

**BUILDING BOARD OF APPEALS MEETING**  
**June 11, 2002; 7:30 AM**  
**City of Mesa Building Safety Division**  
**Development Engineering Conference Room – 2<sup>nd</sup> Floor**  
**55 N. Center Street**  
**Mesa, Arizona 85201**

**Attendees:** "A" denotes in attendance; "U" denotes unexcused absence; "E" denotes excused absence.

	<b>Team Member</b>	<b>Phone:</b>	<b>Fax:</b>
<b>U</b>	James Adair	480-641-1116	480-315-8931
<b>A</b>	Scott Grainger	480-833-2100	480-833-2941
<b>U</b>	Andy Jakubowski	602-778-4425	602-778-4444
<b>E</b>	Bob Johnson	480-964-5627	
<b>A</b>	Eric Latto	480-644-5794	480-644-4900
	Crystal Pearl	480-644-4919	480-644-4900
<b>A</b>	Roxanne Hale	480-644-3413	480-644-4900
<b>A</b>	Brian Goble	480-644-3795	480-644-4900
<b>A</b>	Tom Hedges	602-707-9445	
<b>A</b>	Jeff Decker	480-984-4999	480-373-8751

**The next meeting is scheduled for Tuesday, July 9, 2002 at 7:30 AM**

**MEETING MINUTES**

<b>Item No:</b>	<b>Discussion Item:</b>	<b>Board Member(s):</b>	<b>Remarks:</b>
<b>06.09.01</b>	<p style="text-align: center;"><b>Approval May 14, 2002 Meeting Minutes</b></p> <ul style="list-style-type: none"> <li>As there was not a quorum, approval of the minutes of the May 14, 2002 minutes will be tabled until the next meeting .</li> </ul>	<b>All</b>	
<b>06.09.02</b>	<p style="text-align: center;"><b>Announce New Members/Address Meeting Rules</b></p> <ul style="list-style-type: none"> <li>Incoming Board members Jeff Decker and Tom Hedges were welcomed. Their official start date is July 1. The Board received a handout outlining the legal compliance regarding attendance for Board members at scheduled meetings. The Mayor requested this be shared with all Boards.</li> </ul>	<b>Eric</b>	
<b>06.09.03</b>	<p style="text-align: center;"><b>Review BBA Brochure</b></p> <ul style="list-style-type: none"> <li>It was agreed that the Leaning Tower of Pisa graphic on the brochure will be replaced.</li> <li>The Board discussed the procedure involving an applicant submitting a request for a hearing. When this occurs, staff will review the application for completeness to determine if appropriate for the Board to review. If so, the Board will review the request and accept or deny the application. It was noted that the Board cannot rule on code issues. Therefore, the Board will review only those issues within their authority. However, the Board will consider an application seeking an alternate method regarding code.</li> <li>The steps for appeal were discussed.</li> <li>The duties and the purpose of the BBA as noted will be revised.</li> <li>The seven-day timeframe noted for an appeal will be revised. More time will be given for the submittal.</li> <li>The Board can look to the Building Official for input and clarification of any case given them.</li> </ul>	<b>All</b>	

	<ul style="list-style-type: none"> <li>• Take out step 2 and step 4. Combine step 5, 6, 7, as listed in the BBA brochure</li> <li>• As this is an informational/educational tool, specifics will not be called out in this document. The brochure will be made available in the lobby along with the appeal form.</li> <li>• Changes per the discussion will be made to the brochure and a draft presented at next month's meeting. A copy will be emailed to the Board to review prior to the meeting.</li> </ul>		
<b>06.09.04</b>	<p style="text-align: center;"><b>Review Appeal Form</b></p> <ul style="list-style-type: none"> <li>• The Board determined an application will be accepted if hand delivered or mailed.</li> <li>• Applications will be accepted only if completed properly and entirely.</li> <li>• The form will be very thorough, ensuring the applicant supplies all necessary information.</li> </ul>	<b>All</b>	
<b>06.09.04</b>	<p style="text-align: center;"><b>Adjournment</b></p> <p>The meeting adjourned at 9:00AM.</p>		