



# City of Prescott

## Building Safety Advisory & Appeals Board

September 4, 2025 | 9:00 AM  
201 N. Montezuma Street  
Council Chambers, 1st Floor  
Prescott, AZ 86301

### AGENDA

The following Agenda will be considered by the **Building Safety Advisory & Appeals Board** at their meeting to be held **September 4, 2025**. Notice of this meeting is given pursuant to Arizona Revised Statutes, Section 38-431.02.

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **DISCUSSION & ACTION ITEMS**
  - A. Approval of the July 24, 2025 Meeting Minutes  
**Recommended Action: MOVE to approve minutes as presented**
  - B. Presentation, Discussion & Possible Approval of Adoption of the 2024 Building Codes.  
**Recommended Action: MOVE to recommend approval of the 2024 Code Adoption**
4. **UPDATES**
5. **ADJOURNMENT**

Upon a public majority vote of a quorum of the Board, the Board may hold an executive session, which will not be open to the public, regarding any item listed on the agenda but only for the following purposes:

- (1) Discussion or consideration of personnel matters (A.R.S. §38-431.03(A)(1));
- (2) Discussion or consideration of records exempt by law (A.R.S. §38-431.03(A)(2));
- (3) Discussion or consultation for legal advice with the city's attorneys (A.R.S. §38-431.03(A)(3));
- (4) Discussion or consultation with the city's attorneys regarding the city's position regarding contracts that are the subject of negotiations, in pending or contemplated litigation, or in settlement discussions conducted in order to avoid litigation (A.R.S. § 38-431.03(A)(4));
- (5) Discussion or consultation with designated representatives of the city to consider its position and instruct its representatives regarding negotiations with employee organizations (A.R.S. §38-431.03(A)(5));
- (6) Discussion, consultation or consideration for negotiations by the city or its designated representatives with members of a tribal council, or its designated representatives, of an Indian reservation located within or adjacent to the city (A.R.S. §38-431.03(A)(6));

(7) Discussion or consultation with designated representatives of the city to consider its position and instruct its representatives regarding negotiations for the purchase, sale or lease of real property (A.R.S. §38-431.03(A)(7)).

### **CERTIFICATION OF POSTING OF NOTICE**

The undersigned hereby certifies that a copy of the foregoing notice was duly posted at Prescott City Hall on 8/27/25 at 4:30 p.m. in accordance with the statement filed by the Prescott City Council with the City Clerk.

*Sarah M. Thornhill*

---

Sarah M. Thornhill City Clerk



TO: MAYOR AND CITY COUNCIL  
AGENDA: September 4 Building Safety Advisory & Appeals Board  
DATE: September 4, 2025  
DEPT: Community Development  
ITEM #: 3.A  
SUBJECT: Approval of the July 24, 2025 Meeting Minutes

## ITEM SUMMARY

This item is for the approval of the July 24, 2025 meeting minutes. Staff recommends approval of the minutes as presented.

## BACKGROUND

None.

## FINANCIAL IMPACT

There is no fiscal impact associated with this item.

## RECOMMENDED ACTION

MOVE to approve minutes as presented

## ATTACHMENTS

1. July 24, 2025 Building Safety Advisory & Appeals Board Minutes



# City of Prescott Building Safety Advisory & Appeals Board

---

July 24, 2025 | 9:00 AM  
201 N. Montezuma Street  
Council Chambers, 1st Floor  
Prescott, AZ 86301

## MINUTES

### 1. CALL TO ORDER

Vice Chair Meads called the meeting to order at 9:04 a.m.

### 2. ROLL CALL

Larry Meads, Vice Chair  
Daniel Fairbank, Member  
Rick Kimery, Member  
Pierre Tibi, Member (Excused)  
Vacant Seat

### 3. DISCUSSION & ACTION ITEMS

A. Approval of the March 27, 2019 Building Safety Advisory & Appeals Board Minutes.

**MOTION BY MEMBER KIMERY TO APPROVE THE MINUTES AS PRESENTED;  
SECONDED BY MEMBER FAIRBANK: PASSED (3-0)**

B. Presentation & Discussion Regarding the 2024 Code Adoption.

Doug Stawarski City of Prescott Chief Building Official provided background related to the meeting, and informed the Board Members that the city adopts new code cycles every few years and that the Board will be reviewing the proposed changes to the current building codes. He added that once the Board approves of the changes, they will be forwarded to Council for their final approval.

Mr. Stawarski continued providing a presentation regarding the 2018 codes which the city is still operating under. He outlined the topics which will be reviewed and provided an overview of the proposed 2024 code adoptions. Staff have been meeting with nearby jurisdictions to learn how they have completed their code adoption process. Additionally, he provided an overview of the code adoption process highlighting the following:

- 1) 8 external committee meetings.
- 2) 7 internal advisory group meetings.

- 3) Upcoming community meetings hosted by the Yavapai County Contractors Association the first scheduled for August 20 and a second meeting scheduled at a later date.

Mr. Stawarski provided significant amendments of the International Residential Code (IRC). He stated the first amendment is the ground snow load and will be replaced by the ASCE 7 Hazard Tool with the 2024 code adoption.

Vice Chair Meads asked if the ASCE Hazard Tool is referenced in the IRC.

Mr. Stawarski confirmed.

Mr. Stawarski provided information related to new code adoptions and codes that will be removed from the existing code as follows:

- 1) Vapor Retarder shall be installed as required and be specified by the certified geotechnical engineer.
- 2) P2503.4 Building Sewer Testing and P2709.3 Shower Lining Testing to be removed.
- 3) G2408.7 Future Gas Stub Requirements to be an addition.
- 4) P2603.5.2 Water in Attics to keep pipes from freezing is an existing amendment to be kept.
- 5) E3901.4.3 Receptacle Outlet Locations to be a new code amendment.
- 6) E3902.2 Garage and Accessory Building Receptacles – Exception: a dedicated 15-20 amp simplex receptacle serving a refrigerator or freezer is not required to be GFCI protected.

Vice Chair Meads asked if Board Members can call or schedule appointments to meet with staff and discuss changes.

Mr. Stawarski confirmed.

#### **4. STAFF UPDATES**

None.

#### **5. ADJOURNMENT**

There being no further business to discuss, Vice Chair Meads adjourned the meeting at 9:26 a.m.

---

Larry Meads, Vice Chair (Acting as Chair)

---

Jacob Lund, Board Secretary



TO: MAYOR AND CITY COUNCIL  
AGENDA: September 4 Building Safety Advisory & Appeals Board  
DATE: September 4, 2025  
DEPT: Community Development  
ITEM #: 3.B  
SUBJECT: Presentation, Discussion & Possible Approval of Adoption of the 2024 Building Codes.

## ITEM SUMMARY

This item is for the potential adoption of the 2024 codes which will bring the City of Prescott up to the latest standards and practices. In addition, we have streamlined our amendments to the codes resulting in amendments that align with regional best practices and overall regulatory compliance. The 2024 Code editions under consideration are the International Building Code, the International Residential Code, International Plumbing Code, International Mechanical Code, International Existing Building Code, and the International Fuel-Gas Code. The 2023 National Electrical Code is also included. The 2012 International Energy Code will not be updated.

## BACKGROUND

The City of Prescott historically adopts the current editions of the various building codes every six years. The City of Prescott adopted the 2018 codes in June 2019. Various codes are updated and published every three years. This code adoption was a multi-jurisdictional effort to create consistency and uniformity across our region and the following jurisdictions participated: Prescott Valley, Yavapai County, Sedona, Dewey-Humboldt, Cottonwood, and Chino Valley.

## FINANCIAL IMPACT

There is no fiscal impact associated with this item.

## RECOMMENDED ACTION

MOVE to recommend approval of the 2024 Code Adoption

## ATTACHMENTS

1. 2024 Code Updates Resolution and Ordinances
2. 2024 Code Adoption Presentation

**ORDINANCE NO. 2025-**

**AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE CITY OF PRESCOTT, YAVAPAI COUNTY, ARIZONA, AMENDING TITLE III, CHAPTER 1 OF THE CITY CODE OF THE CITY OF PRESCOTT ENTITLED “INTERNATIONAL BUILDING CODE” BY REPEALING SECTIONS 3-1-1 AND 3-1-2 AND ADOPTING NEW SECTIONS 3-1-1 AND 3-1-2, ADOPTING THAT CERTAIN DOCUMENT ENTITLED “INTERNATIONAL BUILDING CODE”, WHICH WAS MADE A PUBLIC RECORD BY RESOLUTION NO. 2025- ; PROVIDING A SEVERANCE CLAUSE; AND PROVIDING PENALTIES THEREIN**

**RECITALS:**

WHEREAS, the City of Prescott wishes to adopt the *“International Building Code, 2024 Edition”*, including Appendix G, as published by the International Code Council, and certain local amendments thereto, in the interests of the health, safety and welfare of the citizens of Prescott; and

WHEREAS, **Resolution 2025-** establishes *“International Building Code”*, which contains the *“International Building Code, 2024 Edition”*, including Appendix G, as published by the International Code Council and certain local amendments thereto, as a public record; and, whereas that document is intended to be adopted by this Ordinance; and

WHEREAS, due to the City of Prescott’s unique climate, terrain and location, certain amendments to the *“International Building Code, 2024 Edition”*, including Appendix G, as published by the International Code Council will be required.

**ENACTMENTS:**

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF PRESCOTT AS FOLLOWS:

SECTION 1. That certain document entitled *“International Building Code”*, which document amends and supersedes certain designated sections of the *“International Building Code, 2024 Edition”*, including Appendix G, as published by the International Code Council and was made a public record by **Resolution No. 2025-** is hereby adopted by this reference and amends and replaces the existing Chapter and Sections 3-1-1 and 3-1-2 of the Prescott City Code.

SECTION 2. The City of Prescott specifically and expressly finds and declares that the nature and uniqueness of the climate, terrain, and location does necessitate and demand specific amendments to the *“International Building Code, 2024 Edition”*, including Appendix G, as published by the International Code Council, which local amendments are stated in the *“International Building Code”*, contained in Exhibit A to that public record

adopted by reference through **Resolution No. 2025-** [REDACTED].

SECTION 3. SEVERANCE CLAUSE: The provisions of this Ordinance and the Codes it incorporates are hereby declared to be severable; and, if any section, sentence, clause or phrase of this Ordinance or the Codes that it incorporates shall, for any reason, be held to be invalid or unconstitutional, such decisions shall not affect the validity of the remaining sections, sentences, clauses and phrases of this Ordinance and the Code it incorporates, but they shall remain in effect, it being the legislative intent that this Ordinance and the Code it incorporates shall stand notwithstanding the invalidity of any part thereof.

SECTION 4. PENALTY-CRIMINAL: Any person who violates any provision of this Ordinance or the Codes adopted pursuant to this Ordinance may be guilty of a misdemeanor and, upon conviction thereof, shall be punished as provided in Section 1-03-1 of the Prescott City Code, by a fine not exceeding two thousand five hundred dollars (\$2,500.00) or by imprisonment for not more than six months, or by both such fine and imprisonment, at the discretion of the City judge. Each and every day any such violation continues shall be deemed and considered a separate offense.

SECTION 5. PENALTY-CIVIL: Upon conviction, any person who violates any provision of this Ordinance thereof may be punished as provided in Section 1-3-1 and Section 1-3-2 of the Prescott City Code and subject to a civil penalty. Each and every day any such violation continues shall be deemed and considered a separate offense.

SECTION 6. EFFECTIVE DATE: This Ordinance shall become effective for permits applied on or after [REDACTED].

**PASSED and ADOPTED** by the Mayor and Council of the City of Prescott, Arizona, on this [REDACTED] day of [REDACTED], 2025.

\_\_\_\_\_  
PHILIP R. GOODE, Mayor

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
SARAH M. THORNHILL, City Clerk

\_\_\_\_\_  
JOSEPH D. YOUNG, City Attorney

CERTIFICATION OF RECORDING OFFICER

STATE OF ARIZONA )  
County of Yavapai ) ss.

I, the undersigned Sarah M. Thornhill, being the duly appointed, qualified City Clerk of the City of Prescott, Yavapai County, Arizona, certify that the foregoing **Resolution No. 2025- [REDACTED]** is a true, correct and accurate copy of **Resolution No. 2025- [REDACTED]**, passed and adopted at a Voting Meeting of the Council of the City of Prescott, Yavapai County, Arizona, held on the \_\_\_ day of July 2025, at which a quorum was present and, by a \_\_\_\_\_ vote, \_\_\_\_\_ voted in favor of said resolution.

Given under my hand and sealed this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

Seal \_\_\_\_\_

Appeals Board

RESOLUTION NO. 2025- [REDACTED]

A RESOLUTION OF THE MAYOR AND COUNCIL OF THE CITY OF PRESCOTT, YAVAPAI COUNTY, ARIZONA, ADOPTING THAT CERTAIN DOCUMENT ENTITLED “INTERNATIONAL BUILDING CODE”, INCLUDING APPENDIX G, AS A PUBLIC RECORD, WHICH DOCUMENT REPLACES AND AMENDS CHAPTERS 3-1-1 (“ADOPTION OF THE INTERNATIONAL BUILDING CODE”) AND 3-1-2 (“AMENDMENTS”) AND DIRECTING THE CITY CLERK TO RETAIN THREE COPIES THEREOF ON FILE.

RECITALS:

WHEREAS, the City of Prescott adopted by reference that certain document entitled “International Building Code, 2024 Edition”, including Appendix G, as published by the International Code Council, as a public record by Ordinance 2025- [REDACTED].

WHEREAS, the City of Prescott wishes to adopt that certain document entitled “International Building Code” attached hereto and made a part hereof as Exhibit “A”. Which document replaces and amends the Prescott City Code Chapter 3-1-1 “ADOPTION OF THE INTERNATIONAL BUILDING”; and 3-1-2 “AMENDMENTS”

WHEREAS, The City Clerk is directed to maintain three (3) copies of the above-referenced public document on file at all times for inspection by the public

ENACTMENTS:

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE CITY OF PRESCOTT AS FOLLOWS:

SECTION 1. THAT, certain document entitled “International Building Code, 2024 Edition”, including Appendix G, as published by the International Code Council is hereby declared to be a public record.

SECTION 2. THAT, certain document entitled “International Building Code” attached hereto and made a part hereof as Exhibit “A”. Which document replaces and amends the Prescott City Code Chapter 3-1-1 “ADOPTION OF THE INTERNATIONAL BUILDING CODE” and 3-1-2 “AMENDMENTS” is hereby declared to be a public record.

SECTION 3. THAT, the City Clerk is hereby directed to maintain three (3) copies of the above-referenced public document on file at all times for inspection by the public.

PASSED, APPROVED and ADOPTED by the Mayor and Council of the City of Prescott, Arizona, this \_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
PHILIP R. GOODE, Mayor

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
SARAH M. THORNHILL , City Clerk

\_\_\_\_\_  
JOSEPH D. YOUNG, City Attorney

CERTIFICATION OF RECORDING OFFICER

STATE OF ARIZONA )  
County of Yavapai ) ss.

I, the undersigned Sarah M. Thornhill, being the duly appointed, qualified City Clerk of the City of Prescott, Yavapai County, Arizona, certify that the foregoing **Resolution No. 2025-** [redacted] is a true, correct and accurate copy of **Resolution No. 2025-** [redacted], passed and adopted at a Voting Meeting of the Council of the City of Prescott, Yavapai County, Arizona, held on the \_\_\_ day of July 2025, at which a quorum was present and, by a \_\_\_\_\_ vote, \_\_\_\_\_ voted in favor of said resolution.

Given under my hand and sealed this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

Seal

\_\_\_\_\_

**EXHIBIT “A”**

Chapter 3-1 shall now be referred to as: “*International Building Code*”.

Chapter 3-1-1 of the Prescott City Code is repealed and replaced as follows:

“3:1-1: ADOPTION OF THE INTERNATIONAL BUILDING CODE:

There is hereby adopted by reference, that certain document known as the “*International Building Code, 2024 Edition*”, including Appendix G, as published by the International Code Council. Said document is hereby amended and adopted as The “*International Building Code*” for regulating and governing the conditions and maintenance of all property, buildings and structures; by providing the standards for supplied utilities and facilities and other physical things and conditions essential to ensure that structures are safe, sanitary and fit for occupation and use; and the condemnation of buildings and structures unfit for human occupancy and use and the demolition of such structures as herein provided; providing for the issuance of permits and collection of fees therefore; and each and all regulations, provisions, penalties, conditions, and terms of the various Technical codes and Ordinances. Providing procedures for enforcement thereof; providing the severability of each and all conditions and terms of the “*International Building Code*” are hereby referred to, adopted, and made as part hereof as set forth herein, excepting such portions as are herein deleted, modified or amended.

