

Submitted by:

Chair of the Assembly at the

Prepared by:

Request of the Mayor

For Reading:

Development Services

Department

December 17, 2008

CLERK'S OFFICE

APPROVED

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ANCHORAGE, ALASKA  
AO No. 2008-134(S)

AN ORDINANCE REPEALING AND RE-ENACTING ANCHORAGE MUNICIPAL  
CODE CHAPTERS 23.10 AND 23.30 TO ADOPT THE ANCHORAGE  
ADMINISTRATIVE CODE, THE 2008 VERSION OF THE NATIONAL ELECTRICAL  
CODE (NEC), AND LOCAL AMENDMENTS, EFFECTIVE JANUARY 1, 2009.

THE ANCHORAGE ASSEMBLY ORDAINS:

**Section 1.** Anchorage Municipal Code chapter 23.10 is hereby repealed and re-  
enacted in its entirety to read as follows:

**CHAPTER 23.10 2009 ANCHORAGE ADMINISTRATIVE CODE**

Section 101 General  
Section 102 Definitions  
Section 103 Organization and enforcement  
Section 104 Permits requirements  
Section 105 Licensing requirements  
Section 106 Inspection requirements  
Section 107 Certificates of occupancy  
Section 108 Unsafe buildings, structures, and building service equipment  
23.10.Table 3-A Building permit fees  
23.10.Table 3-B Plan review fees  
23.10.Table 3-C Inspection Fees  
23.10.Table 3-D Electrical permit fees  
23.10.Table 3-E Plumbing permit fees  
23.10.Table 3-F Elevator, escalator, and dumbwaiter permit fees  
23.10.Table 3-G Grading permit fees  
23.10.Table 3-H Re-roof permit fees  
23.10.Table 3-I Mobile home permit fees  
23.10.Table 3-J Swimming pool, spa and hot tub fees  
23.10.Table 3-K Sign permit fees  
23.10.Table 3-L Licenses and testing fees  
23.10.Table 3-M On-site services fees  
23.10.Table 3-N Miscellaneous fees  
23.10.Table 3-O Fire system fees

**Section 101 General**

**23.10.101.1 Title.** These regulations shall be known as the Anchorage  
Administrative Code, may be cited as such and referred to herein as "this  
code."

**23.10.101.2 Scope.** The provisions of this code shall apply to the construction, alteration, movement, enlargement, replacement, repair, equipment, use and occupancy, location, maintenance, removal and demolition of every building or structure or any appurtenances connected or attached to such buildings or structures. It shall also serve as the administrative, organizational and enforcement rules and regulations for the technical codes related to all work types listed above within this jurisdiction.

**23.10.101.3 Intent.** The purpose of this code is to establish the minimum requirements to safeguard the public health, safety and general welfare through structural strength, means of egress facilities, stability, sanitation, adequate light and ventilation, energy conservation, and safety to life and property from fire and other hazards attributed to the built environment.

**23.10.101.4 Other laws.** The provisions of this code shall not be deemed to nullify any provisions of local, state or federal law.

**23.10.101.5 Referenced codes.** Title 23 adopts numerous codes. Throughout the International Codes and other codes as adopted in title 23, there are references to other codes. In all places where the International Codes make reference to the International Plumbing Code, it shall mean the Uniform Plumbing Code as adopted by the Municipality of Anchorage. In all places where the International Codes and other codes refer to the Electrical, Elevator, Property Maintenance, Sign, or Security codes, it shall mean those codes as adopted by the Municipality of Anchorage.

**23.10.101.6 Conflicting provisions.** The following shall resolve all conflicting provisions of this code:

- A. When conflicting provisions or requirements occur between this code, the technical codes, reference standards and other codes or laws, the most restrictive shall govern.
- B. When conflicts occur between the technical codes, those provisions providing the greater safety to life shall govern. In other conflicts where sanitation, life safety or fire safety are not involved, the most restrictive provision shall govern.
- C. Where, in a specific case, different sections of the technical codes specify different materials, methods of construction or other requirements, the most restrictive shall govern. When there is a conflict between a general requirement and a specific requirement, the specific requirement shall be applicable.
- D. When conflicts occur between specific provisions of this code and administrative provisions in a technical code, which is then applicable within this jurisdiction, those provisions becoming the law most recently shall prevail.

**23.10.101.7 Application to existing buildings and building service equipment.**

Buildings, structures and their building service equipment to which additions, alterations or repairs are made shall comply with all the requirements of the technical codes for new facilities, except as specifically provided in this section or the International Existing Buildings Code.

**23.10.101.8 Moved buildings.**

**23.10.101.8.1 Buildings moved into jurisdiction.** Buildings or structures moved into the Anchorage Building Safety Service area shall comply with the provisions of this code for new buildings and structures.

**23.10.101.8.2 Buildings moved within jurisdiction.** Buildings and structures moved within the Anchorage Building Safety Service Area shall comply with the provisions of this code for new or existing, buildings and structures, and shall have a code compliance inspection by the Municipality of Anchorage for fire and life safety evaluation prior to the move.

**Exception:** One- and two-family dwellings not over two stories in height, moved within the Anchorage Building Safety Service Area and not changed from the existing as-built condition, do not require lateral analysis or lateral upgrades.

**23.10.101.9 Connection to utilities.**

**23.10.101.9.1 Energy connections.** Persons shall not make connections from a source of energy, fuel or power to building service equipment regulated by the technical codes and for which a permit is required by this code, until approved by the building official.

**23.10.101.9.2 Temporary connections.** The building official may authorize the temporary connection of building service equipment to the source of energy, fuel or power for the purpose of testing building service equipment, or for use under a temporary Certificate of Occupancy.

**Section 102 Definitions.**

**23.10.102.1 Definitions.** For the purpose of this code, certain terms, phrases, words and their derivatives shall be construed as specified in this section. Where terms are not defined, the definition shall be in accordance with the International Codes, National Electrical Code and the Uniform Plumbing Code adopted by the MOA. Terms not found in adopted codes shall be the ordinary accepted meanings within the context with which they are used in Webster's Dictionary, and shall be considered as providing ordinarily accepted meanings. Words used in the singular include the plural

and the plural the singular. Words used in the masculine gender include the feminine and the feminine the masculine.

**Addition** is an extension or increase in floor area or height of a building or structure.

**Alter or Alteration** is a change or modification in construction or building service equipment.

**Approved**, as to materials, types of construction, equipment and systems, refers to approval by the building official as the result of investigation and tests conducted by the building official, or by reason of accepted principles or tests by recognized authorities, technical or scientific organizations.

**Approved Agency** is an established and recognized agency regularly engaged in conducting tests or furnishing inspection services, when the agency has been approved by the building official.

**Building** is a structure used or intended for supporting or sheltering a use or occupancy.

**Building Code** is the Building Code, as adopted by this jurisdiction.

**Building Construction Contractor** is a person who undertakes to perform any part of the construction, reconstruction, alteration, repair, building, highway, road, railroad, excavation, or other structure, project, development, or improvement, including the erection of scaffolding, electric signs, marquees, or other similar structures for which a condition, rule, regulation, or standard is prescribed by the Building Code as adopted and amended by this code. "Building construction contractor" includes those contractors generally classed as mechanical, general, or electrical contractors. "Building construction contractor" does not include regular employees of a building code contractor licensed under this section or a person who, as owner of a building or structure, performs work on the building or structure for his own use and benefit that would otherwise subject him to the licensing requirement of this section.

**Building, Existing** is a building erected prior to the adoption of this code, or one for which a legal building permit has been issued.

**Building Official** is the officer or other designated authority charged with the administration and enforcement of this code, or a regularly authorized deputy.

**Building Service Equipment** refers to the plumbing, mechanical, electrical and elevator equipment including piping, wiring, fixtures and other accessories providing sanitation, lighting, heating, ventilation, cooling, refrigeration, fire-fighting and transportation facilities essential to the occupancy of the building or structure for its designated use.

**Change Order** refers to the documentation required to be submitted, based upon a design change after a discipline has been approved, that requires plan review approval.

**Dangerous Building Code** is the Abatement of Dangerous Buildings Code as adopted by this jurisdiction.

**Electrical Code** is the Electrical Code, as adopted by this jurisdiction.

**Electrical Contractor** is a person who may obtain electrical permits and install electrical wiring and equipment in industrial, commercial or residential categories.

**Electrical Journeyman** is a person who installs electrical systems subject to the standards of the adopted electrical codes. An electrical journeyman shall possess a Journeyman Electrician Certificate of Fitness issued by the State of Alaska when performing electrical work, shall not be able to obtain permits, and shall be employed by a Municipality of Anchorage licensed electrical contractor. A journeyman electrician may perform electrical work in all occupancies and supervise up to two trainees.

**Electrical Residential Wireman** is a person who installs residential wiring subject to the standards of the adopted electrical codes. An electrical residential wireman shall possess a residential wireman certificate of fitness issued by the State of Alaska, shall not be able to obtain permits, and shall be employed by a Municipality of Anchorage licensed electrical contractor. A residential wireman is limited to residential occupancies providing no more than four residential units on a common foundation and may supervise up to two trainees.

**Electrical Trainee** is a person employed by an electrical contractor to learn the electrical trade on the job and shall possess an Electrician Trainee Certificate of Fitness issued by the State of Alaska. Trainees may work only when under the direct supervision of a journeyman or wireman, and no more than two trainees may be assigned to a journeyman.

**Elevator Code** is the elevator safety code for elevators, dumbwaiters, escalators and moving walks as adopted by this jurisdiction.

**Existing Building Code** is the Existing Building Code, as adopted by this jurisdiction.

**Field Change (Minor)** refers to the documentation required to be submitted based upon a design change after the permit has been approved that does not require plan review.

**Fuel Gas Code** is the Fuel Gas Code as adopted by the jurisdiction.

**Gas Certificate Holder** may install gas piping and gas equipment, and may also service said equipment, but shall not be issued permits.

**Gas Piping Contractor** certificate holder may install and repair gas piping, install and repair gas equipment and obtain permits for such work.

**General Contractor** means a contractor whose business operations require the use of more than three trades or the use of mechanical or specialty contractors and subcontractors who are under the supervision of the contractor.

**Hydronic Heating Contractor** certificate holder may obtain permits, install, and repair hydronic heating equipment.

**Hydronic Heating Journeyman** is a person who labors at the trade of hydronic heating as an employee. A journeyman hydronic heating certificate holder may install and repair hydronic heating equipment.

**Jurisdiction**, as used in this code, is a Municipality or political subdivision, adopting this code for administrative regulations within its area of authority.

**Listed and Listing** are terms referring to equipment and materials included in a list published by an approved testing laboratory, inspection agency, or other organization concerned with product evaluation maintaining periodic inspection of current productions of listed equipment or materials. The published list shall state the material or equipment complies with approved

nationally recognized codes, standards or tests and has been tested or evaluated and found suitable for use in a specified manner.

**Mechanical Code** is the Mechanical Code, as adopted by this jurisdiction.

**Occupancy** is the purpose for which a building, or part thereof, is used or intended to be used.

**Owner** is any person, agent, firm or corporation with a legal or equitable interest in the property.

**Permit** is an official document or certificate issued by the building official authorizing performance of a specified activity.

**Person** is a natural person, heir, executor, administrator or assign, and also includes a firm, partnership or corporation, its or their successor or assign, or agent of any of the aforesaid.

**Plumbing Code** is the plumbing code, as adopted by this jurisdiction.

**Plumbing Contractor** certificate holder may obtain permits, install or repair plumbing, gas piping and mechanical equipment.

**Plumbing Journeyman** is a person who labors at the trade of plumbing as an employee. A journeyman plumber certificate holder may install plumbing, gas piping and mechanical equipment.

**Refrigeration Contractor** certificate holder may obtain permits, install, and repair refrigeration equipment.

**Refrigeration Journeyman** is a person who labors at the trade of refrigeration as an employee. A journeyman refrigeration certificate holder may install and repair refrigeration equipment.

**Repair** is the reconstruction or renewal of any part of an existing building, structure or building service equipment for the purpose of its maintenance.

**Residential Construction** shall be construction associated with one and two family dwelling units.

**Residential Electrical Contractor** may obtain permits to install electrical wiring and equipment in residential buildings up to four units on a single foundation.

**Retrofit** is the replacement of any part of the existing building service equipment with parts developed or made available after the original installation.

**Service Station Piping Contractor** certificate holder may obtain permits, install, and repair service station equipment, i.e., tanks, pumps, fuel piping, etc.

