



James L. Larocca, Mayor  
Aidan Corish, Trustee  
Edward Haye, Trustee  
Beth M. Kamper, Clerk-Administrator

PO Box 660  
55 Main Street  
Sag Harbor, NY 11963-0015  
Tel: 631-725-0222 Fax: 631-725-0316

Thomas C. Gardella, Deputy Mayor  
Robert Plumb, Trustee  
Elizabeth E. Vail, Village Attorney  
Timothy E. Bullock, Treasurer

RESOLUTION NO. 9 – SEPTEMBER 2021

**RESOLUTION AUTHORIZING AMENDED BUILDING DEPARTMENT FEES**

WHEREAS, it has come to the attention of the Village Board of Trustees that the Building Department fees are not in keeping with neighboring municipalities that are similarly situated to the Village of Sag Harbor; and

WHEREAS, as a result, the fees associated with the issuance of building permits and other building department functions are low and do not adequately reflect the cost of the work conducted in reviewing such applications, plans and inspections related to same; and

WHEREAS, the Village Board of Trustees may set the Building Department fees pursuant to Village Code §92-10; and now therefore be it

RESOLVED, that the Board of Trustees of the Incorporated Village of Sag Harbor, authorizes an amendment to the Building Department's fees as follows:

**BUILDING DEPARTMENT FEES**

**SUBMISSION FEES** (Due upon application for any of the following):

Building Permit: \$150.00 (non-refundable; applied towards permit fee)

Certificate of Occupancy: No fee with building permit; \$150.00 (non-refundable)  
for re-issue or transfer of property

Certificate of Appropriateness: \$ 75.00 (non-refundable)

**BUILDING PERMIT FEES** (Due upon approval of a submitted permit application):

Residential new buildings and/or additions: 1.25% of the estimated cost of construction  
but not less than \$250.00

Tennis courts: \$1,500.00 flat fee

Other Accessory Structures \$5.00 per square foot with a minimum fee of \$150.00

Swimming Pools \$750.00 per pool

Above-ground Spas or Hot Tubs \$350.00 per structure

Commercial and other buildings:	1.25% of the estimated cost of construction and materials but not less than \$500.00
Alterations:	\$10.00 per \$1,000.00 of estimated cost of alterations, for alterations not exceeding an estimated cost of \$500,000.00; and \$15.00 per \$1,000.00 of estimated cost of alterations for alterations exceeding an estimate cost of \$500,000.00; but not less than \$250.00
Demolition Permit:	\$1.00 per square foot of demolition
90-Day Building Permit Extension:	No fee (no more than two extensions to a building permit may be granted)
Wetlands Flagging Fee:	\$ 750.00

Expired Building Permits: In the event that a building permit has expired and run the full course of permitted 90 day extensions, issuance of a new building permit is required. Upon the filing of an application for such new building permit, new building permit fees shall be payable pursuant to the above referenced fee schedule except as otherwise hereinafter provided. In a case where the construction authorized by the expired building permit has been partially completed prior to the expiration of such permit, the new building permit fees shall consist of the amount of the original building permit fee multiplied by the percentage of construction which remains to be completed. The applicant shall submit such information as the Building Inspector may require in order to determine the percentage of construction which remains to be completed. In no case shall the fee be less than 25% of the original building permit fee.

Certificate of Occupancy upon a transfer of real property or reissuance or in any case not involving new work or alterations and for a temporary certificate of occupancy shall be \$150.00.

In the event that construction is commenced prior to the filing of an application for a building permit, the fees hereinabove provided shall be doubled in connection with the issuance of a permit for the work.

The fee for a copy of a certificate of occupancy shall be \$5.00.

Motion Made By: Trustee Plumb

Motion Seconded By: Trustee Haye

  
Beth M. Kamper, Clerk-Administrator

September 14, 2021