

2014 ANNUAL REPORT  
Engineering, Planning & Building Department

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# BUILDING DIVISION



# 2014 ANNUAL REPORT

## Engineering, Planning & Building Department

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### BUILDING DIVISION



### DAILY ACTIVITIES

The Building Department enforces the "Ohio Building Code," the "Ohio Mechanical Code," the "Ohio Plumbing Code" and the "National Electrical Code." The codes apply to the construction, alteration, movement, enlargement, replacement, repair, equipment, use and occupancy, location, maintenance, removal and demolition of every building or structure or any appurtenances connected or attached to such buildings or structures in the City of Warren. No plans or specifications shall be approved or inspection approval given unless the building represented by those plans or specifications would, if constructed, repaired, erected, or equipped according to those plans or specifications, comply with the adopted codes.

The Building Department also has the responsibility to administer and enforce Part Thirteen, Building Code of the Codified Ordinances of Warren that includes: Building Administration and Construction Standards, General Building Provisions, Property Maintenance, Housing Codes and Flood Plain.

#### **EXCEPTIONS:**

1. Buildings owned by and used for a function of the United States government.
2. Buildings or structures which are incident to the

use for agricultural purposes of the land on which said buildings or structures are located, provided such buildings or structures are not used in the business of retail trade.

3. Structures directly related to the operation of a generating plant or major utility facilities regulated by the power siting board.
4. Emergency situations where equipment replacements and repairs must be performed in an emergency situation, an application for approval shall be submitted within the next working business day to the building official.
5. Minor repairs to structures may be made without application or notice to the building official. Such repairs shall not include the cutting away of any wall, partition or portion thereof, the removal or cutting of any structural beam or load bearing support, or the removal or change of any required means of egress, or rearrangement of parts of a structure affecting the egress requirements; nor shall ordinary repairs include addition to, alteration of, replacement or relocation of any standpipe, water supply, sewer, drainage, drain leader, gas, soil, waste, vent or similar piping, electric wiring or mechanical or other work affecting public health or general safety.

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### DAILY ACTIVITIES

#### **EXISTING STRUCTURES:**

The provisions of The Ohio Building Codes and Codified Ordinances shall control the alteration, repair, addition, maintenance, and change of occupancy of any existing structure in the City. The occupancy of any structure currently existing on the date of adoption of these codes shall be permitted to continue without change provided there are no orders of the building official pending, no evidence of fraud, or no serious safety or sanitation hazard. Such approvals shall be in the form of a "Certificate of Occupancy for an Existing Building". Buildings constructed in accordance with plans which have been approved prior to the effective date of this code are existing buildings.

#### **DUTIES AND RESPONSIBILITIES**

1. The building department which is certified by the Ohio Board of Building Standards shall have and maintain personnel qualified to perform the enforcement duties and responsibilities placed upon the department.
2. Receive applications, require or cause the submitted construction documents to be examined, ascertain by such examinations whether the construction indicated and described is in accordance with the requirements of the code, and shall issue plan approvals for the

construction, erection, alteration, demolition, and moving of buildings and structures.

3. Issue all orders to ensure compliance with the codes.
4. Cause to be made such inspections, investigations, and determinations as are necessary to determine whether or not the work which has been performed and the installations which have been made are in conformity with the approval issued to the applicant.
5. Keep official records of applications received, certificates of plan approval issued, notices and orders issued, certificates of occupancy, and other such records.

#### **INSPECTION PROCESS**

1. Upon notification from the owner or the owner's agent that the work is ready for inspection, shall cause the inspections to be made by an appropriately certified inspector.
2. Types of Inspections: Lot line markers, footing or foundation inspections, concrete slab and under-floor inspection, lowest floor elevation in flood prone areas, electrical, plumbing, heating wires, pipes, ducts, frame, fire-protection systems and final inspections.

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### SUMMARY OF ACTIVITIES

#### Flood Plain Administration

**F**loods are one of the most common hazards in the United States. It is important to be aware of flood hazards no matter where you live, but especially if you live in a low-lying area, near water or downstream from a dam.

For more information on flood risk see:

<http://www.fema.gov/hazard/flood/index.shtml>

Christopher Taneyhill is the Flood Plain Administrator for the City of Warren. As representative for the City, he attended the meeting in which the Ohio Department of Natural Resources and FEMA addressed flood plain mapping, insurance issues and flood protection standards.

The maps and standards are established by the National Flood Insurance Program (NFIP).

The Flood Insurance Rate Map (FIRM) for the City of Warren went into effect on June 18, 2010. The City of Warren adopted a new ordinance accepting the FIS report, the FIRM and floodplain management regulations which meet the new NFIP regulations.

The flood plain ordinance can be viewed in its entirety at [www.warren.org](http://www.warren.org) CHAPTER 1331 Flood Damage Reduction.

#### Unsafe & Unsecured Buildings

**U**nsafe and unsecured buildings are another area of importance handled by the Building Division. When the Building Division is notified that a building is in a dangerous state, inspections are made to determine the condition of the building and investigations are made to determine who owns the property.