*Chapter 3-1-2 of the Prescott City Code is repealed and replaced with the following:*

“3-1-2: AMENDMENTS:

**PART 1 - SCOPE AND ADMINISTRATION**

**SECTION 101 – SCOPE AND GENERAL REQUIREMENTS**

**SECTION 101.1 – Title**, is deleted in its entirety and revised to read as follows:

**101.1 - Title.** These regulations shall be known as the “*International Building Code*”, herein referred to as “this Code”

**SECTION 101.4.10 – Electrical** is hereby added as a new section to read as follows:

**101.4.10 – Electrical.** The provisions of the 2023 Edition of the “National Electrical Code” shall apply to the installation of electrical systems, including alterations, repairs, replacement, equipment, appliances, fixtures, fittings and appurtenances thereto for commercial and regional projects as required. Residential structures use Chapters 34 through 40 of the “International Residential Code for One- and Two- Family Dwellings”.

**SECTION 101.4.11 – Urban Wildland Code** as added and amended by The City of Prescott Fire Department

**101.4.11 – Urban Wildland Code.** The provisions of adopted ‘Urban Wildland Codes’ as enforced by the City of Prescott Fire Department.

## **PART 2—ADMINISTRATION AND ENFORCEMENT**

### **SECTION 103 CODE COMPLIANCE AGENCY**

**SECTION 103.1 Creation of enforcement agency.** is hereby amended by the revision of the first sentence to read as follows:

**103.1 Creation of enforcement agency.** The Building Division is hereby created and the official in charge thereof shall be known as the building official. The function of the agency shall be the implementation, administration and enforcement of the provisions of this code.

### **SECTION 104 DUTIES AND POWERS OF BUILDING OFFICIAL**

**SECTION 104.2.4.1 – Flood Hazard Areas** is hereby deleted in its entirety and replaced by Title XIII Floodplain Regulations as adopted by the City of Prescott.

### **SECTION 105 – PERMITS**

**SECTION 105.2 – Work exempt from permit** is hereby amended to read as follows:

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

#### **Building permits.**

1. One-story detached accessory buildings on residential properties used as tool and storage sheds, garages, playhouses, and similar uses, provided the area does not exceed 200 square feet under roof.
2. Fences, other than swimming pool barriers, not over 7 feet high.
3. Oil derricks.
4. Retaining walls that are not over 4 feet (1219 mm) in height measured from the bottom of the footing to the top of the wall, unless supporting a surcharge or impounding Class I, II or IIIA liquids.
5. Water tanks supported directly on grade if the capacity is not greater than 5,000 gallons (18 925 L) and the ratio of height to diameter or width is not greater than 2:1.

6. Sidewalks and driveways not more than 30 inches (762 mm) above adjacent grade, and not over any basement or story below and are not part of an accessible route.
7. Painting, papering, tiling, carpeting, cabinets, counter tops and similar finish work.
8. Temporary motion picture, television and theater stage sets and scenery.
9. Prefabricated swimming pools accessory to a Group R-3 occupancy that are less than 24 inches (610 mm) deep, are not greater than 5,000 gallons (18 925 L) and are installed entirely above ground.
10. Shade cloth structures constructed for nursery or agricultural purposes, not including service systems.
11. Swings and other playground equipment accessory to detached one- and two-family dwellings.
12. Window awnings in Group R-3 and U occupancies, supported by an exterior wall that do not project more than 54 inches (1372 mm) from the exterior wall and do not require additional support.
13. Nonfixed and movable fixtures, cases, racks, counters and partitions not over 5 feet 9 inches (1753 mm) in height.
14. Re-roofing (no sheathing replacement) for one- and two-family properties. Exceptions: roofing in a historic house or district; structural curbing for equipment or building features.

**SECTION 105.5 – Expiration** is hereby deleted in its entirety and revised to read as follows:

**105.5 – Expiration.** Every permit issued shall become invalid unless the work on the site authorized by such permit commences within 180 days after its issuance, or if the work authorized on the site by such permit is suspended or abandoned for a period of 180 days after the time the work is commenced. The building official is authorized to grant, in writing, one or more extensions of time, for periods not more than 180 days each. The extension shall be requested in writing and justifiable cause demonstrated. An expired permit shall only be renewed once provided no changes have been made or will be made in the original issued construction documents and the renewal application is submitted within one (1) year of the expiration date. Each extension will have a required fee per the current adopted building fee schedule that shall accompany the written extension request. All permits allowed to expire and not eligible for re-instatement will receive a Notice of Violation with no occupancy allowed, and have the Parcel put on hold until brought current.

## **SECTION 107 – SUBMITTAL DOCUMENTS**

**SECTION 107.2.2 – Fire protection system shop drawings** is hereby deleted in its entirety and revised to read as follows:

**107.2.2 – Fire protection shop drawings.** Shop drawings for the fire protection systems shall be submitted to indicate conformance to this code and the construction documents and shall be approved prior to the start of system installation. Shop drawings shall contain all information as required by the referenced installation standards as required by City of Prescott 2024 Fire Code and Amendments.

**SECTION 107.2.6 – Site plan** is deleted in its entirety and revised to read as follows:

**107.2.6 – Site plan.** The construction documents submitted with the application for permit shall be accompanied by a site plan showing to scale the size and location of new construction and existing structures on the site, distances from lot lines, the established street grades and the proposed Existing (native) and finished grades, contour intervals and, as applicable, flood hazard areas, floodways, and design flood elevations; and it shall be drawn in accordance with an accurate boundary line survey. Plans must also include Building pad elevations, finished floor elevations, drainage flow directions, utility line locations (water, gas, sewer, septic, and electrical), cut and fill amounts of any grading all required SWPPP locations and details; In the case of demolition, the site plan shall show construction to be demolished and the location and size of existing structures and construction that are to remain on the site plan. The Chief Building Official is authorized to waive or modify the requirement for a site plan when the application for permit is for alteration or repair or when otherwise warranted.

**SECTION 107.2.6.1 – Design Flood Elevations** is deleted in its entirety and revised to read as follows:

**107.2.6.1 – Design Flood Elevations** as adopted by Title XIII of the City of Prescott.

## **SECTION 109 – FEES**

**SECTION 109.2 – Schedule of permit fees** is here by amended and revised as follows:

**109.2 – Schedule of permit fees.** Where a permit is required, a fee for each permit shall be paid as required, in accordance with the schedule as established by the City of Prescott, and may be changed occasionally. All fees are to be rounded up to the next whole dollar.

**SECTION 109.3 – Building permit valuations** is here by amended and revised as follows:

**109.3 – Building permit valuations.** Valuations for new construction and additions shall be determined as set forth in that certain document called "Building

Valuation Data," as published by the International Code Council. Valuations per square foot shall be rounded up to the next whole dollar.

The annual publication of "Building Valuation Data" as published by the International Code Council shall automatically be adopted, effective January 1st of each year following publication, absent specific action to the contrary by the City of Prescott City Council. The same rounding described above shall be applied to the new valuations per square foot in each subsequent publication. A copy of the most current "Building Valuation Data" shall be kept on file by the Chief Building Official (as well as by the City Clerk) for public inspection.

Valuation for categories of construction not specifically covered by the applicable "Building Valuation Data" shall be established by the Chief Building Official in a separate listing (kept on file at the Community Development Department and also filed with the City Clerk for public inspection) and are expressly adopted herein and made a part hereof. The Chief Building Official shall annually review such valuations and make adjustments based on the valuations in the publication of "Building Valuation Data".

The applicant for a permit shall provide an estimated value of the work for which the permit is being issued at time of application. Such estimated valuations shall include the total value of work, including materials and labor, for which the permit is being issued, such as electrical, gas, mechanical, plumbing equipment and permanent systems. Where, in the opinion of the building official, the valuation is underestimated, the permit shall be denied, unless the applicant can show detailed estimates acceptable to the building official. The building official shall have the authority to adjust the final valuation for permit fees.

For all permit fee schedules, see the current adopted permit fee resolution.

**SECTION 109.3.1 – Plan review fees** is here by added as follows:

**109.3.1 – Plan review fees.** When submittal documents are required by Section 107, a deposit shall be paid at the time documents are submitted for plan review.

The plan review fees for electrical, mechanical and plumbing work shall be as shown in the Valuation and Fee Schedule.

The plan review fees specified in this section are separate fees from the permit fees specified in Section 109 and are in addition to the permit fees.

When submittal documents are incomplete or changed so as to require additional plan review, an additional plan review fee shall be charged at the rate shown in the Valuation and Fee Schedule.

**SECTION 109.4.1 – Investigation** is here by added as follows:

**109.4.1 – Investigation.** Whenever work for which a permit is required by this code has been commenced without first obtaining a permit, a special investigation may be made prior to a permit being issued for such work.

**Exception:** Repairs performed in an emergency, where the application was submitted the next business day.

**SECTION 109.4.2 – Investigation Permit Fee** is here by added as follows:

**109.4.2 – Investigation Permit Fee.** An investigation fee, in addition to the permit fee, shall be collected whether or not a permit is then or subsequently issued. The investigation fee shall be equal to the amount of the permit fee required by this code. The payment of such an investigation fee shall not exempt an applicant from compliance with all other provisions of either this code, the technical codes, and from the penalty prescribed by law.

**SECTION 109.6 – Fee Refunds** is deleted in its entirety and revised to read as follows:

**109.6 – Fee Refunds** The Chief Building Official may authorize refunding of a fee paid hereunder, which was erroneously paid or collected.

The Chief Building Official may authorize refunding of up to 80% of the building permit fee paid when no work and no inspections have been carried out under a permit issued in accordance with this code.

The Chief Building official may authorize refunding of up to 80% of plumbing, electrical, and mechanical fees paid when no work and no inspections have been done under a permit issued in accordance with this code.

The Chief Building Official may authorize refunding a plan review fee for a permit withdrawn after a deposit fee has been paid at the greater of the per-hour charge rate (minimum of one hour) or the calculated plan review fee. No refund of plan review fees is authorized once plan review on a plan has begun.

The Chief Building Official shall not authorize the refunding of any fee paid except upon written application filed by the original applicant no later than 180 days after the date of fee payment.

## **SECTION 110 – INSPECTIONS**

**SECTION 110.1 – GENERAL** is here by amended and revised as follows:

**110.1 – General.** Construction or work for which a permit is required shall be subject to inspection by the building official and such construction or work shall remain visible and able to be accessed for inspection purposes until approved.

Approval as a result of an inspection shall not be construed to be an approval of a violation of the provisions of this code or of other ordinances of the jurisdiction. Inspections presuming to give authority to violate or cancel the provisions of this code or of other ordinances of the jurisdiction shall not be valid. It shall be the duty of the owner or the owner's authorized agent to cause the work to remain visible and able to be accessed for inspection purposes. Neither the building official nor the jurisdiction shall be liable for expense entailed in the removal or replacement of any material required to allow inspection.

A survey of the property, as done by an Arizona licensed surveyor may be required by the Chief Building Official to verify that buildings, structures and related features are located in accordance with the approved plans.

**SECTION 110.3 – REQUIRED INSPECTIONS** is here by amended and revised as follows:

**110.3 – REQUIRED INSPECTIONS.** The Chief Building Official, upon notification, shall make the inspections set forth in Sections 110.3.1 through 110.3.15 or any other inspection as deemed necessary by the Chief Building Official. The Chief Building Official may modify inspections by policy as required.

**110.3.1 – Footing.** Footing inspection shall be made after excavations are complete and any required reinforcing steel is in place. For concrete footings, any required forms shall be in place prior to inspection. As required by ACI standards, all vertical steel shall be tied in place at the time of footing inspection.

**110.3.2 – Stem wall/grout.** Stem wall inspections of masonry or formed concrete walls, shall be made prior to any grout or concrete being placed after the masonry units or required forms are completed and any required reinforcing steel installed with proper laps, splices etc., including the installation of any required framing attachments, which shall be secured to the un-grouted masonry units or concrete wall forms.

**110.3.3 – Reinforced masonry, insulating concrete form (ICF) and conventionally formed concrete wall inspection.** Reinforced masonry walls, insulating concrete form (ICF) walls and conventionally formed concrete walls shall be inspected after plumbing, mechanical and electrical systems embedded within the walls, and reinforcing steel are in place and prior to placement of grout or concrete. Inspection shall verify the correct size, location, spacing and lapping of reinforcement. For masonry walls, inspection shall also verify that the location of grout cleanouts and size of grout spaces comply with the requirements of this code.

**110.3.5 – Floodplain inspections.** For construction in areas prone to flooding, as determined by the City of Prescott Flood Maps and the City of

Prescott Flood Engineer, upon placement of the lowest floor, including the basement, and prior to further vertical construction, the Chief Building Official shall require submission of documentation, prepared and sealed by a registered design professional, of the elevation of the lowest floor, including the basement, or as required by City of Prescott Flood Engineer.

**110.3.6 – Plumbing, mechanical, gas and electrical systems inspection.** Rough inspection of plumbing, mechanical, gas and electrical systems shall be made prior to covering or concealment, before fixtures or appliances are set or installed, and prior to slab pours, or at the time of rough-in inspection prior to insulation.

**Exception:** Back-filling of ground-source heat pump loop systems tested in accordance with Sections M2105.1 of the 2018 International Residential Code and 1208.1.1 of the 2018 International Mechanical Code prior to inspection shall be permitted.

**110.3.7 – Roof nailing and exterior braced wall panels.** Roof nailing and exterior braced wall panel inspection shall be made after the roof deck sheathing, exterior wall sheathing, and required wall framing attachments are in place and prior to the installation of the roofing material and exterior wall covering. All required wall framing attachments to the foundation and stem wall systems shall be in place.

**110.3.8 – Framing and exterior lath.** Framing inspection shall be made after all framing, fire-blocking, windows, and bracing are in place and pipes, chimneys and vents to be concealed are complete and the rough electrical, plumbing, heating, wiring, pipes and ducts are installed. All penetrations through the floor and through the top plate into the attic must be sealed.

**110.3.9 – Water-resistive and/or Air barrier.** A moisture barrier inspection shall be performed after all flashings, windows, and moisture barrier is installed prior to the installation of any exterior wall covering. For water resistive and/or air barrier inspection, a letter of code compliance, on the contractors letterhead, stating a certified installer (general or sub-contractor) was used to install the water-resistive and/or air barrier, along with a certificate of training from barrier manufacture, can be submitted at rough in inspection in lieu of building wrap/ barrier being inspected for water resistive and air barrier proper installation.

**110.3.10 – Energy Efficiency Inspections.** Insulation inspection shall be made after frame and exterior lath inspection and all rough plumbing, mechanical, gas, and electrical systems are approved and prior to covering or concealment. Blown or sprayed roof/ceiling insulation may be verified before final inspection with markers affixed to the trusses or joists and marked with the insulation thickness by one inch (1”) high numbers. A minimum of one (1) marker must be provided for each 300 square feet of area, with numbers to face the attic access opening. In lieu of an insulation inspection, a certification from the insulation installer may be submitted. Wall air barrier must be approved prior to lath inspections.

**110.3.11 – Gypsum board.** An inspection shall be made of the gypsum board, interior and exterior, before any joints and fasteners are taped and finished.

**110.3.12 – Fire-resistant penetrations and fire-resistance-rated construction inspection.** Protection of joints and penetrations in fire-resistance-rated assemblies shall not be concealed from view until inspected and approved. Where fire-resistance-rated construction is required between dwelling units or due to location on property, the Chief Building Official or appointed deputies shall require an inspection of such construction after all lathing and/or wallboard is in place, but before any plaster is applied, or before wall board joints and fasteners are taped and finished.

**110.3.15 – Final inspection.** Final inspection shall be made after the permitted work is complete and prior to occupancy.

**110.7 – Re-inspection.** A re-inspection fee may be assessed for each inspection or re-inspection when such portion of work for which inspection is called is not complete or when corrections called for are not made. The Re-inspect fee will apply on the third (3<sup>rd</sup>) inspection attempt. To obtain a re-inspection, the applicant shall pay the re-inspection fee as set forth in the fee schedule adopted by this jurisdiction. In instances where re-inspection fees have been assessed, additional inspection of the work will not be performed until the required fees have been paid.

