

Item # 5A

**City of Carson City  
Agenda Report**

**Date Submitted:** January 23, 2007

**Agenda Date Requested:** February 1, 2007

**Time Requested:** 5 minutes

**To:** Mayor and Board of Supervisors

**From:** Building Division

**Subject Title:** Action to adopt, on second reading, Bill No.102, Ordinance No.\_\_\_\_\_, an ordinance amending Carson City Municipal Code Title 15, Buildings and Construction, Chapter 15.05 Building Code, Section 15.05.010 Adoption of the International Building Code, Appendices and Amendments, Section 105 Permits 105.3.2 Time Limitation of Application by deleting the existing paragraph and replacing it with a new paragraph on time limitations of applications, 105.5 Expiration by deleting the existing paragraph and replacing it with four new paragraphs specifying every permit shall become invalid unless the work has been commenced within 180 days after its issuance, or if work on the site is suspended or abandoned for 180 days but less than one year a new permit and a fee of one half of the permit will be required , in order to renew action on an expired permit a full permit fee is required, a permit may be extended one time only, permits issued by the Building Official become null and void 18 months after the date of issuance, a permit may be extended only one time for no more than 18 months, permits of a minor nature become null and void 6 months after the date of issuance, Section 108 Fees 108.4 Work Commencing before Permit Issuance by deleting the existing paragraph and replacing it with a new paragraph naming the fee as an investigation fee that shall be equal to the amount of the permit fee, Section 1106 Parking and Passenger Loading Facilities 1106.1 Required by adding "not less than" before the words "four feet" and deleting "(4)", and other matters properly related thereto.

**Staff Summary:** The proposed ordinance would modify the text of the Carson City Municipal Code by changing/adding to the current language for time limitations on applications per Sections 105.3.2 and 105, by establishing a fee for work commencing before permit issuance, and add language for accessible parking signage to be compatible with NRS 484.408.

**Type of Action Requested:**

- Resolution
- Ordinance, second reading
- Formal Action/Motion
- Other (Specify)

**Does This Action Require A Business Impact Statement:**       Yes     No

**Recommended Board Action:** I move to adopt, on second reading, Bill No.102, Ordinance No.\_\_\_\_\_, an ordinance amending Carson City Municipal Code Title 15, Buildings and Construction, Chapter 15.05 Building Code, Section 15.05.010 Adoption of the International Building Code, Appendices and Amendments, Section 105 Permits 105.3.2 Time Limitation of Application by deleting the existing paragraph and replacing it with a new paragraph on time limitations of applications, 105.5 Expiration by deleting the existing paragraph and replacing it with four new paragraphs specifying every permit shall become invalid unless the work has been commenced within 180 days after its issuance, or if work on the site is suspended or abandoned for 180 days but less than one year a new permit and a fee of one half of the permit will be required , in order to renew action on an expired permit a full permit fee is required, a permit may be extended one time only, permits issued by the Building Official become null and void 18 months after the date of issuance, a permit may be extended only one time for no more than 18 months, permits of a

minor nature become null and void 6 months after the date of issuance, Section 108 Fees 108.4 Work Commencing before Permit Issuance by deleting the existing paragraph and replacing it with a new paragraph naming the fee as an investigation fee that shall be equal to the amount of the permit fee, Section 1106 Parking and Passenger Loading Facilities 1106.1 Required by adding "not less than" before the words "four feet" and deleting "(4)", and other matters properly related thereto.

**Explanation for Recommended Board Action:** The Board of Supervisors, pursuant to Carson City Municipal Code, is required to take final action on all code amendments. This is the second of two readings.

