

**CITY OF RYE  
MEMORANDUM**

TO: Marcus Serrano, City Manager  
City of Rye Finance Committee

FROM: Joseph Fazzino, Deputy City Comptroller

RE: City Staff 2019 General Fund Fee Proposal

DATE: July 25, 2018

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In the fall of 2017, the Federal Government enacted the Tax Cuts and Jobs Act of 2017, resulting in changes to the federal tax system for both businesses and individuals. This new federal law places limitations on the deductibility of state and local taxes, obviously effecting City of Rye taxpayers. As part of the Public Hearing on the budget, City management was questioned as to whether measures would be taken to deal with the potential negative impact of the legislation, including loss of certain elastic revenues, such as building permit revenue and mortgage tax revenue.

Beginning in 2018, City Staff was tasked with looking at fees pertaining to their departments and identifying where there was opportunity to increase these fees. They were instructed to compare their fees to neighboring municipalities. They were also instructed to look at the cost of providing a service and analyze whether or not they were recovering these costs, based on the fee charged to provide the service.

In May, City department heads submitted their recommended fees for the 2019 budget year. Subsequently they have provided memorandums providing justification for changes to their department's fees as well as justification for not changing fees. I have included any submissions from City Staff, as well as the proposed fee schedule. Obviously, some fees will not yield a significant source of revenue based on cost or level of activity. For purposes of this memo, I have summarized below significant potential revenue increases.

Please keep the following in mind: increases for parking permits are not included as they have been previously discussed and approved by the City Council. Also, changes to Police revenues were made by the former Commissioner of Public Safety. I am currently working with Police Department Staff to obtain adequate support for the proposed changes. Finally, fees pertaining to the Recreation Department are not finalized as the Superintendent of Recreation will be meeting with the Recreation Commission in the coming days to discuss further potential revenue increases. As of right now there are proposed increases in day camp fees only.

Potential 2019 Budgeted Revenue increases are as follows:

Surface Water Control Fees -	\$47,500
Recreation Day Camp Fees -	\$32,000
Alarm Permits (Need more info from Police)	\$75,000
Street Opening Permits	\$30,000
Street Opening Surcharge (Source of Street Resurfacing Funding)	\$50,000
Parking Fines	\$50,000
Total	\$284,500

Within the coming weeks, Staff looks forward to receiving input from the Finance Committee regarding these proposed fees. Please advise me if you would like to meet with individual departments or send me any questions or requests for further information and I will pass them along to the department heads.

The hope is for the City Council to adopt this fee schedule, along with any modifications suggested by the Finance Committee or the public, at the September 12 City Council meeting. As always, I am available to provide any additional assistance if necessary.

Respectfully submitted,

Joe Fazzino  
Deputy City Comptroller

CITY OF RYE, NEW YORK  
GENERAL FUND  
ANNUAL BUDGET  
FOR FISCAL YEAR ENDING DECEMBER 31, 2018

FEE SCHEDULE

FEE DESCRIPTION	CITY CODE	LAST CHANGED	2017	2018	2019
<b><u>ASSESSOR'S OFFICE</u></b>					
GENERAL					
Standard Photocopy Fee Letter/Legal per page		1999	0.25	0.25	0.25
MAPS					
City Maps 3'x5"		1996	15.00	15.00	15.00
Aerial Map		1996	15.00	15.00	15.00
Drain & Sewer map from blueprints (blue on white)		1996	60.00	60.00	60.00
Standard Tax Map		1996	15.00	15.00	15.00
Tax index map (40"x64")		1996	15.00	15.00	15.00
Topographical maps		1996	60.00	60.00	60.00
<b><u>BOARD OF APPEALS</u></b>					
GENERAL					
Multi & Commercial Appeals	197-84	2016	700.00	700.00	700.00
Single Family Appeals	197-84	2016	500.00	500.00	500.00
Adjourned Applications		2003	100.00	100.00	100.00
Revised Plans		2003	75.00	75.00	75.00
<b><u>BUILDING</u></b>					
ELECTRICAL					
Electrical permits in existing building where a building permit is not required: for multiple residences, commercial or industrial buildings	68-12	2011	100.00	100.00	120.00
Electrical Permits in existing buildings where a building permit is not required: for one & two family dwellings with contracts valued at \$500 or more	68-12	2014	100.00	100.00	120.00
GENERAL					
Building Permits (1) - minimum fee	68-12	2011	75.00	75.00	100.00
Building Permits (2a) - add'l charge per \$1,000 est. work (residential)	68-12	2013	17.00	17.00	17.00
Building Permits (2b) - add'l charge per \$1,000 est. work commercial)	68-12	2012	30.00	30.00	30.00
Building Permit (3) - penalty for work begun without permit	68-12D, 197-84E	2016	1,500.00	1,500.00	1,500.00
Certificate for Commercial Buildings	68-12	2011	175.00	175.00	225.00
Certificate of Occupancy: to be paid with application for building permit	68-12	2011	100.00	100.00	125.00
Changes in Approved Plans	68-12	2016	500.00	500.00	550.00
Demolition Permits - Commercial and residential structures	68-12	2010	2,000.00	2,000.00	2,500.00
Demo Pmts - In-ground pools tennis crts detached garages	68-12	2010	750.00	750.00	900.00
Demo Pmts - Sheds, above ground pools, pool decks, gazebo	68-12	2011	200.00	200.00	225.00
Fence Permit	68-12	2016	100.00	100.00	115.00
Generator Permit	68-12	2014	300.00	300.00	400.00
Sign Permit	68-12	2016	100.00	100.00	125.00
New Certificate for old buildings	68-12	2016	300.00	300.00	350.00
Pre-date letters		2016	200.00	200.00	225.00
Rock Removal / Chipping		2016	250.00	250.00	300.00
Roof Replacement		2016	175.00	175.00	200.00
Change of Occupancy		2016	175.00	175.00	200.00

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FEE DESCRIPTION	CITY CODE	LAST CHANGED	2017	2018	2019
<b>PLUMBING</b>					
<i>Oil or gas heating permits in existing building w/o building permit required:</i>					
New heating equipment installation or replacement	68-12	2013	150.00	150.00	200.00
Plumbing - No building permit required (min)	68-12	2016	200.00	200.00	200.00
Plumbing - for each fixture above 5	68-12	2011	5.00	5.00	5.00
Sewer or storm drain connection (per)	68-12	2016	100.00	100.00	100.00
<b><u>CITY CLERK</u></b>					
<b>FIRE PREVENTION</b>					
Explosive Inspection Fee	98-41	2005	115.00	115.00	REMOVE
Fireworks Display (each)	98-45	2010	750.00	750.00	1,000.00
Installation of liquefied petroleum gas	98-82	2005	57.00	57.00	REMOVE
Place of assembly 100 or more people	98-101	2005	115.00	115.00	350.00
Storage of Flammable liquids (permits & insp.)	98-51	2005	115.00	115.00	REMOVE
Storage of lumber (in excess of 100,000 bd. ft.)	98-85	2005	57.00	57.00	REMOVE
Storage of underground tanks <1100 gal.(permits & insp.)	98-57	2005	57.00	57.00	REMOVE
Storage of underground tanks >1100 gal. (permits & insp.)	98-57	2005	115.00	115.00	REMOVE
Welding & cutting	98-130	2001	55.00	55.00	REMOVE
<b>GENERAL</b>					
Auctioneer	56-3	2010	500.00	500.00	750.00
Birth Certificate	NYS-Governed		10.00	10.00	10.00
Blasting Permit	98-41	2018	500.00	750.00	1,500.00
Cabaret	50-5	2012	200.00	200.00	750.00
Christmas Tree Sale Refundable Bond	98-124	2001	45.00	45.00	45.00
Christmas Tree Sales: Inspection	98-124	2003	100.00	100.00	100.00
Code of the City of Rye	AT-COST	2005	300.00	300.00	400.00
Code of the City of Rye - Supplement		2005	n/a	n/a	n/a
Codes: Zoning	AT-COST	2005	n/a	n/a	REMOVE
Coin operated Dry Cleaning Establishment	98-29	2005	n/a	n/a	n/a
Coin operated Laundry: Establishment	98-36	2005	n/a	n/a	n/a
Death Transcript	NYS-Governed		10.00	10.00	10.00
Dog License: Neutered Dog - Owner's Cost	76-5	2015	15.00	15.00	21.00
Breakdown of Owner's Cost:					
City of Rye Fee	76-5	2015	14.00	14.00	20.00
NYS Fee	NYS-Governed		1.00	1.00	1.00
Off Leash Fee (Rye Town Park)		2016	25.00	25.00	30.00
Dog License: Non-Neutered Dog - Owner's Cost		2015	23.00	23.00	28.00
Breakdown of Owner's Cost:					
City of Rye Fee	76-5	2015	20.00	20.00	25.00
NYS Fee	NYS-Governed		3.00	3.00	3.00
Dog Redemption: with current license	76-4	1977	n/a	n/a	n/a
Dog Redemption: without current license	76-4	1977	n/a	n/a	n/a
Dry Cleaning Establishment	98-22	2005	90.00	90.00	100.00
Debris Collection Container:	167-14	2001	40.00	40.00	40.00
Filming: Private Property Per Day	93-6	2016	800.00	800.00	1,000.00
Filming: Public Property (Maximum)	93-6	2012	25,000.00	25,000.00	30,000.00
Filming: Public Property (Minimum)	93-6	2001	1,600.00	1,600.00	1,800.00
Junk Merchant: Establish place of business	113-4	2005	n/a	n/a	n/a
Junk Peddler	113-4	2005	n/a	n/a	n/a
Laundromat	121-4	2005	n/a	n/a	n/a

