



BUILDING & FIRE CODES BOARD OF APPEAL

Minutes

April 8, 2016

9:00 a.m.

City Hall, 2nd Floor

Agenda Conference Room

400 South Orange Avenue

Orlando, Florida

I. Call to Order

The Board called the meeting to order at 9:04 AM.

II. Roll Call

The following Board members were present: Crystal Jenkins, Laura Barbero-Buffa, Scott Coleman, Jonathan Cantwell, and Mitesh Smart

The following Board members were absent: Brian Spangler and Radames Lamenza

Also in attendance: Alison Brackins – Assistant City Attorney, Roy Eden –Permitting Services and Ashley Edwards – Recording Secretary.

III. Old Business

- A. Motion was made by Mitesh and seconded by Laura for approval of December 4, 2016 minutes. Motion was unanimously approved.

IV. Brief education topic review: Tabled until next meeting

IV. New Business

- A. Board welcomed new members: Laura Barbero-Buffa & Scott Coleman

- B. Discussed retreat details

- C. Motion was made by Crystal Jenkins and seconded by Scott Coleman to hold the annual retreat at Leu Gardens on Friday May 6, 2016 at 9am. Motion was unanimously approved.

V. Comments from the Board

Discussed next educational topic to be lead by Scott Coleman and future educational topic followed by Alison Brackins and Laura Barbero-Buffa thereafter.

VI. Meeting adjourned at 9:29am.

Respectfully Submitted,

**Timothy L. Johnson, AIA/NOMA
Permitting Services Division Manager
Building & Fire Codes Board of Appeal**

**Ashley Edwards
Recording Secretary
Building & Fire Codes Board of Appeal**