

CITY OF UNALASKA  
UNALASKA, ALASKA

ORDINANCE 2024-13

AN ORDINANCE OF THE UNALASKA CITY COUNCIL AMENDING TITLE 17 OF THE UNALASKA CODE OF ORDINANCES

BE IT ENACTED BY THE UNALASKA CITY COUNCIL as follows:

**Section 1: Classification.** This is a code ordinance.

**Section 2: Amendment of Section 17.04.020.** Section 17.04.020 of the Unalaska Code of Ordinances is hereby amended to read as follows: [additions are underlined, deletions are ~~overstruck~~]

**§ 17.04.020 POWERS AND DUTIES.**

- (A) The Building Official shall have power to ~~issue~~ approve all building ~~permits~~ plans reviews as they may be required and shall have all other powers and duties prescribed for them by this title, and any building or fire code adopted by the city. The powers and duties of a Building Official may also be performed by authorized representatives of the Building Official and under their supervision and control.
- (B) The City Council may by ordinance establish a schedule of fees for ~~permits~~ plan reviews required by this title. Until the applicable ~~permits~~ plan review fee is paid in full, no action shall be taken on a ~~permits~~ plan review application.

**Section 3: Amendment of Section 17.04.030.** Section 17.04.030 of the Unalaska Code of Ordinances is hereby amended to read as follows: [additions are underlined, deletions are ~~overstruck~~]

**§ 17.04.030 ~~PERMITS~~ PLAN REVIEW REQUIRED; CONSTRUCTION OR ALTERATION.**

- (A) Unless specifically exempted from the requirement, no person, firm, or corporation shall erect, construct, enlarge, alter, repair, move, improve, remove, convert, or demolish any buildings or structure within the incorporated area of the City of Unalaska without first obtaining a separate ~~building permit~~ plan review for each such building or structure from Public Works Department.
- (B) All construction documents submitted with plan review applications under any chapter in this Title 17, except for Chapter 17.28 International Residential Code, shall:
  - (1) Be prepared and stamped by a registered design professional in accordance with AS 08.48;
  - (2) Include a self-certification statement that the owner is in compliance with the provisions of this chapter.

~~Failure to obtain any permit required by this title, other than one required by Chapter 17.08, or a violation of any permit condition or standard imposed by a permit issued pursuant to this title, is unlawful and shall be a minor offense, punishable by a penalty as provided in § 1.24.040 or if no fine is there established, in an amount not to exceed \$500 for each violation or day a violation exists.~~

(C) All construction documents submitted under Chapter 17.28 International Residential Code for plan review:

(1) May be submitted for review without being prepared and stamped by a registered design professional in accordance with AS 08.48, unless one or more of the following apply:

(A) One or more special conditions exist, including but not limited to the following:

- i. Construction materials, methods and systems that are new, alternative to normally accepted industry standards or experimental;
- ii. Unusual design application of materials or design aspects;
- iii. Materials and systems required to be installed in accordance with additional manufacturer's instructions that prescribe requirements not contained in code.

(B) The project is not exempted by either AS 08.48.331 or Section R105.2 of the IRC as adopted by Chapter 17.28; or

(C) The nature of the work applied for is such that the Building Official, applying his or her professional judgment and discretion, deems a registered design professional's stamp should be required;

(2) Include a self-certification statement that the owner is in compliance with the provisions of this chapter;

(3) Comply with the International Residential Code.

(D) No plan review required by any chapter in this Title shall be approved if any of the following circumstances exist:

(1) The contractor is delinquent in the payment of any sales tax to the City;

(2) The property owner is delinquent in the payment of property tax on the tax parcel for which the plan review is requested;

(3) the contractor is in violation of any business license provision of this Code, unless the contractor or property owner is in a good faith dispute with the City regarding property tax or sales tax liability.

(E) Before approving plans, the Building Official shall receive a tax compliance certificate completed by the City Clerk or the Clerk's designee which certifies that the property owner

meets the requirements of Section 17.04.030(C).