## **SECTION 111 – CERTIFICATE OF OCCUPANCY/ CERTIFICATE OF COMPLETION**

**SECTION 111.1 – CHANGE OF OCCUPANCY** is hereby amended as follows:

**111.1 – CHANGE OF OCCUPANCY.** A building or structure shall not be used or occupied in whole or in part, and a change of occupancy of a building or structure or portion thereof shall not be made, until the building official has issued a certificate of occupancy therefor as provided herein. Issuance of a certificate of occupancy shall not be construed as an approval of a violation of the provisions of this code or of other ordinances of the jurisdiction. Certificates presuming to

give authority to violate or cancel the provisions of this code or other ordinances of the jurisdiction shall not be valid. Certificate of occupancy is to be maintained on the premises.”

Exception: Certificates of Occupancy or Certificate of Completion are not required for work exempt from permits under Section 105.2, accessory buildings or structures on residential properties being used for non-habitable residential purposes. Certificates of Completion shall be issued on permits issued as a Shell Building. Certificates of Completion shall not authorize occupancy.

## **SECTION 113 – BOARD OF APPEALS**

**SECTION 113 – Board of appeals** is hereby deleted in its entirety and revised to read as follows:

### **SECTION 113 – ADVISORY AND APPEALS BOARD:**

#### **SECTION 113 – Advisory and Appeals Board**

**113 .1 – General.** In order to hear and decide appeals of orders, decisions or determinations made by the Chief Building Official relative to the application and interpretation of the technical code, there is hereby created the Building Safety Advisory and Appeals Board.

**113 .2 – Number of Board Members.** The Building Safety Advisory and Appeals Board shall consist of five (5) voting members appointed by the City Council of Prescott for a four-year term, scheduled so that no more than two (2) terms expire in a given year. The City of Prescott Council shall fill vacancies for unexpired terms.

**113 .3 – Members of Board.** Members of the Advisory and Appeals Board shall include representatives in the following areas, to the extent that qualified representatives are available and willing to serve:

- An architect or a professional engineer duly licensed or prior licensed in the State of Arizona, held in good standing.
- A general contractor, duly licensed or prior licensed, held in good standing.
- One or two persons representing the public and who are residents of the City of Prescott, with extensive knowledge relating to construction matters.
- One or two persons duly or prior licensed, or possessing extensive knowledge in the electrical, mechanical, or plumbing trades.

- The Chief Building Official shall be an ex officio member, shall have no vote upon any matters before the Board, and shall provide a Secretary to the Board that shall also have no vote upon any matters before the Board.

#### **113 .4 – Duties of Building Safety Advisory and Appeals Board.**

1. The Building Safety Advisory and Appeals Board shall hear appeals of orders, decisions or determinations made by the Chief Building Official relative to the application and interpretation of the building and/or technical code, including suitability of alternative materials and methods of construction, effectiveness, efficiency, responsiveness, code content, geographic coverage, and any other matters of concern to the Board.
2. Findings shall be advisory to the Chief Building Official.
3. The Board shall act as technical advisory in the formation and acceptance of adopting Building Codes and Ordinances in the City of Prescott.

**113.5 – Limitation of Authority.** The Building Safety Advisory and Appeals Board shall have no authority relative to interpretation of the administrative provisions of this code or the administrative provisions of the technical codes, nor shall the Board be empowered to waive requirements of either this code or the technical codes.”

## **CHAPTER 2 - DEFINITIONS**

### **SECTION 201 – GENERAL**

**SECTION 201.4 - Terms not defined**, is hereby amended as follows:

**201.4 Terms not defined.** Where terms are not defined through the methods authorized by this Chapter, such terms shall have ordinarily accepted meanings such as the context implies. The current edition of Webster's New International Dictionary of the English Language, Unabridged, shall be considered as providing ordinarily accepted meanings.

**SECTION 202-DEFINITIONS** is hereby amended by adding the following definitions:

**ACCESSORY DWELLING UNIT (ADU), GUEST HOUSE, GUEST QUARTERS OR MOTHER-IN-LAW SUITE --** . A smaller, independent residential dwelling unit located on the same single-family zoned lot as an existing single-family home. ADUs can be attached or detached to the primary single-family home but May not be rented separately from the house.

**OBSOLETE EQUIPMENT** – Mechanical, Electrical, Fuel Gas and Plumbing equipment, fixtures, piping, electrical and ducts, must be removed from any roof,

room or crawlspace when it has become obsolete and disposed of in a manner consistent with local codes and ordinances. This will include removing equipment, fixtures, piping, electrical and ducts no longer in use to the nearest shut-off, electrical junction, main trunk line, or panel location. Exception: that equipment deemed to be of historical significance, on a historical registry or within a historical district or considered a historical landmark as determined by the City of Prescott, or equipment 'safed' in place due to asbestos or other contaminants by an approved remediation company.

**SHELL STRUCTURE** – Structure where only the exterior of building is finished, Structure may not have utilities other than those required by the City of Prescott Fire Department. The interior of the structure may not be occupied until additional permits are approved and certified for occupancy.

**TRAILER (PARK MODEL)** – A park trailer built on a single chassis with the square footage between 320 to 400, mounted on wheels and designed to be connected to utilities necessary for operation of installed fixtures and manufactured to comply with ANSI A119.5 standards, except that it does not include recreational vehicles, travel trailers, campers or fifth wheel trailers.

## CHAPTER 3 – USE AND OCCUPANCY CLASSIFICATION

### **SECTION 308 – INSTITUTIONAL GROUP I**

**SECTION 308.2.3 and 308.2.4 – Institutional Group I-1**, is hereby amended as follows:

**308.2.3 Six to 16 persons receiving custodial care.** A *facility* housing not fewer than six and not more than 16 *persons* receiving *custodial care* shall be classified as Group R-4. Automatic sprinkler and alarm systems as required by City of Prescott International Fire Code and Amendments.

**308.2.4 Five or fewer persons receiving custodial care.** A *facility* with five or fewer *persons* receiving *custodial care* shall be classified as Group R-3 or shall comply with the *International Residential Code* provided an automatic sprinkler system is installed as required by City of Prescott International Fire Code and Amendments.

**SECTION 308.3.2 – Institutional Group I-2**, is hereby amended as follows:

**308.3.2 Five or fewer persons receiving medical care.** A *facility* with five (5) or fewer *persons* receiving *medical care* shall be classified as Group R-3 or shall comply with the *2024 International Residential Code* provided an Automatic sprinkler system is installed as required by the International City of Prescott Fire Code and Amendments or Section P2904 of the 2024 International Residential Code.

**SECTION 308.5.4 – Institutional Group I-4**, is hereby amended as follows:

**SECTION 308.5.4 Five (5) or fewer persons receiving care in a dwelling unit.**

A facility such as the above within a *dwelling unit* and having five (5) or fewer persons receiving *custodial care* shall be classified as a group R-3 and shall comply with the *International Residential Code*. Automatic sprinkler and Alarm systems as required by City of Prescott International Fire Code and Amendments.

**SECTION 310.4.1 Residential Group R-3**, is hereby be amended as follows:

**310.4.1 Care facilities within a dwelling.** Care *facilities* or *facilities* licensed by the Arizona Department of Health Services, for five (5) or fewer persons receiving care that are within a single-family dwelling are permitted to comply with the International Residential Code. Automatic sprinkler and alarm systems as required by City of Prescott International Fire Code and Amendments.

**SECTION 310.4.2 Lodging houses**, is hereby amended as follows:

**310.4.2 Lodging houses.** Owner-occupied lodging houses with five or fewer guest rooms shall be constructed in accordance with this code or the International Residential Code, provided that facilities constructed using the International Residential Code are protected by an automatic sprinkler and alarm systems as required by City of Prescott International Fire Code and Amendments

**SECTION 310.5 Residential Group R-4**, is hereby amended as follows:

**310.5 Residential Group R-4.** Residential Group R-4 occupancy shall include buildings, structures or portions thereof for more than five but not more than 16 persons, excluding staff, who reside on a 24-hour basis in a supervised residential environment and receive custodial care. Buildings of Group R-4 shall be classified as one of the occupancy conditions specified in Section 310.5.1 or 310.5.2. This group shall include, but not be limited to, the following:

- Alcohol and drug centers
- Assisted living *facilities*
- Congregate care *facilities*
- Group homes*
- Halfway houses
- Residential board and care *facilities*
- Social rehabilitation facilities

Group R-4 occupancies shall meet the requirements for construction as defined for Group R-3, and are protected by an automatic sprinkler and alarm systems as required by City of Prescott International Fire Code and Amendments

## CHAPTER 9 – FIRE PROTECTION SYSTEMS

### SECTION 901 – GENERAL

**SECTION 901.1- Scope** is hereby deleted in its entirety and revised to read as follows:

901.1 Scope. Fire protection systems and equipment shall be constructed, installed, operated, designed and maintained in accordance with City of Prescott International Fire Code and Amendments.

## CHAPTER 16 STRUCTURAL DESIGN

### SECTION 1612 FLOOD LOADS

**SECTION 1612.3 Establishment of flood hazard areas** is hereby deleted in its entirety and replaced by Title XIII Floodplain Regulations as adopted by the City of Prescott.

## CHAPTER 29 – PLUMBING SYSTEMS

### SECTION 2902.1 – MINIMUM PLUMBING FIXTURES

**SECTION 2902.1 Minimum number of fixtures** is hereby amended by adding new footnotes to Table 2902.1, to read as follows:

g. Water coolers or bottled-water dispensers may be substituted for drinking fountains in A, B, M, and S occupancies with more than 15 but less than 26 occupants. Such water shall be free of charge to the public.

h. A water cooler or bottled-water dispensers or break room sink with a drinking water faucet may be substituted for drinking fountains in A, B, M, and S occupancies with more than 26 but less than 49 occupants. Such water shall be free of charge to the public.

i. Goose neck faucets on a lavatory or a hose bib located within a restroom may be substituted for the required utility sink in A, B, M, and S occupancies with more than 15 and less than 26 occupants. Hose bibs shall comply with section 608.15.4.2 Hose connections. Must provide a floor drain if using a hose bib.

**SECTION 2902.2 Separate facilities** is hereby amended to read as follows:

Exceptions:

2. Separate toilet facilities shall not be required in structures or tenant spaces with a total occupant load, including both employees and customers, of 25 or fewer.

**APPENDIX G- FLOOD RESISTANT CONSTRUCTION****SECTION G101 ADMINISTRATION**

**SECTION G101.5 DESIGNATION OF FLOODPLAIN ADMINISTRATOR** Is hereby amended as follows:

**SECTION G101.5 DESIGNATION OF FLOODPLAIN ADMINISTRATOR** The ~~[[INSERT JURISDICTION'S SELECTED POSITION TITLE]]~~ CITY OF PRESCOTT FLOOD PLAIN ADMINISTRATOR is designated as the floodplain administrator and is authorized and directed to enforce the provisions of this appendix. The floodplain administrator is authorized to delegate performance of certain duties to other employees of the jurisdiction. Such designation shall not alter any duties and powers of the building official.

**SECTION G103 APPLICABILITY**

**G103.2 ESTABLISHMENT OF FLOOD HAZARD AREAS.** is hereby deleted in its entirety and replaced by Title XIII Floodplain Regulations as adopted by the City of Prescott.

Appeals Board

ORDINANCE NO. 2025-██████████

AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE CITY OF PRESCOTT, YAVAPAI COUNTY, ARIZONA, AMENDING TITLE III, CHAPTER 2 OF THE CITY CODE OF THE CITY OF PRESCOTT ENTITLED "INTERNATIONAL MECHANICAL CODE" BY REPEALING SECTIONS 3-2-1 AND 3-2-2 AND ADOPTING NEW SECTIONS 3-2-1 AND 3-2-2 BY ADOPTING BY REFERENCE THAT CERTAIN DOCUMENT ENTITLED "*INTERNATIONAL MECHANICAL CODE*", WHICH WAS MADE A PUBLIC RECORD BY RESOLUTION NO. 2025-██████████; PROVIDING A SEVERANCE CLAUSE; AND PROVIDING PENALTIES THEREIN.

**RECITALS:**

WHEREAS, the City of Prescott wishes to adopt the "*International Mechanical Code*", and certain local amendments thereto, in the interests of the health, safety and welfare of the citizens of Prescott; and

WHEREAS, **Resolution No. 2025-██████████** establishes the "*International Mechanical Code*", which contains the "*International Mechanical Code, 2024 Edition*" as published by the International Code Council and certain local amendments thereto, as public record; and, whereas that document is intended to be adopted by this Ordinance; and

WHEREAS, due to the City of Prescott's unique climate, terrain and location, certain amendments to the "*International Mechanical Code, 2024 Edition*" as published by the International Code Council will be required.

**ENACTMENTS:**

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF PRESCOTT AS FOLLOWS:

SECTION 1. That certain document entitled the "*International Mechanical Code*", which document amends and supersedes certain designated sections of the "*International Mechanical Code, 2024 Edition*" as published by the International Code Council was made a public record by **Resolution No. 2025-██████████** is hereby adopted by this reference and amends and replaces the existing Chapter and Sections 3-2-1 and 3-2-2 of the Prescott City Code.

SECTION 2. The City of Prescott specifically and expressly finds and declares that the nature and uniqueness of the climate, terrain, and location does necessitate and demand specific amendments to the "*International Mechanical Code, 2024 Edition*" as published by the International Code Council, which local amendments are stated in the "*International Mechanical Code*", contained in Exhibit A to that public record adopted by reference through **Resolution No. 2025-██████████**.

SECTION 3. SEVERANCE CLAUSE: The provisions of this Ordinance and the Codes it incorporates are hereby declared to be severable; and, if any section,

sentence, clause or phrase of this Ordinance or the Codes that it incorporates shall, for any reason, be held to be invalid or unconstitutional, such decisions shall not affect the validity of the remaining sections, sentences, clauses and phrases of this Ordinance and the Code it incorporates, but they shall remain in effect, it being the legislative intent that this Ordinance and the Code it incorporates shall stand notwithstanding the invalidity of any part thereof.

SECTION 4. PENALTY-CRIMINAL: Any person who violates any provision of this Ordinance or the Codes adopted pursuant to this Ordinance may be guilty of a misdemeanor, and upon conviction thereof, shall be punished as provided in Section 1-3-1 of the Prescott City Code, by a fine not exceeding two thousand five hundred dollars (\$2,500.00) or by imprisonment for not more than six months, or by both such fine and imprisonment, at the discretion of the City judge. Each and every day any such violation continues shall be deemed and considered a separate offense.

SECTION 5. PENALTY-CIVIL: Upon conviction any person who violates any provision of this Ordinance thereof may be punished as provided in Section 1-3-1 and Section 1-3-2 of the Prescott City Code and subject to a civil penalty. Each and every day any such violation continues shall be deemed and considered a separate offense.

SECTION 6. EFFECTIVE DATE: This Ordinance shall become effective for permits applied on or after [REDACTED].

**PASSED AND ADOPTED** by the Mayor and Council of the City of Prescott, Arizona, on this day \_\_\_\_ of \_\_\_\_\_, 2025.

\_\_\_\_\_  
PHILIP R. GOODE, Mayor

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
SARAH M. THORNHILL , City Clerk

\_\_\_\_\_  
JOSEPH D. YOUNG, City Attorney

CERTIFICATION OF RECORDING OFFICER

STATE OF ARIZONA )  
County of Yavapai ) ss.

I, the undersigned Sarah M. Siep, being the duly appointed, qualified City Clerk of the City of Prescott, Yavapai County, Arizona, certify that the foregoing Ordinance No. 2025- [REDACTED] is a true, correct and accurate copy of Ordinance No. 2025- [REDACTED], passed and adopted at a Voting Meeting of the Council of the City of Prescott, Yavapai County, Arizona, held on the [REDACTED] day of [REDACTED] 2019, at which a quorum was present and, by a [REDACTED] vote, [REDACTED] voted in favor of said ordinance.

Given under my hand and sealed this [REDACTED] day of [REDACTED], 2025.

Seal

\_\_\_\_\_  
City Clerk

Appeals Board

RESOLUTION NO. 2025- [REDACTED]

A RESOLUTION OF THE MAYOR AND COUNCIL OF THE CITY OF PRESCOTT, YAVAPAI COUNTY, ARIZONA, ADOPTING THAT CERTAIN DOCUMENT ENTITLED “INTERNATIONAL MECHANICAL CODE”, AS PUBLIC RECORD, WHICH DOCUMENT REPLACES AND AMENDS CHAPTERS 3-2-1 (“ADOPTION OF THE INTERNATIONAL MECHANICAL CODE”) AND 3-2-2 (“AMENDMENTS”) AND DIRECTING THE CITY CLERK TO RETAIN THREE COPIES THEREOF ON FILE

RECITALS:

WHEREAS, the City of Prescott adopted by reference that certain document entitled “*International Mechanical Code, 2024 Edition*” as published by the International Code Council, as a public record by Ordinance 2025- [REDACTED].

