



## **BOARD OF BUILDING AND FIRE CODE APPEALS - CITY OF BURBANK**

### **BOARD MINUTES**

Meeting of Wednesday, October 5, 2016, at 3:00 pm  
Community Room, Community Services Building  
150 N. Third St, Burbank, CA 91502

#### **BOARD MEMBERS PRESENT:**

Ernest Dellinger, Chair  
Sophia Ngo-Conn, Vice Chair  
Walt Brennan Jr., Member  
Charles Johnson, Member  
Jef Vander Borgh, Member

#### **BOARD MEMBERS ABSENT:**

None

#### **STAFF PRESENT:**

Tom Sloan, Secretary of the Board/Building Official  
Steve Briggs, Secretary of the Board/Battalion Chief  
Carol-Ann Coates, Building Administration Manager  
Daniel King, Fire Inspector

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#### **ITEM A – CALL TO ORDER**

Mr. Dellinger called the meeting to order at 3:00 p.m.

#### **ITEM B - ROLL CALL:**

All Board Members were present.

#### **ITEM C – ANNOUNCEMENT:**

Congratulations and a Service Pin were given to Mr. Johnson for his 30 years of service to the City as a Board Member.

#### **ITEM D – PUBLIC COMMENT:**

No members of the public were in attendance.

#### **ITEM E – APPROVAL OF MINUTES FOR THE MEETING OF JUNE 16, 2016:**

It was moved by Mr. Vander Borgh, seconded by Mr. Brennan and carried 5-0 to approve the minutes of June 16, 2016, as submitted.

#### **ITEM F – INTRODUCTION OF AGENDA ITEMS:**

No Agenda Items were introduced.

**ITEM G – REPORTS TO THE BOARD:**

1. Presentation of adoption of 2016 California Building Code, 2016 California Fire Code and related International and Uniform codes enforced by the City for the Board's recommendation.

Action:

Board Members and the Fire Marshall briefly discussed the Fire Code section on helicopter landing pads.

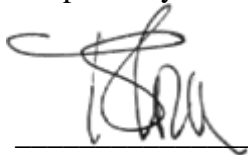
It was moved by Mr. Brennan, seconded by Mr. Vander Borcht, and carried 5-0 to recommend adoption of changes to the 2016 California Building Code series, related International and Uniform codes enforced by the City and local amendments to the Burbank Municipal Code.

Mr. Vander Borcht moved a motion asking staff to bring back an update on action taken previously regarding the soft-story ordinance. The motion was seconded by Mr. Brennan and carried 5-0.

**ITEM H – ADJOURN:**

Mr. Dellinger adjourned the meeting at 3:30 pm.

Respectfully submitted,



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Tom Sloan, Secretary of the Board