

City of Calistoga
Building and Fire Appeals Board
Unapproved Minutes

Regular Meeting
City of Calistoga Community Center
Calistoga, CA

Date: **May 21, 2009**
Time: 5:30 PM

1. Call to Order:

Chairman Coates called the meeting to order at **5:39 P.M.**

2. Roll Call:

Board Members Present:

Chairman Paul Coates, Vice chairman David Shaw, Member Bev More, & Member Tom Stimpert

Board Members Absent:

Member Fred Botts

Staff Present:

Steve Campbell Fire Chief, Erik Lundquist Associate Planner, Brad Cannon Building Official and acting Secretary

Appellants:

None

Public Present:

None

3. Approval of Minutes:

Vice Chairman Shaw made a motion to approve the January 29, 2009 meeting minutes and Member Stimpert seconded the motion.

4. Public Appearances or Comments:

None.

5. Presentations or Hearing Proposals:

a) REVIEW OF DRAFT GREASE INTERCEPTOR POLICY PPI NO. 2009-01.

Secretary Cannon introduced the item. Discussion was had by all members. Secretary Cannon presented the need for better cross the board policy on new or existing businesses requiring grease interceptors. Chairman Coates questioned the policy's enforcement. Secretary Cannon answered that the policy by design is there to assist applicants of new projects or owners of existing businesses meet the intent of both the municipal and plumbing codes. By default the policy would revert back to what in place for the enforcement of the maintenance. Chairman Coates and Member Shaw thought we could clarify the section under "Remodels and Alterations. Secretary Cannon agreed. Member More motioned to adopt the policy as amended clarifying "new demands" and Member Shaw seconded. 4 - ayes 0 -nays

48 **b) DISCUSSION ON APPEALS ACTION RATIFICATION PROCESS PER CBC**
49 **109.1.5**

50 Secretary Cannon introduced the item and handed out copies of the referenced
51 code sections. Discussion by all on whether we could add additional access
52 members and use them as an Adhoc component of the Board. The Board felt
53 that it made better sense to add the additional members rather than trying to
54 contract out to another agency or neighboring jurisdiction. Secretary Cannon
55 will investigate the steps of adding the members by checking with Jim
56 McCann, City Manager.

57
58 **c) DISCUSSION ON GREEN INITIATIVES AND THE ROLE OF THE BOA**

59 Erik Lundquist, Associate Planner presented a quick run down of the County's
60 joint effort on the City of Calistoga's "Climate Action Plan". Specifically, it was
61 discussed how the BOA would assist Staff in reviewing and commenting on
62 specific measures of the climate action plan.

63
64 **d) DISCUSSION ON CHANGING BOARD OF APPEALS NAME TO**
65 **"BUILDING/FIRE/ ACCESS ADVISORY & APPEAL BOARD"**

66 Secretary Cannon shared with the Board the need to change the existing name
67 of the Board to better reflect the advisory function and add the future "Access"
68 review of the Board. Member Stimpert felt the proposed name was a mouth
69 full! Ideas were discussed and all agreed to a name that wasn't much different
70 than what is currently used. After further review by Secretary Cannon, it was
71 recommended to Jim McCann to change to name to:

72
73 **Building Standards Advisory & Appeals Board (BSAAB)**

74
75 **e) RESIGNATION OF MEMBER TOM STIMPERT**

76 Chairman Coates thanked Member Stimpert for his time on the Board.
77 Secretary Cannon also thanked him and advised him that the City Manager
78 and Council would be recognizing him for his efforts.

79
80 **f) TABLE CODE TALK - MAY 29, 2009 7:00AM - 8:00AM**

81 Secretary Cannon introduced the item explaining that this was an opportunity
82 to help educate local community on new building materials, techniques and
83 codes.

84
85 **6. Next Meeting Topics for Review:**

- 86 a) Next meeting to be set by Secretary Cannon.
87 b) Secretary Cannon to send to Member Botts asking him to step down.
88 c) Chairman Coates requested that we add a new section to the agenda for
89 new business.

90
91 **7. Adjournment:** Member More motioned to adjourn and Member Shaw seconded.
92 Meeting adjourned at 7:15PM.