



METROPOLITAN KANSAS CITY CHAPTER
INTERNATIONAL CODE COUNCIL

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www.metrokcicc.org

JURISDICTIONAL CODE INTERPRETATION REQUEST PROCEDURE

1. Complete the Jurisdictional Code Interpretation Request (JCIR) form (available on line at www.metrokcicc.org) and attach any additional information that may be utilized to clarify or provide guidance on such request.
2. E-mail the completed JCIR along with any supporting information to the Metro KC Chapter e-mail account at metro@metrokcicc.org or submit the completed JCIR and supporting information to the Chapter Secretary.
3. Upon receipt of the completed JCIR, the Chapter Secretary will then distribute the information to the requested member jurisdictions listed on the request for consideration and research.
4. Member jurisdictions listed on the JCIR that wish to provide feedback on the request shall communicate directly back to the originating individual identified on the completed JCIR.
5. If the JCIR originator chooses to present the compiled information to the membership, the individual shall request the Chapter Secretary to include a discussion item or presentation item on the next appropriate Chapter meeting agenda. Should the JCIR originator not wish to present their findings to the membership, it is respectfully requested that a summary of the findings be communicated to the Chapter Secretary.