

1 **..Title**

2 **Building Code Updates** – For the purpose of adopting certain building codes in accordance with
3 the Code of Maryland; updating building code standards; correcting technical errors; specifying
4 enforcement procedures; specifying appeal procedures; and generally related to the Annapolis
5 Building Code.

6 **..Body**

7
8 **CITY COUNCIL OF THE**
9 **City of Annapolis**

10 **Ordinance 38-20**

11
12 **Introduced by: Mayor Buckley**

13
14 **Referred to**

15 **Economic Matters Committee**

16
17 **AN ORDINANCE** concerning

18
19 **Building Code Updates**

20
21 **FOR** the purpose of adopting certain building codes in accordance with the Code of Maryland;
22 updating certain building codes; correcting technical errors; specifying enforcement
23 procedures; specifying appeal procedures; and generally related to the Annapolis Building
24 Code.

25
26 **BY** repealing and re-enacting with amendments the following portions of the Code of the City
27 of Annapolis, 2019 Edition

28 17.12.010

29 17.12.018

30 17.12.020

31 17.12.021

32 17.12.024

33 17.14.040

34 17.18.020

35 17.24.040

36 17.28.020

37 17.34.030

38 17.40.180

39 17.40.265

40 17.40.330

41 17.40.380

42 17.40.420

43 17.40.450

44 17.40.530

45
46 **BY** repealing the following portions of the Code of the City of Annapolis, 2019 Edition

1 17.12.005
2 17.12.022
3 17.12.023
4 17.12.026
5 17.12.030
6 17.12.042
7 17.12.050
8 17.12.052
9 17.12.053
10 17.12.055
11 17.12.056
12 17.12.058
13 17.12.060
14 17.12.062
15 17.12.064
16 17.28.030
17 17.28.130
18 17.40.210
19 17.40.220
20 17.40.700
21 17.40.750
22 17.40.770

23
24 **BY** adding the following portions to the Code of the City of Annapolis, 2019 Edition

25 17.05.005
26 17.05.010
27 17.05.020
28 17.05.030
29 17.05.040
30 17.05.050
31 17.05.060
32 17.05.070
33 17.05.071
34 17.05.080
35 17.05.090
36 17.05.100
37 17.05.110
38 17.05.120
39 17.05.130
40 17.05.140

41
42
43 **SECTION I: BE IT ESTABLISHED AND ORDAINED BY THE ANNAPOLIS CITY**
44 **COUNCIL** that the Code of the City of Annapolis shall be amended to read as follows:
45

46 **Title 17 – BUILDINGS AND CONSTRUCTION**

1
2 **Chapter 17.05 – BUILDING CODE**

3
4 **17.05.05 – Administration**

5
6 A. **Purpose.** THE PURPOSE OF THIS CHAPTER IS TO PROTECT THE PUBLIC HEALTH,
7 SAFETY, PROPERTY, AND GENERAL WELFARE OF THE COMMUNITY BY
8 ESTABLISHING MINIMUM STANDARDS FOR CONSTRUCTION AND
9 RECONSTRUCTION OF BUILDINGS AND STRUCTURES.

10
11 B. **Definition of Building Code.** AS USED IN THIS TITLE, UNLESS OTHERWISE
12 EXPRESSLY STATED, THE TERM "BUILDING CODE" MEANS THE APPLICABLE
13 INTERNATIONAL OR BUILDING CODE ADOPTED BY THE CITY.

14
15 **17.05.010 — BUILDING PERMIT — REQUIRED.**

16
17 A. **Generally.** AN OWNER OF REAL PROPERTY WHO INTENDS TO CONSTRUCT,
18 ENLARGE, ALTER, REPAIR, MOVE, TRANSPORT AN OVERSIZED LOAD,
19 DEMOLISH, OR CHANGE THE OCCUPANCY OF A BUILDING OR OTHER
20 STRUCTURE, OR TO ERECT, INSTALL, ENLARGE, ALTER, REPAIR, REMOVE,
21 CONVERT, OR REPLACE ANY ELECTRICAL, GAS, MECHANICAL, OR PLUMBING
22 SYSTEM, OR TO CAUSE ANY SUCH WORK TO BE PERFORMED SHALL FIRST FILE
23 AN APPLICATION WITH THE DIRECTOR OR THE DIRECTOR’S DESIGNEE FOR
24 ANY PERMIT REQUIRED BY THIS CODE TO ENGAGE IN THE WORK AND SHALL
25 PAY ANY APPLICABLE PERMIT FEES. AN AUTHORIZED AGENT OF THE OWNER
26 MAY FILE AN APPLICATION ON BEHALF OF THE OWNER.

27
28 B. **Exterior projects in the historic district.** ALL EXTERIOR PROJECTS IN THE HISTORIC
29 DISTRICT, WHETHER OR NOT EXEMPTED FROM A BUILDING PERMIT UNDER
30 SUBSECTION A OF THIS SECTION, SHALL REQUIRE A CERTIFICATE OF
31 APPROVAL IN ACCORDANCE WITH CHAPTER 21.62.

32
33 C. **Fire hazard created by new location.** IF THE DIRECTOR DETERMINES THAT A
34 PROPOSED NEW LOCATION OF THE BUILDING OR OTHER STRUCTURE WOULD
35 SIGNIFICANTLY INCREASE THE FIRE HAZARD TO SURROUNDING BUILDINGS
36 OR OTHER STRUCTURES, THE DIRECTOR SHALL DENY THE PERMIT.

37
38 D. **Municipal infraction.** A VIOLATION OF THIS SECTION IS DECLARED A MUNICIPAL
39 INFRACTION SUBJECT TO A CIVIL FINE AS ESTABLISHED BY RESOLUTION OF
40 THE CITY COUNCIL. EACH DAY THAT A VIOLATION CONTINUES CONSTITUTES
41 A SEPARATE OFFENSE.

42
43 **17.05.020 - BUILDING PERMIT — EXEMPTIONS.**

44
45 A. **Where located.** EXEMPTIONS FROM THE REQUIREMENT OF A BUILDING PERMIT
46 ARE PROVIDED IN THE INTERNATIONAL BUILDING CODE, THE

1 INTERNATIONAL RESIDENTIAL CODE, AND THE INTERNATIONAL EXISTING
2 BUILDING CODE, AS APPLICABLE.

- 3
4 B. **Additional exemption.** A BUILDING PERMIT IS NOT REQUIRED FOR A
5 RESIDENTIAL CONSTRUCTION PROJECT THAT IS LIMITED TO NON-
6 STRUCTURAL REPLACEMENT OR REPAIR OF WINDOWS, DOORS, OR SIDING.
7 COMPLIANCE WITH THE APPLICABLE PROVISIONS OF THE ANNAPOLIS CITY
8 CODE IS REQUIRED REGARDLESS OF ANY REQUIREMENT FOR A BUILDING
9 PERMIT OR NECESSARY APPROVALS.

10
11 **17.05.030 - USE AND OCCUPANCY PERMIT.**

- 12
13 A. **When required.** IN ACCORDANCE WITH THE BUILDING CODE, A USE AND
14 OCCUPANCY PERMIT IS REQUIRED FOR ALL NEW CONSTRUCTION AND FOR
15 STRUCTURES UNDERGOING ALTERATIONS. STRUCTURES UNDERGOING
16 ALTERATIONS ARE GOVERNED BY THE APPLICABLE PROVISIONS OF SECTION
17 101.4 OF THE INTERNATIONAL BUILDING CODE. A USE AND OCCUPANCY
18 PERMIT IS REQUIRED WHEN THERE IS A CHANGE OF USE OR OCCUPANCY
19 EVEN IF NO CONSTRUCTION OR ALTERATION WILL OCCUR. A USE AND
20 OCCUPANCY PERMIT IS REQUIRED IF THERE IS A CHANGE IN OWNERSHIP
21 ONLY IF THE DIRECTOR OR THE DIRECTOR'S DESIGNEE DETERMINES THAT
22 EXISTING CONDITIONS POSE A THREAT TO THE PUBLIC HEALTH, SAFETY, OR
23 WELFARE.
24
- 25 B. **Inspection fees.** INSPECTION FEES FOR A USE AND OCCUPANCY PERMIT SHALL
26 BE PAID UPON SUBMISSION OF THE BUILDING PERMIT APPLICATION. THE FEES
27 ARE ESTABLISHED BY RESOLUTION OF THE CITY COUNCIL AND ARE
28 NONREFUNDABLE AND NONTRANSFERABLE.
29
- 30 C. **Timing of issuance.** A USE AND OCCUPANCY PERMIT MAY NOT BE ISSUED UNTIL
31 AFTER THE DEPARTMENT OF PUBLIC WORKS, THE DEPARTMENT OF
32 PLANNING AND ZONING, THE FIRE DEPARTMENT, AND THE HEALTH
33 DEPARTMENT, WHEN APPLICABLE, HAVE INSPECTED THE SITE AND VERIFIED
34 THAT THE STRUCTURES AND THE SITE MEET CITY STANDARDS AND
35 SPECIFICATIONS AND ARE IN ACCORDANCE WITH THE APPROVED BUILDING
36 PERMIT AND THE USE REQUIREMENTS SET FORTH IN CHAPTER 21.12.
37
- 38 D. **Suspension or revocation.** THE DIRECTOR OR THE DIRECTOR'S DESIGNEE MAY
39 SUSPEND OR REVOKE A USE AND OCCUPANCY PERMIT FOR A VIOLATION OF
40 THE CITY CODE, FOR UNSAFE CONDITIONS, FOR A VIOLATION OF ISSUED
41 PERMITS, FOR FAILURE TO OBTAIN FINAL INSPECTIONS AND APPROVALS, OR
42 FOR MISREPRESENTATION OF THE FACTS.
43
- 44 E. **Municipal infraction.** A VIOLATION OF THIS SECTION IS DECLARED A MUNICIPAL
45 INFRACTION SUBJECT TO A CIVIL FINE AS ESTABLISHED BY RESOLUTION OF

1 THE CITY COUNCIL. EACH DAY THAT A VIOLATION CONTINUES CONSTITUTES
2 A SEPARATE OFFENSE.

- 3
4 F. **Effect of failure to pay fines.** THE DEPARTMENT MAY NOT ISSUE ADDITIONAL
5 PERMITS OR CONDUCT INSPECTIONS UNTIL ALL FINES OWED TO THE CITY
6 ARE PAID IN FULL.
7

