I. Blanks in the ICC Codes and Texas law

* Did you fill in the blanks shown in the sample ordinance at the front of each code book?
* Did you adopt any appendices? Note they change significantly between code editions
* Do you have a process for substandard building abatement?
* Does your substandard building process comply with Texas law?
* State law removes the sprinkler requirements for one and two-family dwellings; do you want to amend the definition of one and two-family dwellings to make clear when sprinklers will be required?
* Has your City adopted the plumbing code or some other form of backflow prevention to protect your potable water supply?
* Have you adopted the 2015 International Energy Conservation Code?

II. Chapter 1 of the ICC Codes

* Are sections that create departments removed if they do not apply?
* Is your City issuing all the annual permits required?
* Is the criteria for when a permit is required sufficient for your City’s needs?
* Are the requirements for permit applications sufficient? Are they too complicated?
* Is the process clear for your enforcement options?
* Is it clear who has the final say on code interpretations, e.g., can a deputy’s decision be appealed to the board of appeals, or should it first go up to the chief code official?

III. Appeals

* Has a Board of Appeals been designated in your code adoptions?
* Do you have a Board of Appeals appointed?
* How soon could that Board meet if an appeal was filed?
* Do you have the option to use your municipal court as the Board of Appeals?
* Is your process for filing an appeal clear to the public?
* Has your City deleted any requirements for membership in the board of appeals that do not apply?

IV. Definitions

* Have you defined “code official”, “building official”, etc. for each code so it is clear who has enforcement duty and authority for each ICC Code?
* Is “apartment complex” defined to allow treatment of the whole complex as one “structure” when necessary?

V. Contracts for code enforcement

* Does your contract require use of your code edition?
* Is the contractor required to be aware of and enforce your local amendments?
* Who has the final authority over the contractor’s code interpretations?
* Do your permitting requirements in the adopted codes match what your contract covers?
* Does the contract include a specific form to be used for inspections? Is that form detailed enough?