

MINUTES
BUILDING CODE ADVISORY BOARD

July 17, 2013

Revised

The Chairman, Michael Fichera, called the meeting to order at 2:00 p.m. in the Vista Center 1st Floor Conference Room 1W-47, Palm Beach County Planning, Zoning & Building Department, 2300 North Jog Road, West Palm Beach, Florida.

1.A. Roll Call

Members Present:

Michael Fichera, Chair	Ray Higgins	Jacek Tomasik
Joe Byrne, Vice Chair	Gary Kozan	Doug Wise
Mike Grimm	Andrew Mack	Scott Worley
Roger Held	Steve Tobias	Howarth Lewis

Members Absent:

Greg Miller
Maury Jacobson

Others Present:

Vickie Day, Recording Secretary	Bob Boyer, PBC, CPT Coordinator
Richard Gathright, Deputy Building Official	Shannon Fox, Asst. County Attorney

1.B. Pledge of Allegiance

1.C. Approval of Minutes - *The motion was made to approve the minutes of the May 15, 2013 meeting. The motion was seconded and carried unanimously.*

2. ADDITIONS & DELETIONS – NONE

3. COMMITTEE REPORTS

3.A. Code Interpretation – NONE

3.B. Code Amendments – NONE

3.C. Product Evaluation - NONE

3.D. Six Pillars Committee – NONE

4. OLD BUSINESS

4.A. Universal Permit Application Approval – Richard Gathright

Mr. Gathright – the current Universal Permit Application and the proposed version are included in your packet. The Staff has updated all the received comments and we are asking for the Board's approval to be published as written

The motion was made to approve the Universal Permit Application as presented. The motion was seconded and carried unanimously.

Mr. Fichera – thanked the Staff for their assistance in completing the new version. Asked if any new municipalities are using it.

Mr. Gathright – mentioned several municipalities are interested in the latest version and expects to have an increase in the number agreeing to use the form.

5. NEW BUSINESS

5.A. Board member attendance and Special Act - Richard Gathright

Mr. Gathright reminded everyone that the Building department is the Staff for the Board and the Board was created by a Special Act. Staff is bringing to your attention that the members have an obligation for their attendance according to this Special Act. Should a member not fill this requirement, the Chair is to bring it to the BCC attention; currently we are at that threshold.

Mr. Wise – using the language of the Special Act, one continues to serve until the BCC appoints a replacement. We are not at this point until after this meeting, suggested we address this issue at the next meeting.

Mr. Fichera –asks Staff to draft a letter to the member for the next meeting.

Mr. Higgins – asked about the interlocal agreement and when it will be available.

Mr. Wise – advises it goes before the BCC in August. Bruce Escher is now the Director of Contractor Certification.

6. FUTURE BOARD MATTERS

NONE

7. BOARD MEMBERS COMMENTS

Mr. Wise - through the 2013 Legislative Action; Effective July 31, 2013 there are two new items that must be added to the permit card. BOAPBC is hosting the Combined Luncheon Meeting on August 22nd. September we are hosting a picnic at Ocean Reef Park check the website for more details.

Mr. Lewis – I am glad to be back and thank you for the card!

Mr. Tobias – Bob Boyer is organizing a Permit Tech training on September 6th.Excellent time to get your staff trained.


7.A. Next meeting is September 18, 2013

8. STAFF MEMBERS COMMENTS

Mr. Boyer – The Florida Building Commission is meeting August 22nd on the Ridge Vent issue which we initiated on the Board's behalf. It would be ideal if some of the Board members would attend to provide input in the discussion.

9. ADJOURNMENT

At 2:50pm, the Chair adjourned the meeting



Michael Fichera, Chair

Respectfully submitted,
Vickie Day, Recording Secretary