ORDINANCE NO.: 2016-34
INTRODUCED BY: Mayor Annette M. Blackwell
MOTION FOR ADOPTION BY: Councilman Ron Jackson

AN ORDINANCE AMENDING CHAPTER 1442 OF THE CODIFIED ORDINANCES REGARDING THE FEE SCHEDULE IN THE DEPARTMENT OF BUILDING IN THE CITY OF MAPLE HEIGHTS AND DECLARING AN EMERGENCY

WHEREAS, the Building Official has determined that the language in the fee schedule in the Building Department needs to be amended to promote transactions that are both efficient and transparent to the public; and

WHEREAS, the Ohio Building Code has recommended that municipalities change the titles of licenses for the occupancy of existing residential and commercial buildings.

NOW, THEREFORE, BE IT ORDAINED, by the Council of the City of Maple Heights, County of Cuyahoga, State of Ohio that:

Section 1. Chapter 1442 of the Codified Ordinances of the City of Maple Heights be amended to read as follows:

1442.01 PAYMENT OF FEES REQUIRED BEFORE ISSUANCE OF BUILDING PERMITS.
A permit shall not be issued to begin work for new construction, alteration, removal, demolition or other building operation until the fees prescribed have been paid to the City.

1442.02 PLANNING AND ZONING; OTHER FEES.

(a) The fee for application to appear before the Planning and Zoning Commission shall be two hundred seventy-five dollars ($275.00) for commercial properties or uses, and seventy-five dollars ($75.00) for one and two family residences. In addition, a $25.00 fee for advertisement of a Public Hearing Notice shall be required. Additional deposits for other fees anticipated are to be paid at the time of application as determined by the Building Official, including but not limited to review of the City of Maple Heights Building and Zoning code(s), site plan(s), landscape plan(s), or Ohio Building Code(s), and any other fees contained in this Chapter.

(b) The payment of a fee for a permit authorizing construction, repair, alteration, removal or demolition work, and all work done in connection or concurrently with the work contemplated by the permit, shall not relieve the applicant or holder of the permit from the payment of other fees that may be prescribed by law.

1442.03 ONE, TWO AND THREE-FAMILY DWELLINGS - RESIDENTIAL

(a) Residents who own and occupy a single family residence in the City, and who receive a homestead tax exemption for the home, shall receive a twenty-five percent (25%) discount rate from the listed rate, for residential building permits for the home that they live in.

(b) All permits issued shall include a Ten Dollar ($10.00) Administrative Charge to be collected in addition to other fees as required by this Chapter

(c) All permits, including Points of Sale and Rental Registrations shall be good for a period of six (6) months from date of issuance.

(d) RESIDENTIAL (1, 2, 3;) NEW DWELLING CONSTRUCTION ONLY
The square foot area is the gross area of all finished and unfinished levels, but not including unfinished basements or cellars.
(1) New Dwelling Permit to include Garage
(A) Per square foot: 0.77
(B) Basement: finished area, per square foot 0.66
(C) Administrative Charge 10.00

(2) **Deck Permit**:
   (A) Fee 150.00
   (B) Administrative Charge 10.00

(3) **Patio Permit**
   (A) Fee 100.00
   (B) Administrative Charge 10.00

(4) **Sewer Permit**
   (A) Tie-in for 1 sanitary and/or storm sewer connection: 1000.00
   (A) Each additional connection: 375.00
   (B) Administrative Charge 10.00

(5) **Tree-lawn tree fee:** 300.00

(e) **RESIDENTIAL: CERTIFICATE OF OCCUPANCY / NEW DWELLING - Ch. 1494**
   (1) Single-family dwelling: $100.00
   (2) Two-family dwelling: $150.00
   (3) Three-family dwelling: $200.00
   (4) Administrative Charge 10.00

(f) **RESIDENTIAL: POINT OF SALE/EXISTING DWELLING – Ch. 1494.07**
   (1) Single Family Dwelling $100.00
   (2) Two-family dwelling: 150.00
   (3) Three-family dwelling: 200.00
   (4) Re-inspection and updated report: 50.00
   (5) Administrative Charge 10.00

