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**BOARD OF BUILDING REGULATIONS AND STANDARDS**  
**NOTICE OF VIRTUAL MEETING**

Fire Prevention and Fire Protection Subcommittee

In accordance with the provisions of G.L. c. 30A § 20, notice is hereby given that the Fire Prevention and Fire Protection Subcommittee of the Board of Building Regulations and Standards (BBRS) convened a meeting in accordance with G.L. c143 § 97 on:

**Meeting called to order on Wednesday, March 11, 2026, at 9:34 AM**  
**Meeting Minutes**

Roll Call

David LeBlanc, Chair, Fire Protection Engineer	<input checked="" type="checkbox"/> present <input type="checkbox"/> absent
Matthew Bourque, Developer	<input checked="" type="checkbox"/> present <input type="checkbox"/> absent
Tom Farland, Municipal Fire Official	<input type="checkbox"/> present <input checked="" type="checkbox"/> absent
Carissa Lisee, DOL Appointee	<input checked="" type="checkbox"/> present <input type="checkbox"/> absent
Luke McKneally, BBRS Member	<input checked="" type="checkbox"/> present <input type="checkbox"/> absent
Steven Nocco, Municipal Building Official	<input checked="" type="checkbox"/> present <input type="checkbox"/> absent
Jake Nunnemacher, BBRS Member	<input checked="" type="checkbox"/> present <input type="checkbox"/> absent
Eric Svahn, Architect	<input type="checkbox"/> present <input checked="" type="checkbox"/> absent
Michael Yanovitch, Building Contractor	<input type="checkbox"/> present <input checked="" type="checkbox"/> absent

1. Review/Discuss/Vote FPPF meeting minutes from January 28, 2026  
 Jake Nunnemacher motioned to approve the FPPF meeting minutes for January 28, 2026, seconded by Luke McKneally .  
 A roll call vote was held, none opposed, none abstained. Motion passed unanimously.
2. Review/Discuss Code change tracker form  
 Luke McKneally stated he would send updated tracker with notes after this meeting to Executive Director Gropman.
3. Review/Discuss Assigned code sections – Chapter 4
  - a. Chapter 4 IBC 2024  
 Chair LeBlanc introduced Chapter 4, Section 413.7 and shared his screen showing code sections. Senior Board Counsel Kilb reiterated what was discussed at the last



meeting about signposts. Explaining the note is for a design professional, building official to act upon only after approval from AHJ, or building official makes AHJ aware but does not need formal approval. There was an agreement to use fire official at least for FFP as the term for the approving person within fire throughout 780 CMR as the ICC uses a few terms. Chair LeBlanc highlighted this section to ensure staff can go back to this section and update. Senior Board Counsel Kilb also stated we may even make a Chapter 2 definition to indicate all three of the verbiages are the same thing. For purposes of drafting, the subcommittee agreed to use the term fire official.

Jake Nunnemacher motioned to accept 413.7, seconded by Luke McKneally. There was considerable discussion on signposting and specific verbiage to use in the code. A roll call vote was held, none opposed, none abstained. Motion passed unanimously.

Chair LeBlanc introduced Section 413.8.

Luke McKneally motioned to approve the proposed verbiage for 413.8, seconded by Jake Nunnemacher. Minimal discussion.

A roll call vote was held, none opposed, none abstained. Motion passed unanimously.

Chair LeBlanc introduced Section 413.9. There was discussion about this section and utilizing similar signposting verbiage as in section 413.7.

Jake Nunnemacher motioned to approve the proposed verbiage for 413.9, seconded by Matt Bourque. Section reads Fire department vehicle access roadways. Fire department vehicle access roadways shall be provided on at least two sides of the building as approved by the fire official. [Note: See 527 CMR 1.00: Chapter 18]. No further discussion.

A roll call vote was held, none opposed, none abstained. Motion passed unanimously.

Chair LeBlanc introduced Section 413.10.

Jake Nunnemacher motioned to approve the proposed verbiage for 413.10, seconded by Luke McKneally. No further discussion.

A roll call vote was held, none opposed, none abstained. Motion passed unanimously.

Chair LeBlanc introduced Section 413.11.

Jake Nunnemacher motioned to approve the proposed verbiage for 413.11, seconded by Luke McKneally with friendly amendment. There was discussion of the mention of the International Fire Code is intentional. Senior Board Counsel Kilb questioned if the specific section of the IFC could be cited. He also shared his concerns with this section not reading as code language. There was further discussion on adding the specific section of Chapter 32.

A roll call vote was held, none opposed, none abstained. Motion passed unanimously.

