



# Building & Planning Department Annual Activity Report 2022



## PLANNING COMMISSION ACTIVITY

Table I summarizes the Planning Commission’s typical activities for the last five years.

**TABLE I  
MEETING SUMMARY  
2022 - 2018**

	2022	2021	2020	2019	2018
Number of Meetings	13	9	15	15	18
Total Time (Hours)	7	4	6	9	9
Average Meeting Length (Hours)	.54	.44	.40	.60	.50
Staff Reports Prepared	29	17	28	41	33
Preliminary Plat Applications	1	1	1	1	0
Final Plat Applications	1	1	1	2	4
Minor Subdivisions (Lot Splits & Consolidation Plats)	10	2	11	7	3
Conditional Zoning Certificates	3	1	1	3	3
Zoning Text Amendments	0	0	2	3	1
Zoning Map Amendments	1	1	1	1	1
Site Plan Reviews	11	8	4	9	6
Condominium Declarations	1	0	1	2	1
Other Staff	1	1	2	3	3

**TABLE II  
2022 RESIDENTIAL SUBDIVISIONS  
(FINAL PLATS APPROVED)**

SUBDIVISION NAME/ DEVELOPER	LOCATION	PUBLIC WATER	PUBLIC SANITARY	PRELIM. PLAT APPROVED	FINAL PLAT APPROVED	BLDG LOTS PER FINAL PLAT
Mt. Easton Estate	Main Street	Yes	Yes	1/11/21	7/25/22	45

## BOARD OF ZONING APPEALS

**TABLE III  
MEETING SUMMARY  
2022 - 2018**

<b>Year</b>		2021	2020	2019	2018
<b>No. of Meetings</b>	<b>7</b>	8	8	12	12
<b>Total Variances Requested</b>	<b>12</b>	12	12	18	15
<b>No. of Variances Declined</b>	<b>2</b>	0	0	1	0
<b>No. of Variances Approved</b>	<b>10</b>	12	12	14	14
<b>Pct. Of All Variances Approved</b>	<b>83%</b>	100%	100%	78%	93%

**TABLE IV  
VARIANCES BY LAND USE TYPE - 2022**

	RESIDENTIAL	COMMERCIAL	INDUSTRIAL	PUBLIC – QUASI/PUBLIC	TOTAL
<b>No. of Variances Requested</b>	<b>11</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>12</b>
<b>No. of Variances Approved</b>	<b>10</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>10</b>
<b>No. of Variances Declined</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>2</b>
<b>Approval Percentage</b>	<b>91%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>83%</b>

## CONSTRUCTION AND PERMIT ACTIVITY

The following tables summarize construction activity for 2022 and compare it to previous years.

**TABLE V  
RESIDENTIAL GROWTH COMPARISON 2022 – 2018**

	2022	2021	2020	2019	2018
Ave. One Family Structure Cost	222,378	\$ 179,680	\$ 349,595	\$ 232,098	\$ 202,477
Avg. One Family Floor Area (sq. ft.)	1,700	2,348	2,566	2,408	2,321
Total Single Family Dwelling Units (including condominiums)	8	51	43	51	38
Total New Dwelling Units (A)	8	51	43	51	38
Approved Final Plats (Major Residential Subdivision) – No. of Lots Platted	45 s.f. lots	0	42 s.f. lots	18 s.f. lots	51 s.f. lots

(A) Total New Dwelling Units include all 1, 2 & 3-family dwelling and all multifamily dwellings (4 or more units in one building)

**TABLE VI  
FEES COLLECTED  
2022 - 2018**

<b>FEES COLLECTED:</b>	2022	2021	2020	2019	2018
Building Permits	\$ 18,216	\$ 50,410	\$ 44,353	\$ 48,992	\$ 39,042
Zoning Certificates	\$ 3,472	\$ 4,547	\$ 5,600	\$ 7,650	\$ 9,282
Development Permits (A)	\$ 5,509	\$ 3,148	\$ 3,417	\$ 528	\$ 3,970
HVAC Permits	\$ 9,418	\$ 21,437	\$ 17,648	\$ 18,957	\$ 18,358
Electrical Permits	\$ 8,239	\$ 21,520	\$ 17,875	\$ 19,828	\$ 16,334
BZA & Planning Commission Applications	\$ 2,520	\$ 850	\$ 1,400	\$ 1,500	\$ 1,650
Subdivision Review (B)	\$ 1,170	\$ 100	\$ 2,400	\$ 1,070	\$ 1,510

**Notes:**

(A) Fees for the construction of commercial, industrial and multifamily development projects.