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FEE DESCRIPTION	CITY CODE	LAST CHANGED	2017	2018	2019
Marriage License	NYS-Governed	2003	40.00	40.00	40.00
Marriage Transcript	NYS-Governed	2002	10.00	10.00	10.00
Non-refundable Bid fee (per every \$50 of bid)		2001	15.00-100.00	15.00-100.00	15.00-100.00
Other Pamphlet Codes	AT-COST		8.00	8.00	8.00
Peddler, Hawker, Solicitor	144-6	2012	300.00	300.00	500.00
Additional Permit Issued		2013	75.00	75.00	REMOVE
Lost Permit Replacement		2013	5.00	5.00	REMOVE
Sign posting @ Boston Post Road & Cross Street		2018	35.00	40.00	40.00
Tourist Park or Camp App. 5 units or less	157-9	2001	n/a	n/a	n/a
Tourist Park or Camp App. 6 units or less	157-9	2001	n/a	n/a	n/a
Tourist Park or Camp license (per unit)	157-12	2001	n/a	n/a	n/a

MECHANICAL INSTALLATION LICENSE

Gas Heat	68-12	2012	150.00	150.00	250.00
Oil Heat	68-12	2012	150.00	150.00	250.00

MISCELLANEOUS LICENSES

Bowling Alleys	50-5	2005	n/a	n/a	n/a
Circus	50-5	2005	n/a	n/a	n/a
Driving Range	50-5	2005	n/a	n/a	n/a
Miniature Golf	50-5	2005	n/a	n/a	n/a
Moving Picture House	50-5	2005	n/a	n/a	n/a
Public Exhibition	50-5	2005	90.00	90.00	90.00
Public Hall	50-5	2005	90.00	90.00	90.00
Shooting Gallery	50-5	2005	n/a	n/a	n/a
Skating Rink	50-5	2012	n/a	n/a	n/a
Taxi Cab License	180-12	2012	130.00	130.00	200.00
Taxi Driver License	180-8	2012	75.00	75.00	100.00
Theater	50-5	2005	n/a	n/a	n/a

**PARKING**

Non-Resident Commuter (Includes Tax)	191-47	2014	760.00	760.00	1,400.00
Resident Commuter (Includes Tax)	191-47	2014	760.00	760.00	1,000.00
Merchant Parking: Full Year (Non-Taxable)	191-47	2017	500.00	500.00	500.00
Merchant Parking: 6 Months (Non-Taxable)	191-47	NEW	n/a	n/a	300.00
Taxi Stall Rental (Plus tax)	2005	2016	1,050.00	1,050.00	1,050.00
Guest Parking Overnight (max. 14 days per night)		2014	15.00	15.00	25.00
Replacement Sticker (without old sticker)	191-47	2017	300.00	300.00	n/a
Replacement Sticker (with old sticker)	191-47	2017	20.00	20.00	n/a
Resident All Day/All Night	191-47	2017	900.00	900.00	900.00
Resident All Night	191-47	2017	480.00	480.00	480.00
Snow Field Parking		2016	200.00	200.00	300.00
Special Permits (Theo. Fremd Lot)*		2003	n/a	n/a	200.00
Commuter Parking Waitlist Fee (One-time Fee )		2017	100.00	100.00	100.00
Commuter Meters - Daily Rate (12 hours)		2013	5.00	5.00	7.00
Paystation rate per hour		2012	1.00	1.00	1.00
Additional Car on Permit		2018	n/a	n/a	20.00

**ENGINEERING**

GENERAL

Constructed or Replaced Curb		2014	50.00	50.00	50.00
Constructed or Replaced Depressed Curb (min)		2014	50.00	50.00	n/a
Constructed or Replaced Driveway (min)		2014	50.00	50.00	50.00
Constructed or Replaced Sidewalks (min)	167-8	2014	50.00	50.00	50.00

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Construction Debris Containers (per day)	167-14	2014	100.00	100.00	250.00
Street Obstructions, Storage of Materials, Operating Machinery, loading & unloading, scaffolding & bridging	167-13	2014	150.00	150.00	250.00
Street Opening: Curbing-Asphalt/Concrete/Flag		2014	250.00	250.00	n/a
Street Opening: Sidewalk Area-Asphalt/Concrete/Flag		2014	250.00	250.00	n/a
Street Opening: Street Area-Asphalt	167-9	2014	250.00	250.00	500.00
Street Opening: Street Area-Concrete		2014	250.00	250.00	n/a
Street Opening: Test Holes (keyhole method) (each)	167-9	2014	250.00	250.00	n/a
Street Opening: Unpaved Areas		2014	250.00	250.00	250.00
Street Opening Permit Surcharge		2014	200.00	200.00	500.00
Street Opening Public Service Fee(per LF, over 72 FT length)	167-9	2014	5.00	5.00	n/a
Surface Water Control Application fee (Stand Alone)	173-9	2013	200.00	200.00	500.00
<b>STREETS/SIDEWALKS</b>					
Construction Manhole/Catch Basin (min)		2012	180.00	180.00	250.00
Driving Pipes (min)		2012	100.00	100.00	n/a
Install Underground Tank/Vault (min)		2012	110.00	110.00	n/a
Plumbing Connection to Structures:					
Manholes/Catch Basin (min)	1.67	2012	45.00	45.00	250.00
Plumbing Connection to Structures:					
Sewer or Drain Line (min)		2012	35.00	35.00	250.00
<b><u>FIRE</u></b>					
<b>GENERAL</b>					
Inspection Fee (per inspection)		2018	135.00	150.00	200-300
Return Inspection		2012	50.00	50.00	150.00
Tank Removal Inspection		2010	100.00	100.00	150-200
<b><u>PLANNING</u></b>					
<b>COASTAL ZONE MANAGEMENT</b>					
Waterfront Consistency Review Application	73-6	2012	825.00	825.00	950.00
<b>GENERAL</b>					
Copies of Subdivision or site plans - complete sets only (per sheet)		2012	12.00	12.00	15.00
Informal review	197-84.F. (1) (A)	2012	n/a	n/a	n/a
Preliminary Application (up to 10 parking spaces)	197-84.F. (1) (B)	2013	1,000.00	1,000.00	1,125.00
Preliminary Application - Add'l charge per required parking space over 10 spaces		2012	n/a	n/a	n/a
Modification or Extension of Preliminary Application	197-84.F. (1) (D)	2012	n/a	n/a	n/a
Final Application ( up to 10 parking spaces)	197-84.F. (1) (C)	2013	1,300.00	1,300.00	1,500.00
Final Application - Add'l charge per required parking space over 10		2012	n/a	n/a	n/a
Modification or Extension of Preliminary Application	197-84.F. (1) (G)	2012	n/a	n/a	n/a
Inspection Fee (Fee + 7.0% cost of improvement)	197-84.F. (1) (H)	2012	550.00	550.00	650.00
Construction and Use without prior approval	197-84.F. (1) (J)	2013	2,800.00	2,800.00	3,500.00
Modification of Tree Preservation Plan by the City Planner		2012	500.00	500.00	500.00
Tree Replacement, fee in lieu of	170-15.D. (9)	2013	1,900.00	1,900.00	1,900.00

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FEE DESCRIPTION	CITY CODE	LAST CHANGED	2017	2018	2019
<b>SUBDIVISION REVIEW</b>					
Informal Review	170-5.D.	2013	675.00	675.00	750.00
Preliminary Application	170-6.B. (4)	2012	825.00	825.00	950.00
Preliminary Application - Add'l charge per lot		2012	390.00	390.00	450.00
Waiver of Preliminary Application - Add'l charge per lot		2012	n/a	n/a	n/a
Modification or Extension of Preliminary Application	170-11.B.	2012	n/a	n/a	n/a
Final Application	170-7.A.	2012	1,120.00	1,120.00	1,300.00
Final Application - Add'l charge per lot		2012	385.00	385.00	450.00
Modification or Extension of Final Application	170-11.B.	2012	n/a	n/a	n/a
Waiver of Penalty Application	170-7.A.	2012	n/a	n/a	n/a
Inspection Fee - 7% of cost of improvement plus \$50 per lot, or \$500, whichever is greater	170-8.B. (3)	2012	550.00	550.00	650.00
Modification of Tree Preservation Plan by City Planner		2012	500.00	500.00	575.00
Tree Replacement, fee in lieu of	170-17.A.(1)	2013	1,900.00	1,900.00	2,200.00
Fee in lieu of Parkland - In trust-minimum (dollars per square foot of lot area)	170-17.A. (1)	2012			
<i>R-1 One Family District</i>			0.14	0.14	0.17
<i>R-2 One Family District</i>			0.25	0.25	0.30
<i>R-3 One Family District</i>			0.35	0.35	0.42
<i>R-3 One Family District (Floodplain)</i>			0.25	0.25	0.30
<i>R-4 One Family District</i>			0.40	0.40	0.48
<i>R-4 One Family District (Floodplain)</i>			0.25	0.25	0.30
<i>R-5 One Family District</i>			0.49	0.49	0.59
<i>R-5 One Family District (Floodplain)</i>			0.25	0.25	0.30
<i>R-6 One Family District</i>			0.57	0.57	0.69
<i>R-6 One Family District (Floodplain)</i>			0.25	0.25	0.30
<i>RT Two-Family district (1 and 2 Family Residence)</i>			0.57	0.57	0.69
<i>RS School &amp; Church District (1 Family Residence)</i>			0.35	0.35	0.42
<i>RA-1 District (1 Family Residence)</i>			0.57	0.57	0.69
<i>RA-1 District (2 Family Residence)</i>			0.41	0.41	0.50
<i>RA-2 District (1 Family Residence)</i>			0.57	0.57	0.69
<i>RA-2 District (2 Family Residence)</i>			0.49	0.49	0.59
<i>RA-3 District (1 and 2 Family Residence)</i>			0.57	0.57	0.69
<i>RA-4 District (1 and 2 Family Residence)</i>			0.57	0.57	0.69
<i>B-1 Business District (1 and 2 Family Residence)</i>			0.57	0.57	0.69
Apportionment Application	170-11.C.	2012	650.00	650.00	750.00
Construction and Use without prior approval	170-6.B.	2006	2,730.00	2,730.00	3,500.00
<b>RE-ZONING APPLICATIONS</b>			2013	1,300.00	1,300.00
<b>WETLANDS/WATER COURSES</b>					
Application Fee	195	2012	985.00	985.00	1,100.00
Inspection Fee	195	2012	550.00	550.00	600.00
Appeal of Determination	195	2012	550.00	550.00	650.00
Extension of Prior Approval		2012	600.00	600.00	700.00
Outdoor Dining Fee		2009	500.00	500.00	650.00
<b><u>POLICE</u></b>					
<b>ALARMS</b>					
Alarms permit - Fire/Burglar - New Permit - Residential	46.5	2017	50.00	50.00	100.00
Alarms permit - Fire/Burglar - Annual Renewal - Residential	46-5	2006	35.00	35.00	50.00
Alarms permit - Fire/Burglar - New Permit - Commercial	46-5	2017	100.00	100.00	150.00
Alarms permit - Fire/Burglar - Annual Renewal - Commercial	46-5	2017	50.00	50.00	100.00

