

Town of Canandaigua

2025 Fee Schedule

Effective February 25, 2025

No permit or certificate shall be issued, no approval shall be granted, no application shall be considered complete, no park reservation shall be confirmed, and no public hearing shall be scheduled or held until the fees, as established by the Town Board, have been paid in full. Accepted forms of payment are: cash, check, or credit card (Visa, MasterCard, and Discover).

CABIN / PAVILION / LODGE / HALL RENTALS:

- All lakeside cabins will be rented weekly when reservations are made prior to May 1 (Saturday 3pm to Saturday 10am).
- There is a two-night minimum for lakeside cabin rentals made May 1 through October 31.
- Upland cabins can be rented at any time for a two-night stay during the rental season.
- Upland Cabins are available May 1 to October 31
- Lakeside Cabins are available May 1 to October 31
- Onanda Park Parking Fees are in effect Memorial Day Weekend through Labor Day
- King Hall is available May 1 to October 31
- Gorham Lodge, Crouch Hall, Outhouse Park Hall, West Lake Road Schoolhouse, and all pavilions are available year-round.
- The cost for a multi-day cabin reservation shall not exceed the cost to rent a cabin for one week.
- All reservations must be paid for at the time of booking with a debit / credit card.
- To qualify for Town resident rates, a Town resident must make the reservation and be the primary user.
- The Town resident rate does not apply to reservations made by or on behalf of a company, organization, club, or association.
- Reservations made for a company, organization, club, or association shall provide their Certificate of Liability Insurance to the Town Clerk’s office at the time the reservation is paid for.
- The resident must call the Town Clerk’s office to obtain the discount code before making the online reservation. The discount is 30% off the non-resident rate.
- Public school districts will be charged the Town resident rate for all rentals.
- Cancellations made a minimum of 2 weeks prior to the arrival date will be eligible for a refund minus a \$50 cancellation fee. The Town Clerk has the authority to refund the entire reservation amount for extenuating circumstances.
- There are no refunds for pavilion cancellations, except for the Rotary Pavilion.
- Cancellations made a minimum of 2 weeks prior to the arrival date for a multiple facility reservation, will be eligible for a refund minus a \$50 cancellation fee for each canceled facility.
- Cancellations due to extenuating circumstances, may be rescheduled within the same calendar year without penalty.
- Reservations for West Lake Road School House and Outhouse Hall require a key pick-up at Town Hall the week of your reservation (a reminder e-mail will be sent). There is a \$25 key deposit (**cash or check only**) which will be returned to you once the key is returned. Any cash deposit unclaimed after 60 days will be forfeited and considered a donation to the Town of Canandaigua Parks and Recreation Department.

Onanda Park Cabins: Weekly Rentals (2 weeks max)	Town Resident	Non-Resident
<u>Upland Cabins</u> : Oawensa, Chowat, Adsila	\$239.40	\$342
<u>Lakeside Cabins</u> : Anekule (7), Tilipe (5), Haeho (14), Wapoos (11), Wequash (13), and Little House (2)	\$302.40	\$432

	Abode (3)	\$407.40	\$582
	Hayowentha (12)	\$554.40	\$792
Onanda Park Cabins: Daily Rentals (3pm to 10am)			
	<u>Upland Cabins:</u> Oawensa, Chowat, Adsila	\$75.60	\$108
	<u>Lakeside Cabins:</u> Anekule (7), Tilipe (5), Haeho (14), Wapoos (11), Wequash (13), and Little House (2)	\$84	\$120
	Abode (3)	\$96.60	\$138
	Hayowentha (12)	\$138.60	\$198
Onanda Park Cabins: Off-Season Weekly Rates (Lakeside Cabins Only – May 1 to Thursday before Memorial Day Weekend and Tuesday after Labor Day to October 31)			
	<u>Lakeside Cabins:</u> Anekule (7), Tilipe (5), Haeho (14), Wapoos (11), Wequash (13), and Little House (2)	\$260.40	\$372
	Abode (3)	\$302.40	\$432
	Hayowentha (12)	\$512.40	\$732
Onanda Park Cabins: Off-Season Daily Rates (2 Night Minimum) (Lakeside Cabins Only – May 1 to Thursday before Memorial Day Weekend and Tuesday after Labor Day to October 31)			
	<u>Lakeside Cabins:</u> Anekule (7), Tilipe (5), Haeho (14), Wapoos (11), Wequash (13), and Little House (2)	\$71.40	\$102
	Abode (3)	\$84	\$120
	Hayowentha (12)	\$126	\$180
Onanda Park Parking Fees:	Season Passes	\$56	\$80
	Weekday per Vehicle	\$5	\$5
	Weekends and Holidays per Vehicle	\$10	\$10
	Water Trail (access from water by non-motorized craft)	\$0	\$0

