

# **BOARD OF BUILDING & FIRE APPEALS**

**The City of Topeka has a Board of Building and Fire Appeals (BBFA) to hear concerns about the Building or Fire codes. If you have a concern about a code application, an inspection or an interpretation you may submit your concern to the BBFA. The BBFA can hear your concern and interpret the code or may offer an alternative that they believe is equal to or better than the code, that they feel is applicable to your situation. The BBFA can not waive the code.**

**The BBFA is made up of professional architects, engineers and contractors within the Topeka area.**

- **Applications shall be accompanied by a complete written explanation of the rationale and reasoning for the request.**
- **A detailed plan or drawing: (8copies)**
  - **Showing what the code would require.**
  - **What the applicant would like to do.**
- **A written explanation of why the Code cannot or should not be enforced.**
- **A written explanation of what you propose as an alternate that would meet the intent of the Code.**

**At this time there is a non-refundable fee of \$100.00 required at the time of the request. The appeals are scheduled to be heard on the 3<sup>rd</sup> Thursday of the month at 10:30 in the Sunflower conference room on the second floor at 620 SE Madison.**

**If you would be interested in filing an appeal, we are attaching the appeal form.**

**Applications must be turned in at least two (2) weeks prior to the hearing date to:**

**Development Services Division**

**620 SE Madison Unit 6**

**Phone (785) 368-3905**

**We are located on the 3<sup>rd</sup> Floor.**

**The staff liaison for building and fire appeals within Development Services is Howard Uhl, [huhl@topeka.org](mailto:huhl@topeka.org) or you may call him at 368-1632.**



# CITY OF TOPEKA

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PUBLIC WORKS, Development Services  
620 SE Madison, 3<sup>rd</sup> Fl.  
Topeka, KS 66607  
Tel: (785) 368-3704



Miriam Berke, Manager  
Email: [mberke@topeka.org](mailto:mberke@topeka.org)  
Fax: (785) 368-3915  
[www.topeka.org](http://www.topeka.org)

## BOARD OF BUILDING & FIRE APPEALS APPEAL FORM

Case number: \_\_\_\_\_ (This will be completed by Development Services)

Address of structure to be appealed: \_\_\_\_\_

Business/Tenant name: \_\_\_\_\_

Applicant: \_\_\_\_\_

Applicant address: \_\_\_\_\_ email \_\_\_\_\_

Applicant Phone number: \_\_\_\_\_ Fax number: \_\_\_\_\_

Owner of structure: \_\_\_\_\_

Address of owner: \_\_\_\_\_

What code (and year) is being appealed: \_\_\_\_\_

Section/s being appealed: \_\_\_\_\_

- Please attach a copy of the relevant code section/s

Type of occupancy: \_\_\_\_\_ Occupancy classification: \_\_\_\_\_

Building classified as what type of construction classification: \_\_\_\_\_

Building Height in stories: \_\_\_\_\_ Height/Story of occupancy in question: \_\_\_\_\_

**Describe or attach a detailed description of the proposed appeal that you want the Board to consider.**

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**The applicant alleges their appeal and/ or proposed alternative or method meets the code or the intent of the code in the following way: (describe or attach)**

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\_\_\_\_\_ **print applicant name**

\_\_\_\_\_ **applicant signature**

\_\_\_\_\_ **print owner name**

\_\_\_\_\_ **owner signature**

- **\$100.00 nonrefundable filing fee must accompany the appeal.**
- **Drawings to scale must accompany the appeal (8 copies).**

**The applicant and owner must sign the application.**

**Meetings/appeals are held on the 3<sup>rd</sup> Thursday of each month. The application should be to Development Services by the 1<sup>st</sup> Friday of the month with all necessary attachments.**

**Meetings are held at 620 SE Madison, in the Holliday Building on the second floor in the Sunflower Conference room. Meetings are scheduled to start at 10:30 AM. Parking is available just south of our building and southwest of our building.**

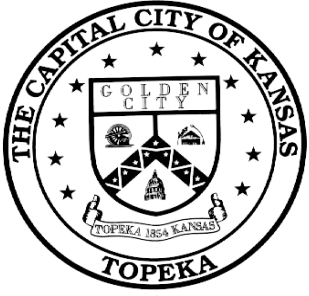
# 2009 BBFA MEMBERS

## **VOTING MEMBERS**

Thomas Woltkamp	Woltkamp Construction, Inc.
Michael T. Wilson, AIA	Architect One PA
Keith Finney, P.E.	Finney & Turnipseed P.A.
Toby Taggart, P.E.	Certus Architectural Engineering Group
Matthew Werner, AIA	J & M Designs
Steve Mohan	Mohan Construction, Inc.
Daniel Rowe, AIA	Treanor Architects P.A.

## **NON-VOTING MEMBERS**

Braxton Copley	Deputy City Attorney 368-3883
Miriam Berke	Development Services Manager 368-1606
Greg T. Bailey	Fire Marshal 368-4130



# CITY OF TOPEKA

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Development Services  
620 SE Madison Unit 6  
Topeka, KS 66607-1118  
Tel: (785) 368-3704 # 1



Miriam Berke, Manager  
Email: [mberke@topeka.org](mailto:mberke@topeka.org)  
Fax: (785) 368-1650  
[www.topeka.org](http://www.topeka.org)

## Dates for the Board of Building & Fire Appeals 2009

	<b>Submittal</b>	<b>Hearing</b>
<b>January</b>	<b>1<sup>st</sup></b>	<b>15<sup>th</sup></b>
<b>February</b>	<b>5<sup>th</sup></b>	<b>19<sup>th</sup></b>
<b>March</b>	<b>5<sup>th</sup></b>	<b>19<sup>th</sup></b>
<b>April</b>	<b>2<sup>nd</sup></b>	<b>16<sup>th</sup></b>
<b>May</b>	<b>7<sup>th</sup></b>	<b>21<sup>st</sup></b>
<b>June</b>	<b>4<sup>th</sup></b>	<b>18<sup>th</sup></b>
<b>July</b>	<b>2<sup>nd</sup></b>	<b>16<sup>th</sup></b>
<b>August</b>	<b>6<sup>th</sup></b>	<b>20<sup>th</sup></b>
<b>September</b>	<b>3<sup>rd</sup></b>	<b>17<sup>th</sup></b>
<b>October</b>	<b>1<sup>st</sup></b>	<b>15<sup>th</sup></b>
<b>November</b>	<b>5<sup>th</sup></b>	<b>19<sup>th</sup></b>
<b>December</b>	<b>3<sup>rd</sup></b>	<b>17<sup>th</sup></b>

**APPLICATIONS NEED TO BE SUBMITTED TWO WEEKS PRIOR TO THE HEARING DATE.**

Appeals are heard at 620 SE Madison Ave. If you need a form, you may print it off from the Topeka web site or we can fax one to you. If you have any questions, please call 368-1632. Dates for 2010 will be the 3<sup>rd</sup> Thursday of each month.