



## INTRODUCTORY INFORMATION

# 2014 PUBLIC COMMENT AGENDA FOR THE PROPOSED CHANGES TO THE 2012 IgCC

October 1 — 4, 2014

Greater Fort Lauderdale Broward County Convention Center  
Fort Lauderdale, Florida

*First Printing*

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by

International Code Council, Inc.

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## INTRODUCTION

This publication contains the Public Comment Agenda for consideration at the Public Comment Hearings of the International Code Council on October 1 – 4, 2014 at the Greater Fort Lauderdale Broward County Convention Center, Fort Lauderdale, FL (see page 1). See page xxxiii for hearing schedule.

This publication contains information necessary for consideration of public comments on the proposed code changes which have been considered at the ICC Committee Action Hearings held on April 27 – May 2, at the Memphis Cook Convention Center in Memphis, TN. More specifically, this agenda addresses hearings on public comments on proposed code changes to the *International Green Construction Code*, considered by the IgCC General and IgCC Energy/Water Code Committees at the Committee Action Hearings in Memphis.

### ICC GOVERNMENTAL MEMBER REPRESENTATIVES

*Council Policy #28, Code Development* (page xv) requires that applications for Governmental Membership must have been received by March 28 of this year in order for the representatives of the Governmental Member to be eligible to vote at this Public Comment Hearing and the Online Governmental Consensus Vote which occurs approximately one week after the hearings. Further, *CP#28* requires that ICC Governmental Member Representatives reflect the eligible voters **30 days prior** to the start of the Public Comment Hearings. This includes new, as well as changes, to voting status. Sections 9.1 and 9.2 of *CP#28* (page xxix) read as follows:

- 9.1 Eligible Final Action Voters:** Eligible Final Action voters include ICC Governmental Member Voting Representatives and Honorary Members in good standing who have been confirmed by ICC in accordance with the Electronic Voter Validation System. Such confirmations are required to be revalidated annually. Eligible Final Action voters in attendance at the Public Comment Hearing and those participating in the Online Governmental Consensus Vote shall have one vote per eligible voter on all Codes. Individuals who represent more than one Governmental Member shall be limited to a single vote.
- 9.2 Applications:** Applications for Governmental Membership must be received by the ICC at least 30 days prior to the Committee Action Hearing in order for its designated representatives to be eligible to vote at the Public Comment Hearing or Online Governmental Consensus Vote. Applications, whether new or updated, for Governmental Member Voting Representative status must be received by the Code Council 30 days prior to the commencement of the first day of the Public Comment Hearing in order for any designated representative to be eligible to vote. An individual designated as a Governmental Member Voting Representative shall provide sufficient information to establish eligibility as defined in the ICC Bylaws. The Executive Committee of the ICC Board, in its discretion, shall have the authority to address questions related to eligibility.

As such, new and updated eligible voter status must be received by ICC's Member Services Department **by September 1, 2014**. This applies to both voting at the Public Comment Hearings as well as the Online Governmental Consensus Vote which occurs approximately one week after the hearings. This must be done via the Electronic Voter Designation System. Access the Electronic Voter Designation System directly by logging on to [www.iccsafe.org/EVDS](http://www.iccsafe.org/EVDS) and using the email address and password connected to your Primary Representative account. The online form can also be accessed by logging onto "My ICC" and selecting "Designate Voters" or through the Electronic Voter Designation link in the left hand menu on the ICC home page at [www.iccsafe.org](http://www.iccsafe.org). These records will be used to verify eligible voter status for the Public Comment Hearing and the Online Governmental Consensus Vote. Voting members are strongly encouraged to review their membership record for accuracy so that any necessary changes are made prior to the September 1 deadline. **Representatives of any Governmental Member that has made application for membership after March 28 will not be able to vote.**

## **ICC Policy on Financial Assistance for Governmental Member Voting Representatives**

ICC Council Policy #CP-36 defines the circumstances under which it is permissible for Governmental Member Voting Representatives to accept funds to enable a Governmental Member Voting Representative to attend ICC code hearings. The policy seeks to prohibit, or appropriately regulate financial assistance which is designed to increase Participation by a Particular interest group or by those supporting a Particular position on a proposed code change.

Prior to receiving a voting device, each Governmental Member Voting Representative will have to sign a written certification that he/she has complied with ICC policy regarding the receipt of financial assistance in connection with attendance at the hearing. All Governmental Member Voting Representatives will be expected to be familiar with and understand such policy, and to have inquired of ICC well in advance of the hearing regarding any questions or uncertainty about the application of such policy. A Governmental Member Voting Representative who does not sign the compliance certification, or who is determined to have accepted financial assistance from a prohibited source, *will NOT be permitted to vote at the hearing*. Improper acceptance of financial assistance, or misrepresentation by a Governmental Member Voting Representative about compliance with CP-36, which are discovered after a code hearing, may result in sanctions regarding voting at future hearings by the Governmental Member Voting Representative or by other Governmental Member Voting Representatives from the same governmental member. CP-36 provides, in pertinent Part:

- 2.0. Contributions.** To allow industry and the public to contribute to the goals of the ICC in transparent and accountable processes, organizations and individuals are permitted to contribute financial assistance to Governmental Members to further ICC Code Development Activities provided that:
  - 2.1** Contributions of financial assistance to Governmental Member Voting Representatives for the purposes of enabling participation in ICC Code Development Activities are prohibited except for reimbursements by the ICC or its subsidiaries, a regional, state, or local chapter of the ICC, or the local, state or federal unit of government such Governmental Member Voting Representative is representing. For the purposes of this policy financial assistance includes the payment of expenses on behalf of the Governmental Member or Governmental Member Voting Representative. Governmental Member Voting Representatives may self-fund for purposes of participating in ICC Activities.
  - 2.2** A Governmental Member accepting contributions of financial assistance from industry or other economic interests shall do so by action of its elected governing body or chief administrative authority. A Governmental Member Voting Representative may not directly accept financial assistance from industry or other economic interests.
  - 2.3** Any contributions to a Governmental Member of the ICC shall comply with applicable law, including but not limited to a Governmental Member's ethics, conflict of interest or other similar rules and regulations.

For further information about CP-36, please visit:

<http://www.iccsafe.org/MEMBERSHIP/Pages/FinancialAssistance.aspx>

To view ICC Policy CP-36 please go to the following link:

<http://www.iccsafe.org/AboutICC/Documents/CP36-09.pdf>

## ADVANCE REGISTRATION

The Public Comment Hearings are only one component of the 2014 ICC Annual Conference Group C Public Comment Hearings and Expo. **All attendees to the Public Comment Hearings are required to register. Registration for the Public Comment Hearings is FREE, and is necessary to verify voting status (see above). You are encouraged to register prior to the Public Comment Hearings. To register for the full Conference, the Education Program, or the Public Comment Hearings, go to <https://ww2.eventrebels.com>**

**NOTICE:** If you or your companion require special accommodations to participate fully, please advise ICC of your needs.

## AGENDA FORMAT

This Public Comment Hearing Agenda includes the Consent Agenda and the Individual Consideration Agenda for the code change proposals that comprise the 2014 Code Development Cycle. This will complete the Public Comment Hearings for the 2014 Code Development Cycle.

The Consent Agenda is comprised of proposed changes to the *International Green Construction Code* which did not receive a successful assembly action or public comment, and therefore are not listed on the Individual Consideration Agenda.

The Individual Consideration Agenda is comprised of proposed changes which either received a successful assembly action or received a public comment in response to the Code Committee's action at the Committee Action Hearings.

Items on the Individual Consideration Agenda are published with information as originally published for the Committee Action Hearing as well as the published hearing results. Following the hearing results is the reason that the item is on the Individual Consideration Agenda followed by the public comments which were received.

Public testimony will follow the procedures given in *CP#28-05 Code Development* as published on page xv. Refer to the tentative hearing order on page xxxiv.

## MODIFICATIONS & PUBLIC COMMENTS

In addition to modifications made by a committee at the Committee Action Hearings, *CP#28 Code Development* allows modifications to be made by the assembly at the Committee Action Hearings. In addition modifications can be proposed in form of a Public Comment following the Committee Action Hearings. The Public Comment deadline was July 16, 2014 and all Public Comments received have been incorporated into this document. **Further modifications are not permitted beyond those published in this agenda.**

Proposed changes on the Individual Consideration Agenda at the Public Comment Hearings may have up to five possible motions - Approval as Submitted, Approval as Modified by the Code Committee, Approval as Modified by a successful Assembly Action, Approval as Modified by a Public Comment, or Disapproval. A Public Comment Hearings Discussion Guide will be posted and copies available at the hearing which includes a list of allowable motions for each code change proposal.

## **CONSENT AGENDA**

The Public Comment Consent Agenda consists of proposals which received neither an assembly action nor a public comment. The Public Comment Consent Agenda for the IgCC will be placed before the assembly at the beginning of each chapter of the IgCC with a motion and vote to ratify final action in accordance with the results of the Committee Action Hearing.

## **INDIVIDUAL CONSIDERATION AGENDA**

The Public Comment Hearing Individual Consideration Agenda is comprised of proposals which have an assembly action or public comment. All proposed changes on the Individual Consideration Agenda shall be placed before the assembly for individual consideration of each item. The hearing order is found on page xxxiv and the agenda starts on page 1.

## **ICC PUBLIC COMMENT HEARING PROCESS**

The hearing process will follow CP #28. The process is summarized as follows and will occur for each chapter noted in the hearing order (CP #28 sections noted):

1. At the start of the hearings:
  - Requests to withdraw code changes
  - Requests to withdraw public comments
  - Requests to revise the hearing order
  - Consent Agenda voted (Section 7.5.4)
2. The first code change on the hearing order brought to the floor with a standing motion to sustain the committee action.
3. If the Committee Action is not Disapproval, a motion to approve a modification by a public comment may be presented (Section 7.5.8.6).
4. Public testimony on either the Committee Action (if Disapproval) or the public comment (Section 5.5.1)
5. ICC Governmental Member Representatives and Honorary Members ("eligible voters") in attendance vote on the motion under consideration. (See page v)
6. Depending on the motion and action determined by the vote, subsequent allowable motions in accordance with Sections 7.3.8.6 can be considered or voting on the main motion in accordance with 7.5.8.7 is taken. (A Public Comment Hearing Discussion Guide will be posted and copies available at the hearing which includes a listing of allowable motions.)
7. The public comment hearing result on the code change determined by a vote of the eligible voters is announced. In accordance with Section 7.3.6, reconsideration is not permitted. This result will be placed on the Online Governmental Consensus Vote (Section 8.0), which will be open approximately one week after the hearings are complete (see page v).
8. Repeat 2 – 7 for subsequent code changes
9. Go the next chapter indicated on the hearing order and repeat 1 – 8.

