

**CITY OF CORTLAND, NEW YORK
LOCAL LAW NO. 7 OF THE YEAR 2025**

ENACTED DECEMBER 16, 2025

RELATING TO REMOVAL OF FEES, FINES AND PENALTIES FROM THE CITY CODE

SECTION 1. ENACTMENT AND TITLE

That the Code be amended as follows:

Replacing the existing text of the said section with the following text for each applicable section (the titles for the applicable sections shall not be amended unless specified otherwise):

§1-10

Any person who, without authorization from the City Clerk, changes or amends, by additions or deletions, any part or portion of the Code of the City of Cortland or who alters or tampers with such Code in any manner whatsoever which will cause the legislation of the City of Cortland to be misrepresented thereby or who violates any other provision of this local law shall be guilty of an offense and shall, upon conviction thereof, be subject to such fines as established from time to time by Resolution of the Common Council.

§1-22

- A. Whenever in this Code or in any ordinance or resolution of the City any act is prohibited or is made or declared to be unlawful or an offense, or whenever in such Code, ordinance or resolution the doing of any act is required or the failure to do any act is declared to be unlawful, where no specific penalty is provided therefor, the violation of any such provision of this Code or any ordinance or resolution shall constitute a Code violation and shall be subject to such fines as established from time to time by Resolution of the Common Council, each day of violation of this ordinance shall continue shall constitute a separate violation.
- B. In addition to the penalty hereinabove provided, any condition caused or permitted to exist in violation of any of the provisions of this Code or any such ordinance or resolution shall be deemed a public nuisance and may be, by the City, abated as provided by law, and each day that such condition continues shall be regarded as a new and separate violation.

§11-82

- A. After removal of any vehicle as provided in this article, the Police Department may store such vehicle in a suitable place at the expense of the owner. Such owner, or person in charge of the vehicle, may redeem the same upon payment to the police the amount of all expenses actually and necessarily incurred in effecting such removal, such removal fees as established from time to time by Resolution of the Common Council and storage charges under sub-section D of this section.
- B. In cases where added equipment and extended time is involved (extenuating circumstances, i.e., use of dollies, overturned vehicles on roadways, in ditches, etc.), reasonable additional charges may be made.
- C. Registry of towing companies willing to remove vehicles by order of the City.
 - (1) Any towing company which is interested in participating in the program noted above must register with the Police Department and submit an annual registration fee as established from time to time by Resolution of the Common Council. Said registration shall expire one full year after the date of registration. In addition to the fee set by the Common Council, the company must name the City of Cortland as an additional insured under its business liability insurance coverage, with coverage in an amount which meets the City's standard insurance requirements.

- (2) It is further understood that the Police Department will monitor the performance of the companies participating in the program to ascertain whether there is appropriate response time to calls and a minimal number of complaints generated. In the event it is determined that the performance of a company is not adequate, the Police Chief (or their designee) may remove said company from the program. In the event the company wishes to appeal said removal from the program, it may do so by requesting an administrative hearing before an appeal board comprised of the Deputy Police Chief, the Director of Administration and Finance, and one Councilperson to be appointed by the Mayor. The decision of the appeal board shall be final.
- (3) Impoundment on City property; storage fee. The City of Cortland Police Department is authorized to impound vehicles on City-owned property and assess a daily storage fee as established from time to time by Resolution of the Common Council.

§11-96

- A. Any vehicle immobilized, towed and/or impounded as herein provided shall be promptly released to its owner upon:
 - (1) Payment to the City of the expenses of immobilization, towing or impounding, in accordance with fees as established from time to time by Resolution of the Common Council, together with payment of all fines and penalties for delinquent parking tickets or judgments against the owner arising from such nonpayment.
 - (2) An order of the City Court authorizing such release.
- B. The operator or owner will be issued a receipt authorizing pickup of the vehicle or to have the boot removed. Payment shall be by cash, certified check, bank check or money order.
- C. While a vehicle is immobilized as herein provided, any parking restriction of which such vehicle may be in violation, except as provided herein, shall be suspended as it applies to such vehicle for the period of immobilization.

§11-155 E (1)

Any person who shall construct, own, maintain, authorize, permit or otherwise allow a parking area in violation of this section shall be punishable by fine as established from time to time by Resolution of the Common Council.

§11-172 C

Parking ticket fees shall be established from time to time by Resolution of the Common Council.

§11-173

Except as otherwise expressly provided in this article or in §11-155E, the violation of any of the provisions of Article I through Article XVII of this chapter shall be punishable by a fine as established from time to time by Resolution of the Common Council.

