



# City of Syracuse Right-of-Way (ROW)

## Permit Fees

**ALL** fees are due at the time of permit application - payable to the "**Commissioner of Finance**".

Permit Fees, Refundable Fees and Non-Refundable Fees are required to be a Bank Check, Certified Check or Money Order. For permits with fees tied to dimensions, all measurements shall be rounded up to the nearest whole number, and payment shall be made on this basis.

TYPE	FEE	NOTES
ALL RIGHT-OF-WAY PERMIT TYPES		
Right-of-Way Permit	\$10.00 per \$1,000.00 of Construction Value  (Minimum: \$100.00 shall be paid up front with permit application)	Non-Refundable Fee (Construction Value is based on the estimated total cost of construction in the ROW).
Sidewalk Permit	\$75.00	Non-Refundable Fee
Encroachment Permit	\$100.00	Non-Refundable Fee
Pre-Plan Review	\$1,000	Non-Refundable Fee
Permanent Road Cut Maintenance	Asphalt Road Surface - \$4.29 per square feet  3" Temp Concrete Cap - \$5.59 per square feet  (Fee will be updated every year as per the Construction Cost Index)	Non-Refundable Fee in addition to Right-Of-Way Permit Fee
Plan Review that needs Common Council Approval	\$250.00	Non-Refundable Fee in addition to Right-Of-Way Permit Fee
Plan Review or Request Letter Review for permission to work between Nov. 1st to Feb. 28th	\$250.00	Non-Refundable Fee in addition to Right-Of-Way Permit Fee
Permitted Work on roads that are subject to the Pavement Moratorium	\$500.00 if the road was milled and paved within 5 years and re-pave the road as per City of Syracuse discretion  \$750.00 if the road was reconstructed within 7 years and re-pave the road as per City of Syracuse discretion	Non-Refundable Fee in addition to Right-Of-Way Permit Fee as per the fee description. Also, pavement restoration limits to be determined at the City's discretion
Emergency Work	\$250.00	Non-Refundable Fee in addition to Right-Of-Way Permit Fee
Revision Fee for Permits	\$150.00	The revision fee shall be charged each time additional or revised documentation or construction documents are submitted (Non-Refundable Fee in addition to Right-Of-Way Permit Fee)
Transfer Permit	\$100.00	Once a permit is issued and the contractor/consultant has changed (Non-Refundable Fee)

Block Party	\$150.00 each (Business District) \$50.00 each (Residential)	Non-Refundable Fee
Liability Waiver	\$75.00	Non-Refundable Fee
Loading Zone	\$50.00 each (up to two per business)	Non-Refundable Fee
Sidewalk Café	Up to 200 sq ft: \$50.00 201-400 sq ft: \$100.00 401-600 sq ft: \$150.00 601-800 sq ft: \$200.00 801-1000 sq ft: \$250.00 1000+ sq ft: \$300.00	Non-Refundable Fee
Inspection Fee	\$100.00 (Minimum: \$100.00 shall be paid up front with permit application)	Non-Refundable Fee in addition to Right-Of-Way Permit Fee (Additional \$50 per inspection visit will be applied at the acceptance of the project)
<b>ROW CONSTRUCTION FEE SCHEDULE</b>		
Asphalt Pavement Disturbance	Improved Street - \$25.00 per square feet of road disturbance  Unimproved Street - \$20.00 per square feet of road disturbance	Refundable Fee
Granite Curb	\$140.00 per linear foot	Refundable Fee
Concrete Sidewalk	\$30.00 per square feet	Refundable Fee
Brick Paver	\$7.00 per square feet	Refundable Fee
Sewer Main Lining	\$150.00 per linear foot	Refundable Fee
Sewer Manhole Lining	\$8,000 per Manhole	Refundable Fee
Streetlights	\$15,000 per Light Pole	Refundable Fee
Miscellaneous Work (i.e. grass, stone dust, topsoil, etc.)	5% of total refundable fee	Refundable Fee
<b>WORK ZONE TRAFFIC CONTROL &amp; CONSTRUCTION STAGING</b>		
Work Zone Traffic Control	15% of total refundable fee	Assessed per 14-day period (Refundable Fee)
Construction Trailer	\$100.00	Assessed per trailer, occupying the City R.O.W., per 14-day period, (Non-Refundable Fee)
Machinery	\$100.00	Assessed per machine or equipment, occupying the City R.O.W per 14-day period, (Non-Refundable Fee)
Material Staging	\$500.00	Assessed per 150 sq ft, occupying the City R.O.W., per 14-day period, (Non-Refundable Fee)
Advertising Signs	\$500.00	Assessed per sign promoting company business or similar, installed within the City R.O.W (Non-Refundable Fee)
Scaffolding	\$10.00	Assessed per linear foot per story, installed within the City R.O.W., per 14-day period, \$100.00 minimum (Non-Refundable Fee)
<p>Note the minimum assessment shall be 14 days, thereafter the assessment shall be based on additional 14-day increments, based on provided start/end date. Assessment for use and occupation of the City Right of Way (R.O.W.) is based on permanent (24 hours) encumbrance of any area of the R.O.W. within the 14-day period. Machinery, equipment, and materials removed daily from the R.O.W. are not assessable.</p>		

CONNECTION WORK		
Sanitary Sewer Connection	\$750.00	Per connection point (Non-Refundable Fee)
Storm Sewer Connection	\$750.00	Per connection point (Non-Refundable Fee)
All Private Utility (Sanitary, Storm Sewer, etc.) Service Installations in the City's ROW	\$3,000	Per connection point (Refundable Fee)
STREET TREES		
Tree Plantings	\$800.00	Per tree (Refundable Fee)
Tree Pits	\$40.00	Per cubic feet (Refundable Fee)
STREET PARKING		
Current Parking Space Fee	\$18 per day per parking space (one day minimum)	Non-Refundable (Excluding Sundays and holidays)
Temporary Removal of Existing Parking Meters	\$1,500	Per Meter (Non-Refundable)