



City of San Antonio

Agenda Memorandum

File Number:
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Agenda Item Number: 3

Agenda Date: June 27, 2024

In Control: Planning and Community Development Committee

DEPARTMENT: Development Services Department

DEPARTMENT HEAD: Michael Shannon

COUNCIL DISTRICTS IMPACTED: Citywide

SUBJECT:

Briefing and possible action to update Chapter 6, Building, Section 6-155, and Chapter 10, Building-Related Codes, Section 10-14(f), Building-Related and Fire Codes Appeals and Advisory Board Committees.

SUMMARY:

The proposed ordinance seeks to update Chapter 6, Building, Section 6-155 and Chapter 10, Building-Related Codes, Section 10-14(f), Building-Related and Fire Codes Appeals and Advisory Board Committees, which set the process for the development of subcommittees by the boards. The proposed update allows for non-appointed members of board subcommittees to vote and be counted toward quorum.

BACKGROUND INFORMATION:

The Building Standards Board (BSB) is a quasi-judicial board established to hear appeals to and violations of the San Antonio Property Maintenance Code (SAPMC) and summary abatement

appeals. The Board also hears and orders repairs and demolitions of dangerous buildings and distressed properties. The BSB is a citizen-based board comprised of 14 members appointed by the City Council in accordance with Chapter 6, Section 6-155. The BSB may form subcommittees to review newly published codes and allow public comments. Before conducting public hearings on any nationally recognized property maintenance-related codes, the BSB shall form code review subcommittees.

BSB subcommittees will be comprised of four to six board members. In addition to board members, a maximum of four additional appointees or one less than the number of board members appointed to the subcommittee by the board members may serve as voting members.

BRFCAAB is comprised of 17 voting members and 17 alternates who are qualified by experience and training to act on building-related and fire codes and may not be city employees.

Before conducting public hearings on any nationally recognized building-related codes, the City of San Antonio Signs Code, and any associated amendments thereto, the appeals and advisory board shall form code review sub-committees.

Code review subcommittees comprise four to seven board members and their alternates. In addition to board members, a maximum of four, or one less than the number of appointed board members, additional members not appointed by the Mayor and City Council can be added to a subcommittee by the board members. These non-appointed subcommittee members are non-voting and do not account for the required quorum to hold a subcommittee.

ISSUE:

The proposed recommendation will update the current the BSB and the BRFCAAB ordinance and the development of sub-committees by the boards.

FISCAL IMPACT:

There is no fiscal impact associated with this item.

ALTERNATIVES:

If the PCDC does not approve the recommended changes to the ordinance, the BSB and BRFCAAB will still be able to create sub-committees and approve the addition of non-appointed members, but the non-appointed members will not be able to vote.

RECOMMENDATION:

Development Services Department recommends that the Planning and Community Development Committee approve forwarding staff's recommendations for proposed amendments to Chapter 6 and Chapter 10 to the City Council for consideration and approval.