**Service Station Piping Journeyman** is a person who labors at the trade of service station piping as an employee. A journeyman service station piping certificate holder may install and repair service station equipment, i.e., tanks, pumps, fuel piping, etc.

**Sewer or Sewage Disposal Contractor** is a person who may conduct, carry on or engage in the business of installing, altering or repairing sewers and private sewage disposal systems.

**Shall**, as used in the code, is mandatory.

**Sheetmetal Contractor** certificate holder may obtain permits, install or repair mechanical equipment, i.e., HVAC equipment, duct work and venting of appliances.

**Sheetmetal Journeyman** is a person who labors at the trade of sheet metal as an employee. A journeyman sheet metal certificate-holder may install and

1 repair mechanical equipment, i.e., HVAC equipment, duct work, and venting  
2 of appliances.

3 **Structural Observation** means the visual observation of the structural  
4 system, for general conformance to the approved plans and specifications,  
5 at significant construction stages and at completion of the structural system.  
6 Structural observation does not include or waive the responsibility for the  
7 inspections required in Section 106.7.

8 **Structure** is that which is built or constructed, an edifice or building of any  
9 kind, or any piece of work artificially built up or composed of parts joined  
10 together in some definite manner.

11 **Technical Codes** refer to those codes adopted by this jurisdiction  
12 containing the provisions for design, construction, alteration, addition,  
13 repair, removal, demolition, use, location, occupancy and maintenance of  
14 buildings and structures and building service equipment as herein defined.

15 **Trainee** is a person, other than a contractor or journeyman, who labors at  
16 the trade as an employee. The trainee shall be under the direct supervision  
17 and in the immediate presence of a contractor or journeyman. The trainee  
18 shall be a certificate holder of a valid Municipality of Anchorage Trainee  
19 card.

20 **Valuation or Value** as applied to a building and its building service  
21 equipment, shall be the estimated cost to replace the building and its  
22 building service equipment in kind, based on current replacement costs.  
23 This value must contain the entire cost of demo, labor, materials, overhead  
24 and profit.

## 25 26 27 **Section 103 Organization and Enforcement.**

28  
29 **23.10.103.1 Creation of enforcement agency.** There is hereby  
30 established in the jurisdiction a code enforcement agency under the  
31 administrative and operational control of the building official.

32  
33 **23.10.103.2 General.** Whenever the term or the title "administrative  
34 authority," "responsible official," "building official," "chief inspector," "code  
35 enforcement officer," or similar designation is used herein or in any of the  
36 technical codes, it shall be construed to mean the building official  
37 designated by the appointing authority of this jurisdiction.

### 38 39 **23.10.103.3 Powers and duties of the building official**

40  
41 **23.10.103.3.1 General.** The building official is hereby authorized  
42 and directed to enforce the provisions of this code. The building  
43 official is authorized to render interpretations of this code and to  
44 adopt policies and procedures in order to clarify the application of its  
45 provisions. Such interpretations, policies and procedures shall be in  
46 compliance with the intent and purpose of this code. Such policies  
47 and procedures shall not have the effect of waiving requirements  
48 specifically provided for in this code.  
49

1                   **23.10.103.3.2 Applications and permits.** The building official shall  
2 receive applications, review construction documents and issue  
3 permits for the erection and alteration, demolition and moving of  
4 buildings and structures, inspect the premises for which such  
5 permits are issued and enforce compliance with the provisions of  
6 this code.  
7

8                   **23.10.103.3.3 Notices and orders.** The building official shall issue  
9 all necessary notices and orders to ensure compliance with this  
10 code. The person to whom a notice or order is directed shall have  
11 thirty (30) days to appeal to the board of appeals established under  
12 section 23.10.204. If no timely appeal is filed, the notice and order is  
13 final and binding and not subject to any further appeal. The building  
14 official may withdraw a notice or order at any time.  
15

16                   **23.10.103.3.4 Inspections.** The building official shall make all of  
17 the required inspections, or the building official is authorized to  
18 accept reports of inspections by approved agencies or individuals.  
19 Reports of such inspections shall be in writing and be certified by a  
20 responsible officer of such approved agency or the responsible  
21 individual. The building official is authorized to engage such expert  
22 opinion as deemed necessary to report upon unusual technical  
23 issues that arise, subject to the approval of the appointing authority.  
24

25                   **23.10.103.3.5 Identification.** The building official shall carry proper  
26 identification when inspecting structures or premises in the  
27 performance of duties under this code.  
28

29                   **23.10.103.3.6 Right of entry.** Where it is necessary to make an  
30 inspection to enforce the provisions of this code, or where the  
31 building official has reasonable cause to believe there exists in a  
32 structure or upon a premises a condition contrary to or in violation of  
33 this code which makes the structure or premises unsafe, dangerous  
34 or hazardous, the building official is authorized to enter the structure  
35 or premises at reasonable times to inspect or to perform the duties  
36 imposed by this code, provided if such structure or premises is  
37 occupied, credentials shall be presented to the occupant and entry  
38 requested. If such structure or premises is unoccupied, the building  
39 official shall first make a reasonable effort to locate the owner or  
40 other person having charge or control of the structure or premises  
41 and request entry. If entry is refused, the building official shall have  
42 recourse to the remedies provided by law to secure entry.  
43

44                   **23.10.103.3.7 Department records.** The building official shall keep  
45 official records of applications received, permits and certificates  
46 issued, fees collected, reports of inspections, and notices and orders  
47 issued. Such records shall be retained in the official records for the  
48 period required for retention of public records.  
49



**23.10.103.3.8 Liability.** The building official, member of the board of appeals or employee charged with the enforcement of this code, while acting for the jurisdiction in good faith and without malice in the discharge of the duties required by this code or other pertinent law or ordinance, shall not be liable personally and is hereby relieved from personal liability for any damage accruing to persons or property as a result of any act or by reason of an act or omission in the discharge of official duties. Any suit instituted against an officer or employee because of an act performed by the officer or employee in the lawful discharge of duties and under the provisions of this code shall be defended by the municipal attorney until the final termination of the proceedings. The building official or any subordinate shall not be liable for cost in any action, suit or proceeding instituted in pursuance of the provisions of this code.

**23.10.103.3.9 Approved materials and equipment.** Materials, equipment and devices approved by the building official shall be constructed and installed in accordance with such approval.

**23.10.103.3.9.1 Used materials and equipment.** The use of used materials meeting the requirements of this code for new materials is permitted. Used equipment and devices shall not be reused unless approved by the building official.

**23.10.103.3.10 Modifications.** Whenever there are practical difficulties involved in carrying out the provisions of this code, the building official has the authority to grant modifications for individual cases, upon application of the owner or owner's representative, provided the building official shall first find a special individual reason making the strict letter of this code impractical, the modification is in compliance with the intent and purpose of this code, and such modification does not lessen health, life and fire safety, or structural requirements. The details of action granting modifications shall be recorded and entered in the files of the Development Services Department.

**23.10.103.3.11 Alternative materials, design, and methods of construction and equipment.** The provisions of this code are not intended to prevent the installation of any material or to prohibit any design or method of construction not specifically prescribed by this code, provided any such alternative has been approved. An alternative material, design or method of construction shall be approved where the building official finds the proposed design is satisfactory and complies with the intent of the provisions of this code, and the material, method or work offered is, for the purpose intended, at least the equivalent prescribed in this code in quality, strength, effectiveness, fire resistance, durability and safety.

1                   **23.10.103.3.11.1 Research reports.** Supporting data,  
2 where necessary to assist in the approval of materials or  
3 assemblies not specifically provided for in this code, shall  
4 consist of valid research reports from approved sources.

5  
6                   **23.10.103.3.11.2 Tests.** Whenever there is sufficient  
7 evidence of compliance with the provisions of this code, or  
8 evidence a material or method does not conform to the  
9 requirements of this code, or in order to substantiate claims  
10 for alternative materials or methods, the building official is  
11 authorized to require tests as evidence of compliance, to be  
12 made at no expense to the jurisdiction. Test methods shall  
13 be as specified in this code or by other recognized test  
14 standards. In the absence of recognized and accepted test  
15 methods, the building official shall approve the testing  
16 procedures. Tests shall be performed by an approved  
17 agency. Reports of such tests shall be required for retention  
18 of public records.

19  
20                   **23.10.103.3.12 Cooperation of other officials and officers.** The  
21 building official may request and shall receive the assistance and  
22 cooperation of other officials of this jurisdiction as required in the  
23 discharge of the duties required by this code or other pertinent laws  
24 or ordinance.

25  
26                   **23.10.103.3.13 Contractor license suspension or revocation.**  
27 The building official may cancel, suspend, or revoke the license of a  
28 contractor who displays incompetence or lack of knowledge in  
29 matters relevant to such license, or if such license was obtained by  
30 fraudulent measures. If the license of any person is so cancelled or  
31 revoked, another such license shall not be granted to such person  
32 within twelve (12) months after the date of such cancellation or  
33 revocation. Any action may be appealed to the Board of Building  
34 Regulation Examiners and Appeals (Building Board).

35  
36                   **23.10.103.3.14 Connection of service utilities.** No person shall  
37 make connections from a utility, source of energy, fuel or power to  
38 any building or system regulated by this code for which a permit is  
39 required, until released by the building official.

40  
41                   **23.10.103.3.15 Temporary connection.** The building official shall  
42 have the authority to authorize the temporary connection of the  
43 building or system to the utility source of energy, fuel, or power.

44  
45                   **23.10.103.3.16 Authority to disconnect service utilities.** The  
46 building official shall have the authority to authorize disconnection of  
47 utility service to the building, structure, or system regulated by this  
48 code and the codes referenced in case of emergency where  
49 necessary to eliminate an immediate hazard to life or property. The

building official shall notify the serving utility and, whenever possible, the owner and occupant of the building, structure, or service system of the decision to disconnect prior to taking such action. If not notified prior to disconnecting, the owner or occupant of the building, structure, or service system shall be notified in writing as soon as practical thereafter.

#### **23.10.103.4 Power and Duties of the Building Board of Examiners and Appeals**

**23.10.103.4.1 General.** In order to hear and decide appeals of orders, decisions or determinations made by the building official relative to the application and interpretations of the technical code, there shall be and is hereby created a board of appeals consisting of members qualified by experience and training to pass upon matters pertaining to building construction and building service equipment, and not employees of the jurisdiction. The building official shall be an ex officio member and shall act as secretary to the board but shall not vote upon any matter before the board. The board of appeals shall be appointed by the governing body and shall hold office at its pleasure. The board shall adopt rules of procedures for conducting business and shall render all decisions and findings in writing to the appellant, with a duplicate copy to the building official.

**23.10.103.4.2 Limitations of authority.** An application for appeal shall be based on a claim that the true intent of this code or the rules legally adopted there under have been incorrectly interpreted, the provisions of this code do not fully apply or an equally good or better form of construction is proposed. The board shall have no authority to waive requirements of this code.

#### **23.10.103.4.3 Board of Building Regulation Examiners and Appeals (Building Board) established.**

A. There is established a Board of Building Regulation Examiners and Appeals (hereinafter "Building Board"), as described in section 4.40.030, consisting of eleven (11) members appointed by the mayor, subject to confirmation by the Assembly, qualified by experience or training to pass on matters pertaining to building construction, as follows:

1. At least two (2) members shall be Architects registered in the State of Alaska.
2. At least two (2) members shall be Professional Engineers registered as Civil Engineers in the State of Alaska.
3. At least one (1) member shall be a Professional Engineer registered as a Mechanical Engineer in the State of Alaska.

4. At least one (1) member shall be a Professional Engineer registered as an Electrical Engineer in the State of Alaska.
5. At least two (2) members shall be licensed General Contractors actively engaged in general building construction and/or home building.
6. At least one (1) member shall be a licensed Electrical Contractor actively engaged in the electrical trade.
7. At least one (1) member shall be a licensed Plumbing Contractor actively engaged in the plumbing trade.
8. At least one (1) member shall be a licensed Mechanical Contractor actively engaged in the mechanical trade.

B. Six (6) members of the Building Board shall constitute a quorum for the transaction of any business. For affirmative action on quasi-judicial matters by the Building Board, there shall be a concurring vote of six (6) members.

C. Building Board shall hear and decide appeals from actions of administrative officials relating to code regulations under title 23. A person with the right to appeal has thirty (30) days from the date of the action of an administrative official to file an appeal with the secretary to the building board, unless a longer time period is stated in writing by the building official. If no appeal is filed within this time period, the action of the administrative official is deemed final and binding and not subject to any further appeal.

