

**CITY OF
RICHMOND HEIGHTS
DEPARTMENT OF
BUILDING, ZONING & HOUSING
2015 ANNUAL REPORT**

DEPARTMENT OF BUILDING, ZONING AND HOUSING
Organizational Chart
01/01/15 - 12/31/15

Philip Seyboldt
1-1-2014 to 6-6-2014
11-1-2014 to 12-31-2015

Building Commissioner
Certified Building Official
Residential Building Official
Building Inspector
Plumbing Inspector
Mechanical Inspector
Electrical Safety Inspector
Fire Protection Systems Inspector
International Code Council
Master Code Official
President – Ohio Building Officials
Association (OBOA)
Past President (2009) – Building Officials
Conference of Northeast Ohio (BOCONEO)
Past President – Ohio Building Officials
Association (OBOA)

James Urankar

1-1-2015 to 12-31-2015

Assistant Building Commissioner/
Building Inspector
Plumbing Inspector
Residential Building Official

Patty Sycz

Secretary, Permit Tech

Paul Kowalczyk
G. Gifford Dyer

Master Plans Examiner
Master Plans Examiner

Douglas Nemeckay

Landscape Architect

Lee Courtney

City Engineer

EXPERIENCE, TRAINING AND PERSONAL DEVELOPMENT

Under the terms of the Ohio Administrative Code, the Ohio Building Code, and the Residential Code of Ohio, all inspectors exercising inspection authority on work that is subject to the State Code are required to be certified by the State of Ohio, Board of Building Standards. State Building Department certifications include both Commercial and Residential Building Official (the building department manager), Plans Examiner, Building Inspector (structural items), Electrical Safety Inspector, Plumbing Inspector, Mechanical Inspector (heating, ventilating, air-conditioning and refrigeration) and Fire Protections Systems Inspector (fire alarm and fire sprinkler systems). Inspector Certification includes several separate requirements; An inspector is required to have verifiable experience, ranging from 5 to 7 years per certification, in construction that was subject to the terms of the code; an inspector must pass one or more professional development examinations administered by the International Code Council (ICC) in the discipline in question; and the inspector must obtain 30-hours of continuing education per certification for each and every 3-year period. All certifications must be renewed every three years with proof of the necessary continuing education.

To obtain the necessary continuing education, inspectors generally belong to one or more professional associations that provide education to designers and inspectors in this area. Those associations include but are not limited to the Building Officials Conference of Northeast Ohio (BOCONEO), The International Association of Electrical Inspectors (IAEI), the Ohio Plumbing Inspectors Association (OAPI), or the Ohio Building Officials Association (OBOA). These organizations meet monthly to discuss the code and to provide continuing education on a code-related topic. Many of these organizations also hold a yearly educational conference, generally two to three-days in length, to provide continuing education to their members. In 2015, the OBOA Conference was held at the Embassy Suites in Dublin Ohio on March 6th, 7th and 8th. The OAPI conference is also generally held in Dublin, Ohio in March. During these annual conferences, inspectors have their choice of classes on numerous code-related topics from administration to structural integrity, to electrical and plumbing code. All classes are pre-approved for continuing education credit by the Ohio Department of Commerce, Board of Building Standards.

During 2015 inspectors in the Richmond Heights Building Department attended monthly meetings of the Building Officials Conference of Northeast Ohio, held at the Normandy Party Center in Wickliffe, Ohio, as well as the annual OBOA education conference in Dublin.

PERMIT ISSUANCE BY PERMIT TYPE

TYPE	2013	2014	2015
Building	420	380	351
Electric	52	40	67
Fire Protection/Maintenance	105	70	80
Garage Sale	55	44	49
Heating, Ventilating and Air Conditioning	80	84	87
Plumbing	25	32	21
Septic Conversion	2	10	--
Sign	22	12	3
Occupancy			
New	46	19	12
Business Renewal	295	265	220
1 to 3-Family Renewals	190	184	180
Multi-family Renewal	1635	1814	1814
Marcella Arms	61	63	63
Loganberry	397	397	397
Dorchester	475	475	475
Richmond Park	738	738	738
Waterford	141	141	141

BUILDING PERMITS CONSTRUCTION VALUE

TYPE	NUMBER	VALUE
RESIDENTIAL		
New Single Family Dwellings	20	inc.
Miscellaneous/Accessory	591	\$7,169,585
INDUSTRIAL/COMMERCIAL	184	\$5,874,568
TOTAL		\$13,044,153

RECEIPTS/EXPENDITURES

TOTAL RECEIPTS	\$397,998.42 (Less Bonds & Deposits)
	<u>(\$ 27,500)</u>
TOTAL NET RECEIPTS	\$370,498.42
TOTAL EXPENDITURES	\$255,549.54

PLAN REVIEW

TYPE	NUMBER
One, Two and Three Family and Accessory	19
Other than One, Two and Three Family	10
Planning Commission	4
Zoning Board of Appeals	5
Architectural Review	27
Landscape Architect Review	1
TOTAL	66

**FIELD INSPECTIONS
AND
PROPERTY INVESTIGATIONS**

TYPE	NUMBER
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Building, Electrical, Plumbing, HVAC, etc.	
Residential	514
Non-Residential	176
Business Maintenance	43
Consultations	62
Foster/Day Care	14
Investigation Home Occ.	5
Investigation Complaint	66
Rental Renewal Fee	10
Rental Home Inspection	35
Tall Grass	219
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TOTAL	1,144

ARCHITECTURAL REVIEW BOARD

ROSTER

Anthony Green Secretary
Joseph Sosnowski
Frank Koss Chairman

The Architectural Review Board reviewed twenty seven (27) cases.