8 **17.05.040 - CODE MODIFICATIONS.**
9

- 10 A. **Authority to grant.** NOTWITHSTANDING ANY OTHER PROVISION IN THIS TITLE,
11 AND CONSISTENT WITH SECTION 104.10 OF THE INTERNATIONAL BUILDING
12 CODE, WHEN THERE ARE PRACTICAL DIFFICULTIES IN CARRYING OUT THE
13 PROVISIONS OF THE BUILDING CODE, THE DIRECTOR OR THE DIRECTOR'S
14 DESIGNEE MAY GRANT MODIFICATIONS, ON A CASE BY CASE BASIS, UPON A
15 FINDING THAT THE PARTICULAR INDIVIDUAL CIRCUMSTANCES MAKE
16 COMPLIANCE WITH THE STRICT LETTER OF THE BUILDING CODE
17 IMPRACTICAL, THAT THE MODIFICATION IS IN COMPLIANCE WITH THE
18 INTENT AND PURPOSE OF THE BUILDING CODE, AND THAT THE MODIFICATION
19 DOES NOT JEOPARDIZE HEALTH, ACCESSIBILITY, LIFE AND FIRE SAFETY, OR
20 ANY STRUCTURAL REQUIREMENTS.
21

- 22 B. **Written request.** THE DIRECTOR OR THE DIRECTOR'S DESIGNEE MAY CONSIDER
23 AND DECIDE A MODIFICATION UPON RECEIPT OF A WRITTEN REQUEST IN
24 WHICH THE APPLICANT IDENTIFIES AND SUBSTANTIATES THE NEED FOR A
25 MODIFICATION, DESCRIBES ANY REQUESTED COMPENSATORY ACTION, AND
26 SETS FORTH ANY DESIGN CRITERIA ADJUSTMENTS.
27

28 **17.05.050 - UNSAFE STRUCTURES.**
29

- 30 A. **Definition.** AN UNSAFE STRUCTURE IS ALL OR PART OF A STRUCTURE THAT IN
31 THE OPINION OF THE DIRECTOR OR THE DIRECTOR'S DESIGNEE IS
32 DANGEROUS TO THE LIFE, HEALTH, PROPERTY, OR SAFETY OF THE PUBLIC OR
33 THE OCCUPANTS OF THE STRUCTURE, INCLUDING BECAUSE THE STRUCTURE:
34

- 35 1. FAILS TO PROVIDE MINIMUM SAFEGUARDS TO PROTECT OR WARN
36 OCCUPANTS IN THE EVENT OF FIRE;
37
- 38 2. CONTAINS UNSAFE EQUIPMENT; OR
39
- 40 3. IS SO DAMAGED, DECAYED, DILAPIDATED, STRUCTURALLY UNSAFE OR IS
41 OF SUCH FAULTY CONSTRUCTION THAT PARTIAL OR COMPLETE
42 COLLAPSE IS POSSIBLE.
43

- 44 B. **Razing or abating an unsafe structure.** AFTER OBTAINING A BUILDING PERMIT IN
45 ACCORDANCE WITH SECTION 17.05.010, AN OWNER SHALL RAZE OR ABATE AN
46 UNSAFE STRUCTURE WITHIN 72 HOURS AFTER THE DIRECTOR OR THE

1 DIRECTOR'S DESIGNEE GIVES THE OWNER NOTICE TO DO SO. IF THE OWNER
2 FAILS TO RAZE OR ABATE THE UNSAFE STRUCTURE WITHIN 72 HOURS, THE
3 DIRECTOR OR THE DIRECTOR'S DESIGNEE MAY RAZE OR ABATE THE UNSAFE
4 STRUCTURE AT THE EXPENSE OF THE OWNER.
5

- 6 C. **Emergency.** IF IN THE JUDGMENT OF THE DIRECTOR OR THE DIRECTOR'S
7 DESIGNEE AN EMERGENCY EXISTS THAT REQUIRES IMMEDIATE ACTION TO
8 PROTECT THE PUBLIC HEALTH, SAFETY, OR WELFARE, THE DIRECTOR OR THE
9 DIRECTOR'S DESIGNEE MAY ISSUE AN ORDER WITHOUT NOTICE DIRECTING
10 THE OWNER, OCCUPANT, OPERATOR, AGENT, OR LICENSEE TO TAKE
11 WHATEVER ACTION IS APPROPRIATE TO CORRECT OR ABATE THE
12 EMERGENCY. IF THE CIRCUMSTANCES WARRANT, THE DIRECTOR OR THE
13 DIRECTOR'S DESIGNEE MAY CORRECT OR ABATE THE EMERGENCY, WHICH
14 MAY INCLUDE DISCONNECTING WATER, GAS, AND ELECTRICAL SERVICE TO
15 THE STRUCTURE.
16
- 17 D. **Lien.** ALL COSTS INCURRED BY THE CITY UNDER THIS SECTION SHALL BE
18 RECOVERED FROM THE OWNER IN THE FORM OF A LIEN ON THE PROPERTY
19 AND COLLECTIBLE IN THE SAME MANNER AS DELINQUENT TAXES.
20
- 21 E. **Municipal infraction.** A VIOLATION OF THIS SECTION IS DECLARED A
22 MUNICIPAL INFRACTION SUBJECT TO A CIVIL FINE AS ESTABLISHED BY
23 RESOLUTION OF THE CITY COUNCIL. EACH DAY THAT A VIOLATION
24 CONTINUES CONSTITUTES A SEPARATE OFFENSE.
25

26 **17.05.060 - BUILDING PERMIT—APPLICATION.** 27

- 28 A. **Responsibility to obtain permit.** BOTH THE OWNER OF THE PROPERTY AND THE
29 CONTRACTOR ENGAGED TO DO THE WORK ARE EQUALLY RESPONSIBLE FOR
30 OBTAINING THE REQUIRED BUILDING PERMIT.
31
- 32 B. **Issuance of grading permit before building permit.** A BUILDING PERMIT MAY NOT
33 BE ISSUED PRIOR TO THE ISSUANCE OF A GRADING PERMIT, IF APPLICABLE
34 UNDER CHAPTER 17.08.
35
- 36 C. **Payment of impact fees.** BEFORE ANY PERMIT REQUIRED BY SECTION 17.05.010
37 MAY BE ISSUED, THE APPLICANT SHALL FILE WITH THE DEPARTMENT OF
38 PLANNING AND ZONING:
39
- 40 1. VERIFICATION FROM THE CITY FINANCE DIRECTOR THAT THE APPLICANT
41 HAS PAID ALL APPLICABLE ANNE ARUNDEL COUNTY SCHOOL IMPACT
42 FEES; OR
43
 - 44 2. PROOF THAT THE PROJECT IS NOT SUBJECT TO THE COUNTY'S SCHOOL
45 IMPACT FEES.
46

- 1 D. **Discrepancy between grading and building permits as to location.** IF THERE IS A
2 DISCREPANCY BETWEEN THE GRADING PERMIT AND THE BUILDING PERMIT
3 AS TO THE BUILDING LOCATION, THE GRADING PERMIT PREVAILS.
4

5 **17.05.070 — BUILDING PERMIT — PLANS AND SPECIFICATIONS.**
6

- 7 A. **Construction drawings.** AN APPLICANT SHALL FILE CONSTRUCTION DRAWINGS
8 ALONG WITH AN APPLICATION FOR A BUILDING PERMIT. THE DRAWINGS
9 SHALL BE SUPPORTED BY AN AFFIDAVIT THAT SPECIFIES THE CONTRACT
10 PRICE OF THE CONSTRUCTION IN ITS ENTIRETY; THE TYPE OF STRUCTURE TO
11 BE ERECTED OR THE ALTERATIONS TO BE MADE; THE MATERIAL TO BE USED;
12 THE NUMBER OF STORIES; AND THE DIMENSIONS OF THE STRUCTURE OR THE
13 AREA TO WHICH ALTERATIONS WILL BE MADE. IF THE PERMIT IS FOR THE
14 INTERIOR OR EXTERIOR ALTERATION OF AN EXISTING STRUCTURE,
15 CONSTRUCTION DRAWINGS SHALL BE SUBMITTED SHOWING THE NATURE
16 AND LOCATION OF ALL ALTERATIONS, UNLESS OTHERWISE APPROVED.
17
- 18 B. **Additional requirements.** AN APPLICATION FOR A BUILDING PERMIT SHALL
19 ALSO INCLUDE THOSE PLANS AND SPECIFICATIONS REQUIRED BY SECTION
20 17.08.060. AT A MINIMUM, THE APPLICATION SHALL BE ACCOMPANIED BY A
21 SCALED DRAWING SHOWING THE PROPOSED LOCATION OF THE STRUCTURE
22 ON THE LOT AND THE FRONT YARD, SIDE YARD, AND REAR YARD DIMENSIONS
23 TO THE PROPERTY LINE.
24
- 25 C. **Drawn by architect or engineer.** A PERMIT FOR A COMMERCIAL STRUCTURE OR
26 FOR A STRUCTURE TO BE USED FOR PUBLIC ASSEMBLY MAY NOT BE ISSUED
27 UNLESS CONSTRUCTION DRAWINGS AND SPECIFICATIONS, DRAWN AND
28 CERTIFIED BY AN ARCHITECT OR ENGINEER REGISTERED UNDER THE LAWS
29 OF THE STATE OF MARYLAND, ARE SUBMITTED. FOR ALL OTHER BUILDINGS
30 OR STRUCTURES, CONSTRUCTION DRAWINGS AND SPECIFICATIONS CREATED
31 BY A LICENSED ARCHITECT OR ENGINEER, OR BY A CONTRACTOR FOR ITS
32 OWN WORK OR ON BEHALF OF THE OWNER OF THE PROPERTY SHALL BE
33 SUBMITTED WITH A PERMIT APPLICATION UNLESS OTHERWISE APPROVED BY
34 THE CODE OFFICIAL.
35
- 36 D. **Certification by an architect or engineer.** IF A PERMIT APPLICATION INDICATES
37 THAT ALL CONSTRUCTION DRAWINGS AND SPECIFICATIONS WERE
38 COMPLETED BY AN ARCHITECT OR ENGINEER, EACH DRAWING AND
39 SPECIFICATION SHALL BE CERTIFIED WITH THE ARCHITECT'S OR ENGINEER'S
40 MARYLAND SEAL, ORIGINAL SIGNATURE, AND DATE.
41
- 42 E. **Certification by structural engineer.** A MARYLAND STRUCTURAL ENGINEER OR
43 ARCHITECT SHALL CERTIFY ALL STRUCTURAL EVALUATIONS, INCLUDING
44 DRAWINGS.
45