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False alarm: 2nd call per annum*(Requires change to Code)	46-8	2010	50.00	50.00	100.00
False alarm: 3rd, 4th call each per annum		2003	100.00	100.00	150.00
False alarm: over 4 per annum		2003	200.00	200.00	200.00

GENERAL

Auxiliary Police Services Event Fee		2012	200.00	200.00	OMIT
Motor vehicle accident reports (available online)		2016	10.00	10.00	25.00
Flash Drive option for digital photos		2016	25.00	25.00	25.00
Good Conduct Certificates		2012	75.00	75.00	100.00
Mooring Permits (per permit)		2003	150.00	150.00	150.00
Police report copies (per copy, victims of crimes no charge)		1990	0.25	0.25	0.25
Redemption of Shopping Carts	164-6	2012	50.00	50.00	50.00
Reprints of Photographs		2012	30.00	30.00	30.00
Subpoena Fees for Records (min)		2012	30.00	30.00	30.00

LOCAL ORDINANCE

Failure to shovel snow after a storm	167-48	2011	50.00	50.00	75.00
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BILLABLE OVERTIME HOURLY RATES:

Police Lieutenants	2016	142.00	142.00	142.00
Police Sergeants	2016	134.00	134.00	134.00
Police Officers	2016	118.00	118.00	118.00
Parking Enforcement Officers	2016	76.00	76.00	76.00
Parking Enforcement Officers - Double Time	2016	102.00	102.00	102.00

**PUBLIC WORKS**

GENERAL

Collection of bulky metals at curbside (minimum)	157-34	2012	35.00	35.00	n/a
Collection of bulky waste in excess of 2 cubic yards (min)	157-34	2012	35.00	35.00	250.00
Penalty for amounts not paid within 60 days	157-34	2001	25.00	25.00	50.00
Penalty for amounts not paid within 90 days	157-34	2001	25.00	25.00	50.00
Add'l penalty for amounts not paid if collection by levy is required	157-34	2001	25.00	25.00	250.00

**RECREATION**

ATHLETIC FIELD USE SURCHARGE (per person/per prog)	2011	15.00	15.00	20.00
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BUILDING FEES

\*Descriptions changed to be more relevant to Rec facilities

Lower Level Multi Purpose Room (per hour)* # ^	2017	110.00	110.00	110.00
Upper Level Rooms (per hour) * #	2017	90.00	90.00	90.00
Lower Level Multi Purpose Room: Non-Profit (per hour)	2018	75.00	90.00	90.00
Upper Level Rooms: Non-Profit Rate (per hour)	2017	70.00	70.00	70.00
Lower Level Multi Purpose Room Event Party (4 Hours)	2011	575/675	575/675	575/700
Birthday Party: Basic Program Restricted time frame (2 hrs)	2018	225/325	225/350	225/350
Upper Level Room Event Party: (4 hours)	2011	475/575	475/575	475/600
Maintenance Coverage (per hour) Full-time	2014	60.00	60.00	60.00
Maintenance Coverage (per hour) Part-time	2014	40.00	40.00	40.00
Alcohol Permit Fee - Event Parties	2017	75.00	75.00	75.00
Event Party Security Deposit (Refundable)	2014	150.00	150.00	150.00

\*Long - term rentals receive a discounted rate to be determined by the Superintendent of Recreation

^High School Booster Clubs receive discounted rate room rental for sports dinners - birthday party rate

| Community Groups do not pay for room rentals during regular business hours; community groups include but are not limited to: scouts, republican and democratic clubs, garden clubs, Women's Club of Rye, Rye Auxilliary Police, Rye Fire Department

# Each school receives one free room rental as a sponsorship towards their school fund raiser

CITY OF RYE, NEW YORK  
GENERAL FUND  
ANNUAL BUDGET  
FOR FISCAL YEAR ENDING DECEMBER 31, 2018

FEE SCHEDULE

FEE DESCRIPTION	CITY CODE	LAST CHANGED	2017	2018	2019
<b>DAY CAMP</b>					
Day Camp - 2 week full day session (resident)		2018	555.00	565.00	570.00
Day Camp - 6 week basic (non-resident)		2018	1,610.00	1,640.00	1,660.00
Day Camp - 6 week basic (resident)		2018	805.00	820.00	830.00
Day Camp - 6 week extended program (resident)		2012	n/a	n/a	n/a
Day Camp - Swim group		2014	85.00	85.00	90.00
Day Camp - Swim lessons (with group)		2016	125.00	125.00	130.00
Kiddy Camp (resident)		2018	745.00	760.00	770.00
Kiddy Camp - 2 week session (resident)		2012	n/a	n/a	n/a
Registration fee after deadline		2015	25% Inc	25% Inc	25% Inc
Camp 78 - 5-day week		2018	260.00	275.00	325.00
Camp 78 - 4-day week		2018	n/a	230.00	260.00
Camp Withdrawal Fee		2014	25% of Fee	25% of Fee	25% of Fee
<b>INDOOR RECREATION</b>					
Daily Fees (resident/non-resident)		2010	5.00/10.00	5.00/10.00	5.00
<b>OUTDOOR RECREATION</b>					
All day field permit (10am-6pm)		2011	700.00	700.00	700.00
Field permit (2 hrs.) *		2011	200.00	200.00	250.00
Field/Facility Use - Basketball - Outdoor lights (2hrs)		2009	160.00	160.00	250.00
Softball - Men's Adult (per team)		2018	390.00	400.00	420.00
Softball - Woman's Adult (per team)		2018	340.00	350.00	370.00
Movie Shoot parking lot rental per lot (per day)		2016	1,200.00	1,200.00	2,000.00
*50% Reduced rate available if facility does not require field prep					
<b>PICNIC</b>					
Non-profit/Sport League Groups		2012	50.00	50.00	50.00
Refundable Deposit (Part of Fee)		2015	100.00	100.00	n/a
Weekday Picnic ( 4-Dark)		2011	165.00	165.00	175.00
Up to 75 (Resident/Non Resident)		2017	225/350	225/350	225/350
75 to 150 (Resident/Non Resident)		2017	425/550	425/550	425/550
Free events for City of Rye organizations such as Rye Auxiliary Police and Rye Fire Department					
<b>TENNIS</b>					
Permit - Adult (19 & over)		2011	110.00	110.00	120.00
Permit - Family (max. 5)		2011	285.00	285.00	n/a
Permit - Individual (non-resident)		2011	220.00	220.00	240.00
Permit - Junior (6-18 years)		2011	60.00	60.00	70.00
Permit - Senior (60+)		2011	75.00	75.00	80.00
Daily Fee (resident only; Adult/Junior or Senior)		2014	13.00/8.00	13.00/8.00	13.00/8.00
Guest of Permit Holder - Hourly fee (Adult/Junior or Senior)		2014	13.00/8.00	13.00/8.00	13.00/8.00
Private lessons: Per half hour		2017	40.00	40.00	40.00
Private lessons: Per hour		2017	55.00	55.00	75.00
Non-Resident Senior		2014	150.00	150.00	160.00
Clinic - Adult Tennis (Per class)		2017	25.00	25.00	25.00
Clinic - Child Tennis (Per class)		2017	23.00	23.00	23.00