- (F) Failure to obtain any plan review required by this title, other than one required by Chapter 17.08, or a violation of any plan review condition or standard imposed by a plans approved pursuant to this title, is unlawful and shall be a minor offense, punishable by a penalty as provided in § 1.24.040 or if no fine is there established, in an amount not to exceed \$500 for each violation or day a violation exists.

**Section 4: Adoption of Section 17.04.040.** Chapter 17.04 of the Unalaska Code of Ordinances is hereby amended by adding a new section, 17.04.040 to read as follows:

**§ 17.04.040 APPEALS.**

Appeals of decisions made by the Building Official under any chapter of this Title 17 shall be made to the Superior Court, Third Judicial District.

**Section 5: Amendment of Section 17.08.010.** Section 17.08.010 of the Unalaska Code of Ordinances is hereby amended to read as follows: [additions are underlined, deletions are ~~overstruck~~]

**§ 17.08.010 APPLICABILITY OF ZONING AND BUILDING REGULATIONS TO PUBLIC IMPROVEMENTS.**

No structure regulated by Title 8, Title 17, or other building code contained in this code of ordinances, including the Cross Connection Control Ordinances of Title 10, shall be erected by an employee or an agent of the city without having first been the subject of any required building or authorizing ~~permit~~ plan review.

**Section 6: Amendment of Section 17.12.010.** Section 17.12.010 of the Unalaska Code of Ordinances is hereby amended to read as follows: [additions are underlined, deletions are ~~overstruck~~]

**§ 17.12.010 INTERNATIONAL UNIFORM BUILDING CODE.**

- (A) Those portions of the edition of the International Building Code 2021 Edition published by the International Code Council adopted in 13 AAC 50.020 as amended October 28, 2022 (and not including any amendments made thereafter) (“IBC”) establish minimum requirements for building systems. This code is intended to establish provisions that adequately protect public health, safety and welfare. The IBC shall regulate the construction, alteration, relocation, 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.

- (B) Exceptions:

- (1) Detached one and two-family dwellings and townhouses not more than three stories above grade plane in height with a separate means of egress, and their accessory structures not more than three stories above grade plane in height,

shall comply with the International Residential Code as adopted by Chapter 17.28.

~~The most current edition of the Uniform Building Code published by the International Conference of Building Officials shall regulate the design, erection, construction, enlargement, alteration, repair, moving, removal, demolition, conversion, occupancy, equipment, use, height, area and maintenance of all buildings and structures in the City of Unalaska, except those structures covered by CABO One and Two-Family Dwelling Code (See § 17.28.010).~~

**Section 7: Adoption of Section 17.12.020.** Chapter 17.12 of the Unalaska Code of Ordinances is hereby amended by adding a new section, 17.12.020 to read as follows:

**§ 17.12.020 INTERNATIONAL BUILDING CODE REVISIONS.**

The following revisions are made to the International Building Code (IBC) as adopted by reference in § 17.12.010:

(1) Amend each and all the references contained in the IBC which refer to the “ICC Electrical Code” by replacing each and all with “NFPA 70, National Electrical Code as adopted by Chapter 17.20.”

(2) Amend each and all the references contained in the IBC which refer to the “International Plumbing Code” by replacing each and all with “Uniform Plumbing Code as adopted by Chapter 17.16.”

(3) Deleting all the references contained in the IBC which refer to the “International Fuel Gas Code” except for Chapter 3 Section 304 and Chapters 6 and 7. Replace the remaining reference with “International Fuel Gas Code as adopted by Chapter 17.22.”

(4) Deleting all the references contained in the IBC which refer to the “International Fire Code” or “International Fire Code, as adopted by reference in 13 AAC 50.025” by replacing each and all with “International Fire Code as adopted by Chapter 17.24.”

(5) Section 101.1. Insert "City of Unalaska" for [NAME OF JURISDICTION].

(6) Section 101.2. The last sentence of the paragraph is revised by adding “as governed by the provisions of Title 17 of the Unalaska City Code.

