



Minor Revision of Title 5 and Code Compliance Consolidation Update

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Environmental Services

"Delivering Outstanding Services"



1. Strategic Goal

- Goal 1.6 – Provide business friendly permitting and inspection process



2. Consolidated Code Compliance Initiative

- Staff was tasked to review existing code enforcement groups (CEG) within City departments and provide recommendations for inclusion into a code compliance department
- 15 CEG were reviewed and 8 are recommended to be included within a consolidated code compliance department



3. Recommended CEG to Consolidate

Groups to Include in Consolidated Code	FTEs
DPH Food Safety	23
EPFD Fire Prevention & Safety Insp.	12
EPPD Parking Enforcement	23
EPW Storm Water	8
ESD Code Compliance	50
ESD Recycling Enforcement	6
ESD Vector Control	13
P&I Building Safety and Zoning	14
Total	149



4. Phase I

- 15 identified positions from Planning & Inspections will be transferred to Environmental Services Code Compliance Division on Sept. 1, 2019
- Code officers and inspectors within this team will be identified as the Property Maintenance and Zoning enforcement team (PMZ)
- PMZ will be responsible for enforcing provisions of Titles 5, 9, 18 and 20, and will refer certain cases to the City's Building and Standards Commission (BSC) for enforcement



5. Title 5 Revisions

- Title 5 contains 17 chapters that regulate various business licenses and permits
- References are made in these chapters to specific departments, directors and officials to administer and enforce provisions of this title
- In order to accommodate the transfer of PMZ from P&I to ESD, revisions must be made to allow this team to enforce Title 5



6. Revision Summary

- Adopt new definition: “City official” – any director or official designated by the City Manager to enforce provisions of this Title, which includes but is not limited to a permit official, building official, and fire official
- Where enforcement personnel are referenced, include the terms “peace officer,” “code enforcement officer,” and “inspector,” to allow for any designated person to enforce a particular chapter
- When “Department” is referenced, it relates to administration of a particular chapter
- When “Director” is referenced, it relates to enforcement of a particular chapter
- Streamline appeal process for a denied permit in Chapter 5.01



7. Ongoing Code Consolidation Plans

- Locate property/building to house department
- Interview management of CEG to develop schedule to transfer staff to ESD in future fiscal years
- Amend City Charter to create Consolidated Code Compliance Dept.



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