		Town Resident	Non-Resident
Motion Junction Pavilion Concession Area	9:00am-9:00pm	\$168	\$240
Motion Junction Pavilion Picnic Tables	9:00am-9:00pm	\$140	\$200
Gorham Lodge	Overnight Rental (3pm to 10am)	\$357	\$510
	Full Day Rental (9am to 9pm)	\$273	\$390
	½ Day Rental (9am to 3pm OR 3pm to 9pm)	\$147	\$210
	Weekly Overnight (Sunday 3pm check in-Friday 10AM check out)	\$407.40	\$582
Crouch Hall @ Onanda Park	9am to 9pm	\$189	\$270
King Hall @ Onanda Park	9am to 9pm	\$168	\$240
Pavilions @ Onanda Park (9am – 9pm)	Rotary	\$92.40	\$132
	Holden	\$71.40	\$102
	Upland Pavilions (31, 38, or 42)	\$63	\$90
Bundles of Wood @ Onanda Park (when available)		\$5	\$5
West Lake Road Schoolhouse (9am – 9pm)	Monday Friday	\$29.40	\$42
	Saturday or Sunday	\$50.40	\$72
Outhouse Hall	9am to 9pm	\$126	\$180
Outhouse Park Pavilion	9am to 9pm	\$37.80	\$54
Pierce Park Pavilion #1	9am to 9pm	\$25.20	\$36
Pierce Park Pavilion #2	9am to 9pm	\$25.20	\$36
Blue Heron Pavilion	9am to 9pm	\$25.20	\$36
Credit Card Convenience Processing Fee		2.5%	2.5%
Cart Fee		5¢	5¢
FireFly Reservation Fee		\$3.50	\$3.50

Facility Alcohol Permit	\$84	\$120

Sponsorships:		
Bench Sponsorship with Engraved Plaque	\$400	\$400
Tree Sponsorship with a Tree and Engraved Stone	\$400	\$400
Parks Event Sponsorship (Movie Night – Concert Nights)	\$250	\$250

DEVELOPMENT OFFICE:	
Permit fees are non-refundable. No fee may be waived without Town Board approval.	
Zoning Board of Appeals:	
Area Variance, Use Variance, Interpretation (per requested variance)	\$150
Planning Board:	
Special Use Permit Application, Sketch Plan Application	\$150
Site Plan Review – Single-Family Dwelling and Manufactured Home	\$250
Site Plan Review – Multiple-Family Dwelling - Preliminary	\$250 plus \$50 per unit
Site Plan Review – Multiple-Family Dwelling - Final	\$250 plus \$50 per unit
Site Plan Review – Commercial and Industrial - Preliminary	\$500
Site Plan Review – Commercial and Industrial - Final	\$500
Extension of Site Plan Approval, 90-day / 1-year (per request)	\$100
Lot Line Adjustments	\$100 plus \$50 per lot
Major Subdivision (5 or more lots) – Preliminary Approval	\$1,000 plus \$100 per lot
Major Subdivision (5 or more lots) – Final Approval	\$1,000 plus \$100 per lot
Minor Subdivision (up to and including 4 lots) – Preliminary Approval	\$300 plus \$50 per lot
Minor Subdivision (up to and including 4 lots) – Final Approval	\$300 plus \$50 per lot
Park and Recreation Fee – New residential development (per dwelling unit)	\$1,500
Form Based Code:	
Administrative Review	\$150

Site Plan Review (Minor – Under 5,000 sf)	\$250
Site Plan Review (Major – 5,000 sf or greater)	\$500
Park and Recreation Fee - Form Based Code (per dwelling unit)	\$1,500

