



CITY COUNCIL WORK SESSION DEPARTMENT REPORT

TO: Mattherw R. Schmitz, MPA – City Manager
FROM: Matt Chesmore – Building Official
DATE OF MEETING: April 6th 2026
ITEM TITLE: Department Report – Building/Code Enforcement

DISCUSSION:

Building Department:

From February 1st, 2026, through March 31, 2026, 61 Permits were issued, of which 22 were Major Mailbox Encroachment type. (see permit report for individual permit uses)

Staff was recently informed, following an ISO audit, that the City's Building Department rating will be reduced from 4 to 9. It is our understanding that this planned reduction is based solely on the City's continued use of an older, though still valid, building code cycle.

Staff was further advised that if the City adopts a more recent building code cycle within six months, the rating reduction publication will be held, pending new code adoption. In response, staff has requested the six-month compliance period and has begun reviewing and comparing code cycles, with the intent to update from the 2018 code cycle to the 2024 code cycle.

Code Enforcement:

419 9th Ave SE – On 3/27/26, the City was awarded ownership of this property. We are awaiting the expiration of the 30-day appeal period, after which the City can decide the property's future.

813 9th Ave NE – A continuance was granted on 2/25/2026, so the court hearing regarding the charges filed against this property will not be held until May 7, 2026. Cleanup of the remaining structure(s) and debris is pending the court ruling.

Other 657A: Staff will be attending court on May 1st regarding the property at 214 6th Ave SW. Neighbors have reported that wildlife has been entering the basement.

Nuisance Property: 14 Letters of violation were sent out in the last two months, with most concerns being of junk and debris in yards.

Planning and Zoning:

Planning and zoning will meet on 4/7/26 to discuss the possibility of rezoning a parcel at 508-A 20th St SW to construct a residential structure. Existing zoning is M-2 heavy manufacturing, which does not allow for residential classifications. Proposed zoning is C-2, as the current landowner operates a construction company at the same location and desires to construct a residence for his family on a newly constructed second level of the existing building. Staff has reviewed the plans, and they comply with building codes.

Staff will be working on zoning regulation updates throughout the upcoming months, not only to update zoning ordinances but also to incorporate them into the City's Code of Ordinances so they are more readily available.

Board of Adjustments:

No Activity

Flood Plain Administration:

No Activity

Training:

ICC training on special inspection on April 9th in Marion, Iowa, is being hosted by the Eastern Iowa Construction Code Council.