

**CITY OF LAKE CITY
MINUTES
CONTRACTOR'S BOARD OF EXAMINERS AND APPEALS
APRIL 9, 2009**

- 1) Roll Call: The roll was called as follows:

Mr. Anschultz	- excused absence	Ms. Jones	- present
Mr. George	- present	Mr. Adel	- present
Ms. Worthington	- absent	Ms. Allum	- present
Mr. Haskett	- present		

Also present were Mr. Norris, Board Attorney, Sandra Caslow, and Mike Renfroe, Code Enforcement Officers

- 2) Review and approve the minutes of the March 12, 2009 meeting. Ms. Allum made the motion to approve the minutes as written. Mr. Adel seconded the motion. Minutes of the March 12, 2009 meeting were approved. A roll call vote was taken, motion carried unanimously.
- 3) OATH: Ms. Adams placed Ms. Caslow under oath.
- 4) OLD BUSINESS: NONE
- 5) NEW BUSINESS:

A, CEO – Sandra Caslow – Case #09-52400029, Michael D. Smith, 428 NE Escambia St., Lake City, FL. Violation of Ordinance 2007-1112 Section 22-131(a)(12), (electrical), proceeding and/or completing any contracting work, for which a permit is required, without properly obtaining all applicable permits (electrical).

March 9, 2009 – Mike Todd, General Contractor for this location called for an open wall electrical inspection. Troy Crews, Chief Building Inspector, attempted to enter the inspection results when it was discovered there was not a permit issued for this location. Mr. Todd was contacted and asked who his electrical contractor was. He stated Michael D Smith was his electrical contractor.

March 16, 2009 – Notice of Violation/Notice of Hearing was issued to Mr. Michael D Smith, certified mail, return receipt requested. Copies of violation letters and mail card submitted for the record.

March 23, 2009 – Notice was received by Mr. Smith. Copy of return receipt submitted for the record.

April 6, 2009 – Received letter from Mr. Smith stating that he is not contesting the Notice of Violation. Copy of letter submitted for the record.

April 8, 2009 – Received letter from M. Troy Crews, Chief Building Inspector, acting in

the Building Official's absence, stating there is no disputed issue of material fact as stated in the Notice. Copy of letter submitted for the record.

Recommended action: 09-52400029 find in violation of Section 22-131(a)(12) electrical, assess reduced penalty of \$150.00, to be paid within 30 calendar days from receipt of the order.

Mr. George made a motion to find Mr. Smith in violation of Ordinance 2007-1112, Section 22-131(a)(12), assess a reduced penalty of \$150.00, to be paid within 30 calendar days from receipt of the Order. Ms. Allum seconded the motion. A roll call vote was taken and motion was carried unanimously.

B. CEO – Sandra Caslow – Case #09-52400033, Steve Crapps, 695 SE Putnam St., Lake City, FL. Violation of Ordinance 2007-1112 Section 22-131(a)(12), (roofing), proceeding and/or completing any contracting work, for which a permit is required, without properly obtaining all applicable permits (roofing).

March 12, 2009 – Troy Crews, Chief Building Inspector, stopped at this location to inquire about a permit for the new metal roof being installed. The owner was not on site and later called Troy. Paul said he and his business partner had recently purchased the home and had been told they could do repair work if it was under \$4,500 without a permit. Paul said he would contact a roofer to obtain the permit and complete the job. I spoke with Paul Perry and he told me essentially the same thing he told Troy.

March 16, 2009 – Notice of Violation/Notice of Hearing was issued to Mr. Steve Crapps, certified mail, return receipt requested. Copy of NOV, NOH and return receipt submitted for the record.

March 20, 2009 – Notice was received by Mr. Crapps. Ms. Caslow spoke with Mr. Crapps and explained to him that there is not a dollar amount exemption for permitting in the City limits.

March 20, 2009 – Received letter from Mr. Crapps stating that he is not contesting the Notice of Violation. Copy of letter submitted for the record.

March 23, 2009 – Received letter from Larry Lee, Building Official, stating there is no disputed issue of material fact as stated in the Notice. Copy of letter submitted for the record.

Recommended action: 09-52400033 find in violation of Section 22-131(a)(12) roofing, assess reduced penalty of \$150.00, to be paid within 30 calendar days from receipt of the order.

Mr. Haskett made a motion to find Mr. Crapps in violation of Ordinance 2007-1112, Section 22-131(a)(12), assess a reduced penalty of \$150.00, to be paid within 30 calendar days from receipt of the Order.. Mr. George seconded the motion. A roll call vote was taken and motion was carried unanimously.

C. CEO – Sandra Caslow – Case #08-52400038, Michael S. Conner, 733 SW SR 47, Lake City, FL. Violation of Ordinance 2007-1112 Section 22-131(a)(12), Proceeding

and/or completing any contracting work, for which a permit is required, without properly obtaining all applicable permits (electrical).

March 23, 2009 – While performing a requested rough-in inspection it was discovered there was not an electrical permit issued for this job.

April 1, 2009 – Received copy of application submitted by Michael S Conner. Notice of Violation/Notice of Hearing was issued to Mr. Michael S Conner, certified mail, return receipt requested. Copies of NOV, NOH and return receipt submitted for the record.

April 3, 2009 – Notice was received by Mr. Conner.

April 9, 2009 – Received letter from Mr. Conner stating that he is not contesting the Notice of Violation. Copy of letter submitted for the record.

April 9, 2009 – Received letter from M. Troy Crews, Chief Building Inspector, acting in the Building Official's absence, stating there is no disputed issue of material fact as stated in the Notice. Copy of letter submitted for the record.


Recommended action: 09-52400038 find in violation of Section 22-131(a)(12) electrical, assess reduced penalty of \$150.00, to be paid within 30 calendar days from receipt of the order.

Mr. Adel made a motion to find Mr. Conner in violation of Ordinance 2007-1112, Section 22-131(a)(12), assess a reduced penalty of \$150.00, to be paid within 30 calendar days from receipt of the Order. Mr. George seconded the motion. A roll call vote was taken and motion was carried unanimously.

6) WORKSHOP QUESTIONS: NONE

Close hearing of Contractor's Board of Examiners and Appeals reconvene hearing of Code Enforcement Board.


Contractor's Board Secretary


Date Approved

Minutes were transcribed from audiotape. Minutes were typed by Debbie Adams.