**23.10.103.4.4 Secretary to building board.** The building official or designee shall be an ex-officio member without vote and shall act as secretary to the Board, shall prepare all correspondence, send out all required notices, keep minutes of all meetings, and maintain a file on each case coming before the Building Board.

**23.10.103.4.5 Appeal filing fee.** The cost of filing an appeal to the Building Board is \$500.00 and shall accompany the filing of the appeal. The secretary to the building board may waive the fee if the appellant demonstrates financial hardship or indigence.

#### **23.10.103.5 Violations.**

**23.10.103.5.1 Unlawful acts.** It shall be unlawful for any person, firm or corporation to erect, construct, alter, extend, repair, move, remove, demolish or occupy any building, structure or equipment regulated by this code, or cause same to be done, in conflict with or in violation of any of the provisions of this code.

**23.10.103.5.2 Notice of violation.** The building official is authorized to serve a notice of violation or order on the person responsible for the erection, construction, alteration, extension, repair, moving,

1 removal, demolition or occupancy of a building or structure in  
2 violation of the provisions of this code, or in violation of a permit or  
3 certificate issued under the provisions of this code. Such order shall  
4 direct the discontinuance of the illegal action or condition and the  
5 abatement of the violation.  
6

7 **23.10.103.5.3 Prosecution of violation.** If the notice of violation is  
8 not complied with promptly, the building official is authorized to  
9 request the legal counsel of the jurisdiction to institute the  
10 appropriate proceeding at law or in equity to restrain, correct or  
11 abate such violation, or to require the removal or termination of the  
12 unlawful occupancy of the building or structure in violation of the  
13 provisions of this code or of the order or direction made pursuant  
14 thereto.  
15

#### 16 **23.10.103.6 Stop Work Order.**

17

18 **23.10.103.6.1 Authority.** Whenever the building official finds any  
19 work regulated by this code being performed in a manner either  
20 contrary to the provisions of this code or dangerous or unsafe, the  
21 building official is authorized to issue a stop work order.  
22

23 **23.10.103.6.2 Issuance.** The stop work order shall be in writing and  
24 shall be given to the owner of the property involved, or to the  
25 owner's agent, or to the person doing the work. Upon issuance of a  
26 stop work order, the cited work shall immediately cease. The stop  
27 work order shall state the reason for the order, and the conditions  
28 under which the cited work shall be permitted to resume.  
29

30 **23.10.103.6.3 Unlawful continuance.** Any person continuing any  
31 work after being served with a stop work order, except such work as  
32 the person is directed to perform to remove a violation or unsafe  
33 condition, shall be subject to penalties as prescribed by law.  
34

#### 35 **23.10.103.7 Penalties and Remedies.**

36 **23.10.103.7.1 Violation penalties.** Any person violating a provision  
37 of this code or failing to comply with any of the requirements thereof  
38 or who erects, constructs, alters or repairs a building or structure in  
39 violation of the approved construction documents or directive of the  
40 building official, or of a permit or certificate issued under the  
41 provisions of this code, shall be subject to penalties as prescribed by  
42 law including but not limited to those in Table 3 of this code.  
43

44 **23.10.103.7.2 Civil Penalties.** In addition to any other remedy or  
45 penalty provided by this title, any person violating any provision of  
46 this title or any code of technical regulation adopted pursuant to this  
47 title shall be subject to the civil penalties or injunctive relief, or both  
48 as provided by section 1.45.010B., or fines may be assessed  
49 according to the schedule provided in Title 14.

**23.10.103.7.3 Civil Actions.** Any person aggrieved by the act or omission of another person constituting a violation of the provisions of this title or the codes of technical regulation adopted herein may, following thirty (30) days written notice to the municipal official or department empowered to enforce the provision, may commence and maintain a civil action for injunctive relief authorized by section 1.45.010B. The court, in issuing a final order in any action brought by a private person under this section may, in its discretion, award costs of litigation to any party. In any action under this section, the municipality, if not a party, may intervene as a matter of right.

#### **Section 104 Permit Requirements**

**23.10.104.1 Permits required.** Any owner or authorized agent intending to construct, enlarge, alter, repair, move, demolish, or change the occupancy of a building, structure or portion thereof, or to erect, install, enlarge, alter, repair, remove, convert or replace any electrical, gas, mechanical or plumbing system, the installation of which is regulated by this code, or to cause any such work to be done, shall first make application to the building official and obtain the required permit unless work is specifically exempted by this code.

**23.10.104.1.1 Emergency repairs.** Where equipment replacements and repairs must be performed after hours in an emergency situation, the contractor shall call the Building Safety Hotline (343-7500) before commencing the work. The permit application shall be submitted within the next working business day to the building official.

**23.10.104.1.2 Parcels with multiple structures.** Each independent structure on a parcel with multiple structures requires a separate building permit unless otherwise approved by the Building Official.

**23.10.104.2 Work exempt from permit.** Exemptions from permit requirements of this code shall not be deemed to grant authorization for work to be done in any manner in violation of the provisions of this code or any other laws or ordinances of this jurisdiction. See the following list for exempted work:

**23.10.104.2.1 Building permit exemptions.** A building permit shall not be required for the following:

1. One-story detached accessory buildings used as tool and storage sheds, playhouses, and similar uses, provided the floor area does not exceed 120 square feet.
2. Fences not over eight feet high.
3. Oil derricks.
4. Retaining walls supporting materials with up to four (4) feet in differential height measured from the top of grade on both

- sides of wall, unless supporting a surcharge or impounding Class I, II or III-A liquids.
5. Water tanks supported directly upon grade, if the capacity does not exceed 5,000 gallons and the ratio of height to diameter or width does not exceed 2:1.
6. Platforms, walks and driveways not more than 30 inches above grade and not over any basement or story below.
7. Painting, papering, tiling, carpeting, cabinets, countertops and similar finish work.
8. Temporary motion picture, television and theater stage sets and scenery.
9. Prefabricated swimming pools accessory to a Group R, Division 3 Occupancy, less than 24 inches deep, do not exceed 5,000 gallons and installed entirely above ground.
10. Window awnings supported by an exterior wall which do not project more than 54 inches (1372 mm) from the exterior wall and do not require additional support of Group R-3, and Group U occupancies.
11. Movable cases, counters and partitions not over 5 feet 9 inches high.
12. Permits shall not be required for ordinary maintenance and/or non-structural repair on a building or structure in Groups R-3 and U occupancies. Ordinary maintenance of a building or structure shall not include the cutting away or addition of any wall, partition or portion thereof, the removal of any structural beam or bearing support, or the removal or change of any required means of egress, or rearrangement of parts of a structure; nor shall ordinary maintenance include additions to, alterations of, replacement or relocation of any standpipe, water supply, sewer, drainage, drain leader, gas, soil, waste vent or similar piping, electrical wiring, mechanical or other work affecting public health or safety. All ordinary maintenance and/or non-structural repair shall be made only in accordance with the applicable provisions of the building code, and other construction or safety codes of the municipality.
13. No building permit shall be required for nonstructural work up to and including \$5,000 total construction valuation, including the combination of all building construction, electrical, plumbing, mechanical and structural work. Total construction includes all work (as if contracted out) to complete the project and occupy the structure. This exemption does not affect the need for electrical, plumbing, mechanical and structural permits if electrical, plumbing, mechanical or structural work is done.
14. Shade cloth structures constructed for nursery or agricultural purposes and not including service systems.
15. Swings and other playground equipment accessory to one- and two-family dwellings.

16. Construction site job shacks and fences on legal permitted construction sites.
17. Storage racks not over six (6) feet high.
18. Artwork six (6) or less feet tall.
19. Grave markers.
20. Roof antennas not mechanically anchored where the existing roof structure and stability are checked by a civil engineer licensed in the State of Alaska.
21. Replacement of windows and doors where the rough opening is not enlarged.
22. Installation of non-structural exterior siding.

Unless otherwise exempted by this code, separate plumbing, electrical and mechanical permits shall be required for the above exempted items.

**23.10.104.2.2 Electrical permit exemptions.** An electrical permit shall not be required for the following:

1. Portable motors or other portable appliances energized by means of a cord or cable having an attachment plug end to be connected to an approved receptacle when the cord or cable is permitted by the Electrical Code.
2. Repair or replacement of fixed motors, transformers or fixed approved appliances of the same type and rating in the same location.
3. Temporary decorative lighting.
4. Repair or replacement of current-carrying parts of any switch, contactor or control device.
5. Reinstallation of attachment plug receptacles, but not the outlets.
6. Repair or replacement of any overcurrent device of the required capacity in the same location.
7. Repair or replacement of electrodes or transformers of the same size and capacity in the same location.
8. Taping joints.
9. Removal of electrical wiring.
10. Temporary wiring for experimental purposes in suitable experimental laboratories.
11. Wiring for temporary theater, motion picture or television stage sets.
12. Low-energy power, controls and signal circuits of Class II and Class III as defined in the Electrical Code.
13. Installation, alteration or repair of electrical wiring, apparatus or equipment or the generation, transmission, distribution or metering of electrical energy or in the operation of signals or the transmission of intelligence by a public or private utility in the exercise of its function as a serving utility.



14. The provisions of this code shall not apply to electrical equipment used for radio and television transmissions, but shall apply to equipment and wiring for power supply, the installations of towers and antennas.

15. Installation of any temporary system required for the testing or servicing of electrical equipment or apparatus.

**23.10.104.2.3 Mechanical permit exemptions.** A mechanical permit shall not be required for the following:

1. A portable heating appliance.
2. Portable ventilating equipment.
3. A portable cooling unit.
4. A portable evaporative cooler.
5. A closed system of steam, hot or chilled water piping within heating or cooling equipment regulated by the Mechanical Code.
6. Replacement of any component part of assembly of an appliance which does not alter its original approval and complies with other applicable requirements of the technical codes.
7. Self-contained refrigeration system containing ten (10) pounds or less of refrigerant and actuated by motors of one (1) horsepower or less.

**23.10.104.2.4 Plumbing permit exemptions.** A plumbing permit shall not be required for the following:

1. The stopping of leaks in drains, soil, waste or vent pipe, provided, however, should any concealed trap, drain pipe, soil, waste or vent pipe become defective and necessary to remove and replace the same with new material, the same shall be considered as new work and a permit shall be procured and inspection made as provided in this code.
2. The clearing of stoppages or the repairing of leaks in pipes, valves or fixtures, nor for the removal and reinstallation of water closets, provided such repairs do not involve or require the replacement or rearrangement of valves, pipes or fixtures.

**23.10.104.3 Temporary and seasonal use structures**

**23.10.104.3.1 Temporary structures.** Buildings, structures, sheds, canopies, fences, reviewing stands and other structures of a temporary nature may be erected and occupied by permit from the building official for a period of 180 days. Temporary structures may be erected without meeting all requirements for permanent structures, but shall meet the following conditions:

- A. Temporary structures shall be limited to Group A, Group B, Group M, and Group U occupancies;
- B. The size of the structure shall not exceed 1,500 square feet nor be more than one story in height unless otherwise approved by the building official;
- C. The structure shall meet the required yards and separation from adjacent buildings as provided by the municipal land use regulations, but in no case less than ten feet;
- D. Temporary structures extensively used or essential for public use shall comply with the building code for accessibility. Structures directly associated with the actual processes of major construction, such as scaffolding, bridging, or materials hoists, are not included;
- E. All temporary structures shall meet structural requirements in regard to type of materials, spans, and stresses as determined to be safe by the building official;
- F. Mobile homes and trailers intended for use shall be of manufactured design. Homemade mobile homes or trailers shall not be allowed;
- G. The structure and all associated materials shall be removed from the approved location on or before the expiration date of the permit;
- H. Permits for temporary structures may be extended on a one-time basis for 180 days, upon application to the building official with a payment per Table 3-A;
- I. After a temporary structure is removed from a lot, parcel or tract of land, no temporary structure may be placed at the same location for a period of at least 180 days;
- J. Normally occupied temporary structures shall have toilet facilities.

