

STATE OF TEXAS  
COUNTIES OF POTTER & RANDALL  
CITY OF AMARILLO

**MINUTES**

On September 2, 2021, the Construction Advisory and Appeals Commission met at 1:00 p.m. for a regular meeting in room 275 on the Second Floor of the Simms Building.

VOTING MEMBERS	PRESENT	NO. MEETINGS HELD SINCE APPOINTMENT	NO. OF MEETINGS ATTENDED
Jim Banes, Baneco Electric	Yes	9	9
Richard Constancio, Architect	Yes	9	3
Tom Roller, Coldwell Banker	Yes	9	9
Joel Favela, HVAC Contractor	No	9	5
Frank Willburn, Plumbing Contractor	Yes	44	39
George Cumming, Missouri Valley	Yes	9	8
Jeff Bryant, Builder	Yes	21	15
Ryan Huseman	No	8	5
Russ Glaze	No	4	2

Also, in attendance were:

Leslie Schmidt	Senior Assistant Attorney , City of Amarillo
Howard Hall	Chief Building Inspector, City of Amarillo
Kenneth Wagner	Chief Mechanical Inspector, City of Amarillo
Stephanie Garcia	Administrative Specialist I, City of Amarillo

This meeting of the Construction Advisory and Appeals Commission was called to order by Mr. Frank Willburn, established a quorum at 1:03 p.m.

**ITEM 1: Public Forum**

The Chairman, Mr. Frank Willburn opened the floor for any public comments to speak to any item on the agenda that doesn't have a public hearing. There were no public comments.

**ITEM 2: Minutes**

Approval of Minutes from Regular Meetings held on July 22, 2021. Motion was made by Mr. Roller, seconded by Mr. Bryant and the motion passed with a 6:0 vote.

**ITEM 3: Staff Updates**

1. Review the 2021 Significant Changes to the International Building Code. Incidentally, the Commission may discuss the 2018 Significant Changes to the International Building Code, which the Commission has not yet reviewed.

Mr. Willburn began by reading 2303.2 in the 2021 Significant Changes to the International Building Code book. Mr. Cumming read a section out of the 2018 Significant Changes to the International Building Code for more clarification and then all commissioners discussed it. The meeting was put on pause by Leslie Schmidt, Senior Assistant Attorney due to an issue with the meeting. Once the issue was resolved the meeting continued. Mr. Willburn started the meeting again and asked for Mr. Hall's opinion on 2303.2. Mr. Hall and the commissioners discussed the section. Mr. Bryant continued and read 2303.4.1.2 in the 2021 Significant Changes to the International Building Code book. Mr. Hall explained the 2303.4.1.2 to the commissioners. Mr. Cumming read 2303.6, 2304.9.3.2, 2304.9.3.2, and 2304.10.1 in the 2018 Significant

Changes to the International Building Code. Mr. Banes then read 2304.10.1 from the 2021 Significant Changes to the International Building Code book. Mr. Cumming read 2304.10.5 from the 2018 Significant Changes to the International Building Code book. The commissioners and Mr. Hall discussed the change. Mr. Cumming continued with the 2018 Significant Changes to the International Building Code book and read 2304.11. Mr. Willburn switched back to the 2021 Significant Changes to the International Building Code book and read 2304.1.1. Mr. Cumming read 2304.12.2.5.6 from the 2018 Significant Changes to the International Building Code book. Mr. Bryant read 2305 from the 2021 Significant Changes to the International Building Code book. Mr. Cumming read and explained 2308.4.1.1 from the 2018 Significant Changes to the International Building Code book. Mr. Roller read 2308.5.6 and 2308.6.6.2 from the 2021 Significant Changes to the International Building Code book. Mr. Cumming continued from the 2018 Significant Changes and reads 2308.5.5.1. Mr. Banes read 2510.6 from the 2021 Significant Changes to the International Building Code book. Mr. Cumming read an added exception for climate zones 1a 2a 3a from the 2018 Significant Changes to the International Building Code book. He continued reading from the 2018 Significant Changes. 2603.13 was discussed and explained by the commissioners and Mr. Hall. Mr. Constancio read 2902 from the 2021 Significant Changes to the International Building Code book. The commissioners continued to read and discussed other sections. Mr. Cumming changed back to 2018 Significant Changes and read 3001.2, 3006.2.1., 3006.3., 3007.1., and 3008.1.1. Mr. Bryant read 3103.1 from the 2021 Significant Changes. Mr. Cumming changes back to 2018 Significant Changes and reads 3113. The commissioners and Mr. Hall discussed the section. Mr. Roller read 3114 from the 2021 Significant Changes. The commissioners continued to read from the 2021 Significant Changes. Mr. Cumming read 3310.1 from the 2018 Significant Changes. Mr. Constancio read 3313 from the 2021 Significant Changes. Mr. Hall further discussed and explained why he agreed with 3313. The commissioners discussed the section. Mr. Cumming reads 3314 from the 2018 Significant Changes. The commissioners and Mr. Hall discussed the section. The commissioners and Mr. Hall all agreed to discuss the section when Mr. Jacob Diaz, the Fire Marshal was present. The commissioners took a break. Mr. Willburn began the meeting again by reading modifications change summary related to the board of appeals from the 2021 Significant Changes. Mr. Cumming read G103.6 from the 2018 Significant Changes. Mr. Cumming continued to read from the 2018 Significant Changes. Mr. Constancio then began reading from page 368 section 101.2.1. from the 2021 Significant Changes to the International Building Code book. The commissioners and Mr. Hall discussed whether to read the appendices. The commissioners questioned and asked what they can do as the Construction Advisory and Appeals Commission. Mr. Willburn explained they can only make suggestions or recommendations. The commission recommended that Appendix B 101.2.1 be removed. Mr. Hall informed the commissioners they do not have to adopt Appendix B. The commissioners agreed to only remove Appendix B 101.2.1. The commissioners continued to discuss what the Construction Advisory and Appeals Commission can do. Mr. Hall told the commissioners he would bring back an answer on the authority of the Construction Advisory and Appeals Commission. Mr. Willburn read Appendix O from the 2021 Significant Changes to the International Building Code book. Mr. Hall explained Appendix O to the commissioners. The commissioners discussed whether to read the appendix in the 2018 Significant Changes to the International Building Code. The commissioners agreed to only read the appendix in the 2021 Significant Changes to the International Building Code book. Mr. Bryant read 303 Storm Shelter in 2021 Significant Changes. The commissioners and Mr. Hall discussed the section.

2. Review the 2021 Significant Changes to the International Residential Building Code. Incidentally, the Commission may discuss the 2018 Significant Changes to the International Residential Building Code, which the Commission has not yet reviewed.


The commissioners did not discuss this item due to limited time.

3. Discuss public engagement strategies for continuation of International Code Update Project

The commissioners discussed the next meeting date. The commissioners agreed on Thursday, September 16, 2021.

**ITEM 4: Adjourn**

The Chairman, Mr. Frank Willburn concluded the meeting. The meeting adjourned at 3:31 p.m. This meeting was recorded, and all comments are on file with the Department of Building Safety.

  
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Frank Willburn, Chairman

ATTEST:

  
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Johnny Scholl, Building Official

