

# **BUILDING STANDARDS BOARD MINUTES**

**2024 SAPMC SUBCOMMITTEE  
Wednesday, November 13, 2024**

The Building Standards Board 2024 San Antonio Property Maintenance Code Subcommittee convened in a regular meeting on Wednesday, November 13, 2024, at the One Stop Center, located at 1901 S. Alamo Street, San Antonio, TX 78204.

Kayla Miranda, Chairperson, called the meeting to order at 9:12 a.m.

Board Members Present: Thomas Franks, Dr. Erlinda Lopez-Rodriguez, Kayla Miranda, Dewayne Nelson, and Clay Thompson

Staff Support: Amin Tohmaz, Interim Director, Development Services Department; Melissa Ramirez, Interim Deputy Director, Development Services Department; Danny Liguez, Code Enforcement Administrator, Development Services Department, Code Enforcement Section; Jenny Ramirez, Code Enforcement Manager, Development Services Department, Code Enforcement Section; Dale Russell, Code Enforcement Supervisor, Development Services Department, Code Enforcement Section; Judy Croom, Sr. Administrative Assistant, Development Services Department, Code Enforcement Section; Ingrid Castillo-Mercado, Management Analyst, Development Services Department, Code Enforcement Section; Monique Kormann, Interim Development Services Department Administrator, Development Services Department; Emily Reyes, Planner, Development Services Department; Valerie Rodriguez, Senior Planner, Development Services Department

Legal Representation: Savita Rai

Worldwide Languages Representatives: Alma Kron and Erika Montero

## **Public Comments**

No persons signed up to speak.

## **Briefing and Possible Action on the following items:**

### ***Item 1. Discussion of Chapter 6, Article IV, Minimum Property Maintenance Code***

Danny Liguez, Code Enforcement Administrator, provided the subcommittee members a spreadsheet with the San Antonio Property Maintenance Code proposed amendments, listed as Items #1 - #100.

Item # 61 (*tabled on November 8, 2024*). New Section 2024 IPMC Section 202 General definitions/Power safety cover.

Staff recommendation is to adopt the 2024 IPMC Section 202 General definitions/Power safety cover with modifications.

Discussion took place among the subcommittee.

Motion approved to adopt the 2024 IPMC Section 202 General definitions/Power safety cover with modifications.

Motion by Thomas Franks/Clay Thompson seconded the motion.

5-0-0 vote.

**Motion carries**

Item # 62 (*tabled on November 8, 2024*). New Section 2024 IPMC Section 202 General definitions/Safety cover.

Staff recommendation is to adopt the 2024 IPMC Section 202 General definitions/Safety cover.

Discussion took place among the subcommittee.

Motion approved to adopt the 2024 IPMC Section 202 General definitions/Safety cover.

Motion by Thomas Franks/Clay Thompson seconded the motion.

5-0-0 vote.

**Motion carries**

Item # 63 (*tabled on November 8, 2024*). New Section 2024 IPMC Section 202 General definitions/Storm shelter.

Staff recommendation is not to adopt the 2024 IPMC Section 202 General definitions/Storm shelter.

Discussion took place among the subcommittee.

Motion approved not to adopt 2024 IPMC Section 202 General definitions/Storm shelter.

Motion by Thomas Franks/Dewayne Nelson seconded the motion.

5-0-0 vote.

**Motion carries**

Item #66. 2021 SAPMC Section 301.2 Responsibility vs. 2024 IPMC Section 301.2 Responsibility.

Staff recommendation is to adopt the 2024 IPMC Section 301.2 Responsibility and the proposed amended language submitted by the San Antonio Apartment Association (document entered for the record).

Discussion took place among the subcommittee.

Motion approved to adopt the 2024 IPMC Section 301.2 Responsibility but do not adopt the proposed amended language submitted by the San Antonio Apartment Association (document entered for the record).

Motion by Dewayne Nelson/Thomas Franks seconded the motion.