- 1 F. **Fees.** ALL NEW AND REVISED CONSTRUCTION DRAWINGS AND SUBMITTALS
2 REQUIRING REVIEW SHALL REQUIRE PAYMENT OF A FEE AS ESTABLISHED BY
3 RESOLUTION OF THE CITY COUNCIL.
4

5 **17.05.071 - REVIEW PROCESS.**
6

- 7 A. **Comments; resubmittals.** AS PROMPTLY AS POSSIBLE AFTER THE FILING OF AN
8 APPLICATION, THE DEPARTMENT OF PLANNING AND ZONING SHALL PROVIDE
9 TO THE APPLICANT WRITTEN COMMENTS ON THE APPLICATION. WITHIN 60
10 DAYS THEREAFTER, THE DEVELOPER SHALL FILE AN APPLICATION RE-
11 SUBMITTAL THAT ADDRESSES ALL OF THE COMMENTS. AS PROMPTLY AS
12 POSSIBLE AFTER THE FILING OF THE APPLICATION RE-SUBMITTAL, THE
13 DEPARTMENT OF PLANNING AND ZONING SHALL PROVIDE ANY ADDITIONAL
14 COMMENTS. WITHIN 60 DAYS THEREAFTER, THE APPLICANT SHALL FILE AN
15 APPLICATION RE-SUBMITTAL THAT ADDRESSES THE ADDITIONAL
16 COMMENTS. THIS PROCESS CONTINUES UNTIL THE APPLICATION IS GRANTED,
17 DENIED, OR BECOMES VOID.
18

- 19 B. **Time extensions.** UPON RECEIPT OF A WRITTEN REQUEST PRIOR TO THE
20 EXPIRATION OF THE TIME FOR A RE-SUBMITTAL, THE DEPARTMENT OF
21 PLANNING AND ZONING MAY GRANT ONE OR MORE TIME EXTENSIONS OF UP
22 TO 180 DAYS.
23

- 24 C. **Authority to void the application.** THE DIRECTOR OR THE DIRECTOR'S DESIGNEE
25 MAY DECLARE AN APPLICATION TO BE VOID AND OF NO FURTHER FORCE OR
26 EFFECT IF THE APPLICANT FAILS TO FILE TIMELY APPLICATION RE-
27 SUBMITTALS.
28

29 **17.05.080 Building Contractor license.**
30

- 31 A. **Requirement to obtain license.** A PERSON MAY NOT PERFORM WORK AS A
32 BUILDING CONTRACTOR, GENERAL CONTRACTOR, OR HOME IMPROVEMENT
33 CONTRACTOR WITHOUT FIRST OBTAINING A LICENSE FROM THE STATE OF
34 MARYLAND OR THE MARYLAND HOME IMPROVEMENT COMMISSION, AS
35 APPLICABLE.
36

- 37 B. **Withholding, suspension, or revocation.** THE DIRECTOR OR THE DIRECTOR'S
38 DESIGNEE MAY WITHHOLD PERMIT APPLICATIONS OR SUSPEND OR REVOKE
39 ISSUED PERMITS OR LICENSES FOR:
40

- 41 1. IRREGULARITIES IN INSTALLATION;
42
43 2. UNSAFE OR UNWORKMANLIKE INSTALLATION;
44
45 3. MISREPRESENTATION OF FACT;
46

- 1 4. FAILURE TO OBTAIN PERMITS;
- 2
- 3 5. FAILURE TO OBTAIN REQUIRED INSPECTIONS;
- 4
- 5 6. IGNORING OR DEFACING STOP WORK ORDERS;
- 6
- 7 7. ILLEGAL OCCUPANCY,
- 8
- 9 8. FAILURE TO MAINTAIN A VALID MARYLAND STATE LICENSE; OR
- 10
- 11 9. ANY VIOLATION OF THE BUILDING CODE OR THIS CHAPTER.
- 12

- 13 C. **Use of another's license prohibited.** A PERSON MAY NOT USE THE NAME OR
- 14 LICENSE OF ANOTHER CONTRACTOR, DIRECTLY OR INDIRECTLY, TO OBTAIN
- 15 A PERMIT, SUBMIT NOTICES, MAKE RETURNS, OR CONDUCT WORK.
- 16
- 17 D. **Municipal infraction.** A VIOLATION OF THIS SECTION IS DECLARED A MUNICIPAL
- 18 INFRACTION SUBJECT TO A CIVIL FINE AS ESTABLISHED BY RESOLUTION OF
- 19 THE CITY COUNCIL. EACH DAY THAT A VIOLATION CONTINUES CONSTITUTES
- 20 A SEPARATE OFFENSE.
- 21

22 **17.05.090 Display of address.**

- 23
- 24 A. **Requirement.** THE OWNER OF IMPROVED PROPERTY SHALL POST ON OR ABOUT
- 25 THE PROPERTY NUMBERS OR LETTERS DESIGNATING THE ADDRESS
- 26 ASSIGNED TO THE PROPERTY.
- 27
- 28 B. **Characteristics.** THE NUMBER OR LETTERS SHALL BE AT LEAST THREE INCHES
- 29 HIGH, DISPLAYED ON A CONTRASTING BACKGROUND, AND POSTED SO AS TO
- 30 BE UNOBSTRUCTED AND CLEARLY LEGIBLE FROM THE STREET NAMED IN
- 31 THE ADDRESS OF THE PROPERTY.
- 32
- 33 C. **Additional characteristics.** IN ADDITION TO THE REQUIREMENTS OF SUBSECTION
- 34 B:
- 35
- 36 1. FOR A MULTIFAMILY STRUCTURE OF SIX UNITS OR MORE:
- 37
- 38 A) THE ADDRESS SHALL BE AFFIXED TO THE STRUCTURE IN NUMBERS OR
- 39 LETTERS AT LEAST SIX INCHES HIGH AND BE CLEARLY LEGIBLE FROM
- 40 THE STREET OR PUBLIC WAY; AND
- 41
- 42 B) THE DESIGNATION OF EACH DWELLING UNIT SHALL BE AFFIXED TO
- 43 THE EXTERIOR DOOR OF THE UNIT WITH NUMBERS OR LETTERS AT
- 44 LEAST THREE INCHES HIGH; AND
- 45
- 46 2. FOR A COMMERCIAL PROPERTY:

1
2 A) THE ADDRESS SHALL BE DISPLAYED IN NUMBERS OR LETTERS AT
3 LEAST SIX INCHES HIGH; AND
4

5 B) SIDE OR REAR DOORS TO COMMERCIAL PROPERTIES WITH MULTIPLE
6 SUITES SHALL HAVE NUMBERS OR LETTERS AT LEAST THREE INCHES
7 HIGH CORRESPONDING TO THE SUITE ADDRESS.
8

9 D. **Citations.** AN AUTHORIZED REPRESENTATIVE OF THE DEPARTMENTS OF
10 POLICE, FIRE, OR PLANNING AND ZONING MAY CITE AN OWNER FOR A
11 VIOLATION OF THE PROVISIONS OF THIS SECTION.
12

13 E. **Thirty days to comply.** OWNERS OF EXISTING IMPROVED PROPERTY SHALL HAVE
14 30 DAYS FROM THE NOTIFICATION DATE TO COMPLY WITH THE
15 REQUIREMENTS OF THIS SECTION.
16

17 F. **Municipal infraction.** A VIOLATION OF THIS SECTION IS DECLARED A MUNICIPAL
18 INFRACTION SUBJECT TO A CIVIL FINE AS ESTABLISHED BY RESOLUTION OF
19 THE CITY COUNCIL. EACH DAY THAT A VIOLATION CONTINUES CONSTITUTES
20 A SEPARATE OFFENSE.
21

22 **17.05.100 FEES; SECURITY.**
23

24 A. **Calculation of building permit fee.** THE FEE FOR A BUILDING PERMIT SHALL BE
25 BASED ON THE ESTIMATED FAIR MARKET VALUE OF THE WORK IN
26 ACCORDANCE WITH THE SCHEDULE SET FORTH IN SUBSECTION B.
27 COMPUTATION OF THE ESTIMATED VALUE SHALL INCLUDE THE FAIR
28 MARKET VALUE OF ALL CONSTRUCTION OF THE WORK FOR WHICH THE
29 PERMIT IS ISSUED, INCLUDING ALL PAINTING, SIDING, WINDOWS, ROOFING,
30 ELECTRICAL WORK, PLUMBING, HEATING AND AIR CONDITIONING
31 EQUIPMENT, ELEVATOR EQUIPMENT, FIRE PROTECTION SYSTEM EQUIPMENT,
32 AND ANY OTHER PERMANENT PORTIONS OR PERMANENT EQUIPMENT
33 ESSENTIAL TO THE OPERATION OF THE BUILDING. EQUIPMENT REQUIRED FOR
34 MANUFACTURING OR OTHER SPECIAL OCCUPANCY, LAND VALUE, AND
35 DEVELOPMENT COSTS ARE EXCLUDED FROM THE COMPUTATION OF FAIR
36 MARKET VALUE. THE MINIMUM ACCEPTABLE VALUATION FOR NEW
37 BUILDINGS SHALL BE BASED ON THE CURRENT FAIR MARKET VALUE AS
38 DETERMINED BY THE DEPARTMENT OF PLANNING AND ZONING.
39

40 B. **Fees in general.**
41

42 1. APPLICATION FEES AND BUILDING PERMIT FEES SHALL BE ESTABLISHED
43 BY RESOLUTION OF THE CITY COUNCIL.
44

45 2. AN APPLICATION FEE IS NOT REFUNDABLE.
46

1 **C. Fees for residential and commercial properties.** A FEE ESTABLISHED BY RESOLUTION
2 OF THE CITY COUNCIL FOR RESIDENTIAL PROPERTIES AND COMMERCIAL
3 PROPERTIES SHALL BE CHARGED FOR:
4

- 5 1. MOVING A STRUCTURE, REGARDLESS OF THE VALUE OR SIZE OF THE
6 BUILDING;
7
- 8 2. DEMOLISHING A STRUCTURE, REGARDLESS OF THE VALUE OR SIZE OF
9 THE BUILDING; AND
10
- 11 3. MOVING, HAULING, OR TRANSPORTING AN OVERSIZED LOAD.
12