CITY OF RYE, NEW YORK  
GENERAL FUND  
ANNUAL BUDGET  
FOR FISCAL YEAR ENDING DECEMBER 31, 2018

FEE SCHEDULE

FEE DESCRIPTION	CITY CODE	LAST CHANGE	2017	2018	2019	
<b>BOARD OF APPEALS</b>						
GENERAL						
Multi & Commercial Appeals	197-84	2016	700.00	700.00	700.00	
Single Family Appeals	197-84	2016	500.00	500.00	500.00	
Adjourned Applications		2003	100.00	100.00	100.00	
Revised Plans		2003	75.00	75.00	75.00	
<b>CITY CLERK</b>						
FIRE PREVENTION						
Explosive Inspection Fee	98-41	2005	115.00	115.00	REMOVE	n/a
Fireworks Display (each)	98-45	2010	750.00	750.00		1000
Installation of liquefied petroleum gas	98-82	2005	57.00	57.00	REMOVE	has never been enforced
Place of assembly 100 or more people	98-101	2005	115.00	115.00		350
Storage of Flammable liquids (permits & insp.)	98-51	2005	115.00	115.00	REMOVE	n/a
Storage of lumber (in excess of 100,000 bd. ft.)	98-85	2005	57.00	57.00	REMOVE	no lumberyards in Rye
Storage of underground tanks <1100 gal.(permits & insp.)	98-57	2005	57.00	57.00	REMOVE	has not been enforced
Storage of underground tanks >1100 gal. (permits & insp.)		2005	115.00	115.00	REMOVE	has not been enforced
Welding & cutting	98-130	2001	55.00	55.00	REMOVE	has never been enforced
GENERAL						
Auctioneer	56-3	2010	500.00	500.00		750
Birth Certificate	NYS-Governed		10.00	10.00		10
Blasting Permit	98-41	2018	500.00	750.00		1500
Cabaret	50-5	2012	200.00	200.00		750
Christmas Tree Sale Refundable Bond	98-124	2001	45.00	45.00		45
Christmas Tree Sales: Inspection	98-124	2003	100.00	100.00		100
Code of the City of Rye	AT-COST	2005	300.00	300.00		400
Code of the City of Rye - Supplement		2005	n/a	n/a	n/a	included in the Code - they send automatic supplements
Codes: Zoning	AT-COST	2005	n/a	n/a	REMOVE	The City has gone green in this initiative
Coin operated Dry Cleaning Establishment	98-29	2005	n/a	n/a	n/a	n/a in Rye
Coin operated Laundry: Establishment	98-36	2005	n/a	n/a	n/a	n/a in Rye
Death Transcript	NYS-Governed		10.00	10.00		10
Dog License: Neutered Dog - Owner's Cost	76-5	2015	15.00	15.00		21
Breakdown of Owner's Cost:						
City of Rye Fee	76-5	2015	14.00	14.00		20
NYS Fee	NYS-Governed		1.00	1.00		1
Off Leash Fee (Rye Town Park)		2016	25.00	25.00		30
Dog License: Non-Neutered Dog - Owner's Cost		2015	23.00	23.00		28
Breakdown of Owner's Cost:						
City of Rye Fee	76-5	2015	20.00	20.00		25

CITY OF RYE, NEW YORK  
GENERAL FUND  
ANNUAL BUDGET  
FOR FISCAL YEAR ENDING DECEMBER 31, 2018

FEE SCHEDULE

FEE DESCRIPTION	CITY CODE	LAST CHANGED	2017	2018	2019	
NYS Fee	NYS-Governed		3.00	3.00		3 NYS Mandated Fee
Dog Redemption: with current license	76-4	1977	n/a	n/a	n/a	
Dog Redemption: without current license	76-4	1977	n/a	n/a	n/a	
Dry Cleaning Establishment	98-22	2005	90.00	90.00		100 Clerk's office does not think this has ever been enforced, but would like to in 2019
Debris Collection Container:	167-14	2001	40.00	40.00		40
Filming: Private Property Per Day	93-6	2016	800.00	800.00		1000 High demand, great deal of admin time between Clerk and PD
Filming: Public Property (Maximum)	93-6	2012	25,000.00	25,000.00		30,000 High demand, great deal of admin time between Clerk and PD
Filming: Public Property (Minimum)	93-6	2001	1,600.00	1,600.00		1800 High demand, great deal of admin time between Clerk and PD
Junk Merchant: Establish place of business	113-4	2005	n/a	n/a	n/a	
Junk Peddler	113-4	2005	n/a	n/a	n/a	
Laundromat	121-4	2005	n/a	n/a	n/a	
Marriage License	NYS-Governed	2003	40.00	40.00		40 NYS Governed
Marriage Transcript	NYS-Governed	2002	10.00	10.00		10 NYS Governed
Non-refundable Bid fee (per every \$50 of bid)		2001	15.00-100.00	15.00-100.00		
Other Pamphlet Codes	AT-COST		8.00	8.00		8 never used, but keep it in case
Peddler, Hawker, Solicitor	144-6	2012	300.00	300.00		500 Huge administrative burden for Clerk and PD
Additional Permit Issued		2013	75.00	75.00		REMOVE never used
Lost Permit Replacement		2013	5.00	5.00		REMOVE never used
Sign posting @ Boston Post Road & Cross Street		2018	35.00	40.00		40
Tourist Park or Camp App. 5 units or less	157-9	2001	n/a	n/a	n/a	
Tourist Park or Camp App. 6 units or less	157-9	2001	n/a	n/a	n/a	
Tourist Park or Camp license (per unit)	157-12	2001	n/a	n/a	n/a	
<b>MECHANICAL INSTALLATION LICENSE</b>						
Gas Heat	68-12	2012	150.00	150.00		250 Administrative cost and time
Oil Heat	68-12	2012	150.00	150.00		250 Administrative cost and time
<b>MISCELLANEOUS LICENSES</b>						
Bowling Alleys	50-5	2005	n/a	n/a	n/a	
Circus	50-5	2005	n/a	n/a	n/a	
Driving Range	50-5	2005	n/a	n/a	n/a	
Miniature Golf	50-5	2005	n/a	n/a	n/a	
Moving Picture House	50-5	2005	n/a	n/a	n/a	
Public Exhibition	50-5	2005	90.00	90.00		90 never used
Public Hall	50-5	2005	90.00	90.00		90 never used
Shooting Gallery	50-5	2005	n/a	n/a	n/a	never used
Skating Rink	50-5	2012	n/a	n/a	n/a	never used
Taxi Cab License	180-12	2012	130.00	130.00		200 Huge administrative burden, comparison with other municipalities
Taxi Driver License	180-8	2012	75.00	75.00		100 Huge administrative burden, comparison with other municipalities
Theater	50-5	2005	n/a	n/a	n/a	

CITY OF RYE, NEW YORK  
GENERAL FUND  
ANNUAL BUDGET  
FOR FISCAL YEAR ENDING DECEMBER 31, 2018

FEE SCHEDULE

FEE DESCRIPTION	CITY CODE	LAST CHANGEE	2017	2018	2019
<b><u>PARKING</u></b>					
Non-Resident Commuter (Includes Tax)	191-47	2014	760.00	760.00	1400 incredibly high demand with very little supply; comparison with other municipalities; resident feedback
Resident Commuter (Includes Tax)	191-47	2014	760.00	760.00	1000 incredibly high demand with very little supply; comparison with other municipalities; resident feedback
Merchant Parking Full-Year (Non-Taxable)	191-47	2017	500.00	500.00	500 constant pushback from merchants about the high fee, especially when trying to
Merchant Parking Half-Year (Non-Taxable)	191-47		n/a	n/a	300 run a business and not being able to find parking
Taxi Stall Rental (Plus tax)	2005	2005	700.00	700.00	700 Many cannot afford the stalls due to competition with Uber/ Lyft
Guest Parking Overnight (max. 14 days per night)		2014	15.00	15.00	25 Rare, but parking is in high demand
Replacement Sticker (without old sticker)	191-47	2017	300.00	300.00	n/a
Replacement Sticker (with old sticker)	191-47	2017	20.00	20.00	n/a
Resident All Day/All Night	191-47	2017	900.00	900.00	900 Many of the residents renting in the downtown cannot afford more than this fee
Resident All Night	191-47	2017	480.00	480.00	480 Just raised this two years; the user base are renters who have pushed back on raising this fee
Snow Field Parking		2016	200.00	200.00	300 Administrative costs of both clerk processing and DPW cleanup is burdensome
Special Permits (Theo. Fremd Lot)*		2003	n/a	n/a	200 Bringing back the "green meter" program - \$200 base with "pay by day" at the meters
Commuter Parking Waitlist Fee (One-time Fee )		2017	100.00	100.00	100 Fee recently imposed.
Additional Car on Permit		2018	n/a	n/a	20 Permit program will allow for one car, with a \$20 fee for each additional car up to 5



**POLICE DEPARTMENT**

City of Rye, New York  
21 McCullough Place  
Rye, N. Y. 10580  
Phone: (914) 967-1234  
FAX: (914) 967-8341



Michael C. Corcoran, Jr.  
Commissioner of Public Safety

**TO: Mr. Joseph Fazzino**  
**FROM: Commissioner Michael C. Corcoran, Jr.** *mdc02*  
**DATE: May 10, 2018**  
**SUBJECT: Fees 2019**

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**POLICE**

**2019**

**Recommendation**

ALARMS	
Alarms permit - Fire/Burglar - New Permit - Residential	\$100.00
Alarms permit - Fire/Burglar - Annual Renewal - Residential	\$50.00
Alarms permit - Fire/Burglar - New Permit - Commercial	\$150.00
Alarms permit - Fire/Burglar - Annual Renewal - Commercial	\$100.00
False alarm: 2nd call per annum*(Requires change to Code)	\$100.00
False alarm: 3rd, 4th call each per annum	\$150.00
False alarm: over 4 per annum	\$200.00

**GENERAL**

**Auxiliary Police Services Event Fee**

**OMIT**

Motor vehicle accident reports (available online)	\$25.00
Flash Drive option for digital photos	KEEP SAME
Good Conduct Certificates	\$100.00

**Mooring Permits (per permit)**

**OMIT FROM PD (Boat Basin??)**

Police report copies (per copy, victims of crimes no charge)	KEEP SAME
Redemption of Shopping Carts	KEEP SAME
Reprints of Photographs	KEEP SAME
Subpoena Fees for Records (min)	KEEP SAME

Failure to shovel snow after a storm \$75.00

### **JUSTIFICATION**

Our recommended fee increases are the result of the fee structure being in place for a number of years as well as the relevant fines being consistent with what is charged in comparison communities: Rye Brook, Harrison and Scarsdale.

Justification to “KEEP THE SAME” fees is because these are areas that are rarely utilized by the public and would not result in a windfall of revenue.

Auxiliary Police Event Fee has never been charged since I have been here and no one recalls such a charge even among my predecessors. I believe that it is a nice service to provide to residents when our Auxiliary officers are available.

### **FIRE**

We have researched the fee schedule for fire inspections in our neighboring communities, including Port Chester, Rye Brook and Harrison. (We didn't hear back from Mamaroneck)

There seems to be a broad range of fees and methods of applying those fees. The most common methods appear to be.