# **FINAL ACTION ON CODE CHANGE PROPOSALS THAT ADDRESS THE SCOPE AN APPLICATION OF THE IgCC**

Code change proposals GG6, GG9, GG10, GG17, GG73 and GG320, considered by the IgCC General Committee, address the scope and application of the IgCC. As reported at the Committee Action Hearing, the action taken by the IgCC General Committee on these proposals coupled with the final action taken during the 2014 Public Comment Hearings and subsequent Online Governmental Consensus vote will be limited to an advisory recommendation to the ICC Board of Directors who will determine the final disposition on these proposed changes in accordance with Section 1.3 of CP 28, which stipulates that the Board determines the scope of the I-Codes.

## **ELECTRONIC VOTING PUBLIC COMMENT HEARING FOLLOWED BY ONLINE GOVERNMENTAL CONSENSUS VOTE**

This is the first time that ICC will utilize the 2 step approach to Final Action on code changes – Public Comment Hearing (PCH) voting followed by the Online Governmental Consensus Vote (OGCV) utilizing cdpACCESS™. Be sure to review the deadlines and eligible voter information on page i. The sections noted below are the applicable sections of CP #28 which is published on page xv.

### Public Comment Hearing Vote

The first step is the voting that will occur at the Public Comment Hearing. This process is regulated by Section 7.5.8 of CP #28. The hearings will be run in much the same way as in the past with a couple of changes.

The Consent Agenda will be voted with a motion to ratify the action taken at the Committee Action Hearings. This will be the Final Action on those code changes and they will not be considered in the Online Governmental Consensus Vote (Section 7.5.4).

As part of the Individual Consideration Agenda, individual motions for modifications to the main motion will be dealt with by a hand vote followed by the electronic vote if the outcome of the hand vote cannot be determined by the moderator. However, in accordance with Section 7.5.8.7, the vote on the main motion to determine the PCH action must be taken electronically with the vote recorded since this is necessary for the second step in the process. As noted in Section 7.5.8.8, if the motion is not successful, motions for Approval as Submitted or Approval as Modified are in order. A motion for Disapproval is not in order. The voting majorities have not changed and are indicated in Section 7.6. As in the past, if the code change proposal does not receive any of the required majorities in accordance with Section 7.6, Section 7.5.8.9 stipulates that the PCH action will be Disapproval. However, the vote recorded will be the vote count on the main motion in accordance with Section 7.5.8.7.

### Online Governmental Consensus Vote

The second step in the final action process is the Online Governmental Consensus Vote (OGCV). This is an entirely new process which is built into cdpACCESS and is regulated by Section 8.0. It is anticipated that the ballot period will start approximately one week after the Public Comment Hearings and will be open for two weeks.



The results of the PCH set the agenda and ballot options for the OGCV. This is stipulated in Section 8.1. For example, if the action taken at the PCH is AMPC 1, 3, 7 (Approved as Modified by Public Comments 1,3 and 7) then the ballot will be structured to allow eligible voters to vote for either AMPC 1,3, 7 or Disapproval in accordance with the table. The voting majority required for AMPC 1, 3, 7 at the PCH was a 2/3 majority which is the same majority that applies to the OGCV. The vote tally from the PCH will be combined with the vote tally from the OGCV to determine the Final Action. In the example cited, the combined vote tally would be required to meet the 2/3 majority in order for the final action to be AMPC 1, 3, 7. If the voting majority is less than the 2/3 required, Section 10.3 stipulates the Final Action to be Disapproval.

Be sure to review Section 8.2 which identifies the composition of the ballot. Of note is item 4 where the PCH action is Approved as Modified. The resulting text will be presented in the ballot with the modification(s) incorporated into the original code change in order for the voter to see how the text would appear in the code. A key part of this ballot is also item 10 where the voter will have access to the hearing video from both hearings.

#### Final Action on Proposed Code Changes

Section 10.0 regulates the tabulation, certification and posting of the final action results. In accordance with Section 10.4, the Final Action will be published as soon as practicable and will include the action and vote counts from both the PCH and OGCV.

## **VIEW THE PUBLIC COMMENT HEARINGS ON YOUR PC**

The Public Comment Hearings are scheduled to be “webcast”. Streaming video broadcast over the Internet will provide a gateway for all International Code Council members, the construction industry and other interested parties anywhere in the world to view and listen to the hearings. Logging on to the Internet broadcast will be as simple as going to the International Code Council web site, [www.iccsafe.org](http://www.iccsafe.org), and clicking on a link. [Actual site to be determined - be sure to check the ICC web site for further details].

The hearings can be seen free by anyone with Internet access. Minimum specifications for viewing the hearings are an Internet connection, sound card and Microsoft Windows Media Player. DSL, ISDN, Cable Modems or other leased-line connections are recommended for the best viewing experience. A dial-up modem connection will work, but with reduced video performance.

## **ICC WEBSITE - [WWW.ICCSAFE.ORG](http://WWW.ICCSAFE.ORG)**

While great care has been exercised in the publication of this document, there may be errata posted for the Public Comment Agenda. Errata, if any, identified prior to the Public Comment Hearings will be posted as updates to the Public Comment Hearing Agenda on the ICC website at [www.iccsafe.org](http://www.iccsafe.org). Users are encouraged to periodically review the ICC Website for updates to the 2014 Public Comment Hearing Agenda.

# 2012/2013/2014 ICC CODE DEVELOPMENT SCHEDULE

(Updated May/2014 – Online voting steps added)

STEP IN CODE DEVELOPMENT CYCLE	DATE		
	2012 – Group A Codes IBC, IFGC, IMC, IPC, IPSDC	2013 – Group B Codes Admin, ICCPC, IEBC, IECC, IFC, IPMC, IRC, ISPSC, IWUIC, IZC	2014 – Group C Code IgCC
2012 EDITION OF I-CODES PUBLISHED	April 30, 2011		March 31, 2012
DEADLINE FOR RECEIPT OF APPLICATIONS FOR ALL CODE COMMITTEES	June 1, 2011 for the 2012/2013/2014 Cycle (updated to July 1 for IECC and IRC – Energy; August 1 for IgCC and ISPSC) June 2, 2014 for the 2015/2016/2017 Cycle. Call for committee posted January 31, 2014.		
DEADLINE FOR RECEIPT OF CODE CHANGE PROPOSALS	January 3, 2012	January 3, 2013	January 10, 2014 via cdpACCESS only
WEB POSTING OF “PROPOSED CHANGES TO THE I-CODES”	March 12, 2012	March 11, 2013	March 10, 2014
DISTRIBUTION DATE OF “PROPOSED CHANGES TO THE I-CODES” (CD only)	April 2, 2012	April 1, 2013	Online access via the ICC website and cdpACCESS only. Electronic version available at the ICC Bookstore.
COMMITTEE ACTION HEARING (CAH)	April 29 – May 6, 2012 Sheraton Dallas Hotel Dallas, TX	April 21 – 30, 2013 Sheraton Dallas Hotel Dallas, TX	April 27 – May 4, 2014 Memphis Cook Convention Center Memphis, TN
ONLINE CAH ASSEMBLY FLOOR MOTION VOTING PERIOD	NA	NA	May 19 – 30, 2014
WEB POSTING OF “REPORT OF THE COMMITTEE ACTION HEARING”	June 8, 2012	May 31, 2013	June 6, 2014
DISTRIBUTION DATE OF “REPORT OF THE COMMITTEE ACTION HEARING” (CD only)	June 29, 2012	June 21, 2013	Online access via the ICC website and cdpACCESS only. Electronic version available at the ICC Bookstore.
DEADLINE FOR RECEIPT OF PUBLIC COMMENTS	August 1, 2012	July 15, 2013	July 16, 2014 via cdpACCESS only
WEB POSTING OF “PUBLIC COMMENT AGENDA”	September 10, 2012	August 28, 2013	August 27, 2014
DISTRIBUTION DATE OF “PUBLIC COMMENT AGENDA” (CD only)	October 1, 2012	September 16, 2013	Online access via the ICC website and cdpACCESS only. Electronic version available at the ICC Bookstore.
PUBLIC COMMENT HEARING (PCH)  ANNUAL CONFERENCE DATES NOTED BY AC	October 24 – 28, 2012 Oregon Convention Center Portland, OR AC: October 21 - 24	October 2 – 10, 2013 Atlantic City Convention Center Atlantic City, NJ AC: September 29 – October 2	October 1 – 7, 2014 Greater Fort Lauderdale Broward County Convention Center Fort Lauderdale, FL AC: September 28 – October 1
ONLINE GOVERNMENTAL CONSENSUS VOTING PERIOD	NA	NA	Starts approx. one week after the last day of PCH. Open for 2 weeks.

Notes:

- Be sure to review the document entitled “Group A, Group B and Group C Code Development Committee Responsibilities” posted at [www.iccsafe.org/responsibilities](http://www.iccsafe.org/responsibilities) which identifies committee responsibilities which are different than Group A, B and C codes which may impact the applicable code change cycle and resulting code change deadline. This document is also linked from the Public Code Change Proposal Form. As an example, throughout Chapter 9 of the IBC (a Group A code), there are numerous sections which include an “[F]” which indicates that the provisions of the section are maintained by the Fire Code Development Committee (a Group B code).
- The International Green Construction Code (IgCC) and International Swimming Pool and Spa Code (ISPSC) were subjected to a full cycle of code development in 2011 resulting in 2012 editions published in March/2012.
- Group B “Admin” includes code change proposals submitted to Chapter 1 of all the I-Codes except the IECC, IgCC, IRC, ISPSC, and the ICCPC and the administrative update of referenced standards in all the 2012 I-Codes. Proposed changes to Chapter 1 of the IECC, IgCC, IRC, ISPSC and ICCPC will be considered by the applicable Code Development Committee.
- Public Comment Hearing note: The dates indicated for the Public Comment Hearings are based on an assumed start of the hearings on the Wednesday of the respective Annual Conference. Public comment volume may dictate that the Public Comment Hearing on one or more of the codes be held on Monday afternoon (with the code completed in the Monday session) in order for the Public Comment Agenda for all the codes to be completed in the time allotted. Be sure to consult the posted Public Comment Hearing Schedule.
- A comprehensive review of the 2012 – 2014 code groupings was performed and some of the groupings have been revised for the next cycle. The 2015 – 2017 ICC Code Development Schedule has been posted and reflects the revised groupings. The 2015 – 2017 Cycle will begin with Group A code change proposals due January 12, 2015.
- This updated schedule utilizes the revised hearing terms noted in the cdp ACCESS report, as follows:

Old term

Code Development Hearing  
Report of the Public Hearing  
Final Action Agenda  
Final Action Hearing

Revised term

Committee Action Hearing  
Report of the Committee Action Hearing  
Public Comment Agenda  
Public Comment Hearing

# 2015 – 2017 ICC CODE DEVELOPMENT CYCLE & cdpACCESS™ Update

## 2015 – 2017 Committees

A Call for Committee in support of the 2015 – 2017 Cycle was posted January 31, 2014 for the following committees:

- All 18 Code Development Committees, including the IgCC –General and IgCC – Energy/Water committees
- All 5 Interpretation Committees
- The Code Correlation Committee

The application deadline was June 2, 2014. In accordance with procedures, the Codes and Standards Council met to review applications and develop their recommendations for the ICC Board. The Board will be making the appointments at the Fort Lauderdale Board meeting.

