



BOARD OF BUILDING AND FIRE CODE APPEALS - CITY OF BURBANK

BOARD MINUTES

Meeting of Wednesday, June 16, 2016, at 3:00 pm
Council Chamber, City Hall
275 E. Olive Ave., Burbank, CA 91502

BOARD MEMBERS PRESENT:

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

BOARD MEMBERS ABSENT:

Charles Johnson, Member

STAFF PRESENT:

Steve Briggs, Secretary of the Board/Battalion Chief
Mary Riley, Senior Assistant City Attorney
Carol-Ann Coates, Building Administration Manager
Tom Lim, Plan Check Manager
Daniel King, Fire Inspector

ITEM A – CALL TO ORDER

Mr. Dellinger called the meeting to order at 3:03 p.m.

ITEM B - ROLL CALL:

All Board Members were present except Charles Johnson.

ITEM C – PUBLIC COMMENT:

No members of the public were in attendance.

ITEM D – ELECTION OF OFFICERS:

It was moved by Mr. Vander Borght, seconded by Ms. Ngo-Conn and carried 4-0 to nominate Mr. Dellinger as Chair. It was moved by Mr. Brennan, seconded by Mr. Vander Borght and carried 4-0 to nominate Ms. Ngo-Conn as Vice Chair.

ITEM E – APPROVAL OF MINUTES FOR THE MEETING OF SEPTEMBER 23, 2014:

It was moved by Mr. Brennan, seconded by Mr. Vander Borght and carried 4-0 to approve the minutes of June 30, 2015, as submitted.

ITEM F – INTRODUCTION OF AGENDA ITEMS:

No Agenda Items were introduced.

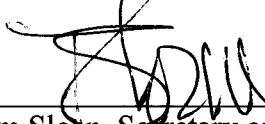
ITEM G – REPORTS TO THE BOARD:

1. Update on Community Development Department Administration
2. Announcement of triennial California Building Code Adoption
3. Update on Fire Department Staff Changes
4. Announcement of triennial California Fire Code Adoption

ITEM H – ADJOURN:

Mr. Dellinger adjourned the meeting at 3:17 pm.

Respectfully submitted,



Tom Sloan, Secretary of the Board

cec: TS