



CITY OF NORTH POLE *Alaska*

REGULAR CITY COUNCIL MEETING Monday, March 5, 2012

**Committee of the Whole – 6:30 p.m.
Regular City Council Meeting – 7:00 p.m.**

COUNCIL MEMBERS

Richard Holm	488-1776
Sharron Hunter- <i>Alt Dep Mayor Pro Tem</i>	488-4282
Ronald Jones- <i>Mayor Pro Tem</i>	488-3579
Thomas McGhee	455-0010
Derrick Nelson	490-2446
Bryce Ward- <i>Deputy Mayor Pro Tem</i>	488-7314

MAYOR

Douglas Isaacson 488-8584

CITY CLERK

Kathy Weber, MMC 488-8583

1. Call to Order/Roll Call
2. Pledge of Allegiance to the US Flag –
3. Invocation
4. Approval of the Agenda
5. Approval of the Minutes
6. Communications from the Mayor
Proclamations
Women's History Month
National Society Daughters of the American Revolution
7. Council Member Questions of the Mayor
8. Communications from Department Heads, Borough Representative and the City Clerk
9. Ongoing Projects Report
10. Citizens Comments (Limited to Five (5) minutes per Citizen)

11. Old Business

- a. Ordinance 12-01, An Ordinance Of The City Of North Pole To Amend Title 13, Public Services, Section 13.08, Administrative Provisions
- b. Ordinance 12-02, An Ordinance Of The City Of North Pole To Amend Title 13, Public Services, Section 13.12, Customer Service
- c. Ordinance 12-03, An Ordinance Of The City Of North Pole To Amend Title 13, Public Services, Section 13.16, Water Services
- d. Ordinance 12-04, An Ordinance Of The City Of North Pole To Amend Title 13, Public Services, Section 13.24, Utility Rates
- e. Ordinance 12-05, An Ordinance Of The City Of North Pole To Amend Title 13, Public Services, Section 13.28, Lien On Real Estate For Delinquent Utility Payments And Account Resolution Procedures

12. New Business

- a. Request from North Pole Economic Development Corporation for 4th Quarter Bed Tax
- b. Request from City Clerk for funding to attend the IIMC Conference in Portland, Oregon from May 19 – 24
- c. Ordinance 12-06, An Ordinance of the City of North Pole Amending Title 15, Building & Construction, Chapter 15.04, Administrative Code
- d. Ordinance 12-07, An Ordinance of the City of North Pole Amending Title 15, Building & Construction, Chapter 15.12, Building Code
- e. Ordinance 12-08, An Ordinance of the City of North Pole Amending Title 15, Building & Construction, Chapter 15.20, Residential Code
- f. Ordinance 12-09, An Ordinance of the City of North Pole Amending Title 15, Building & Construction, Chapter 15.28, Mechanical Code
- g. Ordinance 12-10, An Ordinance of the City of North Pole Amending Title 15, Building & Construction, Chapter 15.36, Electrical Code
- h. Ordinance 12-11, An Ordinance of the City of North Pole Amending Title 15, Building & Construction, Chapter 15.42, Plumbing Code
- i. Ordinance 12-12, An Ordinance of the City of North Pole Amending Title 15, Building & Construction, Chapter 15.50, Fire Code

- j. Ordinance 12-13, An Ordinance of the City of North Pole Amending Title 15, Building & Construction, Chapter 15.82, Fuel Gas Code
- k. Ordinance 12-14, An Ordinance of the City of North Pole Amending Title 15, Building & Construction, Chapter 15.90, Energy Code
- l. Resolution 12-03, A Resolution urging the Alaska Legislature to refrain from enacting any legislation that would increase the State's pension liability
- m. Resolution 12-04, A Resolution of the North Pole City Council to Adopt The Hartford's specimen 457(b) Plan Document without any modifications
- n. Resolution 12-05, A Resolution of the North Pole City Council to Approve Agreement for Bond Counsel Services, 2012 Refunding Bonds

13. Council Comments

14. Adjournment

The City of North Pole will provide an interpreter at City Council meetings for hearing impaired individuals. The City does require at least 48 hours notice to arrange for this service. All such requests are subject to the availability of an interpreter. All City Council meetings are recorded on CD. These CD's are available for listening or duplication at the City Clerk's Office during regular business hours, Monday through Friday, 8:00 a.m. to 5:00 p.m. or can be purchased for \$5.00 per CD. The City Clerk's Office is located in City Hall, 125 Snowman Lane, North Pole, Alaska.

**Committee of the Whole – 6:30 P.M.
Regular City Council Meeting – 7:00 P.M.**

A regular meeting of the North Pole City Council was held on Monday, February 21, 2012 in the Council Chambers of City Hall, 125 Snowman Lane, North Pole, Alaska.

CALL TO ORDER/ROLL CALL

Mayor Isaacson called the regular City Council meeting of Monday, February 21, 2012 to order at 7:00 p.m.

There were present:

Mr. Holm

Ms. Hunter

Mr. Jones

Mr. McGhee

Mr. Nelson

Mr. Ward

Mayor Isaacson

Absent/Excused

Excused

Excused

PLEDGE OF ALLEGIANCE TO THE U.S. FLAG

Led by Mayor Isaacson

INVOCATION

Invocation was given *by* Mr. Ward

APPROVAL OF AGENDA

Mr. McGhee *moved to* Approve the Agenda of February 21, 2012

Seconded *by* Mr. Jones

Discussion

None

PASSED

YES –5– Ward, Jones, Hunter, McGhee, Isaacson

NO – 0 -

Abstained- 0

APPROVAL OF MINUTES

Mr. McGhee *moved to* Approve the minutes of February 6, 2012

Seconded *by* Mr. Ward

Discussion

None

PASSED

YES –5– Ward, Jones, Hunter, McGhee, Isaacson

NO – 0 -

Abstained- 0

COMMUNICATIONS FROM THE MAYOR

Communication Highlights from the Mayor for the period ending Feb 21, 2012

GENERAL:

• Alaska Municipal League (AML) Meetings & Legislative Report: Mr. Jones and I attended the AML Board meeting on Feb 7. Among the topics of discussion prior to the AML Legislative Session was the location of future annual meetings. There was some discussion that it should only be in Anchorage due to what some described as cramped quarters in Fairbanks and the impossibility of holding it in Juneau. However, Ron and I argued for retaining Fairbanks. This is not the first time this discussion has come up at AML, but must be continually argued by the facts which still favor alternating the annual meeting between Fairbanks and Anchorage (which is usually held at the Capt. Cook Hotel and has its own set of constraints on the League). Upon my return to Fairbanks I had an initial discussion with FCVB officials to ensure certain issues were adequately addressed. The other item is future meetings: Ron and I will be travelling to Anchorage on May 11, paid for by AML, to attend a Board meeting. And for the Summer meeting in Bethel, we were encouraged to book reservations now. Council Members: Please let me or Kathy Weber know as soon as possible if you are making this important meeting where we do the initial work of making sure our community's priorities are addressed in the League's legislative priorities and develop a network of support with the other cities.

During my week in Juneau, I met with many different legislators and their staff. Because several issues are dominating the discussions, including the cost of energy, the gasoline, and oil production taxation, capital projects were not on anyone's radar. We were encouraged to keep monitoring the discussions and to be prepared to revisit the Capital in late March, if necessary.

As to the cost of energy, I have previously emailed Council as to the various alternatives being pursued. I floated a discussion point that would take Fairbanks out of the Power Cost Equalization (PCE) formula and be included as a PCE recipient until GVEA is able to truck natural gas to their North Pole power plant. Some locals and many legislators objected because of the "expense" and because the thought that a \$30-\$35 per month reduction wouldn't be enough to motivate someone who's leaving to stay. However, when GVEA trucks in natural gas, they're only calculating a 10% electric bill reduction, which may translate for many between \$20 to \$40 more or less--so being included for a short time in PCE would help.

Rep Tammie Wilson is working on getting more power transmission lines constructed between Healy and Bradley Lake, which would provide GVEA with less expensive hydro once the Bradley Lake expansions are done--that could take a couple years to build. And Sen Joe Thomas has introduced SB 203 (emailed to Council) that would spend 9 cents on the dollar from surplus revenue anticipated this year and give vouchers for 250 gals of heating oil, the natural gas btu equivalent, or for 1,500 kw of electricity. There is a provision for those who don't pay directly to exchange the voucher for \$250. It also requires the state to analyze on-going relief options and to make recommendations to the legislature by October 1, 2012. This has apparent strong support as nine of twenty senators have co-sponsored the bill.

Editorializing here, I didn't find any legislator who didn't agree that the best solution is investment in infrastructure that would get Fairbanks affordable energy--not simply access to natural gas, but natural gas and hydro, etc, at a delivery-to-your-door cost that residents can afford and that would incentivize more businesses to locate to the Interior, especially mining and manufacturing companies which would employ a lot more people in jobs that pay well, enabling our citizens to afford the inflationary economic bumps these days. And refreshingly, there is some talk by the Governor and some Legislators, consistent with Alaska's Constitution, to make decisions that are consistent as Owners of our resources so that the investments made and encouraged are done from a perspective that enables us to settle our land, develop our natural resources in a way that doesn't give all the raw material to other countries' workers to develop, and in a manner consistent with use of resources now and for decades to come. Although the talk is yet a whisper, at least the conversation has begun. Too often, the state invests through our Permanent Fund in infrastructure that could benefit Alaskans, e.g., gas treatment plants in Texas, but doesn't invest in Alaska where we can put our own people sustainably to work. Let's change our thinking. Let's be Alaskans First!

And while I'm editorializing, consider that Anchorage benefits from 40 years of stranded gas in the Cook Inlet that has historically been priced below market value. It's a pricing strategy that should be applied to all in-State use of oil and gas owned by the State, which will spur development and encourage private sector growth and allow families to earn wages that allow them to afford to live in Alaska--wherever they chose to live. That's what our Alaska Constitution tasks the Legislature to ensure (see Article 8, section 2). I'm not asking for government employees to lose their jobs, I'm asking for a dramatic increase of private sector jobs—the basis for true wealth development in our Country, or so it used to be.

Because of the DOD announcement regarding Eielson, that became a two day topic where I, and Ron, scoured the Capital building trying to get the Legislature more fully engaged and more rapidly responding to the Governor's request for \$300,000 to hire high level consultants who have access to the highest decision makers in Washington DC. The Senate did pass CS for SJR 14, which I have emailed to Council, urging the DOD —“to protect Alaska's military bases and to keep the number of military personnel in the state intact for the defense and protection of the state and the United States.” More on this discussion in the next bulleted topic.

• The Status of Eielson: I've attended numerous meetings and have spoke with our Congressional Delegation, USAF Chief of Staff, Eielson leadership, the Governor, Lt. Governor, members of AMFAST, community leaders and former 3- and 4-star generals regarding the announcement of moving the F16's from Eielson to Joint Base Elmendorf Richardson (JBER). I've attached both the News Miner's take on the meetings and notes that Jim Dodson of FEDC provided. The bottom line:

- This is not a base closure (if it was, we and affected service members would be receiving federal assistance funds), this is a force structure re-alignment in response to the President's requirement to reduce the DOD budget by over \$480 Billion.
- There will be a survey team coming up in the next 30 days to evaluate whether the perceived savings will be actual savings.
 - This occurred during the last 2005 BRAC and the results were that the savings would not be realized, which kept Eielson open.
 - Today, Congressman Young speculated that in the interest of saving money, the decision makers simply re-opened the 2005 BRAC without looking other pertinent information. He stated that he will not tell the DOD how to do their job, but will hold them accountable for their expenditures and national safety.
 - Locally, we have not yet been told HOW we will be given access to this survey team to ensure they are examining ALL available and pertinent data.
- General Schwartz, USAF Chief of Staff, stated that Eielson will not see any transfers of pilots and planes until the summer of 2013 and movement of 1600 military and civilians by October of 2013. As reported before, DOD expects to see savings by FY2015 (Oct 2014 – Sept 2015).
- General Schwartz also stated that of the 3100 total force at Eielson, only 1500 would remain, of those, the 168th National Guard Wing will not be reduced, there would be 600 active military and 300 civilians remaining.
- Eielson would go to an ~~active~~ "active" status, open 8 hours/day, 5 days/week, and concessions would have to be made for Guard drill weekends. However, he didn't elaborate on how the active Guard mission as the refueling pump at this end of the world—a 24/7 requirement—would be accomplished.
- When asked about future missions for Eielson, while not ruling out the F36's locating here in 2020, General Schwartz replied that right now, the only consideration is to cut.
- Locally, Mayor Hopkins is submitting an ordinance to approve funding a contract with the some of the consultants who successfully assisted the Keep Eielson Open efforts in 2005, and is forming a "Tiger Team" comprised of the local mayors and certain other community leaders, the goal for both is to directly communicate with DOD officials and ensure the community's information is incorporated in evaluating the Air Force mission.

There are many moving parts right now, and while it is likely, it is not a foregone conclusion that the F16s will actually move, or if they do what the status of Eielson will be. A warm base is not tenable either for the Air Force or for the local community. If the base closes, the community—and it has been variously

asserted that this means North Pole—should acquire the base and efforts should be made to make commercial and industrial use of it. But we're a long way from that discussion. I'll keep you posted.

- Arctic Winter Games (AWG) 2014 Host Society travel to Whitehorse: As an informational item, I was scheduled to travel to Whitehorse with the AWG 2014 Host Society to observe and learn from the AWG 2012 but due to the escalation of Energy issues and the proposed Eielson Force Restructuring, I have decided not to attend. This is still an event that is in the best interests of North Pole to promote and I will continue my involvement on the Society Board on behalf of the City.

- The Status of Energy Relief and Projects: In addition to my comments above, several other items:
 1. I have emailed to Council and others the Preliminary Natural Gas Distribution Study for review. Keep in mind, the product is an initial 30-day look, not a finished product. The goal is to provide the Legislature with some factual data in order to secure funding for a build-out that would enable our residents to have maximum capability to connect to natural gas. The study shows the build-out can reach 80% of our population within 5 years. If you would like a copy of this report, go to www.
 2. As to getting our GVEA bill reduced, perhaps we as coop members need to petition the Board to get a full accounting of this dramatic raise. GVEA leadership attributes the raise to the higher cost of running diesel, but it may be that operating or development costs might be able to be trimmed in order to provide rate payers some relief. I will be speaking with Mr. Newton to discuss this on Wednesday of this week.

- Gas Pumping and Pricing in North Pole: You may notice that Tesoro is changing out its pumps. This is in response to discussions with my office regarding the non-functioning of the old pumps. I have had multiple discussions with Regional and State managers on the pricing of their fuel and how they are losing revenue by not inducing the more than 21,000 vehicles who pass by their store every day (according to ADOT&PF 2010 ADT counts). Their pricing strategy has us as a much smaller community, and formerly, the state manager stated that Tesoro customers would just go down the road to a Tesoro station in Fairbanks! You and I know differently. I am working on strategies that will encourage Tesoro to be more competitive in their pricing to benefit themselves and North Pole economics.

- Various Meetings: included going weekly to NPMS and helping with announcements and giving ~~Words~~ of Wisdom."

- FMATS: the Fairbanks Metropolitan Area Transportation System (FMATS) Policy Committee met over two days, February 15 & 16. The first day was spent on decisions affecting the right of way between the Cushman and new Barnette bridges which will have some beautifications added. A committee has been established who will make recommendations to FMATS Policy Committee within the year. The second day had decisions being made on various other projects. The sidewalk along St. Nicholas is still projected for construction in 2014. This summer will still see construction of sidewalks / bike paths throughout the city. Also of great concern is the status

of FMATS. It has been a valuable tool enabling the local communities to push forward a number of transportation projects. Both the US House and US Senate have transportation bills that affect both the status of MPO's the size of FMATS and reductions to overall transportation dollars coming to the State.

MEDIA:

Feb 11 & 18 Mayor Isaacson was on KJNP (1170 AM, 100.3 FM) 8 – 9 a.m. —Over the Coffee Cup.” I was also interviewed by the News Miner.

UPCOMING (see above for other events, dates, and times)

• **February 25-26, 10 a.m.:** Mt. McKinley Bank North Pole Sled Dog Championships, Skijoring & Slippery Salmon Slalom (fundraiser for Itadori Sister City). \$15,000 PURSE! First team leaves the starting line at 11 AM on Saturday & 10 AM on Sunday with Skijoring. Slippery Salmon Slalom begins at 2 pm Saturday and Sunday. Start/Finish line @ Morning Star Park (behind Star of the North Charter School). ***See Flier Attached.***

• **Feb 26, 2 pm, 4 pm, 6 pm:** Scandinavian Smorgasbord @ Lord of Life Lutheran, Tickets are \$10 adult. (*the BEST meal you'll have all year!*) .

• **February 28, 5:45 p.m.:** Itadori Sister City Meeting @ City Hall, Call Karen Lane for info: 456-2014

COUNCIL MEMBER QUESTIONS OF THE MAYOR

None

COMMUNICATIONS FROM DEPARTMENT HEADS, BOROUGH REPRESENTATIVE AND THE CITY CLERK

Fire Dept

- None

Police Department

- None

Accountant, Lisa Vaughn

- Council received January 2012 financial and an explanation of the revenues for that month.
- Ms Vaughn explained revenues for the month of January.

- 8% of fiscal year has elapsed.
- Auditors will be here in March and council members are encouraged to ask questions of them and their presence may be requested.

FNSB Representative

The FNSB Assembly met on Thursday, Feb 9. As I was in Juneau, Deputy Mayor Pro Tem Bryce Ward represented the City and read City of North Pole Resolution 12-02 Opposing the proposed FNSB vehicle registration fees. The Assembly voted the action down.

I attended the Committee of the Whole meeting of the FNSB Assembly on Feb 16 that gave the public and the Assembly the first read on the Gas Distribution Study that was emailed to Council today and that I discuss in my comments above. Also examined was Ordinance 2012-09, which addresses emission standards for space heating appliances. I anticipate much public comment on this item on Feb 23. There was also a discussion of: RESOLUTION NO. 2012-07. A Resolution Requesting The Alaska State Legislature And Governor Of Alaska To Make Expressly Legal The Cultivation Of Industrial Hemp In The State Of Alaska. If you want the handouts, I can copy them for you.

The next regular FNSB Assembly meeting is scheduled for Feb 23 at 6 pm. The following Agenda items will be of interest to North Pole:

- ORDINANCE NO. 2012-09. An Ordinance Amending FNSB 8.21.020 To Provide For The Addition Of Appliances To The Qualifying List If The Appliance Meets The Emissions Standard Of A Listed Appliance And Adding A Visible Emissions Standard To The Prohibited Acts Including Violation Of The Standard To The Fine Schedule.
- RESOLUTION NO. 2012-11. A Resolution Urging The Alaska Delegation To The 112th Congress In Washington D.C. To Use Their Power And Influence To Convince The United States Department Of Defense To Preserve Eielson Air Force Base And Military Personnel Stationed There For The Defense And Protection Of The State And The Nation.

For a list of meeting times and agendas, go to

<http://co.fairbanks.ak.us/meetings/Assembly>

Director of City Services, Bill Butler

Building Department

- Building Department code changes complete and ready for submission to Council.
 - Will submit at March 5 meeting

Public Works

- Police Department roof is aging and experiences minor failures annually
 - When snow cover melts will get a quote for a ~~short-term~~ fix that can hopefully protect roof while budget funds for roof replacement.
 - Based upon Water Treatment Plant roof replacement, cost estimate is \$120,000 to \$150,000.

Utility Department

- Utility Garage Project is before Council this evening
- Recommended revisions in Title 13, Utility Department is before the Council this evening.
- In March, will release an annual report for the utility
 - This will be the second year issuing an annual report
- Purpose is to help utility customers better understand the utility

City Clerk

February 21, 2012

- Ms. Weber attended the monthly luncheon at Santa's Senior Center on Wednesday, January 18, 2012 and gave the Oath of Office to their new board members.
- Senior Appreciation Luncheon is scheduled for Friday, March 30, 2012 at the Hotel North Pole.
- Mayor's Art Show is scheduled for Tuesday, April 10, 2012 at 6:00 p.m. at North Pole City Hall.
- A special goodbye to Eleanor Barrett, resident at Holiday Heights who passed away on Saturday.

ONGOING PROJECTS

North Pole Economic Development Corp – Buzz Otis

- Mr. Otis invited the council to the Mt. McKinley Bank North Pole Sled Dog Championships on February 25 & 26 which has a purse for this event of \$15,000. This has been named as one of the top 10 dog races in North America. There will be free dog sled rides and a 3 person relay team for the Slippery Salmon Slalom which is a fundraiser for Itadori Sister City.
- Award ceremony will take place at 4:30 p.m. on Sunday at Hotel North Pole.
- Anchorage Economic Development met last week. Mr. Otis attended their meeting and was able to come away with some good ideas for our area.
- Mr. Otis attended the briefing with Col. Swartz and Congressman Young this past weekend.

CITIZENS COMMENTS – 5 Minutes

Traigh Priest - 3420 Hurst Rd, North Pole, AK

Mr. Priest spoke on behalf of the NPHS –We the People”, who are working with West Valley High School and are going to Washington, D.C. Each student must raise \$2,100 and they will be traveling to Washington, D.C. April 27th – May 1st.

Contact – Patricia Behner at NPHS for more information.

OLD BUSINESS

None

NEW BUSINESS

REQUEST FOR 2011, 4TH QUARTER BED TAX FROM NORTH POLE COMMUNITY CHAMBER OF COMMERCE.

Heather Heineken – President

Thanked council for their continued support. NPCCC just finished Winterfest which goes along with Christmas in Ice. They are in process of putting together Taste of North Pole on April 21st which showcases our area restaurants in conjunction with UAF Days. Funds raised this year will go to We the People and Itadori Sister City.

The NPCCC are always looking for people to become involved. She is working with Fairbanks and State Chambers to help be advocates for our businesses.

Public Comment

None

Mr. Jones *move to* Approve Request For 2011, 4th Quarter Bed Tax From North Pole Community Chamber Of Commerce In The Amount of \$4009.29

Seconded by Mr. Hunter

Discussion

None

PASSED

YES –5– McGhee, Jones, Hunter, Ward, Isaacson

NO – 0

Abstained- 0

APPROVAL OF ENGAGEMENT LETTER BETWEEN CITY OF NORTH POLE AND MIKUNDA, COTTRELL & CO., FOR 2011 ANNUAL AUDIT

Ms. Vaughn stated that this was the standard engagement letter which includes what the auditor is responsible for and what the city is responsible for. All activities are outlined in the Engagement Letter.

Public Comment

None

Mr. McGhee *move to* Approve Engagement Letter Between City Of North Pole And Mikunda, Cottrell & Co., For 2011 Annual Audit

Seconded by Mr. Ward

Discussion

None

PASSED

YES –5– McGhee, Jones, Hunter, Ward, Isaacson

NO – 0

Abstained- 0

APPROVAL OF AWARD RECOMMENDATION FOR CITY OF NORTH POLE UTILITY GARAGE

Mr. Butler informed council on the bids received for the project and on the re-appropriation of the Sludge Removal monies and utility revenues to cover this project. He stated that there is also a 10% contingency in the bid for items that may arise while building. He encouraged the council to approve the bid and that the City was very fortunate to receive grant money from DEC.

Public Comment

None

Mr. McGhee *move to* Approval Of Award Recommendation For City Of North Pole Utility Garage in the amount of \$1,148,444 and Alternate #1 in the amount of \$55,000

Seconded by Mr. Jones

Discussion

Mr. Jones wanted to clarify that Mr. Butler had budgeted for this project.

PASSED

YES –5– McGhee, Jones, Hunter, Ward, Isaacson

NO – 0

Abstained- 0

Mr. McGhee *moved to* suspend the rules to approve Ordinances 12-01 through 12-05 in one motion. Ordinances are as follows:

ORDINANCE 12-01, AN ORDINANCE OF THE CITY OF NORTH POLE TO AMEND TITLE 13, PUBLIC SERVICES, SECTION 13.08, ADMINISTRATIVE PROVISIONS

ORDINANCE 12-02, AN ORDINANCE OF THE CITY OF NORTH POLE TO AMEND TITLE 13, PUBLIC SERVICES, SECTION 13.12, CUSTOMER SERVICE

ORDINANCE 12-03, AN ORDINANCE OF THE CITY OF NORTH POLE TO AMEND TITLE 13, PUBLIC SERVICES, SECTION 13.16, WATER SERVICES

ORDINANCE 12-04, AN ORDINANCE OF THE CITY OF NORTH POLE TO AMEND TITLE 13, PUBLIC SERVICES, SECTION 13.24, UTILITY RATES

**ORDINANCE 12-05, AN ORDINANCE OF THE CITY OF NORTH POLE TO AMEND
TITLE 13, PUBLIC SERVICES, SECTION 13.28, LIEN ON REAL ESTATE FOR
DELINQUENT UTILITY PAYMENTS AND ACCOUNT RESOLUTION PROCEDURES**

Seconded by Mr. Jones

Mr. Butler went through each of the ordinances and explained the amendments that have been made. Council had the opportunity to ask for clarification on them.

Public Comment

None

Mr. McGhee *moved to* Introduce and Advance Ordinance 12-01, An Ordinance Of The City Of North Pole To Amend Title 13, Public Services, Section 13.08, Administrative Provisions, Ordinance 12-02, An Ordinance Of The City Of North Pole To Amend Title 13, Public Services, Section 13.12, Customer Service, Ordinance 12-03, An Ordinance Of The City Of North Pole To Amend Title 13, Public Services, Section 13.16, Water Services, Ordinance 12-04, An Ordinance Of The City Of North Pole To Amend Title 13, Public Services, Section 13.24, Utility Rates, Ordinance 12-05, An Ordinance Of The City Of North Pole To Amend Title 13, Public Services, Section 13.28, Lien On Real Estate For Delinquent Utility Payments And Account Resolution Procedures

Seconded by Mr. Jones

Discussion

Mr. McGhee said Mr. Butler is an exemplary employee and would like to see the Mayor and Council come up with a Program and reward system.

PASSED

YES –5– McGhee, Jones, Hunter, Ward, Isaacson

NO – 0

Abstained- 0

COUNCIL COMMENTS

Mr. Ward – reminded everyone that there is a Finance Cmte meeting on March 5th at 5:30 p.m. He encouraged the council to talk with constituents and report back to the committee so they can move ahead in a well thought out manner. They need to look to the future.

Mr. Jones – the Finance Committee will try and meet prior to the Committee of the Whole. They are wanting to find better ways to help the city and the budget. He encouraged the council to attend the meeting and the public. He will bring in a report next meeting in regards to his trip to Juneau. Mr. Jones stated that he is working hard with Mr. Ward and the Mayor to keep the City work well and not become another entity in the FNSB. He commented on Eielson Air Force Base and moving the F-16's to Anchorage. He is also working on getting power from

Eielson to help with energy relief for area residents. He was was sorry to hear that Eleanor Barrett had passed but is now with her husband Fred who passed 6 years ago.

Ms. Hunter – expressed her sorrow for the passing of Eleanor Barrett. She commented that a young man in his 20's, Patrick Trometter, passed away of brain cancer on Saturday. She agreed with Mr. McGhee's comments on Bill Butler and that he goes the extra mile.

Mr. McGhee – stated that is was a good council meeting and was happy to see the students who were recognized tonight. He would like to see the council instruct the Police to do something with the snowmachiners. He doesn't want to see something bad happen to the children that are out riding but they are abusing the sidewalks in the city limits and are doing dangerous crossings in the City. He would like to address the issue of postponing the council meetings on city holidays and asked the Mayor to consider having council meetings during the holidays of Martin Luther King Day when nothing else is going on. He was impressed with the meeting tonight and highly recommended that Tammy Randolph be a member of the Finance Committee.

Mayor Isaacson – will take under consideration the Tammy Randolph appointment. He said the City has no authority to regulate snowmachiners on private property. He is happy to see the Finance Committee meeting to make changes. He said that we may need to create sub-committees where we can expand and get people to help research issues and help navigate solutions. He encourage all council members that they are adhoc of all committees. The Mayor was thankful to Ms. Hunter letter us know about the passing of Patrick Trometter's, as he has been a close friend of the family for years.

ADJOURNMENT

Mr. McGhee *moved to adjourn the meeting of February 21, 2012*

Seconded by Mr. Jones

No Objection

The regular meeting of February 21, 2012 adjourned at 8:50 p.m.

These minutes passed and approved by a duly constituted quorum of the North Pole City Council on Monday, March 5, 2012.

DOUGLAS W. ISAACSON, Mayor

ATTEST:

KATHRYN M. WEBER, MMC, City Clerk

Office of the Mayor
City of North Pole

Proclamation

WHEREAS, the National Society Daughters of the American Revolution is a nonprofit, non-political, volunteer women's service organization dedicated to promoting patriotism, preserving American history and securing America's future through better education, an organization which was founded on October 11, 1890, and incorporated by an Act of Congress in 1896; and

WHEREAS, any woman 18 years or older, regardless of race, religion or ethnic background, who can prove lineal descent from a patriot of the American Revolution is eligible to become a member of the Society; and

WHEREAS, the Alaska Society NSDAR, was organized in 1903 in Sitka, with the first statewide conference being held in Fairbanks in 1958; and

WHEREAS, the Alaska Society Daughters of the American Revolution, is now holding its 55th Annual State Conference, Saturday, March 17, 2012, at the Pikes Lodge, Fairbanks, Alaska; and

WHEREAS, the Alaska State Regent Jane Patrick Micol, 2011-2013, her Board and delegates will represent chapters throughout the state, including the Alaska Chapter, Fairbanks; the Colonel John Mitchell Chapter, Anchorage; the Sleeping Lady Chapter, Eagle River; and the Natalia Shelikof Chapter, Kodiak; and

WHEREAS, here in Alaska, the organization sponsor numerous essay contests for students in both private and public schools, works closely with high school and university ROTC programs in honoring outstanding cadets, offers a variety of scholarship opportunities, recognizes citizens for outstanding community service, and provides a variety of other support for military personnel, students and others in the community; and

NOW, THEREFORE, I, Douglas W. Isaacson, Mayor of the City of North Pole, do hereby welcome and commend the Alaska Society Daughters of the American Revolution for their work in their communities and our state, and urge all citizens of North Pole to be cognizant and appreciative of their many contributions.


Douglas W. Isaacson, Mayor

Office of the Mayor
City of North Pole

Proclamation

***WHEREAS,** American women of every race, class, and ethnic background have made historic contributions to the growth and strength of our Nation in countless recorded and unrecorded ways; and*

***WHEREAS,** American women have played and continue to play a critical economic, cultural, and social role in every sphere of the life of the Nation by constituting a significant portion of the labor force working inside and outside of the home; and*

***WHEREAS,** American women have played a unique role throughout the history of the Nation by providing the majority of the volunteer labor force of the Nation; and*

***WHEREAS,** American women were particularly important in the establishment of early charitable, philanthropic, and cultural institutions in our Nation; and*

***WHEREAS,** American women of every race, class, and ethnic background served as early leaders in the forefront of every major progressive social change movement; and*

***WHEREAS,** American women have been leaders, not only in securing their own rights of suffrage and equal opportunity, but also in the abolitionist movement, the emancipation movement, the industrial labor movement, the civil rights movement, and other movements, especially the peace movement, which create a more fair and just society for all; and*

***WHEREAS,** despite these contributions, the role of American women in history has been consistently overlooked and undervalued, in the literature, teaching and study of American history.*

***Now, therefore, be it resolved** by the North Pole City Council, that March 2012 is designated as :*

"Women's History Month"



Douglas W. Isaacson, Mayor

ATTEST:

Sponsored by: Mayor Douglas Isaacson
Introduced and Advanced: February 21, 2012
Passed: March 5, 2012

ORDINANCE NO. 12-01

**AN ORDINANCE OF THE CITY OF NORTH POLE, ALASKA TO AMEND
TITLE 13, CHAPTER 13.8, ADMINISTRATIVE PROVISIONS**

WHEREAS, changes to the public services practices and policies is a continually changing requirement; and

WHEREAS, the City of North Pole Municipal Code should be amended to conform to the requirements of the City.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of North Pole:

Section 1. This ordinance is of a general and permanent nature and shall be codified.

Section 2. Title 13, Chapter 13-8 Administrative Provisions is amended in the North Pole Code of Ordinances as follows in the attached revised chapter.

Section 3. Effective date.

This ordinance shall become effective upon passage and publication.

PASSED AND APPROVED by a duly constituted quorum of the North Pole City Council this 5th of March 2012.

Douglas W. Isaacson, Mayor

ATTEST:

Kathryn M. Weber, MMC
North Pole City Clerk

Chapter 13.08

ADMINISTRATIVE PROVISIONS

Sections:

- 13.08.010 Utility services.
- 13.08.020 Management of the water and sewer utilities.
- 13.08.030 Basis of the city utility rate structure.
- 13.08.040 Property of the city water and sewer utilities.
- 13.08.050 Disposal of utilities, utility owned material or equipment.
- 13.08.060 Authorized operations and maintenance personnel.
- 13.08.070 Right of inspection.
- 13.08.080 Service to areas outside city limits.
- 13.08.090 Service to areas outside existing assessment districts.

13.08.010 Utility services.

- A. The city water utility service provides a pressurized, piped water supply used by the citizens as a potable water supply and firefighting source of water. The city sewer utility provides a piped wastewater collection, treatment and disposal service in a manner which safeguards the health of the citizens of the city and protects the area's environment.(Ord. 00-16 §2, 2000); (Ord. 82-8 §1.B, 1982)
- B. All utility improvements shall be in accordance with the Uniform Plumbing Code, City of North Pole Construction Standards and approved plans by a registered professional engineer. (Ord. 00-16 §2, 2000)

13.08.020 Management of the water and sewer utilities.

- A. The management of the North Pole Utility including billings, accounting and collections, review of applications for utility services, preparation of contracts for utility service, and enforcement of the rules and regulations of the utilities as established in the ordinance codified in this title shall be the responsibility of the mayor.
- B. The operation and maintenance of the utility system including the maintenance and repair of equipment, supervision of improvements to the systems, maintenance of records of operations and development of an annual operating budget shall be the responsibility of the city utility superintendent.
- C. Copies of all rates, rules and regulations which have been approved by the council shall be filed and maintained by the city clerk and shall be open for inspection by the public at the office of the clerk. (Ord. 82 8 §1.C, 1982)

13.08.030 Basis of the City utility rate structure.

The rate structure for the City utility services is set so as to make the utility self perpetuating without profit accumulation. (Ord. 82-8 §1.D, 1982)

13.08.040 Property of the City water and sewer utilities.

All equipment, meters, pipes, regulators, pumps, structures and other contrivances supplied by the City for the North Pole Utility shall remain the property of the North Pole Utility and may be removed whenever the City Council elects. (Ord. 82-8 §1.E, 1982)

13.08.050 Disposal of utilities, utility owned material or equipment.

The City may sell, lease or otherwise dispose of a municipal utility, utility owned material or equipment as per Section 13.4 of the City Charter. (Ord. 82-8 §1.F, 1982)

13.08.060 Authorized operations and maintenance personnel.

Only City employees and contractors approved by the utilities supervisor are authorized to install, repair, remove, inspect or exchange any portion of the City utility system. (Ord. 82-8 §1.G, 1982)

13.08.070 Right of inspection and access.

- A. Right of Inspection. The North Pole Utility reserves the right to perform an inspection of the customer's premises at any time it deems necessary to determine that all piping, fixtures and related utility structures are in proper operating condition. Such inspection shall be performed in normal business hours unless an emergency exists which may jeopardize the utility system or the health and welfare of the citizens of the City.
- B. Right of Access.
 - 1. The North Pole Utility reserves the right to access a customer's premises to disconnect the customer's water service in the event the account has become delinquent.
 - 2. Tampering with the North Pole Utility disconnection devices shall result in a fine of \$500 (five hundred dollars) and/or termination of water utility service. (Ord. 08-25 §2 (part), 2008; Ord. 82-8 §1.H, 1982)

13.08.080 Service to areas outside City limits.

If not within the corporate limits of the City, a property owner can make application to the City for City utility service. As a condition of service, the property owner must agree to annexation of his property into the corporate limits of the City and abide by the rules and regulations of the utility. The Council will review all applications for utility service from property owners not within the corporate limits and reserves the right to refuse service to such applicants. (Ord. 82-8 §1.I, 1982)

13.08.090 Service to areas outside existing assessment districts.

A. To the extent that a property or portion thereof is not levied an assessment from an existing assessment district, a tie-in fee shall be charged upon application to the City for connection to a municipally approved or constructed water or sewer main.

B. Tie-In Charge Rates.

- ~~1. For those residential properties or portions thereof connecting to a municipally approved or constructed water or sewer main the tie in charge shall be \$750 (seven hundred fifty dollars) for water and \$750 (seven hundred fifty dollars) for sewer.~~
- ~~2. For those residential properties or portions thereof being served by a developer financed water or sewer facility the tie in charge shall be \$500 (five hundred dollars) for water and \$500 (five hundred dollars) for sewer.~~
- ~~3. For those commercial properties or portions thereof connecting to a municipally approved or constructed water or sewer main the tie in charge shall be \$1,500 (one thousand five hundred dollars) for water and \$1,500 (one thousand five hundred dollars) for sewer.~~
- ~~4. For those commercial properties or portions thereof being served by a developer-financed water or sewer facility the tie in charge shall be \$1,000 (one thousand dollars) for water and \$1,000 (one thousand dollars) for sewer.~~

Residential and commercial properties water and sewer tie-in fees shall be the following:

Water service line size	Water tie-in fee	Sewer tie-in fee
¾ inches to 2 inches	\$200	\$200
Greater than 2 inches up to 4 inches	\$250	\$250
Greater than 4 inches	\$300	\$300

C. Water service will be provided contingent upon connection to the City sewer facilities **when sewer service is available (13.12.090)**. Sewer service may be provided independent of City water connection **when City sewer service is not available**.

D. Application and payment in full of the tie-in charge shall be made before any construction commences. All construction shall be in accordance with Chapter 13.12. The tie-in charge **includes the inspection fee**. ~~shall be in addition to the inspection fees charged in Section 13.24.090.~~

E. Private Wastewater Disposal.

1. Where a public sewer is not available under the provisions of the Uniform Plumbing Code (UPC), the building sewer shall be connected to a private wastewater disposal system complying with the same provisions and applicable City, State and Federal requirements.

2. Upon completion of construction of a sewer system extension in an area, the City shall publish a notice that sewer service is available to serve the property owners of that area. The owner of a property as defined in Section 13.20.020(A)(4), and served by a private wastewater disposal system shall have installed or cause to be installed, at his expense, a connection to the public sewer within no less than two years from the date such sewer service is declared to be available, or any other timetable as prescribed by City Council or City code. Prior to the sale of a property served by a wastewater service system, hook up to the wastewater service is required. The connection shall be of a type and installed in a manner consistent with this chapter. Monthly wastewater fees as established by City code shall begin at time of such connection. (Ord. 11-05 §2, 2011; Ord. 08-25 §2 (part), 2008; Ord. 01-03 §2 (part), 2003; Ord. 00-16 §2 (part) 2000; Ord. 00-8 §2 (part), 2000; Ord. 99-18 §2, 1999; Ord. 83-5, 1983; Ord. 82-8 §1.J, 1982)

Sponsored by: Mayor Douglas Isaacson
Introduced and Advanced: February 21, 2012
Passed: March 5, 2012

ORDINANCE NO. 12-02

**AN ORDINANCE OF THE CITY OF NORTH POLE, ALASKA TO AMEND
TITLE 13, PUBLIC SERVICES, CHAPTER 13.12, CUSTOMER SERVICE**

WHEREAS, changes to the public services practices and policies is a continually changing requirement; and

WHEREAS, the City of North Pole Municipal Code should be amended to conform to the requirements of the City.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of North Pole:

Section 1. This ordinance is of a general and permanent nature and shall be codified.

Section 2. Title 13, Chapter 13-12 Customer Service is amended in the North Pole Code of Ordinances as follows in the attached revised section.

Section 3. Effective date.

This ordinance shall become effective upon passage and publication.

PASSED AND APPROVED by a duly constituted quorum of the North Pole City Council this 5th of March 2012.

Douglas W. Isaacson, Mayor

ATTEST:

Kathryn M. Weber, MMC
North Pole City Clerk

Chapter 13.12

CUSTOMER SERVICE

Sections:

- 13.12.010 Application for service.
- 13.12.020 Contract for utility service.
- 13.12.030 Construction of extensions to city utility system.
- 13.12.040 Standards of construction.
- 13.12.050 Access to property.
- 13.12.060 Refusal of service.
- 13.12.070 Resale of service.
- 13.12.080 Designation of point of connection.
- 13.12.090 Compulsory connection to city water and sewer utility.
- 13.12.100 Customer accounting and payments.
- 13.12.110 Appeal of utility billings.
- 13.12.120 Vacation of property.
- 13.12.130 Disconnection of utility service.
- 13.12.140 Service interruptions.
- 13.12.150 Prohibited acts.

13.12.010 Application for service.

- A. To receive utility service from the city, property owners must file a completed application form for utility service with the ~~city clerk's office~~ **utility department**. The application must be signed by the property owner whose property is to receive the utility service.
- B. Applicants for utility service shall be required to pay any previous indebtedness to the city, if any exists, including penalties, and the property to be served by the city's utilities must be free of all utility liens prior to being eligible for service. All special assessment payments or payments in lieu of assessment due or delinquent against the property to which the improvement is to be connected must be paid to the city prior to the connection of utility service.
- C. Connection fees and established rates for utility service are as outlined in Chapter 13.24.
- D. The completed application will be reviewed by the mayor's designee and utility superintendent. The utility may require the applicant's property to be inspected by a representative of utility to ensure that the fixtures or equipment to be provided utility service are in good repair and in proper service and will not jeopardize the operation of utility.
- E. In the case where an applicant is requesting service for commercial, industrial, governmental, **institutional** or residential property which is to be subdivided, the review may require submission of further information which will be requested in writing from the mayor's office.

- F. A new application must be made should a parcel of property for which utility service is requested changes ownership. (Ord. 82-8 §2.A, 1982)

13.12.020 Contract for utility service.

- A. An approved application for utility service will constitute a contract between the property owner **and renter** and the city whereby the city agrees to provide water and sewer utility service to the property under the rules, regulations and methods established for the operation of the water and sewer utilities. **Also see Section 13.12.100, D.4.**
1. **New property owner. An individual, commercial enterprise or institution becomes a utility customer from the date they take ownership of a property where the property has active utility service regardless of whether they have submitted a utility contract. The new property owner is responsible for all utility charges from the date they take ownership of the property and all charges documented in the liens against the property including liens for outstanding delinquent utility bills incurred by past and current renters of the property.**
 2. **New renter. An individual, commercial enterprise or institution becomes a utility customer from the date they become a renter of a property where the property has active utility service regardless of whether they have submitted a utility contract. The new renter is responsible for all utility charges from the date they rent the property.**
 3. **Landlord responsibility for delinquent utility charges. When the applicant for utility service is a renter, the property owner is legally responsibility for the renter's utility charges.**
 4. **Rental property with a history of delinquencies. When a rental property has a history of delinquent utility customers, the utility will only create a utility account in the name of the property owner. A history of delinquencies shall be defined as two or more separate renters who become delinquent on their utility accounts within a 12 month period.**
- B. All contracts shall take effect from the day they are signed, **or as otherwise deemed effective under the utility ordinance, whichever is earlier** and rates will be charged and bills rendered for water service from the date or dates the premises are connected with the North Pole Utility.
- C. All contracts shall continue in effect thirty days after written notice of discontinuance is filed in the office of the ~~city clerk~~ **utility** and until all charges and penalties imposed have been paid in full. (Ord. 82 8 §2.B, 1982)
- D. **For utility accounts in owner-renter relationships, failure to submit a utility contract signed by the property owner and renter within 30 days of the renter beginning tenancy of a property and failure to pay in full the required utility deposit(s) is grounds for the North**

Pole Utility to terminate utility service to the property. A legally authorized agent of a property owner may sign in lieu of the property owner provided the agent provides proof of authority to enter in to a legally binding contract on behalf of the property owner.

