**­ADMINISTRATION COMMITTEE**

MEETING MINUTES

**FEBRUARY 10, 2021, WEDNESDAY, 3:00PM–5:00PM**

1. **CALL TO ORDER**

1.1 Meeting start time: 3:05 pm

|  |  |  |
| --- | --- | --- |
| **Committee Member** | **Jurisdiction/Chapter/Company** | **Present** |
| Amir Hamidzadeh | Agoura Hills |  |
| Ara Sargsyan (Past President) | Santa Monica | X |
| Ariana Vito | Santa Monica |  |
| Ben Galan | West Hollywood | X |
| Ciara Barnett (President) | Los Angeles County | X |
| Eugene Barbeau | Los Angeles |  |
| Foster McLean | Glendale |  |
| Gabriel Reza | Glendale | X |
| Gregory Bowser | Long Beach |  |
| Jonathan Lam | Los Angeles County |  |
| Josh Costello | Los Angeles County | X |
| Joshua Hussey | Los Angeles County |  |
| Kristin Norman | Los Angeles County | X |
| Laura Macias | CCC |  |
| Mostafa Kashe | Los Angeles County |  |
| Paul Armstrong | TBR |  |
| Quan Nghiem | Los Angeles |  |
| Razmig Shamim | Los Angeles County | X |
| Ron Takiguchi | Burbank | X |
| Shahen Akelyan | Los Angeles |  |
| Truong Huynh (Chair) | Long Beach | X |
| Victor Cuevas | Los Angeles |  |
| **Interested Parties** | **Jurisdiction/Chapter/Company** | **Present** |
| Ali Fattah | San Diego | X |
| Adria Reinertson | Riverside County / CalChiefs |  |
| Claudia Torres-Cayetano | Fresno | X |
| Crystal Sujeski | OSFM | X |
| David Tyree | AWC | X |
| Emily Withers | HCD |  |
| Doug Evans | Clark County, NV / SNBO | X |
| Greg Andersen | OSFM | X |
| Homer Maiel | Tri-Chapters | X |
| Jay Hyde | SVABO | X |
| John Taecker | UL |  |
| John Westfall | HCD | X |
| Jonathan Cook | OSHPD | X |
| Kevin Reinertson | Riverside County / CalChiefs |  |
| Kyle Kraus | HCD |  |
| Michael Frasure | Rancho Cucamonga |  |
| Robina Wright | ICC San Joaquin Valley Chapter | X |
| Sam Palmer | Clark County, NV / Region I | X |
| Stephen DiGiovanni | Clark County, NV / Region I | X |
| Susan Dowty (Staff Liaison) | ICC |  |
| Valarie Evans | North Las Vegas, NV / SNBO | X |

1. **APPROVAL OF PREVIOUS MINUTES**

2.1 Review and approve meeting minutes for January 13, 2021 with no objections. [Truong]

1. **COMMUNICATION**

3.1 Recap Chapter ABM Meeting on January 14, 2021, upcoming trainings (CASp, SAP, and outdoor dining temporary structures) and scholarship for younger members. [Ciara]

3.2 Recap Committee Chair Meeting on January 28, 2021 and articulated the goals of the committee for the year. [Truong]

3.3 Update members that Truong will continue to serve as Committee Chair due to Shahen’s unexpected need to step down. [Truong]

3.4 Update on the potential change to the committee name, solicited feedback and input if anyone had a preference, and Truong will work the details out with the Board. [Truong]

3.5 Reminded members of the importance and need to get GMVR voters validated before March 12th. ICC-LABC sent a message to the membership. A template will be distributed so others can use for their chapters. [Truong]

1. **NEW BUSINESS**

4.1 None.

1. **EXISTING BUSINESS**

5.1 Tiny Houses/Mobile Tiny Houses/ADUs/JADUs. [Truong] [2/10]

*Discussion Point(s): Potential Questions for HCD/SFM.*

* Applicability of CBSC/HSC for ADU. Are all ADUs subject to the entirety of the California Building Standards Codes and the Health and Safety Code as appropriate for a residential dwelling unit? Or are the aforementioned codes only applicable to ADUs under local ordinance of Gov. Code §65852.2 subd. (a) and the 4 categories of ADUs allowed under Gov. Code §65852.2 subd. (e)? Or are the aforementioned codes only applicable if it is related to any fire and life protection?
* Fire or Life Protection Requirement for ADU. If a newly constructed ADU is connected to the primary residence, is the requirement of a fire separation wall between the adjoining walls applicable? Similarly, if an ADU is created within the existing or new primary residence, is a fire separation wall required. Pursuant to Gov. Code §65852.22 subd. (d), while a JADU is not be considered a separate or new dwelling unit for the purpose of any fire or life protection ordinance or regulation, there is no similar statement provided for attached ADU to the primary residence. Lastly, if the common wall separating the ADU from the primary residence is required to be rated, would it be appropriate to assume provisions for opening protectives, through or membrane penetrations, etc. would be applicable?
* Conversion of Existing Detached Garage to ADU. If an existing detached garage is located on the property line (zero setback) is now being converted to an ADU, CRC Chapter 3 prohibit openings in walls with a fire separation distance of less than 3 ft. Most existing garages have roof/attic ventilation openings less than 3 ft.
* Size of ADU. Pursuant to Gov. Code §65852.2 and etc. regarding the allowable size of a detached ADU, is the maximum size specified in said sections includes both the ADU and attached accessory or miscellaneous structure or just the ADU only. For example, if a detached ADU is permitted to be 1,200 sf, but it contains an attached garage or patio/trellis/sunroom as part of its proposed construction, is that 1,200 sf for the total area or just the ADU?
* Fire Sprinklers. Pursuant to Gov. Code §65852.2 subd. (a)(1)(D)(xii) or (e)(3), installation of fire sprinklers shall not be required in an ADU if sprinklers are not required for the primary residence. If the primary (single-family or multi-family) residence undergoes significant alteration and remodel, as determined by the local jurisdiction, and is now required to have fire sprinklers, does an ADU created as part of this alteration and remodel of the primary residence or a detached newly constructed ADU is also now required to have fire sprinklers? Similarly, if an existing two-family dwelling (R3 occupancy) undergoes significant alteration and remodel and results in a change of use to a multifamily dwelling (R2 occupancy) that consist of the two-family dwelling and an attached ADU, would the structure now required to have fire sprinklers pursuant to the CBC §903.2.8 and local ordinance?
* Fire Hydrants. CFC §507.5.1 states that where a portion of a facility or a building is moved into or within the jurisdiction is more than 400 ft (600 ft for an R-3 or U) from a hydrant on a fire apparatus access road on site that hydrants or mains shall be provided. Does this apply to newly constructed or addition of ADUs?
* Adoption/Application of Less Restrictive Requirement. Pursuant to Gov. Code §65852.2 subd. (g), this section allows local jurisdiction to “adopt less restrictive requirements for the creation of an ADU”. Depending on how one read subd. (g), the liberal view of this section may imply this is for both zoning regulation AND building standards? The conservative view of this section may simply mean that it is only applicable to zoning regulation. If the liberal view is the interpretation, does a local ordinance “to adopt less restrictive requirements” need to meet the required express findings that each amendment(s) is(are) reasonably necessary because of local climatic, geological, topographic or environmental conditions, as required by HSC §17958.5, §17958.7, and §18941.5?
* Permitted Location of JADU. Pursuant to Gov. Code §65852.2 subd. (e)(1)(B), an ADU can be combined with a JADU described in subd. (e)(1)(A). Can a newly constructed detached ADU include (as the word “combine” infer) a JADU as part of said construction? Depending on how one read subd. (e)(1)(B), the liberal view of this section may imply this is the only scenario (notwithstanding a local ordinance) where a JADU would be permitted in a new detached structure other than the primary (single-family) residence. The conservative view of this section (notwithstanding a local ordinance) may simply mean that both an ADU and a JADU is permitted on a residential or mixed-use zoned lot; not necessarily together in a newly constructed detached structure.
* JADU Within Wall of Primary Residence. Pursuant to Gov. Code §65852.22 subd. (a)(4), a JADU is to be constructed within the walls of proposed or existing single-family residence. Is an attached garage considered “within the walls” of a single-family residence? If this statement is true, a proposed newly constructed single-family residence may be constructed with an attached JADU in lieu of providing required garage for parking (notwithstanding a local ordinance to prohibit this and assuming that it would be permitted in the first place).
* Applicability of CBSC/HSC for JADU. Pursuant to Gov. Code §65852.22 subd. (d), a JADU is not considered a separate or new dwelling unit for the purpose of any fire or life protection. Does this imply that a JADU is not subject to any other ordinance or regulation (that are not relate to fire or life protection) such as, but not limited to, energy, green, sustainability, accessibility, etc.? Is it up to the local jurisdiction to determine what constitute a “fire or life protection” requirement?
* Efficiency Kitchen. Pursuant to Gov. Code §65852.22 subd. (a)(6), a local jurisdiction may by ordinance require a JADU to include an efficiency kitchen. As the terms “efficiency kitchen” is not defined in either the CBC or CRC, and notwithstanding the 2 subparagraphs (A and (B) of said subd., it is simply up to the local jurisdiction to determine what constitute as an “efficiency kitchen”? Similarly, is the determination of what is a “cooking facility with appliances” up to the local jurisdiction to determine as it is not defined in either the CBC or CRC? If an ordinance was not adopted to permit a JADU pursuant to subd. (a), can a local jurisdiction still require an efficiency kitchen be provided?
* Sanitation Facilities. Pursuant to Gov. Code §65852.22 subd. (h)(1), a JADU may include separate sanitation facilities, or may share sanitation facilities with the existing structure. As the terms “sanitation facilities” is not defined in the CRC, it is simply up to the local jurisdiction to determine what constitute as an “sanitation facilities”? In the CBC, the terms “sanitary facility” is defined to mean “any single water closet, urinal, lavatory, bathtub or shower, or a combination thereof, together in the room or space in which they are housed.” If one of the following elements listed is provided, say just a single water closet, does this imply that the “sanitary facility” condition is satisfied? The lack of access to a shower or a sink, especially when taken together with cooking facility, goes against the common sense logic of what should be a “sanitary facility” or “sanitation facilities”.

