




TRANSMITTAL MEMORANDUM

TO: The Honorable Mayor & City Council Initials: 

FROM: Lacey G. Simpson, Acting City Manager File #: MGR25-372

DATE: June 12, 2025 Mtg. #: 06/18/25 NBe

RE: **Ordinance No. 25-2006 – Repealing Existing Chapter 18.04 Of The Ketchikan Municipal Code And Adopting A New Chapter 18.04 Entitled “Fire Code”; Amending Chapter 18.08 Of The Ketchikan Municipal Code Entitled “Interpretation, Construction And Enforcement”; Amending Chapter 18.12 Of The Ketchikan Municipal Code Entitled “Permits And Licenses”; Amending Section 18.16.010 Of The Ketchikan Municipal Code Entitled “Flammable Liquid and Bulk Plant Limits Established”; Amending Section 18.20.010 Of The Ketchikan Municipal Code Entitled “Right to Appeal”; Amending Subsection (a) of 18.24.010 Of The Ketchikan Municipal Code Entitled “Designated”; Amending Section 18.30.010 Of The Ketchikan Municipal Code Entitled “Causing Fire by Careless Conduct Deemed Misdemeanor”; Amending Section 18.32.010 Of The Ketchikan Municipal Code Entitled “Adoption”; Amending Section 18.36.010 Of The Ketchikan Municipal Code Entitled “Amendment Procedure”; Amending Subsection (C)(3) Of The Ketchikan Municipal Code Entitled 18.38.020 Entitled “Automatic Sprinklers”; Amending Section 18.39.100 Of The Ketchikan Municipal Code Entitled “Penalty”; And Establishing An Effective Date**

The attached ordinance was prepared by Fire Chief Rick Hines, Fire Marshall Gretchen O’Sullivan, and City Attorney Mitch Seaver, who requested that it be placed before the City Council for consideration at its meeting of June 18, 2025. If adopted, Ordinance No. 25-2006 would implement fire codes within the City to align with the 2021 International Fire Code. The City’s current fire codes were adopted in 2013 and are now out of date and no longer meet the widely accepted safety standards for buildings and fire protection. The attached memoranda Fire Chief Rick Hines provide further details on the updated codes.

Prior to bringing the ordinance forward for formal consideration by the City Council, review meetings and hearings were held with the public on March 4 and 5, 2025. The meetings were held to receive public comments from all who had an interest in the code adoption process for both fire and building codes, which should be adopted together as they overlap and correspond to one another. The City’s Code Enforcement Division and Fire Department received comments from the public, professional designers, contractors, businesses, and other stakeholders. As a result of the public comments received, several revisions were incorporated into the draft ordinance, which were reviewed and finalized by the City Attorney.

A motion has been prepared for City Council consideration.

Recommended Motion:

I move the City Council approve in first reading Ordinance No. 25-2006 repealing existing chapter 18.04 of the Ketchikan Municipal Code and adopting a new Chapter 18.04 entitled "Fire Code"; amending Chapter 18.08 of the Ketchikan Municipal Code entitled "Interpretation, Construction And Enforcement"; amending Chapter 18.12 of the Ketchikan Municipal Code entitled "Permits And Licenses"; amending Section 18.16.010 of the Ketchikan Municipal Code entitled "Flammable Liquid and Bulk Plant Limits Established"; amending Section 18.20.010 of the Ketchikan Municipal Code entitled "Right to Appeal"; amending Subsection (a) of 18.24.010 of the Ketchikan Municipal Code entitled "Designated"; amending Section 18.30.010 of the Ketchikan Municipal Code entitled "Causing Fire by Careless Conduct Deemed Misdemeanor"; amending Section 18.32.010 of the Ketchikan Municipal Code entitled "Adoption"; amending Section 18.36.010 of the Ketchikan Municipal Code entitled "Amendment Procedure"; amending Subsection (C)(3) of the Ketchikan Municipal Code Section 18.38.020 entitled "Automatic Sprinklers"; amending Section 18.39.100 of the Ketchikan Municipal Code entitled "Penalty"; and establishing an effective date.



KETCHIKAN FIRE DEPARTMENT

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Memorandum

TO: Lacey Simpson, Acting City Manager

FROM: Rick Hines, Fire Chief

DATE: 05/28/25

SUBJECT: Adoption of Updated Fire and Building Codes – 2021 Edition

Purpose:

This memorandum is to request Council consideration for the formal adoption of the 2021 International Fire Code (IFC) and International Building Code (IBC), replacing the currently adopted 2012 editions. Updating to the latest standards is vital for maintaining public safety, supporting economic development, and protecting our community's ISO Public Protection Classification rating.

Background and Rationale:

The City of Ketchikan currently enforces the 2012 edition of the International Fire and Building Codes. Over the past decade, these codes have undergone significant revisions in response to technological advancements, construction practices, and lessons learned from fire incidents nationwide.

Key differences between the 2012 and 2021 codes include:

- Enhanced Life Safety Provisions:

The 2021 codes include updated fire protection system requirements for modern construction methods, particularly in mixed-use and high-occupancy structures.

- Stricter Provisions for Hazardous Materials:

Improved classification, storage, and containment measures align with best practices for fire prevention in industrial and commercial occupancies.

- Energy and Accessibility Updates:

Coordination with modern energy codes and ADA standards allows for streamlined design and increased compliance with federal guidelines.

- Improved Inspection and Enforcement Clarity:

The newer codes provide clearer language for fire inspectors and building officials, reducing ambiguity and liability during enforcement.

ISO Rating Impact:

Our community undergoes a Public Protection Classification (PPC) evaluation by the Insurance Services Office (ISO) every five years. ISO assigns a score from 1 (best) to 10 (no recognized protection) that directly impacts homeowners' and businesses' insurance premiums.

