



2018 ANNUAL REPORT
BUILDING DEPARTMENT
CITY OF BROOKLYN

DAVE KULCSAR
BUILDING COMMISSIONER

JIM MACIASZEK
ASSISTANT BUILDING COMMISSIONER

MARTY BAIER
PART-TIME PROPERTY MAINTENANCE INSPECTOR

DAWN NEAL
ADMINISTRATIVE SECRETARY

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DEPARTMENT FUNCTIONS

The City of Brooklyn Building Department has many functions. Not only do we inspect permit work, but we go behind the scenes prior to issuing permits. We conduct extensive research when an application for a permit is presented. We consult the Zoning and Building codes so we supply accurate information to our customers. We may have to visit a property to get a visual or take measurements in order to approve a project. After a complete review, if a project must be heard by the Board of Zoning Appeals or the Planning Commission for a variance or another approval, we guide applicants through those reviews.

In a proactive effort to strengthen property value in the city, exterior property and maintenance inspections are completed regularly on residential properties. The “Street Walk” inspections are a systematic sweep of the city. The exterior of every home is viewed approximately every 5 years. Our department receives and inspects all complaints and reviews them to verify if violations exist. If a complaint is found to be a violation of the many codes we enforce, we send a correction letter with a due date and work with the owner to reach code compliance. If the owner does not comply with a violation notice, a notice for an office hearing is sent as a last friendly effort to resolve the matter. If all else fails, then a ticket is issued for a summons to Brooklyn’s Mayor’s Court.

Contractors must register with the city, so we can verify liability insurance and state required certifications to protect our citizens. We issue rental housing licenses to identify our absentee landlord properties. Safety and maintenance inspections are performed on these rental properties. We inspect when we have a new business or an occupancy change. The Building Department also provides consultations to home and business owners for any matter related to their property.

Our administrative staff member ties all of the functions together in issuing the permits or receipts, assembles the Planning Commission or Board of Zoning Appeals dockets for our monthly meetings, types the minutes for the meeting, places required ads in the paper, and does an extensive amount of general work to keep the Building Department running.

ORGANIZATIONAL CHART

MAYOR

KATHERINE A. GALLAGHER

SAFETY DIRECTOR

KATHERINE A. GALLAGHER

BUILDING COMMISSIONER

DAVID A. KULCSAR

ASSISTANT BUILDING COMMISSIONER

JAMES E. MACIASZEK

PROPERTY MAINTENANCE INSPECTOR

MARTIN J. BAIER

ADMINISTRATIVE SECRETARY

DAWN NEAL

STATE OF OHIO BOARD OF BUILDING STANDARDS CERTIFICATIONS

Dave Kulcsar

Building Official
Building Inspector
Residential Building Official
Residential Building Inspector
Residential Plans Examiner
Plumbing Inspector
Plumbing Plans Examiner

Jim Maciaszek

Building Inspector
Residential Building Official
Residential Building Inspector
Residential Plans Examiner
Electrical Safety Inspector

Walt Maynard (by contract)

Back up Building Official
Back up Plumbing Inspector
Back up Electrical Safety inspector

Alan Fodor (by contract)

Master Plans Examiner

Primary and backup personnel holding each certification are required by the state in order for a city to maintain a certified building department.

YEAR IN REVIEW

Brooklyn Pointe Assisted Living and Memory Care opened in November 2017. This is an 80-room facility located at 4800 Idlewood Drive. Similar plans for this location have been approved a few times over the last couple of decades but stalled before construction, so the long-anticipated opening was very well received. Construction of Menards on Brookpark Road started this year. This was another project that was several years in the making. It was first introduced and approved by the Planning Commission in 2015.

The city has partnered with Habitat for Humanity on the renovation of a home on Ira Ave. This was a vacant property that went through tax foreclosure. It was transferred to Habitat who will completely restore the house and find a worthy owner-occupant.

The Building and Fire Departments work together in keeping structures safe for the occupants, so it made sense to share our software program which is used to enter and maintain all applications and inspections. Building Department Administrative Secretary Dawn Neal coordinated and trained the fire inspectors to enter their permit and annual inspections in the software. Now, both departments can quickly see if an inspection has been completed or permit has been issued.