5-0-0 vote.

**Motion carries**

Item #67. 2021 SAPMC Section 301.2 Responsibility vs. 2024 IPMC Section 301.2 Responsibility.

Staff recommendation is to adopt the 2024 IPMC Section 301.2 Responsibility and the proposed amended language submitted by the San Antonio Apartment Association (document entered for the record).

Discussion took place among the subcommittee.

Motion approved to adopt the 2024 IPMC Section 301.2 Responsibility and do not adopt the proposed amended language submitted by the San Antonio Apartment Association (document entered for the record).

Motion by Dewayne Nelson/Thomas Franks seconded the motion.  
5-0-0 vote.

**Motion carries**

Item #68. New Section 2024 IPMC Section 301.3.1 Boarding Standards.  
Staff recommendation is to adopt the 2024 IPMC Section 301.3.1 Boarding Standards.  
Discussion took place among the subcommittee.  
Motion approved to adopt the 2024 IPMC Section 301.3.1 Boarding Standards.  
Motion by Clay Thompson/Dewayne Nelson seconded the motion.  
5-0-0 vote.

**Motion carries**

Item #69. 2021 SAPMC Section 302.7 Accessory structures (proposed amendment).  
Staff recommendation is to accept the modification to the 2021 SAPMC Section 302.7 Accessory structures.  
Discussion took place among the subcommittee.  
Motion approved to accept the modification to the 2021 SAPMC Section 302.7 Accessory structures.  
Motion by Dewayne Nelson/Dr. Erlinda Lopez-Rodriguez seconded the motion.  
5-0-0 vote.

**Motion carries**

Item #70. 2021 SAPMC Section 302.8 Motor vehicles vs. 2024 IPMC Section 302.8 Motor vehicles.  
Staff recommendation is to keep the 2021 SAPMC Section 302.8 Motor vehicles as written and do not adopt the proposed amended language submitted by the San Antonio Apartment Association (document entered for the record).  
Discussion took place among the subcommittee.  
Motion approved to keep the 2021 SAPMC Section 302.8 Motor vehicles as written and do not adopt the proposed amended language submitted by the San Antonio Apartment Association (document entered for the record).  
Motion by Dewayne Nelson/Clay Thompson seconded the motion.  
5-0-0 vote.

**Motion carries**

Item #71. 2021 SAPMC Section 303.2 Enclosures vs. 2024 IPMC Section 303.2 Enclosures.  
Staff recommendation is to adopt the 2024 IPMC Section 303.2 Enclosures.  
Discussion took place among the subcommittee.  
Motion approved to adopt the 2024 IPMC Section 303.2 Enclosures.  
Motion by Thomas Franks/Clay Thompson seconded the motion.  
5-0-0 vote.

**Motion carries**

Item #72. 2021 SAPMC Section 303.2 Enclosures (comment-no action needed).  
Discussion took place among the subcommittee.  
**No Action Needed**

Item #73. 2021 SAPMC Section 303.2 Enclosures (comment-no action needed).  
Discussion took place among the subcommittee.  
**No Action Needed**

Item #74. 2021 SAPMC Section 304.18 Building Security (proposed amendment).  
Staff recommendation is to discuss Section 304.18 Building Security.  
Discussion took place among the subcommittee.  
Motion approved to keep the 2021 SAPMC Section 304.18 Building Security as written.  
Motion by Dewayne Nelson/Thomas Franks seconded the motion.  
5-0-0 vote.  
**Motion carries**

Item #75. 2021 SAPMC Section 307.1 General vs. 2024 IPMC Section 307.1 Handrails.  
Staff recommendation is to keep the 2021 SAPMC Section 307.1 General as written.  
Discussion took place among the subcommittee.  
Motion approved to keep the 2021 SAPMC Section 307.1 General as written.  
Motion by Dewayne Nelson/Clay Thompson seconded the motion.  
4-1-0 vote. (Nay: Thomas Franks)  
**Motion carries**

