

City of Butler Administrative Fee Schedule

1

This Administrative Fee Schedule Adopted by Resolution 2024-08-08 is Effective August 8, 2024, and Shall Remain in Effect Until Changed by City Council.	
Description	Fee
Parking	
Street Meter Parking Permit (per month)	\$ 55.00
Farmers' Market parking lot (per month)	\$ 35.00
Center Avenue parking lot (per month)	\$ 35.00
Quarry Street parking lot (per month)	\$ 35.00
City lot - North St (per month)	\$ 70.00
City lot 2 (per month)	\$ 50.00
N. Main St. parking lots (per month)	\$ 70.00
Centre City parking garage (per month)	\$ 70.00
Tier parking garage (per month)	\$ 70.00
McKean Street parking garage (per month)	\$ 70.00
Diamond St. lot (per month)	\$ 70.00
Centre City Parking Pay Station (per 24 hour period)	\$ 15.00
Bagged Meters (per day)	\$ 10.00
Shelters	
Optimist and Tack	
Weekdays	\$ 55.00
Weekends & Holidays	\$ 65.00
Miller, Rotary and Deal	
Weekdays	\$ 60.00
Weekends & Holidays	\$ 70.00
Alcohol Permits	
Weekdays	\$ 30.00
Weekends & Holidays	\$ 40.00
Fire House Shelter (All Days)	\$ 35.00
Lori K. Bauer Shelter (All Days)	\$ 40.00
Father Marinaro Park Shelters (All Days)	\$ 35.00
Ritts Park Shelters (All Days)	\$ 35.00
Institute Hill Playground Shelter (All Days)	\$ 35.00
Rotary Playground Shelter (All Days)	\$ 35.00
<i>Shelter Fees for schools are one-half the established rate. Fee for non-profit organization located within City limits is one-half the rate for first-time use and the full rate thereafter.</i>	
Health Inspection *must be physical visit	
Annual Health Inspection/ Restaurants - Institutions	\$ 100.00
Health Inspection Fee for Non-profit Organizations	\$ 100.00
Initial Health Inspection for New Establishments	\$ 190.00
Health Inspector's Fee for New Ownership/Existing Establishment (includes Plan Review)	\$ 190.00
Health Inspector's Plan Review for New Construction	\$ 115.00
Late Payment Fee (5 days late after the end of the month)	\$ 30.00
Temporary Food Establishment Permit (Seasonal Health Inspection)	\$ 45.00
Miscellaneous Use of City Property	
Farmers' Market	
Weekdays	\$ 50.00
Weekends & Holidays	\$ 60.00
Solicitation Permits	
Permit for period of three months (as of Jan. 1, 2016)	\$ 75.00
Miscellaneous Fees	
Returned Check Fee	\$ 35.00
Duplicate Tax Card	\$ 10.00
Tax Certification Letters	\$ 30.00
No Lien Letters	\$ 30.00
Photo Copies - Per Page	\$ 0.25

Due to costs of processing, refunds of \$2.00 or less will NOT be processed.

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2024

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2

Description	Fee
Special Event Fees	
Special Event Permit/Application Fee	\$ 50.00
Special Event Permit/Application Fee within 30 days of Event	\$ 100.00
Deposit for Event with Food and/or Beverage	\$ 300.00
Deposit for Other Events	\$ 50.00
Street Openings	
	\$150/opening plus \$1.00/foot
Bureau of Police	
Copy of Accident Report	\$ 15.00
Copy of Incident Report	\$ 15.00
Copy of Photographs (each)	\$ 5.00
Copy of Videos (each)	\$ 50.00
Dog Law Violation	\$ 15.00
Funeral Escorts	\$ 50.00
Civil Service Test Fee	\$ 50.00
Bagged Meter Fees (per day)	\$ 5.00
Bureau of Fire	
Emergency Rescue Services (Per Motor Vehicle or Individual)	
Hazard Control/Scene Lighting/Application of Oil Absorbent	\$ 250.00
Hazmat Response/Technical Rescue/Extrication	\$ 500.00
Miscellaneous	
Body Removal/Assist Coroner/Assist Funeral Home	\$ 250.00
Copies of photos	\$ 1.00
Fire Watch/Monitor (per Hour)	\$ 100.00
Fire Safety Instruction (Outside City/per Hour + Cost of Extinguishers/Materials)	\$ 50.00
Fire Reports	\$ 50.00
Civil Service Test Fee	\$ 50.00
Fire Inspection (Commercial)	no fee
Fire Inspection (Residential Rental)	no fee
False Alarm Fees	
False Alarms (first three at Same Premises)	no fee
Fourth False Alarm	\$ 125.00
Fifth False Alarm	\$ 150.00
Sixth False Alarm	\$ 175.00
Seventh False Alarm	\$ 200.00
Subsequent False Alarms	25.00 add'l each incident
Office of Business and Community Development	
Occupancy Permits	
Home Occupation (Zoning Occupancy Permit)	\$ 60.00
Zoning Occupancy Permit (If No Building Permit Required):	
Single Family Dwelling	\$ 60.00
Multi-Family Dwelling (Fee Per Unit)	\$ 60.00
Garage/Carport (less than 1,000 Sq.Ft.)	\$60.00/per stall
Sheds, Greenhouses, Fences, Misc.	
Commercial Tent Permit	\$ 150.00
Swimming Pools (In & Above Ground)	\$ 60.00
Commercial:	
Up to 5,000 Square Feet	\$ 75.00
Each Additional 1,000 Square Feet	\$ 10.00
Industrial:	
Up to 5,000 Square Feet	\$ 100.00
Each Additional 1,000 Square Feet	\$ 10.00
Certificate of Occupancy for Uncertified Buildings per UCC:	
Uncertified buildings up to 5,000 Square Feet	\$ 400.00
Each Additional 1,000 Square Feet of uncertified building	\$ 10.00
Fire Escrow Inspection	
Per inspection	\$ 75.00