BUSINESS OCCUPANCY

New businesses to Brooklyn in 2018:

RHINO SYSTEMS, INC - 1 AMERICAN RD
TAYLOR GROUP - 1 AMERICAN RD
HMI - 1 AMERICAN RD
NAIL SUPPLY STORE - 6606 BIDDULPH RD
GREAT WORK EMPLOYMENT - 7020 BIDDULPH RD
AUTOZONE - 7420 BROOKPARK RD
VALLEY COLLEGE - 8720 BROOKPARK RD
THE CLEVELAND FURNITURE - 8888 BROOKPARK RD
GRANITE DEPOT - 11400 BROOKPARK RD
BEAM ME UP DETAIL WASH - 7323 CLINTON RD
COWAN SYSTEMS, LLC - 9000 CLINTON RD
BROOKLYN POINTE - 4800 IDLEWOOD DR
J THE STYLIST - 7405 MEMPHIS AVE
MOMS PIEROGIES - 8467 MEMPHIS AVE
N.O. CANES BASEBALL - 8707 MEMPHIS AVE
LIBERTY DAY CENTERS LLC - 7580 NORTHCLIFF AVE
B2B REALTY - 4324 RIDGE RD
AA PALLETS - 3530 RIDGE RD A

PROPERTY MAINTENANCE REPORT

Exterior Property Maintenance

Lack of property maintenance is the biggest reason for low property values in any city. The City of Brooklyn has taken a proactive approach in enforcing the Property Maintenance Code and aiding residents who wish to keep their homes in good repair. The exterior property maintenance inspection program was started in April 2014 with the hiring of part-time Property Maintenance Inspector Marty Baier. This program consists of a systematic, sweeping “street walk” of all residential properties.

In 2018, the neighborhood south of Brooklyn School was completed.

Year	Inspections	Violation Notices	Complied	Violations Sent to Court	Tall Grass Notifications	Grass Cut by City
2018	1333	455	351	3	231	26
2017	1379	494	399	19	200	16
2016	1414	243	336	13	113	14
2015	1075	281	248		98	39

Rental Dwelling Licenses

Rental dwelling licenses are issued for all properties that lease dwelling units. This includes all apartment buildings and single- and two-family homes that are not owner-occupied. The license fee is for the purpose of periodic safety and maintenance inspections.

Year	Licenses Issued
2018	407
2017	349
2016	275
2015	235
2014	209

These increases were due in large part from unlicensed rentals discovered during exterior inspections and monthly home transfers. Cuyahoga County also requires registration.

Rental Dwelling Inspections

Year	Inspections Completed
2018	89
2017	34
2016	20
2015	34

The Fire Department is notified of the scheduled inspections, and if available will perform their inspection at the same time. This lessens inconvenience to the owners and tenants. These inspections ensure that buildings are being maintained above minimum standards per the International Property Maintenance Code.

Vacant Property Registration

Our vacant property registration ordinance requires owners to provide their intentions for any properties that are left vacant. Periodic inspections verify that vacant buildings are secure and maintained. An escalating annual fee is designed to encourage that these properties be restored to an occupied condition.

Vacant Registrations Filed

2018	17
2017	20
2016	17

Foreclosure Filing Notification

Our new foreclosure filing notification ordinance is another means for tracking properties before they become vacant. It requires those filing foreclosure lawsuits in common pleas court with regard Brooklyn properties to notify the city of the filing.

Foreclosure Notifications Filed

2018	25
2017	35
2016	22

CONSTRUCTION REPORT

\$26,767,740 was spent on construction throughout the city in 2018.

Menards' new building at 7700 Brookpark Rd. has a project cost of \$11.5 million.

1 American Road has been busy with projects for new tenants: Taylor Group and Rhino Systems. Inogen continued to expand its offices on the second floor at 1 American and much of the parking area was repaved along with new LED light poles installed. Preparation for Medical Mutual of Ohio's new office included demolition, new elevators and heating and cooling systems in the four-story building. This was a combined investment of over \$4.5 million.

Aldi completed a million dollar addition to their store

Residential projects for 2018 totaled over \$2.4 million.