§68-6

Failure to comply with §68-3 of the City Code shall constitute a violation, punishable by a fine as established from time to time by Resolution of the Common Council.

§74.12

Repealed

§74.23.3 F

The owner of any goods seized or impounded shall pay to the City Clerk impoundment fees as established from time to time by Resolution of the Common Council.

§74-23.5

Any person who violates any provision of this chapter shall be punishable by a fine as established from time to time by Resolution of the Common Council.

§100-16

Fees for applications, building permits, amended building permits, renewed building permits, certificates of occupancy, certificates/ certificates of compliance, temporary certificates, operating permits, fire safety and property maintenance inspections, and all other action by the Codes Department described in or contemplated by this Article shall be established from time to time by Resolution of the Common Council.

§107-3 G

The Code Enforcement Office shall examine or cause to be examined every building reported as unsafe, damaged or vacant and shall make a written record of each such examination. They shall have inspected once a month, or as frequently as is necessary, all buildings that are vacant or abandoned so as to ensure that they are properly secured or boarded up and maintained. Fees shall be charged as established from time to time by Resolution of the Common Council.

§107-4

- A. The owner of a vacant building shall pay an annual fee as established from time to time by Resolution of the Common Council for the period the building remains a vacant building.
- B. The vacant building shall be registered prior to the issuance of any building permits, with the exception of a demolition permit.
- C. The vacant building registration fee shall be applied by the Chief Building Official toward the cost of any building permit fees otherwise owed for work proposed at the building for which the vacant building registration fee was paid.

§113-4

Any parent/guardian violating any of the provisions of this chapter shall be guilty of a violation of the Code of the City of Cortland and shall be subject to a fine as established from time to time by Resolution of the Common Council.

§122-10

Any person who shall violate any provision of this chapter or any rule or regulation made there to shall be guilty of a violation of this Code, and upon conviction shall be punished by a fine as established from time to time by Resolution of the Common Council. Each day on which such violation continues shall constitute a separate violation.

§127-3

Any person who shall violate any provision of this chapter or any rule or regulation made there to shall be guilty of a violation of this Code, and upon conviction shall be punished by a fine as established from time to time by Resolution of the Common Council. Each day on which such violation continues shall constitute a separate violation.

§131-10 D

Penalties. A violation of this Chapter is an unclassified misdemeanor as defined in the Penal Law of the State of New York. Where a person or organization has been found guilty of a violation of this chapter, a fine as established from time to time by Resolution of the Common Council. Each and every violation of this chapter shall be deemed a separate offense for the purpose of imposing the appropriate fine.

§135-5

Violations of this article shall be subject to a fine in accordance with base fines as established from time to time by Resolution of the Common Council. In addition to the base fine an additional fine shall be imposed in an amount equal to any and all costs incurred by the City.

§136-4

Any person who violates this chapter shall be subject to a fine as established from time to time by Resolution of the Common Council.

§138-12 C

All applications for a floodplain development plan shall be accompanied by an application fee as established from time to time by Resolution of the Common Council. The Code Department may also require a deposit in accordance with amounts to be established from time to time by Resolution of the Common Council to cover additional costs necessary for professional fees or other costs required for the approval of the project.

§150-6

- A. Any person who violates the provisions of Subsection A or B of §150-3 of this chapter shall be guilty of an unclassified misdemeanor punishable by a fine as established from time to time by Resolution of the Common Council. In addition to said fine the Court shall impose an amount of monetary restitution to the victim equal to the costs of restoration.
- B. Any person who violates the provision of §150-5 A of this chapter shall be subject to a fine that shall be established from time to time by Resolution of the Common Council.

§164-11

The annual license fee shall be charged as established from time to time by Resolution of the Common Council to be paid at the time the application is made and annually thereafter in the event of a renewal. In the event the fee shall be forfeited to the City as a processing fee. The City, in addition to the License Fee, may assess the applicant with the costs of advertising the application and such other reasonable costs incident to the hearing as are attributable thereto and make the license conditional upon payment of the same.

§164-15

- A. Any person who shall violate any of the provisions of this chapter shall be guilty of an offense punishable by a fine that shall be established from time to time by Resolution of the Common Council. Each day that a violation is carried on or continues shall constitute a separate violation.
- B. Conviction for any above-mentioned violation shall constitute and affect an immediate forfeiture of the license.
- C. In addition to the above-provided penalties and punishment, the City may also maintain an action or proceeding in a court of competent jurisdiction to compel compliance with or to restrain by injunction the violation of this chapter.