A critical component of the ISO evaluation is "Adoption and Enforcement of Modern Fire Codes." Communities enforcing codes older than 5 years lose credit in the ISO Fire Prevention and Public Education category. Because we currently operate under the 2012 codes, we are at risk of losing significant points in this evaluation. This would result in:

- Increased insurance premiums for property owners
- Decreased competitiveness for commercial development
- Reduced credit for our overall community risk reduction efforts

By adopting the 2021 codes, we position Ketchikan to maintain or improve our ISO classification, directly benefiting residents and businesses through lower insurance rates.

Recommendation:

I respectfully recommend the Council proceed with the first reading and adoption process for the 2021 International Fire Code and International Building Code. Timely action will ensure compliance with best practices, reduce community risk, and secure valuable ISO credit ahead of our upcoming evaluation later this year.

Please let me know if you would like a formal presentation or further documentation to support this initiative.

Attachment:

- Code Comparison Summary: 2012 IFC/IBC vs. 2021 IFC/IBC
- ISO Evaluation Guide – Fire Prevention Credit Criteria



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Chief Rick Hines

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28 May 2025

Attachment 2: ISO Evaluation Guide – Fire Prevention Credit Criteria

ISO Evaluation Guide – Fire Prevention Credit Criteria

The Insurance Services Office (ISO) evaluates communities through a Public Protection Classification (PPC) program, which assesses a community's fire suppression capabilities. The ISO score significantly influences residential and commercial insurance premiums.

Key Categories in ISO Scoring:

- Emergency Communications Systems – 10% of score
- Fire Department Capabilities – 50% of score
- Water Supply Systems – 40% of score
- Community Risk Reduction (CRR) – Additional Credit

Community Risk Reduction (CRR) Credit Includes:

- Adoption and enforcement of up-to-date fire codes (must be within 5 years of current model year).
- Plan review and fire inspections.
- Public fire safety education and fire investigation programs.

Impact of Updating Fire Codes:

Communities using outdated fire codes may lose up to 30% of CRR credit. Adopting the 2021 codes positions Ketchikan to retain full CRR points, directly benefiting insurance costs, public safety, and development opportunities.

THE CITY OF KETCHIKAN ALASKA

ORDINANCE NO. 25-2006

AN ORDINANCE OF THE COUNCIL OF THE CITY OF KETCHIKAN, ALASKA; REPEALING EXISTING CHAPTER 18.04 OF THE KETCHIKAN MUNICIPAL CODE AND ADOPTING A NEW CHAPTER 18.04 ENTITLED “FIRE CODE”; AMENDING CHAPTER 18.08 OF THE KETCHIKAN MUNICIPAL CODE ENTITLED “INTERPRETATION, CONSTRUCTION AND ENFORCEMENT”; AMENDING CHAPTER 18.12 OF THE KETCHIKAN MUNICIPAL CODE ENTITLED “PERMITS AND LICENSES”; AMENDING SECTION 18.16.010 OF THE KETCHIKAN MUNICIPAL CODE ENTITLED “FLAMMABLE LIQUID AND BULK PLANT LIMITS ESTABLISHED”; AMENDING SECTION 18.20.010 OF THE KETCHIKAN MUNICIPAL CODE ENTITLED “RIGHT TO APPEAL”; AMENDING SUBSECTION (a) OF 18.24.010 OF THE KETCHIKAN MUNICIPAL CODE ENTITLED “DESIGNATED”; AMENDING SECTION 18.30.010 OF THE KETCHIKAN MUNICIPAL CODE ENTITLED “CAUSING FIRE BY CARELESS CONDUCT DEEMED MISDEMEANOR”; AMENDING SECTION 18.32.010 OF THE KETCHIKAN MUNICIPAL CODE ENTITLED “ADOPTION”; AMENDING SECTION 18.36.010 OF THE KETCHIKAN MUNICIPAL CODE ENTITLED “AMENDMENT PROCEDURE”; AMENDING SUBSECTION (C)(3) OF THE KETCHIKAN MUNICIPAL CODE SECTION 18.38.020 ENTITLED “AUTOMATIC SPRINKLERS”; AMENDING SECTION 18.39.100 OF THE KETCHIKAN MUNICIPAL CODE ENTITLED “PENALTY”; AND ESTABLISHING AN EFFECTIVE DATE.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF KETCHIKAN, ALASKA, AS FOLLOWS:

Section 1: Repeal and Adoption. Existing Chapter 18.04 of the Ketchikan Municipal Code, entitled “Fire Code,” is hereby repealed in its entirety and a new Chapter 18.04 is adopted as follows:

“Title 18

FIRE REGULATIONS

Chapter 18.04

FIRE CODE

\ **Sections:**

18.04.010 Adoption.

18.04.020 Board of appeals.

18.04.010 Adoption. (a) Except as provided in subsection (b) of this section, the 2021 Edition of the International Fire Code (I.F.C.) and Appendices A, B, C, D, E, F, G, H, I, J, and K thereto, with all codes and standards referred to within said code and appendices, are hereby adopted and incorporated by reference as fully as if set out in length in this chapter. A copy of said International Fire Code and Appendices will be filed and kept in the office of the city clerk.

(b) The following provisions designated “deletion” are deleted and excepted from the 2021 International Fire Code. The following provisions designated “addition” are added to the 2021 International Fire Code. The following provisions designated “amendment” are amendments to the 2021 International Fire Code.