WHEREAS, the City of Prescott wishes to adopt that certain document entitled “International Mechanical Code” attached hereto and made a part hereof as Exhibit “A”. Which document replaces and amends the Prescott City Code Chapter 3-2-1 “ADOPTION OF THE INTERNATIONAL MECHANICAL CODE”; and 3-2-2 “AMENDMENTS”

WHEREAS, The City Clerk is directed to maintain three (3) copies of the above-referenced public document on file at all times for inspection by the public

ENACTMENTS:

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE CITY OF PRESCOTT AS FOLLOWS:

SECTION 1. THAT, certain document entitled “*International Mechanical Code, 2024 Edition*” as published by the International Code Council, is hereby declared to be a public record.

SECTION 2. THAT, certain document entitled “International Mechanical Code” attached hereto and made a part hereof as Exhibit “A”. Which document replaces and amends the Prescott City Code Chapter 3-2-1 “ADOPTION OF THE INTERNATIONAL MECHANICAL CODE” and 3-2-2 “AMENDMENTS” is hereby declared to be a public record.

SECTION 3. THAT, the City Clerk is hereby directed to maintain three (3) copies of the above-referenced public document on file at all times for inspection by the public.

PASSED, APPROVED and ADOPTED by the Mayor and Council of the City of Prescott, Arizona, this \_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
PHILIP R. GOODE, Mayor

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
SARAH M. THORNHILL , City Clerk

\_\_\_\_\_  
JOSEPH D. YOUNG, City Attorney

CERTIFICATION OF RECORDING OFFICER

STATE OF ARIZONA )  
County of Yavapai ) ss.

I, the undersigned Sarah M. Thornhill, being the duly appointed, qualified City Clerk of the City of Prescott, Yavapai County, Arizona, certify that the foregoing **Resolution No. 2025-\_\_\_\_** is a true, correct and accurate copy of **Resolution No. 2025-\_\_\_\_**, passed and adopted at a Voting Meeting of the Council of the City of Prescott, Yavapai County, Arizona, held on the \_\_\_ day of July 2025, at which a quorum was present and, by a \_\_\_\_\_ vote, \_\_\_\_\_ voted in favor of said resolution.

Given under my hand and sealed this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

Seal

\_\_\_\_\_

**EXHIBIT “A”**

Chapter 3-2 shall now be referred to as: “*International Mechanical Code*”.

Chapter 3-2-1 of the Prescott City Code is repealed and replaced as follows:

**“3:2-1: ADOPTION OF THE INTERNATIONAL MECHANICAL CODE:**

There is hereby adopted by reference, that certain document known as the “*International Mechanical Code, 2024 Edition*”, as published by the International Code Council. Said document is hereby amended and adopted as the “*International Mechanical Code*” for regulating and governing the conditions and maintenance of all property, buildings and structures; by providing the standards for supplied utilities and facilities and other physical things and conditions essential to ensure that structures are safe, sanitary and fit for occupation and use; and the condemnation of buildings and structures unfit for human occupancy and use and the demolition of such structures as herein provided; providing for the issuance of permits and collection of fees therefore; and each and all regulations, provisions, penalties, conditions, and terms of the various technical codes and ordinances. Providing procedures for enforcement thereof; providing the severability of each and all conditions and terms of the “*International Mechanical Code*” are hereby referred to, adopted, and made as part hereof as set forth herein, excepting such portions as are herein deleted, modified or amended.

Chapter 3-2-2 of the Prescott City Code is repealed and replaced with the following:

**“3-2-2: AMENDMENTS:****CHAPTER 1 - SCOPE AND APPLICATION****SECTION 101 – SCOPE AND GENERAL REQUIREMENTS**

**SECTION 101.1 Title** is deleted in its entirety and revised to read as follows:

**101.1 - Title.** These regulations shall be known as the “*International Mechanical Code*”, herein referred to as “this Code”

**SECTION 102 through 116** is hereby deleted and replaced with the requirements of the [International Building Code SECTION 102 through 116, as adopted and as may be amended from time to time.](#)

ORDINANCE NO. 2025-██████████

AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE CITY OF PRESCOTT, YAVAPAI COUNTY, ARIZONA, AMENDING TITLE III, CHAPTER 2 OF THE CITY CODE OF THE CITY OF PRESCOTT ENTITLED “INTERNATIONAL FUEL GAS CODE” BY REPEALING SECTIONS 3-5-1 AND 3-5-2 AND ADOPTING NEW SECTIONS 3-5-1 AND 3-5-2 BY ADOPTING BY REFERENCE THAT CERTAIN DOCUMENT ENTITLED “INTERNATIONAL FUEL GAS CODE”, WHICH WAS MADE A PUBLIC RECORD BY RESOLUTION NO. 2025-██████████; PROVIDING A SEVERANCE CLAUSE; AND PROVIDING PENALTIES THEREIN.

**RECITALS:**

WHEREAS, the City of Prescott wishes to adopt the “*International Fuel Gas Code*”, and certain local amendments thereto, in the interests of the health, safety and welfare of the citizens of Prescott; and

WHEREAS, **Resolution No. 2025-██████████** establishes the “*International Fuel Gas Code*”, which contains the “*International Mechanical Code, 2024 Edition*” as published by the *International Code Council* and certain local amendments thereto, as public record; and, whereas that document is intended to be adopted by this Ordinance; and

WHEREAS, due to the City of Prescott’s unique climate, terrain and location, certain amendments to the “*International Mechanical Code, 2024 Edition*” as published by the *International Code Council* will be required.

**ENACTMENTS:**

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF PRESCOTT AS FOLLOWS:

SECTION 1. That certain document entitled the “*International Fuel Gas Code*”, which document amends and supersedes certain designated sections of the “*International Mechanical Code, 2024 Edition*” as published by the *International Code Council* was made a public record by **Resolution No. 2025-██████████** is hereby adopted by this reference and amends and replaces the existing Chapter and Sections 3-5-1 and 3-5-2 of the Prescott City Code.

SECTION 2. The City of Prescott specifically and expressly finds and declares that the nature and uniqueness of the climate, terrain, and location does necessitate and demand specific amendments to the *2024 International Fuel Gas*, which local amendments are stated in the “*International Fuel Gas Code*”, contained in Exhibit A to that public record adopted by reference through **Resolution No. 2025-██████████**.

SECTION 3. SEVERANCE CLAUSE: The provisions of this Ordinance and the Codes it incorporates are hereby declared to be severable; and, if any section, sentence, clause or phrase of this Ordinance or the Codes that it incorporates shall, for any reason, be held to be invalid or unconstitutional, such decisions shall not affect the

validity of the remaining sections, sentences, clauses and phrases of this Ordinance and the Code it incorporates, but they shall remain in effect, it being the legislative intent that this Ordinance and the Code it incorporates shall stand notwithstanding the invalidity of any part thereof.

SECTION 4. PENALTY-CRIMINAL: Any person who violates any provision of this Ordinance or the Codes adopted pursuant to this Ordinance may be guilty of a misdemeanor, and upon conviction thereof, shall be punished as provided in Section 1-3-1 of the Prescott City Code, by a fine not exceeding two thousand five hundred dollars (\$2,500.00) or by imprisonment for not more than six months, or by both such fine and imprisonment, at the discretion of the City judge. Each and every day any such violation continues shall be deemed and considered a separate offense.

SECTION 5. PENALTY-CIVIL: Upon conviction any person who violates any provision of this Ordinance thereof may be punished as provided in Section 1-3-1 and Section 1-3-2 of the Prescott City Code and subject to a civil penalty. Each and every day any such violation continues shall be deemed and considered a separate offense.

SECTION 6. EFFECTIVE DATE: This Ordinance shall become effective for permits applied on or after [REDACTED].

**PASSED AND ADOPTED** by the Mayor and Council of the City of Prescott, Arizona, on this day \_\_\_\_ of \_\_\_\_\_, 2025.

\_\_\_\_\_  
PHILIP R. GOODE, Mayor

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
SARAH M. THORNHILL , City Clerk

\_\_\_\_\_  
JOSEPH D. YOUNG, City Attorney

CERTIFICATION OF RECORDING OFFICER

STATE OF ARIZONA )  
County of Yavapai ) ss.

I, the undersigned Sarah M. Thornhill, being the duly appointed, qualified City Clerk of the City of Prescott, Yavapai County, Arizona, certify that the foregoing **Ordinance No. 2025-** [REDACTED] is a true, correct and accurate copy of **Ordinance No. 2025-** [REDACTED], passed and adopted at a Voting Meeting of the Council of the City of Prescott, Yavapai County, Arizona, held on the [REDACTED] day of [REDACTED] 2019, at which a quorum was present and, by a \_\_\_\_\_ vote, \_\_\_\_\_ voted in favor of said ordinance.

Given under my hand and sealed this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

Seal

\_\_\_\_\_  
City Clerk

Appeals Board

RESOLUTION NO. 2025- [REDACTED]

A RESOLUTION OF THE MAYOR AND COUNCIL OF THE CITY OF PRESCOTT, YAVAPAI COUNTY, ARIZONA, ADOPTING THAT CERTAIN DOCUMENT ENTITLED “INTERNATIONAL FUEL GAS CODE”, INCLUDING APPENDECIES A AND B, AS PUBLIC RECORD, WHICH DOCUMENT REPLACES AND AMENDS CHAPTERS 3-5-1 (“ADOPTION OF THE INTERNATIONAL FUEL GAS CODE”) AND 3-5-2 (“AMENDMENTS”) AND DIRECTING THE CITY CLERK TO RETAIN THREE COPIES THEREOF ON FILE

RECITALS:

WHEREAS, the City of Prescott adopted by reference that certain document entitled “*International Fuel Gas Code, 2024 Edition, including appendices A and B, as published by the International Code Council, as a public record by Ordinance 2025- [REDACTED]*”.

WHEREAS, the City of Prescott wishes to adopt that certain document entitled “International Fuel Gas Code” attached hereto and made a part hereof as Exhibit “A”. Which document replaces and amends the Prescott City Code Chapter 3-5-1 “ADOPTION OF THE INTERNATIONAL FUEL GAS CODE”; and 3-5-2 “AMENDMENTS”

WHEREAS, The City Clerk is directed to maintain three (3) copies of the above-referenced public document on file at all times for inspection by the public

ENACTMENTS:

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE CITY OF PRESCOTT AS FOLLOWS:

SECTION 1. THAT, certain document entitled “*International Fuel Gas Code, 2024 Edition*” including appendices A and B as published by the International Code Council, is hereby declared to be a public record.

SECTION 2. THAT, certain document entitled “*International Fuel Gas Code*” attached hereto and made a part hereof as Exhibit “A”. Which document replaces and amends the Prescott City Code Chapter 3-5-1 “ADOPTION OF THE INTERNATIONAL FUEL GAS CODE” and 3-5-2 “AMENDMENTS” is hereby declared to be a public record.

SECTION 3. THAT, the City Clerk is hereby directed to maintain three (3) copies of the above-referenced public document on file at all times for inspection by the public.

PASSED, APPROVED and ADOPTED by the Mayor and Council of the City of Prescott, Arizona, this \_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
PHILIP R. GOODE, Mayor

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
SARAH M. THORNHILL , City Clerk

\_\_\_\_\_  
JOSEPH D. YOUNG, City Attorney

CERTIFICATION OF RECORDING OFFICER

STATE OF ARIZONA )  
County of Yavapai ) ss.

I, the undersigned Sarah M. Thornhill, being the duly appointed, qualified City Clerk of the City of Prescott, Yavapai County, Arizona, certify that the foregoing **Resolution No. 2025-** [redacted] is a true, correct and accurate copy of **Resolution No. 2025-** [redacted], passed and adopted at a Voting Meeting of the Council of the City of Prescott, Yavapai County, Arizona, held on the \_\_\_ day of July 2025, at which a quorum was present and, by a \_\_\_\_\_ vote, \_\_\_\_\_ voted in favor of said resolution.

Given under my hand and sealed this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

Seal

\_\_\_\_\_

**EXHIBIT "A"**

Chapter 3-2 shall now be referred to as: "*International Fuel Gas Code*".

Chapter 3-2-1 of the Prescott City Code is repealed and replaced as follows:

**"3:2-1: ADOPTION OF THE INTERNATIONAL FUEL GAS CODE:**

There is hereby adopted by reference, that certain document known as the "*International Fuel Gas Code, 2024 Edition*", including appendices A and B, as published by the International Code Council. Said document is hereby amended and adopted as the "*International Fuel Gas Code*" for regulating and governing the conditions and maintenance of all property, buildings and structures; by providing the standards for supplied utilities and facilities and other physical things and conditions essential to ensure that structures are safe, sanitary and fit for occupation and use; and the condemnation of buildings and structures unfit for human occupancy and use and the demolition of such structures as herein provided; providing for the issuance of permits and collection of fees therefore; and each and all regulations, provisions, penalties, conditions, and terms of the various technical codes and ordinances. Providing procedures for enforcement thereof; providing the severability of each and all conditions and terms of the "*International Fuel Gas Code*" are hereby referred to, adopted, and made as part hereof as set forth herein, excepting such portions as are herein deleted, modified or amended.

Chapter 3-2-2 of the Prescott City Code is repealed and replaced with the following:

**"3-2-2: AMENDMENTS:****CHAPTER 1 - SCOPE AND APPLICATION****SECTION 101 – SCOPE AND GENERAL REQUIREMENTS**

**SECTION 101.1 Title** is deleted in its entirety and revised to read as follows:

**101.1 - Title.** These regulations shall be known as the "International Fuel gas Code", herein referred to as "this Code"

**SECTION 102 through 116** is hereby deleted and replaced with the requirements of the International Building Code SECTION 102 through 116, as adopted and as may be amended from time to time.

**CHAPTER 3 – GENERAL REGULATIONS****SECTION 305 – INSTALLATION**

**SECTION 305.13 – FUTURE GAS STUB** is hereby added as a new section as follows:

**SECTION 305.13 - FUTURE GAS STUBS** The gas stub-out for a future appliance shall be provided with a shut-off valve equipped with a sealed cap and an approved permanently engraved label shall be affixed to the gas stub-out/shut-off valve that states the maximum allowable BTHU rating of appliance connected to it. Where a gas stub is located above a combustible deck or under a combustible ceiling/roof future appliances must meet the manufacturers specifications and installation instructions regarding proximity to combustible construction.

#### **CHAPTER 4 GAS PIPING INSTALLATIONS**

##### **SECTION 409– GAS SHUTOFF VALVES**

**SECTION 409.3.2 INDIVIDUAL BUILDINGS** is hereby amended as follows:

**409.3.2 INDIVIDUAL BUILDINGS.** In a common system serving more than one building, shutoff valves shall be installed outdoors at each building. The gas line for shut off must break ground prior to entering the building and the shutoff installed as well as the dielectric union to the exterior of the building.

ORDINANCE NO. 2025-██████████

AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE CITY OF PRESCOTT, YAVAPAI COUNTY, ARIZONA, AMENDING TITLE III, CHAPTER 2 OF THE CITY CODE OF THE CITY OF PRESCOTT ENTITLED "INTERNATIONAL PLUMBING CODE" BY REPEALING SECTIONS 3-6-1 AND 3-6-2 AND ADOPTING NEW SECTIONS 3-6-1 AND 3-6-2 BY ADOPTING BY REFERENCE THAT CERTAIN DOCUMENT ENTITLED "*INTERNATIONAL PLUMBING CODE*", WHICH WAS MADE A PUBLIC RECORD BY RESOLUTION NO. 2025-██████████; PROVIDING A SEVERANCE CLAUSE; AND PROVIDING PENALTIES THEREIN.

**RECITALS:**

WHEREAS, the City of Prescott wishes to adopt the "*International Plumbing Code*", and certain local amendments thereto, in the interests of the health, safety and welfare of the citizens of Prescott; and

WHEREAS, **Resolution No. 2025-██████████** establishes the "*International Plumbing Code*", which contains the "*International Plumbing Code, 2024 Edition, including appendices B and E, as published by the International Code Council*" and certain local amendments thereto, as public record; and, whereas that document is intended to be adopted by this Ordinance; and

WHEREAS, due to the City of Prescott's unique climate, terrain and location, certain amendments to the "*International Plumbing Code, 2024 Edition, including appendices B and E, as published by the International Code Council*" will be required.

**ENACTMENTS:**

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF PRESCOTT AS FOLLOWS:

SECTION 1. That certain document entitled the "*International Plumbing Code*", which document amends and supersedes certain designated sections of the "*International Plumbing Code, 2024 Edition, including appendices B and E, as published by the International Code Council*" was made a public record by **Resolution No. 2025-██████████** is hereby adopted by this reference and amends and replaces the existing Chapter and Sections 3-6-1 and 3-6-2 of the Prescott City Code.

