

**Town of Olive**  
**Resolution #27 of 2024**

**Adopt Schedule of Fees Pursuant to Chapter 91 of the Town of Olive Code**

**WHEREAS**, the Town of Olive Code Chapter 91-2 provides for a single comprehensive schedule of fees and charges to be levied in the administration of town laws, ordinances, regulations and resolutions; and, that schedule shall be set forth in a resolution to be adopted by the Town Board; and,

**WHEREAS**, Chapter 91-2 of the Town of Olive Code requires annual review and updating of fees consistent with the annual budgeting process, based on the actual costs to the town of providing those services, by the simple process of adopting and amending, from time to time, a resolution containing such fees; and,

**WHEREAS**, Chapter 91-3 of the Town of Olive Code states that fees or charges currently levied in other regulations that are not included in this revised fee schedule shall remain effective pending incorporation in this standard schedule.

**THEREFORE, BE IT RESOLVED**, the Town Board of the Town of Olive adopts the following comprehensive schedule of fees and administration charges. Said fees and charges shall become effective January 1, 2025.

(Schedule of Fees Attached)

**AND MOVES ITS ADOPTION**

Motion made by:

Seconded by:

**A Vote was Duly Taken:**

	AYE	NAY	ABSENT
Jim Sofranko, Supervisor	_____	_____	_____
Andrew Boggess, Board Member	_____	_____	_____
Scott Kelder, Board Member	_____	_____	_____
David Edinger, Board Member	_____	_____	_____
Victoria Read, Board Member	_____	_____	_____

Dated this 12th day of November, 2024

\_\_\_\_\_  
Dawn Giuditta, Town of Olive Town Clerk

Town of Olive  
Schedule of Fees and Administrative Charges  
Adopted per Resolution #27 of 2024  
Pursuant to Town of Olive Code Chapter 91  
Effective date: January 1, 2025

**REPORTS, MAPS, & TOWN CODE SUPPLEMENTS**

Town Code Chapter 155 Zoning Ordinance	\$ 20.00
Town Code Chapter 133 Subdivision of Land	\$ 20.00
Zoning Map - Large	\$ 25.00
Street Report	\$ 30.00
Accident Report	\$ 30.00

The complete TOWN OF OLIVE CODE can be purchased from:  
General Code Publishers 1-800-836-8834 or  
viewed online at: <https://townofolive.org>

**PERMITS, APPLICATION FEES, and PENALTIES**

**Planning & Zoning Permit Fees**

Zoning Permit (* required)	\$ 40.00
includes Sign (over 2' sq.) or Fence permit	
Home Occupation Permit	\$100.00
Site Plan/Special Use Application	\$150.00
Variance Application	\$150.00
Subdivision Fee includes Public Hearing Legal Notice plus Recreational Trust Fee	\$120.00 (per lot)
Lot Line Adjustment with Planning Board includes Public Hearing Legal Notice	\$150.00

**Building Department Fees**

Building Permit (Residential) *	\$ 0.60/sq.ft.
Building Permit (Commercial) *	\$ 0.70/sq.ft.
Alterations (exterior *)	\$ 0.50/sq.ft (min. \$75)
Sheds *	\$ 0.40/sq.ft.
Deck Permit *	\$ 0.50/sq.ft. (min. \$75)
Certificate of Occupancy - Building Permit Renewal	\$120.00
Demolition Permit	\$120.00
Standby Generator *	\$120.00
(requires electrical inspection)	
Portable Generator w/transfer switch *	\$ 50.00
(requires electrical inspection)	
Woodstove Permit *	\$120.00
Rooftop Solar Permit *	\$120.00
Non-Rooftop Solar Permit *	\$120.00
Swimming Pool Permit (above ground) *	\$ 60.00
Swimming Pool Permit (below ground) *	\$250.00

Certificate of Occupancy - copy	\$ 50.00
Certificate of Occupancy (Temporary)	\$ 70.00
Certificate of Occupancy Exemption Letters (Title Search)	\$150.00
Certificate of Compliance	\$ 50.00
Floodplain Development Permit	
New Construction *	\$500.00
Renovation/Alteration	\$100.00
Electrical Permit (plus required inspection)	
New Construction	\$150.00
Renovation/Alteration	\$ 50.00
Roof Repair (over 25% of roof surface)	\$120.00
HVAC Installation (requires electrical inspection)	\$ 60.00/unit
Oil Tank Removal-Demolition (underground)	\$100.00
Oil Tank Removal/Replacement (underground)	\$150.00
Oil Tank Removal (above ground)	\$ 50.00
Oil Tank Removal/Replacement (above ground)	\$ 75.00
Hot Tub/Spa Installation *	\$120.00
Amended Permit	\$100.00
Appliance Installation	
<u>New</u>	
Fuel Burning (ie: water heater, stove, oven, dryer, etc.)	\$120.00
Electric (plus required electrical inspection)	\$ 30.00
<u>Replacement</u> (same type and same location)	
Fuel Burning (ie: water heater, stove, oven, dryer, etc.)	\$ 60.00
Electric (plus required electrical inspection)	\$ 0.00

### **Highway Permit Fees**

Driveway Permit	\$125.00
Open Road (plus Bond Required)	\$100.00
Street Report	\$ 50.00

### **Non-Compliance Penalties**

Working without Permit	
1 <sup>st</sup> Instance (plus permit fee)	\$300.00
2 <sup>nd</sup> Each Instance after first violation (plus permit fees)	\$500.00
Re-Inspection fee (each instance)	\$ 60.00
Removal of stop work order	\$ 50.00

### **Short Term Rental Fees and Penalty**

Non-Owner Occupied with one bedroom	\$400.00
each additional bedroom	\$100.00
Owner Occupied with one bedroom	\$200.00
each additional bedroom	\$100.00
Annual Inspection includes two visits	\$150.00
each additional visit	\$150.00
Penalty per day for operating without a permit	\$500.00

## **Town of Olive Short Term Rentals**

### **2025 Permitting and Safety Inspection Fee and Schedule**

#### **Annual Permit Application Fees**

Please refer to Town of Olive Code Chapter 114, Rental Properties for a description of the categories and requirements for Short Term Rentals.

Non-Owner Occupied	\$400 includes 1 bedroom	\$100 each additional bedroom
Owner Occupied	\$200 includes 1 bedroom	\$100 each additional bedroom

Applications must be complete in order to be accepted by the Zoning Department. No applications will be accepted after the permitting period. Applications for renewals are accepted November 1 through December 30. New applications are accepted January 2 through February 28.

Operating a Short Term rental without a Town of Olive permit may result in fines of \$500/day.

#### **Inspection Fees**

All STR's are required to pass a Safety Inspection performed by the Town of Olive in a timely manner as described below.

The inspection fee is \$150 for each application or renewal that includes two visits.

Any additional visits deemed necessary by the inspector will require an additional fee of \$150/visit. Inspections must be completed and all fees fully paid to the Building Department before a rental registry permit is issued.

All applicants for Short Term Rentals must complete the inspection of their STR by the Safety Inspector of the Olive Building Department within two months after a complete application has been accepted by the Building Department.

Any applicants failing to complete an inspection within the two-month inspection period will be denied an operating permit for that year. Inspection fees are not refundable and it is the sole responsibility of the applicant to complete the inspection process in the two-month timeline.