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2024

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3

Description	Fee
Office of Business and Community Development	
Review Boards	
Planning Commission (Conditional Use)	
Residential (Owner Occupied)	\$ 600.00
Commercial/Industrial	\$ 700.00
Zoning Hearing Board (Variance to Ordinance)	
Residential (Owner Occupied)	\$ 600.00
Commercial/Industrial	\$ 700.00
Code Mgt. Appeals Board - IBC/PMC	
Residential/Commercial/Industrial	\$ 600.00
Subdivision/Lot Line Revision Fee	\$ 250.00
Plan Review Fees	
All initial <i>Commercial</i> reviews will be completed within Thirty (30) business days from receipt. All initial <i>Residential</i> reviews will be completed within Fifteen (15) business days.	
COMPLIANCE WITH THE INTERNATIONAL BUILDING CODE	
New Construction and/or Additions Complete Code Review ^{1,2,3}	
B, R-1, R-2, R-3	
Business Use and Residential (hotels/motels, non-transient occupants, & multi-family)	
First 15,000 square feet (per s.f.)	0.17
15,001 square feet up to total square feet (per s.f.)	0.09
A, E, H, I	
Assembly Use Groups, Education Use, Hazardous Use, Institutional Use	
First 15,000 square feet (per s.f.)	0.19
15,001 square feet up to total square feet (per s.f.)	0.11
M	
Mercantile Use	
First 12,000 square feet (per s.f.)	0.15
12,001 square feet up to total square feet (per s.f.)	0.08
F, S, U	
Factory Use, Storage Buildings, Utility Buildings	
First 12,000 square feet (per s.f.)	0.14
12,001 square feet up to total square feet (per s.f.)	0.08
Single Family Dwelling and Townhouse (IRC)	
Unlimited Area per unit	\$ 150.00
Residential, Decks, Accessory Structures, Pools, etc.	
Unlimited Area per structure	\$ 75.00
¹ Renovations or Alterations to existing structures based on 75% of New Construction Review Cost. (Commercial Only)	
² Review fees reflect an initial review & review of one subsequent revision. Any additional required reviews will be conducted at 50% of the original cost. (Commercial Only)	
³ Square footage shall include the aggregate sum of each dissimilar floor level.	
Miscellaneous (Commercial Only)	
Minor commercial alterations	
≤ 1000 square foot per hour	\$ 125.00
Stand alone Mechanical, Plumbing, Electrical & Fire Protection	
per hour	\$ 125.00
Preliminary Review (Height & Area & Type of Construction)	
per hour	\$ 125.00

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2024

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4

Description	Fee
Miscellaneous Fees	
UCC Act 13 of 2004 Municipal Code Official Training Fee	\$ 4.50
Sewer Disconnection (Contact BASA)	30.00
City of Butler Zoning Ordinance Publication	35.00
City of Butler Zoning Maps	20.00
Correspondence Service Fee (When Applicable)	25.00
24-inch by 36-inch Copies (+/-)Copies / 36-inch by 38-inch (+/-) maps	\$10.00 + Postage
Preliminary Code Review	\$ 75.00
Floodplain maps / 24-inch by 24-inch (+/-) maps	\$5.00 + Postage
Bid Package Fee	\$75 (Non-refundable)
Zoning Conformation Letters	\$ 20.00
Document Retrieval Fee	\$50/hr. & .25/copy
Rezoning Fee	\$ 2,500.00
Curb Cuts	\$6.00/linear foot
Land Development & PRD Review Fees (per lot or acre)	\$ 225.00
Curative Amendment to Zoning Ordinance	\$ 2,500.00
Sewage Facilities Planning Modules - Residential	\$ 100.00
Sewage Facilities Planning Modules - Commercial	\$ 125.00
Floodplain Review - Residential	\$ 75.00
Floodplain Review - Commercial	\$ 100.00
Municipal Engineering Hourly Rates	
Principal	\$ 175.00
Professional & Technical (PT)	
PT IX	\$ 163.00
PT VIII	\$ 151.00
PT VII	\$ 139.00
PT VI	\$ 125.00
PT V	\$ 112.00
PT IV	\$ 102.00
PT III	\$ 91.00
PT II	\$ 73.00
PT I	\$ 58.00
Survey Field Crews	
Three-man Field Crew	\$ 232.00
Two-man Field Crew	\$ 174.00
One-man Field Crew	\$ 140.00
Two-man GPS Field Crew	\$ 200.00
One-man GPS Field Crew	\$ 140.00
Inspection	
Inspector III	\$ 91.00
Inspector III	\$ 73.00
Inspector I	\$ 58.00
Schedule of Building, Electrical, Plumbing, HVAC, Fire, Demolition, Driveway, Parking Lot, Sidewalk and Sign Permit Fees. Note: Occupancy Permit Fee is Included in this Schedule	
Valuation	Fee
Up to \$1000	\$ 75.00
	Additional \$7.00/Thousand
Gaming License Fees	
Ordinance #1632 Council Bill #2010-10 amended Ordinance #1641 Council Bill #2011-07	Annual Fee
All Pinball Machines	\$ 50.00
Coin-operated pool tables	\$ 50.00
Shuffleboards or bowling machines	\$ 50.00
Pocket billiards or billiards	\$ 40.00
Novelty Machines	\$ 50.00
PA Skill Games	\$ 100.00
Video Games	\$ 50.00
Juke box	\$ 40.00
Devices not fitting above/including poker-type machines	\$ 50.00

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