1. Verbal notice. Upon learning of a renter without a signed utility contract, the Utility shall attempt to contact the renter and property owner by telephone if the Utility has viable telephone numbers to notifying them of the requirement to submit a signed contract and to pay the required deposits. The parties shall have five (5) business days from receipt of a verbal notice to submit the signed contract and to pay the required deposits. A voice mail or other electronic verbal message is equivalent to a telephone contact for the purposes of this section. If the utility does not have telephone contact information for the renter or property owner, the utility shall proceed immediately to sending written notices as described in 2, below.
 2. Written notice. If the renter and property owner do not submit a utility contract signed by the renter and property owner and pay the required deposits within five (5) business days of the telephone contact, the utility shall send notices by certified mail to the renter and property owner if the utility has mailing addresses and a door hanger shall be placed at the residence of the renter. The written notice shall notify the renter and property owner that they must submit a utility contract signed by the renter and property owner and pay the required deposits within ten (10) business days; otherwise the Utility will initiate legal action to shutoff off water service.
 3. Termination of water service. If the renter and property owner do not submit a utility contract signed by the renter and property owner and pay the required deposits within ten (10) business days after the written notices have been sent nor consent to the City entering the premises to shut off the water service, the City shall initiate legal action to shut off water service at the property. Upon proof of compliance with this chapter, the City shall be entitled to a writ of assistance and an order allowing it to enter the premises served by the utility for the purpose of shutting off the water service and to verify, at reasonable intervals based upon the circumstances, that the water shutoff device has not been bypassed or tampered with. If the utility initiates legal action to terminate water service, a liquidated damages fee of \$50.00 shall also be assessed to the utility account.
 4. Responsibility for costs and liquidated damages: The property owner and renter shall be jointly responsible for the failure to submit a signed utility contract and any associated charges, costs or attorney fees.
- E. For utility accounts where the property owner is the utility customer, failure to submit a utility contract signed by the property owner within 30 days after taking ownership of the property and failure to pay in full the required utility deposit(s) is grounds for the North Pole Utility to terminate utility service to the property. Resolution of a property owner without a signed utility contract shall follow the steps listed in D, 1-4, above.

13.12.030 Construction of extensions to city utility system.

- A. Any water distribution or sewage collection systems which are to become part of the city's utility system will be installed, financed and connected by the creation of special assessment districts or by contract between the city and the property owner whose property is to be served by the utility. All proposed additions to either the city water distribution system or sewage collection system shall be constructed in accordance with the design and construction standards for the city water and sewer utility system and shall be inspected and approved by the city before operation.
- B. No property owner or his agent shall commence construction of an extension of the city water or sewer system other than individual service laterals without first obtaining a permit issued by the city council and from the state Department of Environmental Conservation. After such plans and specifications have been approved, no substantial changes therein shall be made without first submitting a detailed statement of such proposed changes to the city council for review and approval. (Ord. 00-16 §2(part), 2000); (Ord. 08-25 §2(part), 2008)
- C. The property owner whose property is to be served by proposed utility extensions other than individual service laterals shall provide the mayor's designee with construction plans and specifications for the installation of the utility extension. These plans and specifications shall be certified by a registered engineer **in the State of Alaska** and accompanied by an engineering report summarizing assumptions and design criteria. Property owners requesting individual service laterals shall submit a site plan showing location and proposed materials for approval by the utility supervisor. (Ord. 00-16 §2(part), 2000)
- D. The mayor's designee, in reviewing applications, plans and specifications, or engineering reports, shall consider the adequacy of the project to meet present and future needs of the area served. The functional and sanitary features of the design of the project, the economics of the project as compared to possible alternatives, the availability of existing sewer facilities, and the suitability of the project with respect to present or future uses of the affected area.
- E. The property owner shall provide the mayor's designee with a construction schedule so that the work may be inspected by the city. The city reserves the right to refuse utility service to the property owner if the proposed extensions are not constructed according to the city's utility construction standards. As built drawings of the utilities shall be submitted to the city as a condition of service.
- F. Prior to acceptance of the utility system extension by the city, the property owner shall grant and record utility easements as required by the city for access to and maintenance of the utility system.
- G. Construction of a project for which plans and specifications have been approved must be completed and accepted within two years following approval or such approval will be

void. Extensions will be granted when delays in construction are beyond the control of the property owner. A bond may be required for the uncompleted portion of the work. (Ord. 82 8 §2.C, 1982)

13.12.040 Permitting utility system construction and standards of construction.

- A. Permitting utility system construction. The Utility Administrative Code details the processes and requirements that shall be followed by a developer to obtain the permits required prior to constructing a utility system extension.
- B. Standards of construction. The methods and materials used to construct utility service facilities connected to the city's water and sewer utility systems shall conform to the adopted utility construction standards of the city, the standards established by the state Department of Environmental Conservation, and the Uniform Plumbing Code as modified by the city's utility construction standards. (Ord. 82 8 §2.D, 1982); (Ord. 08-25 §2 (part), 2008)

13.12.050 Access to property.

Owners of property served by the city water and sewer utilities must maintain and allow year round access to the service connection for inspection, maintenance and repair. (Ord. 82 8 §2.E, 1982)

13.12.060 Refusal of service.

The city reserves the right to refuse to render service to any customer when such service will interfere with the city's service to its other customers, or which will cause abnormal demands upon the city's facilities, or which if served will result in financial loss to the city, or which would be discriminatory as to one class of customer, or where the applicant has not complied with the regulations of the city concerning the rendering of utility service. Suitable protective devices may be required whenever or wherever the system finds such devices necessary to protect the customer's property, the property of other customers or the property of the system. (Ord. 82 8 §2.G, 1982)

13.12.070 Resale of service.

No purchaser of city water or sewer utility service shall connect the utility service with the corresponding service of any other person or in any way resell or supply, rebill or supply any other person or premises with water or sewer service through his services unless covered by the terms of a written contract with the city. (Ord. 82 8 §2.H, 1982)

13.12.080 Designation of point of connection.

The city utility supervisor, or his designated representative, shall determine the point at which new utility services are to be connected to the city's existing utility system. (Ord. 82 8 §2.I, 1982)

13.12.090 Compulsory connection to city water and sewer utility.

Connection to the city water and sewer utility system shall be mandatory within a voter approved special assessment district or whenever the property has direct access to the municipal water and/or sewer **facilities** and the structure on the property is within two hundred (200) feet of the municipal water and/or sewer facility. The owner of a property shall have installed or cause to be installed, at his expense, a connection to the public water or sewer within no less than two years from the date such service is declared to be available, or any other timetable as prescribed by city council or city code. Prior to the sale of a property served by the city water or sewer service system, hook up to the service is required. The connection shall be of a type and installed in a manner consistent with the North Pole municipal code and standards of construction. Monthly utility fees as established by city code shall begin at time of such connection. Failure to connect to available water and/or sewer service within the two-year time period, shall be cause for the property owner to be billed and required to pay the applicable monthly water and/or sewer flat rate fee on an ongoing month by month basis. (Ord. 04-08 §2 (part), 2004), (Ord. 01-03 §2(part), 2003), (Ord. 82 8 §2.J, 1982)

13.12.100 Customer accounting and payments.

- A. It is the duty of the ~~city clerk or his designated representative~~ **utility** to keep accounts of all property owners whose property is served by the city water and sewer utility, and to enter on such accounts all charges and penalties, and to fix meter reading dates and billing dates as necessary to efficiently execute the accounting requirements of the utility.
- B. Meters will be read on the same date each month whenever practical. The utility reserves the right to read meters every other month and to bill the customer for consumption on an estimated basis for the intervening month. Where the meter readers are unable to gain access to the customer's premises to read the meters, the utility may estimate the consumption until the meter readers are able to gain access.
- C. Any discrepancies in utility bills must be reported in writing within thirty (30) days after the billing date, otherwise the account will be considered correct.
- D. Deposits
 - 1. New account deposits: All property owners receiving service from the utility or having the service available shall be obligated to pay for such service in accordance with the appropriate rate schedule as outlined in Section 13.24.010, and shall pay a deposit as outlined below.

New account deposit

Meter size	Water deposit	Sewer deposit
3/4 inch	\$75	\$75
1 inches	\$100	\$100

1 1/2 inches	\$150	\$150
2 inches	\$200	\$200
3 inches	\$225	\$225
4 inches	\$250	\$250
5 inches	\$275	\$275
6 inches or larger	\$300	\$300

2. Return of deposit. When the customer terminates their account, they may request that the account balance at the time of account termination be charged to the deposit and any balance due the customer will be refunded from the liability account, and processed as such. Where an owner/occupant vacates the property without clearing their account of debt within 30 days from the termination of the account, the City of North Pole Utilities shall deduct the balance owed to the City from the deposit plus a \$10 (ten dollar) processing fee and return the balance to the former account holder.
 3. Property owner-tenant responsibilities: In the case of a property owner-tenant relationship, the property owner shall be held liable for all billings. Should ownership of the property change, the new owner shall assume all obligations of utility service including the liability for all billings. The property owner, upon request to the city, shall be provided a copy of the tenant's billing history.
 4. Should legal ownership of the property serviced by the utility change, the new owner shall immediately contact the City to establish an account. ~~and~~, Regardless of whether a new account is established, **the owner** shall be fully responsible for all obligations arising from utility service to the property, including the liability for all past unpaid or ongoing utility billings **documented in liens against the property including liens for outstanding delinquent utility bills incurred by past and current renters of the property. Also see Section 13.12.020.**
- E. All charges owed by any person for sewer or water service rendered by the utility may be billed as a unit. However, charges for water and sewer may be paid separately. For new connections, service shall be charged in proportion to the monthly charge from the date when the connection from the customer's property is made to the lines of the utility.
- F. Repealed.
- G. Failure to make payment by the date specified on monthly statements will cause the account to become past due. A late charge of up to the maximum interest rate allowed by law will be added to the past due amount and will appear on the following bill. Failure to receive mail will not be recognized as a valid excuse for late payments. Accounts may be assigned to a collection agency.

~~H. Delinquent accounts.~~

- ~~1.— Notice of delinquent account. In addition to the current monthly utility statement, a reminder of account delinquency and penalty shall be sent to each past due customer.~~
- ~~2.— Accounts sixty days past due. When an account becomes sixty days past due the account holder shall be notified of the delinquency by certified mail. At sixty days past due, the delinquent account shall be assessed a liquidated damages fee calculated as equal to fifty percent of the deposit amount. The liquidated damages fee shall be due and payable in full by the date on the following statement. In the event the City is aware the utility service is an owner-tenant relationship, the City will make a good faith effort to send the owner a copy of the notice sent to the account holder. The City is under no obligation to notify the property owner of tenant delinquencies.~~
- ~~3.— Accounts ninety days past due. When an account becomes ninety days past due, the City shall mail a notice of lien via certified mail to the property owner. If payments in full, including any interest and liquidated damages payments, or payment arrangements are not made within fifteen days of mailing of the notice, the City shall place a lien on the property served for all charges incurred. This lien shall be superior to any and all other liens to the maximum extent allowed under State law.~~
- ~~4.— Service disconnection. As detailed in Section 13.12.130, Disconnection of utility service, the North Pole Utility may disconnect utility service on the date an account becomes delinquent.~~
- ~~I.— The City Council shall receive a listing of all accounts that are sixty days or more delinquent at the second regularly scheduled Council meeting of each month.~~
- ~~J.— Special payment agreements.~~
 - ~~1.— Negotiated payment for utility charges shall be called special payment agreements. All special payment agreements shall be in a form agreeable to the City Council and City Attorney and shall contain the terms substantially as follows:~~
 - ~~a.— Time period shall not exceed six months without City Council approval.~~
 - ~~b.— Bills issued during the term of the special payment agreement must be paid on a current basis or all utility service will be discontinued without further notice.~~
 - ~~2.— A listing of special payment contracts in effect and their payment status shall be furnished to the City Council once each calendar quarter. (Ord. 10-03 §2, 2010; Ord. 08-25 §2(part), 2008; Ord. 08-07 §2 (part), 2008; Ord. 01-03 §2(part), 2003; Ord. 00-16 §2(part), 2000; Ord. 00-11 §2, 2000; Ord. 99-24 §2, 1999; Ord. 82-8 §2.K, 1982)~~

13.12.110 Appeal of utility billings.

- A. Any city utility customer who believes his utility billing is unjust and inequitable as applied to his property within the intent of the city utility rules and regulations may make written application to the city council requesting a review of his utility billing. The application shall include the facts and data upon which the appeal is based.
- B. While awaiting council review of his appeal, the customer shall pay the amount of the disputed bill to the city within thirty days from the mailing date to avoid becoming delinquent. Subsequent bills shall be paid in full within the prescribed time limit.
- C. Payment of disputed bills as required by this section shall not be deemed to prejudice an otherwise valid contest.

- D. Review of the request shall be made by the city council who shall determine if it is substantiated or not, including recommending further study of the matter by a designated representative.
- E. If the request is determined to be substantiated, the charges for the customer shall be recomputed based on the council approved terms, and the new charges thus recomputed shall be applicable retroactively up to one year. (Ord. 00-16 §2(part), 2000); (Ord. 82 8 §2.L, 1982)
- F. In instances where a utility customer billing appeal relates to a situation limited to forgiveness of sewer service and associated charges where the customer can document the water upon which the charges are calculated was not discharged into the sewer system, the mayor or his designee may waive these charges without the appeal proceeding to the City Council for approval. Should such an appeal be granted by the mayor or his designee, he shall report the waiver of these charges to the City Council.

13.12.120 Vacation of property.

Each customer about to vacate any premises receiving water and/or sewer services from the utility shall give the utility written notice of his intentions at least ten days prior thereto, specifying the date service is to be discontinued; otherwise, he will be responsible for all utility water and/or sewer charges until the utility receives notice of such removal. At the time specified by the customer that he expects to vacate the premises where service is supplied, a closing bill will be rendered which is payable immediately. (Ord. 82 8 §2.N, 1982)

13.12.130 Disconnection of utility service.

- A. Utility service may be disconnected if any charge has not been paid in full on the date it becomes delinquent or for any other reason established by City of North Pole Ordinances.
- B. . A notice of disconnect shall be served by an officer of the City of North Pole at a minimum of 72 hours in advance of the disconnection. To halt the disconnection the customer shall pay all outstanding utility charges, including all interest and liquidated damages payments, in advance of the action to disconnection. In situations involving disconnection, The City shall only accept payment in cash or certified check. If it is necessary to issue a disconnect order for nonpayment of any utility service a \$100 (one hundred dollar) processing charge shall be added to the customer's bill. In case service is disconnected for any violation of the provisions of this chapter, or under this section, such service shall not be furnished or resumed to the delinquent customer at the premises or any other premises where the delinquent customer applies for service until all arrears have been paid in full and a reconnect fee has been paid. (Ord. 08-25 §2 (part), 2008)
- C. Whenever it is necessary for the utility to discontinue the utility service to enforce the collection of a delinquency, a \$250 (two hundred fifty dollar) reconnect fee will be charged in addition to the delinquent amount and both amounts must be paid before the utility service will be restored. The utility will not be responsible for any damages or freezing occurring as a result of discontinuance of service for unpaid billings. In addition,

the customer shall pay all associated costs, including but not limited to excavation, repaving, compacting, etc. Monthly billings for water and sewer charges shall be continued on the delinquent account. The property owner shall be responsible for all charges and attorney's fees thus incurred. (Ord. 82-8 §2.O, 1982; Ord. 08-25 §2 (part), 2008)

13.12.140 Service interruptions.

The utility reserves the right to temporarily suspend services when necessary for the purpose of new installations, repairs, testing, modification, expansion, correction or replacement of the system. The utility will attempt to notify affected utility users of impending service interruptions where possible and where not precluded by emergency conditions. The utility will exercise reasonable diligence in avoiding inconvenience which may arise out of necessary service interruptions. Utility shall not be liable to the customer for breach of contract or any loss or damage which may be caused by failure of the utility to deliver service. (Ord. 82-8 §2.P, 1982)

13.12.150 Prohibited acts.

- A. No person without first obtaining a permit from the City of North Pole shall be allowed to make a connection to any facility of the utility or to make alterations in any conduit, pipe or other fitting connecting directly therewith, or to connect pipes where they have been disconnected, or to turn water service on or off to any premises. No person other than an authorized employee of the utility may turn on or turn off any water main of the utility system.
- B. A violation for the purposes of this section shall be any individual unpermitted act listed below:
 - 1. Connecting to a water main;
 - 2. Connecting to a sewer main;
 - 3. Making alterations in any conduit, pipe or other fitting connecting directly to a water main, sewer main, service connection or other utility facility;
 - 4. Connecting pipes where they have been disconnected;
 - 5. Turning water service on to a premises;
 - 6. Turning water service off to a premises;
 - 7. Turning on a water main;
 - 8. Turning off a water main.
 - 9. Turning on a fire hydrant without utility department authorization.
 - 10. Turning off a fire hydrant without utility department authorization.
- C. Violations of the provisions of this section shall constitute a misdemeanor. The person or entity responsible violating this section of the Municipal Code shall be subject to a fine of up to \$1,500 (one thousand five hundred dollars) and ninety days in jail for each violation plus be liable for any damages to City and private property; any City related expenses to correct a violation; and for the estimated value of any discharged water or wastewater. (Ord. 09-06 § 2, 2009)

Sponsored by: Mayor Douglas Isaacson
Introduced and Advanced: February 21, 2012
Passed: March 5, 2012

ORDINANCE NO. 12-03

**AN ORDINANCE OF THE CITY OF NORTH POLE, ALASKA TO AMEND
TITLE 13, CHAPTER 13-16 WATER SERVICES**

WHEREAS, changes to the public services practices and policies is a continually changing requirement; and

WHEREAS, the City of North Pole Municipal Code should be amended to conform to the requirements of the City.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of North Pole:

Section 1. This ordinance is of a general and permanent nature and shall be codified.

Section 2. Title 13, Chapter 13-16 Water Services is amended in the North Pole Code of Ordinances as follows in the attached revised chapter.

Section 3. Effective date.

This ordinance shall become effective upon passage and publication.

PASSED AND APPROVED by a duly constituted quorum of the North Pole City Council this 5th of March 2012.

Douglas W. Isaacson, Mayor

ATTEST:

Kathryn M. Weber, MMC
North Pole City Clerk

Chapter 13.16

WATER SERVICES

Sections:

- 13.16.010 Utility rates, fees and charges.
- 13.16.020 Additional conditions of service.
- 13.16.030 Multiple water services.
- 13.16.040 Bulk and temporary water sales.
- 13.16.050 Liability.
- 13.16.060 Prohibited acts.

13.16.010 Utility rates, fees and charges.

- A. Rates for the installation of water meters, connection fees and monthly user charges are set forth in Chapter 13.24.
- B. The customer provides and pays for all expenses required to install the necessary water pipe, valves, fittings to connect his property to the North Pole Utility water distribution system at the point of connection designated by the utility supervisor or his designated representative. Water meters are installed by the city under the conditions outlined in Chapter 13.24. (Ord. 82 8 §3.A, 1982)

13.16.020 Additional conditions of service.

- A. All residential, commercial, educational, industrial, **institutional** and governmental users shall be metered. Water meters may be installed at any time deemed necessary by North Pole Utility in accordance with the requirements of the utility. Installation must conform to the utility standards of construction. (Ord. 01-13, §2(part), 2001)
- B. The city may refuse to permit any person to connect to a water main or to be served directly or indirectly by water from North Pole Utility, and may refuse to accept a water main for operation and maintenance purposes unless the main was constructed and installed pursuant to a written agreement with the city or the city can otherwise assure itself that the main was constructed and installed in compliance with the applicable requirements and specifications of the North Pole Utility.
- C. North Pole Utility will maintain and repair all mains that have been accepted for maintenance and operation by the utility but will not be responsible for maintaining the customer's service connection or for damage to the service connection caused by freezing that results from negligence or a willful act on the part of the customer. (Ord. 08-25 §2 (part), 2008)
- D. The customer's service, from point of connection to the City main or the customer's building plumbing shall be kept in repair by the owner or occupant of the premises, who shall be responsible for all breaks in the line and for any damages resulting incidentally therefrom, other than those caused by acts of the North Pole Utility. The City shall not be

responsible for damages in service lines freezing resulting from the shut down of a customer's service for a delinquent account. In the case of a frozen water service, the customer shall be responsible for thawing the service line from the main to the building unless the freezing condition can subsequently be demonstrated to have been the result of a malfunction of the city's utility system beyond the control of the customer. (Ord. 00-16 §2(part), 2000); (Ord. 08-25 §2 (part), 2008)

1. Exposing a customer service line break and/or disconnecting service in the event of a service line break. In the event of a customer service line break resulting from freezing or other causes, the North Pole utility shall disconnect as quickly as is feasible the service to the broken service line to protect public health and safety and to limit damage to public and private property. (Ord. 08-25 §2 (part), 2008)
 2. Responsibility for expenses for exposing a customer service line break and/or disconnecting service and the repair of customer water service line breaks. In the event of a customer water service line break not resulting from negligence or a willful act on the part of the customer, as determined by the North pole utility in its sole discretion, the North pole utility may share up to fifty percent (50%) of the costs associated with repairing the break in the utility right-of-way and adjacent properties affected by the repair. The North pole utility shall not be responsible for any of the expenses associated with repairing a customer water service line on the customer's property other than if the break is caused by a freezing condition and/or other causes that can by a preponderance of the evidence subsequently be demonstrated to have been the result of a malfunction of the North Pole Utility. (Ord. 08-25 §2 (part), 2008)
- E. All persons, prior to receiving service from the North Pole Utility, shall provide a separate shutoff valve inside the building or structure for which service is being requested. The valve shall be located on the service line entering the building, ahead of any branch lines, where it is readily accessible in the event of emergency.
- F. The customer service line wherein the point of connection is in excess of fifty feet of the city main water line shall have installed an approved circulation pump system. A circulation pump may also be required in any event where freeze up has occurred, regardless of the distance of the main from the point of connection. (Ord. 85 4 §1, 1985; Ord. 82 8 §3.B, 1982)
- G. Installation of water **connection** and water supply line.
1. All water connections shall be installed and mains tapped only by a contractor licensed by the State **of Alaska**. As a prerequisite to commencing any work on the utility, the contractor shall **obtain a permit from the utility department where they must** furnish:
 - a. State of Alaska contractor's license number
 - b. Proof of Workman's Compensation Insurance, if required by law;
 - c. A bond in the amount of \$5,000 (five thousand dollars) **if the work is occurring or will affect a City of North Pole road right-of way.**

- d. Proof of payment of City of North Pole utility tie in fees (Section 13.08.090, B)
 - e. Should the work be in or directly effect a State of Alaska road right of way, proof of authorization to work in this right of way.
 - f. Should the work be in or directly affect private property other than the property owner for whom the utility connection is for, proof of authorization to work in this private property.
 - g. Should the work or utility connection require an easement or vacation of an easement, proof that the easement or vacation has been obtained
 - h. Other proof of capability to perform such work as required by the ~~public works director~~ utility department.
 - i. Commencing work without a permit from the utility department shall be subject to fines as specified in Section 13.12.150 Prohibited acts.
2. A minimum of 48 hours notification is required to schedule an inspection by the North Pole Utilities.
 3. All work must be inspected by the North Pole Utilities before water is returned to the main and the work is covered. Work not inspected by the North Pole Utilities before it is covered shall be re-excavated for inspection by the North Pole Utilities at the owner's expense.
 4. ~~The party or parties installing the water supply line outside the street right of way need not meet the requirements of a bonded contractor as outlined above, but they shall make the city aware of their capabilities to perform such work. Those installing this portion of the water service line will, however, be required to meet the same material and workmanship qualifications outlined in the~~ The service line connection shall be installed according to the City of North Pole Utility Standard of Construction Specifications. (Ord. 04-08 §2(part), 2004) (Ord. 08-25 §2 (part), 2008)

13.16.030 Multiple water services.

In buildings occupied by two or more water customers, the water service to each customer must be individually metered and adequately valved to permit disconnection of any customer without interrupting service to the other customers in the building. Existing services that do not meet these requirements will be disconnected, unless the owner of the building has:

- A. Secured a contract arrangement with an approved contractor to modify the water service to meet these requirements; or
- B. Has contracted to be the sole customer for the water service and has had a master water meter installed to meter all water used in the building; or
- C. Has entered into an agreement with the North Pole Utility to guarantee payment of all water service into the building. (Ord. 82 8 §3.C, 1982)

13.16.040 Bulk and temporary water sales.

- A. ~~The sale of bulk potable water can be negotiated with the mayor or his designee. The water shall be available at the city water treatment plant or other designated point for loading into the customer's container for either personal use or resale, and shall be based solely on the availability of water. (Ord. 00-16 §2(part), 2000)~~ Bulk water sales shall be charged at the current per gallon water charge, including facilities repair and replacement charge, plus a service charge which shall be a minimum of \$25 or 10 percent of the transaction, whichever is greater. Each discharge of water shall be considered an individual transaction and subject to a service charge.
- B. ~~Temporary contracts for short term water use may be negotiated by the mayor with notification to the City Council. (Ord. 00-16 §2(part), 2000); (Ord. 82-8 §3.D, 1982)~~

13.16.050 Liability.

- A. The North Pole Utility shall not be held liable for damage by fire, flooding, freezing, or other causes resulting from defective piping, fixtures or appliances on the customer's premises supplied with water from the North Pole Utility. (Ord. 00-16 §2(part), 2000)
- B. Inspection of piping, fixtures and appliances shall not create any liability against the North Pole Utility or the employees thereof for damages to persons or property resulting from defective piping, fixtures or appliances on the premises. (Ord. 82-8 §3.E, 1982)

13.16.060 Prohibited acts.

- A. No person without first obtaining a permit from the City of North Pole shall be allowed to make a connection to any facility of the North Pole Utility or to make alterations in any conduit, pipe or other fitting connecting directly therewith, or to connect pipes where they have been disconnected, or to turn water service on or off in any premises. No person other than an authorized employee of the North Pole Utility may turn on or turn off any water main of the North Pole Utility system.
- B. No person other than an authorized employee of the North Pole Utility or a member of the fire department in connection with official duties may connect to, turn on, or turn off any fire hydrant located on the North Pole Utility system without first obtaining a contract from the city. Illicit connection to ~~or~~ turn-ons or turn-offs of any fire hydrant shall result in a fine of ~~\$1,000~~ \$1,500 (one thousand ~~one hundred~~ five hundred dollars) plus liability for the estimated value of any discharged water and liability for damage to all public or private property caused by the illicit connection to ~~or~~ turn-on or turn-off of a fire hydrant.
- C. No person may allow a premises or facility which is served by the North Pole Utility to be connected to another water system, including a private well or other on-property facility, or to have service from another system readily available to the premises or facility in such a manner that the integrity of the North Pole Utility water service may be jeopardized. Notwithstanding the prohibitions of this section, standby service may be

permitted by the North Pole Utility to customers, such as hospitals, clinics or government facilities, if it is determined that the failure of the water supply would be detrimental to the public health, welfare or security; provided, that such a customer must install at his own expense a backflow preventer of a type approved by the utility superintendent or his designated representative, prior to commencement of service.

- D. In accordance with the latest adopted edition of the Uniform Plumbing Code, the North Pole Utility will not permit any cross-connection and will discontinue service to any persons or premises where a cross-connection exists. **The property owner will be responsible for any expenses associated with disconnection and reconnection of utility service.** Service will not be restored until the cross-connection is eliminated. Customers using water from one or more sources in addition to receiving water from the North Pole Utility on the same premises shall maintain separate systems for each, and the North Pole Utility's water supply facilities shall be separated from any and all other systems by an air gap of not less than one foot, or if in the ground, by not less than five feet.
- E. ~~No person may sell water furnished by the North Pole Utility unless the person holds a valid certificate of public necessity and convenience issued by the state Public Utilities Commission for retail sale of water and has executed a contract with the North Pole Utility for bulk sale of potable water.~~ **REPEALED**
- F. No person may furnish or provide water with or without charge to another premises located in an area where a service connection could supply water from the North Pole Utility.
- G. No person may waste water supplied by the North Pole Utility. In the event that water wasting is found to jeopardize the functioning of the North Pole Utility, the North Pole Utility may disconnect the service where water is being wasted. (Ord. 09-06 § 3, 2009; Ord. 08-25 §2 (part), 2008; Ord. 00-16 §2(part), 2000; Ord. 82-8 §3.F, 1982)

Sponsored by: Mayor Douglas Isaacson
Introduced and Advanced: February 21, 2012
Passed: March 5, 2012

ORDINANCE NO. 12-4

**AN ORDINANCE OF THE CITY OF NORTH POLE, ALASKA TO AMEND
TITLE 13, CHAPTER 13-24 UTILITY RATES**

WHEREAS, changes to the public services practices and policies is a continually changing requirement; and

WHEREAS, the City of North Pole Municipal Code should be amended to conform to the requirements of the City.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of North Pole:

Section 1. This ordinance is of a general and permanent nature and shall be codified.

Section 2. Title 13, Chapter 13-24 Utility Rates is amended in the North Pole Code of Ordinances as follows in the attached revised chapter.

Section 3. Effective date.

This ordinance shall become effective upon passage and publication.

PASSED AND APPROVED by a duly constituted quorum of the North Pole City Council this 5th of March 2012.

Douglas W. Isaacson, Mayor

ATTEST:

Kathryn M. Weber, MMC
North Pole City Clerk

Chapter 13.24

UTILITY RATES

Sections:

- 13.24.020 Metered water and sewer utility rates.
- 13.24.030 Senior determination.
- 13.24.040 Emergency utility customer payment fund.
- 13.24.050 Meter installation.
- 13.24.080 Significant industrial discharger charges.
- 13.24.090 Fee for connection to city utility mains.
- 13.24.100 Negotiated rates.

13.24.110 Flat rates

13.24.020 Metered water and sewer utility rates.

Monthly water and sewer utility rates beginning January 1, 2011 2012 shall be the following:

Customer class	Per gallon water	Monthly base water charge	Per gallon sewer charge ¹	Monthly base sewer charge	FRR ² - Water per gallon charge	FRR ² - Sewer per gallon charge	FRR ² Significant Industrial Discharger-Sewer
Single-family residential	\$0.01464 \$0.01550	\$5	\$0.00882 \$0.01014	\$5	\$0.0015	\$0.0015	--
Senior single-family residential	\$0.00732 \$0.00775	\$5	\$0.00441 \$0.00507	\$5	\$0.0015	\$0.0015	--
Multi-family residential	\$0.01464 \$0.01550	\$25	\$0.00882 \$0.01014	\$25	\$0.0015	\$0.0015	--
Senior multi-family residential	\$0.00732 \$0.01550	\$25	\$0.00441 \$0.01014	\$25	\$0.0015	\$0.0015	--
Commercial	\$0.01464 \$0.01550	\$25	\$0.00882 \$0.01014	\$25	\$0.0015	\$0.0015	--
Commercial/Significant Industrial Discharger	\$0.01464 \$0.01550	\$25	\$0.00882 \$0.01014	\$25	--	--	\$0.00345

1. The monthly sewer charge for the months of May, June, July and August will be capped at an amount not to exceed the average of the water usage during the months of September through April for single-family and senior single-family residential customers only.

2. Facility Repair and Replacement: Funds generated to repair and replace utility capital infrastructure.
(Ord. 11-01 (Substitute A) §2, 2011: Ord. 11-01 §2, 2011: Ord. 08-25 §2 (part), 2008)

13.24.030 Senior determination.

- A. Senior Single-Family Residential. Senior citizens sixty-two and one-half years or older need only submit a Utility Discount Rate Request Form once to receive the discounted rate for the duration of their utility account with the City.

- B. Senior, Multi-Family Residential. Multi-family facilities that serve senior clientele are eligible to receive senior multi-family residential utility rates. To be eligible to receive the Low-income multi-family residential utility rates, the facility must have a minimum of seventy percent of their beds dedicated to individuals sixty-five years and older.

13.24.040 Emergency utility customer payment fund.

- A. Purpose of the Emergency Fund. The City of North Pole recognizes that residential utility customers can encounter emergency situations that make paying their monthly utility bills a hardship. To help prevent residential utility customers' utility accounts becoming delinquent, the City has created the Emergency Fund. A residential utility customer facing an emergency that could cause them a financial hardship may apply for temporary assistance to pay a portion or their entire North Pole utility bill.
- B. Contributing to the Emergency Fund. North Pole Utility customers shall be provided with the option to contribute to the Emergency Fund. Customers will be provided the option to contribute any sum they wish to the Emergency Fund either as an addition to their utility payment or as a separate payment. Provision will be provided on monthly utility bills for customers to make donations to the Emergency Fund. When terminating their utility accounts, customers will be provided the option to transfer all or part of their deposits to the Emergency Fund. Contributions to the Emergency Fund are not tax deductible. The City at its discretion may make a contribution to the Emergency Fund. Any City funds contributed to the Emergency Fund cannot at a later date be withdrawn by the City from the fund.
- C. Management of Emergency Funds. All funds contributed to the Emergency Fund shall be deposited in a dedicated interest earning account wholly separate from the operating funds of the City. Emergency Funds can only be used to offset North Pole water and sewer utility bills of residential utility customers requesting assistance. Emergency funds cannot be used to pay utility assessments; liquidated damages payments; commercial or multi-family utility bills; utility tie-in fees; or accounts delinquent for non-emergency reasons. The purpose of the Emergency Fund is to provide temporary assistance to utility customers facing short-term hardships and not to provide ongoing utility bill subsidies for utility customers. Applicants for emergency assistance eligible for the Low-income single family residential utility rates will be encouraged to apply for these rates.
- D. Awarding of Emergency Funds
 - 1. Emergency Fund committee: An independent committee recommended by the Mayor and approved by the City Council shall recommend Emergency Fund awards to utility customers applying for assistance to pay their monthly North Pole utility bills. The committee shall be composed of no more than seven members, but always an odd number. The Director of City Services or his representative shall be an ex officio member of the committee. A minimum of a majority of the committee must be present at a meeting to recommend an award of Emergency Funds. In the event a

quorum of the committee is unable to meet in time to make award recommendations to the Mayor, the Mayor has the authority to make awards without the committee's recommendation. In the event the mayor must make awards without the committee's recommendation, the mayor shall provide a written explanation of the reason he has authorized a payment from the Emergency Fund and the criteria he used for making the payment authorization. All recommendations made by the committee, mayor correspondences authorizing payments and records of payments from the Emergency fund shall be maintained by the City Clerk.

a. Guidelines for awarding Emergency Funds

1. Significant decline in household income to 150 percent or below the poverty level as defined in 13.24.030 above.
 2. Unexpected major household expenses like medical, emergency home repair, emergency automobile repair, etc.
 3. Changes in family status like divorce, separation, or deployment of a military spouse.
 4. Other criteria as documents by the committee and/or mayor.
2. Awarding Emergency Funds: The committee can recommend award assistance no greater than funds available in the Emergency Fund and cannot recommend awards that create a financial liability for the City. No applicant for an Emergency Fund award can receive an award that exceeds \$125 per month. Awards are not cash payments but direct transfers from the Emergency Fund to the North Pole Utility to offset the applicant's utility bill. The committee will make its recommendations in writing for awards from the Emergency Fund to the Mayor. The Mayor has final authority for approving Emergency Fund awards.
3. Application for Emergency Fund award: A North Pole Utility customer seeking an award from the Emergency Fund to help them pay all or part of their North Pole Utility bill shall provide a written explanation of why they need an award. The explanation shall include the dollar amount of their utility bill and the dollar amount of their award request. Applicants shall submit their request for an award no later than the 20th of the month. If the 20th of the month falls on a weekend or holiday the application is due on the first business day following the 20th. (Ord. 08-25 §2 (part), 2008)

13.24.050 Meter installation.

Water meters are required on all services connected to the city water system or sewer system. Meters shall be installed at the time of service connection to the North Pole Utility and utility billing shall begin at the time of service connection. All new construction with access to the city water system must install a meter loop to facilitate meter installation. North Pole Utilities will furnish an approved meter for each service. The customer shall ensure that North Pole Utilities has access to the meter for repair, replacement and performance of maintenance on the meter. All meters must be installed in a heated/conditioned space. (Ord. 04-08 §2(part), 2004),(Ord. 01-

13,§2(part), 2001); (Ord. 00-16, §2(part), 2000); (Ord. 99-14 §2, 1999); (Ord. 97-18 §3(part), 1997); (Ord. 96-19 §2(part), 1996); (Ord. 95-21 §2(part), 1995); (Ord. 82 8 §5.E, 1982);(Ord. 08-25 §2 (part), 2008)

13.24.080 Significant industrial discharger charges.

In addition to the commercial rate cited in Section 13.24.030 ~~030~~ **020**, significant industrial dischargers (SID), as defined in subsection C of Section 13.20.010, shall be subject to the following added charges:

- A. Facilities Replacement Rate. This rate shall offset the cost of the city's facilities used by the SID. These funds will provide for replacing, increasing and/or augmenting the facilities so used to accommodate the private and commercial usage originally planned for.

1. The following table contains the factors that shall be used in calculating the FRR:

	LIFE	INTEREST	
COMPONENT	(Months)	(Annum)	CRF
Lift stations	120	7%	0.0116
Treatment works	240	7%	0.0078
Sewer lines	480	7%	0.0062

i = Interest rate = 7.00%/year

CRF = Capital recovery factor (uniform series)

C = Construction value = Cost of major component

Qsid = SID flow (k gal./mo.)

Qdes = Design capacity flow (k gal./mo.)

FRR = Facilities replacement rate (\$/k gal.)

Each major component (lift station, lagoon, sewer line) of the SID flow path shall be considered separately as to its design life and SID proportion of flow capacity. The aggregate sum of the component shares shall be divided by the estimated total SID monthly flow to arrive at a rate.

$$FRR = \frac{Q_{sid}}{Q_{des}} \times C \times CRF + \text{for each major component} \times \frac{1}{Q_{sid}}$$

The FRR shall be revised whenever there is a significant change in any of the affecting factors, but not more than once a year.

- B. Additional Treatment Cost. In order to maintain a high quality of treatment and effluent discharge to the public waterways, it is the intention of the city to require any SID to pretreat their sewage to meet the regulating parameters set forth in this section. If the

SID's discharge into the city's system exceeds these parameters due to an accidental discharge, the SID shall in addition to the requirements in other sections and any fines and penalties, be subject to the following additional treatment charge (ATC):

$$ATC = \frac{BODsid \text{ (excess)}}{200 \text{ mg/l}} \times R + \frac{SSsid \text{ (excess)}}{166 \text{ mg/l}} \times R + \frac{^{\circ}Tsid(\text{deficit})}{36^{\circ}F} \times R$$

where:

BODsid (excess) = BODs of significant industrial discharger's flow based on city's sampling, minus 200 mg/l.

SSsid (excess) = Total suspended solids of significant industrial discharger based on city's sampling, minus 166 mg/l.

Tsid (deficit) = 50°F minus temperature of significant industrial dischargers' sewage at point of connection.

R = The commercial rate cited in Section 13.24.30.

Duration of ATC shall be from last normal sample to the succeeding normal one as taken by the city. All sampling shall be by daily composite (daily average).

This charge applies only when the SID discharge into the city's system exceeds 200 mg/l BODs, and/or 166 mg/l total suspended solids and/or temperature goes below 50°F. (Ord. 01-16 §2(part), 2001), (ord. 08-05 §2 (part), 2008)

- C. Monitoring. In addition to all other charges under this chapter, each SID shall pay a monthly monitoring and administration charge per each calendar month based on the city's additional costs to ensure compliance with this section. The charge shall be set out in the SID agreement. (Ord. 97-18 §3(part), 1997; Ord. 96-19 §2(part), 1996; Ord. 95-21 §2(part), 1995; Ord. 93-6 §2(part), 1993; Ord. 88-1 §2(part), 1988; Ord. 87-12 §3(part), 1987)

~~13.24.090 Fee for connection to city utility mains.~~

~~Any property owner requesting hookup to a city utility main shall file a hookup application with the city clerk in accordance with Chapter 13.08. Charges for connection to a city utility main shall be as follows:~~

~~Water main \$50.00 inspection fee~~

~~Sewer main \$50.00 inspection fee~~

~~If Water and Sewer mains are inspected at the same time, the fee shall be \$50.00. (Ord. 98-16 §2(part), 1998); (Ord. 97-18 §3(part), 1997); (Ord. 96-19 §2(part), 1996); (Ord. 95-21 §2(part), 1995); (Ord. 93-6 §2, 1993); (Ord. 87-12 §3(part), 1987); (Ord. 82-8 §5.G, 1982); (Ord. 08-05 §2 (part), 2008)~~

13.24.100 Negotiated rates.

Rates for special or temporary usage of utility services which are not strictly addressed in this chapter shall be established by the city council on an individual case basis. (Ord. 97-18 §3(part),

1997: Ord. 96-19 §2(part), 1996: Ord. 95-21 §2(part), 1995: Ord. 93 6 §2, 1993; Ord. 87 12 §3(part), 1987; Ord. 82 8 §5.H, 1982)

13.24.110 Flat rates

Customers whose water service is unmetered or whose water meter is non-functional or the utility is unable to replace the water meter shall be charged the following flat rates based upon their customer class. Customers' failure to connect to available water and/or sewer service within the mandated two-year time period, shall be cause for the property owner to be billed and required to pay the applicable monthly water and/or sewer flat rate fee on an ongoing month by month basis as per 13.12.090 Compulsory connection to city water and sewer utility.

Monthly water and sewer utility flat rates beginning January 1, 2012 shall be the following:

Customer class	Water	Monthly base water charge	Sewer	Monthly base sewer charge	FRR water	FRR sewer	FRR Significant Industrial Discharger-Sewer	Total monthly charge
Single-family residential	\$50	\$5	\$50	\$5	\$5	\$5	--	\$120
Senior single-family residential	\$25	\$5	\$25	\$5	\$5	\$5	--	\$70
Multi-family residential	\$100	\$25	\$100	\$25	\$10	\$10	--	\$270
Senior multi-family residential	\$100	\$25	\$100	\$25	\$10	\$10	--	\$270
Commercial	\$200	\$25	\$200	\$25	\$20	\$20	--	\$490
Commercial/ Significant Industrial Discharger	\$1,000	\$25	\$1,000	\$25	--	--	\$100	\$2,150

Sponsored by: Mayor Douglas Isaacson
Introduced and Advanced: February 21, 2012
Passed: March 5, 2012

ORDINANCE NO. 12-05

**AN ORDINANCE OF THE CITY OF NORTH POLE, ALASKA TO
AMEND TITLE 13, PUBLIC SERVICES**

WHEREAS, changes to the public services practices and policies is a continually changing requirement; and

WHEREAS, the City of North Pole Municipal Code should be amended to conform to the requirements of the City.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of North Pole:

Section 1. This ordinance is of a general and permanent nature and shall be codified.

Section 2. Title 13, Chapter 13-28 Lien on Real Estate for Delinquent Utility Payments is amended in the North Pole Code of Ordinances to read: Lien on Real Estate for Delinquent Utility Payments **and Account Resolution Procedures**.

Section 3. Effective date.

This ordinance shall become effective upon passage and publication.

PASSED AND APPROVED by a duly constituted quorum of the North Pole City Council this 5th of March 2012.

Douglas W. Isaacson, Mayor

ATTEST:

Kathryn M. Weber, MMC
North Pole City Clerk

Memo

To: Mayor Isaacson & North Pole City Council
From: Kathy Weber - City Clerk/HR Manager
Date: March 1, 2012
Re: Request Funding to Attend the IIMC Conference in Portland, Oregon

Attending the IIMC Conference in Portland, Oregon is the single, largest professional development and networking opportunity that I will engage in all year next to the AAMC Conference in November. It is not just education and networking, but for six days I will be part of an extensive learning community.

