



# City of Alexandria

City Council Chambers at  
Del Pepper Community  
Resource Center  
4850 Mark Center Drive  
Alexandria, VA 22311

## Legislation Text

---

File #: 18-6887, Version: 1

---

## City of Alexandria, Virginia

---

### MEMORANDUM

**DATE:** SEPTEMBER 20, 2017

**TO:** THE HONORABLE MAYOR AND MEMBERS OF CITY COUNCIL

**FROM:** MARK B. JINKS, CITY MANAGER

**DOCKET TITLE:**

Public Hearing, Second Reading, Final Passage of an Ordinance Amendment to Allow for the Appointment of Alternate Members to the Alexandria Board of Building Code Appeals.

---

**ISSUE:** Consideration of a proposed ordinance amendment which would allow the City Council to appoint two alternate members to the local building code appeals boards. The City's current ordinance governing the makeup of the Alexandria Board of Building Code Appeals (City Code Section 8-1-37) does not permit the appointment of alternates, despite the fact that such appointments are authorized by the Virginia Uniform Statewide Building Code.

**RECOMMENDATION:** That the City Council adopt the proposed ordinance on first reading and set the ordinance for public hearing, and final passage on October 14, 2017. The proposed ordinance would create two alternate positions.

**DISCUSSION:** The Alexandria Board of Building Code Appeals hears appeals from the City's enforcement of the Virginia Uniform Statewide Building Code. This includes, among other things, appeals of the City's application of the Virginia Construction Code and the Virginia Maintenance Code. The ability to appoint two alternate members to the Alexandria Board of Building Code Appeals would be useful for a number of reasons. First, it would make it easier for the Board to achieve a quorum in the event that regular members are unable to attend hearings. If a member(s) cannot make a scheduled meeting the chair of the Board would select the Alternate(s) to attend the meeting. This is especially important given the fact that some of the hearings required by the Virginia Uniform Statewide Building Code have short compliance timelines. Second, the appointment of alternates would reduce complications associated with the resignation of regular members. Finally, because there is no financial remuneration associated with serving on the Board, the benefits that come from the appointment of alternate members are cost-free.

**FISCAL IMPACT:** None.

**ATTACHMENT:** Proposed Ordinance for Alternate Members

**STAFF:**

Emily A. Baker, Deputy City Manager  
Gregg Fields, Director of Code Administration  
Travis MacRae, Assistant City Attorney