



**Village of Roaming Shores**  
2500 Hayford Road  
P.O. Box 237  
Roaming Shores, Ohio 44084

July 25, 2006

An open letter to all Contractors doing business within the Village of Roaming Shores:

Re: Mud and debris deposited on Village of Roaming Shores streets during construction, and use of erosion control (Silt Fences, etc.) Unloading tracked equipment on the Village of Roaming Shores streets.

Contractors,

It has come to the attention of this office that contractors have been very lax in the area of making sure that mud and debris is not deposited on the streets from construction equipment entering and leaving the work site. This practice must cease immediately or citations will be issued. Also, the use of erosion control must be adhered to. Refer to the enclosed literature for proper installation. As always if you have any questions please contact this office for assistance. It is imperative that every measure be taken to avoid soils from entering the lake or any adjoining properties.

Another issue that is of concern is the loading and unloading of tracked equipment in the street. Again, this practice must cease or road bond monies will begin to be withheld to make necessary repairs, as there has been some damage in certain areas.

Section 921 of the Village of Roaming Shores Zoning Ordinance states that this office may require written assurances indicating how you would reduce the above objectionable operations to acceptable levels, prior to the issuance of a Zoning Permit. At this point in time, I hope that we do not need to implement these assurances, and you will recognize my concern and the concern of the citizens of Roaming Shores.

Contractors, please inform your sub-contractors of this letter, as you are responsible for their actions.

Should you have any questions feel free to contact this office at (440) 563-5083.

Thank You,

Richard S. "Chip" Laugen  
Building/Zoning Inspector

## **SOME GENERAL REGULATIONS ON BUILDING NEW HOMES IN ROAMING SHORES VILLAGE**

1. **Prior to obtaining a Building/Zoning permit**, the driveway culvert must be installed per Rome-Rock Assn. and a construction driveway shall be installed at least 25 ft. in length.
  2. Erosion control shall be in place to prevent any soils from reaching the road ditch, adjoining properties, and or lake.
  3. A site improvement plan must be presented to the Building/Zoning Inspector drawn by a registered surveyor, showing all lot lines with dimensions, showing all required set backs, rear lot lines, side lot lines, an outline of the proposed structure indicating its proposed location on the lot. The outline must show all breaks in the foundation walls and the measurements of each break.
  4. Blueprints must be presented to the Building/Zoning Inspector in duplicate, along with a completed application, and a notarized affidavit.
  5. After reviewing the plans and inspecting the proposed lot, the Building/Zoning Inspector will notify the applicant to meet with him to review the application.
  6. (Note) The proposed home must meet the required 65 point system to be able to obtain a Zoning/Building permit.
  7. A Road Bond must be acquired from Village of Roaming Shores in the amount of \$2,000.00 which is refundable after the final inspection of your home by the Zoning/Building Inspector, less any monies that may be retained by the Village of Roaming Shores for any road damage.
- 
1. **After obtaining a permit and starting construction.** After the footers are poured and the foundation is laid, the registered surveyor must return to the site and certify that the footers and/or walls comply with the site plan as approved by the Building/Zoning Inspector. No work can continue until the Inspector has this certification in hand and approved, otherwise a **Stop Order will be issued.**
  2. **General Notes:** The 10 Foot side yard requirement takes in the 1 foot overhang on the eaves, so take that into consideration when laying out the house. (Example) A house with a 1 foot overhang would need to be 11 feet from the side yard lot lines to the exterior wall of the house. All homes must have a minimum of a 12 inch overhang.  
**More General Notes:** Seawalls on Lakefront lots **must be completed before commencing construction of any structure on the lot.**
  3. All homes must have gutters installed and the downspouts must be connected to solid pipe and drained to the road ditch on off-lake lots or to the lake, or road ditch on lake lots.
  4. It shall be unlawful to use or occupy or permit the use or occupancy of any building or premises, or both, or part thereof hereafter created, erected, changed, converted, or wholly or partly altered or enlarged, until a certificate of occupancy from both the Ashtabula County Building Dept. as well as the Village of Roaming Shores shall have been issued therefore stating that the proposed use of the building conforms to the requirements of The Roaming Shores Building Ordinance.

**Contents of an Application  
for a Building and Zoning Permit  
for Residential Construction in the Village of Roaming Shores**

The application for a building and zoning permit shall be made in writing and be signed by the property owner attesting to the truth and exactness of all information supplied on the application.

