

ORDINANCE NO. 1299

AN ORDINANCE CREATING A NEW SUBSECTION OF THE DRAPER CITY MUNICIPAL CODE, TO BE IDENTIFIED AS SECTION 7-10-045 - RECORD KEEPING, AND ESTABLISHES THE RECORD KEEPING PRACTICES OF FIRE DEPARTMENT INSPECTIONS

WHEREAS, the Draper City Fire Department performs a variety of inspections to ensure fire code compliance and safe building environments; and

WHEREAS, the provisions of the city adopted fire code state the criteria of record keeping of performed inspections; and

WHEREAS, the fire code allows the Fire Marshal the authority to create the format of such recordkeeping and the authority to require certain records be filed by others with the department; and

WHEREAS, the Fire Marshal proposes the following addition of text (“Exhibit A”) to outline the retention criteria for records created by the department and for records created by contractors and third-party service providers.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF DRAPER CITY, STATE OF UTAH AS FOLLOWS:

Section 1. Amendment. Title 7, Chapter 10 of the DCMC is hereby amended by the addition of a new section identified as Section 7-10-045. The language of the new code is contained in “Exhibit A” of this document.

Section 2. Severability. If any section, part or provision of this ordinance is held invalid or unenforceable, such invalidity or unenforceability shall not affect any other portion of this ordinance, and all sections, parts and provisions of this ordinance shall be severable.

Section 3. Effective Date. This ordinance shall become effective immediately upon publication or posting or 30 days after final passage, whichever is closer to the date of final passage.

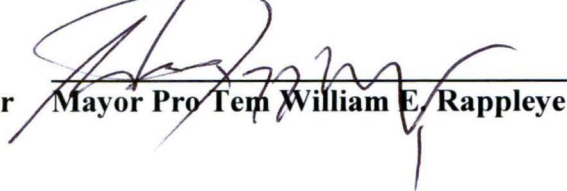
PASSED AND ADOPTED BY THE CITY COUNCIL OF DRAPER CITY, STATE OF UTAH, ON THIS 19th DAY OF DECEMBER, 2017.

ATTEST:

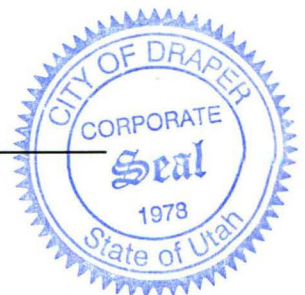
DRAPER CITY:



Rachelle Conner, MMC, City Recorder



Mayor Pro Tem William E. Rappleye



VOTE TAKEN:

- Councilmember Rappleye
- Councilmember Stenquist
- Councilmember Summerhays
- Councilmember Vawdrey
- Councilmember Weeks
- Mayor Walker

Yes	No
<u>✓</u>	_____
<u>✓</u>	_____
_____	_____
<u>✓</u>	_____
<u>✓</u>	_____
_____	_____

EXHIBIT A

7-10-045 RECORD KEEPING.

- A. Purpose. The purpose of this section is to establish certain requirements to comply with the criteria of the recordkeeping standards as regulated by adopted fire code.
- B. Recordkeeping standards. A record of each periodic inspection, test, servicing, and other operations and maintenance shall be maintained on the commercial facilities premises or other approved location for a minimum of 3 years, unless a different period of time is specified in the fire code. Records shall be made available to the fire marshal, and if requested, a copy provided to him.
- C. Submission of records by others.
 - 1. All certified contractors providing services, testing, installations, repair and/or maintenance of fire prevention systems to commercial facilities within the City are required to enroll and utilize the city approved single-point repository service company for reporting the rendered service information. This reporting information must be filed with the single-point repository service within five (5) working days of these services being completed.
 - 2. The single-point repository service company shall be a third party records repository which shall organize, maintain and monitor the received records, providing information to the City and the commercial facilities pertaining to the records status and timely notifications on required inspection timetables. Fees for this provided service shall be paid directly from the certified contractors to the City approved single-point repository service company.
 - 3. Third party records will be maintained with the same standards stated in 7-10-045 B above.

Affidavit of Posting

SALT LAKE/UTAH COUNTY, STATE OF UTAH

I, the City Recorder of Draper City, by my signature below, certify that copies of **Ordinance No. 1299** for the **City of Draper**, which **Passed and Adopted by the City Council of Draper City, State of Utah on the 19th day of December, 2017**, was posted at the following places: Draper City Electronic Bulletin Board, Draper Fire Station 12300 South, and the Draper Crescent Senior Citizens Center, within the municipality.

Posted: December 21, 2017 – January 9, 2018

City Seal



A handwritten signature in blue ink, appearing to read "Rachelle Conner", is written over a horizontal line. The signature is fluid and cursive.

Rachelle Conner, MMC
City Recorder
Draper City, State of Utah