

CITY OF
RICHMOND HEIGHTS
DEPARTMENT OF
BUILDING, ZONING & HOUSING
2016 ANNUAL REPORT



DEPARTMENT OF BUILDING, ZONING AND HOUSING
Organizational Chart
01/01/16 - 12/31/16

Philip Seyboldt
1-1-2014 to 6-6-2014
11-1-2014 to 12-31-2016

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 12-31-2016

Assistant Building Commissioner/
Building Inspector
Plumbing Inspector
Residential Building Official

Alan Zwegat
8-16-2016 to 12-31-2016

Certified Fire Safety Inspector

Patty Sycz

Secretary, Permit Tech

Paul Kowalczyk
G. Gifford Dyer

Master Plans Examiner
Master Plans Examiner

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), the Ohio Building Officials Association (OBOA) and the International Code Council (ICC). 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 2016, 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. The ICC national conference was held in Kansas City, MO in September. 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 2016 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. Commissioner Seyboldt also attended the national conference in Kansas City.

PERMIT ISSUANCE BY PERMIT TYPE

TYPE	2014	2015	2016
Building	380	351	440
Electric	40	67	130
Fire Protection/Maintenance	70	80	58
Garage Sale	44	49	46
Heating, Ventilating and Air Conditioning	84	87	89
Plumbing	32	21	61
Septic Conversion	10	--	--
Sign	12	3	7
Occupancy			
New	19	12	4
Business Renewal	265	220	184
1 to 3-Family Renewals	184	180	210
Multi-family Renewal	1814	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	13	inc.
Miscellaneous/Accessory	591	\$7,692,726
INDUSTRIAL/COMMERCIAL	184	\$2,957,383
TOTAL		\$10,650,109

RECEIPTS/EXPENDITURES

TOTAL RECEIPTS	\$291,851 (Less Bonds & Deposits)
	<u>\$ 32,500</u>
TOTAL NET RECEIPTS	\$259,351
TOTAL EXPENDITURES	\$255,549.54

PLAN REVIEW

<u>TYPE</u>	<u>NUMBER</u>
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
<u>TOTAL</u>	<u>66</u>

**FIELD INSPECTIONS
AND
PROPERTY INVESTIGATIONS**

TYPE	NUMBER
Building, Electrical, Plumbing, HVAC, etc.	
Residential	790
Non-Residential	132
Business Maintenance	43
Consultations	57
Foster/Day Care	6
Investigation Home Occ.	5
Investigation Complaint	52
Rental Home Inspection	38
Tall Grass	177
TOTAL	1,243

ARCHITECTURAL REVIEW BOARD

ROSTER

Anthony Green Secretary

Joseph Sosnowski

Frank Koss Chairman

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

Single Family Dwellings 14

Residential Additions/Requests/Fences 5

Signs 4

Industrial/Commercial; New/Addition 2

Solar Roof Review 1

Board of Building Code Appeals 0

TOTAL 26

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 2016 include:

Meeting of April 13th, 2016 – Site plan approval for lot split and consolidation of parcel at 5187 Loxley for Camrich Properties LLC.

Meeting of April 13th, 2016 – Election of Officers for 2016 (Officers remain same as last year)

Meeting of July 13th, 2016 – Application for the approval of a Conditional Use for Tremayce Davis to open a Dance Studio in the B-1 Zone at 740 Richmond Road.

Meeting of July 13th, 2016 – Review and recommendation to Council for changes to Section 1175.03 and 1175.05 for Off-Street Parking.

Meeting of July 13th, 2016 – Review and recommendations to Council for changes to Section 1309 – Property Maintenance Code

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 of Zoning Appeals for consideration in 2016 include:

Meeting of March 16, 2016 – An application from Architect Eli Mahler requesting a variance to expand Loving Cup Kids Academy at 216 Richmond Road;

Meeting of June 15th, 2016– Request for approval of a fence in the rear yard of the residence at 766 Edgewood;

Meeting of July 20th, 2016 – Requesting approval of an Electronic message Board Sign at the Christian Assembly Church located at 25595 Chardon Road;;

Meeting of October 26th, 2016 – A request for an appeal hearing of a Building Department Adjudication Order directing them to correct property maintenance violations on the Loganberry Property; Appeal Hearing was postponed indefinitely;

Meeting of October 26th, 2016 – An application from Kristina Valentic of 509 Stoneledge Drive, Richmond Heights, requesting a variance to expand the width of the driveway for a two-car garage in the R-1 Zoning District to 27-feet;

Meeting of November 16th, 2016 – An application from Patrick Hopkins of 4405 Stoneledge Drive Richmond Heights, requesting a variance to expand the width of the driveway for a two-car garage in the R-1 Zoning District to 27-feet;

Meeting of November 16th, 2016 – An application from Cherree Mason of 480 Highland Ridge Drive, Richmond Heights, requesting a variance to expand the width of the driveway for a two-car garage in the R-1 Zoning District to 27-feet;

PROGRAMS

HOUSING INSPECTION PROGRAM

The 2016 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 250 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.

EXTERIOR MAINTENANCE INSPECTION PROGRAM

The 2016 Exterior Maintenance Inspection Program consists of an exterior inspection of the City's residential and commercial properties both on an as-needed basis and at the time that they are advertised for sale. This systematic approach allows the owner and/or purchaser of each property to be notified of any outstanding maintenance violations per a set of criteria contained within the Property Maintenance Code. A proposed target date is then agreed-upon for the correction of such items.