

# **Portage County Board of Building Appeals**

449 S. Meridian Street, Ravenna, OH 44266 Tel: (330) 298-4503 Fax: (330) 297-3896

Rick Porter  
Chairman

Ted Manfrass  
Vice-Chairman

Michelle Conner  
Secretary

## **AGENDA**

Date: December 14, 2016  
Time: 9:30 a.m.  
Where: Administration Building  
6<sup>th</sup> Floor, Room #605

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1. Roll Call

2. Old Business

- Journalize minutes from September 14, 2016 meeting

3. New Business

- Case No. 16-1831  
Ana Fluke & Yalana Kaplan-4948 Brower Tree Lane, Brimfield

The applicant is asking for approval of permits & inspections regarding  
inground pool and landscape wall.

- Building department year end report from Charles Corcoran
- Election of Officers
- Meeting dates for 2017
- Adjourn