

## ACCESS PERMIT FEES APPENDIX

The methodology for determining the structure and level of the Great Sacandaga Lake access permit fees consists of the following steps:

1. Estimate the annual cost of the permit system, utilizing the methodology that includes a formal time and cost tracking system for the access permit system.
2. Establish the non-access permit fee levels for miscellaneous, usage, and work permit fees: [each non-access permit fee].

[These fees were estimated using the fiscal year FY05/06 budget as follows.]

### Miscellaneous Fees

- [Supplemental Survey \_\_\_\_\_ \$ 280.00]
- Sign \_\_\_\_\_ \$ 35.00
- Stakeout \_\_\_\_\_ \$ 125.00 per boundary line
- SEQRA \_\_\_\_\_ 100% of the SEQRA cost
- APA Co-Application \_\_\_\_\_ \$ 500.00
- Late Access Permit Renewal \_\_\_\_\_ \$ 25.00 (after April 15)

### Usage Fees for Commercial (Marina) and Commercial (Non-Marina) access permits only

- [Boats \_\_\_\_\_ \$ 80.00 per Boat]
- Berths at Docks \_\_\_\_\_ \$ 85.00 per Berth
- [Gas Pumps \_\_\_\_\_ \$ 80.00 per Pump
- Boat Launches \_\_\_\_\_ \$ 300.00 per Boat Launch
- Recreation \_\_\_\_\_ \$ 150.00 per permit
- Sewage Pump out \_\_\_\_\_ \$ 160.00 per Pump out]
- Minimum Total Usage Fee \_\_\_\_\_ \$ 300.00

### Usage Fees (Association access permits only)

- Berths at Docks \_\_\_\_\_ \$ 35.00 per Berth
- Minimum Total Usage Fee \_\_\_\_\_ \$ 150.00

### Work Permit Fees (see “Authorized Work Activities and Fees” Appendix)

Work permit required – standard fee                      Work permit required – minor fee

- \$75 – Initial permit processing                      • \$25 – Initial permit processing fee
- \$75 – Initial field inspection.                      • \$25 – Initial field inspection fee
- \$75 - Follow-up field inspection                      • \$25 - Follow-up field inspection

- Special Activity Fee                      \$ 10.00
- Ground Disturbance Fee                      \$ 100.00
- Late Application Fee                      \$ 200.00

Municipal Access Permits will be exempt from standard and minor work permit fees, special activity fees and ground disturbance fees.

At the end of each three (3) year budget cycle, non-access permit system fees for miscellaneous, usage, and work permit fees will be adjusted automatically to reflect the percentage (%) change of the total cost of the Permit System for said three (3) budget cycle and adjusted as described in Rule 7.9.

3. Determine the access permit system revenue to be recovered from the permit fees such that the total new and renewal access permit fee revenue equals the cost of the permit system, less the revenue generated from the non-access permit fees (i.e. Miscellaneous Fees, Usage Fees, and Work Permit Fees). This is shown in the equation below:

$$\text{Access Permit Fee Revenue} = \text{Total Cost of Permit System} - \text{Non-Access Permit Fee Revenue}$$

Using this “residual” approach for calculating access permit fees helps to ensure that the full cost of the access permit system is recovered.

4. Determine the renewal and new access permit fees such that they generate the revenue amount described in Step 3 above, and are established as follows:

#### **Renewal Access Permit Fee**

The renewal access permit fee will include a flat fee plus a per foot frontage fee. The flat and per foot frontage fee will be established as follows:

- a. Approximately 50 percent of the revenue raised from the renewal permits shall be generated from a **Flat Fee**. This flat fee will be the same for each access permit.
- b. Approximately 50 percent of the revenue raised from the renewal permits shall be generated from a **Frontage Fee**, which will be a “per foot” fee, based on the width of each access permit area.
- c. The **Total Renewal Access Permit Fee** will be the sum of the **Flat Fee (a.)** and the **Frontage Fee (b.)**.
- d. [~~Each year the renewal access permit fee will be adjusted to recover the full cost of the permit system~~].

#### **New Access Permit Fee**

The New Access Permit Fee for each new access permit will include a New Application Processing Fee, a Flat Fee plus a per foot Frontage Fee. The total fee will be established as follows:

- a. The **New Application Processing Fee** amount will be based on the associated cost of completing the following activities:
  - i. Reviewing property deeds for new applications
  - ii. Surveying permit areas and placement of survey stakes delineating the area as well as the placement of one sign
  - iii. Creation and maintenance of permit area drawings and maps
  - iv. Processing and administering a new access permit.

The New Application Processing Fee is \$440.00

- b. The **Flat Fee** amount will be equal to the Flat Fee of a renewal access permit.

- c. The **Frontage Fee** amount will be equal to the frontage fee of a renewal access permit of the same category and width.
- d. The **Total New Access Permit Fee** will be the sum of the **New Application Processing Fee (a.)**, the **Flat Fee (b)** and the **Frontage Fee (c)**.

There will be no new or renewal access permit fees for Municipal Access Permits and Non-Use Permits.