Single Family Dwellings	10
Residential Additions/Requests	9
Signs	7
Industrial/Commercial; New/Addition	1
Board of Building Code Appeals	0
TOTAL	27

PLANNING COMMISSION

ROSTER

Tom Brown	Chairman
Mark Edelman	Vice Chairman
Dennis McAndrew Sr.	Secretary
Greg Johnson Sr.	
Terry Butler	
Cris Hughes	Recording Secretary

Applicants that appeared for consideration before the Commission in 2015 include:

On **January 14th, 2015**, the Planning Commission met in Council Chambers to elect officers and to discuss and set an agenda for the Update of the Master Plan, which will be undertaken in 2015/16. The following officers will serve the Commission for the 2015 year: Tom Brown, Chairman; Mark Edelman, Vice Chair; Dennis McAndrew, Secretary, and members Terry Butler and Greg Johnson Sr. Cris Hughes will again serve as Recording Secretary. Also discussed during the January 14th meeting was the recommendation to council for revisions to Sections 1177, 1321.03, 1321.04, 1321.05, and 1321.07 as they relate to Final Grade and seeding of residential lots. Recommendation was made to accept the proposed changes.

Meeting of March 11, 2015 – A request for recommendation to Council for approval of a new Conditional Use in a B-1, Neighborhood Business Zone, for Indoor Entertainment Facilities;

Meeting of April 10th, 2015 – Request for approval of a Conditional Use at 25863 Chardon Road (Michael’s Grill Strip Center) for use in the B-1 Zone for an Indoor Entertainment Facility;

Meeting of May 13th, 2015 – Site Plan approval for alterations to the Richmond Heights Marathon Gas Station located at 456 Richmond Road;

Meeting of August 12th, 2015 – Site Plan approval for a new Pump House and Cooling Tower at Momentive performance Materials, 24400 Highland Road, Richmond Heights.

ZONING BOARD OF APPEALS

ROSTER

Jerold Hoover	Chairman
Tim Musbach	Vice Chairman
Jai Kadambi	Secretary
Michael Gambatese	
John Mugnano	
Chris Hughes	Recording Secretary

Cases before the Board for consideration in 2015 include:

CASE 810 - Straightway Bible Church , for approval of the church as an approved use in the B-1 zoning district

CASE 811 – Wells Fargo Bank, for relief from a Building Department order requiring the demolition of the structure at 430 Dumbarton Road

CASE 812 – Mr. Harlan Eberhart, Architect, representing Richmond heights Marathon located at 456 Richmond Road, requesting relief from minimum setbacks for new building.

CASE 813 – Diocese of Cleveland on behalf of the Rosemary Center, requesting relief from ordinances limiting the number of unrelated individuals in a single-family structure to 5 persons.

CASE 814 – Camrich Properties, requesting approval of a new single-family residential parcel on Loxley Drive with a width less than the required 75-feet.

PROGRAMS

HOUSING INSPECTION PROGRAM

The 2015 Housing Inspection Program began in April and consisted of a systematic street side inspection of approximately one-fourth of the City's residential properties. The systematic approach allowed each property to be evaluated based on a specific set of criteria contained within the Housing Code.

CERTIFICATE OF BUSINESS OCCUPANCY PROGRAM

Each of the businesses and other existing non-residential structures were inspected internally for the safety of the occupants as well as externally for appearance to insure compliance with the City's Business Maintenance Code and the Building Code. The Business Maintenance Code was amended to increase the inspection coverage by making each occupant responsible for his or her space.

CERTIFICATE OF AUTHORIZED OCCUPANCY PROGRAM

Through diligent investigation more than 200 single-family dwellings have now been discovered to be non owner-occupied and used for rental purposes. This program will continue to be a work in progress. Rental Inspections were conducted on the exterior premises, the exterior structure and interior structure.

COMPLAINT-DRIVEN PROPERTY INSPECTION PROGRAM

The Building Department maintained its complaint-driven property inspection program in conjunction with the Housing Inspection Program. Complaints can be filed and handled on residential properties as well as business properties.

BUILDING AND HOUSING CERTIFIED INSPECTIONS

The Building Department continues to carry out State-mandated building, electrical, heating/ventilating/air conditioning, plumbing and fire protection systems inspections on all new construction and building alterations throughout the City to insure compliance with the Ohio Building Code and the Residential Code of Ohio.