2021 INTERNATIONAL FIRE CODE

CHAPTER 2

(1) **Amendment.** Chapter 2, Section 202 (General definitions) of the *I.F.C.* is amended by changing the definition of “Educational Group E – Group E, day care facilities” to read as follows:

Group E, day care facilities. This group includes buildings and structures or portions thereof occupied by more than five children including those related to the staff older than 2-1/2 years of age who receive educational, supervision or personal care services for less than 24 hours per day

(2) **Amendment.** Chapter 2, Section 202 (General definitions) of the *I.F.C.* is amended by changing Group E, Educational, Group E, day care facilities, third to last paragraph to read:

Twelve or fewer occupants receiving care in a dwelling unit. A facility such as the above within a dwelling unit and having five or fewer persons receiving custodial care shall be classified as a Group R-3 occupancy and shall comply with the following:

- (1) smoke detectors and smoke alarms as described in Section 907.2.10;
- (2) carbon monoxide detectors and alarms as specified in Section 908 adhering to AAC 18.70.095;
- (3) means of egress requirements of Section 1003, including emergency escape and rescue openings, as required by Section 1029, in napping or sleeping rooms; and

(4) portable fire extinguisher requirements as described in Section 906.

(3) Amendment. Chapter 2, Section 202 (General definitions) of the *I.F.C.* is amended by changing Group I, Institutional, Institutional Group I-4 day care facilities, third to last paragraph to read:

Twelve or fewer occupants receiving care in a dwelling unit. A facility such as the above within a dwelling unit and having five or fewer persons receiving custodial care shall be classified as a Group R-3 occupancy and shall comply with the following:

(1) smoke detectors and smoke alarms as described in Section 907.2.10;

(2) carbon monoxide detectors and alarms as specified in Section 908 adhering to AAC 18.70.095;

(3) means of egress requirements of Section 1003, including emergency escape and rescue openings, as required by Section 1029, in napping or sleeping rooms; and

(4) portable fire extinguisher requirements as described in Section 906.

(4) Amendment. Chapter 2, Section 202 (General definitions) of the *I.F.C.* is amended by changing Group I, Institutional, Institutional Group I-1, second to last paragraph to read:

Five or fewer persons including those related to the staff receiving custodial care shall be classified as Group R-3 or shall comply with the International Residential Code provided that an automatic sprinkler system is installed in accordance with Section 903.3.1.3 or with Section P2904 of the International Residential Code.

(5) Amendment. Chapter 2, Section 202 (General definitions) of the *I.F.C.* is amended by changing Group I, Institutional, Institutional Group I-2, last paragraph to read:

Five or fewer persons including those related to the staff receiving medical care. A facility with five or fewer persons receiving medical care shall be classified as Group R-3 or shall comply with the International Residential Code provided that monitored fire alarm system is installed in accordance with Section 907.2.6.2.

(6) Amendment. Chapter 2, Section 202 (General definitions) of the *I.F.C.* is amended by changing Group I, Institutional, Institutional Group I-4, day care facilities, first paragraph to read:

Institutional Group I-4, day care facilities. Institutional Group I-4 shall include buildings and structures occupied by more than five persons of any age including those related to the staff who receive custodial care

for less than 24 hours by persons other than parents or guardians; relatives by blood, marriage, or adoption; and in a place other than the home of the person cared for. This group shall include, but not be limited to, the following:

Adult day care

Child day care

(7) Amendment. Chapter 2, Section 202 (General definitions) of the *I.F.C.* is amended by changing Group I, Institutional, Institutional Group I-4, day care facilities, third to last paragraph to read:

Five or fewer occupants including those related to the staff receiving care in a dwelling unit. A facility such as the above within a dwelling unit and having five or fewer persons receiving custodial care shall be classified as a Group R-3 occupancy or shall comply with the International Residential Code.

2021 INTERNATIONAL FIRE CODE

CHAPTER 9

(8) Addition. A new sentence is added to the end of Chapter 9, Section 901.1 (Scope) of the *I.F.C.* to read as follows:

The use of a firewall does not establish a separate building for purposes of this chapter.

(9) Amendment. Chapter 9, Section 903.2 (Where required) of the *I.F.C.* is amended to read as follows:

903.2 Where required. Approved automatic sprinkler systems in new buildings and structures shall be provided in locations described in this section.

903.2.1 New buildings. All new buildings, when the ground floor area exceeds four thousand gross square feet or when aggregate floor area under any single roof exceeds eight thousand gross square feet.

903.2.2 All buildings. All buildings to which structures or additions are added or attached when: (a) the gross aggregate floor area of the new structure or addition is equal to at least twenty percent of the gross ground-floor area of the existing building; and (b) the gross ground-floor area of the existing building and the ground-floor area of the new structure or addition when added together exceed four thousand square feet, or the gross aggregate floor area under one roof system exceeds eight thousand gross square feet.

The use of a firewall does not establish a separate building for purposes of this chapter.

(10) Amendment. Chapter 9, Section 903.2.3 (Group E) of the *I.F.C.* is amended to read as follows:

903.2.3 Group E. An automatic sprinkler system must be provided throughout all buildings with Group E occupancies. The use of a firewall or other barrier does not establish a separate building or fire area for purposes of this section.

Exception: Buildings with Group E occupancies having an occupant load of 49 or less.

a. An automatic sprinkler system must also be provided for every portion of educational buildings below the level of exit discharge.

b. Home day care uses that care for more than five persons between the hours of 10:00 p.m. and 6:00 a.m. must be equipped with a monitored fire alarm system installed in accordance with Section 907.2.6.2. or an equivalent system approved by the building official.

(11) Amendment. Chapter 9, Section 903.2.8.1 (Group R-3) of the *I.F.C.* is amended by adding exceptions as follows:

Exception 1: R-3 occupancies separated from attached occupancies by an approved 2-hour fire separation of walls and floor-ceiling assemblies and is equipped with a monitored fire alarm.

