



**Chandler • Arizona**

## **2018 Board of Appeals Minutes**

### **Regular Meetings**

May 17, 2018

August 23, 2018

September 6, 2018

September 20, 2018

October 4, 2018

These minutes are fully searchable within this year by using the “Find Feature”.

MINUTES OF THE BOARD OF APPEALS OF THE CITY OF CHANDLER, ARIZONA, held on Thursday, May 17, 2018 at 7:00 a.m., in the Development Services Building – Middle Atrium Conference Room, 215 E. Buffalo Street, Chandler, Arizona.

**Members Present**

Dennis Street, Chair  
Marcella Peters, Vice Chair  
Lynn Bourne, Board Member  
Jeff Cullumber, Board Member

**Staff Present**

Ron Boose, Building Official  
Cina Sunderhaus, Fire Marshal  
LeeRay Hanly, Plan Review Manager  
Mike DeWys, Chief Building Inspector  
Cristabel Dykstra, Management Analyst  
Catherine Flores, Management Assistant

**Members Absent and Excused**

David Love, Board Member

**1. CALL TO ORDER / ROLL CALL**

Quorum was established and the meeting was called to order at 7:00 a.m.

**2. APPROVAL OF MINUTES**

**a. Minutes of February 26, 2016**

Ron Boose, Building Official, greeted the board members and staff. He asked the board to move to item four (4) on the agenda to select a Chair and Vice Chair.

Chair and Vice Chair were elected before approval of the minutes.

**Motion made by Vice Chair Marcella Peters to approve the Board of Appeals Minutes of February 16, 2016. Motion seconded by Board Member Jeff Cullumber.**

**Approved (4-0)**

**3. SCHEDULED/UNSCHEDULED PUBLIC APPEARANCES/CALL TO PUBLIC - None**

(Members of the audience may address any item not on the agenda. State Statute prohibits the Board of Appeals from discussing an item not on the agenda, but the Board of Appeals does listen to your concerns and has staff to follow up on any questions you raise.)

**4. BOARD OF APPEALS BUSINESS MEETING**

**a. Election of Chair and Vice Chair**

The board voted to select a Chair and Vice Chair.

**Board member Marcella Peters motioned to elect Board member Dennis Street as Chair. Motion seconded by Board Member Jeff Cullumber.**

**Board Member Dennis Street motioned to elect Board Member Marcella Peters as Vice Chair. Motion seconded by Jeff Cullumber.**

**Approved (4-0)**

**a. Set time and date(s) for future meetings**

Boose asked the board to schedule dates for future meetings. He said the goal is to have the code amendments to Mayor and Council by March 2019 for approval.

Vice Chair Peters suggested the board meets on Thursdays at 7 a.m., beginning in August and wrapping up before the Holidays.

Board Member Bourne and Board Member Cullumber agreed with Vice Chair Peters.

Chair Street agreed on meeting Thursdays at 7 a.m. He suggested the Board meet on the following dates: August 23, September 6 & 20 and October 11 & 25.

The Board agreed on the dates and times unanimously.

**5. ACTION AGENDA**

**a. None**

**6. BRIEFING ITEMS**

**a. Staff will brief new board members on the process for reviewing the new code editions.**

The board was briefed on the process for reviewing the new code editions. They were provided with the local amendments that were adopted as part of the 2015 International Building and Residential Codes.

Mike DeWys, Chief Building Inspector, said staff would do presentations on the various codes at each of the meetings.

**7. ANNOUNCEMENTS**

**a. New Department and Director**

Boose announced that the Transportation and Development Department went through a recent reorganization. Building Safety is now part of the Development Services Department. Derek Horn has been hired as the new director over Development Services.

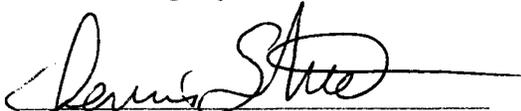
**8. CALENDAR**

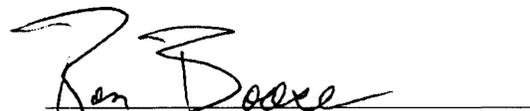
**9. INFORMATION ITEMS**

**10. ADJOURNMENT**

Chair Street motioned for meeting to adjourn. Motion seconded by Vice Chair Peters.

Meeting adjourned at 7:55 a.m.

  
Dennis Street, Chair

  
Ron Boose, Secretary

MINUTES OF THE BOARD OF APPEALS OF THE CITY OF CHANDLER, ARIZONA,  
held on Thursday, August 23, 2018, 2018 at 7:00 a.m., in the Development Services Building  
– Middle Atrium Conference Room, 215 E. Buffalo Street, Chandler, Arizona.