**Applicable Statute, Code, Policy, Rule or Regulation:** CCMC Title 15, Section 15.05.010 Adoption of the International Building Code

**Fiscal Impact:** N/A

**Explanation of Impact:** N/A

**Funding Source:** N/A

**Alternatives:** 1) Deny the ordinance, 2) Refer the matter back to Building for further review.

**Supporting Material:**  
Ordinance

**Prepared By:** Kristie Knowlton, Management Assistant III, Planning


**Reviewed By:**

  
\_\_\_\_\_  
(Kevin Gattis, Building Official)


Date: 1-23-07

  
\_\_\_\_\_  
(Lawrence Werner, Development Services Director)

Date: 1/23/07

  
\_\_\_\_\_  
(Linda Ritter, City Manager)

Date: 1-23-07

  
\_\_\_\_\_  
(Melanie Bruketta, Chief District Attorney)

Date: 1-23-07

**Board Action Taken:**

Motion: \_\_\_\_\_

1) \_\_\_\_\_

Aye/Nay

2) \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
(Vote Recorded By)

BILL NO. 102

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE AMENDING CARSON CITY MUNICIPAL CODE TITLE 15, BUILDINGS AND CONSTRUCTION, CHAPTER 15.05 BUILDING CODE, SECTION 15.05.010 ADOPTION OF THE INTERNATIONAL BUILDING CODE, APPENDICES AND AMENDMENTS, SECTION 105 PERMITS 105.3.2 TIME LIMITATION OF APPLICATION BY DELETING THE EXISTING PARAGRAPH AND REPLACING IT WITH A NEW PARAGRAPH ON TIME LIMITATION OF APPLICATIONS, 105.5 EXPIRATION BY DELETING THE EXISTING PARAGRAPH AND REPLACING IT WITH FOUR NEW PARAGRAPHS SPECIFYING EVERY PERMIT SHALL BECOME INVALID UNLESS THE WORK HAS BEEN COMMENCED WITHIN 180 DAYS AFTER ITS ISSUANCE, OR IF WORK ON THE SITE IS SUSPENDED OR ABANDONED FOR 180 DAYS BUT LESS THAN ONE YEAR A NEW PERMIT AND A FEE OF ONE HALF OF THE PERMIT FEE WILL BE REQUIRED, IN ORDER TO RENEW ACTION ON AN EXPIRED PERMIT A FULL PERMIT FEE IS REQUIRED, A PERMIT MAY BE EXTENDED ONE TIME ONLY, PERMITS ISSUED BY THE BUILDING OFFICIAL BECOME NULL AND VOID 18 MONTHS AFTER THE DATE OF ISSUANCE, A PERMIT MAY BE EXTENDED ONLY ONE TIME FOR NO MORE THAN 18 MONTHS, PERMITS OF A MINOR NATURE BECOME NULL AND VOID 6 MONTHS AFTER THE DATE OF ISSUANCE, SECTION 108 FEEES 108.4 WORK COMMENCING BEFORE PERMIT ISSUANCE BY DELETING THE EXISTING PARAGRAPH AND REPLACING IT WITH A NEW PARAGRAPH NAMING THE FEE AS AN INVESTIGATION FEE THAT SHALL BE EQUAL TO THE AMOUNT OF THE PERMIT FEE, SECTION 1106 PARKING AND PASSENGER LOADING FACILITIES 1106.1 REQUIRED BY ADDING "NOT LESS THAN" BEFORE THE WORDS "FOUR FEET" AND DELETING "(4)", AND OTHER MATTERS PROPERLY RELATED THERETO.

THE BOARD OF SUPERVISORS OF CARSON CITY DO ORDAIN:

SECTION I:

That Section 15.05.010 of the Carson City Municipal Code is hereby amended as follows:

**105.3.2 Time Limitation Of Application - delete paragraph and add new paragraph:**

[An application for a permit for any proposed work shall be deemed to have been abandoned 180 days after the date of filing, unless such application has been pursued in good faith or a permit has been issued; except that the building official is authorized to grant one or more extensions of time for additional periods not exceeding 180 days each. The extension shall be requested in

writing and justifiable cause demonstrated.]

