



**CITY OF ORLANDO
BUILDING & FIRE CODES BOARD OF APPEAL**

MINUTES

November 1, 2013

9:00 AM

City Hall, 2nd Floor

Agenda Conference Room

400 South Orange Avenue

Orlando, Florida

I. Call to Order

Matthew Wiechart called the meeting to order at 9:07 AM

II. Roll Call

The following Board members were present: Matthew Weichart, Crystal Jenkins, Paul Straubinger, Rusty Graf, Saila Alath, Jonathan Cantwell

Also in attendance: Jack Richardson - Permitting Services, Alison Brakins - Assistant City Attorney, Ana Diaz-Coffey - Recording Secretary, Crystal Emeric - Recording Secretary

III. Old Business incoming

A. Minutes for the September 20, 2013 meeting were approved by Crystal and seconded by Rusty.

IV. New Business

A. Introduced new Board Recording Secretary, Crystal Emeric

V. Comments from the Board/City

A. Discussed the increase in major upcoming building projects.

B. Alison reviewed the new state law requirements for local government boards. The law states local government boards must provide an opportunity for reasonable public input prior to taking official action on any item. She also discussed the recording of names when motions are made, as well as the recording of names and voting stance for unanimous motions/votes.

VI. Meeting adjourned at 9:21 AM

Respectfully Submitted,

**Jack Richardson, Fire Protection Engineer
Building & Fire Codes Board of Appeal**

**Crystal Emeric, Recording Secretary
Building & Fire Codes Board of Appeal**