

TOWN OF GENESEO TOWN BOARD RESOLUTION

RESOLUTION ADOPTING UPDATED CODE ENFORCEMENT AND RELATED FEE SCHEDULE (This document is 5 pages)

WHEREAS, the Town Board of the Town of Geneseo is authorized pursuant to New York State Town Law, the New York State Uniform Fire Prevention and Building Code Act (Executive Law Article 18), and the Town of Geneseo Code to establish, amend, and adopt fees related to permits, inspections, certificates, and other administrative actions performed by the Town; and

WHEREAS, the Town Board has reviewed the proposed updated Code Enforcement and related fee schedule, which is intended to reflect the administrative costs, staff time, inspection requirements, and enforcement responsibilities associated with the review, issuance, and administration of permits and approvals; and

WHEREAS, the Town Board finds that adoption of the updated fee schedule is necessary to ensure consistency, transparency, and appropriate cost recovery for services provided by the Town;

Town of Geneseo Code Department Fee Schedule

Adopted by Resolution dated January 20, 2026.

All fees established herein shall be determined at the discretion of the Town Code Enforcement Official, Highway Superintendent, Planning Board Secretary, and Zoning Board Secretary, based upon the scope of work, the inspections required, and the applicable provisions of the Town Code and the New York State Uniform Fire Prevention and Building Code. No permit shall be issued until all applicable fees have been paid in full.

Permit Renewal, C of C, C of O, Temp C of C, Temp C of O Fees

Category	Minimum Fee	Notes
Building Permit Renewals		Permit renewal fees may equal the full permit fee, as set forth in the most current fee schedule, based on the duration of the requested extension.
Certificate of Occupancy	\$150.00	This applies only to stand-alone certificates, as certificates are included with most building/zoning permits.
Temporary Certificate of Occupancy	\$100.00	May require the execution of a legal agreement
Certificate of Compliance	\$50.00	This applies only to stand-alone certificates, as certificates are included with most building/zoning permits.
Temporary Certificate of Compliance	\$50.00	May require the execution of a legal agreement

Residential Building Fees

Category	Rate	Minimum Fee	Notes
Single Family Dwelling	\$0.35 / sq. ft.	\$150.00	Includes additions, alterations, and structural repairs
Double / Multi-Family Dwelling	\$0.50 / sq. ft.	\$200.00	Includes additions, alterations, and structural repairs
Garage – Attached	\$0.25 / sq. ft.	\$100.00	Includes additions, alterations, and structural repairs
Accessory Structure/Building	\$0.20 / sq. ft.	\$75.00	Includes additions, alterations, and structural repairs
Porch or Deck	\$0.20 / sq. ft.	\$75.00	Includes additions, alterations, and structural repairs
Fence	Ft. X \$1.00 =	\$75.00	
Replacement Roof		\$75.00	Includes reroofing, replacement, and coverings
Siding		\$100.00	This includes an exterior insulation assessment and installation inspections.
Windows & Doors		\$75.00	This includes an assessment of the energy value documentation and an installation inspection.
Basement / Foundation / Crawl Space (Repair/Replace)	\$0.35 / sq. ft.	\$100.00	Includes replacement, alterations, and structural repairs
Land disturbance, Erosion Control, Wetlands		\$75.00	Land disturbance activities exceeding 500 square feet or located within the Conesus Lake Watershed or New York State-regulated wetland areas require a permit.
Building equipment/systems (See Notes →)		\$50.00	HVAC, Electrical, Generator, Plumbing, Water tank, On-Demand Hot Water, Vented Appliances, Furnace, EV Chargers, Geothermal systems, Fireplace, Chimney (may be subject to 3 rd party inspections)
Solar/Battery Storage Residential		\$150	Including roof-mounted and ground-mounted solar energy systems installed for on-site energy use only. Such systems are permitted as accessory uses and shall comply with all applicable building, electrical, fire, and zoning requirements. Battery energy storage systems shall be limited to personal, on-site use only.
Demolition		\$75.00	Demolition may be included with a building permit for an addition but requires a separate permit for full removal.
Temporary Structure / Tent Permit		\$75.00	Any temporary structure exceeding 200 square feet , or any tent or membrane structure exceeding 400 square feet , shall require a permit and shall be permitted and inspected in accordance with the New York State Uniform Fire Prevention and Building Code and the Town of Genesee Code.
Pool/Spas/Hot Tubs		\$100.00	Failure to complete work in a timely manner may result in additional fees and/or fines, as determined by the Code Enforcement Official, where extreme safety concerns exist. (may be subject to 3 rd party inspections)
Sprinkler or Fire Systems Permit		\$75.00	May be subject to third-party inspections, including required testing and documentation, to meet International Code and NFPA standards.
Flood Permit		\$75.00	Required for any development in a mapped Special Flood Hazard Area.