## Group A, Group B and Group C Code Groupings

As has been previously published, the code groupings for the 2015 – 2017 Cycle have been revised from the 2012 – 2014 Cycle as follows.

Codes moved to Group A, to be considered in the 2015 Cycle:

- IEBC non-structural provisions
- IPMC
- IRC – Mechanical
- IRC – Plumbing
- ISPSC
- IZC

Codes moved to Group B, to be considered in the 2016 Cycle:

- IBC – Structural has been moved to Group B. This includes the structural provisions of the IEBC.

See page xi for the 2015 – 2017 ICC Code Development Schedule

## Code Scoping Coordination Matrix

The current 2012 – 2014 Group A, Group B and Group C Code Development Committees responsibilities matrix has been updated for the 2015 – 2017 Cycle and is linked from the ICC Code Development webpage as well as cdpACCESS. This matrix reflects the updated Code Groupings noted above. [Click here](#) for the matrix.

## Collaboration and Code Change Submittals Utilizing cdpACCESS

The 2014 Cycle is a beta test of cdpACCESS. The program continues to be developed utilizing an “agile development” strategy which involves initial development of a module, followed by testing and then re-programming based on the test results in an iterative fashion. As of this posting, ICC is completing the Online Governmental Consensus Voting (OGCV) ballot process module.

Following completion of the OGCV module, the focus will be to get cdpACCESS up and running to allow collaboration and code change submittals for the 2015 Group A codes. Based on continuous ICC review and testing, as well as a significant user response, ICC has identified many user enhancements as well as routine bug fixes that must be completed before we can go “live” for the 2015 Cycle. We anticipate the

system to be up and running no later than November 15<sup>th</sup>. This will include the extensive database of the applicable 2015 I-Codes necessary for Group A code changes.

All 2015 code change submittals must be submitted electronically via cdpACCESS and are due January 12, 2015. The cdpACCESS word processing capabilities are not compatible with word processing programs such as Microsoft Word. As such, the development of the code change must occur within the cdpACCESS system and the system cannot accept “cut and paste” text from Microsoft Word

## 2015/2016/2017 ICC CODE DEVELOPMENT SCHEDULE

### (Updated June 12, 2014)

STEP IN CODE DEVELOPMENT CYCLE	DATE		
	2015 – Group A Codes IBC- E, IBC - FS, IBC -G, IEBC, IFGC, IMC, IPC, IPMC, IPSDC, IRC – M, IRC- P, ISPSC, IZC	2016 – Group B Codes Admin, IBC-S, IECC-C, IECC/IRC-R, IFC, IRC - B, IWUIC	2017 – Group C Code IgCC
2015 EDITION OF I-CODES PUBLISHED	June 2, 2014		March 31, 2015 (approx.)
DEADLINE FOR RECEIPT OF APPLICATIONS FOR ALL CODE COMMITTEES	June 2, 2014 for the 2015/2016/2017 Cycle. Call for committee posted January 31, 2014 June 1, 2017 for the 2018/2019/2020 Cycle. Call for committee to be posted in January/2017.		
DEADLINE FOR cdpACCESS ONLINE RECEIPT OF CODE CHANGE PROPOSALS	January 12, 2015	January 11, 2016	January 9, 2017
WEB POSTING OF “PROPOSED CHANGES TO THE I-CODES”	March 13, 2015	March 8, 2016	March 10, 2017
COMMITTEE ACTION HEARING (CAH)	April 26 – May 3, 2015 Memphis Cook Convention Center Memphis, TN	April 17 – 24, 2016 Kentucky International Convention Center Louisville, KY	April 23 – 30, 2017 Kentucky International Convention Center Louisville, KY
ONLINE CAH ASSEMBLY FLOOR MOTION VOTING PERIOD	Starts approx. one week after last day of CAH. Open for 2 weeks.	Starts approx. one week after last day of CAH. Open for 2 weeks.	Starts approx. one week after last day of CAH. Open for 2 weeks.
WEB POSTING OF “REPORT OF THE COMMITTEE ACTION HEARING”	June 5, 2015	May 27, 2016	June 2, 2017
DEADLINE FOR cdpACCESS ONLINE RECEIPT OF PUBLIC COMMENTS	July 17, 2015	July 22, 2016	July 28, 2017
WEB POSTING OF “PUBLIC COMMENT AGENDA”	August 28, 2015	September 9, 2016	September 15, 2017
PUBLIC COMMENT HEARING (PCH)  ANNUAL CONFERENCE DATES NOTED BY AC	September 30 – October 7, 2015 Long Beach Convention Center Long Beach, CA AC: September 27 - 29	October 19 – 25, 2016 Kansas City Convention Center Kansas City, MO AC: October 16 – 18	October 25 – 31, 2017 Greater Columbus Convention Center Columbus, OH AC: October 22 – 24
ONLINE GOVERNMENTAL CONSENSUS VOTING PERIOD	Starts approx. one week after last day of PCH. Open for 2 weeks.	Starts approx. one week after last day of PCH. Open for 2 weeks.	Starts approx. one week after last day of PCH. Open for 2 weeks.

#### Group A Codes/Code committees:

- IBC-E: IBC Egress provisions. Chapters 10 and 11
- IBC-FS: IBC Fire Safety provisions. Chapters 7, 8, 9 (partial), 14 and 26. Majority of IBC Chapter 9 is maintained by the IFC in Group B. See notes
- IBC-G: IBC General provisions. Chapters 3 – 6, 12, 13, 27 – 33
- IEBC: IEBC non structural provisions. See notes
- IFGC

- IMC
- IPC
- IPMC (code changes heard by the IPMZC code committee)
- IPSDC (code changes heard by the IPC code committee)
- IRC-M: IRC Mechanical provisions. Chapters 12 – 23 (code changes heard by the IRC - MP code committee)
- IRC-P: IRC Plumbing provisions. Chapters 25 – 33 (code changes heard by the IRC - MP code committee)
- ISPSC
- IZC (code changes heard by the IPMZC code committee)

Group B Codes/Code committees:

- Admin: Chapter 1 of all the I-Codes except the IECC and IRC. Also includes the update of currently referenced standards in all of the 2015 Codes
- IBC-S: IBC Structural provisions. IBC Chapters 15 – 25 and IEBC structural provisions. See notes
- IECC-C: IECC Commercial energy provisions
- IECC/IRC-R: IECC Residential energy provisions and IRC Energy provisions in Chapter 11
- IFC: The majority of IFC Chapter 10 is maintained by IBC-E in Group A. See notes
- IRC-B: IRC Building provisions. Chapters 1 – 10
- IWUIC (code changes heard by the IFC code committee)

Group C Codes/Code committees:

- IgCC
  - IgCC – General: Chapters 1 – 5, 8 – 11 and Appendices
  - IgCC – Energy/Water: Chapters 6 and 7

Notes:

- Be sure to review the document entitled “2015/2016/2017 Code Committee Responsibilities” which will be posted. This identifies responsibilities which are different than Group A, B and C codes and committees which may impact the applicable code change cycle and resulting code change deadline. As an example, throughout Chapter 9 of the IBC (IBC-Fire Safety, a Group A code committee), there are numerous sections which include the designation “[F]” which indicates that the provisions of the section are maintained by the IFC code committee (a Group B code committee). Similarly, there are numerous sections in the IEBC which include the designation “[BS]”. These are structural provisions which will be heard in Group B by the IBC – Structural committee while the non structural provisions will be maintained in the 2015 Group A Cycle by the IEBC code committee. The designations in the code are identified in the Code Committee Responsibilities document.
- Proposed changes to the ICC Performance Code will be heard by the code committee noted in brackets ([ ]) in the section of the code and in the Code Committee Responsibilities document.
- Definitions. Be sure to review the brackets ([ ]) in Chapter 2 of the applicable code and the Code Committee Responsibilities document to determine which code committee will consider proposed changes to the definitions.

## 2015 - 2017 STAFF SECRETARIES

### GROUP A (2015)

<b>IBC-Fire Safety Chapters 7, 8, 9, 14, 26</b>	<b>IBC-General Chapters 1-6, 12, 13, 27-34</b>	<b>IBC-Means of Egress Chapters 10, 11</b>	<b>IEBC</b>	<b>IFGC</b>
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### GROUP B (2016)

<b>ADMINISTRATIVE Chapter 1 All Codes Except IRC</b>	<b>IBC-Structural Chapters 15-25</b>	<b>IECC-Commercial</b>	<b>IECC-Residential</b>	<b>IFC</b>
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## 2015 - 2017 STAFF SECRETARIES (continued)

### GROUP C (2017)

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# CP# 28-05 CODE DEVELOPMENT

Approved: 9/24/05

Revised: 9/28/13

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## 1.0 Introduction

- 1.1 **Purpose:** The purpose of this Council Policy is to prescribe the Rules of Procedure utilized in the continued development and maintenance of the International Codes (Codes).
- 1.2 **Objectives:** The ICC Code Development Process has the following objectives:
  - 1.2.1 The timely evaluation and recognition of technological developments pertaining to construction regulations.
  - 1.2.2 The open discussion of code change proposals by all parties desiring to participate.
  - 1.2.3 The final determination of Code text by public officials actively engaged in the administration, formulation or enforcement of laws, ordinances, rules or regulations relating to the public health, safety and welfare and by honorary members.
  - 1.2.4 The increased participation of all parties desiring to participate through an online submittal and voting process that includes opportunities for online collaboration.
- 1.3 **Code Publication:** The ICC Board of Directors (ICC Board) shall determine the title and the general purpose and scope of each Code published by the ICC.
  - 1.3.1 **Code Correlation:** The provisions of all Codes shall be consistent with one another so that conflicts between the Codes do not occur. A Code Scoping Coordination Matrix shall determine which Code shall be the primary document, and therefore which code development committee shall be responsible for maintenance of the code text where a given subject matter or code text could appear in more than one Code. The Code Scoping Coordination Matrix shall be administered by the Code Correlation Committee as approved by the ICC Board. Duplication of content or text between Codes shall be limited to the minimum extent necessary for practical usability of the Codes, as determined in accordance with Section 4.5.
- 1.4 **Process Maintenance:** The review and maintenance of the Code Development Process and these Rules of Procedure shall be by the ICC Board. The manner in which Codes are developed embodies core principles of the organization. One of those principles is that the final content of the Codes is determined by a majority vote of the governmental and honorary members. It is the policy of the ICC Board that there shall be no change to this principle without the affirmation of two-thirds of the governmental and honorary members responding.
- 1.5 **Secretariat:** The Chief Executive Officer shall assign a Secretariat for each of the Codes. All correspondence relating to code change proposals and public comments shall be addressed to the Secretariat. The Secretariat shall have the authority to facilitate unforeseen situations which arise in the implementation of this council policy. Staff shall maintain a record of such actions.
- 1.6 **Recording:** Individuals requesting permission to record any meeting or hearing, or portion thereof, shall be required to provide the ICC with a release of responsibility disclaimer and shall acknowledge that ICC shall retain sole ownership of the recording, and that they have insurance coverage for liability and misuse of recording materials. Equipment and the process used to record shall, in the judgment of the ICC Secretariat, be conducted in a manner that is not disruptive to the meeting. The ICC shall not be responsible for equipment, personnel or any other

provision necessary to accomplish the recording. An unedited copy of the recording shall be forwarded to ICC within 30 days of the meeting. Recordings shall not otherwise be copied, reproduced or distributed in any manner. Recordings shall be returned to ICC or destroyed upon the request of ICC.