(7) Section 105.2. Delete Building exception 1 for detached accessory structures not exceeding 120 square feet.

(8) Section 105.3. Amend to add an eighth requirement that reads, “8. A site plan is submitted showing to the satisfaction of the Building Official that runoff from the property, after completion of the project, will be properly channeled into existing drainage ditches, or will not increase runoff onto adjacent property. Said plan shall include existing and proposed contours and proposed drainage systems with spot elevations along drainage flow lines.”

(9) Section 107.2.2. Add the sentences “Shop drawings shall be sealed by a registered design professional of this state and of appropriate discipline in accordance with AS 08.48, or shall be

signed and dated by the Fire Building official. At least two sets of shop drawings shall be submitted. The building official shall retain on set, and one approved set stamped by the building official shall be retained on site during the installation of the system.” at the end of the section.

(10) Section 109.3. Revised by deleting the last sentence, “The valuation for all new construction not involving remodel work or additions to existing structures must be based on the valuation schedule established in 13 AAC 50.027.”

(11) Section 903.5.1. Revised to read, “903.5.1 MAN CAMP RELOCATIONS. ON EACH PORTABLE OR RELOCATABLE CAMP MOVE, A PLUMBER CERTIFIED UNDER AS 18.62 MAY DISCONNECT AND RECONNECT THE FIRE SUPPRESSION SYSTEM. THE MANCAMP MUST BE CERTIFIED BY THE FIRE BUILDING OFFICIAL TO PROVIDE DOCUMENTATION THAT THE SYSTEM HAS BEEN PLACED BACK IN SERVICE AND IS READY FOR OPERATION. FIRE SUPPRESSION SYSTEM CERTIFICATION DOCUMENTATION IS TO BE RETAINED ON SITE AND AVAILABLE FOR REVIEW UPON REQUEST. ANNUAL REQUIREMENTS ARE STILL REQUIRED UNDER THE CODE AS ADOPTED BY REFERENCE IN CHAPTER 17.24.”

(12) Section 907.8.1. Revised to read, “907.8.1 Camp [MANCAMP] relocations. On each portable or relocatable camp move, an electrician certified under AS 18.62 may disconnect and reconnect the fire alarm system. The camp [MANCAMP] must be certified by the Fire Building official to provide documentation that the system has been placed back in service and is ready for operation. System certification documentation is to be retained on site and available for review upon request. Annual requirements are still required under the code as adopted by reference in Chapter 17.24.”

(13) Section 3103.1. Revised by deleting the first sentence, “The provisions of this section apply in deferred jurisdictions as allowed under 13 AAC 50.075 only, for structures other than tents and membrane structures, erected for a period of less than 180 days.”

(14) Any and all references and additions to Chapter 34 are removed and deleted and replaced by “Chapter 34 Reserved.”

**Section 8: Amendment of Section 17.18.010.** Section 17.18.010 of the Unalaska Code of Ordinances is hereby amended to read as follows: [additions are underlined, deletions are ~~overstruck~~]

**§ 17.18.010 INTERNATIONAL UNIFORM MECHANICAL CODE.**

(A) Those portions of the edition of the International Mechanical Code 2021 Edition published by the International Code Council adopted in 13 AAC 50.023 as amended October 28, 2022 (and not including any amendments made thereafter) shall regulate the design, installation, maintenance, alteration and inspection of mechanical systems that are permanently installed and utilized to provide control of environmental conditions and related processes within buildings.

(B) Exceptions:

- (1) The installation of fuel gas distribution piping and equipment, fuel-gas-fired water heaters and water heater venting systems shall be regulated by the International Fuel Gas Code as adopted by Chapter 17.22.
- (2) Detached one- and two-family dwellings and multiple single-family dwellings (townhouses) not more than three stories high with separate means of egress and their accessory structures shall comply with the International Residential Code as adopted by Chapter 17.28.

