

**South Carolina Building Codes Council  
Council Meeting  
Meeting Minutes  
Synergy Business Park, Kingstree Building  
110 Centerview Drive, Upstate Room  
Columbia, SC 29210**

**Tuesday, November 4, 2025**

**10:30 am**

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**Welcome and Call to Order:**

Darbis Briggman, Vice-Chairman, called the meeting to order at 10:30 a.m.

Mr. Briggman announced that notice of this meeting was properly posted at the Building Codes Council Office, Synergy Business Park, Kingstree Building, and provided to all requesting persons, organizations, and news media in compliance with §30-4-80 of the South Carolina Freedom of Information Act.

**Approval of Agenda:**

*November 4, 2025*

**MOTION**

Mr. Lowman made a motion to approve the November 4, 2025 agenda. Mr. Cullum seconded the motion, which carried unanimously.

**Introduction of Council Members and Others**

Doug Terrell, Alan Campbell, Bennett Griffin, Michael Richardson, Michael Lowman, Darbis Briggman, Chris Cullum, Stevenson Adams, David Black, Patrick Bradshaw, Melissa Hopkins, Michael Julazadeh, Salvatore Napolitano, and Charles Stuart introduced themselves as Council members.

Staff members participating in the meeting included: Ely Grote, Advice Counsel; Molly Price, Program Director; Maggie Smith, Board Executive; and Teresa Martin, Administrative Coordinator.

Barbara Ham, with Creel Court Reporting, appeared as the Court Reporter.

**Approval of Excused Absences**

**MOTION**

Mr. Lowman made a motion to approve the excused absences of Frank Hill, Delisa Clark, and Patrick Bradshaw. Ms. Hopkins seconded the motion, which carried unanimously.

**Approval of Meeting Minutes**

**a. August 26, 2025, Council Meeting**

**MOTION**

Mr. Black made a motion to approve the August 26, 2025 minutes. Mr. Julazadeh seconded the motion, which carried unanimously.

**Chairman Remarks**

None

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**Staff Reports**

**a. Legislative Update**

Holly Beeson, with LLR's Office of Communications and Governmental Affairs, provided a detailed explanation to Council members of the process for placing the proposed code modifications into state regulation for the 2024 code adoption cycle. She noted that the regulations will be considered during the 2026 legislative session, and if approved, will become effective upon publication in the State Register in May. The modified codes will then be implemented on January 1, 2027 in accordance with the Council's decision.

**b. Council Executive's Report – Maggie Smith**

Ms. Smith provided licensure statistics to the Council, citing a total of 1,367 active licenses and registrations as of October 24, 2025. Ms. Smith also referred the Council to the cash reports for the Building Codes Council and Certification Program in their materials. As of September 30, 2025, the Council's cash balance is \$501,104.98, and the balance for the Certification Program is \$131,064.27.

Ms. Smith went on to update the Council on the progress of license renewals and noted that 894 licensees/registrants had renewed.

Lastly, Ms. Smith provided production statistics for the Modular Building Program and noted that staff maintains an average of 50-60 new plan review applications. Staff hopes to have the recently-posted position for Modular Building Plan Coordinator filled soon.

**c. Office of Investigations and Enforcement (OIE) Report – Maurice Smith**

Mr. Smith reported that 37 complaints were filed from January 1 to October 24, 2025. There are currently two active investigations, with eight cases pending and 27 cases closed.

**d. Investigative Review Conference (IRC) Report – Maurice Smith**

The IRC met on April 22, 2025 and August 19, 2025, and recommended four cases for dismissal, one for formal complaint, and one for a Letter of Caution.

**MOTION**

Ms. Hopkins made a motion to approve the IRC report. Mr. Lowman seconded the motion, which carried unanimously.

**e. Office of Disciplinary Counsel (ODC) Report – Rowland Alston**

Mr. Alston referred the Council to the ODC report provided in their meeting materials and noted four open cases, with one pending a hearing and one closed.