**23.10.104.3.2 Seasonal use structures.** Sale stalls, carnivals, fairs and assembly pavilions or tents, including structures, such as tent frames, and attending support structures, such as decks, boardwalks, light poles, and plumbing/mechanical and electrical installations, may be erected without meeting all requirements for permanent structures, but shall meet the following conditions:

- A. Seasonal use structures shall be limited to Groups A, B and M type occupancies and located in the B-2, B-3 or I zoning districts;
- B. The structure shall not exceed one story in height;
- C. Such structures and installations are subject to a maximum occupancy not to exceed eight months in any one calendar year;
- D. An annual permit shall be obtained and an annual code compliance inspection performed prior to the establishment of the use or occupancy for each calendar year;

- E. The annual code compliance inspection shall certify there are no hazards to health, life, or safety and proper maintenance of the structure or installations has been performed prior to re-occupancy;
- F. Continued occupancy of seasonal use structures shall be allowed only if permitted and occupied within six months of the last occupancy, use or vacation. If not, the structure shall be removed from the premises so as to leave it in a clean, level, nuisance-free condition;
- G. Seasonal activities with seating areas shall provide accessible temporary or permanent toilet facilities as required by the Building Code;
- H. Seasonal use structures open for public use shall comply with accessibility provisions of the Building Code;
- I. All seasonal use structures shall meet structural requirements in regard to type of materials, spans, and stresses as determined to be safe by the building official.

**23.10.104.3.3 Temporary and seasonal use permit applications.**

The application for a temporary or seasonal use permit shall include:

- A. Property owner's name and mailing address;
- B. Legal description of the proposed site with a plot plan showing the proposed location of the structure on the premises, location of any existing structures, and the location of any existing or proposed parking areas;
- C. Length of use of the proposed structure, if a temporary or special event structure. No permit shall be required if the use is 14 days or less. However, exemption from the permit requirements of this code shall not be deemed to grant authorization for any work to be done in violation of the provisions of this section or any other laws or ordinances of this jurisdiction;
- D. Description of the proposed use and a justification of temporary or seasonal occupancy;
- E. All required fees and cash bonds.

**23.10.104.3.4 Temporary and Seasonal Use permit fees.** A nonrefundable fee shall accompany applications for temporary or seasonal use structures. See Table 3-A of this code for applicable fee. Applications for the annual code compliance inspection for seasonal use structures shall be accompanied by the renewal fee.

**23.10.104.3.5 Temporary and seasonal use permit cash bonds.** For all temporary or seasonal use structures, prior to permit approval, the applicant shall post bond with the building official. The bond shall be in the form of cash or certified check in the amount of \$5,000.00:

- A. Upon removal of the temporary or seasonal use structure by the applicant and compliance with all terms of this section, the bond shall be returned in full to the applicant;
- B. Thirty days after receipt of a notice from the building official to the property owner or applicant of failure to comply with the terms of the permit, the bond shall be forfeited at the applicant's sole expense.

**23.10.104.4 Mobile food units.** Mobile food units, including coffee carts, can be installed in the Municipality of Anchorage without full building permits with the following restrictions:

Mobile food units:

1. Shall not exceed 8'6" in width or 48' in length, including overhangs.
2. Shall be currently licensed by the State of Alaska as motor vehicles or trailers, and have a chassis and wheels.
3. Require approval by the Department of Health and Human Services.
4. Shall not be connected to any utilities except electrical, with approved flexible cord, attachment cap and receptacle approved for the location.
5. Shall meet requirements of National Electrical Code as noted by NEC 550.4 (A). A code compliance inspection shall be performed and corrections made before power is connected. A licensed electrical contractor shall pull the permit and do the work.
6. Service equipment located adjacent to vehicle lanes or the mobile food unit shall be provided with bollards or other substantial protective barriers.
7. Shall not reduce required parking of existing facilities.
8. Shall be allowed in the zoning district.
9. Currently serviced fire extinguisher shall be located inside the mobile unit.
10. Propane tanks are defined as part of the "service equipment" and shall have protection approved by the Fire Department before permit it issued.
11. The mobile unit shall not impact fire lanes or emergency vehicle access to any nearby structures.
12. The mobile unit location shall be approved by fire plan review prior to issuing permit.

The following items are required at time of the permit application:

1. A completed retrofit application for electrical connection and/or service equipment.
2. Site plan showing where the cart will be installed, to be approved by Traffic Engineering.
3. Approval from the Department of Health and Human Services for compliance with requirements of AMC 16.60.
4. A current copy of the State of Alaska vehicle or trailer registration.

Structures not meeting these requirements shall be submitted as a permanent building, obtaining a building permit as outlined in Handout AG.06.

**23.10.104.5 Public service agencies.** A permit shall not be required for the installation, alteration, or repair of generation, transmission, distribution or metering or other related equipment under the ownership and control of public service agencies by established right.

**23.10.104.6 Permit application requirements.** To obtain a permit, the applicant shall first file an application in writing on a form furnished by the code enforcement agency. Every application shall:

1. Identify and describe the work covered by the permit for which application is made.
2. Describe the land on which the proposed work is to be done by legal description, street address or similar description to readily identify and definitely locate the proposed building or work.
3. Indicate the use or occupancy for which the proposed work is intended.
4. Be accompanied by plans, diagrams, computations and specifications, and other data as required in this code.
5. State the valuation of the proposed work.
6. Be signed by the owner, contractor, Architectural or Engineering licensed professional, or the owner's authorized agent. If authorized agent will be signing, a notarized statement from the owner, naming authorized agent to be acting on the owners' behalf shall be submitted.
7. Give such other data and information as may be required by the building official.
8. If the work under application is an alteration to or construction of a privately owned residential structure of one to four units, used or intended to be used as a human dwelling, proof of a residential contractor endorsement issued by the State of Alaska shall be provided if required by value of alteration.
9. For all Change of Use, Alteration, and Additions the applicant must submit the number of inspections they estimate they will need. Fees for these types of permits will be based upon the number of inspections.

**23.10.104.7 Design professional in responsible charge.** When it is required that documents be prepared by a registered design professional, the building official shall be authorized to require the owner to engage and designate on the building permit application a registered design professional who shall act as the registered design professional in responsible charge. If the circumstances require, the owner shall designate a substitute registered design professional in responsible charge who shall perform the duties required of the original registered professional in responsible charge. The building official shall be notified in

writing by the owner if the registered design professional in responsible charge is changed or is unable to continue to perform the duties.

The registered design professional in responsible charge shall be responsible for reviewing and coordinating submittal documents prepared by others, including phased and deferred submittal items, for compatibility with the design of the building.

Where structural observation is required by the building code, the inspection program shall name the individual or firms who are to perform structural observation and describe the stages of construction at which structural observation is to occur (see also Special Inspection Program).

**23.10.104.8 Submittal documents.** Construction documents, special inspection and structural observation programs, and other data shall be submitted in two or more sets for residential projects and three or more sets for all commercial projects with each application for a permit. The construction documents shall be prepared by a registered design professional where required by statutes of the jurisdiction in which the project is to be constructed. Where special conditions exist, the building official is authorized to require additional construction documents to be prepared by a registered design professional.

**Exceptions:**

1) The building official is authorized to waive the submission of construction documents and other data not required to be prepared by a registered design professional if it is found that the nature of the work applied for is such that review of construction documents is not necessary to obtain compliance with this code.

2) Only one copy of specifications and calculations are required.

**23.10.104.8.1 Information on construction documents.**

Construction documents shall be dimensioned and drawn upon suitable material. Electronic media documents are permitted to be submitted when approved by the building official. Construction documents shall be of sufficient clarity to indicate the location, nature, and extent of the work proposed and show in detail that it will conform to the provisions of this code and relevant laws, ordinances, rules and regulations, as determined by the building official.

Plans for buildings of other than Group R, Division 3 and Group U Occupancies shall indicate how required structural and fire-resistive integrity will be maintained where penetrations are made for electrical, mechanical, plumbing and communication conduits, pipes and similar systems.

**23.10.104.8.2 Fire protection system shop drawings.** Shop drawings for the fire protection system(s) shall be submitted to indicate conformance with this code and the construction documents

1 and shall be approved prior to the start of system installation. Shop  
2 drawings shall contain all information as required by the referenced  
3 installation standards in Chapter 9.

4  
5 **23.10.104.8.3 Means of egress.** The construction documents  
6 shall show in sufficient detail the location, construction, size and  
7 character of all portions of the means of egress in compliance with  
8 the provisions of this code. In other than occupancies in Groups R-3  
9 the construction documents shall designate the number of  
10 occupants to be accommodated on every floor, and in all rooms and  
11 spaces.

12  
13 **23.10.104.8.4 Exterior wall envelope.** Construction documents for  
14 all buildings shall describe the exterior wall envelope in sufficient  
15 detail to determine compliance with this code. The construction  
16 documents shall provide details of the exterior wall envelope as  
17 required, including flashing, intersections with dissimilar materials,  
18 corners, end details, control joints, intersections at roof, eaves or  
19 parapets, means of drainage, water-resistive membrane and details  
20 around openings.

21  
22 The construction documents shall include manufacturer's installation  
23 instructions that provide supporting documentation that the proposed  
24 penetration and opening details described in the construction  
25 documents maintain the weather resistance of the exterior wall  
26 envelope. The supporting documentation shall fully describe the  
27 exterior walls system which was tested, where applicable, as well as  
28 the test procedure used.

29  
30 **23.10.104.8.5 Site plan.** The construction documents submitted  
31 with the application for permit shall be accompanied by a site plan  
32 showing to scale the size and location of new construction and  
33 existing structures on the site, distances from lot lines, the  
34 established street grades and the proposed finished grades and, as  
35 applicable, flood hazard areas, floodways, and design flood  
36 elevations; and it shall be drawn in accordance with an accurate  
37 boundary line survey. In the case of demolition, the site plan shall  
38 show construction to be demolished and the location and size of  
39 existing structures and construction that are to remain on the site or  
40 plot. The building official is authorized to waive or modify the  
41 requirement for a site plan when the application for permit is for  
42 alteration or repair or when otherwise warranted.

43  
44  
45 **23.10.104.9 Deferred submittals.** For the purposes of this section,  
46 deferred submittals are defined as those portions of the design that are  
47 not submitted at the time of the application and that are to be submitted to  
48 the building official within a specified period.  
49

1           Deferral of any submittal items shall have the prior approval of the building  
2           official. The registered design professional in responsible charge shall list  
3           the deferred submittals on the construction documents for review by the  
4           building official.

5  
6           Documents for deferred submittal items shall be submitted to the  
7           registered design professional in responsible charge who shall review  
8           them and forward them to the building official with a notation indicating  
9           that the deferred submittal documents have been reviewed and been  
10          found to be in general conformance to the design of the building. The  
11          deferred submittal items shall not be installed until the design and  
12          submittal documents have been approved by the building official.

13  
14          **23.10.104.10 Amended construction documents.** Work shall be  
15          installed in accordance with the approved construction documents, and  
16          any changes made prior to or during construction that are not in  
17          compliance with the approved construction documents shall be  
18          resubmitted for approval as an amended set of construction documents.

19  
20          **23.10.104.11 Retention of construction documents.** The building  
21          official shall keep official records of applications received, permits and  
22          certificates issued, fees collected, reports of inspections, and notices and  
23          orders issued. One set of approved plans, specifications and computations  
24          shall be retained in the official records for the period required for retention of  
25          public records and one set of approved plans and specifications shall be  
26          returned to the applicant and shall be kept on the site of the building or work  
27          at all times during the work authorized thereby is in progress. The building  
28          official will provide digital long term retention documentation as per approved  
29          retention plan adopted by the Assembly including but not limited to the  
30          following items: Applications, permits, certificates issued, fees collected,  
31          reports of final inspections, and all notice and orders.

32  
33          **23.10.104.12 Document approval and permit issuance.**

34  
35          **23.10.104.12.1 Document examination and approval.** The  
36          application, plans, specifications, computations and other data filed  
37          for permit shall be reviewed by the building official. Such plans may  
38          be reviewed by other departments of this jurisdiction to verify  
39          compliance with any applicable laws under their jurisdiction. Once  
40          all documents have been reviewed and approved by all departments  
41          of the jurisdiction the building official shall stamp the approved plans  
42          and specifications APPROVED. Such approved plans and  
43          specifications shall not be changed, modified or altered without  
44          authorization from the building official, and all work regulated by this  
45          code shall be done in accordance with the approved plans. Once  
46          documents are approved all changes made shall require a Change  
47          Order or Field Change. One set of construction documents so  
48          reviewed shall be retained by the building official. The other sets  
49          shall be returned to the applicant, and shall be kept at the site of



work and shall be open to inspection by the building official or a duly authorized representative.

**23.10.104.12.2 Previous approvals.** This code shall not require changes in the construction documents, construction or designated occupancy of a structure for which a lawful permit has been heretofore issued or otherwise lawfully authorized, and the construction of which has been pursued in good faith within 180 days after the effective date of this code and has not been abandoned.

