



Community Planning and Environmental Services  
Building Permits and Inspection Division

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M E M O R A N D U M

**DATE:** November 23, 1993  
**TO:** Rita Harris, Boards and Commissions Coordinator  
**FROM:** ~~Felix Lee~~ Felix Lee, Building Permits and Zoning Director  
**SUBJECT:** Building Review Board 1994 Work Plan

The Board is expected to review 15 to 20 license applications in 1994 that do not precisely meet the qualification criteria outlined in the City Code. The Board is empowered to grant variances from these criteria and consider other credentials such as experience, training, and education.

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 could be convened to consider suspension, revocation, or other action against a license for certain infractions specified in the City Code. Two such cases are expected in 1994.

As the advisory body to Council on contractor license matters, the Board is considering a review of certain aspects of the current regulations dealing with contractor disciplinary criteria and with employees of regulated contractors. Recommendations for revisions to the license regulations could come in mid-year.

The Board is expected to make a final recommendation to Council on the latest building code package in January, culminating a year-long committee review and public comment process.

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