



# TOWN OF COLONIE

## Building and Fire Services Department

Public Operations Center  
347 Old Niskayuna Road  
Latham, New York 12110

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[www.colonie/departments/building.org](http://www.colonie/departments/building.org)

Wayne Spenziero  
Manager

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Town Supervisor

## 2021 COMMERCIAL BUILDING PERMIT FEE SCHEDULE

- 1. Zoning Verification:**

Major Zoning Verification	\$205
Minor Zoning Verification	\$105
Other Zoning Verification	\$55
  
- 2. Zoning Conformance Letter for all commercial property (minor)** \$105  
**(major)** \$260
  
- 3. New Building for Non-Residential or Mixed Use**

For the first 1,000 SF	\$1,200
Over 1,000 SF	\$525/1,000 SF
  
- 4. New Building for Multiple Dwelling units such as apartment house, hotels, motels, etc.**

For the first 1,000 SF	\$1,200
Over 1,000 SF	\$525/1000 SF
  
- 5. Additions, alterations, conversions, roof repairs, demolition of commercial buildings, multiple dwellings and mixed use; and for work on all structures such as open air grandstands or bleachers, silos, radio or microwave towers, outdoor projection screens, docks or piers, oil or gas bulk stations, canopy, terminals and tank farms, electric substations, elevators and other construction not herein specifically enumerated or classified shall be based upon the total cost valuation of the work.**

Total Cost of Construction is \$1,000 or more	\$590
Each Additional \$1,000	\$12.00/\$1,000
  
- 6. Change of a tenant in a commercial building:**

Change of tenant with alterations costing \$1000 or more	See #5 fee calculations
Change of tenant with no work or alterations costing less than \$1000	\$310
Executive Office Suite (less than 500sf)	\$160
  
- 7. Change in ownership / Business name change (no work)** \$120
  
- 8. Mall Kiosk** \$205
  
- 9. For new churches, parochial schools, private schools, convents, dormitory buildings or other building accessory to schools, colleges or churches or other not-for-profit organizations (with proof of non-profit status).**

First 1,000 SF	\$200
Over 1,000 SF	\$110/1,000 SF
  
- 10. Alterations, conversions, additions, demolition's or changes of tenant within above uses item #9 above**

Total cost of construction \$1,000 or less	\$200
For each additional \$1,000 or fraction	\$10.00/\$1,000
  
- 11. Application to Zoning Board of Appeals (not for profit)** \$425

<b>12. Application to Zoning Board of Appeals/Special Use Permit (SUP)</b>	\$670
Farm Buildings	\$250
Business SUP	\$670
<b>13. Inspections made before or after working hours.</b>	\$175 per hour (2 hr minimum)
<b>14. Fee for returned check</b>	\$20
<b>15. Permit Extensions (1 year)</b>	50% of the original permit fee (Minimum \$100)
<b>16. Temporary Tents:</b>	
Retail use for a maximum of ten days for each tent.	\$215
Non retail use for a maximum of ten days for each site.	\$110
<b>17. Billboards</b>	
For a building permit or annual renewal permit.	\$135
<b>18. Sign Permit</b>	
(A) For a sign permit (a separate sign permit is required for each sign)	\$170
(B) For not-for-profit organization (with proof of non-profit status)	\$90
(C) Directional Signs	\$90
(D) Special Event Banner (30 days)	\$150
<b>19. Application for Special Exception Sign Permits and/or Appeals to the Sign Review Board</b>	
(A) For the first sign	\$335
(B) For each additional sign	\$170
(C) For not-for-profit organization (with proof of non-profit status)	\$140
<b>20. Junkyard Annual License Fee</b>	\$310
<b>20. Temporary Sale of Christmas Trees</b>	\$725
Includes Fees for Planning Department & refundable Site Restoration-Fee (\$500 cash or certified check)	
<b>21. Retention of Expert Assistance for Wireless Telecommunications</b>	\$8,500
<b>22. Application for Wireless Telecommunications Special Use Permit (New Tower or extension of existing tower)</b>	\$6,000
<b>23. Application for Wireless Telecommunications Special Use Permit (Other than New Tower or extension of existing tower)</b>	\$3,500
<b>24. Sheds under 144 SF</b>	\$105
<b>27. Miscellaneous</b>	\$105

**Square footage is determined by using the exterior dimensions of the building per story.  
Building Permits expire two (2) years from date of issuance.  
Fees are not refundable.**