~~The most current edition of the Uniform Mechanical Code published by the International Conference of Building Officials and the International Association of Plumbing and Mechanical Officials shall regulate the design, construction, installation, alteration, repairs, relocation, replacement, addition to, use or maintenance of any heating, ventilating, cooling, refrigeration systems, incinerators and other miscellaneous heating-producing appliances within the City of Unalaska, except those structures covered by the CABO One and Two Family Dwelling Code (See § 17.28.010).~~

**Section 9: Adoption of Section 17.18.020.** Chapter 17.18 of the Unalaska Code of Ordinances is hereby amended by adding a new section, 17.18.020, to read as follows:

**§ 17.18.020 INTERNATIONAL MECHANICAL CODE REVISIONS.**

The following revisions are made to the International Mechanical Code (IMC) as adopted by reference in § 17.18.010:

- (1) Amend each and all the references contained in the IMC which refer to the “ICC Electrical Code” by replacing each and all with “NFPA 70, National Electrical Code as adopted by Chapter 17.20.”
- (2) Amend each and all the references contained in the IMC which refer to the “International Plumbing Code” by replacing each and all with “Uniform Plumbing Code as adopted by Chapter 17.16.”
- (3) Deleting all the references contained in the IMC which refer to the “International Fuel Gas Code” except for Chapter 3 Section 304 and Chapters 6 and 7. Replace the remaining reference with “International Fuel Gas Code as adopted by Chapter 17.22.”
- (4) Amend each and all the references contained in the IMC which refer to the “Code Official” by replacing each and all with “Building Official.”
- (5) Section 101.1. Insert "City of Unalaska" for [NAME OF JURISDICTION].
- (6) Section 113. This section is deleted and replaced with the title “Reserved”
- (7) Section 114. This section is deleted and replaced with the title “Reserved”
- (8) Section 115.4. This subsection is deleted and replaced with the title “Reserved”

**Section 10: Adoption of Chapter 17.22.** Chapter 17.22 of the Unalaska Code of Ordinances is hereby amended by adding a new chapter, 17.22 to read as follows.

**CHAPTER 17.22: INTERNATIONAL FUEL GAS CODE**

**§ 17.22.010 INTERNATIONAL FUEL GAS CODE.**

Those portions of the International Fuel Gas Code 2021 Edition published by the International Code Council adopted in 13 AAC 50.024 as amended as of October 28, 2022 (and not including any amendments made thereafter) shall apply to the installation of fuel-gas piping systems, fuel gas appliances, gaseous hydrogen systems and related accessories.

**§ 17.22.020 INTERNATIONAL FUEL GAS CODE REVISIONS.**

The following revisions are made to the International Fuel Gas Code (IFGC) as adopted by reference in § 17.22.010:

- (1) Amend each and all the references contained in the IFGC which refer to the "International Building Code" by replacing each and all with "Building Code as adopted by Chapter 17.12"
- (2) Amend each and all the references contained in the IFGC which refer to the "ICC Electrical Code" by replacing each and all with "NFPA 70, National Electrical Code as adopted by Chapter 17.20."
- (3) Amend each and all the references contained in the IFGC which refer to the "International Plumbing Code" by replacing each and all with "Uniform Plumbing Code as adopted by Chapter 17.16."
- (4) Amend each and all the references contained in the IFGC which refer to the "International Residential Code" by replacing each and all with "International Residential Code as adopted by Chapter 17.28."
- (5) Amend each and all the references contained in the IFGC which refer to the "Code Official" by replacing each and all with "Building Official."

**Section 11: Amendment of Section 17.24.010.** Section 17.24.010 of the Unalaska Code of Ordinances is hereby amended to read as follows: [additions are underlined, deletions are ~~overstruck~~]

**§ 17.24.010 INTERNATIONAL UNIFORM FIRE CODE.**

- (A) Those portions of the International Fire Code 2021 Edition published by the International Code Council adopted in 13 AAC 50.025 as amended as of October 28, 2022 (and not including any amendments made thereafter) shall establish regulations affecting or relating to structures, processes, premises and safeguards regarding all of the following:
- (1) The hazard of fire and explosion arising from the storage, handling or use of structures, materials or devices.

