

MINUTES OF THE  
MARICOPA ASSOCIATION OF GOVERNMENTS  
BUILDING CODES COMMITTEE

February 20, 2013

Maricopa Association of Governments Office  
302 N. 1<sup>st</sup> Ave  
Chaparral Room  
Phoenix, AZ

COMMITTEE MEMBERS

Michael Williams, Tempe, Chair

\*Randal Westacott, Avondale

Phil Marcotte, Buckeye

\*Mike Tibbett, Carefree

Mike Baxley, Cave Creek

\*Martin Perez, Chandler

A-Mary Dickson, El Mirage

\*Jason Field, Fountain Hills

A-Tim Simanton for Larry Taylor, Gilbert

\*Tom Paradise, Glendale

Ed Kulik, Goodyear

\*Chuck Ransom, Litchfield Park

Tom Ewers, Maricopa County

John Sheffer for Steven Hether, Mesa

Bob Lee, Paradise Valley

\*Dennis Marks, Peoria

\*Julie Belyeu, Phoenix

Dustin Schroff for Michael Clack, Scottsdale

Dale Crandell, Tolleson

Kevin Bruce, Wickenburg

\*Jim Fox, Youngtown

Jackson Moll, Home Builders Association

\*Sharon Bonesteel, Salt River Project

OTHERS IN ATTENDANCE

Scott Wilken, MAG

Shannon Acevedo, MAG

Amanda Stanko, MAG

David Worley, MAG

Brigham Bennett, Surprise

Jon Sutula, Solar City

Nathan Jarrell, Solar City

Ken Kirschmann, Southwest Gas

Forrest Fielder, AZBO

\*Those members neither present nor  
represented by proxy.

A-Those members participating via  
audioconference

1. Call to Order

Michael Williams, Chair, called to order the February 20, 2013 meeting of the MAG Building Codes Committee (BCC) at 2:07 p.m.

2. Introductions

Voting member Tim Simanton attended via telephone conference call. Vice Chair Mary Dickson attended via telephone conference from Maryland. All members and guests introduced themselves.

3. January 16, 2013 Meeting Minutes

Bob Lee made a motion to approve the January 16, 2013 minutes. Ed Kulik seconded the motion, and the motion passed unanimously.

4. Call to the Audience

There were no comments.

5. Comments From the Committee

Bob Lee reminded the committee of the AZBO educational institute in Prescott. Mary Dickson said the institute will be held April 8-12. Ed Kulik said there will be scholarships available for members from the central chapter of AZBO.

6. Solar City

Jon Sutula from Solar City gave a presentation on new solar panel installation techniques. He introduced SleekMount, a rail-less solar rooftop mounting installation system, which is a rebranding of the Zep system. He said it eliminates traditional photovoltaic (PV) rooftop mounting hardware. He said it allows less weight on the roof, and simpler installations. He described the process of installation and showed some examples of some installed equipment. He said that a traditional rail system has a rooftop weight of 4 pounds per square foot, and the SleekMount system is only 3 pounds per square foot. He said that it allows for lower profile arrays, takes less time to install, and that, because all the components are listed for grounding, it allows for safer operation and more longevity. He gave an example of the typical plans, and how the system is notated on plans. He also pointed out that, with this system, it's not possible to stagger penetrations, but it isn't necessary because of the reduced roof load. Nathan Jarrell added that if any inspectors or plan reviewers want a demonstration, they can schedule a time at the Solar City offices.

7. Digital Plan Review

Dustin Schroff gave an overview of the digital plan review system that the City of Scottsdale uses. He said it was rolled out in 2005, and since January 2005 there have been 12,393 submitted e-applications. He said some types of plans are required to be submitted digitally, while other types have that option. He said most plans are submitted as a .DWF file, while smaller plans can be submitted as PDF files. He said there is no limit to the number of sheets

that can be uploaded, but the file size limit is 25 megabytes. He said that more than one file can be uploaded if needed, but everything must be uploaded within 45 minutes from the time the application was started. He said that when a file has been uploaded, an email alert is sent to city staff members, who download the files to the network. He said after the plans are downloaded, the development services representative checks the application for completeness. Once the application has been deemed complete, the applicant is sent a payment link. He said the reviewers use free software called Auto Desk to do the review. He said the reviewers also use 23” to 27” monitors, plus an additional 19” monitor to view the plans. He said applicants can go online during the review to see where the application is in the review process. He said when the review is complete the file is stamped and secured as a DWF file. If the plans are approved, the applicant pays for the permit and then the stamped approved plans are uploaded for the applicant to retrieve. He said permits can be issued online once they are paid for, unless there are multiple permits to be issued for one plan review, in which case the applicant pays and picks up the permits at the one-stop shop.

Tom Ewers asked if the permit fees are a set amount or if they use a valuation. Dustin Schroff said that plan review fees are paid prior to review, and most are calculated per square foot. He said that permit fees are per square foot, as well. Kevin Bruce asked if hard copies of plans are required on the construction site. Dustin Schroff said that a paper plan is required on site, but the city does not print it. Bob Lee asked if the upload interface on the city website is proprietary. Dustin Schroff said the program was written in-house.

Michael Williams asked what percentage of plans are done electronically. Dustin Schroff said that he would estimate that fewer than half of all plans are done electronically. He said that all sign permits and most fire permit plans are done electronically, but very few new commercial buildings are submitted electronically. He said that very large plans with over 100 sheets do not lend themselves to their review system. Michael Williams asked if reviewers print out paper copies. Dustin Schroff said that some do. Michael Williams asked if comments are all redline comments or if a letter goes back with the plans. Dustin Schroff said that it depends on the department- some just redline, some write a letter, as well.

#### 8. MAG Building Code Amendments and Standards Book

Scott Wilken discussed the status of the remaining building code amendments and standards that will be included in the initial Building Code Amendments and Standards (BCAS) manual. He said he will format and compile the documents that have been reviewed and send them to the committee members for review in advance of discussion at a future meeting.

#### 9. AZBO Code Amendments to the 2012 International Codes

Bob Lee said that he does not think the AZBO Board has approved the amendments yet. Ed Kulik confirmed that a vote of the Board on the amendments is still pending. Michael Williams asked if the committee needs to wait for the AZBO Board to vote on it before the committee reviews and vote on the document. Bob Lee said that it isn't necessary for the Board to vote first. Michael Williams said that he will have the document sent to the committee members for their review and discussion at the next meeting.

#### 10. Update MAG Building Codes Committee Membership

There were no updates.

11. Updated Survey of Code Adoption

There were no updates.

12. Topics for Future Agendas

There were no suggestions for future topics.

Scott Wilken said that as of June 30, 2013, the term of the Chair will expire, and the Vice Chair will ascend to the Chair. He asked for members to contact him if they are interested in becoming the new Vice Chair.

13. Adjournment

Dale Crandell made a motion to adjourn. Mike Baxley seconded the motion and the motion passed unanimously. The meeting was adjourned at 2:48 pm.