

BUILDING CODES COUNCIL AGENDA

**301 S. Park Ave. Avenue, 4th Floor Helena MT
Large Conference Room
August 12, 2025 – 1:00 PM**

Conference Call Information:

Call-in +1 646 558 8656

Meeting ID: 885 0863 9665 Password: 594184

Zoom Link:

<https://mt-gov.zoom.us/j/88508639665?pwd=y1QjLB8tkbxdDduaF5X9rdPlracbER.1>

NOTICE: Public comment will be heard on each proposal item as it is presented.

- 1. Call to Order** – Introductions of Staff and Building Codes Council members
- 2. Nomination and Election of Council Chairperson** –Matt Lemert 6-25-24
(The first meeting of any year requires to elect a new or affirm previous chairperson)
- 3. Public Opportunity to Comment – Council Chair**
(Chairman Statement) “Under this item, the Council will offer an opportunity to members of the public in attendance to comment on any public matter under the jurisdiction of the Council that is NOT on the agenda of this meeting. While the Council cannot take action on any issues presented, the council will listen to comments and may ask staff to place the issue on a subsequent agenda. The Chairman may limit the comment period in order to proceed with the council meeting.”
- 4. Approval and Tentative Modification of Agenda Order**
- 5. Review and approval of minutes from 6-25-2024, meeting**
- 6. Review of Council Purpose and Procedures**
 - a) Review Purpose and Structure – 50-60-115 MCA – Eric Copeland
 - b) Code Adoption/Administrative Rule Process – Eric Copeland
 - c) Review Expense Reporting Reimbursement Procedures – Traci Collett
- 7. Presentation of proposed administrative rules – Building Codes Staff**

Proposed New Administrative Rule Amendments

- a) New Rule 1 - Definitions
- b) New Rule 2 – Building Permit Application
- c) New Rule 3 – Building Plans
- d) New Rule 4 – Fire Prevention Review
- e) New Rule 5 – Application Approval, Modification, or Denial
- f) New Rule 6 – Variance Request
- g) New Rule 7 – Hearing Procedure

8. Additional Public Opportunity to Comment

9. Adjourn