SECTION 2. The City of Prescott specifically and expressly finds and declares that the nature and uniqueness of the climate, terrain, and location does necessitate and demand specific amendments to the "*International Plumbing Code, 2024 Edition, including appendices B and E, as published by the International Code Council*", which local amendments are stated in the "*International Plumbing Code*", contained in Exhibit A to that public record adopted by reference through **Resolution No. 2025-██████████**.

SECTION 3. SEVERANCE CLAUSE: The provisions of this Ordinance and the Codes it incorporates are hereby declared to be severable; and, if any section,

sentence, clause or phrase of this Ordinance or the Codes that it incorporates shall, for any reason, be held to be invalid or unconstitutional, such decisions shall not affect the validity of the remaining sections, sentences, clauses and phrases of this Ordinance and the Code it incorporates, but they shall remain in effect, it being the legislative intent that this Ordinance and the Code it incorporates shall stand notwithstanding the invalidity of any part thereof.

SECTION 4. PENALTY-CRIMINAL: Any person who violates any provision of this Ordinance or the Codes adopted pursuant to this Ordinance may be guilty of a misdemeanor, and upon conviction thereof, shall be punished as provided in Section 1-3-1 of the Prescott City Code, by a fine not exceeding two thousand five hundred dollars (\$2,500.00) or by imprisonment for not more than six months, or by both such fine and imprisonment, at the discretion of the City judge. Each and every day any such violation continues shall be deemed and considered a separate offense.

SECTION 5. PENALTY-CIVIL: Upon conviction any person who violates any provision of this Ordinance thereof may be punished as provided in Section 1-3-1 and Section 1-3-2 of the Prescott City Code and subject to a civil penalty. Each and every day any such violation continues shall be deemed and considered a separate offense.

SECTION 6. EFFECTIVE DATE: This Ordinance shall become effective for permits applied on or after [REDACTED].

PASSED, APPROVED and ADOPTED by the Mayor and Council of the City of Prescott, Arizona, this \_\_\_ day of \_\_\_\_, 2025.

\_\_\_\_\_  
PHILIP R. GOODE, Mayor

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
SARAH M. THORNHILL , City Clerk

\_\_\_\_\_  
JOSEPH D. YOUNG, City Attorney

CERTIFICATION OF RECORDING OFFICER

STATE OF ARIZONA )  
County of Yavapai ) ss.

I, the undersigned Sarah M. Thornhill, being the duly appointed, qualified City Clerk of the City of Prescott, Yavapai County, Arizona, certify that the foregoing Resolution No. 2025-\_\_\_\_ is a true, correct and accurate copy of Resolution No. 2025-\_\_\_\_, passed and adopted at a Voting Meeting of the Council of the City of Prescott, Yavapai County, Arizona, held on the \_\_ day of July 2025, at which a quorum was present and, by a \_\_\_\_\_ vote, \_\_\_\_\_ voted in favor of said resolution.

Given under my hand and sealed this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

Seal

\_\_\_\_\_

Appeals Board

RESOLUTION NO. 2025- [REDACTED]

A RESOLUTION OF THE MAYOR AND COUNCIL OF THE CITY OF PRESCOTT, YAVAPAI COUNTY, ARIZONA, ADOPTING THAT CERTAIN DOCUMENT ENTITLED “INTERNATIONAL PLUMBING CODE”, AS PUBLIC RECORD, WHICH DOCUMENT REPLACES AND AMENDS CHAPTERS 3-6-1 (“ADOPTION OF THE INTERNATIONAL PLUMBING CODE”) AND 3-6-2 (“AMENDMENTS”) AND DIRECTING THE CITY CLERK TO RETAIN THREE COPIES THEREOF ON FILE

**RECITALS:**

WHEREAS, the City of Prescott adopted by reference that certain document entitled “*International Plumbing Code, 2024 Edition, including appendices B and E, as published by the International Code Council*”, as a public record by **Ordinance 2025- [REDACTED]**.

WHEREAS, the City of Prescott wishes to adopt that certain document entitled “International Plumbing Code” attached hereto and made a part hereof as Exhibit “A”. Which document replaces and amends the Prescott City Code Chapter 3-6-1 “ADOPTION OF THE INTERNATIONAL PLUMBING CODE”; and 3-6-2 “AMENDMENTS”

WHEREAS, The City Clerk is directed to maintain three (3) copies of the above-referenced public document on file at all times for inspection by the public

**ENACTMENTS:**

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE CITY OF PRESCOTT AS FOLLOWS:

SECTION 1. THAT, certain document entitled “*International Plumbing Code, 2024 Edition*” including appendices B and E as published by the International Code Council, is hereby declared to be a public record.

SECTION 2. THAT, certain document entitled “International Plumbing Code” attached hereto and made a part hereof as Exhibit “A”. Which document replaces and amends the Prescott City Code Chapter 3-6-1 “ADOPTION OF THE INTERNATIONAL PLUMBING CODE” and 3-6-2 “AMENDMENTS” is hereby declared to be a public record.

SECTION 3. THAT, the City Clerk is hereby directed to maintain three (3) copies of the above-referenced public document on file at all times for inspection by the public.

PASSED, APPROVED and ADOPTED by the Mayor and Council of the City of Prescott, Arizona, this \_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
PHILIP R. GOODE, Mayor

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
SARAH M. THORNHILL , City Clerk

\_\_\_\_\_  
JOSEPH D. YOUNG, City Attorney

CERTIFICATION OF RECORDING OFFICER

STATE OF ARIZONA )  
County of Yavapai ) ss.

I, the undersigned Sarah M. Thornhill, being the duly appointed, qualified City Clerk of the City of Prescott, Yavapai County, Arizona, certify that the foregoing **Resolution No. 2025-** [REDACTED] is a true, correct and accurate copy of **Resolution No. 2025-** [REDACTED], passed and adopted at a Voting Meeting of the Council of the City of Prescott, Yavapai County, Arizona, held on the \_\_\_ day of July 2025, at which a quorum was present and, by a \_\_\_\_\_ vote, \_\_\_\_\_ voted in favor of said resolution.

Given under my hand and sealed this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

Seal

\_\_\_\_\_

**EXHIBIT “A”**

Chapter 3-2 shall now be referred to as: “*International Plumbing Code*”.

Chapter 3-2-1 of the Prescott City Code is repealed and replaced as follows:

**“3:2-1: ADOPTION OF THE INTERNATIONAL PLUMBING CODE:**

There is hereby adopted by reference, that certain document known as the “*International Plumbing Code, 2024 Edition*”, including appendices B and E, as published by the International Code Council. Said document is hereby amended and adopted as the “*International Plumbing Code*” for regulating and governing the conditions and maintenance of all property, buildings and structures; by providing the standards for supplied utilities and facilities and other physical things and conditions essential to ensure that structures are safe, sanitary and fit for occupation and use; and the condemnation of buildings and structures unfit for human occupancy and use and the demolition of such structures as herein provided; providing for the issuance of permits and collection of fees therefore; and each and all regulations, provisions, penalties, conditions, and terms of the various technical codes and ordinances. Providing procedures for enforcement thereof; providing the severability of each and all conditions and terms of the “*International Plumbing Code*” are hereby referred to, adopted, and made as part hereof as set forth herein, excepting such portions as are herein deleted, modified or amended.

Chapter 3-2-2 of the Prescott City Code is repealed and replaced with the following:

**“3-2-2: AMENDMENTS:****CHAPTER 1 - SCOPE AND ADMINISTRATION****SECTION 101 – SCOPE AND GENERAL REQUIREMENTS**

**SECTION 101.1 Title** is amended to read as follows:

**101.1 Title.** These regulations shall be known as the “*International Plumbing Code*”, hereinafter referred to as 'this Code'.

**SECTION 102 through 116 is hereby deleted and replaced with the requirements of the International Building Code SECTION 102 through 116, as adopted and as may be amended from time to time.**

**CHAPTER 3 – GENERAL REGULATIONS****SECTION 305 – PROTECTION OF PIPES AND PLUMBING SYSTEM COMPONENTS**

**SECTION 305.4.1 Sewer Depth** is hereby amended to read as follows:

**305.4.1 Sewer Depth.** Building sewers that connect to private sewage disposal systems shall be installed not less than 12 inches (12") below finish grade at the point of connection. Building sewers shall be installed not less than 24 inches (24") below grade

**SECTION 305.4 Freezing** is hereby amended by adding a new sub-section to read as follows:

**305.4.2 Water in Attics.** All water in attics must be either in a conditioned attic space, or must be in an approved chase with foam, on the conditioned side of the insulation, with a minimum of R-49 insulation over the chase. Pipe must be pex or equal and must slope to drain back to shut-off when not in use

## CHAPTER 4 – FIXTURES, FAUCETS AND FIXTURE FITTINGS

### SECTION 403 – MINIMUM PLUMBING FACILITIES

**TABLE 403.1 Minimum number of required fixtures** is hereby amended by adding new footnotes to Table 403.1 to read as follows:

- g. Water coolers or bottled-water dispensers may be substituted for drinking fountains in A, B, M, and S occupancies with 25 or fewer occupants. Such water shall be free of charge to the public. Cooler or dispenser must be installed at time of Certificate of Occupancy walk through.
- h. A water cooler or bottled-water dispensers or break room sink with a drinking water faucet may be substituted for drinking fountains in A,B,M and S occupancies with more than 26 but less than 49 occupants. Such water shall be free of charge to the public. Cooler or dispenser must be installed at time of Certificate of Occupancy walk through.
- i. Goose neck faucets on a lavatory or a hose bib located within a restroom may be substituted for the required utility sink in A, B, M, and S occupancies with 25 or fewer occupants. Hose bibs shall comply with section 608.15.4.2 Hose connections. Must be installed at time of Certificate of Occupancy walk through.

**SECTION 403.2 Separate facilities** is hereby amended to read as follows:

Exceptions:

2. Separate facilities shall not be required in structures or tenant spaces with a total occupant load, including employees and customers, of twenty-five (25) or less.

3. Separate facilities shall not be required in Mercantile occupancies in which the maximum occupant load is fifty (~~100~~50) or less.
4. Facilities from 25 to 49 occupants are allowed to use multiple unisex restrooms, at least one must meet ADA, or one ADA restroom that meets full family restroom requirement, must have an ANSI A117.1-2009 compliant toilet, urinal, lavatory and baby changing station. One Family restroom will meet the requirement for 1 male and 1 female minimum restroom numbers.

## CHAPTER 6 – WATER SUPPLY AND DISTRIBUTION

### SECTION 603 – WATER SUPPLY

**SECTION 603 Water Service** is hereby amended by adding a new Sections 603.3, 603.3.1, and 603.3.2 to read as follows:

**603.3 Water service pipe installation.** The installation of the water service pipe shall comply with Section 603.3.

**603.3.1 Burial Depth.** The water service pipe shall be buried a minimum of 24 inches (24") below the finished grade for metallic piping and 24 inches (24") minimum below the finished grade for non-metallic piping and shall be covered with clean backfill material that is free of sharp rocks or any rocks that may cause damage to the piping. Native material to the job site may be used if it is free of rocks that may cause damage.

### SECTION 608 – PROTECTION OF POTABLE WATER SUPPLY

**SECTION 608.14 Backflow protection** is hereby amended as follows:

**608.14 Backflow protection.** Means of protection against backflow shall be provided in accordance with Sections 608.14.2 and 608.14.3, as close as practicable to the meter and required shut-off valve, Sections 608.14.1 and 608.14.4 through 608.14.9 may be used only in-line past the required meter protection. All temporary water lines must have frost free hose bib and anti-siphon valve and be a minimum 10' of required water pipe size.

## CHAPTER 7 – SANITARY DRAINAGE

### SECTION 714 – BACKWATER VALVES

**SECTION 714.1 Sewage backflow** is amended to read as follows:

**714.1 Sewage backflow.** All structures connected to the City sewer system shall be protected by an approved backwater valve, installed in the building drain.

**SECTION 714.1 Sewage backflow** is hereby amended by adding a new section 715.1.1 to read as follows:

**714.1.1 Sewage backflow retrofit requirements.** All structures connected to the City of Prescott sewer system prior to the adoption of this ordinance shall be protected by an approved backwater valve when additions, alterations, or repairs to existing structures are done.

**SECTION 903 – VENT TERMINALS**

**SECTION 903.1 Roof extension** is amended by the insertion of nine inches (~~9~~12" ).

Appeals Board

ORDINANCE NO. 2025-██████████

AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE CITY OF PRESCOTT, YAVAPAI COUNTY, ARIZONA, AMENDING TITLE III, CHAPTER 2 OF THE CITY CODE OF THE CITY OF PRESCOTT ENTITLED “NATIONAL ELECTRICAL CODE” BY REPEALING SECTIONS 3-7-1 AND 3-7-2 AND ADOPTING NEW SECTIONS 3-7-1 AND 3-7-2 BY ADOPTING BY REFERENCE THAT CERTAIN DOCUMENT ENTITLED “*NFPA 70 NATIONAL ELECTRIC CODE, 2023 EDITION AS PUBLISHED BY THE NATIONAL FIRE PROTECTION AGENCY*”, WHICH WAS MADE A PUBLIC RECORD BY RESOLUTION NO. 2025-██████████; PROVIDING A SEVERANCE CLAUSE; AND PROVIDING PENALTIES THEREIN.

**RECITALS:**

WHEREAS, the City of Prescott wishes to adopt the “*National Electric Code*”, and certain local amendments thereto, in the interests of the health, safety and welfare of the citizens of Prescott; and

WHEREAS, **Resolution No. 2025-██████████** establishes the “*National Electrical Code*”, which contains the “*NFPA 70 NATIONAL ELECTRIC CODE*”, 2023 Edition, as published by the National Fire Protection Agency and certain local amendments thereto, as public record; and, whereas that document is intended to be adopted by this Ordinance; and

WHEREAS, due to the City of Prescott’s unique climate, terrain and location, certain amendments to the “*NFPA 70 NATIONAL ELECTRIC CODE*”, 2023 Edition, as published by the National Fire Protection Agency will be required.

**ENACTMENTS:**

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF PRESCOTT AS FOLLOWS:

SECTION 1. That certain document entitled the “*National Electric Code*”, which document amends and supersedes certain designated sections of the “*NFPA 70 NATIONAL ELECTRIC CODE*”, 2023 Edition, as published by the National Fire Protection Agency was made a public record by **Resolution No. 2025-██████████** is hereby adopted by this reference and amends and replaces the existing Chapter and Sections 3-7-1 and 3-7-2 of the Prescott City Code.

SECTION 2. The City of Prescott specifically and expressly finds and declares that the nature and uniqueness of the climate, terrain, and location does necessitate and demand specific amendments to the “*NFPA 70 NATIONAL ELECTRIC CODE*”, 2023 Edition, as published by the National Fire Protection Agency, which local amendments are stated in the “*National Electrical Code*”, contained in Exhibit A to that public record adopted by reference through **Resolution No. 2025-██████████**.

SECTION 3. SEVERANCE CLAUSE: The provisions of this Ordinance and the Codes it incorporates are hereby declared to be severable; and, if any section, sentence, clause or phrase of this Ordinance or the Codes that it incorporates shall, for any reason, be held to be invalid or unconstitutional, such decisions shall not affect the validity of the remaining sections, sentences, clauses and phrases of this Ordinance and the Code it incorporates, but they shall remain in effect, it being the legislative intent that this Ordinance and the Code it incorporates shall stand notwithstanding the invalidity of any part thereof.

SECTION 4. PENALTY-CRIMINAL: Any person who violates any provision of this Ordinance or the Codes adopted pursuant to this Ordinance may be guilty of a misdemeanor, and upon conviction thereof, shall be punished as provided in Section 1-3-1 of the Prescott City Code, by a fine not exceeding two thousand five hundred dollars (\$2,500.00) or by imprisonment for not more than six months, or by both such fine and imprisonment, at the discretion of the City judge. Each and every day any such violation continues shall be deemed and considered a separate offense.

SECTION 5. PENALTY-CIVIL: Upon conviction any person who violates any provision of this Ordinance thereof may be punished as provided in Section 1-3-1 and Section 1-3-2 of the Prescott City Code and subject to a civil penalty. Each and every day any such violation continues shall be deemed and considered a separate offense.

SECTION 6. EFFECTIVE DATE: This Ordinance shall become effective for permits applied on or after [REDACTED].

