MEMORANDUM

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| **TO**:   | North Dakota Cities, Towns, Counties, Building Code Advisory Committee & Interested Parties  |
| **FROM**:  | Ben Faul, Building Code Program Manager  |
|   | Division of Community Services  |
| **DATE**:  **RE**:  | August 4, 2025  Voting Meeting of the Amendment Process of the North Dakota State Building Code and Determination of Eligibility to Vote on Updating the North Dakota State Building Code  |

**Building Codes Proposed Amendments Voting Meeting:**

On September 11that 9:00 AM CST at The ND Department of Commerce, 1600 East Century Ave., Suite 6, Bismarck, ND, a Voting Meeting of proposed building code amendments will be held for the participating jurisdictions and organizations.

The purpose of the meeting will be to vote on the proposed amendments from the public and

Building Code Advisory Committee, 2024 International Building Code, 2024 International Residential Code, 2024 International Mechanical Code, 2024 International Fuel Gas Code, 2024 International Energy Conservation Code, 2024 International Existing Building Code, and the prior amendments to those codes. These amendments will become part of the updated North Dakota State Building Code effective January 1st, 2026.

These code amendments and the State Building Code Advisory Committee recommendations can be viewed at https://www.commerce.nd.gov/community-services/building-codes.

Voting is reserved for those jurisdictions that enforce the State Building Code. In the case of Home Rule cities, those that adopt and enforce the same codes contained in the State Building Code. Jurisdictions must first be identified if they are eligible cities and counties.

To determine eligibility and to be able to cast votes, we request each eligible town, city, or county that wishes to participate in the voting process to please do one of the following before the meeting:

1. If you have adopted or would like to adopt the North Dakota State Building Code and be able to vote and are not listed on the attachment, please send a copy of your local ordinance or zoning law that indicates the adoption of the North Dakota State Building Code. For fully chartered Home Rule cities, send in your local ordinance or zoning law that shows the adoption of the State Building Code, or the six International Codes that make up the State Building Code. Include the name of the person that will be representing your jurisdiction at the meeting. Include an address, telephone number, and, if possible, an email address.
2. If your jurisdiction is on the list and plans continuance of adoption of the State Building Code, send the name of the representative that will be voting at the September 11th meeting. Include an address, telephone number, and, if possible, an email address. Also check the information listed for your jurisdiction to verify its accuracy or submit the appropriate changes.

Please send this information no later than the close of business on **September 4th, 2025,** to bfaul@nd.gov or mail the information to:

Ben Faul

North Dakota Dept. of Commerce 1600 E. Century Avenue, Suite 6

P.O. Box 2057

Bismarck. ND 58503

For more information, please contact me at (701) 328-5316 or email at bfaul@nd.gov.

You can also find more information at [https://www.commerce.nd.gov/community-services/buildingcodes](https://www.commerce.nd.gov/community-services/building-codes) and on the ND Secretary of State Public Notices website.