



AMERICAN TOWNSHIP ZONING DEPARTMENT

102 PIONEER ROAD
ELIDA, OHIO 45807

2025– PERMIT & ADMINISTRATIVE FEE SCHEDULE

Effective: 01-01-2025 / TRUSTEE REVIEW & APPROVAL ON 01/27/25

Resolution No. 01-27205

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 30 CENTS PER SQUARE FOOT
• ROOM ADDITION	\$ 100.00	PLUS 10 CENTS PER SQUARE FOOT
• PLANNED UNIT DEVELOPMENT (DEVELOPMENT PLAN, PUBLIC HEARINGS, ZONING CHANGE, AGENCY REV.)	\$ 1000.00	FLAT RATE
• SUBDIVISION DEVELOPMENT, PLAN REVIEW, MULTI AGENCY REVIEW, SITE INSPECTIONS, ADMIN. PAPERWORK	\$1000.00	FLAT RATE
• ACCESSORY BUILDINGS / DETACHED GARAGES: (200 SF AND GREATER)	\$ 100.00	PLUS 10 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 w/ FENCE COMBINED PERMIT	\$ 250.00	FLAT FEE RATE
• RESIDENTIAL 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. CIRCUMFERANCE)	\$ 50.00	FLAT FEE RATE
• SOLAR ENERGY SYSTEM	\$ 100.00	PLUS \$20.00 PER SOLAR COLLECT.PANEL
• DEMOLITION PERMIT CERTIFICATE	\$ 50.00	FLAT RATE
• VENDOR – DOOR TO DOOR SOLICITATION / EXCLUDES FOOD TRUCKS	\$ 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 CONSTRUCTION PROJECT	\$ 100.00	PLUS 10 CENTS PER SQUARE FOOT
○ COMMERCIAL / INDUSTRIAL BUILDING ADDITION	\$ 100.00	PLUS 7 CENTS PER SQUARE FOOT
○ COMMERCIAL / INDUSTRIAL ACCESSORY BUILDING / GARAGE	\$ 100.00	PLUS 10 CENTS PER SQUARE FOOT
○ PLANNED UNIT DEVELOPMENT (DEVELOPMENT PLAN, PUBLIC HEARINGS, ZONING CHANGE, AGENCY REV.)	\$ 1000.00	FLAT RATE
○ COMMERCIAL / INDUSTRIAL FENCE (NOT PART OF INITIAL CONST. PROJECT) – LATER ADD ON	\$ 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	\$ 50.00	FLAT RATE
○ ADDITIONAL COMMERCIAL / INDUSTRIAL PARKING LOT	\$ 100.00	FLAT FEE RATE
○ WIND TURBINE GENERATOR PROJECT	\$ 500.00	PLUS \$500.00 PER ADDED WIND TURBINE
○ COMMUNICATION TOWER INSTALLATION FOR PRIVATE RADIO, TELEVISION, COMMUNICATION.	\$ 500.00	FLAT RATE
○ EXISTING CELL / COMMUNICATION TOWER MODIFICATIONS, & UPGRADES	\$ 500.00	FLAT RATE
○ SOLAR ENERGY SYSTEM (ROOF MT., BUILDING MT., GRD MT.)	\$100.00	PLUS \$20.00 PER SOLAR COLLECT. / 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 / CERTIFICATE OF COMPLIANCE	\$ 250.00	FLAT FEE RATE
○ VENDOR – DOOR TO DOOR SOLICITATION / EXCLUDES FOOD TRUCKS	\$150.00	FLAT RATE FOR 90 DAYS ONLY
○ SIGNAGE – COMMERCIAL / INDUSTRIAL PERMIT FEE		
▪ 0 – 50 SF SIZE OF SIGN	\$ 50.00	FLAT RATE
▪ 51-100 SF SIZE OF SIGN	\$ 100.00	FLAT RATE
▪ 101-150 SF SIZE OF SIGN	\$ 150.00	FLAT RATE
▪ 151-200 SF SIZE OF SIGN	\$ 200.00	FLAT RATE
▪ 201-300 SF SIZE OF SIGN	\$ 300.00	FLAT RATE
▪ 301-400 SF SIZE OF SIGN	\$ 400.00	FLAT RATE
▪ 401 – GREATER	\$ 500.00	FLAT RATE
▪ SIGN REFACING / NO CHANGE TO FRAME OR STRUCTURE	\$ 100.00	FLAT RATE
▪ ELECTRONIC DIGITAL / MESSAGE BOARD / SIGNAGE	\$ 100.00 (LESS THAN 100 SF)	
	\$ 250.00 (101-300 SF)	
	\$ 500.00 (301 SF – GREATER)	
○ NEW / REFERBISHED BILLBOARD / ELECTRONIC BILLBOARD OR OUTDOOR MESSAGE BOARD	\$ 500.00	FLAT RATE