Exception 2: R-3 occupancies in detached structures.

(12) Addition. A new Section 903.2.8.5 is added to Chapter 9, Section 903.2.8 (Group R) of the *I.F.C.* to read as follows:

903.2.8.5 Group R-1. Health clinics with transient quarters may utilize an N.F.P.A. 13R sprinkler system throughout the building; a two-hour firewall may be utilized to separate the building in accordance with 903.1.1.3 in the sleeping quarters.

Rental cabins occupied for less than 30 days with potable water will be considered R-1 and will be required to follow this section.

(13) Addition. A new Section 903.2.8.6 is added to Chapter 9, Section 903.2.8 (Group R) of the *I.F.C.* to read as follows:

903.2.8.6 Group R-2. An automatic sprinkler system or a residential sprinkler system installed in accordance with Section 903.3.1.2 must be provided throughout all buildings with a Group R-2 fire area that are more than two stories in height, including basements, or that have more than four dwelling units or 16 sleeping units.

(14) Amendment. Chapter 9, Section 903.3.5 (Water supplies) of the *I.F.C.* is amended to read as follows:

Water supplies for automatic sprinkler systems shall comply with this section and the standards referenced in Section 903.3.1. The potable water supply for all new and existing automatic sprinkler systems shall be protected against backflow in accordance with the requirements of this section and the Uniform Plumbing Code adopted in section 19.14.010 of the city code. For connections to public waterworks systems, the water supply test used for design of fire protection systems shall be adjusted to account for seasonal and daily

pressure fluctuations based on information from the water supply authority and as approved by the fire code official.

(15) Deletion. Chapter 9, Section 906.1 (Where required) of the *I.F.C.* is amended by deleting the exception in subparagraph 1.

(16) Deletion and Addition. Chapter 9, Section 907.2.1 (Group A) of the *I.F.C.* is amended by deleting the exceptions and adding a new sentence to the end of the first paragraph to read as follows:

A manual fire alarm system shall be installed in Group A-2 occupancies with an occupant load of 100 or more.

(17) Deletion. Section 907.2.3 is amended by eliminating Exceptions 1 and 3.

(18) Addition. A new paragraph is added to Chapter 9, Section 907.2.3 (Group E) of the *I.F.C.* to read as follows:

Rooms used for sleeping or napping purposes within a day care use of a Group E occupancy must be provided with smoke alarms that comply with Section 907.2.11.2. ``

(19) Deletion. Chapter 9, Section 907.2.3 (Group E) of the *I.F.C.* is amended by deleting Exception 3.

(20) Deletion. Chapter 9, Section 907.2.4 (Group F) of the *I.F.C.* is amended by deleting the exception.

(21) Deletion. Chapter 9, Section 907.2.6.1 (Group I-1) of the *I.F.C.* is amended by deleting Exception 1.

(22) Deletion. Chapter 9, Section 907.2.7 (Group M) of the *I.F.C.* is amended by deleting Exception 2.

(23) Deletion. Chapter 9, Section 907.2.8.1 (Manual fire alarm system) of the *I.F.C.* is amended by deleting Exception 2.

(24) Deletion. Chapter 9, Section 907.2.9.1 (Manual fire alarm system) of the *I.F.C.* is amended by deleting Exception 2.

(25) Amendment. Chapter 9, Section 912.6 (Backflow protection) of the *I.F.C.* is amended to read as follows:

912.6 Backflow protection. The potable water supply to all new existing automatic sprinkler and standpipe systems shall be protected against backflow as required by the Uniform Plumbing Code adopted in section 19.14.010 of the city code. Where such devices are retrofitted for an existing fire protection system, the hydraulics of the design shall be checked

to verify that there will be sufficient water pressure available for satisfactory operation of the fire sprinklers.

2021 INTERNATIONAL FIRE CODE

CHAPTER 10

(26) Addition. An exception is added to Chapter 10, Section 1006.3.4 (Single Exits) of the *I.F.C.* to read as follows:

Exception: Basements or the first level below the first story in all occupancies except Group R-3 occupancies used exclusively for the service of the building, may have access to only one exit. Any other use of the basement or first level below the first story must have at least two exits arranged as described in Section 1007.1.1. For purposes of this paragraph storage rooms, laundry rooms, maintenance offices, and similar uses may not be considered as providing service to the building.

(27) Addition. A new sentence is added to Chapter 10, Section 1011.7.2 (Outdoor conditions) of the *I.F.C.* to read as follows:

1011.7.2 Outdoor conditions. Outdoor stairways and outdoor approaches to stairways shall be designed so that water will not accumulate on walking surfaces in occupancies other than Group R-3 and Group U occupancies that are accessory to Group R-3 occupancies, surfaces and landings which are part of exterior stairs in climates with snow or ice shall be designed to minimize the accumulation of the snow or ice.

(28) Addition. A new sentence is added to Chapter 10, Section 1012.7.2 (Outdoor conditions) of the *I.F.C.* to read as follows:

1012.7.2 Outdoor conditions. Outdoor ramps and outdoor approaches to ramps shall be designed so that water will not accumulate on walking surfaces in occupancies other than Group R-3 and Group U occupancies that are accessory to Group R-3 occupancies, surfaces and landings which are part of exterior ramps in climates with snow or ice shall be designed to minimize the accumulation of the snow or ice.

(29) Addition. A new sentence is added to Chapter 10, Section 1019.1 (General) of the *I.F.C.* to read as follows:

Exterior exit balconies shall be designed to minimize accumulation of snow or ice that impedes the means of egress.

(30) Deletion. Chapter 10, Section 1031.2 (General) of the *I.F.C.* is amended by deleting Exception 1.