**23.10.104.12.3 Expiration of plan review.** Applications for which no permit is issued within 360 days following the date of application shall expire by limitation, and plans and other data submitted for review may thereafter be returned to the applicant or destroyed by the building official. The building official may extend the time for action by the applicant for a period not exceeding 180 days, on written request by the applicant showing circumstances beyond the control of the applicant prevented action from being taken. An application shall not be extended if this code or any other pertinent laws or ordinances are amended subsequent to the date of application. In order to renew action on an application after expiration, the applicant shall resubmit plans and pay a new plan review fee unless otherwise approved by the building official.

**23.10.104.12.4 Phased permit approval.** The building official may issue a permit for the construction of part of a building, structure or building service equipment before the entire plans and specifications for the whole building, structure or building service equipment are submitted or approved, provided adequate information and detailed statements have been filed complying with all pertinent requirements of the technical codes. The holder of such permit shall proceed with the approved work at the holder's risk without assurance the permit for the entire building, structure or building service will be granted. This approval must be approved by the building official and shall require written documentation prior to any work being done.

**23.10.104.12.5 Permit issuance.** If the building official finds the work described in an application for a permit and the plans, specifications and other data filed conform to the requirements of this code, the technical codes, and other pertinent laws and ordinances, and all permit fees have been paid, the building official shall issue a permit to the applicant.

**Exceptions:**

1. The building official may require a permittee to obtain a Certificate of Occupancy for a previous permit with an expired Conditional Certificate of Occupancy prior to issuing another permit.

2. The building official may require a permittee to reopen an expired permit and obtain a Certificate of Occupancy or Certificate of Completion for the expired permit prior to issuing another permit.
3. The building official may require a permittee to remedy a Stop Work Order, Notice of Violation, or Notice of Permit Requirement on a permittee's other project or permit prior to issuing another permit.
4. The building official may require a permittee to remedy a drainage problem on permittee's previous expired or unexpired permit prior to issuing another permit.
5. The building official may require a permittee to remedy water accumulation in a crawlspace of a previous permit prior to issuing another permit.

**23.10.104.12.5.1 Small electrical projects.** Small electrical projects not requiring a building permit and meeting the requirements of the Work Authorization Program may be performed after completion of a Work Authorization form. Use of this program is not mandatory, and an installer may choose to purchase an electrical permit.

In general, this work is limited to the following amount:

1. Up to six outlets on a single new 20 ampere circuit; or
2. Up to six outlets added to an existing 20 ampere circuit; or
3. Up to 1-30 amp dedicated circuit; or
4. Mast or riser extensions, overhead to underground riser changes, and repairs to service meter/ disconnect equipment.

With prior approval of the electrical inspector, up to two forms may be used per project. Each reinspection shall require the use of an additional form. See, Municipality of Anchorage Handout E.02, Small Electrical Project Permit, for further requirements.

**23.10.104.12.6 Validity of permit.** The issuance or granting of a permit shall not be construed to be a permit for, or an approval of, any violation of any of the provisions of this code or of any other ordinance of the jurisdiction. Permits presuming to give authority to violate or cancel the provisions of this code or other ordinances of the jurisdiction shall not be valid. The issuance of a permit based on construction documents and other data shall not prevent the building official from requiring the correction of errors in the construction documents and other data. The building official is also authorized to prevent occupancy or use of a structure in violation of this code or of any other ordinances of this jurisdiction.

**23.10.104.12.7 Expiration.** Every permit issued by the building official under the provisions of the technical codes shall expire by limitation and become null and void, if the building or work authorized by the permit is not commenced within 360 days from the date of the permit, or if the building or work authorized by the permit is suspended or abandoned at any time after the work is commenced for a period of 360 days. For the purposes of this section, work shall be deemed suspended or abandoned if no inspections have occurred within 360 days. Before such work may be recommenced, a new permit shall be first obtained to do so, and the fee therefore shall be one of half the amount required for a new permit for such work, provided no changes have been made or will be made in the original plans and specifications for such work; and provided further such suspension or abandonment has not exceeded 18 months, unless otherwise approved by the building official. In order to renew action on a permit abandoned or suspended more than 18 months, the permittee shall pay a new full permit fee, unless otherwise approved by the building official.

A permittee holding an unexpired permit may apply for an extension of the time within which work may commence under the permit when the permittee is unable to commence work within the time required by this section for good and satisfactory reasons. The building official may extend the time for action by the permittee for a period not exceeding 360 days upon written request by the permittee showing circumstances beyond the control of the permittee prevented action from being taken. Permits shall not be extended more than once unless otherwise approved by the building official.

Grading permits in residential zoned areas shall be completed within two (2) years of permit issuance. Once a grading permit expires, a stop work order shall be issued, investigative fees shall be paid to reactivate the permit, and a bond posted. The bond shall be no less than the valuation to complete the work. The bond shall be forfeited if work is not completed within 180 days from the permit reactivation date.

**23.10.104.12.8 Suspension or revocation.** The building official may, in writing, suspend or revoke a permit issued under the provisions of this code and the technical codes when the permit is issued in error or on the basis of incorrect information supplied, or in violation of an ordinance or regulation or the provisions of these codes.

**23.10.104.12.9 Revising application (removing permittee).** In order to remove the permittee on a specific permit from responsibility of completing a project and obtaining a Certificate of Occupancy, Building Safety Form "Formal Transfer of Responsibilities at Time of

C.C.O." shall be completed and signed by the Owner and permittee being removed.

**23.10.104.12.10 Licensing requirements for obtaining permits.**

- A. No permit shall be issued to any person to do or cause to be done any work regulated by this code, except to a person holding a valid, unexpired, and unrevoked contractor's license or certificate of qualification/fitness as required by Section 105 of this code.
- B. A permit may be issued to a properly licensed person not acting in violation of any current contract licensing law.
- C. Any permit required by this code may be issued to any person to do any work regulated by this code in a single-family or duplex dwelling used exclusively for living purposes, including the usual accessory buildings and quarters in connection with such buildings, in the event such person is the legal owner of such dwelling and accessory buildings and quarters, and the same are occupied by said owner, provided said owner shall personally perform all labor in connection therewith.
- D. An Owner/Builder can act as their own General Contractor on any project once every two years. Please see State of Alaska Statutes and Regulations for Construction Contractors.

**23.10.104.13 Fees.** Fees shall be assessed in accordance with the provisions of this section or shall be as set forth in the fee schedule adopted by this jurisdiction.

**23.10.104.13.1 Valuation.** Valuation shall be determined as follows:

- A. The valuation used to compute fees for new construction shall be based on the Building Valuation Data Chart in the most recent November/December issue of the Building Safety Journal as published by the International Code Council. The regional multiplier shall be 1.3. The rates in the November/December issue shall become effective on the following January 1<sup>st</sup> and continue to January 1<sup>st</sup> of the following year. The valuation shall be calculated using the dollar per square foot method. The area of the building shall be the gross floor area; the total horizontal area of all floors of a building, measured between exterior faces of exterior walls, including interior balconies, mezzanines, stairwells, elevator shafts, ventilation shafts, etc., but excluding area without floor structure in atria.
- B. Valuation used to compute fees for projects not included in the Building Valuation Data Chart, including decks, shall be determined by the permittee and verified by the building

official. Building official reserves the right to require additional documentation to verify valuation.

- C. The valuation for permanent fabric structures shall be calculated at \$30 per Sq. Ft.

**23.10.104.13.2 Permit fees.** Permit fees will be calculated using the following items:

- A. The fee for each permit shall be as set forth in section 23.10 Tables 3-A through 3-O. Where a technical code is adopted by the jurisdiction for which no fee schedule is shown in this code, the fee required shall be in accordance with the schedule established by the legislative body.
- B. Permit fees for all new construction shall be based valuation determined in accordance with 23.10.104.10.1(A). No additional permit fees are required for plumbing, mechanical and electrical permits.
- C. Permit fees for Additions, Alterations and Change of Use shall not be based on valuation. They shall be based on an estimated number of inspections for all disciplines. The number of inspections shall be estimated by the permittee. Refund will be given for inspections not used. Additional fees will be required for inspections that are beyond what was initially estimated.

**23.10.104.13.3 Plan review fees.**

- A. When documents are submitted in accordance with subsection 104.8, plan review fees shall be paid at the time of document submittal. Plan review fees shall be calculated as per Table 3-B.

**Exception:** A Fire Department Plan Review fee is not required for detached one and two family dwellings.

- B. Plan review fees are in addition to permit fees.
- C. Where plans are incomplete or changed so as to require additional plan review, an additional plan review fee shall be charged at the rate shown in Tables 3-B of this code.
- D. Structures that are identical to a previously approved and permitted structure may qualify for "pre-approved" status for purposes of the plan review fee assessment. The plans must be submitted within the same code cycle. Each identical structure shall be issued a separate building permit.
- E. Express Plan Review is a level of service allowed for all projects. See Policy AG.33 for Express Plan Review Program. Additional fees apply and shall be as per Table 3-B.

**23.10.104.13.4 Investigation fees: work without a permit.**

**23.10.104.13.4.1 Investigation.** Whenever work for which a permit is required by this code is commenced without first obtaining a permit, a code compliance inspection may be required before a permit is issued for such work.

**23.10.104.13.4.2 Fee.** When work is begun without proper permits, an investigation fee at a rate shown in Table 3-O, in addition to the permit fee, may be collected whether or not a permit is then or subsequently issued. The payment of the investigation fee shall not exempt an applicant from compliance with all other provisions of either this code or the technical codes nor from the penalty prescribed by law.

**23.10.104.13.5 Fee refunds.**

- A. The building official shall refund a fee that has been paid or collected in error.
- B. The building official may refund up to eighty percent (80%) of the permit fee paid when a permit is cancelled.  
**Exception:** The building official may grant a full refund of the permit fee if no work has been done by the jurisdiction, and permittee can show that the cancellation of the permit was beyond his/her control.
- C. The building official may refund the full plan review fee if the permit is cancelled before any review has begun.
- D. The building official shall not refund any fee unless it is requested in writing by the original permittee.

**Section 105 Licensing requirements**

**23.10.105.1 General provisions.**

- A. It shall be unlawful for any person to conduct, carry on or engage in the business of, or act in the capacity of a contractor in a trade covered by this code without first being issued a valid contractor's license or certificate of qualification/fitness.
- B. An applicant for a building construction contractor's license shall file a copy of the construction contractor's bond required by state law with the application and shall show proof the bond is current and in effect.
- C. It shall be unlawful for any person to labor at a trade in the capacity of a journeyman in a trade covered by this code without first being issued a valid journeyman certificate of qualification/fitness.
- D. Any contractor or journeyman doing sheet metal or plumbing work covered by this code shall be required to be tested and licensed.
- E. It shall be unlawful for any person to labor at a trade covered by this code as a trainee without being issued a valid trainee certificate of registration.

- 1 F. It shall be unlawful for any person acting in the capacity of a  
2 contractor in a trade covered by this code, or as the responsible  
3 agent, manager, supervisor, superintendent or foreman, to  
4 knowingly or willfully order, instruct or permit an employee, agent or  
5 person under supervision or control to do an act violating the  
6 certificate of qualification or registration requirements set forth in  
7 subsections C. or E.  
8 G. The ratio of individuals holding trainee registration cards shall not be  
9 more than two for every certified journeyman on a job site.

