

Item # 4-2

**City of Carson City
Agenda Report**

Date Submitted: December 26, 2007

Agenda Date Requested: January 3, 2008

Time Requested: Consent

To: Mayor and Supervisors

From: Linda Ritter, City Manager

Subject Title: Action to appoint the following to the Board of Appeals reestablishing their initial terms; William Miles to fill the "General Contractor" position for a 2 year term ending January 1, 2010, Dave M. Saarem to fill the "Mechanical Engineer" position for a 3 year term ending January 1, 2011, Brett McElhaney to fill the "Structural/Civil Engineer" position for a 3 year term ending January 1, 2011 and Karen Purcell to fill the "Electrical Engineer" position for a 3 year term ending January 1, 2011.

Staff Summary: Per Carson City Municipal Code Chapter 15 Section 112 "The board of appeals shall consist of five members who are licensed to do business in Carson City to be appointed by the Board of Supervisors as follows:

- One Architect registered in the State of Nevada;
- One General Building Contractor licensed in the State of Nevada;
- One Mechanical Engineer licensed in the State of Nevada;
- One Structural/Civil Engineer licensed in the State of Nevada;
- One Electrical Engineer licensed in the State of Nevada."

The Architect position remains open until filled at this time.

Type of Action Requested: (check one)
☐ Resolution ☐ Ordinance
☒ Formal Action/Motion ☐ Other (Specify)

Does This Action Require A Business Impact Statement: ☐ Yes ☒ No

Recommended Board Action: I move to appoint the following to the Board of Appeals; William Miles to fill the "General Contractor" position for a 2 year term ending January 1, 2010, Dave M. Saarem to fill the "Mechanical Engineer" position for a 3 year term ending January 1, 2011, Brett McElhaney to fill the "Structural/Civil Engineer" position for a 3 year term ending January 1, 2011 and Karen Purcell to fill the "Electrical Engineer" position for a 3 year term ending January 1, 2011.

Explanation for Recommended Board Action: Per Bill No. 141 adopted December 20, 2007 amending CCMC title 15, Section 112.4, the reestablishment of terms for members of the Board of Appeals requires all positions be appointed/reappointed. There are 4 applicants; William Miles for the "General Contractor" position, Dave M. Saarem for the "Mechanical Engineer" position, Brett McElhaney for the "Structural/Civil Engineer" position and Karen Purcell for the "Electrical Engineer" position.

The "Architect" position remains open until filled as there are no applicants for this position at this time.

Applicable Statute, Code, Policy, Rule or Regulation: CCMC Title 15, Section 112.

Fiscal Impact: None

Supporting Material: Membership roster, requests for reappointment, recruitment announcement, CCMC Title 15, Section 112.

Prepared By: Rose Gardner, Management Assistant

Reviewed By: _____

(City Manager)

Date: _____

12-26-07

(District Attorney)

Date: _____

12-26-07

Board Action Taken:

Motion: _____

1) _____

Aye/Nay

2) _____

(Vote Recorded By)

**BOARD OF APPEALS UNIFORM BUILDING CODE, FIRE CODE
AND RELATED CODES**

<u>MEMBER</u>	<u>APPOINTMENT</u>	<u>TERM EXPIRES</u>
<u>Civil/structural Engineer</u> Brett A. McElhaney 800 E. College Parkway Carson City, NV 89706 847-0172 (w) 847-7176 (h) 7242-6462 (c) 847-0712 (f) brett.mcelhaney@gmail.com	Initial term 10/05	10/07
<u>Mechanical Engineer</u> Dave M. Saarem 2188 Alfred Way Carson City, NV 89703 215-1407 (w) 888-9670 (h) 772-9846 (c) 888-9671 (f) dave.saarem@bently.com	Initial partial term. 03/06	10/07
<u>General Contractor</u> William Miles (Chairman) 4053 Weise Rd. Carson City, NV 89703 246-3722 (w) 887-1731 (h) 230-6013 (c) 230-6013 wdmiles@milesbrothers.com	Initial term 2/03 Reppt. 10/05	10/07
<u>Registered Architect</u> VACANT	Initial Term	
Carson City, NV 89703 (w) (h) (c)		
<u>Electrical Engineer</u> Karen Purcell 681 Sierra Rose Dr. Suite B Reno, NV 89511 826-9010 (w) 746-5011 (h) 750-7300 (c) kpurcell@pkelectrical.com	Initial Term 10/05	10/08

AUTHORITY: Five members interviewed and appointed by the Board of Supervisors. The terms are for 2 years.

MEETINGS: Meetings are held annually / call of Chairman or the call of a quorum of the Board and are held at 2621 Northgate Lane #6.

PURPOSE: The Board of Appeals is set up to hear appeals on construction and fire codes from determination made by the Building Official and Fire Chief.

TYPICAL DUTIES: Hear and decide appeals of orders and decisions of the building or fire official relative to the application and interpretation of the codes.

