



Tupelo License Commission Minutes

Date: 10/28/2025 **Time:** 5:30 PM **Call to Order:** Tony Carroll **Meeting Adjourned:** 6:38 PM

In Attendance

LICENSE COMMISSION MEMBERS PRESENT:

Tony Carroll, General Contractor Richard Rhudy, Electrician Thomas Walker, Fire Safety
Code David Jones, Architect Jay Scruggs, Residential Builder

LICENSE COMMISSION MEMBERS NOT PRESENT:

Matt Wiley, Mechanical Engineer Randy Hanlon, Plumber

CITY OF TUPELO STAFF PRESENT:

Jennifer Roberson, Operations Administrator Patrick Reagan, Chief Building Official
Kristian Skou, Fire Marshal Mark Nowell, Deputy Chief Ben Logan, City Attorney

OTHERS PRESENT:

Emily Brewer

Approval of Minutes

Tony Carroll asked the Committee to review and approve the minutes of the September 9, 2025 Tupelo License Commission meeting.

Thomas Walker made a motion to approve the minutes. Richard Rhudy seconded the motion.

The motion carried with all in favor.

1. CONSIDERATION OF APPEAL APPLICATION REGARDING NOTICE OF DETERMINATION FOR PROPERTY LOCATED AT 802 OLD SALTILLO RD

a. Overview

- i. Ben Logan opened the discussion with the Tupelo License Commission members and those present regarding the Consideration of Appeal Application regarding Notice of Determination for the property located at 802 Old Saltillo Road.
- ii. The appellant, Ms. Emily Brewer, outlined a detailed account regarding the handling of a code violation involving an undeveloped area on a lot adjacent to her property. She asserts that city officials treated the matter as a code violation for more than a year, despite later stating that no code violation existed due to an exemption for substantial tree cover. She further described property damage she alleges was caused by volunteers engaged by the city.

b. Discussion Points

i. Background & Timeline Summary

1. Initial Code Violation Actions (July 2023-Early 2024)

- The appellant stated that since July 2023, Code Enforcement and other city personnel, including Mr. Tanner Newman, proceeded as though a code violation existed.
- She noted that the city relied on a statute governing buffer maintenance for undeveloped lots.
- She emphasized that the relevant statute was amended in 2018 but was apparently not updated publicly until her complaint brought attention to the discrepancy between 2018 and 2024 versions.
- The appellant said that city staff informed her of the required buffer maintenance but did not initially disclose the exemption related to “substantial tree cover.”

2. Discovery of the Tree Cover Exemption (February 2024)

- According to the appellant, in February 2024, Mr. Ben Logan, Mr. Tanner Newman, and Mr. Stephen Reed acknowledged that an exemption exists for undeveloped lots with substantial tree cover.
- The appellant states that this exemption was not communicated to her earlier.
- Despite the exemption, she maintains that staff continued to treat the matter as an active code violation.

ii. Actions Leading to Property Damage (September 2024)

1. Engagement of Volunteers

- The appellant asserted that in September 2024, Mr. Newman engaged disaster relief volunteers from the Southern Baptist Association to work on the neighboring lot.

- She stated that volunteers were sent with heavy machinery to address “blight” on the adjacent property but were not given clear instructions on boundaries or scope.
- 2. Claims of Unauthorized Entry and Damage
 - The volunteers allegedly crossed onto the appellants property line, removed brush, and caused physical damage.
 - The appellant believes the property line intrusion was due to lack of guidance.
 - She indicates that her former counsel contacted Mr. Newman and Mayor Todd Jordan seeking a site meeting, but she was told the case was closed and would not be discussed.
- iii. City Response & Determination (Late 2024 – 2025)
 - 1. Site Visit by City Officials
 - According to the appellant, in Late 2024 or early 2025, Mayor Jordan, Mr. Don Lewis, and others visited the property and, according to the appellant, agreed that damage had occurred and that the city would repair it.
 - The appellant also said that at this time officials insisted that no code violation existed due to substantial tree cover.
 - 2. Documentation Cited by Appellant
 - The appellant, Ms. Emily Brewer, referenced a letter from the City’s legal department dated July 16, 2024, stating:
 - i. A code violation did exist.
 - ii. Substantial tree cover tapered along property line.
 - iii. The city intended to proceed with resolving the violation.
 - 3. Final Determination Issued in 2025
 - In July, 2025, the appellant received a final determination from Mr. Newman stating:
 - i. No code violation exists.
 - ii. The appellant may appeal the determination.
 - The appellant stated the actual property owner was never served with this determination.
- c. Motion
 - i. Thomas Walker made a motion to reschedule the appeal hearing until an undetermined date. Jay Scruggs seconded the motion. The motion carried with all in favor.