(g) **RESIDENTIAL LICENSES: Residential 1, 2, 3 – Ch 1486, 1487**
   Includes inspection fees
   (1) **Owner Occupied License** (proof required)
       (A) After POS is completed $100.00
       (B) Administrative Charge 10.00

   (2) **Tenant Rental License 1,2,3 Dwelling**
       Must be obtained by the Owner after required POS or Rental inspection
       and BEFORE Tenant occupies the building.
       (A) First Rental Unit $225.00
       (B) Second Rental Unit 175.00
       (C) Third Rental Unit 175.00
       (D) Administrative Charge 10.00

(h) **RESIDENTIAL 1, 2, 3: NEW OR EXISTING - Permit Fees and Rates**
   (1) **Electrical Permit**
       (A) Base fee: $100.00
       (B) Service installation or upgrade 100.00
       (C) Outlets (up to 15 outlets) 75.00
       (D) Administrative Charge 10.00
(2) **Engineer's Fee.**
(A) Site plan review, footing and final grade checks/new dwelling: $800.00
(B) Other engineering services, as required at cost
   Plus administrative processing of: 20%

(3) **Fence Permit - Ch 1298.19**
(A) Residential fence: $100.00
(B) Administrative Charge 10.00

(4) **HVAC, Gas Solar Panels Permit**
(A) Heating and/or air conditioning unit: $100.00
(B) Solar panels: Up to 4 rooftop panels: 100.00
(C) Administrative Charge 10.00

(5) **Paving or Repaving of Driveways and Sidewalks, Service walks, Patios and Apron Permit**
(A) All sizes: $100.00
(B) Under 5 concrete blocks: 50.00
(C) Administrative Charge: 10.00

(6) **Plan Review – Non-refundable**
(A) New dwelling building: $150.00
(B) All other residential construction except garage(s): 75.00
(C) New construction garage plan review: 85.00
(D) All re-submittals: 100.00
(E) Administrative Charge: 10.00

(7) **Plumbing Permit.**
(A) Base fee: $75.00
(B) Installation or replacement of fixtures: up to 6 fixtures: 60.00
(C) Administrative Charge 10.00

(8) **Plumbing/Combination Permit.**
(A) Electric/gas hot water heater replacement: $100.00
(B) Administrative Charge: 10.00

(9) **Roofing Permit to include Ice Guard Inspection**
(A) New or re-roof (no charge for repair): $100.00
(B) Administrative Charge: 10.00

(10) **Street and/or Sidewalk Opening Permit – Ch 1022.03**
(A) Each street and/or sidewalk opening: $150.00
(B) Annual (calendar year) utility work blanket permit: 2,500.00
(C) Administrative Charge 10.00

(11) **Swimming Pool Permit – Ch 1298.15**
(A) Base Fee $100.00
(B) Administrative Charge 10.00

(12) **Utility/Tool Shed Permit – Ch 1298.15**
Structures over 200 sq. ft. shall be considered an accessory building
and will require drawings and approval by the Building Official.
(A) Shed with concrete pad: $100.00
(B) Administrative Charge: 10.00
Structures under 200 sq. ft. require a Zoning Permit

(i) **EXISTING RESIDENTIAL ONLY: Building Permit Fees and Rates**
(1) **Addition Permit.**
   (A) Fee: $250.00
   (B) Administrative Charge: 10.00

(2) **Basement Permit**
   (A) Remodel/Finish minimum fee: $100.00
   (B) Administrative Charge: 10.00

(3) **Deck Permit.**
   (A) Fee: $150.00
   (B) Administrative Charge: 10.00

(4) **Demolition Permit(s).**
   (A) Dwelling: $200.00
   (B) Accessory building or garage: 100.00
   (C) Dwelling unit demolition permit deposit: 500.00
   (D) Administrative Charge: 10.00

(5) **Garage Permit(s).**
   (A) New garage with existing dwelling/all sizes/detached/attached to include roof: $200.00
   (B) Administrative Charge: 10.00