10  
11 **23.10.105.2 Application for certificate of qualification or registration.**

- 12 A. Every person required to obtain a certificate of qualification who  
13 successfully passes the required test shall, within thirty (30) days of  
14 passing the test, obtain such certificate by paying a fee.  
15 B. Every person required to obtain a trainee certificate of registration  
16 shall provide the information required on the registration application  
17 form and pay a fee.  
18 C. Each applicant shall designate a supervisory member as the  
19 responsible managing employee (RME) to take the required  
20 examination and who shall be designated as administrator under the  
21 license. No person shall qualify as administrator under more than  
22 one license. If the relationship of the administrator with the firm or  
23 corporation applicant is terminated, the license shall become void  
24 within sixty (60) days unless another administrator is qualified by  
25 proper authority. Licenses issued to applicants are nontransferable.  
26 D. Applicants for plumbing or sheetmetal contractors' certificates shall  
27 prove they have at least six years (12,000 hours minimum) of previous  
28 practical experience. Credit may be allowed for each year, and  
29 fraction thereof, of attendance at a recognized school, if the course  
30 taken by the applicant was primarily mechanical and directly related to  
31 the particular skill or trade being applied for. No credit shall be allowed  
32 any applicant for experience gained while doing any mechanical work  
33 ordinarily incidental to or associated with non-mechanical occupations,  
34 as determined by the building official.  
35 E. Applicants for journeyman certificates shall prove they have at least  
36 four (4) years (8,000 hours minimum) of previous experience  
37 personally installing, fabricating, altering and repairing work covered  
38 by the particular skill or trade being applied for. In lieu of previous  
39 practical experience, credit may be allowed for each year, and  
40 fraction thereof, of attendance at a recognized school if the course  
41 taken by the applicant was primarily mechanical and directly related  
42 to the skill or trade being applied for. No credit shall be allowed any  
43 applicant for experience gained while doing any work ordinarily  
44 incidental to or associated with non-mechanical occupations as  
45 determined by the building official. In lieu of the above  
46 qualifications, an applicant may submit proof of successful  
47 completion of at least a four-year (8,000 hours minimum)  
48 apprenticeship program registered and approved by the U. S.  
49 Department of Labor, Bureau of Apprenticeship and Training, as

acceptable qualifications. Journeyman and trainee plumbers shall have a state license.

F. Applicants for a trainee certificate do not need prior experience, but shall prove they are working for a properly certified contractor.

G. Applicants for a journeyman gas fitter's license shall prove two years' (4,000 hours minimum) previous experience in the gas piping field.

**23.10.105.3 Issuance of certificate of qualification or registration.**

A. A sheetmetal, plumbing, or gas piping contractor's certificate of qualification shall be issued to every person who makes application for such certificate, pays the required fee, proves required experience and training and successfully passes the examinations.

B. A sheetmetal, plumbing, or gas fitter journeyman's certificate of qualification shall be issued to every person who makes application for such certificate, pays the required fee, proves required experience and training and successfully passes the examinations.

C. All other contractor and journeyman certificates of qualification for refrigeration, hydronic heating, and service station piping trades shall be issued to every person who makes application, proves the required experience and training, and pays the required fee.

D. A trainee certificate of registration shall be issued to every person who makes application for such certificate and pays the required fee.

E. A specialty contractor's certificate of qualification or registration shall be issued to every person who makes application for such certificate, pays the required fee, proves required experience and training, and successfully passes the examinations.

F. A backflow assembly tester certificate of qualification or registration shall be issued to every person who makes application for such certificate, pays the required fee, attends the four-day Backflow Assembly Certification class sponsored by the Municipality of Anchorage Building Safety Division, and successfully passes both the written and the hands-on examination.

G. In lieu of the above, an applicant may submit proof of attendance of a similar class as described in subsection A above, and of successfully passing the required examination(s) of the similar class, provided further the similar class is recognized as equal to the requirement(s) of subsection A above, as determined by the building official.

H. Each person who holds a valid certificate of qualification or registration as a Backflow Assembly Tester shall attend an 8-hour Re-certification class and successfully pass both the written and the hands-on examinations every three (3) years from the date of original issuance.

I. Every person required to have a certificate of qualification shall obtain such certificate:

1. Within thirty (30) days of passing the required test; or
2. Within 30 days of the expiration date shown on the certificate, except if the certificate has been suspended or revoked.



- J. Licenses issued under this title are valid for a maximum of two (2) years, and expire on February 14 of each calendar year.

**23.10.105.4 Re-Examination.**

- A. Any person who fails to pass the examination may apply for reexamination on the next available test date.
- B. Fees for reexamination will be the same as initial examination fees.

**23.10.105.5 Expiration of certificates of qualification or registration.**

- A. Every certificate of qualification or registration shall remain in force and effect until its expiration date, unless canceled or revoked.
- B. Except for certificates of qualification which lapsed three or more years past the expiration date, all certificates of qualification and trainee registration cards expired beyond thirty (30) days may be renewed by paying the prescribed fee. This fee shall be retroactive to the expiration date of the last certificate issued. In addition, an administrative late fee shall be charged.
- C. Certificates of qualification and trainee registration cards shall not be allowed to lapse beyond thirty (30) days of the expiration date without prior approval of the building official.
- D. Certificates of qualification lapsing three or more years past the expiration date of the last one issued shall not be renewed, and the person shall be required to re-take the test required for all new applicants.

**23.10.105.6 Revocation of certificates of qualification or registration.**

- A. The building official may cancel or revoke any certificate of qualification or registration issued to any person, if such person later shows incompetence or lack of knowledge in matters relevant to such certificate or if such certificate was obtained by fraud. If the certificate of qualification or registration of any person is canceled or revoked, another certificate shall not be granted to the person within twelve (12) months after the date of cancellation or revocation.
- B. Certificates of qualification or registration are not transferable from one person to another, and the lending of any certificate or the obtaining of permits thereunder for any other person shall be deemed cause for revocation.
- C. The building official may require retesting of any certificate of qualification holder if such person shows incompetence or lack of knowledge in matters relevant to such certificate. Failure to pass this retesting shall result in revocation of the certificate. The person may apply for retesting after thirty (30) days have elapsed.

**23.10.105.7 Certificate of fitness - right to inspection.**

Municipal inspectors may contact any workman performing work for which a certificate of fitness is required (under AS 18.62.010) and request the person to exhibit his/her certificate of fitness. The inspector may immediately serve upon the person a notice to cease any further work in

that occupation until he/she has displayed said State of Alaska certificate of fitness.

## **Section 106 Inspection Requirements**

### **23.10.106.1 General.**

- A. Construction or work for which a permit is required shall be subject to inspection by the building official and the construction or work shall remain accessible and exposed for inspection purposes until approved by the building official. In addition, certain types of construction shall have special inspection as specified in section 106.7 which is a requirement of the owner and paid for by the owner. Note: The Special Inspector shall not receive compensation from the contractor of record.
- B. Approval, as a result of an inspection, shall not be construed as an approval of a violation of the provisions of this code or other ordinances of the jurisdiction. Inspections presuming to give authority to violate or cancel the provisions of this code or other ordinances of the jurisdiction shall not be valid.
- C. It shall be the duty of the permit applicant to cause the work to remain accessible and exposed for inspection purposes. Neither the building official nor this jurisdiction shall be liable for expense entailed in the removal or replacement of any material required to allow inspection.
- D. An as-built survey of the lot may be required by the building official to verify the structure is located in accordance with the approved plans.
- E. A survey showing as-built contours of a fill or excavation may be required by the building official to verify whether the work conforms to approved plans or code requirements.

### **23.10.106.2 Inspection requests.**

- A. It shall be the duty of the person doing the work authorized by the permit to notify the building official such work is ready for inspection. The building official may require every request for inspection be filed at least one working day before such inspection is desired. Such request may be in writing or by telephone at the option of the building official.
- B. It shall be the duty of the person requesting any inspections required either by this code or the technical codes to provide access to and means for inspection of the work.

### **23.10.106.3 Approval required.**

- A. Work shall not be done beyond the point indicated in each successive inspection without first obtaining the approval of the building official. The building official, upon notification, shall make the requested inspections and shall either indicate the portion of the

1 construction is satisfactory as completed or shall notify the permit  
2 holder or an agent of the permit holder wherein the same fails to  
3 comply with this code. Any portions not in compliance shall be  
4 corrected and such portion shall not be covered or concealed until  
5 authorized by the building official.

- 6 B. There shall be a final inspection and approval of all buildings and  
7 structures when completed and ready for occupancy and use.  
8

9 **23.10.106.4 Required inspections.** Refer to Building Safety Division  
10 Handout AG.13 "Inspection Schedule" for required inspections.  
11

12 **23.10.106.5 Other inspections.** In addition to the called inspections  
13 specified above, the building official may make or require other inspections  
14 of construction work to ascertain compliance with the provisions of this  
15 code or technical codes and other laws enforced by the code enforcement  
16 agency.  
17

18 **23.10.106.6 Re-inspections.** This section to be used only for projects  
19 permitted prior to the adoption of this code and new commercial permits  
20 issued after adoption of this code.  
21

- 22 A. A re-inspection fee may be assessed for each inspection or re-  
23 inspection when such portion of work for which inspection is called is  
24 not complete or when corrections called for are not made. Fees  
25 shall be in accordance with Table 3-C of this code. This section is  
26 not to be interpreted as requiring re-inspection fees the first time a  
27 job is rejected for failure to comply with the requirements of the  
28 technical codes, but as controlling the practice of calling for  
29 inspections before the job is ready for such inspection or re-  
30 inspection.  
31 B. Re-inspection fees may be assessed when the approved plans are  
32 not readily available to the inspector or for failure to provide access  
33 on the date inspection is requested.  
34

35 **23.10.106.7 Special inspections and structural observation.** Special  
36 inspection and structural observation requirements shall be in accordance  
37 with International Building Code Chapter 17 and the adopted Special  
38 Inspection Program.  
39

## 40 **Section 107 Certificates of Occupancy**

41

### 42 **23.10.107.1 Use or occupancy.**

- 43 A. Buildings or structures shall not be used or occupied nor shall a  
44 change in the existing use or occupancy classification of a building  
45 or structure or portion thereof be made until the building official  
46 issues a Certificate of Occupancy as provided herein.  
47 B. Issuance of a Certificate of Occupancy shall not be construed as an  
48 approval of a violation of the provisions of this code or other  
49 ordinances of the jurisdiction. Certificates presuming to give

authority to violate or cancel the provisions of this code or other ordinance of the jurisdiction shall not be valid.

**23.10.107.2 Change in use.** Changes in the character or use of a building or portion of a building, shall not be made except as specified in the Building Code.

**23.10.107.3 Certificate of Occupancy issuance.**

A. After the building official and other authorized municipal code enforcement authorities inspect the building, structure and associated land use, and find no violations of the provisions of this title or other laws enforced by municipal code enforcement agencies, and upon submittal of an as-built survey as approved by the building official, the building official shall issue a Certificate of Occupancy containing the following:

1. The building permit number;
2. The address of the building;
3. The name and address of the owner;
4. A description of the portion of the building for which the certificate is issued; and
5. A statement that the described portion of the building has been inspected for compliance with the requirements of this code for the group and division of occupancy and the use for which the proposed occupancy is classified.

**23.10.107.4 Conditional Certificate of Occupancy issuance.**

- A. If the building official finds substantial hazard will not result from occupancy of a building or portion thereof before the same is completed, a Conditional Certificate of Occupancy for the use of a portion or portions of a building or structure may be issued prior to the completion of the entire building or structure.
- B. Conditional Certificates of Occupancy for exterior work not completed because of weather shall have an expiration date of August 15 of the following summer season.
- C. Expired conditional certificates may prevent the same permittee from receiving additional permits, as outlined in Section 104 of this code.

**23.10.107.5 Revocation.** The building official may, in writing, suspend or revoke a Certificate of Occupancy issued under the provisions of this title when the certificate is issued in error, or on the basis of incorrect information, or when it is determined the building, structure, land use or portion thereof is in violation of an ordinance, regulation or the provisions of municipal code or state law.

