137.05 APPOINTMENT AND TERM OF INSPECTORS.

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CROSS REFERENCES
Dangerous buildings; duties of Building Inspector - see BLDG. 1351.03
Moving of buildings; duties of Building Inspector - see BLDG. 1356.05
Building permits and fees; issuance - see BLDG. Ch. 1361
Building Inspector to enforce Zoning Code - see P. & Z. 1113.01, 1113.13

137.01 ESTABLISHMENT.

There is hereby created within the Department of Public Service a Division of Building Inspection. (Ord. 24-79. Passed 3-27-79.)

137.02 RESIDENTIAL BUILDING INSPECTOR; QUALIFICATIONS.

The position of Residential Building Inspector is hereby established who shall be under the direct supervision of the Service Director. The Residential Building Inspector shall be a full-time employee of the City and shall have at least ten years paid experience in building construction and have been in responsible charge of the design or construction of buildings. He shall also be generally informed on the quality and strength of materials and all phases of building construction. (Ord. 20-05. Passed 1-11-05.)

137.03 CONFLICT OF INTERESTS.

No employee of the Division of Building Inspection or person who contracts for services with the Division shall engage in any work which is inconsistent with his duties or the interests of the Division.

All employees of the Division and persons who contract for services with the Division are disqualified from performing services for the Division when the same would require them to pass upon, inspect or otherwise exercise any authority given by the Ohio Building Code or the Regional Dwelling House Code over any labor, material or equipment furnished by them for the construction, alteration or maintenance of a building or the preparation of working drawings or specifications for work within the jurisdictional area of the Division. The Division shall provide other similarly qualified personnel to enforce the requirements of the Municipal Building Codes and regulations as they pertain to such work.

137.04 RECORDS.

It shall be the duty of the Building Inspector to keep a record of all applications for permits, which shall be regularly numbered in the order of their issuance, signed by the Building Inspector, and a record showing the number, description and size of all buildings erected in the Municipality, of what

materials constructed, the aggregate of the number, kind and cost of all buildings, the ground area, the inspection, removal and condemnation of buildings and all other matters proper to be recorded, and shall cause each inspector to make a daily written report of each inspection made.
(Ord. 87-67. Passed 10-24-67.)

137.05 APPOINTMENT AND TERM OF INSPECTORS.

The Mayor shall make the appointment of the Building Inspector in accordance with the ordinances of the City and the rules and regulations of the Civil Service Commission.
(Ord. 53-77. Passed 5-10-77.)

137.06 DAILY SETTLEMENT FOR FEES.

The Building Inspector shall make daily settlements with the Director of Finance for all fees collected by his Division and take receipt therefor.
(Ord. 60-58. Passed 8-12-58.)

137.07 ELECTRICAL INSPECTOR.

(a) The position of Electrical Inspector for the City is hereby established.

(b) The Electrical Inspector must be certified and licensed by the State and is to be appointed by the Mayor for a term of one year. Such appointment is to be approved by the majority of the members of Council.

(c) The Electrical Inspector shall make the number of inspections on all new construction as set forth in City, State and National electrical codes and all other relevant ordinances and statutes.
(Ord. 58-01. Passed 10-23-01.)

(d) The Electrical Inspector shall work under the supervision of the Chief Building Official and shall use the same office space and equipment as is used by the Building Inspector. (Ord. 47-18. Passed 9-25-18.)

137.08 ALTERNATE BUILDING INSPECTOR. (REPEALED)

EDITOR’S NOTE: Former Section 137.08 was repealed by Ordinance 47-18.

137.09 IMPRESS FUND.

(a) There is hereby established an impress fund for purposes of allowing the Building Inspector to make changes in the day to day operation of the Building Department.

(b) The impress fund shall be funded with twenty-five dollars ($25.00) and shall at no time upon the close of any business day of the Building Department have in it any amount in excess of twenty-five dollars ($25.00) unless it is impossible for the Building Inspector to turn over to the Finance Director the amount in excess of twenty-five dollars ($25. 00) at the close of any business day in which case the amount in excess of twenty-five dollars ($25.00) shall be turned over to the Finance Director by the Building Inspector at the earliest possible time thereafter.
(Ord. 87-81. Passed 10-27-81.)

137.10 PART-TIME ASSISTANT/CLERK TO THE BUILDING INSPECTOR.

(a) The position of part time Assistant/Clerk to the Building Inspector is hereby established as a position within the City.

(b) The part time Assistant/Clerk to the Building Inspector shall under the direct supervision of the full-time Building Inspector and further shall be under the direction of the Director of Public Service.

(c) The rate of pay for the position of the part time Assistant/Clerk to the Building Inspector of the City of Sheffield Lake, Ohio, shall be established by Council.

(d) The part time Assistant/Clerk to the Building Inspector shall work no more than thirty-two hours in any week.

(e) The part time Assistant/Clerk to the Building Inspector shall attend Zoning Board of Appeals

meetings at such time as he is directed to attend such meetings by the full-time Building Inspector.

(f) The part time Assistant/Clerk to the Building Inspector shall establish and maintain any records and other data as may from time to time be required of the part time Assistant/Clerk to the Building Inspector by the Building Department and/or the full-time Building Inspector and/or the Director of Public Service.

