

Local Government Informational Tutorial: Codification



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DEPARTMENT OF COMMERCE, COMMUNITY, AND ECONOMIC DEVELOPMENT

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Codification

Black's Law Dictionary definition: the process of organizing laws, rules, or regulations into a systematic code.

Compiling, arranging, and systematizing the laws of a given jurisdiction.

Putting them in the municipal code.



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Alaska Statute Title 29:

Sec. 29.25.050. Codification.

- (a) Each ordinance shall be codified after it is adopted.
- (b) Within three years after incorporation of a municipality, the municipal clerk or the clerk's designee shall have prepared a general codification of all municipal ordinances of general applicability having the force and effect of law. The municipal code shall be revised and printed at least every five years, unless the code is kept current by regular supplements.
- (c) In (a) of this section, "codified" means
 - (1) the ordinance has been given a serial number or other permanent identifying number, and, bearing a notation of the date of adoption and the adopting authority, it has been entered by the municipal clerk in a properly indexed book maintained for the purposes of organizing and recording the ordinances; or
 - (2) the ordinance is a provision that establishes a rule of conduct or behavior and that is included, or to be included, in a code of ordinances or other complete system of law enacted and kept current at reasonable intervals.



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What gets codified?

Type of Action	Definition	Examples	Codify?
Code Ordinances	Permanent Laws.	Changing council stipends. Adding a new department. Anything that changes code.	Yes
Non-Code Ordinances	Temporary Laws, expire.	Annual Budget Ordinances. Land sales.	No
Emergency Ordinances	Temporary Laws responding to an Emergency.	Short-term only. Only in emergency situations.	No
Resolutions	Statements of Opinion. Adoption by Reference. Not Laws.	Requests for Grants. Adopting Personnel Policies Manual.	No



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Local Codification: Codification Manual

Let's explore the manual!

City of Rubaville Codification Manual

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Local Codification Example: Municipal Code Library

<https://www.commerce.alaska.gov/web/dcra/LocalGovernmentResourceDesk/MunicipalCodeLibrary.aspx>

Saint Mary's

LOCAL GOVERNMENT RESOURCE DESK

Municipal Code Library

Alaska Municipal Codes Online

NOTE: The ordinances or sections of ordinances provided on these pages are not the official versions and are provided for informational purposes only. While every effort has been made to ensure accuracy of the information presented herein, if the most current version or precise language of an ordinance is required, it is recommended that you contact the municipality from which it came.

► Organized Boroughs - Unified Municipalities

► Home Rule Cities

► First Class Cities

► Second Class Cities

► Organized Under Federal Law



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Codification: Contracted Codification

Hoonah

Up-front cost +
monthly or annual payment.

Municode, General Code, Code
Publishing, enCodePlus...



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LeGIT: Codification

Questions/Comments?

Find your LGS:

<https://experience.arcgis.com/experience/31fa8f111aca4b5499167fb63762a3d9/>



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