



VOCH Building Department

Building Commissioner, Norm Casini

Assistant Building Commissioner, Ken LaBella

Assistant Building Commissioner, Parrish Mines

As the Christmas holiday quickly approaches, safety remains a top priority. Here are a few tips to keep in mind for your home:

Live Christmas Trees

- Choose a tree with fresh, green needles that do not fall off when touched.
- Before placing your tree in a stand, cut 2-3" off from base of trunk.
- Make sure your tree is positioned at least three feet away from any heat source, like fireplaces, space heaters, candles, heat vents or lights.
- Make sure your tree is not blocking egress or an exit.
- Be sure to add water to your tree as needed.
- Always turn your Christmas lights off when going to bed or when you leave your house.
- Be sure to remove the tree when it begins dropping needles.
- Never put tree branches or needles in the fireplace.
- Dried out trees are a fire hazard and should not be left in the home or garage.



Candles



- Never leave burning candles unattended.
- When using candles, make sure they are placed in a sturdy holder.
- Be sure to extinguish candles after each use.
- Keep children away from matches, lighters and candles.
- Never put candles on or near a Christmas tree.
- Be sure to always put your candles out before leaving or bedtime.

Finally, as in every season, have smoke alarms installed on every floor level and all bedrooms in your home. We also recommend that a carbon monoxide detector be placed outside of bedrooms and in the basement mechanical room. Make sure you test your detectors monthly and keep them clean and always equipped with fresh batteries. Know when and how to call for help and remember to know your home's escape plan. Proper smoke detectors save lives.

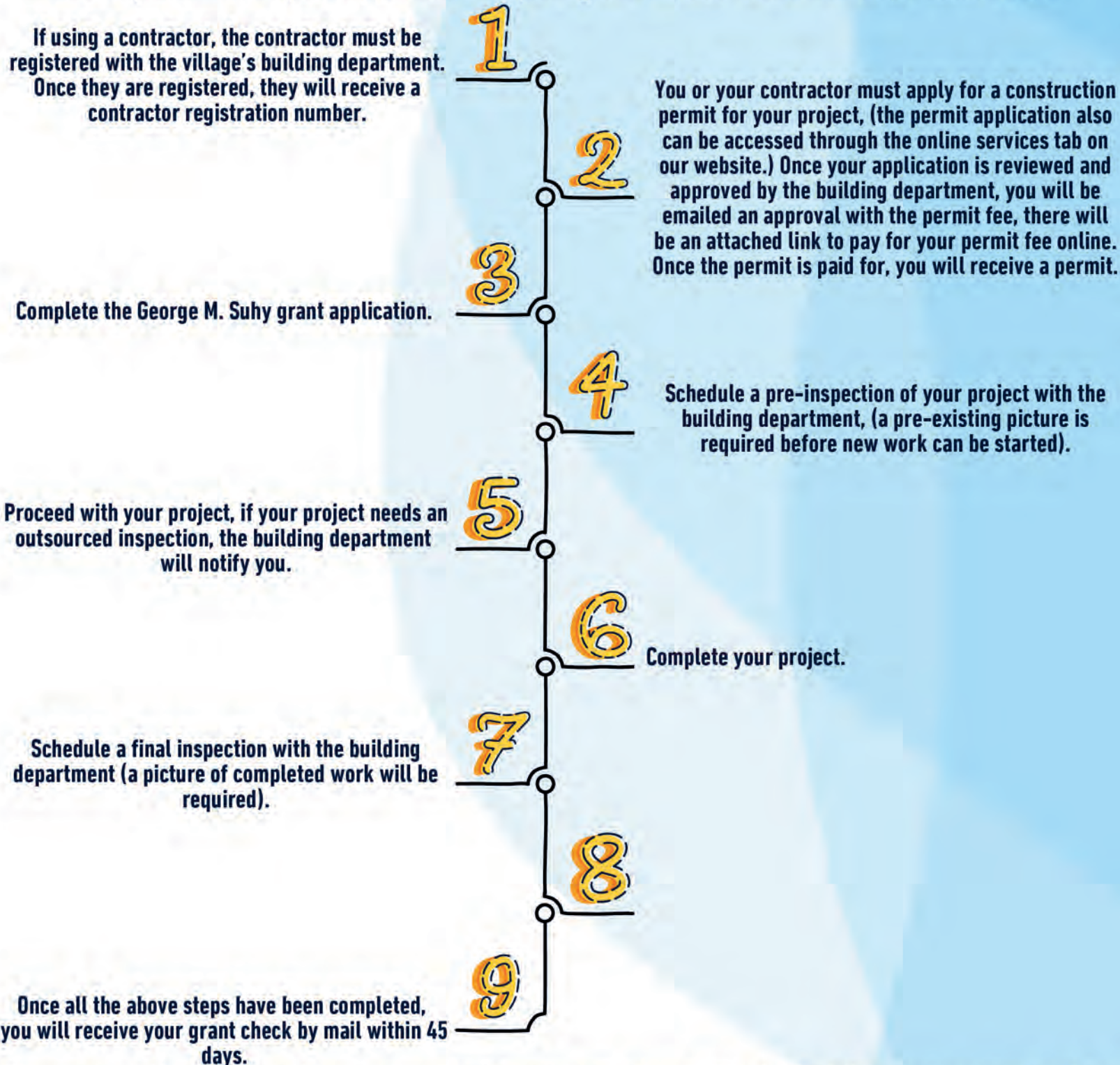
DID YOU KNOW?

Habitable rooms above the garage shall not have less than 5/8 of an inch Type X gypsum board or equivalent.



The George M. Suhy Grant Program

The process is now done online through our website at www.cuyahogaheights.gov, click on the online services tab at the top of the page and scroll down to Suhy grant application. This is where you will start your application for your grant. Please follow the steps listed below:



Please note: If you do not have access to a computer, please call the building department and we can schedule a time when you can come into the village hall, and we will assist you in filling the application out on a village computer. Please call 216-641-7020 to schedule with the building department Monday through Friday from 8:00 a.m.-12:00 p.m. and 1:00-4:30 p.m.