Coordinators: Kevin Gattis, Building/Safety and Stacey Giomi, Fire Department.

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RECEIVED

SEP 18 2007

CARSON CITY
EXECUTIVE OFFICES



September 17, 2007

Carson City Executive Offices
201 N. Carson Street, Suite #2
Carson City, Nevada 89701

Re: Board of Appeals

Dear Ms. Gardner,

I am writing asking to be reappointed to the Board of Appeals as per requested in your letter dated September 11, 2007.

I am very much interested in continuing to serve on the board for another term.

Sincerely,

A handwritten signature in black ink, appearing to read "William D Miles". The signature is fluid and cursive, with a large loop at the end. It is positioned above the printed name "William D Miles".

William D Miles

Rose Gardner - re-up my position on board of appeals

From: "Saarem, Dave M (GE Infra, Energy)" <dave.saarem@ge.com>
To: <rgardner@ci.carson-city.nv.us>
Date: 10/29/2007 11:47:54 AM
Subject: re-up my position on board of appeals
CC: <kgattis@ci.carson-city.nv.us>

Hi Rose-

I would like to re-up my position as Mechanical Engineer on the Carson City Board of Appeals. Please let me know if there is anything else I need to do.

Thank you,

Dave Saarem, P.E.
Consulting Engineer - Safety & Reliability
GE
Energy
Optimization and Control

T 775 215 1407
F 775 215 2870
M 775 772 9846
D *215 1407
dave.saarem@ge.com
www.ge-energy.com/oc

1631 Bently Parkway South
Minden, Nevada USA 89423

McElhaney Structural Engineers, LLC

1001 South Meadows Pkwy. #638 • Reno, NV 89521 • Tel/Fax 775.853.5525



September 23, 2007

RECEIVED

Rose Gardner
Carson City Executive Offices
201 N. Carson Street, Suite #2
Carson City, Nevada 89701

SEP 26 2007

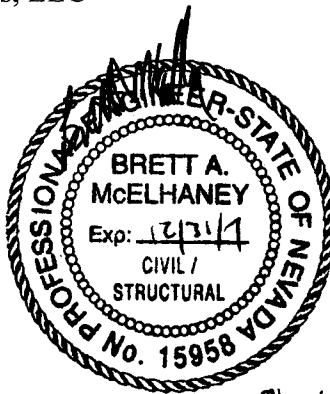
RE: Board of Appeals—Civil/Structural Seat

Rose,

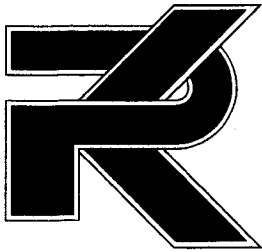
Thank you for the opportunity to serve another term as a member of the Board of Appeals for Building Code issues. I am hereby requesting reappointment to the Civil/Structural Seat. Please note my change of address.

Sincerely,

McElhaney Structural Engineers, LLC



Brett A. McElhaney, PE, SE



RECEIVED

OCT 24 2007

CARSON CITY
EXECUTIVE OFFICESElectrical
Engineering
Consultants

October 22, 2007

Ms. Rose Gardner
Carson City Executive Offices
201 North Carson Street, Suite #2
Carson City, NV 89701

Subject: Board of Appeals

Dear Ms. Gardner:

This letter is to inform you that I am still interested in serving on the Board of Appeals. I would like to request reappointment.

Please contact me with any questions.

Sincerely,
PK Electrical, Inc.

Karen D. Purcell, P.E.

~~Vendor #~~~~Group #~~~~Check Date~~~~Account #~~~~Signature~~~~Approved for Payment~~

PK Electrical, Inc

681 Sierra Rose Drive, Suite B • Reno, Nevada 89511

(775)826-9010 • Fax (775) 826-9030

www.pkelectrical.com



BOARD OF APPEALS UNIFORM FIRE CODE

The Carson City Board of Supervisors is seeking applications from individuals who may be interested in serving on The Board of Appeals in one of the following categories:

- **CIVIL/STRUCTURAL ENGINEER**
- **GENERAL CONTRACTOR**

The applicant (depending on the category or if in business for themselves), may need a license to do business in Carson City. This Board provides advice on matters involving the building codes and the fire codes in Carson City.

Applicants should be aware this Board requires a minimum commitment of up to five hours a month. All members will serve without compensation. The Board of Supervisors will interview and appoint the qualified person(s) to the Board.

Volunteer applications may be obtained from and returned to Carson City Executive Offices by the ***closing date of October 2, 2007.*** All applications submitted to this office will be considered public information.

Thank you for your interest in helping Carson City.