- (2) Conditions hazardous to life, property or public welfare in the occupancy of structures or premises.
- (3) Fire hazards in the structure or on the premises from occupancy or operation
- (4) Matters related to the construction, extension, repair, alteration, or removal of fire suppression or alarm systems.
- (5) Conditions affecting the safety of fire fighters and emergency responders during emergency operations

~~The most current edition of the Uniform Fire Code published by the International Conference of Building Officials and the National Fire Protection Association shall regulate the fire safety for erection, design, construction, enlargement, alteration, repair, moving, removal, demolition, conversion, occupancy, equipment, use, height, area and maintenance of all buildings, structures, plumbing systems, mechanical systems, electric conductors and equipment in the City of Unalaska, except those structures covered by the CABO One and Two Family Dwelling Code (See § 17.28.010).~~

**Section 12: Adoption of Chapter 17.24.020.** Chapter 17.24 of the Unalaska Code of Ordinances is hereby amended by adding a new section, 17.24.020, to read as follows:

**§ 17.24.020 INTERNATIONAL FIRE CODE REVISIONS.**

The following revisions are made to the International Fire Code (IFC) as adopted by reference in § 17.24.010:

- (1) Amend each and all the references contained in the IFC which refer to the "International Building Code" by replacing each and all with "Building Code as adopted by Chapter 17.12."
- (2) Amend each and all the references contained in the IFC which refer to the "ICC Electrical Code" by replacing each and all with "NFPA 70, National Electrical Code as adopted by Chapter 17.20."
- (3) Amend each and all the references contained in the IFC which refer to the "International Plumbing Code" by replacing each and all with "Uniform Plumbing Code as adopted by Chapter 17.16."
- (4) Deleting all the references contained in the IFC which refer to the "International Fuel Gas Code" except for Chapter 3 Section 304 and Chapters 6 and 7. Replace the remaining reference with "International Fuel Gas Code as adopted by Chapter 17.22."
- (5) Amend each and all the references contained in the IFC which refer to the "International Residential Code" by replacing each and all with "International Residential Code as adopted by Chapter 17.28."
- (6) Amend each and all the references contained in the IFC which refer to the "Code Official" by replacing each and all with "Building Official."



- (7) Section 101.1. Insert "City of Unalaska" for [NAME OF JURISDICTION].
- (8) Section 112.4. Delete this section.
- (9) Section 405.10.3.3. Delete "AS ADOPTED BY REFERENCE IN 13 AAC 50.020," and replace with "AS ADOPTED BY REFERENCE IN CHAPTER 17.12."
- (10) Section 703.2.3.1. Delete "AS ADOPTED BY REFERENCE IN 13 AAC 50.020," and replace with "AS ADOPTED BY REFERENCE IN CHAPTER 17.12."
- (11) Section 903.2.8.1. Delete "AS ADOPTED BY REFERENCE IN 13 AAC 50.020," and replace with "AS ADOPTED BY REFERENCE IN CHAPTER 17.12."
- (12) Section 903.5.1. Revised to read, "903.5.1 Camp [MANCAMP] relocations. On each portable or relocatable camp move, an electrician certified under AS 18.62 may disconnect and reconnect the fire alarm system. The camp [MANCAMP] must be certified by the Fire Building official to provide documentation that the system has been placed back in service and is ready for operation. System certification documentation is to be retained on site and available for review upon request. Annual requirements are still required under the code as adopted by reference in Chapter 17.24."
- (13) Section 907.8.6.1. Revised to read, "903.5.1 Camp [MANCAMP] relocations. On each portable or relocatable camp move, an electrician certified under AS 18.62 may disconnect and reconnect the fire alarm system. The camp [MANCAMP] must be certified by the Fire Building official to provide documentation that the system has been placed back in service and is ready for operation. System certification documentation is to be retained on site and available for review upon request. Annual requirements are still required under the code as adopted by reference in Chapter 17.24."
- (14) Section 53048.4.1. Delete "AS ADOPTED BY REFERENCE IN 13 AAC 50.023," and replace with "AS ADOPTED BY REFERENCE IN CHAPTER 17.18."
- (15) Section 5608.11.1. Delete "as adopted by reference in 13 AAC 50.020," and replace with "as adopted by reference in Chapter 17.12."
- (16) Section 5801.3. Delete "in accordance with 13 AAC 50.027."

