



BUILDING & FIRE CODES BOARD OF APPEAL

Minutes

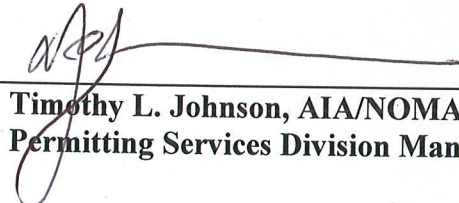
September 1, 2017

City Hall, 2nd Floor, Agenda Conference Room
400 S. Orange Avenue, Orlando, Florida

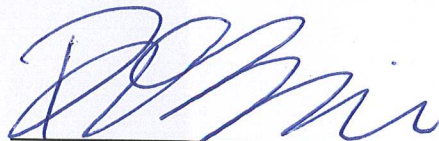
BOARD MEMBERS: Jonathan Cantwell – Chair, Wm. Scott Coleman – Vice Chair, Laura Barbero-Buffa, Daya Taylor, James Balias, Miguel Botello

- I. Call to Order:** The meeting was called to order at 9:05 am.
- II. Roll Call**
Board members present: Jonathan Cantwell, Wm. Scott Coleman, James Balias, Daya Taylor, Laura Barbero-Buffa, and Miguel Botello
Board members absent: None.
Staff Present: Alison Brackins, Timothy Johnson, and Brandy O'Brien
- III. Public Comment:** None.
- IV. Old Business:** Approval of the July 7, 2017 meeting minutes – A motion was made by Wm. Scott Coleman to approve July 7, 2017 minutes and seconded by Daya Taylor. The vote carried unanimously.
- V. Brief education topic review:** None.
- VI. New Business:**
A. Timothy Johnson, Permitting Division Manager, discussed the following:
I. The new Permitting Express office, the process, and its function
II. Hurricane preparedness
III. Available positions in the Permitting Division
- VII. Other Business:**
A. Alison Brackins, City Attorney II, will present a mock case in the next meeting.
- VIII. Meeting adjourned at 9:44 am.**

Respectfully Submitted,



Timothy L. Johnson, AIA/NOMA
Permitting Services Division Manager



Brandy O'Brien
Recording Secretary