

# Code Connection

The customer newsletter for the construction and development community.

CITY OF FOUNTAINS  
HEART OF THE NATION



KANSAS CITY  
MISSOURI

**JANUARY 2003**

## Holiday Schedule:

The Department of Codes Administration (DCA) offices will be closed on the following dates:

**Tuesday, January 1, 2003**

New Year's Day

**Monday, January 20, 2003**

Martin Luther King Jr. Day

**Monday, February 17, 2003**

President's Day

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## *NEW FEES EFFECTIVE JANUARY 2, 2003*

**O**n January 2, 2003, DCA fees under the Kansas City Building and Rehabilitation Code were increased approximately 4.5%, as approved by the City Council on December 19, 2002, by Ordinance No. 021383. This fee increase was necessary for DCA to continue to be a productive team player in the economic development of Kansas City, Missouri. DCA has been 100% fee supported for the last 7 years and, as a result, has been able to provide its customers the following service delivery guarantees:

- 90% of Detached Commercial Building Plans reviewed in 4 weeks or less
- 90% of Tenant Finish Building Plans reviewed in 2 weeks or less
- 90% of Single Family Building Plans reviewed in 2 days or less
- 95% of Scheduled Inspections performed on date scheduled
- 100% of Quality Control Reviews performed within 2 working days
- 100% of Review Comment Resolutions performed after second review

In addition to these high levels of service, DCA has maintained a Customer Satisfaction Survey score of 9 out of 10 during each of the past seven years.

This fee increase was also necessary to offset increased employee salary and benefit costs, which include cost of living, merit, and pay equity increases, as well as higher FICA benefits and hospitalization and life insurance premiums. In an effort to better manage its current budget, DCA has implemented several cost-saving strategies. However, it was recognized that these steps alone would not be enough to remain 100% fee supported for this fiscal year and next fiscal year, due to increases in residential building permit, plans review and inspections activity. While DCA has experienced an increase in permit activity, there has been a decrease in project valuations and, therefore, a decrease in fees collected.

As with any increase in fees, DCA also strives to increase its level of customer service. Many service enhancements have recently been implemented based on meetings with representatives of the development community, including:

- **Newly revised staff procedures for handling field inspections discrepancies**
- **Direct phone line and e-mail address made available for each plans examiner**

This information will be sent with all plans review comment letters and is now available on-line at [www.kcmo.org/codes](http://www.kcmo.org/codes).

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## CODE CONNECTION JANUARY 2003



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## NEW FEES (Continued from page 1)

- **Appointments no longer required to pick up permits that have been approved for full building permits by plans review**  
When you are notified by the DCA Plans Management Branch that your permit is ready to write, you may come in any time between 8:00 a.m. and 4:30 p.m.
- **More staff available to issue permits**  
DCA Plans Management Branch Development Specialists have been cross-trained to assist permit customers in addition to performing their current Quality Control Review duties.
- **Increased staffing for Scheduled Express Plans Review**

DCA would like to thank those members of the development community and related organizations who took the time to write letters and to testify before the City Council in support of this fee increase. DCA looks forward to another productive and promising new year! □

## KIVACITIZEN ON-LINE PERMITTING

**D**CA is now accepting contractor registration for access to KivaCitizen, our on-line permitting system. By completing **Information Bulletin No. 145 - Registration For KivaCitizen On-line Permitting**, contractors will be able to submit applications for electrical, mechanical, plumbing, fire protection and other permit applications that do not require detailed plans review. Through KivaCitizen, contractors can submit their permit applications and make required fee payments in one easy on-line transaction at any time of the day or night that they wish.

Through KivaCitizen, contractors are given a temporary permit number and receipt that may be used to monitor the status of their application. DCA Permits Services Branch will review and issue the permit within one business day of receiving an application, and the contractor will also receive an e-mail immediately upon issuance of the permit. As with any permit application, except DCA Limited Service and Repair Permit Program, no work may begin until the permit is issued.

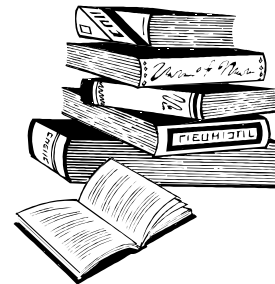
The benefits of KivaCitizen on-line permitting include credit card security, elimination of duplication of effort in entering permit information, on-line management of your active permit and inspections information, access to KivaNet, expedited permit issuance and anytime access to the system.

