

City of Albuquerque – Building Safety

Elevator Program Changes FAQ

1. What changes have been made to the Building Safety elevator program?

- a. The Elevator Program has been discontinued.
 - i. The City of Albuquerque Building Safety Division will no longer issue or renew elevator permits.
 - ii. The Division will no longer provide new installation or maintenance inspections for elevators.

2. When did the changes for the Building Safety elevator program become effective?

- a. The city of Albuquerque City Council adopted changes to the Uniform Administrative Code, which discontinued the Building Safety elevator program on January 15, 2022.

3. What happens to the outstanding elevator permits?

- a. If no inspections have been performed; the permit owner can submit a request for a refund. All refund requests will be processed according to the City of Albuquerque Uniform Administrative Code:
 - “The Building Official may authorize refunding of not more than 80 percent of the permit fee when no work has been done under a permit issued in accordance with this Code.”

5. Is there information available to provide elevator owners?

- a. Please refer to the Uniform Administrative Code, 2021 Edition, which can be found at <https://www.cabq.gov/planning/building-safety-permits>.

Below is a summary of the elevator changes.

- I. New elevator installation will require commissioning from a QEI certified inspector:

At the time of Final Inspection, documentation from the QEI certified inspector must be provided in order to obtain a Temporary Certificate of Occupancy or a Certificate of Occupancy.

II. Existing Elevators will require, at the time of the Fire Marshal's Office inspection, documentation from the QEI certified inspector must be provided.

6. Who pays for elevator inspection fees?

a. The owner is responsible for elevator inspector fees.

7. If I have questions regarding elevator inspections and Certificate of Occupancy, who do I contact?

a. The Chief Building Inspector, Deborah Rowley, can be reached at 505-924-3308 or by email at drowley@cabq.gov

8. What is the best point of contact for the Fire Marshal's Office?

a. If you would like to schedule an annual fire inspection for an existing business or building or have any questions, please contact the Fire Marshal's Office at (505) 764-6300 to make an appointment.