**Section 13: Amendment of Section 17.28.020.** Section 17.28.020 of the Unalaska Code of Ordinances is hereby amended to read as follows: [additions are underlined, deletions are ~~overstruck~~]

### **§ 17.28.020 INTERNATIONAL RESIDENTIAL CODE REVISIONS.**

The following revisions are made to the IRC as adopted by reference in § 17.28.010:

~~(A)~~(1) Amend each and all the references contained in the IRC which refer to the "International Building Code" by replacing each and all with "Building Code" as adopted by Chapter~~§ 17.12.040.~~

~~(B)~~(2) Amend each and all the references contained in the IRC which refer to the "ICC Electrical Code" by replacing each and all with "NFPA 70, National Electrical Code" as adopted by Chapter§ 17.20-040."

~~(C)~~(3) Amend each and all the references contained in the IRC which refer to the "International Plumbing Code" by replacing each and all with "Uniform Plumbing Code" as adopted by Chapter§ 17.16-040."

(4) Amend each and all the references contained in the IRC which refer to the "Permit " by replacing each and all with "Plan Review."

~~(D)~~(5) Excluded from adoption are sections R103, R104.4, R106.3.1, R109, R110, R112, R313, and Chapters 15 through 32 and 34 through 43; and Appendices AA through AD, AF, AG, AL, AN through AP, AR through AS, and AV through AX.

~~(E)~~(6) Section R101.1. Insert "City of Unalaska" for [NAME OF JURISDICTION].

~~(F)~~(7) Section R101.2. Exclude Exception 2.

~~(G)~~(8) Section 105.2 Exclude Building Exception 1 for one-story detached accessory structures not exceeding 200 square feet.

~~(G)~~(9) Section R105.3. Amend to read: "To obtain a permit plan review, the applicant shall first file an application therefor in writing on a form furnished by the city for that purpose and by meeting other guidelines published by the Unalaska Department of Public Works and Department of Public Utilities".

~~(H)~~(10) Section R108.6. Insert the following at the end of the paragraph: "This fee shall be the same as the building permit plan review fee".

(11) Section R112. Delete this section.

~~(I)~~(12) Section R301. Conventional light-frame construction as detailed in this section does not apply in Unalaska due to basic three-second (3 second) gust wind speed in excess of one hundred and ten (110) miles per hour. Amend this section by replacing all light-frame standards with the standards found in ICC 600 Standard for Residential Construction in High Wind Regions (2020 Edition).

~~(J)~~(13) Section R301.2(1). Add the following information in the table:

Ground snow load	60 PSF
Wind speed (3-second gust basic)	165 mph
Seismic design category	D2

Subject to damage from:	
Weathering	Yes, severe
Frost line depth	48 inches
Termite	No
Winter design temperature	-10 degrees Fahrenheit
Flood hazards	No
Ice shield underlayment required	Yes
Air freezing index	2,500
Mean annual temperature	35 degrees Fahrenheit

**Section 14: Adoption of Chapter 17.30.** Chapter 17.30 of the Unalaska Code of Ordinances is hereby amended by adding a new chapter, 17.30, to read as follows:

**CHAPTER 17.30: INTERNATIONAL EXISTING BUILDING CODE**

**§ 17.30.010 INTERNATIONAL EXISTING BUILDING CODE.**

(A) Those portions of the edition of the International Existing Building Code 2021 Edition published by the International Code Council adopted in 13 AAC 50.021 as amended as of October 28, 2022 (and not including any amendments made thereafter) shall regulate all occupancies and buildings.

