

City of Fairlawn
Zoning, Housing & Residential Building Department

ANNUAL REPORT

2019

Enclosed you will find the annual report outlining the activities and programs of the Zoning, Housing & Residential Building Department as prepared by William Arnold, Zoning, Housing & Residential Building Commissioner.

TABLE OF CONTENTS

Contents

Permits/Certificates Issued _____	2
Inspections Performed _____	3
Code Enforcement _____	3
2019 Neighborhood Inspection Program _____	4
Single Family Housing Market _____	5
Landlord Licensing _____	5
Personnel & Training _____	5
Demolition Program _____	6
Residential Foreclosure Registration Program _____	7
Residential PACE District _____	7
Boards & Commissions _____	7

Permits/Certificates Issued

In 2019 the Department completed transactions for 703 permits and certificates totaling \$167,063.42. The reported value of all construction in the City for the year was \$86,130,671 and 583 new jobs have been added to the City in 2019. Following is a breakdown of all the transactions:

Standard Item		
Residential Add./Alt.	7	280.00
Bond		
Invoice for bond	35	97,341.00
Foreclosed Property		
Foreclosure Registration	11	1,800.00
Vacant Structure Inspection	2	200.00
Online Permit Fee		
Online Permit Application	6	12.00
Penalty		
Administrative Penalty totals	16	1,490.00
Registration Fee		
1 unit	94	4,600.00
2-3 units	80	4,800.00
26-100 units	2	400.00
4-5 units	24	1,680.00
6-25 units	24	2,520.00
101 or more	1	310.00
Licensing Fee totals	225	14,310.00
Standard Item		
Res. Addition/Alteration	10	1,859.00
Res Deck or Other	12	1,080.00
Res. Residing	20	720.00

Re-Roofing	56	2,240.00
Res. Private Swimming Pool	2	60.00
Res. 150% Fine	4	100.00
150% Fine	2	30.00
Com. Addition/Alteration	3	600.00
Com. Demolition	1	40.00
New Commercial	2	13,944.56
Comm Tap-In Fee	1	1,200.00
Demolition	2	80.00
Earth Hauling	11	550.00
Excavation	30	1,500.00
Fence/Wall over 36"	33	590.00
Res. Accessory Structure	13	520.00
Res. Deck or Other	12	240.00
Res. Swimming Pool	2	80.00
Special Event Fee	9	900.00
Temporary Sign	22	1,650.00
Wall/Ground Sign	51	5,571.86
Zoning Use Certificate	96	15,470.00
Standard Item totals	401	51,630.42
Grand Totals	703	167,063.42

Inspections Performed

The Department performed a total of 1,674 inspections for the year. This amount equates to approximately 7 inspections per working day. Following is a breakdown of the inspections performed:

Building Inspections	287
Property Maintenance	397
Neighborhood Inspection Program	730
Misc. (Temp. Sign Removal, Gen. Insp., Vacant Homes)	260

Code Enforcement

In 2019 the Department issued 183 Notice of Violation letters to 166 properties. Based upon the violation letters sent, follow-up inspections were performed as well as second notices sent in order to gain

compliance. The compliance rate was 96% for remediating violations. In 2019, because of our high rate of compliance, we did not refer any cases to the Real Property Maintenance Board for remediation. The department issued 5 administrative penalties for a total of \$1,600.

2019 Neighborhood Inspection Program

The Neighborhood Inspection Program consisted of inspections of the exterior of 730 residential properties distributed throughout the City. A total of 102 owner occupied dwellings were identified with violations and 8 rental properties. Inspections were performed with tablets which allow for efficient input of violations and associated photographs in the field, reducing staff hours back in the office. Following is a breakdown of the Program inspections:

Total owner-occupied properties inspected	677
Total owner-occupied properties with violations	102
Rentals inspected	53
Rentals with violations	8

Types of Violations

Clean/Repair exterior walls	50
Roof / Gutter / Downspout issues	8
Paint required for structure	37
Fence Acc. Structure issues	6
Trash / Rubbish	8
Exterior wall/soffits	8
Outdoor Storage	11
Misc.	6
TOTAL	134

Single Family Housing Market

The single-family housing market in Fairlawn remained strong in 2019 with a total of 115 homes sold. The average days on the market was down 19% in 2019 with an average of 55 days on the market as compared to 68 days in 2018. The average sale price was \$229,117, a 12% increase, according to NEOREX (Northeast Ohio Real Estate Exchange) data.

Single Family Sales per NEOHREX

	No. of Sales	Average Sale Price	Price/ Sq. ft	Days on Market
2017	131	\$205,920.00	\$103.00	73
2018	104	\$203,805.00	\$101.40	68
2019	115	\$229,117.00	\$111.75	55

Landlord Licensing

The Department mailed notices to landlords in late November of 2018 with invoices for the required 2019 Landlord Licenses. One hundred twenty-nine Landlord Licenses were issued covering 198 rental properties containing 880 units. For the third year in a row, the amount of single-family homes registered as rentals has decreased. The number is down 11% from 2017 registrations, indicating that the strong housing market continues to drive down amount of single-family homes used as rentals.

