



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

BOARD MINUTES

Meeting of Wednesday, October 10, 2019, at 2:00 pm
City Council Chamber, City Hall
275 E. Olive Ave, Burbank, CA 91502

BOARD MEMBERS PRESENT:

Ernest Dellinger, Chair
Steve Baghoomian, Member
Ivan Chen-O'Neill, Member
Thomas Smith, Member

BOARD MEMBERS ABSENT:

Sophia Ngo-Conn, Vice Chair

STAFF PRESENT:

Ron Takiguchi, Secretary of the Board, Asst. CDD Dir/Bldg Official
Mark Hatch, Secretary of the Board, Battalion Chief /Fire Marshal
Lisa Kurihara, Assistant City Attorney
Thomas Lim, Plan Check Manager
Mario Osuna, Sr. Plan Check Engineer
Albert Lopez, Sr. Plan Check Engineer
Russell Freesland, Sr. Plan Check Engineer
Taj Graham, Plan Check Engineer
Carol-Ann Coates, Building Administration Manager
Abo Velasco, Building Inspector III
Daniel King, Fire Prevention Inspector

ITEM A – CALL TO ORDER

Chair Dellinger called the meeting to order at 2:02 pm.

ITEM B - ROLL CALL:

Vice-Chair Ngo-Conn was absent. All other Board Members were present.

ITEM C – ANNOUNCEMENTS:

Board member Smith asked the chair to let him know the appropriate time to bring up some questions regarding the Building Standard Code Adoption.

ITEM D – PUBLIC COMMENT:

No members of the public were in attendance.

ITEM E – APPROVAL OF MINUTES FOR THE MEETING OF SEPTEMBER 19, 2019:

The minutes of September 19, 2019, were approved by a 4-0 vote as submitted.

ITEM F – INTRODUCTION OF AGENDA ITEMS:

No additional Agenda Items or changes to the Agenda were introduced.

ITEM G – REPORTS TO BOARD:

1. Fire Marshal’s Report to Board:

Chief Hatch stated that the film ordinance was recently approved by the City Council addressing the safety officers and fees. He stated that the Fire Department is continuing with the brush clearance and it should be finished by the end of the month. He informed the Board that on October 17, 2019 at 7:00 pm at the Buena Vista Library an earthquake preparedness presentation will be given.

2. Building Official’s Report to Board:

Mr. Takiguchi shared with the Board that at the City Council meeting on October 1st staff provided the City Council a report on seismic retrofit pertaining to buildings that are potentially seismically vulnerable. At Mr. Takiguchi’s request the Council directed staff to bring back to council a program to address soft story buildings. Mr. Takiguchi estimated that it would take six months to prepare the report.

3. 2019 California Building Standards Code Adoption:

Mr. Takiguchi explained that other than some formatting changes Board Members had the final version in front of them. He explained that the changes were presented to the Board in previous meetings. He briefly outlined some of the amendments proposed. Mr. Takiguchi stated that staff is requesting that the Board recommend that the City Council approve the 2019 Building and Fire Codes.

4. Motion of the Board:

a. Chair Dellinger asked if the Board wanted to entertain a motion recommending that Council approve the 2019 Building and Fire Codes. Board member Baghoomian moved to recommend approval and Board member Chen O’Neill seconded the motion.

b. Board member Smith stated that he had a few comments which he handed in written form to the Board and staff.

i. Board member Smith suggested that staff change repeated statements such as Burbank “will not adopt” found in the LARUCP binder into statements in the form of a recommendation.

ii. Mr. Takiguchi explained that the City Council will receive the final version in resolution form with the proposed omissions not included.

iii. Board member Smith had a concern about MERV 13 filters and negative

- aspects of having a high filtration filter.
- iv. Mr. Takiguchi explained that the high efficiency MERV 13 filters are not compatible with the older units. To address this it is required that the high efficiency filters and the units be approved as a package to ensure that the unit is compatible with the higher efficiency MERV 13 filters. The requirement applies to new buildings and new equipment and staff will ensure that the listing on the name plate of the unit is approved for MERV 13.
 - v. Board member Smith stated that he was satisfied with the explanations.

5. Chair Dellinger asked for a vote on the motion recommending that Council approve the 2019 Building and Fire Codes. The motion passed by 4-0 vote.

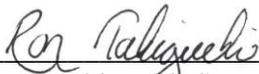
ITEM H – NEXT BOARD MEETING:

No future meeting was scheduled.

ITEM J – ADJOURN:

Chair Dellinger adjourned the meeting at 2:27 pm.

Respectfully submitted,



Ron Takiguchi, Secretary of the Board

av: RT