2021 INTERNATIONAL FIRE CODE

CHAPTER 56

(31) Amendment. The first paragraph of Chapter 56, Section 5601.1 (Scope) of the *I.F.C.* is amended to read as follows:

5601.1 Scope. The provisions of this chapter and AS [18.72](#) shall govern the possession, manufacture, storage, handling, sale and use of explosives, explosive materials, fireworks and small arms ammunition.

(32) Amendment. Section 5601.2.4 (Financial responsibility) of the *I.F.C.* is amended to read as follows:

5601.2.4 Financial responsibility. Before a permit is issued, as required by Section 5601.2 (Permit required), the applicant shall file with the jurisdiction a corporate surety bond (for blasting operations) in the principal sum of a minimum of \$1,000,000 or a public liability insurance policy for the same amount, for the purpose of the payment of all damages to persons or property which arise from, or are caused by, the conduct of any act authorized by the permit upon which any judicial judgment results. The fire code official is authorized to specify a greater or lesser amount when in his or her opinion, conditions at the locations of use indicated a greater or lesser amount is required. Government entities shall be exempt from this bond requirement.

(33) Addition. A new second paragraph is added to Section 5607.3 (Blasting in congested areas) of the *I.F.C.* to read as follows:

The police department, fire department, all occupancies within 300 feet, and the local emergency planning committee shall be notified 48 hours in advance, not including Saturdays, Sundays, and holidays.

(34) Amendment. Section 5607.5 (Utility notification) of the *I.F.C.* is amended to read as follows:

5607.5 Utility notification. Whenever blasting is being conducted in the vicinity of utility infrastructure or rights-of-way, the blaster shall notify the appropriate representatives of the

utilities at least 48 hours in advance of blasting, not including Saturdays, Sundays, and holidays, specifying the location and intended time of such blasting. Verbal notices shall be confirmed with written notice.

(35) Addition. A new Appendix O is added to the 2021 *I.F.C.* to read as follows:

2021 INTERNATIONAL FIRE CODE

Appendix O

Fire Status Reporting

O101 Scope. All contractors who service, test, install or maintain fire protection systems within the City of Ketchikan shall enroll in and use the approved single-point repository service to file records of all system inspections, tests, and maintenance required by the state and city standards. This repository service is maintained and provided to the Fire Marshal through a third party inspection reporting system. Fees, as applicable, will be paid directly by the contractor to the approved single-point repository service vendor.

Exception: Industrial occupancies with a fire system preventive maintenance program approved by the Division of Fire and Life Safety. O102 Status 1, systems out of service or Major Deficiencies shall be reported to the repository service.

O102.1 Corrective action time. Status 1 reports shall be repaired immediately.

O102.1.1 For example but not limited to:

O102.1.1.1 Fire sprinkler or water based systems:

1. Non-working flow/pressure switches;
2. Damage to fire department connections;
3. No water to system;
4. Frozen or otherwise damaged system.

O102.1.1.2 Fire pumps:

1. Non-working fire pumps;
2. Fire pump controls not working or malfunctioning.

O102.1.1.3 Fire alarm systems (detection and alarm):

1. Non-working fire alarm panel;
2. Malfunctioning fire alarm panel;
3. Audio and visual devices not working entire loop;
4. Detection not working entire detection loop;
5. Loss of programming.

O102.1.1.4 Kitchen hood fire systems:

1. System cylinder is not charged or leaking;
2. Appliance not properly covered due to rearrangement of appliances;
3. Plugged discharge nozzles;
4. Automatic detection not functional;
5. Gas or electric not shutting down.

O102.1.1.5 Clean agent or special hazard system:

1. System cylinder is not charged or leaking;
2. Releasing panel not functional.

O103 Status 2, Critical deficiency reports. Systems that have Status 2 critical deficiency reports shall be provided to the repository service within 7 days.

O103.1 Corrective action time. Status 2 systems shall be repaired within 14 days.

O103.1.1 For example but not limited to:

O103.1.1.1 Fire sprinkler or water based system:

1. Five or more painted sprinkler heads in a concentrated area or more than 10 in a facility;
2. Change of use that will affect the performance of the sprinkler system;

3. Low water pressure;
4. Any other major problem that will affect the performance;
5. No monitoring on required systems.

O103.1.1.2 Fire pumps:

1. Low fuel;
2. Pump packing leaking beyond specifications;
3. Fire pump room below 40 degrees;
4. Fire pump not meeting its rated discharge pressure or GPM flow over a 10 percent difference;
5. Any other major problem that will affect the performance.

O103.1.1.3 Fire alarm systems (detection and alarm):

1. Batteries overdue for replacement;
2. No monitoring on required system;
3. Audio and visual devices not working – up to three devices, over three devices Status 1;
4. Detection not working – up to three devices, over three devices Status 1;
5. Any other major problem that will affect the performance.

O103.1.1.4 Kitchen hood fire systems:

1. Hood and ducts with heavy grease buildup;
2. Any other major problems that will affect the performance.

O104 Status 3, Minor deficiency reports. Minor deficiency reports shall be provided to the repository service within 14 days. These deficiencies will not affect performance of the system.

O104.1 Corrective action time. Status 3 systems shall be repaired within 30 days.

O105 Status 4, No deficiencies. Systems with no deficiencies shall be provided to the repository service within 30 days.

O105.1 System service reports. System service reports shall have the following information on them:

1. Inspection company name shall be printed on all reports with address and phone number;
2. Inspector's first and last name shall be printed with State of Alaska fire systems permit number;
3. Inspector's telephone number, office and cell telephone numbers, if available;
4. Deficiencies shall be typed or written and shall be printed text. No cursive or longhand handwriting is acceptable. Reports shall be written with a minimum line spacing of a 3/8 inch per line;
5. All reports shall have building name, occupancy inspected, and address clearly identified on the first page, and all subsequent pages shall have the building name and date of inspection the top of the page;
6. All reports shall have the building contact person's name with telephone number on the front page;
7. Deficiency write-ups must include the code citation that is in violation and a description of the problem.