At a minimum the application shall contain the following information:

1. Name, mailing address, and telephone number of applicant
2. Address and legal description of property (to include zoning district), proof of ownership
3. Existing structure(s); proposed structure(s)
4. **All site improvement plans** must be in duplicate and include:
  - a. actual dimensions and shape of lot
  - b. exact size and location of existing buildings on the lot
  - c. location and dimensions of proposed building(s), alterations(s) or structure(s). The outline must show all breaks in foundation walls and measurements of each break
  - d. the distance from each setback line to structure projection closest to the setback line on all sides of the structure
  - e. typical wall sections
  - f. roof pitch and extent of roof overhang(s)
  - g. foundation construction
  - h. building(s), structure(s) height

**Survey Method #2** shall be used for the principle use (house), boat house and unattached garage. It shall be drawn by a certified surveyor to a minimum scale of 1" = 50'. Exceptions to this would be for an unattached garage, addition to existing principle structure or an addition to an existing accessory structure if a certified survey has been previously done. This can be submitted in lieu of a new survey being done if the proposed structure(s) (unattached garage, any addition to existing structure) is drawn to exact scale of the existing survey and includes all of the above information (a-h).

**Survey Method #1** shall be used for all other structures not listed above. It is to be drawn to a scale of 1" = 20' (plot plan) or 1/4" = 1' (structure). Lot lines and the structure must be staked out and a cord strung from the official survey pins prior to the initial building committee inspection. A certified surveyor must survey any lot line not identified by official survey pins. This plan must include all of the above information (a-h) where applicable.

In all districts a surveyors "as built" survey, submitted by a registered surveyor, shall be required and forwarded to the village office at the time the footers are placed certifying that the footers comply with the approved site plan. In cases where Survey Method #1 is used, the homeowner/contractor must notify the zoning inspector when footers are poured so inspection can be made. Any non-compliance of above shall cause the issuance of a stop work order. Work shall not progress until compliance is achieved.