13 **D. Security.** AN APPLICANT WHO FILES AN APPLICATION FOR A PERMIT UNDER
14 SUBSECTION C (1) OR (2) SHALL EXECUTE AND DELIVER TO THE CITY A BOND
15 OR OTHER MONETARY SECURITY TO ENSURE THAT, UPON MOVING OR
16 DEMOLISHING THE STRUCTURE, ALL ASSOCIATED UTILITIES HAVE BEEN
17 INACTIVATED AND CAPPED IN A PROPER AND SAFE MANNER.
18

19 **E. Reinspection Fee.** A FEE, AS ESTABLISHED BY RESOLUTION OF THE CITY
20 COUNCIL, SHALL BE PAID BEFORE ANOTHER INSPECTION IS MADE IF, FOR THE
21 ORIGINAL INSPECTION, ONE OR MORE OF THE FOLLOWING OCCURRED:
22

- 23 1. THE REQUESTING PARTY CALLED FOR INSPECTION, BUT THE WORK WAS
24 NOT READY FOR INSPECTION;
25
- 26 2. THE REQUESTING PARTY WAS NOT ON SITE;
27
- 28 3. THE STRUCTURE WAS LOCKED;
29
- 30 4. SAFETY FEATURES WERE NOT ON SITE;
31
- 32 5. THE APPROVED DRAWINGS WERE NOT ON SITE;
33
- 34 6. THE PERMIT WAS NOT POSTED AND VISIBLE FROM THE FRONTING STREET.
35

36 **F. Municipal infraction.** A VIOLATION OF THIS SECTION IS DECLARED A
37 MUNICIPAL INFRACTION SUBJECT TO A CIVIL FINE AS ESTABLISHED BY
38 RESOLUTION OF THE CITY COUNCIL. EACH DAY THAT A VIOLATION
39 CONTINUES CONSTITUTES A SEPARATE OFFENSE.
40

41 **17.05.110. Approval—Issuance—Commencing work—Expiration.**
42

43 **A. Notice of approval.** UPON APPROVAL OF AN APPLICATION FOR A BUILDING
44 PERMIT, THE DEPARTMENT OF PLANNING AND ZONING SHALL PROVIDE THE
45 APPLICANT WITH VERBAL OR WRITTEN NOTICE THAT THE PERMIT HAS BEEN
46 APPROVED AND IS AVAILABLE FOR ISSUANCE.

- 1
2 B. **Issuance.** THE DIRECTOR OF PLANNING AND ZONING OR THE DIRECTOR'S
3 DESIGNEE MAY DECLARE A BUILDING PERMIT TO BE VOID UNLESS ISSUED
4 WITHIN 30 DAYS FROM THE DATE OF THE NOTICE TO THE APPLICANT
5 PURSUANT TO SUBSECTION A.
6
- 7 C. **When permit becomes void.** A BUILDING PERMIT IS VOID IF CONSTRUCTION IS
8 NOT COMMENCED WITHIN 45 DAYS AFTER ISSUANCE. A BUILDING PERMIT IS
9 ALSO VOID IF THE CONSTRUCTION IS SUSPENDED OR ABANDONED FOR A
10 PERIOD OF 60 DAYS. THE DIRECTOR OR THE DIRECTOR'S DESIGNEE MAY
11 APPROVE EXTENSIONS OF THESE TIME PERIODS FOR CAUSE.
12
- 13 D. **Length of permit validity.** A BUILDING PERMIT IS VALID FOR TWO YEARS FROM
14 THE DATE OF ISSUANCE, UNLESS A SHORTER TIME PERIOD IS DESIGNATED BY
15 THE DIRECTOR OR THE DIRECTOR'S DESIGNEE. DEMOLITION, TENT, AND
16 SPECIAL PERMITS ARE VALID FOR THE TIME PERIOD ESTABLISHED BY THE
17 DIRECTOR OR THE DIRECTOR'S DESIGNEE. THE PERMIT MAY BE RENEWED AS
18 PROVIDED IN SUBSECTION G.
19
- 20 E. **Posting of permit.** THE PERMIT SHALL BE POSTED WITHIN 24 HOURS OF
21 ISSUANCE AND BE VISIBLE FROM THE FRONTING ROADWAY OR STREET. THE
22 PERMIT SHALL BE POSTED REGARDLESS OF THE CONSTRUCTION START DATE
23 AND SHALL REMAIN POSTED FOR THE DURATION OF THE PROJECT. THE
24 OWNER AND CONTRACTOR ARE RESPONSIBLE FOR PROTECTING THE PERMIT
25 FROM DAMAGE.
26
- 27 F. **Security.** IN UNUSUAL OR EMERGENCY CIRCUMSTANCES, THE DIRECTOR OR
28 THE DIRECTOR'S DESIGNEE MAY REQUIRE THE OWNER TO PROVIDE
29 SECURITY IN THE FORM OF A CERTIFIED CHECK, LETTER OF CREDIT, OR
30 PERFORMANCE BOND FOR SPECIFIC PERMITS TO GUARANTEE COMPLETION
31 OF THE WORK, AS SPECIFIED IN AN AGREEMENT WITH THE CITY.
32
- 33 G. **Renewal.** THE DIRECTOR OR THE DIRECTOR'S DESIGNEE MAY RENEW A
34 BUILDING PERMIT FOR TWO ADDITIONAL SIX-MONTH PERIODS, IF THE
35 APPLICANT:
36
- 37 1. FILES A WRITTEN REQUEST FOR RENEWAL PRIOR TO THE EXPIRATION
38 DATE OF THE PERMIT; AND
 - 39 2. PROVIDES SATISFACTORY WRITTEN JUSTIFICATION THAT THE WORK
40 COULD NOT BE COMPLETED PRIOR TO THE EXPIRATION DATE BECAUSE
41 OF CIRCUMSTANCES BEYOND THE CONTROL OF THE APPLICANT.
42
- 43
- 44 H. **Renewal more than twice.** IF A BUILDING PERMIT IS RENEWED MORE THAN
45 TWICE, ALL PERMIT PAPERWORK AND APPLICABLE SECURITY SHALL BE
46 UPDATED IN ACCORDANCE WITH THE REQUIREMENTS OF THE DEPARTMENT

1 OF PLANNING AND ZONING AND ALL PERMIT FEES SHALL BE REPAID IN FULL
2 PRIOR TO RENEWAL.

3
4 I. **Work Hours.** UNLESS THE DIRECTOR OR THE DIRECTOR'S DESIGNEE APPROVES
5 OTHERWISE FOR GOOD CAUSE:

- 6
7 1. CONSTRUCTION WORK AND THE USE OF MACHINERY MAY NOT BEGIN
8 BEFORE SEVEN A.M. AND SHALL BE STOPPED NO LATER THAN DUSK; AND
9
10 2. OUTSIDE WORK ON SUNDAYS IS PROHIBITED.

11
12 J. **Municipal infraction.** A VIOLATION OF THIS SECTION IS DECLARED A MUNICIPAL
13 INFRACTION SUBJECT TO A CIVIL FINE AS ESTABLISHED BY RESOLUTION OF
14 THE CITY COUNCIL. EACH DAY THAT A VIOLATION CONTINUES CONSTITUTES
15 A SEPARATE OFFENSE.

16
17 **17.05.120. Enforcement.**

18
19 THE DIRECTOR OR THE DIRECTOR'S DESIGNEE HAS THE DUTY TO ENFORCE
20 THE BUILDING CODE. THE DEPARTMENT MAY SUSPEND OR REVOKE A BUILDING
21 PERMIT FOR A VIOLATION OF THE BUILDING CODE, INCLUDING FOR ANY
22 IRREGULARITIES IN CONSTRUCTION, UNSAFE OR UNWORKMANLIKE
23 CONSTRUCTION, FAILURE TO OBTAIN REQUIRED INSPECTIONS, OR
24 MISREPRESENTATIONS OF FACT.

25
26 **17.05.130. Appeals; judicial review.**

27
28 A. **Appeal from order made pursuant to this chapter.** A PERSON AGGRIEVED BY AN
29 ORDER OF THE DIRECTOR OR THE DIRECTOR'S DESIGNEE MADE PURSUANT
30 TO THIS CHAPTER, OTHER THAN THE ISSUANCE OF A MUNICIPAL CITATION
31 OR THE CHARGING OF A MISDEMEANOR, MAY APPEAL TO THE BUILDING
32 BOARD OF APPEALS WITHIN 15 CALENDAR DAYS OF THE DATE OF THE
33 ORDER. A NOTICE OF APPEAL SHALL BE IN WRITING, STATE THE GROUNDS
34 FOR THE APPEAL, AND BE FILED WITH THE DEPARTMENT OF PLANNING AND
35 ZONING, ALONG WITH A NONREFUNDABLE FEE IN AN AMOUNT
36 ESTABLISHED BY RESOLUTION OF THE CITY COUNCIL. THE RIGHT TO APPEAL
37 IS WAIVED IF THE NOTICE OF APPEAL IS NOT TIMELY FILED.

38
39 B. **Building Board of Appeals.** THE BUILDING BOARD OF APPEALS SHALL
40 CONSIDER THE APPEAL BASED ON THE INFORMATION PROVIDED TO THE
41 DEPARTMENT OF PLANNING AND ZONING AT THE TIME OF THE ORDER FROM
42 WHICH THE APPEAL IS TAKEN. IF THE BOARD FINDS THAT THE ORDER WAS
43 IN ERROR OR CONTRARY TO THE PROVISIONS OF THIS CODE OR OTHER
44 APPLICABLE LAW, THE BOARD MAY REVERSE OR MODIFY THE ORDER. THE
45 DECISION OF THE BOARD ON ALL APPEALS SHALL BE IN WRITING AND SHALL

1 CONTAIN THE FACTUAL FINDINGS OF THE BOARD AND THE REASONS FOR
2 THE DECISION.

3
4 C. **Judicial review.** A PERSON AGGRIEVED BY A DECISION OF THE BUILDING
5 BOARD OF APPEALS MAY FILE, AS AN EXCLUSIVE REMEDY, A PETITION FOR
6 JUDICIAL REVIEW IN THE CIRCUIT COURT FOR ANNE ARUNDEL COUNTY
7 PURSUANT TO TITLE 7, CHAPTER 200, AS AMENDED. FOR PURPOSES OF THIS
8 SUBSECTION, A PERSON IS NOT AGGRIEVED UNLESS THE PERSON APPEARED
9 AS A PARTY AT THE HEARING BEFORE THE BOARD.

