

27 June 2017

Dr. Cheryl Brown
Director/ Council Secretary
JACKSONVILLE CITY COUNCIL
117 W. Duval St., 4th Flr – Suite 425
City Hall – St. James Building
Jacksonville, FL 32202

RE: 2017 Annual Report, **Building Codes Adjustment Board (BCAB)**

Dr. Brown,

Attached hereto is a Summary of the BCAB activities for the previous year ending 8 June 2017.

I was elected to the Chairmanship of the Board in December and assumed the duties of the position beginning the January meeting of the Board. First, I wish to bring to your attention the exemplary talent of the Board's immediate past Chairperson Brian Register. Brian has served the Board and City Council for several years with absolute competence and confidence. His official retirement date from the Board is pending his replacement being named.

There are two (2) minor issues I wish to bring up for City Council consideration. First, the issue of Parking. Currently, BCAB Members are being allowed to park free of charge, in the parking garage of the Ed Ball Building, for a maximum duration of two (2) hours, and only on the date and for the duration of its monthly meetings. BCAB Members currently receive no other form of remuneration. On occasion, the length of the Board's meeting extends past the ticket operator's hours of operation, making it necessary for the members to personally pay to exit the parking garage. I would like to see a method employed to continue free parking for BCAB Members no matter the length of its meetings. Second, the issue of Recognition. I have observed attractive certificates issued to individuals proclaiming their appointment or service to other similar Boards of the City Council. To my knowledge, resulting from my inquiries, no Member of BCAB has received such a certificate. I only bring this issue up because of my personal belief that the Board's immediate past Chairperson, Brian Register, should be acknowledged in some way, publicly, for his past service.

Respectfully submitted,



Fred DeWitt
Chairperson, Building Codes Adjustment Board
City of Jacksonville, Florida
(904) 502-4638 [Cell]

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CITY COUNCIL
JACKSONVILLE, FLORIDA

Cc: April Maryland, BCAB Administrative Aide

Report of the Board Activities for
The BUILDING CODES ADJUSTMENT BOARD
CITY OF JACKSONVILLE, FLORIDA

For the year July 2016 through June 2017

Fred DeWitt, Chairperson

April Maryland & Kimberly Phillips, Administrative Aides

	July 2016	August	September	October (See Note 2)	November	December	January 2017	February	March	April	May	June 2017	TOTAL	%
ATTENDANCE:														
Brian Register	1	1	1	1	E	1	E	E	1	E	E	E	6	50.0%
Fred DeWitt	1	1	1	1	1	1	1	1	1	1	1	1	12	100.0%
Joe Hodgins	1	1	1	1	1	1	1	1	1	RFB			9	100.0%
Karl Soderholm	1	1	1	E	1	E	1	E	1	E	E	RFB	6	54.5%
Glynn Taylor	1	1	1	E	1	1	1	1	1	1	1	1	11	91.7%
Ryan Fryman	1	1	1	E	1	1	1	1	1	1	1	E	10	83.3%
Frank Ringhofer	1	1	1	E	1	1	1	1	1	1	1	1	11	91.7%
Diedra Dix-Winn	1	1	1	1	1	T	1	T	1	1	T	T	12	100.0%
John Scott	0	0	0	E	E	1	1	0	1	1	E	E	4	33.3%
Tamara Baker									ATB	1	1	E	2	66.7%
Hillary Almond											ATB	1	1	100.0%
TOTAL PRESENT:	8	8	8	4	7	8	8	6	9	7	6	5		
APPLICATIONS:														
Building Code			1	2	2	1					1		7	
Fire Code	2	1	1	1	1	2	1				1	2	12	
Both Codes	2				1	1	2	1		2	1	3	13	
Public Safety	4	1	1		1		2	2	2	7	2		22	
TOTAL:	8	2	3	3	5	4	5	3	2	9	5	5	54	
BOARD DECISIONS:														
Granted	5	1			2	3	2	1	1	2	3	3	23	
Denied	2					1	1		1	3		1	9	
Withdrawn/ Dismissed		1	1		1		1			4			8	
Deferred	1		2	3	2		1	2			2	1	14	
SCHEDULE:														
Convened at	4:04	4:05	4:05	4:20	4:05	4:15	4:05	4:15	4:00	4:00	4:00	4:30		
Adjourned at	5:18	4:47	5:05	4:50	4:47	5:15	5:15	5:30	4:35	5:35	5:00	6:40		
DURATION:	1:14	:42	1:00	:30	:42	1:00	1:10	1:15	:35	1:35	1:00	2:10		

NOTES: 1 E = Excused absence, T = Tardy, 0 = Unexcused absence, RFB = Retired from Board, ATB = Appointed to Board

2 The Board's meeting was immediately after the passing of Hurricane Matthew. As a result, (5) of the Board's Members were not available to attend because of mandatory evacuations.