**ROAMING SHORES UTILITIES  
CODE FOR  
CONNECTIONS TO VILLAGE WATER AND SEWER**

**WATER SERVICE:**

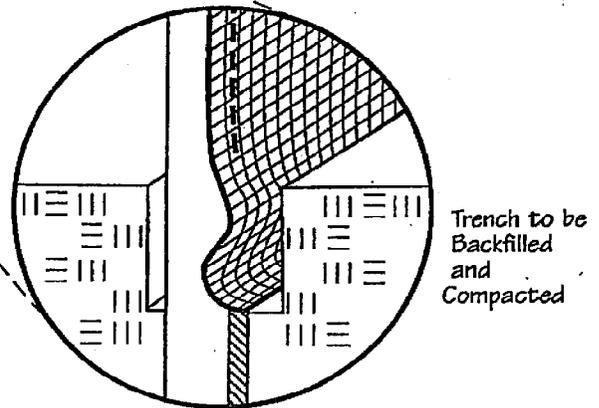
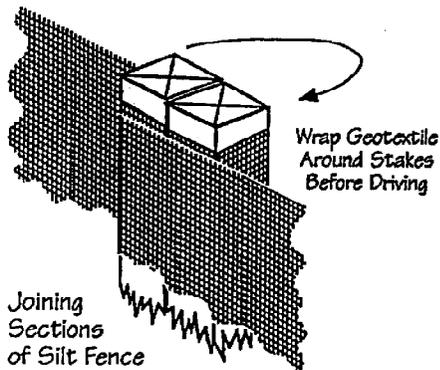
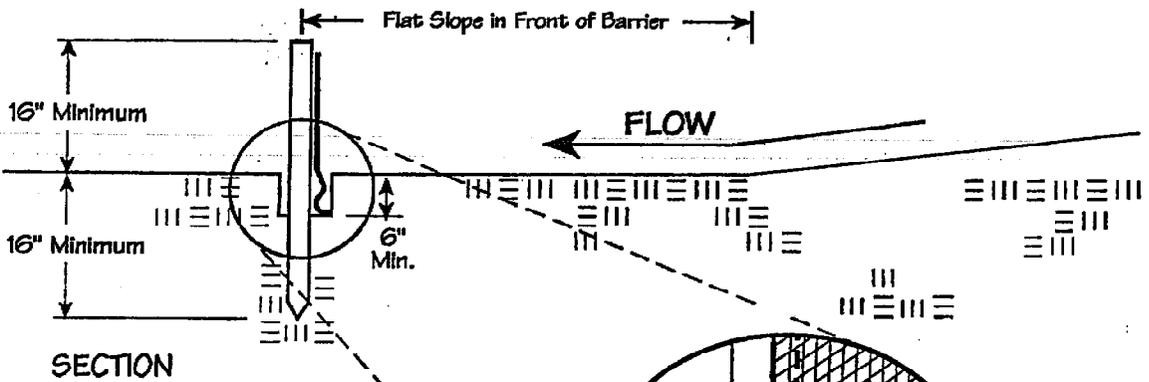
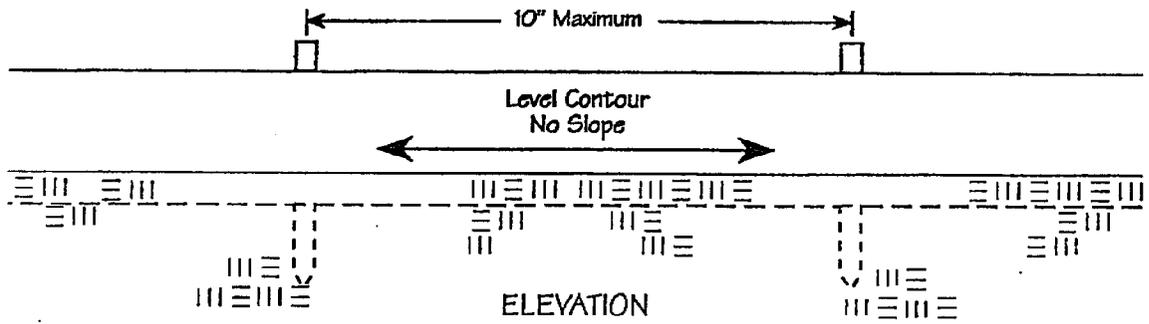
1. Homeowner/Contractor is responsible for excavating trench from the curb box to the foundation and installing the water line into the home to where the meter will be set.
2. Trench depth is to be from **40"** to **54"**.
3. Backfill material must be free of rocks and debris.
4. Slab on grade homes must install the water line in a sleeve of **4" pipe** which must contain a **90 degree** sweep such as what is used to run electrical feeds.
5. The Utility Department is responsible for making the connection at the curbstop and setting the meter. (Note: The Utility Department furnishes the meter.)
6. The Homeowner/Contractor must leave **at least 18"** service area around the meter for maintenance. That is **9" from center of meter in all directions.**
7. The materials used must be approved by Roaming Shores Utility Dept:
  - A. Water line must be **¾" Copper tube size plastic or K copper.**
  - B. Plastic line must be **PE Material** and have a **PSI rating of 160 PSI or greater.**
8. All fittings outside must be of **Brass Material** and connect by **compression or flare joints.**
9. The home owner is responsible from the curb stop (valve) at the road side into the home.

**SEWER SERVICE**

1. Homeowner/Contractor is responsible for excavating the trench from the marked sewer lateral to the home foundation and installing the sewer pipe.
2. There must be a clean-out installed near the connection at the sewer main. The clean-out must be a **tee style fitting** installed behind the ditch.
3. When connecting to the existing lateral a **rubber flexible coupling must be used.** Such as a **Fernco** style.
4. The trench bottom must be sloped according to state standards, and have a solid bottom.
5. If No. 4 cannot be maintained, gravel must be used to produce a properly bedded line.
6. The pipe size must be **4"** and be **Schedule 40 or SDR 35 Material.** Glued joints must be cleaned with **purple primer cleaner.**
7. The **SDR 35** pipe must be installed with bell end toward the flow (home).
8. Testing of the sewer line will be done with air pressure of **5 PSI** or with a water column of **10'** head.
9. The line can only be backfilled after inspection and with clean fill, free of rocks and debris.
10. All homes that have **FACILITIES BELOW GRADE THAT ACCEPT WASTE, MUST INSTALL A LIFT STATION. PER ROAMING SHORES ORDINANCE.**
11. The home owner is responsible from the lateral tap into the home (if on opposite side of the street of water main) or to the water main tap on water main of street.
12. Sewer is not allowed to be installed in garages.

