation

Table with 4 columns: Fee Type, Square Footage, Fee Type, Square Footage. Rows include Industrial & Office, Warehouse, Retail, Enclosed Malls, Hotels/Motels, Apartments & Subdivisions.

Extension Request Fees \$100.00 \* Adopted by Town Board Resolution #2 of 2021

# Town of Wallkill Planning Board Escrow Fees

Adopted by Town Board Resolution# 2 Of 2021

**\*\*\*\*Procedure for establishing Escrow Account for payment of Consultant Review Fees\*\*\*\***

Upon application to the Planning Board for any action or approval required in accordance with the procedures set forth by the Town Law, the applicant shall post with the Town of Wallkill a deposit to cover all Engineering and Attorney consulting fees deemed necessary by the Planning Board. All consulting fees are billed directly to the applicant. These fees include work sessions, site inspections, attorney fees, etc. that are not included in the application fees. Please refer to the escrow schedule below to calculate the necessary escrow due upon submittal of the Planning Board application. The fees must be submitted to the Secretary of the Planning Board before the scheduled work session and at submittal of the Planning Board Application.

|                                      |                                 |
|--------------------------------------|---------------------------------|
| <b>_Worksession Escrow</b>           | <b>\$300.00 Per Worksession</b> |
| <b>Lot Line Changes</b>              | <b>\$ 500.00</b>                |
| <b>Administrative Approvals</b>      | <b>\$ 500.00</b>                |
| <b>Residential Subdivisions</b>      | <b>\$3000.00</b>                |
| <b>Multi Family Site Plans/SUP</b>   | <b>\$3000.00</b>                |
| <b>Site Plan/Special Use Permits</b> | <b>\$3000.00</b>                |

**ADDITIONAL ESCROW FEES:**

|  |                                     |
|--|-------------------------------------|
| <b>Retaining Walls Greater than 4' review</b>      | <b>\$2000.00</b>                    |
| <b>Applications requiring SWWP review</b>          | <b>\$2500.00</b>                    |
| <b>Applications requiring Septic Review</b>        | <b>\$1500.00 per lot</b>            |
| <b>Applications requiring Traffic Study Review</b> | <b>\$2000.00</b>                    |
| <b>Site Inspection fee TBD at approval -</b>       | <b>4% of approved cost estimate</b> |

**Site Inspection fee for Administrative approvals and change of occupancy permits-\$2500.00**

Your application is NOT deemed complete until all applicable fees have been paid in full. The consultants will bill the time for their services against the deposit in our Escrow Account. If your Escrow Account has a negative balance, then the Planning Board has the right to suspend review of your application, and you agree that its doing so will not entitle you to a default approval. Your escrow balance must be kept at a minimum of 40% of the original escrow deposited at all times to remain on any Planning Board schedule of review

TOWN OF WALLKILL PLANNING BOARD APPLICATION

DATE \_\_\_\_\_ APPLICATION \_\_\_\_\_

FEE \_\_\_\_\_ PAID \_\_\_\_\_ TAX MAP \_\_\_\_\_

ESCROW \_\_\_\_\_ PAID \_\_\_\_\_ PROPERTY ZONE \_\_\_\_\_

1. \_\_\_\_\_

Name of Owner/Applicant

Phone Number

Mailing Address

2. \_\_\_\_\_

Name of Applicants Representative

Phone Number

Mailing Address of Applicants Representative

3. Location of Proposed Application & Nearest Cross Street \_\_\_\_\_

4. Description of Proposed Use \_\_\_\_\_

**\*\*\*PLEASE ADVISE ASSESSOR'S OFFICE OF ANY NEW ROAD NAMES BEING PROPOSED FOR 911 PURPOSES.**

5. Public Hearing Required? Yes \_\_\_\_\_ No \_\_\_\_\_

6. ARE YOU CONSIDERING A CONSERVATION SUBDIVISION? YES \_\_\_\_\_ NO \_\_\_\_\_

APPLICANTS SIGNATURE \_\_\_\_\_

EMAIL (CONTACT PERSON) \_\_\_\_\_

**You must print & submit Environmental Assessment Form – follow this link to complete and submit a paper copy with the application: [www.dec.ny.gov/eafmapper](http://www.dec.ny.gov/eafmapper)**

**Plan Submittal For Worksessions:**

PLEASE SUBMIT 2 PAPER COPIES & A PDF OF THE MAP AND THE EAF. **\$300.00 FEE**

**For Meetings:**

PLEASE SUBMIT 12 SETS OF SIGNED/SEALED COPIES WITH EAF ATTACHED TO EACH AND EMAIL A PDF OF THE PLAN AND EAF TO [planning@townofwallkill.com](mailto:planning@townofwallkill.com), SUBMITTAL DATE IS 15 DAYS PRIOR TO THE MEETING. ALL PLANS MUST BE FOLDED. CALL 845-692-7814 IF YOU NEED ASSISTANCE.

