BOARD OF BUILDING AND FIRE CODE APPEALS
Jef Vander Borght, Chairperson
Meeting of Tuesday, September 20, 2011
Room 104, Community Services Building
150 N. Third St., Burbank, CA 91502

BOARD MEMBERS PRESENT:
Charles Johnson, Chairperson
Jef Vander Borght, Member
Tim Behunin, Member
Michael Davis, Member

BOARD MEMBERS NOT PRESENT:
Robert Mills, Vice-Chairperson

ALSO PRESENT:
John Cheng, Secretary of the Board
Tom Sloan, Deputy Building Official
Carol-Ann Coates, Plan Check Engineer
Collin Ogle, Building Inspector II

Chairperson Charles Johnson called the meeting to order at 3:05 p.m.

ITEM 1 - ROLL CALL
In attendance: Jef Vander Borght, Tim Behunin, Charles Johnson, Michael Davis
Absent: Robert Mills

ITEM 2 - MINUTES APPROVAL:
The Minutes for June 22, 2011
Motion by Michael Davis to approve minutes
Second motion by Tim Behunin
Ayes: Vander Borght, Behunin, Johnson, Davis
Motion passed.

ITEM 3 - PUBLIC PARTICIPATION:
Chairperson Charles Johnson closed Oral Communications as no audience members came forward to speak on any of the items.
ITEM 4A. – Presentation by the Building Division’s ADA Consultant on Current ADA Requirements:

- The ADA came into existence in 1990.
- 3 years ago certified access specialists became a requirement by the State. A sufficient number of specialists are required to be present for plan check and inspection by 2014.
- People with disabilities are responsible to notify people of their disability.
- There are no exemptions from accessibility requirements except for housing.
- Barriers in existing buildings need to be removed to permit access into and throughout the building.
- A readily achievable barrier removal plan is required for existing buildings and should include a primary entrance, primary path of travel, sanitary facilities, drinking fountains, signs, public telephones and accessible parking.

ITEM 4B. – Information Updates

- The Cool Roof Program runs from April to September 30th. Two refunds have been issued.
- Letters were sent out to 180 properties with wood roofs regarding the upcoming deadline of the Wood Roof Ordinance.
- License and Code Division merged with the Building Division and there is a new License and Code Manager.

ITEM 5 – ADJOURN:

Meeting adjourned, 4:25pm, by Chairperson Charles Johnson

Respectfully submitted,

John Cheng, Secretary to the Board