For information please call:  
(440) 563-3520

# Specifications for Silt Fence



Specifications  
for  
Silt Fence

1. Silt fence shall be constructed before upslope land disturbance begins.
2. All silt fence shall be placed as close to the contour as possible so that water will not concentrate at low points in the fence and so that small swales or depressions which may carry small concentrated flows to the silt fence are dissipated along its length.
3. To prevent water ponded by the silt fence from flowing around the ends, each end shall be constructed upslope so that the ends are at a higher elevation.
4. Where possible, silt fence shall be placed on the flattest area available.
5. Where possible, vegetation shall be preserved for 5 ft. (or as much as possible) upslope from the silt fence. If vegetation is removed, it shall be reestablished within 7 days from the installation of the silt fence.
6. The height of the silt fence shall be a minimum of 16 in. above the original ground surface.
7. The silt fence shall be placed in a trench cut a minimum of 6 in. deep. The trench shall be cut with a trencher, cable laying machine, or other suitable device which will ensure an adequately uniform trench depth.
8. The silt fence shall be placed with the stakes on the downslope side of the geotextile and so that 8 in. of cloth are below the ground surface. Excess material shall lay on the bottom of the 6-in.-deep trench. The trench shall be backfilled and compacted.
9. Seams between section of silt fence shall be overlapped with the end stakes of each section wrapped together before driving into the ground.
10. Maintenance--Silt fence shall allow runoff to pass only as diffuse flow through the geotextile. If runoff overtops the silt fence, flows under or around the ends, or in any other way becomes a concentrated flow, one of the following shall be performed, as appropriate: 1) The layout of the silt fence shall be changed, 2) Accumulated sediment shall be removed, or 3) Other practices shall be installed.

Criteria for Silt Fence Materials

1. Fence Posts--The length shall be a minimum of 32 in. long. Wood posts will be 2-by-2-in. hardwood of sound quality. The maximum spacing between posts shall be 10 ft.
2. Silt Fence Fabric (see chart below):

Fabric Properties	Values	Test Method
Grab Tensile Strength	90 lb. minimum	ASTM D 1682
Mullen Burst Strength	190 psi minimum	ASTM D 3786
Slurry Flow Rate	0.3 gal./min./ft <sup>2</sup> maximum	
Equivalent Opening Size	40-80	US Std. Sieve CW-02215
Ultraviolet Radiation Stability	90% minimum	ASTM-G-26



**Village of Roaming Shores**  
2500 Hayford Road  
P.O. Box 237  
Roaming Shores, Ohio 44084

### **Application for Zoning / Building Permit**

The undersigned hereby applies for a Zoning / Building Permit to be issued on the basis of the representations contained herein, all of which the applicant swears to be true. All permit fees are non-refundable. This permit shall expire and will be revoked if work has not begun within one (1) year or work has not been completed within two (2) years.

#### **Location of Property**

Street \_\_\_\_\_

Building Zone \_\_\_\_\_

#### **Name and Address of Land Owner**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Phone # \_\_\_\_\_

#### **Name and Address of Contractor**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Phone # \_\_\_\_\_

#### **Type of Construction**

Residential \_\_\_\_\_

Commerical \_\_\_\_\_

Other \_\_\_\_\_

Proposed Use \_\_\_\_\_

#### **Size of Building**

\_\_\_\_\_ Feet in Width

\_\_\_\_\_ Feet in Length

\_\_\_\_\_ Height

(Highest point of building above ground)

#### **Residential Construction Information**

Square Feet of Living Space on the First Floor \_\_\_\_\_

Square Feet of Living Space on the Second Floor \_\_\_\_\_

Foundation (Slab, Basement, Crawl Space) \_\_\_\_\_

#### **Lot Size Information**

\_\_\_\_\_ Frontage on Main Street or Road

\_\_\_\_\_ Depth of Right Side Lot Line From Main Road Right of Way

\_\_\_\_\_ Depth of Left Side Lot Line From Main Road Right of Way

\_\_\_\_\_ Width or Rear Lot Line

\_\_\_\_\_ Frontage on Lake Lot Line (If Applicable)

**Building Construction Set Back Information**

Setback of building from main street right-of-way

\_\_\_\_\_

Rear yard setback from building to lot line or lake bed

\_\_\_\_\_

Right Side Yard setback from building to lot line

\_\_\_\_\_

Left Side Yard setback from building to lot line

\_\_\_\_\_

If Corner lot – setback from side street road right-of-way

\_\_\_\_\_

Date Application Received \_\_\_\_\_ Date Permit Issued \_\_\_\_\_

Permit Number \_\_\_\_\_ Fee \$ \_\_\_\_\_ Paid \$ \_\_\_\_\_ Road Bond \$ \_\_\_\_\_

