



**DEPARTMENT OF PLANNING AND DEVELOPMENT**  
**SCHEDULE OF FEES - BUILDING DIVISION ( RESIDENTIAL APPLICATIONS )**

*Effective May 1, 2024*

Please see our [webpage](#) for application requirements

<b>BUILDING PERMITS - RESIDENTIAL (valid for 1 yr with 3 consecutive renewals permitted unless otherwise noted)</b>	
Accessory Apartment: Change of Owner (apartment must already be on the CO)	\$125
Accessory Structures	\$210 plus .37/sf
Addition / Alteration	\$220 plus .37/sf
Change of Use - Home Occupation / Residential Day Care	\$220 plus .37/sf
Decks - 30" or under in height	\$160 plus .37/sf
Decks - over 30" in height	\$220 plus .37/sf
Demolition Permit (valid 4 mos only)	\$220 plus \$50 ea add'l structure
Electric Vehicle (EV) Charging Station: New	\$220
Electric Vehicle (EV) Charging Station: Direct Replacement	\$110
Elevator / Dumbwaiter / Lift	\$160 each
Emergency Repair - Non-structural repairs only/replace in kind (e.g. fire, storm, vehicular)	\$50 per structure
Equine Permit (per animal; valid 2 years)	\$125 each
Field Change	File as revision
Fireplace/Wood Burning Stove (separate plumbing permit required for any gas piping)	\$125
Foundation Only	\$210
Generator (separate plumbing permit required for any gas piping)	\$125
Inspection Fee: no-show, failed or skipped inspections	\$125
Manufactured Home / 3-D Home	\$220 plus .37/sf
Master Plan (permits required for each individual structure after master plan approval)	\$220
New Dwelling	\$220 plus .37/sf
Plan Review Fee: Review of third denied plan and each denial thereafter	\$160
Plan Review Fee: Scope change on <i>unissued</i> permit	\$160 plus .37/sf
Pools: Above Ground Pool, Spa, Hot Tub, Semi In-Ground Pool, Pond (no renewals)	\$105
Pools: In-Ground (no renewals)	\$250
Pools: Temporary (e.g. blow-up pools; valid 6 months only)	\$50
Renewal	½ original fee
Retaining Wall	\$265 plus .37/lf
Revision (expires on the expiration date of the original permit)	\$220 plus .37/sf
Satellite Dish	\$80
Solar Panels	\$200
Stop Work Order: After permit issuance (in addition to permit revision fee)	1.5x permit fee (\$100 min)
Stop Work Order: Before permit issuance	3x current permit fee
Storage Container (portable, e.g. PODS; valid 3 mos w/ 1 consecutive 3-mos renewal permitted)	\$125
Temporary Ramp (medical hardship-see application requirements for permit duration)	\$150
Trailer - Temporary (valid 3 mos with max. 2 consecutive 3-mos renewals)	\$300
Truss Sign	\$50
Wheelchair Lift	\$150
Work Without Permit <u>less</u> than 4 years ago (exception: if a Stop Work Order was issued, Stop Work Order fees apply)	1.5x current permit fee

*See page two for additional fees, payment and refund policy*

<b>PLUMBING PERMITS - RESIDENTIAL (valid for 1 yr with 3 consecutive renewals permitted unless otherwise noted)</b>	
Change of Plumber	\$55
Field Change	File as revision
Fire Sprinklers	File with Fire Prevention
Fixtures (e.g. toilet, tub, shower, sink, washing machine, floor drain, pump)	\$160 plus \$25 each
Gas: Generator (a separate building permit is required for the generator)	\$265
Gas: Line Modification (incl gas test)	\$160 each
Gas: Piping / Gas Test Only (pressure test, meter install/change)	\$160 each
Gas/Oil: Connection/Removal (appliances/fixtures; includes gas piping)	\$160 plus \$55 ea
HVAC: Air Exchange Components - MUA, ERV, VAV, HRV (and similar components)	\$125 each
HVAC: Duct Work Only	\$265 each system
HVAC: Units/Systems - Ductless Mini-Split, Split, Heat Pumps, Geo-Thermal	\$300 first system
•HVAC: Units/Systems - Additional Systems (if applicable)	\$125 each add'l system
•HVAC: Units/Systems - Ductwork (if applicable)	\$105 each system
Inspection Fee: no-show, failed or skipped inspections	\$125
Lawn Sprinklers	\$160
Manufactured Home / 3-D Home (fixtures)	\$160
Oil Tank: Demo / Abandonment / Replacement / Installation	\$160 each
Plan Review Fee: Review of third denied plan and each denial thereafter	\$160
Plan Review Fee: Scope change on unissued permit	1x current permit fee
Propane Tank - under 420 lbs (under 100 gallons)	\$265 plus \$100 ea add'l tank
Propane Tank - 420 lbs (100 gallons) or greater	File with Fire Prevention
Reconnect Fee (reconnection of existing plumbing work; typically associated with bldg lifts)	\$160
Renewal (3 consecutive renewals permitted unless otherwise noted)	½ original fee
Revision (expires on the expiration date of the permit)	1x current permit fee
Stop Work Order: After permit issuance (in addition to permit revision fee)	1.5x permit fee (\$75 min)
Stop Work Order: Before permit issuance	3x current permit fee
Work Without Permit <u>less</u> than 4 years ago (exception: if a Stop Work Order was issued, Stop Work Order fees apply)	1.5x current permit fee
<b>COMPLIANCE PERMITS - RESIDENTIAL (Work completed 4+ years ago without permits; valid for 1 year)</b>	
<i>If permit is not closed out prior to expiration, a reactivation fee equal to the current compliance fee is required (no new application required).</i>	
Compliance Permit (all permits unless otherwise listed below)	2x permit fee
Accessory Apartment (includes plumbing fees)	2x permit fee plus \$950
Pre-1938 structure (original; no subsequent additions or alterations)	\$100 per structure
Solar Panel Compliance Permit	\$300
<b>OTHER - RESIDENTIAL</b>	
Additional Fees May Apply as Regulated in the <a href="#">Town of Islip Zoning Code</a> and/or <a href="#">Subdivision &amp; Land Development Regulations</a> .	
Certificates of Occupancy (CO) Copies:	
•Certified C of O (legacy or new) - first page	\$100
- plus \$5 each additional page	\$5 each
•Unofficial C of O (legacy or new) - each page	\$0.25 each
Custom Maps: Refer to the Planning Division Fee Schedule and Map Request Form on the <a href="#">Planning Division Webpage</a> .	
FOIL: For documents available under the Freedom of Information Law, submit an online request form at <a href="http://islipny.gov/foil">islipny.gov/foil</a> , or contact the Town Clerks office at 631-224-5490.	
<b>PAYMENT &amp; REFUND POLICY</b>	
Base fee is due when application is accepted for intake; square footage fees due prior to permit issuance.	
Payment may be made by credit/debit card, cash, or check made payable to the Town of Islip. Receipts will be issued for all transactions.	
<b>Note: Credit/Debit card payments are subject to a non-refundable 3% processing fee which is paid directly to the service provider. American Express is not accepted.</b>	
A \$50 fee will be charged for any returned checks	
Fees are non-refundable.	
Fees are subject to change without notice - please visit our website at <a href="http://www.islipny.gov">www.islipny.gov</a> for the current Fee Schedule.	