



**GOVERNMENT OF THE DISTRICT OF COLUMBIA  
CONSTRUCTION CODES COORDINATING BOARD**

**MINUTES OF REGULAR MEETING  
Thursday, March 19, 2015  
1100 4<sup>th</sup> Street, S.W. – 4<sup>th</sup> Floor- Conference Room E4302  
10:00 am – 12:00 pm**

<b>Members Present</b>	<b>Board Members Not Present</b>	<b>Board Staff Present</b>	<b>Other Persons Present</b>
Paul Waters (Chair)	Bill Updike	Jill Stern (DCRA)	Lynn Underwood (DCRA)
Alex Berley (Vice Chair)	Armando Lourenco		
Jatinder Khokhar			
Marc Fetterman			
Robert Hershey			
Herbert Taylor			
Rabbiah Sabbakhan			
Ethan Landis by Conf Call			

**1. Preliminary Matters**

***Call to Order***

The meeting was called to order by Paul Waters, Chair, at 10:14 a.m. with a roll call of members and other persons present.

***Adoption of Meeting Agenda***

The meeting agenda was unanimously approved by the Board upon motion made by Robert Hershey and duly seconded by Jatinder Khokhar.

***Review & Approval of Meeting Minutes***

The meeting minutes for the Wednesday, February 18, 2015 Special Meeting were unanimously approved by the Board, upon motion made by Alex Berley and duly seconded by Jatinder Khokhar.

**2. Status Updates and Administrative Matters**

- (i) Pending Rulemaking and Legislative Proceedings.

Jill Stern circulated a chart indicating the status of pending rulemaking and legislative proceedings of potential interest to the Board. She identified the following noteworthy developments since the last Board meeting: (1) the “Harmonization Act” has been introduced to Council by Mayor Bowser and the next step will be for the Committee on Business, Consumer and Regulatory Affairs, chaired by CM Orange, to hold a hearing, which will probably not occur until the June-July 2015 timeframe; (2) the Notice of Emergency Rulemaking to amend Title 16 to conform the DCRA and FEMS schedule of civil infractions to the 2013 Construction Codes was published on February 27, 2015, effective January 23, 2015, with an expiration of the emergency rules on May 23, 2015 unless further extended; and (3) OAG is currently reviewing for legal sufficiency a Notice of Proposed Rulemaking to amend the infractions in Title 16 more extensively to conform to the 2013 Construction Codes.



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(ii) Update on Board Recruitment.

Paul Waters advised the Board that he has met with the Mayor's Office of Talent and Appointments (formerly Office of Boards and Commissions), and that MOTA now expects to finalize Board appointments by May 2015. He indicated that there are three slots still open (assuming current Board members are reappointed), including the Mayor's designee and the Council's designee. He indicated efforts to solicit new members, including by posting a notice on the DCRA website, and sending the notice to the DC Professional Boards and to stakeholders such as DCBIA and AOBA. Robbie Sabbakhan and Jatinder Khokhar indicated that they have periodically received expressions of interest by people who want to get more actively involved in the CCCB, and they indicated that they will send out the notice to these people.

(iii) Timeline for Review of 2015 International Codes.

Paul Waters advised Board members that copies of the 2015 Codes have been ordered from the ICC, and will be distributed to TAG Chairs once a new Board is appointed in May. He indicated that a more definite timeline for the code development cycle would be established after the Board membership is finalized, and the significant changes between the 2012 and 2015 ICC Codes can be analyzed. Currently, the working assumption is that an early 2017 adoption of amendments would be reasonable, with the Board's consideration of amendments and publication of a rulemaking notice by mid-2016.

(iv) Other Matters

Robbie Sabbakhan introduced Lynn Underwood to the Board, DCRA's new Deputy Building Official, and provided a brief summary of Mr. Underwood's extensive building department experience and ICC involvement, most recently as an ICC Board member. He advised the Board that Lynn will be attending CCCB meetings and playing an active role in the TAGs. Lynn Underwood greeted the Board and gave them some additional information about his background, including his 31 years of experience in code enforcement, his work training construction inspectors in foreign countries and the six books he has authored on construction codes.

Robbie Sabbakhan updated the Board on an upcoming Administrative Bulletin on the roll-out of Projectdox for projects of 50,000 square feet or less. The Administrative Bulletin on pop-ups that was mentioned at the last meeting will not be issued, since the Mayor prefers that the issue be handled through the zoning re-write. He indicated that DCRA is reviewing changes to the Third Party Manuals and hopes by the next Board meeting to have completed this review. He also advised the Board of efforts to update the Structural Certification form, and to make submission of a structural certification more meaningful from a DCRA plan review standpoint, by obviating the need for a routine re-review of structural design where the design is self-certified.

### **3. Consideration of New Code Change Proposals**

Jill Stern advised the Board Members that the only pending code change proposals relate to the child development home (home day care) issue (RC-CCCB-App. M-1-14 and BC-CCCB-3-1-14), which were previously referred to the Fire TAG.

Herb Taylor advised the Board that the Fire TAG had met several times to discuss and revise Appendix M, but that the most recent meeting lacked a quorum. He plans to finalize and have a vote on the code change proposals before the next Board meeting. He indicated that the most contentious issue relates to the number of caregivers where there are 5 or 6 children under age 2, and additional children being cared for who are two years and older.



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Jill Stern advised the Board that she is still working on crafting additional code change proposals that may be necessary to address fire safety in child development homes that are authorized as home occupation uses by the Zoning Administrator, since these applications do not typically involve a building permit. She indicated that additional code change proposals for the Fire Code and the Property Maintenance Code may be appropriate, and she expects to have more concrete proposals to be introduced at the next Board meeting.

**4. Comments by Members of the Public**

No comments were made by the public.

**5. Adjournment**

The meeting was adjourned at 11:30 a.m. upon motion made by Robert Hershey and duly seconded by Rabbiah Sabbakhan. The next Board meeting is scheduled for April 23, 2015.