Zoning / Building Inspector \_\_\_\_\_

**Affidavit of Owner / Applicant**

It is understood and agreed by this applicant/owner that any error, misstatement or misrepresentation of material fact either with or without intention on the part of this applicant and owner, such as might, or would, operate to cause a refusal of this application, or any material alteration or change in the accompanying plans made subsequent to the issuance of a Zoning Permit in accordance with this application, without the approval of the Zoning inspector, Village of Roaming Shores, Ashtabula County, Ohio, shall constitute sufficient grounds for the revocation of such Zoning Permit and the imposing of a fine pursuant to the Planning and Zoning Code of the Village or Roaming Shores. **This applicant and owner further attest that the primary structure(s) on this land parcel(s) has now posted, or will have posted upon completion of construction requested by this application, visible street address(s) numbers as specified in the aforementioned documents.**

**Please notify the Village Zoning Office upon completion of your building/structure or completion of the footers (if house, house addition, boathouse or garage). As stipulated in the Zoning Code, an inspection must be made in order to issue the required certificate of use/occupancy or to permit the continuation of the project. If survey method #2 is used it is acceptable to forward to the Zoning Office a copy of the registered surveyor’s foundation “as built”.**

**X** Signature Applicant / Owner \_\_\_\_\_

**Zoning Variance Approved / Not Approved / Approved with conditions - Date:** \_\_\_\_\_

**Signature of Zoning Board of Appeals Members Present – Attach Special Condition on Separate Page.**

X \_\_\_\_\_ X \_\_\_\_\_ X \_\_\_\_\_

X \_\_\_\_\_ X \_\_\_\_\_

# ROAMING SHORES POINT SYSTEM WORKSHEET

Owner \_\_\_\_\_  
(Please Print)

Permit # \_\_\_\_\_  
(Office Use Only)

Construction Address \_\_\_\_\_  
(Please Print)

The 65 required points for a new house shall be selected from the following items:

ITEM	REQUIREMENT	POSSIBLE POINTS	ACTUAL POINTS
Driveways	Paved from the garage to the street	10	_____
Garage	Attached, min. of 300 Sq. Ft. with A min. 10 ft. overhead door.	15	_____
Roof Pitch	6 x 12 or steeper	10	_____
Roofing	Wood, Tile, Slate, copper, or Dimensional/architectural shingles	10	_____
Roof Lines	Break or breaks in roof line. 5 points per Break with a max. of (3) breaks.	5	_____
Front of dwelling	Upgraded home fronts. This <u>may</u> include:  Other styles not considered usual and customary; Bay windows; Doors with etched glass; Leaded Glass; Side lights; Double doors; Brass accents; Use of stone, wood or brick; Design of the Dwelling; Porches, with or without railings; <u>The End result which will provide an architecturally Pleasing result.</u> (Examples are available at the Village Office.)	15	_____
Living Area	At least three hundred (300) Sq. Ft. above the Minimum required living area on the ground Floor.	10	_____
Floor Levels	The addition of a second level above the Foundation exceeding four hundred (400) Sq. Ft. Of Living area.	10	_____
<b>Total Points</b>			_____

**PLEASE NOTE: All actual points included in the total point calculation must be completed upon Final inspection, even if the total exceeds 65 points.**

Owners Signature \_\_\_\_\_

Date \_\_\_\_\_

Zoning/Building Inspector Approval \_\_\_\_\_

Date \_\_\_\_\_

\_\_\_\_\_

## **BUILDING/ZONING PERMIT AFFIDAVIT**

Applicant, \_\_\_\_\_, being first duly sworn according to law, deposes and says:

- (1) That he/she is the owner of real estate within the Village of Roaming Shores and has applied for a Building and or Zoning permit(s) to effect changes upon said real estate.
  
- (2) That he/she has reviewed the Deed and other evidence of title to the said real estate and affirms to the Village that the permit sought from the Village is in compliance with all covenants and restrictions associated with said real estate and, by his/her signature hereupon, authorizes representatives of the Village to confirm and verify such compliance with any regulatory authority associated with such covenants and restrictions.