YEAR	CONSTRUCTION COST ESTIMATE	PERMIT FEES
2018	\$ 26,767,740	\$ 383,242.40
2017	\$ 28,890,198	\$ 375,539.74
2016	\$ 8,003,112	\$ 114,914.58
2015	\$ 6,823,754	\$ 154,063.96
2014	\$ 34,860,219	\$ 495,561.46
2013	\$ 36,872,028	\$ 302,534.35

RESIDENTIAL PERMIT FEES 2018

DESC	PERMITS	FEES	EST. COST
BUILDING PERMIT	362	\$ 27,135.53	\$ 1,990,873.00
DEMOLITION PERMIT	5	\$ 378.00	\$ 9,600.00
ELECTRICAL PERMIT	61	\$ 4,546.93	\$ 110,564.00
GARAGE SALE	86	\$ -	
HVAC PERMIT	64	\$ 6,114.40	\$ 257,904.00
PLUMBING PERMIT	39	\$ 2,315.93	\$ 55,669.00
Total	617	\$ 40,490.79	\$ 2,424,610.00

BY WORK TYPE

DESC	PERMITS	FEES	EST. COST
B 1 FAMILY RESIDENCE	1	\$ 50.50	\$ 8,340.00
B ACCESSORY BUILDING	1	\$ 50.50	\$ 1,200.00
B ADDITION-RES	2	\$ 126.25	\$ 8,500.00
B ALTERATION	16	\$ 1,438.78	\$ 103,948.00
B ALT-KITCHEN REMDL	3	\$ 326.23	\$ 23,300.00
B APRON	3	\$ 140.45	\$ 4,400.00
B DECK	3	\$ 213.92	\$ 12,180.00
B DRIVEWAY	51	\$ 5,451.40	\$ 315,906.00
B FENCE	63	\$ 2,950.00	\$ 116,770.00
B FIRE DAMAGE REPAIR	1	\$ 157.56	\$ 12,600.00
B GARAGE	6	\$ 896.90	\$ 71,500.00
B GARAGE PAD	4	\$ 542.00	\$ 24,800.00
B GLASS BLOCK WINDOWS	1	\$ 50.50	\$ 1,400.00
B MISC. CONCRETE PADS	7	\$ 900.00	\$ 17,250.00
B MISC. CONCRETE/ASPHALT	2	\$ 200.00	\$ 7,300.00
B PATIO	1	\$ 100.00	\$ 2,500.00
B PATIO ENCLOSURE	2	\$ 978.02	\$ 90,883.00
B PORCH	2	\$ 122.21	\$ 6,100.00
B ROOF - ALT/REPAIR	92	\$ 5,034.85	\$ 526,029.00
B SIDING/GUTTERS	13	\$ 1,190.27	\$ 86,848.00
B STEPS	1	\$ 78.50	\$ 4,772.00
B STORAGE SHEDS	8	\$ 451.00	\$ 17,985.00
B SWIMMING POOL - AG	1	\$ 50.00	\$ 3,979.00
B SWIMMING POOL - BG	1	\$ 200.00	\$ 30,000.00
B TENT	1	\$ 51.50	\$ 1,400.00
B WATERPROOFING	23	\$ 2,674.27	\$ 182,878.00
B WINDOWS REPLACEMENT	54	\$ 2,819.92	\$ 314,105.00
D DEMOLITION MISC	5	\$ 378.00	\$ 9,600.00
E 1 FAMILY - E	1	\$ 75.75	\$ 150.00
E ADD-ELEC	1	\$ 68.68	
E ALT - E	56	\$ 4,135.95	\$ 101,514.00
E FIRE DAMAGE REPAIR - E	1	\$ 80.80	\$ 2,900.00
E PERM SERVICE - E	1	\$ 75.75	
GS GARAGE SALE RESIDENTIAL	86		
H COOLING ONLY	9	\$ 454.50	\$ 25,683.00
H HEATING ONLY	30	\$ 1,565.50	\$ 78,462.00
H HEATING/COOLING COMBINED	24	\$ 2,628.15	\$ 153,759.00
H HVAC - ALT	1	\$ 1,466.25	
P GAS PIPING	1	\$ 55.55	
P HOT WATER TANK	27	\$ 1,610.95	\$ 25,167.00
P PLUMBING - ALTERATION	4	\$ 246.44	\$ 4,000.00
P PLUMBING - NEW	1	\$ 63.63	\$ 2,800.00
P PLUMBING ADD - RES	1	\$ 61.61	
P PLUMBING-ALT	5	\$ 277.75	\$ 23,702.00
TOTALS	617	\$ 40,490.79	\$ 2,424,610.00