Item #76. New Section 2024 IPMC Section 307.1.1 Height.  
Staff recommendation is not to adopt 2024 IPMC Section 307.1.1 Height.  
Discussion took place among the subcommittee.  
Motion approved not to adopt 2024 IPMC Section 307.1.1 Height.  
Motion by Dewayne Nelson/Clay Thompson seconded the motion.  
4-1-0 vote. (Nay: Thomas Franks)  
**Motion carries**

Item #77. New Section 2024 IPMC Section 307.2 Guards.  
Staff recommendation is not to adopt 2024 IPMC Section 307.2 Guards.  
Discussion took place among the subcommittee.  
Motion approved not to adopt 2024 IPMC Section 307.2 Guards.  
Motion by Dewayne Nelson/Clay Thompson seconded the motion.  
4-1-0 vote. (Nay: Thomas Franks)  
**Motion carries**

Item #78. New Section 2024 IPMC Section 307.2.1 Height.  
Staff recommendation is not to adopt 2024 IPMC Section 307.2.1 Height.  
Discussion took place among the subcommittee.  
Motion approved not to adopt 2024 IPMC Section 307.2.1 Height.  
Motion by Dewayne Nelson/Clay Thompson seconded the motion.  
4-1-0 vote. (Nay: Thomas Franks)  
**Motion carries**

Item #79. 2021 SAPMC Section 309.1 Infestation (proposed amendment).  
Staff recommendation is to keep the 2021 SAPMC Section 309.1 Infestation as written.  
Discussion took place among the subcommittee.

Motion approved to keep the 2021 SAPMC Section 309.1 Infestation as written.  
Motion by Clay Thompson/Dewayne Nelson seconded the motion.  
4-1-0 vote. (Nay: Thomas Franks)

**Motion carries**

Item #80. New Section 2024 IPMC Section 310.1 General.  
Staff recommendation is not to adopt the 2024 IPMC Section 310.1 General.  
Discussion took place among the subcommittee.  
Motion approved not to adopt the 2024 IPMC Section 310.1 General.  
Motion by Thomas Franks/Dewayne Nelson seconded the motion.  
5-0-0 vote.

**Motion carries**

Item #81. New Section 2024 IPMC Section 310.1.1 Maintenance.  
Staff recommendation is not to adopt the 2024 IPMC Section 310.1.1 Maintenance.  
Discussion took place among the subcommittee.  
Motion approved not to adopt the 2024 IPMC Section 310.1.1 Maintenance.  
Motion by Thomas Franks/Dewayne Nelson seconded the motion.  
5-0-0 vote.

**Motion carries**

Item #82. New Section 2024 IPMC Section 311.1 General.  
Staff recommendation is not to adopt the 2024 IPMC Section 311.1 General.  
Discussion took place among the subcommittee.  
Motion approved not to adopt the 2024 IPMC Section 311.1 General.  
Motion by Thomas Franks/Dewayne Nelson seconded the motion.  
5-0-0 vote.

**Motion carries**

Item #83. New Section 2024 IPMC Section 311.2 Evaluation.  
Staff recommendation is not to adopt the 2024 IPMC Section 311.2 Evaluation.  
Discussion took place among the subcommittee.  
Motion approved not to adopt the 2024 IPMC Section 311.2 Evaluation.  
Motion by Thomas Franks/Dewayne Nelson seconded the motion.  
5-0-0 vote.

**Motion carries**

Item #84. New Section 2024 IPMC Section 311.3 Maintenance and repairs.  
Staff recommendation is not to adopt the 2024 IPMC Section 311.3 Maintenance and repairs.  
Discussion took place among the subcommittee.  
Motion approved not to adopt the 2024 IPMC Section 311.3 Maintenance and repairs.  
Motion by Thomas Franks/Dewayne Nelson seconded the motion.  
5-0-0 vote.

