RESOLUTION #2-2026

COMPREHENSIVE FEE RESOLUTION

A RESOLUTION OF THE MEMBERS OF SAXONBURG BOROUGH COUNCIL, BUTLER COUNTY, PA, AMENDING AND REVISING THE SCHEDULE OF FEES PER BOROUGH ORDINANCES

WHEREAS, various Ordinances of Saxonburg Borough allow for the setting of fees by Resolution to defer the cost of their administration; and

WHEREAS, the Saxonburg Borough Council is desirous of establishing a schedule of fees in a single document; and

WHEREAS, in keeping with good practice, Saxonburg Borough Council periodically review the schedule of fees and make appropriate revisions thereto; and

WHEREAS, Saxonburg Borough Council has determined that certain revisions are necessary and in the best interest of the Borough;

THEREFORE, this schedule of fees be established as contained herein and that this Resolution shall replace all previous Fee Resolutions.

BUILDING PERMIT FEES

RESIDENTIAL and NON-RESIDENTIAL

The fees for construction activities including but not limited to new buildings, additions, interior alterations, swimming pools, mobile home placement, manufactured homes on foundations, and tenant build-outs are set by the Borough's appointed Inspector. Their fee schedule is incorporated into the Comprehensive Fee Resolution, by reference.

SIGN PERMITS (May have an additional fee for inspections for Uniform Commercial Code

Each Sign, Freestanding/Monument -	**$100.00**
Each Sign, Building -	**$75.00**
Each Sign, Overhanging -	**$60.00**
Existing Sign Panel Replacement -	**$50.00**

ROAD OCCUPANCY PERMITS

Residential Driveway Opening - **$125.00**

Commercial Driveway Opening - **$300.00**

All Other Borough Right-of-Way Openings:

Road Cuts - **$300.00**

Trenching in Borough Right-of Way - **$20.00 per linear foot**

SOLICITATION PERMITS (PER PERSON RATES)

Per Day **$20.00**

Per Week **$70.00**

Per Month **$185.00**

Soliciting hours are 9:00 am – 5:00 pm Monday through Saturday
NO SUNDAYS OR HOLIDAYS
Driver's License and Registration are required

Non-door-door solicitation as an event participant: $20 for one day or fraction thereof. For repetitive events, the fee for a seasonal permit will be established as $20 x the number of days the event is scheduled.

~~Mingle on Main Street Rates are set by the Saxonburg Area Business Association and are not part of this Resolution.~~

LAND DEVELOPMENT

Copy of Land Development Ordinance - **$25.00**

RESIDENTIAL SUBDIVISION (Preliminary, Final)

Application fee (0-4 Lots) - **$500.00**

Application Fee (5 Lots or More) - **$500.00 plus $100.00 per lot**

NON-RESIDENTIAL SUBDIVISION (Preliminary, Final)

Application Fee - **$500.00 plus $100.00 per acre**

RESIDENTIAL LAND DEVELOPMENT (Preliminary, Final)

Application Fee - **$500.00 plus $100.00 per dwelling unit**

NON-RESIDENTIAL LAND DEVELOPMENT (Preliminary, Final)

Application Fee - **$500.00 plus $125.00 per acre**

ESCROW DEPOSIT

Minor Subdivision (4 lots or fewer) - **$500.00 per lot**

Major Subdivision (5 lots or greater) - **$450.00 per lot**

Land Development - **$2,000.00 per acre**

COMPREHENSIVE PLAN

Comprehensive Plan Copy - **$50.00**

COPIES

8 ½" x 11" - **$.25 per copy**

24" x 36" - **$2.00 per page**

Certified Copies **$1.00 per page**

ZONING

RESIDENTIAL ZONING APPROVAL

The fee for zoning approval for residential use is **$75.00**

NON-RESIDENTIAL ZONING APPROVAL

The fee for zoning approval for non-residential use is **$100.00**

Zoning Ordinance Copy - **$25.00**

HEARING FEES

Conditional Use Application	**$1,000.00**
Zoning Hearing Board Application	**$1,000.00**
Variance Hearing Application	**$1,000.00**
Use by Special Exception	**$1,000.00**
Re-Zoning Request	**$1,000.00**
Amendment to Zoning Ordinance	**$1,000.00**

Validity Challenges **$1,000.00**

All Other Appeals **$1,000.00**

Plus one-half the cost of a Court Stenographer

FIRE PREVENTION AND PREMISES INSPECTION

FIRE PREVENTION INSTALLATION AND TESTING

The fees for fire prevention and premises inspection are set by the Borough appointed Inspector. Their fee schedule is incorporated into the Comprehensive Fee Resolution by reference.

BUILDING AND FIRE CODE OF APPEALS BOARD

Residential - **$1,000.00 plus** actual cost of transcript if preparation is requested

Non-Residential - **$1,000.00 plus** actual cost of transcript if preparation is requested

OTHER FEES

Municipal No-Lien Letters - **$50.00**

Police Traffic Report - **$20.00**

Demolition Permit and Mobile Home Removal- **$100.00**

NOW THEREFORE, let it be resolved that this Resolution shall become effective 30 days after adoption, and remain in effect until amended by Saxonburg Borough Council.

ATTEST:

_____
President of Council

_____
Secretary

Adopted January 5th, 2026

BOROUGH SEAL: