**­ADMINISTRATION COMMITTEE**

MEETING MINUTES

**MARCH 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 | X |
| Ben Galan | West Hollywood |  |
| 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 & Associate/Signal Hill | X |
| Quan Nghiem | Los Angeles | X |
| Razmig Shamim | Los Angeles County | X |
| Ron Takiguchi | Burbank |  |
| 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 |  |
| Alexis Oropeza | Long Beach | X |
| Autuilo Garcia |  | X |
| Crystal Sujeski | OSFM | X |
| Daniel Humphreys | HCD | X |
| David Khorram | Long Beach | X |
| David Tyree | AWC |  |
| Eric Lim | Los Angeles County | X |
| Emily Withers | HCD |  |
| Evan Zeisel | Long Beach | X |
| Doug Evans | Clark County, NV/ Region I | X |
| Greg Andersen | OSFM | X |
| Greg Nickless | HCD | X |
| Homer Maiel | Tri-Chapters |  |
| Jay Hyde | SVABO |  |
| John Taecker | UL |  |
| John Westfall | HCD | X |
| Jonathan Cook | OSHPD |  |
| Jeff Baughman |  | X |
| Jose Ayalla | HCD | X |
| Kevin Reinertson | Riverside County/CalChiefs | X |
| Khanh Nguyen | CSG | X |
| Kyle Kraus | HCD | X |
| Michael Frasure | Rancho Cucamonga |  |
| Mike Eskander |  | X |
| Philip Yin | Long Beach | X |
| Robina Wright | ICC San Joaquin Valley Chapter |  |
| Sam Palmer | Clark County, NV/ Region I | X |
| Scott Fazekas |  | X |
| Sol Bejarano |  | X |
| Stephen DiGiovanni | Clark County, NV/ Region I | X |
| Susan Dowty (Staff Liaison) | ICC | X |
| Sylvia Moreno |  | X |
| Wendy Goetz | Long Beach | X |

1. **APPROVAL OF PREVIOUS MINUTES**

2.1 Review and approve meeting minutes for February 24, 2021. *Approved with no objection.*

1. **COMMUNICATION**

3.1 Chapter Meeting on March 11, 2021. *Ciara provide a quick overview of upcoming meeting and the outdoor training to be presented by Gabriel Reza.*

3.2 Reminder GMVR Voter Validation. *Susan indicated this coming Friday is last day to ensure membership is current and members are identified and designated.*

3.3 2021 Group A Proposed Code Changes Complete Monograph. *Susan indicated that monograph is now available on ICC’s website.*

1. **NEW BUSINESS**

4.1 If any. *None.*

1. **EXISTING BUSINESS**

5.1 Tiny Houses/Mobile Tiny Houses/ADUs. [Truong] [3/10]

**HCD/SFM staff to discuss questions related to ADU/JADU. Questionnaire is in a separate document.**

*Discussion Point(s):*

* Q&A with HCD/SFM staff on ADU/JADU. *See video recording for minutes of the discussion.*

*Action Item(s):*

* *None at this time.*

5.2 Continuity of Operation Plan – COVID19 [Truong] [5/12]

*Discussion Point(s):*

* Update by jurisdictions on their latest operation or re-opening plan.

*Action Item(s):*

* None at this time.

5.3 2022 CA Triennial Code Adoption Cycle. [Ali] [5/12]

*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] [3/24]

*Discussion Point(s):*

* Review upcoming schedule for code hearings:

Posting of code proposals 3/1

Register to vote 3/12

Virtual CAH 4/11-5/5

* Review online shared google spreadsheet.
* Reports from BCAC and/or FCAC, if any.
* Status of outreach effort to organizations, chapters, committees or jurisdictions.
* Review and comment on any proposed code changes of note.

*Action Item(s):*

* Upload all documents related to code change proposals to website. [Truong]
* Group training for code hearings for CEU. TBD. [Ali]
* Reach out to OEC (Khanh) for involvement completed. [Truong/Paul]
* Reach out to VR. TBD. [Amir]
* Reach out to SD. TBD. [Ali]
* Reach out to SB City/SB County. TBD. [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

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: *5:05 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)

**CODE CHANGE PROPOSAL**

|  |  |
| --- | --- |
| **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. |