KivaCitizen may also be used to pay outstanding fees due for reinspection fees, plans review resubmittal fees, penalty fees, etc. Information Bulletin No. 145 is available on-line at [www.kcmo.org/codes](http://www.kcmo.org/codes). □



## CODE CHAT

by Gary Marker, R.A.  
Division Manager of Plans Review



### WHAT'S NEW WITH ...MALLS?

The recently adopted 2000 *International Building Code* (IBC) has many similarities with the *Uniform Building Code* (UBC) previously used for many years in KCMO. However, in developing a new standard acceptable to all member groups of the International Code Council, some improvements have been incorporated. This article will attempt to highlight some of those differences as they apply to the subject of malls.

#### Occupancy Group

While the UBC only permitted Group A, E or R1 occupancies as accessory uses, the IBC permits covered mall buildings to house any number of Group A, B or M occupancies and/or any percentage of total allowable square footage as Group A, B or M occupancies (but not Group R). Likewise, anchor buildings may house any number of occupancies other than Group H.

#### Occupant Load Calculations

Under the UBC, occupant loads and exit requirements for individual tenant spaces were determined by applying the factors set forth in Table 33-A to each individual tenant space, based on the use of the space. The UBC further stated that the occupant load of the covered mall building was to be calculated by dividing the gross leasable area by 30 for buildings up to 150,000 square feet, by 40 for buildings between 150,001 and 350,000 square feet and by 50 for buildings over 350,000 square feet. IBC Section 402.4.1 requires an occupant load for each tenant space to be calculated per the requirements of Section 1003 and requires the occupant load of the covered mall building (including the "mall" and the "tenant spaces") to be determined by a formula, based on the gross leasable area of the building, with the resultant factor not required to be less than 30 nor permitted to exceed 50. This is similar to the UBC method, but now tailors the occupant load factor to the square footage, rather than employing the arbitrary cutoff points. Anchor buildings are still calculated based on the actual use of the space, using the factors set forth in Table 1003.2.2.2.

#### Type of Construction

With the UBC, only one- and two-level covered mall buildings were not limited as to the type of construction required for unlimited area, while anchor buildings were required to comply with the area limitations of Chapter 5 regarding allowable area. However, IBC Section 402.6 permits unlimited area in covered mall buildings up to three stories of any type of construction. Further, this section also permits unlimited area anchor buildings of Construction Types I, II, III and IV.

#### Automatic Sprinkler System

As required in the UBC, IBC Section 402.8 also requires covered mall buildings and connected buildings to be provided with an automatic sprinkler system throughout. An exception has been added to this section that permits the omission of such a sprinkler system for open parking garages that are attached to the mall. This exception is now required because the IBC permits open parking structures to be attached to other types of buildings, whereas, this was not permitted under the UBC.

*(Continued on page 4)*

## Smoke Control

Under the UBC, a smoke control system was mandatory for all covered mall buildings. IBC Section 402.9 only requires a smoke control system where required for atriums in Section 404.

## Food Courts

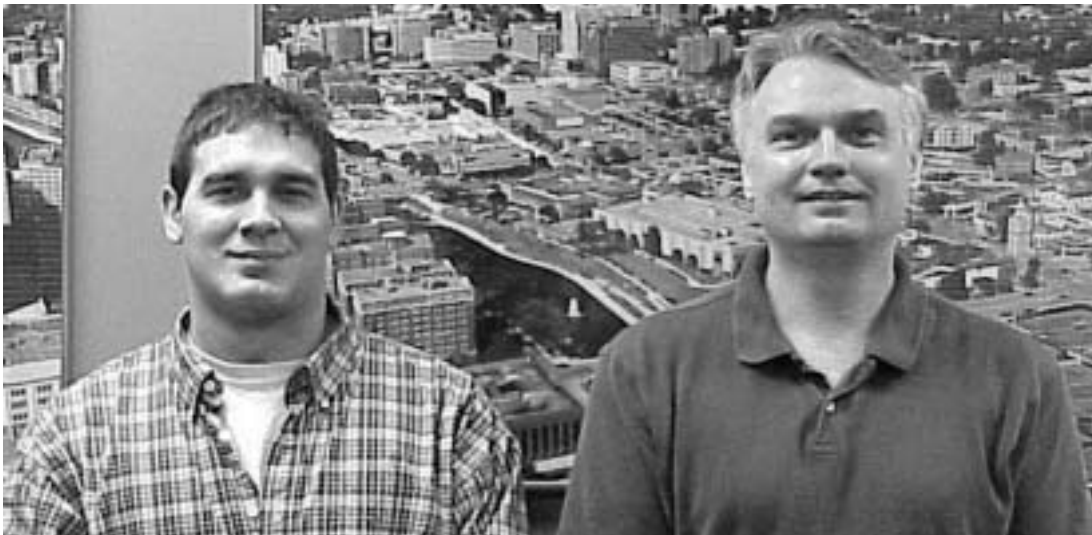
While the concept of a food court was not addressed under the 1991 UBC, IBC Section 402.4.1.4 indicates that the occupant load for food courts shall be calculated in accordance with Section 1003 and that this occupant load shall be added to that of the mall for determining the means of egress requirements.

