



**TOWN OF ALPINE, WYOMING
ORDINANCE NO. 2025-020**

**AN ORDINANCE ADOPTING THE INTERNATIONAL BUILDING CODE
CURRENTLY ADOPTED BY THE STATE OF WYOMING FOR THE TOWN OF
ALPINE, WYOMING**

WHEREAS, the International Code Council (ICC) is a leading organization that develops model codes and standards used in the design, construction, and compliance process of buildings and structures; and

WHEREAS, the Town of Alpine, Wyoming, has reviewed and determined that it is in the best interest of the public to adopt the most recent version of the ICC International Building Code, currently adopted by the State of Wyoming.

WHEREAS, the adoption of the ICC International Building Code helps ensure safe, affordable, and sustainable communities and buildings and structures which are constructed in the Town of Alpine; and

**NOW, THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE
TOWN OF ALPINE, WYOMING:**

Section 1. 285 Ordinance No.2022-03 is hereby repealed in its entirety.

**Section 2. ADOPTION OF THE MOST RECENT INTERNATIONAL BUILDING CODE
IN USE BY THE STATE OF WYOMING**

Section 3. APPLICABILITY

All buildings and temporary structures built, located or placed within the town from and after the established effective date, upon approval and passage of this Ordinance, shall be properly built in accordance with the requirements of the International Building Code (IBC), Edition currently in use by the state of Wyoming, as published by the International Code Council. The said Code is incorporated herein by reference as if the same were more fully herein set out except as follows:

Section 3. IMPLEMENTATION

The International Building Code is hereby adopted and incorporated herein by reference, except for the following amendments:

1. **Section 101.1: Title.** Shall read these regulations shall be known as the Building Code of the Town of Alpine, hereinafter referred to as “this code.”
2. The last sentence of **Section 101.4.3 Plumbing** shall read, “The provisions of the *Wyoming Department of Environmental Quality* shall apply to private sewage disposal systems.”
3. **Section 101.4.4: Property Maintenance** shall be deleted in its entirety.

4. **Section 101.4.8: Electrical** shall be added and shall read, “The provisions of the *National Electrical Code* shall apply to the installation of electrical systems, including alterations, repairs, replacement equipment, appliances, fixtures, fittings, and appurtenances thereto”.
5. **Section 102.1: General** shall have a second sentence added which shall read, “Substitute the *National Electrical Code* for all references to the *ICC Electrical Code* throughout the IBC”.
6. **Section 103.1: Creation of enforcement agency.** Shall read “The Town of Alpine Planning and Zoning Department and the official in charge thereof shall be known as the Planning and Zoning Administrator. The function of the agency shall be the implementation, administration, and enforcement of the provisions of this code.”
7. **Section 103.2: Appointment.** Shall read “The Planning and Zoning Administrator shall be appointed by the chief appointing authority of the jurisdiction.”
8. **Section 103.3: Deputies.** Shall ~~be amended by deleting the last sentence.~~ read “In accordance with the prescribed procedures of the jurisdiction and with the concurrence of the appointing authority, the chief appointing authority of the jurisdiction shall have the authority to appoint a building official, other related technical officers, inspectors, and other employees. Such employees shall have powers delegated by the chief appointing authority of the jurisdiction.”
9. **Section 104.3: Applications and permits.** Shall read “The Planning and Zoning Administrator shall receive applications. The Building Official shall review construction documents. The Planning and Zoning Commission shall review site plans. The Design Review Committee shall review construction documents and design for compliance with the current adopted Design Review Standards. The Town Clerk shall issue permits upon approval when presented with a complete application by the Planning and Zoning Administrator, approval of construction documents by the Building Official, approval of the site plan by the Planning and Zoning Commission, and approval of the building design by the Design Review Committee if applicable.
10. **Section 104.7:** Planning and Zoning Administrator shall replace building official.
11. **Section 104.7.1: Approvals.** Planning and Zoning Administrator shall replace building official.
12. **Section 104.7.5: Fees.** Planning and Zoning Administrator shall replace building official.
13. **Section 105.1: Required.** The Town of Alpine shall replace building official.
14. **Section 105.2: Work exempt from permit.** Delete #1 and #2. Item #11 shall read, “Swings and other playground equipment”.
15. **Section 105.2.1: Emergency repairs.** Planning and Zoning Administrator shall replace building official.
16. **Section 105.3: Application for permit.** Department of Building Safety shall be replaced with the Town of Alpine.
17. **Section 105.3: Application for permit.** 7. Planning and Zoning Administrator shall replace building official.
18. **Section 105.3.1: Action on application.** Shall in the first sentence, the Planning and Zoning Administrator replace Building Official. The last sentence shall read If the Building Official is satisfied that the proposed work conforms to the requirements of this code and laws and ordinances applicable thereto, the Town Clerk shall issue a permit therefor as soon as practicable.

