



**TOWN OF SHELTER ISLAND**  
38 NORTH FERRY ROAD – P.O. BOX 1549  
SHELTER ISLAND, NEW YORK 11964

**DOROTHY S. OGAR**  
TOWN CLERK  
REGISTRAR OF VITAL STATISTICS  
FREEDOM OF INFORMATION OFFICER  
RECORDS ACCESS OFFICER

March 29, 2021

ADMINISTRATIVE (631) 749-1166  
FAX NUMBER (631) 749-3436  
[townclerk@shelterislandtown.us](mailto:townclerk@shelterislandtown.us)

## **FEE LIST**

Cash or Check Only

We do not accept debit or credit card

<u>Beach Vehicle Driving Permits</u>	\$25.00 residents \$100.00 non-residents
<u>Birth Certificates</u>	\$10.00 each
<u>Boat Storage on Town Property</u>	\$50.00 per season Small \$100.00 per season Medium \$150.00 per season Large
<u>Burning Permits</u>	Free
<u>Cell Tower Applications</u>	\$8,500.00
<u>Certified Copies</u>	\$5.00 each
<u>Code Books</u>	\$100.00
<u>Code Book Maintenance Fees</u>	\$25.00 per year
<u>Commercial Activity Fee</u>	\$150.00 per year
<u>Congdon's Creek Dock</u>	\$500.00 per slip per year
High Season Sublet (7/1-9/30)	\$150.00
Off Season Sublet (10/1-6/30)	\$100.00
<u>Copies</u>	.25 cents each
<u>Death Certificates</u>	\$10.00 each

<u>Dering Harbor Dock</u> (1/1-6/15 west side)	\$3.50 per foot annually for commercial fishing boats
<u>Dering Harbor Waiting List</u>	\$20.00 per year
<u>Dog Licenses</u>	\$5.00 spayed/neutered \$15.00 unspayed/unneutered
<u>Dog Impound Fees</u>	\$25.00 for first 24 hours or any part of \$15.00 for each additional 24 hours or any part thereof
<u>Dog Tag Replacement</u>	\$3.00
<u>Dredging &amp; Dock Permit Fees</u>	\$125.00 for repairs \$250.00 new construction \$100.00 to extend permit for 1 year if filed before expiration date of permit
<u>False Alarm Charges</u>	first and second alarms are free police alarms: 3rd alarm \$100.00 additional alarms increased by \$100.00 each fire alarms: 3rd alarm \$200.00 additional alarms increased by \$200.00 each
<u>Filming Fees</u>	
Application Fees	Minor Filming (less than 25 persons) \$500.00 (nonrefundable) Major Filming (25 to 99 persons) \$1,500.00 (nonrefundable) Mega Filming (100 or more persons) \$2,000.00 (nonrefundable)
Rush Fee	double the application fee (if application is not filed at least 14 days in advance) (nonrefundable)
Daily Filming Fees	Minor (4/16 -10/14) \$1,000.00 per day Minor (10/15-4/16) \$600.00 per day Major (4/16-10/14) \$2,000.00 per day Major (10/15-4/15) \$1,200.00 per day Mega (4/16-10/14) \$2,500.00 minimum per day, to be reviewed and determined by Town Board

	Mega (10/15-4/15)	\$1,500.00 minimum per day, to be reviewed and determined by Town Board
Cleanup & other cost deposit		\$1,000.00 for cleanup and restoration for public property (payable for each day of filming, and refunded if not needed)
Traffic Control Deposit		\$750.00 per day per officer
Parking Fees		\$10.00 per day per vehicle

### FOIL Fees

(b) iii. the fees for copies of records which shall not exceed twenty-five cents per photocopy not in excess of nine inches by fourteen inches, or the actual cost of reproducing any other record in accordance with the provisions of paragraph (c) of this subdivision, except when a different fee is otherwise prescribed by statute.

c. In determining the actual cost of reproducing a record, an agency may include only:

i. an amount equal to the hourly salary attributed to the lowest paid agency employee who has the necessary skill required to prepare a copy of the requested record;

ii. the actual cost of the storage devices or media provided to the person making the request in complying with such request;

iii. the actual cost to the agency of engaging an outside professional service to prepare a copy of a record, but only when an agency's information technology equipment is inadequate to prepare a copy, if such service is used to prepare the copy; and

iv. preparing a copy shall not include search time or administrative costs, and no fee shall be charged unless at least two hours of agency employee time is needed to prepare a copy of the record requested. A person requesting a record shall be informed of the estimated cost of preparing a copy of the record if more than two hours of an agency employee's time is needed, or if an outside professional service would be retained to prepare a copy of the record

<u>Garbage Bags</u>	\$5.25 large \$3.50 small (medium) \$1.75 mini (small)
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<u>Marriage Licenses</u>	\$40.00 (includes certificate)
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<u>Marriage Transcripts</u>	\$10.00 each
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<u>Mooring Applications</u>	\$300.00 commercial \$225.00 private
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<u>Mooring Renewals</u>	\$200.00 commercial \$125.00 private
<u>Outdoor Assembly</u>	\$100.00 Application
Rush Application Fee	\$100.00 Compliance Deposit (Refundable) \$200.00 if not filed at least 30 days ahead
<u>Parking Permits</u>	Free to residents (see definition) \$250.00 season \$125.00 month \$70.00 week \$25.00 daily (maximum of 10 per day)
<u>Returned Check Charges</u>	\$20.00 per bounced check
<u>Shellfish Permits</u>	\$10.00 each
<u>Special Exception Application</u>	SFLA 6,000 - 8,499 \$7,500.00 SFLA 8,500 \$10,000.00 SFLA greater than 8,500 \$10,000.00 plus \$1.00 per square foot for each square foot over 8,500 SFLA
<u>Amend Previously Issued Special Permit</u>	\$2.00 per additional SFLA included in the proposed amendment
<u>Special Permit Application (other than SFLA)</u>	\$250.00
<u>Town Flags</u>	\$85.00 each
<u>West Neck Creek &amp; Harbor Mooring Waiting List</u>	\$20.00 per year
<u>Wetlands Application</u>	\$250.00 \$100.00 to extend permit for 1 year if filed before expiration date of permit
<u>Woodcutting Permits</u>	Free
<u>Zoning Ordinance Books</u>	\$10.00 each picked up \$12.00 each mailed