

BUILDING BOARD OF APPEALS MEETING
January 15, 2004; 4:00 p.m.
City of Mesa Building Safety Division
Building Safety Conference Room – 2nd Floor
55 N. Center Street
Mesa, Arizona 85211

Attendees: "A" denotes in attendance

	Team Member:	Phone:	Fax:
A	Jeff Decker	480-984-4999	480-373-8751
A	Tom Hedges	602-707-9445	602-431-9562
	Andy Jakubowski	602-778-4425	602-778-4444
A	Frank Jimenez	480-891-5473	480-891-7027
A	Terry Williams	480-644-4919	480-644-4900
A	Paul Barrett	480-962-3946	480-962-3946

The next meeting yet to be determined.

MEETING MINUTES

Item No.	Discussion Item	Board Member(s)	Remarks
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<p>I</p>	<p style="text-align: center;">Introduction of Board Members and New Building Safety Director</p> <ul style="list-style-type: none"> • Terry stated that this is an informal meeting. Information will be provided on the changes in the Building Safety Division (BSD) and how the Building Board of Appeals (BBA) can and will function. • Terry introduced himself and gave his history and background. In February, Terry will have 30 years as a Registered Architect. Terry previously served 12 years as the Building Official for the City of El Paso. He joined Mesa in July 2003. Terry is involved in CSI and AIA. Terry served as President of the El Paso AIA Chapter and Eastern Illinois AIA Chapter. • Terry informed Board of what is new in BSD. BSD's Internet site can be accessed by everyone from their home or office. The Internet site contains links to the Tidemark software. Currently in development, having Plans Examiners' comments available through Tidemark. • Terry reviewed BSD's functions and organization chart handouts. <ul style="list-style-type: none"> ○ The process of flow-charting the division took almost a solid year. ○ Terry stated his proposal for opening a third BSD facility, possibly at Williams Gateway. ○ There will be a facility coordinator at each office. Orion Goff is the facilitator at the downtown office. ○ Development project coordination is a new process that was started about 1 ½ years ago. There is currently one Development Project Coordinator position filled, one is currently being filled, and one proposed position. 	<p style="text-align: center;">Terry Williams</p>	
<p>II</p>	<p style="text-align: center;">International Code Adoption Process and Status</p> <ul style="list-style-type: none"> • Terry brought the Board up-to-date on the International Code adopting process and status. All work that has been done so far is on the Internet. There are six subcommittees. The subcommittees consist of staff from the Building Safety Division, Development Services Administration, and Fire Prevention. Some of the subcommittees started in the beginning of November while others had to await the arrival of Code books. • The cleanest possible amendment package is desired. Several states and cities are using our code analysis for their decisions. • On the Internet, there is a report of the subcommittees' findings and recommendations to the City Council. All groups are done with the exception of Admin. Admin is about 75% done; completion is estimated in about two weeks. The beginning of the 	<p style="text-align: center;">Terry Williams</p>	

Public Process begins Friday, January 16 and will continue for the next six Fridays at the Council Chambers, Lower Level Conference Room, 57 E. First Street. This is not a done deal; feedback is expected from the industry. The response from the industry will assist in finding the best approach for our City.

- Title 4 will be deleted and eight new chapters added up front. Existing Building Codes will be Chapter 8, and there will be language stating the option to utilize the Mesa Rehab Code (which is not there yet), International Building Code (IBC), or International Existing Building Code (IEBC). This will be similar to cafeteria style, where you can choose which will work best for your project.
- The timeline for the completion of the Code adoption process was discussed.
 - It is anticipated that the two-step Council process will start by the beginning of March 2004.
 - We anticipate Council adoption early April and then implemented into Ordinance by July. Several months thereafter, the code should be in effect.
- The Fire Department proposed that the Mesa Fire Amendment be removed from Building and relocated to Fire. Terry stated that Fire Sprinkler is a Building Code issue, not Fire.

<p>III</p>	<p>Building Board of Appeals Involvement in Code Adoption Process</p> <ul style="list-style-type: none"> • Tom Hedges state that he recalls one appeal in past 20 years. Historically the Board operated as the public sounding board, typically active with new code adoptions. • Terry conversed on how the Building Board of Appeals convened in El Paso. <ul style="list-style-type: none"> ○ El Paso met every other month and within that period they had about four to five cases. There were periods when there would be six to ten appeals, and all relating to the same issue. This brought about the code amendment being drafted. ○ If the fire element would be affected, it would need to have agreement from the Fire Chief and Building Official. If they were in disagreement, it would then go to the Board. ○ The Board is formed from specialists of the community—a nine member Council and nine alternates. It was suggested for Mesa’s Board to also have alternates. 	<p>All</p>	
<p>IV</p>	<p>Building Board of Appeals Recommendations Concerning Appeals Process</p> <ul style="list-style-type: none"> • It was proposed to combine Mesa’s existing three Boards. • A decision was made to have code adoption go through the Board. A meeting will be scheduled at a later date for the Board to review the Building and Admin Code. • The Board will have open meetings. Hearings will be held on Wednesday evenings, time yet to be determined. • The Board shall include common citizens, i.e. not required to be an Architect or Engineer. 	<p>All</p>	
<p>V</p>	<p>Miscellaneous</p> <ul style="list-style-type: none"> • A representative from the City Attorney’s Office will be scheduled to attend a Board meeting to discuss conflict of interest and the legal responsibility of the Board. The Board will be able to acquire the City Attorney’s view of the Board waiving or changing requirements. Appeals of this Board will have to proceed to the Superior Court. • It was recommended that the Board members attend the Admin Code Hearing on February 13. • Wednesday, February 18 will be the first public meeting on the codes. This meeting will review the 	<p>All</p>	

<p>Admin Code Hearing held on February 13. The Board will meet prior to Wednesday, February 18. Members will be contacted to determine a date.</p>		
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- Code books will be supplied to the Board members next week.