

To: The Mayor and Council

From: Brook Brown

Date: 5-14-2023

RE: Memo regarding the proposed amendment to the Building Code adding a survey requirement

The attached edits are proposed to the draft ordinance, posted as Agenda Item 3 for the 5-17-2023 Council Meeting, adding a survey requirement to the Building Code.

The proposed edits do two things:

(1) add a requirement to do a survey of the as-built height of the completed structure upon application for an occupancy permit, and

(2) specify that the survey show the "original native ground surface" in relation to the height of the structure as proposed in the initial survey and as completed in the final survey.