Building and Operating Permits:		
One and two-family dwellings (Group R-3)		
Category	Description	Fee
New home	Construction of a new one- or two-family home	\$100.00 + \$0.25/square foot (\$400.00 minimum)
Accessory structures	New or addition to garage, carport, breezeway, deck, greenhouse, etc.	\$0.10/square foot (\$75.00 minimum)
Fireplace/solid fuel appliance	Installation or replacement of a fireplace/solid fuel appliance and its associated equipment.	\$75.00
Building equipment/systems	Installation, replacement, extension, alterations, or repair to any electrical, mechanical, septic, sewer, etc. system when not part of other construction	\$100.00
Addition	Construction of an addition with habitable space	\$75.00 + \$0.20/square foot (\$100.00 minimum)
Conversion of non-habitable space	Convert existing non-habitable space to habitable space	\$75.00 + \$0.20/square foot (\$100.00 minimum)
Remodel	Renovate existing space, including alteration from one-family to two-family and fire damage repair	\$75.00 + \$0.15/square foot (\$100.00 minimum)
Minor alterations	Minor work, replacement of insulation, etc., provided no change to habitable space	\$75.00
Roof	Residential Tear off and Re-Roof.	\$100.00
Consultant Fees		See Town Code Chapter 111
Multiple dwellings (Group R-1, R-2, R-4)		
Category	Description	Fee
New building	Construction of a new R-1, R-2, R-4 building	\$0.35/square foot (\$400.00 minimum) + \$150/ unit
Accessory structures	New or addition to garage, carport, breezeway, deck, greenhouse, etc.	\$0.10/square foot (\$75 minimum)
Fireplace/solid fuel appliance	Installation or replacement of a fireplace/solid fuel appliance and its associated equipment.	\$75.00

Building equipment/systems	Installation, replacement, extension, alterations, or repair to any electrical, mechanical, septic, sewer, etc. system when not part of other construction	\$150.00
Addition	Construction of an addition with habitable space	\$0.30/square foot (\$200.00 minimum) + \$150/unit
Conversion of non-habitable space	Convert existing non-habitable space to habitable space	\$0.30/ square foot (\$200.00 minimum) + \$150/unit
Remodel	Renovate existing space, including alteration from one-family to two-family and fire damage repair	\$0.25/square foot (\$100.00 minimum) + \$150/unit
Minor alterations	Minor work, such as replacement of insulation, etc., provided no change to habitable space	\$75.00
Roof	Residential Tear off and Re-Roof or New Roofing System.	\$150.00
Consultant Fees	Expenses incurred by the Town of Canandaigua through provision of services or processing and/or reviewing any application to the Town of Canandaigua.	See Town Code Chapter 111

Commercial (Group A, B, E, F, H, I, M, S, U)		
Category	Description	Fee
New or added construction	Construction of new building, or addition to existing, with tenants	\$0.35/square foot +\$500.00 Per Tenant
New shell	Construction of basic structure of building, no tenant	\$0.25/square foot + \$500.00 Per Tenant Space
Alter, remodel, renovate	Alteration of interior space.	\$0.30/square foot +\$500.00 Per Tenant Space
Accessory structures	New or addition to garage, carport, breezeway, deck, greenhouse, etc.	\$0.15/square foot (\$75.00 minimum)
Building equipment /systems	Installation, replacement, extension, alterations, or repair to any electrical, mechanical, septic, sewer, etc. system when not part of other construction	\$200.00
Roof	New Roof system or tear off and Re-Roof	\$250.00
Consultant Fees	Expenses incurred by the Town of Canandaigua through provision of services or processing and/or reviewing any application to the Town of Canandaigua.	See Town Code Chapter 111

Manufactured homes (Group R-3)

Category	Description	Fee
Unit inspection	Installation of a new home	\$400.00
Accessory structures	New or addition to garage, carport, breezeway, deck, greenhouse, etc.	\$0.10/square foot (\$75.00 minimum)
Fireplace/ solid fuel appliance	Installation or replacement of a fireplace/solid fuel appliance and its associated equipment.	\$75.00
Building equipment/systems	Installation, replacement, extension, alterations, or repair to any electrical, mechanical, septic or sewer system when not part of other construction	\$100.00
Remodel	Renovate existing space, including fire damage repair	\$75.00 + \$0.15/square foot (\$100.00 minimum)
Minor alterations	Minor work, replacement of insulation, etc., provided no change to habitable space	\$75.00
Consultant Fees	Expenses incurred by the Town of Canandaigua through provision of services or processing and/or reviewing any application to the Town of Canandaigua.	See Town Code Chapter 111