My job is multi-faceted and changing with new citizen demands, legal changes in procedures and new information technologies increasing the speed and requirement for me to plan and expedite so many different tasks at once. This requires me to engage in continuing education and networking to keep abreast of changing laws and trends. I am also the one that our elected officials count on to make sure public meetings, public records, elections and special projects operate smoothly.

In 2008 I was elected by my peers to represent them for the next four years as a board member of the AAMC (Alaska Association of Municipal Clerks) in which I currently serve as the Past President of that organization and am involved in various committees. I sit on the board of the Alaska Municipal League and also serve on the Marketing and Public Relations committee for the International Institute of Municipal Clerks.

The attached schedule for the IIMC conference outlines the topics covered. I believe my attendance would not only be beneficial to the city, but is necessary to ensure my effectiveness as your clerk in an ever changing community and my commitment to continued education. The Institute will run from Saturday, May 19 – Thursday, May 24, 2012.

The amount requested for my attendance is as follows:

• Airfare.....(use airline miles)	\$0.00
• Registration.....	\$535.00
• \$42 per day per diem for 7 days =	\$ 00.00
• Ground Transportation.....	\$ 50.00
• 7 days lodging at Grand Sierra Resort.....	<u>\$1,274.00</u>
Total cost to City of North Pole =	\$1,859.00

Thank you for your continued support.

Schedule of Events

"Ascending To New Heights," keeping that theme in mind, IIMC and the 2012 Portland Host Committee have designed a schedule that incorporates global excellence through imaginative thinking, sustainability, creativity, diversity and inspiration. Replete with all the amenities and networking opportunities that IIMC members have come to experience over the years, the 66th IIMC Annual Conference also features an impressive lineup of courses that includes eight Master Municipal Clerk Academy (MMC) sessions, 2 Athenian Leadership Dialogues, 3 General Sessions, and 30 plus Concurrent Education Sessions to make for an excellent and memorable 2012 Conference.

Except for the All-Conference Event, all education sessions, meetings, exhibit hall and registration will be held at the Oregon Convention Center (OCC).

SATURDAY, MAY 19

Conference Registration Opens
2011/12 IIMC Board of Directors Meeting -
Doubletree Hotel
Academy Seminars
Athenian Leadership Society Dialogue

TUESDAY, MAY 22

General Session
Concurrent Education Sessions
Committee Meetings
Exhibit Hall Lunch
Institute Directors Meeting

SUNDAY, MAY 20

MCEF Walk/Run
Conference Registration - OCC
Academy Seminars
Athenian Leadership Society Dialogue
IIMC Committee Leadership Orientation
Institute Directors/Education Chairs Colloquium
Exhibit Hall Opens
First-Time Delegate Orientation
Opening Reception - Exhibit Hall

WEDNESDAY, MAY 23

Concurrent Education Sessions
General Session
Committee Meetings
LUNCH ON YOUR OWN
All-Conference Event - Evergreen Aviation Museum

THURSDAY, MAY 24

IIMC Annual Business A.M. Meeting
Concurrent Education Sessions
2012/2013 IIMC Board of Directors Meeting
Annual Reception
Annual Banquet

MONDAY, MAY 21

Opening Ceremony
General Session
Concurrent Education Sessions
Region Meetings

*Schedule Subject to Change



2012 Annual Conference Education Program

"Ascending to New Heights" in education at the 2012 International Institute of Municipal Clerks Annual Conference in edgy and diverse Portland, Oregon. Public service is changing rapidly; you can see it all around you. New skills are needed to keep pace with shifting job requirements, as well as an updated knowledge of changing laws and modernized technology. Come and network with your peers from around the world, taking advantage of their different backgrounds and perspectives, and exchanging knowledge. In this subject-to-change environment, it takes more than wisdom and years-on-the-job to stay competitive. Continuing education and IIMC certification can set a Municipal Clerk apart from those without designation. IIMC's Annual Conference provides a way for you to receive the leadership and knowledge you need to help deal with specific and current job-related problems and situations - successful communication, the current state of ethics and values, how to make the media work for you effectively, good customer service on limited budget, creating a money-saving sustainable office, and more. IIMC helps continue your education and provides opportunities to be the best Municipal Clerk you can be. The future of municipal government depends on informed public officials - you, the Delegate. Come and elevate your education in the City of Roses!

This year IIMC offers eight MMC Academy Sessions, three General Sessions, 30 plus Concurrent Education Sessions and two Athenian Leadership Dialogues.

Master Municipal Clerk (MMC) Academy Sessions

The Master Municipal Clerk Academy (MMC) is an advanced continuing education program that prepares participants to perform more complex municipal duties. The program has an extensive and rigorous educational component, a professional and social contribution component, and a commitment to lifelong learning. The Academy members must demonstrate that they have actively pursued educational and professional activities and have remained informed of current socio-political, cultural, and economic issues that affect local governments and municipalities. To qualify for entrance into the MMC Academy, which prepares participants for achieving the MMC status, one must hold the CMC designation in good standing.

This year's topics range from Leadership, Communication, Customer Service, Municipal Sustainability and Planning, Media Interaction and Change. Attendees must pre-register for the Academy sessions. Each Academy Session is worth two CMC or MMC education points. To receive points, each participant is required to complete an

assessment within one month of the session. Please see each course description for costs.

Saturday, May 19, 2012

8:00 a.m. - Noon

Fee: \$195.00

The Leadership Lessons of Dr. Seuss (Leadership)

Kathleen Novak

Institute Director, University of Colorado, Northglenn, CO

The role of government is changing. The role of leaders is changing. What can we do? Perhaps all we really need to know, we indeed learned in kindergarten. Maybe it is time to look at the lessons from our childhood and Dr. Seuss. There are many lessons we learn as children that sometimes don't make their way into our adult repertoire. Take all those Dr. Seuss books for example. In between the nonsensical words there are some important concepts that we should remember as adults and as leaders that provide inspiration and wisdom. Learn how to think creatively to overcome the challenges in your community. Explore the role as leaders in an environment where much of the change is beyond your control.

During this session participants will learn:

- To identify the nature of adaptive challenges vs. technical problems
- Specific techniques for dealing with adaptive challenges
- To understand the role of context in facilitating change
- Collaboration strategies for helping the organization and community deal with adaptive challenges
- Their preferred conflict handling style

After this session, participants will have learned:

- The importance of courage in leadership
- The difference between a technical problem and an adaptive challenge, and ideas on how to respond to each.
- Their preferred conflict handling style, and when to employ different strategies
- The importance of commitment to their communities, organizations, and profession.

Kathie Novak is the Director of Professional Development and Co-Director of the Center for Local and Regional Communities in the Buechner Institute for Governance at the School of Public Affairs at the University of Colorado Denver. She is also an adjunct member of the faculty for the School

2012 Annual Conference Education Program (continued)

of Business Administration at the University of Colorado Denver. Kathie has experience in the private, public, and not for profit sectors.

From 1991 – 2010, Kathie served as a local elected official for the City of Northglenn – eight years as Mayor, and almost eleven years as a council member. During her time in public office, she was active in the National League of Cities, serving as President in 2009, in addition to service on the Board of Directors and many committees. Kathie held leadership positions in numerous organizations, including Denver's Metro Mayors Caucus, the Colorado Municipal League, the Denver Regional Council of Governments, the Urban Drainage and Flood Control District, and the MetroNorth Children's Advocacy Center.

Novak consults in the areas of leadership and program development, management training, team building, training and facilitation.

Her awards include "9NEWS Leader of the Year" for 2003, "Businesswoman of the Year," awarded by the MetroNorth Chamber of Commerce, "Excellence in Teaching Award," from Regis University. Kathie is listed in many Who's Who Publications, and was awarded an American Marshall Memorial Fellowship, for travel in Summer 2002. She earned her Master of Science in Management from the University of Colorado at Denver, and has an undergraduate degree in Business Administration from the University of Colorado at Boulder.

Pre-registration and payment of a \$195.00 fee is required to attend this Academy session. In order to receive certification points, each participant is required to complete an assessment within one month of the session.

Saturday, May 19, 2012
Fee: \$195.00

8:00 a.m. - Noon

Customer Communications for the Municipal Clerk: Carrying the Torch for Great Service in Your City (Customer Service and Communication)

Jan Carothers, CPC

President and Certified Personnel Consultant
Carothers, Bornefeld and Associates, Inc.
Portland, OR

Today's Municipal Clerks play wide ranging roles. You balance all the traditional responsibilities of maintaining the governance history, order, records, technology, procedures, requirements and limitations to support your council and staff. Municipal Clerks, whether full or part-time, are central to maintaining civic stability and creating the perception of quality city service.

As service leaders, you respond to often-complex issues, needs and requests, while staying operational in a regulated environment. In smaller cities, you may juggle other functions – anything from utility billing, budget planning, permitting, to public works dispatching!

In all your work, you must calm upset or angry people, enroll cooperation and occasionally diffuse hostility from your internal and external customers and community stakeholders. In this lively session, you'll learn skills to recognize and succeed in your own most challenging service contacts, those "moments of truth," when your various customers make assessments about you and your city. You'll learn and practice effective service communication skills of collaboration and conflict resolution with citizens and colleagues.

Changing times pressure us with increasing service expectations, tighter resources, frayed nerves, growing frustration, and citizen apathy. Faster times demand new thinking, creative service approaches and much higher levels of cooperation.

You'll leave this session inspired and energized to carry the torch for your team and your colleagues to examine service commitments, enhance systems and practice skillful communication so you and your city will be known for providing memorable service.

Carothers is founder and President of Carothers Bornefeld and Associates, Inc., a Northwest consulting firm since 1987, specializing in coaching, speaking, training and facilitation. She specializes in serving local government and community leaders through speaking, training and leadership coaching. She provides facilitation services, designs and conducts leadership and team building retreats, problem resolution, strategic planning, and decision-making events for cities, counties, departments, associations and special districts.

Carothers is an active affiliate member of the League of Oregon Cities and has been an instructor of their statewide programs focusing on Customer Service, Leadership Coaching and Communications for eight years. She was selected as faculty of their Oregon Local Leadership Institute because of her work with Northwest public agencies and local governments.

She presented at the Annual Oregon Mayors Association Management Seminar at the League of Oregon Cities Conference in 2009 and has spoken on customer service, internal communications and emotional skills for the Special Districts Association of Oregon and for the Oregon City Managers Association. She has served more than 100 local government and non-profit clients and is familiar with the relationship of governing boards, councils and commissions, staff and the public. She understands balancing the realities

2012 Annual Conference Education Program (continued)

of maintaining proper governance and record keeping as well as serving the operational support needs of staff and council. She is a graduate of Lewis and Clark College BA, Extended Studies at Portland State University.

Pre-registration and payment of a \$195.00 fee is required to attend this Academy session. In order to receive certification points, each participant is required to complete an assessment within one month of the session.

Saturday, May 19, 2012
Fee: \$195.00

1:30 p.m. - 5:30 p.m.

Sending Success Signals From The Municipal Clerk's Office (Communication)

Rhonda Hilyer

President and Founder, Agreement Dynamics, Inc.
Seattle, WA

As a Municipal Clerk you are on the front lines of city government. With cutbacks, greater public scrutiny, and sometimes political turmoil, you are expected to do the city's business with less. Sometimes the demands can be overwhelming. This session will help to keep the communication flowing positively and productively. It will help you build communication skills that will enhance understanding in everyday interactions that lead to stronger relationships in the workplace. It will also help you gain the flexibility to craft messages that result in better outcomes with constituents, elected officials, and other city staff. These new skills will increase your confidence and poise. The tools learned in this session will make your job easier and give you more satisfaction in making a difference with every interaction you have.

During this session, participants will learn to:

- Enrich communication between Clerks and their councils, with city staff, and with citizens;
- Avert conflicts and miscommunications in positive ways that build relationships;
- Strengthen team communication to achieve greater results;
- Build respect and esteem in the work environment;
- Understand why communication style is important to a Clerk's success.

After this session, participants will have learned:

- Their own style of communication and identify the strengths of their style;
- To identify the style of those they work and live with and how best to influence, build rapport, and avoid common miscommunications with each of them;

- Confidence in their communication abilities (both spoken and written);
- Greater communication clarity and improved message delivery;
- To develop greater respect and understanding with counterparts;
- To create a more satisfying personal and professional life;
- How to use the techniques learned to team-build for effectiveness, relationship building, creativity and success.

Hilyer has consulted to every level of large and small municipalities—the city manager to public works—as well as to multiple elected city and county councils. This experience makes her keenly aware of the Clerk's role, responsibilities and importance to city operations. Hilyer has presented her communication workshop at numerous conferences, including many clerks' and public-sector associations, and her workshops consistently received high marks. Coupled with her experience is a strong commitment to deliver trainings that are tailored, relevant and immediately useful to her audiences.

Pre-registration and payment of a \$195.00 fee is required to attend this Academy session. In order to receive certification points, each participant is required to complete an assessment within one month of the session.

Saturday, May 19, 2012
Fee: \$195.

1:30 p.m. - 5:30 p.m.

Ethical Leadership: How Committed Are We To Our Values? (Ethics & Leadership)

Pamela Miller, CMC

Program Director
Continuing Education for Public Officials (CEPO)
Saint Joseph, MI

Joann Tilton, MMC

City Clerk, City of Manteca, Manteca, CA

When somebody else's right-versus-wrong decision places you in a right-versus-right dilemma, what would you do? When asked to look the other way, does it matter who is asking or does it matter who it impacts? Is there ever an acceptable exception? These powerful questions are not always easy to answer. Citizens have a longstanding and basic distrust of government agencies and their employees, and it seems this image is perpetuated by the decisions and actions of the few rather than the many (from the local to national level). As a strong ethical leader in the public sector, you must first understand your own worldview, values, and

2012 Annual Conference Education Program (continued)

behavioral responses before creating a work environment that fosters ethics and credibility. This session will allow you to gain insight into your worldview, values, and responses. You will also gain an understanding of why others respond the way they do, and how the behavior of others influences your own. You will explore ways to confront ethical dilemmas and deal with them in a thoughtful and meaningful way.

During this session participants will:

- Gain insight into their worldviews, values, and responses;
- Gain an understanding of why others respond the way they do, and how the behavior of others influences their own behavior;
- Increase skills in confronting ethical dilemmas and deal with them in a thoughtful and meaningful way.

Joann Tilton is a Master Municipal Clerk and serves on the Executive Board for the City Clerks Association of California as the Professional Development Director. She served as CCAC President from 2004-2005 and has held a variety of positions on the Board since 1999. She has been Manteca's City Clerk for 27 years, with 30 years in local government.

Tilton's passion is to educate, coach and mentor others. She is a graduate of the Training of Trainers Program through CEPO (Continuing Education for Public Officials). She is a certified trainer in workplace conflict resolution and self-mediation. She provides managerial mediation services to organizations experiencing workplace conflict. Joann has worked with and trained City Clerks in Washington, Oregon, Alaska and throughout California to further their education and professional development. She is a speaker at the annual Women's Conference in Manteca on topics ranging from personal wellness to self-mediation. Tilton represents the Central Division of the League of California Cities (LOCC) on the Administrative Services Policy Committee and is a member of the IIMC Program Review/Certification Committee. She is the recipient of the coveted 2007 CCAC City Clerk of the Year Award. In 2008, she received the prestigious IIMC Quill Award.

Pamela Miller is the Vice President for The Consortium for Community Development. A community non-profit organization in Southwest Michigan, the Consortium is comprised of approximately 30 board members representing 27 local organizations, joined together with a collaborative mission. The Consortium's role is to convene their members as the Guiding Coalition and catalyst of change that ensure that actions are implemented and the goals of transforming the greater Benton Harbor community and ending chronic extreme poverty are accomplished. Her work includes

municipal, organization, and individual capacity building, as well as community development.

Miller is also the Program Director and a Trainer for Continuing Education for Public Officials (CEPO), a California non-profit organization that specializes in developing current and emerging leaders in the public sector. Pamela's public sector experience includes Clerk of the Board of Supervisors and Administrative Manager for the County Executive Office for Napa County, Deputy City Clerk for the City of Vallejo and consultant to Contra Costa County.

In addition to her public sector experience, she has 25 years of private sector management and customer care experience, including project management and strategic planning for telecommunications, internet and employment services companies.

Miller earned a B.A. from Siena Heights University, and is currently earning a Master's degree in Organizational Leadership, with a scheduled completion of December 2011. She has earned a certification in Total Quality Management, holds the Certified Municipal Clerk accreditation, and is a graduate of CEPO and the Training of Trainers Program, as well as the National Community Development Institute, Community Builders Leadership Institute.

Pre-registration and payment of a \$195.00 fee is required to attend this Academy session. In order to receive certification points, each participant is required to complete an assessment within one month of the session.

Sunday, May 20, 2012
Fee: \$195.00

8:00 a.m. - Noon

Talk! The Four Steps to Effective Public Communication (Communication)

Scott "Q" Marcus

THINspirational Speaker, Eureka, CA

They say more people are afraid of speaking in public than are afraid of dying. As Jerry Seinfeld pointed out, "That means if you go to a funeral, more people would rather be in the box instead of delivering the eulogy." Communicating to a group is not necessarily as simple as speaking to one other person. Yet, in the life of a Clerk, this skill is essential. Using a safe, nurturing environment this presentation might not take the butterflies out of speaking in public, but it will help them fly in a more relaxed formation. No one will be required to speak, but the session is interactive, playful and fun. Using a four-step acronym, TALK! accomplishes several valuable objectives to help improve public communication, lower "public speaking jitters," and become more effective.

2012 Annual Conference Education Program (continued)

During this session participants will learn to:

- Develop a sense of confidence when speaking
- Use stories to illustrate points
- Identify some causes of "speaking jitters" and how to overcome them
- Communicate more effectively with groups
- Understand what makes for more effective presentations
- Make an impromptu or quick presentation

At the end of this presentation, participants will have learned:

- Improved presentation skills; allowing for more effective communication of ideas and plans to groups from two to 2,000
- Valuable tools to help them be more at ease when in front of a group; lowering stress, increasing job satisfaction, and allowing for more effective communication
- How to make presentations more understandable by constituents and staff; helping to overcome objections and create a larger "buy in" by those necessary to help accomplish objectives
- How to handle gadflies, hecklers, and interruptions; allowing meetings to run smoother, lower conflict and tension, and increase productivity

Scott "Q" Marcus began his career as a professional speaker and trainer after losing a great deal of weight in 1994, therefore, earning the nickname, "the THINspirational speaker." Known for upbeat, humorous, engaging presentations, he works with organizations and individuals, who are seeking to transform attitudes so they can enhance communication, improve productivity and lower stress. Using a playful interactive style, he weaves strong content into lively educational sessions that not only provide attendees with the knowledge they want, but the motivation to make immediate changes. His presentations are described as, "a cross between business 101, group therapy, and southern revival." He is past president of the Northern California chapter of the National Speakers Association, author of three books, a syndicated columnist, and a regular contributor to the IIMC News Digest. In addition to working with companies such as SunHealth, Weight Watchers, and State Farm, he has spoken to Clerks' associations in several states as well as the staff of several cities, and counties across the country.

Pre-registration and payment of a \$195.00 fee is required to attend this Academy session. In order to receive certification points, each participant is required to complete an assessment within one month of the session.

Sunday, May 20, 2012
Fee: \$195.00

8:00 a.m. - Noon

Creating A Sustainable Community Using the Natural Step Framework (Municipal Sustainability & Planning)

Duke Castle

Principal, The Castle Group, *Lake Oswego, OR*

For the past few year's communities, businesses and others have begun to ponder what it means to be sustainable, to allow all life on the planet to go on generation after generation. Many however find the topic confusing and often see sustainability as just being more "green". Those who have incorporated sustainability into their organizational practices realize though that it is a much more complex issue than being green. Success requires a strategic, whole systems approach based on sound scientific principles to guide an organization's strategy.

One of the most useful sustainability frameworks being used to guide sustainable initiatives is a Swedish-developed concept called the Natural Step. The Natural Step is a process that uses four scientifically based principles to guide any organization or community in the management of their operations toward alignment with an ultimately sustainable society. Introduced in Oregon in 1997, the Natural Step has contributed to Oregon's leadership position through its use by a wide-ranging number of local businesses and public sector organizations.

The goal of this workshop is to provide a deeper understanding of what sustainability is and how communities like yours can begin to incorporate sustainable practices in a manner that is both cost effective and long lasting. Particular emphasis will be placed on how to start the process first in city operations and later into the community as a whole.

During this session, participants will learn:

- A whole systems perspective for considering sustainability
- The Natural Step sustainability framework including the four system conditions
- The basic science underlying The Natural Step (TNS) framework
- How the framework is used for decision-making and strategic planning
- Suggested ideas for applying the framework in both public and private organizations
- Through case studies, how communities and organizations have benefited from implementing the framework

2012 Annual Conference Education Program (continued)

At the end of this session, participants will have:

- An ability to articulate what sustainability is and why it is much more than being "green"
- An understanding of the basic scientific foundation that underlies a sustainable society
- Four principles of The Natural Step sustainability framework and their application
- Case studies of communities and organizations using The Natural Step framework
- Be able to use The Natural Step principles to create innovative sustainability actions in their community.

Duke Castle was part of a group that introduced The Natural Step sustainability framework to Oregon in 1997. The group's goal was to show business and community organizations how they could move toward creating a sustainable society while maintaining a healthy economy. Since then he has been prominent in teaching organizations how to effectively integrate the Natural Step sustainability framework into their overall operations.

He has conducted close to 400 sustainability trainings and briefings. In 2000 he was asked to train Oregon state leaders on sustainability and The Natural Step as part of Governor Kitzhaber's sustainability executive order. Duke's business experience includes ten years as a marketing manager at Hewlett Packard and fifteen years as a strategic planning and marketing consultant. He has a Bachelor's degree in electrical engineering from Cornell University and an MBA in marketing from Stanford.

Pre-registration and payment of a \$195.00 fee is required to attend this Academy session. In order to receive certification points, each participant is required to complete an assessment within one month of the session.



Sunday, May 20, 2012

Fee: \$195.00

1:30 p.m. - 5:30 p.m.

Media Savvy Presentations (Media Interaction)

Deb Sofield

Executive Speech & Presentations Coach
Greenville, SC

In this session, you will learn to view the media not as an adversary but as an ally in promoting your municipality, your municipality's message and its point-of-view. Using the Sofield Strategy, you'll learn how to craft a message that will resonate with skeptical reporters and their audiences, build a rapport with live audiences, and connect with the camera during a videotaped interview.

During this session participants will learn:

- Why does the Media ask challenging questions?
- How to deal with the conflict and drama of the press.
- How to write Press Releases
- Public Exposure, Group Dynamics, One Against Many, Fight/Flight.
- Media Mixology – Control, Preparation, Visual, Vocal and Content.
- Word and Body Language Skills.
- How to protect yourself and your municipality.
- The Art of Words - Most powerful word, Provide the Answers, Core Dump, Over Answering, Jargon, "So What".
- Great Take Aways for Success.
- Rules for Success with Q & A, Soft Landings & Transitions

At the end of this session, participants will possess the tools for media savvy success. This will give a strong foundation not only for speaking to the media but also to council, staff and the community at large.

Deb Sofield is a nationally recognized speaker and trainer. She has been a speaker for the National Association of City Clerks at the national conference as well as state conferences. As a former member of city council she worked extensively with her Clerk in crafting a message that is both relevant to the skills needed to maintain your respected power and authority when dealing with new and senior council members.

Pre-registration and payment of a \$195.00 fee is required to attend this Academy session. In order to receive certification points, each participant is required to complete an assessment within one month of the session.

continued on page 11

2012 Annual Conference Education Program (continued)

Sunday, May 20, 2012
Fee: \$195.00

1:30 p.m. - 5:30 p.m.

Leading Meaningful Change: Applying The Dynamics, Skills and Tools of Change

(Leadership and Change)

Ron Black

Change Management Expert, The Mentor Group
Troutdale, OR

Today's relentless change threatens almost every organization. But for those who embrace change, understand the dynamics, and can apply change management tools and techniques, opportunities abound!

This session provides the essential concepts, techniques, and best practices for leading meaningful change. It reveals the challenges individuals and their organizations face and how they can prepare for, cope with, and facilitate essential transformations. The ability to bring cross-functional expertise together, focus limited resources on key results, and achieve timely success are the defining qualities of today's effective leader and the agile organization. Learn how to apply these research-based and experience-validated best practices to reduce unexpected problems, improve authentic participation, and deliver transformational change.

During this session participants will learn:

- The top five success factors for effective change initiatives
- The leader's role in each stage of the change management lifecycle
- The critical dynamics at work in their current or anticipated change initiatives
- Common change management mistakes and how to avoid them
- Actions they can take to reduce or eliminate change resistance behaviors
- Four change archetypes and their relative risks, resources, and difficulty

- The importance and content of effective change leadership communications
- The content of effective change management plans

After this presentation participants will have learned to:

- Plan, organize, and lead an effective change initiative with diverse stakeholders.
- Communicate more effectively with change targets, agents, and staff members.
- Improve collaboration, clarity, and commitment among those impacted by and those leading change.
- Reduce risk, avoid common mistakes, and maintain a positive improvement environment.

Ron Black delivers ideas that energize and skills that transform achievement in our challenging global economy of complexity and change. As the founder of nine businesses, a four-time turnaround executive, and Fortune 500 VP, Ron's approach was forged hands-on. He knows what it takes to lead people and organizations through growth, turbulence, and change—and with limited resources.

He's advised more than 250 start-up businesses, authored two books on project management including the popular *Complete Idiot's Guide to Project Management...*, and created the DVD program *Acrobatics for Overachievers – Control-Point Time Management for Today's Ultra-Busy Professional*. He has delivered more than 1,500 keynote, seminar, and workshop programs in 47 states, throughout Canada and Australia, in Columbia, South Africa and Moscow, Russia.

Black helps business owners, association members, and professionals in such notable organizations as Intel, UCLA, Boeing, Eaton, U.S. Army Special Forces Command, V.A. Hospital, E.P.A., Thermo-Fisher, and many others to focus on their imperatives, work with what they have, and harvest the wisdom of their teams, transforming intentions into lasting results.

Pre-registration and payment of a \$195.00 fee is required to attend this Academy session. In order to receive certification points, each participant is required to complete an assessment within one month of the session.

POINTS FOR ATTENDING 2012 IIMC Conference

Attending the ENTIRE IIMC Conference in Portland, Oregon, will earn you EIGHT CMC EDUCATION or EXPERIENCE points, or EIGHT MMC ADVANCED EDUCATION or PROFESSIONAL and SOCIAL CONTRIBUTION points. To receive all 8 Points, IIMC will be scanning Delegates prior to each education session.

MASTER MUNICIPAL ACADEMY POINTS

Master Municipal Clerk Academy attendees can earn two (2) points for each Academy attended and completed (including assessment) for a possible total number of eight (8) points.

General Sessions

This year, we are offering three General Education Sessions presented by nationally known speakers who will discuss diverse and timely subjects relevant to the job of the Municipal Clerk. Sessions include themes of Leadership, Change and Communication.

Monday, May 21, 2012

1:30 p.m. - 2:30 p.m.

Reinvention Made Easy Change Your Strategy, Change Your Culture



Jim Mathis

The Reinvention Strategist,
The Mathis Group, LLC, Atlanta, GA

With current economic events, the realities of municipal government have changed permanently. In order to adapt to these changes, municipalities need to change the way they do day-to-day business. The economy isn't down; it's different. This provocative and challenging presentation will change your strategic outlook.

The truth is that satisfaction among the public, your customers, is determined by how well their needs or wants are fulfilled in regards to the services offered by municipal government business. A public service is a combination of customer/public value satisfactions. Before you can take a value driven management and service approach, you must identify your values as indisputable truths. This helps you take a leadership position in your municipality.

This presentation will answer questions and cite cases of how cities, government organizations and companies reinvented themselves. These examples will help you to change the way your municipality functions...forever!

Jim Mathis is an international speaking professional, strategist and best-selling author. He has been strategizing, speaking and consulting for more than 30 years. He helps business leaders who want to reinvent their businesses in challenging economies. Jim is president of The Mathis Group based in Atlanta, Georgia, and author of the bestselling book: *"Reinvention Made Easy: Change Your Strategy, Change Your Results,"* as well as *"Reinvention 101"* and *"Reaching Beyond Excellence."*

Tuesday, May 22, 2012

8:30 a.m. - 9:30 a.m.

Conscious Communication®: How to Bring Out The Best in People, Even At Their Worst. Whiner, and Snipers, and Tanks, Oh My!



Dr. Rick Brinkman

Rick Brinkman Productions, Inc.,
West Linn, OR

Conscious Communication® is based on the belief that good communication skills are the foundation of relationships and the lifeblood of effective leadership, teamwork, and organizational performance. In general, people's leadership and organizational effectiveness are a result of their ability to communicate.

This session will address four major objectives. Participants will improve their ability to:

1. Communicate in a manner that prevents problem behaviors from occurring.
2. Move people out of the ten problem behaviors if they exhibit them.
3. Positively influence the behavior of their sphere of contacts on a daily basis.
4. Set a positive example for good communication.

At the end of this presentation, participants will:

1. Be clear about what result they are going for in any interaction.
2. Consistently consider what factors (both environmental and communication) will produce the result they want or get in the way.
3. View every communication interaction as an opportunity to learn something about what works and what does not work in communication.
4. Recognize and take responsibility for the cause / effect relationship between their communication and the other person's responses.

continued on page 13

General Sessions (continued)

Dr. Brinkman is a holistic physician in public practice spreading his Conscious Communication message to support people. In 1988 he was one of only 15 people the Tom Peters Group approved to do In Search of Excellence seminars. He is the coauthor of five McGraw-Hill books, four video training programs and five audio programs. His clients include Sony Pictures, the astronauts of NASA, LucasFilm, Lockheed Martin, the Under Secretary of Defense and staff responsible for the defense budget and many more. He has spoken to groups as large as 8,000 people. He is frequently used by media as a communication expert and has been featured on CNN, O (Oprah Magazine), the NY Times and the Wall St. Journal.

Wednesday, May 23, 2012

8:30 a.m. - 9:30 a.m.

Whose Comfort Zone Are You In?



Marilyn Sherman

Owner, UpFront Presentations
Las Vegas, NV

Have you ever felt like you were in a rut and needed a boost to help you manage all the challenges in your professional life? It's time to get out of your comfort zone and get inspired to achieve higher results.

This presentation will focus on four primary points:

Purpose - Sometimes it's easy to forget what our primary purpose is because we're so busy with constantly changing roles, expectations, and duties. Marilyn will give you strategies on re-focusing on your purpose.

Direction - In order to achieve more success, happiness, balance and a sense of hope, you need to know where you are going and how you're going to get there. Marilyn will teach you how to lead a professional life of value after first determining what direction you would like your professional life to take. With humorous stories and examples, Marilyn illustrates what happens if you don't have a vision for yourself and your work.

Goals - The most successful people would agree that setting goals is one of the best ways to avoid becoming complacent. This section is right out of Marilyn's best selling book "Whose Comfort Zone Are You In?" Marilyn will teach the four MUSTS of goal setting that will inspire you to go for your goals in order to lead a life of value.

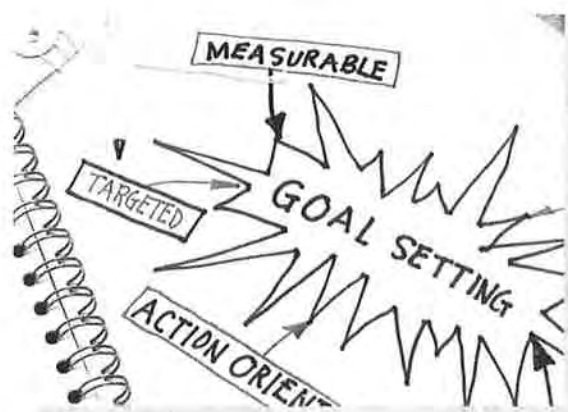
Overcoming Obstacles - Marilyn gets real about how some people have obstacles that seem insurmountable. For

whatever obstacle that you face, Marilyn will give you hope, confidence and courage to overcome your challenges. You will hear fascinating stories of hope and inspiration from people that have had those same obstacles and overcame them. After listening about these extraordinary people defying the odds, you will walk away with a renewed sense of willingness to overcome your obstacles. Come prepared to learn, laugh and leave with solid ideas to help you get out of your comfort zone without jumping into someone else's!

Marilyn Sherman is the owner of UpFront Presentations. She speaks for companies and associations who want people to have more courage and lead inspired lives. She has more than 16 years experience in professional speaking, training and development and workshop facilitation.

She started her corporate experience with Chrysler First Financial Services. As an in-house trainer, she was responsible for writing, producing, and presenting training programs to 2,400 employees across the United States. Marilyn trained all levels of the corporation from new hires, senior executives and field personnel. She specialized in communication classes and building effective teams. When NationsBank acquired Chrysler First, Marilyn was an instrumental member of the transition team. She put many years of experience as a Team Building trainer to help the individuals of both companies quickly meld into one team.

Marilyn is a graduate of Washington State University and a 13-year member of the National Speakers Association (NSA). As a member of NSA, she has served in several leadership roles including Board member for the San Diego and Las Vegas chapters, Chair of the Motivational Speaker Professional Experts Group and Director of four different educational labs across the country. She is also an author and publisher, having articles published in major trade magazines and national publications. Her motivational books include *Whose Comfort Zone Are You In?*, *Why Settle for the Balcony? How to get a Front-Row Seat in Life!* and *My Ticket to the Front-Row* (a 52 week guided journal).



Concurrent Education Sessions

Leadership

- Change Your Strategy
- Working With Your Elected Officials
- Retirement: Taking Life to New Heights
- Positive Politics
- Utilize Your Leadership Power: Engage Your Strengths!

Communication

- Public Speaking Skills for the Professional
- Conscious Communication®: A Walk on the Wild Side
- Dealing With Change in the Workplace
- The Mediator
- Successful Social Media for Local Government

Sustainable Municipalities

- Going Beyond "Green" Thinking to Create Fully Sustainable Communities
- Sustainable Tourism
- Planning for the Future: The Portland Plan
- A Green Office
- Environmental Law and the Clerk
- Sustainability Issues in Your Municipality

Management

- Problem Solving and Decision Making: Avoiding The Pitfalls
- Meeting Management
- Emergency Management: An Employee Case Study
- Creating A Risk Management Manual for Municipalities
- Project Risk Management

Budget/Finance

- Finance for Small Municipalities
- Fraud: Is It Hiding in Your Municipality?
- Developing and Maintaining a Municipal Budget
- How to Translate Numbers for Us Normal Folk

Records Management

- How to Get Funding for Records Management Projects
- Records Management Training for Municipal Employees: Taking What You've Learned Back Home
- Our Journey to Records Town: Updating An Agency Retention Schedule
- Managing Social Media As A Record
- Developing Policies and Procedures for E-Records
- Preserving Long-term and Archival Records

Monday, May 21, 2012 • 5:15 p.m. – 6:15 p.m.

How May I Help You? An Interactive Session on the CMC Requirements

Ashley Carroll

Verification Specialist, IIMC



IIMC's Verification Specialist will answer your questions and discuss the CMC requirements and processes, explain how to apply your points on the application and which resources to use. Please bring your questions with you to this session.

Please do not bring your application and its supporting documents to the conference for review. The Education Department will not accept any documentation at the conference. **This session does not qualify for IIMC points.**

Tuesday, May 22, 2012 • 5:15 p.m. – 6:15 p.m.

How May I Help You? An Interactive Session on the MMC Requirements

Ashley Carroll

Verification Specialist, IIMC



The IIMC Education Department will answer your questions and discuss the MMC requirements and processes, explain how to apply your points on the application and which resources to use. Please bring your questions with you to this session.

Please do not bring your application and its supporting documents to the conference for review. The Education Department will not accept any documentation at the conference. **This session does not qualify for IIMC points.**

Highlights of the Week

BOARD OF DIRECTORS MEETINGS

The current IIMC Board of Directors will meet on Saturday, May 19. The newly elected 2012/2013 Board will convene on Thursday, May 24. Meetings are open to all Delegates.

STANDING COMMITTEES

Standing Committee members and appointees will meet throughout the week. Committees will meet to discuss their annual goals and plans. Meetings are open to all Delegates.

ANNUAL BUSINESS MEETING - A.M. Meeting

This is a wonderful opportunity to learn first-hand what's going on with your Organization. The IIMC Annual Business Meeting will convene for breakfast on Thursday, May 24. The agenda will include the results of the membership election of IIMC Vice President (if necessary), adoption of resolutions, Association business and other related matters. Members who wish to bring forth Amendments to the Constitution must follow Article XIII – Amendments to the Constitution. For more information, visit www.iimc.com - About Us.

EXHIBIT HALL INFORMATION

Oregon Convention Center

The IIMC Exhibit Hall officially opens its doors on Sunday, May 20, with the Grand Opening/Luncheon scheduled for Monday, May 21. IIMC encourages you to work the Hall, get to know the Exhibitors and learn about the diverse government products and services available to the Municipal Clerk's Office. Refreshment breaks will be available in the Hall while it's open. The Opening Reception will be held on Sunday, May 20 in the Exhibit Hall from 7 to 9 p.m. in the Oregon Convention Center. Here are other events in the Hall:

- Sunday, May 20 - Exhibit Hall opens
- Sunday, May 20 - Opening Reception will be in the Hall
- Monday, May 21 to Tuesday, May 22 -- Refreshment Breaks
- Monday, May 21 - Grand Opening Luncheon
- Tuesday, May 22 - Lunch in the Hall

There will be plenty of time to enjoy your meals and mingle with the Exhibitors. Don't forget to support your Foundation at the MCEF Silent Auction in the Exhibit Hall.

FIRST-TIME DELEGATES ORIENTATION

Is this your first IIMC Annual Conference? Do you need more information about IIMC? If you've answered yes to either of these questions, then the Orientation Session is for you. Join the veteran IIMC Conference crew Sunday, May 20 for helpful hints on the Conference schedule; selecting

Conference workshops; ways to become more involved with IIMC; and answers to questions many new Delegates hesitate to ask. For more information, contact Janis Daudt at janis@iimc.com.

OPENING CEREMONY

The Opening Ceremony will be held on Monday, May 21 - 8:00 a.m. to 10:00 a.m. This morning's event will feature many highlights including entertainment, the Parade of Flags, Awards, and special keynote speakers.

OPENING RECEPTION - Oregon Convention Center

The All About Oregon Opening Reception kicks off the 2012 Conference, complete with trivia games and prizes. You don't have to go far and, as a change of pace, Delegates will be treated to a wonderful evening of camaraderie and networking with colleagues while enjoying heavy hors d'oeuvres, jazz music and DJ and dancing. The MCEF Silent Auction and the exhibitors will remain open during the reception.

WHEN: Sunday, May 20

WHERE: Oregon Convention Center - Exhibit Hall

ATTIRE: Casual

TIME: 6:00 pm to 10:00 pm

ANNUAL BANQUET

This special evening is a fitting climax to say goodbye to friends and to reflect on your Conference "highs." Entertainment will be provided courtesy of the 2012 Portland, Oregon Host Committee.

DATE: Thursday, May 24

WHAT: Annual Reception

WHEN: 6:00 p.m.

WHERE: Oregon Convention Center

DATE: Thursday, May 24

WHAT: Annual Banquet

WHEN: 7:00 p.m.

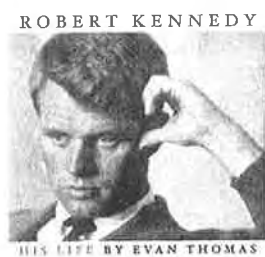
WHEN: Oregon Convention Center

Athenian Leadership Society Dialogues

Athenian Leadership Society Dialogues are limited to a minimum of 10 participants and a maximum of 30 participants per session on a first-come, first-served basis. Each Dialogue is worth TWO (2) education points (with the completion of a mandatory assessment). Participants are required to purchase and read the book prior to the session. Due to the pre-work that is involved (reading of the book), on-site registrations are not allowed.

Saturday, May 19, 2012
Fee: \$100.00

8:00 a.m. - 3:00 p.m.



Robert Kennedy: His Life by Evan Thomas

Charles Tokar, MMC

Dialogue Facilitator
Village Clerk/Budget Officer
Village of Chicago Ridge
Chicago Ridge, IL

Robert F. Kennedy or RFK, as he was often referred to, or Bobby as his family called him, was a scion of the powerful and wealthy patriarch Joseph Kennedy. Born in 1925, RFK earned a baccalaureate degree from Harvard and a Law degree from the almost equally prestigious University of Virginia at Charlottesville. Following John F. Kennedy's election as president, RFK became Attorney General and almost immediately stepped into public view. He was a tireless advocate for civil rights and unlike most political leaders; his actions often spoke louder than his words. He was a warrior and there is no better testimony to the validity of this assertion than the tumultuous and confrontational relationship he had with the Director of the FBI, J. Edgar Hoover, and his relentless investigation of Jimmy Hoffa and the corrupt Teamster's Union.

Bobby Kennedy was an enigma and his life was filled with contradictions and accomplishments. One facet of his life was the family man, a devoted husband who loved his children and the excitement of family events and intellectual stimulation he presided over at Hickory Hill. But there was another side and that was the boisterous and at times acerbic edge that he showed when he confronted

injustice or when the president needed some insulation and defense against his attackers and detractors. In between these two facets there was a romantic and a poet who loved and quoted Shakespeare and delighted in studying the ancient Greeks. Here perhaps most of all the enigma of Bobby Kennedy showed itself to the world. In his personal and professional life, RFK was a pragmatist, he was tested in the trenches of government and he matured under fire. His advice was always thoughtful and sound and this ultimately positioned him as the president's most trusted advisor.

Following the assassination of President Kennedy, Bobby remained Attorney General under President Johnson for approximately nine months. He resigned his Cabinet post to run for the Senate from New York and he won that election. Following this victory, he began structuring a campaign for the presidency. His candidacy was gaining momentum when on that fateful day in June of 1968, as he was leaving the Ambassador Hotel in Los Angeles, he was struck down by a flurry of bullets. Sirhan Sirhan, a 24-year-old Palestinian man shot and killed Bobby Kennedy and, again, America was plunged into the depths of mourning and despair. The bullets from a crazed gunman not only ended the life and career of one of the most interesting political figures of the 20th century, America lost what could have been one of the best presidents of the 20th century. Bobby Kennedy lived an enigmatic life; he was a visionary, a tireless advocate for civil rights, and a leader. In this biography, Evan Thomas gives us an inside look at a political leader whose life was rich with paradox and promise.

Pre-registration (on-site registrations are not allowed) and payment of a \$100.00 fee is required to attend this Athenian Leadership Society Dialogue. In order to receive points, each participant is required to complete an assessment within one month of the Dialogue.

Institute Directors - Education Chairs Colloquium

Sunday, May 20 • 9:30 a.m. to 4:00 p.m.

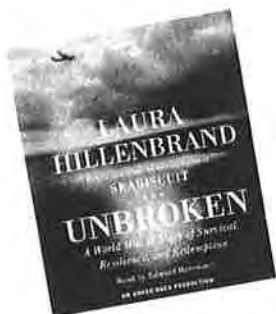
Institute Directors and State/Provincial/National Education Chairs convene to discuss current issues affecting IIMC's Certification Institutes and Academy programs, share ideas, innovations and suggestions for Municipal Clerk education improvement. IIMC Officers and Committee Chairs will also join the discussions.

The Colloquium is open to all Delegates: Laserfiche Corporation sponsors the Colloquium.

Athenian Leadership Society Dialogues (continued)

Sunday, May 20, 2012
Fee: \$100.00

8:00 a.m. - 3:00 p.m.