(6) **Ramp Permit: persons with disabilities:** Exempt

(7) **Remodeling and Fees not covered in fee schedule**
   General Building Permit
   (A) Base Fee: $100.00
   Plus fee per $100.00 of value of materials and labor: 1.50
   (B) Administrative Charge: 10.00

(8) **Waterproofing or Water Control Work Permit.**
   (A) Interior and/or exterior work – must not cover and must Call for Final Inspection: $225.00
   (B) Administrative Charge: 10.00

(9) **Window Replacement**
   (A) Base Fee: $100.00
   Plus fee per $100.00 of value of materials and labor: 1.50
   (B) Administrative Charge: 10.00

(j) **MISCELLANEOUS FEES:**
(1) **Contractor/Sub-Contractor Registration Fee** $100.00
(2) **Grass Cutting Fees**
For grass in excess of 6 inches (single lot) $150.00
Each additional lot $150.00

(3) **Foreclosure, Vacant Property Fee - Ch. 1484**
Foreclosure Late Filing Fee $250.00
$750.00

(4) **Re-inspection fee for Permitted Work.**
(A) First re-inspection: $50.00
(B) Each subsequent inspection thereafter: 60.00

(5) **No Permit.**
(A) Work commenced prior to permit issuance: 1st Offense: Double fee $500.00
(B) Each Offense thereafter

(6) **Garage Sale Permit**
(A) First Permit $10.00
(B) Second Permit within 12 months $15.00

1442.04 **COMMERCIAL: ALL BUILDINGS EXCEPT 1, 2 AND 3-FAMILY DWELLINGS**
All fees may include additional required Fire Department Fees per Section 1442.10.

(a) **Building Permit Fee: NEW CONSTRUCTION Only to include Certificate of Occupancy**
(1) Per sq.ft: $0.77
(2) Sewer tie-in for one sanitary and/or storm sewer connection: 1000.00
   A. Each additional connection: 350.00
(3) Landscape plan review to include tree-lawn tree 600.00
(4) Administrative Charge 10.00

(c) **COMMERCIAL POINT OF SALE INSPECTIONS: EXISTING BUILDINGS Ch. 1494.07**

(1) **Non-residential**
   (A) Public Space in the Building $300.00
   (B) Each additional unit 100.00
   (C) Administrative Charge 10.00

(2) **Apartments: more than three units**
   (A) Public Space in the Building $300.00
   (B) Each additional apartment 100.00
   (C) Administrative Charge 10.00

(d) **COMMERCIAL RENTAL LICENSES: Business, Apartments, Retail**
Must be obtained by the Owner after required POS or Rental inspection and BEFORE Tenant occupies the building. Ch. 1486, 1487

(1) **Non-residential: Rental Registration:**
   (A) **Owner Occupied** doing business $150.00
   (B) Rented or leased first unit 325.00
(C) Each additional leased or rented unit  
(D) Administrative Charge  

325.00  
10.00  

(2) Apartments: Rental Registration:  
(A) First rental unit in the Building $225.00  
(B) Each additional rental unit 175.00  
(C) Administrative Charge 10.00  

(c) COMMERCIAL: NEW OR EXISTING: Permit Fees and Rates  

(1) Additions,  
(A) Per sq. ft. $ 0.77  
(B) Landscape plan review fee: 200.00  
(C) Administrative Charge 10.00  

(2) Amusement Devices – Mechanical or Electrical – Ch 850  
(A) Each game or device $200.00  
(B) Government/Non-profit groups or organizations waived  
(C) Administrative Charge 10.00  

(3) Billiards Pool Tables – Mechanical or Electrical – Ch. 812  
(A) Each billiard/pool table game $200.00  
(B) Government/non-profit groups/organizations waived  
(C) Administrative Charge 10.00  

(4) Demolition or Relocation Permit.  
(A) Any main building: $300.00  
(B) Main building demolition permit deposit 500.00  
(C) Each accessory building: 100.00  
(D) Administrative Charge 10.00  

(5) Dumpster Enclosure with concrete pad  
Requires drawings and approval by the Building Official.  
(A) Dumpster with concrete pad: $75.00  
(B) Administrative Charge 10.00  