COMMERCIAL PERMIT FEES 2018

DESC	PERMITS	FEES	EST. COST
BUILDING PERMIT	81	\$ 257,779.99	\$ 21,902,264.00
DEMOLITION PERMIT	2	\$ 1,030.00	\$ 59,573.00
ELECTRICAL PERMIT	51	\$ 17,691.17	\$ 520,549.00
HVAC PERMIT	24	\$ 14,681.65	\$ 1,491,440.00
MISCELLANEOUS PERMIT	1	\$ 4,903.24	\$ 220,730.00
OBSTRUCTION	2	\$ 500.00	\$ 12,000.00
OCCUPANCY	28	\$ 1,425.00	
PLUMBING PERMIT	31	\$ 33,718.26	\$ 19,800.00
SIGN PERMIT	39	\$ 9,895.30	\$ 116,774.00
SPECIAL EVENT PERMIT	3	\$ 2.00	
STREET OPENING	2	\$ 1,125.00	
Total	264	\$ 342,751.61	\$ 24,343,130.00

BY WORK TYPE

DESC	PERMITS	FEES	EST. COST
B ALTERATION	28	\$ 94,205.43	\$ 6,192,488.00
B APRON	1	\$ 35.00	\$ 12,000.00
B CELL TOWER MODIFICATION	1	\$ 345.05	\$ 15,000.00
B COMMERCIAL BUILDING	1	\$ 69,604.68	\$ 6,242,100.00
B DRIVEWAY	1	\$ 150.00	\$ 4,400.00
B FENCE	1	\$ 100.00	\$ 5,695.00
B MISC. CONCRETE/ASPHALT	18	\$ 15,820.00	\$ 1,414,449.00
B PORCH	3	\$ 123.60	\$ 1,500.00
B ROOF - ALT/REPAIR	9	\$ 3,059.10	\$ 720,515.00
B SITE IMPROVEMENT	11	\$ 73,814.81	\$ 7,271,481.00
B TEMP SIGN	1	\$ 25.00	
B TEMPORARY BALLOON	1	\$ 25.00	\$ 500.00
B TEMPORARY BUILDING	1	\$ 366.32	\$ 16,000.00
B TENT	5	\$ 206.00	\$ 14,136.00
D DEMOLITION COMMERCIAL	1	\$ 515.00	\$ 56,173.00
D DEMOLITION MISC	1	\$ 515.00	\$ 3,400.00
E ADD-ELEC	2	\$ 174.07	
E ALT - E	31	\$ 14,897.45	\$ 441,250.00
E ELEC UPGRADE	1	\$ 1,086.65	
E FIRE ALARM - E	15	\$ 1,380.00	\$ 79,049.00
E PERM SERVICE - E	1	\$ 75.75	
E SERVICE - TEMPORARY - E	1	\$ 77.25	\$ 250.00
H COOLING ONLY	1	\$ 103.00	\$ 140,000.00
H HEATING ONLY	1	\$ 72.10	\$ 2,100.00
H HEATING/COOLING COMBINED	14	\$ 13,647.50	\$ 1,294,165.00
H HOT WATER BOILER	1	\$ 82.40	\$ 17,475.00
H HVAC - ALT	7	\$ 776.65	\$ 37,700.00
M PLANNING COMMISSION MTG.	1	\$ 4,903.24	\$ 220,730.00
OB OBSTRUCTION RESIDENTIAL	1	\$ 500.00	\$ 12,000.00
OC OCCUPANCY COMMERCIAL	28	\$ 1,425.00	
P PLUMBING COMM-ALT	10	\$ 715.85	\$ 13,000.00
P PLUMBING - ALTERATION	2	\$ 144.20	
P PLUMBING ADD - COMM	1	\$ 280.16	
P PLUMBING-ALT	3	\$ 324.45	
P SPRINKLER	15	\$ 32,253.60	\$ 6,800.00
SE SPECIAL EVENT	3	\$ 2.00	
SI SIGN BLDG MOUNTED	11	\$ 4,155.88	\$ 53,101.00
SI SIGN BLDG MOUNTED ELECT	12	\$ 5,051.10	\$ 41,990.00
SI SIGN FREE STD	1	\$ 91.67	\$ 800.00
SI SIGN TEMPORARY	9	\$ 200.00	\$ 1,533.00
SI SIGN-GROUND	4	\$ 346.65	\$ 18,500.00
SI TEMP BALLOON	2	\$ 50.00	\$ 850.00
ST STREET OPENING	1	\$ 1,125.00	
ST STREET OPENING UTILITIES	1		
TOTALS	289	\$ 342,851.61	\$ 24,351,130.00