Unbroken

by Laura Hillenbrand

Mary Lynne Stratta, MMC

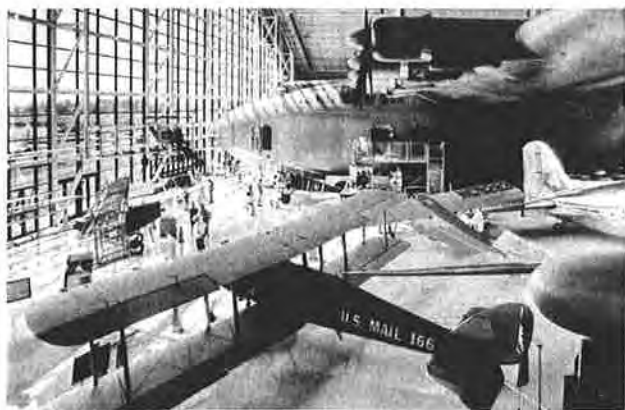
Dialogue Facilitator, City Secretary
City of Bryan, Bryan, TX

Unbroken is a World War II story of survival, resilience and redemption. On a May afternoon in 1943, an Army Air Force bomber crashed into the Pacific Ocean and disappeared, leaving only a spray of debris and a slick of oil, gasoline and blood. Then, on the ocean surface, a face appeared. It was that of a young lieutenant, the plane's bombardier, who was struggling to a life raft and pulling himself aboard. So began one of the most extraordinary odysseys of the Second World War. The lieutenant's name was Louis Zamperini. In boyhood, he had been a cunning and incorrigible delinquent, breaking into houses, brawling and fleeing his home to ride the rails. As a teenager, he

had channeled his defiance into running, discovering a prodigious talent that had carried him to the Berlin Olympics and within sight of the four-minute mile. When war came, the athlete became an airman, embarking on a journey that led to his doomed flight, a tiny raft, and a drift into the unknown. Ahead of him lay thousands of miles of ocean, sharks, a foundering raft, thirst, starvation, enemy aircraft attacks and, beyond, a trial even greater imprisonment in a Japanese POW camp where he was starved and tortured at the hands of his brutal captors. Driven to the limits of endurance, Louie would answer desperation with ingenuity; suffering with hope, resolve and humor; and brutality with rebellion. His fate, whether triumph or tragedy, would be suspended on the fraying wire of his will. This book explores the best of the American spirit, outstanding leadership under the most dire of circumstances, devotion to country and fellow servicemen, teamwork, sacrifice, resourcefulness, and is a testament to the resilience of the human mind, body and spirit.

Pre-registration (on-site registrations are not allowed) and payment of a \$100.00 fee is required to attend this Athenian Leadership Society Dialogue. In order to receive points, each participant is required to complete an assessment within one month of the Dialogue.

All Conference Event - Evergreen Aviation Museum



IIMC Conference attendees will take a 45-minute drive southwest from Portland into the Willamette Valley. Once there, civilization will quickly give way to bucolic wineries and tiny towns. And, then, when you least expect it -- POW - you come upon an enormous glass-walled building with water slides pouring down the front of a Boeing 747 propped on the roof. You've finally arrived to the site that is surely intended to become one of IIMC's most memorable All Conference Event destinations.

Although perhaps best known for its centerpiece, the original Spruce Goose - the largest airplane ever built, the Evergreen Aviation and Space Museum is home to more than 200 aircraft and exhibits. The Museum features military aircraft, helicopters, commercial and private aircraft, and an entire building dedicated to space flight. Dreams of flight have captured the imaginations of children and adults alike for centuries. The exhibits at the Museum celebrate the lives of innovators, pilots, and veterans who courageously pioneered flight in these remarkable machines.

Attendees will have the museum all to themselves, as they walk throughout the Museum viewing these extraordinary flying vehicles.

The afternoon and evening provides a sumptuous Tailgater's barbecue, the Frank Messina Band - playing jazz and swing -- in an unusual ambience sure to be a memory for years to come.

WHEN: Wednesday, May 23, 2012

WHERE: Evergreen Aviation Museum

TIME: 6:00 p.m. to 9:00 p.m.

ATTIRE: Comfortable and casual

Fourteenth Annual MCEF Walk/Run

MCEF welcomes all Delegates, guests and family members



The Municipal Clerks Education Foundation (MCEF) urges 2012 Conference Delegates, guests and family members to participate in an exciting, healthy and worthwhile fundraiser at the IIMC Conference - the MCEF Walk/Run.

On Sunday, May 20, you will have the opportunity to join your IIMC Delegates and friends at the 2012 MCEF Walk/Run.

In Portland, the MCEF Walk/Run is a 3-mile loop that is completely ADA compliant and has a continuous view of the Willamette River. Participants will meet and depart from the Oregon Convention Center and cross the Steel Bridge to Tom McCall Waterfront Park where you will pass the Battleship Oregon Memorial, the Salmon Street Springs, the Oregon Maritime Center & Museum and the Japanese American Historical Plaza. You will then cross the river on the Hawthorne Bridge to the east bank of the river where you will see various art

projects, historical markers, docks and a floating walkway before returning to the Convention Center.

There will be prizes for participants who reach various pledge levels including one complimentary registration for the 2013 IIMC Annual Conference in Atlantic City, NJ. MCEF suggests you ask friends and colleagues to sponsor your participation in this worthwhile, healthy, and exciting event. In addition, the first 100 pre-registered participants will receive a complimentary Walk/Run T-Shirt donated by Municipal Code Corporation.

Pledge sheets will be mailed to participants after they register. You can also pick-up a pledge sheet at the MCEF booth at the Oregon Convention Center.

WHO: All IIMC Conference Attendees
WHAT: MCEF Walk/Run
WHEN: Sunday, May 20, 2012 - 7 a.m.

WHERE: Oregon Convention Center
COST: \$25

IIMC Annual Conference Scanning Policy

Background

At the 2009 Mid-Year Board Meeting, IIMC's Board of Directors approved to confer a maximum of eight (8) education points for each Conference Delegate, providing that each Delegate attends all required education sessions during the Conference week.

To accomplish this, the Board also approved the implementation of a scanning system that will scan each Delegate's badge prior to each session during the Conference. Scanning will ensure that Delegates receive an accurate statement of education points, based entirely on their attendance. This process began with the 2010 Annual Conference.

Policy

In order to receive credit for attendance, Delegates (including volunteers) are responsible for ensuring they have been scanned into all Conference Education Sessions; Academies, General Sessions, Athenian Leadership Dialogues

and Concurrent Education Sessions. IIMC Conference education sessions are rated at 1 point per 2 in-class contact hours.

The Annual Conference Education Program operates in this manner:

- Education Scanning Volunteers and/or IIMC Staff will start scanning Delegates into sessions beginning 15 minutes prior to the session start time. A session is full when there are no more seats available, and scanning for that session will stop. Delegates must then find another available session in order to receive credit. IIMC can only allow the maximum number of participants in each room (as allowed by the local fire code).
- Seating is on a first come, first served basis. Saving seats is prohibited.
- Delegates must be scanned into a session within 10 minutes of the session start time.

continued on page 19

CITY OF NORTH POLE

ORDINANCE 12-06

**AN ORDINANCE OF THE CITY OF NORTH POLE AMENDING TITLE 15,
BUILDING AND CONSTRUCTION, CHAPTER 15.04, ADMINISTRATIVE CODE**

WHEREAS, changes to the North Pole Municipal Code is a continually changing requirement; and

WHEREAS, the City of North Pole Municipal Code should be amended to conform to the requirements of the City and to clarify questionable areas.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of North Pole:

Section 1. This ordinance is of a general and permanent nature and shall be codified.

Section 2. Amend Title 15 Building and Construction, Chapter 15.04 Administrative Code as follows:

15.04.050 Local amendments to the Uniform Administrative Code, 1997 Edition.
The amendments to the 1997 edition of the Uniform Administrative Code are listed
hereafter by section.

Revise Section 304.2 Permit Fees, paragraph two to read:

The determination of value or valuation under any of the provisions of these codes shall be made by the building official based upon the latest Building Valuation values released by the International Code Council and adjusted by a factor of 1.3. The value to be used in computing the building permit and building plan review fees shall be the total value of all construction work for which the permit is issued as well as all finish work, painting, roofing, electrical, plumbing, heating, air-conditioning, elevators, fire-extinguishing system and other permanent equipment.

Section 3. Effective Date. This ordinance shall be effective at 5:00 pm on the first City business day following its adoption.

PASSED AND APPROVED by a duly constituted quorum of the North Pole City Council this 5th day of March, 2012.

Douglas W. Isaacson, Mayor

ATTEST:

Kathryn M Weber, MMC
North Pole City Clerk

PASSED
YES:
NO:
Abstained

CITY OF NORTH POLE

ORDINANCE 12-07

**AN ORDINANCE OF THE CITY OF NORTH POLE AMENDING TITLE 15,
BUILDING AND CONSTRUCTION, CHAPTER 15.12, BUILDING CODE;
INTERNATIONAL BUILDING CODE, 2009 EDITION**

WHEREAS, changes to the North Pole Municipal Code is a continually changing requirement;
and

WHEREAS, the City of North Pole Municipal Code should be amended to conform to the
requirements of the City and to clarify questionable areas.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of North Pole:

Section 1. This ordinance is of a general and permanent nature and shall be codified.

Section 2. Amend Title 15 Building and Construction, Chapter 15.12 Building Code;
International Building Code, 2009 Edition as follows:

- *See Attached*

Section 3. Effective Date. This ordinance shall be effective at 5:00 pm on the first City
business day following its adoption.

PASSED AND APPROVED by a duly constituted quorum of the North Pole City Council this
5th day of March, 2012.

Douglas W. Isaacson, Mayor

ATTEST:

Kathryn M Weber, MMC
North Pole City Clerk

PASSED
YES:
NO:
Abstained

Chapter 15.12 Building Code

15.12.010 Adoption.

~~The bound volumes containing the code known as The *International Building Code* 2006/2009~~
edition as published by the International Conference of Building Officials, together with the local amendments as set forth in Chapter 15.12, shall constitute the laws of the city relating to building regulations. Where the *International Building Code* conflicts with this code, this code shall prevail. ~~Copies of~~ An electronic copy of the *International Building Code* and referenced Standards ~~may be examined~~ is retained at the city offices.

15.12.020 Modifications.

The building official shall have the power to modify any of the provisions of the *International Building Code* adopted by this chapter upon application in writing by the owner or lessee or his duly authorized agent, when there are practical difficulties in the way of carrying out the strict letter of the code; provided, that the spirit of the code is observed, public safety secured, and substantial justice done. The particulars of the modification, when granted or allowed, and the decision of the building official thereon shall be entered upon the records of the department, and a signed copy shall be furnished the applicant.

15.12.030 Appeals.

Whenever the building official disapproves an application or refuses to grant a permit applied for, or when it is claimed that the provisions of the code have been misconstrued or wrongly interpreted, the applicant may appeal from the decisions of the building official to an appeals board of five members to be appointed by the mayor/city manager within thirty days from the date of the decision. The appointment of the appeals board will be on a case by case basis with the members of said board comprised of local design professionals, contractors, inspectors or other members of the public deemed knowledgeable of the subject matter by the mayor / city manager.

15.12.040 Building permits—Compliance with ordinances.

It is established that no permit will be issued for the construction of new buildings or building, within the corporate limits of the city, which is inconsistent with the current comprehensive plan of the city or any city ordinances and regulations.

15.12.050 Moving buildings.

A. No building of any kind or nature shall be moved to a location in the city from outside the limits of the city without approval of the building official, and, in the event any persons move into the city a building from a location outside the city, he or they shall not be permitted to use the building either for residential or business purposes until the building official has approved the building for the purpose intended.

B. No building which is more than eight feet six inches wide, more than thirteen feet six inches above the ground, more than seventy feet zero inches total length including trailer, more than four feet zero inches in rear overhang, more than three feet zero inches in front overhang or more than the allowable road weight limitations shall be moved upon the city streets without first

obtaining a moving permit. Before a moving permit may be issued, the following items must be provided: a copy of the state transport permit, proof of insurance, the proposed route and time and a bond of one thousand dollars in the form of a certified check payable to the city. The moving permit must have the written approval of both the building official and chief of police or their designee. The bond will be returned less any expenses incurred by the city repairing public facilities, utilities or roadways damaged during the move.

15.12.060 Local amendments to the *International Building Code*, 2006~~2009~~ edition. The *International Building Code* 2006~~2009~~ edition as published by the International Conference of Building Officials is hereby adopted by the City of North Pole as follows:

Delete section 15.12.060 in its entirety and replace with the following:

Section 101.2.1 Appendices. Amend this section to read as follows: Appendices E and H are hereby adopted.

Chapter I Administration. Delete this chapter in its entirety and replace with the 1997 Uniform Administrative Code.

Section 202 Definitions. Create a new definition for Family Child Care Homes to read as follows:

A family child care home is a licensed facility that is located within a single-family home in which personal care services are provided by the owner or tenant that normally occupies the residence on a twenty-four hour basis.

Section 202 Definitions. Townhouse.

Delete the definition and replace as follows: Townhouse. A single-family dwelling unit constructed in a group of two or more attached units in which each unit extends from foundation to roof and with a yard or public way on at least two sides. Each townhouse shall be considered a separate building as recognized by a recorded lot line between such units. Each townhouse unit shall be provided with separate water, sewer, heating and electrical services.

Section 305.2 Day Care.

Revise this section as follows:

The use of a building or structure, or portion thereof, for educational, supervision or personal care services for more than five children older than 2 % years of age, including children related to the staff, shall be classified as a Group E occupancy. Section 305.2 Day Care.

Add the following exception to this section: Exception.

Family child care homes operating between the hours of 6:00 am and 10:00 p.m. may accommodate a total of twelve children, provided that no more than 5 children are under the age

of 2 % years. Family child care homes as defined are classified as an (R3) occupancy and shall comply with section

907.2.10 (smoke detectors), section 908.7 (carbon monoxide detectors) and section 1003 (emergency escape and rescue openings as required by section 1029 for napping and sleeping rooms. Fire extinguishers shall be provided in accordance with the International Fire Code.

Section 305.3 Day Care Hours of Operation.

Create a new section title to read as follows:

Day care hours of operation. A Day Care that operates between the hours of 10:00 p.m. and 6:00 a.m. shall be equipped with an approved automatic sprinkler system throughout, designed and installed in accordance with NFPA Standard 13-0-1996 or an approved equivalent system as approved by the Fire Chief. An approved emergency escape or rescue window meeting the requirements of IBC Section 1026 shall be provided in each sleeping or napping room. Smoke detectors and carbon monoxide detectors shall be installed in accordance with sections 907.2.10 and 908.7. Fire extinguishers shall be provided in accordance with the International Fire Code.

Section 308.2 Group 1-1.

Revise this section by deleting the last paragraph and replace with the following:

A facility housing more than 2 persons and no more than 16 persons shall be classified as a Group R-4.

Section 308.3.1 Definition.Child Care Facility.

Amend the definition to read as follows: A child care facility that provides care on a 24-hour basis to more than five children 2 years of age or less, including children related to the staff, shall be classified as Group 1-2.

Section 308.3.1 Definition.Nursing Homes.

Delete the definition and revise as follows:

Nursing homes are long-term care facilities on a 24 hour basis, including both intermediate care facilities and skilled nursing facilities, serving more than two persons and any of the persons are incapable of self-preservation.

Section 310.1 Residential Group R-4. Delete this paragraph in its entirety and replace as follow:

Residential occupancies shall include buildings arranged for occupancy as Residential Care/Assisted Living Facilities including more than 2 and no more than 16 persons, excluding staff, shall be classified as Group R-4. Occupants of a residential care/assisted living facility are capable of responding to an emergency situation without physical assistance from the staff.

Occupancies which include Individuals who are not capable of responding to an emergency situation or incapable of self-preservation shall be classified as an I occupancy. R-4 occupancies shall be sprinklered throughout as required by section 903.3.1.3.

Section 406.1.4 Separation.

Delete this section in its entirety and replace as follows.

1. The private garage shall be separated from all dwelling units by a one hour fire resistive wall assembly. The fire resistive wall may terminate at the ceiling provided: a) the ceiling framing construction is protected by a layer of 5/8 inch thick type X gypsum board and the area above the ceiling is a non-habitable attic:: space. Garages located beneath habitable rooms or dwelling units shall be separated by an approved one hour fire resistive horizontal floor ceiling assembly and one hour fire resistive vertical wall assemblies. Penetrations of the fire resistive assemblies shall be fire stopped with materials approved for the hourly rating. Door openings between a private garage and a dwelling shall be provided with a minimum rating of 45 minutes and be equipped with self-closing and self-latching doors. In addition these doors shall be provided with gasket seals on the top and sides including installation of a tight fitting threshold. Openings from a private garage directly into a room used for sleeping purposes shall not be permitted.
2. Ducts in a private garage and ducts penetrating the walls or ceilings separating the dwelling unit from the garage shall be constructed of a minimum 0.019-inch (0.48 mm) sheet steel and shall have no openings into the garage. The duct shall be firestopped with materials approved for a one hour fire resistive assembly.
3. A separation is not required between a group R-3 and U carport, provided the carport is entirely open on two or more sides and there are not enclosed areas above. Section 413.3 Usable space under floors. Add a new subsection to read as follows:

Usable space under the first story shall be enclosed except in groups R-3 and U occupancies, and such enclosure when constructed of metal or wood shall be protected on the side of the usable space as required for one hour fire resistive construction. Doors shall be self-closing, of noncombustible construction or solid core, not less than 1 1/2" inches in thickness or a twenty minute door assembly may be used.

Exception:

Areas protected by approved automatic sprinkler systems.

Section 501.3 Location on property.

Create a new section to read as follows:

For the purposes of allowable area limitations, required yards shall be permanently maintained. Buildings shall adjoin or have access to a permanent public way or yard on not less than one side.

Table 508.2.5 Incidental Accessory Occupancies. Amend table by adding footnote

(a) to read as follows: footnote (a). Regardless of the Btu rating, psi rating or horsepower rating a one hour separation or automatic fire -extinguishing system is required for furnace or boiler rooms providing heat for group E, R-1, R-2, I and R-4 Occupancies

Table 601 Fire-resistance rating requirements for building elements. Amend footnote (d) by adding the following sentence. In group E Occupancies, an automatic sprinkler system may be substituted for 1 hour fire-resistance-rated-construction provided the system is designed in accordance with section 903.3.1.1.

Section 603.1 Allowable Materials. Add the following item to allowable materials.

26.4 Fire-retardant treated wood may be used as furring for exterior bearing and non-bearing wall construction provided the building is sprinklered throughout and the required fire rating of the wall is 2 hours or less.

Section 717.4.2 Groups R-1 and R-2.

Delete the last sentence in its entirety and replace with the following: Draft stops in attic spaces shall be installed so that the maximum area between draft stops does not exceed 3,000 square feet, and the greatest horizontal dimension does not exceed 60 feet. Such draft stops are not required to be located directly above or in line with walls separating tenant spaces.

Delete exception 1 in its entirety.

Revise exception 3 to read as follows:

In R-2 occupancies that do not exceed four stories in height, the attic space shall be subdivided into areas not exceeding 3,000 square feet.

Section 808.1.1.1 Suspended acoustical ceilings. Delete this section in its entirety and replace as follows:

Suspended acoustical ceiling systems shall be installed in accordance with the provisions of ASTM C635 and ASTM C636 and the following installation standards.

1. A heavy duty-rated grid system shall be used in all occupancies. The perimeter wall angle shall be deemed to provide structural support for the perimeter cross-tee and main runner intersections and the edge support for the ceiling tiles provided it is secured.

Exception: Intermediate duty rated systems may be used in R-3 Occupancies.

- 1 Changes in the ceiling plane elevation shall be provided with structural support or additional wires capable of maintaining a positive bracing system.

- 2 Cable trays and electrical conduits shall be independently supported and braced independently of the ceiling.
- 3 Compression posts are not required if the distance from the plane of the suspended ceiling and the lowest structural framing elements are 24 inches or less.
- 4 Cross-tees, which are 8 inches or less in length and located at the perimeter of any room, do not require additional vertical 12 gauge support wires.
- 5 A 90 degree cross tee return system may be used to support the cross-tee to the perimeter wall angle. Rivets, zip-it wall anchors and/or screws may be used to positively attach the cross tee to the perimeter wall angle or wall substrate in lieu of additional perimeter wires. The installation shall be in accordance with this suspended ceiling policy.
- 6 Lighting fixtures seismically supported in accordance with CISCA 3-4 are not required to be positively attached to the suspended grid members.
- 7 Recessed can or bullet type lighting fixtures weighing less than 20 pounds shall be supported to the grid system and shall be positively attached to the structure above with a minimum of one 12 gauge wire or safety chain. Fixtures weighing more than twenty pounds shall be supported with a minimum of two 12 gauge wires or two safety chains attached to the fixture and secured to the structure above. These wires may be slack.
8. Suspended acoustical ceiling systems may not be used to provide lateral support for non-bearing partitions unless: a) designed by an engineer or b) installed in accordance with an approved evaluation report recognized by the International Building Code.
9. Ceiling mounted air terminals weighing less than 20 pounds shall be positively attached to the ceiling suspension main runners or cross tees having the same carrying capacity as the main runners. Air terminals weighing more than twenty pounds shall be provided with a minimum of two 12-gauge wires, connected from the terminal to the structure above and shall be positively attached to the grid system.
10. Corridors which are 6 feet in width or less may have the seismic splay wires installed in the direction of the long axis of the corridor. These splay wires shall be spaced 12 feet on center and splayed at a 45 degree angle. Splay wires are not required in the short axis of the corridor.
11. When all ceiling tiles are replaced in an existing non-complying suspended ceiling, the lights and mechanical air terminals shall be upgraded and seismically braced prior to the new tile installation.
12. When lighting fixtures are replaced or relocated in an existing suspended ceiling, the new lights or relocated lights shall be seismically-braced in accordance with CISCA 3-4 and this section.

13. When mechanical ductwork or air terminals are altered or relocated in an existing suspended ceiling, those mechanical devices shall comply with the seismic requirements with CISCA and this section.
14. When 50% or more of the grid system is replaced or altered, the entire grid system shall be upgraded to meet the current seismic standards in accordance with CISCA 3-4.
15. Two inch wide perimeter angles are not required.

Section 903.2.3 Group E.

Delete this section in its entirety and replace as follows:

An automatic sprinkler system shall be provided throughout all Group E occupancies. An automatic sprinkler system shall also be provided for every portion of educational buildings below the level of exit discharge. Day care uses that are licensed to care for more than 5 persons between the hours of 10 p.m. and 6 a.m. shall be equipped with an automatic sprinkler system designed and installed in accordance with Section 903.3.1.3, or an approved equivalent system. The use of a firewall or fire barrier does not establish a separate building or fire area for the purpose of this section.

Exceptions 1. Buildings with E occupancies having an occupant load of 49 or less.

2. Day care uses not otherwise required to have automatic sprinkler system by other provisions of the code.

Section 903.2.11.7. Pit Sprinklers. Add a new subsection and title to read as follows:

Pit Sprinklers. Sprinklers shall be installed in the bottom of all new and existing elevator pits below the lowest projection of the elevator car but no higher than 24 inches from the bottom of the pit.

Section 903.3.1.1 NFPA 13 Sprinkler systems is revised by adding a new Subsection

903.3.1.1.2 to read as follows:

Elevator Hoist ways and Machine Rooms. Where the provisions of this code require the installation of automatic sprinkler systems, such installation in Elevator hoist ways and machine rooms shall be in accordance with NFPA [13, Section 5-13.6.1] 1'3-2002 and ASME A17.1 Safety Code for Elevators and Escalators, 2000 edition

Exception: Sprinklers may be deleted in an elevator machine room when such room is:

- (1) Separated from the remainder of the building in accordance with Section 3006.4
- (2) Smoke detection is provided in accordance with NFPA 72
- (3) Notification of alarm activation is received at a constantly monitored location.

Section 903.4.2 Alarms.

Amend this section by adding the following sentence to the paragraph:

Buildings equipped with a sprinkler system without an alarm system shall have at least one notification device (horn/strobe) located inside the building in a commonly occupied area to alert occupants of a sprinkler activation.

Section 907.2.3 Group E. Revise this section by adding a second paragraph to read as follows:

Rooms used for sleeping or napping purposes within a day care use for a Group E occupancy shall be provided with smoke detectors that comply with section 907.2.11.2 and carbon monoxide detectors as specified in section 90B.7.

Section 908 Emergency alarm systems.

Revise this section by adding new sub-sections 90B.7. 90B.71 and 90B.72

Section 908.7 Carbon Monoxide Detectors. Create a new subsection and title to read as follows:

Carbon Monoxide Detectors.

The provisions of this section apply to Group 1-1, R-2, R-3 and R-4 occupancies. At least one (1) carbon monoxide detector shall be installed on each floor level. If a floor level contains bedrooms or sleeping rooms, at least (1) detector shall be located in the immediate vicinity of the sleeping area, outside of the bedrooms/sleeping rooms. Carbon monoxide detectors shall be listed and installed in accordance with their listing. The alarm shall be clearly audible in all sleeping rooms with intervening doors closed.

Exceptions:

1. Carbon monoxide detectors are not required in dwelling units and structures with no combustion (carbon base fuels) type appliances and with no attached garages or parking of vehicles in close proximity of openings such as windows, doors and fresh air inlets.
2. Carbon monoxide detectors are not required in Group R-2 occupancies where all combustion (carbon base fuel) equipment is located within a mechanical room separated from the rest of the building by construction capable of resisting the passage of smoke or the structure has an attached garage and is ventilated by an approved automatic carbon monoxide exhaust system designed in accordance with the mechanical code.

Section 908.7.1 Interconnection. Create a new subsection and title to read as follows:

In new construction, all carbon monoxide detectors located within a single dwelling unit shall be interconnected in such a manner that actuation of one alarm shall activate all of the alarms within the individual dwelling unit.

Section 908.7.2 Power Source. Create a new subsection and title to read as follows:

In new construction, carbon monoxide detectors shall receive their primary power from the building wiring where such wiring is served from a commercial source and shall be equipped with battery backup. Wiring shall be permanent and without a disconnecting switch other than those required for over current protection. Carbon monoxide detectors shall be permitted to be cord-and-plug type with battery backup in existing construction.

Section 1008.1.9.3 Locks or Latches. Add Exception 6 as follows:

6. In Groups 8, F, M and S occupancies, a single thumb turn may be used in exit doors, where the occupant load is 100 or less, in conjunction with an approved lock set when the thumb turn requires no more than one-half turn to unlock. Hardware height shall comply with Section 1008.1.8.2. This exception does not apply when panic hardware is required or installed.

Section 1008.1.9.3.1 Manual security bar for limited use. Create a new subsection and title to read as follows:

Manual security bar for limited use. Assembly occupancies such as restaurants, taverns and lounges and B,F,M,S occupancies with an occupant load of less than 100 may utilize a manual security bar for the second required exit when the building is not occupied by the public. The security bar shall be pre-approved by the fire marshal before installation. The bar must be easily removed and shall not be provided with padlocks, chains or other locking devices requiring special tools or knowledge. The bar shall be identified by a contrasting color. The exit door shall be provided with a sign stating, "This door to remain unlocked during business hours." The use of this provision may be revoked by the fire marshal for noncompliance.

Assembly occupancies with an occupant load of 300 or less which are provided with an approved sprinkler system throughout may install a security bar on the second required exit as specified above. The conditions and approval of the security bar installation shall be kept on file with the fire marshal. The use of this provision may be revoked by the fire marshal for noncompliance.

Section 1008.1.8.7 Delayed egress locks. Revise exception #3 to read as follows:

3. The door locks shall have the capability of being unlocked by a signal from an approved location.

Section 1009.4.2 Stair riser and tread depth. Amend section by adding an exception #8 to read as follows:

Stairs or ladders used only to attend equipment are exempt from the requirements of Section 1009.

Section 1021.5 Exits from basements. Create a new subsection and title to read as follows:

Exits from basements.

Basements in all occupancies except Group R-3, shall be provided with a minimum of at least two independent exits.

Exceptions:

- 1 Basements used exclusively for the service of the building.
- 2 Basements used exclusively for storage purposes and limited to 750 square feet.
- 3 Basements used for private offices, maintenance rooms or laundry rooms and similar uses limited to an aggregate floor area of 500 square feet, provided a hard wired smoke detector is installed in the basement and interconnected to a smoke detector located on the level of discharge as approved by the City Fire Marshal.
- 4 Basements used for private offices, maintenance rooms or laundry rooms and similar uses which are provided with a direct exterior exit to grade shall be limited to an aggregate floor area of 750 square feet, provided a hard wired smoke detector is installed in the basement and interconnected to a smoke detector on the level of exit discharge as approved by the City Fire Marshal.
- 5 Buildings which are sprinklered throughout and contain a basement may have one exit provided:

5.1 Basements are used exclusively for storage purposes and limited to 1500 square feet.

5.2 Basements are used for private offices, maintenance rooms, or laundry rooms and similar uses limited to an aggregate floor area of 1000 square feet.

5.3 Basements are used for private offices, maintenance rooms or laundry rooms and similar uses and are provided with a direct exterior exit to grade shall be limited to an aggregate floor area of 1500 square feet.

Section 1029.1 General. Revise the first sentence of the paragraph to read as follows:

The design and construction of buildings or portions of buildings to meet the requirements of the Americans with Disabilities Act and Fair Housing Act is the exclusive responsibility of the owner of the structure.

1102.1 Definitions. Add the following definitions:

CONVENTIONAL INDUSTRY TOLERANCES: Plus or minus 1/2 inch up to 36 inches and plus or minus 1 percent over 36 inches. Slopes may be plus or minus 1 percent.

ADAPTABLE: The ability of certain building spaces and elements, such as kitchen counters, sinks, and grab bars, to be added or altered so as to accommodate the needs of either disabled or non-disabled persons, or to accommodate the needs of persons with different types or degrees of disability.

1103.1 Where required. Add the following sentence to this section:

Subject to the approval of the Building Official, areas where work cannot reasonably be performed by persons having a severe impairment (mobility, sight or hearing) need not have specific features which provide accessibility to such persons.

1103.2.4 Detached dwellings. Delete this paragraph as replace as follows:

Detached one and two family dwellings and three unit dwellings, including accessory structures and their associated sites and facilities, are not required to be accessible.

1108.2.7 Assistive listening systems. Add the following sentence to this section:

Assistive listening systems shall be required in groups B, E, and M occupancies which contain rooms of assembly.

1110.1 Signs. Delete Item 1 and replace with the following:

1. Accessible parking spaces as required by Section 1106.1

1110.3 Other signs. Add the following item to this section:

7. Building directories are required for the following occupancies as defined by the building code: Groups A, B, E, I, & M greater than 6000 sq. ft. or more than one story. Regardless of building size, directories shall be provided for governmental office buildings, medical care facilities, shopping malls, public transportation facilities, senior citizen housing and hotels. Directories shall be provided within or immediately adjacent to the main entrances as approved by the Building Official. Directory signage shall comply with ICC/ANSI A117.

1111.1 Public telephones. Add a new section as follows:

Public telephones are required in medical care facilities, governmental office buildings, shopping malls, public and private schools, hotels, convention centers, and shall be located on an accessible route. (For the purpose of this section schools which meet the Group E, Division 1 occupancy classification as defined in Chapter 3 of the Building Code shall comply).

1111.2 Public text telephones. Add a new section.

A public text telephone is required in governmental office buildings including police and fire stations, medical care facilities, senior housing Ordinance No. 5834 Page 11 of 21 facilities, hotels, conventions centers, libraries, public & private schools and shopping malls. A public text telephone is required in or adjacent to a hospital emergency room or hospital waiting room, and shall be located on an accessible route. (For the purpose of this section schools classified as group E, occupancy as defined in Chapter 3 of the building code shall comply).

Section 1203.2 Attic spaces. Delete this section in its entirety and replace with the following:

Enclosed attics and enclosed rafter spaces formed where ceilings are applied direct to the underside of the roof rafters or trusses shall have cross ventilation for each separate space by ventilating openings protected against the entrance of snow and rain. The net free ventilation area for each space shall be not less than 1/150 of that area of the space ventilated. One-half of this required ventilating area shall be provided in the upper one-third portion of the space to be ventilated and the remaining required ventilating area shall be evenly distributed at eave vents. A minimum continuous opening of 1.5 inches in width shall be provided at the eave vents. The openings shall be covered with corrosion-resistant metal mesh covering.

Section 1203.3.1 Openings for under-floor ventilation. Delete section 1203.3.1, 1203.3.2 in their entirety and replace with the following:

Each under-floor space shall be ventilated by an approved mechanical means or by openings in exterior foundation walls. Such openings shall have a net area of not less than 0.1 square foot for each 150 square feet of under-floor area. There shall be two openings located as close to corners as practical on opposite sides to provide cross ventilation. The openings shall be covered with corrosion resistant wire mesh approximately 1/4" in size. All structures with a crawl space shall have a minimum 6 mil ground vapor retarder to prevent the flow of water vapor from soils into the heated building interior.

Section 1205.2 Natural light. Delete the paragraph in its entirety and replace as follows:

Guest rooms and habitable rooms within a dwelling unit or congregate residence shall be provided with natural light by means of exterior glazed openings with any area not less than one twentieth of the floor area of such rooms with a minimum of 5 square feet, except that minimum egress requirements shall govern.

1209.2 Attic Spaces. Add a sentence as follows:

Attic access shall not be located in a room containing bathing facilities.

1210.1 Floor and wall base finish materials. Delete this paragraph and replace with the following:

In other than dwelling units, toilet and bathing room floors shall have a smooth, nonporous, non-absorbent surface such as non-cushioned sheet vinyl, sealed concrete or ceramic tile with sealed joints or other approved materials. Base shall be of similar materials, shall extend up the wall 5 inches (127 mm) minimum, and shall be sealed to the flooring and wall surface and allowing differential movement without water penetration.

1210.2 Walls and partitions wainscot. Revise this section by renaming the section and delete the first paragraph to read as follows:

Walls and partitions wainscot.

Walls and partitions within 2 feet (610 mm) of the front and sides of urinals, water closets and sinks shall have a smooth, non-porous, hard, non-absorbent surface such as non-cushioned sheet vinyl, sealed concrete, ceramic tile with sealed joints, approved plastic panels, or other approved materials, installed to a minimum height of 4 feet above the finished floor and except for structural elements, the materials in such walls shall be of a type that is not adversely affected by moisture.

1210.2 Walls and partitions. Delete exception 1 and 2 and replace as follows: Exception.

1. Dwelling Units

1210.2.1 Walls and partitions moisture resistive gypsum board application. Create a new subsection and title to read as follows:

In addition to the wainscot provisions as required by section 1202.2, moisture resistive gypsum board, cement board or other approved material shall be applied to walls within two feet from the front and sides of urinals, water closets, tub, shower, lavatories and service sinks. Moisture resistive gypsum board shall be applied on walls in the spaces as stated above in all occupancies up to a height of 4 feet. Walls immediately adjacent to tub and shower areas shall be provided with moisture resistive gypsum board to a height of 7 feet above the drain inlet.

Chapter 13 ENERGY EFFICIENCY. Delete this chapter in its entirety and refer to chapters 1-4 of the International Energy Conservation Code as amended.

Section 1507.2.2 Slope. Delete this paragraph and replace as follows:

Asphalt shingles shall be used only on roof slopes of two units vertical in 12 units horizontal or greater. Required underlayment shall be provided as follows: A roof slope of 2:12 shall be provided with an approved self-adhering polymer modified bitumen on the entire roof surface. A roof slope of 3:12 shall be provided with double underlayment in accordance with section 1507. Roof slopes of 4:12 or greater shall be provided with a single layer of underlayment in accordance with section 1507.

Section 1507.2.6 Fasteners. Add an exception to read:

Staples may be substituted for nails on new work only. They must be galvanized or stainless steel with a (1) inch crown and of sufficient length to completely penetrate the shingle and roof sheathing. Staples must be straight and flush with the shingle surface.

Section 1507.2.8 Underlayment application. In the first sentence, change "two units vertical" to "three units vertical".

Section 1507.2.8.2 Ice barrier. Delete this section in its entirety and replace as follows: Where a non-energy heel truss design is utilized, an approved self-adhering polymer modified bitumen sheet shall be installed on the roof deck extending from the eave up the roof to 36 inches inside the exterior wall line of the building.

Exception: Detached accessory structures that contain no conditioned floor area.

Section 1607.11.2 Reduction in roof live loads. Delete this section in its entirety and replace as follows:

Roof snow loads shall not be reduced.

Section 1608.3 Roof snow loads. Add a new section to read as follows:

In no case shall the roof design snow load be less than 50 psf. There is no snow load duration increase allowed for wood framed or wood trussed roofs. A minimum ground snow load (P_g) of 60 pounds per square foot shall be used in the determination of drift loads.

Section 1608.4 Sliding snow. Create a new subsection and title to read as follows:

Metal roofs with a slope greater than 2:12 shall have barriers installed to resist the sliding action and subsequent dumping of ice and snow on persons and property. These barriers shall be constructed to specifically protect required public parking areas, public walkways, entrances and required exit discharge.

Section 1612 Flood loads. Delete this entire section.

Section 1704.4 Concrete construction. Delete exception 2.3 and replace with the following:

The structural design is based on an f'_c no greater than 3,000 pounds per square inch (psi).

Section 1803.1 General. Add the following sentence to the paragraph.

The effects of soil densification and differential settlement shall also be considered in the investigation, reporting and determination of potential soil strength loss when conditions warrant, also reference Section 1802.2.7.

Section 1803.5.2 Questionable soil. Add the following sentence to the paragraph.

In the event permafrost conditions are suspected, a soils investigation may be required.

Section 1804.3 Site grading. Add the following sentence to the last paragraph.

It shall be the responsibility of the building owner to assure that discharge of roof and surface runoff is disposed of without affecting adjacent property.

Section 1804.5 Compacted till material. Delete the first sentence and replace with the following:

Where footings will bear on compacted fill material, the compacted fill shall, when required by the Building Official, comply with the provisions of an approved report, which shall contain the following:

Fill material used to support building foundations and/or floor slabs shall consist of not more than five percent by weight of particles passing the No. 200 sieve and shall be compacted to a minimum of 95 percent of maximum density. The Building Official may require that verification of compaction be submitted in the event a site inspection reveals questionable soil conditions.

Section 1805.4.2 Foundation drain. Delete this section in its entirety.

Section 1806.2 Presumptive load-bearing values. Add a third paragraph to the section to read as follows:

Footings shall bear upon in-situ, coarse-grained soils as defined in ASTM 2487 with the exception of groups SM and SC. Soils grouped in the SM and SC classifications shall be acceptable provided the footings are at a depth as required above and placed upon a minimum of 1'-6" of compacted, clean gravel fill.

Table 1807.1.6.2 Concrete foundation walls. Add a footnote to read as follows:

f. Plain concrete foundation walls are prohibited in Seismic Design Category D.

Section 1807.1.3 Rubble Stone. Delete this section and referenced tables in its entirety.

Table 1807.1.6.3(1) Plain masonry foundation walls. Add a footnote (g) to read as follows:

(f.) Plain masonry foundation walls are prohibited in seismic design category D.

Section 1807.1.6.3.1. Alternative foundation wall reinforcement. Delete this section in its entirety and replace as follows:

In lieu of the reinforcement provisions for masonry foundation walls in table 1807.1.6.3(2), 1807.1.6.3(3) or 1807.1.6.3(4), alternative reinforcing bar sizes and spacing having an equivalent cross-sectional area of reinforcement per linear foot of wall shall be permitted to be used, provided the spacing of reinforcement does not exceed 48 inches and reinforcing bar sizes do not exceed No.11.

Section 1809.1 General. Delete this section and replace as follows:

Shallow foundations shall be designed by a registered engineer licensed by the State of Alaska. Such design shall comply with sections 1809.2 through 1809.13.

Section 1809.2. Supporting soils. Add the following sentence to the paragraph.

Footings and foundations shall be built on unfrozen, undisturbed, non-frost susceptible soil or compacted unfrozen NSF fill or CLSM.

Section 1809.4 Depth and width of footings. Delete this section in its entirety and replace as follows:

The minimum depth of footings below the undisturbed ground surface shall be 3'-6" unless substantiated by a design prepared by a registered engineer licensed in the State of Alaska. The minimum width of footings shall be in accordance with a design prepared by a registered engineer licensed in the State of Alaska.

Section 1809.5 Frost protection. Delete item 1 and replace with the following:

1. The minimum depth of footings shall be 3'-6" below the undisturbed ground surface.
2. Area of 400 feet (56 m²) or less for light-framed construction.

Delete item 2 under the exceptions and replace with the following:

Delete the last sentence of the paragraph and replace with the following:

Footings shall not bear on frozen soil.

Section 1809.7 Prescriptive footings for light frame construction. Delete this section in its entirety including table 1809.7 and replace as follows:

Where a specific design is not provided, concrete footings supporting walls of light-frame single family-duplex residential construction are permitted to be constructed in accordance with the Standard Foundation Details SFD1-SFD8. Commercial foundation designs shall be prepared by a registered engineer licensed by the State of Alaska.

Section 1809.8. Plain concrete footings. Delete this section in its entirety.

Section 1809.9 Masonry-unit footings. Delete this section and the exception in its entirety and replace as follows:

Masonry-unit footings shall be reinforced and shall be designed by a registered engineer licensed by the State of Alaska.

Section 1809.12 Timber footings. Add the following sentence to the end of the paragraph.

Timber footings shall be designed by a registered engineer licensed by the State of Alaska.

Section 1905.12 Cold weather requirements. Add the following sentence to the paragraph.

For the purposes of near freezing weather considerations, 40 degrees F shall be used. The protection shall be capable of maintaining the temperature of the curing concrete at or above 50 degree F for the required time periods stated in section 1905.11.

Section 1908.1.8 ACI 318, Section 22.10. Amend this section by revising paragraph 22.10.1 to read as follows

22.10.1-Structures assigned to seismic design category C, 0, E or F shall not have elements of structural plain concrete.

Section 1908.1.8 ACI 318, Section 22.10. Amend this section by further deleting sub paragraphs (a), (b) and (c).

Section 2304.7.2. Structural Roof Sheathing Add a new paragraph to read as follows:

Roof sheathing installed on structural supports spaced (2) feet on center shall have a minimum (32/16) span rating with panel edge clips placed midway between such supports. Roof sheathing with a minimum (40/20) span rating may be applied to framing supports spaced at (2) feet on center without panel edge clips.

Section 2304.7.2.1 Spaced lumber sheathing Add a new subsection and exception to read as follows:

Spaced lumber sheathing installed on roofs located in seismic design category D shall be designed by a licensed engineer registered in the State of Alaska. Drawings and supporting calculations shall be submitted for review and approval. Truss design shall consider effects of spaced sheathing.

Exception:

Detached residential garages, storage sheds green houses and other non-habitable accessory structures. A shop building or warehouse does not qualify for the exception unless designed by an Engineer licensed by the State of Alaska. Truss design shall consider effects of spaced sheathing.

Section 2305.4.Seismic framing connectors. Create a new section and title to read as follows:

Seismic framing connectors. Seismic framing connectors (hurricane ties) shall be installed at each exterior bearing end of each truss or rafter and shall have a minimum lateral load capacity of not less than 400 pounds unless otherwise substantiated by design calculations provided by a civil engineer licensed in the State of Alaska.

Table 2306.2.1(1) Allowable Shear.

Add the following sentence to footnote (d). Where necessitated by sheathing nail spacing, two 2-inch nominal members fastened together in accordance with section 2301.1 to transfer design shear value between the framing members is permitted.

Table 2306.2.1(2) Allowable Shear.

Add the following sentence to footnote (e). Where necessitated by sheathing nail spacing, two 2-inch nominal members fastened together in accordance with section 2301.1 to transfer design shear value between the framing members is permitted.

Table 2306.3 Allowable Shear.

Add the following sentence to footnote (f.) Where necessitated by sheathing nail spacing, two 2-inch nominal members fastened together in accordance with section 2301.1 to transfer design shear value between the framing members is permitted.

Table 2306.3 Allowable Shear.