**Motion carries**

Item #85. 2021 SAPMC Section 403.2 Bathrooms and toilet rooms (proposed amendment).

Staff recommendation is to accept the modification to the 2021 SAPMC Section 403.2 Bathrooms and toilet rooms.

Discussion took place among the subcommittee.

Motion approved to accept the modification to the 2021 SAPMC Section 403.2 Bathrooms and toilet rooms.

Motion by Dewayne Nelson/Thomas Franks seconded the motion.

5-0-0 vote.

**Motion carries**

Item #86. New Section 2024 IPMC Section 404.3 Minimum ceiling heights, exceptions.

Staff recommendation is to accept the modification to the 2021 SAPMC Section 403.2 Bathrooms and toilet rooms.

Discussion took place among the subcommittee.

Motion approved to accept the modification to the 2021 SAPMC Section 403.2 Bathrooms and toilet rooms.

Motion by Thomas Franks/Dr. Erlinda Lopez-Rodriguez seconded the motion.

5-0-0 vote.

**Motion carries**

Item #87. 2021 SAPMC Section 404.4 Habitable room and bedroom requirements (proposed amendment).

Staff recommendation is to keep the 2021 SAPMC Section 404.4 Habitable room and bedroom requirements as written.

Discussion took place among the subcommittee.

Motion approved to keep the 2021 SAPMC Section 404.4 Habitable room and bedroom requirements as written,

Motion by Thomas Franks/Clay Thompson seconded the motion.

5-0-0 vote.

**Motion carries**

Item #88. New Section 2024 IPMC Section 404.5 Overcrowding (table-minimum area requirements).

Staff recommendation is not to adopt the 2024 IPMC Section 404.5 Overcrowding (table-minimum area requirements).

Discussion took place among the subcommittee.

Motion approved not to adopt the 2024 IPMC Section 404.5 Overcrowding (table-minimum area requirements).

Motion by Thomas Franks/Clay Thompson seconded the motion.

5-0-0 vote.

**Motion carries**

Item #89. 2021 SAPMC Section 404.6 Efficiency unit vs. 2024 IPMC Section 404.6 Efficiency unit.

Staff recommendation is to adopt the 2024 IPMC Section 404.6 Efficiency unit.

Discussion took place among the subcommittee.

Motion approved to adopt the 2024 IPMC Section 404.6 Efficiency unit and make the formatting change.

Motion by Thomas Franks/Dewayne Nelson seconded the motion.  
5-0-0 vote.

**Motion carries**

Item #90. 2021 SAPMC Section 502.4 Employees' facilities (proposed amendment).  
Staff recommendation is to keep the 2021 SAPMC Section 502.4 Employees' facilities as written.  
Discussion took place among the subcommittee.  
Motion approved to keep the 2021 SAPMC Section 502.4 Employees' facilities as written.  
Motion by Dewayne Nelson/Thomas Franks seconded the motion.  
5-0-0 vote.

**Motion carries**

Item #91. 2021 SAPMC Section 503.1 Privacy (proposed amendment).  
Staff recommendation is to accept the modification to the 2021 SAPMC Section 503.1 Privacy  
Discussion took place among the subcommittee.  
Motion approved to accept the modification to the 2021 SAPMC Section 503.1 Privacy.  
Motion by Dewayne Nelson/Thomas Franks seconded the motion.  
5-0-0 vote.

**Motion carries**

Item #92. 2021 SAPMC Section 504.3 Plumbing system hazards (proposed amendment).  
Staff recommendation is to accept the modification to the 2021 SAPMC Section 504.3 Plumbing system hazards.  
Discussion took place among the subcommittee.  
Motion approved to accept the modification to the 2021 SAPMC Section 504.3 Plumbing system hazards.  
Motion by Dewayne Nelson/Thomas Franks seconded the motion.  
5-0-0 vote.

