

BSC Meeting Agenda

Notice **is hereby given** of a regular meeting of the **Building and Standards Commission** of West University Place to be held on Thursday, January 15, 2026, at 6:00 p.m. in the **Municipal Building**, 3800 University Boulevard, West University Place, Texas, for the purpose of considering the following agenda items:

Note: The Commission reserves the right to convene in a closed session for any agenda item if the need arises pursuant to authorization by Title 5, Chapter 551, of the Texas Government Code

CALL TO ORDER

1. **Notices, Rules, Etc.** Matters relating to notices, rules and meeting procedures, identifying parties, swearing of witnesses, etc.
2. **Public Comments.** *This is an opportunity for citizens to speak relating to agenda items. The speaker can either speak at this time or defer his/her comments until such time the item is discussed. Public comments must be kept relevant to the subject before the Board. The presiding officer shall rule on the relevance of comments. Persons making irrelevant, personal, impertinent, or slanderous remarks may be barred by the presiding officer from further comment before the Board during the meeting. Speakers must limit the presentations to three minutes each.*
3. **Swearing in of Building and Standards Commission members.**
4. **Board member Orientation and TOMA training.**
5. **Construction Code Updates.** Matters relating to discussion concerning updating the 2023 National Electric Code (NEC) and local amendments.
 - a. Deliberation, decisions, other action, etc. regarding the preceding matter.
6. **Discussion items from City Council.** Discuss, review, and consider action on amending the City's ordinance with regards to the following matters:
 - Repeat Offenders of the Code: Review and recommend improvement for dealing with the building trades who are repeat offenders of the municipal code
 - Responsibility for work performed on a worksite or residential property: Review options to hold builders, general contractors and property owners accountable for work and/or subsequent violations of code by subcontractors or service providers.
 - Residential Quiet Hours: Review allowed days for construction-related activity.
 - Modular Homes: Review options to regulate and manage modular home construction.
7. **Executive Session (if necessary).** The Commission reserves the right at any time during the session to convene in a closed session pursuant to Chapter 551 of the Texas Government Code, for reasons including but not limited to: Section 551.071 (consultation with legal counsel to seek or receive legal advice or consultation regarding pending or contemplated litigation); Section 551.087 (deliberation regarding economic development).
8. **Convene into Open Session.** Take action, if any.

ADJOURN

In compliance with the Americans with Disabilities Act, if you plan to attend this public meeting and you have a disability that requires special arrangements, please contact the person that signs this below at least 24 hours prior to the meeting so that reasonable accommodations can be made to assist in your participation in the meeting. The Municipal Building is wheelchair accessible from the west entrance and specially marked parking spaces are available in the southwest parking area. Special seating will be provided in the Meeting Chambers.

I certify that the attached notice and agenda of items to be considered by the West University Place Building and Standards Commission on January 15, 2026, was posted on the Municipal Building bulletin board on or before January 9, 2026, at 6:00 p.m.

Chuck Sandifer
Chief Building Official
csandifer@westutx.gov
713-662-5846

AGENDA

ITEM

#5

To: **The Building and Standards Commission**
From: **Chuck Sandifer, Chief Building**
Official Date: **January 15, 2026**
Re: **Requesting the City of West University Place adopt the 2023 National Electric Code (NEC) as the governing electrical code.**

Background Information:

The State of Texas adopts a new NEC every three years.
The State of Texas adopted the 2023 NEC as their state electrical code effective September 1, 2023.
The City of West University Place has been in non-compliance since September 1, 2023.

The 2023 NEC is more compatible with the current 2021 I-Codes already adopted by the City of West University Place.

Applicable Regulations:

- **Appendix C – Technical Codes Schedule [1]
[1] Ord No. 3025**
- **Sec. C-101. – Adoption**
- **Sec. C-102. – Procedure for amendments, etc.**
- **Sec. C-103. – Interpretation.**
- **Sec. C-112 – National Electrical Code**

Staff Report:

Staff is charged with being stewards of the public domain. As a matter of accountability staff must request the adoption of the 2023 NEC.

Staff Recommendation:

Staff recommends the BSC adopt the 2023 NEC in its entirety including any amendments by the State of Texas.

The City Attorney has drafted an Ordinance for the adoption of the 2023 NEC.

See attached document.

CITY OF WEST UNIVERSITY PLACE
HARRIS COUNTY, TEXAS

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WEST UNIVERSITY PLACE, TEXAS, AMENDING APPENDIX C, TECHNICAL CODES SCHEDULE, OF THE CITY’S CODE OF ORDINANCES BY UPDATING THE NATIONAL ELECTRIC CODE AND AMENDING SECTION C-102, PROCEDURE FOR AMENDMENTS, ETC., TO MAKE PROVISION FOR STATE MANDATED MINIMUM CODES; PROVIDING FOR SEVERABILITY.

WHEREAS, the State of Texas, through the Chapter 1305 of the Texas Occupations Code, calls for the National Electrical Code to be adopted every three (3) years after revision; and

WHEREAS, Chapter 214 of the Texas Local Government Code establishes minimum International Code Council codes and provides for the ability to adopt local amendments to said codes; and

WHEREAS, the Building and Standards Commission have recommended updates for consideration and adoption by the City Council; and

WHEREAS, the City Council finds it is in the best interest in the health and safety of its citizens to ensure that the City has adopted and enforced the minimum code versions as established by the State of Texas;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF WEST UNIVERSITY PLACE, TEXAS, THAT:

SECTION 1. The facts and matters of the preamble to this Ordinance are found to be true and accurate.

SECTION 2. The National Electric Code (NEC), 2023 Ed., National Fire Protection Association, (“NEC”) shall be adopted and replace the 2020 edition on Appendix C, Technical Codes Schedule, of the City’s Code of Ordinances.

SECTION 3. Section C-102, Procedure of Amendments, etc., Appendix C, Technical Codes Schedule, of the City’s Code of Ordinances shall be amended by adding the underlined language below:

“SEC. C-102. – PROCEDURE FOR AMENDMENTS, ETC.

The procedure for adopting new codes, updated codes, local amendments and provisions for administration and enforcement of these codes is as follows:

- (1) Proposal by the building official or other appropriate city official;
- (2) Referral to the building and standards commission;
- (3) Consideration by the city council, after giving required notices; and
- (4) Adoption and publication, as required by Article II of the City Charter.

An exception may be made to the requirement to go before the building and standards commission if the proposal is (a) for an update to the edition of an already adopted code based on a minimum edition mandated by the State; and (b) there are no additional local amendments that need to be made.”

SECTION 4. All ordinances and parts of ordinances in conflict with this Ordinance are repealed to the extent of the conflict only.

SECTION 5. If any word, phrase, clause, sentence, paragraph, section or other part of this Ordinance or the application thereof to any person or circumstance, shall ever be held to be invalid or unconstitutional by any court of competent jurisdiction, neither the remainder of this Ordinance, not the application of such word, phrase, clause, sentence, paragraph, section or other part of this Ordinance to any other persons or circumstances, shall be affected thereby.

PASSED, APPROVED, AND ADOPTED ON FIRST READING on the ____ day of _____, 2025.

PASSED< APPROVED AND ADOPTED ON THE SECOND READING, AND SIGNED, on the _____ day of _____, 2025.

FOR THE CITY

Susan Sample, Mayor

ATTEST:

Tracylynn Garcia, City Secretary