

# Building Committee Minutes

15 December 2020

Attending:

Mayor Bill Koons (WK)  
Gerald Canton (JC)  
Ruth Griswold (RG)  
Chris Berger (CB)

Building Department  
Building Commission  
Dave Hocevar (L...)

SIGNED  
MINUTES

Should this be  
12/11/2020?

Meeting called to order at 10:00AM.

JC noted that a Holiday lunch for the BD would be held on December 15<sup>th</sup> at noon.

1. JC asked RG about the audit report being handled by the Solicitor. RG, WK, and DH concurred that while work was needed on updating the filing system at the BD, the audit process went well and that no additional issues were raised during the audit. CB asked if the concerns raised by the Planning Commission had more to do with how an application gets directed than with the individual permits? WK thought that was part of the concern. CB asked how the applications get directed and who makes the decision? RG said it was the Building Official – DH. CB asked if there was an appeals process from DH’s decision and WK said not that he was aware of. CB said that if DH makes a determination, then that is the way an application will be handled. JC said he was comfortable with the 67 years combined experience of DH and RG and that was good enough for him. CB asked if an ordinance was necessary outlining the decision-making process for an application? WK said no. It should just be a departmental go/no go flowchart that directs an application to a particular committee if necessary. RG and DH agreed to work on a flowchart to explain the process to all parties. RG said that there were 6 applications in question; signage at Gurney school, The Plaza remodel, and 4 applications that were abandoned by the commercial applicants prior to processing. WK said that Thrasher Dinsmore required additional funding to write their report. CB suggested this was not a good use of funds. WK said there would be discussion at the next council meeting before proceeding.
2. JC discussed the 2021 proposed budget. There were no objections to the budget as proposed.
3. JC asked RG how the fee schedule review was proceeding. RG issued her draft review (attached). RG said we need to work through a number of scenarios to evaluate impact on any potential changes. RG and DH to continue to evaluate and discuss at the next BC meeting in January.
4. Reviewed the December permits and fees. RG noted that we have a significant number of deposits the get refunded upon completion of the work. This impacts the actual fees collected. DH noted the difference in fees and deposits and that we need additional

work on the list. Discussed fencing, roofing, interior remodels, HVAC, and exterior remodel permits. RG said that we need to address inconsistencies in our process. DH concurred.

5. JC asked about a Covid protocol for the BD and an emergency plan should either RG or DH be quarantined or test positive for the virus. Options were offered with possible backups for each position. By law, Laura Heilman is the backup for DH. RG has no backup but several individuals were discussed for either the Board Secretary or day to day portion of the position. RG and DH agreed to review with WK and ask for additional input from the Chief and the program created for the police department. CB raised the issue of working from home, laptop, wifi, and access to our BD software. WK agreed to work with RG and DH to address these issues.

JC moved to adjourn the meeting 10:53AM. CB concurred.

Minutes approved by:

  
Gerald Canton, Chair

Fees-work type	S Russell	Geauga County	Chagrin Falls	Streetsboro	Pepper Pike	Moreland Hills	Notes	Proposed increase
New House 4000 sf	.50 per sq ft \$2,000.00	\$250 + \$5 per 100 sq ft \$450.00	\$500 + \$10 per 100 sq ft \$900.00	\$200 + .50 per sq ft \$2,200.00	\$20 per 100 sq ft, Min \$1500. \$1,500.00	.35 per sf, \$1250. Min. \$1,400.00		
Res. Addition 1,500 sf, \$40,000 valuation	.50 per sq ft, Min. \$100.00 \$750.00	\$100 + \$5 per 100 sq ft \$175.00	\$100 + \$5 per 100 sf \$175.00	2% cost of structure only \$800.00	.35 per sq ft, Min. \$150 \$525.00	.35 per sq ft, \$200 Min. \$525.00		
Res. Interior Remodeling 1500 sf, \$40,000 valuation	.25 per sq ft, Minimum \$100 \$375.00	\$100 + \$5 per 100 sq ft \$175.00	\$100 + \$5 per 100 sf \$175.00	2% of cost of structure only \$800.00	\$50 + \$3 per sq ft \$4,550.00	.30 per sq ft, \$200 Min. \$450.00		
Roofing	\$100.00			\$50.00	\$50.00	\$50.00		
Siding	\$100.00			\$50.00	\$50.00	\$50.00		
Fencing	Over 50 lineal feet \$100.00		Over 3' \$50.00	Over 6' tall \$65.00	\$50.00	\$40.00		
Swimming Pool	Above Ground: \$50.00 In-ground \$100	\$90.00	\$100.00	Above ground \$100.00 In-ground \$150.00	\$175.00	\$200.00		
Electrical for addition 1,500 sf (15 O/F)	\$100.00	\$90.00 + \$5 per 100 sf \$165.00	\$150.00	\$75 + .05/sq ft \$150.00	\$50 + \$2 per outlet/fixt. \$80.00	\$50 + \$2 per item, \$200 Min. \$200.00		
Plumbing 4 fixtures	\$100.00			\$75. + .10 per sq ft \$225.00	\$50 + \$5 per fixture \$70.00	\$50 + \$35 per fixture Min. \$200 \$200.00		

<b>Fees, work type</b>	<b>South Russell</b>	<b>Geauga County</b>	<b>Chagrin Falls</b>	<b>Streetsboro</b>	<b>Pepper Pike</b>	<b>Moreland Hills</b>		
HVAC Furnace & AC	\$100.00	\$90.00	\$50.00 + \$5. per ton for AC	\$125.00	\$125.00	\$100.00		
Hot water tank	\$40.00	\$75.00	\$50.00	\$55.00	\$55.00	\$50.00		
Deck	\$100.00				\$130.00	\$100.00		
Contractor Registration	\$100.00					\$100.00		

PERMIT STATISTICS REPORT

12/09/2020

11/05/2020 TO 12/09/2020

09:46 AM

DESC	RESIDENTIAL			COMMERCIAL/AGRI/INDUSTRIAL		
	PERMITS	FEEES	EST. COST	PERMITS	FEEES	EST. COST
BUILDING PERMIT	20	33,787.81	1,222,272	1	3,545.00	75,000
MISCELLANEOUS PERMIT	19	1,735.70	116,516	1	123.00	
PLUMBING PERMIT	2	1,201.00	24,300	1	101.00	
ZONING PERMIT	16	1,950.00	11,595	3	590.00	
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SUBTOTALS	PERMITS	FEEES	EST. COST			
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BUILDING PERMIT	21	37,332.81	1,297,272			
MISCELLANEOUS PERMIT	20	1,858.70	116,516			
PLUMBING PERMIT	3	1,302.00	24,300			
ZONING PERMIT	19	2,540.00	11,595			
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GRAND TOTAL	63	43,033.51	1,449,683			

DETAIL FEES REPORT  
11/05/2020 TO 12/09/2020  
PAYMENT BREAKDOWN

PRNTFDET  
12/09/2020  
09:50 AM

PAYMENT TYPE	AMOUNT
CASH	201.00
CHECK	48958.51
VISA	0.00
MASTER CARD	0.00
AMERICAN EXPRESS	0.00
DISCOVER	0.00
MONEY ORDER	0.00
TAX ASSESSED	0.00
NO CHARGES	0.00
VOIDS	150.00
REFUNDS	-11805.00
REVERSALS	0.00
WRITEOFFS	0.00
TRANSFERS	0.00
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TOTAL	37354.51