## 2.0 Code Development Cycle

- 2.1 Intent:** The code development cycle shall consist of the complete consideration of code change proposals in accordance with the procedures herein specified, commencing with the deadline for submission of code change proposals (see Section 3.5) and ending with publication of the Final Action on the code change proposals (see Section 10.4).
- 2.2 New Editions:** The ICC Board shall determine the schedule for publishing new editions of the Codes. Each new edition shall incorporate the results of the code development activity since the previous edition.
- 2.3 Supplements:** The results of code development activity between editions may be published.
- 2.4 Emergency Action Procedures:**
- 2.4.1 Scope:** Emergency actions are limited to those issues representing an immediate threat to health and safety that warrant a more timely response than allowed by the Code Development Process schedule.
- 2.4.2 Initial Request:** A request for an emergency action shall be based upon perceived threats to health and safety and shall be reviewed by the Codes and Standards Council for referral to the ICC Board for action with their analysis and recommendation.
- 2.4.3 Board and Member Action:** In the event that the ICC Board determines that an emergency amendment to any Code or supplement thereto is warranted, the same may be adopted by the ICC Board. Such action shall require an affirmative vote of at least two-thirds of the ICC Board.

The ICC membership shall be notified within ten days after the ICC Boards' official action of any emergency amendment. At the next Annual Business Meeting, any emergency amendment shall be presented to the members for ratification by a majority of the Governmental Member Voting Representatives and Honorary Members present and voting.

All code revisions pursuant to these emergency procedures and the reasons for such corrective action shall be published as soon as practicable after ICC Board action. Such revisions shall be identified as an emergency amendment.

Emergency amendments to any Code shall not be considered as a retro-active requirement to the Code. Incorporation of the emergency amendment into the adopted Code shall be subjected to the process established by the adopting authority.

- 2.5 Code Development Record.** The code development record shall include the official documents and records developed in support of the given code development cycle. This includes the following:

1. Code Change Agenda (Section 4.8)
2. Audio and video recording of the Committee Action Hearing (Section 5.1)
3. The Online Assembly Floor Motion Ballot (Section 5.7.3)
4. Report of the Committee Action Hearing (Section 5.8)
5. Public Comment Agenda (Section 6.6)
6. Public Comment Hearing results (Section 7.5.8.10)
7. Audio and video recording of the Public Comment Hearing (Section 7.1)
8. The Online Governmental Consensus Ballot (Section 8.2)
9. Final Action results (Section 10.4)

## 10. Errata to the documents noted above

The information resulting from online collaboration between interested parties shall not be part of the code development record.

### 3.0 Submittal of Code Change Proposals

- 3.1 Intent:** Any interested person, persons or group may submit a code change proposal which will be duly considered when in conformance to these Rules of Procedure.
- 3.2 Withdrawal of Proposal:** A code change proposal may be withdrawn by the proponent (WP) at any time prior to public comment consideration of that proposal. All actions on the code change proposal shall cease immediately upon the withdrawal of the code change proposal.
- 3.3 Form and Content of Code Change Submittals:** Each code change proposal shall be submitted separately and shall be complete in itself. Each submittal shall contain the following information:
- 3.3.1 Proponent:** Each code change proposal shall include the name, title, mailing address, telephone number, and email address of the proponent. Email addresses shall be published with the code change proposals unless the proponent otherwise requests on the submittal form.
- 3.3.1.1** If a group, organization or committee submits a code change proposal, an individual with prime responsibility shall be indicated.
- 3.3.1.2** If a proponent submits a code change proposal on behalf of a client, group, organization or committee, the name and mailing address of the client, group, organization or committee shall be indicated.
- 3.3.2 Code Reference:** Each code change proposal shall relate to the applicable code sections(s) in the latest edition of the Code.
- 3.3.2.1** If more than one section in the Code is affected by a code change proposal, appropriate proposals shall be included for all such affected sections.
- 3.3.2.2** If more than one Code is affected by a code change proposal, appropriate proposals shall be included for all such affected Codes and appropriate cross referencing shall be included in the supporting information.
- 3.3.3 Multiple Code Change Proposals to a Code Section.** A proponent shall not submit multiple code change proposals to the same code section. When a proponent submits multiple code change proposals to the same section, the proposals shall be considered as incomplete proposals and processed in accordance with Section 4.3. This restriction shall not apply to code change proposals that attempt to address differing subject matter within a code section.
- 3.3.4 Text Presentation:** The text of the code change proposal shall be presented in the specific wording desired with deletions shown struck out with a single line and additions shown underlined with a single line.
- 3.3.4.1** A charging statement shall indicate the referenced code section(s) and whether the code change proposal is intended to be an addition, a deletion or a revision to existing Code text.
- 3.3.4.2** Whenever practical, the existing wording of the text shall be preserved with only such deletions and additions as necessary to accomplish the desired change.
- 3.3.4.3** Each code change proposal shall be in proper code format and terminology.
- 3.3.4.4** Each code change proposal shall be complete and specific in the text to eliminate unnecessary confusion or misinterpretation.
- 3.3.4.5** The proposed text shall be in mandatory terms.
- 3.3.5 Supporting Information:** Each code change proposal shall include sufficient supporting information to indicate how the code change proposal is intended to affect the intent and

application of the Code.

**3.3.5.1 Purpose:** The proponent shall clearly state the purpose of the code change proposal (e.g. clarify the Code; revise outdated material; substitute new or revised material for current provisions of the Code; add new requirements to the Code; delete current requirements, etc.)

**3.3.5.2 Reasons:** The proponent shall justify changing the current Code provisions, stating why the code change proposal is superior to the current provisions of the Code. Code change proposals which add or delete requirements shall be supported by a logical explanation which clearly shows why the current Code provisions are inadequate or overly restrictive, specifies the shortcomings of the current Code provisions and explains how such code change proposals will improve the Code.

**3.3.5.3 Substantiation:** The proponent shall substantiate the code change proposal based on technical information and substantiation. Substantiation provided which is reviewed in accordance with Section 4.2 and determined as not germane to the technical issues addressed in the code change proposal may be identified as such. The proponent shall be notified that the code change proposal is considered an incomplete proposal in accordance with Section 4.3 and the proposal shall be held until the deficiencies are corrected. The proponent shall have the right to appeal this action in accordance with the policy of the ICC Board. The burden of providing substantiating material lies with the proponent of the code change proposal. All substantiating material published by ICC is material that has been provided by the proponent and in so publishing ICC makes no representations or warranties about its quality or accuracy.

**3.3.5.4 Bibliography:** The proponent shall submit a bibliography of any substantiating material submitted with the code change proposal. The bibliography shall be published with the code change proposal and the proponent shall make the substantiating materials available for review at the appropriate ICC office and during the public hearing.

**3.3.5.5 Copyright Release:** The proponent of code change proposals, floor modifications and public comments shall sign a copyright release reading: "I hereby grant and assign to ICC all rights in copyright I may have in any authorship contributions I make to ICC in connection with any proposal and public comment, in its original form submitted or revised form, including written and verbal modifications submitted in accordance Section 5.5.2. I understand that I will have no rights in any ICC publications that use such contributions in the form submitted by me or another similar form and certify that such contributions are not protected by the copyright of any other person or entity."

**3.3.5.6 Cost Impact:** The proponent shall indicate one of the following regarding the cost impact of the code change proposal: 1) the code change proposal will increase the cost of construction; or 2) the code change proposal will not increase the cost of construction. The proponent should submit information to support either assertion. Any such information will be considered by the code development committee. This information will be included in the bibliography of the published code change proposal.

**3.4 Online Submittal:** Each code change proposal and all substantiating information shall be submitted online at the website designated by ICC. Two copies of each proposed new referenced standard in hard copy or one copy in electronic form shall be submitted. Additional copies may be requested when determined necessary by the Secretariat to allow such information to be distributed to the code development committee. Where such additional copies are requested, it shall be the responsibility of the proponent to send such copies to the respective code development committee.

**3.5 Submittal Deadline:** ICC shall establish and post the submittal deadline for each cycle. The posting of the deadline shall occur no later than 120 days prior to the code change deadline. Each code change proposal shall be submitted online at the website designated by ICC by the posted deadline. The submitter of a code change proposal is responsible for the proper and timely receipt of all pertinent materials by the Secretariat.

**3.6 Referenced Standards:** In order for a standard to be considered for reference or to continue to be referenced by the Codes, a standard shall meet the following criteria:

**3.6.1 Code References:**

**3.6.1.1** The standard, including title and date, and the manner in which it is to be utilized shall be specifically referenced in the Code text.

**3.6.1.2** The need for the standard to be referenced shall be established.

**3.6.2 Standard Content:**

**3.6.2.1** A standard or portions of a standard intended to be enforced shall be written in mandatory language.

**3.6.2.2** The standard shall be appropriate for the subject covered.

**3.6.2.3** All terms shall be defined when they deviate from an ordinarily accepted meaning or a dictionary definition.

**3.6.2.4** The scope or application of a standard shall be clearly described.

**3.6.2.5** The standard shall not have the effect of requiring proprietary materials.

**3.6.2.6** The standard shall not prescribe a proprietary agency for quality control or testing.

**3.6.2.7** The test standard shall describe, in detail, preparation of the test sample, sample selection or both.

**3.6.2.8** The test standard shall prescribe the reporting format for the test results. The format shall identify the key performance criteria for the element(s) tested.

