

**COMMERCIAL/INDUSTRIAL BUILDING CODE  
ADVISORY COMMITTEE MEETING MINUTES**

Building Code Office  
1073 N Fifth St.  
Fremont, Ohio 43420  
8/11/21 - 4:00PM

1. Call to Order – Tom Hoffman called the meeting to order.
2. Roll Call – (see sign in sheet)
3. Meeting Minutes 10/20/2020 were sent out for review. Dean Schneider made a motion to accept the minutes. Bob Kusmer seconded the motion. Motion carried.
4. Old Business
  - a. City/Village Applications - At this time the City of Fremont, City of Bellevue and the Village of Gibsonburg have signed agreements with the County Building Code. Woodville has stated they plan to file their application and sign the agreement to use the County Building Code office. We have not received responses one way or another from the other Cities and Villages in the County. Another letter needs to go out to these entities and meetings set up to discuss their decisions. It is very confusing to the contractors when the County is split up. Russ Zimmerman agreed to meet with these entities and Bob Kurtz, Chief Inspector, also agreed to attend meetings. Once we know who is on board a meeting/open house needs to be set up for contractors. We need to educate everyone so we can move forward.
5. New Business
  - a. Fee schedule – There have been some questions and concerns regarding the fee schedule. The Commissioners have had a few contractors reach out with concerns on the permit fees and they feel they are higher than the State. The Commissioners have met with a couple of contractors along with Bob, Chief Inspector, to review the concerns. Bob has met with some individually as well. It has been found that most of the issue is the engineer is not calculating the fees correctly. Most of this is due to the fact they are checking too many boxes on the County application. Bob has told most to come in to the office and he will help them with the fee schedule. There needs to be education on completing this form. Bob is going to contact Safe Built to see if we can make changes in the online form to make it less confusing. Bob is also going to check with Ottawa County and make sure we are close to their fees and costs. We need to get information out to get Contractors registered with the County too. There was a suggestion that we contact Tom Fullen with Eagle 99 to interview Bob on his weekly radio show. Information is going to be gathered for an open house and educational meeting to inform people of the importance of the inspections and statistics on how this can lower insurance rates.
  - b. Residential code – They would still like to shoot for April of 2022 to roll this out but it depends on how quickly we can get the above items taken care of.
6. General Discussion – Commissioners have had many people talk about the building code and permits and fees and they do not have good information and we have to work on that.
7. Next meeting – September (once we have more information on other entities coming on board and fee schedule concerns addressed)
8. Motion to adjourn: Russ Zimmerman      Second: Bob Kusmer      Motion carried.