



City of Denton

Meeting Agenda

Health & Building Standards Commission

City Hall
215 E. McKinney St.
Denton, Texas 76201
www.cityofdenton.com

Thursday, January 12, 2023

3:00 PM

Development Service Center
Training Rooms 1 and 2
401 N. Elm Street, Denton

After determining that a quorum is present, the Health and Building Standards Commission of the City of Denton, Texas will convene in a Regular Meeting on Thursday, January 12, 2023, at 3:00 p.m. in Training Rooms 1 and 2 at the Development Service Center, 401 N. Elm Street, Denton, Texas at which the following items will be considered:

1. PLEDGE OF ALLEGIANCE

- A. U.S. Flag
- B. Texas Flag

“Honor the Texas Flag – I pledge allegiance to thee, Texas, one state under God, one and indivisible.”

2. ITEMS FOR CONSIDERATION

- A. [HBS22-019](#) Election of a Chair and Vice-Chair.
Attachments: [Exhibit 1 - Agenda Information Sheet \(REV\)](#)
- B. [HBS23-001](#) Introduction of new Commissioners Nicholas Stevens and Zachary Cathcart.
- C. [HBS22-017](#) Consider approval of the March 24, 2022 minutes.
Attachments: [March 24, 2022 Minutes](#)
- D. [HBS22-018](#) Consider approval of the 2023 meeting schedule.
Attachments: [HABSCO 2023 Calendar](#)

3. CONCLUDING ITEMS

- A. Under Section 551.042 of the Texas Open Meetings Act, respond to inquiries from the Health and Building Standards Commission or the public with specific factual information or recitation of policy, or accept a proposal to place the matter on the agenda for an upcoming meeting AND Under Section 551.0415 of the Texas Open Meetings Act, provide reports about items of community interest regarding which no action will be taken, to include: expressions of thanks, congratulations, or condolence; information regarding holiday schedules; an honorary or salutary recognition of a public official, public employee, or other citizen; a reminder about an upcoming event organized or sponsored by the governing body; information regarding a social, ceremonial, or community event organized or sponsored by an entity other than the governing body that was attended or is scheduled to be attended by a member of the governing body or an official or employee of the municipality; or an announcement involving an imminent threat to the public health and safety of people in the municipality that has arisen after the posting of the agenda.

NOTE: The Health and Building Standards Commission reserves the right to adjourn into a Closed Meeting on any item on its Open Meeting agenda consistent with Chapter 551 of the Texas Government Code, as amended, or as otherwise allowed by law.

CERTIFICATE

I certify that the above notice of meeting was posted on the official website (<https://tx-denton.civicplus.com/242/Public-Meetings-Agendas>) and bulletin board at City Hall, 215 E. McKinney Street, Denton, Texas, on January 5, 2023, in advance of the 72-hour posting deadline, as applicable, and in accordance with Chapter 551 of the Texas Government Code.

CITY SECRETARY

NOTE: THE CITY OF DENTON'S DESIGNATED PUBLIC MEETING FACILITIES ARE ACCESSIBLE IN ACCORDANCE WITH THE AMERICANS WITH DISABILITIES ACT. THE CITY WILL PROVIDE ACCOMMODATION, SUCH AS SIGN LANGUAGE INTERPRETERS FOR THE HEARING IMPAIRED, IF REQUESTED AT LEAST 48 HOURS IN ADVANCE OF THE SCHEDULED MEETING. PLEASE CALL THE CITY SECRETARY'S OFFICE AT 940-349-8309 OR USE TELECOMMUNICATIONS DEVICES FOR THE DEAF (TDD) BY CALLING 1-800-RELAY-TX SO THAT REASONABLE ACCOMMODATION CAN BE ARRANGED.



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Legislation Text

File #: HBS22-019, **Version:** 1

AGENDA CAPTION

Election of a Chair and Vice-Chair.



City of Denton

City Hall
215 E. McKinney Street
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AGENDA INFORMATION SHEET

DEPARTMENT: Development Services

IACM: Cassandra Ogden

DATE: January 12, 2023

SUBJECT

Elect a Chair and Vice-Chair to the Health and Building Standards Commission.

BACKGROUND

The Health and Building Standards Commission elects a chairperson and vice-chairperson from its members annually.

