

**MUNICIPALITY OF ANCHORAGE
BOARD OF BUILDING REGULATION EXAMINERS AND APPEALS
MEETING MINUTES SUMMARY**

June 18, 2020

- 1. CALL TO ORDER AND ROLL CALL:** The meeting was called to order at 11:35 a.m. by Acting Chair Strait.

Board Present

Scott Bohne
Jonathan Steele
Eric Cowling
Don McCann
Craig Fredeen
Keith Sobolesky
Sterling Strait
Royal Fields

Board Absent

Troy Feller
Tyler Loken

Staff Present

Ross Noffsinger
Gary Hile
Robert Doehl
Hellman, Becky
Bolen, Wayne
Bergstrom, Leigh
Meinhardt, Bart

Public Participation

- 2. APPROVAL OF AGENDA:** Mr. Field moved to approved. Mr. Bohne second. Unanimously approved.

- 3. APPROVAL OF MINUTES:**

a. Minutes of March 7, 2019

Mr. Steele moved to approve. Mr. Field second. Unanimously approved.

- 4. NEW BUSINESS**

a. Elections

Acting Chair Strait called for chair nominations. **Mr. Steele nominated Mr. Strait and Mr. Field second.** Hearing no other nominations, Acting Chair Strait turned over the nominations to Mr. Steele. Mr. Steele closed nominations and called the vote. **Unanimously approved and Mr. Strait abstained from the vote.**

Chair Strait called for Vice Chair nominations. **Mr. Steele nominated Mr. Field, who politely declined. Mr. Steele then nominated Mr. Sobolesky. Mr. Field second.** Hearing no other nominations, Chair Strait closed nominations and called the vote. **Unanimously approved and Mr. Sobolesky abstained from the vote.**

b. Three – Member Panel

Staff read through the three-member panel list and asked if there were any changes, hearing none the panels stand. Chair Strait inquired if there had been any panel hearings. Staff replied there were two hearings one in 2019 where the panel upheld the Building Official's decision and one March 2020 where the panel found in favor of the appellant.

Chair Strait asked how staff and the board felt about the panel hearings, are they successful, working or not working. Staff commented they believed the process was working and was an effective utilization of everyone's time. Several Board members agreed the panels were working and a time saver.

c. Local Amendments to the 2018 Building Codes

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Staff commented it was a long time coming and many people put a lot of time into the local amendments. Staff also drafted the Exhibit B significant changes document of what we thought the most contentious proposed code issues might be and we did this to help the Assembly understand the 230-page document. Chair Strait opened the comments from the board with where in the process are the codes. The codes are in legal and they should be able to create an ordinance in a week or two for introduction by the Assembly in July.

Discussion continued for most of the meeting until it was decided to postpone the board's decision until after each committee had reviewed the local amendments to make sure they were complete and accurate. **Mr. Cowling motioned to tabling discussion and approval until after the committees had reviewed the document. Mr. Fredeen second.** After further discussion of the committees reviewing the document and the July 4th holiday, **Mr. Cowling amended his motion to tabling the discussion and approval until the July 16th meeting. Mr. Fredeen second. Unanimously approved.**

Chair Strait wanted to know whether there was adequate public involvement and if there needed to be any further involvement. Staff explained their process of public involvement from the beginning of the code committees until the Board's approval meeting. After some conversation it was agreed a hot bulletin would be sent out to notice the next meeting and public comment was encouraged. Staff replied the Board would be added to the notice when it was sent out.

5. REPORTS

Staff reported we are busy, and we are 20 percent above last year at this time. We are really encouraging the public to use electronic plan review software to minimize public contacts. We made changes on how we use the software, with having the plan reviewers working as plan review coordinators and we think it is speeding up the review process. Also, we would like to commend industry during this COVID time for their efforts and not contributing to the problem and them creating/adopting safe practices. On the inspections side, particularly the retros where there was occupied living space, we looked at remote access, i.e... a contractor using video/facetime with an inspector to reduce contact and to make things go faster.

Board member Cowling asked about the revised instructions for online submittal; he was unclear if a decimal was needed or not for the renaming of the sheets. Staff replied we would like the file name to match the sheet name but that they did not need to include the extra decimals in the file name. Staff noted the permit counter is at least three to four days behind in submittals and the reason behind this is an 80 percent turnover of our counter staff. We do have two new staff coming in onboard Monday to help medicate the lag time.

6. BOARD MEMBER COMMENTS - NONE

7. ADJOURNMENT: Meeting adjourned at 1:20 p.m. **Mr. Bohne moved to adjourn. Mr. Cowling seconded. Unanimously Approved.**

_____/	_____/
Sterling Strait, Chair	Robert Doehl
Date	Date
Board of Building Regulation Examiners and Appeals	Building Official