*Action Item(s):*

* Submit any new or additional question(s) regarding ADU/JADU to Truong by end of day **Wednesday, 2/17**. [All Members]
* Confirm meeting date of 3/10 from 3:00-5:00 with Greg/Jose/John/HCD in discussing these questions. [Truong]

5.2 Continuity of Operation Plan – COVID19 [Truong] [2/10]

*Discussion Point(s):*

* Update by jurisdictions on their latest operation or re-opening plan. No discussion.

*Action Item(s):*

* None at this time.

5.3 2022 CA Triennial Code Adoption Cycle. [Ali] [2/10]

*Discussion Point(s):*

* State Agencies’ Update on Code Adoption: SFM, HCD, OSPHD.
* Discuss Specific Amendment(s), if any.
* Discuss Specific Area of Concern RE: Fire Hazard Zone. [Ali]
* We need a definition for miscellaneous structure (i.e., not an accessory building that has enclosing walls).
* R337.10.3.1 seems to be off and overly restrictive, it should be clear what happens if the area is less than 120 sf since more is non-combustible materials I guess for all construction or ignition resistant materials for all construction (I think it should say more than 120 sf).
* R337.10.3.1 is significantly less restrictive on something that has equivalent ladder fuel potential to the main building.
* R337.10.3.2 has no area limit and says 3 ft to 50 ft so maybe R337.10.3.1 has a typo in 30 ft or R337.10.3.2 has a 3 ft typo and should be 30 ft. Either way these I think should be rules for when a building permit is not required.
* It is not clear what applies to a detached structure without walls. Decking requirements do not apply, wall and opening and vent requirements do not apply, ceiling soffit requirements do not apply so when the code says ignition resistant materials should that mean FRT wood for all wood construction materials posts, beams, rafters, railings etc.?

*Action Item(s):*

* None at this time.

5.4 2021 ICC Code Development Cycle for the 2024 I-Codes – Group A. [Truong] [2/24]

*Discussion Point(s):*

* Review Schedule for Group A Code Change Proposal:

Posting of code proposals 3/1/21

Register to vote 3/12/21

Virtual CAH 4/11/21-5/5/21

* Establish Parameter for Online Shared Google Spreadsheet.
* Reports from BCAC and/or FCAC, if any.
* Outreach to Organizations, Chapters, Committees or Jurisdictions.
* Work Schedule.

*Action Item(s):*

* Update on shared online excel file for code coordination for the upcoming CAH. [Truong]
* Group training for code hearing for CEU. [Ali]
* Reach out to OEC (Khanh) for involvement. [Truong/Paul]
* Reach out to VR. [Amir]
* Reach out to SD. [Ali]
* SB City/SB County. [Amir]

1. **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).

Meeting Time: 3:00pm – 5:00pm PST

Audio Call-In #: 213-306-3065

Date Meeting # Click Hyperlink

02-24-21 146 526 3946 [Start Your Meeting](https://longbeachcity.webex.com/longbeachcity/j.php?MTID=mecbd0a86de33d07b067c7d971c3805fb)

03-10-21 146 174 1135 [Start Your Meeting](https://longbeachcity.webex.com/longbeachcity/j.php?MTID=mf270ea88ab4621ee7cbfc8a880b4f957)

03-24-21 146 114 4155 [Start Your Meeting](https://longbeachcity.webex.com/longbeachcity/j.php?MTID=m038dec2163a75d24db2deabe802b23e6)

03-31-21 146 498 7202 [Start Your Meeting](https://longbeachcity.webex.com/longbeachcity/j.php?MTID=mef31825e06546cbad6e3d61b1a01fcfa)

04-07-21 146 147 9447 [Start Your Meeting](https://longbeachcity.webex.com/longbeachcity/j.php?MTID=m2f96f2cec65cfaff477aa6511de3269e)