Per the Boards, Commissions, and Council Committees Handbook:

Election of Officers

Procedures for the election of officers for appointed boards are established to ensure consistency with the City Council's goals and policies in making board appointments. Except where otherwise provided by state law, federal law, City Charter, or City ordinances or resolutions, election of officers for City of Denton council-appointed boards will be as follows:

- The chair and vice-chair will be elected by voting board members.
- Election of officers shall be annually and occur in January or February. For those boards not meeting regularly, the election shall be held during the first board meeting of the calendar year. If, for any reason, the chair or vice-chair vacates their seat, a special election shall be held to fill the unexpired term. A temporary chair may be selected by the board pursuant to Roberts Rules of Order.
- The staff liaison, designated by the City Manager, shall serve as the official secretary to the board or commission to ensure records are maintained in accordance with requirements of the City Secretary's office.
- The City Council shall reserve the right, as deemed necessary in individual instances, to appoint the chair and vice-chair for any special issue or temporary advisory committees. If the City Council chooses not to make the appointment for chair and vice-chair, then the procedure outlined in this policy will apply.

EXHIBITS

1. Agenda Information Sheet

Respectfully submitted:
Emily Loiselle
Deputy Building Official

Prepared by:
Cathy Welborn
Administrative Assistant III



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Legislation Text

File #: HBS23-001, **Version:** 1

AGENDA CAPTION

Introduction of new Commissioners Nicholas Stevens and Zachary Cathcart.



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Legislation Text

File #: HBS22-017, **Version:** 1

AGENDA CAPTION

Consider approval of the March 24, 2022 minutes.

MINUTES
HEALTH AND BUILDING STANDARDS COMMISSION
March 24, 2022

After determining that a quorum was present, the Health and Building Standards Commission of the City of Denton, Texas convened in a Special Called Meeting on Thursday, March 24, 2022, at 12:00 p.m. in Training Rooms 1 and 2 at the Development Service Center, 401 N Elm Street, Denton, Texas at which the following items were considered:

PRESENT: Chair Greg Coward, Vice-Chair Sebastian Delgadillo, and Commissioners David Mollen and Michael Sweigart

SPECIAL CALLED MEETING

Chair Coward opened the meeting at 12:08 p.m.

1. PLEDGE OF ALLEGIANCE

- A. U.S. Flag
- B. Texas Flag

2. ITEMS FOR CONSIDERATION

- A. Consider approval of the November 4, 2021 minutes.

Commissioner Sweigart motioned to approve the November 4, 2021 meeting minutes. Motion seconded by Vice-Chair Delgadillo. Motion carried.

AYES (4): Chair Coward, Vice-Chair Sebastian Delgadillo, Commissioners Mollen, and Commissioner Sweigart

NAYS (0): None.

- B. Consider the approval of the 2022 meeting schedule.

The Commissioners and City staff discussed the meeting schedule. The calendar will be updated and brought forward to the next meeting to be voted on. No action was taken.

- C. Receive a report, hold a discussion and give staff direction related to the process for updates to the construction codes and standards as adopted by the City. (International Codes: Mechanical, Plumbing, Fuel Gas, Building, Fire, Existing Building, Residential, Swimming Pool and Spa, Energy Code and the National Electrical Code).

1. Scott McDonald, Development Service Director/ Chief Building Official, noted that there were no proposed changes for the National Electric code.

Commissioner Mollen motioned to recommend the approval of the 2021 National Electric Code to City Council. Commissioner Sweigart seconded the motion. Motion approved.

AYES (4): Chair Coward, Vice-Chair Sebastian Delgadillo, Commissioners Mollen, and Commissioner Sweigart

NAYS (0): None.

The Commission adjourned for a recess at 12:32 p.m.

The Special Called meeting was called back to order at 12:41 p.m.

2. McDonald and Chris Ahrens, Deputy Fire Marshal, reported on the proposed amendments for the 2021 International Fire Code.

Commissioner Mollen motioned to approve the updated verbiage of the 2021 International Fire Code. Commissioner Sweigart seconded the motion. Motion approved.

AYES (4): Chair Coward, Vice-Chair Sebastian Delgadillo, Commissioners Mollen, and Commissioner Sweigart

NAYS (0): None.

Commissioner Delgadillo motioned to approve the memo and recommend approval of the 2021 International Fire Code draft ordinance to City Council. Commissioner Sweigart seconded the motion. Motion approved.

3. McDonald reported on the proposed amendments to the 2021 International Building Code.

Commissioner Sweigart motioned to approve the updated verbiage of the 2021 International Building Code. Motion seconded by Commissioner Delgadillo. Motion approved.

AYES (4): Chair Coward, Vice-Chair Sebastian Delgadillo, Commissioners Mollen, and Commissioner Sweigart

NAYS (0): None.

Commissioner Sweigart motioned to approve the memo and recommend approval of the 2021 International Building Code draft ordinance to City Council. Motion seconded by Commissioner Mollen. Motion approved.

AYES (4): Chair Coward, Vice-Chair Sebastian Delgadillo, Commissioners Mollen, and Commissioner Sweigart

NAYS (0): None.

4. McDonald reported on the proposed amendments to the 2021 International Existing Building Code.

Commissioner Sweigart motioned to recommend the approval of the 2021 International Existing Building Code draft ordinance to City Council. Motion seconded by Commissioner Delgadillo. Motion approved.

