



**Kent Taylor Civic Hall  
200 NE Second Street  
McMinnville, OR 97128**

**City Council Work Session Agenda  
Wednesday, April 22, 2020  
5:30 p.m. – Work Session**

*Welcome! The public is welcome to attend, however if you are not feeling well, please stay home and take care of yourself. In accordance with Governor Kate Brown's Executive Order 2020-12 we are limiting the amount of people at Civic Hall and if we meet capacity we may ask you to leave.*

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*You can live broadcasts the City Council Meeting on cable channels Xfinity 11 and 331,  
Frontier 29 or webstream here:*

[www.mcm11.org/live](http://www.mcm11.org/live)

*You may join online via Zoom Meeting:*

<https://mcminnvilleoregon.zoom.us/j/98360714857?pwd=cENFOTdOT3dGT2dRd3RsVS94SHh1UT09>

*Zoom ID: 983-6071-4857*

*Zoom Password: 071723*

*Or you can call in and listen via zoom: 1-253- 215- 8782*

*ID: 983-6071-4857*

1. CALL TO ORDER
2. PRESENTATION & DISCUSSION – Amendments to Chapter 15 of the McMinnville Municipal Code, Buildings and Construction
3. ADJOURNMENT

Kent Taylor Civic Hall is accessible to persons with disabilities. A request for an interpreter for the having impaired or for other accommodations for persons with disabilities should be made a least 48 hours before the meeting to the Claudia Cisneros, City Recorder (503) 435-5702.



City of McMinnville  
Planning Department  
231 NE Fifth Street  
McMinnville, OR 97128  
(503) 434-7311  
[www.mcminnvilleoregon.gov](http://www.mcminnvilleoregon.gov)

## STAFF REPORT

DATE: April 22, 2020  
TO: Mayor and City Councilors  
FROM: Heather Richards, Planning Director  
SUBJECT: Work Session – Amendments to Chapter 15 of the McMinnville Municipal Code, *Buildings and Construction*

### STRATEGIC PRIORITY & GOAL:



### COMMUNITY SAFETY & RESILIENCY

Proactively plan for & responsively maintain a safe & resilient community.

**OBJECTIVE/S:** Build a community culture of safety (consider safety best practices)

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### Report in Brief:

This is a work session to discuss proposed amendments to Chapter 15 of the McMinnville Municipal Code (MMC), entitled *Buildings and Construction*. Staff will provide a presentation to facilitate the discussion of the work session.

### Background:

Chapter 15 of MMC has not been updated substantially since 1978, and an evaluation to this part of the MMC has been identified as an action in the MAC Town 2032 Strategic Plan under the goal of **Community Safety and Resiliency**, and strategy, *proactively plan for and responsively maintain a safe and resilient community*.

### Discussion:

The Building Official, Fire Marshall and Code Compliance team have been meeting regularly to discuss what is in the code, how it can be improved to serve our community and if there are any other programs that we should bring to City Council for consideration under this chapter.

The following policies, projects and programs will be part of the work session discussion.

**Building Codes:** Until 2019, the authority to address dangerous buildings has resided with municipal building departments across the State. This was authority included in the building codes, adopted by Oregon, and administered locally. In 2019, an attorney general's opinion clarified and significantly reduced the authority of building departments. As a result, there are several areas of regulation and compliance that may be of benefit to adopt locally that are no longer included in the Oregon codes. For example, regulations on grading, demolition, signs, and dangerous buildings.

**Fire Codes:** Chapter 15 of the MMC describes the purpose and application of the Fire Codes within the City of McMinnville. The Fire Marshal reviewed the existing code language and found that it is antiquated in many aspects. The current code references the Uniform Fire Code which no longer exists as well as many sections that are no longer needed because they have been incorporated in the current state adopted fire code. While looking into rewriting McMinnville's Fire Code section the Fire Marshal has been exploring ideas that will help them be successful well into the future by utilizing general and not specific wording to reduce the need for continual updates. Also, the Fire Marshal would like to provide some suggested amendments that would allow them to enforce specific areas of the code through local appeals and code enforcement processes.

**Adoption of the IPMC 2018 International Property Maintenance Code:** In response to increased requests to address dangerous and dilapidated residential structures, the Code Compliance team is reviewing the IPMC 2018 International Property Maintenance Code as a remedy. This code discusses topics such as secured windows and doors, room temperature, moisture, plumbing and electrical requirements, as well as dangerous structures. The team is exploring how this code could help the City respond to complaints of substandard and unsafe living situations, both rentals and owned, etc.

**House Moving Regulations:** The City is refreshing the current house moving regulations from 1980. Some changes that are being explored include expanding the permit application review process to include McMinnville Water & Light, ODOT and the McMinnville Police Department, as well as the City's building and engineering departments. The goal of the revision is to insure that all necessary parties have an opportunity to vet the moving routes and methods, as well as the scheduling of the moves. Although these types of projects don't happen frequently, the City should be prepared to thoroughly review any upcoming house moving permit applications.

**Rental Housing Inspection Program:** The Code Compliance team has been researching the viability of a Rental Housing Inspection Program in McMinnville. The purpose of the Rental Housing Inspection Program is to address the issue of substandard rental properties, promote greater compliance with health and safety standards and preserve the quality of McMinnville neighborhoods and available housing. The program achieves compliance of health, safety and welfare code violations in/on residential rental properties that are a threat to the occupant's safety, and a negative impact on the surrounding neighborhoods. Code Compliance will work with tenants and landlord to improve the quality of the City's rental housing stock and its ability to support the health of McMinnville's renters; particularly low income and minority households that are already at higher risk of poor health."

#### **City Council Action:**

There is no necessary City Council action as part of this work session, however staff will be looking for direction on how the City Council would like to move forward with the proposed policies, projects and programs. Staff will then bring back an ordinance with code amendments for consideration as an action item at a future City Council meeting.