

# **Portage County Board of Building Appeals**

449 S. Meridian Street, Ravenna, OH 44266 Tel: (330) 298-4503 Fax: (330) 297-3896

Rick Porter  
Chairman

Ted Manfrass  
Vice-Chairman

Michelle Conner  
Secretary

## **Minutes of Meeting**

Date: April 12, 2017

Place: Portage County Administration Building  
6<sup>th</sup> Floor, Room #605

Time: 9:30AM

## **Attended by:**

### **Board Members:**

Rick Porter, RA (Chairman)	Contractor/Builder
Frank Horack	Electrical Contractor
Audrey Kessler	Homeowner
Hal Stamm	Homeowner
Robert Blunk	Alternate

### **Others Present:**

Charles Corcoran	Chief Building Official
Michelle Conner	Secretary
Linda Markijohn	Office Manager
Chris Meduri	Prosecutor's Office
James D Keys	MPG Architects

Chairman called meeting to order.

Roll call was taken and Quorum was present.

## **Old Business:**

Motion made by Rick Porter to journalize minutes from the March 8, 2017 meeting, no comments made, motion seconded by Audrey Kessler.

## **New Business:**

Appeals case #17-377 Prescott Pike One LLC, 1202 Jasmine Drive, Brimfield Township. This appeal is to allow one unit of this residential building to be used

as a leasing office. The notice for this appeal was appropriately posted to the public. Following a discussion a variance was granted with conditions that the fire department would conduct yearly inspections and no storage, especially in the garage. Applicant James Keys agreed to the conditions. Motion made by Rick Porter and seconded by Audrey Kessler. Roll call was taken and motion passed.

**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.**

**New Business Continued:**

Charles Corcoran discussed the RCO and OBC code update status, residential projects update and the status on the Brower Tree Pool Appeal. All requirements were fulfilled by the applicant for the Brower Tree Pool and a C of O was given.

Rick Porter made a motion to adjourn. Frank Horack seconded.

