



**Board of Building Code Appeals  
Thursday, April 17, 2014 – 11:30 am  
Virginia Highlands Small Business Incubator**

A. Roll Call:

Board Members:

Baker, Bob	Absent
Day, Charlie	Present
Dye, Chris	Present
Griffith, Nick	Absent
McCormick, John	Present
Rasnake, Tandy	Absent
Scott, Michael	Present

Others Attending:

Marion D Watts, Building Official  
Rick Statzer, Building Inspector  
Jackie Godbey, Permit Technician  
C J McGlothlin  
Lewis Minton  
Debbie Snavely

The meeting was brought to order by Chris Dye, Vice President.

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B. Old Business:

- Marion Watts, Building Official, informed the Board that a quorum is composed of 51% of the Board.
- Discussion was continued regarding the selection of additional Members in order to comply with Section 119.2: "...The LBBCA shall consist of at least five members appointed by the locality for a specific term of office established by written policy."; and Section 119.3 "...at least one member should be an experienced property manager." of Part I of the Virginia Uniform Statewide Building Code (effective March 1, 2011).

After discussion regarding the expansion of the Board, Charlie Day made the motion: "To expand the Board to nine (9) members to insure a quorum for every meeting." The motion was seconded by Mike Scott. The motion passed unanimously.

- Three individuals were named as potential Board members: Lewis Minton, General Contractor; John Mitchell, General Contractor; and Debbie Snavelly, Realtor and Property Manager. These individuals had been contacted and were willing to serve on the Board.

Mike Scott made the motion: "Accept the following individuals as members of the Board: Lewis Minton, John Mitchell, and Debbie Snavelly." The motion was seconded by John McCormick. The motion passed unanimously.

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C. New Business:

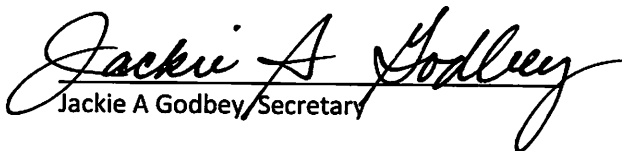
- Minutes from the previous meeting, March 20, 2014, were read. Charlie Day made the motion and John McCormick seconded the motion for approval of minutes.
- Board of Maintenance Code Appeals:  
Per the minutes from the April 13, 2013 Board of Building Code Appeals meeting, the Board is to review the continued use of its members to serve as the Board of Maintenance Code Appeals.

After discussion with C J McGlothlin, Code Enforcement, Mike Scott made the motion: "To continue the use of the Board of Building Code Appeals to serve as the Board of Maintenance Code Appeals for a period of one year at which time it will be reviewed." The motion was seconded by Charlie Day. The motion passed unanimously.

- The next meeting of the Board will be Thursday, September 18, 2014.

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The meeting adjourned at 12:55 p.m.

  
Jackie A Godbey Secretary

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Robert A Baker, Chairman