

MEMORANDUM

CITY/BOROUGH OF JUNEAU
155 South Seward Street, Juneau, Alaska 99801

DATE: March 2, 2010

TO: Eric Mohrmann, Fire Chief
City and Borough of Juneau

Eric Mohrmann

FROM: Debbie Purves, Building Codes Official
Community Development Department

Debbie Purves

SUBJECT: Summary of Adoption Process for Model Building Codes

The City and Borough of Juneau (CBJ) established a Building Code Advisory Committee (BCAC) with the adoption of Resolution Serial No. 1116, approved July 1985, and further modified by Resolution Serial No. 1130, adopted September 9, 1985. The purpose of the committee is to review and propose amendments to the technical codes adopted by reference in CBJ Title 19 Building Codes to the CBJ Assembly for adoption. The technical codes currently include the International Building Code (IBC), International Residential Code (IRC), International Existing Building Code (IEBC), International Mechanical Code (IMC), International Fuel Gas Code (IFGC), International Fire Code (IFC), International Property Maintenance Code (IPMC), as well as the Uniform Plumbing Code (UPC) and the National Electrical Code (NEC).

The BCAC consists of five members appointed by the CBJ Assembly for staggered three year terms consisting of an Architect, Electrical Engineer, Civil Engineer, Mechanical Engineer and a Contactor. The Building Official and coordinating Fire Chief are ad hoc members of the committee. The Building Code Advisory Committee meetings are advertised per public meeting requirements and are open to the public. Minutes are taken and transferred to the City Clerk for permanent archiving.

Updated model building codes are published on a 3-year cycle. These published codes are not applicable or enforceable until they are adopted by CBJ City Assembly through the ordinance adoption process. Juneau's BCAC thoroughly reviews currently adopted model codes with the changes in the next set of model codes, as well as existing local modifications of those codes for continuance with the next set of model codes. In addition, the BCAC reviews State Fire Marshal's modifications to the model codes for incorporation into CBJ's local modifications.

Typically the BCAC takes two 2 to 2 ½ years to review the new model codes and present the proposed changes first at a public hearing of a CBJ Assembly subcommittee, Public Works and Facilities Committee (PWFC). The PWFC then, if agreeable to the proposed changes, directs the CBJ Law Department to prepare an ordinance to be presented to the CBJ Assembly. The Building Official prepares a summary document to explain the significant changes to be presented along with the ordinance to the CBJ Assembly to be adopted at a Public Hearing. The CBJ's process for adoption of ordinances is to introduce the ordinance at the first hearing where no testimony is taken and then schedule the ordinance for public comment, discussion and adoption at a subsequent hearing.

