

The Board of Trustees of Hamilton Township, County of Warren, Ohio, met at a regular session at 10:00 a.m. on December 18, 2024, at Hamilton Township, Warren County, Ohio, with the following Trustees present:

Darryl Cordrey– Trustee, *Chair*
Joseph P. Rozzi– Trustee, *Vice Chair*
Mark Sousa – Trustee

Mr. Cordrey introduced the following resolution and moved its adoption:

**HAMILTON TOWNSHIP, WARREN COUNTY, OHIO
RESOLUTION NUMBER 24-1218J**

**RESOLUTION AMENDING THE HAMILTON TOWNSHIP FIRE RESCUE
PERMIT AND FEE SCHEDULE AND DECLARING AN EMERGENCY**

WHEREAS, the Board of Township Trustees of Hamilton Township, Warren County, Ohio is responsible, through Hamilton Township Fire Rescue (“HTFR”), for providing fire inspection and other fire-related health and safety services throughout Hamilton Township and, occasionally, in adjacent jurisdictions;

WHEREAS, from time to time, it is necessary to create and/or adjust fees for HTFR inspections, construction plan reviews, permits, and other approvals and services for the purpose of reimbursing HTFR costs associated with providing these public health and safety services; and

WHEREAS, the Board of Trustees finds it appropriate and necessary to adjust current HTFR fees by approving and adopting the Hamilton Township Fire Department Permit and Fee Schedule attached as Exhibit A to this Resolution.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Hamilton Township, Warren County, State of Ohio, that:

Section 1. The Hamilton Township Fire Department Permit and Fee Schedule attached hereto as Exhibit A shall be in full force and effect as of January 1, 2025.

Section 2. The Hamilton Township Fire Department Permit and Fee Schedule previously adopted pursuant to Hamilton Township Board of Trustees Resolution No. 19-0821A, and any provision(s) of any other official HTFR permit and fee schedule, policy, or other document setting forth fees which conflict with those set forth in Exhibit A, shall be deemed repealed and of no further force and effect as of January 1, 2025.

Section 3. It is hereby found and determined that all formal actions of this Board concerning and relating to the passage of this Resolution were taken in an open meeting of this Board, and that all deliberations of this Board and of any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

Section 4. This Resolution shall be effective from the earliest date permitted by law.

Mr. Rozzi seconded the Resolution and the following being called upon the question of its adoption, the vote resulted as follows:

Joseph P. Rozzi –	Aye <u>✓</u>	Nay _____
Mark Sousa –	Aye <u>✓</u>	Nay _____
Darryl Cordrey –	Aye <u>✓</u>	Nay _____

Resolution adopted this 18th day of December, 2024.

Attest:

Leah Elliott
Leah M. Elliott, *Fiscal Officer*

Approved as to form:

JB
Brodi J. Conover, *Law Director*

I, Leah M. Elliott, Fiscal Officer of Hamilton Township, Warren County, Ohio, hereby certify that this is a true and accurate copy of a Resolution duly adopted by the Board of Trustees of Hamilton Township, County of Warren, Ohio, at its regularly scheduled meeting on December 18, 2024.

Date: 12/18/24

Leah Elliott
Leah M. Elliott, *Fiscal Officer*

Hamilton Township Fire Rescue

Permit and Fee Schedule



All Building Plans and Section Systems for permits being issued within Hamilton Township Fire Rescue's jurisdiction shall be submitted to the Hamilton Township Fire Rescue Fire Code Official. Plans may be submitted through Hamilton Township Zoning Department, the Village of Maineville, the City of South Lebanon, or the Warren County Building Department. All plans shall be reviewed and approved by Hamilton Township Fire Rescue and the Warren County Building Department prior to any work requiring permits is performed. All permits and fees required by Hamilton Township Fire Rescue ("HTFR") shall be paid in full prior to any work requiring permits is performed.

All permits and fees shall be made payable through the appropriate permitting software utilized by HTFR.