General		
Category	Description	Fee
Short Term Rental	Permit to operate a short-term rental (per dwelling unit).	\$300.00
Zoning Compliance Letter	Certificate of Compliance / Certificate of Pre-Existing Non-Conformity / Certificate of Non-Conformity (associated with zoning, not current building permits)	\$100
Consultant Fees	Expenses incurred by the Town of Canandaigua through provision of services or processing and/or reviewing any application to the Town of Canandaigua.	See Town Code Chapter 111
Parks and Recreation Fee	Per dwelling unit subject to Planning Board Condition.	\$1,500.00
Pool	Installation of new pool	
	Above ground (includes barrier and up to 200 sq ft of deck.)	\$100.00 plus \$.10 sq ft for decks greater than 200 sq ft
	In-ground (includes barrier)	\$150.00
Signs	Installation of sign excluding directional signs as defined by Town Code .	\$200.00
Demolition	Removal of any existing building, pool, structure, etc., when not part of new construction	
	Accessory Structure	\$75.00
	Single Family Residential	\$150.00

	Multi-Family Residential	\$250.00
	Commercial Structure	\$450.00
Agricultural Structure	Agricultural Structure, used to house farm implements, hay, grain, poultry, livestock or other horticultural products.	\$50.00
Fence	Installation of fence (Residential)	\$50.00
	Installation of fence (Commercial)	\$150.00
Solar	Small Scale Solar Facility	\$150.00
	Tiers 1, 2, 3 & 4 Solar Facility	\$150.00 plus \$7.00 per KW
Renewal fee	Extension of permit	1/3 rd Original Fee
No show or Covered prior to inspection	Re-inspection, covered prior to inspection, failure to notify for inspection at the discretion of the CEO.	\$50.00 Per Inspection
Compliance permit	Visual inspection of previously existing conditions following failure to obtain a building permit.	Two times the permit amount.
Stop Work Order Release	Fee to be paid prior to the release of a Stop Work Order that has been issued. At the discretion of the CEO.	\$250.00 1 st order. \$500.00 2 nd order. \$1,000.00 3 rd order and subsequent orders.
Operating permits	Assembly (Tax-exempt properties may have fee waived if accompanied by current proof of 501-C3 Exemption.)	\$300.00
	Hazardous occupancy	\$250.00
	Operating permit re-inspection	\$100.00
	Tents	\$75.00
	Pyrotechnic	\$75.00
Soil Erosion and Sedimentation Control.	Soil, Erosion and Sedimentation.	\$200.00
	MS4 Acceptance Certificate	\$150.00
	Flood Plain Development Permit	\$50.00
Site Development	Less than 1 acre of total disturbance	\$100.00
	1 to 5 acres of total disturbance	\$150.00 per acre
	5 + acres of total disturbance	\$200.00 per acre
Communication Towers (New)	New construction of a communication tower.	\$5.00 per ft in height
Communication Tower Antenna.	New or replacement antenna on an existing communication tower.	\$75.00 per unit.

UDML Related	Tier One Dock & Boat Accessory Structure	\$0.20/square foot. (\$100.00 Minimum)
	Tier One Mooring	\$50.00/Mooring
	Tier Two & Tier 3	\$75.00/Slip + \$500.00
	Tier Two & Tier 3 Mooring	\$75.00/Mooring

See Zoning and/or Code Enforcement Officer for Permit Requirements.