\_\_\_\_\_  
**APPLICANT**

**SUBSCRIBED TO AND SWORN TO BEFORE ME ON THIS \_\_\_\_\_ day of \_\_\_\_\_, 200\_\_**

\_\_\_\_\_  
Notary Public

Expiration date of Commission \_\_\_\_\_

**ORDINANCE NO. 458-04-08**

**AN ORDINANCE ESTABLISHING THE REQUIREMENT FOR A BUILDING PERMIT WHEN CLEARING A LOT OR SUBSTANTIALLY DISTURBING THE SOIL WITHIN THE VILLAGE OF ROAMING SHORES**

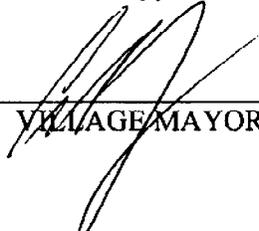
**WHEREAS,** the Village Council has determined that there is a substantial and severe problem with silting-in of Lake Roaming Rock, and

**WHEREAS,** the Village Council has further determined that the run-off of both on-lake and off-lake lots eventually enters the lake, and

**WHEREAS,** the Village Council wishes to ensure that proper erosion controls are in place whenever the soil is disturbed.

**NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE VILLAGE OF ROAMING SHORES, OHIO:**

That **Section 1323.01.1 CLEARING OF LOTS and 1323.01.2 LAWNS REQUIRED AT COMPLETION OF CONSTRUCTION** be added to the codified ordinances of the Village of Roaming Shores effective upon the passage of this Ordinance and approval of the Village Mayor.

  
\_\_\_\_\_  
VILLAGE MAYOR

ADOPTED ON THE 17 DAY OF June, 2008

ATTEST:   
VILLAGE CLERK

1<sup>ST</sup> READING 4-15-08

2<sup>ND</sup> READING 5-20-08

3<sup>RD</sup> READING 6-17-08

**ORDINANCE NO. 457-04-08**

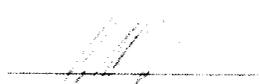
**AN ORDINANCE ESTABLISHING REGISTRATION OF CONTRACTORS  
OPERATING WITHIN THE VILLAGE OF ROAMING SHORES**

**WHEREAS,** the Village Council has determined that it is desirable to exercise control over the integrity of contractors working in the Village and the quality and workmanship provided to the residents, and

**WHEREAS,** the Village Council has further determined that maintaining a list of quality, registered contractors and making this list available to residents will benefit both the contractors and the residents

**NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE VILLAGE OF ROAMING SHORES, OHIO:**

That **Section 1335 CONTRACTOR REGISTRATION** be added to the codified ordinances of the Village of Roaming Shores effective upon the passage of this Ordinance and approval of the Village Mayor.

  
VILLAGE MAYOR

ADOPTED ON THE 11 DAY OF Jun, 2008

ATTEST:   
VILLAGE CLERK

1<sup>ST</sup> READING 4-15-08

2<sup>ND</sup> READING 0520-08

3<sup>RD</sup> READING 6-17-08

### **1335.01 CONTRACTOR REGISTRATION REQUIRED**

(a) No person shall engage in, advertise for, submit bids on, contract for or represent himself as being in the general building, electrical, heating, ventilating, air conditioning, plumbing, landscaping or fire equipment business or trade within the Village or Roaming Shores without first obtaining a contractor registration herein.

(General building shall include, but not limited to, concrete, masonry, excavator, lot clearing, trenching, carpentry, drywall, roofing, sewer and water excavation, siding and landscaping contractor registration)

(b) No person shall commence, complete or substantially complete, the erection, construction, alteration or repair of a building or structure without first obtaining a contractor registration.

(c) Any contract made or bid submitted by any person not licensed as required herein shall be null and void and no action may be maintained and no compensation or other consideration shall be paid thereon.

(d) No person shall engage in the business or trade of servicing any fire protective equipment or other equipment pertaining to life or fire safety without first obtaining a contractor registration. "Other equipment" includes cooking exhaust systems.

(e) Fees shall be established to be \$25.00 initial and \$10.00 renewal for general contractors and \$75.00 initial and \$50.00 renewal for fire safety. Contractor registrations shall expire on December 31<sup>st</sup> of the year issued, and shall be renewed in the following year.

### **1335.02 OWNER-OCCUPANT EXEMPTION**

(a) No License shall be required for a bona fide owner and occupant of a single-family dwelling who personally or with causal assistance performs work upon the premises occupied or to be occupied by the owner.

(b) The owner shall furnish a signed affidavit stating he is the owner and occupant of the single-family dwelling and shall personally perform the work upon the premises for which a permit is required.

(c) "Casual assistance", as used herein, means any work, aid or direction that is not of a technical nature.

(d) All work performed by an owner shall be done in compliance with the provisions of the Roaming Shores Building Code and the laws of the State of Ohio.

(e) All work performed by an owner shall be pursuant to a permit issued as provided in Chapter 1325.