Short-term Rental Fee

Category	Flat Fee	See the law and application for details.
Short-term Rental Permit	\$100.00	

Agricultural Fees

Category	Flat Fee	In agricultural settings, pursuant to the New York State Uniform Fire Prevention and Building Code (Executive Law Article 18) and the Fire Code of New York State (§107.2), Code Enforcement Officials retain the authority to issue permits where required, conduct inspections as often as necessary to ensure compliance with applicable code provisions, and enforce minimum life-safety, fire-safety, and structural safety standards. Property maintenance provisions shall be enforced only where conditions constitute a threat to life safety, fire safety, or structural safety. Nothing herein shall be construed to regulate, prohibit, or unreasonably restrict normal farm operations or agricultural practices protected under New York State Agriculture and Markets Law §305-a.
Agricultural Building/Renovations	\$50.00	

Commercial Building Fees

Category	Rate	Minimum Fee	Notes
Land disturbance, Erosion Control, Wetlands		\$250.00	Land disturbance activities exceeding 500 square feet or located within the Conesus Lake Watershed or New York State-regulated wetland areas require a permit.
Demolition		\$300.00	Demolition may be included with a building permit for an addition, but requires a separate permit for full removal.
Commercial Building Permit	\$0.50 / sq. ft.	\$300.00	Includes additions, alterations, and structural repairs
Basement / Foundation / Crawl Space (Repair/Replace)	\$0.50 / sq. ft.	\$300.00	Includes additions, alterations, and structural repairs
Garage – Attached	\$0.35 / sq. ft.	\$100.00	Includes additions, alterations, and structural repairs
Porch or Deck	\$0.35 / sq. ft.	\$100.00	Includes additions, alterations, and structural repairs
Accessory Structure/Building	\$0.35 / sq. ft.	\$100.00	Includes additions, alterations, and structural repairs
Sprinkler or Fire Systems Permit		\$150.00	May be subject to third-party inspections, including required testing and documentation, to meet International Code and NFPA standards.
Temporary Construction Trailer		\$200.00	Valid for the duration of the building permit and renewed concurrently with any building permit renewal.
Building equipment/systems (See Notes →)		\$100.00	HVAC, Electrical, Generator, Plumbing, Water tank, On-Demand Hot Water, Vented Appliances, Furnace, Geothermal systems, Fireplace, Chimney (may be subject to 3 rd party inspections)
Electric Vehicle (EV) Charging Stations		\$100.00 each	Depending on the size and location of the system, and in accordance with all applicable building, electrical, fire, and zoning requirements, a third-party inspection shall be required.
Solar/Battery Storage Residential		\$350	Including roof-mounted and ground-mounted solar energy systems installed for on-site energy use only. Such systems are permitted as accessory uses and shall comply with all applicable building, electrical, fire, and zoning requirements. Battery energy storage systems shall be limited to personal, on-site use only.
Roof replacement/repairs	\$0.15 / sq. ft.	\$350.00	Includes re-roofing, replacement, and coverings
Fence	LF X \$2.00	\$150.00	
Pool/Spas/Hot Tubs		\$300.00	Failure to complete work in a timely manner may result in additional fees and/or fines, as determined by the Code Enforcement Official, where extreme safety concerns exist. (may be subject to 3 rd party inspections)
Temporary Structure / Tent Permit		\$100.00	Any temporary structure exceeding 200 square feet, or any tent or membrane structure exceeding 400 square feet, shall require a permit and shall be permitted and inspected in accordance with the New York State Uniform Fire Prevention and Building Code and the Town of Geneseo Code.