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**Disciplinary Hearing**

**a. Case 2023-27**

The Building Codes Council held a disciplinary hearing regarding Kevin D. Martin. Mr. Martin appeared before the Building Codes Council and waived his right to legal counsel. All persons testifying were sworn in by the court reporter. Disciplinary hearings are recorded by a certified court reporter in the event that a verbatim transcript is necessary.

**MOTION**

Ms. Hopkins made a motion to go into executive session for legal advice. Mr. Lowman seconded the motion, which carried unanimously.

**MOTION**

Mr. Lowman made a motion to come out of executive session. Mr. Cullum seconded the motion, which carried unanimously.

It was noted for the record that no votes were taken during executive session.

**MOTION**

Mr. Griffin made a motion that the Council finds Mr. Martin has violated South Carolina Code of Regulations 8-165, 8-170(D), South Carolina Code of Laws Sections 40-1-110(1)(c), 40-1-110(1)(f), and 40-1-110(1)(g); and permanently revoke the registration. Mr. Richardson seconded the motion, which carried unanimously.

**New Business**

**a. Clarification Regarding Requirements for Property Maintenance Inspector Registration**

Ms. Smith provided a brief review of the Council's creation of the Property Maintenance Inspector registration, and explained that staff is seeking clarification from the members of whether all portions of the International Property Maintenance Code require registration as a building codes enforcement officer in order to enforce.

**MOTION**

Ms. Hopkins made a motion to go into executive session for legal advice. Mr. Lowman seconded the motion, which carried unanimously. Ms. Hopkins revised her motion to include staff to remain in executive session. Mr. Lowman seconded the amended motion, which carried unanimously.

**MOTION**

Mr. Lowman made a motion to come out of executive session. Mr. Cullum seconded the motion, which carried unanimously.

It was noted for the record that no votes were taken during executive session.

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Discussion was held by the Council members, and Ms. Hopkins provided context on the intent of the Property Maintenance Inspector registration—which is to require registration from those enforcing, citing or inspecting structural or mechanical components of a building, and not those who enforce by way of local ordinance provisions related to weeds, trash accumulation, abandoned vehicles, etc. She added that the requirement for registration deals with building systems related to the structure of the property, and that it was not the intent of the appointed Regulatory Review Committee to prevent local municipal staff from enforcing aspects of the International Property Maintenance Code not related to the structure.

**MOTION**

Ms. Hopkins made a motion that the Council offers clarification and/or interpretation, where the staff that are inspecting or citing violations on one or more building systems would require registration with the Building Codes Council as a code enforcement officer. Mr. Lowman seconded the motion, which carried unanimously.

**b. Delegation of Review to Modular Review Committee-Modular Certification Label Process**

At the request of Council member Doug Terrell, Ms. Smith requested that the Council approve the standing Modular Review Committee to take up review of the Modular Building Program's process for issuing certification labels for single-family modular dwellings only. She noted that Mr. Terrell has identified potential changes to the process that would expedite the issuance of residential certification labels and fall more closely in line with the practice of surrounding states, while maintaining adequate oversight. She stated that it would be the intent of the Committee to research these changes and bring a report back to the Council detailing its recommendations and necessary changes to implement those recommendations.

**MOTION**

Mr. Lowman made a motion to refer to the Modular Review Committee for further discussion and research and for them to report back for approval of any further action. Mr. Adams seconded the motion, which carried unanimously.

**c. Travel Approval for World of Modular – April 20-23, 2026, Las Vegas**

Ms. Smith requested that two Council members and one staff member be approved to attend the World of Modular conference, with those members to be determined at a later date.

**MOTION**

Ms. Hopkins made a motion to approve two Council members and one staff member to be determined later, to attend the World of Modular conference on April 20-23, 2026 in Las Vegas. Mr. Terrell seconded the motion, which carried unanimously.

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**Public Comments**

Mr. Briggman reported on his attendance of the International Code Council's Annual Conference, and thanked the Council for allowing him to attend. Ms. Price also thanked the Council for the opportunity to attend, and detailed her experience.

**Adjournment**

**MOTION**

Mr. Lowman made a motion to adjourn. Mr. Cullum seconded the motion, which carried unanimously.

There being nothing further, the meeting adjourned at 2:05 pm.