

2024- PERMIT & ADMINISTRATIVE FEE SCHEDULE

Effective: SEPTEMBER 1, 2024

Fees for zoning certificates, application to the Board of Zoning Appeals, Zoning Amendments, Conditional Use Zoning Certificate, and any other zoning fees shall be as established by a Resolution of the American Township Board of Trustees during the Board's annual reorganizational meeting or as may be amended and established by the American Township Board of Trustees from time to time.

Permit costs for residential structures, accessory buildings, other structures and uses is based on the square footage of first floor, second floor, basement square footage, and garage square footage. Square footage does not include crawl spaces, covered porches or breezeways, open decks, atriums, walks, driveways or uncovered areas.

Permit costs for commercial or industrial structures to include accessory buildings, other structures and uses is based on square footage on the finished area under the roof within outside walls, sum of each floor, includes areas of attached garages, accessory structures and other uses.

I. RESIDENTIAL – PERMIT FEE RATE:

RESIDENTIAL SINGLE-FAMILY CONSTRUCTION	\$ 100.00	PLUS 10 CENTS PER SQUARE FOOT
MOBILE HOME / MANUFACTURED HOME: (OUTSIDE DESIGNATED MHP)	\$ 100.00	PLUS 10 CENTS PER SQUARE FOOT
TWO-FAMILY / DUPLEX RESIDENTIAL CONSTRUCTION	\$ 100.00	PLUS 20 CENTS PER SQUARE FOOT
MULTI-FAMILY 3+ OR MORE TRIPLEX	\$ 100.00	PLUS 50 CENTS PER SQUARE FOOT
ROOM ADDITION	\$ 50.00	PLUS 10 CENTS PER SQUARE FOOT
ACCESSORY BUILDINGS / DETACHED GARAGES: (200 SF AND GREATER)	\$ 100.00	PLUS 7 CENTS PER SQUARE FOOT
CAR PORT	\$ 100.00	FLAT FEE RATE
SEASONAL TEMP. ABOVE GRD. POOL - INTEX, COLEMAN, ETC	NO CHARGE	(12 FT. & GREATER: FENCE REQUIRED)
ABOVE GROUND PERM. SWIMMING POOL	\$ 100.00	FLAT FEE RATE
IN-GROUND SWIMMING POOL: * FENCE PERMIT SEPARATE PERMIT & FEE	\$ 250.00	FLAT FEE RATE
PRIVACY FENCE	\$ 100.00	FLAT FEE RATE
POND CONSTRUCTION (DUE TO MULTI AGENCY INVOLVEMENT)	\$ 250.00	FLAT FEE RATE
POND – KOI, GARDEN, ASTHETIC (OVER 25 FT. LENGTH)	\$ 50.00	FLAT FEE RATE
SOLAR ENERGY SYSTEM	\$ 100.00	PLUS \$20.00 PER SOLAR COLLECTOR PANEL
DEMOLITION PERMIT CERTIFICATE	NO CHARGE	
VENDOR – DOOR TO DOOR SOLICITATION	\$ 150.00	FLAT FEE RATE FOR 90 DAYS ONLY

II. BUSINESS USES (B-1, B-2) & MANUFACTURING USES (M-1, M-2) – PERMIT FEE RATE:

NEW COMMERCIAL / INDUSTRIAL BUILDING / STRUCTURE CONSTRUCTION PROJECT	\$ 100.00	PLUS 20 CENTS PER SQUARE FOOT
COMMERCIAL / INDUSTRIAL BUILDING ADDITION	\$ 50.00	PLUS 7 CENTS PER SQUARE FOOT
COMMERCIAL / INDUSTRIAL ACCESSORY BUILDING/GARAGE	\$ 50.00	PLUS 5 CENTS PER SQUARE FOOT
COMMERCIAL / INDUSTRIAL FENCE	\$ 250.00	FLAT FEE RATE
COMMERCIAL SWIMMING POOL	\$ 500.00	FLAT FEE RATE
JUNK, SALVAGE, RECLAMATION YARD ANNUAL PERMIT FEE (INITIAL / ANNUAL RENEWAL)	\$ 1000.00	FLAT FEE RATE / \$500.00 ANNUAL RENEWAL
COMMERCIAL / INDUSTRIAL DEMOLITION PERMIT CERTIFICATE	NO CHARGE	
COMMERCIAL / INDUSTRIAL PARKING LOT (PLAN, DRAINAGE, UTILITY REVIEW)	\$ 100.00	FLAT FEE RATE
WIND TURBINE GENERATOR PROJECT	\$ 500.00	PLUS \$500.00 PER WIND TURBINE
TOWER INSTALLATION FOR PRIVATE RADIO, TELEVISION, COMMUNICATION	\$ 500.00	FLAT RATE
EXISTING CELL TOWER MODIFICATIONS, & UPGRADES	\$ 500.00	FLAT RATE
COMMERCIAL SOLAR ENERGY SYSTEM (ROOF MT., BUILDING MT., GRD MT.)	\$ 100.00	PLUS \$20.00 PER SOLAR COLLECTOR / PANEL
INDUSTRIAL SOLAR UTILITY GRID ENERGY SYSTEM	\$ 500.00	PLUS \$20.00 PER SOLAR COLLECTOR / PANEL
COMMERCIAL CHANGE OF USE (OLD BUSINESS CHANGES TO NEW BUSINESS)< 100,000SF	\$ 500.00	FLAT FEE RATE / >100,000 SF \$1,000.00 FEE
COMMERCIAL CONFORMITY TO ZONING REGULATIONS CERTIFICATE	\$ 250.00	FLAT FEE RATE