Items having minor deficiencies shall be reported to the repository service within 30 days. Reports of systems out of service or those with major deficiencies shall be reported electronically or by personal delivery to the City of Ketchikan Fire Marshal's Office. All references to Alaska Statutes (AS) and Alaska Administrative Code (AAC) also refer to the statutes and codes as they may hereinafter be amended by the State of Alaska with all such future amendments automatically adopted herein by reference.

18.04.020 Board of appeals.

The membership, and the terms of the members, of the board of appeals are as established and provided for in Appendix A of the 2021 International Fire Code as adopted by the city except that the sections set forth below are amended to read as follows:

A101.3 Membership of Board. The board shall consist of five voting members appointed by the mayor as the chief appointing authority of the jurisdiction with the consent of the city council. Each member shall serve for three years or until a successor has been appointed. Upon appointment the board members shall determine the length of term by lot so that the terms of the two members shall be three years, the term of two members shall be two years and the term of one member shall be one year, resulting in staggered terms for members

subsequently appointed. Members may serve successive terms. The fire code official shall be an ex officio member of said board and serve as secretary but shall not vote on any matter before the board.

A101.3.5 Record. A record or a recording before the board shall be made by tape recording or any other means of permanent records deemed appropriate by the board.”

Section 2: Amendment. Section 18.08.010 of the Ketchikan Municipal Code, entitled “Definitions,” is hereby amended to read as follows:

“18.08.010 Definitions. Whenever “corporation counsel” is used in the ~~[2012]~~ **2021** International Fire Code, and the International Building Code, it means the city attorney of the city of Ketchikan.

Whenever “municipality” is used in the Fire Prevention Code, it means the city of Ketchikan, Alaska.”

Section 3: Amendment. Section 18.08.030 of the Ketchikan Municipal Code, entitled “Enforcement,” is hereby amended to read as follows:

“18.08.030 Enforcement. The ~~[2012]~~ **2021** International Fire Code shall be enforced by either or both the fire department or the public works department. The city manager shall appoint the fire marshal and designate persons responsible for enforcement. Whenever the phrase “chief of the bureau of fire prevention” is mentioned in the ~~[2012]~~ **2021** International Fire Code, it means the fire marshal.”

Section 4: Amendment. Section 18.08.040 of the Ketchikan Municipal Code, entitled “Interpretation,” is hereby amended to read as follows:

“18.08.040 Interpretation. In the event of any inconsistencies or conflicts between the ordinances as codified in the Ketchikan Municipal Code, the ~~[2012]~~ **2021** International Fire Code or the International Building Code, the provisions shall be controlling in the following descending order:

1. Ketchikan Municipal Code;
2. ~~[2012]~~ **2021** International Fire code with Appendices A, B, C, D, E, F, G, I, J, K with all codes and standards referenced in said code and Appendices;
3. ~~[2012]~~ **2021** International Building Code;

4. Nationally recognized codes, standards and references.”

Section 5: Amendment. Chapter 18.12 of Ketchikan Municipal Code entitled “Permits and Licenses” is hereby amended to read as follows:

“18.12.010 Fees–Exemptions–Inspections. (a) Fees for inspections, [and] permits, licenses **and other services** required by the fire prevention code shall be as listed on the **following** fee schedule and payable prior to starting the permitted function or in case of annual permits and licenses each year before January 31, **except that charges for Emergency Response and False Alarm Response shall be paid within 30 days of billing.**

Inspection {Type}	Fee
First fire inspection	\$0
First reinspection	\$50
Additional re-inspections	\$100
Change of use inspection	\$50
Seasonal business inspection Required prior to opening	\$(150) 200
<u>Short-Term Rental Properties on Hosting Platform</u>	<u>Fee</u>
<u>New short-term rental property inspection</u>	<u>\$200</u>
<u>Short-term rental property inspection</u>	<u>\$50</u>
State Required Inspections	<u>Fee</u>
Liquor license/ <u>Marijuana License</u>	<u>\$50</u>

Day care up to 6 children	\$ <u>50</u>
Day care 6 children or over	\$ <u>100</u>
Inspection [Type]	<u>Fee</u>
Detention facilities	\$ <u>50</u>
Adult care facilities up to 8 beds	\$ <u>50</u>
Adult care facilities over 8 beds	\$ <u>100</u>
Group homes	\$ <u>50</u>
Boarding/lodging/rooming houses	\$ <u>50</u>
Residential occupancies including apartments over 3 units, hotel/motel	\$ <u>50</u> first floor
High rise buildings (buildings over 3 floors)	\$[0] 25 each additional floor below or above grade
Permits	<u>Fee</u>
Operational and construction fire code permits	\$100
Burn permit	\$0
Special events (trade show, sporting events, carnivals, concerts)	\$50
Emergency Services	<u>Fee</u>

Standby request by private companies, developers, industry, other than emergency response (per vehicle per hour)	\$250
Emergency response to hazardous materials (per vehicle per hour) not including cleanup costs	\$250
Hazardous material response costs	Fully burdened
False Alarm Response	<u>Fee</u>
Each false fire alarm after 1 in a 6-month period	\$500
[Each false medical alarm after 1 in a 6-month period] <u>Nuisance alarms, including automatic alarms (more than three (3) false alarms per month)</u>	\$250

(b) Permits and licenses must be kept on the premises designated therein, and shall at all times be subject to inspection by any officer of the fire or police department.

Section 18.12.015 Mandatory fire inspections and certificates of occupancy.