**Members Present**

Dennis Street, Chair  
Marcella Peters, Vice Chair  
Lynn Bourne, Board Member  
Jeff Cullumber, Board Member  
David Love, Board Member

**Staff Present**

Derek Horn, Director  
Ron Boose, Building Official  
Cina Sunderhaus, Fire Marshal  
LeeRay Hanly, Plan Review Manager  
Shicheng Tao, Structural Engineer  
Bob Graffius, Building Inspector  
Cristabel Dykstra, Management Analyst

**Other Attendees**

Jackson Moll, Homebuilders Association

**1. CALL TO ORDER / ROLL CALL**

Quorum was established and the meeting was called to order at 7:00 a.m.

**2. APPROVAL OF MINUTES**

**a. Minutes of May 17, 2018**

**Motion made by Vice Chair Marcella Peters to approve the Board of Appeals Meeting Minutes for May 17, 2018. Motion seconded by Board Member David Love.**

**Approved (5-0)**

**3. SCHEDULED/UNSCHEDULED PUBLIC APPEARANCES/CALL TO PUBLIC - None**

(Members of the audience may address any item not on the agenda. State Statute prohibits the Board of Appeals from discussing an item not on the agenda, but the Board of Appeals does listen to your concerns and has staff to follow up on any questions you raise.)

Jackson Moll from the Homebuilders Association brought forth the Fire Separation Distance amendment to the 2018 International Residential Code (IRC). He said this issue came up in the City of Phoenix and he would like it to also be discussed in the City of Chandler.

Chair Dennis Street thanked Mr. Moll for bringing this item forward and asked staff to add it to the agenda for a future Board of Appeals meeting so it can be discussed further.

**4. BOARD OF APPEALS BUSINESS MEETING**

**a. New Development Services Director – Derek Horn**

Derek Horn, Development Services Director, introduced himself and welcomed all the Board members. He gave a short background of his service in the public sector and as structural engineer. He thanked the board for their time and dedication to the City.

**b. Staff Presentation of Changes to the 2018 International Residential Code (IRC)**

Bob Graffius, Building Inspector, gave a presentation on changes to the 2018 International Residential Code (IRC). He said code adoptions will take place on July 1, 2019. A copy of the full presentation will be available for Board Members. He also noted that code amendments to the City of Chandler code will remain the same. The only change may be removing the amendment allowing reduction of duct insulation R-value from eight to six (29-6.10).

Chair Street asked that staff research information pertaining to E3901.23 – Wall Space. He would like to know why there is a change to the code and if it is due to safety reasons.

Board Member Cullumber asked about permit extensions after 180 days and the cost associated with it.

Ron Boose, Building Official, said permit extensions are allowed and are free of charge for the first extension.

Board Member Cullumber asked about any code changes pertaining to foam insulation specifically regarding mold.

Boose said there is currently no change to the code but may become a future amendment.

**5. ACTION AGENDA**

**a. None**

**6. BRIEFING ITEMS**

**a. Next Meeting Date and Presentation**

The next Board of Appeals meeting will be held on Thursday, September 6 at 7 a.m.

There will be a presentation on the 2018 International Building Code (IBC) and the 2018 International Fire Code (IFC).

The meeting for Thursday, October 25 will be re-scheduled for Thursday, November 1.

**7. ANNOUNCEMENTS**

**8. CALENDAR**

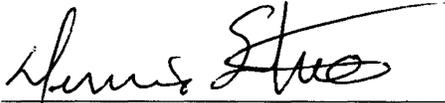
**9. INFORMATION ITEMS**

**10. ADJOURNMENT**

Vice Chair Peters motioned for meeting to adjourn. Motion seconded by Board Member Love.

Meeting adjourned at 8:10 a.m.

*Board of Appeals  
August 23, 2018  
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Dennis Street, Chair

  
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Roh Boose, Secretary

MINUTES OF THE BOARD OF APPEALS OF THE CITY OF CHANDLER, ARIZONA, held on Thursday, September 6, 2018, 2018 at 7:00 a.m., in the Development Services Building – Middle Atrium Conference Room, 215 E. Buffalo Street, Chandler, Arizona.