**Motion carries**

Item #93. 2021 SAPMC Section 601.2 Responsibility (proposed amendment).  
Staff recommendation is to keep the 2021 SAPMC Section 601.2 Responsibility as written.  
Discussion took place among the subcommittee.  
Motion approved to keep the 2021 SAPMC Section 601.2 Responsibility as written.  
Motion by Thomas Franks/Dewayne Nelson seconded the motion.  
5-0-0 vote.

**Motion carries**

Item #94. 2021 SAPMC Section 604.2 Service (proposed amendment).  
Staff recommendation is to accept the modification to the 2021 SAPMC Section 604.2 Service.  
Discussion took place among the subcommittee.  
Motion approved to keep the 2021 SAPMC Section 604.2 Service as written.  
Motion by Thomas Franks/Clay Thompson seconded the motion.  
5-0-0 vote.

**Motion carries**

Item #95. 2021 SAPMC Section 604.3 Electrical system hazards (proposed amendment).

Staff recommendation is to accept the modification to the 2021 SAPMC Section 604.3 Electrical system hazards.

Discussion took place among the subcommittee.

Motion approved to accept the modification to the 2021 SAPMC Section 604.3 Electrical system hazards.

Motion by Thomas Franks/Dr. Erlinda Lopez-Rodriguez seconded the motion.

5-0-0 vote.

**Motion carries**

Item #96. New Section 2024 IPMC Section 607.2 Clothes dryer exhaust duct system maintenance. Staff recommendation is to adopt the 2024 IPMC Section 607.2 Clothes dryer exhaust duct system maintenance.

Discussion took place among the subcommittee.

Motion approved not to adopt the 2024 IPMC Section 607.2 Clothes dryer exhaust duct system maintenance.

Motion by Clay Thompson/Thomas Franks seconded the motion.

5-0-0 vote.

**Motion carries**

Item #97. New Section 2024 IPMC Section 606-606.2 Elevators (proposed amendment).

Staff recommendation is not to adopt the 2024 IPMC Section 606-606.2 Elevators.

Discussion took place among the subcommittee.

Motion approved not to adopt the 2024 IPMC Section 606-606.2 Elevators.

Motion by Thomas Franks/Clay Thompson seconded the motion.

5-0-0 vote.

**Motion carries**

Item #98. 2021 SAPMC Section 702.1 General vs. 2024 IPMC Section 702.1 General.

Staff recommendation is to adopt the 2024 IPMC Section 702.1 General.

Discussion took place among the subcommittee.

Motion approved to adopt the 2024 IPMC Section 702.1 General.

Motion by Thomas Franks/Clay Thompson seconded the motion.

5-0-0 vote.

**Motion carries**

Item #99. 2021 SAPMC Section 702.2 Aisles vs. 2024 IPMC Section 702.2 Aisles.

Staff recommendation is to adopt the 2024 IPMC Section 702.2 Aisles.

Discussion took place among the subcommittee.

Motion approved to adopt the 2024 IPMC Section 702.2 Aisles.

Motion by Thomas Franks/Clay Thompson seconded the motion.

5-0-0 vote.

**Motion carries**

Item #100. 2021 SAPMC Section 703.2 Smoke alarms (proposed amendment).

Staff recommendation is to keep the 2021 SAPMC Section 703.2 Smoke alarms as written.

Discussion took place among the subcommittee.

Motion approved to keep the 2021 SAPMC Section 703.2 Smoke alarms as written.



Motion by Dewayne Nelson/Clay Thompson seconded the motion.  
5-0-0 vote.

**Motion carries**

### **Director's Report**

Amin Tohmaz, Interim Director, stated that there are three items remaining that were tabled from the BSB SAPMC Subcommittee meeting held on Friday, November 8<sup>th</sup>. The items will be addressed at the next meeting on Wednesday, November 20<sup>th</sup>. Stated that the next meeting on Wednesday, November 20<sup>th</sup> will remain at the scheduled time.

**The board is adjourned by unanimous consent.**

**Meeting Adjourned at 10:57 a.m.**