While UBC and IBC methodologies for regulating covered mall buildings vary somewhat in specifics, the intent is the same--to achieve a high level of life safety while permitting flexibility in design. For questions regarding this subject or any other code requirements, feel free to call the Code Question Hotline at (816) 513-1511, where a helpful associate stands ready to provide assistance in applying code interpretations to individual situations. Or you may obtain e-mail answers to code questions from [gary\\_marker@kcmo.org](mailto:gary_marker@kcmo.org). □

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## *QUALIFIED ELEVATOR INSPECTORS*

**D**CA is pleased to announce that **Ron Evans** and **Michael Jason Clark** of the Investigations Division, Periodic Inspections Branch, have successfully completed the National Association of Elevator Safety Authorities International training and examination for Qualified Elevator Inspector (QEI). Ron and Jason attended the program in St. Louis along with inspectors from St. Louis County and other private companies. QEI certification demonstrates superior knowledge of the Safety Code for Elevators and Escalators and other applicable professional standards, including, but not limited to, inspection procedures outlined in the Inspectors Manuals. DCA now has seven staff members that are QEI certified, making us one of the most qualified elevator inspection programs in the state. □



*Left to Right: Michael Jason Clark and Ron Evans*

# ***DCA CONTINUES TO MAKE CUSTOMER SERVICE TOP PRIORITY***

**A**s most of our long-standing customers know, DCA has a history of providing excellent customer service. DCA does not, however, believe in resting on its laurels and, therefore, constantly seeks out means of providing better customer service. Toward that end, DCA proudly announces the following customer service initiatives recently adopted to improve the quality, convenience and efficiency in the product DCA delivers to its customers.

## **Newly Implemented DCA Customer Service Initiatives (effective by 12/6/02)**

**Newly Revised Procedures for Handling Field Discrepancies.** It is DCA's goal that every plans review and inspection be conducted thoroughly, consistently and accurately. However, there are times that an error or omission made by a designer or contractor is not initially discovered by a DCA inspector or Plans Reviewer until construction has proceeded. It is important that DCA offers special review of those situations so that they are handled fairly. To ensure that this is accomplished, the Division Managers in Plans Review and Inspections will always be directly involved in the resolution of such matters.

**Direct phone line and e-mail address made available for each Plans Reviewer.** Individual Plans Examiners are now required to inform the permit applicant, through the Plans Review Letter, of their direct telephone number and e-mail address. All plans examiners are required to immediately return all calls left on their phone message systems while they were away. All DCA associate names, job titles, direct telephone numbers and e-mail addresses are now listed on the DCA webpage for its customers' information and use. The direct telephone number of the project plans examiner is already provided with the review comments found in KivaNet.

**Appointments no longer required to pick up permits.** Applicants are no longer required to schedule an appointment to pick up permits. Under our new procedures, once the DCA Customer Service Specialist informs them that their permit is ready to be issued and the amount of the permit fee, applicants need only to show up, at their convenience, at our Oak Tower Office with a check for their permit. Naturally, they will still need to wait their turn if other customers are there before them, but DCA will try to minimize the wait time by having as much of the permit processing completed as possible before they arrive.

**More Staff Available to Issue Permits.** As an additional service, the two DCA one-and two-family dwelling plans reviewers will now issue permits at their workstations for their scheduled express customers, once the plans that they are reviewing are approved. Also, the two Development Specialist I's in our Plans Management Branch will now assist the Customer Service Specialists in that branch with the issuance of permits in addition to performing their Quality Control Review duties. This, in effect, doubles the number of staff who can now issue commercial building permits.

**Increased Staffing for Scheduled Express Reviews.** DCA has doubled its staffing levels for commercial scheduled express plans review, thus reducing the wait time for available appointments.