Applications for which no permit is issued within 180 days following the date of application shall expire by limitation, and plans and other data submitted for review may thereafter be returned to the applicant or destroyed by the building official. The building official may extend the time frame for action by the applicant for a period not exceeding 180 days on request by the applicant showing that circumstances beyond the control of the applicant have prevented action from being taken. No application shall be extended more than once. In order to renew action on an application after expiration, the applicant shall resubmit plans and pay a new plan review fee.

**105.5 Expiration - delete paragraph and add as new paragraphs:**

[Every permit issued shall become invalid unless the work on the site authorized by such permit is commenced within 180 days after its issuance, or if the work authorized on the site by such permit is suspended or abandoned for a period of 180 days after the time the work is commenced. The building official is authorized to grant, in writing, one or more extensions of time, for periods not more than 180 days each. The extension shall be requested in writing and justifiable cause demonstrated.]

Every permit issued shall become invalid unless the work on the site authorized by such permit is commenced within 180 days after its issuance, or if the work authorized on the site by such permit is suspended or abandoned for a period of 180 days after the time the work is commenced. Before such work can be recommenced, a new permit shall be first obtained to do so, and the fee therefore shall be one half the amount required for a new permit for such work, provided no changes have been made or will be made in the original plans and specifications for such work, and provided further that such suspension or abandonment has not exceeded one year. In order to renew action on a permit after expiration, the permittee shall pay a new full permit fee.

Any permittee holding an unexpired permit may apply for an extension of the time within which work may commence under that permit when the permittee is unable to commence work within the time required by this section for good and satisfactory reasons. The building official may extend the time for action by the permittee for a period not exceeding 180 days on written request by the permittee showing that circumstances beyond the control of the permittee have prevented action from being taken. No permit shall be extended more than once.

All permits issued by the building official under the provisions of this code expire by limitation and become null and void 18 months after the date of issuance. Any permittee holding an unexpired permit may apply for one 18 month extension when the permittee is unable to complete the permitted work within 18 months of permit issuance. No permit shall be extended more than once.

Exception: Permits of a minor nature (ex. Re-roofing, FAU change out, water heaters, electrical service changes etc.) expire by limitation and become null and void 6 months after the date of issuance.

SECTION II:

That section 15.05.010 of the Carson City Municipal Code is hereby amended as follows:

**108.4 Work commencing before permit issuance - Delete paragraph and add as new paragraph:**

[Any person who commences any work on a building, structure, electrical, gas, mechanical or plumbing system before obtaining the necessary permits shall be subject to a fee established by the building official that shall be in addition to the required permit fee.]

An investigation fee, in addition to the permit fee, shall be collected whether or not a permit is then or subsequently issued. The investigation fee shall be equal to the amount of the permit fee. The payment of such investigation fee shall not exempt any person from compliance with all other provisions of this code nor from any penalty prescribed by law.

SECTION III:

**1106.1 Required - Add "not less than" and delete "(4)":**

Every parking space required by this section shall be identified by a sign located so that the bottom of the sign is not less than four feet [(4')] above the parking surface, at the head of the parking space. The sign shall include the international symbol of accessibility and the wording "Minimum fine of \$100 for use by others NRS 484.408(I)." The sign may also have the wording: "Parking," "Disabled Persons Parking," or any other wording indicating that the space is designated for the handicapped.

SECTION IV:

That no other provisions of Title 15 of the Carson City Municipal Code are affected by this ordinance.

Proposed on January (month) 18 (day), 2007 (year).

Proposed by Supervisor Shelly Aldean

Passed \_\_\_\_\_ (month) \_\_\_\_\_ (day), 2007.

Votes:

AYES: Supervisors \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

NAYS: Supervisors \_\_\_\_\_

\_\_\_\_\_

ABSENT: Supervisors \_\_\_\_\_

\_\_\_\_\_  
Marv Teixeira, Mayor

ATTEST:

\_\_\_\_\_  
Alan Glover, Clerk

This ordinance shall be in force and effect from and after the \_\_\_\_\_ day of the month of \_\_\_\_\_, of the year 2007.