Personnel & Training

In 2019, the Department again saw a shift in personnel as Pam Shell retired from her position as Administrative Assistant after 20 years with the City. Annie George was promoted from Records Custodian to Administrative Assistant.

Continuing Education continues to be an important asset and William Arnold and Justin Reed attended several education seminars during the monthly FBOA meetings as well as the annual OBOA conference in Cincinnati. Mr. Reed passed the International Code Council Commercial Building Inspector Exam and obtained a Residential Building Official and Building Inspector certificates.

Following is a list of courses attended by the staff of the department:

William Arnold:

1. Board of Building Standards Updates - (2 hrs.)
 2. Ohio RCO 2018 - (4 hrs.)
 3. Structural - (4 hrs.)
 4. BBS Chapter 34 - (4hrs.)
 5. New RCO - (3 hrs.)
 6. Maintaining the integrity of fire-rated construction - (2 hrs.)
 7. Fire retardant treated wood - (2hrs)
 8. Understanding the 2018 IECC - (2hrs.)
 9. Understanding chapters 2, 3 & 4 2017 OBC - (3 hrs.)
- Total Continuing Education - 26 hours**

Justin Reed:

1. Board of Building Standards Updates (2hrs)
 2. Transitioning from the 2013 RCO to the 2019 RCO - (3 hrs.)
 3. Ohio RCO 2018 - (4 hrs.)
 4. Structural - (4hrs.)
 5. BBS Chapter 34 - (4 hrs.)
 6. Engineered Wood A-Z - (3 hrs.)
 7. Maintaining the integrity of fire-rated construction - (2 hrs.)
 8. Fire retardant treated wood - (2 hrs.)
 9. Understanding the 2018 IECC - (2 hrs.)
 10. Understanding chapters 2, 3 & 4 2017 OBC - (3 hrs.)
- Total Continuing Education - 29 hours**

Demolition Program

In 2019 the Department continued the management of the demolition of the fire damaged Cornus Hill Mansion. The demolition was completed in late March, The Department condemned the structure in early 2018 and demolition orders were issued by the Real Property Maintenance Board.

Residential Foreclosure Registration Program

The City issued 10 Foreclosure Registrations of which 3 dwellings were vacant at some time during the year. Of the 10 properties, 8 are new for 2019, the remaining 2 are renewals from 2018. The department collected a total of \$2,000 in registration fees for this program.

Residential PACE District

In 2019 the City passed legislation to enter into the *Residential Property Assessed Clean Energy* (PACE) program as a member of the *Akron-Summit County Energy Special Improvement District*. Through the residential PACE program, residents can apply for financing for projects focusing on roofing, windows and doors, HVAC, or insulation upgrades, and more. The program enables property owners to finance the upfront costs of energy improvements by making a voluntary assessment on their property tax bill and paying back the costs over time. The residential PACE program is expected to be running within the first quarter of 2019

Boards & Commissions

Planning Commission

In 2019 the Planning Commission reviewed 16 projects with requests for approval and collected \$4,000 in fees. Notable projects approved include the Crystal Clinic Orthopaedic Hospital on Embassy Pkwy., additional facilities at the Splash Car Wash complex, the construction of 18 new, fee simple, townhomes on Riviera Dr. and the façade change at the mall for the new Hello Bistro location. The value of all construction approved in 2019 by the Planning Commission is \$80,048,000.

Board of Building & Zoning Appeals

In 2019 the BZA decided on 29 requests for variance. The Board collected \$5,700 in fees and had 11 meetings during the year.

Real Property Maintenance Board

The Real Property Maintenance Board was not convened in 2019. The department was able to gain compliance on 96% of all property maintenance issues and work with property owners on agreeable solutions to any outstanding issues. The Department received no appeals of decision that would come before the Board. During the first quarter of 2019, the Department followed through with the orders issued by the Board in 2018 for the demolition of the Cornus Hill Mansion. Demolition was completed in March and the costs were assessed to the tax bill of the real property for reimbursement.

Community Improvement Corporation

The CIC met 5 times during the year and discussed numerous projects. A purchase agreement was signed in late 2018 with intent acquire and raze the structures at 765 Cleveland Massillon Rd. The CIC finalized the purchase in August and entered in to an agreement with Summit County Land Bank to execute the demolition with no expense to the City. Demolition was completed the first week of 2019. This parcel will remain greenspace with the possibility of future redevelopment.

CIC negotiated and approved a Property Redevelopment Agreement to help facilitate the renovation of 21,000 square feet to Class A office space located at 3200 W. Market. The entirety of that space is now the corporate headquarters of Cedarwood Development Inc.