§181-7

Any violation of this chapter shall be punishable by a fine as established from time to time by Resolution of the Common Council. Each day on which such violation continues shall constitute a separate violation.

§193-4

Any violation of this chapter shall be subject to a fine as established from time to time by Resolution of the Common Council.

§193-7

The fee for permits to be granted under this article, which fee is to be paid to the City Clerk at the time the permit is issued by the City Clerk to the person to whom it has been granted by the Common Council, shall be as follows:

- A. Non-commercial fixed location. For the use or operation of any device by which sounds are magnified and caused to be heard over any public street or public place from any one fixed location and not in, or mounted upon a motor vehicle, the permit fee as established from time to time by Resolution of the Common Council for any day or part of a day for which the applicant desires permission hereunder.
- B. Commercial/business fixed location. For the use by which sounds are magnified and caused to be heard over any public street or public place, the permit fee as established from time to time by Resolution of the Common Council either at a single day or seasonal rate.
 - 1. No person granted a permit hereunder shall use or operate or employ any device by which sounds are magnified in public street or public place except between the hours of 10:00 a.m. and 10:00 p.m.
 - 2. The City shall be notified on or before Wednesday prior to a Council meeting stating the place, date, time and person in charge of the event.
- C. Mounting upon motor vehicle. For the use or operation of any device by which sounds are magnified and caused to be heard over any public street or public place to be used in, or mounted upon, a motor vehicle, the sum permit fee as established from time to time by Resolution of the Common Council for any day or part of a day for which the applicant desires permission hereunder.

§193-11

Any violation of this chapter shall be subject to a fine as established from time to time by Resolution of the Common Council. Each day on which such violation occurs shall constitute a separate violation.

§194-6

Any violation of this chapter shall be subject to a fine as established from time to time by Resolution of the Common Council.

§199-11

Any violation of this chapter shall be subject to a fine as established from time to time by Resolution of the Common Council.

§202-10

Admission fees, permit fees and any other fees to be charged for use of park or recreational activities as established from time to time by Resolution of the Common Council.

§208-4

Any violation of this chapter shall be subject to a fine as established from time to time by Resolution of the Common Council.

§213-6 D 3

License Fee. The fee for licenses under this chapter shall be established from time to time by Resolution of the Common Council.

§213-9

Food Vehicle Fees. Where a vehicle is to be used by holder of a food vendor license in addition to the vendor license fee each vehicle used must also be licensed and pay a licensing fee as established from time to time by Resolution of the Common Council.

§214-21

Any violation of this chapter shall be subject to a fine as established from time to time by Resolution of the Common Council. Each day on which such violation continues shall constitute a separate violation.

§220-21

Fees in regard to compliance inspections shall be established from time to time by Resolution of the Common Council.

§220-23

Any violation of this chapter shall be subject to a fine as established from time to time by Resolution of the Common Council. Each day on which such violation occurs shall constitute a separate violation.

§226-4

Any violation of this chapter shall be subject to a fine as established from time to time by Resolution of the Common Council. Each day on which such violation occurs shall constitute a separate violation. Additionally, the provisions of §1-22 of the City Code are applicable hereto. Each day on which such violation continues shall constitute a separate violation.

§234-4

The City Clerk shall issue a one-year permit for the location of a sidewalk cafe upon the approval of the Planning Commission and payment of such fee as established from time to time by Resolution of the Common Council.

§238-5

Any violation of this chapter shall be subject to a fine as established from time to time by Resolution of the Common Council. Each day on which such violation occurs shall constitute a separate violation.

§241-12

- A. Any violation of this article excluding §241-11, shall be subject to Administrative Fees as established from time to time by Resolution of the Common Council.
- B. Any violation of §241-11 shall be subject to fines as established from time to time by Resolution of the Common Council.

§241-18

Any violation of this chapter shall be subject to a fine as established from time to time by Resolution of the Common Council. In addition to the fines levied under this section the City shall also be awarded the cost of removal.

§245-8

Cost of removal of snow, ice or other obstructions by COE. If a property owner fail to correct a notice of violation within 24 hours the COE may cause the snow, ice or other obstruction to be cleared at an hourly rate as established from time to time by Resolution of the Common Council. Said rate shall be in addition to administrative fees pursuant to §245-9 of the City Code.

§245-9

Administrative Fees – Snow. Any person who shall violate §245-7 of the City Code shall be subject to administrative fees as established from time to time by Resolution of the Common Council.

§245-10

Repealed.

