

**FAIRFIELD TOWNSHIP  
RESOLUTION NO. 26-12**

**RESOLUTION ESTABLISHING AND APPROVING THE 2026 ZONING FEE SCHEDULE.**

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Trustees of Fairfield Township, Butler County, Ohio, as follows;

**SECTION 1:** The Board hereby approves the 2026 Zoning Fee Schedule, as attached hereto as Exhibit "A".

**SECTION 2:** The Board hereby dispenses with the requirement that this resolution be read on two separate days, pursuant to RC 504.10, and authorizes the adoption of this resolution upon its first reading.

**SECTION 3** This resolution is the subject of the general authority granted to the Board of Trustees through the Ohio Revised Code and not the specific authority granted to the Board of Trustees through the status as a Limited Home Rule Township.

**SECTION 4:** That it is hereby found and determined that all formal actions of this Board concerning and relating to the passage of this Resolution were taken in meetings open to the public, in compliance with all legal requirements including §121.22 of the Ohio Revised Code.

**SECTION 5:** This resolution shall take effect at the earliest period allowed by law.

**Adopted:** January 13, 2026

**Board of Trustees**

**Vote of Trustees**

Michael Berding: \_\_\_\_\_

yes

Shannon Hartkemeyer: \_\_\_\_\_

yes

Joe McAbee: \_\_\_\_\_

yes

**AUTHENTICATION**

This is to certify that this is a resolution which was duly passed and filed with the Fairfield Township Fiscal Officer this 13th day of January, 2026.

**ATTEST:**

Shelly Schultz  
Shelly Schultz, Fairfield Township Fiscal Officer

**APPROVED AS TO FORM:**

Katherine Barbieri  
Katherine Barbieri, Township Law Director



## **FAIRFIELD TOWNSHIP ZONING DEPARTMENT**

### **2026 FEE SCHEDULE**

#### **ZONING CERTIFICATE APPLICATIONS**

##### **RESIDENTIAL DISTRICTS**

###### **NEW CONSTRUCTION**

|                                             |                   |
|---------------------------------------------|-------------------|
| Single-Family.....                          | \$550.00 per SFR  |
| Two-Family.....                             | \$400.00 per Unit |
| Multi-Family.....                           | \$400.00 per Unit |
| Remodeling/Addition, Basement Finishes..... | \$50              |

###### **ACCESSORY STRUCTURES**

|                                                        |      |
|--------------------------------------------------------|------|
| Fences, Gazebos, Pools, Porches, Pergola.....          | \$50 |
| Retaining Walls, Solar Panel.....                      | \$50 |
| Decks, Sheds, Detached Garages, Barns, Greenhouse..... | \$50 |
| Driveway Addition.....                                 | \$0  |

##### **BUSINESS AND INDUSTRIAL DISTRICTS**

|                                         |                                  |
|-----------------------------------------|----------------------------------|
| New Construction.....                   | \$.10 per sq. ft. (\$1,500 min.) |
| Tenant Finish, Remodel/Addition.....    | \$.07 per sq. ft. (\$750 min.)   |
| Change of Tenant – No Construction..... | \$200                            |
| Commercial Fence.....                   | \$100                            |
| Commercial Swimming Pool.....           | \$100                            |
| Commercial Satellite Dish/Antenna.....  | \$250                            |
| Foundation Only Permit.....             | \$100                            |
| Patio/Awning.....                       | \$100                            |
| Parking Lot.....                        | \$100                            |
| Temporary Events/Tent Sales.....        | \$100                            |

##### **SIGNS**

|                                             |                                            |
|---------------------------------------------|--------------------------------------------|
| Permanent Signs.....                        | \$150 (per Sign)                           |
| Sign Face Change.....                       | \$100                                      |
| Temporary Sign.....                         | \$80 (14-day max; 60 days<br>between uses) |
| Construction Project Development Signs..... | \$50 (per Sign)                            |

## **BOARD OF ZONING APPEALS**

### **ALL VARIANCES, CONDITIONAL USES, AND ADMINISTRATIVE APPEALS**

|                                      |       |
|--------------------------------------|-------|
| Residential or Agricultural.....     | \$400 |
| Commercial.....                      | \$500 |
| Applicant Requested Continuance..... | \$250 |