**PASSED AND ADOPTED** by the Mayor and Council of the City of Prescott, Arizona, on this day \_\_\_\_ of \_\_\_\_\_, 2025.

\_\_\_\_\_  
PHILIP R. GOODE, Mayor

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
SARAH M. THORNHILL, City Clerk

\_\_\_\_\_  
JOSEPH D. YOUNG, City Attorney

CERTIFICATION OF RECORDING OFFICER

STATE OF ARIZONA )  
County of Yavapai ) ss.

I, the undersigned Sarah M. Thornhill, being the duly appointed, qualified City Clerk of the City of Prescott, Yavapai County, Arizona, certify that the foregoing **Ordinance No. 2025-** is a true, correct and accurate copy of **Ordinance No. 2025-**, passed and adopted at a Voting Meeting of the Council of the City of Prescott, Yavapai County, Arizona, held on the day of 2025, at which a quorum was present and, by a vote, voted in favor of said ordinance.

Given under my hand and sealed this day of , 2025.

Seal

\_\_\_\_\_  
City Clerk

RESOLUTION NO. 2025- [REDACTED]

A RESOLUTION OF THE MAYOR AND COUNCIL OF THE CITY OF PRESCOTT, YAVAPAI COUNTY, ARIZONA, ADOPTING THAT CERTAIN DOCUMENT ENTITLED “*NATIONAL ELECTRICAL CODE*”, AS PUBLIC RECORD, WHICH DOCUMENT REPLACES AND AMENDS CHAPTERS 3-7-1 (“ADOPTION OF THE INTERNATIONAL MECHANICAL CODE”) AND 3-7-2 (“AMENDMENTS”) AND DIRECTING THE CITY CLERK TO RETAIN THREE COPIES THEREOF ON FILE

RECITALS:

WHEREAS, the City of Prescott adopted by reference that certain document entitled “*NFPA 70 NATIONAL ELECTRIC CODE*”, 2023 Edition, as published by the National Fire Protection Agency, as a public record by **Ordinance 2025- [REDACTED]**.

WHEREAS, the City of Prescott wishes to adopt that certain document entitled “*National Electrical Code*” attached hereto and made a part hereof as Exhibit “A”. Which document replaces and amends the Prescott City Code Chapter 3-7-1 “ADOPTION OF THE NATIONAL ELECTRICAL CODE”; and 3-7-2 “AMENDMENTS”

WHEREAS, The City Clerk is directed to maintain three (3) copies of the above-referenced public document on file at all times for inspection by the public

ENACTMENTS:

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE CITY OF PRESCOTT AS FOLLOWS:

SECTION 1. THAT, certain document entitled “*NFPA 70 NATIONAL ELECTRIC CODE*”, 2023 Edition, as published by the National Fire Protection Agency, is hereby declared to be a public record.

SECTION 2. THAT, certain document entitled “*National Electrical Code*” attached hereto and made a part hereof as Exhibit “A”. Which document replaces and amends the Prescott City Code Chapter 3-7-1 “ADOPTION OF THE NATIONAL ELECTRICAL CODE” and 3-7-2 “AMENDMENTS” is hereby declared to be a public record.

SECTION 3. THAT, the City Clerk is hereby directed to maintain three (3) copies of the above-referenced public document on file at all times for inspection by the public.

PASSED, APPROVED and ADOPTED by the Mayor and Council of the City of Prescott, Arizona, this \_\_\_ day of \_\_\_\_, 2025.

\_\_\_\_\_  
PHILIP R. GOODE, Mayor

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
SARAH M. THORNHILL , City Clerk

\_\_\_\_\_  
JOSEPH D. YOUNG, City Attorney

CERTIFICATION OF RECORDING OFFICER

STATE OF ARIZONA )  
County of Yavapai ) ss.

I, the undersigned Sarah M. Thornhill, being the duly appointed, qualified City Clerk of the City of Prescott, Yavapai County, Arizona, certify that the foregoing Resolution No. 2025-\_\_\_\_ is a true, correct and accurate copy of Resolution No. 2025-\_\_\_\_, passed and adopted at a Voting Meeting of the Council of the City of Prescott, Yavapai County, Arizona, held on the \_\_\_\_ day of July 2025, at which a quorum was present and, by a \_\_\_\_\_ vote, \_\_\_\_\_ voted in favor of said resolution.

Given under my hand and sealed this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

Seal

\_\_\_\_\_

**EXHIBIT "A"**

Chapter 3-7 shall now be referred to as: "*National Electrical Code*".

Chapter 3-7-1 of the Prescott City Code is repealed and replaced as follows:

**"3:7-1: ADOPTION OF THE NATIONAL ELECTRICAL CODE:**

There is hereby adopted by reference, that certain document known as the "*NFPA 70 NATIONAL ELECTRIC CODE*", 2023 Edition, as published by the National Fire Protection Agency. Said document is hereby amended and adopted as the "*National Electrical Code*" for regulating and governing the conditions and maintenance of all property, buildings and structures; by providing the standards for supplied utilities and facilities and other physical things and conditions essential to ensure that structures are safe, sanitary and fit for occupation and use; and the condemnation of buildings and structures unfit for human occupancy and use and the demolition of such structures as herein provided; providing for the issuance of permits and collection of fees therefore; and each and all regulations, provisions, penalties, conditions, and terms of the various technical codes and ordinances. Providing procedures for enforcement thereof; providing the severability of each and all conditions and terms of the "*National Electrical Code*" are hereby referred to, adopted, and made as part hereof as set forth herein, excepting such portions as are herein deleted, modified or amended.

Chapter 3-7-2 of the Prescott City Code is repealed and replaced with the following:

**"3-7-2: AMENDMENTS:****SECTION 210.52 DWELLING UNIT RECEPTACLE OUTLETS****SECTION 210.52(C)(3) COUNTERTOPS AND WORK SURFACES**

is amended by adding Item 4 as follows:

**210.52(C)(3) RECEPTACLE OUTLET LOCATION** Required receptacle outlets shall be located in one or more of the following:

1. On or above, but not more than 20 inches (508 mm) above, the countertop or work surface.
2. In a countertop using receptacle outlet assemblies listed for the use in countertops.
3. In a work surface using receptacle outlet assemblies listed for use in work surfaces or listed for use in countertops. [210.52(C)(3)]

4.Receptacles are allowed below the countertop at a maximum of 12" below the top of the countertop surface measured to the middle of the box, when the countertop surface overhang does not exceed 1.5 inches.

Appeals Board

ORDINANCE NO. 2025-██████████

AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE CITY OF PRESCOTT, YAVAPAI COUNTY, ARIZONA, AMENDING TITLE III, CHAPTER 8 OF THE CITY CODE OF THE CITY OF PRESCOTT ENTITLED “INTERNATIONAL RESIDENTIAL CODE FOR ONE- AND TWO-FAMILY DWELLINGS” BY REPEALING SECTIONS 3-8-1 AND 3-8-2 AND ADOPTING NEW SECTIONS 3-8-1 AND 3-8-2 BY ADOPTING THAT CERTAIN DOCUMENT ENTITLED “INTERNATIONAL RESIDENTIAL CODE FOR ONE- AND TWO-FAMILY DWELLINGS”, WHICH WAS MADE A PUBLIC RECORD BY RESOLUTION NO. 2025-██████████; PROVIDING A SEVERANCE CLAUSE; AND PROVIDING PENALTIES THEREIN.

**RECITALS:**

WHEREAS, the City of Prescott wishes to adopt the “*International Residential Code for One- and Two- Family Dwellings, 2024 Edition*” as published by the International Code Council, including Appendix BF, and certain local amendments thereto, in the interests of the health, safety and welfare of the citizens of Prescott; and

WHEREAS, **Resolution No. 2025-██████████** establishes the “*International Residential Code for One- and Two-Family Dwellings*” which contains the “*International Residential Code for One- and Two- Family Dwellings, 2024 Edition*” as published by the International Code Council, including Appendix BF and certain local amendments thereto, as a public record; and, whereas, said document is intended to be adopted by this Ordinance; and

WHEREAS, due to the City of Prescott’s unique climate, terrain and location, certain amendments to the “*International Residential Code for One- and Two- Family Dwellings, 2024 Edition*” as published by the International Code Council, including Appendix BF will be required.

**ENACTMENTS:**

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF PRESCOTT AS FOLLOWS:

SECTION 1. That certain document entitled the “*International Residential Code for One- and Two-Family Dwellings*”, which document amends and supersedes certain designated sections of the “*International Residential Code for One- and Two-Family Dwellings*” which contains the “*International Residential Code for One- and Two- Family Dwellings, 2024 Edition*” as published by the International Code Council, including Appendix BF and was made a public record by **Resolution No. 2025-██████████**, is hereby

adopted by this reference and amends and replaces the existing Chapter and Sections 3-8-1 and 3-8-2 of the Prescott City Code.

SECTION 2. The City of Prescott specifically and expressly finds and declares that the nature and uniqueness of the climate, terrain, and location does necessitate and demand specific amendments to the “International Residential Code for One- and Two-Family Dwellings” which contains the “International Residential Code for One- and Two-Family Dwellings, 2024 Edition” as published by the International Code Council, including Appendix BF, which local amendments are stated in the “*International Residential Code for One- and Two-Family Dwellings*”, contained in Exhibit A to that public record adopted by reference through **Resolution No. 2025- [REDACTED]**.

SECTION 3. SEVERANCE CLAUSE: The provisions of this Ordinance and the Codes it incorporates are hereby declared to be severable, and if any section, sentence, clause or phrase of this Ordinance or the Codes that it incorporates shall, for any reason, be held to be invalid or unconstitutional, such decisions shall not affect the validity of the remaining sections, sentences, clauses and phrases of this Ordinance and the Code it incorporates, but they shall remain in effect, it being the legislative intent that this Ordinance and the Code it incorporates shall stand notwithstanding the invalidity of any part thereof.

SECTION 4. PENALTY-CRIMINAL: Any person who violates any provision of this Ordinance or the Codes adopted pursuant to this Ordinance may be guilty of a misdemeanor, and upon conviction thereof, shall be punished as provided in Section 1-3-1 of the Prescott City Code, by a fine not exceeding two thousand five hundred dollars (\$2,500.00) or by imprisonment for not more than six (6) months, or by both such fine and imprisonment, at the discretion of the City judge. Each and every day any such violation continues shall be deemed and considered a separate offense.

SECTION 5. PENALTY-CIVIL: Upon conviction any person who violates any provision of this Ordinance thereof may be punished as provided in Section 1-3-1 and Section 1-3-2 of the Prescott City Code and subject to a civil penalty. Each and every day any such violation continues shall be deemed and considered a separate offense.

SECTION 6. EFFECTIVE DATE: This Ordinance shall become effective for permits applied on or after [REDACTED].

PASSED and ADOPTED by the Mayor and Council of the City of Prescott, Arizona, on this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
PHILIP R. GOODE, Mayor



RESOLUTION NO. 2025-          

A RESOLUTION OF THE MAYOR AND COUNCIL OF THE CITY OF PRESCOTT, YAVAPAI COUNTY, ARIZONA, ADOPTING THAT CERTAIN DOCUMENT ENTITLED “INTERNATIONAL RESIDENTIAL CODE FOR ONE- AND TWO- FAMILY DWELLINGS”, INCLUDING APPENDEX BF, AS A PUBLIC RECORD, WHICH DOCUMENT REPLACES AND AMENDS CHAPTERS 3-8-1 (“ADOPTION OF THE INTERNATIONAL RESIDENTIAL CODE FOR ONE\_ AND TWO\_ FAMILY DWELLINGS”) AND 3-8-2 (“AMENDMENTS”) AND DIRECTING THE CITY CLERK TO RETAIN THREE COPIES THEREOF ON FILE.

RECITALS:

WHEREAS, the City of Prescott adopted by reference that certain document entitled “*International Residential Code for One- and Two- Family Dwellings, 2024 Edition*” as published by the International Code Council, including Appendix BF as a public record by Ordinance 2025-          .

WHEREAS, the City of Prescott wishes to adopt that certain document entitled “*International Residential Code for One- and Two- Family Dwellings*” attached hereto and made a part hereof as Exhibit “A”. Which document replaces and amends the Prescott City Code Chapter 3-8-1 “ADOPTION OF THE INTERNATIONAL RESIDENTIAL CODE FOR ONE- AND TWO- FAMILY DWELLINGS”; and 3-8-2 “AMENDMENTS”

WHEREAS, The City Clerk is directed to maintain three (3) copies of the above-referenced public document on file at all times for inspection by the public

ENACTMENTS:

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE CITY OF PRESCOTT AS FOLLOWS:

SECTION 1. THAT, certain document entitled “*International Residential Code for One- and Two- Family Dwellings, 2024 Edition*” as published by the International Code Council, including Appendix B, is hereby declared to be a public record.

SECTION 3. THAT, certain document entitled “*International Residential Code for One- and Two- Family Dwellings*” attached hereto and made a part hereof as Exhibit “A”. Which document replaces and amends the Prescott City Code Chapter 3-8-1 “ADOPTION OF THE INTERNATIONAL RESIDENTIAL CODE FOR ONE- AND TWO- FAMILY DWELLINGS” and 3-8-2 “AMENDMENTS” is hereby declared to be a public record.

SECTION 3. THAT, the City Clerk is hereby directed to maintain three (3) copies of the above-referenced public document on file at all times for inspection by the public.

PASSED, APPROVED and ADOPTED by the Mayor and Council of the City of Prescott, Arizona, this \_\_\_ day of \_\_\_\_, 2025.

\_\_\_\_\_  
PHILIP R. GOODE, Mayor

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
SARAH M. THORNHILL, City Clerk

\_\_\_\_\_  
JOSEPH D. YOUNG, City Attorney

CERTIFICATION OF RECORDING OFFICER

STATE OF ARIZONA )  
County of Yavapai ) ss.

I, the undersigned Sarah M. Thornhill, being the duly appointed, qualified City Clerk of the City of Prescott, Yavapai County, Arizona, certify that the foregoing Resolution No. 2025-\_\_\_\_ is a true, correct and accurate copy of Resolution No. 2025-\_\_\_\_, passed and adopted at a Voting Meeting of the Council of the City of Prescott, Yavapai County, Arizona, held on the \_\_\_ day of July 2025, at which a quorum was present and, by a \_\_\_\_\_ vote, \_\_\_\_\_ voted in favor of said resolution.

Given under my hand and sealed this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

Seal

\_\_\_\_\_

**EXHIBIT “A”**

Chapter 3-8 shall now be referred to as: *“International Residential Code for One- and Two- Family Dwellings”*.

Chapter 3-8-1 of the Prescott City Code is repealed and replaced as follows:

“3-8-1: ADOPTION OF THE INTERNATIONAL RESIDENTIAL CODE FOR ONE- AND TWO- FAMILY DWELLINGS:

There is hereby adopted by reference, that certain document known as the *“International Residential Code for One- and Two- Family Dwellings, 2024 Edition”*, as published by the International Code Council. Said document is hereby amended and adopted as the *“International Residential Code for One- and Two- Family Dwellings”* for regulating and governing the conditions and maintenance of all property, buildings and structures; by providing the standards for supplied utilities and facilities and other physical things and conditions essential to ensure that structures are safe, sanitary and fit for occupation and use; and the condemnation of buildings and structures unfit for human occupancy and use and the demolition of such structures as herein provided; providing for the issuance of permits and collection of fees therefore; and each and all regulations, provisions, penalties, conditions, and terms of the various Technical codes and Ordinances. Providing procedures for enforcement thereof; providing the severability of each and all conditions and terms of the *“International Residential Code for One- and Two- Family Dwellings”* are hereby referred to, adopted, and made as part hereof as set forth herein, excepting such portions as are herein deleted, modified or amended.

Chapter 3-8-2 of the Prescott City Code is repealed and replaced with the following:

“3-8-2: AMENDMENTS:

## **CHAPTER 1 - SCOPE AND ADMINISTRATION**

### **SECTION R101 SCOPE AND GENERAL REQUIREMENTS**

**SECTION R101.1 Title** is deleted in its entirety and revised to read as follows:

**R101.1 - Title.** These regulations shall be known as the *“International Residential Code for One- and Two- Family Dwellings”*, herein referred to as “this Code”

**SECTION R101.2 Scope** is amended as follows:

**SECTION R101.2 Scope** The provisions of this code shall apply to the construction, alteration, movement, enlargement, replacement, repair, equipment, use and occupancy, location, removal and demolition of detached one- and two-

family dwellings and townhouses not more than three stories above grade plane in height with a separate means of egress and their accessory structures not more than three stories above grade plane in height.