**On-line Permitting.** DCA has implemented KivaCitizen, an on-line permitting system, for those construction permits that do not require plans review submittals. By accessing the City's KivaCitizen website, permit applicants who have preregistered with DCA are able to submit permit applications for processing. DCA will process all permit applications within one business day of their submittal. KivaCitizen allows permit applicants to submit and pay for permit applications via the Internet at their convenience and to monitor the status of the application to the point of permit issuance. The permit applicant will also be able to monitor the status of permit inspections and inspection results.

*(Continued on page 8)*

***FROM THE FILES...***  
***REAL CODE MODIFICATION REQUEST CASE HISTORIES***  
***HEAVY TIMBER CONSTRUCTION***

**By Gary Marker, R.A.,  
Division Manager of Plans Review**

**T**he KCMO Code of Ordinances Section 18-6 states that “The details of actions of granting modifications [to code requirements] shall be recorded and entered in the files of the department of codes administration.” Doing so permits one to rationalize any apparent code discrepancies by investigating the files for the building in question. In order to facilitate this, DCA employs the Code Modification Request process wherein the applicant submits a form stating the location of the property, the applicant name and the proposed code alternate. Once this form is submitted along with the required application fee, the request is reviewed and either approved, conditionally approved or denied. The Code Modification Request process is outlined in DCA Information Bulletin Number 101 (available on the web at [www.kcmo.org](http://www.kcmo.org)). However, I am frequently asked, “What makes a “good” Code Modification Request?” This is another installment in a series of articles to attempt to answer that question by presenting actual case histories of CMR’s which have been APPROVED by DCA.

The subject of this request is an existing, five-story, Group B-2, nonconforming Type IV heavy timber building with a basement for which the applicant proposes a complete remodel and change of occupancy to Group A-2 assembly, Group M mercantile and Group B offices. A new automatic sprinkler system will be installed. IBC Table 601 requires this building to be of heavy timber construction throughout, except for interior partitions which are permitted to be one-hour, fire-resistive construction. The applicant requests that one-hour, fire-resistive construction be permitted to be substituted for heavy timber for all other building elements except exterior bearing walls that are specifically required to be of two-hour, fire-resistive construction. This request was determined to meet the intent of the code and was approved.

This approval recognized that the intent of the code is to provide one-hour, fire-resistive construction through the mass of the timbers and that the substitution of listed one-hour, fire-resistive assemblies also achieved this purpose. Be sure to watch future editions of the *Code Connection* for more informative and interesting tales from the CMR files. □

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***DCA STAFF CHANGES***

**Marcus Robinson** and **Michael Ettinger** joined DCA as Construction Code Inspectors I in the Inspections Division.

**Chris Spangler** joined DCA as Construction Code Inspector I in the Investigations Division.

**Kahlid Bandy** and **Markiese Sanders** left DCA to pursue other opportunities.

**Tom Nguyen** transferred to the Department of Public Works.

# DCA INTERPRETATIONS

#/CODE	QUESTION	ANSWER
CI2003-091 2000 IBC Sec. 1003.3.3.5.2	Is a roof or other enclosure required for an outdoor stairway?	No. It is intended that the stairway be kept clear of snow and ice, but an enclosure is not specifically required. A reliable maintenance program is also an acceptable method provided the program is listed on the construction documents and outlined in a letter to DCA from the designer. If a reliable program cannot be guaranteed, then other means, such as an enclosure shall be provided.
CI2003-092 Chapter 18 Sec. 18-16 (b) (1) a	Is a building permit required for a detached garage or carport that does not exceed 200 square feet of projected roof area?	No. This use is similar to a tool or storage shed. However, this building is required to comply with all applicable requirements of the KCMO Code of Ordinances, the KCMO Zoning Ordinance and the Kansas City, Missouri Building and Rehabilitation Code.
CI2003-093 2000 UBC Secs. 707.8.1, 1005.3.4	May a membrane penetration be installed within a shaft wall or an exit enclosure?	Membrane penetrations are permitted within shaft wall assemblies since the prohibition in IBC Section 707.8.1 specifies the enclosure and not the assembly. Such penetrations are not permitted in exit enclosure walls since IBC Section 1005.3.4.1 prohibits penetrations of the exit enclosure assembly.
CI2003-094 2000 UBC Tables 601 and 602	Is a nonbearing infill panel within an exterior bearing wall required to be fire-resistive if located within a bearing wall that is required to be fire-resistive by IBC Tables 601?	No. Such panels are nonbearing and need not meet the requirements for bearing wall construction. However, such portions of exterior walls shall comply with fire-resistance requirements based on location on property contained in Table 602.
CI2003-095 1996 NFPA 13 Sec. 10-1	May an automatic sprinkler system be abandoned in place if it is determined that such a system is not required by code?	Yes. A building owner wishing to abandon an automatic sprinkler system in place may do so after receiving approval from KCMO DCA. Such approval may be granted if the owner or his or her designated representative can demonstrate to DCA that the system is not required by code. This may include, but is not limited to, submittal of complete building plans and specifications for review. For automatic sprinkler systems abandoned in place, as a minimum, the fire department connection, control valves, and heads shall be removed. DCA may also require other remedies, such as permanent signage posted at critical locations, including building entries, stating that the system is not required and not functional.