(B) Subdivision Review Fees include major subdivisions (residential and commercial); minor subdivisions (those creating less than 5 new lots), re-plats, dedication plats, consolidation plats and condominium declaration plats.

**TABLE VII  
CONSTRUCTION & PERMIT ACTIVITY  
2022-2020**

				\$ VALUE OF CONSTRUCTION		
	2022	2021	2020	2022	2021	2020
<b>RESIDENTIAL</b>						
Single Family	8	51	43	\$ 1,779,024	\$ 9,163,701	\$ 15,032,619
Two Family	0	0	0	\$ -	\$ -	\$ -
Three Family	0	0	0	\$ -	\$ -	\$ -
Multi-Family	2	0	1	\$ 525,000	\$ -	\$ 7,870,891
Remodel/Alteration	140	138	129	\$ 2,149,122	\$ 1,747,504	\$ 1,629,412
Additions/Garages	66	87	56	\$ 1,608,149	\$ 1,679,483	\$ 689,020
Demolition	12	5	2	\$ -	\$ -	\$ -
<b>Total Residential</b>	<b>228</b>	<b>281</b>	<b>231</b>	<b>\$ 6,061,295</b>	<b>\$ 12,590,688</b>	<b>\$ 25,221,942</b>
<b>Total Less Demo Permits</b>	<b>216</b>	<b>276</b>	<b>229</b>			
<b>COMMERCIAL</b>						
New Construction	2	2	0	\$ 8,550,000	\$ 1,367,450	\$ -
Additions/Alterations	7	16	8	\$ 1,813,180	\$ 3,865,775	\$ 268,825
Demolition	0	1	1	\$ -	\$ -	\$ -
<b>Total Commercial</b>	<b>9</b>	<b>19</b>	<b>9</b>	<b>\$ 10,363,180</b>	<b>\$ 5,233,225</b>	<b>\$ 268,825</b>
<b>Total Less Demolition Permits</b>	<b>9</b>	<b>18</b>	<b>8</b>			
<b>INDUSTRIAL</b>						
New Construction	1	1	0	\$ 2,500,000	\$ 2,275,000	\$ -
Additions/Alterations	2	1	4	\$ 21,400,000	\$ 5,000	\$ 2,097,000
Demolition	0	1	1	\$ -	\$ -	\$ -
<b>Total Industrial</b>	<b>3</b>	<b>3</b>	<b>5</b>	<b>\$ 23,900,000</b>	<b>\$ 2,280,000</b>	<b>\$ 2,097,000</b>
<b>Total Less Demolition Permits</b>	<b>3</b>	<b>2</b>	<b>4</b>			
<b>PUBLIC/QUASIPUBLIC</b>						
New Construction	0	0	0	\$ -	\$ -	\$ -
Additions/Alterations	1	0	0	\$ 531,600	\$ -	\$ -
Demolition	0	0	0	\$ -	\$ -	\$ -
<b>Total Public/Quasi Public</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>\$ 531,600</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Total Less Demolition Permits</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>\$ 531,600</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL -ALL BLDG PERMITS</b>	<b>241</b>	<b>303</b>	<b>245</b>			
<b>Total - Less Demo Permits</b>	<b>229</b>	<b>296</b>	<b>241</b>			
				<b>TOTAL VALUE OF CONSTRUCTION</b>		
	2022	2021	2020	2022	2021	2020
<b>Building &amp; Zoning Permits</b>	<b>416</b>	<b>527</b>	<b>456</b>	<b>\$ 40,856,075</b>	<b>\$ 20,103,913</b>	<b>\$ 27,587,767</b>
<b>HVAC Permits</b>	<b>151</b>	<b>186</b>	<b>192</b>			
<b>Electric Permits</b>	<b>109</b>	<b>168</b>	<b>139</b>			
<b>TOTAL PERMITS</b>	<b>676</b>	<b>881</b>	<b>787</b>			
<b>TOTAL DEMOLITION PERMITS</b>	<b>12</b>	<b>7</b>	<b>4</b>			
<b>Electric Inspections</b>	<b>229</b>	<b>487</b>	<b>317</b>			
<b>Building Inspections</b>	<b>379</b>	<b>760</b>	<b>540</b>			
<b>Electrical Registered Contractors</b>	<b>72</b>	<b>75</b>	<b>63</b>			
<b>HVAC Registered Contractors</b>	<b>52</b>	<b>45</b>	<b>44</b>			