## **ZONING COMMISSION / BOARD OF TRUSTEES**

|                                               |         |
|-----------------------------------------------|---------|
| All Zone Changes and Text Amendments.....     | \$1,000 |
| Final PUD Plan.....                           | \$350   |
| Major PUD Modification – Public Hearings..... | \$500   |
| Minor PUD Modification – Administrative.....  | \$100   |
| Similar-Use Determination.....                | \$350   |
| Applicant Requested Continuance.....          | \$250   |

## **MISCELLANEOUS**

|                                                        |                             |
|--------------------------------------------------------|-----------------------------|
| Zoning Confirmation Letter.....                        | \$150                       |
| Lot Split/Consolidation Reviews.....                   | \$50                        |
| Zoning Code Printed.....                               | \$10                        |
| Zoning Map.....                                        | \$10                        |
| Comprehensive Plan.....                                | \$10                        |
| Sexually Oriented Business App Fee.....                | \$250                       |
| Annual Sexually Oriented Business Permit Review.....   | \$125                       |
| Subdivision Review.....                                | \$25 per lot                |
| Home Occupation.....                                   | \$50                        |
| Charges for Addendums/Revisions to approved plans..... | 50% of Original Certificate |
| Non-Sufficient Fund Fee.....                           | \$20                        |
| Credit Card Fee Per Transaction.....                   | \$2                         |
| Double Fee.....                                        | Fees shall be doubled for   |
| Work done without a zoning certificate                 |                             |

## **NUSIANCE ABATEMENT**

|                               |                            |
|-------------------------------|----------------------------|
| Administration Fees.....      | \$300.00                   |
| Mail and advertising.....     | Cost                       |
| Mowing per hour.....          | \$100 (\$100 min.) or Cost |
| Hauling Junk.....             | \$100 plus dump fees       |
| Removal of Junk Vehicles..... | \$100 plus haul fees       |

