



LOS ANGELES BASIN CHAPTER

INTERNATIONAL CODE COUNCIL

Established 1957
www.icclabc.org

P.O. Box 1099
 Alhambra, CA 91802
 @LABC_ICC



ADMINISTRATION COMMITTEE MEETING MINUTES

APRIL 11, 2018, WEDNESDAY, 3:00PM-5:00PM
 Online Web Conference Meeting

2018

1.0 CALL TO ORDER

BOARD OF DIRECTORS:

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JESSE DE ANDA

Permit & Development Services Manager
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 City of Beverly Hills, CA

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SHAHEN AKELYAN, SE

Assistant Chief
 Permit and Engineering Bureau
 City of Los Angeles, CA

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Senior Civil Engineer
 Building and Safety Division
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General Superintendent of Development
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Building Civil Engineer I
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EUGENE BARBEAU, PE

Structural Engineering Associate III
 City of Los Angeles, CA

INSPECTION CHAIR

VACANT

STRUCTURAL CHAIR

GREGORY BOWSER, SE

Building Plans Examiner
 City of Long Beach, CA

1.1 Jonathan Lam called meeting to order at 3:12 PM.

Committee Member	Jurisdiction/Chapter/Company	Present
Amir Hamidzadeh	Agoura Hills	X
Ben Galan	West Hollywood	
Eugene Barbeau	Los Angeles	
Gregory Bowser	Long Beach	
Jonathan Lam	Los Angeles County	X
Jesse De Anda (Board Liaison)	Beverly Hills	
Ron Takiguchi	Burbank	
Truong Huynh (Chair)	Long Beach	
Victor Cuevas	Los Angeles	
Interested Parties	Jurisdiction/Chapter/Company	Present
Ali Fattah	San Diego	
Adria Reinertson	Moreno Valley	
Brad Wungluck	Manteca	X
Crystal Sujeski	OSFM	
Dennis Richardson	AWC	X
Emily Withers	HCD	
Greg Andersen	OSFM	X
Homer Maiel	Tri-Chapters	X
Jay Hyde	SVABO	X
Joe Cain	SEIA	
John Taecker	UL	
John Westfall	HCD	
Jonathan Cook	OSHPD	X
Matt Wyatt	Ventura County	
Kevin Reinertson	Riverside County	X
Kevin Scott	KH Scott & Associate LLC	
Susan Dowty	ICC	





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2.0 APPROVAL OF PREVIOUS MINUTES

2.1 Review and approve meeting minutes for April 4, 2018.

2.1.1 *Reviewed and approved meeting minutes for April 4, 2018. Motioned by Amir and second by Jay. Unanimously approved.*

3.0 COMMUNICATION

3.1 *If any.*

3.1.1 *Jay will forward his correct email address for the Committee Roster document.*

3.1.2 *Discussed the Voting Recommendations document and explained the Committee's purpose in producing it, which is to develop consensus on voting for the code changes.*

4.0 NEW BUSINESS

4.1 *If any.*

4.1.1 *None*

5.0 EXISTING BUSINESS

5.1 Electronic Plan Submittal and Review. **[TO BE DISCUSSED ON 5/9]**

Discussion Point(s):

- Discuss draft guideline for best practices on electronic plan submittal and review.

Action Item(s):

- Committee members should provide comments back to Jesse on draft electronic plan submittal and review document by **5/9**. **[ALL] [PENDING]**

5.2 ICC Code Development Cycle for the 2021 I-Codes – CAH Group A.

Discussion Point(s):

- Update on Online Shared Excel File for Code Coordination.
- Discuss Code Change Proposals. [\[Click Here for Link to Code Proposal\]](#)

Code Change Number	Topic	Discussion By
G39-18	mechanical-access enclosed parking garages <i>No discussion</i>	James C
FS28-18	supporting construction for a fire barrier <i>Homer led this discussion. Both Dennis and Greg requested for additional clarification with</i>	Homer





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	<i>proposal. Homer recommended to table this item.</i>	
FS48-18	membrane penetrations <i>Homer led this discussion. Greg supported this proposal and recommended that a diagram be provided with proposal for clarification.</i>	Homer
G71-18 I/II	indoor horticultural grow structures	Homer
G101-18	fire-resistance rating requirements for building elements (hours) <i>Homer led this discussion.</i>	Homer
S11-18	penthouse type of construction <i>Homer led this discussion. Editorial changes only and members were in support of this proposal.</i>	Homer
G74-18	enclosures surrounding occupied roof areas <i>Jay led this discussion. Dennis indicated that he may be able to present this item during code development event on behalf of Jay.</i>	Jay
S10-18	penthouses and occupied rooftop structures <i>Jay led this discussion and agreed to modify the proposal in Section 1510.1.1 to remove "and Penthouses" as these structures are not occupiable. New limitation is applicable to occupied structures only. Dennis indicated that he may be able to present this proposal during code development event on behalf of Jay.</i>	Jay
F142-18	smoke alarms and smoke detectors in attic <i>Dennis led this discussion and recommended support of this proposal addressing attic fires.</i>	Dennis

Action Item(s):

- Committee members assigned as the representative for their respective group should edit the online shared excel file to reflect their group's recommended action on the various code change proposals. **[ALL] [ONGOING]**

5.3

Triennial Code Adoption for 2019 California Building Standards Code. **[TO BE DISCUSSED ON TBD IN MAY AND AFTER]**

Discussion Point(s):

- Update on LARUCP Amendments.
- Update on State Agencies Proposals.

Action Item(s):

- None at this time.





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6.0 ESTABLISH NEXT MEETING

6.1 The tentative schedule for future meetings are noted below, including the method to access the online web conference meeting, audio call-in number, and meeting number (access code).

Audio Call-in Number: 408-792-6300

Date	Time	Meeting Number	Hyperlink
05-09-18	3:00-5:00	809 114 387	Start Your Meeting
05-23-18	3:00-5:00	800 609 597	Start Your Meeting
06-27-18	3:00-5:00	801 235 184	Start Your Meeting
07-25-18	3:00-5:00	800 901 404	Start Your Meeting
08-22-18	3:00-5:00	808 483 876	Start Your Meeting
09-05-18	3:00-5:00	800 514 843	Start Your Meeting
09-12-18	3:00-5:00	806 530 380	Start Your Meeting
09-19-18	3:00-5:00	802 252 129	Start Your Meeting
09-26-18	3:00-5:00	TBD	TBD
10-03-18	3:00-5:00	TBD	TBD
10-10-18	3:00-5:00	TBD	TBD
10-17-18	3:00-5:00	TBD	TBD
11-14-18	3:00-5:00	TBD	TBD
11-28-18	3:00-5:00	TBD	TBD
12-12-18	3:00-5:00	TBD	TBD

7.0 ADJOURNMENT

7.1 *Adjourned at 4:24 PM*

NOTES:

Please inform the Chairperson at any time prior to the next scheduled meeting if you wish to introduce new business for discussion with the committee. With adequate notice, items requesting committee discussion can be included in the next meeting agenda that will be distributed to the members.

For copies of past meeting minutes and other related documents produced by this committee, please refer to the Los Angeles Basin Chapter's website at:

<http://www.icclabc.org/administration.html> and <http://www.icclabc.org/code-coordination.html>.