WATER DEPARTMENT		
Meters for Canandaigua Consolidated & Bristol Water Districts Only:		
(The pricing includes tapping of the water main, bronze saddle, corporation stop, curb box valve, curb box, SS rod, water meter, and right-angle meter valve and inspection of trench)		
	¾"	\$1,150
	1"	\$ 1,250
	1.5"	Contact Water Superintendent
	2"	Contact Water Superintendent
	Water meter larger than 2"	Contact Water Superintendent
	¾ inch water meter, cellular endpoint, right angle meter valve and inspection	\$590
	1 inch water meter, cellular endpoint, right angle meter valve and inspection	\$660
Meter pits are required when the location of the structure is farther than 500 feet from the road.		
	¾" meter pit	\$1,230
	1" meter pit	\$1,430
Replacement Cost of Water Meter Materials:		
	Electronic reading device (cellular endpoint)	\$286
	Register for water meter	\$105
	¾" water meter replacement	\$110
	1" water meter replacement	\$225
	1 ½" water meter replacement	Contact Office
	2" water meter replacement	Contact Office
Directional Drilling Under A Road:		
	Up to 2" Pipe	\$1,800.00
	2" and larger	Contact Water Superintendent
	Testing water meter for accuracy	\$100

Hydrant Meter Rental (Includes a water meter and back flow device that will be connected to the hydrant by the Water Department. A \$500 deposit is required. When equipment is returned in working condition, deposit will be refunded). Hydrant meter rentals will be invoiced monthly.	\$100 rental fee/month plus \$6.50 per 1,000 gallons
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Water Charge to Town of East Bloomfield	\$3.90 per 1,000 gallons
Water Charge to the Town of Hopewell, Town of Farmington, and Town of Gorham	\$2.96 per 1,000 gallons

Fire flow rate report	Cost per fire hydrant		\$ 550.00

Canandaigua Consolidated District Fees:			
Meter Size	Gallons of Consumption	Minimum Bill \$5.38 per 1,000 gallons	Additional Cost Per 1,000 Gallons
¾"	0 – 6,000	\$32.28	\$5.98
1"	0 – 10,000	\$53.80	
1 ½"	0 – 16,000	\$86.08	
2"	0 – 30,000	\$161.40	
3"	0 – 50,000	\$269.00	
4"	0 - 80,000	\$430.40	
6"	0 – 160,000	\$860.80	
8" – 12"	0 – 200,000	\$1,076.00	

Bristol Water District Fees:			
Meter Size	Gallons of Consumption	Minimum Bill \$6.00 per 1,000 Gallons	Additional Cost Per 1,000 Gallons
¾"	0 – 6,000	\$36.00	\$6.75
1"	0 – 10,000	\$60.00	
1 ½"	0 – 16,000	\$96.00	
2"	0 – 30,000	\$180.00	
3"	0 – 50,000	\$300.00	
4"	0 - 80,000	\$480.00	
6"	0 – 160,000	\$960.00	
8" – 12"	0 – 200,000	\$1,200.00	

Fee Schedule for Town of Canandaigua Water Department to Repair the Water System:	
<p>The purpose of this section is for the setting of fees associated with the Town of Canandaigua Water Department to repair any damage that may occur to the water system by an outside agency. Some examples, including but not limited to, are damage to the water main, water service, curb stop, or meter pit or any other water infrastructure that is in the right of way. The Water Department does not maintain any water infrastructure after the curb stop. The need for repair and the type of repair are at the sole discretion of the Town of Canandaigua Water Superintendent. Additional materials fees may apply. The responsible party will be invoiced according to the following:</p>	
Employees:	
Labor per hour, straight time	\$50.00
Labor per hour, on overtime	\$95.00
Administrative cost, per hour	\$80.00

Heavy Equipment:	
Excavator 20 ton, per hour	\$180.00
Mini excavator, per hour	\$100.00
Dump truck, per hour	\$95.00
Water loss, calculated by the Water Superintendent	\$7.50 per 1,000 gallons

