Portage County Board of Building Appeals
449 S. Meridian Street, Ravenna, OH 44266 Tel: (330) 298-4503 Fax: (330) 297-3896

Ted Manfrass                Jeff Coffee                Michelle Conner
Chairman                   Vice-Chairman              Secretary

Meeting Minutes:

Date: August 8, 2018
Place: Portage County Administration Building
       6th Floor Room #605
Time: 9:30AM

Attended by:

Board Members:
Ted Manfrass                Architect
Jeff Coffee                 Fire Safety Inspector
Hal Stamm                   Homeowner
Robert Blunk                Homeowner-Alternate
Audrey Kessler              Homeowner
Frank Horack                Licensed Contractor

Others Present:
Charles Corcoran            Chief Building Official
Linda Markjohn              Back-up Secretary
Thomas Crawford             Nelson Ledge Estates
Virginia L Pfile            Nelson Ledge Estates

Chairman called the meeting to order.
Roll call was taken and a Quorum was present.

Old Business:
Minutes from March 14, 2018 were given a motion for approval.
Motion made by Frank Horack and seconded by Audrey Kessler.
Final approval of new applications to be discussed following appeal hearing.

New Business:
Appeal Case 218000836, Rodger M & Irene S Work Inc., 9796 Hemlock Lane,
Garrettsville, Ohio 44231. Owner rebuilding home post fire and is requesting
not to extend to frost depth and to rest on the existing concrete pad. At this time the Secretary did swear in all that would be testifying during the appeal. Charles Corcoran gave the background on the case and his contact with the contractor, owner and Mobile Homes Commission of the State of Ohio. It was deemed the construction of the new building because the mobile home was removed would fall under the Residential Code of the State of Ohio. Documents were issued to the owner, subsequent submittals from the owner followed. Deficiencies were found in the review process and foundation requirements. Questions from the Board followed for Charles Corcoran. The appellant were given the opportunity to state their case. A roof only permit was previously issued for this structure to keep it from becoming damaged by the weather. The owner’s did have previous contact with the State in regards to working on this project. Jeff Coffee made a motion to deny the variance. Hal Stamm seconded. Motion to deny, roll call taken, motion denied. Owners will need to revise plans with new foundations to go underneath. A letter will be drawn up from the Building Department explaining their options. Final approval of new application, variance and hand out forms were discussed. Charles gave a Building Department update. Jeff Coffee made a motion to approve the new forms, Audrey Kessler seconded. Meeting adjourned.

NOTES FROM THE BOARD OF BUILDING APPEALS ARE ELECTRONICALLY STORED IN THE BUILDING DEPARTMENT RECORDS. AUDIO TAPES ARE AVAILABLE UPON REQUEST AND AT A COST. A SUMMARY OF THE WRITTEN NOTES ARE AVAILABLE ON THE PORTAGE COUNTY BUILDING DEPARTMENT WEBSITE.