Delete the last sentence to footnote (i) and replace as follows:

Foundation anchor bolts shall have a steel plate washer under each nut not less than 2-1/2 x 2-1/2 x 1/4 inch. The plate washer shall extend to within 1/2 inch of the edge of the bottom plate on the sheathed side.

Section 2306.7 Shear walls sheathed with other materials. Amend this section by revising the last sentence of the paragraph to read as follows:

Shear walls sheathed with portland cement plaster, gypsum lath, gypsum sheathing or gypsum board shall not be used to resist seismic forces in structures assigned to seismic design category D, E or F.

Table 2306.7 Allowable shear for wind or seismic forces for shear walls of lath and plaster or gypsum board wood framed wall assemblies. Add a footnote (I) to read as follows:

Lath and plaster or gypsum board values not permitted in Seismic Design Category D.

Section 2308.2 Limitations. Amend this section by revising item 3.1 to read as follows:

3.1. Average dead loads shall not exceed 29 psf for combined roof and ceiling, exterior, walls and partitions.

Section 2308.2 Limitations. Amend this section by revising item 3.2 to read as follows:

Live loads shall not exceed 50psf. Section 2308.2 Limitations. Amend this section by revising item 3.3 to read as follows:

Ground snow loads shall not exceed 60 psf. Section 2308.6. Foundation plates or sills. Amend this section by adding the following sentence to the end of the paragraph to read as follows: A minimum washer of 2 inch X 2 inch by 3/16 inch is required for each sill plate bolted connection unless an alternate design is provided by a registered engineer licensed by the State of Alaska.

Section 2308.12.1 Numbers of Stories. Delete this section in its entirety and replace with the following: Structures of conventional light-frame construction shall not exceed two stories in height unless designed by a registered engineer licensed by the State of Alaska.

Section 2509.3 Limitations. Delete exception 1 in its entirety.

Chapter 27 Electrical. Delete this chapter in its entirety and replace with the *National Electric Code* as adopted and amended by the City of North Pole.

Section 2901.1 Scope. Revise this section by deleting the reference to the *International Plumbing Code and International Private Sewage Disposal Code*.

Add the following note to the beginning of this paragraph:

Where reference to any Plumbing Code is made in this Code it shall be taken to mean the *Uniform Plumbing Code* as adopted and amended by the City of North Pole.

Table 2902.1 Minimum Number of Required Plumbing Fixtures. Delete the footnotes to the table and replace as follows:

Add footnotes (g) and (i) in the "water closet" column heading; add footnote (i) in the "other" column heading. Add footnote (h) at row 4 under the Factory and Industrial heading and under the Bathtubs and Showers column.

- a. The fixtures shown are based on one fixture being the minimum required for the number of persons indicated or any fraction of the number of persons indicated. The number of occupants shall be determined by the International Building Code.
- b. Toilet facilities for employees shall be separate from facilities for inmates or patients.
- c. A single-occupant toilet room with one water closet and one lavatory serving not more than two adjacent patient rooms shall be permitted where such room is provided with direct access from each patient room and with provisions for privacy.
- d. The occupant load for seasonal outdoor seating and entertainment areas shall be included when determining the minimum number of facilities required.
- e. Where water is served in restaurants, drinking fountains shall not be required. Excluding A and E occupancies, bottled water dispensers shall be permitted to be substituted for not more than 50 percent of the required drinking fountains. In B occupancies with fewer than 75 occupants, bottled water dispensers or sinks shall be permitted to be substituted for the required drinking fountains.
- f. The minimum number of drinking fountains shall comply with Table 3902.1 as amended and chapter 11 of the IBC.
- g. In each bathroom or toilet room, urinals shall not be substituted for more than 67 percent of the required water closets in assembly and educational occupancies. Urinals shall not be substituted for more than 50 percent of the required water closets in all other occupancies.
- h. Emergency showers and eyewash stations shall conform to ISEA Z358.1.
- i. Floor drains shall be installed in Toilet rooms containing two (2) or more water closets or a combination of at least one (1) water closet and one (1) urinal, except in a dwelling unit. Floor drains shall also be installed in commercial kitchens, laundry rooms in commercial buildings, and common laundry facilities in multi-family dwelling buildings.

Section 3002.1 Hoistway Enclosure Protection. Add the following:

Elevator hoistway shaft enclosure walls not required to have a fire resistive rating may be constructed with glass. Such glass shall be laminated glass that passes the requirements of ANSI A17.1.

Section 3004.1 Vents Required. Delete this section in its entirety and replace as follows:

Hoistways of elevators and dumbwaiters penetrating more than two stories shall be provided with a means for venting smoke and hot gases to the outer air in case of fire. When energy conservation requires that the vents be normally closed, automatic venting by actuation of an elevator lobby detector or power failure may be accepted. When hoist way pressurization is used, venting upon power failure may be accepted. In either case a manual override must be provided.

Section 3004.3 Area of vents. Amend this section by adding a second paragraph to the exception to read as follows:

Vents shall be mechanically operated and shall be automatically activated upon operations of any elevator lobby smoke detector. An approved fire alarm system or sprinkler system, for activation purposes, may be used in lieu of the elevator lobby detectors. A manual override shall be provided in an approved location, for fire department use and to address potential power failures. Vents shall be equipped with a failsafe device to open when power failure occurs. The venting of each individual hoistway shall be independent from any other hoistway venting, and the interconnection of separate hoistways for the purpose of venting is prohibited.

Section 3411.1 Scope (Accessibility to Existing Buildings). Add the following paragraph:

The design and construction of buildings or portions of buildings to meet the requirements of the Americans with Disabilities Act and Fair Housing Act is the exclusive responsibility of the owner of the structure.

CITY OF NORTH POLE

ORDINANCE 12-08

**AN ORDINANCE OF THE CITY OF NORTH POLE AMENDING TITLE 15,
BUILDING AND CONSTRUCTION, CHAPTER 15.20, RESIDENTIAL CODE;
INTERNATIONAL RESIDENTIAL CODE, 2009 EDITION**

WHEREAS, changes to the North Pole Municipal Code is a continually changing requirement;
and

WHEREAS, the City of North Pole Municipal Code should be amended to conform to the
requirements of the City and to clarify questionable areas.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of North Pole:

Section 1. This ordinance is of a general and permanent nature and shall be codified.

Section 2. Amend Title 15 Building and Construction, Chapter 15.20, Residential Code;
International Residential Code, 2009 Edition as follows:

- *See Attached*

Section 3. Effective Date. This ordinance shall be effective at 5:00 pm on the first City
business day following its adoption.

PASSED AND APPROVED by a duly constituted quorum of the North Pole City Council this
5th day of March, 2012.

Douglas W. Isaacson, Mayor

ATTEST:

Kathryn M Weber, MMC
North Pole City Clerk

PASSED
YES:
NO:
Abstained

Chapter 15.20 Residential Code

15.20.010 Adoption.

~~The bound volumes containing the code known as the~~ *International Residential Code, 2006* 2009 edition, as published by the International Conference of Building Officials, and every part thereof, together with the local amendments as set forth in Chapter 15.20.040, shall constitute the laws of the City relating to the construction of one and two family housing. ~~Copies~~ **An electronic copy** of the *International Residential Code* ~~may be examined~~ **is retained** at the city offices.

15.20.020 Modifications.

The building official shall have the power to modify any of the provisions of the International Residential Code adopted by this chapter upon application in writing by the owner or lessee or his duly authorized agent, when there are practical difficulties in the way of carrying out the strict letter of the code; provided, that the spirit of the code is observed, public safety secured, and substantial justice done. The particulars of the modification, when granted or allowed, and the decision of the building official thereon shall be entered upon the records of the department, and a signed copy shall be furnished the applicant.

15.20.030 Appeals.

Whenever the building official disapproves an application or refuses to grant a permit applied for, or when it is claimed that the provisions of the code have been misconstrued or wrongly interpreted, the applicant may appeal from the decisions of the building official to the mayor/city manager within thirty days from the date of the decision. **The appointment of the appeals board will be on a case by case basis with the members of said board comprised of local design professionals, contractors, inspectors or other members of the public deemed knowledgeable of the subject matter by the mayor / city manager.**

15.20.040 Local amendments to the *International Residential Code, 2006* **2009 edition.**

The *International Residential Code* ~~2006~~ **2009** edition as published by the International Conference of Building Officials is hereby adopted by the City of North Pole as follows:

Delete section 15.20.040 in its entirety and replace with the following:

Chapter 1 Administration

Delete the following sections:

R103 and R1 04.1 0.1, and refer to the *1997 Uniform Administrative Code*.

Section R105.2 Work exempt from permit. Amend this section by deleting items 1, 2 and 10 and replace as follows:

Further amend this section by adding the following item #11.

1. One story detached structures used as garages, tool and storage sheds, playhouses and similar

uses, provided the floor area does not exceed 200 square feet. Separate permits are required for any electrical, plumbing or mechanical work.

2. Fences.
3. Uncovered Decks which are constructed not more than 30 inches above grade at any point.
4. Replacement of exterior siding, doors and windows; excluding required egress windows.

Section R105.3.1.1 Determination of substantially improved or substantially damaged existing buildings in flood hazard areas. Delete this section in its entirety and refer to Title 15 Fairbanks North Star Borough Flood Plain Management Regulations.

Section R1 06.1.3 Information for construction in flood hazard areas. Delete this section in its entirety and refer to Title 15 Fairbanks North Star Borough Flood Plain Management Regulations.

Section R107.1 General. Revise this section by amending the second sentence to read as follows: Such permits shall be limited as to time of service, but shall not be permitted for more than 360 days.

Section R108 Fees. Delete this section in its entirety and replace with the *1997 Uniform Administrative Code* as amended by the City of North Pole.

Section R109 Inspections. Delete this section in its entirety and replace with the *1997 Uniform Administrative Code*.

Section R112.2.1 Determination of substantial improvement in areas prone to flooding. Delete this section in its entirety and refer to the Title 15 Fairbanks North Star Borough Flood Plain Management Regulations.

Section R 112.2.2 Criteria for issuance of a variance for areas prone to flooding. Delete this section and refer to Title 15 Fairbanks North Star Borough Flood Plain management Regulations.

Chapter 2 Definitions

Amend section R202 Definitions by adding the following definition:

Duplex Dwelling Unit. Buildings which contain not more than two dwelling units which are not otherwise distinguished or separated by a recorded lot line.

Amend Section R202 Definitions Townhouse by the deleting the definition and replace as follows:

Townhouse. A single-family dwelling unit constructed in a group of two or more attached units in which each unit extends from foundation to roof and with a yard or public way on at least two sides. Each townhouse shall be considered a separate building as recognized by a recorded lot line between such units. Each townhouse unit shall be provided with separate water, sewer, heating, fuel gas and electrical services.

Table R301.2(1) Climatic and Geographic Design Criteria. Amend this table to read as follows:

Roof Snow load: 50 psf
Wind speed: 90 mph
Seismic Design Category: D1
Weathering: Severe
Frost line depth: 42" below finished grade
Termite: None to slight
Decay: None to slight
Winter Design Temp. -47
Flood Hazards: Refer to Fairbanks North Star Borough Title 15

Section R301.2.2.1.1 Alternate determination of seismic design category. Add the following sentence to the end of the paragraph to read as follows:

The seismic design category for the City of North Pole shall be D1.

Section R301.2.4 Floodplain Construction. Delete this section in its entirety.

Table R301.5 Minimum Uniformly Distributed Live Loads. Amend this table by deleting the live load value of 30 psf live load for sleeping rooms and replace with 40 psf.

Section R302.2 Townhouses. Delete this section in its entirety and replace with the following:

Each townhouse shall be considered a separate building and shall be separated by fire-resistive wall assemblies meeting the requirements of section R302.1 for exterior walls. Each townhouse shall be protected from the adjacent dwelling unit by construction of independent one hour fire resistive exterior walls. The wall shall be rated for fire exposure on both sides. Plumbing, mechanical equipment, ducts or vents may be installed within independent one hour fire resistive walls provided the openings are fire stopped as required by section

302.4. Electrical installations shall be installed in accordance with the National Electrical Code and shall be in accordance with section R302.4.

Exception 1. A common 2-hour fire resistive rated wall is permitted provided such walls do not contain plumbing, mechanical equipment, ducts, or vents in the cavity of the common wall.

Exception 2. A common 1-hour fire resistive rated wall is permitted provided such walls do not contain plumbing, mechanical equipment, ducts or vents in the cavity wall of the common wall and the townhouses are protected with an approved sprinkler system throughout.

302.5. Townhouses separated by a common 2-hour fire-resistive wall as provided in section R302.2 as amended.

Section R302.3 Two -family dwellings. Revise the last sentence of exception #2 to read as follows:

The structural framing supporting the ceiling shall be protected by not less than 5/8 inch thick type X gypsum board or equivalent.

Section R302.S.1 Opening protection. Add the following sentence to this section:

Doors between the garage and residence shall be self-closing and latching. Doors shall be equipped with tight fitting smoke gasket seals installed along the top and sides of doors. A tight fitting threshold seal shall also be installed.

Table R302.6 Dwelling/Garage Separation. Amend this table as follows:

Revise all references in the table to 1/2 inch gypsum board and replace with two layers of 5/8 inch thick type X gypsum board.

Revise line two of the Material column to read as follows:

Not less than two layers 5/8 inch Type X gypsum board for nominal dimensional lumber or two layers of gypsum board as required by ICC report ESR 1336 or as required by other proprietary research reports for specific engineered I Joists which achieve a one hour rated assembly.

Section R303.1 Habitable Rooms (Light and Ventilation). Replace this section and the exceptions with the following:

All habitable rooms shall be provided with natural light by means of exterior glazed openings with an area of not less than 5 percent of the floor area of such rooms with a minimum area of 5 square feet, except that minimum egress requirements shall govern. Natural ventilation shall be provided by openings to the exterior of not less than 4 percent of the floor area of habitable rooms. Such openings shall be operable and readily controllable by the building occupants. In lieu of required exterior openings for natural ventilation, a mechanical ventilating system may be provided. Such system shall be capable of providing air changes in accordance with the 2009 IECC as adopted and amended.

Section R303.3 Bathrooms. Delete this section in its entirety, rename and replace with the following:

Section R303.3 Bathrooms and Kitchens. Bathrooms, water closet compartments and similar rooms shall have a mechanical ventilating system connected directly to the outside capable of providing five air changes per hour located in an unconditioned space shall be insulated with a minimum R-11 and installed so as not to create low points where condensation may collect. All exhaust ducts shall be equipped with a back-draft damper. Kitchens shall have mechanical exhaust ventilation provided directly above or immediately adjacent to the primary cooking appliance. All vents shall be connected directly to the exterior. A total exhaust ventilation rate for the structure shall be a minimum of 80 cfm per 1000 square feet of habitable floor space. All exhaust ducts shall be equipped with a back draft damper. Structures of unusually tight construction containing fuel-burning appliances, including fireplaces and mechanically exhausted range-top cooking appliances shall be provided with supplemental supply air in accordance with the Mechanical Code. A draft activated damper allowing air to flow into the structure when depressurization exceeds 10 pascals may be installed within a supply air duct.

Section R309.3 Flood hazard areas. Delete this section and refer to Title 15 Fairbanks North Star

Borough Flood Management Regulations

Section R310.1.1 Minimum opening area.Delete the exception.

Section R 313 Automatic Fire Sprinkler Systems. Delete this section in its entirety.

Section 315.1 Carbon Monoxide Alarms. Delete this section in its entirety and replace as follows:

For new construction, an approved carbon monoxide alarm shall be installed outside of each separate sleeping area in the immediate vicinity of the bedrooms in dwelling units within which fuel-fired appliances are installed and in dwelling units that have attached garages. Carbon monoxide detectors shall be listed and installed in accordance with their listing. Combination carbon monoxide/smoke detectors are acceptable provided they are installed in accordance with this section and section R314.3 for sleeping room locations.

Exceptions:

1. Carbon monoxide detectors are not required in dwelling units that have no combustion appliances and that do not have an attached garage.
2. Carbon monoxide detectors are not required in dwelling units that have only direct vent combustion appliances and that do not have an attached garage.

Section R315.1.1 Interconnection.Add new subsection to read as follows:

In new construction, carbon monoxide detectors shall be interconnected in such a manner that the actuation of one alarm will activate all of the alarms in the individual dwelling unit. In new construction, carbon monoxide detectors shall receive their primary power .from the building wiring where such wiring is served from a commercial source and shall be equipped with a battery back-up. Wiring shall be permanent and without disconnecting switch other than those required for over-current protection. In existing construction, carbon monoxide detectors shall be permitted to be battery powered or cord-and-plug type with battery back-up.

Section R315.2 Where required in existing dwellings. Amend this section by adding the following exceptions:

Exceptions:

1. Work involving the exterior surfaces of dwellings, such as the replacement of roofing or siding, or the addition or replacement of windows or doors, or the addition of a porch or deck are exempt from the requirements of this section.
2. Installation, alteration or repairs of plumbing or mechanical systems are exempt from the requirements of this section.

Section R318 Protection against subterranean termites.Delete this section in its entirety.

Section R322. Flood -Resistant Construction.Delete this section in its entirety and refer to Title 15 Fairbanks North Star Borough Flood Plain Management Regulations

Section R323 Storm Shelters.Delete this section in its entirety.

Section R324 Moisture Vapor Retarders.Create a new section and title to read as follows:

Section R324.1 Moisture control

The building design shall not create conditions of accelerated deterioration from moisture condensation. All exterior wall, ceiling, roof and floor assemblies which enclose heated spaces and which are exposed to outdoor ambient temperatures shall be protected against water vapor transmission. Assemblies not otherwise of impermeable construction shall have installed, on the heated side of the insulation or air spaces, vapor retarders having a perm rating of 0.06 minimum (equivalent to 6 mils polyethylene sheeting) or other material approved by the Building Official. All seams shall be lapped a minimum of one stud or joist bay or sealed with an approved tape or sealant. All voids between joists and studs all be insulated and sealed in an approved manner.

Exceptions:

1. In construction where moisture or its freezing will not damage materials.
2. One-third of the total installed insulation may be installed on the warm side of approved vapor retarders.

Section R324.2 Crawl space moisture protection.Create a new sub section and title to read as follows:

Crawl space moisture protection.

Exposed earth in crawl space foundations shall be covered with a continuous vapor retarder. All joints of the vapor retarder shall be overlapped by 6 inches or shall be sealed or taped in approved manner. The edges of the vapor retarder shall either extend over the concrete footing and secured in approved manner.

Section R401.3 Drainage.Delete the section and the exception and replace with the following:

Surface drainage shall be diverted to a storm sewer conveyance or other approved point of collection so as to not create a hazard. Lots shall be graded to drain surface water away from foundation walls. The grade shall be sloped a minimum of 2% within the first 10 feet. It shall be the responsibility of the owner or contractor to assure that discharge of roof and surface runoff is disposed of without affecting the adjacent property. Surface drainage across lot lines is prohibited.

Section R403.1 General. Delete the reference to "wood foundations" in the first sentence and add the following sentence to the end of the section to read as follows:

Wood footings shall be designed and stamped by a registered engineer licensed in the State of Alaska.

Section R 403.1.1 Minimum size.Delete this section in its entirety and replace as follows:

The footing width shall be based on the load-bearing value of the soil in accordance with Table R401.4.1. All footing and foundation systems shall comply with standard foundations details

(SFD1-SFD8). In no case shall the minimum size for concrete and masonry footings be less than 1'-4". The size of footings supporting piers and columns shall be based on the tributary load and allowable soil pressure in accordance with table R401.4.1.

Table R403.1 Minimum width of concrete or masonry footings. Delete the table in its entirety and reference standard foundation details (SFD1-SFD8).

Section R403.1.3 Seismic reinforcing. Delete this section in its entirety and replace as follows:

Seismic reinforcing shall be provided in accordance with standard foundation details SFD1 through SFD8 unless reinforcing is specifically designed by a registered engineer licensed by the State of Alaska. Bottom reinforcement shall be located a minimum of 3 inches clear from the bottom of the footing.

Section R403.1.3.1 Foundations with stemwalls. Delete this section in its entirety and replace as follows:

Foundations with stemwalls shall have installed a minimum of two #4 bars within 6 inches of the top of the wall and one #4 bar located 3 inches to 4 inches above the top of the footing. All reinforcing steel shall comply with standard foundation details SFD1-SFD8 unless specifically designed and stamped by a registered engineer licensed by the State of Alaska.

Section R403.1.3.2 Slabs-on-ground with turned-down footings. Delete this section and the exception in its entirety and replace as follows:

Slabs-on-ground with turned-down footings shall be designed and stamped by an engineer licensed by the State of Alaska. Insulation for such slabs and footings shall be in accordance with section 403.3, figure 403.3(1) and table R403.3(1).

Section R403.1.4 Minimum depth. Delete this section in its entirety and replace as follows:

All exterior footings shall be placed at least 42 inches below finished grade unless the foundation system is designed by a registered engineer licensed by the State of Alaska. Where applicable the depth of footings shall also conform to sections R403.1.4.1 through R403.1.4.2. .

Exception:

1. Non habitable detached single story accessory structures less than 480 square feet.

Section R403.1.4.1 Frost protection. Amend this section by deleting the exceptions and replace as follows:

Exceptions:

1. Protection of non-habitable freestanding accessory single story structures with an area of 480 square feet or less shall not be required.
2. Decks not covered with a roof and decks which are not more than 30 inches above grade at any

point need not be provided with footings that extend below the frost line.

Section R403.2 Footings for wood foundations. Delete this section in its entirety including references to figures R403.1 (2) and R403.1 (3) and replace as follows:

Wood foundations shall comply with standard foundation details SFD3 and SFD6 or the wood foundation system shall be specifically designed and stamped by a registered engineer licensed by the State of Alaska.

Section R403.3 Frost protected shallow foundations. Delete the first sentence and replace with the following:

Frost protected shallow foundations shall be designed and stamped by an engineer licensed in the State of Alaska. The design must be constructed in accordance with Sections R403.3.1 thru R403.3.3, including Figures R403.3(1), R403.3(3) or R403.3(4) and Table R403.3 (1).

Section R403.3.3 Drainage. Delete this section in its entirety and replace with the following:

Final site drainage shall be in accordance with Section R401.3

Section R403.3.4 Termite damage. Delete this section in its entirety.

Section R403.4.1 Crushed stone footings. Delete this section in its entirety.

Table R403.4 Minimum Depth of Crushed Stone footings. Delete this table in its entirety.

Section R404.1.1 Masonry foundation walls. Delete this section in its entirety and all references to tables R404.1.1 (1), R404.1.1 (2), R404.1.1 (3), R404.1.1 (4) and replace as follows:

The minimum design for masonry foundation walls shall comply with the Standard Foundation Details (SFD) #1, #4 or #7 unless an alternate foundation design has been prepared and stamped by a registered engineer licensed by the State of Alaska.

Section R404.1.2 Concrete foundation walls. Add the following sentence to the end of the paragraph.

The minimum design for concrete foundation walls shall comply with the Standard Foundation Details (SFD) #2, #5 or #8 unless an alternate foundation design has been prepared and stamped by an engineer licensed by the State of Alaska.

Table R404.1.2(1). Delete the table in its entirety and replace as follows:

Two #4 bars are required to be installed within the top 6 inches of the wall and one #4 bar shall be provided near mid-height of the wall story where the maximum unsupported height of the basement wall is greater than 4 feet and less than or equal to 8 feet. When the maximum unsupported height of basement wall is greater than 8 feet required reinforcing shall be installed in

accordance with a design provided by a registered engineer licensed by the State of Alaska. Concrete foundation walls shall be laterally supported at the top and bottom. Horizontal reinforcement shall be provided in accordance with table R404.1.2(1) as amended. Vertical reinforcement shall be provided in accordance with Standard foundation Details SFD1-SFDB. In buildings assigned to Seismic Design Category 01 or concrete foundation walls shall also comply with Section R404.1.4.2.

Table R404.1.2(2). Delete this table in its entirety and replace as follows:

Minimum vertical reinforcement shall be installed in accordance with Standard Foundation Details SFD1-SFDB or shall be installed in accordance with a design provided by a registered engineer licensed by the State of Alaska.

Table R404.1.2(3). Delete this table in its entirety and replace as follows:

Minimum vertical reinforcement shall be installed in accordance with Standard foundation Details SFD1-SFDB or shall be installed in accordance with a design provided by a registered engineer licensed by the State of Alaska.

Table R404.1.2(4). Delete this table in its entirety and replace as follows:

Minimum vertical reinforcement shall be installed in accordance with Standard foundation Details SFD1-SFDB or shall be installed in accordance with a design provided by a registered engineer licensed by the State of Alaska.

Table R404.1.2(5). Delete this table in its entirety and replace as follows:

Vertical wall reinforcement shall be installed in accordance with the manufactures installation instructions or a design provided by a registered engineer license by the State of Alaska.

Table R404.1.2(6). Delete this table in its entirety and replace as follows:

Minimum vertical reinforcement shall be installed in accordance with the manufactures installation instructions or shall be installed in accordance with a design provided by a registered engineer licensed by the State of Alaska.

Table R404.1.2(7). Delete this table in its entirety

Table R404.1.2(8). Delete this table in its entirety and replace as follows:

Minimum vertical reinforcement shall be installed in accordance with Standard foundation Details SFD1-SFDB or shall be installed in accordance with a design provided by a registered engineer licensed by the State of Alaska. Foundation walls in buildings assigned to seismic Design Category D1 as established in Table R301.2(1), supporting more than 4 feet of unbalanced backfill or exceeding 8 feet in height shall be constructed in accordance with Table R404.1.1 (2), R404.1.1 (3) or R404.1.1 (4) as amended or a design shall be provided by a registered engineer licensed by the State of Alaska. Masonry foundation walls shall have two #4 bars horizontal in bars located in

the upper 6 inches of the wall.

Section R404.1.4.2 Concrete foundation walls. Delete this section in its entirety and replace as follows:

In buildings assigned to Seismic Design Category D1 as established in table R301.2(1), concrete foundation walls that support light -frame walls shall comply with this section and concrete foundation walls that support above-grade concrete walls shall comply with ACI 318, ACI 332 or PCA 100 (see section R404.1.2). In addition to the horizontal reinforcement by table R404.1.2(1) as amended concrete foundation walls shall comply with Standard Foundation Details SFD1-SFDB.

Section R404.2 Wood foundations. Delete this section in its entirety and replace as follows:

Wood foundation walls shall be constructed in accordance with the provisions of sections R404.2.1 through R404.2.6 and standard foundation details SFD3 and SFD6. An alternate design may be submitted for review and approval if the design is prepared and stamped by a registered engineer licensed by the State of Alaska.

Section R404.2.S Drainage and Dampproofing. Delete this section in its entirety and replace as follows:

Wood foundation basements shall be drained and dampproofed in accordance with Standard Foundation Details SFD3 and SFD6.

Section R405.1 Concrete or masonry foundations. Delete this section in its entirety and replace as follows:

Concrete and masonry foundations shall be installed in compliance with Standard foundation details SFD1-SFDB. A drainage system is not required when the foundation is installed on well-drained ground or sand gravel mixture soils according to the Unified Soil Classification System, Group I soil, as detailed in Table R405.1.

Section R405.2 Wood foundations. Delete this section in its entirety and replace as follows:

Wood foundations shall comply with Standard foundation details SFD1-SFDB.

Section R405.2.1 Base. Delete this section in its entirety.

Section R405.2.3 Drainage system. Delete this section in its entirety.

Section R406.1 Concrete and Masonry Foundation Dampproofing. Amend this section by revising the first sentence to read as follows:

Except where required by section R406.2 to be water proofed, foundation walls that retain earth and enclose interior spaces and floors below grade shall be dampproofed from the top of the footing to 6 inches above finished grade.

Section R406.1. Amend this section by adding exception #2 to read as follows:

2. Crawl space foundation walls or walls backfilled on both sides, such as those used in conjunction with a "slab on grade", do not require damp-proofing.

Section R406.3 Dampproofing for wood foundations. Amend this section by adding the following sentence to the end of the paragraph.

Foundation foundations shall comply with Standard foundation details SFD1-SFD8.

Section R406.3.2 Below-grade moisture barrier. Delete the first sentence and replace with the following:

A double layer of 6-mil polyethylene film shall be applied over the below-grade portion of the exterior foundation walls prior to backfilling. A single layer of self-adhering polymer modified bitumen sheet material may be used in lieu of the polyethylene film.

Section R406.3.2 Below-grade moisture barrier. Delete the last sentence of the paragraph and replace with the following:

The moisture barrier shall overlap onto the footing.

Section R406.1 Ventilation. Delete this section in its entirety and replace with the following:

Each under-floor space shall be ventilated by an approved mechanical means or by openings in exterior foundation walls. Such openings shall have a net area of not less than 0.1 square foot for each 150 square feet of under-floor area. There shall be two openings located as close to corners as practical on opposite sides to provide cross ventilation. The openings shall be covered with corrosion resistant wire mesh approximately 1/4" in size. All structures with a crawl space shall have a minimum 6 mil ground vapor retarder to prevent the flow of water vapor from soils into the heated building interior.

Exception: Rough sawn, ungraded, dimensional lumber may be used for framing materials in floors, walls and roofs of detached garages, utility buildings and other unheated accessory building and other applications where approved by the Building Official.

Section 502.1.4.1 Usable space under floors. Add a new subsection to read as follows:

Usable space under floors. Usable space under the first story limited to daylight and full basements which are framed with light weight I joists shall be protected with a minimum of 1/2 inch thick gypsum board applied directly to the ceiling.

Exceptions.

1. Conventional crawl spaces
2. Buildings equipped with an approved residential sprinkler system throughout.

Section 505.1.3.1 Protection of cold-formed steel floor joists. Add a new subsection to read as follows:

Protection of cold-formed steel joists. Usable space under the first story limited to daylight and full basements which are framed with steel joists shall be protected with a minimum of ½ inch thick gypsum board applied directly to the ceiling.

Exceptions.

1. Conventional crawl spaces
2. Buildings equipped with an approved residential sprinkler system throughout.

Section R601.3 Vapor retarders. Delete this section in its entirety including the exceptions and replace as follows:

Class I vapor retarders are required to be installed on the interior side of framed walls in Zone 8. The vapor retarder may be installed within the wall such that not less than 2/3 of the total wall R-value is placed on the cold side of the vapor retarder.

Exception: Construction where moisture or its freezing will not damage the materials.

Section 601.3.1 Class III vapor retarders. Delete this section in its entirety and refer to section R601.3 as amended.

Table R601.3.1 Class III Vapor Retarders. Delete this section in its entirety and refer to section R601.3 as amended.

Section R602.11.1 Wall anchorage. In the second sentence, replace "3 inch by 3 inch" with the following:

2 inch by 2 inch

Section R703.2 Water-resistive barrier. Delete this section in its entirety.

Section R802.10.2 Design. Add the following sentence to end of paragraph:

A 15% load duration increase shall not be utilized for wood trusses where the live load considered is snow.

Section 806.2 Minimum area. Amend this section by deleting the last sentence of the paragraph and replace as follows:

As an alternative, the net free cross-ventilation area may be reduced to 1/300 when a Class I Vapor barrier is installed on the warm-in-winter side of the ceiling.

Section S06.4 Unvented attic assemblies. Delete this section in its entirety.

Section RS07.1 Attic access. Add the following sentence to the end of the paragraph:

Attic access shall not be located in a room containing bathing facilities. Access may be located in closets with minimum depth of 23 inches and minimum width of 48 inches.

Exception:

Attic access may be provided from the exterior gable vent in accordance with size and opening requirements of this section. The gable vent must be readily accessible.

Section R903.1 General. Add the following sentence to the end of section:

1. All valleys shall have a modified bitumen ice barrier lapped eighteen inches minimum each side of valley centerline. No penetrations shall be located in required valley ice barrier.

Section R903.4 Roof drainage. Add the following sentence to the end of the paragraph:

Roof drainage shall be diverted to a storm sewer conveyance or other approved point of collection so as to not create a hazard. Lots shall be graded to drain surface water away from foundation walls. The grade shall be sloped a minimum of 2% within the first 10 feet. It shall be the responsibility of the owner or contractor to assure that discharge of roof and surface runoff is disposed of without affecting the adjacent property. Water drainage which migrates across property lines is strictly prohibited. Asphalt shingles shall be used only on roof slopes of two units vertical in 12 units horizontal or greater. Required underlayment shall be provided as follows: A roof slope of 2:12 shall be provided with an approved self-adhering polymer modified bitumen on the entire roof surface. A roof slope of 3:12 shall be provided with double underlayment in accordance with section R905.2.7. Roof slopes of 4:12 or greater shall be provided with a single layer of underlayment in accordance with section R905.2.7.

Section R90S.2.S Fasteners. Add an exception to read as follows:

Staples may be substituted for nails on new work only. They must be galvanized or stainless steel with a 1 inch crown and of sufficient length to completely penetrate the shingle and the roof sheathing. Staples must be straight and flush with the shingle surface.

Section R905.2.7 Underlayment application. Amend this section by deleting the first sentence and replace as follows:

A roof slope of 2: 12 shall be provided with an approved self-adhering polymer modified bitumen on the entire roof surface. A roof slope of 3:12 shall be provided with double underlayment in the following manner.

Section R905.2.7.1 Ice Barrier. Delete this section in its entirety and replace with the following:

Where a non-energy heel truss design is utilized, an approved self-adhering polymer modified bitumen sheet shall be installed on the roof deck extending from the eave up the roof to 36 inches inside the exterior wall line of the building.

Exception: Detached accessory structures that contain no conditioned floor area.

Section R90S.14 Sprayed polyurethane foam roofing. Delete this section in its entirety.

Chapter 11 Energy Efficiency. Delete this chapter in its entirety and reference the International Energy Conservation Code as currently adopted and amended.

MECHANICAL

Chapters 12-23. Delete these chapters and reference the Mechanical Code as currently adopted and amended by the City of North Pole.

FUEL GAS

Chapter 24. Delete this chapter and reference the Fuel Gas code as currently adopted and amended by the City of North Pole.

Chapters 25-31. Delete these chapters and reference the Plumbing Code as currently adopted and amended by the City of North Pole.

APPENDICES

Appendix K Sound Transmission. Adopt Appendix K Sound Transmission and revise section AK 102 AIR-BORNE Sound and section AK 103 Structural-Borne Sound to read as follows:

Section AK 102 AIRBORNE SOUND

Air-borne sound insulation for a wall and floor-ceiling assemblies shall meet a Sound Transmission Class (STC) rating of 50 when tested in accordance with ASTM E90. Penetrations or openings in construction assemblies for piping; electrical devices, recessed cabinets, bathtubs soffits or heating ventilating or exhaust ducts shall be sealed, lined, insulated or otherwise treated to maintain the required ratings. Dwelling unit entrance doors, which share a common space shall be tight fitting to the frame and sill and shall be provided with gasket seals at the top and sides of such doors.

Section AK 103 Structural-Borne Sound

Floor/ceiling assemblies between a dwelling unit and public space or service area within the structure shall have an impact insulation class (IIC) rating of not less than 50 when tested in accordance with ASTM E 492.

CITY OF NORTH POLE

ORDINANCE 12-09

**AN ORDINANCE OF THE CITY OF NORTH POLE AMENDING TITLE 15,
BUILDING AND CONSTRUCTION, CHAPTER 15.28, MECHANICAL CODE;
INTERNATIONAL MECHANICAL CODE, 2009 EDITION**

WHEREAS, changes to the North Pole Municipal Code is a continually changing requirement;
and

WHEREAS, the City of North Pole Municipal Code should be amended to conform to the
requirements of the City and to clarify questionable areas.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of North Pole:

Section 1. This ordinance is of a general and permanent nature and shall be codified.

Section 2. Amend Title 15 Building and Construction, Chapter 15.28, Mechanical Code;
International Mechanical Code, 2009 Edition as follows:

- *See Attached*

Section 3. Effective Date. This ordinance shall be effective at 5:00 pm on the first City
business day following its adoption.

PASSED AND APPROVED by a duly constituted quorum of the North Pole City Council this
5th day of March, 2012.

Douglas W. Isaacson, Mayor

ATTEST:

**Kathryn M Weber, MMC
North Pole City Clerk**

PASSED
YES:
NO:
Abstained

Chapter 15.28 Mechanical Code

15.28.010 Adoption.

The ~~bound volumes containing~~ the code known as the *International Mechanical Code, 2006 2009* edition, as published by the International Conference of Building Officials, together with the local amendments as set forth in Chapter 15.28.040, shall constitute the laws of the city relating to building regulations. Where the *International Mechanical Code* conflicts with this code, this code shall prevail. ~~Copies~~ An electronic copy of the *International Mechanical Code* and referenced standards may be examined is retained at the city offices.

15.28.020 Modifications.

The building official shall have the power to modify any of the provisions of the *International Mechanical Code* adopted by this chapter upon application in writing by the owner or lessee or his duly authorized agent, when there are practical difficulties in the way of carrying out the strict letter of the code; provided, that the spirit of the code is observed, public safety secured, and substantial justice done. The particulars of the modification, when granted or allowed, and the decision of the building official thereon shall be entered upon the records of the department, and a signed copy shall be furnished the applicant.

15.28.030 Appeals.

Whenever the building official disapproves an application or refuses to grant a permit applied for, or when it is claimed that the provisions of the code have been misconstrued or wrongly interpreted, the applicant may appeal from the decisions of the building official to the mayor/city manager within thirty days from the date of the decision. The appointment of the appeals board will be on a case by case basis with the members of said board comprised of local design professionals, contractors, inspectors or other members of the public deemed knowledgeable of the subject matter by the mayor / city manager.

15.28.040 Local amendments to the International Mechanical Code, 2006 2009 edition.

The amendments to the 2011 edition of the *International Mechanical Code* are listed hereafter by section.

Delete section 15.28.040 in its entirety and replace with the following:

Sec. 10-101. Adoption.

The *International Mechanical Code 2009 Edition*, as published by the International Code Council, is hereby adopted by the City of North Pole

Sec. 10-102. Amendments.

Section 101.2.1 Appendices. Add the following to this section.

Appendix A as amended by the combustion air provisions of chapter 7 is hereby adopted. Except

for sections 101, 102, and the following amendments, delete Chapter 1 in its entirety and refer to the Administrative Code for the City of Fairbanks Building Department.

Section 102.8 Referenced codes and standards. Revise and add two subsections at the end of this section as follows:

102.8.1 Plumbing. Where reference to any Plumbing Code is made in this Code it shall be taken to mean the *Uniform Plumbing Code* as adopted and amended by the City of North Pole.

102.8.2 Electrical. Where reference to any Electrical Code is made in this Code it shall be taken to mean the *National Electrical Code* as adopted and amended by the City of North Pole.

102.8.3 Administrative.

The provisions of the *1997 Uniform Administrative Code* shall apply to the administration and enforcement of this code. Where provisions of the *1997 Uniform Administrative Code* and this code conflict, the more restrictive text shall apply.

102.8.4 Energy. Where reference is made in this Code to the *International Energy Conservation Code* it shall be taken to mean the *IECC* as currently adopted by the City of North Pole.

Section 201.3 Terms defined in other codes. Revise this section as follows.

Where terms are not defined in this code and are defined in the *International Building Code*, *National Electrical Code*, *International Fire Code*, *International Fuel Gas Code*, or *Uniform Plumbing Code*, such terms shall have meanings ascribed to them in those codes.

Section 201.4 Terms not defined. Amend this section by adding the following sentence.
Webster's Third New International Dictionary of the English Language, Unabridged shall be considered as providing ordinarily accepted meanings.

Section 301.2 Energy utilization. Delete this section in its entirety.

Section 301.7 Electrical. Add the following sentence to the end of this subsection.

When an existing fuel-fired appliance is not equipped with the required manual disconnect and the appliance is replaced, an approved manual disconnect within clear view of the appliance shall be installed.

Section 302.6 Penetration Weatherproofing. Add this section and the following after section 302.5.3.

Joints at roofs and exterior walls around pipes, ducts, appurtenances or equipment shall be made watertight by the use of approved materials.

Section 301.16 Carbon Monoxide Alarm. Add this section numbering, title, and the following

after section 301.15.

Where a fuel-fired appliance is installed or replaced in an existing dwelling an approved carbon monoxide alarm shall be installed outside of each separate sleeping area in the immediate vicinity of the bedrooms. A single station, battery-operated carbon monoxide alarm shall be listed as complying with UL 2034 and shall be installed according to the manufacturer's installation instructions.

Section 302.1.1 Pipe and Tubing embedded in concrete. Add this subsection with the following text.

Pipe and tubing embedded in concrete slabs or footings, including sleeves, shall not be placed at a depth below the top surface of the concrete of less than 1-inch for concrete exposed to earth or weather or ½-inch for concrete not exposed to earth or weather. They shall not be spaced closer than 3 diameters or widths from structural steel elements.

Section 303.4 Protection from damage. Add the following at the end of Section 303.4.

Fuel-fired equipment and appliances located within the direct perpendicular path of a garage door opening of eight foot or less in height shall comply with Section 303.4.1

303.4.1 Fuel-fired appliance protection. Fuel fired appliances and equipment located in the direct path of vehicles as described in 303.4 shall be protected from impact with one of the following methods.

1. A minimum schedule 40 nominal 3" diameter steel pipe 30" high, with a vertical face of the pipe at least 6" in the direction of vehicle approach and:

- 1.1 Buried a minimum 2'0" deep in compacted soil and imbedded in at least 4" nominal concrete slab, or

- 1.2 Set in a minimum 1'0" x1'0"x1'0" block of concrete (slab included).

2. A platform on which the equipment sits, at least 24" high, extended at least 6" greater than the equipment footprint (including attachments such as burners and controls) in the direction of vehicle approach and in contact with the structure opposite the direction of vehicle approach.

3. An approved system of equivalent resistance to vehicle impact extending at least 6" ahead of the equipment's footprint in the direction of vehicle approach, including attachments such as burners and controls.

Section 303.8 Elevator Shafts. Delete this section in its entirety and replace as follows.

Mechanical systems shall not be located in an elevator shaft except mechanical equipment and devices exclusively serving the elevator. Discharge piping from any sump pump shall exit the

hoistway as low as practicable. Sump pumps shall be sized per the Uniform Plumbing Code as amended.

Section 304.1.1 Fuel-fired equipment startup report. Add this subsection as follows.

A startup report is required for all fan-assisted or power-burner fuel-fired equipment indicating the following conditions and others which the manufacturer recommends in their installation instructions. A non-returnable copy must be provided to the inspector for insertion in the Building Department project files. Company, Name, address, & Phone Number of Startup Technician Manufacturer and Model No. of Equipment Date and Time of Startup and Noted Readings Net Stack Temperature Overfire Draft Breech Draft Stack Draft CO or Smoke C02 or 02 Actual Rate of fuel input

Section 312.1 Load calculations. Delete the last sentence of this section and substitute the following.

Alternatively, design loads shall be determined by an approved equivalent computation procedure.

Section 401.4 Intake Openings. Add the following exception.

Exception:

Passive Outdoor Air intake openings, including opening doors and windows, shall not be located closer than 3 feet horizontally to any gas pressure regulator vent opening, unless such vent opening is located at least 3 feet above the air intake opening.

Section 401.5 Outdoor opening protection. Add an exception at the end of this section as follows:
Exception: HRV weatherhoods as provided by the respective unit's manufacturer may be used for its Intake and Exhaust Air openings.

TABLE 401.5
OPENING SIZES IN LOUVERS, GRILLES AND SCREENS PROTECTING OUTDOOR
EXHAUST AND AIR INTAKE OPENINGS

Delete Table 401.6 and replace with the following.

Section 403.3 Ventilation rate. Amend this section by revising the first sentence to read as follows.

Ventilation systems shall be designed to have the capacity to supply the minimum outdoor airflow rate determined in accordance with Table 403.3 based on the occupancy of the spaces and the occupant load or in accordance with the latest edition of ASHRAE Standard 62.

Section 501.2 Exhaust discharge. Delete the exceptions to this section.

Section 502.20 Nail Salons. Add this section.

