

Doing Business with the City of Cleveland

City of Cleveland

Economic Development

March 26, 2009



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Mayor Frank G. Jackson



The ED Team



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- Economic Development staff
- Workforce Development staff
- CIRI

When to Call Us



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- Looking for a Building or Site you may not have in your inventory
- You have a site you wish to promote
- Looking for incentives
- You need a City representative to meet a company
- Need Site Assessment/Brownfield Assistance
- City Hall Issues- We are the One Stop for Cleveland Businesses

Vacant Property Initiative



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- For substantially vacant properties (40% or more)
- 1 year Construction Loans
- 30 – 40% forgivable
- Extra 5% forgivable for Green/sustainable components

Vacant Property Initiative



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- Can be used for Acquisition, Demolition, Site improvements, New Construction
- If you are bringing a new tenant to Cleveland, the property owner can apply for leasehold improvements
- Helps overcome obstacles to financing

Business Grants



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- Citywide
- Based on new payroll to the City
- Avoids Bank issues- collateral, years in business
- Start-up Businesses are Eligible

Business Grants



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- Minimum of 5 new jobs in the first year
- Does not need council approval
- Grants up to \$50K per year for 3 years
- Cannot apply for other programs unless very large job creation

Neighborhood Retail Assistance Program



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- \$40,000 maximum
- Interior or Exterior improvements
- Furniture, fixtures, Machinery & Equipment
- Can do restaurants
- No daycares, bars, checkcashing

District of Design



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- New program
- Special VPI Program
- Up to \$350,000 per build-out
- Must meet Guidelines for District of Design
- One year term
- 30 -35% forgivable



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Staff Contacts

- **Tracey Nichols, Director**
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- **Anthony Thornton, Assistant Director**
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- **Kevin Schmotzer, Executive for Small Business Development**
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- **Nate Hoelzel, Brownfield Redevelopment Manager**
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Doing Business with the City of Cleveland

City of Cleveland

Building & Housing

March 26, 2009



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Building & Housing



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- Steady stream of permitting means we have lots of investment in the City\
- We have reduced wait times on permits
- Call us early so we can help you

Two Phase Plan Review Process



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Site Plan/Zoning and Building Code Review

- **Site Plan/Zoning Review** – Confirms the location of new structures and assures lot consolidation or lot splits as well as the dimensions of certain aspects of a structure's scale, size or design appropriateness; zoning, historic compatibility, design review.
- **Building Code Review** – Involves issues related to the safety and soundness of a structure's construction through application of the building code
- The Building Code Review of Construction documents commences after completion of site review issues.



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Site Plan / Zoning Approval

- PERMIT APPLICATION WHICH REQUIRES Site Plan / Zoning Review
 - Lot Split/Consolidation
 - Design Review from City Planning or Landmarks
 - Zoning Review

INCLUDING:

- All New Construction and Additions
- All changes of Use and Establish Use
- All Exterior Alterations located in Design Review Districts

Phase 1



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- **Site Plan / Zoning review:**
 - 4 sets of plans are required.
 - A site plan, floor plan, exterior elevations and a description of the project is required.
 - There is a \$40.00 plan processing fee.
- If the project disturbs more than 1 acre of land a storm water review is required with the required storm water pollution prevention plans. There is a \$500.00 plan processing fee.

Phase 2



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■ Building Code Review.

- 6 Sets of construction documents prepared by a design professional are required.
- A plan processing fee \$15.00 per 1000 s.f. of floor space is required.
- When the plans are approved a Plan Approval Letter will be sent and a registered contractor can obtain the construction permits.

www.city.cleveland.oh.us



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Building & Housing

The Department of Building and Housing registers building contractors, inspects all new and major rehabilitation construction, and provides nuisance abatement to condemned properties. The Director's office supervises and manages the Code Enforcement, Construction Permitting, and Records Administration Divisions.