**For Signature by Chairman:**

**PLEASE SUBMIT 4 COPIES OF THE SIGNED AND SEALED MAP AND A PDF BY EMAIL. A COST ESTIMATE SHOULD BE PROVIDED FOR REVIEW AS WELL AS ANY OTHER AGREEMENTS (SWWP, GREASE TRAP, DEVELOPERS AGREEMENTS, ETC.)**

**OWNERS ENDORSEMENT**

**COUNTY OF ORANGE  
STATE OF NEW YORK**

\_\_\_\_\_ being duly sworn, deposes and  
says that he/she resides at \_\_\_\_\_  
in the County of \_\_\_\_\_ and State of \_\_\_\_\_ and that he/she is the  
owner in fee or \_\_\_\_\_ of the \_\_\_\_\_

**OFFICIAL TITLE**

\_\_\_\_\_ Corporation which is the owner  
In fee of the premises described in the foregoing application and that he has authorized  
\_\_\_\_\_ to make the foregoing application for  
approval as described herein.

Sworn before me this        day of        2020

\_\_\_\_\_  
**NOTARY PUBLIC**

\_\_\_\_\_  
**OWNERS SIGNATURE**

**APPLICANT DISCLOSURE FORM – ORANGE COUNTY, NY REVIEW UNDER SECTION 239-M OF  
GENERAL MUNICIPAL LAW**

The following is information relative to the below named project which is presently pending before the  
(City/Town/Village) of \_\_\_\_\_ (Planning/Zoning/City/Town/Village \_\_\_\_\_ Board.

Title of Project: \_\_\_\_\_

Municipality:           Town/Village/City of \_\_\_\_\_

(underline one of above)

Nature of Owner or Owners (LLC, Corporation, Partnership, Joint Venture, natural person, professional  
corporation or other type of business entity or combination of the above):

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The names of the Members, Officers, Shareholders, Directors, Beneficial Owners owning at least five  
percent of the Stock or Membership or Partnership Interest or Beneficial interest in the project are:

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**\*\*TO BE COMPLETED ON ALL COMMERCIAL SITE PLAN APPLICATIONS\*\***

**IRREVOCABLE PERMISSION**

**TO: The Town of Wallkill  
99 Tower Drive – Building A  
Middletown, NY 10941**

\_\_\_\_\_ (Name), I reside at \_\_\_\_\_

I am the owner of \_\_\_\_\_ (property address),  
which is designated on the Tax Maps as Section: \_\_\_\_\_ Block: \_\_\_\_\_ Lot: \_\_\_\_\_

- I am the \_\_\_\_\_ (position), of \_\_\_\_\_  
\_\_\_\_\_ (name of corporation), who is the owner of  
\_\_\_\_\_ (property address), which is designated on  
the Tax Maps as Section: \_\_\_\_\_ Block: \_\_\_\_\_ Lot: \_\_\_\_\_

On behalf of the owner of the above-referenced property, permission is hereby given to the Town of Wallkill to perform such inspections and/or patrols as the Town of Wallkill deems, in its sole discretion to be reasonably necessary, of the public areas of the above-referenced property.

Said inspections and/or patrols of the public areas can be performed without notice or pre-conditions as the Town of Wallkill considers appropriate under the circumstances.

Said inspections and/or patrols can be performed by any authorized person acting for the Town of Wallkill, including its police officers, code enforcement personnel, and/or its parking enforcement patrol personnel.

The permission granted hereby is in addition to any other right the Town of Wallkill has to inspect the property, and it is not in limitation thereof. This permission shall not be revoked so long as the property is used and operated in the Town of Wallkill that is open to the public and/or pursuant to an approved site plan or special use permit.

STATE OF NEW YORK

COUNTY OF ORANGE

On the \_\_\_\_\_ day of \_\_\_\_\_, 202\_, before me, a Notary Public in and for said State, personally appeared \_\_\_\_\_, personally known to me or proved to me on the basis of satisfactory evidence to be the individual(s) whose name(s) is (are) subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their capacity(ies) and that by his/her/their signature(s) on the instrument, the individual(s), or the person on behalf of which the individual(s) acted, executed the instrument.

\_\_\_\_\_  
Notary Public