III. BOARD OF ZONING APPEALS

- o VARIANCE TO ZONING REGULATION / AREA VARIANCE / USE VARIANCE: \$500.00
- o CONDITIONAL USE VARIANCE \$500.00
- o AGRICULTURAL EXEMPTION ANNUAL CONDITIONAL USE PERMIT (CHICKENS, RABBITS, GOATS) \$25.00 (ISSUED BY ZONING INSPECTOR)
- o ZONING VIOLATION / ADMIN. CITATION AND CIVIL FINE APPEAL OF ZONING INSP. ACTION \$500.00

IV. ZONING COMMISSION

- o ZONING RESOLUTION – TEXT REVISION \$500.00
- o ZONING MAP REVISION / PARCEL REZONING \$500.00

V. INTERNET SWEEPSTAKES TERMINAL CAFÉ, INTERNET CAFÉ, LOTTERY ARCADES, LUCKY DIAMOND, 777, OR OTHER DIGITAL GAMING ESTABLISHMENTS

- o CONDITIONAL USE PERMIT REQUIRED BY THE BOARD OF ZONING APPEALS OF AMERICAN TOWNSHIP \$500.00 (HEARING FEE)
- o CHANGE IN BUILDING USE PERMIT REQUIRED (IF USING A FORMER COMMERCIAL BUSINESS) \$500.00
- o LIMA BUILDING DEPARTMENT CHANGE OF USE PERMIT REQUIRED DETERMINED REQUIRED BY CITY OF LIMA
- o CERTIFICATE OF OCCUPANCY REQUIRED DETERMINED BY CITY OF LIMA
- o FIRE AND ELECTRICAL INSPECTION BY AMERICAN TWP FIRE DEPT AND LIMA BUILDING DEPARTMENT DETERMINED BY AMERICAN TWP. FIRE AND LBD.
- o PARKING AND LIGHTING PLAN (MAYBE REQUIRED)
- o INTERNET SWEEPSTAKES PERMIT FEE / REQUIRES ANNUAL RENEWAL- NO LATER THAN JAN 15TH) \$1000.00 FLAT RATE / \$500.00 ANNUAL RENEWAL FEE
- o ELECTRONIC GAMING DEVICE FEE (INITIAL FEE PLUS ANNUAL RENEWAL FEE REQUIRED NO LATER JAN. 15TH OF EACH YEAR)
 - 1 – 20 GAMING MACHINES \$2000.00 FEE
 - 21-50 GAMING MACHINES \$5,000.00 FEE
 - 51-75 GAMING MACHINES \$7,500.00 FEE
 - 76-100 GAMING MACHINES \$10,000.00 FEE
 - NO MORE THAN 100 GAMING DEVICES PERMITTED

VI. MEDICAL MARIJUANA / ADULT USE ESTABLISHMENT

- o CONDITIONAL USE PERMIT REQUIRED BY THE BOARD OF ZONING APPEALS OF AMERICAN TOWNSHIP AFTER A PUBLIC HEARING: \$500.00
 - o ONLY ONE-(1) MEDICAL OR DUAL-PURPOSE ADULT USE CANNABIS DISPENSARY MAY BE PERMITTED IN AMERICAN TOWNSHIP (NO MORE THAN ONE-(1) BUSINESS SHALL BE APPROVED IN AMERICAN TOWNSHIP WITHIN B-1, B-2, M-1, M-2 ZONED DISTRICT
 - o PARKING, LIGHTING, LANDSCAPE PLAN REQUIRED TO BE SUBMITTED BY OWNER AT CONDITIONAL USE HEARING
 - o COMMERCIAL CHANGE OF USE PERMIT REQUIRED (IF ESTABLISHING IN A FORMER BUSINESS) \$500.00
 - o CERTIFICATE OF OCCUPANCY BY CITY OF LIMA, AND AMERICAN TOWNSHIP FIRE DEPARTMENT
 - o RETAIL CULTIVATION FACILITIES PROHIBITED
 - o MEDICAL, RECREATIONAL OR ADULT USE CANNABIS CULTIVATION AND PROCESSING FACILITIES PROHIBITED IN ALL ZONING DISTRICTS
 - o AMERICAN TOWNSHIP IMPACT FEE PAYMENT REQUIRED (ONE TIME PAYMENT) – PAID PRIOR TO ISSUANCE OF PERMIT \$10,000.00
 - o ANNUAL MEDICAL / ADULT USE CANNABIS ESTABLISHMENT PERMIT AND ANNUAL RENEWAL \$500.00
- \$500.00 ANNUAL PERMIT RENEWAL REQUIRED