10
11 D. **Building Code appeals superseded.** THE APPEAL PROCESS IN THIS SECTION
12 SUPERSEDES THE APPEAL PROCESS CONTAINED IN THE ADOPTED BUILDING
13 CODES.

14
15 **17.05.140 - Unapproved construction.**

16
17 A. **Order to remove.** A PERSON WHO BUILDS A STRUCTURE OR COMPLETES
18 ALTERATIONS WITHOUT A PERMIT WHEN A PERMIT IS REQUIRED SHALL
19 REMOVE THE STRUCTURE OR ALTERATIONS WHEN ORDERED TO DO SO BY
20 THE DIRECTOR OR THE DIRECTOR'S DESIGNEE.

21
22 B. WHENEVER IN THE JUDGMENT OF THE DIRECTOR OF PLANNING AND ZONING,
23 AN EMERGENCY EXISTS THAT REQUIRES IMMEDIATE ACTION TO PROTECT
24 THE PUBLIC SAFETY OR WELFARE, AN ORDER MAY BE ISSUED WITHOUT
25 NOTICE, CONFERENCE, OR HEARING, DIRECTING THE OWNER, OCCUPANT,
26 OPERATOR, AGENT, OR LICENSEE TO TAKE WHATEVER ACTION IS
27 APPROPRIATE TO CORRECT OR ABATE THE EMERGENCY. IF CIRCUMSTANCES
28 WARRANT, THE DIRECTOR OR THE DIRECTOR'S DESIGNEE MAY ACT TO
29 CORRECT OR ABATE THE EMERGENCY.

30
31 D. ALL COSTS INCURRED FOR THE EMERGENCY ACTION OR ABATEMENT SHALL
32 BE RECOVERED FROM THE OWNER IN THE FORM OF A LIEN ON THE PROPERTY
33 AND COLLECTIBLE IN THE SAME MANNER AS DELINQUENT TAXES.

34
35
36 **Chapter 17.12 ADDITIONAL BUILDING CODES**

37 **~~17.12.005 – Purpose and definition.~~**

38 ~~A. The purpose of this chapter is to protect the public health, safety and property and the general~~
39 ~~welfare of the community by establishing minimum standards for construction and~~
40 ~~reconstruction of buildings and structures.~~

41 ~~B. As used in this title, the term "Building Code" shall mean the applicable International or other~~
42 ~~building code adopted by the City as the particular circumstances may require unless~~
43 ~~otherwise expressly stated herein. The term "Building Code" as used in this title shall not be~~
44 ~~interpreted to refer solely to the code adopted in 17.12.010 unless the particular circumstances~~
45 ~~so require.~~

1 **17.12.010 - International Building Code adopted.**
2

3 **REVISOR'S NOTE:** In this section, the following paragraphs are amended.
4 No other changes are made to 17.12.010.
5

6 A. The International Building Code, ~~2015~~ 2018 Edition, as published by the International
7 Code Council, Inc., is adopted as the Building Code of the City of Annapolis with the following
8 amendments:
9

10 4. In Table 5034.4, for Construction Types III, IV, and V, both Groups A and B (other than
11 detached accessory or uninhabitable structures), add the following footnotes ~~(C-E)~~ (I-K):
12

13 CI. Automatic fire sprinkler systems shall be installed and maintained in accordance with
14 National Fire Protection Association (NFPA) Standard 13, 13D, or 13R as referenced
15 by the State of Maryland Fire Prevention Code, promulgated by the State Fire
16 Prevention Commission AND adopted from time to time under THE authority of
17 State law.

18 DJ. In all existing uses when an attic space has been previously altered or when an attic
19 space is to be altered for occupiable or habitable space, the attic floor shall be
20 considered a story. The attic shall be considered a story when the attic has a fixed
21 stair down to the story below.

22 EK. Any existing building THAT IS altered shall not exceed the height and area
23 limitations for new buildings specified in Table 504.4 unless approved otherwise by
24 the Code Official.
25

26 5. Insert the following footnote to Table 601, Fire Resistance Ratings Requirements for
27 Building Elements:
28

29 hg. Unless otherwise approved by the Code Official, for all types of construction,
30 INCLUDING new CONSTRUCTION and existing STRUCTURES that are altered,
31 and which are not subject to the installation of or upgrades to fire sprinkler systems
32 in accordance with the provisions of Chapter 17.20 of this title, provide a minimum
33 of one hour TENANT separation for walls, from foundation to underside of roof
34 sheathing and for ceilings that have a floor assembly over.
35

36 ~~13. Strike Section 1029.1, Exception 1, and add the following to the end of the section~~
37 ~~paragraph:~~

38 ~~In the event of any inconsistencies between the provisions of the International Building Code~~
39 ~~and the City Code, the more stringent shall govern. A copy of the International Building Code~~
40 ~~is on file in the Department of Planning and Zoning.~~
41

42 ~~1413.~~ Strike Section 202 - "Building Official" and substitute the following:
43

44 **Building Official.** The Director of the Department of Planning and Zoning or ~~his or her~~ THE
45 DIRECTOR'S designee.
46

1 **17.12.018 - International Energy Conservation Code adopted.**

2
3 A. **Adoption.** The International Energy Conservation Code, ~~2015~~2018 Edition, as
4 published by the International Code Council, Inc., is adopted as the Energy Code of the City of
5 Annapolis for regulating the design, construction, quality of materials, erection, installation,
6 alteration, repair, location, relocation, replacement, addition to, use or maintenance of the building
7 envelope, mechanical systems, and lighting and power systems in the City.
8

9 B. **Inconsistencies.** In the event of any inconsistencies between the provisions of the
10 Energy Code and the City Code, the more stringent shall govern. The Code Official ~~shall have~~
11 HAS the authority to act on any matters when there is a discrepancy or when the codes are silent.
12 ~~In the event of any inconsistencies between the provisions of the Building Code and the City Code,~~
13 ~~the more stringent code shall govern.~~ A copy of the International Energy Conservation Code is on
14 file in the Department of Planning and Zoning.
15

16 **17.12.020 - International Residential Code adopted.**

17
18 A. **Adoption.** The International Residential Code, ~~2015~~2018 Edition, as published by the
19 International Code Council, Inc., is adopted as the Residential Code of the City of Annapolis with
20 the following amendments:
21

- 22 1. In Chapter 15 add the following:

23
24 **Section ~~M1507.5~~ M1506 Bathroom and Toilet Room Ventilation.** Every bathroom and
25 toilet room shall be exhaust vented mechanically to outside air with rigid pipe sloped away
26 from the exhaust fan towards the exterior. Existing bathrooms and toilet rooms that are altered
27 or are part of other building alterations shall also be exhaust vented mechanically to outside
28 air unless approved otherwise by the Director of Planning and Zoning or ~~his or her~~ THE
29 DIRECTOR'S designee.
30

- 31 2. STRIKE THE EXCEPTION FOUND IN R313.1 AND R313.2. Strike Section P2904 and
32 all subsections of Section P2904 AND substitute the following:
33

34 **Section P2904 Residential fire sprinkler systems P2904.1 Fire sprinkler systems**
35 **required.** Residential fire sprinkler systems are required as follows when a building permit is
36 requested from the City of Annapolis:
37

- 38 1. **All new residential construction.** New residential construction shall mean and include
39 single-family, duplex, and multi-family residential buildings or structures, the placement of
40 mobile or modular homes, and any existing residential building or structure that is removed,
41 renovated, refurbished, altered, and/or an addition is made ~~thereto~~ TO THE STRUCTURE
42 provided the area of construction, as a percentage of the gross floor area of the structure under
43 permit, exceeds ~~fifty~~ 50 percent. For structures with more than one building permit, the
44 aggregate of the area of construction is counted over the previous ~~twenty-four~~ 24 months.
45 Accessory or uninhabitable structures, such as carports, garages, greenhouses and sheds are
46 excluded.

1
2 **B. Inconsistencies.** In the event of any inconsistencies between the provisions of the
3 International Residential Code and the City Code, the more stringent code shall govern. A copy of
4 the International Residential Code is on file in the Department of Planning and Zoning.

5 **17.12.021 - International Swimming Pool and Spa Code adopted.**

6
7 **A. Adoption.** The International Swimming Pool and Spa Code, 2015-2018 Edition, as published
8 by the International Code Council, Inc., is adopted as the Swimming Pool and Spa Code of
9 the City of Annapolis with the following amendments:

10
11 ~~**17.12.022 - Building permit - Required.**~~

12 ~~A. Any owner of real property who intends to construct, enlarge, alter, repair, move, demolish,~~
13 ~~or change the occupancy of a building or other structure, or to erect, install, enlarge, alter,~~
14 ~~repair, remove, convert or replace any electrical, gas, mechanical or plumbing system, or to~~
15 ~~cause any such work to be performed, shall first make application to the Director for any~~
16 ~~permit required by the City Code to engage in such work and pay any applicable permit fees.~~
17 ~~An authorized agent of the owner may make application on behalf of the owner.~~

18 ~~B. All exterior projects in the Historic District, whether or not exempted from a building permit~~
19 ~~under subsection A of this section, still require a certificate of approval in accordance with~~
20 ~~Chapter 21.62.~~

21 ~~C. No building or other structure shall be demolished or moved until a permit has been obtained~~
22 ~~from the Director. If, in the judgment of the Director, the proposed new location of the~~
23 ~~building or other structure would significantly increase the fire hazard to surrounding~~
24 ~~buildings or other structures, a permit for moving the building or other structure shall not be~~
25 ~~issued.~~

26
27 ~~**17.12.023 - Building permit - Exemptions.**~~

28 ~~A. The exemptions from the requirement of a building permit are provided in the International~~
29 ~~Building Code, the International Residential Code, and the International Existing Building~~
30 ~~Code as applicable.~~

31 ~~B. No building permit is required on residential construction projects that are non-structural~~
32 ~~replacements and/or repair of windows, doors, and siding. Compliance with the applicable~~
33 ~~provisions of the Annapolis City Code is required regardless of the requirements for a building~~
34 ~~permit.~~

35
36 **17.12.024 - International Existing Building Code adopted.**

37
38 The International Existing Building Code, 20152018 Edition, as published by the
39 International Code Council, Inc., is adopted as the Existing Building Code of the City of
40 Annapolis.