**Section 108 Unsafe Buildings, Structures, and Building Service Equipment**

**23.10.108.1 General.** See Chapter 23.70 for Dangerous Buildings Code.

**23.10. Table 3-A Building permit fees.**

<b>1. New Construction (Commercial)</b>		<b>Building Permit Fee</b>
\$1.00 to \$500,000		\$0.015 * Valuation
\$500,001 to \$1,000,000		\$0.010 * Valuation
\$1,000,000 to \$5,000,000		\$0.008 * Valuation
\$5,000,000 and up		\$0.006 * Valuation
<b>2. New Construction (Residential)</b>		<b>Building Permit Fee</b>
\$1.00 and up Extra 2 inspections for each \$100,000 in valuation above \$500,000 valuation		\$.009 * Valuation. Permittee receives 23 inspections for this fee. Each inspection after 23 shall be \$130 and shall be paid prior to obtaining CCO or CO.
<b>3. Alterations and/or Addition (Residential or Commercial)</b> Owner/Contractor/permittee shall provide Building Safety with estimated number of inspections required to complete project.		\$130 per Inspection. Refund given for inspections not used. Additional per inspection cost if more than estimate are required.
<b>4. Change of Use Only</b> Owner/Contractor/permittee shall provide Building Safety with estimated number of inspections required to complete project.		\$130 per Inspection. Refund given for inspections not used. Additional per inspection cost if more than estimate are required.
<b>5. Electrical, Mechanical, Plumbing (Residential or Commercial - No Structural Work)Permits</b> Owner/Contractor/permittee shall provide Building Safety with estimated number of inspections required to complete project.		\$130 per Inspection. Refund given for inspections not used. Additional per inspection cost if more than estimate are required.
<b>6. Miscellaneous Building Permits</b>		
A.	Temporary/seasonal building (new)	\$1,000.00
B.	Temporary/seasonal building (extension/yearly renewal)	\$500.00
C.	Demolition	\$150.00
D.	Residential Deck Permit (new or addition), per inspection, Owner/Contractor/permittee shall provide Building Safety with estimated	\$130.00. Refund given for inspections not used. Additional per inspection cost if more than estimate are required.

	number of inspections required to complete project	
E.	Relocatable set-up permits Owner/Contractor/permittee shall provide Building Safety with estimated number of inspections required to complete project	\$130.00. Refund given for inspections not used. Additional per inspection cost if more than estimate are required
F.	Mobile Food Unit	\$130.00 per Inspection

23.10. Table 3-B Plan review fees

<b>1. Building Permits Plan Review Fees</b>	
A. Commercial Building plan review	0.0028 * Valuation with minimum of \$65
B. Fire Department plan review	0.0011 * Valuation with minimum of \$65
C. New Commercial Pre-approved plan review	0.0017 * Valuation with minimum of \$65 In place of A. in Table 3-B 1.
D. Commercial Land use plan review	0.00065 * Valuation with a minimum of \$25
E. New Commercial/Residential Expedited plan review	60% of the building permit fee as calculated in Table 3-A 1. in addition to the applicable fee under A in Table 3-B 1.
F. Owner Requested Commercial Out-sourcing plan review	25% of the building permit fee, in addition to the applicable fee under A. in Table 3-B 1.
G. Residential Building Plan Review	.005 * Valuation with minimum of \$65
H. Residential Land Use Plan Review	.0004 * Valuation with minimum of \$25
I. New Residential Pre Approved Plan Review	\$.003*Valuation with minimum of \$65 In place of G. in Table 3-B 1.

J. Alterations and/or Additions (Residential) Plan Review Owner/Contractor/permittee shall provide Building Safety with estimated valuation of entire project	\$ .005*valuation with minimum of \$65
K. Alterations and/or Addition (Residential) Land Use Plan review. Owner/Contractor/permittee shall provide Building Safety with estimated valuation of entire project	\$ .0004* valuation with minimum of \$25
L. Change of Use (no other work being done) Permit Architectural Review, per hour with half-hour increments, one-half hour minimum	\$130.00
M. Change of Use (no other work being done) Permit, Land Use Review, per hour with half-hour increments, one-half hour minimum	\$50.00
N. Change of Use (no other work being done) Permit, Fire Review, per hour with half-hour increments, one-half hour minimum	\$130.00
O. Express Permitting Commercial or Residential	\$600.00 per hour in addition to all applicable fees
<b>2. Electrical, Mechanical, Plumbing (No Structural Work) Plan Review Fees</b>	
A. Commercial	0.0028*valuation with minimum of \$65
<b>3. Miscellaneous</b>	
A. Plan review or code research, change orders, miscellaneous, per hour, quarter-hour minimum	\$ 130.00
B. Product/fabricator approval review, per hour, two-hour minimum	\$ 130.00
C. Residential Deck (new or addition), per hour, half-hour minimum	\$ 130.00

**23.10. Table 3-C Inspection Fees**

1. Inspection or re-inspection, per hour, minimum one hour	\$130.00
2. Inspection or re-inspection, unscheduled, each, per hour, one- hour minimum. Inspection shall not count against pre-purchased inspections or allotted residential inspections.	\$200.00
3. Inspection or re-inspection, outside normal business hours, per hour, per inspector; two-hour minimum. Inspection shall not count against pre-purchased inspections or allotted residential inspections.	\$250.00
4. Inspection, Sundays and holidays, per hour, per inspector, two-hour minimum. Inspection shall not count against pre-purchased inspections or allotted residential inspections.	\$325.00
5. Code compliance inspection, per hour, per inspector, one-hour minimum	\$130.00
6. Fine for failure to perform special inspection, per incident	\$300.00

**23.10. Table 3-D Electrical permit fees**

<b>1. Miscellaneous</b>	
A. Small Electric Permit, Municipality of Anchorage Handout E.02	\$46.00
B. Temporary Electric, without Building permit. No fee if tied to a building permit.	\$130.00

**23.10. Table 3-E Plumbing permit fees**

<b>1. Miscellaneous</b>	
A. Temporary gas, without Building permit. No fee if tied to a building permit.	\$130.00
B. Test backflow preventer per hour	\$130.00
<b>2. Retrofit (Replacement) Permit Fees</b>	
A. Repair or replacement of a water heater with an input of less than 200,000 Btu	\$130.00 Additional per inspection cost if more than one inspection is required.
B. Repair or replacement permit fees for water heaters over 200,000 Btu's per inspection. Owner/Contractor/permittee shall provide Building Safety with estimated number of inspections required to complete project.	\$130.00 Refund given for inspections not used. Additional per inspection cost if more than estimate are required.



**23.10.Table 3-F Elevator, escalator, dumbwaiter, and other lift permit fees.**

**NOTES:**

1. Each separately powered unit shall be considered a separate conveyance; applications and permits shall be issued accordingly.
2. Load side wiring associated with the conveyance and installed by the elevator contractor shall not require additional permits.

<b>1. New Installations, Relocations and Modernizations</b>	
A. Hydraulic elevators	\$2080
B. Electric geared & gearless elevators	\$2600
C. Residential elevators	\$1820
D. Dumbwaiters	\$2080
E. Escalators and moving walks	\$2600
F. Accessibility Equipment covered in the A18.1	\$1040
G. Vertical Reciprocating Conveyor(VRC)	1. Vertical Platform Lift \$1040 2. Inclined Platform Lift \$780 3. Inclined Stairway Chairlifts \$260
H. Roped hydraulic elevators	\$2340
<b>2. Alterations (RETRO work Applications)</b>	
Building Safety will use 2 inspections as standard at time of application	\$130 per inspection. Refund given for inspections not used. Additional per inspection cost for additional inspections
<b>3. Annual Certificate of Registration</b>	
A. Hydraulic elevators	\$260
B. Electric geared & gearless elevators	\$325
C. Sidewalk elevators	\$260
D. Hand-powered elevators	\$260
E. Dumbwaiters	\$195
F. Escalators & moving walks	\$260
G. Accessibility Equipment covered in the A18.1	\$195
H. Vertical Reciprocating Conveyor(VRC)	\$260
I. Escalator Step/Skirt Performance Index test	\$260

**23.10. Table 3-G Grading, Excavation and Fill Permit fees**

<b>1. Grading/Excavation/Fill Permit Fees</b>	
A. 50 to 500 cubic yards or less	\$125.00
B. 501 to 2500 cubic yards	\$250.00
C. 2501 to 5,000 cubic yards	\$375.00
D. Greater than 5,001	\$500.00
<b>2. Grading/Excavation/Fill Plan Review Fees</b>	
A. Between 1 and 50 cubic yards	\$50.00
B. Between 50 and 500 Cubic Yards	\$100.00
C. Between 501 and 2,500 Cubic Yards	\$150.00
D. Between 2,501 and 5,000 Cubic Yards	\$200.00
E. Between 5,001 and 10,000 Cubic Yards	\$400.00
F. Between 10,001 and 25,000 Cubic Yards	\$600.00
G. Between 25,001 and 50,000 Cubic Yards	\$1,000.00
H. Between 50,001 and 100,000 Cubic Yards	\$1,500.00
I. Greater than 100,001 Cubic Yards	\$2,000.00

**23.10. Table 3-H Re-roof permit fees**

1. Up to 1500 Sq Ft	\$175.00 includes Plan review
2. 1501 to 3000 Sq Ft	\$300.00 includes plan review
3. Greater than 3001 Sq ft	\$500.00 includes plan review

**23.10. Table 3-I Mobile home permit fees**

1. Set-up fee	\$225.00
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**23.10. Table 3-J Swimming pool, spa and hot tub fees**

<b>1. (Residential or Commercial) Permit Fee</b> Owner/Contractor/permittee shall provide Building Safety with estimated number of inspections required to complete project.	\$130 per Inspection. Refund given for inspections not used. Additional per inspection cost if more than estimate are required.
<b>2. (Residential or Commercial) Plan Review fee</b>	0.004*valuation with minimum of \$65

**23.10. Table 3-K Sign permit fees**

1. Sign, other than electrical Owner/Contractor/permittee shall provide Building Safety with estimated number of inspections required to complete project.	\$130 per Inspection. Refund given for inspections not used. Additional per inspection cost if more than estimate are required.
2. Electrical Sign. Owner/Contractor/permittee shall provide Building Safety with	\$130 per Inspection. Refund given for inspections not used. Additional per inspection cost if more than estimate

estimated number of inspections required to complete project.	are required.
3. Sign Building Plan Review Structural Review, per hour with half-hour increments, one-half hour minimum	\$130.00
4. Sign Land Use Plan Review per hour with half-hour increments, one-half hour minimum	\$50.00

### 23.10. Table 3-L Licenses and testing fees

1. Test Fees	
A. Contractor testing fee	\$75.00
B. Journeyman testing fee	\$50.00
2. Issuance or Renewal Fees	
A. Contractor license, 2 years	\$360.00
B. Journeyman license, 2 years	\$125.00
C. Trainee license, 2 years	Free
D. Administrative late fee	\$60.00
3. License Requirements.	
A. Backflow Assembly Tester, renewal fee (one-day recertification training required)	\$70.00

### 23.10. Table 3-M On-site services fees

1. Certificate of on-site systems approval, single family	
A. Existing System	\$490.00
B. Existing System with active upgrade permit	\$250.00
C. New Installation	\$65.00
2. On-site conditional approval	\$260.00
3. On-site wastewater disposal system construction permit, single family	\$530.00
4. Water well construction permit, single family	\$200.00
5. On-site permit renewal	\$130.00
6. On-site water/wastewater expedited review	Additional 60% of the applicable fees
7. On-site wastewater permit change order review, per hour, half-hour minimum	\$130.00
8. On-site code compliance re-inspection, per inspection, per hour, one hour minimum	\$130.00
9. Separation distance variance/waivers:	
A. Variance/Waiver, lot line	\$200.00
B. Variance/Waiver, well to tank	\$1050.00
C. Variance/Waiver, well to field	\$1050.00
D. Variance/Waiver, field to surface water	\$800.00

E.	Variance/Waiver, tank to surface water	\$800.00
F.	Variance/Waiver, well to public sewer	\$1050.00
G.	Variance/Waivers of setback requirements in chapters 15.55 and 15.65 not listed in current fees	\$200.00
10.	Excavator Certification	\$425.00
11.	Well Driller/Pump Installer Certification	\$265.00
12.	Waste treatment equipment manufacturer (plan review & facility inspection)	\$800.00
13.	Sanitary Pumper, per truck	\$275.00
14.	Well Driller/Pump Installer Certification	\$265.00

**23.10. Table 3-N Miscellaneous fees**

1. Code books and publications	Cost
2. Appeal fee, Board of Building Regulation Examiners & Appeals, each	\$500.00
3. Research, building permit, per hour	\$ 50.00
4. Fine, building code violations, civil penalty, fine per day per violation	\$100.00 to \$500.00
5. Copies, standard 8-1/2"x11" page, each	\$ 0.35
6. Monthly permit list, customer picks up	\$ 10.00
7. Monthly permit list, mailed, annual subscription	\$100.00
8. Investigation fee for work begun without proper permit(s), in addition to all permit fees required by this code, a. First Offense: Investigative fee may be waived by the building official if required permit is obtained within reasonable amount of time agreed to by building official. b. Subsequent Offenses: Investigative fee plus an additional \$1000.00 fine applied incrementally for each additional offense. As example, the third offense would be investigative fee plus \$2000.00 if the first one was waived.	Permit fee required by this code, or \$1,000.00, whichever is greater
9. Training, per person, per class	\$ 50.00
10. Code abatement fee, per hour, one hour minimum	\$130.00
11. <b>Fine (Contractor), work without a required contractor's license, civil penalty</b> a. First Offense: Issuance fee plus test fee (if applicable) and a \$1000.00 fine which may be waived by the building official if required license is obtained within 30 days. b. Subsequent Offense: \$1000.00 plus issuance fee plus test fee (if applicable) and an additional \$1000.00 applied incrementally for each additional offense. As example, the third offense would be \$2000.00.	
12. <b>Fine (Journeyman), work without a required Certificate of Qualification</b> a. First Offense: Issuance fee plus test fee and a \$250.00 fine which may be waived by the building official if the individual registers for	

1  
2

- the journeyman test within 72 hours.
- b. Subsequent Offense: \$250.00 plus issuance fee plus test fee and an additional \$250.00 applied incrementally for each additional offense. For example, a third offense is \$500.00.
  - c. The contractor for whom the violator is working for shall be subject to the same fines as the violator.
- 13. Fine (Trainee), work without a required trainee card**
- a. First Offense: \$60.00 (waived if obtained within 72 hours).
  - b. Subsequent Offense: \$100.00 for each offense and an additional \$100.00 applied incrementally for each additional offense. For example, a third offense is \$200.00.
  - c. The contractor for whom the violator is working for shall be subject to the same fines as the violator.