**3.6.2.9** The measure of performance for which the test is conducted shall be clearly defined in either the test standard or in Code text.

**3.6.2.10** The standard shall not state that its provisions shall govern whenever the referenced standard is in conflict with the requirements of the referencing Code.

**3.6.2.11** The preface to the standard shall announce that the standard is promulgated according to a consensus procedure.

**3.6.3 Standard Promulgation:**

**3.6.3.1** Code change proposals with corresponding changes to the code text which include a reference to a proposed new standard or a proposed update of an existing referenced standard shall comply with this section. The standard shall be completed and readily available prior to the Public Comment Hearing based on the cycle of code development which includes the code change proposal. In order for a new standard to be considered for reference by the Code, such standard shall be submitted in at least a consensus draft form in accordance with Section 3.4. If a new standard is not submitted in at least draft form, the code change proposal shall be considered incomplete and shall not be processed. Updating of standards without corresponding code text changes shall be accomplished administratively in accordance with Section 4.6.

**3.6.3.2** The standard shall be developed and maintained through a consensus process such as ASTM or ANSI.

**4.0 Processing of Code Change Proposals**

**4.1 Intent:** The processing of code change proposals is intended to ensure that each proposal complies with these Rules of Procedure and that the resulting published code change proposal accurately reflects that proponent's intent.

- 4.2 Review:** Upon receipt in the Secretariat's office, the code change proposals will be checked for compliance with these Rules of Procedure as to division, separation, number of copies, form, language, terminology, supporting statements and substantiating data. Where a code change proposal consists of multiple parts which fall under the maintenance responsibilities of different code committees, the Secretariat shall determine the code committee responsible for determining the committee action in accordance with Section 5.6 and the Code Scoping Coordination Matrix (see Section 1.3.1).
- 4.3 Incomplete Code Change Proposals:** When a code change proposal is submitted with incorrect format, without the required information or judged as not in compliance with these Rules of Procedure, the Secretariat shall notify the proponent of the specific deficiencies and the proposal shall be held until the deficiencies are corrected, with a final date set for receipt of a corrected submittal. If the Secretariat receives the corrected code change proposal after the final date, the proposal shall be held over until the next code development cycle. Where there are otherwise no deficiencies addressed by this section, a code change proposal that incorporates a new referenced standard shall be processed with an analysis of the referenced standard's compliance with the criteria set forth in Section 3.6.
- 4.4 Editorial Code Change Proposals.** When a code change proposal is submitted that proposes an editorial or format change that, in the opinion of the Secretariat, does not affect the scope or application of the code, the proposal shall be submitted to the Code Correlation Committee who shall deem the code change proposal as editorial or send the proposal back to the Secretariat to be considered by the appropriate code development committee. To be deemed editorial, such proposal shall require a majority vote of the Code Correlation Committee. Editorial proposals shall be published in the Code Change Agenda. Such proposals shall be added to the hearing agenda for consideration by the appropriate code development committee upon written request to ICC by any individual. The deadline to submit such requests shall be 14 days prior to the first day of the Committee Action Hearing. Code Correlation Committee proposals that are not added to a code development committee hearing agenda shall be published in the next edition of the code with no further consideration.
- 4.5 Copy Editing Code Text:** The Chief Executive Officer shall have the authority at all times to make editorial style and format changes to the Code text, or any approved changes, consistent with the intent, provisions and style of the Code. Such editorial style or format changes shall not affect the scope or application of the Code requirements.
- 4.6 Updating Standards Referenced in the Codes:** The updating of standards referenced by the Codes shall be accomplished administratively by the Administrative Code Development Committee in accordance with these full procedures except that the deadline for availability of the updated standard and receipt by the Secretariat shall be December 1 of the third year of each code cycle. The published version of the new edition of the Code which references the standard will refer to the updated edition of the standard. If the standard is not available by the deadline, the edition of the standard as referenced by the newly published Code shall revert back to the reference contained in the previous edition and an errata to the Code issued. Multiple standards to be updated may be included in a single proposal.
- 4.7 Preparation:** All code change proposals in compliance with these procedures shall be prepared in a standard manner by the Secretariat and be assigned separate, distinct and consecutive numbers. The Secretariat shall coordinate related proposals submitted in accordance with Section 3.3.2 to facilitate the hearing process.
- 4.8 Code Change Agenda:** All code change proposals shall be posted on the ICC website at least 30 days prior to the Committee Action Hearing on those proposals and shall constitute the agenda for the Committee Action Hearing. Any errata to the Code Change Agenda shall be posted on the ICC website as soon as possible. Code change proposals which have not been published in the original posting or subsequent errata shall not be considered.

## **5.0 Committee Action Hearing**

- 5.1 Intent:** The intent of the Committee Action Hearing is to permit interested parties to present their views including the cost and benefits on the code change proposals on the published agenda.

The code development committee will consider such comments as may be presented in the development of their action on the disposition of such code change proposals. At the conclusion of the code development committee deliberations, the committee action on each code change proposal shall be placed before the hearing assembly for consideration in accordance with Section 5.7.

- 5.2 Committee:** The Codes and Standards Council shall review all applications and make committee appointment recommendations to the ICC Board. The Code Development Committees shall be appointed by the ICC Board.
- 5.2.1 Chairman/Moderator:** The Chairman and Vice-Chairman shall be appointed by the Codes and Standards Council from the appointed members of the committee. The ICC President shall appoint one or more Moderators who shall act as presiding officer for the Committee Action\_Hearing.
- 5.2.2 Conflict of Interest:** A committee member shall withdraw from and take no part in those matters with which the committee member has an undisclosed financial, business or property interest. The committee member shall not participate in any committee discussion or any committee vote on the matter in which they have an undisclosed interest. A committee member who is a proponent of a code change proposal shall not participate in any committee discussion on the matter or any committee vote. Such committee member shall be permitted to participate in the floor discussion in accordance with Section 5.5 by stepping down from the dais.
- 5.2.3 Representation of Interest:** Committee members shall not represent themselves as official or unofficial representatives of the ICC except at regularly convened meetings of the committee.
- 5.2.4 Committee Composition:** The committee may consist of representation from multiple interests. A minimum of thirty-three and one-third percent (33.3%) of the committee members shall be regulators.
- 5.3 Date and Location:** The date and location of the Committee Action Hearing shall be announced not less than 60 days prior to the date of the hearing.
- 5.4 General Procedures:** *The Robert's Rules of Order* shall be the formal procedure for the conduct of the Committee Action Hearing except as a specific provision of these Rules of Procedure may otherwise dictate. A quorum shall consist of a majority of the voting members of the committee.
- 5.4.1 Chair Voting:** The Chairman of the committee shall vote only when the vote cast will break a tie vote of the committee.
- 5.4.2 Open Hearing:** The Committee Action Hearing is an open hearing. Any interested person may attend and participate in the floor discussion and assembly consideration portions of the hearing. Only code development committee members may participate in the committee action portion of the hearings (see Section 5.6). Participants shall not advocate a position on specific code change proposals with committee members other than through the methods provided in this policy.
- 5.4.3 Presentation of Material at the Public Hearing:** Information to be provided at the hearing shall be limited to verbal presentations and modifications submitted in accordance with Section 5.5.2. Each individual presenting information at the hearing shall state their name and affiliation, and shall identify any entities or individuals they are representing in connection with their testimony. Audio-visual presentations are not permitted. Substantiating material submitted in accordance with Section 3.3.5.3 and other material submitted in response to a code change proposal shall be located in a designated area in the hearing room and shall not be distributed to the code development committee at the public hearing.
- 5.4.4 Agenda Order:** The Secretariat shall publish a Code Change Agenda for the Committee Action Hearing, placing individual code change proposals in a logical order to facilitate the



hearing. Any public hearing attendee may move to revise the agenda order as the first order of business at the public hearing, or at any time during the hearing except while another code change proposal is being discussed. Preference shall be given to grouping like subjects together, and for moving items back to a later position on the agenda as opposed to moving items forward to an earlier position. A motion to revise the agenda order is subject to a 2/3 vote of those present and voting.

**5.4.5 Reconsideration:** There shall be no reconsideration of a code change proposal after it has been voted on by the committee in accordance with Section 5.6.

**5.4.6 Time Limits:** Time limits shall be established as part of the agenda for testimony on all code change proposals at the beginning of each hearing session. Each person requesting to testify on a code change proposal shall be given equal time. In the interest of time and fairness to all hearing participants, the Moderator shall have limited authority to modify time limitations on debate. The Moderator shall have the authority to adjust time limits as necessary in order to complete the hearing agenda.

**5.4.6.1 Time Keeping:** Keeping of time for testimony by an individual shall be by an automatic timing device. Remaining time shall be evident to the person testifying. Interruptions during testimony shall not be tolerated. The Moderator shall maintain appropriate decorum during all testimony.

**5.4.6.2 Proponent Testimony:** The Proponent is permitted to waive an initial statement. The Proponent shall be permitted to have the amount of time that would have been allocated during the initial testimony period plus the amount of time that would be allocated for rebuttal. Where the code change proposal is submitted by multiple proponents, this provision shall permit only one proponent of the joint submittal to be allotted additional time for rebuttal.

**5.4.7 Points of Order:** Any person participating in the public hearing may challenge a procedural ruling of the Moderator or the Chairman. A majority vote of ICC Members in attendance shall determine the decision.

**5.5 Floor Discussion:** The Moderator shall place each code change proposal before the hearing for discussion by identifying the proposal and by regulating discussion as follows:

**5.5.1 Discussion Order:**

1. Proponents. The Moderator shall begin by asking the proponent and then others in support of the code change proposal for their comments.
2. Opponents. After discussion by those in support of a code change proposal, those opposed hereto, if any, shall have the opportunity to present their views.
3. Rebuttal in support. Proponents shall then have the opportunity to rebut points raised by the opponents.
4. Re-rebuttal in opposition. Opponents shall then have the opportunity to respond to the proponent's rebuttal.

**5.5.2 Modifications:** Modifications to code change proposals may be suggested from the floor by any person participating in the public hearing. The person proposing the modification is deemed to be the proponent of the modification.

**5.5.2.1 Submission.** All modifications shall be submitted electronically to the ICC Secretariat in a format determined by ICC unless determined by the Chairman to be either editorial or minor in nature. The modification will be forwarded electronically to the members of the code development committee during the hearing and will be projected on the screen in the hearing room.

**5.5.2.2 Criteria.** The Chairman shall rule proposed modifications in or out of order before they are discussed on the floor. A proposed modification shall be ruled out of order if it:

1. is not legible, unless not required to be written in accordance with Section 5.5.2.1; or
2. changes the scope of the original code change proposal; or
3. is not readily understood to allow a proper assessment of its impact on the original code change proposal or the Code.

