



BUILDING & FIRE CODES BOARD OF APPEAL

Minutes


January 5, 2018

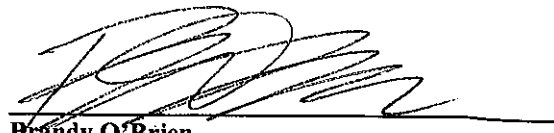
City Hall, 1st Floor, North and South Collaborations Conference Room
400 S. Orange Avenue, Orlando, Florida

BOARD MEMBERS: Jonathan Cantwell – Chair, Wm. Scott Coleman – Vice Chair, Laura Barbero-Buffa, Daya Taylor, James Balius, 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 Balius, Daya Taylor, Laura Barbero-Buffa, and Miguel Botello.
Board members absent: None.
Staff Present: Alison Brackins, Assistant City Attorney II, Thea Walker, Permitting Services Manager, Lillian C. Scott-Payne, Permitting Services Division Manager, Roy Eden, Building Official and Brandy O'Brien, Recording Secretary.
- III. **Public Comment:** None.
- IV. **Old Business:** A motion was made by Jonathan Cantwell to approve the November 3, 2017 minutes and seconded by Wm. Scott Coleman. The vote carried unanimously.
- V. **Brief education topic review:** None.
A. Laura Barbero-Buffa will present a brief topic overview regarding the new building code at the next meeting.
- VI. **New Business:**
A. Election of Chairman – Jonathan Cantwell nominated Wm. Scott Coleman as Chairman and Daya Taylor seconded the motion. The motion carried unanimously.
B. Election of Vice Chairman – Wm. Scott Coleman nominated Laura Barbero-Buffa as Vice Chairman and Jonathan Cantwell seconded the motion. The motion carried unanimously.
- VII. **Other Business:**
A. Introduction of Lillian C. Scott-Payne and Thea Walker
i. Thea gave a brief overview of new Permitting Services initiatives: Permitting Express and a new expedited plan review program (which is currently unnamed and in its testing phase).
ii. Lillian answered the board's questions and discussion ensued regarding the initiatives.
- VIII. **Meeting adjourned at 9:32 am.**

Respectfully Submitted,


Lillian Scott-Payne
Permitting Services Division Manager


Brandy O'Brien
Recording Secretary

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