For those who may be unfamiliar with DCA, below is a list of some of the services that have helped DCA customers achieve their goals for years.

### Long-standing DCA Customer Service Initiatives

**DCA Team Inspection.** This optional service allows building tenants, owners, developers and design professionals to meet with a DCA associate at the proposed site to discuss the potential impact of code requirements on the project. In addition to the onsite discussion, customers will be provided with a written record of the inspection. See Information Bulletin Number 131.

**Optional Preliminary Code Review Design Meetings.** This optional service allows design professionals to meet with a DCA associate in the early design stages of a project to answer design questions about how specific code requirements will apply to their project. Conclusions reached in the meeting will be verified by staff in a follow-up letter to the designer's written summary.

**Plans Review Quality Control.** Immediately upon completion of the first review for all logged in projects, the Supervisor of Plans Review does a cursory review of the project in the presence of the Plans Examiner to verify that all deficiencies have been addressed in the review. The details of this cursory review are recorded in the Kiva plan review record for each project. See Information Bulletins Number 100 and 110.

**Review Comment Resolution (RCR).** In the event that a plans review subsequent to the first review is not approved, the Plans Examiner will arrange a meeting with the Supervisor of Plans Review or the Division Manager of Plans Review to discuss the deficiencies. The reviewer will then call or meet with the applicant, as necessary, to ensure that the applicant fully understands what is required to resolve the review comment(s).

**Code Modification Request Process (CMR).** This process allows the owner or owner's agent to apply for a modification to any provision of the Kansas City Building and Rehabilitation Code, provided the solution meets the intent of the code. Through this process, most appeals to the Building and Fire Codes Board of Appeals become unnecessary. See Information Bulletin 101.

**Scheduled Express Plans Review.** This service offers the benefit of a one-stop permit or a complete list of items that require further clarification on an "on-the-spot" basis while the applicant is with the plans examiner. Architects and engineers for the project may "red line" plans and make changes during Scheduled Express Review to satisfy code requirements and obtain a permit. For those projects which may be required to be routed to other City departments for approval prior to issuance of permits, the benefit of this program is the applicant is aware of DCA plans review comments immediately and, therefore, has more time to prepare and submit required clarifications and revisions. See Information Bulletin Number 115.

**Deferred Plans Review Submittals.** This procedure allows a limited plans review process to begin on a project prior to the submittal of full construction documents. Under Section 18-18 (e) of the Kansas City Building and Rehabilitation Code, a deferred submittal includes portions of the building design that are not submitted at the time of initial application and that are to be submitted within a specified time period as approved by the building official. Depending on the scope of the initial application, this procedure may allow issuance of partial building permits at the owner's risk prior to obtaining full approval of the submitted plans. See Information Bulletin Number 144.

**Conditional and Partial Building Permits.** This procedure was implemented to allow construction to proceed at the owner's risk prior to obtaining full approval of the submitted plans. In many instances, construction is allowed to proceed weeks before a full permit is obtained. See Information Bulletin Number 123.

## **Service Initiatives** *(Continued from Page 8)*

**Fast-Track Sprinkler Permits.** This is a form of deferred submittal that allows fire protection contractors to legally start work, without delay, while still providing for the necessary code review of the completed design drawings by DCA at a later date. See Information Bulletin Number 116.

**One-and Two-Family Limited Service & Repair Permits (LSR).** This program allows minor projects to be completed by licensed electrical, plumbing and mechanical contractors either prior to or after obtaining a permit and allows the contractor to certify that the completed work complies with the Kansas City Building and Rehabilitation Code instead of scheduling an inspection by DCA. See Information Bulletin Number 108.

**Fax Permit Process.** DCA can process permit applications by fax with payment by credit card for electrical, mechanical and plumbing permits, building permits for new one- and two-family residences with an approved master plan number, fast-track sprinkler permits, and building permits for swimming pools and decks. See Information Bulletin Number 109.