§250-22 B (1)

Step 1. The subdivider shall, within six months of approval of a minor subdivision sketch plan, submit a subdivision plat conforming to the layout shown on the sketch plan plus any requirements of the Planning Commission. The submission shall include the application, and the plat drafted as required in §250-21. The submission shall be accompanied by a review fee as established from time to time by Resolution of the Common Council. The submission shall be submitted at least 10 days prior to a regular Planning Commission meeting to the City Clerk in five copies.

§250-22 C (1) (d)

In addition to the above the required fee as established from time to time by Resolution of the Common Council must be submitted.

§250-22 C (6)

Step 6. The subdivider shall, within six months of approval of a preliminary plan, submit a subdivision plat conforming to the layout shown on the preliminary plan plus any recommendations made by the Planning Commission. The submission shall include the application and the plat drafted and documented as required in §250-21. The submission shall be accompanied by a review fee and lot fee as established from time to time by Resolution of the Common Council.

§250-36

Any violation of this chapter shall be subject to a fine as established from time to time by Resolution of the Common Council. Each day on which such violation occurs shall constitute a separate violation.

§273-16

Any person violating any provision of this chapter shall be, upon conviction or plea of guilty subject to a fine as established from time to time by Resolution of the Common Council.

§289-31

Payment of sewer rents. A bill for each quarterly sewage charge shall be mailed or emailed on or about the dates set forth in the preceding section to the last known user of each metered premises in the City as shown on the records of the City Water Board. Payment of such bill at the office of the City Water Board in City Hall shall be made no later than 30 days from the date of the billing. Failure to timely mail such bill or failure of any user to receive such billing shall not be an excuse for nonpayment. Any payments not received by the Water Board or any other designated place of payment within 30 days of the billing date shall be subject to a late fee as established from time to time by Resolution of the Common Council.

§291-1

Fees. The Water Department will charge the following fees:

- A. An amount as established from time to time by Resolution of the Common Council, to be charged per diameter inch of the fire line main size, per location, of each property location that currently has a fire system tapped into the City's water mains, said fees shall be charged annually.
- B. Shutoff or turn-on fees for turning on or shutting off water service.
- C. An amount as established from time to time by Resolution of the Common Council for each water hydrant flow test requested by any engineering firm and/or company.

§291-2

Penalties. Payment of Sprinkled Property Fees shall be payable at City Hall no later than 30 days from the date of the billing of said Fee. Failure to timely mail such bills or failure of any user to receive such billing shall not be an excuse for nonpayment. Any payments not received at City Hall or any other designated place of payment within 30 days of the billing date shall be subject to a late fee as established from time to time by Resolution of the Common Council.

§293-7

Any violation of this chapter shall be subject to a fine as established from time to time by Resolution of the Common Council. Each day on which such violation occurs shall constitute a separate violation.

§300-185 A

Any person who shall violate or fail to comply with any of the provisions of this chapter, or who shall violate or fail to comply with any order or regulation made thereunder, or who shall continue to work upon any building, structure or sign, or who shall continue to operate or conduct any use prohibited by this chapter shall be guilty of an offense and subject to a fine as established from time to time by Resolution of the Common Council. Each day on which such violation occurs shall constitute a separate violation.

§300-186

In addition to any fees required by Chapter 100 of the Code of the City of Cortland, the Common Council of the City of Cortland may establish additional fees under this Chapter.

SECTION 2. SEPARABILITY

If any part of this Local Law or the application thereof to any person or circumstance be adjudged invalid by any court of competent jurisdiction, such judgement shall be confined in its operation to the part or provision or application directly involved in the controversy in which such judgement shall have been rendered and shall not affect or impair the validity of the remainder of this Local Law or the application thereof to other persons or

circumstances, and the Common Council of the City of Cortland hereby declares that it would have passed this Local Law or the remainder thereof had such invalid provision been apparent.

SECTION 3. FINDINGS

All ordinances, local laws and parts thereof inconsistent with this Local Law are hereby repealed.

SECTION 4. EFFECTIVE DATE

This Local Law shall take effect upon the filing in the Office of the New York Secretary of State in accordance with §27 of the New York Municipal Home Rule Law.

I HEREBY CERTIFY THAT THE PRECEDING IS A TRUE AND CORRECT COPY OF LOCAL LAW NO. 7 OF 2025, WHICH WAS DULY ENACTED BY THE CITY OF CORTLAND COMMON COUNCIL ON DECEMBER 16, 2025, IN ACCORDANCE WITH APPLICABLE PROVISIONS OF LAW.

Andrew T. Jewett

**ANDREW T. JEWETT, CITY CLERK
CITY OF CORTLAND, NEW YORK**

