

## **BOARD OF APPEALS INFORMATION SHEET**

**Authority:**

Lakewood Municipal Code -	Ordinance O-86-7
Section 14.12	Ordinance O-91-54
Ordinance O-75-2	Ordinance O-2006-17

**Number of Members:**

Seven. The Codes Administrator is an Ex-Officio, non-voting member.

**Term:**

Three years. Terms expire on March 31<sup>st</sup>.

**Qualifications:**

Members must be qualified by experience and training to pass upon matters pertaining to building construction. It is preferred (but not required) that members of the Board of Appeals have degrees in architecture, engineering, building or construction management.

**Duties:**

The Board of Appeals, a quasi-judicial body, hears and decides appeals from any order (or the failure to issue an order when one is called for), requirement, decision or determination made by the Codes Administrator, his/her authorized representatives or other administrative official in any of the following areas:

- 1) to determine the suitability of alternate materials and methods of construction;
- 2) to review all provisions of the Building and Construction Code;
- 3) to conduct appellate hearings in cases of denial, revocation or suspension of a license, and to advise the Codes Administrator on all matters related to licensing;
- 4) to review changes in the Building Code and advise City Council with respect to desirability and necessity for any such changes;
- 5) to receive proposals for amendments to the Building Code and make recommendations to the City Council in respect thereto;
- 6) to maintain contacts with the fire districts in Lakewood and the Police Department in order to receive their recommendations for amendments to the Building Code;
- 7) to call upon and receive expert opinions with respect to the broad spectrum of building matters, particularly as it relates to proposed amendments to the Building Code.

Decisions of the Board of Appeals may be appealed to the Jefferson County District Court, if filed within thirty days following the mailing of any order or decision of the Board.

**Public Meeting:**

Meetings are held as needed. Typically, the Board of Appeals meets four or five times a year for approximately one to two hours.

**Staff Contact:**

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