Fire, Zoning, Planning, & Other Municipal Fees

Category	Rate	Minimum Fee	Notes
Small Subdivision Application & Review Fee	\$150.00		A small subdivision is the division of a tract of land of less than ten (10) acres into fewer than four (4) lots that does not require the construction of new streets or other public improvements.
Major Subdivision Application & Review Fee		\$250.00	Major subdivision is any subdivision that does not qualify as a small subdivision, including any division of land involving four (4) or more lots, ten (10) acres or more, or the construction of new streets or public improvements.
Agricultural Subdivision Application & Review Fee	\$50.00		Agricultural subdivision is the division of a parcel of land located within an agricultural district or in active farm use for the purpose of creating one or more lots that will continue to be used for bona fide agricultural or farm operations, without the creation of residential building lots or development rights, and in a manner intended to preserve agricultural land and farm viability.
Public Hearing	\$125.00		Shall cover one (1) hearing only and shall include administrative costs related to scheduling, noticing, conducting, and documenting the public hearing, including legal notices, mailings, and staff processing. All consultant, engineering, legal, or additional hearing costs shall be billed separately where applicable.
Special Use Application	\$75		A special use permit may be subject to limitations and conditions as determined by the Planning Board during the review process. Such special use approval shall automatically expire if the approved use ceases for more than twelve (12) consecutive months for any reason. A public hearing is required for this process.
Special Use Permit	\$75		
Site Plan Application & Review		\$75	Site plan fees are based on the size of the project and the time required for review. If a third-party review is needed, the applicant is responsible for those costs.
Fire Safety Inspection		\$100.00	Shall be conducted in accordance with the International Code Council (ICC) codes and the Town of Geneseo Zoning Law. Inspection fees shall be based on the duration of the inspection and the size of the facility.
Operating Permit	\$100.00		Shall be renewed in conjunction with the required fire safety inspection.
Fireworks Permit – Residential	\$100.00		
Fireworks Permit – Commercial	\$250.00		The permit holder shall comply with all applicable New York State and federal fireworks laws and regulations.
Code Enforcement Officer Hourly Rate	\$100.00 / hour	\$100.00	The Town may assess an hourly fee for inspections, plan reviews, meetings, or enforcement actions that require time beyond that normally associated with permit issuance, as determined by the Code Enforcement Official.

Sign Permit Fees

Category	Minimum Fee	Notes
New Sign, wall-mounted or free-standing	\$150 face	
Replacement Sign, wall-mounted or free-standing	\$100.00 each	Fees shall be based on review time and project size. All signage is subject to review under the Town of Geneseo Zoning Law and may require third-party review. If required, all associated costs shall be the applicant's responsibility. Certain signage may also require approval by the Town of Geneseo Planning Board.
Temporary Signs	\$75.00 each	

Large Scale Solar & Tower Fees

Category	Rate	Notes
Large Scale Solar	Installed capacity (MW) × \$5,000 = Total permit fee	Designed primarily to generate electricity for sale or off-site use, with a capacity greater than 26 kilowatts (kW DC). A \$30,000 escrow deposit shall be required. Additional fees may apply as authorized by the Town Office.
Tower Work	Based on the scope of work, a minimum of \$300	All towers must comply with the Zoning regulations, including maximum height limitations for the zoning district, required setbacks, and any applicable structural and safety standards.

Violations and Noncompliance With Permit and Inspection Requirements

Category	Fee	Notes
Work Started Without a Building Permit	\$100.00-\$3,000	This fine shall be in addition to all applicable permit fees, fines, and other associated costs.
Failure to follow inspections	\$50.00-\$300.00	This fee may be compounded for multiple and/or repeat violations.
Violations	Violations of the Town Code, zoning laws, or permit conditions may result in fines and fees as authorized under the Town of Geneseo Law.	
Stop Work Order Rescinded	\$100.00	Payment of this fee is required before any permit issuance or continuation of work is authorized.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Geneseo hereby adopts the updated Code Enforcement and related fee schedule, as presented and attached hereto, effective _____; and

BE IT FURTHER RESOLVED, that the adopted fee schedule shall supersede all prior fee schedules or conflicting fee provisions and shall be administered and enforced in accordance with the Town of Geneseo Code and applicable New York State law.

ADOPTED this _____ day of _____, 20_____.

ROLL CALL VOTE:

Board Chair _____	Councilmember _____
<input type="checkbox"/> Aye <input type="checkbox"/> Nay	<input type="checkbox"/> Aye <input type="checkbox"/> Nay
Councilmember _____	Councilmember _____
<input type="checkbox"/> Aye <input type="checkbox"/> Nay	<input type="checkbox"/> Aye <input type="checkbox"/> Nay
Councilmember _____	Town Supervisor _____
<input type="checkbox"/> Aye <input type="checkbox"/> Nay	