**­ADMINISTRATION AND CODE COMMITTEE (ICC-LABC-AC)**

MEETING MINUTES

**MAY 18, 2022, WEDNESDAY, 3:00PM–5:00PM**

Online Web Conference Meeting

1. **CALL TO ORDER**

1.1 Meeting start time tentatively: 3:06 pm

|  |  |  |
| --- | --- | --- |
| **Committee Member** | **Jurisdiction/Chapter/Company** | **Present** |
| Amir Hamidzadeh | CSG |  |
| Ara Sargsyan | Santa Monica | X |
| Ariana Vito | Santa Monica |  |
| Ben Galan | West Hollywood |  |
| Celine Sarkisloo (President) | Glendale |  |
| Ciara Barnett (Past President) | Los Angeles County |  |
| Cynthia Zabala (Treasurer) | West Hollywood |  |
| Eric Lim | Los Angeles County |  |
| Eugene Barbeau | Los Angeles |  |
| Foster McLean | Glendale |  |
| Gabriel Reza | Glendale |  |
| Gregory Bowser | Long Beach |  |
| Isam Hasenin | True North Compliance Services | X |
| Ji Yeon Lee | Norwalk |  |
| Johnny Goetz | Bureau Veritas |  |
| Josh Costello | Los Angeles County | X |
| Joshua Hussey | Los Angeles County |  |
| Kristin Norman | Los Angeles County |  |
| Louie Vasquez (Secretary) | Santa Monica |  |
| Mostafa Kashe | Los Angeles County |  |
| Paul Armstrong | TBR & Associates / Signal Hills | X |
| Quan Nghiem | Los Angeles |  |
| Razmig Shamim | Los Angeles County |  |
| Ron Takiguchi | Pasadena |  |
| 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 |  |
| Crystal Sujeski | SFM | X |
| David Tyree | AWC |  |
| Emily Withers | HCD |  |
| Doug Evans | Clark County, NV / SNBO |  |
| Greg Andersen | SFM | X |
| Homer Maiel | Tri-Chapters |  |
| Jay Hyde | SVABO |  |
| John Taecker | UL |  |
| John Westfall | HCD |  |
| Jonathan Cook | HCAI |  |
| Kevin Reinertson | Riverside County / CalChiefs |  |
| Khanh Nguyen | CSG / Anaheim |  |
| Kyle Kraus | HCD |  |
| Maged Soliman | Norwalk |  |
| Mitchel Baker | HCD | X |
| Richard Supan | CSG | X |
| Sam Palmer | Clark County, NV / Region I |  |
| Stephen DiGiovanni | Clark County, NV / Region I |  |
| Susan Dowty (Staff Liaison) | ICC |  |
| Valarie Evans | North Las Vegas, NV / SNBO |  |

1. **APPROVAL OF PREVIOUS MINUTES**

2.1 Review and approve meeting minutes for April 20, 2022. Minutes approved with no noted objection.

1. **COMMUNICATION**

3.1 Chapter Meeting. Ara discuss upcoming joint chapter meeting in Burbank and inspection training in Santa Monica.

1. **NEW BUSINESS**

4.1 Minimum Size of a Dwelling Unit in Multifamily Building. [Truong] **[5/18]**

*Discussion Point(s):*

* Discuss min. size of unit with Mitchel Baker, HCD, see video link below for detailed discussion.
* CBC Section 1207.3 – min 120 sf for dwelling unit is minimum size, not including size for kitchen, restroom, or other requirement like accessibility of unit.
* CBC Section 1207.4 – min 220 sf for efficiency dwelling unit if applicant chooses this design option.
* HSC Section [17958.1](https://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?sectionNum=17958.1.&lawCode=HSC) – min 150 sf for efficiency dwelling unit through locally adopted ordinance, still dependent on applicant choosing this design option.
* UHC Section 503.2 – min 70 sf for no more than 2 occupants, additional 50 sf for each occupant when more than 2 occupants.
* HCD [IB-2016-06](https://www.hcd.ca.gov/docs/IB2016-06.pdf) and [IB-2016-01](https://www.hcd.ca.gov/docs/ib2016-01.pdf) are referenced as additional resource materials.
* Separate discussion on CRC 105 exemption of permit if accessory structure is < 120 sf., would that apply to ADU?
* Separate discussion on new trend of sleeping unit(s) (bedrooms) within a dwelling unit that are rented out as a dwelling unit.