The ruling of the Chairman on whether or not the modification is in or out of order shall be final and is not subject to a point of order in accordance with Section 5.4.7.

**5.5.2.3 Testimony.** When a modification is offered from the floor and ruled in order by the Chairman, a specific floor discussion on that modification is to commence in accordance with the procedures listed in Section 5.5.1.

**5.6 Committee Action:** Following the floor discussion of each code change proposal, one of the following motions shall be made and seconded by members of the committee:

1. Approve the code change proposal As Submitted (AS) or
2. Approve the code change proposal As Modified with specific modifications (AM), or
3. Disapprove the code change proposal (D)

Discussion on this motion shall be limited to code development committee members. If a committee member proposes a modification which had not been proposed during floor discussion, the Chairman shall rule on the modification in accordance with Section 5.5.2.2. If a committee member raises a matter of issue, including a proposed modification, which has not been proposed or discussed during the floor discussion, the Moderator shall suspend the committee discussion and shall reopen the floor discussion for comments on the specific matter or issue. Upon receipt of all comments from the floor, the Moderator shall resume committee discussion.

The code development committee shall vote on each motion with the majority dictating the committee's action. Committee action on each code change proposal shall be completed when one of the motions noted above has been approved. Each committee vote shall be supported by a reason.

The code development committee shall maintain a record of its proceedings including the action on each code change proposal.

**5.7 Assembly Consideration:** At the conclusion of the committee's action on a code change proposal and before the next code change proposal is called to the floor, the Moderator shall ask for a motion from the public hearing attendees who may object to the committee's action. If a motion in accordance with Section 5.7.1 is not brought forward on the committee's action, the results of the Committee Action\_Hearing shall be established by the committee's action.

**5.7.1 Assembly Floor Motion:** Any attendee may raise an objection to the committee's action in which case the attendee will be able to make a motion to:

1. Approve the code change proposal As Submitted from the Floor (ASF), or
2. Approve the code change proposal As Modified from the Floor (AMF) with a specific modification that has been previously offered from the floor and ruled in order by the Chairman during floor discussion (see Section 5.5.2) or has been offered by a member of the Committee and ruled in order by the Chairman during committee discussion (see Section 5.6), or
3. Disapprove the code change proposal from the floor (DF).

**5.7.2 Assembly Floor Motion Consideration:** On receipt of a second to the floor motion, the Moderator shall accept the motion and the second and notify the attendees that the motion will be considered in an online ballot following the hearing in accordance with Section 5.7.3. No additional testimony shall be permitted.

**5.7.3 Online Assembly Floor Motion Ballot:** Following the Committee Action Hearing, all assembly floor motions which received a second shall be compiled into an online ballot. The ballot will include:

1. The code change proposal as published.
2. The committee action and reason from the Committee Action Hearing.
3. The floor motion, including modifications which are part of the floor motion.
4. Access to the audio and video of the Committee Action Hearing proceedings.
5. Identification of the ballot period for which the online balloting will be open.

**5.7.4 Eligible Online Assembly Motion Voters:** All members of ICC shall be eligible to vote on online assembly floor motions. Each member is entitled to one vote, except that each Governmental Member Voting Representative may vote on behalf of its Governmental Member. Individuals who represent more than one Governmental Member shall be limited to a single vote. Application, whether new or updated, for ICC membership must be received by the Code Council 30 days prior to the first day of the Committee Action Hearing. The ballot period will not be extended beyond the published period except as approved by the ICC Board.\_

**5.7.5 Assembly Action:** A successful assembly action shall be a majority vote of the votes cast by eligible voters (see Section 5.7.4). A successful assembly action results in an automatic public comment to be considered at the Public Comment Hearing (see Section 7.4).

**5.8 Report of the Committee Action Hearing:** The results of the Committee Action Hearing, including committee action and reason, online assembly floor motion vote results and the total vote count for each assembly floor motion shall be posted on the ICC website not less than 60 days prior to the Public Comment Hearing, except as approved by the ICC Board.

## **6.0 Public Comments**

**6.1 Intent:** The public comment process gives attendees at the Public Comment Hearing an opportunity to consider specific objections to the results of the Committee Action Hearing and more thoughtfully prepare for the discussion for public comment consideration. The public comment process expedites the Public Comment Hearing by limiting the items discussed to the following:

1. Consideration of items for which a public comment has been submitted; and
2. Consideration of items which received a successful assembly action.

**6.2 Deadline:** The deadline for receipt of a public comment to the results of the Committee Action Hearing shall be announced at the Committee Action Hearing but shall not be less than 30 days subsequent to the availability of the Report of the Committee Action Hearing (see Section 5.8).

**6.3 Withdrawal of Public Comment:** A public comment may be withdrawn by the public commenter at any time prior to public comment consideration of that comment. A withdrawn public comment shall not be subject to public comment consideration. If the only public comment to a code change proposal is withdrawn by the public commenter prior to the vote on the consent agenda in accordance with Section 7.5.4, the proposal shall be considered as part of the consent agenda. If the only public comment to a code change proposal is withdrawn by the public commenter after the vote on the consent agenda in accordance with Section 7.5.4, the proposal shall continue as part of the individual consideration agenda in accordance with Section 7.5.5, however the public comment shall not be subject to public comment consideration.

**6.4 Form and Content of Public Comments:** Any interested person, persons, or group may submit a public comment to the results of the Committee Action Hearing which will be considered when in conformance to these requirements. Each public comment to a code change proposal shall be submitted separately and shall be complete in itself. Each public comment shall contain the following information:

**6.4.1 Public comment:** Each public comment shall include the name, title, mailing address, telephone number and email address of the public commenter. Email addresses shall be published with the public comments unless the commenter otherwise requests on the submittal form.

If a group, organization, or committee submits a public comment, an individual with prime responsibility shall be indicated. If a public comment is submitted on behalf a client, group, organization or committee, the name and mailing address of the client, group, organization or committee shall be indicated. The scope of the public comment shall be consistent with the scope of the original code change proposal, committee action or successful assembly action. Public comments which are determined as not within the scope of the code change proposal, committee action or successful assembly action shall be identified as such. The public commenter shall be notified that the public comment is considered an incomplete public comment in accordance with Section 6.5.1 and the public comment shall be held until the deficiencies are corrected. A copyright release in accordance with Section 3.3.5.5 shall be provided with the public comment.

**6.4.2 Code Reference:** Each public comment shall include the code change proposal number.

**6.4.3 Multiple public comments to a code change proposal.** A proponent shall not submit multiple public comments to the same code change proposal. When a proponent submits multiple public comments to the same code change proposal, the public comments shall be considered as incomplete public comments and processed in accordance with Section 6.5.1. This restriction shall not apply to public comments that attempt to address differing subject matter within a code section.

**6.4.4 Desired Final Action:** In order for a public comment to be considered, the public comment shall indicate the desired Final Action as one of the following:

1. Approve the code change proposal As Submitted (AS), or
2. Approve the code change proposal As Modified by the committee modification published in the Report of the Committee Action Hearing (AM) or published in a public comment in the Public Comment Agenda (AMPC), or
3. Disapprove the code change proposal (D)

**6.4.5 Supporting Information:** The public comment shall include a statement containing a reason and justification for the desired Final Action on the code change proposal. Reasons and justification which are reviewed in accordance with Section 6.5 and determined as not germane to the technical issues addressed in the code change proposal or committee action may be identified as such. The public commenter shall be notified that the public comment is considered an incomplete public comment in accordance with Section 6.5.1 and the public comment shall be held until the deficiencies are corrected. The public commenter shall have the right to appeal this action in accordance with the policy of the ICC Board. A bibliography of any substantiating material submitted with a public comment shall be published with the public comment and the substantiating material shall be made available at the Public Comment\_Hearing. All substantiating material published by ICC is material that has been provided by the proponent and in so publishing ICC makes no representations or warranties about its quality or accuracy.

**6.4.6 Online submittal:** Each public comment and substantiating information shall be submitted online at the website designated by ICC. Additional copies may be requested when determined necessary by the Secretariat.

**6.4.7 Submittal Deadline:** ICC shall establish and post the submittal deadline for each cycle.

The posting of the deadline shall occur no later than 120 days prior to the public comment deadline. Each public comment shall be submitted online at the website designated by ICC by the posted deadline. The submitter of a public comment is responsible for the proper and timely receipt of all pertinent materials by the Secretariat.

**6.5 Review:** The Secretariat shall be responsible for reviewing all submitted public comments from an editorial and technical viewpoint similar to the review of code change proposals (see Section 4.2).

**6.5.1 Incomplete Public Comment:** When a public comment is submitted with incorrect format, without the required information or judged as not in compliance with these Rules of Procedure, the public comment shall not be processed. The Secretariat shall notify the public commenter of the specific deficiencies and the public comment shall be held until the deficiencies are corrected, or the public comment shall be returned to the public commenter with instructions to correct the deficiencies with a final date set for receipt of the corrected public comment.

**6.5.2 Duplications:** On receipt of duplicate or parallel public comments, the Secretariat may consolidate such public comments for public comment consideration. Each public commenter shall be notified of this action when it occurs.

**6.5.3 Deadline:** Public comments received by the Secretariat after the deadline set for receipt shall not be published and shall not be considered as part of the public comment consideration. This deadline shall not apply to public comments submitted by the Code Correlation Committee. In order to correlate submitted public comments with action taken at the Committee Action Hearing on code change proposals that did receive a public comment, the Code Correlation Committee, in conjunction with staff processing of public comments, shall review the submitted public comments and submit the necessary public comments in order to facilitate the coordination of code change proposals. Such review and submittal shall not delay the posting of the Public Comment Agenda as required in Section 6.6.

**6.6 Public Comment Agenda:** The Committee Action Hearing results on code change proposals that have not received a public comment and code change proposals which received public comments or successful assembly actions shall constitute the Public Comment Agenda. The Public Comment Agenda shall be posted on the ICC website at least 30 days prior the Public Comment Hearing. Any errata to the Public Comment Agenda shall be posted on the ICC website as soon as possible. Code change proposals and public comments which have not been published in the original posting or subsequent errata shall not be considered.

## **7.0 Public Comment Hearing**

**7.1 Intent:** The Public Comment Hearing is the first of two steps to make a final determination on all code change proposals which have been considered in a code development cycle by a vote cast by eligible voters (see Section 9.0). The second step, which follows the Public Comment Hearing, is the Online Governmental Consensus Vote that is conducted in accordance with Section 8.0.

**7.2 Date and Location:** The date and location of the Public Comment Hearing shall be announced not less than 60 days prior to the date of the hearing.

**7.3 Moderator:** The ICC President shall appoint one or more Moderators who shall act as presiding officer for the Public Comment Hearing.

