

**Report on Status of the Commercial Building Registration and  
Inspection Program  
Ways and Means Committee  
September 14, 2009**



**Minneapolis  
Fire Prevention Bureau**

Dear Committee Members,

The newly created Commercial Building Registration and Inspection Program has gotten off to a good start.

The inspections portion of the program was launched May 15<sup>th</sup>, 2009. To launch the inspections program, the Fire Department trained all personnel to conduct full fire code inspections of commercial buildings and structures. Once the training was complete, every fire rig in the city on all three (3) work shifts were assigned (5) buildings to inspect. The buildings assigned to the fire rigs were deemed to be amongst the less complex commercial buildings that we inspect. This first round of initial inspections was completed on August 30<sup>th</sup>. A second round of initial inspections is set to begin on October 1<sup>st</sup> and run through the end of December. Beginning in 2010, there will be four (4) of these inspection cycles per year. In addition to the inspections being conducted by the personnel assigned to our emergency apparatus, each of the 5 Fire Inspector Coordinators assigned to commercial building inspections were assigned 20 of the more complex occupancies to inspect by the end of the year in addition to their normal duties. The complex buildings we have concentrated on include high rise buildings, large assemblies, and warehouses, particularly those with high piled storage. By the end of this year we will have conducted 270 initial building inspections and an as yet undetermined number of reinspections of commercial buildings as a direct result of this program. The inspections have proven to be of tremendous value as we have identified fire code and other violations that, had they gone unchecked, could have posed a danger to citizens, workers, and patrons of these buildings.

The Commercial Building Registration portion of the program is now off and running. Once the ordinance was passed, the Fire Department partnered with BIS and the Treasury departments to create an annual billing permit and automatic payment system for the program. The process of creating a new permit and payment system is minimally a six (6) month process on average. With the help of our City partners and Wells Fargo, we were able to expedite the process and complete it in five (5) months. The billing for the Commercial Building Registration Program was completed on schedule and mailed out on August 14<sup>th</sup>. A total of **\$812,761.00** was billed out to commercial buildings. The billings have a payment due date of September 30<sup>th</sup>. As of the close of business, Friday September 11<sup>th</sup> the Fire Department had collected **\$253,561.00**. The payments seem to be coming in faster as the due date approaches. Approximately \$70,000 in payments was processed in a single day this past Friday, September 11<sup>th</sup>. The Fire Department would be happy to keep this committee updated on our collection rate as the due date approaches.