(6) Electrical Permit.  
(A) Minimum fee or 1% of construction costs: $150.00  
(B) Each exterior sign: 40.00  
(C) Administrative Charge 10.00  

(7) Elevator, Lift, Crane or Derrick Permit.  
(A) Minimum fee or 1% of construction project costs: $100.00  
(B) Administrative Charge 10.00  

(8) Engineer’s Fee.  
(A) For site plan review, footing and final grade checks of each new building or building addition: $1000.00  
(B) Other engineering services, as required at cost  
   Plus administrative fee: Percent of cost 20%  
(C) Administrative Charge 10.00
(9) **Fence – Ch 129.19**
   (A) Minimum fee: $100.00
   (B) Anything over 300 linear ft. add per ft. 0.25
   (C) Administrative Charge 10.00

(10) **Gas Permit – Ch. 860**
   (A) Gas piping or re-piping: $100.00
   (B) Administrative Charge 10.00

(11) **HVAC, Solar Panels.**
   (A) HVAC system for new construction, up to 1 unit: $120.00
   (B) Each additional HVAC/AC unit for new construction: 120.00
   (C) Replacement HVAC/AC unit for existing building each: 100.00
   (D) Unit heaters: - each 80.00
   (E) Solar panels: up to 4 rooftop panels: 100.00
   (F) Administrative Charge 10.00

(12) **Paving or Repaving of Driveways, Sidewalks and Parking Lots – Ch. 1024, 1026**
   (A) Minimum fee: $75.00
   (B) Per square-foot of area to be paved: 0.03
   (C) Resurfacing asphalt parking lots: Minimum Fee 100.00
   (D) Per square-foot area to be paved 0.03
   (E) Administrative Charge 10.00

(13) **Plan Review Fee.**
   (A) A nonrefundable fee paid to the City for Building Department personnel plan review and processing: $250.00
   (B) Additional plan review fees charged by a State-Certified Plan Examiner shall be charged to the applicant at cost: Percentage of Plan Exam 20%
   (C) A nonrefundable fee paid as a deposit toward the actual cost of the review by the Architectural Review Board: 600.00
   (D) Administrative Charge 10.00

(14) **Plumbing Permit.**
   (A) Minimum fee or 1% of construction costs or: $150.00
   (B) Interior sewer line(s) installation or repair: 100.00
   (C) Grease or oil interceptor: each 100.00
   (D) Floor drain: each 30.00
   (E) Administrative Charge 10.00

(15) **Plumbing/Combination Permit.**
   (A) Gas or electric hot water heater replacement: $100.00
   (B) Administrative Charge 10.00

(16) **Roofing Permit - New or Reroof to include Ice Guard Inspection if applicable**
(1) Minimum fee or 1% of construction costs or: $100.00
(B) Administrative Charge 10.00

(17) **Sign Permit – Ch. 1296**
(A) Minimum fee: (does not include plan review fee): $ 60.00
(B) Per square-foot of sign area of one side of sign: 2.00
(C) Electric Sign hookup fee (additional): 40.00
(D) Temporary trailer type signs or balloons - per day: 80.00
(E) Other temporary advertising devices and signs - per day: 150.00
(F) Administrative Charge 10.00

(18) **Street and or Sidewalk Opening Permit - 1022.03**
(A) Each street and /or sidewalk opening: $ 150.00
(B) Annual (calendar year) utility work blanket permit: 2500.00
(C) Administrative Charge 10.00

(19) **Swimming Pool Permit – Ch. 1480**
(A) Above /in-ground Minimum Fee: 1% of construction costs or: $100.00
(B) Administrative Charge 10.00

(20) **Waterproofing or Water Control Work Permit.**
Must not cover and must call for final inspections
(A) Interior and/or exterior work: $280.00
(B) Administrative Charge 10.00

(21) **Wireless Telecommunications Facilities Permit.**
(A) Minimum Fee: 1% of construction project costs or: $500.00
(B) Administrative Charge 10.00

(22) **Repairs, Remodeling and Items Not Covered in Fee Schedule**
General Building Permit
(A) Minimum fee or 1% of construction costs or: $150.00
(B) Administrative Charge 10.00

