

1305 Rule – 2003 IBC Advisory Committee Meeting Summary

From (First) November 21, 2003 Meeting

- The 1305 Rule - 2003 IBC Advisory Committee convened for their first meeting at 9:15 AM on November 21, 2003. The meeting was chaired by Paul Heimkes, vice chair of the advisory committee. Committee chair, Jerry Norman, was absent. There were 9 regular committee members present and 3 non-members participants. Five advisory committee members were absent. Introductions were made by the entire group. The use and identification of alternate members was discussed, as well as was the involvement and opportunity for others to take part in a meeting. It was pointed out that “if” an issue comes to a vote, only those participating/designated advisory committee members (present) will be allowed to vote. For the purposes of code discussion and participant interaction, anyone in attendance will be allowed to submit a code change and/or take part in the ongoing discussion. If need be, the committee chair will use Robert’s Rule of Order to take control of a meeting. In an effort to move the meeting along, the committee will try and review code change submittals and chapters of the Rule/IBC code in a numerical format starting at chapter 1. We will not move back into a previously covered topic or chapter until the last meeting. The chair pointed out that only those code changes that are (properly) submitted in writing will be considered for review by the committee.
- Colleen Chirhart, Building Codes and Standards Division (BCSD) Rule Coordinator, gave a brief overview of the advisory committee’s responsibilities, including materials and information on how to complete and submit an actual code change. Colleen pointed out that the advisory committee is a recommending body for code changes and updates to the SBC 1305 Rule and that the Division has final authority over the draft of the code. Colleen also noted that the BCSD has a number of “other” advisory committees working on the other rules that make up the state building code. Colleen pointed out that these other committees are concurrently working on specific items from the 2003 IBC and other reference documents for things like accessibility and the structural provisions of the code. Those other committees will be making similar recommendations to the Division on their issues of concern. The 1305 committee will not be responsible for the review IBC Chapters 1, 11, 16, or Chapter 34, as these chapters will be reviewed by those “other” advisory committees. Chapter 9 is an example of one of the IBC chapters that is contained in another agencies’ rules (State Fire Marshal). As a result, the IBC Advisory Committee will review chapter 9 and make recommendations for change (if necessary), but final code change efforts must be coordinated with the SFM as they have jurisdictional authority over the content/context of their rule. It is very important to coordinate (all) codes wherever possible. Colleen pointed out that the Division will be taking every necessary step to coordinate SBC language with all other mandatory state agency rules and/or state statutes. Colleen then went on to cover the proposed code adoption schedule, rules publication and hearing processes and the “how to” for submittal of an actual code change with required sonar information. The committee will have approximately 5 months from this meeting to complete all of its work.
- The 2003 edition of the International Building Code® will be reviewed for the 1305 Rules process. Under this advisory committee, the only significant difference between this code change cycle and the last code change cycle is that *existing* 1305 Rules have to be

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individually deleted if a code change is proposed to existing MN Rule. Through the last code change cycle, individual existing rules/sections did not have to be addressed because the entire rule was deleted within a single global code change. New code change submittals must include existing 1305 rule language drafted with a line striking through the sections to be deleted or changed.

- A question was posed regarding code change proposals at the national level. The committee chair indicated that the responsibility of the advisory committee is to review the model code/existing 1305 rule and make recommendations for changes for what best suits the [entire] State of Minnesota, not the nation. It was pointed out that pursuant to the mandate of Minnesota Statute 16B.59, the model code published by the International Code Council (the 2003 IBC) will be used as our guide. It will be the responsibility of the committee to try and stay within the mandates of the state statute for proposed amendment consideration and the within realm of the 2003 IBC model code document. It was pointed out that if the committee determines that a code change is necessary to meet something significant to the State of Minnesota, or if they know that model code language needs to be “fixed” for better tracking or for a known problematic condition, the code should be amended to make it the best possible building code for Minnesota. In general though, the committee should try and stick to the national model code language - without amendments - whenever possible. If the committee determines that a code change proposal does not meet the intent of the statute, or if it is not of significant importance for tracking or clarification of a problematic condition, they can/should recommend denial – even if necessary for reference purposes for the Division. Discussion also ensued around the incorporation of BCSD “policies” and/or other state agency “policies.” This discussion continued on in regards to other state agency rules and state statutes and how those are to be coordinated into the State Building Code.
- Committee members were provided with a copy of the 2003 International Building Code, the 1305 SBC Rule, a copy of the “guideline” for advisory committee operations and a tentative meeting schedule calendar.
- BCSD Director, Tom Joachim joined the meeting briefly to thank all committee members for volunteering their time and technical expertise on the advisory committee. He gave a brief overview of his expectations of this code change cycle and talked about some of the concerns he would like to see addressed for the code officials in Minnesota.
- The work schedule for the next meeting was assigned for review of the existing 1305 Rule and review of IBC Chapters 1 through 5. Participants should familiarize themselves with 1305 and these chapters of the IBC and if necessary, bring code change proposals to these sections of the code.
- Next meeting is scheduled for December 8, 2003 at the BCSD offices in St. Paul. The meeting start time is 9:00 AM.
- Meeting adjourned at 11:15 AM.

Representatives on the 1305 Rule – 2003 IBC Advisory Committee are:

- **Jerry Norman, BCSD, Committee Chair Person**
- **Paul Heimkes, BCSD, Committee Vice-Chair – Recording Sec.**
- **Jon Nisja – State Fire Marshals Agency Representative**
- **Pat Higgins – Minneapolis Inspection Dept., AMBO Representative**
- **Steve Thorp – Blaine Inspection Dept., AMBO Representative**
- **Kathi Osmonson – Mounds View Inspection Dept., AMBO representative**
- **Frank Berg – St. Paul Inspections Dept., AMBO Representative**
- **Ed Solvedt – JBLS Architects, Minnesota Building Owners and Managers (BOMA)**
- **Roger Larson – BWBR Architects, AIA MN Representative**
- **Steve Fichtel – STF Architects, AIA MN Representative**
- **? - Minnesota Retailers Association Representative**
- **? - Minnesota Fire Chiefs Association Representative**
- **? - Minnesota Fire Marshals Association Representative**
- **? - Minnesota Insurance Federation Representative**
- **? - Minnesota Multi-Housing Association Representative**

(? = Specific individuals have yet to be designated by their associations.)

Persons in attendance at the November 21, 2003 IBC AC Meeting Include:

Pat Higgins
Paul Heimkes
Kathi Osmonson
Frank Berg
Steve Thorp
Ed Solvedt
Steve Fichtel
Roger Larson
Jon Nisja
John Swanson – State Fire Marshals Office
Duane Becker – Firetrak Corporation
Mike O’Hara - Mountainstar