- Charge an annual operating fee (applied to Places of Assembly 50 or more people)
- Charge flat rate inspection fee, with some municipalities charging re-inspection fees for violations (Rye's model)
- Charge annual inspection based on square footage and or occupancy type.

Fees range from \$100 to \$750

It seems that charging a flat rate, as the City of Rye currently does, remains the most sensible method.

The fee that is currently charged by The City of Rye is on the low side in comparison to other municipalities.

I would recommend raising the fees charged for all inspections as follows

- Current Fire Inspection fee \$150.00 raise to \$200 - \$300
- Current Re-inspection fee \$75.00 raise to \$150.00
- Current inspection fee for oil tank removal \$100.00 raise to \$150.00 - \$200.00

### **JUSTIFICATION**

The justification for the increase would be to ensure fees are consistent with the aforementioned municipalities.

Please contact me with any questions.

**CITY OF RYE  
MEMORANDUM**

TO: Marcus Serrano, City Manager  
Mayor Cohn and the City Council

FROM: Joseph Fazzino, Deputy City Comptroller

RE: Parking Fines

DATE: July 16, 2018

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Upon reviewing local laws pertaining to parking violations, the Finance Department discovered and confirmed with Corporation Counsel that City Staff has the authority to change the fine associated with a parking violation at its discretion, as well as change the reduction of a parking fine due to early payment. I have attached copies of the applicable local laws. I believe, however, that it is necessary that Staff present any proposed changes to parking fines to the City Council and public.

Finance Department Staff, with the assistance of the Police Department, has gathered parking fine information from neighboring municipalities. A copy of this analysis is attached. The focus was on the most frequently issued fines. Although there were several fines where the City exceeded the average of the other communities, there were also other instances where the City's fine was below the average and in some cases, well below the average.

To put the City more in line with the average fines and to control behavior in certain lots, the Finance Department proposes increases to the following parking fines:

Expired meter:	\$25 to \$30
Prohibited Parking	\$25 to \$40
Overtime Parking	\$25 to \$30
Expired Inspection	\$25 to \$50
Expired Registration	\$25 to \$50
No Permit	\$25 to \$50
Double Parking	\$25 to \$75
Blocked Driveway	\$25 to \$50
12" From the Curb	\$25 to \$30

There is no information available to Staff identifying the last time any of the above fines were changed or increased. I have been with the City since 2003 and these fines have remained the same. Based on parking fines paid in 2017, the increases proposed above would generate an additional \$112,000 in revenues.

Current City policy, also unchanged since 2003, allows for the reduction of a \$25 parking fine to \$15. This reduction occurs only if the violator's license plate has three parking violations or less within the previous 12 months and that each violation is paid within 48 hours of issuance. Roughly 1,400 tickets were paid at a reduced rate in 2017, which translates to increased revenue of \$14,000 if this option was eliminated completely going forward. The consensus among City staff is that the reduction of the fine is an incentive for a violator to pay, especially first-time offenders, instead of requesting a court date to dispute the ticket and possibly have the fine reduced or dismissed. Moving forward, Finance Department Staff proposes a \$10 reduction for fines \$35 dollars or less, beginning in 2019.

While prior year history is certainly a useful indicator of potential overall revenue increases, the amount collected for any given fine is dependent on a number of factors, including but not limited to, the level of activity by enforcement officers issuing violations, the type of violation issued, the amount of the fine and any associated penalties, the ultimate adjudication of the violation, and timeliness of payment. Based on the proposed increases listed above and remaining consistent with the City's conservative budgeting practices, I am recommending increasing the 2019 budgeted parking fine revenue by \$50,000 from \$325,000 to \$375,000.

Respectfully submitted,

Joe Fazzino  
Deputy City Comptroller

Violation	Rye	White Plains	Harrison	Scarsdale	Port Chester	Larchmont	Bronxville	Pelham	Mamaroneck	Mount Vernon	Bedford	Average	Avg. Excluding Rye
Handicap	\$ 150	\$ 130	\$ 250	\$ 130	\$ 125	\$ 180	\$ 110	\$ 100	\$ 50	\$ 160	\$ 130	\$ 138	\$ 137
Overtime	25	25	25	25	35	25	35	25	15	35	40	28	29
Fire Hydrant	150	100	100	75	135	100	70	100	50	100	N/A	98	92
Meter Parking	25	25	25	35	35	25	25	25	15	35	40	28	29
Viol Snow Ord	75	55	50	30	35	50	35	40	50	60	20	45	43
Crosswalk	75	50	50	50	60	50	70	50	50	N/A	40	55	52
No Permit	25	50	50	30	60	N/A	35	75	25	50	40	44	46
Blocked Driveway	25	50	75	30	60	50	35	50	20	50	20	42	44
12" Curb	25	50	35	30	35	N/A	35	40	50	N/A	N/A	38	39
Double Parking	25	100	50	50	80	100	70	75	25	125	N/A	70	75
Expired Inspection	25	50	N/A	60	80	50	35	40	50	100	40	53	56
Expired Registration	25	50	N/A	60	80	50	35	40	50	100	40	53	56
No Parking	25	55	N/A	30	35	50	35	75	25	N/A	20	39	41

**§ 191-32. Penalties for offenses against special parking provisions. [Amended 9-19-1984 by L.L. No. 13-1984; 4-6-1988 by L.L. No. 5-1988; 12-16-1992 by L.L. No. 22-1992; 12-15-2010 by L.L. No. 11-2010<sup>1</sup>]**

Every person convicted of a violation of Article VII or Article VIII or any order, rule, regulation or special direction made thereunder shall be punished by a fine of not less than \$50 nor more than \$200 or by imprisonment for not more than five days, or by both such fine and imprisonment. Failure to pay such fine on or before the appearance date or upon conviction shall result in an additional charge equal to the imposed fine. Failure to pay the fine within 45 days of the appearance date or date of conviction shall result in an additional charge equal to three times the initial fine. Failure to pay the fine and additional charges within 75 days of the appearance date or date of conviction will result in the assessment of an additional administrative fee equal to 40% of the total of the fines and late charges then due.

**§ 191-33. Penalties for parking offenses in certain areas. [Amended 7-21-1976 by Ord. No. 11-1976; 4-6-1988 by L.L. No. 5-1988; 12-16-1992 by L.L. No. 22-1992; 12-15-2010 by L.L. No. 11-2010<sup>2</sup>]**

Every person convicted of a violation of Article III or any order, rule, regulation or special direction made thereunder, occurring along Forest Avenue between Cornell Place and Sanford Street and along the streets east of Forest Avenue between Cornell Place and Sanford Street, inclusive, shall, for the first conviction thereof, be punished by a fine of not less than \$50 nor more than \$200. Failure to pay such fine on or before the appearance date or upon conviction shall result in an additional charge equal to the imposed fine. Failure to pay the fine within 45 days of the appearance date or date of conviction shall result in an additional charge equal to three times the initial fine. Failure to pay the fine and additional charges within 75 days of the appearance date or date of conviction will result in the assessment of an additional administrative fee equal to 40% of the total of the fines and late charges then due.

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1. This local law also provided that it would take effect 3-1-2011.  
2. This local law also provided that it would take effect 3-1-2011.

**§ 191-34. Penalties for parking offenses generally. [Amended 9-19-1984 by L.L. No. 13-1984; 4-6-1988 by L.L. No. 5-1988; 12-16-1992 by L.L. No. 22-1992; 12-15-1993 by L.L. No. 12-1993; 12-15-2010 by L.L. No. 11-2010<sup>3</sup>]**

Except as otherwise provided in §§ 191-32 and 191-33, every person convicted of a violation of Article III or any order, rule, regulation or special direction made thereunder shall be punished by a fine of not less than \$50 nor more than \$200. Failure to pay such fine on or before the appearance date or upon conviction shall result in an additional charge equal to the imposed fine. Failure to pay the fine within 45 days of the appearance date or date of conviction shall result in an additional charge equal to three times the initial fine. Failure to pay the fine and additional charges within 75 days of the appearance date or date of conviction will result in the assessment of an additional administrative fee equal to 40% of the total of the fines and late charges then due.

**§ 191-35. Penalties for offenses generally. [Amended 9-19-1984 by L.L. No. 13-1984; 4-6-1988 by L.L. No. 5-1988; 12-16-1992 by L.L. No. 22-1992]**

Every person convicted of a violation of this chapter or any order, rule, regulation or special direction thereunder for which another penalty is not provided shall, for the first conviction thereof, be punished by a fine of not less than \$25 nor more than \$50. Failure to pay such fine on or before the appearance date or upon conviction shall result in an additional charge equal to the imposed fine. Failure to pay the fine within 45 days of the appearance date or date of conviction shall result in an additional charge equal to three times the initial fine. Failure to pay the fine and additional charges within 75 days of the appearance date or date of conviction will result in the assessment of an additional administrative fee equal to 40% of the total of the fines and late charges then due.

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3. This local law also provided that it would take effect 3-1-2011.

**CITY OF RYE  
LOCAL LAW NO. 12 - 1993**

A local law amending Chapter 191, Vehicles and Traffic, of the Code of the City of Rye with respect to fines and fees.

Be it enacted by the Council of the City of Rye as follows:

Section 1. Section 191-34 of Part 1, Article VI of Chapter 191, Vehicles and Traffic, of the Code of the City of Rye is hereby amended to read as follows:

**§ 191-34. Penalties for parking offenses generally.**

Except as otherwise provided in §§ 191-32 and 191-33, every person convicted of a violation of Article III or any order, rule, regulation or special direction made thereunder shall be punished by a fine of not less than twenty-five dollars (\$25.) nor more than fifty dollars (\$50.). In the event payment is received by the City of Rye Traffic Violations Bureau within forty eight (48) hours following the issuance of said violation, the minimum said fine shall be reduced to not less than fifteen dollars (\$15.), provided that the violator has not received three (3) prior parking violations within a year. Failure to pay such fine on or before the appearance date or upon conviction shall result in an additional charge equal to the imposed fine. Failure to pay the fine within forty-five (45) days of the appearance date or date of conviction shall result in an additional charge equal to three (3) times the initial fine. Failure to pay the fine and additional charges within seventy-five (75) days of the appearance date or date of conviction will result in the assessment of an additional administrative fee equal to forty percent (40%) of the total of the fines and late charges then due.

