

137.08 ALTERNATE BUILDING INSPECTOR. (REPEALED)

137.08 ALTERNATE BUILDING INSPECTOR. (REPEALED)

Document type	section
Identifier	137.08
Citation	§ 137.08
Ordinances detected	S, 116-84, 24-79, 20-05, ER, 87-67, 53-77, 60-58, 58-01, 47-18, 87-81, 63-05, 62-05, 42-91, 43-91
Dates detected	September 1, 1991
Original source	American Legal Publishing
Content hash	b93ab656ab00036270251f7aef012a1bfdea3420d89eef4948f49d244e62aafa

Sheffield Lake Overview

Codified Ordinances of Sheffield Lake, OH

CODIFIED ORDINANCES OF THE CITY OF SHEFFIELD LAKE, OHIO

CERTIFICATION

ROSTER OF OFFICIALS

ADOPTING ORDINANCE NO. 116-84

COMPARATIVE SECTION TABLE

TABLES OF SPECIAL ORDINANCES OF SHEFFIELD LAKE

CHARTER

PART ONE - ADMINISTRATIVE CODE

TITLE ONE - General Provisions

TITLE THREE - Legislative

TITLE FIVE - Administrative

CHAPTER 121 Mayor

CHAPTER 123 Treasurer

CHAPTER 127 Department of Law

CHAPTER 129 Department of Finance

CHAPTER 131 Department of Public Safety

CHAPTER 133 Division of Police

CHAPTER 135 Division of Fire

CHAPTER 137 Division of Building Inspection

137.01 ESTABLISHMENT.

137.02 RESIDENTIAL BUILDING INSPECTOR; QUALIFICATIONS.

137.03 CONFLICT OF INTERESTS.

137.04 RECORDS.

137.05 APPOINTMENT AND TERM OF INSPECTORS.

137.06 DAILY SETTLEMENT FOR FEES.

137.07 ELECTRICAL INSPECTOR.

137.08 ALTERNATE BUILDING INSPECTOR. (REPEALED)

137.09 IMPRESS FUND.

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

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

137.11 NOTICE OF CHANGE OF OCCUPANCY.

137.12 NOTIFICATION FROM UTILITY COMPANIES.

137.13 PROCEDURE FOR VACATING LANDS.

137.14 SPECIFICATIONS AND STANDARDS FOR BUILDING LOT SITE PLANS.

137.15 ENFORCEMENT OF BUILDING LAWS AND REGULATIONS.

137.16 CHIEF BUILDING OFFICIAL.

137.17 BACK-UP CHIEF BUILDING OFFICIAL.

137.18 PLANS EXAMINER.

137.19 BACK-UP PLANS EXAMINER.

137.20 PLUMBING INSPECTOR.

137.21 BACK-UP PLUMBING INSPECTOR.

137.22 BACK-UP ELECTRICAL INSPECTOR.

137.23 BACK-UP BUILDING INSPECTOR.

137.24 CONTRACTING FOR BUILDING DEPARTMENT SERVICES

CHAPTER 138 Division of Health
CHAPTER 139 Department of Public Service
CHAPTER 141 Division of Water
CHAPTER 143 Division of Sewers
CHAPTER 145 Division of Streets and Roads
CHAPTER 147 Division of Sanitation
CHAPTER 149 Department of Taxation
CHAPTER 151 Engineer
CHAPTER 153 Forester
CHAPTER 155 Animal Control Officer
CHAPTER 157 Civil Service Commission
CHAPTER 158 Block Grant Grievance Board
CHAPTER 159 Economic Development Advisory Board
CHAPTER 161 Board of Zoning and Building Appeals (Repealed)
CHAPTER 163 Park-Recreation Board (Repealed)
CHAPTER 164 Records Commission
CHAPTER 165 Rate Review Board
CHAPTER 167 Planning Commission
CHAPTER 168 Board of Control
CHAPTER 169 Employment Provisions
CHAPTER 171 Community Center Board of Trustees
CHAPTER 173 Legal Defense and Indemnification
CHAPTER 175 ADA Coordinator
CHAPTER 177 Part-Time Grant Administrator

TITLE SEVEN - Judicial

TITLE NINE - Taxation

PART THREE - TRAFFIC CODE

PART FIVE - GENERAL OFFENSES CODE

PART SEVEN - BUSINESS REGULATION CODE

PART NINE - STREETS, UTILITIES AND PUBLIC SERVICES CODE

PART ELEVEN - PLANNING AND ZONING CODE

PART THIRTEEN - BUILDING CODE

PART FIFTEEN - FIRE PREVENTION CODE

OH

Sheffield Lake

Codified Ordinances of Sheffield Lake, OH

137.09 IMPRESS FUND.

CHAPTER 137 Division of Building Inspection

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.)

Disclaimer: This Code of Ordinances and/or any other documents that appear on this site may not reflect the most current legislation adopted by the Municipality. American Legal Publishing provides these documents for informational purposes only. These documents should not be relied upon as the definitive authority for local legislation. Additionally, the formatting and pagination of the posted documents varies from the formatting and pagination of the official copy. The official printed copy of a Code of Ordinances should be consulted prior to any action being taken.

For further information regarding the official version of any of this Code of Ordinances or other documents posted on this site, please contact the Municipality directly or contact American Legal Publishing toll-free at 800-445-5588.

Hosted by: American Legal Publishing

[Back to Code Library](#)

[Previous Doc](#)

[Next Doc](#)

0 items available

Detected legislative history

- Ordinances of Sheffield Lake, OH
- ORDINANCES OF THE CITY OF SHEFFIELD LAKE, OHIO
- ORDINANCE NO. 116-84
- ORDINANCES OF SHEFFIELD LAKE
- ORDS
- REPEALED)
- Repealed)
- ords Commission
- ordinator
- Ord. 24-79
- Ord. 20-05
- ord 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

an

- ordered, and shall cause each inspector to make a daily written report of each inspection made
- Ord. 87-67
- ordinance with the ordinances of the City and the rules and regulations of the Civil Service Commission
- Ord. 53-77
- Ord. 60-58
- ordinances and statutes
- Ord. 58-01
- Ord. 47-18
- repealed by Ordinance 47-18
- Ord. 87-81
- 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
- ordinances within the City
- ordinances of the City
- Ord. 63-05
- ords 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
- Ord. 62-05
- Ord. 42-91
- ordinance 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
- Ord. 43-91
- Ordinances and/or any other documents that appear on this site may not reflect the most current legislation adopted by the Municipality
- Ordinances should be consulted prior to any action being taken
- Ordinances or other documents posted on this site, please contact the Municipality directly or contact American Legal Publishing toll-free at 800-445-5588

Imported automatically by MunicipalWiki. The original publisher remains the authoritative source pending legal normalization and verification.

Revision #1

Created 2026-07-18 21:32:22 UTC by MunicipalWiki Indexer

Updated 2026-07-18 21:32:22 UTC by MunicipalWiki Indexer