



**Community Development &
Neighborhood Services**
Planning
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2018 Annual Work Plan Building Review Board

The Building Review Board will continue to meet on the last Thursday of each month when there are public discussion or hearing items placed on the regular monthly agenda. The Board may also meet as needed in order to convene special hearings.

Staff anticipates that the Building Review Board will hear several appeals by contractor license applicants who do not strictly meet the qualification criteria specified in the City Code. Under its quasi-judicial review authority, the Board is empowered to grant variances from such criteria when it determines there are practical difficulties or that an undue hardship would be imposed on the applicant; or, when the Board determines the applicant has sufficient specialized training, education, or additional relevant experience.

The Board is also empowered to render disciplinary action, including suspension or revocation of regulated contractor licenses, under which any specified infractions listed in the regulations are committed.

Additionally, in its code appellate function, the Board may hear appeals from strict application of the building codes or from an interpretation of the codes by the Building Official. The Board will continue to hear cases involving challenges to the Building Official's interpretation of the adopted building codes, as well as the adopted International Property Maintenance Code (IPMC).

In its advisory capacity, the Board is expected to participate as a member of the Code Review Committee, in the review of the International Building Codes. The Board will be asked to make recommendations to Council regarding any suggested revisions based on local conditions and community standards.

The Board will continue to work on its operational procedures and other matters of interest.

A handwritten signature in black ink, appearing to read "Alan Cram".

Alan Cram, Building Review Board Chair

A handwritten date "11-30-17" in black ink.

Date of Approval