### **1335.03 PUBLIC UTILITIES EXEMPTION**

(a) No License shall be required for a public utilities company or it's employees performing work in the installation, construction or repair of utility property within the right of way of any public street or alley or any right of way granted by lease, easement, license or permissive use.

(b) No License shall be required for a public utilities company or its employees installing conductors and equipment from the utility supply system to the service entrance conductors of premises served, provided such installations are outside the structure served or terminate immediately inside a building wall.

(c) "Public utility", as used herein, has the same meaning as defined in Ohio R.C. 4905.02.

#### **1335.04 QUALIFICATION OF APPLICANTS**

(a) Contractor registrations shall be provided only to applicants at least eighteen years of age.

(b) Applicants who wish to register as electrical, heating, ventilating and air conditioning and plumbing contractors shall submit a copy of a Certificate as issued by the State of Ohio, Department of Industrial Relations, Construction Industry Examining Board to perform work as electrical, heating, ventilating and air conditioning and plumbing contractor. Applicants who wish to register as a fire suppression system or fire detection system contractor shall submit a copy of the Certificate as issued by the State of Ohio, Department of Commerce, Division of State Fire Marshal, to perform work as a fire suppression system or fire detection system contractor. If the following contractors are used as subcontractors, a list must be provided to the Village. No bond will be required if they are working for a registered and bonded general contractor or a registered home improvement contractor and provide the Village with proof of employment. If they are working for a homeowner, they shall comply with the following:

- 1 Concrete footing contractor
- 2 Foundation excavation contractor
- 3 Masonry contractor
- 4 Framing contractor
- 5 Siding contractor
- 6 Roofing contractor
- 7 Insulation contractor.

(c) Applicants who wish to be registered as a general building contractor performing general building work shall submit a copy of a license from a City or County issuing such licenses.

(d) Applicants shall be of good moral character. Factors to be considered in determining good moral character are the history of compliance or violation of this or other building codes, criminal convictions, and dishonest practices in the conduct of a business, trade or profession.

#### **1335.05 APPLICATION AND LETTERS OF REFERENCE**

The Building Department shall prepare and furnish to an applicant forms on which the application shall be made. The application shall be accompanied by at least three letters of reference from persons who are acquainted with the applicant's experience or training in the business or trade in which he seeks to be registered. The letters shall be from contractors registered in the trade in which the application is being made, inspectors in the trade in which the application is being made or from registered architects or engineers in that field. All letters shall be on original letterhead.

#### **1335.06 EVIDENCE OF INSURANCE REQUIRED**

(a) Each applicant for a contractor registration shall furnish a Certificate of Issuance for bodily injury in the amount of one hundred thousand dollars (\$100,000), three hundred thousand dollars (\$300,000) and for property damage in the amount of fifty thousand (\$50,000). The Village of Roaming Shores shall be listed as Additionally Insured on the Certificate.

### **1335.07 EXPIRATION AND RENEWAL OF REGISTRATION**

All contractor registrations shall expire at 12:00 midnight, December 31 of each year, and no permits shall be granted until the license has been secured for the ensuing year. Renewals may be made for the ensuing year upon payment of a fee and completion of applications and submission of Certificate or Insurance if not renewed on or before December 31 of each year. Cancellation

### **1335.08 CONTRACTOR REGISTRATION NON-TRANSFERABLE**

Contractor registrations are not transferable and may not be altered, erased, defaced or reproduced.

### **1335.09 CONTRACTOR REGISTRATION ISSUANCE**

Contractor registrations shall be issued by Building Inspector upon approval of the application and payment of all fees.

### **1335.10 CONTRACTOR REGISTRATION SUSPENSION BY BUILDING INSPECTOR**

The Building Inspector may suspend, for a specified period of time not to exceed six months, any license or the renewal of any license for good cause including, but not limited to, the following:

- (a) Misrepresentation of a material fact in obtaining a license or the renewal thereof.
- (b) Use of a license in obtaining a permit for another.
- (c) Failure to secure the permits or approvals required by this Building Code.
- (d) Workmanship or work not in conformity with the permit issued thereof.
- (e) Conviction of a felony by the licensee, provided suspension is deemed necessary in the public interest.
- (f) Violation of any provision of this Building Code.
- (g) Dishonest or unfair practices in the conduct of a business or practice of a trade.
- (h) Consumer fraud violations.

### **1335.11 SUSPENSION HEARING, ENFORCEMENT AND APPEAL**

(a) No license shall be suspended without notice and opportunity for a hearing by the registrant. The Building Inspector shall conduct the hearing.