# Zoning Department Fees

| Type                                         | Recommended Charges 2026 | Fairfield Township 2025 | Liberty Twp            | West Chester Twp                          | Deerfield Twp                     | Clearcreek Twp    | Symmes Twp                              | Dohi Twp                 | Sycamore Twp                     |
|----------------------------------------------|--------------------------|-------------------------|------------------------|-------------------------------------------|-----------------------------------|-------------------|-----------------------------------------|--------------------------|----------------------------------|
| <b>Residential</b>                           |                          |                         |                        |                                           |                                   |                   |                                         |                          |                                  |
| Residential 1st New Construction             | \$ 500.00                | \$ 400.00               | \$ 400.00              | \$ 400.00                                 | \$ 300.00                         | \$ 344.00         | \$ 5246. + \$48 per unit                | \$ 160.00                | \$ 100.00                        |
| Residential Two Family Units                 | \$480 per unit           | \$480 per unit          | \$800.00               | \$270 per unit                            | -                                 | \$111 per unit    | \$246. + \$48 per unit                  | -                        | \$180 per unit                   |
| Residential 1st New Construction             | \$480 per unit           | \$750 per unit          | \$500/\$200 per unit   | 270 per unit (not building, \$10,000 max) | \$150 per unit                    | \$111 per unit    | \$246. + \$48 per unit                  | -                        | \$180 per unit                   |
| Residential 1st/2nd/3rd Party                | \$ 40.00                 | \$100 per unit          | \$ 5.00                | \$ 5.00                                   | -                                 | -                 | \$158 plus \$48                         | \$ 60.00                 | \$ 60.00                         |
| Remodeling/Room Addition                     | \$ 40.00                 | \$ 40.00                | \$ 15.00               | \$ 50                                     | \$ 75.00                          | \$ 100.00         | -                                       | \$ 60.00                 | \$ 60.00                         |
| <b>Commercial Plans</b>                      |                          |                         |                        |                                           |                                   |                   |                                         |                          |                                  |
| Commercial New Construction                  | \$18 p/sf, 1,500 min     | \$18 p/sf, \$1,000 min  | \$7 p/sf, \$1500 min   | \$7 p/sf, \$2,500 min                     | \$15 p/sf, \$600 min, \$5,000 max | \$200/\$400/\$500 | \$180/\$517/ 17 p/sf/\$1110. + 21. \$48 | \$200/\$100/\$400/\$500  | \$250/ 18 p/sf/\$1800. + 05. \$1 |
| Temat Plans/New Use                          | \$7 p/sf, \$750 min      | \$7 p/sf, \$500 min     | \$7 p/sf, \$1500 min   | \$100.00                                  | \$ 200.00                         | -                 | \$415. + \$48                           | \$ 140.00                | \$ 200.00                        |
| Change of Tenat - No Construction            | \$ 200.00                | \$ 150.00               | \$ 150.00              | -                                         | \$ 5.00                           | -                 | \$151. + \$48                           | \$ 140.00                | \$ 200.00                        |
| Commercial Remodeling/Addition               | \$7 p/sf, \$750 min      | \$7 p/sf, \$500 min     | -                      | -                                         | -                                 | -                 | \$415. + \$48                           | \$200/\$100/\$400/\$500  | \$250/ 18 p/sf/\$1800. + 05. \$1 |
| Industrial New Construction                  | \$18 p/sf, 1,500 min     | \$18 p/sf, \$1,000 min  | -                      | -                                         | -                                 | -                 | \$180/\$517/ 17 p/sf/\$1110. + 21. \$48 | \$200/\$100/\$400/\$500  | \$250/ 18 p/sf/\$1800. + 05. \$1 |
| Public/Amuse                                 | \$100.00                 | \$100.00                | \$100.00               | \$100.00                                  | \$100.00                          | -                 | \$250 + \$48                            | -                        | \$100.00                         |
| Parking Lot                                  | \$100.00                 | \$100.00                | \$ 40.00               | \$100.00                                  | \$100.00                          | -                 | \$250 + \$48                            | -                        | \$100.00                         |
| Job Trailer                                  | \$100.00                 | \$100.00                | -                      | \$100.00                                  | \$ 40.00                          | -                 | -                                       | -                        | -                                |
| Commercial Remodeling/With                   | \$100.00                 | \$100.00                | -                      | \$100.00                                  | \$100.00                          | -                 | \$250 + \$48                            | \$100.00                 | \$100.00                         |
| Foundation Only Permits                      | \$100.00                 | \$100.00                | -                      | \$100.00                                  | -                                 | \$ 5.00           | -                                       | -                        | -                                |
| Removal of Non-Residential Permits           | \$ 5.00                  | -                       | -                      | -                                         | -                                 | \$ 200.00         | -                                       | -                        | -                                |
| Temporary Non-Residential Structure          | \$ 5.00                  | \$ 5.00                 | -                      | -                                         | \$ 60.00                          | \$ 25.00          | \$ 5.00                                 | -                        | \$ 100.00                        |
| Commercial Swimming Pools                    | \$100.00                 | \$100.00                | -                      | -                                         | -                                 | -                 | \$250 + \$48                            | \$100.00                 | \$ 200.00                        |
| Commercial Satellite Dish/Antenna            | \$ 200.00                | \$ 200.00               | -                      | -                                         | -                                 | -                 | \$250 + \$48                            | -                        | \$ 100.00                        |
| Landfill and Excavation                      | \$ 5.00                  | \$ 5.00                 | -                      | -                                         | -                                 | -                 | \$151. + \$48                           | \$59 p/sf                | \$ 5.00                          |