Registered letters are sent to the owners giving them guidelines and conditions set forth in Article 1323 of the Codified Ordinances of the City of Warren.

If nothing has been agreed upon by the owners and this department and time limitations have run out, legal and civil action is pursued to abate the unsafe conditions.



*Building on East Market Street Demolished*

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### BUILDING SAFETY

#### Making Homes, Schools, & Workplaces Safer Together

The importance of regulating and enforcing building codes is, unfortunately, often overlooked until a catastrophic tragedy occurs. By inspecting buildings during and after construction, the City of Warren Building Department helps to ensure that buildings in the community are safe places to live, work, play and learn.

The City of Warren Building Department is an active member of the International Code Council, Ohio Building Officials Association, National Fire Protection Association, the American Association of Code Enforcement. (AACE), and the Five County Building Officials Association. These organizations are dedicated to building safety and fire prevention.

The web addresses for the above organizations are as follows:

International Code Council  
[www.iccsafe.org](http://www.iccsafe.org)

Ohio Building Officials Association  
[www.oboa.org](http://www.oboa.org)

National Fire Protection Association  
[www.nfpa.org](http://www.nfpa.org)

Five County Building Officials Association  
[www.fboa.org](http://www.fboa.org)

The American Association of Code Enforcement  
[www.aace1.com](http://www.aace1.com)

The International Code Council develops the codes used to construct residential and commercial buildings, including homes and schools. Most U.S. cities, counties and states that adopt codes choose the International Codes developed by the International Code Council.

Building codes and regulations protect the public. Today, thousands of jurisdictions across the nation adopt and enforce the International Codes developed by the International Code Council to guide the safe construction of buildings.

Building Code regulations in the City of Warren help to ensure that homes, schools, workplaces and other buildings are as safe as possible. Codes address all aspects of construction including structural integrity, electrical, mechanical, plumbing systems and property maintenance.

“Safe buildings don’t happen by chance.” Code enforcement officers recognize the important professionals who make sure the buildings in our community are safe. “Public safety is our number one concern.”

Building and code officials are here to help the public understand building safety issues. “In this modern age of do-it-yourselfers it becomes extremely important for homeowners to work with the City of Warren to make sure their residence fully complies with building safety codes.”

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### REGISTRATION

#### Codified Ordinance 1305.015 Registration Requirements

**B**y City Ordinance, no person, firm, company or corporation shall engage in the business of contracting for services to be rendered, in part or in full, for any work in connection with the location, erection, construction, repair, alteration, moving and/or equipping of a building or structure which is subject to the Ohio Building Code (OBC) or the Residential Code of Ohio for One, Two and Three Family Dwellings, additions and appendices thereto, without first registering with the City.

Further, no person, firm, company or corporation shall engage in the business of contracting for services to be rendered, in part or in full, for any work in connection with the location, erection, construction, repair, alteration or moving of sidewalks, driveways, driveway and ditch pipes, waterlines, sanitary and storm sewers, or any other type of construction within the street rights of way and public places of the City without first registering with the City.

The Registration requirements do not apply to such work performed by homeowners on or to single family dwellings in which they reside. Waivers, as specified, and permits for such work, are however required.

The Contractor's Registration does not apply to such work done, or caused to be done, by the United States of America or the State of Ohio.

All contractors that work within the City of Warren Corporation Limits must be registered.

The requirements for contractors to register are as follows:

- \$10,000 Surety Bond for one year
- Ohio Worker's Compensation Certificate
- Proof of Liability Insurance Coverage
- Proof of State or Federal License (if req.)
- City Tax ID Number
- Contractor's Qualification Statement
- Initial Registration Fee or Renewal Fee.

Four hundred and seventy-six (487) general, electrical, H.V.A.C., plumbing and demolition contractors were registered to work in the City of Warren in 2014. The resulting registration fees brought \$61,250 into the general fund.



*Bourbon House 45 Restaurant in Rehabilitated Building*

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REGISTRATION

### *Why Require Contractors to Be Bonded?*

- 1) Surety bonds offer protection to consumers and government bodies by making sure the contractor follows the rules. If, for some reason, those standards aren't met, the bond company sees to it that the problem gets resolved.
- 2) Some contractors like to argue that since they have liability insurance, the bond is unnecessary. But a liability insurance policy is meant to protect the contractor. A consumer can not make a direct claim on the contractor's liability insurance. If the contractor leaves town the consumer is left without recourse. Another point to consider is the fact that insurance does not cover criminal acts, while a bond will.
- 3) If the work does not meet code and the contractor does not resolve the problem, the wronged consumer in the city can make direct claim to the bonding agent. Without the bond in place, consumers and city officials may find themselves under a pile of paperwork and/or legal fees.
- 4) Bonds are designed to act as a verification that the contractor is willing to comply with the standards set forth by the city. Both parties assume that it is not likely to be used and therefore the cost to the contractor is minimal.
- 5) The City of Warren's primary responsibility is to provide order and protection to its citizens. By requiring licensing the City prevents problems from the start by screening applicants for registration and making sure they qualify for the jobs being performed and then bonding ensures if problems occur there is a solution.
- 6) By requiring a bond, the City alleviates the potential hassle and costs that can occur when jobs aren't done right. This promotes credibility to the contractors who deserve to be in business.