Section 2. Subsection C of Section 191-38.1 and Section 191-39 of Part 2, Article VII of Chapter 191, Vehicles and Traffic, of the Code of the City of Rye is hereby amended to read as follows:

**§ 191-38.1 Resident meter parking permit zone.**

C. Any resident of the City of Rye desiring a resident meter parking permit shall, upon application to the City Clerk and payment of an annual fee of thirty-six dollars (\$36.), receive a tag or license entitling that person to park an automobile or other vehicle in the location and places specifically designated for resident meter parking.

**§ 191-39 Parking time limits.**

The permitted parking time in a parking meter zone shall, except as otherwise provided, be one and a half (1.5) hours for each twenty-five cent coin of the United States of America deposited in the meter. Upon the expiration of the permitted parking time with respect to any vehicle in such designated parking space, the operator shall forthwith remove such vehicle from such parking space.

**Section 3. Subsection F of Section 191-47 of Part 3, Article VIII of Chapter 191, Vehicles and Traffic, of the Code of the City of Rye is hereby amended to read as follows:**

**§ 191-47. Parking fees.**

**F. If a license or a tag, or both, is lost or destroyed or if another motor vehicle is substituted for the vehicle for which the license had been issued, a new license will be issued for the remainder of the period upon payment of a fee of five dollars (\$5.).**

**Section 4. This local law shall take effect immediately upon filing in the Office of the Secretary of State.**

CITY OF RYE, NEW YORK  
GENERAL FUND  
ANNUAL BUDGET  
FOR FISCAL YEAR ENDING DECEMBER 31, 2018

**FEE SCHEDULE**

	last changed	FY 2017	FY 2018	PROPOSED 2019	proposed increase in review	Description	Reason for increase or decrease in the fee(s)	comparison of other communities
<b>RECREATION</b>				Res/Non Res				
ATHLETIC FIELD USE SURCHARGE (per person/per prog)	2011	15.00	15.00	20.00	20,000.00	Part of this fee goes to the General fund as revenue (\$10); the balance in a protected account to do field renovations as needed not budgeted for in the recreations operating budget	Increase to the fee will generate an additional \$25K per year	not many communities have this surcharge. Of those who do; \$5/per
<b>BUILDING FEES</b>								
*Descriptions changed to be more relevant to Rec facilities								
Lower Level Multi Purpose Room (per hour)* # ^	2017	110.00	110.00	110.00		rental fee for use of the lower level room at Damiano	very few organizations rent the facility at this price - I would not recommend an increase	room rentals vary from \$40 - 100/hr
Upper Level Rooms (per hour) * #	2017	90.00	90.00	90.00		rental fee for use of the upper level room at Damiano	very few organizations rent the facility at this price - I would not recommend an increase	room rentals vary from \$40 - 100/hr
Lower Level Multi Purpose Room: Non-Profit (per hour)	2018	75.00	90.00	90.00		rental fee for non-profit organizatinos	very few organizations rent the facility at this price - I would not recommend an increase	room rentals vary from \$40 - 100/hr
Upper Level Rooms: Non-Profit Rate (per hour)	2017	70.00	70.00	70.00		rental fee for non-profit organizatinos	very few organizations rent the facility at this price - I would not recommend an increase	room rentals vary from \$40 - 100/hr
Lower Level Multi Purpose Room Event Party (4 Hours)	2011	575/675	575/675	575/700		Event party fee for 4 hours	not recommended for increase	room rentals vary from \$40 - 100/hr
Birthday Party: Basic Program Restricted time frame (2 hrs)	2018	225/325	225/350	225/350		package party rate for kids birthday party (no alcohol)	not recommended for increase	room rentals vary from \$40 - 100/hr
Upper Level Room Event Party: (4 hours)	2011	475/575	475/575	475/600		basic fee for 4-hr event	recommended for non-resident increase	room rentals vary from \$40 - 100/hr
Maintenance Coverage (per hour) Full-time	2014	60.00	60.00	60.00				
Maintenance Coverage (per hour) Part-time	2014	40.00	40.00	40.00				
Alcohol Permit Fee - Event Parties	2017	75.00	75.00	100.00	500.00	permit to have alcohol at a party	nominal increase	\$25 - \$100; some require insurance
Event Party Security Deposit (Refundable)	2014	150.00	150.00	150.00		security deposit -refunable if party stays on time/no damage		\$100- \$350
<b>RENTAL NOTES:</b>								
*Long - term rentals receive a discounted rate to be determined by the Superintendent of Recreation								
^High School Booster Clubs receive discounted rate room rental for sports dinners - birthday party rate								
Community Groups do not pay for room rentals during regular business hours; community groups include but are not limited to scouts, republican and democratic clubs, garden clubs, Women's Club of Rye, Rye Auxilliary Police, Rye Fire Department								
# Each school receives one free room rental as a sponsorship towards their school fund raiser								
Full time City of Rye staff received 25% discount; part time recreation staff 15%								

CITY OF RYE, NEW YORK  
GENERAL FUND  
ANNUAL BUDGET  
FOR FISCAL YEAR ENDING DECEMBER 31, 2018

**FEE SCHEDULE**

	last changed	FY 2017	FY 2018	PROPOSED 2019	proposed increase in review	Description	Reason for increase or decrease in the fee(s)	comparison of other communities
<b>RECREATION</b>				Res/Non Res				
<b>DAY CAMP</b>	last changed	FY 2017	FY 2018	PROPOSED 2019				
Day Camp - 2 week full day session (resident)	2018	555.00	565.00	570		base fee for 2-weeks of camp (Grades K-6 only)	commission voted on a 1% increase	
Day Camp - 6 week basic (non-resident)	2018	1,610.00	1,640.00	1660		non resident camp fee - double resident rate	commission voted on a 1% increase	average of + \$200 over resident fee
Day Camp - 6 week basic (resident)	2018	805.00	820.00	830	2700	resident rate for day camp (Grades K - 6)	commission voted on a 1% increase	\$520 - \$1125/ 5 or 6 weeks
Day Camp - 6 week extended program (resident)	2012	n/a	n/a	n/a				
Day Camp - Swim group	2014	85.00	85.00	90.00	350	fee for group swim lessons (Grades 3 - 6)	nominal increase; fees collected MORE than cover costs; max time per group is 40 minutes; 11 dates max per summer	most swim is included in camp fee as sites have use of their town facilities
Day Camp - Swim lessons (with group)	2016	125.00	125.00	130.00	500	swim lessons for Grades K - 2	each group swims for 40 minutes; fees collected MORE than cover cost of Lifeguards/WSI and bus costs	most swim is included in camp fee as sites have use of their town facilities
Kiddy Camp (resident)	2018	745.00	760.00	770	600	Pre school camp program for ages 3 - 5 non entering grade	commission voted on a 1% increase	\$420 - \$965/ some include swim
Kiddy Camp - 2 week session (resident)	2012	n/a	n/a	n/a		a 2-week option is no longer offered		no offered
Registration fee after deadline	2015	25% Inc	25% Inc	25% Inc		this fee "encourages" registration early; this is based of the basic camp fee		average \$100; late fee registration dates due vary.
Camp 78 - 5-day week	2018	260.00	275.00	325	24316	travel camp program for grades 7 & 8	fee increased to cover cost of specialized program	\$795 - \$1900; offerings vary in the # of weeks and sessions
Camp 78 - 4-day week	2018	n/a	230.00	260	3400	travel camp program for grades 7 & 8	fee increased to cover cost of specialized program	\$795 - \$1900; offerings vary in the # of weeks and sessions
Camp Withdrawal Fee	2014	25% of Fee	25% of Fee	25% of Fee		25% of the basic camp fee until 6/1		varies from no refunds to a percentage based on dates
<b>Camp Notes:</b>								
* Full time City of Rye staff received 25% discount; part time recreation staff 15%						New 2019		
<b>INDOOR RECREATION</b>								
Daily Fees (Volleyball/Adult Basketball)(resident/non-resident)	2010	5.00/10.00	5.00/10.00	5.00		drop in basketball or volleyball; supervisors are volunteers		
<b>OUTDOOR RECREATION</b>								
All day field permit (10am-6pm)	2011	700.00	700.00	700.00		not used in years - most departments are substantial less	decrease or no change recommended	\$40 - 100 per 2-hr use
Field permit (2 hrs.) *	2011	200.00	200.00	200.00		fee includes staff scarifying and lining the field other than Sport users	very few rental; maybe increase fee for weekend use to cover OT costs	\$40 - 100 per 2-hr use
Field/Facility Use - Basketball - Outdoor lights (2hrs)	2009	160.00	160.00	160.00		fee charged to use the tennis courts or bball courts Fri - Sun for a private event;	very few rental; maybe increase fee for weekend use to cover OT costs	

