



March 16, 2026

Resolution No. 30, 2026

Council Member McCallum presented the following Resolution and moved its adoption.

ADVERTISE FOR PUBLIC HEARING TO ESTABLISH A COST RECOVERY POLICY FOR THE CITY OF JOHNSTOWN PLANNING BOARD

WHEREAS, the City of Johnstown Planning Board is authorized pursuant to the City Zoning Ordinance and the General City Law to review certain land use applications, including but not limited to subdivisions, lot line adjustments, site plan approvals, and special use permits; and

WHEREAS, applications require publication of legal notices and/or public hearing notices in accordance with applicable law, including environmental review pursuant to the State Environmental Quality Review Act (SEQRA) and referrals under General Municipal Law §239-m; and

WHEREAS, the Common Council finds it appropriate and equitable that applicants bear the direct costs associated with required public notice of their applications; and

WHEREAS, the Planning Board desires to adopt a Cost Recovery Policy, attached hereto; and

WHEREAS, a Public Hearing is required so all interested parties can be heard.

NOW, THEREFORE, BE IT

RESOLVED, that the City Clerk is hereby authorized to prepare a Notice of Public Hearing and to publish same in the Leader-Herald, the official newspaper of the City of Johnstown, which Public Hearing is set for Monday, April 20, 2026 at 6:00 p.m. in the Common Council Chambers, City Hall, Johnstown, New York, at which anyone interested or affected may be heard.

Seconded by Council Member: Hayner

I, the undersigned, attest that the foregoing Resolution was adopted and passed by the Common Council of the City of Johnstown, on this date by the following:

	Yes	No	Abstain	Absent
Ward 1 – Council Member Hayner	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ward 2 – Council Member McCallum	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ward 3 – Council Member Parker	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ward 4 – Council Member Spritzer	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Council Member-at-Large Jeffers	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
RESULT	5			
	<i>Passed – Failed – Tabled</i>			

Carrie M. Allen, City Clerk

Amy Praught, Mayor

Chapter 54 COST RECOVERY POLICY

Section 54-13; Cost Recovery Policy

A. No General Planning Board Application Fee

At the time of adoption of this section, the City of Johnstown does not impose a general Planning Board application fee for routine site plan review or standard Planning Board matters. The Common Council may establish such fees in the future by resolution or by adoption of a fee schedule.

B. Subdivision and Lot Line Adjustment Cost Responsibility

Applicants seeking Minor Subdivision, Major Subdivision, or Lot Line Adjustment approval shall be responsible for reimbursing the City for reasonable costs incurred by the City in connection with review and processing of the application, including but not limited to:

1. Public hearing publication costs;
2. Required mailing or notice costs;
3. Recording fees, filing fees, or Mylar or map reproduction costs;
4. Reasonable professional review costs, including engineering, planning, or legal services, when such review is deemed necessary by the Planning Board.

C. Public Hearing Publication Costs

When a public hearing or legal notice is required as part of a Planning Board application, the applicant shall be responsible for the full cost of such publication and any associated notice requirements.

D. Collection Method

The City Clerk, or other designated official, shall arrange for all required public hearing notices or legal publications associated with a Planning Board application. Upon receipt of an invoice for such publication or notice, the City shall bill the applicant for the **actual cost incurred**. The applicant shall reimburse the City for such costs prior to the issuance of any final Planning Board approval, permit, endorsement, or filing authorization.

E. Payment Requirement

No building permit, plat signature, endorsement, or filing authorization shall be issued and no final Planning Board approval shall be released until all applicable fees, publication costs, and other reimbursable expenses have been paid in full.