

MEMORANDUM

DATE: October 20, 1994

TO: Rita Harris, Boards and Commissions Coordinator

FROM: Felix Lee, Building Permits and Zoning Director

SUBJECT: Building Review Board 1995 Work Plan

The Board is expected to review 15 to 20 license applications in 1995 that do not precisely meet the qualification criteria outlined in the City Code. The Board is empowered to grant variances from these criteria when it determines practical difficulties or an undue hardship would be imposed on the applicant.

In their building code appellate body capacity, the Board anticipates hearing one or two appeals from strict application of the building codes or from appellants seeking relief from an interpretation by the Building Permits and Zoning Director (Building Official).

In their contractor license oversight role, the Board is convened to consider suspension, revocation, or other action against a license for certain infractions specified in the City Code. One or two such cases are expected in 1995.

As the advisory body to Council on contractor license matters, the Board is considering a review of certain aspects of the current regulations relative to a new license category for residential alteration contractors and also may consider creating a light wood frame specialty license. Recommendations for revisions to the license regulations are expected early 1995.

Also, in early 1995, the Board is expected to make a final recommendation to Council on the latest energy code, in their capacity as Council's advisory body for new building codes.

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