AGENDA ITEM SUMMARY SHEET
City of Rollingwood
Meeting Date: May 15, 2024

Submitted By:

Staff

Agenda Item:

Public hearing, discussion and possible action on a local amendment to the International Building Code establishing requirements of Certificate of Occupancy issued for a change in owner, tenant or business name

Description:

At the April 2024 City Council Meeting, staff presented an item regarding the adoption of a local amendment to the International Building Code establishing requirements of Certificate of Occupancy issued for a change in owner, tenant or business name. 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.

After discussion of this topic at the meeting, staff agreed to bring back a resolution formally adopting the amendment to the International Building Code. This amendment allows the city to require a new owner or tenant to apply for and receive a Certificate of Occupancy before coming into the city.

Action Requested:

To approve Ordinance 2024-05-15-02 providing for a local amendment to the International Building Code establishing requirements of Certificate of Occupancy issued for a change in owner, tenant or business name

Fiscal Impacts:

Fees will be collected for Certificates of Occupancy and required inspections upon the approval of the corresponding fee schedule amendment (item 19).

Attachments:

- Ordinance 2024-05-15-02 providing for a local amendment to the International Building Code establishing requirements of Certificate of Occupancy issued for a change in owner, tenant or business name