Did You Know... [What's New](#) [Useful Links](#)

- You check on the status of your permit and apply for some permits online. Visit City of Cleveland's [Permit Manager](#).
- Drawings are required to obtain a permit. Visit our [permit guide](#) for details.
- Contractors and do-it-yourselfers are responsible for scheduling inspections by calling the office number listed on the permit. [more...](#)

Department of Building and Housing
Edward W. Rybka, Director
601 Lakeside Ave. Room 510
Cleveland, Ohio 44114
P: 216.664.2282
F: 216.664.3590
Relay Service: 711
[Send Email](#)

Mission Statement

To assure that all existing and new structures in the City of Cleveland are maintained and constructed in a safe and habitable manner through enforcement of the Building and Zoning Codes, pursuant to the review of plans, issuance of permits and inspection of property.

- Building and Housing

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Web Site has complete contact Information



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Contact List

Director's Office:

Section	Phone	Name, Title	Email	Fax
	664.3664	Edward W. Rybka, Director	email 664-3590	
Administration	420.7625	Ronald J.H. O'Leary, Asst. Director	email 664-3590	
	664.2927	David Cooper, Deputy Director, Chief Building Official	email 664-3590	

Code Enforcement:

Section	Phone	Name, Title	Email	Fax
	664.4360	Tyrone Johnson, Commissioner	email 664.3590	
Code Enforcement	664-2929	Brenda Tolbert, Ombudsperson	email 664.2010	
	664.3618	Michael Iliano, Bureau Manager	email 664.3590	
Electrical Bureau	664.2616	Charles Stroud, Chief	email 664.4184	
Elevator Bureau	664.2284	Bill Cagney, Chief	email 664.4184	
Mechanical Bureau	664.2618	Ron Jennings, Chief	email 420.8419	
Plumbing Bureau	664.3648	Larry Skule, Chief	email 420.8419	
Demolition Bureau	664.2959	Damian Borkowski, Chief	email 664.2276	

Construction Permitting:

Section	Phone	Name, Title	Email	Fax
Chief Building Official	664.2927	David Cooper, Deputy Director	email 664.3590	
	664.2298	Timothy R. Wolosz, Commissioner	email 664.2010	
Construction Permitting	664.3451	Navid Hussain, Project Director	email 664.2010	
Ombudsperson	664.2929	Brenda Tolbert	email 664.2010	
Zoning	664.3827	Richard Riccardi, Assistant Commissioner and Zoning Administrator	email 664.2010	
Contractor Registration	664.2884	Patrick DiMarco	email 664.2010	

Record Administration:

Section	Phone	Name, Title	Email	Fax
Certificate of Disclosure	664.2826	Mary Bennett	email 420.7582	
Certificate of Occupancy	664.2895	Onelia Gonzalez	email 420.7582	
Complaints*	664.2007	Complaint Intake Center	email 420.7582	

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Web Site has all the forms that are necessary



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Construction Permitting Division
Weekdays 8am-5pm
Phone: 216-664-2910
TTY: 800-750-0750
601 Lakeside Ave. Room 505
Cleveland, Ohio 44114
[Send Email](#)

This division registers contractors, plans examinations, and issues permits. It ensures that contractors meet construction standards in residential, commercial, and industrial building repairs and alterations. Contractors and homeowners are encouraged to utilize the permit guide to determine the paperwork needed for projects. Applications may be made for some [permits online](#), or they can be downloaded from the permit guide page and submitted with payment to City Hall, 601 Lakeside Avenue, Room 505, 44114.

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Building Forms

- OBC - Permit application for commercial
- RCO - Permit application for 1, 2 & 3 family dwelling units
- PFS - Permit fee schedule
- CGD - Climatic and geographic design criteria
- PER - Permit requirements
- DRP - When drawings are required to obtain permit
- ISF - Inspector sign-off form
- IPE.a - Procedures for Independent Master Plan Examiner
- IPE.b - Independent Master Plan Examiner
- HAF - Homeowners Affidavit Form
- ADS - Adequacy Document Submission checklist
- BBS - Board of Building Standards and Building Appeals process
- BZA - Board of Zoning Appeals process

City of Cleveland

Department of
Building & Housing

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