



# TRUMBULL COUNTY COMMISSIONERS

160 HIGH STREET, N.W.  
WARREN, OHIO 44481-1093  
330-675-2451  
Fax: 330-675-2462

Commissioners  
Mauro Cantalamessa  
Frank S. Fuda  
Niki Frenchko

Clerk  
Paula J. Vivoda-Klotz

March 23, 2022

The following action was taken by the Board of Trumbull County Commissioners on March 23, 2022 and duly recorded in the Journal Volume 154, Page(s) 24661-24662:

\*\*\*\*\*

**RE: ADOPT A FEE SCHEDULE  
ADMINISTER SPECIAL PURPOSE FLOOD DAMAGE  
REDUCTION RESOLUTION**

**MOTION:** Made by Mr. Cantalamessa, seconded by Mr. Fuda, to Request the Board of Trumbull County Commissioners to ADOPT A FEE SCHEDULE to Administer the SPECIAL PURPOSE FLOOD DAMAGE REDUCTION RESOLUTION. The Trumbull County Commissioners adopted the Special Purpose Flood Damage Reduction Resolution on May 5, 2010, duly recorded in Journal Volume 134, Page 15094. Said resolution includes permits and processes, such as Variances and Appeals that require specific cost-incurring actions be taken by staff and refers to an associated adopted Fee Schedule to recoup some of these costs. There is no record of a Fee Schedule having been adopted. The Planning Commission is now requesting the Commissioners adopt said fee schedule.

**NOTE:** The Trumbull County Planning Commission staff has conducted a quantitative analysis of fees charged by surrounding and similar-sized Ohio counties and also a qualitative analysis evaluating the participation of staff from relevant county departments to review each permit type. The proposed Fee Schedule is generally consistent with fees charged by surrounding and similar-sized Ohio counties, but it also provides the ability for Trumbull County to recoup costs associated with projects where the applicant is the sole or primary beneficiary, such as a Variance.

The proposed Fee Schedule also provides Trumbull County the ability to charge an applicant to cover costs associated with contracting for outside consultation when an expert is needed to review application materials. Hiring a Hydrologic Engineer to review a study supporting proposed work in a watercourse is an example of how this fee would be applied. Additionally, the expert consultant must provide a written cost estimate prior to conducting any work, and the applicant will agree in writing to cover the fees.

**SPECIAL NOTE:** Staff proposes to exempt Trumbull County Departments and agencies from paying the fees. Staff also proposes to exempt from paying the fees any costs associated with filing an appeal of an enforcement action related to alleged violations identified by FEMA during a Community Action Communication. (See Attached Fee Schedule)

(Continued)

**FEE SCHEDULE FOR TRUMBULL COUNTY TO ADMINISTER THE  
TRUMBULL COUNTY SPECIAL PURPOSE FLOOD DAMAGE REDUCTION REGULATIONS  
Per TCC Resolution # \_\_\_\_\_  
Effective Date: \_\_\_\_\_**

Flood Regulations apply to all areas of special flood hazard within the jurisdiction of Trumbull County as identified in TRUMBULL COUNTY SPECIAL PURPOSE FLOOD DAMAGE REDUCTION REGULATIONS Section 1.6 or the alteration of any watercourse wholly within, partially within or in contact with any identified special flood hazard area, as established in Section 1.6.

**Special Flood Hazard Area Development Permit \$50** and costs to cover 3<sup>rd</sup> Party Review if necessary  
**Substantial Damage Determination \$50**

**Letter of Map Amendment and Revision Application \$150** and costs to cover 3<sup>rd</sup> Party Review if necessary (The applicant is also responsible to pay to FEMA its map revision fees.)

**Variance \$1,000 Deposit** and signed agreement to pay any additional costs associated with required activities for a hearing itemized below


**Appeal \$100 Deposit** and signed agreement to pay any additional costs associated with required activities for a hearing itemized below

1. For complex projects requiring 3<sup>rd</sup> Party Review by a specialist qualified to verify completeness, accuracy, findings, conclusions and/or recommendations, the Floodplain Administrator shall secure from Trumbull County's list of qualified professionals a cost estimate to perform the review and the applicant shall agree to and pay for the service in advance if desiring to proceed.
2. Hearing costs include Legal Notice, Subpoena, Stenographer, Hearing Transcript and costs to cover 3<sup>rd</sup> Party Review if necessary. The applicant will be charged real costs for goods and services and refunded any portion of the deposit not spent, if applicable. Any costs above the initial deposit must be paid by the applicant prior to the service being rendered and the decision being made.
3. Trumbull County departments or agencies are exempt from paying these fees.
4. An appeal of an enforcement action associated with alleged violations identified by FEMA during a Community Action Communication is exempt from these fees.

Yeas: Cantalamessa, Fuda, Frenchko  
Nays: None

**CERTIFICATION**

I, Paula J. Vivoda-Klotz, Clerk of the Board of County Commissioners, Trumbull County, Ohio, do hereby certify that the foregoing is a true and correct copy of a Resolution adopted by the Board of Trumbull County Commissioners on March 23, 2022, and is duly recorded in their Journal Volume 154, Page(s) 24661-24662.

  
\_\_\_\_\_  
Paula J. Vivoda-Klotz, Clerk  
Board of County Commissioners

/kjc

cc: Planning Commission