III. OTHER MISCELLANEOUS USES:

BOARD OF ZONING APPEALS – VARIANCE HEARING OR CONDITIONAL USE HEARING	\$ 750.00	
BOARD OF ZONING APPEALS – PROPERTY MAINTENACE CODE VIOLATION APPEAL TO BZA	\$ 750.00	
ZONING COMMISSION – PARCEL REZONING	\$ 750.00	
ZONING COMMISSION – ZONING TEXT AMENDMENT	\$ 750.00	
RE-ISSUANCE OF ZONING PERMIT AFTER ONE-1 YEAR NO WORK	ONE-HALF ½ OF ORIGINAL PERMIT FEE	
ADULT MESSAGE PARLOR PERMIT FEE & ANNUAL RENEWAL: (Conditional Use by BZA)	\$ 500.00 NEW / \$250.00 ANNUAL RENEWAL	
FLOODPLAIN MODIFICATION / FILL PERMIT / (SITE PLAN REQUIRED)	\$ 250.00 FLAT RATE	
COMMERCIAL / INDUSTRIAL SIGNAGE PERMIT FEES		
A. 0 – 50 SF	\$100.00	
B. 51-100 SF	\$125.00	
C. 101-150 SF	\$175.00	
D. 151-250 SF	\$250.00	
E. 251-750 SF	\$500.00	
F. 751 SF-Greater	\$750.00	
G. BILLBOARDS / ELECT. MESSAGE BOARD / OUTDOOR ADVERTISING BILLBOARDS	\$1,000.00 PER BILLBOARD OR OUTDOOR ADV. BOARD	
H. SIGN REFACING / RENAMING – NO CHANGE TO CABINET, POLE, LOCATION, ETC.	\$250.00 FLAT RATE	

INTERNET SWEEPSTAKES TERMINAL CAFÉ'S, INTERNET CAFÉ, LOTTERY ARCADES, LUCKY DIAMOND, 777 ADULT GAMING ARCADES

I. **REQUIREMENTS:**

- A. CONDITIONAL USE PERMIT BY THE BOARD OF ZONING APPEALS AFTER PUBLIC HEARING. \$750.00 FEE
- B. CHANGE OF USE CERTIFICATE ISSUED BY ZONING INSPECTOR (CHANGE IN BUILDING USE FROM PREVIOUS USAGE) \$500.00 FEE
- C. ANNUAL GAMING DEVICE INITIAL FEE AND ANNUAL RE-NEWAL FEE (JANUARY 15TH), FOR ALL OPERATING ELECTRONIC GAMING DEVICES ON PREMISES.
 - a. 1– 20 DEVICES ON PREMISES (\$ 2,500.00 FLAT FEE)
 - b. 21– 30 DEVICES ON PREMISES (\$ 5,000.00 FLAT FEE)
 - c. 31– 50 DEVICES ON PREMISES (\$ 7,500.00 FLAT FEE)
 - d. 51- 100 DEVICES ON PREMISES (\$ 10,000.00 FLAT FEE)
 - e. NO MORE THAN 100 DEVICES PERMITTED

MEDICAL MARIJUANA / RECREATION MARIJUANA BUSINESS OPERATIONS

I. **REQUIREMENTS:**

- A. CONDITIONAL USE PERMIT BY THE BOARD OF ZONING APPEALS AFTER A PUBLIC HEARING. \$750.00 FEE
- B. ANNUAL OPERATIONAL PERMIT REQUIRED WITH ANNUAL RENEWAL OF PERMIT \$500.00 FEE

PROPERTY MAINTENCE CODE ADMINISTRATIVE CITATION WITH CIVIL PENALTY FEES:

- ADMINISTRATIVE CITATION / FIRST OFFENSE – \$ 100.00 CIVIL PENALTY FINE ASSESSMENT PER OFFENSE AFTER FAILURE TO COMPLY WITH ZONING VIOLATION NOTICE AND REQUIRED CORRECTION ORDER
- ADMINISTRATIVE CITATION – / SECOND OFFENSE - \$ 250.00 CIVIL PENALTY FINE ASSESSMENT PER OFFENSE AFTER FAILURE TO COMPLY WITH CITATION #1 & CIVIL FINE IMPOSED ALONG WITH INITIAL ZONING VIOLATION NOTICE AND CORRECTION ORDER
- ADMINISTRATIVE CITATION – / THIRD OFFENSE - \$ 500.00 CIVIL PENALTY FINE ASSESSMENT PER VIOLATION AFTER FAILURE TO COMPLY WITH CITATIONS #1 & #2 & FINES IMPOSED ALONG WITH INITIAL ZONING VIOLATION NOTICE AND CORRECTION ORDER
- ADMINISTRATIVE CITATION / MOTOR VEHICLE OFFENSE – FIRST OFFENSE – \$ 100.00 CIVIL PENALTY FINE ASSESSMENT PER OFFENSE AFTER FAILURE TO COMPLY WITH ZONING VIOLATION NOTICE AND REQUIRED CORRECTION ORDER
- ADMINISTRATIVE CITATION – / MOTOR VEHICLE OFFENSE - SECOND OFFENSE- \$ 250.00 CIVIL PENALTY FINE ASSESSMENT PER OFFENSE AFTER FAILURE TO COMPLY WITH CITATION #1 & FINE IMPOSED ALONG WITH INITIAL ZONING VIOLATION NOTICE AND CORRECTION ORDER.
- ADMINISTRATIVE CITATION – / PER MOTOR VEHICLE OFFENSE - THIRD OFFENSE - \$ 500.00 CIVIL PENALTY FINE ASSESSMENT PER OFFENSE AFTER FAILURE TO COMPLY WITH CITATION #1 & #2 & FINES IMPOSED ALONG WITH INITIAL ZONING VIOLATION NOTICE AND CORRECTION ORDER.
- FOURTH OR MORE GENERAL OFFENSE OR MOTOR VEHICLE OFFENSE CITATIONS ISSUED FOR PROPERTY MAINTENANCE CODE VIOLATIONS – CONTINUE TO REPEAT THE 3RD OFFENSE CIVIL FINE PENALTY AND REFER CASE TO LIMA CITY PROSECUTOR OFFICE.
- ADMINISTRATIVE FEE (\$50.00) IS ADDED ONTO ALL ADMINISTRATIVE CITATIONS AS WELL AS ALL GRASS, WEED, JUNK & DEBRIS ABATEMENTS.
- SITE INSPECTIONS, RE-INSPECTIONS, PRE-ABATEMENT INSPECTIONS AND POST-ABATEMENT INSPECTION / PHOTO FEE (\$10.00 PER INSPECTION).
- A GENERAL OFFENSE CITATION, AS WELL AS A MOTOR VEHICLE OFFENSE CITATION AND FINE MAY BE ISSUED AS PART OF THE SAME OFFENSE.
- SHOULD THE CONTRACTOR BE UNABLE TO ABATE THE GRASS/WEED AND OVERGRWON VEGETATION OFFESE DUE TO POOR CONDITIONS OF THE PROPERTY AND POTENTIAL HAZARDS, AN ADMINISTRATIVE CITATIONS AND FINES MAYBE ISSUED TO COMPEL COMPLIANCE.

COPY OF ZONING RESOLUTION (NOT BOUND)	\$20.00
ZONING MAP - 11" X17"	\$5.00
STOP WORK ORDER –	ASSESEMENT OF (3X TIMES) THE AMOUNT OF THE PERMIT FEE
COPIES OF DOCUMENTS	\$.10 CENTS PER PAGE
DISC OF DOCUMENT OR PICTURES	\$10.00