**Members Present**

Dennis Street, Chair  
Marcella Peters, Vice Chair  
Lynn Bourne, Board Member  
Jeff Cullumber, Board Member  
David Love, Board Member

**Staff Present**

Ron Boose, Building Official  
Cina Sunderhaus, Fire Marshal  
Mike DeWys, Chief Building Inspector  
Shicheng Tao, Structural Engineer  
Jim Dawson, Plans Examiner  
Cristabel Dykstra, Management Analyst

**Other Attendees**

Jack Horton, Arizona Multi-Housing

1. **CALL TO ORDER / ROLL CALL**

Quorum was established and the meeting was called to order at 7:00 a.m.

2. **APPROVAL OF MINUTES**

a. **Minutes of August 23, 2018**

**Motion made by Vice Chair Marcella Peters to approve the Board of Appeals Meeting Minutes for August 23, 2018. Motion seconded by Board Member Jeff Cullumber.**

**Approved (5-0)**

3. **SCHEDULED/UNSCHEDULED PUBLIC APPEARANCES/CALL TO PUBLIC - None**

(Members of the audience may address any item not on the agenda. State Statute prohibits the Board of Appeals from discussing an item not on the agenda, but the Board of Appeals does listen to your concerns and has staff to follow up on any questions you raise.)

4. **BOARD OF APPEALS BUSINESS MEETING**

a. **Staff Presentation of Changes to the 2018 International Building Code (IBC) and 2018 International Fire Code (IRC)**

Ron Boose, Building Official, gave a presentation on the amendments and significant changes to the 2018 International Building Code (IBC).

Cina Sunderhaus, Fire Marshall, gave a presentation on the amendments and significant changes to the 2018 International Fire Code (IRC).

Jack Horton, Arizona Multi-Housing, asked if code 420.10 – Dormitory Cooking Facilities was retroactive.

Sunderhaus said nothing in the IBC or IRC is retroactive.

Board Member Love asked if other cities are requiring these code changes.

Boose said all cities should be as it is part of the international code changes.

Board Member Cullumber asked if there has been any research done pertaining to the code change on the GFCI (ground-fault circuit interrupter).

Boose said staff is looking into it and will discuss it at one of the upcoming meetings as it is part of the National Electrical Code (NEC).

Board Member Cullumber asked if staff could email presentations.

Boose and Sunderhaus stated they would forward presentations to Cristabel Dykstra, Management Analyst, so she could email to all boardmembers.

**5. ACTION AGENDA**

a. None

**6. BRIEFING ITEMS**

**a. Next Meeting Date and Presentation**

The next Board of Appeals meeting will be held on Thursday, September 20 at 7 a.m.

There will be a presentation on the 2018 International Plumbing, Mechanical and Fuel Gas Codes and the National Electrical Code.

**7. ANNOUNCEMENTS**

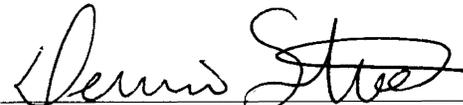
**8. CALENDAR**

**9. INFORMATION ITEMS**

**10. ADJOURNMENT**

Chair Street motioned for meeting to adjourn. Motion seconded by Board Member Cullumber.

Meeting adjourned at 8:15 a.m.

  
Dennis Street, Chair

  
Ron Boose, Secretary

MINUTES OF THE BOARD OF APPEALS OF THE CITY OF CHANDLER, ARIZONA, held on Thursday, September 20, 2018, at 7:00 a.m., in the Development Services Building – Middle Atrium Conference Room, 215 E. Buffalo Street, Chandler, Arizona.

**Members Present**

Dennis Street, Chair  
Marcella Peters, Vice Chair  
Jeff Cullumber, Board Member

**Members Absent & Excused**

Lynn Bourne, Board Member  
David Love, Board Member

**Staff Present**

Ron Boose, Building Official  
Cina Sunderhaus, Fire Marshal  
LeeRay Hanly, Plan Review Manager  
Mike DeWys, Chief Building Inspector  
Shicheng Tao, Structural Engineer  
Jim Dawson, Sr. Plans Examiner  
Nick Ruscito, Building Inspector  
Wayne McMinn, Building Inspector  
Cristabel Dykstra, Management Analyst

**1. CALL TO ORDER / ROLL CALL**

Quorum was established and the meeting was called to order at 7:08 a.m.

**2. APPROVAL OF MINUTES**

**a. Minutes of September 6, 2018**

**Motion made by Vice Chair Marcella Peters to approve the Board of Appeals Meeting Minutes for September 6, 2018. Motion seconded by Board Member Jeff Cullumber.**

**Approved (3-0)**

**3. SCHEDULED/UNSCHEDULED PUBLIC APPEARANCES/CALL TO PUBLIC - None**

(Members of the audience may address any item not on the agenda. State Statute prohibits the Board of Appeals from discussing an item not on the agenda, but the Board of Appeals does listen to your concerns and has staff to follow up on any questions you raise.)