41
42 ~~**17.12.026 - Building Code - Use and occupancy permit.**~~

43 ~~A. In accordance with the Building Code, a use and occupancy permit is required for all new~~
44 ~~construction and for structures undergoing alterations. Structures undergoing alterations shall~~
45 ~~be governed by Section 101.4 of the International Existing Building Code in applicable part.~~

1 ~~A use and occupancy permit is also required if there is a change of use or occupancy even if~~
2 ~~there is no construction or alteration. A use and occupancy permit is required if there is a~~
3 ~~change in ownership only if the Code Official determines that certain existing conditions pose~~
4 ~~an inimical threat to the public health, safety, or welfare.~~

5 ~~B.— The inspection fees for the use and occupancy permit shall be paid at the time of the building~~
6 ~~permit application. The fees are nonrefundable and not transferable. The fee schedule shall be~~
7 ~~established by resolution of the City Council.~~

8 ~~C.— The use and occupancy permit shall be issued only after the Department of Public Works,~~
9 ~~the Department of Planning and Zoning, the Fire Department, and the Health Department,~~
10 ~~where applicable, have inspected the site and verified that the structures and the site meet City~~
11 ~~standards and specifications, and are in accordance with the approved building permit~~
12 ~~application and the use requirements under Chapter 21.12~~

13 ~~D.— The Director or designee may suspend or revoke any use and occupancy permit for any~~
14 ~~violations of the City Code, for unsafe conditions, violations of the issued permits, failure to~~
15 ~~obtain final inspections and approvals, and for misrepresentation of facts.~~

16 ~~E.— In addition to other remedies provided to the City by law, a person who violates this section~~
17 ~~shall be guilty of a municipal infraction and is subject to a fine as established by resolution of~~
18 ~~the City Council. All fines must be paid in full prior to any further inspections being made~~
19 ~~and prior to any permit issuance.~~

20
21 **17.12.030— Code modifications.**

22 ~~Notwithstanding any other provision in this title, and consistent with Section 104.10 of the~~
23 ~~International Building Code, wherever there are practical difficulties in carrying out the provisions~~
24 ~~of the Building Code, the Code Official shall have the authority to grant modifications in individual~~
25 ~~cases, provided that the Code Official shall find that particular individual circumstances make~~
26 ~~compliance with the strict letter of the Building Code impractical, that the modification is in~~
27 ~~compliance with the intent and purpose of the Building Code, and that the modification does not~~
28 ~~jeopardize health, accessibility, life and fire safety, or structural requirements. Such modifications~~
29 ~~shall be considered and decided by the Code Official following an applicant's written request for~~
30 ~~and substantiation of the need, to include compensatory action and/or equivalent design criteria,~~
31 ~~for such modifications.~~

32
33 **17.12.042— Unsafe structures.**

34 ~~A.— An unsafe structure is a structure, or part of a structure, that in the opinion of the Director of~~
35 ~~the Department of Planning and Zoning, or his or her designee, is found to be dangerous to~~
36 ~~the life, health, property, or safety of the public or the occupants of the structure by not~~
37 ~~providing minimum safeguards to protect or warn occupants in the event of fire, or because~~
38 ~~such structure contains unsafe equipment or is so damaged, decayed, dilapidated, structurally~~
39 ~~unsafe, or which by reason of illegal or improper use, occupancy or maintenance, or of such~~
40 ~~faulty construction or unstable foundation, that partial or complete collapse is possible.~~

41 ~~B.— An unsafe structure shall be razed or abated by the owner within seventy two hours after~~
42 ~~notice to do so has been given to the owner by the Director. The owner is required to apply~~
43 ~~for a building permit as per Section 17.12.022(C). if the owner, within seventy two hours after~~
44 ~~receipt of the notice, has not razed the unsafe structure, or otherwise abated the nuisance, the~~
45 ~~owner is guilty of a municipal infraction and is subject to a fine as established by resolution~~

1 of the City Council, and the nuisance shall be abated by the Director or his or her designee at
2 the expense of the owner.

3 C.—Whenever in the judgment of the Director of Planning and Zoning, or his or her designee, an
4 emergency exists which requires immediate action to protect the public safety or welfare, an
5 order may be issued without notice, conference or hearing, directing the owner, occupant,
6 operator, agent or licensee to take whatever action is appropriate to correct or abate the
7 emergency. If circumstances warrant, the Director or his or her designee may act to correct or
8 abate the emergency. The Director or his or her designee may in the interest of safety
9 disconnect water, gas, and electric service to the building or structure.

10 D.—All costs incurred for the emergency action or abatement shall be recovered from the owner
11 in the form of a lien on the property and collectible in the same manner as delinquent taxes.

12
13 **17.12.050 — Building permit — Application.**

14 A.—Both the owner of the property and the contractor engaged to do the work equally are
15 responsible for obtaining the required building permit.

16 B.—No building permit shall be issued prior to the issuance of a grading permit, where applicable
17 under Chapter 17.08.

18 C.—Before any permit required by Section 17.12.022 shall be issued, the applicant shall file with
19 the Department of Planning and Zoning verification from the City Finance Director that the
20 applicant has paid all applicable Anne Arundel County School impact fees, or proof that the
21 project is not subject to the County's school impact fees.

22 D.—With regard to building location, when a discrepancy is found between the grading permit
23 and building permit, the grading permit shall prevail.

24
25 **17.12.052 — Building permit — Plans and specifications.**

26 A.—Before any permit required by Section 17.12.022 shall be issued the applicant shall file an
27 application with construction drawings supported by an affidavit, which specifies the contract
28 price of the construction in its entirety, the type of building, structure, or alteration to be
29 erected or made, the material to be used, the number of stories and the dimensions of the
30 building or area to which alterations will be made. If the permit is for the interior or exterior
31 alteration of an existing building or structure, construction drawings shall be submitted
32 showing the nature and location of all alterations unless approved otherwise.

33 B.—The building permit application shall also include those plans and specifications as required
34 and as detailed in Section 17.08.060. At a minimum, the application shall be accompanied by
35 a sealed drawing showing the proposed location of the building on the lot and the front yard,
36 side yard, and rear yard dimensions to the property line.

37 C.—No permit for a commercial building or structure, or building or structure to be used for a
38 public assembly, shall be issued unless construction drawings and specifications, drawn and
39 certified by an architect or engineer registered under the laws of the State of Maryland, are
40 submitted. Certified construction drawings and specifications shall be submitted with permit
41 application for all other buildings or structures, unless approved otherwise by the building
42 official.

43 D.—All construction drawings and specifications submitted as part of a permit application which
44 indicates they have been completed by an architect or engineer shall be certified on each
45 drawing and specification with the architect's or engineer's Maryland seal, original signature
46 and date.

1 ~~E.— All structural evaluations including drawings shall be certified by a Maryland Structural~~
2 ~~Engineer or Architect.~~

3 ~~F.— All new and revised construction drawings and submittals requiring review shall pay a fee~~
4 ~~per schedule as established by resolution of the City Council.~~

5
6 **17.12.053 — Building Contractor license.**

7 ~~A.— No person shall perform work as a building contractor, general contractor, or home~~
8 ~~improvement contractor in the City of Annapolis without first applying for and receiving a~~
9 ~~license from the State of Maryland and/or the Maryland Home Improvement Commission.~~

10 ~~B.— Suspension, Revocation of Permit Licenses and Withholding Permit Applications. The~~
11 ~~Director or his or her designee may withhold permit applications or may suspend or revoke~~
12 ~~any issued City permits or licenses for any irregularities in installation, for unsafe or~~
13 ~~unworkmanlike installation, misrepresentation of facts, failure to obtain permits, failure to~~
14 ~~obtain required inspections, ignoring or defacing stop work orders, illegal occupancy, failure~~
15 ~~to maintain a valid Maryland State license or for any violations of the Building Code and this~~
16 ~~chapter. No person shall use the name or license of another contractor directly or indirectly to~~
17 ~~obtain a permit, send in notices, make returns or to do any work under another person's license.~~

18 ~~C.— Violation. A person who violates this section is guilty of a municipal infraction and is subject~~
19 ~~to a fine as established by resolution of the City Council.~~

20
21 **17.12.055 — Display of address.**

22 ~~A.— The owners of any improved property shall post on or about the property numbers or letters~~
23 ~~designating the address assigned to the property.~~

24 ~~B.— The number or letters shall be at least three inches high, displayed on a contrasting~~
25 ~~background, and posted in order to be unobstructed and clearly legible from the street named~~
26 ~~in the address of the property.~~

27 ~~C.— In addition to the requirements of Subsection B of this section:~~

28 ~~1.— For a multifamily structure (six units or more):~~

29 ~~a.— The address shall be affixed to the structure in numbers or letters at least six inches~~
30 ~~high and shall be clearly legible from the street or public way; and~~

31 ~~b.— The designation of each dwelling unit shall be affixed to the exterior door of the unit~~
32 ~~with numbers or letters at least three inches high; and~~

33 ~~2.— For a commercial property:~~

34 ~~a.— The address shall be displayed in numbers or letters at least six inches high, and~~

35 ~~b.— Side or rear doors to commercial properties with multiple suites shall have numbers~~
36 ~~or letters at least three inches high corresponding to the suite address.~~

37 ~~D.— An authorized representative of the Departments of Police, Fire, or Planning and Zoning may~~
38 ~~cite an owner for violation of the provisions of this section.~~

39 ~~E.— Owners of existing improved property shall have thirty days from the notification date to~~
40 ~~comply with the requirements of this section.~~

41 ~~F.— Violators of the provisions of this section are guilty of a municipal infraction and subject to~~
42 ~~a fine as established by resolution of the City Council.~~

43
44 **17.12.056 — Building permit Fees — Reinspection.**

45 ~~A.— The fee for a building permit shall be based on the estimated value of the work in accordance~~
46 ~~with the schedule set out in Subsection B of this section. Computation of the estimated value~~

1 ~~must include the fair market value of all construction of work for which the permit is issued,~~
2 ~~including all painting, siding, windows, roofing, electrical work, plumbing, heating/air~~
3 ~~conditioning equipment, elevator equipment, fire protection system equipment and any other~~
4 ~~permanent portions or permanent equipment essential to the operation of the building.~~
5 ~~Equipment required for manufacturing or other special occupancy, land value and~~
6 ~~development costs are excluded from the computation of fair market value. The minimum~~
7 ~~acceptable valuation for new buildings shall be based on the current market value as~~
8 ~~determined by the Department of Planning and Zoning.~~

9 ~~B. Nonrefundable application fees and building permit fees shall be established by resolution of~~
10 ~~the City Council.~~