**23.10. Table 3-O Fire Systems fees**

1. Kitchen Hood Fire System	\$325.00
2. Fire Standpipe	\$650.00
3. Fire Pump	\$520.00
4. Fire CO2 System	\$520.00
5. Fire Alternate Gas	\$520.00
6. Other Fire System (reviewed and inspected per hour)	\$130.00
7. Emergency Generator	\$1560.00
8. Fire Sprinkler/Alarm/Foam	
0-25 devices	\$325.00
26-50 devices	\$422.50
51-75 devices	\$520.00
76-100 devices	\$617.50
Each lot of 50 devices beyond 100	\$325.00
9. Change Order , per hour	\$130.00

**Section 2.** Anchorage Municipal Code chapter 23.30 is hereby repealed and re-enacted in its entirety to read as follows:

**CHAPTER 23.30 LOCAL AMENDMENTS TO THE NATIONAL ELECTRICAL CODE 2008 EDITION**

**23.30.010 Local amendments to the National Electrical Code 2008 Edition**

The amendments to the 2008 edition of the National Electrical Code are listed here by section. The last digits of the number after the title and chapter digits are the article and section of the National Electrical Code to which the amendment refers, i.e., 23.30.210.8(A) refers to section 210.8(A) of the National Electrical Code, 2008 Edition.

**23.30.020 Certificate of fitness- right to inspection**

Municipal electrical inspectors may contact any electrical worker performing work for which a certificate of fitness is required by Alaska Statue 18.62.070 and request the person to exhibit their certificate of fitness or trainee certificate of fitness. The inspector may immediately serve upon that person a notice to

1       cease any further work in that occupation until the person has demonstrated  
2       possession of the required certificate.

3  
4       **23.30.210.7       Branch circuit requirements for device connections and**  
5       **locations**

6       Add a fine print note before (A):

7               "FPN: Refer to Municipality of Anchorage Amendments to the  
8               International Mechanical Code 23.20.304.3, which limits installation of  
9               mechanical and electrical devices capable of generating a spark, glow or  
10              flame in some areas.

11  
12       **23.30.210.12(B)   Dwelling units**

13       Add a second sentence:

14               "Similar rooms and areas do not include: kitchens, bathrooms, or laundry  
15               rooms which are separate from areas which would otherwise require  
16               protection."

17  
18       **23.30.210.23(E)   Outlets per circuit**

19       Add a subsection (E) to section 210.23:

20  
21               **(E) Outlets per circuit.** In dwelling units, no more than thirteen (13)  
22               outlets are allowed on one branch circuit. All smoke detectors on a  
23               circuit may be counted as a total of one outlet. Appliance circuits  
24               are limited to six (6) duplex receptacles per circuit.

25  
26               **Exception:** Fixed lighting circuits designed to meet the appropriate  
27               sections of the code.

28  
29       **23.30.210.52(I)    Parking spaces**

30       Add a new subsection (I):

31               **(I)    Parking spaces.** For each dwelling unit and mobile home, there  
32               shall be at least one (1) exterior G.F.C.I protected duplex outlet on  
33               a separate 20-ampere circuit adjacent to on-site parking locations.

34  
35               **Exception:** For multi-family dwellings, eight-plex and larger where indoor  
36               parking is provided, the required number of exterior duplex receptacles may  
37               be reduced by the number of indoor heated parking locations.

38  
39       **23.30.210.52(J)   Underfloor (crawl) spaces**

40       Add a new subsection (J):

41               **(J)    A receptacle shall be provided in each unconnected space; the**  
42               receptacle shall be located adjacent to a sump when one is  
43               provided.

44  
45       **23.30.230.1        Scope**

46       Add a second sentence:

47               The service installation shall also conform to the written electric service  
48               requirements of the utility serving the area.

49

**23.30.230.32 Protection against damage**

Add a second paragraph:

Physical protection of underground service laterals for residential services of 200 amperes and less shall consist of not more than nine feet of liquid tight flexible metal conduit.

**23.30.230.70(A)(1) Disconnect at readily accessible location**

Add a second paragraph:

The service disconnecting means shall be operable from the exterior of the building if the service disconnect is within the building. A fire pump service disconnect is not required to be operable from the exterior of the building.

**23.30.230.70(A)(3) Remote control**

Revise the section to read:

Where a remote control device(s) is used to actuate the service disconnecting means, the service disconnecting means shall be located in accordance with section 230.70(A)(1). The control device shall meet the requirements of the electrical utility and Building Safety Policy E.04 Electrical Disconnects

**23.30.230.70(B) Marking**

Add a sentence to end of the section:

Identification signage shall meet the requirements of Building Safety Policy E.04 Electrical Disconnects

**23.30.250.52(A)(1) Metal underground water pipes**

Delete the exception:

**Exception:** In industrial, commercial and institutional buildings where conditions of maintenance and supervision ensure that only qualified persons service the installation, interior metal water piping located more than 1.52 meters (5ft) from the point of entrance to the building shall be permitted as part of the grounding electrode system or as a conductor to interconnect electrodes that are part of the grounding electrode system, provided that the entire length, other than short sections passing perpendicular through walls, floors or ceilings, of the interior metal water pipe that is being used for the conductor is exposed.

**23.30.250.53(D)(2) Metal underground water pipes**

Delete the Exception:

**Exception:** The supplemental electrode shall be permitted to be bonded to the interior metal water piping at any convenient point as covered in 250.52(A)(1), Exception.

**23.30.250.118 Types of equipment grounding conductors**

Delete subsections (2) thru (14) and replace with:

- (2) The copper sheath of mineral insulated, metal-sheathed cable.
- (3) Metal enclosures of busways listed for grounding.

**23.30.300.4(H) Protection against physical damage**

Add a new subsection (H):

- (H) Roofs. Raceways run on the surface of a roof or subject to damage from snow, ice, or foot traffic, shall be rigid metal or intermediate metal conduit only.

**23.30.300.5(L) Separation from other systems**

Add a new subsection (L):

- (L) When direct buried cables or conductors cross or are installed parallel to sewers, water lines, gas or other fuel lines, steam lines, communication and utility electric cables or conductors, a 300 mm (12 inch) radial separation shall be maintained.

**23.30.300.24 Cold Temperature Installations**

Add a section 300.24: 300.24 Cold Temperature Installations: Thermoplastic type insulated wires or cables, or non-metallic tubing shall not be installed when ambient temperatures are less than -7C (20F).

**23.30. 330.40 Insulating bushing**

Amend by adding the following words to the end of the paragraph:

- An insulated bushing or its equivalent protection shall be provided between the conductors and the outer metal sheath and must be visible for inspection.

**23.30. 334.10 Uses permitted**

Delete the following subsection:

- (3) Other structures permitted to be of Types III, IV and V construction except as prohibited in 334.12. Cables shall be concealed within walls, floors, or ceilings that provide a thermal barrier of material that has at least a 15-minute finish rating as identified in listings of fire-rated assemblies.

**23.30.334.104 Conductors**

Replace the section with:

The insulated power conductors shall be sizes 14 AWG through 2 AWG with copper conductors or sizes 10 AWG through 2 AWG with aluminum or copper-clad aluminum conductors. Conductors supplying receptacles shall be minimum size 12 AWG copper conductors or sizes 10 AWG with aluminum or copper-clad aluminum conductors. The communication conductors shall comply with Part V of Article 800.

**23.30.410.17 Other closet or storage spaces**

Add a section 410.17

410.17 **Other closet or storage spaces.** Luminaries shall meet the location requirements for clothes closets or be of a totally enclosed fluorescent or LED type.

**23.30.445.18 Disconnecting means required for generators**

Add a sentence to the end of the section as follows:



Generator disconnecting means shall conform to the requirements of 23.30.230.70(A)(1) and 23.30.230.70(A)(3).

**23.30.511.3 (C)(1) Major repair garages, floor areas**

Add a sentence as follows:

The entire floor area up to a level of 450 mm (18 in.) above the floor shall be classified as Class I, Division 2.

**23.30.511.3 (C)(1)(a) Floor areas; ventilation provided**

Delete subsection (a):

(a) Ventilation Provided. The floor area shall be unclassified where there is mechanical ventilation providing a minimum of four air changes per hour per hour or one cubic foot per minute of exchanged air for each square foot of floor area. Ventilation shall provide for air exchange across the entire floor area, and exhaust air shall be taken at a point within 0.3 m (12 in.) of the floor.

**23.30.511.3 (C)(1)(b) Floor areas; ventilation not provided**

Delete subsection (b):

(b) Ventilation Not Provided. The entire floor area up to a level of 450mm (18 in.) above the floor shall be classified as Class I, Division 2 if the ventilation does not comply with 511.3(C)(1)(a).

**23.30.511.3 (C)(2)(a) Ceiling areas; ventilation provided**

Replace the subsection (a) with:

“(a) Ventilation Provided. For existing buildings only, the ceiling areas shall be unclassified where ventilation is provided, from a point not less than 450 mm (18 in.) from the highest point in the ceiling to exhaust the ceiling area at a rate of not less than  $0.3\text{m}^3/\text{min}/\text{m}^2$  (1 cfm/ft<sup>2</sup>) of ceiling area at all times that the building is occupied or when vehicles using lighter-than-air gaseous fuels are parked below this area.”

**23.30.511.3 (D)(1) Minor repair garages, floor areas**

Replace subsection (1) with:

(1) In minor repair garages without pits, below grade work areas, or subfloor work areas the entire floor area up to a level of 450 mm (18 in.) shall be classified as Class I, Division 2.

**23.30.511.3 (D)(1)(a) Floor areas; ventilation provided**

Delete subsection (a):

(a) Ventilation Provided. The floor area shall be unclassified where there is mechanical ventilation providing a minimum of four air changes per hour per hour or one cubic foot per minute of exchanged air for each square foot of floor area. Ventilation shall provide for air exchange across the entire floor area, and exhaust air shall be taken at a point within 0.3 m (12 in.) of the floor.

**23.30.511.3 (D)(1)(b) Floor areas; ventilation not provided**

Delete subsection (b):

(b) Ventilation Not Provided. The floor area up to a level of 450mm (18 in.) above any unventilated pit, below grade work area, or subfloor work area and

1 extending a distance of 900mm (3 ft) horizontally from the edge of any such pit,  
2 below grade work area, or subfloor work area, shall be classified as Class I,  
3 Division 2.  
4

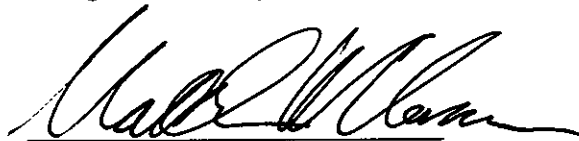
5 **23.30.511.3 (E)(1) Modifications to classification, specific areas adjacent**

6 Replace subsection with the following:

7 "(1) Areas less than 300 square feet adjacent to classified locations in which  
8 flammable vapors are not likely to be released such as stock rooms, switchboard  
9 rooms, and other similar locations, shall be unclassified where mechanically  
10 ventilated at a rate of four or more air changes per hour, or designed with  
11 positive air pressure, or where effectively cut off by walls or partitions."  
12

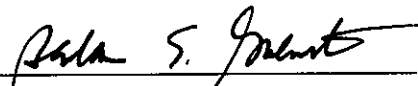
13 **Section 3.** This ordinance shall become effective on January 1, 2009.

14  
15 PASSED AND APPROVED by the Anchorage Assembly this 17<sup>th</sup> day of December  
16 2008.

17  
18  
19 

20 Chair

21  
22 ATTEST:

23  
24 

25 Municipal Clerk  
26