**7.4 Public Comment Agenda:** The Public Comment Consent Agenda shall be comprised of code change proposals which have neither a successful assembly action nor public comment. The agenda for public testimony and individual consideration shall be comprised of proposals which have a successful assembly action or public comment (see Section 6.1).

**7.5 Procedure:** *The Robert's Rules of Order* shall be the formal procedure for the conduct of the Public Comment Hearing except as these Rules of Procedure may otherwise dictate.

**7.5.1 Open Hearing:** The Public Comment Hearing is an open hearing. Any interested person

may attend and participate in the floor discussion.

- 7.5.2 Agenda Order:** The Secretariat shall publish a Public Comment Agenda for the Public Comment Hearing, placing individual code change proposals and public comments in a logical order to facilitate the hearing. The proponents or opponents of any code change proposal or public comment may move to revise the agenda order as the first order of business at the public hearing, or at any time during the hearing except while another proposal is being discussed. Preference shall be given to grouping like subjects together and for moving items back to a later position on the agenda as opposed to moving items forward to an earlier position. A motion to revise the agenda order is subject to a 2/3 vote of those present and voting.
- 7.5.3 Presentation of Material at the Public Comment Hearing:** Information to be provided at the hearing shall be limited to verbal presentations. Each individual presenting information at the hearing shall state their name and affiliation, and shall identify any entities or individuals they are representing in connection with their testimony. Audio-visual presentations are not permitted. Substantiating material submitted in accordance with Section 6.4.5 and other material submitted in response to a code change proposal or public comment shall be located in a designated area in the hearing room.
- 7.5.4 Public Comment Consent Agenda:** The Public Comment Consent Agenda (see Section 7.4) shall be placed before the assembly with a single motion for Final Action in accordance with the results of the Committee Action Hearing. When the motion has been seconded, the vote shall be taken with no testimony being allowed. A simple majority (50% plus one) based on the number of votes cast by eligible voters shall decide the motion. This action shall not be subject to the Online Governmental Consensus Vote following the Public Comment Hearing (see Section 8.0).
- 7.5.5 Public Comment Individual Consideration Agenda:** Upon completion of the Public Comment Consent Agenda vote, all code change proposals not on the Public Comment Consent Agenda shall be placed before the assembly for individual consideration of each item (see Section 7.4).
- 7.5.6 Reconsideration:** There shall be no reconsideration of a code change proposal after it has been voted on in accordance with Section 7.5.8.
- 7.5.7 Time Limits:** Time limits shall be established as part of the agenda for testimony on all code change proposals at the beginning of each hearing session. Each person requesting to testify on a code change proposal shall be given equal time. In the interest of time and fairness to all hearing participants, the Moderator shall have limited authority to modify time limitations on debate. The Moderator shall have the authority to adjust time limits as necessary in order to complete the hearing agenda.
- 7.5.7.1 Time Keeping:** Keeping of time for testimony by an individual shall be by an automatic timing device. Remaining time shall be evident to the person testifying. Interruptions during testimony shall not be tolerated. The Moderator shall maintain appropriate decorum during all testimony.
- 7.5.8 Discussion and Voting:** Discussion and voting on code change proposals being individually considered shall be in accordance with the following procedures and the voting majorities in Section 7.6:
- 7.5.8.1 Proponent testimony:** The Proponent of a public comment is permitted to waive an initial statement. The Proponent of the public comment shall be permitted to have the amount of time that would have been allocated during the initial testimony period plus the amount of time that would be allocated for rebuttal. Where a public comment is submitted by multiple proponents, this provision shall permit only one proponent of the joint submittal to waive an initial statement.
- 7.5.8.2 Points of Order:** Any person participating in the public hearing may challenge a procedural ruling of the Moderator. A majority vote of ICC Members in

attendance shall determine the decision.

- 7.5.8.3 Eligible voters:** Voting shall be limited to eligible voters in accordance with Section 9.0.
- 7.5.8.4 Allowable Final Action Motions:** The only allowable motions for Final Action are Approval as Submitted (AS), Approval as Modified by the committee (AM) or by one or more modifications published in the Public Comment Agenda (AMPC), and Disapproval (D).
- 7.5.8.5 Initial Motion:** The code development committee action shall be the initial motion considered.
- 7.5.8.6 Motions for Modifications:** Whenever a motion under consideration is for Approval as Submitted or Approval as Modified, a subsequent motion and second for a modification published in the Public Comment Agenda may be made (see Section 6.4.4). Each subsequent motion for modification, if any, shall be individually discussed and voted before returning to the main motion. A two-thirds majority based on the number of votes cast by eligible voters shall be required for a successful motion on all modifications.
- 7.5.8.7 Voting:** After dispensing with all motions for modifications, if any, and upon completion of discussion on the main motion, the Moderator shall then ask for the vote on the main motion. The vote on the main motion shall be taken electronically with the vote recorded and each vote assigned to the eligible voting member. If the motion fails to receive the majority required in Section 7.6, the Moderator shall ask for a new motion.
- 7.5.8.8 Subsequent Motion:** If the initial motion is unsuccessful, a motion for either Approval as Submitted or Approval as Modified by one or more published modifications is in order. A motion for Disapproval is not in order. The vote on the main motion shall be taken electronically with the vote recorded and each vote assigned to the eligible voting member. If a successful vote is not achieved, Section 7.5.8.9 shall apply.
- 7.5.8.9 Failure to Achieve Majority Vote at the Public Comment Hearing.** In the event that a code change proposal does not receive any of the required majorities in Section 7.6, the results of the Public Comment Hearing for the code change proposal in question shall be Disapproval. The vote count that will be reported as the Public Comment Hearing result will be the vote count on the main motion in accordance with Section 7.5.8.7.
- 7.5.8.10 Public Comment Hearing Results:** The result and vote count on each code change proposal considered at the Public Comment Hearing shall be announced at the hearing. The results shall be posted and included in the Online Governmental Consensus Ballot (see Section 8.2).

**7.6 Majorities for Final Action:** The required voting majority for code change proposals individually considered shall be based on the number of votes cast of eligible voters at the Public Comment Hearing shall be in accordance with the following table:

Committee Action	Desired Final Action		
	AS	AM/AMPC	D
AS	Simple Majority	2/3 Majority	Simple Majority
AM	2/3 Majority	Simple Majority to sustain the Committee Action or; 2/3 Majority on each additional modification and 2/3 Majority on entire code change proposal for AMPC	Simple Majority
D	2/3 Majority	2/3 Majority	Simple Majority

## 8.0 Online Governmental Consensus Vote

**8.1 Public Comment Hearing Results:** The results from the Individual Consideration Agenda at the Public Comment Hearing (see Sections 7.5.5 and 7.5.8.10) shall be the basis for the Online Governmental Consensus Vote. The ballot shall include the voting options in accordance with the following table:

Committee Action	Public Comment Hearing result and Voting Majority	Online Governmental Consensus Ballot and Voting Majority	
<b>AS</b>	<b>AS:</b> Simple Majority	<b>AS:</b> Simple Majority	<b>D:</b> Simple Majority
	<b>AMPC:</b> 2/3 Majority	<b>AMPC:</b> 2/3 Majority	<b>D:</b> Simple Majority
	<b>D:</b> Simple Majority	<b>AS:</b> Simple Majority	<b>D:</b> Simple Majority
<b>AM</b>	<b>AS:</b> 2/3 Majority	<b>AS:</b> 2/3 Majority	<b>D:</b> Simple Majority
	<b>AM:</b> Simple Majority	<b>AM:</b> Simple Majority	<b>D:</b> Simple Majority
	<b>AMPC:</b> 2/3 Majority	<b>AMPC:</b> 2/3 Majority	<b>D:</b> Simple Majority
	<b>D:</b> Simple Majority	<b>AM:</b> Simple Majority	<b>D:</b> Simple Majority
<b>D</b>	<b>AS:</b> 2/3 Majority	<b>AS:</b> 2/3 Majority	<b>D:</b> Simple Majority
	<b>AMPC:</b> 2/3 Majority	<b>AMPC:</b> 2/3 Majority	<b>D:</b> Simple Majority
	<b>D:</b> Simple Majority	<b>AS:</b> 2/3 Majority	<b>D:</b> Simple Majority

**8.2 Online Governmental Consensus Ballot:** The ballot for each code change proposal considered at the Public Comment Hearing will include:

1. The Public Comment Hearing result and vote count.
2. The allowable Online Governmental Consensus Vote actions in accordance with Section 8.1.
3. Where the Public Comment Hearing result is As Submitted (AS) or Disapproval (D), the original code change proposal will be presented.
4. Where the Public Comment Hearing result is As Modified by the committee (AM) or As Modified by one or more Public Comments (AMPC), the original code change and approved modification(s) will be presented.
5. The committee action taken at the Committee Action Hearing.
6. ICC staff identification of correlation issues.
7. For those who voted at the Public Comment Hearing, the ballot will indicate how they voted.
8. An optional comment box to provide comments.
9. Access to the Public Comment Agenda which includes: the original code change, the report of the committee action and the submitted public comments.
10. Access to the audio and video of the Committee Action and Public Comment Hearing proceedings.
11. Identification of the ballot period for which the online balloting will be open.

**8.3 Voting process:** Voting shall be limited to eligible voters in accordance with Section 9.0. Eligible voters are authorized to vote during the Public Comment Hearing and during the Online Governmental Consensus Vote; however, only the last vote cast will be included in the final vote tabulation. The ballot period will not be extended beyond the published period except as approved by the ICC Board.

## 9.0 Eligible Final Action Voters

**9.1 Eligible Final Action Voters:** Eligible Final Action voters include ICC Governmental Member Voting Representatives and Honorary Members in good standing who have been confirmed by ICC in accordance with the Electronic Voter Validation System. Such confirmations are required to be revalidated annually. Eligible Final Action voters in attendance at the Public Comment Hearing and those participating in the Online Governmental Consensus Vote shall have one vote per eligible voter on all Codes. Individuals who represent more than one Governmental Member shall be limited to a single vote.



**9.2 Applications:** Applications for Governmental Membership must be received by the ICC at least 30 days prior to the Committee Action Hearing in order for its designated representatives to be eligible to vote at the Public Comment Hearing or Online Governmental Consensus Vote. Applications, whether new or updated, for Governmental Member Voting Representative status must be received by the Code Council 30 days prior to the commencement of the first day of the Public Comment Hearing in order for any designated representative to be eligible to vote. An individual designated as a Governmental Member Voting Representative shall provide sufficient information to establish eligibility as defined in the ICC Bylaws. The Executive Committee of the ICC Board, in its discretion, shall have the authority to address questions related to eligibility.

