

ORDINANCE NO. 2015-09

INTRODUCED BY: Mayor Rinker and Council as a Whole

**AN EMERGENCY ORDINANCE
CREATING NEW CHAPTER 138
RELATIVE TO THE BUILDING DEPARTMENT.**

WHEREAS, the Building Department has previously been part of the Department of Public Service under Chapter 137; and

WHEREAS, in reality, the Building Commissioner and the duties of the Building Department have been separated from the Department of Public Service for many years; and

WHEREAS, in order to conform the Codified Ordinances to actual circumstances within Mayfield Village, the Building Commissioner, the Ordinance Review Committee, and the Law Department, have recommended the attached Exhibit "A", to be incorporated into the Codified Ordinances.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF MAYFIELD VILLAGE, OHIO, THAT:

SECTION 1. That new Chapter 138, establishing the BUILDING DEPARTMENT, as set forth in Exhibit "A", attached hereto and incorporated herein by reference, is hereby adopted.

SECTION 2. That any sections of the Codified Ordinances in conflict herewith are hereby and herein repealed and amended accordingly.

SECTION 3. The Council finds and determines that all formal actions of this Council relating to the adoption of this Ordinance have been taken at open meetings of this Council; and that deliberations of this Council and of its committees, resulting in such formal action, took place in meetings open to the public, in compliance with all statutory requirements including the requirements of Section 121.22 of the Ohio Revised Code.

SECTION 4. This Ordinance is hereby declared to be an emergency measure immediately necessary for the health, safety and welfare of the residents of Mayfield Village, Ohio. It shall, therefore, take effect immediately upon the passage by the affirmative vote of not less than five (5) members elected to Council and approval by the Mayor or otherwise at the earliest time allowed by law.

WILLIAM BUCKHOLTZ
Council President

First Reading: _____ 2015
Second Reading: _____ 2015
Third Reading: _____ 2015
PASSED: _____ 2015

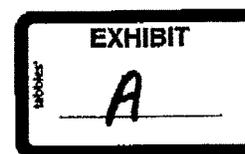
BRUCE G. RINKER, Mayor

APPROVED AS TO FORM:

JOSEPH W. DIEMERT, JR.
DIRECTOR OF LAW

ATTEST: _____
MARY E. BETSA,
Clerk of Council

CHAPTER 138
Building Department



- 138.01 Building Commissioner**
- 138.02 Petty Cash Fund**
- 138.03 Building Inspectors/Plan
Examiners**

CROSS REFERENCES
Duties - see CHTR. Art. V, §7
Supervision - see ADM. 131.01

138.01 BUILDING COMMISSIONER.

- (a) There is hereby created the position of Building Commissioner.
- (b) The Building Commissioner shall have the following duties and responsibilities in addition to those prescribed for the Building Department under the Charter:
 - (1) To enforce the applicable building and zoning codes in the municipality, and to supervise all personnel in the Building Department;
 - (2) To prepare and issue all building permits, occupancy permits and all other certificates required by the ordinances of the Municipality;
 - (3) To collect the permit fee provided by ordinance, giving receipts therefor and paying the same into the Municipal treasury; to make inspections of buildings or alterations and improvements thereto; to report violations of the Building Code and the Planning and Zoning Code to the Mayor; to assist in the enforcement of the Building Code and the Planning and Zoning Code; to perform all duties and service acts required of the Commissioner under the Building Code;
 - (4) To be responsible for the care, inspection and consultation with other departments to assure the structural integrity and safety of the Civic Center and other Municipal buildings;
 - (5) To attend meetings of the Planning and Zoning Commission, Board of Appeals, Architectural Review Board and other committees upon request by the respective chair; and
 - (6) To perform other duties as may be necessary to carry out the responsibilities of the position as required by the ordinances of the Municipality or as directed by the Mayor.
- (c) The compensation of the Building Commissioner shall be established by the Council from time-to-time.

(Ord. 87-1. Passed 3-16-87; Ord. 2008-12. Passed 2-18-08.)

138.02 PETTY CASH FUND.

(a) In accordance with all requirements imposed by the State of Ohio, there are hereby established Petty Cash Funds in the Building Department in the amount of one hundred dollars (\$100.00), to be disbursed, accounted for, and replaced in accordance with all applicable provisions of law.
(Ord. 2006-14. Passed 4-24-06.)

(b) The Finance Department is authorized and directed to provide such cash to the Building Department and to replenish such funds as expenditures are made in accordance with procedures to be established by the Finance Department in accordance with State requirements.
(Ord. 81-7. Passed 2-16-81.)

138.03 BUILDING INSPECTORS/PLAN EXAMINERS.

(a) The Building Commissioner shall appoint such Building Inspectors and Plan Examiners as deemed necessary.

(b) All Building Inspectors and Plan Examiners shall be subordinate to the Building Commissioner and shall perform such duties as directed by the Building Commissioner in order to properly conduct the business of the Building Department.