AYES (4): Chair Coward, Vice-Chair Sebastian Delgadillo, Commissioners Mollen, and Commissioner Sweigart

NAYS (0): None.

5. McDonald reported on the proposed amendments to the 2021 International Energy Code.

Commissioner Mollen motioned to approve the 2021 Energy Code Verbiage and recommend approval of the 2021 International Existing Building Code draft ordinance to City Council. Motion seconded by Commissioner Sweigart. Motion approved.

AYES (4): Chair Coward, Vice-Chair Sebastian Delgadillo, Commissioners Mollen, and Commissioner Sweigart

NAYS (0): None.

6. McDonald reported on the proposed amendments to the 2021 International Fuel Gas Code.

Commissioner Sweigart motioned to approve the memo and recommend approval of the 2021 Fuel Gas Code draft ordinance to City Council. Motion seconded by Commissioner Mollen, Motion approved.

AYES (4): Chair Coward, Vice-Chair Sebastian Delgadillo, Commissioners Mollen, and Commissioner Sweigart

NAYS (0): None.

7. McDonald reported on the proposed amendments to the 2021 International Mechanical Code.

Commissioner Delgadillo motioned to approve the memo and recommend approval of the 2021 International Mechanical Code draft ordinance to City Council. Motion seconded by Commissioner Sweigart, Motion approved.

AYES (4): Chair Coward, Vice-Chair Sebastian Delgadillo, Commissioners Mollen, and Commissioner Sweigart

NAYS (0): None.

8. McDonald reported on the proposed amendments to the 2021 International Plumbing Code.

Commissioner Mollen motioned to recommend approval of the 2021 Plumbing Code draft ordinance to City Council. Motion seconded by Commissioner Sweigart, Motion approved.

AYES (4): Chair Coward, Vice-Chair Sebastian Delgadillo, Commissioners Mollen, and Commissioner Sweigart

NAYS (0): None.

9. McDonald reported on the proposed amendments to the 2021 International Residential Code.

Commissioner Sweigart motioned to recommend approval of the 2021 International Residential Code draft ordinance to City Council. Motion seconded by Commissioner Mollen. Motion approved.

AYES (4): Chair Coward, Vice-Chair Sebastian Delgadillo, Commissioners Mollen, and Commissioner Sweigart

NAYS (0): None.

10. McDonald reported on the proposed amendments to the 2021 International Swimming Pool and Spa Code.

Commissioner Sweigart motioned to recommend approval of the 2021 International Swimming Pool and Spa Code draft ordinance to City Council. Motion seconded by Commissioner Delgadillo, Motion approved.

AYES (4): Chair Coward, Vice-Chair Sebastian Delgadillo, Commissioners Mollen, and Commissioner Sweigart

NAYS (0): None

Commissioner Sweigart motioned that June 1, 2022 be the implementation date of the 2021 codes. Motion seconded by Commissioner Mollen. Motion approved.

AYES (4): Chair Coward, Vice-Chair Sebastian Delgadillo, Commissioners Mollen, and Commissioner Sweigart

NAYS (0): None

Chair Coward signed a memo from the Commission recommending adoption of the International Codes: Mechanical, Plumbing, Fuel Gas, Building, Fire, Existing Building, Residential, Swimming Pool and Spa, Energy Code, and the National Electrical Code

Chair Coward signed a memo for the adoption of the 2021 codes with amendments for local use.

3. CONCLUDING ITEMS

Commissioner Mollen moved to adjourn the meeting. Motion seconded by Commissioner Sweigart. Motion carried.

AYES (4): Chair Coward, Vice-Chair Sebastian Delgadillo, Commissioners Mollen, and Commissioner Sweigart

NAYS (0): None.

Chair Coward adjourned the meeting at 1:52 p.m.

X_____

Greg Coward

Date

Chair of Health and Building Standards Commission

X_____

Selena Dillard

Date

Administrative Assistant



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Legislation Text

File #: HBS22-018, **Version:** 1

AGENDA CAPTION

Consider approval of the 2023 meeting schedule.

2023 Calendar

January 2023						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3	4	5	6	7
8	9	10	11	HaBSCo	12	13
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

February 2023						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

MARCH 2023						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

December 2022						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	18	19	20	21	22	23
						24
25	26	27	28	29	30	31

May 2023						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1	2	3	4	5
6						
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

JUNE		2023				
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3
4	5	6	7	HaBSCo	8	9
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

July 2023						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

August 2023						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3	4
5						
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

September 2023						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
						2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

October 2023						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3	4	5	6	7
8	9	10	11	HaBSCo	12	13
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

November 2023						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

December 2023						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

JANUARY 2024						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2	3	4	5	6
7	8	9	10	11	12	13