

**COUNTY OF EL DORADO  
PLANNING AND BUILDING DEPARTMENT**

2850 Fairlane Ct  
Placerville, CA  
530-621-5315

**DECEMBER 18, 2019 MINUTES**

**Building Industry Advisory Committee**

Jerry Homme, Chairman, Member at Large (*Denny Kennedy, Alt*)  
Jeff Haberman, Member at Large (*James Bayless, Alt*)  
Bill Carey, Member at Large (*Lori Burne, Alt*)  
Earl McGuire, SAGE (*Garry Gates, Alt*)  
Jeff Short, North State BIA (*William Fisher, Alt*)  
Tom Burnette, Building Official (Technical Advisor)  
Marshall Cox, El Dorado Fire (Technical Advisor)

Wednesday, December 18, 2019

1:30PM

TAC ROOM

*The BIAAC makes recommendations to the Board of Supervisors and Development Services Division regarding code interpretations, inspections, procedures, new construction techniques, product review, new codes, revised fees, and other items of industry concern (Resolution 164-2010)*

Members Present: Bill Carey, Earl McGuire, Jerry Homme, Jeff Short, Lori Burne,  
Members Absent: Denny Kennedy, James Bayless, William Fisher, Jeff Haberman, Garry Gates  
Staff Present: Don Knight, Chelsea Foreman, Michael Elliott, Rob Peters  
Guests:

**1. CALL TO ORDER**

The meeting was called to order by Jerry Homme at 1:40 p.m.

**2. ADOPTION OF AGENDA**

Motion to Approve: Earl McGuire

Second: Jeff Short

Ayes: Bill Carey, Jerry Homme, Lori Burne,

Noes:

Abstain:

Absent: Denny Kennedy, James Bayless, William Fisher, Jeff Haberman, Garry Gates

**3. ADOPTION OF MINUTES of September 18, 2019**

Motion to Adopt: Earl McGuire

Second: Jeff Short

Ayes: Jerry Homme, Lori Burne, Bill Carey

Noes:

Abstain:

Absent: Denny Kennedy, James Bayless, William Fisher, Jeff Haberman, Garry Gates

**4. TOM BURNETTE TO DISCUSS ROLES IN BIAC**

Don Knight stood in for Tom Burnette.

After reviewing Resolution 164-2010 with the committee, Don Knight explained the role of the County staff is to assist the BIAC with technical items only. The committee itself must do all letters, memos, and work of the committee. Agenda items are at the sole discretion of the committee members. Bill Carey spoke on the background of the BIAC.

Don Knight reviewed the BIAC committee membership renewal dates and their respective roles, i.e., Rull Members and Alternates. Bill Carey announced his resignation from the BIAC.

Discussion ensued as to the value placed on the Committee's recommendations to the Board of Supervisors (BOS). The minutes are emailed to each of the Board members once approved. County staff will confirm the submission to the BOS is being done correctly.

A question was raised regarding an updated resolution; staff will look into this further for the next meeting.

**5. PLANNING AND BUILDING CALLS/EMAILS NOT BEING RETURNED IN TIMELY MANNER**

Discussion ensued regarding ongoing frustration from the public in regards to getting return call or emails in a timely manner, from the Planning and Building Department. Don Knight explained the process used and who returns the calls and emails.

Rob Peters, the newly appointed Deputy Director of Planning talked about the increased workload this past year, with a decrease in staffing levels. The Planning Department is currently in the process of hiring four positions and hopes once on board, there will be a noticeable improvement in planning services.

A question was raised regarding submittal of digital plans, and although this process has yet to be implemented, digital plan submission is definitely on the radar for the future. A suggestion was made to have only one contact phone number for Planning and Building, rather than two separate numbers.

**6. REVIEW LETTER OF APPRECIATION TO BOARD OF SUPERVISORS**

Lori Burne, Jerry Homme, Earl McGuire and Bill Carey reviewed the rough draft, approved it and had Jerry sign it to be delivered directly to the BOS office.

**7. OPEN/PUBLIC FORUM**

Earl McGuire stated that he would like to add an agenda item for the March 18, 2020 meeting for separating the Planning and Building Department.

**8. NEXT MEETING: March 18, 2020 at 1:30 p.m.****9. ADJOURNMENT**

Meeting adjourned at 3:30 pm by executive order.