The inlet to an exhaust system shall be located in the immediate area of heaviest concentration of contaminants. The permit holder shall verify capture and containment performance of the exhaust system. This field test shall be conducted with all sources of outdoor air providing makeup air operating and with all sources of recirculated air operating which provide conditioning for the space in which the capture & containment is required. Capture and containment shall be verified visually by observing smoke simulating contaminant emission.

OUTDOOR OPENING TYPE	MINIMUM AND MAXIMUM OPENING SIZES IN LOUVERS, GRILLES AND SCREENS MEASURED IN ANY DIRECTION
Exhaust & Intake openings in residential occupancies	% inch
Intake openings in other than residential occupancies	Not < % inch and not> 1 inch

Section 505.1 Domestic systems. Delete the first paragraph of this section and substitute the following.

Built-in Cook-top or Range-top domestic cooking appliances located within dwelling units and within areas where domestic cooking appliance operations occur shall be listed and labeled as household-type appliances for domestic use. A ventilating hood above, or an approved downdraft exhaust, shall be provided for a cook-top or range-top domestic cooking appliance, and shall discharge to the outdoors through a single-wall duct. The duct shall be sheet metal, of galvanized steel, stainless steel, aluminum or copper, airtight, and equipped with a backdraft damper. A microwave or cooking appliance that exhausts to the outdoors according to this section, is listed and labeled for installation over a cooking appliance, and conforms to the terms of the upper appliance's listing and label, shall be approved.

Delete exception #1.

Section 506.3.10 Grease duct enclosure. Add the following sentence at the end of this section's paragraph.

Duct enclosures penetrating wall assemblies shall have a fire-resistance rating of not less than

that required for the wall assembly, but not less than 1-hour nor more than 2-hour.

506.3.10.1 Shaft enclosure. Delete and replace the second sentence of this subsection with the following.

Such grease duct systems and exhaust equipment shall have a clearance to combustile construction of not less than 18 inches, and shall have a clearance to noncombustible construction and gypsum wallboard attached to noncombustible structures of not less than 3 inches.

Section 507.1 General. Amend this section by adding the following sentence.

Design documents for commercial hoods, commercial ventilation and makeup air systems shall be designed by and bear the stamp of a professional mechanical engineer currently registered in the State of Alaska.

Section 508.1 Makeup air. Amend this section by adding the following sentence.

Design documents for commercial hoods, commercial ventilation and makeup air systems shall be designed by and bear the stamp of a professional mechanical engineer currently registered in the State of Alaska.

Section 601.4 Contamination prevention. Amend this section numbering the published Exception as noted and adding Exception 2 as follows.

Exception 1. Exhaust systems

Exception 2.

Environmental air exhaust ducts under positive pressure may extend into or through ducts or plenums if one of the following design approaches is used.

- 1 Route environmental air exhaust ducts inside a shaft when passing through a duct or plenum. Install a second duct around the environmental air exhaust duct where passing through ducts and plenums to minimize leakage to the duct plenums. Seal both ends of the outer duct to the outside.
- 2 Install a second duct around the environmental air exhaust duct where passing through ducts and plenums to minimize leakage to the duct or plenum., Seal both ends of the outer duct to outside.
- 3 Seal the environmental air exhaust ducts along all seams and joints using a listed low to medium pressure duct sealant which is typically applied by brush, trowel or caulking gun.
- 4 Provide flexible duct with no seams in the duct or plenum. The maximum length of the flexible duct is limited to 8 feet due to high static loss. A metal duct may be sleeved by the flexible seamless duct.

Section 602.1 General. Revise this section as follows.

Supply, return, exhaust, relief and ventilation air plenums shall be limited to areas above a ceiling or below the floor, attic spaces and mechanical equipment rooms. Plenums shall be limited to one fire area. Fuel-fired appliances shall not be installed within a plenum.

Exception: Underfloor crawlspaces shall not be used as plenums.

Section 604.1 General. Revise this section as follows.

Duct insulation shall conform to the requirements of sections 604.2 through 604.13. and the *International Energy Conservation Code*. All supply, return, and exhaust ducts and plenums shall be insulated with a minimum of R-11 insulation when located outside the building envelope. When located within a building envelope assembly, the duct or plenum shall be separated from the building exterior or unconditioned space or exempt spaces by a minimum of R-11 insulation.

Exceptions:

- 1 When located within equipment.
- 2 When the design temperature difference between the interior and exterior of the duct or plenum does not exceed 15 degrees F (8 degrees C).
- 3 When located within the under floor crawlspace of a one or two family dwelling unit.

607.4 Access and identification. Add the following between the 1st and 2nd sentences of this Section.

Access doors for fire dampers & smoke dampers shall be located as close as practicable to the dampers and also sized so fire damper spring catch and fusible links are accessible with two hands when the damper is closed. Duct access doors shall be a minimum size of 18 inches x 16 inches where the size of the duct permits, and a minimum size of 24 inches & 16 inches where entry of an individual is needed for the required minimum access.

CHAPTER 7 COMBUSTION AIR

Section 701.1 Scope. Delete this section in its entirety and substitute the following.

The provisions of this chapter shall govern the requirements for combustion and dilution air for fuel-burning appliances other than gas-fired appliances. Solid fuel-burning appliances shall be provided with combustion air in accordance with the appliance manufacturers' instructions. Oil-fired appliances shall be provided with combustion air in accordance with this chapter and, where not modified by this chapter, with Chapter 5 of NFPA 31. The methods of providing combustion air in this chapter do not apply to fireplaces and fireplace stoves.

Add the following after Section 701.1

701.2 Combustion and dilution air required. Every room or space containing fuel-burning

appliances shall be provided with combustion air, including both air for complete fuel combustion and draft dilution, as required by this code. An approved engineered system may be used to provide combustion air as an alternative to the requirements of this chapter. An approved method shall be utilized to control the temperature of the room or space containing fuel-burning appliances. The room or space shall be maintained between 40 degrees F and 120 degrees F. The requirements for Combustion Air in this chapter do not include what might be needed for maintaining the ambient temperature of the room or space containing the fuel-burning equipment. Exhaust fans that create a negative draft in the room or space, or other fans that might create conditions of unsatisfactory combustion or venting, are not permitted unless electrically interlocked with the fuel-burning appliances to prevent simultaneous operation.

701 .3 Prohibited Sources.

Combustion air shall not be obtained from a hazardous location, except where the fuel-fired appliances are located within the hazardous location and are installed in accordance with this code. Combustion air shall not be taken from a refrigeration machinery room, except where a refrigerant vapor detector system is installed to automatically shut off the combustion process in the event of refrigerant leakage. Combustion air shall not be obtained from any location below the design flood elevation, a crawlspace, or an attic.

701.4 Outdoor openings.

Combustion air outdoor openings shall be located and protected according to Sections 401.4 and 401.5, as amended, and located at least 24 inches above grade.

702.0 Outdoor Air

702.1 Outdoor Air is required provided for combustion air.

Combustion air as required by this chapter shall not be supplied by infiltration.

702.2 Indirect-Connection, Passive-flow Combustion Air.

A minimum of one combustion air opening is required. The opening shall be sized with an effective opening to the outdoors of 1 square inch per 6000 Btu/h of the combined input rating of the fuel-burning appliances or according to Table 7 -1. The opening into the enclosure containing the appliances shall be located no lower in elevation than 2/3 the distance from the top of the finished floor to the bottom of the finished ceiling in the enclosure.

TABLE 7-1 OIL-FIRED APPLIANCE COMBUSTION AIR DUCT SIZING 702.3

Indirect-Connection, Forced-flow Combustion Air. Where combustion air is provided by a mechanical forced-air system, it shall be supplied at the minimum rate of 1 cfm per 3500 Btu/h of the combined input rating of all the fuel-burning appliances served. Each of the appliances served shall be electrically interlocked to the mechanical forced-air system so as to prevent operation of the appliances when the mechanical system is not in operation. Where combustion air is provided by the building's mechanical ventilation system, the system shall provide the specified combustion air rate in addition to the required ventilation air.

702.4 Direct-Connection.

Fuel-burning appliances that are listed and labeled for direct combustion air connection to the outdoors shall be installed in accordance with the manufacturer's installation instructions.

703.0 Combustion Air Ducts.

703.1 General. Indirect-Connection Combustion air ducts shall:

1. Be of galvanized steel complying with Chapter 6 or of equivalent rigid, corrosion-resistant material approved for this application.
2. Have a minimum cross-sectional dimension of 3 inches.
3. Terminate in an unobstructed space allowing free movement of combustion air to the appliances.
4. Have the same cross-sectional areas as the free area of the openings to which they connect. Each combustion air inlet shall only open into the appliance space with one, separate ducted opening of the required free area opening.
5. Serve a single appliance enclosure.
6. Any dampers installed within any part of a combustion air duct or opening shall be electrically interlocked with the firing cycle of the appliance served, so as to prevent operation of any appliance when the dampers are closed.

Section 801.21 Location and support of venting systems other than masonry chimneys. Add this new section with the following text.

Vent terminations that penetrate a metal roof with a slope greater than 2:12 shall be protected by an ice dam or deflector of a type and design approved by the Code Official.

Section 923.2 Small ceramic kilns-ventilation. Add this new section with the following text.

A canopy-hood shall be installed directly above each kiln. The face opening area of the hood shall be equal to or greater than the top horizontal surface area of the kiln. The hood shall be constructed of not less than No. 24 US gauge galvanized steel or equivalent and be supported at a height of between 12 inches and 30 inches above the kiln by noncombustible supports.

Exception: Each hood shall be connected to a gravity ventilation duct extending in a vertical direction to outside the building. This duct shall be of the same construction as the hood and shall have a minimum cross-sectional area of not less than one fifteenth of the face opening area of the hood. The duct shall terminate a minimum of 12 inches above any portion of a building within four feet and terminate no less than 4 feet from the adjacent property line or any openable window or other openings into the building. The duct opening to the outside shall be shielded, without reduction of duct area, to prevent entrance of rain into the duct. The duct shall be supported at each section by noncombustible supports. Provisions shall be made for air to enter the room in which a kiln is installed at a rate at least equal to the air being removed through the kiln hood.

Section 1001.1 Scope. Amend exception #7 as follows.

7. Any boiler or pressure vessel subject to inspection by federal inspectors.

Section 1005.2 Potable water supply. Delete this section and its title in their entirety and substitute the following.

Section 1005.2 Water Supply.

An automatic means of water or heat transfer liquid makeup supply is required connected to all boilers. Connections to the potable water piping system shall be in accordance with the *Uniform Plumbing Code* as amended.

Section 1006.7 Boiler safety devices. Amend this section by adding the following and Table 10-3 of the *2009 Uniform Mechanical Code*.

Automatic boilers shall be equipped with controls and limit devices as set forth in Table 10-3.

TABLE 10-3
Controls and Limit Devices for Automatic Boilers

Boiler Group	Fuel	Fuel Input Range (Inclusive), Btu/h	Type of Pilot	Safety Control Timing (Nominal Maximum Time in Seconds)				Assured Fuel Supply Control	Assured Air Supply Control	Low Fire Start Up Control	Pre-purging Control	Hot Water Temperature and Low Water Limit Controls	Steam Pressure and Low Water Limit Controls
				Trial for Pilot	Trial for Main Burner Flame		Main Burner Flame Failure						
					Direct Electric Ignition	Flame Pilot							
A	Gas	0-400,000	Any type	90	Not Required	90	90	Not required	Required	Not required	Not required	Required	Require
B	Gas	400,001-2,500,000	Interrupted or intermittent	15	15	15	2-4	Not required	Required	Not required	Not required	Required	Require
C	Gas	2,500,001-5,000,000	Interrupted or intermittent	15	15	15	2-4	Required	Required	Required	Required	Required	Require
D	Gas	Over 5,000,000	Interrupted	15	15	15	2-4	Required	Required	Required	Required	Required	Require
E	Oil	0-400,000	Any type	Not Required	90	90	90	Not required	Required	Not required	Not required	Required	Require
F	Oil	400,001-1,000,000	Interrupted	Not Required	30	30	2-4	Required	Required	Not required	Not required	Required	Require
G	Oil	1,000,001-2,000,000	Interrupted	Not Required	15	15	2-4	Required	Required	Not required	Not required	Required	Require
H	Oil	Over 2,000,000	Interrupted	15	15	90	2-4	Required	Required	Required	Required	Required	Require
K	Electric	All	Not required	Not required	Not required	Not required	Not required	Not required	Not required	Not required	Not required	Required	Require
L	Gas, Oil and/or Coal	12,500,000 or more	Any	10 sec per NFPA 85	Per NFPA 85	Per NFPA 85	Per NFPA 85	Per NFPA 85	Per NFPA 85	Per NFPA 85	Per NFPA 85	Per ASME Power Boiler Code, Section I and NFPA 85	Per ASME Power Boiler Code Section I and NFPA 85
M	Heat Recovery Steam Generator	Any	None	Per NFPA 85	Per NFPA 85	Per NFPA 85	Per NFPA 85	Per NFPA 85	Per NFPA 85	Per NFPA 85	Per NFPA 85	Per ASME Boiler & Pressure Code & NFPA 85	Per ASME Boiler & Pressure Code & NFPA 85

FOOTNOTES FOR TABLE 10-3

1. Fuel input shall be determined by one of the following:

(a) The maximum burner input as shown on the burner nameplate or as otherwise identified by the manufacturer.

(b) The nominal boiler rating, as determined by the building official, plus twenty-five percent (25%).

2. Automatic boilers shall have one flame failure device on each burner, which shall prove the presence of a suitable ignition source at the point where it will reliably ignite the main burner, except that boiler groups A, B, E, F, and G, which are equipped with direct electric ignition, shall monitor the main burner, and all boiler groups using interrupted pilots shall monitor only the main burner after the prescribed limited trial and ignition periods. Boiler group A, equipped with continuous pilot, shall accomplish 100 percent shutoff within ninety (90) seconds upon pilot flame failure. The use of intermittent pilots in boiler group C is limited to approved burner units.

3. In boiler groups B, C, and O a 90-second main burner flame failure limit may apply if continuous pilots are provided on manufacturer assembled boiler-burner units that have been approved by an approved testing agency as complying with nationally recognized standards approved by the building official. Boiler groups F and G equipped to re-energize their ignition systems within 0.8 second after main burner flame failure will be permitted thirty (30) seconds for group F or fifteen (15) seconds for group G to reestablish their main burner flames.

4. Boiler groups C and D shall have controls interlocked to accomplish a non-recycling fuel shutoff upon high or low gas pressure, and boiler groups F, G, and H using steam or air for fuel atomization shall have controls interlocked to accomplish a non-recycling fuel shutoff upon low atomizing steam or air pressure. Boiler groups F, G, and H equipped with a preheated oil system shall have controls interlocked to provide fuel shutoff upon low oil temperature.

5. Automatic boilers shall have controls interlocked to shut off the fuel supply in the event of draft failure if forced or induced draft fans are used or, in the event of low combustion airflow, if a gas power burner is used. Where a single motor directly driving both the fan and the oil pump is used, a separate control is not required.

6. Boiler groups C, O, and H, when firing in excess of 400,000 Btu per combustion chamber, shall be provided with low fire start of its main burner system to permit smooth light-off. This will normally be a rate of approximately one-third of its maximum firing rate.

7. Boiler groups C, D, and H shall not permit pilot or main burner trial for ignition operation before a purging operation of sufficient duration to permit a minimum of four complete air changes through the furnace, including combustion chamber and the boiler passes. Where this is not readily determinable, five complete air changes of the furnace, including combustion chamber up to the first pass, will be considered equivalent. An atmospheric gas burner with no mechanical means of creating air movement or an oil burner that obtains two-thirds or more of the air required for combustion without mechanical means of creating air movement shall not require purge by means of four air changes, so long as its secondary air openings are not provided with means of closing. If such burners have means of closing secondary air openings, a time

delay must be provided that puts these closures in a normally open position for four minutes before an attempt for ignition. An installation with a trapped combustion chamber shall, in every case, be provided with a mechanical means of creating air movement for purging.

8. Every automatic hot-water-heating boiler, low-pressure hot-water-heating boiler, and power hot water boiler shall be equipped with two high-temperature limit controls with a manual reset on the control, with the higher setting interlocked to shut off the main fuel supply, except that manual reset on the high-temperature limit control shall not be required on any automatic package boiler not exceeding 400,000 Btu/h input and that has been approved by an approved testing agency. Every automatic hot-water heating, power boiler, and package hot-water supply boiler shall be equipped with one low-water level limit control with a manual reset interlocked to shut off the fuel supply, so installed as to prevent damage to the boiler and to permit testing of the control without draining the heating system, except on boilers used in Group R Occupancies of less than six units and in Group U Occupancies and further, except that the low-water level limit control is not required on package hot-water supply boilers approved by a nationally recognized testing agency. However, a low-water flow limit control installed in the circulating water line may be used instead of the low-water level limit control for the same purpose on coil-type boilers.

9. Every automatic low-pressure steam-heating boiler, small power boiler, and power steam boiler shall be equipped with two high-steam pressure limit controls interlocked to shut off the fuel supply to the main burner with manual reset on the control, with the higher setting and two low water-level limit controls, one of which shall be provided with a manual reset device and independent of the feed water controller. Coil-type flash steam boilers may use two high-temperature limit controls, one of which shall be manually reset in the hot water coil section of the boiler instead of the low-water level limit control.

10. Boiler groups C, D, and H shall use an approved automatic reset safety shutoff valve for the main burner fuel shutoff, which shall be interlocked to the programming control devices required. On oil burners where the safety shutoff valve will be subjected to pressures in excess of ten (10) psi when the burner is not firing, a second safety shutoff valve shall be provided in series with the first. Boiler groups C and D using gas in excess of one (1) pound-per-square inch pressure or having a trapped combustion chamber or employing horizontal fire tubes shall be equipped with two approved safety shutoff valves, one of which shall be an automatic reset type, one of which may be used as an operating control, and both of which shall be interlocked to the limit-control devices required. Boiler groups C and D using gas in excess of one (1) pound per square inch pressure shall be provided with a permanent and ready means for making periodic tightness checks of the main fuel safety shutoff valves.

11. Control and limit device systems shall be grounded with operating voltage not to exceed 150 volts, except that, upon approval by the building official, existing control equipment to be reused in an altered boiler control system may use 220 volt single phase with one side grounded, provided such voltage is used for all controls. Control and limit devices shall interrupt the ungrounded side of the circuit. A readily accessible means of manually disconnecting the control circuit shall be provided with controls so arranged that when they are de-energized, the burner shall be inoperative.

1006.8 Electrical requirements. Add the following sentence and exception to this subsection.

The required means of disconnect shall be within clear view of the boiler burner.

Exception: Where it is not possible for personnel to position themselves out of clear view of the means of disconnect while maintaining the boiler, the capability of being locked in the off position shall not be required of the means of disconnect.

Section 1007 BOILER LOW-WATER CUTOFF Delete this section in its entirety and refer to Section 1006.7 as amended.

Section 1101. 11 Installation Identification. Add this subsection with the following text.

Each refrigerating system erected on the premises shall be provided with legible permanent signage, securely attached and easily accessible, as required in sections 1101.11.1 -1101.11.3. In the event that the type or amount of refrigerant or other indication is changed, the signs must be changed or replaced to indicate the new conditions.

1101.11.1 Each system shall be provided a sign indicating:

- (a) the name and address of the installer,
- (b) the refrigerant number and amount of refrigerant,
- (c) the lubricant identity and amount, and
- (d) the field test pressure applied

1101.11.2 Systems containing more than 110 lb. of refrigerant and consisting of controls and piping shall be provided signs having letters at least .5 inches in height indicating:

- (a) Each valve or switch that controls the refrigerant flow, the machinery room ventilation, and the compressors
- (b) The specific fluid, whether a refrigerant or secondary coolant, that is contained in exposed piping outside of the refrigerating machinery room. Valves or the piping adjacent to the valves shall be labeled in accordance with ANSI A 13.1.

1101.11.3 Each Refrigeration Machinery Room entrance must have in clear view a sign reading: "Machinery Room -Authorized Personnel Only. -Only those trained in emergency procedures if the Refrigerant alarm is activated."

Section 1105.3 Refrigerant detector. Amend this section by adding a second sentence to read as follows.

Refrigerant detectors shall alarm both inside and outside the machinery room and refrigerated space.

Section 1105.6.2 Makeup air. Amend this section as follows.

Provisions shall be made for makeup air to replace that being exhausted. Openings for makeup air shall be located to avoid intake of exhaust air. Supply and exhaust ducts to the machinery room shall serve no other area, shall be constructed in accordance with Chapter 5 and shall be covered with corrosion-resistant screen of not less than 1/8-inch mesh.

Section 1205.1.3 Pressure vessels. Add the following exception to this subsection.

Exception: Shutoff valves for diaphragm-type expansion tanks in systems installed with a single expansion tank of 12-gallon water volume or smaller, shall not be required.

Section 1205.1.6 Expansion Tanks. Delete this subsection in its entirety.

Section 1301.1 Scope. Amend this section as follows.

The design, installation, construction and repair of fuel oil and waste oil storage and piping shall be in accordance with this chapter and NFPA 31. The storage of fuel oil and flammable and combustible liquids shall be in accordance with the *International Fire Code*.

Section 1301.4 Fuel tanks, piping and valves. Amend and add to this section as follows.

The tank, piping and valves for appliances burning oil shall be installed in accordance with the requirements of this chapter. The oil supply line is required to be taken from the top of the tank only, and where the level of fuel within the tank may be above the inlet port of the appliance served an approved method to prevent siphoning from the tank must be provided. If the tank is located inside a building, emergency pressure relief venting is required to the exterior.

1301.4.1 Day tanks or supply tanks. Day tanks shall be installed in accordance with this code and NFPA 31.

1301.4.1.1 A day tank or supply tank of (60) gallons or less may be installed for generators, boilers and water heaters within a boiler or mechanical room provided a (1)-hour fire-resistive occupancy separation is constructed around the room containing the equipment being served and the day tank or supply tank.

1301.4.1.2 Day tanks or supply tanks which exceed (60) gallons shall be installed in accordance with the following requirements:

- A. A sprinkler system as approved by the Fire Department is required for the mechanical room.
- B. The room containing the day tank or supply tank shall be located on an exterior wall.
- C. Two exits shall be provided from the boiler room or mechanical room. One exit shall open directly to the exterior and be accessible to fire-fighting personnel.
- D. A (2)-hour fire resistive occupancy separation shall be provided around the boiler room or mechanical room.

1301.4.2 Waste oil tanks.

Tanks installed inside buildings for the collection of class IIIB motor vehicle waste oil and connected to listed oil-burning appliances shall be restricted to Group 8-1 and motor vehicle related occupancies as referenced by the *International Building Code*. Waste oil tanks located outside of central heating enclosures shall be limited to 500 gallon cumulative capacity, be provided with approved emergency pressure relief venting and shall be equipped with a hinged cap. All oil lines shall be equipped with a spring-loaded fusible valve located immediately adjacent to the tank shell.

Waste oil tanks exceeding 500-gallon capacity and connected to waste oil-burning appliances shall be enclosed in a separate one-hour fire-resistive occupancy separation, be provided with approved emergency pressure relief venting and shall be surrounded by a four(4) -inch high non-combustible curb.

Waste oil tanks located inside of central heating plant enclosures or generator mechanical rooms shall conform to section 1301.4.1 as amended.

Upon approval of the Fire Chief, listed waste oil heaters may be located in other occupancy groups provided the tanks are installed outside of the building in accordance with chapter 15 of the International Mechanical Code and NFPA 31 Chapter 12, or installed in compliance with IMC section 1301.4.1.

CITY OF NORTH POLE

ORDINANCE 12-10

**AN ORDINANCE OF THE CITY OF NORTH POLE AMENDING TITLE 15,
BUILDING AND CONSTRUCTION, CHAPTER 15.36, ELECTRICAL CODE;
INTERNATIONAL ELECTRICAL CODE, 2009 EDITION**

WHEREAS, changes to the North Pole Municipal Code is a continually changing requirement;
and

WHEREAS, the City of North Pole Municipal Code should be amended to conform to the
requirements of the City and to clarify questionable areas.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of North Pole:

Section 1. This ordinance is of a general and permanent nature and shall be codified.

Section 2. Amend Title 15 Building and Construction, Chapter 15.36, Electrical Code;
International Electrical Code, 2009 Edition as follows:

- *See Attached*

Section 3. Effective Date. This ordinance shall be effective at 5:00 pm on the first City
business day following its adoption.

PASSED AND APPROVED by a duly constituted quorum of the North Pole City Council this
5th day of March, 2012.

Douglas W. Isaacson, Mayor

ATTEST:

**Kathryn M Weber, MMC
North Pole City Clerk**

PASSED
YES:
NO:
Abstained

Chapter 15.36 Electrical Code

15.36.010 Adoption.

The ~~bound volumes containing~~ the code known as the *National Electrical Code*, 2008~~2011~~ edition, of the National Fire Protection Association, and every part thereof, together with the local amendments as set forth in Chapter 15.36.040, shall constitute the laws of the city relating to electrical installations. ~~Copies~~ **An electronic copy** of the *National Electrical Code* ~~may be examined~~ **is retained** at the city offices.

15.36.020 Modifications.

The building official shall have the power to modify any of the provisions of the *National Electrical Code* adopted by this chapter upon application in writing by the owner or lessee or his duly authorized agent, when there are practical difficulties in the way of carrying out the strict letter of the code; provided, that the spirit of the code is observed, public safety secured, and substantial justice done. The particulars of the modification, when granted or allowed, and the decision of the building official thereon shall be entered upon the records of the department, and a signed copy shall be furnished the applicant.

15.36.030 Appeals.

Whenever the building official disapproves an application or refuses to grant a permit applied for, or when it is claimed that the provisions of the code have been misconstrued or wrongly interpreted, the applicant may appeal from the decisions of the building official to the mayor/city manager within thirty days from the date of the decision. **The appointment of the appeals board will be on a case by case basis with the members of said board comprised of local design professionals, contractors, inspectors or other members of the public deemed knowledgeable of the subject matter by the mayor / city manager.**

15.36.040 Local amendments to the National Electrical Code, 2008~~2011~~ edition.

The amendments to the 2008~~2011~~ edition of the *National Electrical Code* are listed hereafter by section.

Delete section 15.36.040 in its entirety and replace with the following:

Sec. 10-277. Amendments. The *National Electrical Code*, 2011 edition, is hereby amended as follows:

Article 210.8 Ground-Fault Circuit-Interrupter Protection for Personnel. Add subsection (D) to read as follows:

(D) Day Care Facilities. In all day care facilities as defined by the current building codes adopted by the City of North Pole all 125-volt, single phase, 15-and 20-ampere receptacles installed where accessible to children shall have ground-fault circuit interrupter (GFCI) protection.

Article 210.52 Dwelling Unit Receptacle Outlets. Add subsection (I) to read as follows:

(J) Parking spaces. For each dwelling unit and mobile home, there shall be at least one exterior weather proof duplex receptacle on a separate 20-ampere GFCI circuit adjacent to on-site parking locations.

Article 220.52 Small Appliance, Laundry and Car Head bolt Heater Loads-Dwelling Unit. Add subsections (C) and (D) to read as follows:

(C) Car Head bolt Heater Loads. A feeder load of not less than 1500 volt-amperes shall be included for each individual 20 ampere branch circuit required by Article 210.52(e). This requirement also applies to Article 220.30,220.31,220.32,220.33.

(D) Commercial Parking Areas.

The minimum calculated load for car head bolt heater receptacles is 1200 volt amperes. If the service, feeder and branch circuit overcurrent protective devices are located outside then 1200 volt amperes for the first 30 spaces, 1000 volt amperes for the next 30 spaces and 800 volt amperes for each space over 60 will be allowed.

Article 230.9(A) Clearances. Amend as follows:

Service conductors installed as open conductors or multi-conductor cable without an overall outer jacket shall have a clearance of not less than 900 mm (3 ft) from windows that are designed to be opened, doors, porches, balconies, ladders, stairs, fire escapes, building attic gable vents, or similar locations.

Article 230.11 Service Detail Requirements. Add a new section as follows:

Service installations shall comply with the details of Exhibit #1 Residential Service.

Article 230.12 Temporary Power Service. Add a new section as follows:

Temporary Services shall comply with the details of Exhibit #2 Temporary Service.

Article 230.24(B) Vertical Clearance for Service-Drop Conductors. Amend as follows:

(1) 3.81 m (12.5 ft) -at the electric service entrance to buildings, also at the lowest point of the drip loop of the building electric entrance, and above areas or sidewalks accessible only to pedestrians, measured from final grade or other accessible surface only for service-drop cables supported on and cabled together with a grounded bare messenger where the voltage does not exceed 150 volts to ground.

(2) 3.81 m (12.5 ft) -over residential property and driveways, and those commercial areas not subject to truck traffic where the voltage does not exceed 300 volts to ground.

Article 230.26 Point of Attachment. Amend as follows:

In no case shall this point of attachment be less than 3.81 m (12.5 ft) above finished grade.

Article 230.28 Service Masts as Supports. Add subsections (A), (B), (C), (D) to read as follows:

(A) General. When the overhead service is installed on the eave side of a structure with a pitched roof, the service mast conduit shall extend through the roof.

(B) Conduit Size. The conduit size shall be a minimum of two inches rigid metal or intermediate metal conduit and must extend at least three feet above the roof surface. If couplings are used in the installation, they must be located below the roof overhang.

(C) Guyed Support. The service mast conduit when installed through the roof shall be guyed to the roof with a minimum 5/8 inches galvanized closed eyebolt using a minimum of 1/8 inches stranded stainless steel wire aircraft cable with four approved clamps. If the service mast conduit extends above the roof over four feet in length, then a double V-guy installation is required.

(D) Protection of Meter. When the eave overhang is less than eighteen inches, additional protection shall be required to protect the meter from snow and ice damage by a minimum of an 18 gauge galvanized metal hood or equivalent extending over the meter.

Article 230.41 Insulation of Service Entrance Conductors. Add the following:

Individual ungrounded service entrance conductors shall be XHHW, RHW, or R-Type insulation approved for exterior use. No other insulation is acceptable.

Article 230.54(F) Drip Loops. Add the following:

For 100 ampere service, leave 18 inches of conductors, for 200 ampere and larger, leave 24 inches of conductors extending out of the weather head.

Article 230. 70(A)(1) Location. Add the following:

If installed inside, a means to disconnect all conductors in the building from the service entrance conductors shall be provided on the building exterior

Article 230. 70(A)(3) Remote Control. Add the following subsections:

(a) The remote control device shall be a key switch approved by the Fire Department.

(b) The key switch shall shut down the electrical power for the entire building.

(c) If a facility is equipped with a generator, a key switch shall be installed to shut down the generator in the event of an emergency. This switch shall be located adjacent to the electrical service remote control key switch or the electrical service disconnect.

(d) Key switch locations shall be marked with a visible sign indicating "Fire Department Use Only" and "Generator Disconnect".

Article 230.70(A)(4) Add subsection (4):

(4) Natural and Liquid Petroleum Gas. Electrical equipment (i.e.: service disconnect, electrical meters, receptacles, etc.) shall be installed not less than 5 feet from any LPG tank installation and related regulators, etc. or NG meter and regulators. If the gas equipment is installed less than 5 feet to the electrical equipment, then the electrical equipment shall meet the requirements of Article 500 and 501 of the National Electrical Code.

Article 230.70(B) Marking. Add the following:

When there is more than one meter on any single service, they shall be permanently identified with numbers painted on the meter base at least one inch in height or identified by other approved means that corresponds to the number on the unit served.

Article 250.66(B) Connections to Concrete Encased Electrodes. Amend the following:

Where the grounding electrode conductor is connected to a concrete encased electrode as permitted in 250.52(A)(3) a #4 AWG bare copper conductor consisting of at least 6.0 m (20 ft) in length shall be installed in the footing for a 100-200 ampere service. A #2 AWG bare copper conductor shall be installed in the footing for 225-300 ampere service. A 1/0 AWG bare copper conductor is required for a 350-400 ampere service. A 2/0 AWG bare conductor is required for a 450-500 ampere service and 3/0 AWG bare conductor is required for services greater than 500 amperes.

Article 410.36(B) Suspended Ceilings. Add the following exception:

Exception: When the light fixtures are supported seismically in accordance with the current building codes adopted by the City of North Pole the above supports are not required.

Article 700.12(B) Generator Set. Add subsection (7):

(7) The generator shall have an exterior disconnect located adjacent to service disconnect to prevent the generator from starting when the normal power is turned off in case of an emergency or fire. A weatherproof sign shall be installed adjacent to the service disconnect that reads: Emergency Generator Disconnect Switch.

CITY OF NORTH POLE

ORDINANCE 12-11

**AN ORDINANCE OF THE CITY OF NORTH POLE AMENDING TITLE 15,
BUILDING AND CONSTRUCTION, CHAPTER 15.42, PLUMBING CODE;
INTERNATIONAL PLUMBING CODE, 2009 EDITION**

WHEREAS, changes to the North Pole Municipal Code is a continually changing requirement;
and

WHEREAS, the City of North Pole Municipal Code should be amended to conform to the
requirements of the City and to clarify questionable areas.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of North Pole:

Section 1. This ordinance is of a general and permanent nature and shall be codified.

Section 2. Amend Title 15 Building and Construction, Chapter 15.42, Plumbing Code;
International Plumbing Code, 2009 Edition as follows:

- *See Attached*

Section 3. Effective Date. This ordinance shall be effective at 5:00 pm on the first City
business day following its adoption.

PASSED AND APPROVED by a duly constituted quorum of the North Pole City Council this
5th day of March, 2012.

Douglas W. Isaacson, Mayor

ATTEST:

Kathryn M Weber, MMC
North Pole City Clerk

PASSED
YES:
NO:
Abstained

Chapter 15.42 Plumbing Code

15.42.010 Adoption.

~~The *Uniform Plumbing Code*, 2006 edition, to include Appendix A, B, D, E, F, I, K, and L as published by the International Association of Plumbing and Mechanical Officials, together with the local amendments as set forth in Chapter 15.42.040, is hereby adopted.~~

The code known as the *Uniform Plumbing Code*, 2009 edition, of the International Association of Plumbing and Mechanical Officials, and every part thereof, together with the local amendments as set forth in Chapter 15.42.040, shall constitute the laws of the city relating to plumbing. An electronic copy of the *Uniform Plumbing Code* is retained at the city offices.

15.42.020 Modifications.

The building official shall have the power to modify any of the provisions of the *Uniform Plumbing Code* adopted by this chapter upon application in writing by the owner or lessee or his duly authorized agent, when there are practical difficulties in the way of carrying out the strict letter of the code; provided, that the spirit of the code is observed, public safety secured, and substantial justice done. The particulars of the modification, when granted or allowed, and the decision of the building official thereon shall be entered upon the records of the department, and a signed copy shall be furnished the applicant.

15.42.030 Appeals.

Whenever the building official disapproves an application or refuses to grant a permit applied for, or when it is claimed that the provisions of the code have been misconstrued or wrongly interpreted, the applicant may appeal from the decisions of the building official to the mayor/city manager within thirty days from the date of the decision. **The appointment of the appeals board will be on a case by case basis with the members of said board comprised of local design professionals, contractors, inspectors or other members of the public deemed knowledgeable of the subject matter by the mayor / city manager.**

15.42.040 Local amendments to the Uniform Plumbing Code, 20062009 edition.

The *Uniform Plumbing Code*, 20062009 edition is hereby amended as follows:

Delete section 15.42.040 in its entirety and replace with the following:

The *Uniform Plumbing Code 2009 Edition*, to include Appendix A, B, D, E, F, I, K, and L, as published by the International Association of Plumbing and Mechanical Officials, is hereby adopted by the City of North Pole.

Sec. 10-137. Amendments.

CHAPTER 1 ADMINISTRATION

Section 101.2 Purpose. Add subsections to read as follows:

101.2.1 Referenced Codes.

The technical codes as referenced elsewhere in this code shall be considered part of the requirements of this code to the prescribed extent of each reference. References to *NFPA 54* and the *Uniform Mechanical Code* shall be replaced with adopted codes specified in sections 101.2.1.1 and 101.2.1.2.

101.2.1.1 Gas.

The provisions of the *International Fuel Gas Code* shall apply to the installation of fuel gas piping from the point of delivery, gas appliances and related accessories as covered in this code. These requirements apply to gas piping systems extending from the point of delivery to the inlet connections of appliances and installation and operation of residential and commercial gas appliances and related accessories.

101.2.1.2 Mechanical.

The provisions of the *International Mechanical Code* shall apply to the installation, alterations, repairs and replacement of mechanical systems, including equipment, appliances, fixtures, fittings and/or appurtenances, including ventilating, heating, cooling, air-conditioning and refrigeration systems, incinerators and other energy-related systems.

101.2.1.3 Administrative.

The provisions of the *Administrative Code* for the City of North Pole Building Department shall apply to the administration and enforcement of this code. Where provisions of the *Administrative Code* and this code conflict, the more restrictive test shall apply.

101.2.1.4 Building.

The provisions of the *International Building Code* shall apply where reference is made to the Building Code in this document.

Section 101.4.1.4 Conflicts Between Codes. Delete this section in its entirety and replace with the following:

When conflicts occur between this code and other technical codes, those provisions providing the greater safety to life shall govern. In other conflicts, between this code and other codes or laws, where sanitation, life safety or fire safety are not involved, the most restrictive provisions shall govern. Where in a specific case different sections of these 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.

Section 102.3.2 Penalties. Delete this section in its entirety and replace with the following:

Any person who violates a provision of this code or fails to comply with any of the requirements

thereof or who erects, constructs, alters, or repairs any plumbing in violation of the approved construction documents or directive of the building official, or of a permit or certificate issued under the provision of this code or other codes adopted by this jurisdiction shall be subject to penalties prescribed by law.

Section 103.1.1 Permits required. Add the following subsection.

Section 103.1.1.1 Emergency Repairs. Where equipment or piping system replacement must be performed in an emergency situation, the permit application shall be submitted to the building official within 72 hours of such emergency. All required inspections shall be conducted.

Section 103.2 Application for Permit. Add the following subsection.

Section 103.2.4 Deferred Submittals. For the purposes of this section, deferred submittals are defined as those portions of the design which are not submitted at the time of the application and which are to be submitted to the building official within a specified period. Deferral of any submittal items shall have prior approval of the building official. The architect or engineer of record shall list the deferred submittals on the plans and shall submit the deferred submittal documents for review by the building official. Submittal documents for deferred submittal items shall be submitted to the architect or engineer of record who shall review them and forward them to the building official with a notation indicating that the deferred submittal documents have been reviewed and that they have been found to be in general conformance with the design of the building. The deferred submittal items shall not be installed until their design and submittal documents have been approved by the building official.

Section 103.3.1 (Permit) Issuance. Delete the second paragraph of this section and replace with the following.

When the building official issues a permit, the construction documents shall be approved by separate letter or plan review stating, or the plans shall be stamped as, "Reviewed and Approved for Code Compliance". Work shall be installed in accordance with the approved construction documents. Changes to the approved set of construction documents that affect code compliance are prohibited unless amended documents are resubmitted by the appropriate design professional for review and approval before such modification is constructed in the field.

Section 103.4.1 Permit Fees. Delete Section 103.4.1 in its entirety and refer to Table 3-D of the City of North Pole *Administrative Code*.

103.4.2 Plan Review Fees. Delete Section 103.4.2 in its entirety and replace with the following:

When submittal documents are required by Section 103.2.2, a plan review fee shall be paid. The plan review fee shall be paid when the review has been completed. The plan review fee shall be paid in conjunction with the plumbing permit fee. The plan review fee is not required to be paid at the time of plan or application submittal. The plan review fee shall be 75 percent of the plumbing permit fee as shown in Table 3-0. The plan review fee for projects where plan are not received prior to commencement of construction will be charged a fast track rate equal to one hundred

percent (100%) of the plumbing permit fee. When submittal documents are incomplete or changes so as to require additional plan review or when the project involves deferred submittal items as defined in Section

103.2.4. an additional plan review fee shall be charged at the rate shown in Table 3-0.

103.4.2.1 Plan Check Fee Identical Building Construction. Create a new subsection and title as follows:

Section 103.4.2.1 Plan Check Fee Identical Building Construction. The plan check fee for identical buildings with the same building construction shall be reduced by 75% of the initial plan check fee when the following conditions are met;

- a. The structural framing and floor plan are identical
- b. Construction is simultaneous or in immediate sequence.

Section 103.4.4.2 (Investigation Fees: Work Without a Permit.) Delete this subsection and substitute the following:

A penalty fee, in addition to the permit fee, shall be collected whether or not a permit is then or subsequently issued. The payment of such investigation fee shall not exempt an applicant from compliance with all other provisions of either this or other adopted codes of the Authority Having Jurisdiction, nor from the penalty prescribed by law. The penalty fee for performing work without the required permit is \$750.

Section 103.4.5 Fee Refunds. Delete Subsection 103.4.5.2 and substitute the following:

Section 103.4.5.2 The building official may authorize refunding of not more than 80 percent of the permit fee paid when no work has been done under a permit issued in accordance with this code.

Section 103.5.2 Operation of Plumbing Equipment. Delete this section in its entirety and substitute the following:

The requirements of this section shall not be considered to prohibit the operation of any plumbing installed to replace existing equipment or fixtures serving an occupied portion of the building in the event a request for inspection of such equipment or fixture has been filed with the Authority Having Jurisdiction not more than 48 hours after such replacement work is complete, and before any portion of such plumbing systems is concealed by any permanent portion of the building.

Section 103.5.6.1 Corrections. Delete the second paragraph of this section and substitute the following:

Refusal, failure, or neglect to comply with any such notice or order within (180) days of receipt thereof, or other time limit as set forth in the notice or order, shall be considered a violation of this code and shall be subject to the penalties set forth elsewhere in this code for violations.

Section 103.5.6.3 Approval. Delete this section in its entirety and substitute the following:

Upon the satisfactory completion and final test of the plumbing system, an approval for use shall be issued by the Authority Having Jurisdiction to the permittee.

204.0 Building Thermal Envelope -Add the following definition to this section:

Building Thermal Envelope -For purposes of the plumbing code: the basement walls, exterior walls, floors, roofs, and any other building elements that enclose conditioned spaces, and frost-protected foundations. For frost-protected foundations with required horizontal insulation, the thermal envelope shall be considered to extend from the warm-in-winter side, to the projection of the vertical insulation, cold-in-winter exterior surface. For thermal envelope assemblies enclosing conditioned spaces, the thermal envelope assembly includes any vapor retarders.

205.0 Conditioned Space -Add the following Definition to this section:

Conditioned Space --For purposes of the plumbing code, space within a building that is provided with heating equipment or systems capable of maintaining, through design or heat loss, 50 degrees F during the heating season, or communicates directly with a conditioned space.

210.0 Hot Water -Delete this definition and substitute the following:

Hot Water -Water at a temperature exceeding or equal to 110 degrees F.

303.0 Disposal of Liquid Waste. Add the following sentence to this section:

Pit privies (outhouses), as defined by Alaska D.E.C. 18 AAC 72.030 & 7 AAC 10.9990(46)(B), are prohibited.

Section 313.6 (Pipe Freezing Protection) Delete 3 13.6 in its entirety and substitute the following:

All water, soil, waste, vent, or roof drainage piping shall be installed on the warm-in-winter side of the Building Thermal Envelope assembly, including any vapor retarders.

- Exception 1. Vent piping above the roof.
- Exception 2. Vent piping, other than wet vents, may be installed within exterior walls or above the roof/ceiling assembly where enclosed within at least R-B.B insulation. This insulation must be continuous from the piping penetration of the warm-in-winter surface of the thermal envelope to the underside of the piping's roof sheathing penetration. The insulation of the Building Thermal Envelope assembly may be used to meet this requirement.
- Exception 3. Underground Building Drain or Water Distribution piping outside the Building Thermal Envelope installed according to the circulation and insulation provisions of the latest revised standards of the local Public Water & Sewer Utility for water & sewer services.
- Exception 4. A system of frost protection that, is designed & sealed by a currently registered engineer or architect, including but not limited to heat trace installed according to Sections 301.1.1 & 310.4; and provided it is accessible for repair or replacement without

excavation or removal of elements of construction.

