

Portage County Board of Building Appeals

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Ted Manfrass
Chairman

Jeff Coffee
Vice-Chairman

Michelle Conner
Secretary

Meeting Minutes:

Date: November 13, 2019

Place: Portage County Administration Building
7th Floor Room 708

Time: 9:30AM

Attended by:

Board Members:

Ted Manfrass	Architect
Jeff Coffee	Fire Safety Inspector
Hal Stamm	Homeowner
Frank Horack	Licensed Contractor
Audrey Kessler	Homeowner

Others Present:

Michelle Conner	Secretary
Randy Roberts	Chief Building Official
Joe Bodnar	Deputy Director
Clifford Jack Schafer	Property Owner

Chairman called the meeting to order and roll call was taken with a quorum present.

NEW BUSINESS:

Appeal Case No. 219002389, Clifford Schafer at 9207 Treasure Blvd in Deerfield Township would like to construct an accessory building on property without a primary residence on it.

Chairman asked the secretary if the proper announcement was posted, it was confirmed that it was placed in the Record Courier on November 2-3, 2019. Chairman asked if anyone needed to recuse themselves, all members participated in the meeting. No legal counsel present at the meeting. Chairman swore in those who wish to speak at the meeting. Randy Roberts proceeded to give the account of

Clifford Schafer's application and adjudication of his building permit application for an accessory building on a parcel of land without a primary residence on it. The Chairman did open up the discussion from the board to Randy Roberts. The property owner, did proceed to give his account of purchasing the land and why he would like to put an accessory building on it. He would like to construct a building to house personal items and to clean up this parcel of land he has purchased. The board did question what would be involved in having the property surveyed and combined as one, so that a primary residence would then be on the property. The homeowner does own the piece of land beside this property with a residence on it and was given the opportunity to purchase this additional piece of property. The owner stated he does eventually want to combine the properties. The owner stated he would like to get his building constructed this year. Jeff Coffee made a motion that we approve the construction of the building with a stipulation that he combines the lots before receiving his certificate of occupancy. Audrey Kessler seconded. Roll call taken and board approved.

OLD BUSINESS:

Jeff Coffee made a motion to approve the minutes from December 12, 2018. Frank Horack seconded. Minutes approved. Jeff Coffee made a motion for the meeting dates in 2020 and Audrey Kessler seconded. Audrey Kessler nominated Jeff Coffee to be Chairman and Ted Manfrass seconded. Ted Manfrass stated he would be Vice Chairman. Roll call taken and accepted. Randy Roberts gave an update on appeal #217001348, Christopher Kirkpatrick at 9237 Fewtown Rd, Deerfield. This past appeal will be going through the court system due to the owner running a commercial business out of a structure he was given a variance on from the Appeals Board as a residential structure for residential use only. Motion to adjourn made by Frank Horack and seconded by Jeff Coffee. Roll call taken and 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.