

BOARD OF CODE STANDARDS AND APPEALS MINUTES

April 2, 2012

Members: Francisco Banuelos, Randy Coonrod, Daryl Crotts, Brad Doeden, Randy Harder, Russ Redford, Larry Webb, Gregg Wilhite, Warren Willenberg

Present: Randy Coonrod, Daryl Crotts, Randy Harder, Russ Redford, Larry Webb, Warren Willenberg

Staff Members Present: Rick Stubbs, Deb Legge, Penny Bohannon, Elaine Hammons (Central Inspection); Jeff Van Zandt (Law Dept.)

The regular meeting of the Board of Code Standards and Appeals was called to order by Chairman Coonrod on Monday, April 2, 2012, at 1:31 p.m. in the 1st floor Board Room, City Hall, 455 N. Main, Wichita, Kansas.

Chairman Coonrod requested that the Board and City Staff introduce themselves to the public in attendance.

Approval of the March 5, 2012, minutes.

Board Member Willenberg made a motion to approve the March 5, 2012, minutes. Board Member Harder seconded the motion. The motion carried. (Board Member Crotts was not present for this vote.)

Approval of the 2011 Annual Report.

Board Member Harder made a motion to approve the 2011 Annual Report. Board Member Willenberg seconded the motion. The motion carried. (Board Member Crotts was not present for this vote.)

Approval of the April 2012 license applications as follows:

<u>Applicant Name</u>	<u>Company Name</u>	<u>Class</u>
Randal Dean	Miller-Stauch Construction Company, Inc.	Class A
Terry Flinn	Wichita Regional Roofing & Construction, LLC	Class A
Carl Herndon	W H Bass, Inc.	Class A
Erik Layton	Custom Decking	Class C
Nathan Pham	Nathan Pham dba P4 Contractor	Class B
Lyndel Schiffner	Lyndel Schiffner dba Schiffner & Company	Swimming Pool
Phil Stover	Stover's Restoration, Inc.	Class B
Travis Stryker	CAS Constructors, LLC	Class A
Brett Williams	Capitol Construction Services, Inc.	Class B

Mr. Nathan Pham was present on behalf of his request for approval of his Class B Contractor License application. Finding his submission packet in order, Board Member Harder made a motion to approve the application. Board Member Redford seconded the motion. The motion passed. (Board Member Crotts was not present for this vote.)

Mr. Lyndel Schiffner was present on behalf of his request for approval of his Swimming Pool Contractor License application. Determining that the documents in his submission packet were in order, Board Member Harder made a motion to approve the application. Board Member Redford seconded the motion. The motion carried.

Satisfied that the remaining submission met the required conditions for license application approval, Board Member Harder made a motion to approve the remaining applicants for contractor licenses. Board Member Willenberg seconded the motion. The motion passed.

Change of Qualified Person and Upgrade of License – Wichita Roofing & Remodeling, Inc. (Class C)

passed the required test to obtain a Class A license in the City of Wichita. Board Member Harder made a motion to approve Mr. Eaton's request to upgrade to a Class A Contractor License. Board Member Willenberg seconded the motion. The motion was approved.

Change of Qualified Person – Kansas Premium Roofing, LLC (Roofing)

Mr. Shawn McAlpin requested that he be allowed to become the new Qualified Person for the Roofing License due to the separation of Mr. Gary Russell, the former Qualified Person, from the company. Having resolved the last of the outstanding permits on the previous Friday, the requirements set forth by the Board were met. Board Member Harder made a motion to approve the change of Qualified Person. Board Member Crotts seconded the motion. The motion carried.

Change of Company Name – DB Design Build, LLC (Class C)

Mr. Dusten Baalman, the owner and qualified person for DB Design Build, LLC, requested that he be permitted to change his company name to Trimsmith, LLC (Class C), for marketing purposes. Board Member Harder made a motion to approve the change of company name pending the satisfactory resolution of the outstanding permit still open and issued to DB Design Build, LLC. Board Member Webb seconded the motion. The motion was approved.

1. Condemnation Hearings:

Review Cases:

1. 823 N. Lorraine

There was no party present as a representative for this property.

A one-story frame dwelling about 30 x 36 feet in size, this building is vacant and open. This structure has shifting and cracking basement walls; broken and missing siding shingles; sagging and badly worn composition roof, with holes; deteriorated front porch; rotted and missing soffit and fascia; rotted wood trim; and the rear addition roof has collapsed. The 12 x 19 foot accessory structure is deteriorated.

Before the Board for the first time at the January 9, 2012, hearing, the Chairman of the Board for Alliant Bank, Bill Freidline, appeared on behalf of the property. At that time the Board approved a motion to allow until the April meeting to either repair the violations or sell the property while keeping the site clean and secure in the interim.

