Commissioner Colleen M. Swedyk opened the public hearing concerning a proposed revision to the Medina County Building Regulations, specifically to provide clarification regarding the residential property owner exemption affidavit. Commissioner Swedyk noted that a second hearing on the same matter would be held the following Tuesday, September 1, 2026, at 9:00 AM.

Chief Building Official Matt Strehle described the proposed change as a simple and narrow revision. He explained that current Building Regulations require licensed electricians and HVAC contractors for residential electrical and mechanical work, but that a Homeowner Affidavit allows property owners working on their own homes to waive that requirement. Under the existing language, the affidavit could be executed either by notarization or by having a member of the Building Department staff witness the homeowner's signature in lieu of a notary.

Mr. Strehle indicated that Building Department staff had grown uncomfortable serving in that witness capacity, as it effectively required them to check identification and act in a notarial role without being notaries. Following discussions with Mike Lyons of the Medina County Prosecutor's Office, the department determined that the appropriate resolution was to simply strike the staff-witness option from the regulation, leaving notarization as the sole acceptable method. He characterized the change as removing a single sentence from the existing regulation.

Commissioner Harrison noted that for a document to constitute a true sworn affidavit, notarization would generally be considered an essential element. He acknowledged that the prior dual-option language may have been technically permissible under how the regulation had defined "affidavit," but agreed that limiting the requirement to notarization was the more consistent approach.

Commissioner Hambley inquired about the volume of homeowners who use the affidavit process. Mr. Strehle indicated he did not have that data but noted that the vast majority of cases involve straightforward situations where a true homeowner simply signs and proceeds. He noted that complications tend to arise in cases involving LLCs and similar entities.

Commissioner Hambley raised the importance of providing adequate notice to the public before the change takes effect, expressing concern that residents accustomed to the current process might arrive at the Building Department unprepared to present a notarized document. He suggested that newspaper coverage and prominent placement on the county website would be appropriate outreach measures.

Commissioner Harrison noted that the effective date would typically be established in the approving resolution and could be set for a future date rather than taking effect immediately upon adoption. Commissioner Hambley proposed January 1, 2027 as the effective date, reasoning that this would provide sufficient time for residents to be informed; commissioners Harrison and Swedyk agreed. Mr. Strehle confirmed he had no objection to that timeline, and it was suggested by Commissioner Swedyk that a notice be posted at the Building Department's front window to inform those coming in for filings between now and January 1st. The effective date of January 1, 2027 will be incorporated into the language of the approving resolution.

Public Comment
*None.*

There being no further comments, Commissioner Swedyk closed the public hearing at 9:05 a.m.

Respectfully submitted,

Rhonda J. Beck
Clerk of the Board

COMMISSIONERS

OF

MEDINA COUNTY

Stephen D. Hambley

Aaron M. Harrison

Colleen M. Swedyk