(g) The part time Assistant/Clerk to the Building Inspector shall, be under the supervision of the full-time Building Inspector and under the direction of the Director of Public Service, perform carryout duties and responsibilities as directed by the full-time Building Inspector and/or Director of Public Service, including but not limited to, the following:

(1) Monitoring the maintenance and condition of real property and real estate within the City.

(2) Monitoring the condition of vacant lots and lands within the City.

(3) Monitoring the condition of and/or demolition and/or repair of vacant structures within the City.

(4) The enforcement of sidewalk ordinances within the City.

(5) The enforcement of zoning laws and regulations within the City.

(6) The enforcement of the junk car ordinances of the City.

(7) Any and all other duties and responsibilities as may from time to time be assigned to the Assistant/Clerk to the Building Inspector by the full-time Building Inspector and/or Director of Public Service.

(Ord. 63-05. Passed 8-16-05.)

137.10A FULL TIME ASSISTANT/CLERK TO THE BUILDING INSPECTOR.

(a) The position of full time Assistant/Clerk to the Building Inspector is hereby established as a position within the City.

(b) The full time Assistant/Clerk to the Building Inspector shall under the direct supervision of the full-time Building Inspector and further shall be under the direction of the Director of Public Service.

(c) The rate of pay for the position of the full time Assistant/Clerk to the Building Inspector of the City of Sheffield Lake, Ohio, shall be established by Council.

(d) The full time Assistant/Clerk to the Building Inspector shall work forty hours per week.

(e) The full time Assistant/Clerk to the Building Inspector shall attend Zoning Board of Appeals meetings at such times as he is directed to attend such meetings by the full-time Building Inspector.

(f) The full time Assistant/Clerk to the Building Inspector shall establish and maintain any records and other data as may from time to time be required of the full time Assistant/Clerk to the Building Inspector by the Building Department and/or the full- time Building Inspector and/or the Director of Public Service.

(g) The full time Assistant/Clerk to the Building Inspector shall, be under the supervision of the full-time Building Inspector and under the direction of the Director of Public Service, perform carryout duties and responsibilities as directed by the full-time Building Inspector and/or Director of Public Service, including but not limited to, the following:

(1) Monitoring the maintenance and condition of real property and real estate within the City.

(2) Monitoring the condition of vacant lots and lands within the City.

(3) Monitoring the condition of and/or demolition and/or repair of vacant structures within the City.

(4) The enforcement of sidewalk ordinances within the City.

(5) The enforcement of zoning laws and regulations within the City.

(6) The enforcement of the junk car ordinances of the City.

(7) Any and all other duties and responsibilities as may from time to time be assigned to the Assistant/Clerk to the Building Inspector by the full-time Building Inspector and/or Director of Public Service.

(Ord. 62-05. Passed 8-16-05.)

137.11 NOTICE OF CHANGE OF OCCUPANCY.

(a) The owner of any real estate in the City shall notify the City and its Building Inspector within fifteen days of any change of occupancy of any structure or building located on such real estate. The notification shall include the names of all occupants as well as the address of the real estate on which the occupied structure or building is located.

(b) Such notification shall be made to the City and its Building Inspector by the owner of such real estate in writing on forms to be provided by the City and its Building Inspector.

(c) Any person, corporation or other entity of any type or kind whatsoever that fails to comply with any of the provisions of this section shall be guilty of a misdemeanor of the first degree.

(d) Compliance with the terms of provisions of this section shall not relieve or exonerate the owner of any real estate in the City from complying with all other ordinances of the City.

(e) Should any portion of this section be declared to be unconstitutional, unenforceable by a court of competent jurisdiction, such determination shall have no effect on any other portion of this section.

(Ord. 42-91. Passed 6-11-91.)

137.12 NOTIFICATION FROM UTILITY COMPANIES.

(a) Any individual, corporation or entity of any type or kind supplying natural gas and/or electric and/or telephonic utilities service to the City and/or any consumers of any type or kind whatsoever within the City shall notify the City and its Building Inspector in writing of all of its customers, its customers' addresses and any change of customers and/or change of addresses of customers, receiving the product and services of such utility.

(b) The information required to be supplied to the City and its Building Inspector pursuant to this section shall be supplied to the City and its Building Inspector on an annual basis commencing with September 1, 1991, and shall be supplied and/or updated on or before September 1 of each year thereafter.

(c) The information to be supplied to the City and its Building Inspector in accordance with this section shall be supplied to the City and its Building Inspector in writing in a form that is acceptable to the City and its Building Inspector.

(d) Any individual, corporation or other entity who does not comply with the terms and provisions of this section shall be guilty of a misdemeanor of the first degree. Each violation of this section will constitute a separate offense.

(Ord. 43-91. Passed 6-11-91.)

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Detected legislative history

- Ordinances of Sheffield Lake, OH
- ORDINANCES OF THE CITY OF SHEFFIELD LAKE, OHIO
- ORDINANCE NO. 116-84
- ORDINANCES OF SHEFFIELD LAKE
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- orded, and shall cause each inspector to make a daily written report of each inspection made
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- ords and other data as may from time to time be required of the part time Assistant/Clerk to the Building Inspector by the Building Department and/or the full-time Building Inspector

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- ordance with this section shall be supplied to the City and its Building Inspector in writing in a form that is acceptable to the City and its Building Inspector
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