**§ 17.30.020 INTERNATIONAL EXISTING BUILDING CODE REVISIONS.**

The following revisions are made to the International Existing Building Code (IEBC) as adopted by reference in § 17.30.010:

(1) Amend each and all the references contained in the IEBC which refer to the "International Building Code" by replacing each and all with "Building Code as adopted by Chapter 17.12."

(2) Amend each and all the references contained in the IEBC which refer to the "ICC Electrical Code" by replacing each and all with "NFPA 70, National Electrical Code as adopted by Chapter 17.20."

(3) Amend each and all the references contained in the IEBC which refer to the "International Plumbing Code" by replacing each and all with "Uniform Plumbing Code as adopted by Chapter 17.16."

(4) Deleting all the references contained in the IEBC which refer to the "International Fuel Gas Code" except for Chapter 3 Section 304 and Chapters 6 and 7. Replace the remaining reference with "International Fuel Gas Code as adopted by Chapter 17.22."

(5) Section 101.1. Insert "City of Unalaska" for [NAME OF JURISDICTION].

(6) Section 106.2.2. Add the sentences "Shop drawings shall be sealed by a registered design professional of this state and of appropriate discipline in accordance with AS 08.48, or shall be signed and dated by the Fire Building official. At least two sets of shop drawings shall be submitted. The building official shall retain on set, and one approved set stamped by the building official shall be retained on site during the installation of the system." at the end of the section.

(7) Section 108.3 Revised by deleting the last sentence, "The valuation for all new construction not involving remodel work or additions to existing structures must be based on the valuation schedule established in 13 AAC 50.027."

(8) Section 112. This section is deleted and replaced with the title "Reserved"

**Section 15: Effective Date.** This ordinance is effective upon passage.

PASSED AND ADOPTED by a duly constituted quorum of the Unalaska City Council on October 22, 2024.

  
Alejandro Tungul  
Vice Mayor

ATTEST:

  
Estkaflen P. Magdaong, CMC  
City Clerk



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## MEMORANDUM TO COUNCIL

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To: Mayor and City Council Members  
From: Scott Brown, Public Works Director  
Through: Marjie Veeder, Acting City Manager  
Date: October 8, 2024  
Re: Ordinance 2024-13: Amending Title 17 of the Unalaska Code of Ordinances

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**SUMMARY:** The proposed revisions to the building code regulations are designed to update and clarify the City's requirements and ensure alignment with the most current national and international building standards. These changes will improve the regulatory framework for construction, alteration and maintenance of buildings within the City of Unalaska as well as streamline the plan review process and introduce new procedures to expedite construction approvals, thereby fostering a more efficient regulatory environment for builders and developers.

**PREVIOUS COUNCIL ACTION:** On November 10, 2022, Council adopted Ordinance 2022-18 amending Title 17 by adopting portions of the 2018 edition of the Uniform Plumbing Code, the 2020 National Electrical Code and the 2021 International Residential Code.

**BACKGROUND:** On November 10, 2022, the City Council amended Title 17, incorporating portions of the current codes to update building standards and align them with national regulations. These amendments were designed to improve the clarity, precision, and relevance of the City's building regulations. At that time, we paused further updates as the state was in the process of revising its own code.

**DISCUSSION:** Today, we are here to discuss the completion of the Title 17 updates. Most of the changes involve updating to new standards and reformatting. I would like to highlight a proposed change in Section 2, which now references Building Plan Reviews instead of Building Permits. This change does not impact the City's permitting process, as we have always conducted plan reviews. The adjustment aligns with the state's permitting procedures and those of most municipalities within Alaska, reflecting how we have historically managed our own permit process. Attached to this memo are detailed outlines of both the plan review process and the permit process.

The following changes are proposed for Title 17 of the Unalaska Code of Ordinances:

### Substantive Amendments

**Section 2:** Amendment of Section 17.04.020 to update the language to refer to Building Plan Reviews instead of Building Permits.

**Section 3:** Amendment of Section 17.04.030 to outline the requirements of a Plan Review for applicable construction or alteration projects. Introduces the requirement that Plan Review construction documents must be prepared and stamped by a registered design professional, except under certain conditions specified for residential codes. This section also outlines the general requirements for Plan Review approval as well as consequences for any violations.

