



# CITY OF HARRISONBURG CITY MANAGER

409 SOUTH MAIN STREET, HARRISONBURG, VA 22801  
OFFICE (540) 432-7701 • FAX (540) 432-7778

TO: Eric Campbell, City Manager  
FROM: Wesley Russ, Assistant City Attorney  
DATE: January 7, 2021  
RE: Amendment to City Code Section 11-1-9, Board of building code appeals

**Summary:** Proposed amendments to Section 11-1-9 (Board of building code appeals) to bring Board of Building Code Appeals membership in line with state recommendations.

**Background:** Building Code Section 119.2 recommends local boards of building code appeals have at least five members, and further recommends the membership be composed of at least one: experience builder, experienced property manager, and registered design professional (licensed architect or professional engineer).

Current Section 11-1-9 requires the Board of Building Code Appeals (BBCA) consist of 9 members, including at least one: architect, professional engineer, property manager, experienced builder, person experienced in fire prevention, master plumber, master HVAC mechanic, and master electrician.

**Key Issues:** Keeping the BBCA's membership full has been difficult, given the large number of members and the wide, specific array of professional background qualifications. A change in the required composition of its membership and number of members will facilitate processing future appeals in a timely and efficient manner.

**Environmental Impact:** N/A

**Fiscal Impact:** N/A

**Prior Actions:** N/A

**Alternatives:**

- (a) Approve ordinance amendment reflecting Building Code recommended BBCA membership;
- (b) Approve ordinance amendment with alternate BBCA membership size and/or qualifications; or
- (c) Deny ordinance amendment.

**Community Engagement:** N/A

**Recommendation:** Staff recommends approval of the ordinance amendments as presented.

**Attachments:** 1. Redlined 11-1-9 reflecting proposed amendment.



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### **Review:**

*The initiating Department Director will place in Legistar, in sequence of transmittal, the names of each department that must initial their review in order for this item to be placed on the City Council agenda. The completion of review only addresses the readiness of the issue for Council consideration. This does not address the recommendation for approval or denial of the issue.*

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