- The Fire Code Official may waive the fee when the permit is obtained by a non-profit organization or is for a non-profit function.
- Any contractor found working without an approved permit will be charged twice the permit fee.
- Construction Permit Fees set forth in Part 1 of this Schedule shall be calculated, charged, and payable at the time of permit application. Any revisions to construction plans made by, or on behalf of or for the benefit of, the permit applicant following initial HTFR plan review may require additional review and approval by HTFR; in which case, additional fees shall apply.
- For purposes of this Schedule, "total square footage" shall refer to the sum of the total square footage of each and every floor of the proposed building(s) under review.
- HTFR plan review regarding initial construction of a multi-tenant building does not exempt individual units within the building from further plan review requirements, and fees associated therewith, if additional construction, renovations, or other physical or occupancy changes are proposed with respect to any individual tenant unit.
- The re-inspection fees associated with Fire Code violations set forth in Part 3 of this Schedule shall be applied in the reasonable discretion of the Fire Code Official. HTFR recognizes that each Fire Code violation case is unique, and circumstances may justify fewer or more re-inspections prior to issuing a citation in a particular case. The Fire Code Official shall not be required to perform all enumerated re-inspections, or apply all or any fees therefor, in all circumstances.

Hamilton Township Fire Rescue

Permit and Fee Schedule



Part 1. Construction Permit Fees

Building Plans Fees	
Square Footage	Fee
Less than 100	\$ 75.00
100 to 300	\$ 100.00
301 to 2,500	\$ 150.00
2,501 to 5,000	\$ 225.00
5,001 to 10,000	\$ 325.00
10,001 to 12,000	\$ 400.00
12,001 to 20,000	\$ 475.00
20,001 to 40,000	\$ 525.00
40,001 to 60,000	\$ 650.00
60,001 to 100,000	\$ 725.00
100,001 to 125,000	\$ 850.00
125,001 and greater	\$ 1,000.00

Suppression System Fees	
Square Footage	Fee
Less than 100	\$ 75.00
100 to 300	\$ 100.00
301 to 2,500	\$ 150.00
2,501 to 5,000	\$ 225.00
5,001 to 10,000	\$ 325.00
10,001 to 12,000	\$ 400.00
12,001 to 20,000	\$ 475.00
20,001 to 40,000	\$ 525.00
40,001 to 60,000	\$ 650.00
60,001 to 100,000	\$ 725.00
100,001 to 125,000	\$ 850.00
125,001 and greater	\$ 1,000.00

Hamilton Township Fire Rescue

Permit and Fee Schedule



Fire Detection Systems Fees	
Square Footage	Fee
Less than 100	\$ 75.00
100 to 300	\$ 100.00
301 to 2,500	\$ 150.00
2,501 to 5,000	\$ 225.00
5,001 to 10,000	\$ 325.00
10,001 to 12,000	\$ 400.00
12,001 to 20,000	\$ 475.00
20,001 to 40,000	\$ 525.00
40,001 to 60,000	\$ 650.00
60,001 to 100,000	\$ 725.00
100,001 to 125,000	\$ 850.00
125,001 and greater	\$ 1,000.00

Plan Revision Fees	
Square Footage	Fee
Less than 100	\$ 50.00
100 to 300	\$ 75.00
301 to 2,500	\$ 125.00
2,501 to 5,000	\$ 150.00
5,001 to 10,000	\$ 175.00
10,001 to 12,000	\$ 225.00
12,001 to 20,000	\$ 275.00
20,001 to 40,000	\$ 325.00
40,001 to 60,000	\$ 350.00
60,001 to 100,000	\$ 425.00
100,001 to 125,000	\$ 500.00
125,001 and greater	\$ 650.00

Hamilton Township Fire Rescue

Permit and Fee Schedule



Underground Plans	\$	150.00
Underground Plans Revision	\$	100.00

Hood Suppression Fees	\$	150.00
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Re-Inspection Fees	\$	50.00
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Part 2. Special Inspection Fees

Tents		
Residential	\$	25.00
Commercial	\$	100.00

Food Trucks (Annually)	\$	25.00
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Fire Works Displays	\$	400.00
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Part 3. Fire Code Violation Re-Inspection Fees

Re-Inspection Fees		
1st Re-Inspection (2nd visit)		Free
2nd Re-Inspection (3rd visit)	\$	100.00
3rd Re-Inspection (4th visit)	\$	200.00
4th Re-Inspection (5th visit)	\$	500.00
5th Re-Inspection (5th visit)		Citation