*Action Item(s):*

* None at this time.

*Link(s):*

* [Video of Min. Dwelling Unit Discussion](https://vimeo.com/712271118/b271a1c0fc)

4.2 If any.

1. **EXISTING BUSINESS**

5.1 2022 ICC Code Development Cycle for the 2024 I-Codes – Group B. [Truong] **[5/18]**

*Discussion Point(s):*

* Review upcoming schedule for code hearings:
* Posting of CAH results 5/9
* Submit public comments 6/20
* Posting of public comments 8/4
* PCH 9/14-9/21
* OGCV TBD
* OGCV results TBD
* Review online shared google spreadsheet. Limited discussion.
* Reports from BCAC and/or FCAC, if any. None to report.
* Status of outreach effort to organizations, chapters, committees or jurisdictions. Challenge in gain other participants. SJV, VR, and SVABO are dropped due to lack of participation.
* Review and comment on any proposed code changes of note.
* RB49-22
* RB285-22

*Action Item(s):*

* Review assigned code change proposals on shared spreadsheet. [Admin Member in the LA Area]

*Link(s):*

* [2022 ICC Group B Spreadsheet](https://docs.google.com/spreadsheets/d/1Uj90_IwMi76moaF5_X1O_V6t95ezvXjVBaiVWUIQOLs/edit#gid=708934770)

5.2 2022 CA Triennial Code Adoption and LARUCP. [Truong] **[5/18]**

*Discussion Point(s):*

* Discuss next step(s). Work with LABC BOD to disseminate by June meeting. Close this topic out after July meeting.
* Discuss training program. Still in the work.

*Action Item(s):*

* Training on Local Code Adoption. Discuss with Board. [Truong/Kevin] [TBD]

*Link(s):*

[Stuart Tom’s Local Code Adoption Presentation](https://urldefense.com/v3/__https%3A/www.dgs.ca.gov/BSC/Education-and-Outreach__;!!MKV5s95d0OKnVA!v--P5KHZIFT0h0E2pZCj1HWAfxLXiBdh14q3aqIBsOhBwBT4fq4l7g6uxhucWZrxQ3YmvSfccOmliUUiulrKXO8vH14JiZYt_pDyfj6I$)

[ICC's Local Code Adoption Webinar PowerPoint Slides](https://www.iccsafe.org/wp-content/uploads/2019-California-Code-Adoption-for-Local-Jurisdictions.pdf)

5.3 Vehicle/Parking Lift. [Truong] **[TBD-6/8]**

*Discussion Point(s):*

* Criteria or condition for allowing the use of vehicle/parking lift.
* Use of term “Automotive Lift” vs “Vehicle/Parking Lift”.
* Recognized or accepted standards to consider (including RB87-22).
* Policy by other jurisdictions.

*Action Item(s):*

* Develop spreadsheet for comparison. TBD. [Truong]

5.4 Conversion of Outdoor Business from Temporary to Permanent. [Ali] **[TBD]**

*Discussion Point(s):*

* Discussion on best practices.

*Action Item(s):*

* None at this time.

5.5 Maintenance and Inspection of Existing High-Rise Buildings. [Ali] **[TBD]**

*Discussion Point(s):*

* Surfside.
* Building stocks that are in the 40-50 yrs range.
* IEBC vs IPMC.
* State or local requirement.

*Action Item(s):*

* None at this time.

5.6 Waterfront/Harbor Structures. [Truong] **[TBD]**

*Discussion Point(s):*

* Discussion on best practices for plan review, permitting and inspection.

*Action Item(s):*

* None at this time.

5.7 AP Fault Study Zone Act. [Truong] **[TBD]**

*Discussion Point(s):*

* Discussion on best practices.