TRANSFER STATION

Transfer Station Coupons: (Coupons, \$2 each, can be purchased at the Town Clerk's office or at the Transfer Station. The machine at the Transfer Station only accepts 1's, 10's and 20's.)	<u># of Coupons Required</u>
<u>Furniture:</u>	
<u>Stuffed Chair</u>	2
<u>Couch, Love Seat, Sectional (EACH section)</u>	4
<u>Kitchen Chair, Stool, Office Chair, or Patio Chair</u>	1
<u>Coffee/Side Table, Small Shelf</u>	1
<u>Kitchen Table, Desk, Small Dresser, or Book Case</u>	2
<u>Large Dining Table (w/ leaves), Over-Sized Desk, or Large Dresser</u>	4
<u>Mattress (Twin Size)</u>	2
<u>Mattress (Full or Larger Size)</u>	3
<u>Box Spring (Twin Size)</u>	2
<u>Box Spring (Full or Larger Size)</u>	3
<u>Construction & Demolition Debris:</u>	
<u>9' x 12' Carpet</u>	3
<u>9' x 12' Carpet Padding</u>	2
<u>Bath Tub, Toilet, Vanity, or Sink</u>	2
<u>30 Gallon Bag or Garbage Can (unit of measure)</u>	1
<u>55 Gallon Barrel (unit of measure)</u>	2
<u>Wood, Drywall, Vinyl Siding: ½ Bed Pick-Up Load</u>	10
<u>Wood, Drywall, Vinyl Siding: Full Bed Pick-Up Load*</u>	20
<u>Shingles or Tile: ½ Bed Pick-Up Load</u>	12
<u>Shingles or Tile: Full Bed Pick-Up Load*</u>	24
<u>*Additional fees will apply for trailer or oversized truck loads</u>	
Transfer Station Permit Placard (2 Year)*2023 permits valid through 2024	Free

TOWN BOARD

Petition to Amend Official Zoning Map (Mixed Use Overlay Districts)	\$500
Formal Rezoning Process	\$500

TOWN CLERK OFFICE			
Dog Licenses:	Spayed / Neutered	\$20	Effective 3/1/24 \$23
	Unspayed / Unneutered	\$30	Effective 3/1/24 \$33
	Replacement Tag	\$3	
	Late Fee (if not paid within 30 days of first renewal notice) The Town Clerk has the authority to waive Late Fee for extenuating circumstances.	\$5	
Marriage License (Includes Certificate of Marriage Registration):	Active Military	\$17.50	
	Non-Military	\$40	
Application for One Day Marriage Officiant License		\$25	
Certified Transcript of Marriage Request – No Record Certification		\$10	
Certified Transcript of Marriage (per transcript)		\$10	
Birth Certificate Request – No Record Certification		\$10	
Birth Certificate (per certificate)		\$10	
Death Certificate Request – No Record Certification		\$10	
Death Certificate (per certificate)		\$10	
Genealogy Search (dependent on number of years to be searched, unused fees to be refunded):			
	1 – 3 Years	\$22	
	4 – 10 Years	\$42	
	11 – 20 Years	\$62	
	21 - 30 Years	\$82	
	31 – 40 Years	\$102	
	41 – 50 Years	\$122	
	51 – 60 Years	\$142	
	61 – 70 Years	\$162	
Hunting / Fishing Licenses		NYS DEC	
FOIL:	8 ½” 11” / 8 ½” x 14” / 8 ½” x 17”	25¢ / page	
	32 GB Flash Drive	\$4.50	
	64 GB Flash Drive	\$9.98	
	Map Charges (larger than 11” x 17”)	Per Ontario County Copy Rate	
Games of Chance		\$25	
Returned Check Fee		\$20	
Burial Fees at Academy Cemetery:	Adult Casket	\$500	
	Cremation	\$350	

	Infant	\$200
Copies	8 ½” 11” or 8 ½” x 14” or 11” x 17”	25¢ single or double sided
Peddler & Soliciting Permit		\$100 / Applicant

History:

Adopted by the Town Board of the Town of Canandaigua 6/6/1977. Amended in its entirety by resolution on 11/7/1983, 6/11/1990, and 5/8/1995 except for those fees listed separate under local law. Further amended 4/3/2007, 12/18/2007, 3/3/2009, 4/21/2009; 12/15/2010; 1/3/2011; 2/13/2012, 1/28/2013, 1/6/2014, 4/28/2014, 1/5/2015, 12/21/2015, 5/16/2016, 7/18/2016, 9/19/2016, 1/9/2017, 4/17/2017, 5/15/2017, 1/8/2018, 5/21/2018, 8/20/2018; 1/7/2019, 2/11/2019, 3/18/2019, 7/1/2019, 8/19/2019, 1/6/2020, 3/16/2020, 12/21/2020, 4/19/2021, 1/10/2022; 4/19/2022, 6/13/2022, 7/19/2022, 1/9/2023, 3/20/2023, 4/17/2023, 1/8/2024, 3/25/2024, 05/20/2024.