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### QUALIFICATIONS

#### State Certification of Inspectors

**B**uilding Division personnel are required to have a current certification for the position they hold by the Ohio Board of Building Standards and the Ohio Revised Code.

Inspectors must maintain the continuing education credit hours yearly for renewal of their certifications. If the certificate expires, the holder of the certificate shall not perform the duties for which a certification is required. Therefore, inspectors are mandated to attend seminars and continuing education classes throughout the year to maintain their certifications.

#### Required Certified Personnel & Duties

#### Christopher A. Taneyhill

**State of Ohio Board of Building Standards Certified:**  
Building Official

**Hired:** September 24, 2001

**Certification Duties:** The building official has the responsibility for the administration and operation of the certified building department. The building official is charged with "causing to be made" duties; causing plan examinations to be performed and inspections made. If there is a question of enforcement or interpretation of specific code requirements, correction items in plan review, or issues of noncompliance in inspections, the building official is the individual responsible to make the final decision to resolve the matter.

**Additional State of Ohio Certifications Held:**  
Building Inspector & Residential Building Official

**Ohio Manufactured Homes Commission:**  
Certified Manufactured Home Inspector

**International Code Council:**  
Certified Property Maintenance & Housing Inspector

#### Harry L. Kriner

**State Certified:**

Building Inspector

**Hired:** April 22, 2003

**Certification Duties:** The building inspector shall ascertain compliance of the actual construction with the approved set of construction documents. The inspector acts as the building official's expert and reports compliance and noncompliance issues to the building official for action. Based upon the inspector's findings, the building official, as the responsible individual for enforcement of the codes, makes the final decision on approval, issuance of orders, and issuance of temporary or final occupancy certificates.

**Additional State of Ohio Board of Building Standards Certifications Held:**

Residential Building Official

**Ohio Manufactured Homes Commission:**  
Certified Manufactured Home Inspector

#### Timothy Gallagher

**State Certified:**

Electrical Safety Inspector

**Hired:** July 15, 1991

**Electrical Certification Duties:**

The electrical inspector shall determine compliance of the construction and installation of the electrical system with the approved set of construction documents. The inspector acts as the building official's expert and reports compliance and noncompliance issues to the building official for action.

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### BUILDING DIVISION QUALIFICATIONS

#### Richard V. Bennett

**State Certified:**

Plumbing and Mechanical Inspector

**Hired:** April 2, 1990

**Plumbing Certification Duties:**

The plumbing inspector shall determine compliance of the construction of the plumbing system with the approved set of construction documents. The inspector acts as the building official's expert and reports compliance and noncompliance issues to the building official for action.

**Mechanical Inspector Duties:**

The mechanical inspector shall determine compliance of the construction of the mechanical system with the approved set of construction documents. These inspections include determining compliance with the approved construction documents for heating, ventilating and air conditioning (HVAC) systems, and the associated refrigeration, fuel gas, and heating piping systems. The inspector acts as the building official's expert and reports compliance and noncompliance issues to the building official for action.



*Taco Bell Renovation*

## 2014 YEAR END REPORT

#### RESIDENTIAL PERMITS

PERMITS	551
PERMIT FEES COLLECTED	\$33,109.00
State 1% Assessment Collected & Returned to the Ohio Board of Building Standards	\$331.09

#### COMMERCIAL PERMITS

PERMITS	497
PERMIT FEES COLLECTED	\$135,000
State 3% Assessment Collected & Returned to the Ohio Board of Building Standards	\$4,050.00

#### STRUCTURES DEMOLISHED

PERMITS	119
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TOTAL CITY PERMIT FEES  
\$168,109

TOTAL STATE FEES COLLECTED  
\$4,381.09

#### CONTRACTOR REGISTRATION

CONTRACTORS REGISTERED	487
REGISTRATION FEES COLLECTED	\$61,250

TOTAL CITY FEES COLLECTED  
Permits & Contractor Registration  
\$229,359

#### VALUATION OF WORK

COMMERCIAL	\$17,500,000
RESIDENTIAL	\$5,392,057

TOTAL VALUATION OF WORK  
\$22,892,057

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### RECOMMENDATIONS

The following recommendations are provided on behalf of the building official:

- Funding should be provided for the installation of new software to make the permitting and record keeping of the engineering, planning & building department more accessible, more responsive and more efficient. This system would replace the outdated ICES software currently in service.
- The city should continue their efforts to secure grants for the demolition of dangerous and blighted buildings.
- The city should adopt a demolition ordinance that holds the contractor and owner fully accountable for the completion of a project. Bonding for the full value the job should be incorporated into the ordinance.