CARSON CITY EXECUTIVE OFFICES
201 N. Carson Street #2
Carson City, Nevada 89701
(775) 887-2100 FAX 887-2286
E-Mail Rgardner@ci.carson-city.nv.us
Web Page <http://www.carson-city.nv.us>
AN EQUAL OPPORTUNITY EMPLOYER



BOARD OF APPEALS UNIFORM FIRE CODE

The Carson City Board of Supervisors is seeking applications from individuals who may be interested in serving on The Board of Appeals in one of the following categories:

- **MECHANICAL ENGINEER**
- **REGISTERED ARCHITECT**
- **ELECTRICAL ENGINEER**

The applicant (depending on the category or if in business for themselves), may need a license to do business in Carson City. This Board provides advice on matters involving the building codes and the fire codes in Carson City.

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AN EQUAL OPPORTUNITY EMPLOYER

where necessary to eliminate an immediate hazard to life or property. The building official shall notify the serving utility, and wherever possible the owner and occupant of the building, structure or service system of the decision to disconnect prior to taking such action. If not notified prior to disconnecting, the owner or occupant of the building, structure or service system shall be notified in writing, as soon as practical thereafter.

SECTION 112 - BOARD OF APPEALS

112.1 General. In order to hear and decide appeals of orders, decisions or determinations made by the building official relative to the application and interpretation of this code, there shall be and is hereby created a board of appeals. The board of appeals shall be appointed by the governing body and shall hold office at its pleasure. The board shall adopt rules of procedure for conducting its business. The board consists of five (5) members who are appointed by the board of supervisors as follows:

- a) One (1) architect registered by the state of Nevada;
- b) One (1) general building contractor licensed by the state of Nevada;
- c) One (1) mechanical engineer licensed by the state of Nevada;
- d) One (1) structural/civil engineer licensed by the state of Nevada; and
- e) One (1) electrical engineer licensed by the state of Nevada.

112.2 Limitations on authority. An application for appeal shall be based on a claim that the true intent of this code or the rules legally adopted there under have been incorrectly interpreted, the provisions of this code do not fully apply or an equally good or better form of construction is proposed. The board shall have no authority to waive requirements of this code.

112.3 Qualifications. The board of appeals shall consist of members who are qualified by experience and training to pass on matters pertaining to building construction and are not employees of the jurisdiction.

112.4 Terms. The terms of the members of the Board of Appeals shall be:

a) For the member appointed as an architect registered by the state of Nevada, a term of 2 years. The initial term for this member shall begin January 1, 2008 and end January 1, 2010.

b) For the member appointed as a general building contractor licensed by the state of Nevada, a term of 2 years. The initial term for this member shall begin January 1, 2008 and end January 1, 2010.

c) Except as otherwise provided in this paragraph, for the member appointed as a mechanical engineer licensed by the state of Nevada, a term of 2 years. The initial term for this member shall begin January 1, 2008 and end January 1, 2011.

d) Except as otherwise provided in this paragraph, for the member appointed as a structural/civil engineer licensed by the state of Nevada, a term of

2 years. The initial term for this member shall be a term of 3 years and shall begin January 1, 2008 and end January 1, 2011.

e) Except as otherwise provided in this paragraph, for the member appointed as a electrical engineer licensed by the state of Nevada, a term of 2 years. The initial term for this member shall be a term of 3 years and shall begin January 1, 2008 and end January 1, 2011.

SECTION 113 - VIOLATIONS

113.1 Unlawful acts. It shall be unlawful for any person, firm or corporation to erect, construct, alter, extend, repair, move, remove, demolish or occupy any building, structure or equipment regulated by this code, or cause same to be done, in conflict with or in violation of any of the provisions of this code.

113.2 Notice of violation. The building official is authorized to serve a notice of violation or order on the person responsible for the erection, construction, alteration, extension, repair, moving, removal, demolition or occupancy of a building or structure in violation of the provisions of this code, or in violation of a permit or certificate issued under the provisions of this code. Such order shall direct the discontinuance of the illegal action or condition and the abatement of the violation.

113.3 Prosecution of violation. If the notice of violation is not complied with promptly, the building official is authorized to request the legal counsel of the jurisdiction to institute the appropriate proceeding at law or in equity to restrain, correct or abate such violation, or to require the removal or termination of the unlawful occupancy of the building or structure in violation of the provisions of this code or of the order or direction made pursuant thereto.

113.4 Violation penalties. Any person who violates a provision of this code or fails to comply with any of the requirements thereof or who erects, constructs, alters or repairs a building or structure in violation of the approved construction documents or directive of the building official, or of a permit or certificate issued under the provisions of this code, shall be subject to penalties as prescribed by law. Any person, firm or corporation violating any of the provisions of this code is deemed guilty of a misdemeanor, and each person is guilty of a separate offense for each and every day or portion thereof during which any violation of the provisions of this code is committed, continued or permitted. Upon conviction of any such violation such person shall be punished by a fine of not more than one thousand dollars (\$1,000.00), or by imprisonment for not more than six (6) months, or by both such fine and imprisonment.

The building official or his authorized inspectors or employees may issue misdemeanor citations for the violations.

SECTION 114 - STOP WORK ORDER