



**City of Racine, Wisconsin**  
**AGENDA BRIEFING MEMORADUM**

**AGENDA DATE:** June 26, 2018

**SUBJECT:** Drafting of an ordinance by City Attorney's office to codify inspection fees for Building Division

**PREPARED BY:** Kenneth D. Plaski, Chief Building Inspector

**SUMMARY:**

In 2010 a communication was brought forth to the Common Council (item 10-5150) to approve the codification of the process and appeal process for inspections fees to be continued to be used as was the current practice in the Building Department. The communication was approved by both the Public Works and Services Committee and the Common Council, but the ordinance was never put into draft form and final approval was never given by the Common Council.

**PROJECT BACKGROUND & ANALYSIS:**

On 5/18/2010 the City of Racine Common Council referred to the Public Works and Services Committee a communication from the second district Alderman that an ordinance be created regarding the assessment of inspection fees by the Building Department. On 5/25/2010 the Public Works and Services Committee recommended for approval the communication, and sent it on to the Common Council. On 6/1/2010 the Common Council voted to approve the communication and that the City Attorney be authorized and directed to draft and submit an ordinance to the Common Council which addresses revisions to Chapter 18 of the Municipal Code of the City of Racine pertaining to Inspection Fees and the Inspection Fee Appeal Process. This ordinance was never put into draft form and currently is not in the City of Racine Municipal Code.

**RECOMMENDED ACTION:**

At this time the Chief Building Inspector is recommending that the Common Council approve the actual draft ordinance and forward on to the Public Works and Services Committee. The Public Works and Services Committee will then forward to the Common Council for final approval. The final ordinance will then be submitted for inclusion into Chapter 18 of the Municipal Code of the City of Racine

**FISCAL NOTE:**

NA