VII. MISCELLANEOUS PERMIT FEES:

- o ADULT MASSAGE PARLOR - CONDITIONAL USE PERMIT APPLICATION AND BZA PUBLIC HEARING & DECISION LETTER \$500.00
 - ADULT MASSAGE PARLOR PERMIT \$500.00
 - CHANGE OF USE PERMIT (IF USING PRIOR ESTABLISHED BUSINESS OPERATION) \$500.00
 - ADULT MASSAGE PARLOR ANNUAL PERMIT RENEWAL CHARGE (JANUARY 15TH EACH YEAR) \$500.00
- o RE-ISSUANCE OF ZONING PERMIT, IF NO WORK STARTED AFTER 1 YEAR. ½ OF ORIGINAL PERMIT FEE
- o STOP WORK ORDER / CONSTRUCTION / REMODELING / OTHER CONSTRUCTION WITHOUT PERMIT ISSUED - \$100.00 ADDED TO PERMIT ISSUED
- o FLOODPLAIN MODIFICATION / FILL DIRT ADDED TO FLOODWAY – MODIFICATION PLAN REQUIRED / STW3P REQ. \$500.00

- o ZONING RESOLUTION, PERMIT REPORTS, OR OTHER DOCUMENTATION REPRODUCTION \$0. 10 CENTS PER PG.
- o DOCUMENT VIDEO REPRODUCTION INCLUDES MEDIA STORAGE DEVICE \$75.00 1 HOUR. MIN.
- o CD ROM OF DOCUMENTS COPY \$10.00 PER CD.
- o DOCUMENT PHOTOGRAPH REPRODUCTION PER PAGE \$0.10 CENTS PER PG.
- o ZONING MAP REPRODUCTION \$1.00 PER PAGE
- o COMPLETE ZONING RESOLUTION COPY \$50.00
- o ZONING RESOLUTION VIOLATION PER DAY PER 519.99 OF OHIO REVISED CODE. \$500.00 PER DAY VIOLATION EXISTS

PROPERTY MAINTENCE CODE ADMINISTRATIVE CITATION WITH CIVIL PENALTY FEES:

- ADMINISTRATIVE CITATION / FIRST OFFENSE – \$ 100.00 CIVIL PENALTY FINE ASSESSMENT PER OFFENSE. NOT INDIVIDUAL VIOLATION.
- ADMINISTRATIVE CITATION – / SECOND OFFENSE - \$ 250.00 CIVIL PENALTY FINE ASSESSMENT PER OFFENSE. NOT INDIVIDUAL VIOLATION
- ADMINISTRATIVE CITATION – / THIRD OFFENSE - \$ 500.00 CIVIL PENALTY FINE ASSESSMENT PER VIOLATION. NOT INDIVIDUAL VIOLATION
- ADMINISTRATIVE CITATION - / FOURTH OFFENSE – REPEAT \$500.00 CIVIL FINE ASSESSMENT REFER TO LIMA CITY PROSECUTOR OFFICE

- ADMINISTRATIVE CITATION / MOTOR VEHICLE OFFENSE – FIRST OFFENSE – \$ 100.00 CIVIL PENALTY FINE ASSESSMENT PER OFFENSE.
 - ADMINISTRATIVE CITATION – / MOTOR VEHICLE OFFENSE - SECOND OFFENSE- \$ 250.00 CIVIL PENALTY FINE ASSESSMENT PER OFFENSE.
 - ADMINISTRATIVE CITATION – / MOTOR VEHICLE OFFENSE - THIRD OFFENSE - \$ 500.00 CIVIL PENALTY FINE ASSESSMENT PER OFFENSE
 - ADMINISTRATIVE CITATION - / MOTOR VEHICLE OFFENSE – REPEAT \$500.00 CIVIL FINE ASSESSMENT REFER TO LIMA CITY PROSECUTOR OFFICE
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- 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, ADMINISTRATIVE CITATIONS AND FINES MAYBE ISSUED TO COMPEL COMPLIANCE.