(h) **Miscellaneous Fees regarding Building Permits**

(1) **General Contractor/Sub Contractor Registration Ch 1444** $100.00
(2) **No Permit.**
(A) Work commenced prior to permit issuance – 1st Offence: Double fee
(B) Each offence thereafter: $500.00
(C) Administrative Charge 10.00
(3) **Re-inspection for Permitted Work.**
(A) First re-inspection: $ 50.00
(B) Each subsequent inspection: 60.00
(C) Administrative Charge 10.00
(4) **Foreclosure, Vacant Property Fee - Ch. 1484** $250.00
(A) Foreclosure Late Filing Fee 750.00
1442.05 OUTSIDE PROFESSIONAL SERVICES.
The fee for outside professional services, such as engineering, analysis, consulting, investigation, inspection, etc. shall be the actual cost incurred for such service.

1442.06 FEE WAIVER.
The fees set forth in this chapter may be waived by the Mayor, in whole or in part, for good cause.

1442.07 REFUNDS FOR NONUSE OF PERMITS.
A refund of the fee paid for permits described in this Chapter shall be permitted at the following rates, if the permit is not used within the following times:

(a) Percent of Permit Fee Refunded
   (1) 30 days from issuance: 50%
   (2) Over 30 days from issuance: No refund permitted

1442.08 FIRE DIVISION INSPECTION FEES.
An owner, contractor, architect, subcontractor, mechanic, firm or corporation shall obtain the following permits from and pay the following fees and deposits to the City:

(a) Plan Review Fees.
   (1) New construction: plus three percent for Ohio Board of Building Standards. $100.00
   (2) Additions and alterations: plus three percent for Ohio Board of Building Standards. 75.00
   (3) Administrative Charge 10.00

(b) Inspection Fee to Occupy.
   (1) New construction: (for Occupancy Permit) $100.00
   (2) Additions and alterations, change of use-existing buildings: 100.00
   (3) Additions and alterations: no change of use: 50.00
   (4) Change of Occupant in Commercial Building or Change of Occupant in Residential Building (Apt., Condo, etc) 100.00
   (5) Administrative Charge 10.00

(c) Point of Sale Inspection. Existing building: $100.00

(d) Tenant Space Inspection. Existing building: $ 75.00

(e) Verification of Contractor.
Registration of Contractors shall be verified by the Fire before permits can be issued by the Fire Division. All contractors must be registered with the Maple Heights Building Department prior to performing any services(s). (See Section 1444.04)

(f) Tanks - Storage of Flammable/Combustible Liquids or Gases.
   (1) Liquefied propane tanks:
      A. Permanent over 100 pounds/renewable each year: $100.00
      B. 60 day temporary over 100 pounds: 50.00
   (2) Liquefied propane (Roofing).
      A. Under 100 pounds: 40.00
B. Each additional tank: 20.00
   (3) Above-ground storage tanks: (AST)
   A. Permanent installation per site per year: 150.00
   B. Temporary installation 60 days renewable per site: 50.00
   (4) Administrative Charge: 10.00

(g) Fire Alarm Permit(s)
   (1) Installation of fire alarms and fire detection systems: base: $ 50.00
   and $2.00 per activation device plus three percent required Ohio Board of Building Standards fee.
   (2) Fire alarm repairs: base 50.00
   and $2.00 per activation device, plus three percent required Ohio Board of Building Standards fee.
   (3) Fire Alarm Test 50.00
   (4) Administrative Charge 10.00

(h) Fire Protection Sprinkler Systems.
   (1) Sprinkler Systems:
      A. Installation or repair: base fee: $100.00
         plus $2.00 per head or activation device plus three percent (3%) required Ohio Board of Building Standards fee.
      B. Systems test: 50.00
   (2) Hood extinguishing system.
      A. Installation and acceptance test: 75.00
         plus three percent (3%) required Ohio Board of Building Standards Fee.
      B. Semi-annual inspection (for system) 30.00
   (3) Other extinguishing system.
      A. Installation: 50.00
         plus $2.00 per nozzle/ head, or activation devise,
         plus three percent: Ohio Board of Building Standards fee.
      B. Test: 50.00
   (4) Underground fire mains and fire lines performed by Fire Department
      A. Installation: $100.00
         plus $20.00 per blocking/hydrant
      B. Repair: 100.00
         plus $20.00 per opening/blocking
   (5) Administrative Charge 10.00