Exception: The following shall be permitted to be constructed in accordance with this code where provided with an automatic sprinkler system as required by the International Fire Code of The City of Prescott complying with Section P2904:

1. Live/work units located in townhouses and complying with the requirements of Section 508.5 of the International Building Code.
2. Owner-occupied lodging houses with five or fewer guestrooms.
3. A care facility with five or fewer persons receiving custodial care within a dwelling unit.
4. A care facility with five or fewer persons receiving medical care within a dwelling unit.
5. A day care facility for five or fewer persons of any age receiving care within a dwelling unit.

**SECTION 102 through 116** is hereby deleted and replaced with the requirements of the International Building Code SECTION 102 through 116, as adopted and as may be amended from time to time.

### CHAPTER 3 - BUILDING PLANNING

#### **SECTION R301 DESIGN CRITERIA**

**Table R301.2 Climatic and Geographic Design Criteria**, is hereby amended to read as follows:

**Table 301.2 Climatic and Geographic Design Criteria.**

GROUND SNOW LOAD:	<u>Per <a href="https://ascehazardtool.org/">https://ascehazardtool.org/</a> for IRC Building</u>
WIND DESIGN	
Speed:	105 mph, 3 second gust
SEISMIC DESIGN CATAGORY:	C
SUBJECT TO DAMAGE FROM:	
Weathering:	Negligible
Frost Line Depth:	18 inches (457.2 mm)
Termite:	Moderate
ICE SHIELD UNDERLAYMENT:	No
FLOOD HAZARDS:	See Prescott City Code Title XIII
AIR FREEZING INDEX:	194
MEAN ANNUAL TEMP:	<u>53 degrees F</u>
MANUAL J DESIGN CRITERIA <sup>n</sup> :	<u>Climate Designation 4B Mixed-Dry</u>
Elevation	<u>5,510 feet</u>
Outdoor winter design dry-bulb temperature	<u>16 degrees F</u>

n. The jurisdiction shall fill in these sections of the table to establish the design criteria using Table 1a or 1b from ACCA Manual J 8th addition for HVAC system design, the criteria shall be from ACCA Manual J, Table 1B for Arizona, Prescott or Prescott, Love field or from ASHREA 2021 Prescott Love Field, AZ or established criteria determined by the jurisdiction.

o. The jurisdiction shall fill in this section of the allowable stress design table using the Ground Snow Loads Per ASCE 7-22 Hazard tool located at <https://ascehazardtool.org/> for IRC Buildings in Figure R301.2(3).

## **SECTION R309 AUTOMATIC FIRE SPRINKLER SYSTEMS**

**SECTION R309.2.1 Design and Installation** is hereby amended to read as follows:

### **SECTION R309.2.1 Design and installation.**

Automatic sprinkler systems shall be designed and installed as required by the International Fire Code of The City of Prescott. in accordance with Section P2904 or NFPA 13D.-

## **CHAPTER 5 - FLOORS**

### **SECTION R506 CONCRETE FLOORS**

**SECTION R506.3.3 VAPOR RETARDER** is hereby deleted in its entirety.

**R506.3.3 VAPOR RETARDER.** A vapor retarder shall be installed as required and specified by the certified geotechnical engineer and must be identified in the geotechnical soils report required by Section R401.4 of this code.

## **CHAPTER 7 - WALL COVERING**

**SECTION R702.7 VAPOR RETARDERS.** to be deleted in its entirety including all table references.

## **CHAPTER 11 - ENERGY EFFICIENCY**

**CHAPTER 11 ENERGY EFFICIENCY** to be deleted in its entirety to be replaced with the requirements of the “2012 International Energy Conservation Code” as adopted by the City of Prescott and as may be amended from time to time.

## **CHAPTER 24 - FUEL GAS**

### **SECTION G2408 (305) – INSTALLATION**

**SECTION G2408.7 – FUTURE GAS STUB** is hereby added as a new section as follows:

**SECTION G2408.7 - FUTURE GAS STUBS** The gas stub-out for a future appliance shall be provided with a shut-off valve equipped with a sealed cap and an *approved* permanently engraved label shall be affixed to the gas stub-out/shut-off valve that states the maximum allowable BTHU rating of appliance connected to it. Where a gas stub is located above a combustible deck or under a combustible ceiling/roof future appliances must meet the manufacturers specifications and installation instructions regarding proximity to combustible construction.

## **SECTION G2420 (409) – GAS SHUTOFF VALVES**

**SECTION G2420.3 (409.3.2) INDIVIDUAL BUILDINGS** is hereby amended as follows:

**G2420.3 INDIVIDUAL BUILDINGS.** In a common system serving more than one building, shutoff valves shall be installed outdoors at each building. The gas line for shut off must break ground prior to entrance in the building and the shutoff installed as well as the dielectric union to the exterior of the building.

## **CHAPTER 25 PLUMBING ADMINISTRATION**

### **SECTION P2503 INSPECTION AND TESTS**

**SECTION P2503.4 BUILDING SEWER TESTING** is hereby amended as follows:

**SECTION P2503.4 BUILDING SEWER TESTING** ~~The building sewer shall be tested by insertion of a test plug at the point of connection with the public sewer, filling the building sewer with water and pressurizing the sewer to not less than a 10-foot (3048 mm) head of water. The test pressure shall not decrease during a period of not less than 15 minutes.~~ The building sewer shall be watertight at all points.

A forced sewer test shall consist of pressurizing the piping to a pressure of not less than 5 psi (34.5 kPa) greater than the pump rating and maintaining such pressure for not less than 15 minutes. The forced sewer shall be watertight at all points.

## **CHAPTER 26 – GENERAL PLUMBING REQUIREMENTS**

### **SECTION P2602 – INDIVIDUAL WATER SUPPLY AND SEWAGE DISPOSAL**

**SECTON P2602.1 GENERAL** is hereby amended as follows:

**P2602.1 GENERAL** The water distribution system of any building or premises where plumbing fixtures are installed shall be connected to a public water supply. Where a public water supply system is not available, or connection to the supply is not feasible, an individual water supply shall be provided. Individual water

supplies shall be constructed and installed in accordance with applicable state and local laws, where such laws do not address the requirements set forth in NGWA-01, individual water supplies shall comply with NGWA-01 for those requirements not addressed by state and local laws. Backflow devices are required per Prescott City Code 6-1, Section 903.3.5.

Sanitary drainage piping from plumbing fixtures in buildings and sanitary drainage piping systems from premises shall be connected to a public sewer. Where a public sewer is not available, the sanitary drainage piping and systems shall be connected to a private sewage disposal system approved for use by Yavapai County under separate permit. that is in accordance with the International Private Sewage Disposal Code.

## **SECTION P2603 – STRUCTURAL AND PIPING PROTECTION**

**SECTION P2603.5.1 SEWER DEPTH** is hereby amended to read as follows:

**P2603.5.1 SEWER DEPTH.** Building sewers that connect to private sewage disposal systems shall be a minimum of 18 inches below finished grade at the point of septic tank connection. Building sewers shall be a minimum of 18 inches below grade.

**SECTION P2603.5.2 WATER IN ATTICS** is hereby added as follows:

**SECTION P2603.5.2 WATER IN ATTICS.** All water in attics must be either in a conditioned attic space, or must be in an approved chase with foam, on the conditioned side of the insulation, with a minimum of R-49 insulation over the chase. Pipe must be pex or equal and must slope to drain to showerhead when not in use; no valve allowed on the showerhead.

## **CHAPTER 27 PLUMBING FIXTURES**

### **SECTION P2709 SHOWER RECEPTORS**

**SECTION P2709.3 INSTALLATION** is hereby amended to read as follows:

**SECTION P2709.3 INSTALLATION.** Lining materials shall be sloped 1/4 unit vertical in 12 units horizontal (2-percent slope) to weep holes in the subdrain by means of a smooth, solidly formed subbase, shall be properly recessed and fastened to approved backing so as not to occupy the space required for the wall covering, and shall not be nailed or perforated at any point less than 1 inch (25.4 mm) above the finished threshold. ~~The assembly shall be tested in accordance with Section P2503.6.~~

## **CHAPTER 29 – WATER SUPPLY AND DISTRIBUTION**

**SECTION P2901 – GENERAL**

**SECTION P2901.1 Potable Water Required** is hereby amended by adding a section as follows:

P2901.1.1 Temporary Water. Temporary water must meet all requirements for direct burial and tracer wires, as well as sprinkler line sizing and material and weather protection and hose-bib protection per P2902.4.3. A minimum of 10 feet of line must be installed.

**SECTION P2904 – DWELLING UNIT FIRE SPRINKLER SYSTEMS**

**SECTION P2904 Dwelling Unit Fire Sprinkler Systems** is hereby deleted in its entirety and amended to read as follows:

**P2904 Dwelling Unit fire Sprinkler Systems.** Dwelling Unit fire Sprinkler Systems shall be installed and maintained as required by the International Fire Code of The City of Prescott.

**SECTION P3008 – BACKWATER VALVES**

**SECTION P3008.1 Where Required** is hereby amended to read as follows:

**P3008.1 Where Required.** All structures connected to the City of Prescott sewer system require an approved backwater valve. All structures connected to the City of Prescott sewer system prior to the adoption of this ordinance shall be protected by an approved backwater valve when additions, alterations, or repairs to existing structures, whose value of work is fifteen (15) percent or greater of the value of an existing building of assembly use or twenty-five (25) percent or greater of an existing structure of other occupancies, during a twelve month period. Where the flood level rims of plumbing fixtures are below the elevation of the manhole cover of the next upstream manhole in the public sewer, the fixtures shall be protected by a backwater valve installed in the building drain, branch of the building drain or horizontal branch serving such fixtures.

**CHAPTER 39 POWER AND LIGHTING DISTRIBUTION****SECTION E3901 RECEPTACLE OUTLETS**

**SECTION E3901.4.2 ISLAND AND PENINSULAR COUNTERTOPS AND WORK SURFACES** is hereby deleted in its entirety.

**E3901.4.3 RECEPTACLE OUTLET LOCATION** is amended by adding Item 4 as follows:

**E3901.4.3 RECEPTACLE OUTLET LOCATION** Receptacle outlets rendered not readily accessible by appliances fastened in place, appliance garages, sinks, or

rangetops as covered in the exception to Section E3901.4.1, or appliances occupying assigned spaces shall not be considered as these required outlets. Required receptacle outlets shall be located in one or more of the following:

1. On or above, but not more than 20 inches (508 mm) above, the countertop or work surface.

2. In a countertop using receptacle outlet assemblies listed for the use in countertops.

3. In a work surface using receptacle outlet assemblies listed for use in work surfaces or listed for use in countertops. [210.52(C)(3)]

4. Receptacles are allowed below the countertop at a maximum of 12" below the top of the countertop surface measured to the middle of the box, when the countertop surface overhang does not exceed 1.5 inches.

Appeals Board

ORDINANCE NO. 2025-██████████

AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE CITY OF PRESCOTT, YAVAPAI COUNTY, ARIZONA, AMENDING TITLE III, CHAPTER 17 OF THE CITY CODE OF THE CITY OF PRESCOTT BY REPEALING SECTIONS 3-17-1 AND 3-17-2 OF THE ADMINISTRATIVE BUILDING CODE IN THEIR ENTIRETY AND ADOPTING NEW SECTIONS 3-17-1 AND 3-17-2, ADOPTING THAT CERTAIN DOCUMENT ENTITLED “INTERNATIONAL EXISTING BUILDING CODE”, WHICH DOCUMENT WAS MADE A PUBLIC RECORD BY RESOLUTION NO. 2025-██████████; PROVIDING A SEVERANCE CLAUSE; AND PROVIDING PENALTIES THEREIN.

**RECITALS:**

WHEREAS, the City of Prescott wishes to adopt the “*International Existing Building Code*”, and certain local amendments thereto, in the interests of the health, safety and welfare of the citizens of Prescott; and

WHEREAS, **Resolution 2025-██████████** establishes the “*International Existing Building Code*”, which contains the “*International Existing Building, 2024 Edition*” as published by the International Code Council, including Appendices A, C and Resource A and certain local amendments thereto, as a public record; and, whereas that document is intended to be adopted by this Ordinance; and

WHEREAS, due to the City of Prescott’s unique climate, terrain and location, certain amendments to the “*International Existing Building, 2024 Edition*” as published by the International Code Council, including Appendices A, C and Resource A will be required.

**ENACTMENTS:**

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF PRESCOTT AS FOLLOWS:

SECTION 1. That certain document entitled the “*International Existing Building Code*”, which document amends and supersedes certain designated sections of the “*International Existing Building, 2024 Edition*” as published by the International Code Council, including Appendices A, C and Resource A was made a public record by **Resolution No. 2025-██████████**, is hereby adopted by this reference and amends and replaces the existing Chapter and Sections 3-17-1 and 3-17-2 of the Prescott City Code.

SECTION 2. The City of Prescott specifically and expressly finds and declares that the nature and uniqueness of the climate, terrain, and location does necessitate and demand specific amendments to the “*International Existing Building Code*”, which local amendments are stated in the “Administrative Building Code”, contained in Exhibit A to that public record adopted by reference through **Resolution No. 2025-██████████**.

SECTION 3. SEVERANCE CLAUSE: The provisions of this Ordinance and the Codes it incorporates are hereby declared to be severable; and, if any section, sentence, clause or phrase of this Ordinance or the Codes that it incorporates shall, for any reason, be held to be invalid or unconstitutional, such decisions shall not affect the validity of the remaining sections, sentences, clauses and phrases of this Ordinance and the Code it incorporates, but they shall remain in effect, it being the legislative intent that this Ordinance and the Code it incorporates shall stand notwithstanding the invalidity of any part thereof.

SECTION 4. PENALTY-CRIMINAL: Any person who violates any provision of this Ordinance or the Codes adopted pursuant to this Ordinance may be guilty of a misdemeanor, and upon conviction thereof, shall be punished as provided in Section 1-3-1 of the Prescott City Code, by a fine not exceeding two thousand five hundred dollars (\$2,500.00) or by imprisonment for not more than six months, or by both such fine and imprisonment, at the discretion of the City judge. Each and every day any such violation continues shall be deemed and considered a separate offense.

SECTION 5. PENALTY-CIVIL: Upon conviction any person who violates any provision of this Ordinance thereof may be punished as provided in Section 1-3-1 and Section 1-3-2 of the Prescott City Code and subject to a civil penalty. Each and every day any such violation continues shall be deemed and considered a separate offense.

SECTION 6. EFFECTIVE DATE: This Ordinance shall become effective for permits applied for on or after [REDACTED].

**PASSED and ADOPTED** by the Mayor and Council of the City of Prescott, Arizona, on this [REDACTED] day of [REDACTED], 2025.

\_\_\_\_\_  
PHILIP R. GOODE, Mayor

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
SARAH M. THORNHILL, City Clerk

\_\_\_\_\_  
JOSEPH D. YOUNG, City Attorney

CERTIFICATION OF RECORDING OFFICER

STATE OF ARIZONA )  
County of Yavapai ) ss.

I, the undersigned Sarah M. Thornhill, being the duly appointed, qualified City Clerk of the City of Prescott, Yavapai County, Arizona, certify that the foregoing Resolution No. 2025-\_\_\_\_ is a true, correct and accurate copy of Resolution No. 2025-\_\_\_\_, passed and adopted at a Voting Meeting of the Council of the City of Prescott, Yavapai County, Arizona, held on the \_\_ day of July 2025, at which a quorum was present and, by a \_\_\_\_\_ vote, \_\_\_\_\_ voted in favor of said resolution.

Given under my hand and sealed this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

Seal

\_\_\_\_\_

Appeals Board

RESOLUTION NO. 2025-          

A RESOLUTION OF THE MAYOR AND COUNCIL OF THE CITY OF PRESCOTT, YAVAPAI COUNTY, ARIZONA, ADOPTING THAT CERTAIN DOCUMENT ENTITLED “INTERNATIONAL EXISTING BUILDING CODE”, INCLUDING APENDICIES A, C AND RESOURCE A AS A PUBLIC RECORD, WHICH DOCUMENT REPLACES AND AMENDS CHAPTERS 3-17-1 (“ADOPTION OF THE ADMINISTRATIVE INTERNATIONAL EXISTING BUILDING CODE”) AND 3-17-2 (“AMENDMENTS”) AND DIRECTING THE CITY CLERK TO RETAIN THREE COPIES THEREOF ON FILE.

RECITALS:

WHEREAS, the City of Prescott adopted by reference that certain document entitled “International Existing Building, 2024 Edition” as published by the International Code Council, including Appendices A, C and Resource A as a public record by Ordinance 2025-          .

