

ORDINANCE NO. 2-2025

AN ORDINANCE BY THE COUNCIL OF THE CITY OF NEW PHILADELPHIA, OHIO TO AMEND CHAPTER 1309 BUILDING PERMIT FEES OF THE NEW PHILADELPHIA CODIFIED ORDINANCES, AND DECLARING AN EMERGENCY.

WHEREAS, as there is a need to update the City's current Ordinances in Section 1309 of the New Philadelphia Codified Ordinances to change the permit fee schedule.

NOW THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF NEW PHILADELPHIA, OHIO, THAT:

SECTION 1. Codified Ordinance Chapter 1309 Building Permit Fees of the New Philadelphia Codified Ordinances is amended to read as follows:

CHAPTER 1309  
Building Permit Fees

1309.01	Permit Required	1309.04	Permit Fees
1309.02	Applications for Permits	1309.99	Penalty
1309.03	Expiration of Permit		

1309.01 PERMIT REQUIRED

Excavation for construction or alteration of any building, sidewalk, parking lot, driveway, curb, sign, fence, wall, or other permanent exterior structural improvement shall not be undertaken until a permit has been issued by the Code Administrator. No building, structure, or any part thereof shall be razed, demolished, or torn down without a permit to do so. A permit may not be required for repair, replacement, or restoration work undertaken to eliminate the effects of decay or damage to a structure provided such work does not alter the original configuration of such structure.

1309.02 APPLICATIONS FOR PERMITS

- (a) All applications for permits shall be submitted to the Code Administrator upon forms provided by the Department of Public Service. Applicants shall answer all relevant questions and complete all relevant information on said applications as well as any other information requested by the Code Administrator necessary to ensure that the proposal conforms to the provisions of the City's Codes.
- (b) Applicants shall provide a site plan drawn to scale that shows the following:
  - (1) The dimensions of the lot(s) to be built upon.
  - (2) The dimensions and locations of all proposed and existing structures on the lot to be built upon.
  - (3) The dimensions and locations of all existing and proposed parking areas, driveways, walkways, patios, and any other impervious surfaces on the lot to be built upon.
  - (4) Any streets, alleys, rights-of-way, and easements located on and/or contiguous to the lot to be built upon.

(5) All setback dimensions shall be measured as described in Chapter 1108.

(c) Applicants shall provide other information as requested by the Code Administrator that is necessary to ensure the proposal conforms to the provisions of the City's Codes.

(d) The land to be built upon shall have the dimensions of any proposed buildings and/or structures staked out on the ground before construction begins and are subject to inspection by the Department of Public Service.

#### 1309.03 EXPIRATION OF PERMIT

If the work approved in any residential permit has not been completed within one year of the date of issuance thereof, the permit shall expire. If the work approved in any commercial permit has not been completed within two years of the date of issuance thereof, the permit shall expire. The Code Administrator may extend the original permit for a period of one year if good cause is shown.

#### 1309.04 PERMIT FEES

(a) Permit fees are required at the time an application is submitted and are nonrefundable. Such monies shall be deposited to the credit of the Department of Public Service.

(b) The following fee schedule shall be used:

<b>RESIDENTIAL PERMITS</b>		
Single-Family Dwelling		\$150.00
Two-Family Dwelling		\$250.00
Three-Family Dwelling		\$100.00/unit
Residential Addition		\$50.00
Residential Accessory Uses:		
	Garage, Shed	\$50.00
	Deck, Porch, Patio	\$50.00
	Fence	\$50.00
	Swimming Pool, Recreational Court/Facility	\$100.00
	Concrete, Asphalt, Other Finished Surfaces	\$50.00
Residential Demolition		\$75.00

<b>COMMERCIAL PERMITS</b>		
Commercial, Industrial, Institutional Building		\$350.00
Multi-family Dwelling (4 units and above)		\$100.00/unit
Commercial Addition		\$250.00
Commercial Accessory Uses:		
	Garage, Shed	\$50.00
	Deck, Porch, Patio	\$50.00
	Fence	\$50.00
	Swimming Pool, Recreational Court/Facility	\$100.00
	Concrete, Asphalt, Other Finished Surfaces	\$50.00
Commercial Demolition		\$150.00

<b>OTHER PERMITS</b>		
Certificate of Zoning Compliance		\$50.00
Curb Cut		\$50.00
Right-of-Way		\$50.00
Lot Split/Consolidation		\$100.00
Signage		\$100.00/sign
Mobile Food Vendor:		
	Type 1	\$75.00/year
	Type 2	\$100.00/year
	Type 3	\$125.00/year
SWP3		\$200.00
Flood Plain		\$100.00
Review Boards:		
	Board of Zoning Appeals	\$100.00
	Design Review Board	\$100.00
	Planning Commission	\$100.00

#### 1309.99 PENALTY

Whoever violates any provision of this chapter shall be fined not more than fifty dollars (\$50.00). A separate offense shall be deemed committed each day during or on which a violation occurs or continues.

SECTION 2. This Ordinance is hereby declared to be an emergency measure and its immediate passage is necessary in order to preserve, protect and maintain the health, safety and welfare of the citizens of the City of New Philadelphia, Ohio.

SECTION 3. This Ordinance shall take effect and be in force immediately upon its passage.

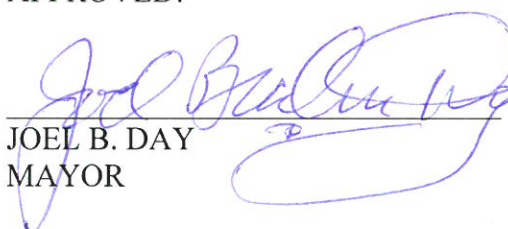
PASSED: Mar 10, 2025

  
DONALD C. KEMP  
PRESIDENT OF COUNCIL

ATTEST:

  
JULIE COURTRIGHT  
CLERK OF COUNCIL

APPROVED:

  
JOEL B. DAY  
MAYOR

SPONSORED BY: SPECIAL AND CONTACT COMMITTEE