

**CAB Minutes  
Feb. 24, 2010**

**Roll Call:**

**Board Members Present:** Gregg Meisinger, Bruce Meyer, Chris Rosenberger, David Stamps, Bill Stenberg, Garold Smith, and Teri Volk.

**Board Members Absent:** David Eads, Dan Rodgers, and Jon Rudolph.

**City Staff Members Absent:** Thomas Hawkinson, Building Official

**City Staff Members Present:** Ken Wiseman, Building Department

**I. Call to Order**

Vice-Chairman Teri Volk called the meeting to order at 6:03 PM.

**II. Approval of Minutes:**

The following corrections were made to the minutes:

Under IV, New Business, (a) second sentence, delete the “s” on Bruce Meyer’s name and change the “P” to a “C” in Presciebene, in the third add “vice” in front of the second Chairman, and in the first sentence of the next paragraph, correct “Hawkinson”.

Under V. Old business, (1) correct Hawkinson in the 4th paragraph, (6), add an “er” to Resenberg, and correct Hawkinson.

The motion to approve the minutes of the previous meeting, with the corrections, was made by Bruce Meyer and seconded by Chris Rosenberger. The motion passed unanimously.

**III Reports:**

**a. Citizens:** none

**b. Board and Commission Members:**

The appointment, by City Council, of someone to fill the vacancy on the CAB cannot be done until the vacancy on the council has been filled after the election on March 3, 2010. Council will then name member to be liaison the CAB. After the CAB liaison has been named, interviews for the CAB vacancy may be held.

The interview committee consists of the CAB Chairperson, Tom Hawkinson and the City Council liaison.

**c. City Staff Thomas Hawkinson:**

Tom Hawkinson asked Teri Volk, Vice-Chairman, to report on City Boards and Commissions banquet that she and David Eads attended. She stated that she considered it to be a good meeting and was impressed with the quality and attendance of the CAB City Council liaisons. She recommends that the new City Council liaison be someone with a construction background. The last Council liaison, Glen Rousey, did have such a background and it was very beneficial to the CAB.

**d. Contractor Licensing:**

Ken Wiseman reviewed the charts and noted that the 2010 Renewal year is the first of the 2 year renewals.

Bruce Meyer put forth the idea of having all contractors renew their licenses at the same time, which is the method the State of Colorado uses with licenses issued by the Department of Regulatory Agencies. Chris Rosenberger noted that this method may increase the burden on the city staff. Ken Wiseman noted that most contractors do not renew their licenses until they have work to perform and that they cannot renew online. Bruce Meyer asked Ken to discuss the idea with Tom Hawkinson, building official, and report back to the CAB next month.

Chris Rosenberger noted that the lettering on the colored pie charts is still hard to read and that either the colors need to be lightened, or the lettering made darker.

Bruce Meyer suggested using white lettering on the colored charts. Chris Rosenberger suggested having the colors in all of the charts be the same for each license in every chart.

**e. FRAC**

Merlin Green, Fire Marshall with Loveland Fire and Rescue, introduced himself and stated that Everett Roberts will continue as the FRAC representative to the CAB. Bruce Meyer asked how the Fire Department is progressing on the Fire Code reviews. Merlin Green stated that they have had preliminary meetings with the Building Department and that the CAB will be updated on all activities between the two departments. He stated that he wants there to be a partnership between the two entities.

## **IV. New Business**

**a. Item not on the agenda**

Allan Krcmarik, Executive Financial Officer with the City of Loveland, stated that he is in the process of analyzing the CEFs used currently. He also noted that the McWhinney fee revisions were a result the city working with developers to ease the CEF burden on projects.

Fire CEFs are currently being studied to see how the dollars compare the actual needs. He stated that it is possible that there is no demand for new stations due to building slow down.

He stated that in November construction cost fees went down in volume and that his department is studying revising the fees and basing the fees on the housing type instead of cost. The department is also studying basing the CEFs on car trips to and from a residential unit. He will return to the CAB with an update.

He stated that his department is in the process of determining the “build out” of areas in the city for which CEFs are being collected. The City of Loveland, based upon the current area, will be built out in 25 years and will have a population of 100,000. The department is determining the ratios of build out the amount of fees being collected.

The trails for the city are currently 85% completed, which indicates the fees collected the trails can be reduced. It is also possible that the Fire CEF.s could be reduced due to the build out of areas.

From 1984 thru 2009 the City grew at a rate of 2.7%, and the current growth rate is much lower.

The City of Loveland has been using the CEFs for over 30 years.

Bill Stenberg asked when the CEF amounts are due to the City. It was noted that all CEFs are due at the time of the Certificate of Occupancy.

**b. Proposed amendments to the 2009 International Plumbing, Mechanical &Fuel Gas Codes**

The CAB members were provided with copies of the proposed code revisions.

Ken Wiseman stated that the Building Department will need a motion for the CAB to authorize them to prepare the revisions for presentation to City Council.

David Stamps asked if the change outs of LP gas furnaces is covered in the new code revisions. Ken stated he will check into this and report back to the CAB.

Ken Wiseman stated he will have the final version ready for the next BAB meeting.

**c. Update of the evaluation of the Building Permit Process (Tipton Consultants)**

Tom Hawkinson stated that Bob Tipton Consultants are studying ways to make the permit process easier for users.

Five workshops have been scheduled on Fridays. These will include staff and private sector members to arrive at recommendations to be made to the current process to make the entire process easier for the users. Mr. Tipton will come to a CAB meeting to resent the findings after these public meetings are completed and the results have been finalized. The private sector meetings begin on March 3, 2010.

**V. Old Business:**

**a. 2009 CAB Work Program**

**1. Review of 2009 International codes subcommittees' progress**

Tom Hawkinson is working on preparing all code revisions for presentation the CAB for their review.

## **2. 2010 CAB/Building Contractor & Use Tax Training**

The use tax training schedule is on the web under the Building Divisions page. Four sessions are scheduled. The classes are the same as last year.

## **3. 2009 Fall CAB/ Contractor Newsletter**

Teri Volk has a copy of the CAB newsletter which was prepared by John Cresibene for submission to the newspaper. . Chris Rosenberger requested a draft for his review prior to submittal to the paper.

## **4. Online Services for Applicants Plan review & inspection**

The online services are still tied into the information in the Phase II update of the software system. This will be completed in June. Tom Hawkinson will provide a definite schedule.

## **5. Comprehensive Master Plan**

The Comprehensive Master Plan is a complete view of how Loveland should be and who will take action to make it happen. The document interfaces with all aspects of local government. The CMP was created in 2003, is updated every 5 years, and presented to Council. The Public Safety Section requires the adoption of all new codes. The City Long Range Planning Department is the driver of the program.

## **6. Other old Business**

Teri Volk noted that she has completed her study on the construction valuations of various housing types. She will check with tom Hawkinson for a date to present her findings to the CAB.

Gregg Meisenger noted that the committee reviewing the IBC will contact Tom Hawkinson and the Fire Department to schedule a meeting for completion of their review of the code.

Chris Rosenberger presented information regarding a roofing problem he saw when working on a project.

## **VII. Adjournment**

The motion for adjournment was made by Bruce Meyer and seconded by Garold Smith. The motion passed unanimously.

Respectfully submitted,  
G. Smith,  
Secretary