



## Uniform Construction Code Board of Appeals

### 2013 Organizational Meeting Minutes

**January 17, 2013 - 7:00 PM at the Municipal Office Building**

**Members Present:**

Maryann Marotta, AIA - Chairperson  
Steven Kelley, AIA - Vice Chairperson  
Paul Frazee, AIA  
Keith Good, Associate AIA  
Barbara Bieganski

**Others Present:**

Donald C. Forry, Secretary to the Board

**2013 Annual Organizational Meeting:**

1. There was no Application for Appeal received.
2. Updated the 2013 Board of Appeals (BOA) Directory.
3. Elected Keith Good as chairperson. Motion made by Steve Kelley and seconded by Paul Frazee. Motion passed unanimously. The vice chair will be elected at the next meeting.
4. Verified members have door access proximity cards.
5. Schedule of 2013 UCC BOA Hearings:

All meetings and hearings will be held at the Municipal Office Building bimonthly on the third Thursday at 7 p.m. in accordance with official advertisement in the newspaper. Single family appeals must be heard within 30 days of receipt of appeal.

**2013 Meeting and Hearing schedule:**

- January 17
- March 21
- May 16
- July 18
- September 19
- November 21

6. *Chapter 11, Accessibility of the 2012 International Building Code* was effective 12/31/12 and requires that buildings and facilities must comply with the accessibility requirements found in other chapters of the 2012 *International Building Code* and in the *ICC/ANSI A117.1 - 2009 Accessible and Usable Buildings and Facilities* standard. Appendix E (Supplementary Accessibility Requirements) is also adopted.

7. There was no additional business

8. There was no new business.

9. Meeting adjourned at 7:35 p.m.

Please let me know if there are any corrections which need to be made to these minutes, or if you have any questions.

Respectfully Submitted,



Donald C. Forry  
Secretary to the UCC Board of Appeals

EC: UCC Board of Appeals Members (5)  
Township Commissioners, Michael Flanagan and Rick Casselberry  
Michael Rimer, Township Manager  
UCC Board of Appeals file (paper copy)