CITY OF RYE, NEW YORK  
GENERAL FUND  
ANNUAL BUDGET  
FOR FISCAL YEAR ENDING DECEMBER 31, 2018

**FEE SCHEDULE**

	last changed	FY 2017	FY 2018	PROPOSED 2019	proposed increase in review	Description	Reason for increase or decrease in the fee(s)	comparison of other communities
<b>RECREATION</b>				Res/Non Res				
Softball - Men's Adult (per team)	2018	390.00	400.00	420.00	360.00	base fee charge to softball leagues - administrative charge	nominal increase suggested as fee is over \$1500 per team	
Softball - Woman's Adult (per team)	2018	340.00	350.00	370.00	160.00	base fee charge to softball leagues - less games played	nominal increase suggested as fee is over \$1300 per team	
Movie Shoot parking lot rental per lot (per day)	2016	1,200.00	1,200.00	2,000.00		fee for the inconvenience when movie shoots are in town	2018 no movies requested space; 2015 & 2016 1 or 2 movies/year	
<b>Rental Notes:</b>								
*50% Reduced rate available if facility does not require field prep								
<b>PICNIC</b>								
Non-profit/Sport League Groups/school groups weekday	2012	50.00	50.00	70.00	200.00	fee for sport groups needing picnics during the week; weekend use charged at full fee	nominal increase - 8 - 10 picnics per year	not offered
Refundable Deposit (Part of Fee)	2015	100.00	100.00	100.00		fee charged if cancellation is less than 3-weeks prior to the event		not offered
Weekday Picnic ( 4-Dark)	2011	165.00	165.00	175.00		week day picnic discount	nominal increase - not many booked yearly	not offered
Up to 75 (Resident/Non Resident)	2017	225/350	225/350	250/375	1000	small picnic fee	nominal increase; non residents pay more	\$75 - \$\$200
75 to 150 (Resident/Non Resident)	2017	425/550	425/550	450/575	400	large picnic fee	nominal increase; non residents pay more - only 2 booked in this category	\$125 - \$300
<b>Picnic Notes:</b>								
Free events for City of Rye organizations such as Rye Auxiliary Police and Rye Fire Department								

CITY OF RYE, NEW YORK  
GENERAL FUND  
ANNUAL BUDGET  
FOR FISCAL YEAR ENDING DECEMBER 31, 2018

**FEE SCHEDULE**

	last changed	FY 2017	FY 2018	PROPOSED 2019	proposed increase in review	Description	Reason for increase or decrease in the fee(s)	comparison of other communities
<b><u>RECREATION</u></b>				Res/Non Res				
<b>TENNIS</b>								
Permit - Adult (19 & over)	2011	110.00	110.00	120	1600			\$0 - \$180
Permit - Family (max. 5)	2011	285.00	285.00	N/A				\$0 - \$280
Permit - Individual (non-resident)	2011	220.00	220.00	240	200			\$220/per
Permit - Junior (6-18 years)	2011	60.00	60.00	70	1130			\$0 - \$115
Permit - Senior (60+)	2011	75.00	75.00	80	220			\$0 - \$115
Daily Fee (resident only; Adult/Junior or Senior)	2014	13.00/8.00	13.00/8.00	10.00		simplifies the process/more reasonable to encourage play		\$4 - \$10/ varies by week day v weekend rates
Guest of Permit Holder - Hourly fee (Adult/Junior or Senior)	2014	13.00/8.00	13.00/8.00	10.00		simplifies the process/more reasonable to encourage play		\$4 - \$10/ varies by week day v weekend rates
Private lessons: Per half hour	2017	40.00	40.00	40.00		maximum fee pro can charge for lessons	maximum fee pro can charge for lessons	
Private lessons: Per hour	2017	55.00	55.00	75.00		maximum fee pro can charge for lessons	maximum fee pro can charge for lessons	
Non-Resident Senior	2014	150.00	150.00	160.00		non-resident senior - double resident rate		\$30 - \$50 or not offered
Clinic - Adult Tennis (Per class)	2017	25.00	25.00	27.00		# of lessons change per season; rate is used to determine overall price		\$18 - \$30/hr
Clinic - Child Tennis (Per class)	2017	23.00	23.00	25.00		# of lessons change per season; rate is used to determine overall price		\$18 - \$30/hr

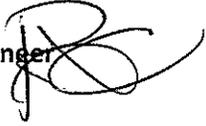


**CITY OF RYE**  
**Department of Public Works**

**Interoffice Memorandum**

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**To:** Marcus Serrano, City Manager  
 Joseph Fazzino, Deputy City Comptroller

**From:** Ryan Coyne, City Engineer 

**Date:** July 25, 2018

**Subject:** Recommendation for Modifications to the Fee Schedule

As requested, I write to expand on the existing and proposed permit fees relevant to the Departments of Public Works and Engineering. We have recommended some permits and fees be eliminated as they are no longer relevant, some fees be increased, and others to remain as is.

Below is a list of the fees along with the recommended modifications, if any.

<i>Fee Description</i>	Current Fee	Proposed Fee	Rationale
Constructed or Replaced Curb	\$50.00	\$50.00	Not a significant source of revenue
Constructed or Replaced Depressed Curb (min)	\$50.00	Eliminate	Same as Constructed or Replaced Curb
Constructed or Replaced Driveway (min)	\$50.00	\$50.00	Not a significant source of revenue
Constructed or Replaced Sidewalks (min)	\$50.00	\$50.00	Not a significant source of revenue
Construction Debris Containers (per day)	\$100.00	\$250.00	Increase due to additional staff time spent on review, approval, and inspection
Street Obstructions, Storage of Materials, Operating Machinery, loading & unloading, scaffolding & bridging	\$150.00	\$250.00	Increase due to additional staff time spent on review, approval, and inspection
Street Opening: Curbing-Asphalt/Concrete/Flag	\$250.00	Eliminate	Create one Permit Fee for all Street Openings in Paved Areas
Street Opening: Sidewalk Area-Asphalt/Concrete/Flag	\$250.00	Eliminate	Create one Permit Fee for all Street Openings in Paved Areas
Street Opening: Street Area-Asphalt	\$250.00	\$500.00	Modify to Delete "Asphalt". Increase due to additional staff time spent on review, approval, and inspection
Street Opening: Street Area-Concrete	\$250.00	Eliminate	Create one Permit Fee for all Street Openings in Paved Areas

Street Opening: Test Holes (keyhole method) (each)	\$250.00	Eliminate	Create one Permit Fee for all Street Openings in Paved Areas
Street Opening: Unpaved Areas	\$250.00	\$250.00	Not a significant source of revenue
Street Opening Permit Surcharge	\$200.00	\$500.00	This surcharge goes directly to the City's Street Resurfacing Project Budget. Increase relates to decreased lifespan of roadway due to utility cuts
Street Opening Public Service Fee(per LF, over 72 FT length)	\$5.00	Eliminate	Create one Permit Fee for all Street Openings in Paved Areas
Surface Water Control Application fee (Stand Alone)	\$200.00	\$500.00	Modify to be "Engineering Review Fee". Increase due to additional staff time spent on review, approval, and inspection
Construction Manhole/Catch Basin (min)	\$180.00	\$250.00	Increase due to additional staff time spent on review, approval, and inspection
Driving Pipes (min)	\$100.00	Eliminate	Will be considered a Street Opening
Install Underground Tank/Vault (min)	\$110.00	Eliminate	Will be considered a Street Opening
Plumbing Connection to Structures:			
Manholes/Catch Basin (min)	\$45.00	\$250.00	Increase due to additional staff time spent on review, approval, and inspection
Plumbing Connection to Structures:			
Sewer or Drain Line (min)	\$35.00	\$250.00	Increase due to additional staff time spent on review, approval, and inspection

Below is a summary of Street Opening Permits, Fees, and Surcharges for 2014- July, 2018

	2014	2015	2016	2017	as of July, 2018	Projected 2019
# Permits	273	236	215	210	92	200
Total Fee	\$76,166.00	\$74,984.00	\$58,545.00	\$66,980.00	\$62,901.00	\$100,000
Permit Fee	min. \$250 plus sliding scale	\$500				
Avg. Fee per permit	\$279.00	\$317.73	\$272.30	\$318.95	\$683.71	\$500
Surcharge Fee	\$200.00	\$200.00	\$200.00	\$200.00	\$200.00	\$500
Total Surcharge	\$54,950.00	\$52,550.00	\$39,270.00	\$37,650.00	\$19,050.00	\$100,000

Existing minimum fee is \$250; however, the fee can increase with the size of the road opening. Therefore, the average permit fee from year to year will change depending on the nature of the proposed work. It is proposed that one consistent fee be created for all Street Opening Permits as the administration and inspection of the work is not directly related to the size of the road opening. Additionally, the large street openings are typically done by private utility companies and the roadways restorations are typically inclusive of the entire lane of traffic or entire roadway.

The existing surcharge for every road opening is proposed to be increased from \$200 to \$500 to offset the increased deterioration of the roadways due to the trench repair work. This surcharge goes directly into the Annual Street Resurfacing Project budget and not into the general fund.

With respect to the Engineering Review Fees (formerly called Surface Water Control permits); the administrative time associated with the review, issuance, and inspection of the grading, drainage, and erosion control work on residential and commercial properties have increased dramatically in recent years. It is proposed to raise the fee from \$250 to \$500 for each permit. Below is a summary table of permits issued:

<b>SWC Permits</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>Projected 2019</b>
# of Permits Issued	241	240	166	166	175
Fees Collected	\$48,200	\$48,000	\$33,200	\$33,200	\$87,500

Please feel free to contact me should you need to discuss further. I am happy to meet with you, the Finance Committee, or the City Council should you deem necessary.

Christian K. Miller, AICP  
City Planner  
1051 Boston Post Road  
Rye, New York 10580



Tel: (914) 967-7167  
Fax: (914) 967-7185  
E-mail: [cmiller@ryeny.gov](mailto:cmiller@ryeny.gov)  
<http://www.ryeny.gov>

## CITY OF RYE Department of Planning

### Memorandum

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To: Marcus Serrano, City Manager  
Joe Fazzino, Acting City Comptroller

From: Christian K. Miller, City Planner

Date: July 25, 2018

Subject: **Proposed 2019 Building and Planning Department Fees**



As requested, the following provides a description and rationale for proposed fees for the City's Building and Planning Departments for 2019.

