

NOTICE – APPLICATION FEES

Per Resolution 2017-44

Beginning TUESDAY, SEPTEMBER 19, 2017, there are additional fees due at the time that an application is filed, as listed below. These fees are in addition to the Building Permit application fees. **Applications will not be processed until these fees are received by the City.**

Residential

New 1, 2, and 3-Family - \$600 for civil plan review and inspections
\$1,000 money order made payable to “City of Blue Ash” as a *site conditions guarantee**

There are no additional fees for civil plan review and inspections other than the fee due with submittal (except under extraordinary conditions). This fee covers civil/site plan review prior to the issuance of any building permits for new residential construction and for inspections to verify compliance with site plans and compliance with requirements for soil and erosion control.

Commercial

“New Building” and “Addition” - \$200 for architectural plan review
\$1,000 money order made payable to “City of Blue Ash” as a *site conditions guarantee**

In addition to the commercial fees noted above, the applicant will be billed by the City for the City Engineer’s civil/site plan review fees and for site inspections to verify compliance with site plans, construction standards, and for compliance with requirements for soil and erosion control. (Contact the City in advance of permit filing if you would like a fee estimate.)

*The *site conditions guarantee* money order will be held by the City of Blue Ash for the duration of the project and the funds will be returned to the applicant at the close of the project if not used by the City. The purpose of the site conditions guarantee is to ensure that the site and adjacent public lands (rights-of-way) are maintained in a clean and workmanlike condition and consistent with the requirements of the permit and any other applicable laws and regulations, including the Blue Ash Code of Ordinances. Situations in which the City will cash the money order and use the funds include, but are not limited to, the following:

- To stabilize unstable slopes
- To fill and grade excavations not completed as required
- To install silt fences, dandy bags, and other soil erosion control measures
- To restore damage to public property caused by the property owner, applicant, or any contractor on the site
- To clean and sweep public roadways and sidewalks

Typically, the City will hire a private person or firm to complete the necessary work at the current market rate. If the City uses the full amount of the site conditions guarantee, the applicant will be billed for the total cost. The City may also take legal action to recover all costs and will withhold the Certificate of Occupancy.

Resolution 2017-44 also establishes the following fees related to Planning and Zoning approvals and processes, which are separate from building permits:

Application		Submittal Fee	Additional Fee
Zoning Amendment	Map	\$ 500.00	none
	Text	\$ 500.00	none
Zoning Appeal to BZA	Residential	\$ 100.00	none
	Commercial	\$ 300.00	none
	Sign(s)	\$ 100.00	none
Zoning Appeal to City Council		\$ 200.00	none
Board of Site Arrangement Plan Review		none	CT pass through
Conditional Use Permit		\$ 1,000.00	none
Subdivision	Preliminary Plan	\$ 1,000.00	none
	Improvement Plan	none	CT pass through
	Final Plat	\$ 400.00	none
	Inspections	none	CT pass through
Planned Unit Development	Preliminary Plan	\$ 1,000.00	none
	Final Plan		
	Improvement Plan	none	CT pass through
	Final Plat	\$ 200.00	none
	Inspections	none	CT pass through
Civil Plan Review & Site Inspections (City Engineer)	Residential		
	Single-family	\$ 600.00	none
	Two-family	\$ 600.00	none
	Three-family	\$ 600.00	none
	Non-Residential, in addition to other fees specified		
	Site work only	none	CT pass through
	Multi-family	none	CT pass through
	New building	none	CT pass through
	Inspections	none	CT pass through
	Site Research	Direct Bill	
Architectural Plan Review		\$ 200.00	
Site Conditions Guarantee	Residential and Commercial	\$ 1,000.00	if necessary

The City of Blue Ash contracts with CT Consultants to act as the City Engineer and to provide civil/site plan review and inspections of improvements on private property within Blue Ash. The Municipal Code requires anyone who causes the City to incur a charge for such services to reimburse the City for the full amount (“CT pass through”).