



DEPARTMENT OF PLANNING AND DEVELOPMENT

SCHEDULE OF FEES - PLANNING DIVISION

Effective June 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

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

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
Wetlands and Watercourses Mitigation Fees for Encroachment on Town of Islip Property as per §37-53.2 in the Town Code (fees are doubled for all new construction) :	
• Bulkheading	\$5 sf
• Docks	\$8 sf
• Wavebreaks/Jetties	\$6 sf
• Lifts	\$350 per lift

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	\$80 ½ fee per add'l copy
• Sizes: 18 x 24, 24 x 36, 36 x 48	\$130 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

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.	