11 ~~1. The application fee will not be refundable for any reason except if the permit application~~
12 ~~has been denied. The application fee will be applied to the final cost of the building permit~~
13 ~~at the time of issuance per the procedures as established by the Department of Planning~~
14 ~~and Zoning.~~

15 ~~C. A fee as established by resolution of the City Council for residential properties and~~
16 ~~commercial properties shall be charged for:~~

- 17 ~~1. Moving a building, regardless of the value or size of the building;~~
- 18 ~~2. Demolishing a building, regardless of the value or size of the building;~~
- 19 ~~3. Moving, hauling, or transporting an oversize load.~~

20 ~~D. A person who moves or demolishes a building or transports an oversize load without a permit~~
21 ~~is guilty of a municipal infraction and is subject to a fine as established by resolution of the~~
22 ~~City.~~

23 ~~E. A monetary guarantee for the work will be executed by the applicant to ensure that upon~~
24 ~~demolition or moving of a building, all associated utilities have been inactivated and capped~~
25 ~~in a proper and safe manner.~~

26 ~~F. Reinspection Fee. A fee, as established by resolution of the City Council, must be paid before~~
27 ~~another inspection is made if, for the original inspection, one or more of the following~~
28 ~~occurred:~~

- 29 ~~1. Requesting party called for inspection, but work was not ready;~~
- 30 ~~2. Requesting party was not on site;~~
- 31 ~~3. Building was locked;~~
- 32 ~~4. Safety features not on site;~~
- 33 ~~5. Approved drawings not on site;~~
- 34 ~~6. Permit card not posted and visible from fronting street.~~

35
36 **~~17.12.058 Approval Commencing work Expiration.~~**

37 ~~A. Upon approval of a building permit, the applicant shall be provided verbal or written~~
38 ~~notification to the address specified on the application that the permit has been approved and~~
39 ~~is available for issuance.~~

40 ~~B. A building permit is void unless issued within thirty days from the date of the notification to~~
41 ~~the applicant pursuant to Subsection A of this section.~~

42 ~~C. A building permit is void unless construction for which the permit has been issued is~~
43 ~~commenced within a period of forty five days after issuance or if the authorized work is~~
44 ~~suspended or abandoned for a period of sixty days after the time of commencing the work,~~
45 ~~unless approved otherwise by the Director of the Department of Planning and Zoning or his~~
46 ~~designee.~~

- 1 ~~D.—A building permit shall be valid for two years from the date of issuance, unless a shorter time~~
2 ~~period is designated by the Director or designee.~~
- 3 ~~E.—Demolition, tent and special permits shall be valid for the time period as established by the~~
4 ~~Director or designee.~~
- 5 ~~F.—The issued permit card must be posted within twenty four hours of the issuance and made~~
6 ~~visible from the fronting roadway or street. The permit card shall be posted regardless of~~
7 ~~construction start date and remain for the duration of the project. Owner/contractor is~~
8 ~~responsible for protecting the card from damage.~~
- 9 ~~G.—The Code Official may require the owner to provide a monetary guarantee in the form of a~~
10 ~~certified check, letter of credit or performance bond for specific permits to guarantee~~
11 ~~completion of the work under agreement with the City.~~
- 12 ~~H.—The Director may renew a building permit for an additional six month period if the applicant:~~
13 ~~1.—Makes written request for the renewal prior to the expiration date of the permit; and~~
14 ~~2.—Provides written justification, satisfactory to the Director, that work could not be~~
15 ~~completed prior to the expiration date of the permit because of circumstances beyond the~~
16 ~~control of the applicant.~~
- 17 ~~I.—A building permit may not be renewed more than twice for a total of one year, unless approved~~
18 ~~otherwise by the Department of Planning and Zoning.~~
- 19 ~~J.—If the building permit is to be renewed more than twice, all permit paperwork and applicable~~
20 ~~surety, shall be updated to Department of Planning and Zoning requirements and all permit~~
21 ~~fees shall be repaid in full prior to renewal.~~
- 22 ~~K.—Work Hours. No construction work or machinery shall start prior to seven a.m. and shall~~
23 ~~finish up no later than dusk and there shall be no outside Sunday work unless specifically~~
24 ~~approved otherwise.~~
- 25 ~~L.—A person who violates this section is guilty of a municipal infraction and is subject to a fine~~
26 ~~of one hundred dollars for any single, initial violation and a fine of two hundred dollars for~~
27 ~~each repeat or continuing violation.~~

28
29 **~~17.12.060 – Enforcement.~~**

30 ~~The enforcement of the Building Code is the duty of the Director of Planning and Zoning or~~
31 ~~his or her designee.~~

32
33 **~~17.12.062 – Unapproved construction.~~**

- 34 ~~A.—A person who commences any building, structure, or any construction without prior receipt~~
35 ~~of a required building permit is guilty of a municipal infraction and is subject to a fine as~~
36 ~~established by resolution of the City Council.~~
- 37 ~~B.—Structures erected or alterations completed without a permit as required by this chapter shall~~
38 ~~be removed by the person erecting the structures or completed alterations when ordered to do~~
39 ~~so by the enforcing officer.~~
- 40 ~~C.—Whenever in the judgment of the Director of Planning and Zoning, an emergency exists~~
41 ~~which requires immediate action to protect the public safety or welfare, an order may be issued~~
42 ~~without notice, conference or hearing, directing the owner, occupant, operator, agent or~~
43 ~~licensee to take whatever action is appropriate to correct or abate the emergency. If~~
44 ~~circumstances warrant, the Director or his or her designee may act to correct or abate the~~
45 ~~emergency.~~

1 ~~D. All costs incurred for the emergency action or abatement shall be recovered from the owner~~
2 ~~in the form of a lien on the property and collectible in the same manner as delinquent taxes.~~

3
4 ~~**17.12.064 – Suspension or revocation of permit.**~~

5 ~~Any person who causes any irregularities in construction or unsafe or unworkmanlike~~
6 ~~construction, fails to obtain required inspections, misrepresents facts or is responsible for any other~~
7 ~~violation of the Building Code is guilty of a municipal infraction and is subject to a fine, suspension~~
8 ~~of building permits, or revocation of a building permit as established by resolution of the City~~
9 ~~Council.~~

10
11 ~~**17.28.030 – National Standard Plumbing Code – Variations from national provisions.**~~

12
13 ~~**17.28.130 – Plumbing Board.**~~

14 ~~There is a Plumbing Board which shall make recommendations on the enforcement of the City~~
15 ~~Plumbing Code. The Board shall consist of three members who shall serve a term of three years,~~
16 ~~each term commencing on July 1st of the year in which the appointment is made, unless sooner~~
17 ~~removed for cause by the City Council. The members shall be appointed by the Mayor and~~
18 ~~confirmed by the City Council from a list of one or more members of the Master Plumbers'~~
19 ~~Association of Annapolis if a list is submitted by the association not later than June 1st of the year~~
20 ~~in which the appointment is to be made.~~

21
22
23 **Chapter 17.14 - GREEN BUILDINGS: ENERGY EFFICIENCY AND ENVIRONMENTAL**
24 **DESIGN**

25 **17.14.040 - Standards and requirements.**
26

- 27 A. Any new construction of or major modification to a commercial or mixed use building of
28 greater than seven thousand five hundred square feet of gross floor area must achieve:
- 29 1. A certified-level rating in the appropriate LEED rating system, as certified by the Green
30 Building Council; or
 - 31 2. A certified-level rating in the appropriate LEED rating system as verified by the Director
32 or a qualified person approved by the Director; or
 - 33 3. Energy and environmental design standards that the Director identifies as equivalent to
34 certified-level rating in the appropriate LEED rating system, as verified by the Director
35 or a qualified person approved by the Director.
- 36 B. Any new construction of or major modification to a public building, regardless of size, must
37 achieve, at a minimum:
- 38 1. A silver level rating in the appropriate LEED rating system, as certified by the Green
39 Building Council; or
 - 40 2. A silver level rating in the appropriate LEED rating system as verified by the Director or
41 a qualified person approved by the Director; or
 - 42 3. Energy and environmental design standards that the Director identifies as equivalent to a
43 silver level rating in the appropriate LEED rating system, as verified by the Director or a
44 qualified person approved by the Director.

- 1 C. Any new construction of or major modification to five or more single family or attached
2 homes on one lot or as a subdivision, and any single family home in excess of three thousand
3 two hundred fifty square feet in size, must achieve:
- 4 1. A certified-level rating in the appropriate LEED rating system as certified by the Green
5 Building Council; or
 - 6 2. A certified-level rating in the appropriate LEED rating system as verified by the Director
7 or a qualified person approved by the Director; or
 - 8 3. A bronze-level rating in the National Green Building Standard (NGBS) ICC 700-2008
9 2015 as verified by the Director or a qualified person approved by the Director; or
 - 10 4. Energy and environmental design standards that the Director identifies as equivalent to a
11 certified-level rating in the appropriate LEED rating system or a bronze-level rating in
12 the NGBS IC 700-2008 2015, as verified by the Director or a qualified person approved
13 by the Director.

14
15 **Chapter 17.18 – MECHANICAL CODE**

16 **17.18.020 - International Mechanical Code—Adopted.**

17
18 The ~~2015~~2018 International Mechanical Code published by the International Code
19 Council, Inc., a copy of which is on file in the Department of Planning and Zoning, is adopted as
20 the Mechanical Code for the City of Annapolis with the following amendment:

21
22 In Section 603.18 at end of paragraph after "instructions." add the following: "All registers,
23 grills and diffusers installed in suspended ceilings shall be provided with independent suspension
24 to ensure that the register, grill, or diffuser will not drop more than three inches when the framing
25 members no longer provide support. The minimum support wire shall meet or exceed 12# S.W.G.
26 firmly secured to the register, grill, or diffuser and the building structure."
27

28 **Chapter 17.24 – GAS CODE**

29 **17.24.040 - NFPA standards adopted.**

30
31 NFPA 54/ANSIZ 223.1, National Fuel Gas Code, 2012~~8~~ Edition, and NFPA 58, Liquefied
32 Petroleum Gas Code, ~~2011~~2017 Edition, as published by the National Fire Protection Association,
33 copies of which are on file in the Department of Planning and Zoning, are adopted as the Code for
34 the Installation of Fuel Gas Piping Systems, Fuel Gas Utilization Equipment, and Related
35 Accessories for the City of Annapolis with the following amendment:

- 36
37 A. In multifamily structures, each dwelling unit shall have an accessible valve outside the
38 dwelling to shut off the gas supply to the dwelling unit without stopping the supply in
39 other ~~dwelling~~DWELLINGS, unless otherwise approved by the Code Official.
- 40
41 B PRESSURE TESTING OF NEW OR REPAIRED GAS PIPING SHALL BE TESTED
42 TO 1.5 TIMES THE PROPOSED WORKING PRESSURE OF THE SYSTEM AND
43 NOT LESS THAN 30 PSI.

