



**CITY OF KERRVILLE**  
**BUILDING BOARD OF ADJUSTMENT & APPEALS AGENDA**  
**REGULAR MEETING, NOVEMBER 1, 2018 1:30 P.M.**  
**CITY HALL COUNCIL CHAMBERS**  
**701 MAIN STREET, KERRVILLE, TEXAS**

**CALL TO ORDER**

**1. VISITORS/CITIZENS FORUM**

Any person with business not scheduled on the agenda is encouraged to briefly speak to the Board. Please fill out the SPEAKER REQUEST FORM and give it to the Board's Secretary prior to the meeting. The number of speakers will be limited to the first ten speakers and each speaker is limited to three minutes. (No formal action can be taken on these items as the Open Meetings Act requires formal action items be posted on an agenda no later than 72 hours before the meeting. If formal action is required, the items will be placed on an agenda for a future meeting.)

**2. APPROVAL OF MINUTES**

**2A.** Approval of the minutes from the October 11, 2018 meeting.

**3. DISCUSSION**

**3A.** Presentation of Board responsibilities - Mike Hayes, City Attorney.

**4. STAFF REPORT**

**5. ADJOURNMENT**

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The facility is wheelchair accessible and accessible parking spaces are available. Requests for accommodations or interpretive services must be made 48 hours prior to this event. Please contact the City Secretary's Office at 830-258-1117 for further information.

I do hereby certify that this notice of meeting was posted on the bulletin board at the city hall of the city of Kerrville, Texas, and said notice was posted on the following date and time: October 29, 2018 at 1:00 p.m. and remained posted continuously for at least 72 hours preceding the scheduled time of the meeting.

Cheryl Brown  
Interim City Secretary, City of Kerrville, Texas

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**City of Kerrville  
Planning Department  
Report**

To: Building Board of Adjustment and Appeal  
Agenda Item: 2A Minutes October 11, 2018 Board meeting  
Action: Approval, approval with specific changes  
Representative: Staff

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**MEMBERS PRESENT:**

Bruce Motheral, Chair  
Jorge Garcia, Board Member  
Art Lenard, Board Member  
Michael Walker, Board Member

**MEMBERS ABSENT**

Benjamin Holloway, Vice-Chair  
Christina Holcomb, Board Member  
James Rector, Board Member  
Armando De la Mora, Alternate  
Dallas Coon, Alternate

**STAFF PRESENT:**

Brian Hunt, Chief Building Official  
Drew Paxton, Executive Director of Development Services  
Dorothy Miller, Recording Secretary

**CALL TO ORDER:**

On October 11, 2018, the Kerrville Building Board of Adjustment and Appeals regular meeting was called to order at 3:30 p.m. in the City Hall council chambers, 701 Main Street.

**1. VISITORS/CITIZENS FORUM**

No one spoke.

**2. APPROVAL OF MINUTES**

**2A.** Approval of the minutes from the July 26, 2018 meeting.

Mr. Walker moved to approve the minutes as amended; motion was seconded by Mr. Lenard and passed 4-0.

### **3. DISCUSSION**

#### **3A. Discussion** – Discussion regarding adoption of the 2018 ICC Codes.

Mr. Hunt discussed adoption of the 2018 building codes and the 2017 National Electrical Code. The city is currently under the 2006 building codes and 2008 electrical code. Mr. Hunt distributed and reviewed some of the proposed codes that have been updated during the past four code review cycles as state reviews codes every three years. The state is presently beginning their 2021 review cycle. Staff has one hard copy of the 2018 codes and three digital copies. Limited access to the codes can be accessed through the International Code Council (ICC) website. Staff is certified through ICC and required to get continuing education units (CEUs) every three years. The Building Services Department is on it's way to being a certified inspections department. Board members were asked to review the handout of updated codes and Mr. Hunt stated he would like to have a town hall style meeting to discuss and receive input before the adoption request goes before city council with Mr. Hunt wanting to adopt the 2018 codes.

#### **3B. Discussion** – Set date for demolition training.

Mr. Hunt placed emphasis on city to begin demolishing dilapidated buildings, buildings that are a danger and nuisance to the city. This will require legal training with Mr. Hayes regarding this board's duties. The Fire Marshal will also be present.

Mr. Hunt discussed with the Board a day and time for the training that would be best accommodating. The consensus was for November 1<sup>st</sup> at either 1:30 or 2:00 p.m.

### **4. STAFF REPORTS**

Mr. Hunt announced the “Learn How to Build Energy Efficient” hands on energy insulation/blower door test demonstration being held Wednesday, October 31, 2018 from 10:00 a.m. to 1:00 p.m. at 350 Yorktown in Kerrville. Demonstration is being presented by the City of Kerrville Development Services, MLAW Engineers, and Champagne Builders. Lunch will be on site.

Mr. Hunt reported he needs an HVAC contractor to apply for the open position on the Building Board of Adjustment and Appeals.

### **5. Adjourn**

The meeting was adjourned at 4:15 p.m.