(i) Re-inspection Fee. $ 50.00

(j) No Permit. Double fee $150.00

(k) Accidental Activation of Fire Alarm Without Permit (Fire or Police) $500.00

(l) Permit for use of Fire Hydrant (Fire Department)
   (1) Residential: $ 20.00
   (2) Contractor: $ 50.00
1442.09 FALSE ALARM FEES FIRE OR POLICE DEPARTMENTS

(a) Definition. As used in this section, "false alarm" means an emergency alarm, activated by inadvertence, negligence or an unintentional act, including, but not limited to, malfunction of the alarm system, to which the Police Division or the Fire Division responds. This definition excludes false alarms caused by malfunctions of the indicator at the police or fire station; malfunction, testing or repairing of telephone equipment or lines; malfunction, testing or repairing of the normal power supply source for alarms; acts of God, such as earthquake, flood, windstorm, thunder or lightning; an attempted illegal entry, of which there is visible evidence; or the user acting under a sincere belief that a need exists to call the Police Division or the Fire Division. If a doubt exists as to the cause of a false alarm, the Chief of Police or the Fire Chief shall resolve it in favor of the alarm user. Multiple alarms received before the system can be deactivated within a reasonable period of time shall be considered a single alarm.

(b) False alarm charge. A charge in accordance with the following schedule shall be imposed for false alarms:

(1) Business, commercial, industrial only.
   First three (3) false alarms in a 12-month period:
   Four (4) or more false alarms in a 12-month period:
   No Charge
   $150.00 each

(2) Residential R-3.
   First three (3) false alarms in a twelve-month period:
   Four (4) or more false alarms in a twelve-month period:
   No Charge
   $75.00 each

(3) Multi-family R-1, R-2 and R-4.
   First three (3) false alarms in a twelve month period:
   Four (4) or more false alarms in a twelve month period:
   No Charge
   $150.00 each

(c) Notwithstanding the fee to be assessed, as set forth above, no charge shall be made for the first three (3) false alarms in a twelve-month period, nor shall there be any charge for a false alarm to which there is no response by the Police Division or the Fire Division, or when the cause has been proven to be an act of God.

(d) A grace period of thirty days from the date of installation of an alarm system shall be granted to new permit holders. During this period, no false alarms shall be counted towards the three allowable false alarms before charges are assessed.

(e) Any charge for a false alarm, as provided for in subsection (b) hereof, which remains unpaid thirty days after the date of invoice, may result in the cancellation of the permit, if any, plus interest at ten percent per annum.

Section 2. That Chapter 1442 as it previously existed is hereby repealed and amended.

Section 3. This Ordinance constitutes an emergency measure necessary for the daily operation of Municipal Departments, and to ensure that the residents of the City are not paying for the cost of doing business for others, and provided it receives the affirmative vote of two-thirds (2/3) of the members elected to Council, it shall take effect and be in force immediately upon its passage and approval by the Mayor, otherwise it shall take effect and be in force from and after the earliest period allowed by law.

Section 4. That it is found and determined that all formal actions of this Council concerning and relating to the adoption of this ordinance were adopted in an open meeting on the date indicated below, and that all deliberations of the Council and of any of its committees that resulted in such formal action,
Ordinance No. 2016-34

were in meetings open to the public in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

PASSED: June 1, 2016

Richard Trojanski, President of Council

ATTEST: Leonette F. Cicirella, Clerk of Council

Annette M. Blackwell, Mayor

I, Leonette F. Cicirella, Clerk of Council of the City of Maple Heights, County of Cuyahoga, State of Ohio, do hereby certify the above to be a true and exact copy of the original as contained in the records of my office and that the same has been and will remain duly posted as required by law.

June 6, 2016

Date

Leonette F. Cicirella, Clerk of Council