

AGENDA ITEM SUMMARY SHEET

City of Rollingwood

Meeting Date: April 17, 2024

Submitted By:

Staff

Agenda Item:

Discussion and possible action on a proposed local amendment to the International Building Code to require issuance of a Certificate of Occupancy for a change in owner, tenant or business name

Description:

The City of Rollingwood currently does not have a requirement for issuance of a Certificate of Occupancy for a change in owner, tenant or business name in the non-residential zoning districts. Because of this, if no work is done that requires a permit from the city, we don't know when commercial businesses change and if new businesses are compatible with the uses allowed in their zoning district, have had the appropriate health and safety inspection or will need additional permits.

This proposed amendment to the International Building Code would allow the city to require a new owner or tenant to apply for and receive a Certificate of Occupancy before coming into the city. If the Council is approving of the proposed changes, they will be brought back in the form of an ordinance at the next City Council meeting and a public hearing will be held as is required for local amendments to the International Building Code.

Action Requested:

To consider directing staff to draft and bring back an ordinance providing for a local amendment to the International Building Code to require issuance of a Certificate of Occupancy for a change in owner, tenant or business name

Fiscal Impacts:

Fees will be collected for Certificates of Occupancy and required inspections.

Attachments:

- Draft local amendment to the to the International Building Code to require issuance of a Certificate of Occupancy for a change in owner, tenant or business name