05-12-21 146 153 6440 [Start Your Meeting](https://longbeachcity.webex.com/longbeachcity/j.php?MTID=m24aa20a2685ef8df15f8099e1a249a6a)

06-09-21 146 153 6440 [Start Your Meeting](https://longbeachcity.webex.com/longbeachcity/j.php?MTID=m24aa20a2685ef8df15f8099e1a249a6a)

07-14-21 146 153 6440 [Start Your Meeting](https://longbeachcity.webex.com/longbeachcity/j.php?MTID=m24aa20a2685ef8df15f8099e1a249a6a)

08-11-21 146 153 6440 [Start Your Meeting](https://longbeachcity.webex.com/longbeachcity/j.php?MTID=m24aa20a2685ef8df15f8099e1a249a6a)

09-08-21 146 153 6440 [Start Your Meeting](https://longbeachcity.webex.com/longbeachcity/j.php?MTID=m24aa20a2685ef8df15f8099e1a249a6a)

10-13-21 146 153 6440 [Start Your Meeting](https://longbeachcity.webex.com/longbeachcity/j.php?MTID=m24aa20a2685ef8df15f8099e1a249a6a)

11-10-21 146 153 6440 [Start Your Meeting](https://longbeachcity.webex.com/longbeachcity/j.php?MTID=m24aa20a2685ef8df15f8099e1a249a6a)

12-08-21 146 153 6440 [Start Your Meeting](https://longbeachcity.webex.com/longbeachcity/j.php?MTID=m24aa20a2685ef8df15f8099e1a249a6a)

1. **ADJOURNMENT**

7.1 Meeting end time: 5:00 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, please refer to the Los Angeles Basin Chapter’s website at:***

[***https://icclabc.org/administration***](https://icclabc.org/administration)

[***https://icclabc.org/code-coordination***](https://icclabc.org/code-coordination)

**PROPOSED CODE CHANGES**

|  |  |
| --- | --- |
| **Code Change Number** | **Topic/Discussion** |
| GXXX-21 | 3D Printed Building Construction – IRC Appendix U [UL-Chris Jensen]  7/15/20: Revisit proposal that introduced Appendix U into the IRC that was disapproved during CAH while the same proposal in the IBC was approved. |
| EXXX-21 | Occupiable Roof [Gary Ehlich/Ali Fattah]  7/15/20: Revisit proposal that introduced definition for “occupied roof” that was disapproved 10-4 during CAH.  10/14/20: New definition for “occupiable roof” was proposed and discussed at the BCAC Occupancy workgroup meeting. |
| GXXX-21 | Temporary Use [TBD]  7/15/20: Concerns about certain type of temporary use under the IBC 3103: (1) large fabric skinned dormitory structures, (2) overnight stays in churches or other occupancies that are not approved for or equipped as required for residential uses, and/or (3) storm shelters.  10/9/20: Term “emergency” further defined. Code official granted authority to determine when requirements are applicable to temporary uses during an emergency. |
| GXXX-21 | Shipping Container [Truong Huynh]  7/15/20: Consider potential updates to the 2021 IBC 3115.  9/9/20: Container workgroup schedule to meet virtually on 9/11 every 2 weeks for the next 6 meetings. Draft proposal circulated to workgroup; partially based on 2019 LARUCP recommended amendment.  10/9/20: 4th draft version discussed. SCSC provided preliminary feedback concerning inclusion of SDC E for simplified design procedure.  10/14/20: The code change proposal was discussed at the BCAC General workgroup meeting. Voted to move it forward to the full BCAC for their consideration. |
| GXXX-21 | Horizontal Building Separation [Homer Maiel]  9/9/20: Evaluate issue related to the vertical offset.  10/13/20: Proposal was schedule to be heard by BCAC, but was not discussed due to lack of time. Scheduled for the next BCAC meeting.  10/14/20: Summarized some of the items that made up part of the proposed change to the vertical offset. Vertical portion to be designed like a fire barrier. Several discussion ensured and Homer provided responses to several questions. |
| GXXX-21 | Accessory Dwelling Unit [Alison Cook]  9/30/20: Discussed focus of regulations to address ADU, how to define it, some examples from CA was presented. |
| GXXX-21 | Fire-Retardant Treated Wood for Type III-A Construction [Homer Maiel/David Tyree]  10/14/20: Discussed potential code change proposal on this item. |
|  | Type IV [Ali Fattah]  10/14/20: Discussed potential code change proposal on this item. |
| EXXX-21 | Egress Balcony [Ali Fattah]  10/14/20: Discussed potential code change proposal on this item. |
| FSXXX-21 | Smoke Proof Enclosure [Ali Fattah]  10/14/20: Discussed potential code change proposal on this item. |