Section 313.9 (Protection of Piping) Delete 313.9 and its Exception in their entirety and substitute the following:

In concealed locations where piping, other than cast-iron or steel, is installed through holes or notches in studs, joists, rafters or similar members less than 1/8 inches from the nearest edge of the member, the pipe shall be protected by shield plates having a minimum thickness of 0.0575 inch (No. 16 gage) shall cover the area of the pipe where the member is notched or bored, and shall extend a minimum of 2 inches above sole plates and below top plates.

Section 313.12.4 (Rat proofing) Delete 313.12.4 in its entirety.

Section 407.5 Setting. Delete the Exception and substitute the following:

Exception: The installation of paper dispensers, sanitary napkin receptacles, or accessibility grab bars shall not be considered obstructions if located such that a minimum of 7 inches clearance is maintained in any direction from the outside surface of the usable portion of the fixture.

Section 408.2.2 (Water Closet Seats) Delete Subsection 408.2.2 and substitute the following:

Water closet seats for public use shall be of the elongated and open-front type.

Section 412.0 Minimum Number of Required Fixtures. Delete this section in its entirety and refer to Chapter 29 and Table 2902.1 as amended of the 2009 *IBC*.

Section 413.0 Fixtures and Fixture Fittings for Persons with Disabilities. Delete this section in its entirety and refer to Chapter 11 of the 2009 *IBC* and *ICC/ANSI A117.1-2003*.

Table 4-1 Minimum Plumbing Facilities. Delete this Table in its entirety and refer to table 2902.1 as amended of the 2009 *IBC*.

Section 501.0 General. Delete this section and substitute the following:

The regulations of this chapter shall govern the construction, location, and installation of fuel-burning and other water heaters heating potable water. All fuel and combustion air systems, chimneys, vents, and their connectors shall be regulated by the respective sections of the locally amended 2009 *International Mechanical Code* and the 2009 *International Fuel Gas Code*. The minimum capacity for water heaters shall be in accordance with the first hour rating listed in Table 5-1. All design, construction, and workmanship shall be in conformity with accepted engineering practices, manufacturer's installation instructions, and applicable standards and shall be of such character as to secure the results sought to be obtained by the respective Codes.

Section 503.0 Permits. Add the following exception:

Exception: Replacement of an existing, approved, non-fuel-fired electric water heater with one of

like size, type and rating in a manner that maintains its approval shall not require a permit.

Section 504.0 Inspection. Delete this section and substitute the following:

A final water heater inspection shall be made after all work requiring a permit has been installed in addition to inspections required for other work regulated by the mechanical code and fuel gas code.

Section 506.4.2 (Indirect-Fired Water Heaters) Delete part (3) (b) of this subsection and substitute the following:

(b) The pressure of the heat-transfer medium must be limited to a maximum of (labeled by installer and equal to the system safety or relief valve rating) L psig by an approved safety or relief valve and the potable water system must be maintained at a normal minimum operating pressure of at least (labeled by installer & 5 psig greater than the heat-transfer medium safety or relief valve rating).

Section 603.4.10 (Potable Water Makeup Connections) Add the following exception:

Exception: Potable water makeup connections to boilers containing only heat-transfer mediums of water or other nontoxic fluid having a toxic rating or Class of 1 as listed in Clinical Toxicology of Commercial Products, 5th edition shall be permitted to be provided with a listed Backflow Preventer with Intermediate Atmospheric Vent.

603.4.18 (Chemical Dispenser Backflow Protection) Add the following to this subsection.

Chemical Dispensers otherwise approved for connection to the potable water piping system shall not be connected to an Atmospheric Vacuum breaker hose thread in such a way that the Atmospheric Vacuum breaker is able to be pressurized, e.g. with a valve in the discharge piping.

Section 609.4 Testing. Delete the third sentence and substitute the following:

A one hundred (100) pound per square inch air pressure test may be substituted for the water test.

Section 712.1 Media. Delete the first sentence and replace with the following:

The piping of the plumbing, drainage, and venting systems shall be tested with water or air.

Section 719.1 Cleanouts. Delete the first paragraph in its entirety and replace with the following:

Cleanouts shall be placed 'at the connection of the building sewer and building drain outside the building and extend to grade.

Section 719.2 Delete this section in its entirety.

Section 807.4 (Domestic Dishwasher Airgap) Add the following subsection:

Section 807.4.1 When a compartment or space for a domestic dishwasher is provided, an approved dishwasher airgap fitting shall be installed.

812.1 Elevator Pits. Add this new Subsection:

812.1 Elevator Pits. Where drains are not provided to prevent the accumulation of water in elevator pits, sumps are required. Drains connected directly to the sanitary system shall not be installed in elevator pits. Sumps in elevator pits, where provided, shall be covered and the cover shall be level with the pit floor. The pump shall be of sufficient capacity to prevent the accumulation of water in the pit. If the building is fire-sprinklered, the pump shall be sized of at least the capacity of one energized sprinkler head.

Section 906.7 Frost or Snow Closure. Replace the first' sentence with the following.

Vent terminals shall be a minimum of 3 inches in diameter, but in no event smaller than the required vent pipe.

1001.2 (Central Trap Location for multiple fixtures) Revise this section as follows:

One (1) trap shall be permitted to serve a set of not more than three (3) single compartment sinks or laundry tubs of the same depth or three (3) lavatories immediately adjacent to each other and in the same room if the waste outlets are not more than thirty inches apart.

1002.2 (Trap sizes and Trap Arm lengths) Add the following exception to this section:

Exception: The developed length of a trap arm from a two-inch outlet private floor drain in a garage bay serving a single dwelling unit shall be permitted to exceed the distances given in Table 10-1 if the floor drain trap and trap arm are increased to three-inch nominal size. When installed according to this exception the trap arm is required without any offsets or changes in direction and the vent shall be connected below, and extend vertically into or adjacent to the first garage wall under which the trap arm passes.

Section 1101.5.1 Subsoil Drains. Delete 1101.5.1

Section 1101 .11.1 Primary Roof Drainage. Delete the last sentence of this section and replace with the following:

Unless otherwise required by the Authority Having Jurisdiction, roof drains, gutters, vertical conductors or leaders, and horizontal storm drains for primary drainage shall be sized based on a maximum rainfall of one (1) inch per hour per square foot of roof area.

Section 1101.11 .2.2.2 Combined System. Delete the second sentence in this subsection and replace with the following:

When the combined secondary and primary roof drain system connects to a building storm drain that connects to an underground storm sewer, a relief drain shall be installed to ensure positive

common roof drain flow. The connection of this relief drain to the common drain shall not divert or obstruct the primary drain.

Section 1109.2 Methods of Testing Storm Drainage Systems. Delete the first sentence of this section and substitute the following:

The piping of storm drain systems shall be tested upon completion of the rough piping installation by water or air and proved tight.

Chapter 12 Fuel Piping. Delete this chapter in its entirety and refer to the *2006 International Fuel Gas Code* as amended.

Chapter 15 Firestop Protection. Delete this Chapter in its entirety and refer to the *International Building Code* as amended.

Appendix K Private Sewage Disposal System. Delete this section in its entirety and replace with the following:

Private Sewage Disposal Systems shall be designed and installed in accordance with the current standards as published by the State of Alaska Department of Environmental Conservation (DEC) Written verification from DEC or a State of Alaska-certified Septic System Installer of the DEC's approved installation shall be submitted to the Building Department. A Certificate of Occupancy shall not be issued until this written verification is submitted to the Building Department.

Appendix L.

Section L 1.3 (required descriptive details) Add the following to this section:

For the plumbing systems in Appendix L, other than those of L2.0, L3.0, & L7.0, the design by a registered professional engineer is required where the work is not exempted by AS 08.48.331. A riser diagram or isometric indicating the provisions of Appendix L intended to be installed shall be submitted for review and approval by the Building Department prior to the work being commenced. The riser diagram or isometric is in addition to the other details or data that may be required by the Building Official.

Section L3.2 Single-wall heat exchangers. Delete part (3) of this subsection and substitute the following:

(3) The equipment is permanently labeled according to Section 506.4.2 (3) (b) as amended.

Section L 8.1 Circuit Venting. Delete the 1st sentence of this subsection.

Section L9.1 Single-Stack Vent System. Delete the 1st sentence of this subsection.

Section 2. That the effective date of this Ordinance shall be the ### 2012

CITY OF NORTH POLE

ORDINANCE 12-12

**AN ORDINANCE OF THE CITY OF NORTH POLE AMENDING TITLE 15,
BUILDING AND CONSTRUCTION, CHAPTER 15.50, FIRE CODE;
INTERNATIONAL FIRE CODE, 2009 EDITION**

WHEREAS, changes to the North Pole Municipal Code is a continually changing requirement;
and

WHEREAS, the City of North Pole Municipal Code should be amended to conform to the
requirements of the City and to clarify questionable areas.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of North Pole:

Section 1. This ordinance is of a general and permanent nature and shall be codified.

Section 2. Amend Title 15 Building and Construction, Chapter 15.50, Fire Code; International
Fire Code, 2009 Edition as follows:

- *See Attached*

Section 3. Effective Date. This ordinance shall be effective at 5:00 pm on the first City
business day following its adoption.

PASSED AND APPROVED by a duly constituted quorum of the North Pole City Council this
5th day of March, 2012.

Douglas W. Isaacson, Mayor

ATTEST:

Kathryn M Weber, MMC
North Pole City Clerk

PASSED
YES:
NO:
Abstained

Chapter 15.50 Fire Code

15.50.010 Adoption.

The ~~bound volumes containing~~ the code known as the *International Fire Code*, 2000~~2009~~ edition, as published by the International Conference of Building Officials, together with the local amendments as set forth in Chapter 15.50.040, shall constitute the laws of the city relating to conditions hazardous to life and property from fire or explosion. ~~Copies~~ **An electronic copy** of the *International Fire Code* ~~may be examined~~ **is retained** at the city offices.

15.50.020 Modifications.

The chief of the fire department shall have the power to modify any of the provisions of the *International Fire Code* adopted by this chapter upon application in writing by the owner or lessee or his duly authorized agent, when there are practical difficulties in the way of carrying out the strict letter of the code; provided, that the spirit of the code is observed, public safety secured, and substantial justice done. The particulars of the modification, when granted or allowed, and the decision of the chief of the fire department thereon shall be entered upon the records of the department, and a signed copy shall be furnished the applicant.

15.50.030 Appeals.

Whenever **the building official after consultation with** the chief of the fire department disapproves an application or refuses to grant a permit applied for, or when it is claimed that the provisions of the code have been misconstrued or wrongly interpreted, the applicant may appeal from the decisions of the ~~chief of the fire department~~ **building official** to the mayor/city manager within thirty days from the date of the decision. **The appointment of the appeals board will be on a case by case basis with the members of said board comprised of local design professionals, contractors, inspectors or other members of the public deemed knowledgeable of the subject matter by the mayor / city manager.**

15.50.040 Local amendments to the International Fire Code, 2000~~2009~~ edition.

The amendments to the ~~2000~~2009 edition of the *International Fire Code* are listed hereafter by section.

Delete section 15.50.040 in its entirety and replace with the following:

Section 105 Permits.

Section 105.6 Operational Permits is amended by deleting all required operational permits except:
105.6.15 Explosives and Fire Works

105.6.44 Temporary membrane Structures, Tents, and Canopies

A permit is required to operate an air-supported temporary membrane structure or tent having an area in excess of 200 square feet {19 m²}, or a canopy in excess of 400 square feet {37 m²}.

Exceptions:

1. Tents used exclusively for recreational camping purposes.
2. Fabric canopies and awnings open on all sides which comply with all the following:
 - 2.1 Individual canopies shall have a maximum size of 700 square feet {65 m²}.
 - 2.2 The aggregate area of multiple canopies placed side by side without a fire break clearance of 12 feet {3658 mm} shall not exceed 700 square feet {65 m²} total.
 - 2.3 A minimum clearance of 12 feet {3658 mm} to structures and other tents shall be provided.

Section 105 Permits is amended by adding the following new sections:

Section 105.7 Construction Permits is amended by deleting all the required construction permits except:

- 105.7.1 Automatic fire extinguishing systems
- 105.7.4 Fire alarm and detection systems & related equipment
- 105.7.5 Fire pumps & related equipment
- 105.7.12 Standpipe systems
- 105.7.13 Temporary membrane structures, tents, and canopies

105.7.1.1 A person and/or company designing, installing, testing, or maintaining automatic fire extinguishing systems are required to be NICET certified and provide a current permit issued by the State Fire Marshal's Office.

105.7.3.1 A person and/or company designing, installing, testing, or maintaining fire alarm and detection systems and related equipment are required to be NICET certified and provide a current permit issued by the State Fire Marshal's Office.

Section 106 Inspection. Add subsection 106.5 as follows:

106.5 All buildings and structures subject to the authority of this code are subject to inspection pursuant to a duly adopted inspection program. All inspections provided will subject the owner and/or operator to payment of fees as set forth in City of North Pole *Administrative Code* Section 15.04.

Section 201.3 Terms Defined in Other Codes.

Where terms are not defined in this code and are defined in the *International Building Code*, *International Fuel Gas Code*, *International Mechanical Code* or *Uniform Plumbing Code*, as adopted by the and amended by the City of North Pole, such terms shall have the meanings ascribed to them as in those codes.

Where reference to any electrical code is made in this code, it shall be taken to mean the *National Electrical Code* as adopted and amended by the City of North Pole.

Section 202-C Definitions and Abbreviations. Amend the definitions as follow:

Educational Group E, Day Care revise to read: "The use of a building or structure, or portion of the building or structure, for education, supervision, or personal care services for more than five children who are older than two and one-half years of age, including children related to the staff, shall be classified as a Group E occupancy.";

Educational Group E Day Care

Create a new definition for Family Child Care Homes to read as follows:

A family child care home is a licensed facility that is located within a single-family home in which personal care services are provided by the owner or tenant that normally occupies the residence on a twenty four basis.

Add the following exception to this section: "Exception: Family Child Care Homes operated in a primary residence (R-3) and operating between the hours of 6:00 a.m. and 10:00 p.m. may accommodate a total of twelve children, provided that no more than 5 children are under the age of 2 years, without conforming to the requirements of a Group E occupancy except for:

- (1) smoke alarms as described in Subsection 907.2.10;
- (2) general means of egress requirements of Section 1003, including emergency escape and rescue openings, as required by Section 1029, in napping or sleeping rooms;
- (3) accessibility requirements as outlined in Chapter 11;
- (4) portable fire extinguisher requirements as described in Section 906 and
- (5) CO detection as required in IFC Section 908.7.

A Day Care occupancy which operates between the hours of 10:00 p.m. and 6:00 am shall be equipped with an approved automatic sprinkler system throughout, designed and installed in accordance with IFC Section 903.3 and NFPA Standard 13D or an approved equivalent system as approved by the Fire Chief; emergency escape and rescue openings, as required by Section 1026, in napping or sleeping rooms; portable fire extinguisher requirements as described in Section 906, smoke detection as required in Subsection 907.2.10 and CO detection as required in IFC Section 908.7;

Institutional Group 1-1. Revised this section by deleting the last sentence of the paragraph and replacing with the following:

A facility such as above, housing more then 2 and not more than 16 persons, shall be classified as Group R-4.

Institutional Group 1-2 is revised to read: "A facility such as one described above with five or fewer persons including persons related to the staff shall be classified as Group R-3."

Institutional Group 1-2 is revised to read: "A child care facility that provides care on a 24-hour basis to more than five children who are 2 years of age or less, including children related to the staff, shall be classified as Group 1-2."

Institutional Group 1-4, day care facilities is revised to read: "A facility within this occupancy classification with five or fewer persons, including persons related to the staff, shall be classified as a Group R-3.";

Nursing Homes. Delete the definition and revise as follows:

Nursing homes are long-term care facilities on a 24 hour basis, including both Intermediate care facilities and skilled nursing facilities, serving more than two persons and any of the persons are incapable of self-preservation.

Residential Group R, R-4. Delete this paragraph in its entirety and replace as follows:

Residential occupancies shall include buildings arranged for occupancy as Residential Care/Assisted Living Facilities including more than 2 and no more than 16 persons, excluding staff shall be classified as Group R-4. Occupants of a residential care/assisted living facility are capable of responding to an emergency situation without physical assistance from the staff. Occupancies which include individuals who are not capable of responding to an emergency situation or incapable of self preservation shall be classified as an I occupancy. R-4 occupancies shall be sprinklered throughout as required by section 903.3.1.3.

Townhouse. Delete the definition and replace as follows:

Townhouse. A single-family dwelling unit constructed in a group of two or more attached units in which each unit extends from foundation to roof and with a yard or public way on at least two sides. Each townhouse shall be considered a separate building as recognized by a recorded lot line between such units. Each townhouse unit shall be provided with separate water, sewer, heating and electrical services.

Section 308.3 Delete this section and add the following:

Open flame. A person shall not utilize or allow to be utilized an open flame in connection with a public meeting or gathering for the purposes of deliberation, worship, entertainment, amusement, instruction, education, recreation, awaiting transportation, or similar purposes in assembly or educational occupancies without consultation and coordination with the fire chief. Written authorization is required if approved.

Section 308.3.1 is revised by deleting this section and adding the following:

Charcoal burners and other open-flame cooking & heating devices shall not be operated on combustible balconies or decks, or within 10 feet (3048 mm) of combustible construction.

Section 405 is revised by the addition of a subsection:

405.10 False alarms: False alarms may not be counted as a fire drill for the purposes of Section

405. EMERGENCY EVACUATION DRILLS.

Section 408.3 is revised by the addition of a subsection as follow:

408.3.5 False alarms. False alarms may not be counted as a fire drill for the purposes of this section.

Section 507.5.4 (Obstructions) is revised by deleting this paragraph and adding the following: Posts, fences, vehicles, growth, trash, storage and other materials or objects shall not be placed or kept near fire hydrants, fire department inlet connections (FDC) or fire protection system control valves in a manner that would prevent such equipment or fire hydrants from being immediately discernible. The fire department shall not be deterred or hindered from gaining immediate access to fire protection equipment or fire hydrants. No vehicle shall be parked within 15 feet of the front and ten feet of the side of a fire hydrant, fire department connection or fire protection control valve on private or public property.

Section 901.3 Permits is revised by deleting this section and adding the following:

Permits shall be required as set forth in Section 105.7. "Certification" Any company installing and or performing maintenance on sprinkler systems shall have at least one individual on site who holds a permit issued by the State Fire Marshal's Office.

Section 901 General is revised by adding a new subsection to read as follows:

901.10 Damage protection. When exposed to probable vehicular damage due to proximity to alleys, driveways or parking areas; standpipes, post indicator valves and sprinkler system or standpipe system connections, shall be protected in an approved manner as outlined by IFC (International Fire Code) or GHU (Golden Heart Utilities) standards.

Section 901.6.2 is revised by deleting this section and adding the following:

Records of all system inspections, tests and maintenance required by the referenced standards shall be maintained on the premises for a minimum of three years and shall be copied to the fire code official within 30 days.

901.6.2.1 "Records" is revised by deleting this section and adding the following:

Initial records shall include the name of the installation contractor, type of components installed, and manufacturer of the components, location and number of components installed per floor. Records shall also include the manufacturers' operation and maintenance instruction manuals. Such records shall be maintained on the premises. A copy of all inspection and service reports shall be sent to the City of North Pole Fire Department.

Section 903.2.3 Group E. Delete this section in its entirety and replace as follows:

An automatic sprinkler system shall be provided throughout all Group E occupancies. An

automatic sprinkler system shall also be provided for every portion of educational buildings below the level of exit discharge. Day care uses that are licensed to care for more than 5 persons between the hours of 10 p.m. and 6 a.m. shall be equipped with an automatic sprinkler system designed and installed in accordance with Section 903.3.1.3, or an approved equivalent system.

Exceptions 1. Buildings with E occupancies having an occupant load of 49 or less. 2. Day care uses not otherwise required to have automatic sprinkler systems by other provision of the code.

903.2.12 Other hazards is revised by adding the following subsection:

903.2.11.7 Pit sprinklers. Sprinklers shall be installed in the bottom of all new and existing elevator pits below the lowest projection of the elevator car but no higher than 24" from the bottom of the pit.

Section 903.3.1.1 is revised by adding a new subsection:

903.3.1.1.2 Elevator Hoist ways and Machine Rooms. When the provisions of this code require the installation of automatic sprinkler systems, the installation in elevator hoist ways and machine rooms must occur as described in N.F.P.A 13, (Elevator Hoist ways and Machine Rooms) and adopted by reference, and the American Society for Mechanical Engineers (AS.M.E.) A17.1 *Safety Code for Elevators and Escalators* (as adopted by the State of Alaska Department of Labor Standards and Safety) and adopted by reference. Exception: Sprinklers are not required in an elevator machine room where the machine room is:

- (1) separated from the remainder of the building as described in *I.B.C.* Section 3006.4;
- (2) smoke detection is provided in accordance with N.F.P.A 72 and adopted by reference; and,
- (3) notification of alarm activation is received at an approved central station alarm.

Section 903.4.2 Alarms. Amend this section by adding the following sentence to the paragraph:

Buildings equipped with a sprinkler system without an alarm system shall have at least one notification device (horn/strobe) located inside the building in a commonly occupied area(s) to alert occupants of a sprinkler activation.

Section 907.2.3 Group E is revised by adding a second paragraph to read:

Rooms used for sleeping or napping purposes within a day care use of Group E occupancy must be provided with smoke alarms that comply with Section 907.2.11.2 and CO (carbon monoxide) detection as required Section 908.7.

Section 907.17 Acceptance Test is revised by adding a new sentence to read:

907.8 Acceptance tests. Upon completion of the installation of the fire alarm system, alarm notification appliances and circuits, alarm-initiating devices and circuits, supervisory-signal initiating devices and circuits, signaling line circuits, and primary and secondary power supplies

shall be tested in accordance with NFPA 72. A copy of the acceptance test certificate must be forwarded to the fire department by the firm conducting the test within 30 days of the completion of the installation.

Section 907.9.5 Maintenance, Inspection and Testing is revised by changing the last sentence to read:

The building owner shall be responsible for ensuring that the fire and life safety systems are maintained in an operable condition at all times. Service personnel shall meet the qualification requirements of NFPA 72 for maintaining, inspecting and testing such systems. A written record shall be maintained and shall be delivered within 30 days to the fire code official.

Section 908 Emergency Alarm Systems is revised by the addition of a new section

908.7 and sub sections 908.7.1,908.7.2

908.7 Carbon monoxide detectors. The provisions of this section shall apply to Group 1-1, R-2, R-3 and R-4 occupancies. At least one (1) carbon monoxide detector shall be installed on each floor level. If a floor level contains bedrooms or sleeping rooms, at least one (1) detector shall be located in the immediate vicinity of the sleeping area, outside of the bedrooms/sleeping rooms. Carbon monoxide detectors shall be listed and installed in accordance with their listing. The alarm shall be clearly audible in all sleeping rooms with intervening doors closed.

Exceptions:

1. Carbon monoxide detectors are not required in dwelling units and structures with no combustion (carbon base fuel) type appliances and with no attached garage or parking of vehicles in close proximity.
2. Carbon monoxide detectors are not required in Group 1-1 and R-2 occupancies where all combustion (carbon base fuel) equipment is located within a mechanical room separated from the rest of the building by construction capable of resisting the passage of smoke; and/or the structure has an attached garage and is ventilated by an approved automatic carbon monoxide exhaust system designed in accordance with the mechanical code.

908.7.1 Interconnection. In new construction, all carbon monoxide detectors located within a single dwelling unit shall be interconnected in such a manner that actuation of one alarm shall activate all of the alarms within the individual dwelling units.

908.7.2 Power source. In new construction, carbon monoxide detectors shall receive their primary power from the building wiring where such wiring is served from a commercial source and shall be equipped with a battery backup. Wiring shall be permanent and without disconnecting switch other than those required for over current protection. Carbon monoxide detectors shall be permitted to be cord-and-plug type with battery backup, or battery powered in existing construction.

Section 1003.1 General Means of Egress Applicability is revised by adding an exception to read as follows:

Exception: Stairs or ladders used only to attend equipment are not considered elements of the means of egress system.

Section 1003.6 (Means of Egress) is revised by the addition of the sentence:

No kiosks, merchandise or similar obstruction shall be placed in such a way to restrict the minimum clear width required by the *International Building Code*.

Section 1008.1.9.3 Locks or Latches. Add Exception 6 as follows:

6. In Groups 8, F, M and S occupancies, a single thumb turn may be used in exit doors, where the occupant load is 100 or less, in conjunction with an approved lock set when the thumb turn requires no more than one-half turn to unlock. Hardware height shall comply with Section 1008.1.8.2. This exception does not apply when panic hardware is required or installed.

Section 1008.1.9.3.1 Manual security bar for limited use. Create a new subsection and title to read as follows:

Manual security bar for limited use. Assembly occupancies such as restaurants, taverns and lounges and B,F,M,S occupancies with an occupant load of less than 100 may utilize a manual security bar for the second required exit when the building is not occupied by the public. The security bar shall be pre-approved by the fire marshal before installation. The bar must be easily removed and shall not be provided with padlocks, chains or other locking devices requiring special tools or knowledge. The bar shall be identified by a contrasting color. The exit door shall be provided with a sign stating, "This door to remain unlocked during business hours." The use of this provision may be revoked by the fire marshal for non compliance.

Assembly occupancies with an occupant load of 300 or less which are provided with an approved sprinkler system thorough out may install a security bar on the second required exit as specified above. The conditions and approval of the security bar installation shall be kept on file with the fire marshal. The use of this provision may be revoked by the fire marshal for noncompliance.

Section 1008.1.9.7 Delayed egress locks is revised by changing item number 3 to read as follows:

3. The door locks shall have the capability of being unlocked by a signal from a location approved by the code official.

Section 1009.4.2 Stair treads and risers. Amend section by adding an exception #8 to read as follows:

Stairs or ladders used only to attend equipment are exempt from the requirements of Section 1009.

Section 1021.5 Exits from Basements. Create a new subsection and title to read as follows: Basements in all occupancies except Group R-3 shall be provided with a minimum of at least two independent exits.

Exceptions:

1. Basements used exclusively for the service of the building.
2. Basements used exclusively for storage purposes and limited to 750 square feet.
3. Basements used for private offices, maintenance rooms or laundry rooms and similar uses limited to an aggregate floor area of 500 square feet, provided a hard wired smoke detector is installed in the basement and interconnected to a smoke detector located on the level of discharge as approved by the State Fire Marshal.
4. Basements used for private offices, maintenance rooms or laundry rooms and similar uses which are provided with a direct exterior exit to grade shall be limited to an aggregate floor area of 750 square feet, provided a hard wired smoke detector is installed in the basement and interconnected to a smoke detector on the level of exit discharge as approved by the State Fire Marshal.
5. Buildings which are sprinklered throughout and contain a basement may have one exit provided:

5.1 Basements are used exclusively for storage purposes and limited to 1500 square feet.

5.2 Basements are used for private offices, maintenance rooms, or laundry rooms and similar uses limited to an aggregate floor area of 1000 square feet.

5.3 Basements are used for private offices, maintenance rooms or laundry rooms and similar uses and are provided with a direct exterior exit to grade shall be limited to an aggregate floor area of 1500 square feet.

Section 1029.1 General. Revise this section by deleting exceptions 1 thru 4.

Section 1029.2 Minimum size. Delete the exception.

Section 1030 Maintenance of the means of egress is revised by adding the following section:

Section 1030.9 Protection from falling snow and ice. Where the accumulation of snow and/or ice on a structure creates a hazardous condition, the areas below the accumulation shall be protected from falling snow and/or ice. These areas shall include (but not be limited to) building entrances and exits, pedestrian, driveways, public right-of-way and utility locations for gas meters, fire department connections, "and electrical meters, services and disconnects.

Chapter 45 (NFPA References) is revised by changing the referenced standards from the publication date listed to the following edition, and the standards are adopted by reference:

10-2010 Portable Fire Extinguishers;

13-2010 Installation of Sprinkler Systems;

130-2010 Installation of Sprinkler Systems in One-and Two-Family Dwellings and Manufactured Homes;

13R-2010 Installation of Sprinkler Systems in Residential Occupancies Up to and Including Four Stories in Height;

14-2010 Standpipe and Hose System;

20-2010 Installation of Stationary Pumps for Fire Protection;

N.F.P.A 24-2010 Private Fire Service Mains NFPA 25-2011 Inspection, Testing, and Maintenance of Water Base Fire Protection Systems

N.F.P.A.72-2010 *National Fire Alarm Code*;

1.1 Appendix B Fire Flow Requirements for Buildings

Section B103-Modifications.Add new subsections 8103.4 and 8103.5 as follows:

B103.4 For buildings requiring a fire flow of 1,500 gallons per minute or less, located in areas not served by water mains, the Fire Chief may waive or reduce the fire flow requirements and/or may require a fire alarm system, if the cost of installing water mains or reservoirs exceeds 5% of the total cost of the structure(s) and improvement(s) as determined by the architect's or engineer's estimate.

B103.5 Table 8105.1 is modified as follows for buildings located in areas not served by water mains.

- a. Floor areas for buildings may be increased by 100% of the basic floor area without an increase in fire flow, provided that an automatic, central station, or remote station supervised smoke or heat detection system is installed throughout the structure in accordance with NFPA 72. For the purposes of this subsection, such an installation may allow type V-B construction to be increased to 10,000 square feet in area.
- b. Separate fire areas within a building may be created by the construction of concrete or concrete block walls having minimum fire duration of two (2) hours, with no openings permitted, and extending to the outer edges of horizontal projecting elements. Full height parapets are required above the roof line.
- c. Sprinkler systems installed to reduce fire flow requirements (by 75% in accordance with the exception to section B105.2) and not otherwise required by the International Building or Fire Codes, 2009 editions, may be supplied from either pressure tanks or tanks with a listed fire pump, sized in accordance with the following criteria:

Classification	Design area (X 1500 sq. ft.)	Tank with fire pump Pressure tank	
Light Hazard	0.10 gal/sq. ft.	2,000 gals.	3,000 gals.
Ord. Hazard 1	0.15 gal/sq ft.	2,500 gals.	3,750 gals.
Ord. Hazard 2	0.20 gal/sq ft.	3,000 gals.	4,500 gals.
Extra Hazard 1 & 2	NOT PERMITTED		

- d. Sprinkler systems specifically required by the 2009 editions of the *International Building Code* or *Fire Code* shall be installed in accordance with Chapter 9 of the *International Fire Code* 2009 edition. An approved water supply capable of providing ten minutes of the sprinkler system design discharge, not including hose stream allowances, shall be provided. The system must be monitored by an approved central or remote station alarm system. At such time that a water utility main is laid in front of, alongside of, or adjacent to the improved property, the owner of the property must connect the sprinkler system to the

water utility main in an approved manner within one year and thirty days from the date such water service is declared available.

- e. A tract of land or subdivision which has been surveyed and divided into residential lots for purpose of sale shall meet fire flow requirements as determined by Section 8105.1 of this Appendix.
- f. A tract of land, which, by means of incremental development, becomes similar to a tract of land or subdivision, which has been surveyed and divided into residential lots for purpose of sale, shall meet fire flow requirements as determined by Section B 105.1 of this Appendix .
- g. Once an approved water main system is installed, subsequent additions to existing buildings, and all new construction, shall meet the required fire flow.
- h. Multiple structures on a single lot shall be individually evaluated for fire flow requirements.

CITY OF NORTH POLE

ORDINANCE 12-13

**AN ORDINANCE OF THE CITY OF NORTH POLE AMENDING TITLE 15,
BUILDING AND CONSTRUCTION, AND ADDING CHAPTER 15.82,
FUEL GAS CODE; INTERNATIONAL FUEL GAS CODE, 2009 EDITION**

WHEREAS, changes to the North Pole Municipal Code is a continually changing requirement;
and

WHEREAS, the City of North Pole Municipal Code should be amended to conform to the
requirements of the City and to clarify questionable areas.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of North Pole:

Section 1. This ordinance is of a general and permanent nature and shall be codified.

Section 2. Amend Title 15 Building and Construction, and adding Chapter 15.82, Fire Code;
International Fire Code, 2009 Edition as follows:

- *See Attached*

Section 3. Effective Date. This ordinance shall be effective at 5:00 pm on the first City
business day following its adoption.

PASSED AND APPROVED by a duly constituted quorum of the North Pole City Council this
5th day of March, 2012.

Douglas W. Isaacson, Mayor

ATTEST:

Kathryn M Weber, MMC
North Pole City Clerk

PASSED
YES:
NO:
Abstained

Chapter 15.82

Fuel Gas Code

Sections:

15.82.010Adoption.

15.82.020Modifications.

15.82.030Appeals.

15.82.040Local amendments to the *International Fuel Gas Code*, 2009 edition.

15.82.010 Adoption.

The code known as the *International Fuel Gas Code*, 2009 edition, as published by the International Conference of Building Officials, together with the local amendments as set forth in Chapter 15.82.040, shall constitute the laws of the city relating to building regulations. Where the *International Fuel Gas Code* conflicts with this code, this code shall prevail. An electronic copy of the *International Fuel Gas Code* is retained at the city offices.

15.82.020 Modifications.

The building official shall have the power to modify any of the provisions of the *International Fuel Gas Code* adopted by this chapter upon application in writing by the owner or lessee or his duly authorized agent, when there are practical difficulties in the way of carrying out the strict letter of the code; provided, that the spirit of the code is observed, public safety secured, and substantial justice done. The particulars of the modification, when granted or allowed, and the decision of the building official thereon shall be entered upon the records of the department, and a signed copy shall be furnished the applicant.

15.82.030 Appeals.

Whenever the building official disapproves an application or refuses to grant a permit applied for, or when it is claimed that the provisions of the code have been misconstrued or wrongly interpreted, the applicant may appeal from the decisions of the building official to the mayor/city manager within thirty days from the date of the decision. The appointment of the appeals board will be on a case by case basis with the members of said board comprised of local design professionals, contractors, inspectors or other members of the public deemed knowledgeable of the subject matter by the mayor / city manager.

15.82.040 Local amendments to the International Fuel Gas Code, 2009 edition.

The amendments to the 2011 edition of the *International Fuel Gas Code* are listed hereafter by section.

Section 101.3 Appendices. Add the following to this section.

Appendices A, B, C & D are hereby adopted.

Except for Sections 101, 102, and the following amendments, delete Chapter 1 in its entirety and refer to the City of North Pole *Administrative Code*.

Section 101.2 Scope. Add the following sentence after the first sentence.

The storage system for liquefied petroleum gas including tanks, containers, container valves, regulating equipment, meters, and/or appurtenances for the storage and supply of liquefied petroleum gas for any building, structure, or premises shall be designed and installed in accordance with the International Fire Code and NFPA 58.

Section 101.2 Scope. Exception Delete this exception in its entirety.

Section 101.2.4 Systems, appliances and equipment outside the scope. Delete Number 13, Temporary LP-gas piping.

Section 101.5 Severability. Add a sentence as follows:

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

Section 102.8 Referenced codes and standards. Add two subsections at the end of this section as follows:

102.8.1 Plumbing. Where reference to any Plumbing Code is made in this Code it shall be taken to mean the *Uniform Plumbing Code* as adopted and amended by the City of North Pole.

102.8.2 Electrical. Where reference to any Electrical Code is made in this Code it shall be taken to mean the *National Electrical Code* as adopted and amended by the City of North Pole.

102.8.3 Administrative. The provisions of the City of North Pole *Administrative Code* shall apply to the administration and enforcement of this code. Where provisions of the *Administrative Code* and this code conflict, the most restrictive shall apply.

102.8.4 Energy. Where reference is made in this Code to the *International Energy Conservation Code* it shall be taken to mean the IECC as currently adopted by the City of North Pole.

Section 201.3 Terms defined in other codes. Delete this section and replace as follows:

Where terms are not defined in this code and are defined in the *International Building Code*, *National Electrical Code*, *International Fire Code*, *International Fuel Gas Code* and the *Uniform Plumbing Code*, such terms shall have meanings ascribed to them as in those codes.

Section 201.4 Terms not defined. Amend this section by adding the following sentence.

Webster's Third New International Dictionary of the English Language, Unabridged shall be considered as providing ordinarily accepted meanings.

Section 301.2 Energy utilization. Delete this section in its entirety.

Section 301.16 Penetration Weatherproofing. Add this section and the following after section 301.15.

Joints at roofs and exterior walls around pipes, ducts, appurtenances or equipment shall be made watertight by the use of approved materials.

Section 301.17 Meter Protection. Add this section and the following.

It shall be the responsibility of the Gas piping system permit-holder to provide physical damage protection and adverse weather protection as approved by the Building Department for the meter-set and piping connection to it.

Section 301.18 Carbon Monoxide Alarm. Add this section numbering, title, and the following after section 301.17.

Where a fuel-fired appliance is installed or replaced in an existing dwelling an approved carbon monoxide alarm shall be installed outside of each separate sleeping area in the immediate vicinity of the bedrooms. A single station, battery-operated carbon monoxide alarm shall be listed as complying with UL 2034 and shall be installed according to the manufacturer's installation instructions.

Section 303.4 Protection from damage. Add the following at the end of Section 303.4.

Fuel-fired equipment and appliances located within the direct perpendicular path of a garage door opening of eight feet or less in height shall comply with Section 303.4.1

Section 303.4.1.Fuel-fired appliance protection. Fuel-fired appliances and equipment located in the direct path for vehicles as described in 303.4 shall be protected from impact with one of the following methods.

1. A minimum schedule 40 nominal 3" diameter steel pipe 30" high, with a vertical face at least 6" in the direction of vehicle approach and:
 - 1.1. Buried a minimum 2'0" deep in compacted soil and imbedded in at least 4" nominal concrete slab.
 - 1.2. Set in a minimum 1'0" × 1'0" × 1'0" block of concrete (slab included).
2. A platform on which the equipment sits, at least 24" high, extended at least 6" greater than the equipment footprint (including attachments such as burners and controls) in the direction of vehicle approach and in contact with the structure opposite the direction of vehicle approach.
3. An approved system of equivalent resistance to vehicle impact extending at least 6" ahead of the equipment's footprint in the direction of vehicle approach, including attachments such as burners and controls.

303.7 Pit locations. Add the following sentence at the end of this Section.

Liquefied petroleum gas piping shall not serve appliances located in a pit or basement where heavier-than-air gas might collect to form a flammable mixture.

Section 304.6 Outdoor combustion air. Delete this section in its entirety and replace as follows:

Combustion air for gas-fired appliances shall be provided on a basis of 1 square inch per 4000 Btu per hour of the total input rating of all equipment. In lieu of this requirement, combustion air may be provided in accordance with Table 304.6, but shall not be less than the sum of the areas of all vent connectors in the space. Combustion air may be provided from one opening directly communicating with the outdoors or through a vertical or horizontal duct from the outdoors or spaces that freely communicate with the outdoors. The opening into the enclosure containing the appliances shall be located no lower in elevation than 2/3 the distance from the top of the finished floor to the bottom of the finished ceiling in the enclosure.

Table 304.6
Combustion Air-Category I Gas Appliances Only*

Appliance Size Btuh Input Rating	C/A Duct Minimum Free Area (square inches)	Minimum Round Duct Size (inches)
Up to 120,000	28	6
120,000 to 155,000	38	7
155,000 to 175,000	50	8

*Note: Category II, III and IV gas appliances may use Table 7-1 as amended for oil-fired appliances per Chapter 7 of the 2009 *International Mechanical Code*.

Section 304.10 Louvers and grilles. Amend the fourth sentence as follows:

Screens shall have a mesh size not smaller than ½".

Section 304.11 Combustion Air Ducts. Delete #4, #5, and #6 and refer to section 304.6 as amended.

Section 304.11 Combustion air ducts. Delete #8 and replace with the following:

8. Combustion air intake openings located on the exterior of a building shall have the lowest side of such openings located not less than 18 inches vertically from the adjoining finished ground level or an approved alternative means provided to prevent snow blockage.

Section 305.1.1 Fuel-fired equipment startup report. Add this subsection and the following:

A startup report is required for all fan-assisted or power-burner fuel-fired equipment indicating the following conditions and others which the manufacturer recommends in their installation

instructions. A non-returnable copy must be provided to the inspector for insertion in the Building Department project files.

- Company, Name, address, & Phone Number of Startup Technician
- Manufacturer and Model No. of Equipment
- Date and Time of Startup and Noted Readings
- Net Stack Temperature
- Overfire Draft
- Breech Draft
- Stack Draft
- CO
- CO₂ or O₂
- Actual Rate of fuel input

Section 305.13 Area served. Add this section and the following:

Appliances serving different areas of a building other than where they are installed shall be permanently marked in an approved manner that uniquely identifies the appliance and the area it serves.

Section 310 Electrical Bonding. Add subsection 310.2 and the following at the end of this section.

310.2 Prohibited connection. The required gas piping system bonding connection to the electrical service grounding system shall not be made to any part of the gas service meter set equipment owned and operated by the Gas Utility Company. Bonding shall be on the customer side of the meter and regulator set. A direct bonding connection to Corrugated Stainless Steel Tubing is prohibited and bonding connections to Corrugated Stainless Steel Tubing systems shall be completed according to the specific tubing manufacturer's instructions.

Section 401.9 Prohibited future piping. Add this section and the following:

Installation of piping for future use beyond a capped or plugged tee outlet is prohibited without the extension of the installation through the gas piping outlet(s) for specified equipment and appliances.

Section 403.10.4 Metallic fittings. Revise this section by deleting the words "cast iron" in #2 and deleting #5.

Section 406.4.1 Test pressure. Amend the first sentence of this section as follows:

Test pressure to be used shall be no less than 1½ times the proposed maximum working pressure, but not less than 10 psig.

Section 406.8. Add a new section as follows:

Section 406.8 Temporary Gas Installations. The installation of temporary gas shall comply with this section.

406.8.1 Temporary gas approval may be given to provide heating prior to the completion of the building's primary heating system.

406.8.2 The heating appliance must be listed and labeled for its use to provide space heating and installed according to the manufacturer's installation instructions, including all the manufacturer's required clearances to combustibles.

406.8.3 The return air for furnaces used for temporary heat shall [be] ducted from a minimum of 10 feet from the appliance.

406.8.4 Portable space heaters shall be provided with one hundred percent (100%) outside air to the back end of the heater and the regulator vented to outside the space being heated.

406.8.5 Gas hose used for temporary heaters shall be an approved type and all manufacturers' listed clearances shall be maintained. The hose shall have an internal wire mesh or braid to render it "kink proof". This wire mesh or braid shall run the full length of the hose. Each time a section of hose is used it shall be tested at a minimum of sixty (60) psi air pressure and labeled with temporary approval by the Building Department. The absence of the temporary approval label any time after gas service is supplied shall be cause to discontinue temporary gas service.

406.8.6 Corrugated Stainless Steel Tubing used for temporary gas service must be installed and approved as a permanent installation. Unsupported, unprotected CSST is specifically prohibited.

406.8.7 Temporary gas valve outlets not connected to an appliance or equipment shall be plugged or capped leaktight.

Section 410.3.2 Regulator Vent Openings. Add the following subsection.

Regulator vent openings shall not be located closer than 10 feet horizontally to any mechanical outdoor air intake opening or 3 feet horizontally from any gravity outdoor air intake opening, including opening doors and windows, unless such vent opening is at least 2 feet above the air intake opening. Regulator vent openings must be at least 12 inches above the anticipated snow level of 18 inches. Regulator vent openings shall not be located closer than 5 feet to any electrical equipment including service disconnects, electrical meters, receptacles, etc., unless such electrical equipment meets the requirements of Article 500 and 501 of the National Electrical Code.

