



Department Source: Community Development - BSD

To: City Council

From: City Manager & Staff

Council Meeting Date: October 7, 2019

Re: Columbia/Jefferson City Memorandum of Understanding – Building Code Review Assistance

Executive Summary

In May 2019 Jefferson City, Missouri was hit by a damaging tornado. Natural disasters such as these often result in a very large increase in the amount of plan reviews, permits, and inspections necessary to rebuild after the damage. Staff from both cities have discussed how to best be prepared for future events such as these. From those discussions, a memorandum of understanding (MOU) has been developed to help operations of both cities in those situations.

Discussion

After a natural disaster, there is often a delay in work while citizens assess damage, contact their insurance agent, etc. However, once the insurance company issues reimbursement the local building department often sees a sudden increase in permit requests. While there are many issues associated with sending staff to another city to assist, or finding part time staff with expertise in building code review, one thing that is relatively easy to do is submit, review, and return building plans and the associated comments electronically.

This MOU states that both cities will review building plans to the adopted International Code Council building codes within the requesting city's jurisdiction but leave the review of any local amendments to the code to the jurisdiction having authority. Fees will be collected by the reviewing city based on the reviewing city's ordinances regarding plan review fees. Final review of the comments and ultimate decision to issue a permit will remain with the jurisdiction having authority at all times.

The initial term of the MOU will be one year and will automatically renew each year unless either city wishes to end the agreement.

Fiscal Impact

Short-Term Impact: Potential additional revenue depending on Jefferson City's workload and staffing.

Long-Term Impact: None.



Strategic & Comprehensive Plan Impact

Strategic Plan Impacts:

Primary Impact: Operational Excellence, Secondary Impact: Public Safety, Tertiary Impact: Not Applicable

Comprehensive Plan Impacts:

Primary Impact: Inter-Governmental Cooperation, Secondary Impact: Not applicable, Tertiary Impact: Not Applicable

Legislative History

Date	Action
N/A	N/A

Suggested Council Action

Approval of the memorandum of understanding.