44
45 **Chapter 17.28 – PLUMBING CODE**

46 **17.28.020 - International Plumbing Code—Adopted.**

1
2 The International Plumbing Code, 20152018 Edition, as published by the International
3 Code Council, Inc., a copy of which is on file in the Department of Planning and Zoning, is hereby
4 adopted as the Plumbing Code of the City of Annapolis with the following amendments:
5

6 **REVISOR’S NOTE:** In this section, paragraphs T, U, V, and W are added.
7 No changes are made to paragraphs A-S.
8

9 T. ADD 413.2.1 FLOOR DRAINS – REQUIRED LOCATIONS:
10

11 (1) TOILET ROOMS CONTAINING EITHER TWO OR MORE WATER CLOSETS
12 OR WALL HUNG URINALS OR A COMBINATION OF ONE OR MORE
13 WATER CLOSETS AND WALL HUNG URINALS, EXCEPT IN A DWELLING
14 UNIT.
15

16 (2) COMMERCIAL KITCHENS.
17

18 (3) COMMON LAUNDRY ROOMS IN COMMERCIAL BUILDINGS AND
19 BUILDINGS HAVING MORE THAN TWO DWELLING UNITS.
20

21 FLOOR DRAINS SHALL HAVE A TRAP PRIMER.
22

23 U. AT THE END OF SECTION 414.1 ADD: SERVICE SINKS AND MOP RECEPTORS
24 SHALL HAVE A REMOVABLE STRAINER AND WASTE OUTLET
25 CONNECTIONS NOT LESS THAN TWO INCH NOMINAL SIZE. SERVICE SINKS
26 AND MOP RECEPTORS SHALL BE INSTALLED WHERE WALLS AND FLOORS
27 ARE COVERED WITH A WATERPROOF, SMOOTH, READILY CLEANABLE
28 SURFACE AT LEAST ONE FOOT IN FRONT OF THE SINK OR RECEPTOR, AT
29 LEAST ONE FOOT ON EACH SIDE, AND UP TO FOUR FEET IN HEIGHT ABOVE
30 THE FLOOR.
31

32 V. ADD 703.4.1 NEW AND REPLACED BUILDING SEWER LINES SHALL BE
33 BURIED TO A DEPTH OF AT LEAST 2 FEET BELOW FINISHED GRADE.
34

35 W. A PROPERTY LINE CLEAN OUT IS REQUIRED ON EVERY BUILDING SEWER
36 AND MUST BE CAST IRON (SERVICE WEIGHT OR GREATER) AT FINISH
37 GRADE LEVEL. AT THE BASE OF THE CLEAN OUT RISER WHERE
38 CONNECTED TO BUILDING SEWER, PROPERTY LINE CLEAN OUT MUST BE
39 ENCASED IN CONCRETE OF AT LEAST EIGHT INCHES OR GREATER.
40

41 **Chapter 17.34 – FENCE PERMITS**

42 **17.34.030 - Violations.**
43

44 ~~A person who violates this chapter is guilty of a municipal infraction and subject to a fine of~~
45 ~~one hundred dollars for any single, initial violation and a fine of two hundred dollars for each~~
46 ~~repeat or continuing violation as established by resolution of the City Council. A VIOLATION~~

1 OF THIS SECTION IS DECLARED A MUNICIPAL INFRACTION SUBJECT TO A CIVIL
2 FINE AS ESTABLISHED BY RESOLUTION OF THE CITY COUNCIL. EACH DAY THAT
3 A VIOLATION CONTINUES CONSTITUTES A SEPARATE OFFENSE.
4

5 **Chapter 17.40 – RESIDENTIAL PROPERTY MAINTENANCE CODE**

6 **Article I**

7 **Definitions**

8
9 **17.40.180 - Owner.**

10
11 "Owner" means any person who, alone, jointly or severally with others, holds legal or
12 equitable title to any dwelling, ~~roominghouse~~, dwelling unit, ~~rooming unit~~, or unimproved
13 property.
14

15 ~~**17.40.210 – Roominghouse.**~~

16
17 ~~"Roominghouse" means any dwelling, or part of a dwelling containing one or more rooming~~
18 ~~units, in which space is let to three or more persons. "Roominghouse" includes, but is not limited~~
19 ~~to, hotels, lodgingshouses, convalescent homes, boarding homes for the aged, foster homes and~~
20 ~~other similar establishments.~~
21

22 ~~**17.40.220 – Rooming unit.**~~

23
24 ~~"Rooming unit" means any room or group of rooms forming a single habitable unit used or~~
25 ~~intended to be used for living and sleeping, but not for cooking or eating purposes.~~
26

27 **17.40.265 - Property Maintenance Code.**

28
29 A. The International Property Maintenance Code, ~~2015~~2018 Edition, as published by the
30 International Code Council, Inc., a copy of which is on file in the Department of Planning and
31 Zoning, is adopted as the Property Maintenance Code of the City of Annapolis in the State of
32 Maryland for the control of buildings and structures with the following amendments:
33

- 34 1. In Section 101.1 for "[NAME OF JURISDICTION]" insert "City of Annapolis".
- 35
36 2. In Section 103.5 for "[APPROPRIATE SCHEDULE]" insert "Fees established by
37 resolution of the City Council".
38
- 39 3. In Section 304.14 for "[DATES IN TWO LOCATIONS]" insert "April 15th - October
40 31st".
41
- 42 4. In Section 602.3 for "[DATES IN TWO LOCATIONS]" insert "April 15th - October
43 31st".
44
- 45 5. In Section 602.4 for "[DATES IN TWO LOCATIONS]" insert "April 15th - October
46 31st".

1
2 6. Strike the entire Section 404.5 Overcrowding and substitute Section 17.40.460 of the
3 Code of the City of Annapolis.

4
5 7. In Section 308, add the following subsection to read as follows:

6
7 308.4 City Requirements. Compliance with Chapter 10.16 of the Code of the City of
8 Annapolis shall also be required. Where there is a conflict between the provisions of
9 this section and the Code of the City of Annapolis, the Code of the City of Annapolis
10 shall take precedence.

11 B. In the event of any inconsistencies between the provisions of the International Property
12 Maintenance Code and the City Code, the more stringent shall govern.

13
14 Appendix A - Boarding standard shall be adopted as the City of Annapolis standard.

15 **17.40.330 - Public hall and stairway illumination.**

16
17 A. Every public hall and stairway in every two-family dwelling, multifamily dwelling and
18 ~~roominghouse~~ shall be lighted adequately at all times; except, that in a two-family dwelling
19 an adequate lighting system which may be turned on when needed by conveniently located
20 light switches shall be permitted instead of a full-time lighting system. Every multifamily
21 dwelling, the entrance to which is located more than fifty feet from a public street light, shall
22 have an entrance light at or near the entrance of not less than one hundred watts of electricity
23 or equivalent candlepower.

24 B. Every public hall and stairway in every multiple dwelling shall be lighted adequately by
25 natural or electric light at all times, to provide in all parts of the hall and stairway at least six
26 foot-candles of light at the tread or floor level. Every public hall and stairway in structures
27 containing not more than two dwelling units may be supplied with conveniently located light
28 switches controlling an adequate lighting system which may be turned on when needed,
29 instead of full-time lighting.

30
31 **17.40.380 - Compliance required.**

32
33 No person shall occupy as owner-occupant, or shall let to another for occupancy, any dwelling,
34 ~~roominghouse, OR dwelling unit or rooming unit which~~ THAT does not comply with the standards
35 for safety from fire set out in this article, and with all other provisions of this code pertaining to
36 safety from fire.

37
38 **17.40.420 - Two exits above second floor.**

39
40 There shall be at least two means of egress from each story above the second story of every
41 multifamily dwelling and of every ~~roominghouse~~ if the dwelling is four or more stories in height.
42 Any basement used as a dwelling unit shall not count as a story for the purposes of this section.

43
44 **17.40.450 - Compliance required.**

45

1 No person shall occupy, or let to another for occupancy, any dwelling, ~~roominghouse~~, OR
2 dwelling unit ~~or rooming unit which~~ THAT does not comply with the minimum standards for space,
3 use and location set out in this article.
4

5 **17.40.530 - Compliance required.**
6

7 No person shall occupy as owner-occupant or shall let to another for occupancy any dwelling,
8 ~~roominghouse~~, OR dwelling unit ~~or rooming unit which~~ THAT does not comply with the following
9 minimum standards for safe and sanitary maintenance as set out in this article.
10

11 ~~**17.40.700 - Bathroom facilities - Rooms.**~~
12

13 ~~Every flush water closet, flush urinal, lavatory basin, bidet, and bathtub or shower shall be~~
14 ~~located within the roominghouse in one or more rooms which:~~

- 15 ~~A. - Afford privacy and are separate from the habitable rooms;~~
- 16 ~~B. - Are accessible from a common hall and without going outside the roominghouse; and~~
- 17 ~~C. - Are not more than one story removed from the rooming unit of any occupant intended~~
18 ~~to share the facilities.~~

19
20 ~~**17.40.750 - Rubbish and garbage disposal - Roominghouses.**~~

21 ~~Every owner or operator of every roominghouse shall dispose of all rubbish in a clean and~~
22 ~~sanitary manner by placing it in supplied and approved storage or disposal facilities which are safe~~
23 ~~and sanitary.~~
24

25 ~~**17.40.770 - Rodents and pests - Roominghouses.**~~
26

27 ~~Every owner or occupant of a rooming house is responsible for the extermination of any~~
28 ~~rodents or other pests in the roominghouse or in the yard.~~
29
30

31 **SECTION II: AND BE IT FURTHER ESTABLISHED AND ORDAINED BY THE**
32 **ANNAPOLIS CITY COUNCIL** that this ordinance shall take effect from the date of its passage.
33
34

35 **Explanation:**

- 36 UPPERCASE indicates matter added to existing law.
- 37 ~~Strikethrough~~ indicates matter stricken from existing law.
- 38 Underlining indicates amendments.