Section 501.3 Masonry chimneys. Add the following sentence at the end of this section.

Exterior masonry chimneys shall not be used to vent gas appliances.

Section 501.6 Positive pressure. Amend this section by adding the following paragraph and subsection at its end.

Vents taller than 15' in height serving positive pressure equipment must be provided with provisions for an atmospheric balanced draft per 501.6.1.

501.6.1.1.1 Positive pressure greater than 15 feet in height. For positive pressure equipment with venting system greater than 15 feet in height, provide an atmospheric balanced draft vent, i.e. provide a barometric draft regulator. The height of the vent shall be measured from the base of the appliance to the outlet of the chimney. Vent must be sized to prevent positive pressure. Multiple heating appliances connected to a vent greater than 15 feet in height shall be provided with separate draft or atmospheric controls for each appliance.

Section 502.5 Installation. Add the following sentence at the end of this section.

Vertical Vent terminations above a roof must extend at least 18 inches above the roof. Vent terminations through a wall must be at least above an anticipated snow depth of 18 inches.

Section 502.8 Location and support of venting systems other than masonry chimneys. Add this section with the following.

Vent terminations that penetrate a metal roof with a slope greater than 2:12 shall be protected by an ice dam or deflector of a type and design approved by the Code Official.

Section 502.9 Vent height limitations. Add this section with the following:

Vents which do not exceed 15 feet in height need not be provided with an atmospheric draft or control device unless required by Section 501.6. The height of the vent shall be measured from the base of the appliance to the outlet of the chimney. The entire length of the vent shall be factory sealable. The vent must be sized to avoid negative pressure.

Section 502.10 Vent Enclosure. Add this section with the following:

Venting systems installed with greater than 5 feet of developed length outside the building's thermal envelope shall be enclosed with at least an R-11 enclosure from the penetration of the thermal envelope to a point no greater than 5 feet from the vent's outlet.

Section 503.3.6 Above-ceiling air-handling spaces. Add the following sentence to Item No. 1:

The vent material shall have a flame spread index of not more than 25 and a smoke-developed index of not more than 50 when tested in accordance with ASTM E84.

Section 614.2 Duct penetrations. Delete this section in its entirety and replace with the following.

Ducts that exhaust clothes dryers shall not penetrate required fire-resistive assemblies unless enclosed in a fire-resistive shaft complying with the building code.

CITY OF NORTH POLE

ORDINANCE 12-14

**AN ORDINANCE OF THE CITY OF NORTH POLE AMENDING TITLE 15,
BUILDING AND CONSTRUCTION, AND ADDING CHAPTER 15.90,
ENERGY CODE; INTERNATIONAL ENERGY CODE, 2009 EDITION**

WHEREAS, changes to the North Pole Municipal Code is a continually changing requirement;
and

WHEREAS, the City of North Pole Municipal Code should be amended to conform to the
requirements of the City and to clarify questionable areas.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of North Pole:

Section 1. This ordinance is of a general and permanent nature and shall be codified.

Section 2. Amend Title 15 Building and Construction, and adding Chapter 15.82, Energy Code;
International Energy Code, 2009 Edition as follows:

- *See Attached*

Section 3. Effective Date. This ordinance shall be effective at 5:00 pm on the first City
business day following its adoption.

PASSED AND APPROVED by a duly constituted quorum of the North Pole City Council this
5th day of March, 2012.

Douglas W. Isaacson, Mayor

ATTEST:

Kathryn M Weber, MMC
North Pole City Clerk

PASSED
YES:
NO:
Abstained

Chapter 15.90

Energy Code

Sections:

15.90.010 Adoption.

15.90.020 Modifications.

15.90.030 Appeals.

15.90.040 Local amendments to the *International Energy Conservation Code*, 2009 edition.

15.90.010 Adoption.

The code known as the *International Energy Conservation Code*, 2009 edition, as published by the International Conference of Building Officials, together with the local amendments as set forth in Chapter 15.90.040, shall constitute the laws of the city relating to building regulations. Where the *International Energy Conservation Code* conflicts with this code, this code shall prevail. An electronic copy of the *International Energy Conservation Code* is retained at the city offices.

15.90.020 Modifications.

The building official shall have the power to modify any of the provisions of the *International Energy Conservation Code* adopted by this chapter upon application in writing by the owner or lessee or his duly authorized agent, when there are practical difficulties in the way of carrying out the strict letter of the code; provided, that the spirit of the code is observed, public safety secured, and substantial justice done. The particulars of the modification, when granted or allowed, and the decision of the building official thereon shall be entered upon the records of the department, and a signed copy shall be furnished the applicant.

15.90.030 Appeals.

Whenever the building official disapproves an application or refuses to grant a permit applied for, or when it is claimed that the provisions of the code have been misconstrued or wrongly interpreted, the applicant may appeal from the decisions of the building official to the mayor/city manager within thirty days from the date of the decision. The appointment of the appeals board will be on a case by case basis with the members of said board comprised of local design professionals, contractors, inspectors or other members of the public deemed knowledgeable of the subject matter by the mayor / city manager.

15.90.040 Local amendments to the International Energy Conservation Code, 2009 edition.

The amendments to the 2011 edition of the *International Energy Conservation Code* are listed hereafter by section.

Section 202 General definitions. Vapor Retarder. Create a new definition to read as follows:

Vapor retarder. A vapor resistant material, membrane or covering having a permeance rating of .06 perm and recognized as a class 1 vapor retarder in accordance with the International Residential Code.

Section 401.3 Certificate. Delete this section in its entirety.

Table 402.1.1 Insulation and Fenestration Minimum R-Values by Component. Delete the table in its entirety and replace with the following:

Table 402.1.1 Insulation and Fenestration Minimum R-Values by Component								
Climate Zone	Windows	Doors	Ceiling ¹	Exterior frame wall ⁴	Floor ⁵	Below grade wall ²	Slab & Depth ³	Craw-space wall ²
8	3.22	7	60 or 49	21	38	15/19	15, 4ft.	15/19

1. The smaller value may be used with a properly sized, energy-heel truss.
2. The first R-value applies to continuous insulation, the second to framing cavity insulation; either meets the requirement.
3. R-56 shall be added 10 the required slab edge R-values for heated slabs. Insulation shall not be plated below the footing portion unless bearing on entirely non-frost susceptible soils.
4. Includes rim joists
5. For exposed floor, floors above crawl spaces do not require insulation.

Section 402.1.2 R-value Computation

Delete the last sentence in its entirety

Section 402.1.3 Insulation and Glazing Maximum U-Factor by component.Delete the table in its entirety and replace with the following:

Table 402.1.3 Insulation and Glazing U-Factor by Component								
Climate Zone	Windows	Doors	Ceiling ¹	Exterior frame wall ⁴	Floor ⁵	Below grade wall ²	Slab & Depth ³	Craw-space wall ²
8	0.31	0.14	0.017 or 0.020	0.047	0.0026	0.067/0.053	0.067	0.066/0.052

1. The smaller value may be used with a properly sized, energy-heel truss.
2. The first R-value applies to continuous insulation, the second to framing cavity insulation; either meets the requirement.
3. R-56 shall be added 10 the required slab edge R-values for heated slabs. Insulation shall not be plated below the footing portion unless bearing on entirely non-frost susceptible soils.
4. Includes rim joists
5. For exposed floor, floors above crawl spaces do not require insulation.

Section 402.2.1 Ceilings with attic spaces. Amend this section by adding the following exception:
Exception: R-49 fiberglass blanket insulation may be compressed at the eave to provide a 1.5 inch air space when installed between wood trusses having a minimum heel height of 11.25 inches.

Section 402.2.4 Mass walls. Delete this section in its entirety.

Section 402.2.9 Crawl space walls. Delete this section in its entirety and rename and replace as follows:

Section 402.2.9 Crawl space walls and adjacent floor. Floors located above crawl spaces and not directly exposed to exterior ambient temperatures are not required to be insulated if such spaces contain, plumbing piping, hydronic piping or water and sewer services. Crawl spaces may be vented by natural or mechanical means as prescribed by the International Residential Code or International Building Code. Crawl spaces which are vented to the exterior and contain piping as described above shall be protected during freezing temperatures by an approved method or material. Crawl space wall insulation shall be permanently fastened to the wall and extend downward from the floor level to the top of the footing. Exposed earth in crawl space foundations shall be covered with a continuous vapor retarder. All joints of the vapor retarder shall overlap by 6 inches and be sealed or taped. The edges of the vapor retarder shall extend at least 6 inches up the stem wall and shall be attached or secured to the stem wall in an approved manner.

Section 402.3.7 Glazing limitation. Add a new section to read as follows:

Glazing shall be limited to 15% of the conditioned floor area unless substantiated by a design prepared by a licensed engineer or architect registered in the State of Alaska

Section 402.4.6 Moisture control (Mandatory) Create a new section and title to read as follows:

Moisture control (Mandatory). The building design shall not create conditions of accelerated deterioration from moisture condensation. Walls, floors, ceilings, crawl space walls, crawl space floors and concrete slabs shall incorporate an approved, continuous, vapor retarder. The vapor retarder shall be installed on the warm side of the insulation. All seams shall be lapped a minimum of one stud or joist bay or sealed with an approved tape or sealant. All voids between joists and studs shall be insulated and sealed in an approved manner.

Exceptions:

1. In construction where moisture or its freezing will not damage materials.
2. One-third of total installed insulation may be installed on the warm side of vapor retarders.

Section 403.2.2 Sealing (Mandatory). Delete this section in its entirety and replace with the following:

All ducts, air handlers, filter boxes and building cavities used as ducts shall be sealed. Joints and seams shall comply with the 2009 *International Mechanical Code* as adopted by the City of North Pole.

Section 403.2.4 Duct material. Create a new subsection to read as follows:

A duct transporting ventilation air shall be constructed of a smooth-walled material, such as galvanized steel or lined fiberglass (rigid or semi-rigid). The use of flexible ducting is approved as a transition from rigid ducting to mechanical and air handling equipment. In all circumstances flexible ducting shall be installed per the manufacturer's instructions. Flexible ducting shall be supported to prevent sags. The radius at the centerline shall not be less than one duct diameter.

Section 403.3 Mechanical system piping insulation (Mandatory). Insert an exception to read as follows:

Exception: piping installed within the building thermal envelope.

Section 403.5 Mechanical ventilation (Mandatory) Add a second sentence to read as follows:

Exterior exhaust vents shall be located to prevent exhaust air from entering attic or soffit vents.

Section 403.6 Equipment sizing (Mandatory). Add the following to the end of the paragraph:

Heating and cooling equipment shall be sized in accordance with the 2009 *International Mechanical Code* as adopted by the City of North Pole or based on design loads determined in accordance with the procedures described in ASHRAE Fundamentals Handbook, or other approved equivalent computational procedures.

Section 403.10 Ventilation standard. Add a new section to read as follows:

Ventilation shall comply with the 2009 *International Mechanical Code* or the latest edition of the ASHRAE Standard 62.2 as referenced.

Section 405.3 Performance based compliance Add an exception to read as follows:

Exception: Compliance may be demonstrated through a home energy rating under a program approved by the Alaska Housing Finance Corporation (AHFC) that meets the following:

1. A minimum four star plus rating is required.
2. The maximum air infiltration rate shall not exceed seven air changes per hour at 50 Pascal's pressure difference.
3. The compliance rating shall be performed by a person authorized by AHFC.
4. Compliance with sections 404.4 through 404.6 is not required.

Chapter 5 Commercial Energy Efficiency. Delete this section in its entirety.

Chapter 6 Referenced Standards. Add the following to the ASHRAE section:

62.2-2004 Ventilation and acceptable indoor air quality in low rise buildings.

Chapter 15.90 Energy Code

Sections:

15.90.010 Adoption.

15.90.020 Modifications.

15.90.030 Appeals.

15.90.040 Local amendments to the *International Energy Conservation Code*, 2009 edition.

15.90.010 Adoption.

The code known as the *International Energy Conservation Code*, 2009 edition, as published by the International Conference of Building Officials, together with the local amendments as set forth in Chapter 15.90.040, shall constitute the laws of the city relating to building regulations. Where the *International Energy Conservation Code* conflicts with this code, this code shall prevail. An electronic copy of the *International Energy Conservation Code* is retained at the city offices.

15.90.020 Modifications.

The building official shall have the power to modify any of the provisions of the *International Energy Conservation Code* adopted by this chapter upon application in writing by the owner or lessee or his duly authorized agent, when there are practical difficulties in the way of carrying out the strict letter of the code; provided, that the spirit of the code is observed, public safety secured, and substantial justice done. The particulars of the modification, when granted or allowed, and the decision of the building official thereon shall be entered upon the records of the department, and a signed copy shall be furnished the applicant.

15.90.030 Appeals.

Whenever the building official disapproves an application or refuses to grant a permit applied for, or when it is claimed that the provisions of the code have been misconstrued or wrongly interpreted, the applicant may appeal from the decisions of the building official to the mayor/city manager within thirty days from the date of the decision. The appointment of the appeals board will be on a case by case basis with the members of said board comprised of local design professionals, contractors, inspectors or other members of the public deemed knowledgeable of the subject matter by the mayor / city manager.

15.90.040 Local amendments to the International Energy Conservation Code, 2009 edition.

The amendments to the 2011 edition of the *International Energy Conservation Code* are listed hereafter by section.

Section 202 General definitions. Vapor Retarder. Create a new definition to read as follows:

Vapor retarder. A vapor resistant material, membrane or covering having a permeance rating of .06 perm and recognized as a class 1 vapor retarder in accordance with the International Residential Code.

Section 401.3 Certificate. Delete this section in its entirety.

Table 402.1.1 Insulation and Fenestration Minimum R-Values by Component. Delete the table in its entirety and replace with the following:

Table 402.1.1 Insulation and Fenestration Minimum R-Values by Component								
Climate Zone	Windows	Doors	Ceiling ¹	Exterior frame wall ⁴	Floor ⁵	Below grade wall ²	Slab & Depth ³	Craw-space wall ²
8	3.22	7	60 or 49	21	38	15/19	15, 4ft.	15/19

1. The smaller value may be used with a properly sized, energy-heel truss.
2. The first R-value applies to continuous insulation, the second to framing cavity insulation; either meets the requirement.
3. R-56 shall be added 10 the required slab edge R-values for heated slabs. Insulation shall not be plated below the footing portion unless bearing on entirely non-frost susceptible soils.
4. Includes rim joists
5. For exposed floor, floors above crawl spaces do not require insulation.

Section 402.1.2 R-value Computation

Delete the last sentence in its entirety

Section 402.1.3 Insulation and Glazing Maximum U-Factor by component. Delete the table in its entirety and replace with the following:

Table 402.1.3 Insulation and Glazing U-Factor by Component								
Climate Zone	Windows	Doors	Ceiling ¹	Exterior frame wall ⁴	Floor ⁵	Below grade wall ²	Slab & Depth ³	Craw-space wall ²
8	0.31	0.14	0.017 or 0.020	0.047	0.0026	0.067/0.053	0.067	0.066/0.052

1. The smaller value may be used with a properly sized, energy-heel truss.
2. The first R-value applies to continuous insulation, the second to framing cavity insulation; either meets the requirement.
3. R-56 shall be added 10 the required slab edge R-values for heated slabs. Insulation shall not be plated below the footing portion unless bearing on entirely non-frost susceptible soils.
4. Includes rim joists
5. For exposed floor, floors above crawl spaces do not require insulation.

Section 402.2.1 Ceilings with attic spaces. Amend this section by adding the following exception:
Exception: R-49 fiberglass blanket insulation may be compressed at the eave to provide a 1.5 inch air space when installed between wood trusses having a minimum heel height of 11.25 inches.

Section 402.2.4 Mass walls. Delete this section in its entirety.

Section 402.2.9 Crawl space walls. Delete this section in its entirety and rename and replace as follows:

Section 402.2.9 Crawl space walls and adjacent floor. Floors located above crawl spaces and not directly exposed to exterior ambient temperatures are not required to be insulated if such spaces contain, plumbing piping, hydronic piping or water and sewer services. Crawl spaces may be vented by natural or mechanical means as prescribed by the International Residential Code or International Building Code. Crawl spaces which are vented to the exterior and contain piping as described above shall be protected during freezing temperatures by an approved method or material. Crawl space wall insulation shall be permanently fastened to the wall and extend downward from the floor level to the top of the footing. Exposed earth in crawl space foundations shall be covered with a continuous vapor retarder. All joints of the vapor retarder shall overlap by 6 inches and be sealed or taped. The edges of the vapor retarder shall extend at least 6 inches up the stem wall and shall be attached or secured to the stem wall in an approved manner.

Section 402.3.7 Glazing limitation. Add a new section to read as follows:

Glazing shall be limited to 15% of the conditioned floor area unless substantiated by a design prepared by a licensed engineer or architect registered in the State of Alaska

Section 402.4.6 Moisture control (Mandatory) Create a new section and title to read as follows:

Moisture control (Mandatory). The building design shall not create conditions of accelerated deterioration from moisture condensation. Walls, floors, ceilings, crawl space walls, crawl space floors and concrete slabs shall incorporate an approved, continuous, vapor retarder. The vapor retarder shall be installed on the warm side of the insulation. All seams shall be lapped a minimum of one stud or joist bay or sealed with an approved tape or sealant. All voids between joists and studs shall be insulated and sealed in an approved manner.

Exceptions:

1. In construction where moisture or its freezing will not damage materials.
2. One-third of total installed insulation may be installed on the warm side of vapor retarders.

Section 403.2.2 Sealing (Mandatory). Delete this section in its entirety and replace with the following:

All ducts, air handlers, filter boxes and building cavities used as ducts shall be sealed. Joints and seams shall comply with the 2009 *International Mechanical Code* as adopted by the City of North Pole.

Section 403.2.4 Duct material. Create a new subsection to read as follows:

A duct transporting ventilation air shall be constructed of a smooth-walled material, such as galvanized steel or lined fiberglass (rigid or semi-rigid). The use of flexible ducting is approved as a transition from rigid ducting to mechanical and air handling equipment. In all circumstances flexible ducting shall be installed per the manufacturer's instructions. Flexible ducting shall be supported to prevent sags. The radius at the centerline shall not be less than one duct diameter.

Section 403.3 Mechanical system piping insulation (Mandatory). Insert an exception to read as follows:

Exception: piping installed within the building thermal envelope.

Section 403.5 Mechanical ventilation (Mandatory) Add a second sentence to read as follows:

Exterior exhaust vents shall be located to prevent exhaust air from entering attic or soffit vents.

Section 403.6 Equipment sizing (Mandatory). Add the following to the end of the paragraph:

Heating and cooling equipment shall be sized in accordance with the 2009 *International Mechanical Code* as adopted by the City of North Pole or based on design loads determined in accordance with the procedures described in ASHRAE Fundamentals Handbook, or other approved equivalent computational procedures.

Section 403.10 Ventilation standard. Add a new section to read as follows:

Ventilation shall comply with the 2009 *International Mechanical Code* or the latest edition of the ASHRAE Standard 62.2 as referenced.

Section 405.3 Performance based compliance Add an exception to read as follows:

Exception: Compliance may be demonstrated through a home energy rating under a program approved by the Alaska Housing Finance Corporation (AHFC) that meets the following:

1. A minimum four star plus rating is required.
2. The maximum air infiltration rate shall not exceed seven air changes per hour at 50 Pascal's pressure difference.
3. The compliance rating shall be performed by a person authorized by AHFC.
4. Compliance with sections 404.4 through 404.6 is not required.

Chapter 5 Commercial Energy Efficiency. Delete this section in its entirety.

Chapter 6 Referenced Standards. Add the following to the ASHRAE section:

62.2-2004 Ventilation and acceptable indoor air quality in low rise buildings.

CITY OF NORTH POLE

ORDINANCE 12-13

**AN ORDINANCE OF THE CITY OF NORTH POLE AMENDING TITLE 15,
BUILDING AND CONSTRUCTION, AND ADDING CHAPTER 15.82,
FUEL GAS CODE; INTERNATIONAL FUEL GAS CODE, 2009 EDITION**

WHEREAS, changes to the North Pole Municipal Code is a continually changing requirement;
and

WHEREAS, the City of North Pole Municipal Code should be amended to conform to the
requirements of the City and to clarify questionable areas.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of North Pole:

Section 1. This ordinance is of a general and permanent nature and shall be codified.

Section 2. Amend Title 15 Building and Construction, and adding Chapter 15.82, Fuel Gas
Code; International Fuel Gas Code, 2009 Edition as follows:

- *See Attached*

Section 3. Effective Date. This ordinance shall be effective at 5:00 pm on the first City
business day following its adoption.

PASSED AND APPROVED by a duly constituted quorum of the North Pole City Council this
5th day of March, 2012.

Douglas W. Isaacson, Mayor

ATTEST:

Kathryn M Weber, MMC
North Pole City Clerk

PASSED
YES:
NO:
Abstained

CITY OF NORTH POLE

RESOLUTION 12-03

**A RESOLUTION URGING THE ALASKA LEGISLATURE TO REFRAIN
FROM ENACTING ANY LEGISLATION THAT WOULD INCREASE
THE STATE'S PENSION LIABILITY**

WHEREAS, the State enacted the Public Employee Retirement System ("PERS") and Teacher's Retirement Systems ("TRS") in the 1960's; starting in 1986, the state has reduced benefits several times with the most recent changes in 2005:

- Closing the defined benefits ("DB") programs of PERS and TRS and providing a defined contribution ("DC") program to public employees.
- Capping the PERS rate paid by municipalities to 22% and subsidizing the difference between that rate and the actuarial rate with a statewide appropriation so local governments do not have to share the full burden with local taxpayers.
- Capping the TRS contribution to 12.56% and again subsidizing the difference between that rate and the actuarial rate with a statewide appropriation so local school districts do not have to take money out of the classroom in order to pay their rising TRS costs.

WHEREAS, the current statewide liability for PERS & TRS now totals \$11 billion; the most recent state appropriation for these programs was \$470 million and rising in the coming year to \$610.5 million; and

WHEREAS, there are pending proposals to amend the pension plans that will increase benefits, which would limit the state's ability to properly fund other deserving programs and increase the portion paid by municipal employers.

NOW, THEREFORE, BE IT RESOLVED, that the City of North Pole urges the legislature to refrain from making any amendments to the PERS and TRS system that would increase the costs and liability of the programs.

PASSED and APPROVED by a duly constituted quorum this 5th Day of March, 2012.

Douglas W. Isaacson, Mayor

ATTEST:

Kathryn M Weber, MMC
North Pole City Clerk

PASSED
YES:
NO:
Abstained:

CITY OF NORTH POLE

RESOLUTION 12-04

**RESOLUTION 12-04, A RESOLUTION OF THE NORTH POLE CITY COUNCIL TO
ADOPT THE HARTFORD'S SPECIMEN 457(B) PLAN DOCUMENT
WITHOUT ANY MODIFICATIONS**

WHEREAS, the North Pole City Council has previously approved and adopted the City of North Pole Deferred Compensation Plan, 457(b), to provide employees of the City of North Pole with retirement benefits.

WHEREAS, the North Pole City Council does hereby declare the intention of the City of North Pole to continue the Plan, but reserves the right to terminate or amend the Plan at any time.

WHEREAS, the members of the North Pole City Council are hereby jointly and severally authorized to take such actions and to execute such documents as they deem necessary or desirable in order to carry out the intent of the foregoing resolutions and required under the Plan to make the Plan fully effective in accordance with its terms and intent.

I DO HEREBY CERTIFY that I am the North Pole City Clerk/Human Resource Manager of the City of North Pole, and the keeper of its records and seal.

I FURTHER CERTIFY that the above is a true, correct and complete extract of a resolution adopted at a duly called and held meeting of the North Pole City Council, and that said resolutions are still in effect and have not been modified or revised and are not in conflict with the Charter of the City of North Pole.

IN WITNESS WHEREOF, I have set my hand and the seal of the City of North Pole.

Signature

SEAL

City Clerk/HR Manager
Title

CITY OF NORTH POLE, ALASKA

RESOLUTION 12-05

**A RESOLUTION AUTHORIZING THE CITY OF NORTH POLE TO
ISSUE CITY OF NORTH POLE GENERAL OBLIGATION SPECIAL
ASSESSMENT REFUNDING BONDS, 2012 IN THE PRINCIPAL
AMOUNT OF NOT TO EXCEED \$835,000 TO REFUND CERTAIN
OUTSTANDING SPECIAL ASSESSMENT BONDS OF THE CITY,
FIXING CERTAIN DETAILS OF SUCH BONDS AND AUTHORIZING
THEIR SALE, AND PROVIDING FOR RELATED MATTERS**

WHEREAS, the City of North Pole, Alaska (the "City") is a municipal corporation authorized to take the actions set forth in this resolution; and

WHEREAS, there is now outstanding the principal amount of \$835,000 of Special Assessment Bonds, Series 2005 of the City (the "2005 Bonds") maturing on or after May 1, 2016 issued under Ordinance No. 2005-02 of the City; and

WHEREAS, the City Council finds that it is in the best interest of the City to provide for the refunding, including the payment of principal of and interest on, those maturities of the 2005 Bonds (the "Refunded Bonds") whose refunding the Mayor or Accountant determines will produce the debt service savings specified in this resolution, by the issuance of refunding bonds in the aggregate principal amount of not to exceed \$835,000 (the "Bonds"); and

WHEREAS, the City Council finds that it is necessary and appropriate to delegate to each of the Mayor and Accountant authority to determine the maturity amounts, interest rates and other details of the Bonds, and to determine other matters pertaining to the Bonds that are not provided for in this resolution; and

WHEREAS, the Alaska Municipal Bond Bank and the City intend to enter into an Amendatory Loan Agreement, which amends the Loan Agreement dated as of May 1, 2005 between the Alaska Municipal Bond Bank and the City to provide for the refunding of the 2005 Bonds through their exchange for refunding bonds to be issued by the City, and related matters.

NOW, THEREFORE, BE IT RESOLVED:

SECTION 1. Definitions. The following terms shall have the following meanings in this resolution:

(A) "Accountant" means the Accountant of the City.

(B) "Amendatory Loan Agreement" means the Amendatory Loan Agreement between the City and the Bond Bank, amending the Loan Agreement to provide for the refunding of the Refunded Bonds through their exchange for the Bonds, and related matters.

(C) "Bond" or "Bonds" means any of the "Special Assessment Refunding Bonds, 2012" of the City, the issuance and sale of which are authorized herein.

(D) "Bond Bank" means the Alaska Municipal Bond Bank, a public corporation of the State of Alaska.

(E) "Bond Bank Bonds" means the General Obligation Refunding Bonds, 2012 Series [Two] of the Bond Bank.

(F) "Bond Register" means the registration books maintained by the Registrar, which include the names and addresses of the Registered Owners of the Bonds or their nominees.

(G) "City" means the City of North Pole, a municipal corporation of the State of Alaska, organized under Title 29 of the Alaska Statutes.

(H) "City Council" means the City Council of the City of North Pole, as the general legislative authority of the City, as the same shall be duly and regularly constituted from time to time.

(I) "Code" means the Internal Revenue Code of 1986, as amended from time to time, together with all regulations applicable thereto.

(J) "District" means the special assessment district of the City, known as the Stillmeyer Street Improvement Assessment District.

(K) "Loan Agreement" means the Loan Agreement between the City and the Bond Bank dated as of May 1, 2005, as amended by the Amendatory Loan Agreement.

(L) "Refunded Bonds" means the maturities of the 2005 Bonds whose refunding is approved by the Mayor or Accountant under Section 12.

(M) "Registered Owner" means the person named as the registered owner of a Bond in the Bond Register.

(N) "Registrar" means the Accountant.

(O) "Resolution" means this Resolution of the City Council.

(P) "2005 Bonds" means the \$825,000 principal amount of Special Assessment Bonds, Series 2005 of the City.

SECTION 2. Authorization of Bonds and Purpose of Issuance. For the purpose of effecting the refunding by exchange of the Refunded Bonds in the manner set forth hereinafter and in the Amendatory Loan Agreement, the City hereby authorizes and determines to issue and sell the Bonds in the aggregate principal amount of not to exceed \$835,000.

SECTION 3. Obligation of Bonds. The Bonds are a special obligation of the District and are

payable first from assessments levied against the properties which are specially benefitted by the Project within the District and the full faith and credit of the City is pledged for the payment of the Bonds under this ordinance as a general obligation of the City.

SECTION 4. Designation, Maturities, Interest Rates, and Other Details of Bonds. The Bonds shall be designated "City of North Pole Assessment Refunding Bonds, 2012." The Bonds shall be in the denomination of \$5,000 or any integral multiple thereof, shall be numbered separately in the manner and with such additional designation as the Registrar deems necessary for purposes of identification, and may have endorsed thereon such legends or text as may be necessary or appropriate to conform to the rules and regulations of any governmental authority or any usage or requirement of law with respect thereto.

The dated date, the principal and interest payment dates, the aggregate principal amount, the principal amount of each maturity, and the interest rates on the Bonds shall be determined at the time of execution of the Amendatory Loan Agreement as authorized under Section 16.

SECTION 5. Redemption. The Bonds are subject to redemption as described in the Loan Agreement.

SECTION 6. Form of Bond. Each Bond shall be in substantially the following form, with such variations, omissions and insertions as may be required or permitted by this Resolution:

UNITED STATES OF AMERICA
STATE OF ALASKA

CITY OF NORTH POLE
(A Municipal Corporation of the State of Alaska)

NO. _____

\$ _____

SPECIAL ASSESSMENT REFUNDING BONDS, 2012

REGISTERED OWNER:
PRINCIPAL AMOUNT:

The City of North Pole, Alaska (the "City"), a municipal corporation of the State of Alaska, hereby acknowledges itself to owe and for value received promises to pay to the Registered Owner identified above, or its registered assigns, the Principal Amount indicated above in the following installments on _____ of each of the following years, and to pay interest on such installments from the date hereof, payable on _____, 20__ and semiannually thereafter on the first days of ____ and _____ of each year, at the rates per annum as follows:

<u>Year</u>	<u>Principal Amount</u>	<u>Interest Rate</u>
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For so long as this Bond is owned by the Alaska Municipal Bond Bank (the "Bank"), payment of principal and interest shall be made as provided in the Loan Agreement between the Bank and the City dated as of May 1, 2005, as amended by the Amendatory Loan Agreement dated _____ (together, the "Loan Agreement"). In the event that this Bond is no longer owned by the Bank, installments of principal of and interest on this Bond shall be made by check or draft mailed by first class mail to the registered owner as of the close of business on the fifteenth day of the month preceding each installment payment date; provided that the final installment of principal and interest on this Bond will be payable upon presentation and surrender of this Bond by the Registered Owner at the office of the Registrar. Interest shall be computed on the basis of a 360-day year composed of twelve 30-day months. Both principal of and interest on this bond are payable in lawful money of the United States of America which, on the respective dates of payment thereof, shall be legal tender for the payment of public and private debts.

This Bond is a general obligation of the City for which its full faith and credit is pledged and is one of the Special Assessment Refunding Bonds, 2012 of the City of North Pole, Alaska of like tenor and effect except as to interest rate, serial number and maturity, aggregating \$ _____ in principal amount, and constituting bonds authorized for the purpose of refunding certain special assessment bonds issued by the City, and is issued under Resolution 2012-__ of the City entitled:

**A RESOLUTION AUTHORIZING THE CITY OF NORTH POLE TO
ISSUE CITY OF NORTH POLE GENERAL OBLIGATION SPECIAL
ASSESSMENT REFUNDING BONDS, 2012 IN THE PRINCIPAL
AMOUNT OF NOT TO EXCEED \$835,000 TO REFUND CERTAIN
OUTSTANDING SPECIAL ASSESSMENT BONDS OF THE CITY,
FIXING CERTAIN DETAILS OF SUCH BONDS AND AUTHORIZING
THEIR SALE, AND PROVIDING FOR RELATED MATTERS**

(herein called the "Resolution").

The Bond is subject to redemption prior to maturity as described in the Loan Agreement.

This Bond is transferable as provided in the Resolution, (i) only upon the bond register of the City, and (ii) upon surrender of this Bond together with a written instrument of transfer duly executed by the registered owner or the duly authorized attorney of the registered owner, and thereupon a new fully registered Bond or Bonds in the same aggregate principal amount and maturity shall be issued to the transferee in exchange therefor as provided in the Resolution and upon the payment of charges, if any, as therein prescribed. The City may treat and consider the person in whose name this Bond is registered as the absolute owner hereof for the purpose of receiving payment of, or on account of, the principal or redemption price, if any, hereof and interest due hereon and for all other purposes whatsoever.

IT IS HEREBY CERTIFIED AND RECITED that all conditions, acts or things required by the constitution or statutes of the State of Alaska and the ordinances of the City to exist, to have happened or to have been performed precedent to or in the issuance of this Bond, exist, have happened and have been performed, and that the series of Bonds of which this is one, together with all other indebtedness of the City, is within every debt and other limit prescribed by said constitution, statutes, or ordinances.

IN WITNESS WHEREOF, THE CITY OF NORTH POLE, ALASKA, has caused this Bond to be signed in its name and on its behalf by its Mayor and its corporate seal to be hereunto impressed or otherwise reproduced and attested by its Clerk, all as of the ____ day of _____, 2012.

Douglas W. Isaacson
Mayor

ATTEST:

Kathryn Weber, MMC
North Pole City Clerk

SECTION 7. Execution. The Bonds shall be executed in the name of the City by the Mayor or his designee, and its corporate seal shall be impressed or otherwise reproduced thereon and attested by the City Clerk. The execution of a Bond on behalf of the City by persons who at the time of the execution are duly authorized to hold the proper offices shall be valid and sufficient for all purposes, although any such person shall have ceased to hold office at the time of authentication of the Bond or shall not have held office on the date of the Bond.

SECTION 8. Payment of Principal and Interest. The Bonds shall be payable in lawful money of the United States of America which at the time of payment is legal tender for the payment of public and private debts. As long as the Bond Bank is the Registered Owner of the Bonds, payment of principal and interest on the Bonds shall be made as provided in the Loan Agreement. If the Bond Bank is no longer the Registered Owner of the Bonds, installments of principal and interest on the Bonds shall be paid by check mailed by first class mail to the Registered Owner as of the fifteenth day of the month preceding each installment payment date at the address appearing on the Bond Register; provided that the final installment of principal and interest on a Bond shall be payable upon presentation and surrender of the Bond by the Registered Owner at the office of the Registrar.

SECTION 9. Registration. The Bonds shall be issued only in registered form as to both principal and interest. The City designates the Accountant as Registrar for the Bonds. The Registrar shall keep, or cause to be kept, the Bond Register at the principal office of the City.

The City covenants that, until all Bonds have been surrendered and canceled, it will maintain a system for recording the ownership of each Bond that complies with the provisions of Section 149 of the Code. The City and the Registrar may treat the person in whose name any Bond shall be registered as the absolute owner of such Bond for all purposes, whether or not the Bond shall be overdue, and all payments of principal of and interest on a Bond made to the Registered Owner thereof or upon its order shall be valid and effectual to satisfy and discharge the liability upon such Bond to the extent of the sum or sums so paid, and neither the City nor the Registrar shall be affected by any notice to the contrary.

SECTION 10. Transfer and Exchange. Bonds shall be transferred only upon the books for the registration and transfer of Bonds kept at the office of the Registrar. Upon surrender for transfer or exchange of any Bond at such office, with a written instrument of transfer or authorization for exchange in form and with guaranty of signature satisfactory to the Registrar, duly executed by the Registered Owner or the duly authorized attorney of the Registered Owner, the City shall execute and deliver an equal aggregate principal amount of Bonds of the same maturity of any authorized denominations, subject to such reasonable regulations as the City may prescribe and upon payment sufficient to reimburse it for any tax, fee or other governmental charge required to be paid in connection with such transfer or exchange. All Bonds surrendered for transfer or exchange shall be canceled by the Registrar.

SECTION 11. Bonds Mutilated, Destroyed, Stolen or Lost. Upon surrender to the Registrar of a mutilated Bond, the City shall execute and deliver a new Bond of like maturity and principal amount. Upon filing with the Registrar of evidence satisfactory to the City that a Bond has been destroyed, stolen or lost and of the ownership thereof, and upon furnishing the City with indemnity satisfactory to it, the City shall execute and deliver a new Bond of like maturity and principal amount. The person requesting the execution and delivery of a new Bond under this section shall comply with such other reasonable regulations as the City may prescribe and pay such expenses as the City may incur in connection therewith.

SECTION 12. Designation of Refunded Bonds. The Mayor and the Accountant each is authorized to designate which maturities of 2005 Bonds authorized to be refunded in this Resolution shall be refunded, provided that the refunding of the 2005 Bonds so designated shall realize a debt service savings of at least 3%, net of all issuance costs and underwriting discount, on a present value basis.

SECTION 13. Tax Covenants. The City covenants to comply with any and all applicable requirements set forth in the Code in effect from time to time to the extent that such compliance shall be necessary for the exclusion of the interest on the Bonds from gross income for federal income tax purposes. The City covenants that it will make no use of the proceeds of the Bonds which will cause the Bonds or the Refunded Bonds to be "arbitrage bonds" subject to federal income taxation by reason of section 148 of the Code. The City covenants that it will not take or permit any action that would cause the Bonds to be "private activity bonds" as defined in Section 141 of the Code.

SECTION 14. Amendatory and Supplemental Resolutions.

(A) The City Council from time to time and at any time may adopt a resolution or resolutions supplemental hereto, which resolution or resolutions thereafter shall become a part of this resolution, for any one or more of the following purposes:

(1) To add to the covenants and agreements of the City in this Resolution, other covenants and agreements thereafter to be observed, or to surrender any right or power herein reserved to or conferred upon the City.

(2) To make such provisions for the purpose of curing any ambiguities or of curing, correcting or supplementing any defective provision contained in this Resolution or in regard to matters or questions arising under this Resolution as the City Council may deem necessary or desirable and not inconsistent with this Resolution and which shall not adversely affect the interests of the Registered Owners of the Bonds.

Any such supplemental resolution may be adopted without the consent of the Registered Owner of any of the Bonds at any time outstanding, notwithstanding any of the provisions of subsection (B) of this section.

(B) With the consent of the Registered Owners of not less than 60 percent in aggregate principal amount of the Bonds at the time outstanding, the City Council may adopt a resolution or resolutions supplemental hereto for the purpose of adding any provisions to or changing in any manner or eliminating any of the provisions of this Resolution or of any supplemental resolution; provided, however, that no such supplemental resolution shall:

(1) extend the fixed maturity of any of the Bonds, or reduce the rate of interest thereon, or extend the time of payments of interest from their due date, or reduce the amount of the principal thereof, or reduce any premium payable on the redemption thereof, without the consent of the Registered Owners of each Bond so affected; or

(2) reduce the aforesaid percentage of Registered Owners of Bonds required to approve any such supplemental resolution without the consent of the Registered Owners of all of the Bonds then outstanding.

It shall not be necessary for the consent of the Registered Owners of the Bonds under this subsection to approve the particular form of any proposed supplemental resolution, but it shall be sufficient if such consent approves the substance thereof.

(C) Upon the adoption of any supplemental resolution under this section, this Resolution shall be deemed to be modified and amended in accordance therewith, and the respective rights, duties and obligations under this Resolution of the City and all Registered Owners of outstanding Bonds shall thereafter be subject in all respects to such modification and amendment, and all the terms and conditions of the supplemental resolution shall be deemed to be part of the terms and conditions of this Resolution for any and all purposes.

(D) Bonds executed and delivered after the execution of any supplemental resolution adopted under this section may bear a notation as to any matter provided for in such supplemental resolution, and if such supplemental resolution shall so provide, new Bonds modified so as to conform, in the opinion of the City, to any modification of this Resolution contained in any such supplemental resolution may be prepared by the City and delivered without cost to the Registered Owners of the Bonds then outstanding, upon surrender for cancellation of such Bonds in equal aggregate principal amounts.

SECTION 15. Defeasance. In the event money and/or non-callable direct obligations of, or obligations the timely payment of principal of and interest on which are unconditionally guaranteed by, the United States of America or an agency or instrumentality of the United States of America, maturing at such times and bearing interest to be earned thereon in amounts sufficient to redeem and retire any or all of the Bonds in accordance with their terms are set aside in a special trust account to effect such redemption or retirement and such moneys and the principal of and interest on such obligations are irrevocably set aside and pledged for such purpose, then no further payments need be made to pay or secure the payment of the principal of and interest on such Bonds and such Bonds shall be deemed not to be outstanding.

SECTION 16. Exchange of Bonds; Amendatory Loan Agreement. The Bonds shall be delivered to the Bond Bank in exchange for the Refunded Bonds. The City has been advised by the Bond Bank that bond market conditions are fluctuating and that the most favorable market conditions for the sale of the Bond Bank Bonds may not occur on the date of a regular City Council meeting. The City Council has determined that it would be inconvenient to hold a special meeting on short notice to approve the terms of the Bonds. Therefore, the City Council hereby determines that it is in the best interest of the City to delegate the authority to approve the terms of the Bonds as provided herein. Each of the Mayor and the Accountant is hereby authorized to determine the aggregate principal amount, maturity amounts, interest rates, yields, dated date, principal and interest payment dates, and redemption terms, if any, for the Bonds, so that such terms of the Bonds conform to the terms of the corresponding Bond Bank Bonds; provided that (i) the principal amount of each maturity of the Bonds shall not exceed the principal amount of the portion of the corresponding maturity of the Bond Bank Bonds that is allocated to the making of a loan to the City; and (ii) the interest rate on each maturity of the Bonds shall not exceed the interest rate on the corresponding maturity of the Bond Bank Bonds. Based upon the foregoing determinations, the Mayor and the Accountant each is authorized to negotiate and execute an Amendatory Loan Agreement. The authority granted to the Mayor and Accountant by this section shall expire 180 days after the effective date of this Resolution. If the Mayor or Accountant has not executed an Amendatory Loan Agreement within 180 days from the effective date of this Resolution, the Amendatory Loan Agreement may not be executed on behalf of the City without further authorization from the City Council.

SECTION 17. Authority of Officers. The Mayor and the Accountant, and the City Clerk are, and each of them hereby is, authorized and directed to do and perform all things and determine all matters not determined by this Resolution, to the end that the City may carry out its obligations under the Bonds and this Resolution.

SECTION 18. Miscellaneous.

(A) All payments made by the City of, or on account of, the principal of or interest on the Bonds shall be made on the several Bonds ratably and in proportion to the amount due thereon, respectively, for principal or interest as the case may be.

(B) No recourse shall be had for the payment of the principal of or the interest on the Bonds or for any claim based thereon or on this Resolution against any member of the City Council or officer of the City or any person executing the Bonds. The Bonds are not and shall not be in any way a debt or liability of the State of Alaska or of any political subdivision thereof, except the City, and do not and shall not create or constitute an indebtedness or obligation, either legal, moral or otherwise, of said state or of any political subdivision thereof, except the City.

SECTION 19. Continuing Disclosure. The City hereby covenants and agrees that it will execute and carry out all of the provisions of a Continuing Disclosure Certificate in form and substance satisfactory to the Bond Bank. Notwithstanding any other provision of this Resolution, failure of the City to comply with the Continuing Disclosure Certificate shall not be considered a default of the City's obligations under this Resolution or the Bonds; however, the beneficial owner of any Bond or Bond Bank Bond may bring an action for specific performance, to cause the City to comply with its obligations under this section.

SECTION 20. Severability. If any one or more of the provisions of this Resolution shall be declared by any court of competent jurisdiction to be contrary to law, then such provision shall be null and void and shall be deemed separable from the remaining provisions of this Resolution and shall in no way affect the validity of the other provisions of this Resolution or of the Bonds.

SECTION 21. Effective Date. This resolution shall take effect upon adoption by the City Council.

PASSED AND APPROVED by a duly constituted quorum of the North Pole City Council this 5th day of March, 2012.

Douglas W. Isaacson, Mayor

ATTEST:

Kathryn M. Weber, MMC
North Pole City Clerk