(a) Fire inspections shall be mandatory in all required occupancies at regularly scheduled intervals;

(b) Fire inspections shall occur prior to business operations commencing in:

- (1) All occupancies that are relocating;
- (2) All occupancies closed for 120 consecutive days or greater; and
- (3) All new business or commercial occupancies;

(c) Certificate of compliance shall be required from the Ketchikan fire department for all occupancies. **Certificate of compliance shall be contingent on:**

(1) Satisfactory completion of all required city inspections with no outstanding violations;

(2) Payment of any and all outstanding fees, taxes, or any other money owed to the city or Ketchikan Gateway Borough;

(d) Short-term rentals shall be required to have New Occupancy Fire inspection prior to occupancy, and every two years thereafter. For short-term rental properties listed by a hosting platform such as Airbnb, VRBO and others that facilitate short-term room rental transactions by connecting potential hosts and guests while also collecting money from guests, the hosting platform shall be responsible for the initial and biannual inspections and associated fees.

~~[This section shall not apply to those R-3 occupancies which are not required to have a sprinkler system.]~~

Section 6: Amendment. Section 18.12.020 of the Ketchikan Municipal Code, entitled “New materials, processes or occupancies which may require permits,” is hereby amended to read as follows:

“18.12.020 New materials, processes or occupancies which may require permits. The city manager, the chief of the fire department, and the fire marshal shall act as a committee to determine and specify, after giving affected persons an opportunity to be heard, any new materials, processes, or occupancies, which shall require permits, in addition to those now enumerated in the [2012] **2021** International Building Code and the [2012] **2021** International Fire Code. The fire marshal shall post such list in a conspicuous place in his office and distribute copies thereof to interested persons.”

Section 7: Amendment. Section 18.16.010 of the Ketchikan Municipal Code, entitled “Flammable liquid and bulk plant limits established,” is hereby amended to read as follows:

“18.16.010 Flammable liquid and bulk plant limits established. (a) The storage of flammable liquids (solids, liquids, gases, liquified nature gases, liquified petroleum gases) in outside aboveground tanks is prohibited, and the limits in which new bulk plants for flammable liquids are prohibited as referenced in [2012] **2021** International Fire Code Section 3401.2 and 3404.2, are established as all of the area included in the city as of or after the effective date of the ordinance

codified in this section, except for that area which is included within and bounded by the following boundaries:

Parcel 1

That certain parcel identified as U.S. Mineral Survey No. 550, Tract D and more particularly described as follows: Beginning at the north corner of Tract D Tidelands Addition to Mineral Survey No. 550 as shown on sheet 19 of the plat indexed in Vol. 1 Plats of 107 filed in the Ketchikan Recording District on February 28, 1964; thence N 33° 28' E a distance of 180.36 feet to a point on the southerly right-of-boundary of Stedman Street; thence S 49° 55' 30" E a distance of 201.35 feet along said Stedman Street boundary; thence S 33° 28' W a distance of 409.44 feet; thence N 49° 21' 13" W a distance of 201.59 feet; thence N 33° 28' E a distance 227.06 feet to the point of beginning.

Parcel 2

That certain parcel identified as U. S. Survey 1381, Tract B2-A as shown on Plat #86-24 recorded in the Ketchikan Recording District on April 3, 1986.

Parcel 3

That certain parcel identified as U.S. Survey No.1100 (Amended) and more particularly described as follows: Beginning at Cor 1 MC of the Tidelands Addition to U.S. Survey No. 1100 as shown on sheet 20 of the plat indexed in Vol. 1 Plats of 107 filed in the Ketchikan Recording District on February 28, 1964; thence N 33° 28' E a distance 195.00 feet to a point on the southerly right-of-boundary of Stedman Street; thence southeasterly along the southerly right-of-boundary of Stedman Street to the easternmost corner of U.S. Survey No. 1100 (Amended); thence S 46° 06' W a distance of 515.47 feet to a point on the combined bulkhead and pierhead line; thence continuing along said bulkhead and pierhead line, N 21° 00' 38" W a distance of 154.02 feet; thence continuing along said bulkhead and pierhead line, N 49° 21' 13" W a distance of 471.44 feet; thence N 40° 38' 47" E a distance 224.30 feet to the point of beginning.

Parcel 4

That certain parcel identified as Tract 1007, Lot 3A as shown on Plat #2003-10 recorded in the Ketchikan Recording District on April 8, 2003.

Parcel 5

That certain parcel comprised of ATS 32 and USS 1832, Block 3A, Lot 2 more particularly described as follows: Beginning at Corner No. 5, M.C. of U. S. Survey 1832, thence along the meander line of said U. S. Survey 1832 N 40° 15' W a distance of 376.96 feet to Corner 1 of ATS 32 this point being the true point of beginning; thence S 50° 31' W a distance of 200.53 feet to Corner 5 of ATS 32; thence N 39° 29' W a distance of 280.00 feet to Corner 4 of ATS 32; thence N 50° 31' E a distance of 200.00 feet to Corner 3 of ATS 32; this point also being the northwesterly corner of Lot 2, Block 3A, U.S. Survey 1832; thence continuing N 50° 31'E along the northwesterly lot line of said Lot 2 to its point of intersection with the southerly right-of-way boundary of Shoreline Drive; thence southeasterly along this right-of-way boundary to its point of intersection with the southeasterly lot line of Lot 2; thence S 50° 31' W to Corner 1 of ATS 32, the true point of beginning.”