2. CONTINUED REVIEW OF THE 2024 CODE SERIES UPDATES

- a. Overview
 - i. Patrick Reagan opened the discussion with the Tupelo License Commission members and those present regarding the proposed adoption of the 2024 Code Series and the associated Public Comment Form.
- b. Discussion Points
 - i. Public Comment Form

1. Patrick only received two comments, one which was related to GFCIs.
- ii. Code Review and Discussion
 1. Patrick Reagan handed out a packet with the following proposed code changes:
 - International Building Code (IBC) 2024 – No exceptions, along with Appendix H (signs) & J (Grading)
 - NEC stays the same (2017 Edition)
 - Fuel Gas Code (IFGC) 2024 – No Appendix/No Exceptions
 - Existing Building Code (EBC) 2024 – No Appendix/No Exceptions
 - International Plumbing Code (IPC) 2024 – No Appendix/Revision: No Coextruded PVC pipe shall be used below a concrete slab.
 - International Mechanical Code (IMC) 2024 – No Appendix/Only Exception is what we already have adopted.
 - International Residential Code (IRC) 2024 – Appendix BB (Tiny Houses) and Appendix BO (Existing Building Code);
 - i. Delete Chapter 11 of the IRC
 - ii. Delete Section 309 (Residential Sprinklers)
 - iii. Continue to enforce Section 306 (Surge Protectors)
 - iv. Remove and replace portions of Section 3902 (GFCI)
 - v. No Aluminum or Copper-Clad Aluminum wire is allowed inside the building with exception of 15-amp circuit under cabinet counters.
 - vi. Remove all requirements for Window Fall Protection.
 - vii. No general-purpose or lighting circuits have conductors smaller than #12 AWG
 - viii. Kitchen Islands and Peninsular countertop electric outlets shall meet the requirements of NEC 2023 210.52(c)(2) & (3)
 - International Property Maintenance Code (IPMC) – Appendix A (Board & Secure House)/No Exceptions
 - i. Swimming Pool/Spas – No Appendix/No Exceptions
 2. Kristian Skou presented the proposed updates to the International Fire Code (IFC) 2024:
 - Sec 10.1 Appendix B, E and I
 - Sec 10-5. References Editions
 - Sec. 10-6. Conflict in Different Codes (Whole Section)
 - Sec. 10-9.4. Miscellaneous Powers (Only Item)
 - Sec. 10-10. Open Burning
 - Sec. 10-11. Explosives/Fireworks
 - Sec. 10-14. (Delete Appalachian Road)
 - Sec. 10-15. (Delete Appalachian Road)
 - Sec. 10-17.2. Fire Hydrants
 - Sec. 10-19. Means of Egress
 - Sec. 10-20. Fire Protection Requirements in Renovations

- Sec. 10-21. Key Access Box
- Sec. 10-22.6. Where Sprinkler Systems are Required
- Sec. 10-23. Sprinkler System Requirements
- Sec. 10-24. Requirements for Fire Alarms
- Sec. 10-25. Tagging Requirements for Fire Protection Systems
- Sec. 10-26.3-4. Penalties
- Sec. 10-27. Pre-determined fines.
- Definition of work area be amended in the IBC.
- International Fire Code (IFC) 2024 – Section 1-27 (To be discussed at next meeting).

New Business

NONE

Open Discussion

NONE

Announcements

NONE

Adjournment

Thomas Walker made a motion to adjourn the review of the meeting. David Jones seconded the motion. Chairman Tony Carroll adjourned the meeting at 6:38 PM.

Next Meeting

DATE: 11/20/2025

TIME: 5:30 PM

LOCATION: City Hall, 3rd Floor Conference Room

Chairman Tony Carroll

Recorded by Jennifer Roberson
Submitted by Tanner Newman