PERMIT FEES TOTALS 2018

TOTALS RES AND COMM	PERMITS	FEES	EST. COST
BUILDING PERMIT	443	\$ 284,915.52	\$ 23,893,137.00
DEMOLITION PERMIT	7	\$ 1,408.00	\$ 69,173.00
ELECTRICAL PERMIT	112	\$ 22,238.10	\$ 631,113.00
GARAGE SALE	87	\$ -	
HVAC PERMIT	88	\$ 20,796.05	\$ 1,749,344.00
MISCELLANEOUS PERMIT	1	\$ 4,903.24	\$ 220,730.00
OBSTRUCTION	2	\$ 500.00	\$ 12,000.00
OCCUPANCY	28	\$ 1,425.00	
PLUMBING PERMIT	70	\$ 36,034.19	\$ 75,469.00
SIGN PERMIT	39	\$ 9,895.30	\$ 116,774.00
SPECIAL EVENT PERMIT	3	\$ 2.00	
STREET OPENING	2	\$ 1,125.00	
GRAND TOTAL	882	\$ 383,242.40	\$ 26,767,740.00

PERMIT INSPECTIONS 2018

INSPECTION TYPE	RESIDENTIAL	4FAMILY+/COMM
ASPHALT	1	3
CEILING	0	26
CONSULTATIONS	2	9
DECK FINAL	2	1
DOWNSPOUTS	1	1
DRIVEWAYS/FORMS	110	9
ELEC FINAL	51	32
ELEC MISC	4	13
ELEC ROUGH	8	41
ELEC UNDERGRD	3	52
FENCE	24	2
FINAL BUILDING	22	32
FIRE ALARM	0	27
FIRE SUPPRESION	0	8
FOOTER	2	14
FOOTING DR TILE	1	0
FORMS	24	76
FOUNDATION WALL	1	8
FRAMING	0	1
GENERAL	5	14
HOT WATER TANK	17	0
HVAC FINAL	27	26
HVAC REPLACE	0	1
HVAC ROUGH	0	10
INSULATION	4	22
OCCUPANCY	0	71
OTHER	0	3
PERM. SERVICE	2	1
PLANS	0	1
PLUMBING FINAL	7	18
POST HOLES - DE	3	0
ROOF	44	6
ROUGH FRAMING	6	43
ROUGH PLUMBING	6	35
SHED	6	0
SIDING	6	1
SIGN	0	13
SLABS	5	17
SPRINKLERS	0	20
TEMP SERVC.	0	2
TEMPORARY ITEM	2	7
WATERPROOFING	39	0
WINDOWS	8	0
TOTAL	443	667

INSPECTOR	RESIDENTIAL	4FAMILY+/COMM
DAVE KULCSAR	24	80
FIRE DEPARTMENT INSPECTORS	0	68
JIM MACIASZEK	419	518
TOTAL	443	667

APPROVAL STATUS SUMMARY	RESIDENTIAL	4FAMILY+/COMM
Y	413	573
N	30	91
P	0	2
TOTAL	443	667

GOALS FOR 2019

The Cuyahoga County Planning Commission has started the process of assisting the city in creating the new master land use plan for the City of Brooklyn. This was last done in 2006. In 2018 the Building Commissioner prepared a request for proposal for rewriting the Planning and Zoning Code and redrawing the zoning map. Those efforts will first be addressed as part of the master plan development. The previous 2006 master plan identified the need for updating the zoning to provide for better business and community development. The current zoning districts and regulations do not suit the possibility for any type of mixed-use occupancies. Conditional and similar uses often must be granted by the Planning Commission for a majority of the most recent new construction projects. The Planning and Zoning Code has had only minor updates and the zoning map has not been reprinted since 1993.

We will be hiring an intern this summer through the Cleveland Foundation Summer Internship Program. That person will assist in an exterior maintenance grant program. The program will involve more paperwork and community outreach during our busy season as we measure applications for the residents' needs, current violations, the value of the projects and their impact. Our intern will track all applications, create a metric for scoring, help residents obtain contractor bids and other assistance programs, and finally perform follow-up to ensure projects are completed so the grant money can be passed on to the residents.

Due to another busy construction year that didn't slow down with the mild beginning to winter, work started late in the year for the redesign of the Building Department webpage. A simpler main page has been developed which will direct the user in easy steps to get the information desired. Instructions and examples will be provided for all applications. If someone has questions about installing a fence, for example, they can click on "FENCES" and select the permit application, the list of regulations, and an example of the plan that needs to be submitted for review.

When spring arrives, the property maintenance "street walks" will pick back up on Southwood Drive from Biddulph south to Idlewood Drive and adjacent streets. Tiedeman, Manoa, Memphis and neighborhood of Dawncliff Drive will follow.