Chair LeBlanc introduced Section 413.12.

Jake Nunnemacher motioned to approve the proposed verbiage for 413.12, seconded by Carissa Lisee. Senior Board Counsel Kilb once again asked what the intent in this section is, in order to get the verbiage and signposting correct. There was discussion on the approval process for hazardous materials.

A roll call vote was held, none opposed, none abstained. Motion passed unanimously.

Chair LeBlanc introduced 414 Hazardous materials and 414.1.

Matt Bourque motioned to approve the proposed verbiage request for 414.1, seconded by Jake Nunnemacher. Comments that this section is in line with previous signposting discussion.

A roll call vote was held, none opposed, none abstained. Motion passed unanimously.

414.2 was next discussed. Chair LeBlanc mentioned the ICC has an allowance for higher education laboratories to have special exceptions and Massachusetts has gone one step further with all laboratories independent of whether they are on a university campus or private. The section was edited to include laboratory suites. Jake Nunnemacher motioned to approve the proposed verbiage request for 414.2 as shown, seconded by Matt Bourque. Discussion and further review of section to discuss sections referencing the International Fire Code that were not stricken. Jake Nunnemacher motioned to table 414.2 based on the reasons why the 10<sup>th</sup> had references to IFC. These references were updated real time and it was determined there was no need to table.

A roll call vote was held, none opposed, none abstained. Motion passed unanimously.

Chair LeBlanc introduced 414.3.

Luke McKneally motioned to approve the proposed verbiage for 414.3, seconded by Matt Bourque. Minimal discussion.

A roll call vote was held, none opposed, none abstained. Motion passed unanimously.

Chair LeBlanc noted 414.4 had no changes to review with subcommittee.

Chair LeBlanc introduced 414.5 summarizing its purpose.

Jake Nunnemacher motioned to approve the proposed verbiage for 414.5, seconded by Matt Bourque. Discussion regarding the references to the IFC in the tables.

Recommendations provided to either leave the intentional reference to the code or in some cases referencing 527 CMR with specific chapter and added verbiage of approved by the fire official.

A roll call vote was held, none opposed, none abstained. Motion passed unanimously.

Chair LeBlanc introduced 414.6.

Jake Nunnemacher motioned to approve the proposed verbiage for 414.6, seconded by Luke McKneally. No further discussion.

A roll call vote was held, none opposed, none abstained. Motion passed unanimously.

Chair LeBlanc introduced Section 415 H Groups.

Jake Nunnemacher motioned to approve the proposed verbiage for 415.2, seconded by Luke McKneally. No further discussion.

A roll call vote was held, none opposed, none abstained. Motion passed unanimously.

Luke McKneally motioned to approve the proposed verbiage for 415.6.1 – 415.6.3, seconded by Jake Nunnemacher. Senior Board Counsel pointed out that in Section 3, it needs to specify as approved by fire official.

A roll call vote was held, none opposed, none abstained. Motion passed unanimously.

Chair LeBlanc introduced 415.6.4. Jake Nunnemacher motioned to approve the proposed verbiage for 415.6.4, seconded by Luke McKneally. Senior Board Counsel Kilb reiterated his concern with the signpost language and the importance of cleaning this up in advance of the subcommittee as there is so much time spent editing. He restated the actions expected of the building official and corresponding signpost language. Senior Board Counsel Kilb provided clarification including IFC is building code. There was further discussion on explosive magazines and fire separation distance. Jake Nunnemacher suggested he review the rest of 415 from 415.6.4 onward and edit for homework and bring back to the subcommittee at the April 8 meeting potentially.

Luke McKneally made a point of possibly bringing in the tables referenced into the code for the BO to enforce. There was a final discussion on the complexity of the relationship between the building code, the fire code and enforcement between the two.

4. Discuss Homework assignments – no discussion
5. Discuss Other matters not reasonably anticipated 48 hours in advance of meeting - none

Jake Nunnemacher stated the need for the code to be absolutely clear for the end user. Members of the subcommittee agreed clarity is important. Comments made about current 10<sup>th</sup> edition and if the process is working, caution in making drastic changes. Points made about the importance of having a consistent process knowing there are some nuances.

Chair LeBlanc stated the subcommittee would pick up Section 416 at the next meeting.

Jake Nunnemacher motioned to adjourn meeting, seconded by Luke McKneally. A roll call vote was held, none opposed, none abstained. Motion passed unanimously. Meeting adjourned at 12:29 PM.

Items relied upon

- Agenda
- Meeting Minutes
- Code