(b) Whenever a license is suspended, the Building Inspector shall enforce suspension by notification by certified mail sent to the registrant who shall surrender the license to the Building Inspector for the duration of the suspension period.

(c) Whenever a license is suspended, no work shall be performed by the registrant authorized by the license except work necessary to correct a violation of the Building Code specified in the notice of suspension.

Corrections shall be made within three working days of the effective date of suspension. Any suspension may be continued until all corrections have been made.

### **1335.12 CONTRACTOR REGISTRATION REVOCATION BY BOARD OF ZONING APPEALS.**

The Board of Zoning Appeals may revoke a license for good cause including, but not limited to the following:

- (a) Misrepresentation of a material fact in obtaining a license or the renewal thereof.
- (b) Use of a license in obtaining a permit for another
- (c) Failure to secure the permits, inspections or approvals required by this Building Code.
- (d) Workmanship or work in conformity with the permit issued therefor.
- (e) Conviction of a felony by licensee, provided revocation is deemed necessary in the public interest
- (f) Suspension of a license three times within a five-year period
- (g) Dishonest or unfair practices in the conduct of a business or practice of a trade
- (h) Consumer fraud violations

### **1335.13 REVOCATION HEARING, ENFORCEMENT AND APPEAL**

(a) No contractor registration shall be revoked without notice and public hearing before the Board of Zoning Appeals. The licensee may appear with or without council. The Board of Zoning Appeals may revoke only for good cause upon a preponderance of the evidence.

(b) Whenever a contractor registration is revoked, The Building Inspector shall enforce the revocation by certified mail to the licensee who shall surrender the license to the Building Inspector immediately. Any person whose license has been revoked may not reapply for a contractor registration until one year for the first offense and three years for the second offence after the date of revocation.

### **1335.99 PENALTY**

Whoever violates any provision of the chapter is guilty of a misdemeanor of the first degree. Each day a violation continues or occurs shall constitute a separate offense.

**513.02 NOISE FROM GRADING, EXCAVATION, LANDSCAPING AND CONSTRUCTION ACTIVITY.**

(a) The following is hereby prohibited within the Village between the hours of 8:00 o'clock p.m. and 8:00 o'clock a.m.: noise caused by the operation of grading and excavation equipment (including, but not limited to, bulldozers and backhoes), landscaping equipment (including, but not limited to, chain saws, mowers, chippers, shredders, blowers, and vacuums), and construction equipment (including, but not limited to, hammers, saws, compressors, and air-driven nailers) which is generated outdoors or from indoors and audible beyond the property line of the location from which said noise is generated.

(b) No person shall, after a request to desist, make, continue or cause to be made by the use of any grading, excavation, landscaping or construction machinery any unreasonably loud, disturbing and unnecessary noises of such a character, intensity, and duration as to disturb the peace and quiet of the community or to be detrimental to the life and health of any individual.

(c) Heavy grading and/or excavation machinery requiring a warm-up period, may be run at idle speed during the hour of 7:00 o'clock a.m. to 8:00 o'clock a.m. Actual operation of this machinery, to perform work, during this time period is not permitted.

(d) Whoever violates this section is guilty of a minor misdemeanor for a first offense. Whoever violates this section after having been previously convicted of a first offense is guilty of a fourth degree misdemeanor.  
(Ord. 420-03-05. Passed 5-17-05.)

Roaming Shores Village Department of Zoning & Building  
Contractor Registration Form

Business or Trade Name: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Telephone: \_\_\_\_\_

Fax: \_\_\_\_\_

Type of Work

- Concrete
- Masonry
- Excavator
- Lot Clearing
- Trenching
- Carpentry
- Roofing
- Siding
- Landscape
- General
- Fire Safety

Owner Occupant Exemption  \*

Fees Established by Ordinance #xxxx.xx

	Initial	Renewal
<i>Standard</i>	<b>\$25.00</b>	<b>\$10.00</b>
<i>Fire Safety</i>	<b>\$75.00</b>	<b>\$50.00</b>

Proof of Insurance	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Copy of Business License	Yes <input type="checkbox"/>	No <input type="checkbox"/>
If Sub-Contractor Please provide proof of Employment	Yes <input type="checkbox"/>	No <input type="checkbox"/>

DO NOT WRITE BELOW THIS LINE

*This Permit Expires December 31st of the Year Issued*



PERMIT NUMBER: 09- \_\_\_\_\_

Date of Issue: \_\_\_\_\_

Signature of Village Official: \_\_\_\_\_