WHEREAS, the City of Prescott wishes to adopt that certain document entitled “International Existing Building Code” attached hereto and made a part hereof as Exhibit “A”. Which document replaces and amends the Prescott City Code Chapter 3-17-1 “ADOPTION OF THE ADMINISTRATION BUILDING CODE” to the “ADOPTION OF THE INTERNATIONAL EXISTING BUILDING CODE”; and 3-17-2 “AMENDMENTS”

WHEREAS, The City Clerk is directed to maintain three (3) copies of the above-referenced public document on file at all times for inspection by the public.

ENACTMENTS:

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE CITY OF PRESCOTT AS FOLLOWS:

SECTION 1. THAT, certain document entitled “International Existing Building Code” is hereby declared to be a public record.

SECTION 2. THAT, certain document entitled “International Existing Building Code” attached hereto and made a part hereof as Exhibit “A”. Which document replaces and amends the Prescott City Code Chapter 3-17-1 “ADOPTION OF THE ADMINISTRATION BUILDING CODE” to the “ADOPTION OF THE INTERNATIONAL EXISTING BUILDING CODE”; and 3-17-2 “AMENDMENTS” is hereby declared to be a public record.

SECTION 3. THAT, the City Clerk is hereby directed to maintain three (3) copies of the above-referenced public document on file at all times for inspection by the public.

PASSED, APPROVED and ADOPTED by the Mayor and Council of the City of Prescott, Arizona, this \_\_\_ day of \_\_\_\_, 2025.

\_\_\_\_\_  
PHILIP R. GOODE, Mayor

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
SARAH M. THORNHILL, City Clerk

\_\_\_\_\_  
JOSEPH D. YOUNG, City Attorney

CERTIFICATION OF RECORDING OFFICER

STATE OF ARIZONA )  
County of Yavapai ) ss.

I, the undersigned Sarah M. Thornhill, being the duly appointed, qualified City Clerk of the City of Prescott, Yavapai County, Arizona, certify that the foregoing **Resolution No. 2025-**  is a true, correct and accurate copy of **Resolution No. 2025-** , passed and adopted at a Voting Meeting of the Council of the City of Prescott, Yavapai County, Arizona, held on the \_\_\_ day of July 2025, at which a quorum was present and, by a \_\_\_\_\_ vote, \_\_\_\_\_ voted in favor of said resolution.

Given under my hand and sealed this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

Seal

\_\_\_\_\_

**Exhibit “A”**

Chapter 3-17 shall now be referred to as: “~~Administrative~~ International Existing Building Code”.

*Chapter 3-17-1 of the Prescott City Code is repealed and replaced as follows:*

“3-17-1: ADOPTION OF THE ~~ADMINISTRATIVE—INTERNATIONAL~~ EXISTING BUILDING CODE:

There is hereby adopted by reference, that certain document known as *International Existing Building Codes, 2024 Edition, including Appendices A, C and Resource A*, as published by the International Code Council. Said document is hereby amended and adopted as “~~Administrative~~ International Existing Building Code” for regulating and governing the conditions and maintenance of all property, buildings and structures; by providing the standards for supplied utilities and facilities and other physical things and conditions essential to ensure that structures are safe, sanitary and fit for occupation and use; and the condemnation of buildings and structures unfit for human occupancy and use and the demolition of such structures as herein provided; providing for the issuance of permits and collection of fees therefore; and each and all of the regulations, provisions, penalties, conditions, and terms of the various Technical Codes and Ordinances. Providing procedures for enforcement thereof; providing the severability of each and all conditions and terms of the “~~Administrative~~ International Existing Building Code” are hereby referred to, adopted, and made a part hereof as set forth herein, excepting such portions as are hereinafter deleted, modified or amended.”

*Chapter 3-17-2 of the Prescott City Code is repealed and replaced with the following:*

“3-17-2: AMENDMENTS:

**Part 1—SCOPE AND ADMINISTRATION**

**SECTION 101: SCOPE AND APPLICATION**

**SECTION 101.1 TITLE** is deleted in its entirety and revised to read as follows:

**101.1 - Title.** These regulations shall be known as the “International Existing~~Administrative~~ Building Code”, herein referred to as “this Code”

**SECTION 102 through 116** is hereby deleted and replaced with the requirements of the International Building Code SECTION 102 through 116, as adopted and as may be amended from time to time.

**CHAPTER 2 – DEFINITIONS**

**SECTION 202: GENERAL DEFINITIONS** is amended by adding the following definition:

**OBSOLETE EQUIPMENT** – Mechanical, Electrical, Fuel Gas and Plumbing equipment, fixtures, piping, electrical and ducts, must be removed from any roof, room or crawlspace when it has become obsolete and disposed of in a manner consistent with local codes and ordinances. This will include removing equipment, fixtures, piping, electrical and ducts no longer in use to the nearest shut-off, electrical junction, main trunk line, or panel location. Exception: that equipment deemed to be of historical significance, on a historical registry or within a historical district or considered a historical landmark as determined by the City of Prescott, or equipment 'safed' in place due to asbestos or other contaminants by an approved remediation company.

# CITY OF PRESCOTT

2024 Code Adoption





# PURPOSE AND OVER VIEW

# ADOPTION OF THE 2024 INTERNATIONAL FAMILY OF CODES

- 2024 International Building Code
- 2024 International Existing Building Code
- 2024 International Fuel Gas Code
- 2024 International Mechanical Code
- 2024 International Plumbing Code
- 2024 International Residential Code
- 2023 National Electrical Code





# MULTI-JURISDICTIONAL ADOPTION PROCESS

City of Prescott

City of Sedona

City of Cottonwood

Town of Camp Verde

Town of Dewey-Humboldt

Town of Prescott Valley

Yavapai County

# STRATEGIC ADOPTI



Fire and Building worked to Reduce our Amendments to the Model Codes

The International Code Council (ICC) Develops the Model Codes through a Governmental Consensus Process.

Adopt the Codes as Minimum Standards.

This Provides Uniformity Across Our Region. Reduces our Liability.



## OUR ADOPTION PROCESS

MULTIPLE JURISDICTIONAL  
COMMITTEE MEETINGS  
INTERNAL ADVISORY CODE CHANGE  
REVIEW  
YAVAPAI COUNTY CONTRACTOR'S  
ASSOCIATION  
COMMUNITY MEETINGS: PUBLIC  
OPINION, & COMMENT BUILDING  
SAFETY ADVISORY & APPEALS  
BOARD  
CITY OF PRESCOTT CITY COUNCIL



# EXTERNAL COMMITTEE MEETINGS

## Eight External Meetings - One Each Month

December 2024

January 2025

February 3, 2025

March 3, 2025

April 14, 2025

May 5, 2025

June 9, 2025

July 7, 2025



Seven Internal Advisory Group Meetings

Building Department

Community Development Operations Team

Fire Department

Existing Amendment Discussion

Proposed Amendment Discussion

# INTERNAL ADVISORY GROUP MEETINGS



Meeting July 24, 2025

The Process, IRC

Meeting September 4, 2025

Amendments

Recommendation and Approval



# NEXT STEPS

- Community Meetings – Public Comment and Opinion  
Hosted by the YCCA.  
First Meeting was in the City of Prescott on August 20<sup>th</sup>.  
Second Meeting at Yavapai County September 19<sup>th</sup>.
- Building Safety Advisory & Appeals Board Presentation September 4<sup>th</sup>.
- City Council Study Session – October 28<sup>th</sup>.
- City Council Voting Session – November 18<sup>th</sup>.
- 2024 Codes become Effective in January 2026 Tentative



# SIGNIFICANT AMENDMENTS OF THE IRC

## Residential Ground Snow Loads

- 2018 code - 30 lbs/sf<sup>2</sup>
- 2024 code – Use the ASCE 7 Hazard Tool (<https://ascehazardtool.org/>)
- Residential snow loads are based on the specific address as determined by the tool
- Mapped 7 locations in Prescott and they ranged from 30.1 to 47.6 lbs/sf<sup>2</sup>



# SECTION R506 CONCRETE FLOORS

## R506.3.3 VAPOR RETARDER.

A vapor retarder shall be installed as required and specified by the certified geotechnical engineer and must be identified in the geotechnical soils report required by Section R401.4 of this code.





**SECTION P2503.4  
BUILDING  
SEWER TESTING**

**SECTION P2709.3  
SHOWER LINING  
TESTING**



# ADDITION

## SECTION G2408.7 - FUTURE GAS STUBS

The gas stub-out for a future appliance shall be provided with a shut-off valve equipped with a sealed cap and a permanent label shall be affixed to the gas stub-out/shut-off valve that states the maximum allowable BTHU rating of appliance connected to it.

Where a gas stub is located above a combustible deck or under a combustible ceiling/roof future appliances must meet the manufacturers specifications and installation instructions regarding proximity to combustible construction.



# EXISTING AMENDMENT

## SECTION P2603.5.2 WATER IN ATTICS

All water in attics must be either in a conditioned attic space, or must be in an approved chase with foam, on the conditioned side of the insulation, with a minimum of R-49 insulation over the chase.

Pipe must be pex or equal and must slope to drain to showerhead when not in use; no valve allowed on the showerhead.



# NEW AMENDMENT

---

## **E3901.4.3 RECEPTACLE OUTLET LOCATION**

4. Receptacles are allowed below the countertop at a maximum of 12" below the top of the countertop surface measured to the middle of the box, when the countertop surface overhang does not exceed 1.5 inches.



# SIGNIFICANT AMENDMENTS OF THE IBC

105.2 – Work exempt from permit.

One-story detached accessory buildings on residential properties used as tool and storage sheds, garages, playhouses, and similar uses, provided the area does not exceed **200 square feet under roof.**



# SIGNIFICANT AMENDMENTS OF THE IBC

105.2 – Work exempt from permit.

Re-roofing (no sheathing replacement)  
for one- and two-family properties.

Exceptions:

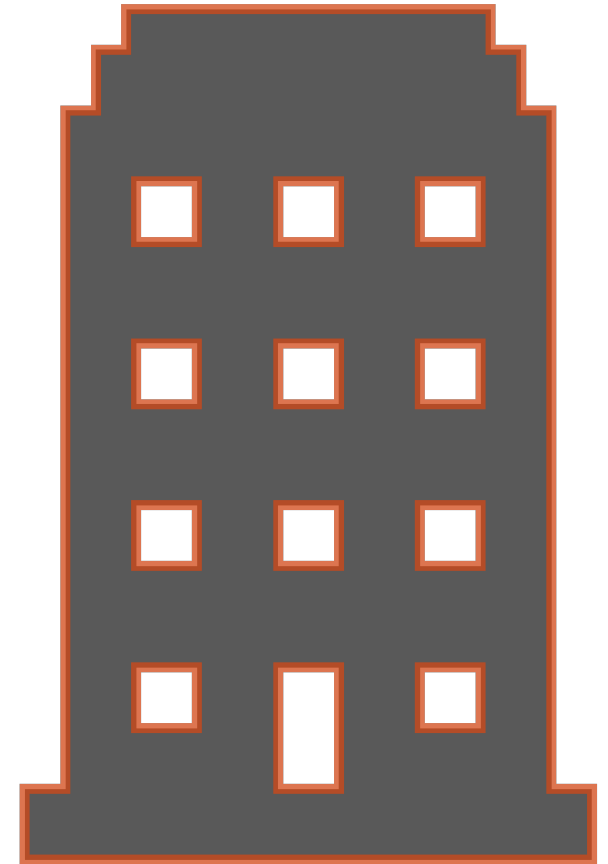
roofing in a historic house or district;  
structural curbing for equipment or  
building features.



# SIGNIFICANT AMENDMENTS OF THE IBC

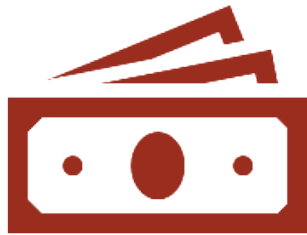
## 105.5 – Expiration.

- Every permit issued shall be valid for 180 days after its issuance.
- The building official is authorized to grant extensions of time, for periods not more than 180 days each.
- An expired permit shall only be renewed once provided no changes have been made or will be made in the original issued construction documents and the renewal application is submitted within one (1) year of the expiration date.
- Each extension will have a required fee per the current adopted building fee schedule that shall accompany the written extension request.



# SIGNIFICANT AMENDMENTS OF THE IBC

---



SECTION 109.2 – Schedule of permit fees is hereby amended and revised as follows:



Where a permit is required, a fee for each permit shall be paid as required, in accordance with the schedule as established by the City of Prescott, and may be changed occasionally. All fees are to be rounded up to the next whole dollar.



# SIGNIFICANT AMENDMENTS OF THE IBC

SECTION 110.3 – REQUIRED INSPECTIONS is here by amended and revised as follows:

- 110.3.1 – Footing.
- 110.3.2 – Stem wall/grout.
- 110.3.3 – Reinforced masonry, insulating concrete form (ICF) and concrete wall inspection.
- 110.3.5 – Floodplain inspections.
- 110.3.6 – Plumbing, mechanical, gas and electrical systems inspection.
- 110.3.7 – Roof nailing and exterior braced wall panels.
- 110.3.8 – Framing and exterior lath.
- 110.3.9 – Water-resistive and/or Air barrier.
- 110.3.10 – Energy Efficiency Inspections.
- 110.3.11 – Gypsum board.
- 110.3.12 – Fire-resistant penetrations and fire-resistance-rated construction inspection.
- 110.3.15 – Final inspection.



# SIGNIFICANT AMENDMENTS OF THE IBC

---

## SECTION 113 – Advisory and Appeals Board

In order to hear and decide appeals of orders, decisions or determinations made by the Chief Building Official relative to the application and interpretation of the technical code, there is hereby created the Building Safety Advisory and Appeals Board.



# SIGNIFICANT AMENDMENTS OF THE IBC

---

SECTION 2902.1 – MINIMUM PLUMBING FIXTURES - is hereby amended by adding new footnotes to Table 2902.1, to read as follows:

g. Water coolers or bottled-water dispensers may be substituted for drinking fountains in A, B, M, and S occupancies with more than 15 but less than 26 occupants. Such water shall be free of charge to the public.

h. A water cooler or bottled-water dispensers or break room sink with a drinking water faucet may be substituted for drinking fountains in A, B, M, and S occupancies with more than 26 but less than 49 occupants. Such water shall be free of charge to the public.

i. Goose neck faucets on a lavatory or a hose bib located within a restroom may be substituted for the required utility sink in A, B, M, and S occupancies with more than 15 and less than 26 occupants. Hose bibs shall comply with section 608.15.4.2 Hose connections. Must provide a floor drain if using a hose bib.





# SIGNIFICANT AMENDMENTS OF THE IFGC

## 409.3.2 INDIVIDUAL BUILDINGS.

In a common system serving more than one building, shutoff valves shall be installed outdoors at each building. **The gas line for shut off must break ground prior to entering the building and the shutoff installed as well as the dielectric union to the exterior of the building.**



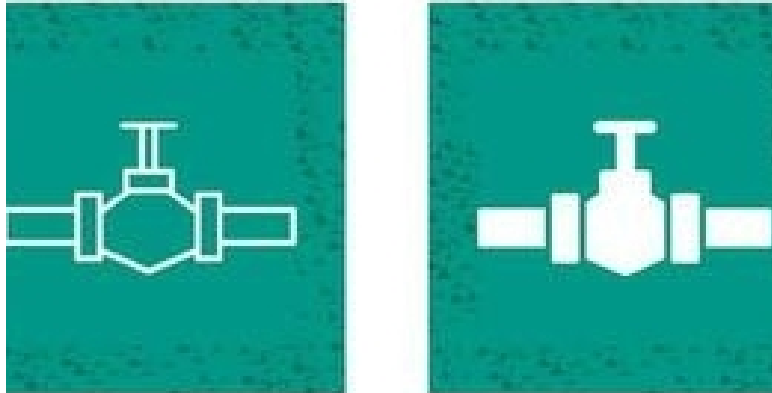
# SIGNIFICANT AMENDMENTS OF THE IPC

## SECTION 608.14 Backflow Protection

All temporary water lines must have frost free hose bib and antisiphon valve and be a minimum 10' in length of required water pipe size.



# SIGNIFICANT AMENDMENTS OF THE IPC



## 714.1 Sewage backflow.

All structures connected to the City sewer system shall be protected by an approved backwater valve, installed in the building drain.

### 714.1.1 Sewage backflow retrofit requirements.

All structures connected to the City of Prescott sewer system prior to the adoption of this ordinance shall be protected by an approved backwater valve when additions, alterations, or repairs to existing structures are done.



# QUESTION S?

**Thank-you!**

