



DEPARTMENT OF PLANNING AND DEVELOPMENT

SCHEDULE OF FEES - PLANNING DIVISION

Effective May 1, 2024

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

APPLICATIONS SUBJECT TO TOWN BOARD REVIEW

| | | |
|---|---------|-------------------------------|
| Change of Zone (excluding Planned Development District) | \$1,650 | plus \$275/ acre ¹ |
| Change of Zone: Planned Development District | \$2,500 | plus \$275/ acre ¹ |
| Modification of Covenants or Special Permit Conditions | \$950 | |
| Rehearing Fee | \$350 | |
| Special Permit for parcel up to one acre | \$1,375 | plus \$275/ acre ¹ |

¹ Acreage fee based on per additional acre or fraction thereof

APPLICATIONS SUBJECT TO PLANNING BOARD REVIEW

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|--|---------|
| Certificate of Appropriateness (Planned Landmark Preservation District) | \$550 |
| Modification of Planning Board Conditions | \$600 |
| Planning Board Administrative Review (items not subject to public hearing, e.g. signage) | \$330 |
| Rehearing Fee | \$350 |
| Special Permit (excluding transmission or receiving towers) | \$1,100 |
| Special Permit: Transmission or Receiving Tower (Commercial Use) | \$1,650 |
| Special Permit: Transmission or Receiving Tower (Residential Use) | \$400 |

APPLICATIONS REVIEWED ADMINISTRATIVELY

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|---|---------|----------------------|
| Environmental Assessment Review (when not reviewed under another application) | \$550 | |
| Environmental Assessment Form - FEAF (in addition to application fee) | \$275 | |
| Environmental Impact Statement Analysis (additional fees for report preparation, processing and consultant review) | \$2,500 | plus associated fees |
| FEMA Flood Zone Determination/Preferred Risk Policy | \$25 | |
| Land Clearing Permit | \$300 | |
| Land Clearing Permit: Amendment or Extension of Unexpired Permit | \$110 | |
| Outdoor Seating Review (Restaurants in Business District only) | \$125 | |
| Traffic Impact Study Review Fee (Fee subject to contract with Town consultant; add'l fees for EIS and meetings may apply) | \$2,250 | plus associated fees |
| Wetlands and Watercourses Permit (valid for 2 years) | \$425 | |
| Wetlands and Watercourses Permit: Amendment or Extension of Unexpired Permit | \$125 | |

OTHER

Additional Fees May Apply as Regulated in the [Town of Islip Zoning Code and/or Subdivision & Land Development Regulations](#).

Custom Map Creation Request - Black & White print:

- Sizes: Letter, legal or tabloid \$50 ½ fee per add'l copy
- Sizes: 18 x 24, 24 x 36, 36 x 48 \$100 ½ fee per add'l copy

Custom Map Creation Request - Color print:

- Sizes: Letter, legal or tabloid \$75 ½ fee per add'l copy
- Sizes: 18 x 24, 24 x 36, 36 x 48 \$125 ½ fee per add'l copy

FOIL: For documents available under the Freedom of Information Law, submit an online request form at islipny.gov/foil, or contact the Town Clerk's office at 631-224-5490.

See page two for additional fees, payment and refund policy

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|--|------------------------------|
| Pre-application conference with multiple staff members after an initial two meetings, or the first (and subsequent) meetings for any of the following project types: | \$600 / \$400 each add'l mtg |
| <ul style="list-style-type: none"> •Any Type I SEQR Action, as defined by NYSDEC •Residential Developments (including Assisted Living), ≥100 units •Commercial/Industrial Facility, for ≥100,000 Gross Floor Area | |
| <i>(Exceptions may apply on projects related to: 100% affordable housing, brownfields, tax-exempt or grant-related projects)</i> | |
| Public Notice Signs | \$15 |
| Request for written zoning information | \$30 |

PAYMENT AND REFUND POLICY

Payment is due when application is accepted for intake.

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.

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.

A \$50 fee will be charged for any returned checks.

Applications withdrawn prior to the scheduling and advertisement of a public hearing shall be refunded the full application amount, less a \$250 non-refundable fee. Applications reviewed administratively shall not be entitled to a refund.

Fees are subject to change without notice - please visit our website at www.islipny.gov for the current fee schedule.