Memo

To: Mayor McCarthy, City Council
From: Jeff Arango, AICP – Director of Community Planning
Date: August 1, 2013

Re: Annual Building Inspection Program

In 1998 with the passage or ordinance 763 the city established an annual building inspection program. The focus of the program is the requirement for an annual inspection for non-residential and multi-family buildings to ensure fire and life safety issues are addressed. In addition, the ordinance requires an initial inspection prior to any new non-residential occupancy. According to the building official, the annual building inspection program was halted three years later in 2001 as a result of a dwindling economy. Therefore, even though the program has been established for 15 years it has only been implemented for 3 years. The annual fee for a typical inspection is $80, but may be increased for larger buildings that take longer to inspect.

While minimizing risk to people and property through an annual inspection program is a worthwhile goal, the question is whether the city should allocate its very limited resources to such a program that will include additional fees to business owners during this continued period of economic downturn. Should the city decide not to move forward with the program the annual inspection requirement should be rescinded. Short of rescinding the requirement for annual inspection the city should consider the following options:

- Require inspections on a bi-annual basis
- Provide for voluntary inspections initiated by the business owners

The building official has resigned effective 8/14/13 so the city is not in a position at this time to move forward with the annual inspection program. Staff suggests the city reconsider this issue once a new building official is hired.
i. School Related Police Officer Duties
ii. Pedestrian Signage on alley by Joe's music
iii. Fire on Anthes - Marilee Johnson - 221-8038

Fred

i. Personnel Evaluations Status
ii. Solid Waste Advisory Committee
iii. Ed Young - Whidbey Island Kayaking
iv. Evaluation of superintendent
v. Status of First Street Water Projects Complaint
vi. Island CO Fair Strategic Planning - EDC involvement
vii. Staff Barbecue
viii. 

ii. Council Meeting Preparation - Aug 5, 2013 Council Meeting
   i. Wastewater Treatment Plant – Outstanding Performance Award

iii. Future Planning
   i. Review priorities lists

iv. Questions/Answers/Comments/Agreements/Assignments

5. Conclusion

Council

Confirmation of Maria Map + Brit Plan? - Jeff
Personnel Policy changes
Annual Bldg inspection's
Schedule Workshop on stairs
RH Retirement.