# CODE ENFORCEMENT

## TABLE VIII CODE ENFORCEMENT ACTIVITY

### 2022 Property Maintenance Code Violations

Type of Violation	2022	Previous 5 Year Avg.	2021	2020	2019	2018	2017
Maintenance	20	98	49	111	105	85	139
Public Nuisance	6	1	0	0	0	0	4
Weeds	42	89	64	76	86	122	99
Zoning	6	18	9	33	18	7	21
<b>Total Notifications</b>	<b>74</b>	<b>206</b>	<b>124</b>	<b>220</b>	<b>209</b>	<b>214</b>	<b>263</b>
<b>Total Resolved</b>	<b>68</b>	<b>174</b>	<b>111</b>	<b>193</b>	<b>174</b>	<b>176</b>	<b>214</b>
<b>% Resolved</b>	<b>92%</b>	<b>84%</b>	<b>90%</b>	<b>88%</b>	<b>83%</b>	<b>82%</b>	<b>81%</b>

Table VIII is a categorized comparison of the type and number of property maintenance code violation issues addressed in the year 2022 relative to previous years. Notices relating to tenant landlord and storm water complaints were not issued in 2022.

## TABLE IX 2022 CODE ENFORCEMENT COMPLIANCE

Type of Violation	Total Violations	Referred to Law Dept.	*Resolved by Law Dept.	Abated by City	In Non- Compliance	Total Resolved	Percent Resolved
Property Maintenance	20	0	0	0	2	18	90%
Public Nuisance	6	1	0	2	2	4	67%
Weeds	42	0	0	15	0	42	100%
Zoning	6	0	0	0	2	4	67%
<b>Totals:</b>	<b>74</b>	<b>1</b>	<b>0</b>	<b>17</b>	<b>6</b>	<b>68</b>	<b>92%</b>

Table IX breaks down violation notices by code chapters and shows the rates of compliance with notices sent.

- The majority of Residential Property Maintenance Code violations relate to junk in yards, lack of exterior maintenance of houses, vehicles, and tenant complaints.
- The majority of weed notices are sent to vacant or abandoned properties. The City will have the properties mowed if the owner does not comply.
- No Public Nuisance notices were sent property owners for hazardous structure conditions.
- Zoning issues generally involve the change of use of a premises, unlicensed vehicle parking, encroachment into building setback lines, or lack of zoning approval for other activities including signs. This year the majority of notices were for illegal signs.
- 1 case from 2022 was referred to the Law Department in February 2023.

# GRANT ACTIVITY

## Community Development Block Grants (CDBG)

The City utilizes several Community Development Block grants in conjunction with Medina County. Programs and projects undertaken via these grants in 2022 are as follows:

### 2022 CDBG Allocation Grant:

The City is eligible for \$150,000 through the Medina County CDBG Allocation Program. An application was completed and is expected to be approved by the state in early 2023. The City intends to use the \$150,000 on the following programs:

Homelessness Prevention - \$20,000

Sidewalk Replacement in Low-Moderate Income Census Blocks - \$130,000

Although the CDBG program is a two-year grant, with project completion not required until 2024, the City anticipates completing both activities by the end of 2023.

### 2021 CDBG Community Housing Impact & Preservation (CHIP) Grant:

In 2021, the City once again partnered with Medina County to apply for 2021 CHIP funds. That application was approved and funds available for home rehabilitation and repair projects in the City and unincorporated areas of the county will be approximately \$525,000. Individual projects will be completed in 2022 & 2023.

As of 12/31/22, the following projects have been completed within the City:

<b>Program</b>	<b>Projects Completed</b>	<b>Total Project Costs</b>
<b>Home Repair Program</b>	3	\$42,153
<b>Home Rehabilitation</b>	0	\$0.00

Five applications that were submitted could not be funded because applications were found to be incomplete; the applicant exceeded the income limit threshold; or the amount of funds required to complete the job exceeded the maximum assistance threshold.

The program completion date for this 2021 CHIP has been extended to February 29, 2024, so additional projects may be undertaken in 2023.