**4. BOARD OF APPEALS BUSINESS MEETING**

**a. Staff Presentation of Changes to the 2018 International Plumbing, Mechanical and Fuel Gas Code and the National Electrical Code.**

Nick Ruscito, Building Inspector, gave a presentation on the amendments and significant changes to the 2018 International Plumbing Code (IBC).

Wayne McMinn, Building Inspector, gave a presentation on the amendments and significant changes to the 2018 International Mechanical and Fuel Gas Codes.

Presentations will be emailed to the Board.

LeeRay Hanly, Plan Review Manager, gave a presentation on the amendments and significant changes to the 2017 National Electrical Code (NEC). He stated that most of the significant changes are now part of the 2018 International Residential Code (IRC). He did want to highlight two significant changes. One is the requirement to have mandatory outlets in meeting rooms for commercial buildings such as hotels. These outlets must also have GFCI (ground-fault circuit interrupter) protection. The other is having listed or labeled service equipment by a third-party lab which must be nationally certified. Hanly suggested the Board recommend the City's Building Official to be able to make the decision on whether a specific piece of service equipment needs to be nationally certified by a third-party lab.

Board Member Cullumber asked for clarification on what needed to be listed or labeled.

Hanly said it includes new and used service equipment.

Board Member Cullumber asked why this is now a requirement.

Ron Boose, Building Official, said the NFPA (National Fire Protection Association) has a different process than the International Code Council (ICC) when it comes to electrical code changes and amendments.

**5. ACTION AGENDA**

a. None

**6. BRIEFING ITEMS**

**a. Next Meeting Date and Presentation**

Boose informed the Board that the City Manager's Office has requested to have recommendations to the adopted code in by November 8. Boose said he needs to put together a memo outlining the recommendations before October 25. He is requesting the Board to add a meeting for October 4, keep the October 11 meeting and to cancel the November meeting.

Chair Street said he did not see any problems in making changes to the meeting dates.

Vice Chair Peters and Board Member Cullumber were in agreement.

Chair Street stressed that it is important to have all members at the next two meetings. He asked staff to reach out to the other board members not present.

Boose said the next Board of Appeals meeting will be held on Thursday, October 4 at 7 a.m. There will be a presentation and discussion on the 2018 Energy Conservation Code.

Chair Street asked the Board to be prepared to meet for one and half to two hours to allow plenty of time for discussion.

7. ANNOUNCEMENTS

8. CALENDAR

9. INFORMATION ITEMS

10. ADJOURNMENT

Chair Street motioned for meeting to adjourn. Motion seconded by Board Member Cullumber.

Meeting adjourned at 8:20 a.m.

  
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Dennis Street, Chair

  
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Ron Boose, Secretary

MINUTES OF THE BOARD OF APPEALS OF THE CITY OF CHANDLER, ARIZONA, held on Thursday, October 4, 2018, 2018 at 7:00 a.m., in the Development Services Building – Middle Atrium Conference Room, 215 E. Buffalo Street, Chandler, Arizona.

**Members Present**

Dennis Street, Chair  
Marcella Peters, Vice Chair  
Jeff Cullumber, Board Member  
Lynn Bourne, Board Member  
David Love, Board Member

**Staff Present**

Ron Boose, Building Official  
Cina Sunderhaus, Fire Marshal  
LeeRay Hanly, Plan Review Manager  
Mike DeWys, Chief Building Inspector  
Shicheng Tao, Structural Engineer  
Jim Dawson, Sr. Plans Examiner  
Jordan Dawson, Building Inspector  
Cristabel Dykstra, Management Analyst

**Other Attendees**

Jackson Moll, Home Builders Assoc.  
Jake Hinman, AZ Multi-housing Assoc.  
Jack Horton, AZ Multi-housing Assoc.

**1. CALL TO ORDER / ROLL CALL**

Quorum was established and the meeting was called to order at 7:06 a.m.

**2. APPROVAL OF MINUTES**

**a. Minutes of September 20, 2018**

**Motion made by Vice Chair Marcella Peters to approve the Board of Appeals Meeting Minutes for September 20, 2018. Motion seconded by Board Member David Love.**

**Approved (5-0)**

**3. SCHEDULED/UNSCHEDULED PUBLIC APPEARANCES/CALL TO PUBLIC - None**

(Members of the audience may address any item not on the agenda. State Statute prohibits the Board of Appeals from discussing an item not on the agenda, but the Board of Appeals does listen to your concerns and has staff to follow up on any questions you raise.)