**Review/Certification of One- and Two-Family Dwelling Plans.** Plans reviewed and certified as meeting the requirements of applicable Kansas City building codes and ordinances by a registered professional engineer, a registered architect, or a professional building designer certified by the National Council of Building Design Certification are accepted for permit without review by a DCA associate, with the exception of zoning requirements. See Information Bulletin Number 103.

**Optional Building Certification Program for One- and Two-Family Dwellings.** This allows home builders in Kansas City, Missouri, the opportunity to use authorized third-party inspectors to perform certain required inspections in lieu of the DCA performed inspections. This optional program helps expedite one- and two-family construction (Occupancy Group R3) projects and gives the builder more flexibility as to when some of the required inspections are performed. See Information Bulletin Number 102.

**Inspections Outside of Normal Business Hours.** This optional program is designed to help expedite one-and two-family, as well as commercial, construction projects and to give the builder more flexibility as to when some of the required inspections are performed. Note: Eligibility for inspections outside of normal business hours is determined by the building official based upon the nature of inspections requested and the availability of staff to perform the inspections.

**Implementation of KivaNet.** KivaNet provides on-line access to the City's Land Information System (LIS), which is the basis of all land development processes, construction permits, inspections, request for services (RFS), and related applications and processes administered by the City. Through the use of KivaNet, the permit and inspection status may be verified on-line, 24 hrs a day.

### **Information Available on the DCA Website:**

- Full Text Ordinances
- Access to KivaNet
- Fee Schedule
- Information Bulletins
- DCA Interpretations
- Past Issues of Code Connection
- Special Inspections Manual
- One- and Two-Family - Frequently Asked Questions
- Plans Review - Most Commonly Omitted Items

DCA looks forward to serving all of its customers' construction permit processing needs in the most timely and efficient manner possible, and DCA maintains its promise to continually seek methods to improve its service delivery. For questions regarding these topics or to propose suggestions which may improve our level of customer service, feel free to call Gary Marker, Division Manager of Plans Review at (816) 513-1493, or submit your questions or suggestions by e-mail to [gary\\_marker@kcmo.org](mailto:gary_marker@kcmo.org). ■

# Code Connection

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ADDRESS CORRECTION REQUESTED

Visit DCA on the Internet at [www.kcmo.org/codes/](http://www.kcmo.org/codes/)

## DCA Telephone Numbers: Area Code 816

Director's Office .....	513-1472
Deputy Director's Office .....	513-1478
City Hall Permit Center .....	513-1500 (option 3)
Plans Review Permit Center .....	513-1500 (option 5)
Commercial Plans Review .....	513-1500 (option 5)
One- & Two-Family Plans Review .....	513-1500 (option 5)
Inspections Division .....	513-1500 (option 2)
Special Inspections .....	513-1500 (option 2)
Investigations Division .....	513-1500 (option 2)
Business Services Division .....	513-1500 (option 3)
Contractor Licensing & Registration .....	513-1500 (option 6)

## FAX Services/Numbers:

FAX Permit Process .....	513-1456
FAX Inspection Requests .....	513-1536
FAX Publication Purchases .....	513-1456
FAX One- and Two-Family Plans Branch .....	513-1505
FAX Plans Review Comments Call to request your comments .....	513-1500 (option 4)

## Code Information:

Zoning, Floodplain, Airport Height Zone, Permit Application Information .....	513-1500 (option 3)
Code Questions, Plans submittal Information, Plans Review Status .....	513-1500 (option 5)

## Publication Ordering Information:

The following publications are available at either DCA office.

You may also call 513-1500 (option 3) and request a credit card authorization form and then place your order via Fax.

1. **Chapter 18, Kansas City Building and Rehabilitation Code** and related ordinances. (Chapter 18 adopts the model codes by reference and identifies local amendments to the model codes.) Price: \$6.00
2. **Special Inspections Program Manual.** Price: \$5.00
3. **Fee Schedule.** Price: \$2.50

The following publications are available from the City Planning and Development Department (513-2846).

1. **Chapter 80, Kansas City Zoning Ordinance** Price: \$25.00
2. **Chapter 66, Subdivision Regulations** Price: \$6.00

The following publications are available from the International Conference of Building Officials Regional Office (455-3330).

1. **2000 International Building Code**
2. **2000 Uniform Plumbing Code**
3. **2000 International Mechanical Code**
4. **1999 National Electrical Code**
5. **2000 International Residential Code**