

Board of Appeals

2016 Annual Report

PURPOSE

The Board of Appeals is a statutorily created board. The amendment to Section 112 of the International Building Code states:

112.1 and R112.1. General. In order to hear and decide appeals or orders, decisions or determinations made by the building official relative to the application and interpretation of this code, and to determine the suitability of alternate materials and methods of construction, there shall be and is created a board of appeals consisting of members who are qualified by experience and training to pass on matters pertaining to building construction and who are not employees of the jurisdiction. The building official shall be an ex-officio member of and shall act as secretary to such board, but shall have no vote on any matter before the board. The board of appeals shall consist of five members. Each member shall be appointed for a term of five years. The successors shall be appointed upon the expiration of the respective terms to serve five years. A vacancy shall be filled by the mayor with the concurrence of the city council for the unexpired term of any member who resigns or is replaced. The board of appeals shall elect a chairperson and vice-chairperson from its members. They shall adopt rules of procedure for conducting the business of the board of appeals, and shall render all decisions and findings in writing to the appellant with a duplicate copy to the building official.

112.2 and R112.2. Limitations of authority. The board of appeals shall have no authority relative to the interpretation of the administrative provisions of this code, nor shall the board be empowered to waive requirements of this code that pertain to or affect life safety.

The Board of Appeals also performs these same functions for the International Fire Code and the Fire Marshall.

PROGRAMS AND SERVICES

The Board of Appeals meets on call and generally renders an immediate decision after hearing all of the information presented.

MEMBERSHIP

The members of the Board of Appeals during 2016 were as follows:

- Spencer Hawley – Insurance Agent
- Paul Sahr - Contractor
- Jonathan Meendering – Architect
- Mike Clites – Electrical Contractor
- George Houtman - Contractor

PERFORMANCE MEASUREMENT

During 2016, no meetings were held since there were no variance requests or proposed building code amendments.

EXPENDITURE REPORT

No funds were expended for the operation of the Board of Appeals in 2016.

GOALS AND OBJECTIVES FOR 2017

- Meet on call within seven (7) days of a request for a meeting by the City Engineering Department or Fire Chief.
- Review possible amendments to the Building Codes.

UNMET NEEDS

None