| Gravel and Stone/Excavation                  | \$ 5.00                  | \$ 5.00                 | -                      | -                                         | -                                 | -                 | \$2460 + \$48                           | -                        | \$ 5.00                          |
| Accessory/Temp Structures/Uses               | \$ 5.00                  | \$ 5.00                 | -                      | -                                         | -                                 | \$ 5.00           | -                                       | \$100.00                 | \$250/ 18 p/sf/\$1800. + 05. \$1 |
| <b>Accessory Structures</b>                  |                          |                         |                        |                                           |                                   |                   |                                         |                          |                                  |
| Pools                                        | \$ 50.00                 | \$ 40.00                | \$ 25.00               | No Charge                                 | \$ 40.00                          | \$18.00           | \$158 plus \$48                         | \$ 25.00                 | No Charge                        |
| Decks                                        | \$ 50.00                 | \$ 40.00                | \$ 25.00               | No Charge                                 | \$ 40.00                          | \$18.00           | \$158 plus \$48                         | \$ 25.00                 | No Charge                        |
| Garages                                      | \$ 50.00                 | \$ 40.00                | \$ 25.00               | No Charge                                 | \$ 40.00                          | \$18.00           | \$158 plus \$48                         | \$ 25.00                 | No Charge                        |
| Fence/Decking/With                           | \$ 50.00                 | \$ 40.00                | \$ 25.00               | No Charge                                 | \$ 40.00                          | \$18.00           | \$158 plus \$48                         | \$ 25.00                 | No Charge                        |
| Satellite Dish                               | \$ 5.00                  | -                       | -                      | No Charge                                 | -                                 | -                 | \$158 plus \$48                         | \$ 25.00                 | No Charge                        |
| Home Occupations                             | \$ 50.00                 | \$ 30.00                | \$ 25.00               | No Charge                                 | \$ 40.00                          | -                 | \$158 plus \$48                         | \$ 25.00                 | \$ 50.00                         |
| <b>Accessory Buildings</b>                   |                          |                         |                        |                                           |                                   |                   |                                         |                          |                                  |
| Sheds                                        | \$ 50.00                 | \$ 50.00                | \$ 25.00               | No Charge                                 | \$ 60.00                          | \$18.00           | \$158 plus \$48                         | \$ 25.00                 | \$25, over 200. \$1              |
| Detached Garages                             | \$ 50.00                 | \$ 50.00                | \$ 25.00               | No Charge                                 | \$ 60.00                          | \$18.00           | \$158 plus \$48                         | \$ 25.00                 | \$25, over 200. \$1              |
| Barns                                        | \$ 50.00                 | \$ 50.00                | \$ 25.00               | No Charge                                 | \$ 60.00                          | \$18.00           | \$158 plus \$48                         | \$ 25.00                 | \$25, over 200. \$1              |
| Greenhouses                                  | \$ 50.00                 | \$ 50.00                | \$ 25.00               | No Charge                                 | \$ 60.00                          | \$18.00           | \$158 plus \$48                         | \$ 25.00                 | \$25, over 200. \$1              |
| <b>Signage</b>                               |                          |                         |                        |                                           |                                   |                   |                                         |                          |                                  |
| Permanent Signs                              | \$ 150.00                | \$100.00                | \$100. + \$20 per sign | \$150.00                                  | \$125.00                          | \$2 per sf        | \$251. + \$1.01 sf plus \$48            | \$100 plus \$1.50 per sf | \$100. + \$1.00 sf               |
| Temporary Signs                              | \$ 80.00                 | \$ 80.00                | \$ 25.00               | \$ 25.00                                  | \$ 30.00                          | \$2 per sf        | \$250 + \$48                            | -                        | \$ 200.00                        |
| Temporary Party/Event Signs                  | \$ 100.00                | \$ 40.00                | \$ 40.00               | \$ 40.00                                  | \$ 60.00                          | -                 | \$151 plus \$48                         | \$100.00                 | -                                |
| Construction Property/Development            | \$ 50.00                 | \$ 60.00                | -                      | -                                         | -                                 | -                 | -                                       | -                        | -                                |
| Wall up to 12' \$1                           | \$ 5.00                  | \$ 5.00                 | -                      | \$ 25.00                                  | -                                 | \$ 5.00           | -                                       | \$ 5.00                  | -                                |
| Special Message                              | \$ 5.00                  | -                       | \$ 5.00                | \$ 15.00                                  | -                                 | -                 | \$ 5.00                                 | \$ 5.00                  | -                                |
| Sign Face Change                             | \$ 100.00                | \$100.00                | -                      | \$ 5.00                                   | -                                 | -                 | \$200. + \$48                           | \$100 plus \$1.00 per sf | \$ 250.00                        |
| <b>Board of Zoning Appeals</b>               |                          |                         |                        |                                           |                                   |                   |                                         |                          |                                  |
| Ag and Residential District/Conditional Uses | \$ 400.00                | \$ 400.00               | \$ 250.00              | \$ 150.00                                 | \$ 160.00                         | \$ 688.00         | \$250/\$255                             | \$ 300.00                | \$ 150.00                        |
| Business and Manufacturing District/CU       | \$ 500.00                | \$ 400.00               | \$ 200.00              | \$ 400.00                                 | \$ 400.00                         | \$ 688.00         | \$1219/\$2013/\$1119/\$5014             | \$ 300.00                | \$ 250.00                        |