19. **Section 105.3.2: Time limitation of application** shall be deleted in its entirety.
20. **Section 105.5: Expiration.** Shall be deleted in its entirety.
21. **Section 105.5: Expiration.** The last sentence shall be revised to read, “~~The Town of Alpine~~ The governing authority is authorized to grant in writing one extension of time for a period of not more than one (1) year.
22. **Section 107.1: General.** Construction documents, special inspection and structural observation programs, and other data shall be submitted in ~~three~~ two paper sets and one digital set with each application for a permit. The construction documents shall be prepared by a registered design professional where required by the statutes of the jurisdiction in which the project is to be constructed. Where special conditions exist, the Planning and Zoning Commission is authorized to require additional construction documents to be prepared by a registered design professional.
23. **Section 108.3: Temporary ~~Power.~~ Service utilities.** The last sentence shall read, “The part covered by the temporary certificate shall comply with the requirements specified for temporary lighting, heat or power in the *National Electrical Code*. ”
24. **Section R109.2: Schedule of permit fees shall be revised to read,** “On buildings, structures, electrical, gas, mechanical and plumbing systems or alterations requiring a permit, a fee for each permit shall be paid as set forth in the adopted Town of Alpine permit fee schedule.”
25. **Section 109.3: Permit valuations.** The last sentence: The governing authority shall replace Building Official.
26. **Section 109.4: Work commencing before permit issuance.** The governing authority shall replace Building Official.
27. **Section 109.6: Refunds** shall read, “The governing authority is authorized to establish a refund policy when no work has been done under a permit issued in accordance with this code”.
28. **Add Section 110.3.12.1: Re-inspection Fee.** “A re-inspection fee will be assessed for each inspection or re-inspection when such portion of the work for which inspection is requested is not complete or when required corrections have not been made. Re-inspection fees may be assessed when the approved plans are not readily available to the inspector, for failure to provide access on the date for which inspection is requested or for deviating from the plans requiring the approval of the Town of Alpine.”
29. **Section 115 .4: Failure to comply** shall read “Any person who shall continue any work in or about the structure after having been served with a stop work order, except such work as that person is directed to perform to remove a violation or unsafe condition shall upon conviction be punished as provided in 111 Ordinance No. 2005-01 of the Town of Alpine Municipal Code or any amendments or revisions thereto.”
30. **Section 116.3: Notice.** Or Planning and Zoning Administrator shall be added after Building Official.
31. **Section 1608.2: Ground Snow Loads.** A sixth sentence shall be added to the first paragraph and shall read, “The ground snow load shall be one hundred forty-three (143) pounds per square foot and the roof snow load shall be one hundred (100) ~~lbs.~~ pounds per square foot.”

Section 4. EFFECTIVE DATE

This ordinance shall take effect upon final passage and approval as required by law. This ordinance shall not apply to any previously approved building permits.

1. Grace Period for Building Design Phase and Applications

Projects that are in the building design phase and have submitted relevant applications before the effective date of this ordinance shall be granted a grace period of six (6) months from the effective date of the newly implemented codes to obtain a building permit. During this grace period, such projects may proceed under the standards, regulations, and requirements that were in effect at the time of application submission and will not be subject to the new provisions introduced by this ordinance.

If a building permit is not obtained within the six-month grace period, the application shall be deemed void, and any associated application fees will be forfeited. A new application must then be submitted in compliance with the currently adopted ICC codes in effect at that time.

Section 5. PRIORITY OF ORDINANCES

In the event any of the adopted ordinances of the town, as codified in this code as of the date of the adoption of the ordinance codified in this section, conflict with any other sections of the Town of Alpine Municipal Code, the most restrictive shall apply.

Section 6. SEVERABILITY

If any provision of this Ordinance or the application thereof any person or circumstances is held invalid or unconstitutional, the invalidity shall not affect other provisions or applications of this Ordinance which can be given effect without the invalid provisions or applications, and to this and the provisions of this act are severable.

Section 7. ORDINANCES REPEALED

All ordinances and parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

Passed First Reading this 5th day August of 2025

VOTE: ☐ YES, ☐ NO, ☐ ABSTAIN, ☐ ABSENT

Passed Second Reading this 19th Day August of 2025

VOTE: ☐ YES, ☐ NO, ☐ ABSTAIN, ☐ ABSENT

Passed on Third and Final Reading this 2nd Day of September 2025

VOTE: ☐ YES, ☐ NO, ☐ ABSTAIN, ☐ ABSENT

TOWN OF ALPINE

BY: _____
Eric Green

ATTEST:

BY: _____
Monica Chenault, Clerk

ATTESTATION OF THE TOWN CLERK

STATE OF WYOMING)
COUNTY OF LINCOLN)
TOWN OF ALPINE)

I hereby certify that the forgoing Ordinance No. 2025-020 shall be duly posted for ten (10) days in the Town Office.

I further certify that the foregoing Ordinance will be posted on the Town website in final form, upon its passing and approved by the Town Council as soon as is practicable.

I further certify that the forgoing Ordinance will be duly recorded in the BOOK OF ORDINANCES, TOWN OF ALPINE, LINCOLN COUNTY, WYOMING.

ATTEST:

Monica L. Chenault, Clerk / Treasurer