## **10.0 Tabulation, certification and posting of results**

**10.1 Tabulation and Validation:** Following the closing of the online ballot period, the votes received will be combined with the vote tally at the Public Comment Hearing to determine the final vote on the code change proposal. ICC shall retain a record of the votes cast and the results shall be certified by a validation committee appointed by the ICC Board. The validation committee shall report the results to the ICC Board, either confirming a valid voting process and result or citing irregularities in accordance with Section 10.2.

**10.2 Voting Irregularities:** Where voting irregularities or other concerns with the Online Governmental Consensus Voting process which are material to the outcome or the disposition of a code change proposal(s) are identified by the validation committee, such irregularities or concerns shall be immediately brought to the attention of the ICC Board. The ICC Board shall take whatever action necessary to ensure a fair and impartial Final Action vote on all code change proposals, including but not limited to:

1. Set aside the results of the Online Governmental Consensus Vote and have the vote taken again.
2. Set aside the results of the Online Governmental Consensus Vote and declare the Final Action on all code change proposals to be in accordance with the results of the Public Comment Hearing.
3. Other actions as determined by the ICC Board.

**10.3 Failure to Achieve Majority Vote:** In the event a code change proposal does not receive any of the required majorities for Final Action in Section 8.0, Final Action on the code change proposal in question shall be Disapproval.

**10.4 Final Action Results:** The Final Action on all code change proposals shall be published as soon as practicable after certification of the results. The results shall include the Final Action taken, including the vote tallies from both the Public Comment Hearing and Online Governmental Consensus Vote, as well the required majority in accordance with Section 8.0. ICC shall maintain a record of individual votes for auditing purposes, however, the record shall not be made public. The exact wording of any resulting text modifications shall be made available to any interested party.

## **11.0 Code Publication**

**11.1 Next Edition of the Codes:** The Final Action results on code change proposals shall be the basis for the subsequent edition of the respective Code.

**11.2 Code Correlation:** The Code Correlation Committee is authorized to resolve technical or editorial inconsistencies resulting from actions taken during the code development process by making appropriate changes to the text of the affected code. Any such changes to a Code shall require a 2/3 vote of the Code Correlation Committee. Technical or editorial inconsistencies not resolved by the Code Correlation Committee shall be forwarded to the ICC Board for resolution.

## **12.0 Appeals**

**12.1 Right to Appeal:** Any person may appeal an action or inaction in accordance with Council Policy 1 Appeals. Any appeal made regarding voter eligibility, voter fraud, voter misrepresentation or

breach of ethical conduct must be supported by credible evidence and must be material to the outcome of the final disposition of a code change proposal(s).

The following actions are not appealable:

1. Variations of the results of the Public Comment Hearing compared to the Final Action result in accordance with Section 10.4.
2. Denied requests to extend the voter balloting period in accordance with Sections 5.7.4 or 8.3.
3. Lack of access to the internet based online collaboration and voting platform to submit a code change proposal, to submit a public comment or to vote.
4. Code Correlation Committee changes made in accordance with Section 11.2.

## **13.0 Violations**

- 13.1 ICC Board Action on Violations:** Violations of the policies and procedures contained in this Council Policy shall be brought to the immediate attention of the ICC Board for response and resolution. Additionally, the ICC Board may take any actions it deems necessary to maintain the integrity of the code development process.

**2012-2014 ICC CODE DEVELOPMENT CYCLE  
UPDATES TO THE 2014  
REPORT OF THE COMMITTEE ACTION HEARINGS**

**International Green Construction Code – Energy/Water**

GEW28-14: Footnote “a” should not show as struck-out.

**GEW28-14**

The following is errata that was not posted on the ICC website.

**602.1.2.1 Modifications to Appendix G of ASHRAE 90.1. Energy units.** The performance rating in Section G1.2 of ASHRAE 90.1 shall be based on energy use converted to consistent units in accordance with Sections 602.1.2.2 and 602.1.2.3, instead of energy cost. Energy use shall be converted to consistent units by multiplying the nonrenewable energy fossil fuel use at the utility meter or measured point of delivery to Btu's and multiplying by the conversion factor in Table 602.1.2.2.

**602.1.2.2 Site to source electric power conversion.** In calculating the annual energy use index, electric energy used at the site shall be consistent units by converting the electric power use at the utility meter or measured point of delivery to Btus and multiplying by the conversion factor in Table 602.1.2.1 based on the geographical location of the building.

**TABLE 602.1.2.2  
U.S. AVERAGE BUILDING FUELS ENERGY CONVERSION FACTORS BY FUEL TYPE<sup>a</sup>**

FUEL TYPE	ENERGY CONVERSION FACTOR
Natural Gas <sup>a</sup>	1.09
Fuel Oil <sup>a</sup>	1.13
LPG <sup>a</sup>	1.12
Purchased District Heating - Hot Water	1.35
Purchased District Heating - Steam	1.45
District Cooling	0.33 x value in Table 602.1.2.1
Other	1.1

a. Source: Gas Technology Institute Source Energy and Emissions Analysis: Tool.

**602.1.2.3 Nonrenewable energy.** In calculating the annual energy use index for fuel other than electrical power, energy use shall be converted to consistent units by multiplying the nonrenewable energy fossil fuel use at the utility meter or measured point of delivery to Btu's and multiplying by the conversion factor in Table 602.1.2.2. The conversion factor for energy sources not included in Table 602.1.2.2 shall be 1.1. Conversion factors for purchased district heating shall be 1.35 for hot water and 1.45 for steam. The conversion factor for district cooling shall be 0.33 times the value in Table 602.1.2.1 based on the EPA eGRID-Sub-region in which the building is located.

**Committee Action:**

**Disapproved**

**Committee Reason:** The committee disapproved this change at the request of the proponent. The actions proposed by GEW28-14 were taken care of through the approval of previous actions (GEW24-14).

**Assembly Action:**

**None**

**2014 PUBLIC COMMENT HEARINGS SCHEDULE**  
**October 1 – 4, 2014**  
**Greater Fort Lauderdale Broward County Convention Center**  
**Fort Lauderdale, FL**

The upcoming 2014 ICC Annual Conference, Group C Public Comment Hearings and Expo will be utilizing a different schedule than in years past. The Annual Business meeting will be on Monday, September 29<sup>th</sup> and the conference activities will conclude on Tuesday, September 30<sup>th</sup> with the Annual Banquet and Long Beach Preview Event. [Click here](#) for the conference schedule.

The Public Comment Hearings will start on Wednesday, October 1<sup>st</sup> at 8:00 am. The hearing schedule will follow the chapter designations in the IgCC. Be sure to consult the tentative hearing order published in the Public Comment Agenda (to be posted by August 27<sup>th</sup>) since some code changes are heard with a chapter other than the chapter in which the text is located.

The schedule anticipates that the hearings will be completed no later than 12:00 pm on Saturday, October 4<sup>th</sup>. This may require adjustments to the daily start/end times based on hearing progress.

Actual start times for each chapter cannot be stipulated due to uncertainties in hearing progress. The hearing on each chapter will begin immediately upon the completion of the hearings for the prior chapter. This includes moving the chapter up or back from the day indicated based on hearing progress. For example, if the hearing progress moves quicker than anticipated on IgCC Chapters 1 – 4 such that Chapter 4 is completed on Wednesday, Chapter 5 would start upon the completion of Chapter 4 on Wednesday.

<b>Wednesday October 1</b>	<b>Thursday October 2</b>	<b>Friday October 3</b>	<b>Saturday October 4</b>
<b>Start 8 am</b>	<b>Start 8 am</b>	<b>Start 8 am</b>	<b>Start 8 am</b>
<b>Chapter 1</b>	<b>Chapter 4</b>	<b>Chapter 6</b>	<b>Chapter 8</b>
<b>Chapter 3</b>	<b>Chapter 5</b>	<b>Chapter 7</b>	<b>Chapter 9</b>
<b>Chapter 4</b>	<b>Chapter 6</b>	<b>Chapter 8</b>	<b>Chapter 10</b>
			<b>Chapter 11</b>
			<b>Appendices</b>
<b>End 7 pm</b>	<b>End 7 pm</b>	<b>End 7 pm</b>	<b>End 12 pm</b>

Notes:

1. Daily start and end hearing times are subject to change based on progress.
2. Mid-morning, lunch and mid-afternoon breaks to be announced. The hearings are scheduled without a dinner break.
3. Code changes to Chapter 2 Definitions are considered with the applicable subject matter in the corresponding chapter (see the tentative hearing order).

# TENTATIVE HEARING ORDER FOR EACH INDIVIDUAL CONSIDERATION AGENDA

**Note:** Code changes to be heard out of numerical order or to be heard with a different code designation are indented. Be sure to review the cross index on page xxxvi for code change which affect codes other than those under their respective code change number prefix.

**IgCC – General**

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# 2014 ICC CODE DEVELOPMENT CYCLE

## CROSS INDEX OF PROPOSED CODE CHANGES WITH PUBLIC COMMENTS

Some of the proposed code changes include sections that are outside of the scope of the chapters listed in the table of Staff Secretaries on page xiii. This is done in order to facilitate coordination within the International Codes which is one of the fundamental principles of the International Codes.

Listed in this index are proposed code changes that include sections or codes other than those associated with that code group. For example, IgCC Section 601.3 is proposed for revision in code change GG76-14. Chapter 6 of the IgCC is generally the responsibility of the IgCC Energy/Water Committee as listed in the table of Staff Secretaries. However Section 601.3 is being considered for revision in code change GG276-14 which is the responsibility of the IgCC General Committee. 601.3 is therefore identified in this index. Another example is Section 808.8.2 of the IgCC General Committee. Chapter 8 is maintained by the IgCC General Committee, and the proposed revision to Section 808.8.2 was considered for revision in code change GEW160, which was the responsibility of the IgCC Energy/Water Committee.

This information is provided to assist users in locating all of the proposed code changes that would affect a certain section or chapter. For example, to find all of the proposed code changes that would affect the IgCC Chapter 8, review the proposed code changes for the IgCC General Committee (listed with a GG prefix) then review this cross reference for the IgCC Chapter 8 for proposed code changes published in other code change groups. While care has been taken to be accurate, there may be some omissions in this list.

Letter prefix: Each proposed change number has a letter prefix that will identify where the proposal is published. The letter designations for proposed changes and the corresponding publications are as follows:

<b><u>PREFIX</u></b>	<b><u>PROPOSED CHANGE GROUP (see Table of Contents on page xxxvii for location)</u></b>
<b>GG</b>	<b>International Green Construction Code—General (Chapters 1, 3, 4, 5, 8, 9, 10, 11 and Appendices)</b>
<b>GEW</b>	<b>International Green Construction Code—Energy/Water (Chapters 6 and 7)</b>

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**2014 PUBLIC COMMENTS TO THE PROPOSED CHANGES FOR THE 2012  
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