#### **Building Department**

Over the last three years, the City Building Department generates revenue of between \$1.9 and \$2.1 Million. Departmental expenses over that same period range between \$542,000 and \$661,000. Actual revenue exceeds budgeted revenue and actual expenses have been below budgeted expenses for each year. From a cost recovery perspective fees are more than capturing departmental expenses. It is noted, however that the total cost of building activity impacts other municipal expenditures such as public works, legal, assessment and the City's emergency service departments. Those cost have not been quantified here.

As requested, the Department has evaluated its fees as part of the annual fee schedule for the 2019 Budget. Table 1 provides the proposed fee schedule by fee type for the City Building Department.

**Proposed 2019 Building and Planning Department Fees**

July 25, 2018

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**TABLE 1  
Existing and Proposed Building Department Fees  
2017-2019**

<b>ELECTRICAL</b>	<b>Last Changed</b>	<b>2017 Fee</b>	<b>2018 Fee</b>	<b>Proposed 2019 Fee</b>
Electrical permits in existing building where a building permit is not required: for multiple residences, commercial or industrial buildings	2011	100.00	100.00	120.00
Electrical Permits in existing buildings where a building permit is not required: for one & two family dwellings with contracts valued at \$500 or more	2014	100.00	100.00	120.00
<b>GENERAL</b>				
Building Permits (1) - minimum fee	2011	75.00	75.00	100.00
Building Permits (2a) - add'l charge per \$1,000 est. work (residential)	2013	17.00	17.00	17.00
Building Permits (2b) - add'l charge per \$1,000 est. work commercial)	2012	30.00	30.00	30.00
Building Permit (3) - fee for work begun without permit	2016	1,500.00	1,500.00	1,500.00
Certificate for Commercial Buildings	2011	175.00	175.00	225.00
Certificate of Occupancy: to be paid with application for building permit	2011	100.00	100.00	125.00
Changes in Approved Plans	2016	500.00	500.00	550.00
Demolition Permits - Commercial and residential structures	2010	2,000.00	2,000.00	2,500.00
Demo Pmts - In-ground pools tennis crts detached garages	2010	750.00	750.00	900.00
Demo Pmts - Sheds, above ground pools, pool decks, gazebo	2011	200.00	200.00	225.00
Fence Permit	2016	100.00	100.00	115.00
Generator Permit	2014	300.00	300.00	400.00
Sign Permit	2016	100.00	100.00	125.00
New Certificate for old buildings	2016	300.00	300.00	350.00
Pre-date letters	2016	200.00	200.00	225.00
Rock Removal / Chipping	2016	250.00	250.00	300.00
Roof Replacement	2016	175.00	175.00	200.00
Change of Occupancy	2016	175.00	175.00	200.00
<b>PLUMBING</b>				
<i>Oil or gas heating permits in existing building w/o building permit required:</i>				
New heating equipment installation or replacement	2013	150.00	150.00	200.00
Plumbing - No building permit required (min)	2016	200.00	200.00	200.00
Plumbing - for each fixture above 5	2011	5.00	5.00	6.00
Sewer or storm drain connection (per)	2016	100.00	100.00	200.00

## Proposed 2019 Building and Planning Department Fees

July 25, 2018

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### Planning Department

The activities of the Planning Department are not as application or permit driven as they are with the City Building Department. Its operation provides other administrative functions and non-revenue producing services to support the long-term land use and capital planning needs of the City. As a result, fees do not cover departmental expenses. Over the last three years actual departmental revenues have ranged between \$46,000 (2016) to \$82,000 (2017). Actual Expenses have ranged between \$305,000 and \$324,000. Table 2 provides the proposed fee schedule by fee type for the City Planning Department.

**TABLE 2  
Existing and Proposed Planning Department Fees  
2017-2019**

	Last Changed	2017 Fee	2018 Fee	Proposed 2019 Fee
COASTAL ZONE MANAGEMENT				
Waterfront Consistency Review Application	2012	825.00	825.00	950.00
GENERAL				
Copies of Subdivision or site plans - complete sets only (per sheet)	2012	12.00	12.00	15.00
SITE PLAN REVIEW				
Informal review	2012	n/a	n/a	n/a
Preliminary Application	2013	1,000.00	1,000.00	1,125.00
Final Application	2013	1,300.00	1,300.00	1,500.00
Inspection Fee (Fee + 7.0% cost of improvement)	2012	550.00	550.00	650.00
Construction and Use without prior approval	2013	2,800.00	2,800.00	3,500.00
Modification of Tree Preservation Plan by City Planner	2012	500.00	500.00	575.00
Tree Replacement, fee in lieu of	2013	1,900.00	1,900.00	2,200.00
SUBDIVISION REVIEW				
Informal Review	2013	675.00	675.00	750.00
Preliminary Application	2012	825.00	825.00	950.00
Preliminary Application - Add'l charge per lot	2012	390.00	390.00	450.00
Final Application	2012	1,120.00	1,120.00	1,300.00
Final Application - Add'l charge per lot	2012	385.00	385.00	450.00
Inspection Fee - 7% of cost of improvement plus \$50 per lot, or \$500, whichever is greater	2012	550.00	550.00	650.00
Modification of Tree Preservation Plan by City Planner	2012	500.00	500.00	575.00
Tree Replacement, fee in lieu of	2013	1,900.00	1,900.00	2,200.00
Fee in lieu of Parkland - In trust-minimum (dollars per square foot of lot area)	2012			

## Proposed 2019 Building and Planning Department Fees

July 25, 2018

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	Last Changed	2017 Fee	2018 Fee	Proposed 2019 Fee
<i>R-1 One Family District</i>		0.14	0.14	0.17
<i>R-2 One Family District</i>		0.25	0.25	0.30
<i>R-3 One Family District</i>		0.35	0.35	0.42
<i>R-3 One Family District (Floodplain)</i>		0.25	0.25	0.30
<i>R-4 One Family District</i>		0.40	0.40	0.48
<i>R-4 One Family District (Floodplain)</i>		0.25	0.25	0.30
<i>R-5 One Family District</i>		0.49	0.49	0.59
<i>R-5 One Family District (Floodplain)</i>		0.25	0.25	0.30
<i>R-6 One Family District</i>		0.57	0.57	0.69
<i>R-6 One Family District (Floodplain)</i>		0.25	0.25	0.30
<i>RT Two-Family district (1 and 2 Family Residence)</i>		0.57	0.57	0.69
<i>RS School &amp; Church District (1 Family Residence)</i>		0.35	0.35	0.42
<i>RA-1 District (1 Family Residence)</i>		0.57	0.57	0.69
<i>RA-1 District (2 Family Residence)</i>		0.41	0.41	0.50
<i>RA-2 District (1 Family Residence)</i>		0.57	0.57	0.69
<i>RA-2 District (2 Family Residence)</i>		0.49	0.49	0.59
<i>RA-3 District (1 and 2 Family Residence)</i>		0.57	0.57	0.69
<i>RA-4 District (1 and 2 Family Residence)</i>		0.57	0.57	0.69
<i>B-1 Business District (1 and 2 Family Residence)</i>		0.57	0.57	0.69
Apportionment Application	2012	650.00	650.00	750.00
Construction and Use without prior approval	2006	2,730.00	2,730.00	3,500.00
RE-ZONING APPLICATIONS	2013	1,300.00	1,300.00	2,000.00
WETLANDS/WATER COURSES				
Application Fee	2012	985.00	985.00	1,100.00
Inspection Fee	2012	550.00	550.00	600.00
Appeal of Determination	2012	550.00	550.00	650.00
Extension of Prior Approval	2012	600.00	600.00	700.00
Outdoor Dining Fee	2009	500.00	500.00	650.00

### Rationale for Fee Increases and Anticipated Revenues

The primary basis for the recommended fees is based on an assessment of the amount of staff time and related costs necessary to process, review and maintain permit applications.

There have been adjustments to fees based on the date the fee was last adjusted. In some cases that fee was increased based on an assumed 2.0%-2.5% annual inflation cost. This is done in those cases where the fee has not been increased in five or more years. The proposed increase is intended to cover increases in departmental expenses.

## Proposed 2019 Building and Planning Department Fees

July 25, 2018

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Fees that other communities charge was considered in order to provide a relative frame of reference of the City's fees. This is not a copycat exercise, but rather an evaluation to provide a reality-check that the proposed fee is reasonable relative to other communities. This process at times can have limited value since each community processes applications and administers fees differently, making it difficult to get apples-to-apples comparisons. Rye's fees are consistent with those of neighboring communities and would tend to be on the higher side of the average for each fee.

The Department's do not impose fees to modify behavior, such as charging high fees to discourage certain activities or lowering fees to encourage desired outcomes. Fee increases derived for those reasons would be considered by the City Council as part of its budget review process and as permitted by law. This is a particularly important distinction with the Building Department fees. Some may desire, for instance, higher fees for activities that may violate the law. Those concerns should not be addressed in the fee schedule, but rather in adjustments to the penalty section of the relevant City law. Those penalties (or fines) are imposed at the discretion of the judge as part of a formal enforcement action. They are not at the discretion of the Building Department.

It is difficult to predict anticipated revenues for 2019. Based on current land development application activity the City Building and Planning Departments are expected to meet or exceed budgeted revenues for the current year. The revenue for the Building and Planning Department is dependent on local, regional and national economic conditions that may result in changes in the real estate and construction market. Fortunately, the City has been relatively conservative in estimated budget revenue, particularly for the Building Department. For the last three years actual revenue has exceeded budgeted revenue, which provides a cushion for the City in projecting anticipated future revenues. Table 3 provides of permit fee for the City Building Department between 2015-2017.

**Table 3**  
**Budgeted vs. Actual Building Department Permit Fees Only**  
**2015-2017**

	<b>Budgeted</b>	<b>Actual</b>	<b>Difference</b>
2017	1,570,000	2,136,233	566,233
2016	1,540,000	1,818,579	278,579
2015	1,550,000	1,947,483	397,483