*Action Item(s):*

* None at this time.

*Link(s):*

[Public Resource Code [2621-2630]](https://leginfo.legislature.ca.gov/faces/codes_displayText.xhtml?division=2.&chapter=7.5.&lawCode=PRC)

[CCR Title 14 Subchapter 1 AP EQ Fault Zoning Act [3601, 3603]](https://govt.westlaw.com/calregs/Browse/Home/California/CaliforniaCodeofRegulations?guid=I4D1C1B00D48511DEBC02831C6D6C108E&originationContext=documenttoc&transitionType=Default&contextData=(sc.Default))

5.8 SFM Existing Building Code Workgroup. [Crystal] **[5/18]**

*Discussion Point(s):*

* Discussion update on workgroup. Main scoping work group met on Mon. Several sub workgroups to meet over the next few months to focus on specific topic or subject matter.

*Action Item(s):*

* None at this time.

5.9 Hiring Process for Plans Examiner/Plan Checkers. [Truong] **[TBD]**

*Discussion Point(s):*

* Challenges in recruitment.
* Best practices.

*Action Item(s):*

* None at this time.

5.10 Gender Neutral Facility. [Ben] **[5/18]**

*Discussion Point(s):*

* Discuss latest change to SB 1194. Truong reported on Ben’s behalf. Senate voted in support. Working through House next. Waiting for updated feedback from CALBO.

*Action Item(s):*

* Provide Ben feedback or comment. [ALL]

*Link(s):*

[SB1194](https://leginfo.legislature.ca.gov/faces/billNavClient.xhtml?bill_id=202120220SB1194)

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

06-08-22 2494 330 3575 [Start Your Meeting](https://longbeachcity.webex.com/longbeachcity/j.php?MTID=mbe7b23237f303970f149401d274516fb)

07-13-22 2494 330 3575 [Start Your Meeting](https://longbeachcity.webex.com/longbeachcity/j.php?MTID=mbe7b23237f303970f149401d274516fb)

08-10-22 2494 330 3575 [Start Your Meeting](https://longbeachcity.webex.com/longbeachcity/j.php?MTID=mbe7b23237f303970f149401d274516fb)

08-24-22 2491 953 7943 [Start Your Meeting](https://longbeachcity.webex.com/longbeachcity/j.php?MTID=m620aff1e1a1972d860bc43ceff88f81e)

08-31-22 2491 953 7943 [Start Your Meeting](https://longbeachcity.webex.com/longbeachcity/j.php?MTID=m620aff1e1a1972d860bc43ceff88f81e)

09-07-22 2494 330 3575 [Start Your Meeting](https://longbeachcity.webex.com/longbeachcity/j.php?MTID=mbe7b23237f303970f149401d274516fb)

10-12-22 2494 330 3575 [Start Your Meeting](https://longbeachcity.webex.com/longbeachcity/j.php?MTID=mbe7b23237f303970f149401d274516fb)

11-09-22 2494 330 3575 [Start Your Meeting](https://longbeachcity.webex.com/longbeachcity/j.php?MTID=mbe7b23237f303970f149401d274516fb)

12-14-22 2494 330 3575 [Start Your Meeting](https://longbeachcity.webex.com/longbeachcity/j.php?MTID=mbe7b23237f303970f149401d274516fb)

1. **ADJOURNMENT**

7.1 Meeting end time tentatively: 4:39 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:*

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

***TEAMS FOR ICC-LABC ADMINISTRATION COMMITTEE:***

*For access to Teams for the committee, including copies of past meeting minutes and other related documents produced by this committee, please click on the following* [*link*](https://teams.microsoft.com/l/team/19%3A55PqWfNFy_Db5auk2zvD4eYaENsTcpyDLWY7seh1DvI1%40thread.tacv2/conversations?groupId=549ac423-7b7b-439e-b9cb-2c084b85463e&tenantId=313f11c3-4268-4f6a-8d3b-c7e650183e78)*. You must have been invited as guest member first to access the Teams link. Please request access from Chairperson.*