**Section 4:** Adoption of a new section, 17.04.040, outlining the process for appealing decisions made by the Building Official.

**Section 5:** Amendment of Section 17.08.010 to update the language to refer to Building Plan Reviews instead of Building Permits.

**Section 6:** Amendment of Section 17.12.010 to establish regulations according to the most current edition of the International Building Code and specifies exceptions.

**Section 7:** Adoption of a new section, 17.12.020, specifying revisions to the International Building Code, including changes to electrical, plumbing, and fire code references.

**Section 8:** Amendment of Section 17.18.010, updated to the most current edition of the International Mechanical Code and specifies exceptions.

**Section 9:** Adoption of a new section, 17.18.020, outlining revisions to the International Mechanical Code, including changes to electrical, plumbing, and fuel gas code references.

**Section 10:** Establishment of a new chapter, 17.22, to adopt the International Fuel Gas Code and specify revisions to that code.

**Section 11:** Amendment of Section 17.24.010 to update to the most current edition of the International Fire Code.

**Section 12:** Adoption of a new section, 17.24.020, specifying revisions to the International Fire Code.

**Section 13:** Amendment of Section 17.28.020 to update the language to reflect Building Plan Reviews instead of Building Permits and numbering system consistent with other Sections. Minor revisions made to the International Residential Code.

**Section 14:** Establishment of a new chapter, 17.30, to adopt the International Existing Building Code and outline revisions to that code.

**ALTERNATIVES:** Council may choose to approve, disapprove, or modify the proposed amendments. However, updating the building regulations is essential to maintain high standards of construction and safety within the City.

**FINANCIAL IMPLICATIONS:** There are no direct financial implications associated with these regulatory updates.

**LEGAL:** The City Attorney authored Ordinance 2024-13 and has worked closely with staff during the process. Attorney Kody George will be available during the Council meeting to respond to any questions or concerns.

**STAFF RECOMMENDATION:** Staff recommends approval of the proposed ordinance to update and clarify the building code regulations.

**PROPOSED MOTION:** I move to introduce Ordinance 2024-13 and schedule it for public hearing and second reading on October 22, 2024.

**CITY MANAGER COMMENTS:** I concur with the Staff Recommendation. Ordinance 2024-13, coupled with the changes accomplished in 2022, update and clarify the City's requirements and ensure alignment with the most current national and international building standards.

**ATTACHMENT:** The Plan Review and the Permit Process

## The Plan Review and the Permit Process

The plan review and the permit process are two key steps in construction, renovation, or other projects involving building regulations. Here's a breakdown of the differences:

### **Plan Review**

**Purpose:** A plan review ensures that the proposed project complies with local building codes, zoning laws, safety standards, and other regulatory requirements before any work begins.

**What Happens:** During the plan review, detailed plans or blueprints of the project are submitted to the appropriate authorities (e.g., building department). These plans are then reviewed for compliance with structural, mechanical, electrical, plumbing, and fire safety codes, among others.

**Outcome:** The plan review results in either approval of the project plans or feedback requesting revisions. The project cannot move forward until the plans meet all code requirements.

**Focus:** This step focuses on the design and specifications of the project.

### **Permit Process**

**Purpose:** A building permit is the legal authorization to start construction or renovation.

**What Happens:** After the plans are reviewed and approved, the permit process involves formally applying for a permit, which grants permission to proceed with the actual construction.

**Outcome:** Once issued, the permit allows the project to begin. The work will typically need to be inspected at various stages to ensure it adheres to the approved plans and codes.

**Focus:** The permit process focuses on the actual execution of the project. It ensures that the construction is done according to the approved plans and remains compliant throughout.

**Key Differences:**

Plan Review checks whether the design meets regulations, while the Permit Process grants permission to carry out the work.

Plan Review occurs before the permit is issued, as part of ensuring project readiness.

Permit Process includes ongoing oversight through inspections as the project progresses.