3 Designates the presiding Chairperson

BUILDING CODES ADJUSTMENT BOARD
CITY COUNCIL, JACKSONVILLE, FLORIDA

APPLICATION TOPICS

(Major Considerations)

July 2016 through June 2017

	<u># / Cases</u>
<u>BUILDING CODE ISSUES:</u>	
ADA Standards	1
Building Code Design Criteria	3
Code Clearance Requirements for Apparatus	1
Emergency Illumination Requirements	1
Mechanical Code Interpretation	1
Occupancy Classifications	2
Occupancy Separation Requirements	3
<u>FIRE CODE ISSUES:</u>	
Fire Code Change Leniency	1
Fire Code for Animal Safety	2
Fire Code Interpretation	2
Fire Exit Requirements	5
<u>BOTH BUILDING & FIRE CODE ISSUES:</u>	
Access to Public Utilities	2
Maximum Occupancy Violation	2
Number of Fire Exits Required	2
Traffic Distance to Exits	4
<u>PUBLIC SAFETY & PROPERTY MAINTENANCE:</u>	
Nuisance Tree Abatement	7
Extension Request to Achieve Compliance	5
Property Condemnation	1
Property Nuisance Abatement	9
Total Number of Applications:	54

MY THOUGHTS ON BCAB ACTIVITIES

To: All BCAB Members, and our Administrative Aides

Our foremost concern must be public safety. Following that, we concern ourselves with public policy, property rights, construction methodology and standards, and due process. Lastly, we need to continue to exhibit common sense in our deliberations. These things we do now.

The Building Codes Adjustment Board, by its very name, is responsible to make necessary adjustments to the Building and Municipal Codes as needed. To make an adjustment, we need to be knowledgeable of those Codes to the extent that we should be able to question the soundness of the principles upon which they were created.

I would like to recommend for consideration the following as standard practices in the performance of the BCAB:

1. It should be the responsibility of the Board's Secretary to maintain a Log of the cases brought before the Board, the Ordinances upon which the Cases are considered, and the results of the Board's actions. In this way, we could identify the issues that continually come before the Board as worthy of considering certain Codes as needing an adjustment.
2. It should be decided that, at the start of each Board meeting, Applicants and their Representatives be directed to keep their initial argument and presentation to five (5) minutes after stating their name(s) and address(es). In this way, the Applicants should realize the need to be both respectful and succinct.
3. It should be the practice of the Board to hold a meeting in chambers every month even if there are no new applications to consider. It should be the practice of the Chief Building Official and the Fire Marshall, or their designated Representative, to also be present at those monthly meetings. When there is no new business, the Board should review and discuss elements of the Codes we find worthy of discussion, toward making recommendations of their adjustments to The City Council and other Agencies. Board members should be kept informed of changes in the Code, and the opinions of the senior representatives of other related agencies.
4. It should be incumbent upon the Board members to recognize the importance of their attendance and commitment even when we acknowledge that ours is a voluntary service to the community. Toward that realization, attendance and being punctual should not be taken lightly or indiscriminately.
5. It should be the responsibility of one of the Board members, that votes in opposition to the majority vote on any application, to draft a "Dissenting Opinion" on why they disagreed with the majority vote. The Opinion should be kept to a short summary of their reasoning, and should be kept in the official public records. When there is more than one dissenting vote, the Chairperson shall be responsible to select the author of the Dissenting Opinion.

We have heard statements that many similar boards and committees of other municipalities around the state look to Jacksonville's BCAB as the example. The above suggestions are offered to take the maximum advantage of our influence, and to maintain the image of our predecessors' history of service to the community. I welcome your thoughts on the suggestions above.



Fred DeWitt, Chairperson