

**MUNICIPALITY OF ANCHORAGE  
BOARD OF BUILDING REGULATION EXAMINERS AND APPEALS**

**MEETING MINUTES SUMMARY**

**April 26, 2018**

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1. **CALL TO ORDER AND ROLL CALL:** The meeting was called to order at 5:35 pm. by Vice Chair Loken.

**Board Present**

Jonathan Steele  
Eric Cowling  
Preston McKee  
Don McCann  
Craig Fredeen  
Keith Sobolesky  
Sterling Strait  
Tyler Loken  
Royal Fields

**Board Absent**

Ray Hickel  
CB Brady  
Scott Bohne  
Troy Feller

**Staff Present**

Ross Noffsinger  
Gary Hile

**Public Participation**

2. **APPROVAL OF AGENDA:** Mr. Steele moved to approve the agenda as printed. Mr. Strait Second. Unanimously Approved.

3. **APPROVAL OF MINUTES:**

- a. Minutes of March 16, 2017. Mr. Steele motioned to approve the minutes. Mr. Field second. Unanimously approved.

4. **NEW BUSINESS**

- a. Elections:

**Mr. Steele nominated Tyler Loken for Chair. Mr. Field Second. Unanimously approved. Mr. Steele nominates Sterling Strait as Vice Chair. Mr. Field Second. Unanimously approved.**

- b. Three-Member Panel

Staff and Chair Loken reviewed with the board the four Panels titled Electrical, Mechanical/Plumbing, Civil/Structural and Architectural. Board members was in agreement to stay on the appropriate panel with the addition of Mr. Field on the Architectural Panel.

5. **REPORTS**

Staff stated the permit valuation was about 80% from this time last year. We've been trending down for a few years and hope this is the bottom. Staff noted the plan review times are good. Mr. Cowling commented he has seen an increase in work and it could be a precursor to municipal staff. Mr. Cowling stated they are up about 25% from last year and most of the work is renovations.

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Staff reported Mitch Blackburn retired and Don Hickel has taken the position of Lead Structural Inspector. Hans Gisler retired and Gary Hile is now acting Chief of Inspections. Ross Noffsinger is acting Building Official. Staff believes the building official position is open and the administration may be talking to candidates but we are not involved. Mr. Noffsinger commented he is not a candidate.

It was noted the Assembly updated an ordinance stating the Disclosure of Conflict and Interest forms no longer need to be sent to established board members, only to new members. The Assembly also amended the attendance portion in AMC 4.05 to provide a more efficient and appropriate procedure for removal of appointed municipal board members. Mr. Fredeen spoke to this at the assembly meeting and the Assembly modified the ordinance to say, "Is absent from three regular meetings without an excused absences."

Craig Fredeen arrived at 5:45pm

**6. BOARD MEMBER COMMENTS**

The Board asked about the code updates. Staff advised code committees usually start up in the fall and noted we are skipping 2015 and will be reviewing the 2018 codes. We'll start in the fall but we could start earlier in the summer if work the load is light and everyone agrees. There was discussion on the state adoption of codes. Staff will set the time for the code committees but with input from the board.

It was asked about the approval of the appeal form and the need for a limit on documentation given to the panel and board. There is no limit at this time. A lengthy discussion centered on a limit of documentation and whether it was necessary. Staff pointed out AMCR 23.10 is where there are more detailed requirements, which probably are out-of-dated; we could update as part of the 2018 code adoption process since this code hasn't been tweaked in years. We'll send out a link to or copies of the code of regulation to the board, the 2018 three-member panel list and will send notices to all board members if there is a Three-Member Panel hearing in the future.

**9. ADJOURNMENT:** Meeting adjourned at 6:18 p.m. **Mr. Strait motioned to adjourn. Mr. Steele seconded. Unanimously Approved.**

  
Tyler Loken, Chair      Date  
Board of Building Regulation Examiners and Appeals

  
Ross Noffsinger, P.E.      Date  
Acting Building Official