Section 8: Amendment. Section 18.20.010 of the Ketchikan Municipal Code, entitled “Flammable liquid and bulk plant limits established,” is hereby amended to read as follows:

“18.20.010 Right to appeal. Whenever the chief of the fire department disapproves an application or refuses to grant a license or permit, or whenever it is claimed that the provisions of the code do not apply or that the true intent and meaning of the code have been misconstrued or wrongly interpreted, the applicant may appeal from the decision of the chief of the fire department to the board of appeals within [3] 20 days from the date of the decision of the chief, and the decision of the board shall be final.”

Section 9: Amendment. Subsection (a) of Section 18.24.010 of the Ketchikan Municipal Code, entitled “Designated,” is hereby amended to read as follows:

“18.24.010 [~~Designated~~] **Violation of International Fire Code**. (a) Any person, firm, or corporation who violates any of the provisions of the [~~2012~~] **2021** International Building Code or the [~~2012~~] **2021** International Fire Code adopted by this title or fails to comply therewith, or who violates or fails to comply with any order made thereunder, or who builds in violation of any detailed statement of specifications or plans submitted and approved thereunder, or any certificate or permit issued thereunder, and from which no appeal has been taken, or who fails to comply with such an order as affirmed or modified by the city council or by a court of competent jurisdiction, within the time fixed therein, shall severally for each and every such violation and noncompliance respectively, be guilty of a [~~misdemeanor~~] **violation**, punishable by a fine of not to

exceed three hundred dollars. The imposition of one penalty for any violation shall not excuse the violation or permit it to continue; and all such persons shall be required to correct or remedy such violations or defects within a reasonable time; and when not otherwise specified, each ten days that prohibited conditions are maintained shall constitute a separate offense.”

Section 10: Amendment. Section 18.30.010 of the Ketchikan Municipal Code, entitled “Causing fire by careless conduct deemed misdemeanor,” is hereby amended to read as follows:

“18.30.010 Causing fire by careless conduct deemed ~~[misdemeanor]~~ **violation**. Whoever, by reason of careless or willful conduct in smoking or in the use of lighters or matches, sets fire to any bedding, carpet, curtains, drapes, furniture, household equipment or other goods or chattels or to any building is guilty of a ~~[misdemeanor]~~ **violation**. This chapter shall apply only to those places for which notice is required to be posted as set out in KMC [18.30.030](#).”

Section 11: Amendment. Section 18.30.040 of the Ketchikan Municipal Code, entitled “Violations a misdemeanor,” is hereby amended to read as follows:

“18.30.040 Violations ~~[a misdemeanor]~~. Any person, firm, copartnership or corporation violating any of the provisions of this chapter is guilty of a ~~[misdemeanor]~~ **violation** and upon conviction thereof shall be punished ~~[according to KMC [1.02.030](#)]~~ **by a fine not to exceed \$300.**”

Section 12: Amendment. Section 18.32.010 of the Ketchikan Municipal Code, entitled “Adoption,” is hereby amended to read as follows:

“18.32.010 Adoption. There is adopted by the council of the city rules and regulations to improve safety of the public by promoting the control of fire hazards, regulating installation, use and maintenance of equipment, the use of structures, premises and open areas, providing for the abatement of fire hazards, and setting forth standards for compliance to achieve these objectives, that certain code known as the ~~[2012]~~ **2021** International Fire Code, published annually and recommended by the National Fire Protection Association codes, standards, recommended practices and manuals developed by the technical committees of the association and processed in accordance with the National Fire Protection Association regulations governing technical committees, being particularly the current edition thereof.”

Section 13: Amendment. Section 18.36.010 of the Ketchikan Municipal Code, entitled “Amendment procedure,” is hereby amended to read as follows:

“18.36.010 Amendment procedure. Hereinafter and prior to the adoption of any other code or parts thereof, or amendments to same, the council directs the fire chief of the Ketchikan fire department to submit to the council at its first meeting after the then current calendar year, or at such other time as may be directed by the council, and annually thereafter, a report and his recommendations on all changes in the [~~2012~~] **2021** International Fire Code, or the [~~2012~~] **2021** International Building Codes, which have been adopted by the National Fire Protection Association and/or by the Western Fire Chief Association and the International Conference of Building Officials; and it shall be the duty of such officer to submit such reports. This procedure shall apply to all subsequent amendments of the fire regulations, [~~2012~~] **2021** International Building Code or the [~~2012~~] **2021** International Fire Code.”

Section 14: Amendment. Subsection 18.38.020(c)(3) of the Ketchikan Municipal Code, entitled “Automatic sprinkler systems,” is hereby amended to read as follows:

“(c)(3) An automatic sprinkler system or a residential sprinkler system installed in accordance with the [2012] **2021** International Fire Code, Section 903.3.1.2 must be provided throughout all buildings with a Group R-2 fire area that are more than two stories in height, including basements, or that have more than four dwelling units or 16 sleeping units.”

Section 15: Amendment. Section 18.30.100 of the Ketchikan Municipal Code, entitled “Penalty,” is hereby amended to read as follows:

18.39.100 Penalty. Any person who violates or fails to comply with any of the provisions of this chapter or any notice or order made pursuant thereto shall be guilty of a ~~[misdemeanor]~~ **violation**, and upon conviction thereof shall be punished by a fine of not more than \$300.00.

Section 16: Effective Date. This ordinance is effective one (1) month after its final passage and publication.

PASSED ON FIRST READING _____

FINAL PASSAGE _____

Robert Sivertsen, Mayor

ATTEST:

Kim L. Stanker

City Clerk

FYI: Bracketed language is intended to be removed from the existing ordinance, and underlined language in bold type is intended as an addition to the existing Ketchikan Municipal Code.

EFFECTIVE DATE:			
ROLL CALL	YEA	NAY	ABS
KISTLER			
ZENGE			
FINNEGAN			
COOSE			
GASS			
MAHTANI			
BRADBERRY			
MAYOR			