Mr. Freidline sent an e-mail to Central Inspection staff requesting that the Board defer action on the property until the May 2012 hearing. As explained in his e-mail, Mr. Freidline informed staff that a contract for the sale of the property had been signed, and he expected it to close within the next thirty days. Once the sale was closed, Mr. Freidline said that he would forward the new owner's name and contact information to Central Inspection.

Board Member Crotts made a motion to postpone consideration of the property until the May 2012 regular monthly meeting. Board Member Webb seconded the motion. The motion passed.

Report to Board regarding permitting and contractor licensing procedures for roofing in Emporia, Kansas.

Mr. Rick Stubbs reported that he had contacted the City of Emporia regarding its licensing processes. The building inspection department in the City of Emporia is a part of the Emporia Fire Department. There are Class A and Class B Building Contractor licensing, and there is a specialty license that is issued for roofing, siding, concrete, and demolition contractors.

For roofing work, the individual who is on record as a qualified person for that company and has either taken the Kansas roofing exam or some other proctored exam that is recognized by that jurisdiction, must be the supervisor in

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the field. Each roofing job is required to have a supervisor meeting those qualifications on site to observe the job in progress. Inspections are required for the condition of the roof prior to the tear-off and then again at the completion of the job.

Board Member Crotts expressed his opinion in favor of the inspection prior to the tear-off. He added that it would create an additional burden on the inspection staff, particularly after recent staff reductions. An inspection at that point would require a timely inspection so the roof would not be left open and exposed to the weather.

Mr. Stubbs also noted that other municipalities require roofing contractors to be bonded.

Chairman Coonrod suggested that local, licensed roofing contractors should contribute to the discussion of requirements for roofing licenses. He said that he would like Board Member Harder to be involved in the discussion as well. Board Member Crotts said he would like to see a subcommittee formed to compile information and make a recommendation to the Board. Chairman Coonrod said he would like Board Member Harder to report back to the Board at the May 2012 regularly scheduled meeting if possible.

Update on City/County consolidation.

Advising the Board on the most recent discussions involving the City/County consolidation, Mr. Stubbs said that he would be attending a joint meeting with representatives of the City and the County along with staff from both budget departments on April 10th. He has also been asked to chair the group that will look into benefits of either merging or maintaining separate Boards of Code Standards. The Board appointed for the City of Wichita is currently meeting monthly and has a greater scope of responsibilities than its County counter-part. The County Board of Code Standards meets only as needed, usually no more than twice a year, and does not hear condemnation cases. Although the City Board has not had many code interpretations over the last few years because the former Superintendent was comfortable with making some of those decisions that would have generally been presented to the Board for action, the new Director of the joint departments might prefer that the Board be given the responsibility of interpreting code issues.

Typically, the smaller cities in Sedgwick County tend to adopt the same codes as the City of Wichita adopts, including amendments. One of the key items that could become an issue is the State Fire Code. The State Fire Marshal's Office has approved the local City amendments, and that was done on a jurisdictional basis. Other cities/jurisdictions may not receive the approval of the State Fire Marshal's Office for the same variances because the approval granted to the City of Wichita's amendments was based on several conditions including, but not limited to, the overall accessibility of fire hydrants and its water supply.

A predominant concern is that the new entity be housed in a new location separate from both City Hall and the County Building. Although it will be less burdensome for contractors and citizens to access, having the permitting office removed from the immediate proximity of other departments where vital information is accessed in the daily operations of issuing permits and reviewing plans could increase the turn-around time for plan review. The increased availability for contractors to obtain trade and residential building permits via the internet, including the ability to pay online, reduces the need for many contractors to physically go to the permit offices.

Discussion about electronic versions of the Board packet information as an option to printed packets.

Briefly, the Board discussed options that would be available to allow a shared site for Board packet documentation to be accessed by the Members to eliminate the large copying and mailing tasks involved in getting the packets compiled prior to the monthly meetings. The consensus was that Central Inspection staff should pursue options that would allow a secure site for the Board packet information to be stored where the Board Members could access it prior to the monthly meetings.

As an Off-agenda item, Mr. Jeff Van Zandt inquired how the Board wished to address a situation where a partnership is dissolved and one of the partners wants to retain the the contractor license number issued to the partnership. If the partnership is not registered with the State, Mr. Van Zandt recommended that the license number be retained by the

company; if the partnership is not registered by the State, he suggested that the person acting as the Qualified Person retain the license number. The Board agreed to take his recommendations under consideration.

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With no other business to conduct, Board Member Crotts made a motion to adjourn the meeting. Board Member Willenberg seconded the motion. The motion passed.

The meeting adjourned at 2:35 p.m.