**4. BOARD OF APPEALS BUSINESS MEETING**

**a. Staff Presentation of Changes to the 2018 International Energy Conservation Code, Existing Buildings Code and Swimming Pool and Spa Code**

Jordan Dawson, Building Inspector, gave a presentation on the significant changes to the 2018 International Energy Conservation Code (IECC).

Ron Boose, Building Official, added that Dawson is a certified Home Energy Rating System (HERS) rater.

Jackson Moll with the Home Builders Association stated that Arizona is ahead of other states on energy conservation. He appreciates Chandler adopting the Residential Energy Services Network (RESNET) testing & inspection protocol as compliance with testing

requirements of chapter R4. He would like to see this amendment continue as it was also adopted by MAG (Maricopa Association of Governments) and allows for energy efficiency testing through this code.

Boose said Chandler has no objection to this amendment and will continue to adopt it.

Moll added that other cities have also adopted the R-6 versus the R-8 for duct insulation in attics as an exception to section R403.3.1 which allows for a more prescriptive path and also benefits homebuilders.

Dawson said more homes in Chandler are using the R-8 versus the R-6.

Moll added that the City of Phoenix has changed the Energy Rating Index (ERI) from 57 to 64 in table R406.4, which makes it easier for homebuilders to comply with the code and makes the home more efficient overall.

Board Member Cullumber asked about small homebuilders and where they stand in regard to this requirement.

Moll said small homebuilders may be using R-8 but most production builders are using R-6.

Boose added that legal has reviewed this section of the code and does not find it necessary to adopt as part of the City code.

Jake Hinman with the Arizona Multi-housing Association said the City of Phoenix has adopted an amendment to section R101.2 of the code to allow apartment buildings, regardless of height, to choose to comply with either the commercial or residential provisions of the energy conservation code.

Boose said there are not many apartment buildings over four floors in Chandler but the City will be adopting this amendment to the code.

Himan also added that Phoenix has adopted section C401.2 in reference to C408 from mandatory to voluntary and is recommending Chandler adopted it as well.

Boose said staff is not recommending adopting this amendment to this section of the code. Inspections are still required and apartments have individual HVAC units and commissioning does not apply. He added that legal has reviewed this section of the code and does not find it in conflict with State Statute.

Chair Street asked why the City may be concerned about the building owner if it is not related to life safety.

Boose said the City cannot hold up the Certificate of Occupancy until all the testing is done since the building needs to be occupied to test all systems correctly.

Himan added that building owners have in-house general contractors to handle all aspects of the testing.

Board Member Cullumber asked if there are any issues since there will be no set standards for testing.

Boose said commissioning requires testing of everything regardless of energy efficiency. This is essentially already a voluntary option since the city never receives the final report.

Chair Street asked staff to move forward on presenting the existing building, pool and spa codes.

Boose stated the previous presentation had addressed the significant changes to the existing building code and that the pool and spa code did not have notable changes.

Chair Street asked if the City will comply with State code regarding pool barriers.

Boose said that the City has always complied and amends the code to meet State requirements.

**5. ACTION AGENDA**

a. None

**6. BRIEFING ITEMS**

a. **Next Meeting – October 11, 2018**

Boose informed the Board that the next meeting will be to review the final draft of the City ordinance with the amendments and code adoption of the International Building Codes (IBC) and the National Electrical Code (NEC). The Board will also be motioning to recommend the adoption of the 2018 IBC and 2017 NEC.

**7. ANNOUNCEMENTS**

**8. CALENDAR**

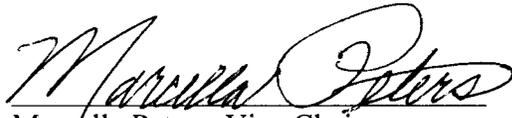
**9. INFORMATION ITEMS**

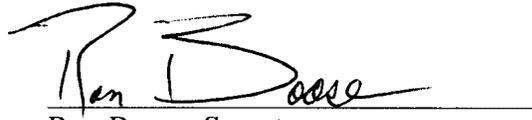
**10. ADJOURNMENT**

Chair Street motioned for meeting to adjourn. Motion seconded by Board Member Peters.

Meeting adjourned at 8:14 a.m.

**Board of Appeals**  
**October 4, 2018**  
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Marcella Peters, Vice Chair

  
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Ron Boose, Secretary