

APPENDIX A

FIRE SAFETY ADVISORY BOARD

SECTION A101 GENERAL

A101.1 Scope. To determine the suitability of alternate materials and types of construction and to provide reasonable interpretations of the provisions of this code, there shall be and hereby is created a Fire Safety Advisory Board, hereinafter called “the Board.”

A101.2 Membership. The membership of the board shall consist of 13 members, a majority of whom are residents of the City of Phoenix, all shall be citizens of the United States, and composed and consisting of no more than one representative from the following industries, trades and professions:

Fire-protection systems contractor; architect; realtor; developer; petroleum industry; liquefied petroleum gas industry; property insurance; fire-protection engineering; owner or manager of a business that would not qualify for membership in another industry; health care industry; special events coordinator; construction contractor; and resident of the City of Phoenix

The Board shall consist of members and alternate members who shall be appointed by the City Council by reason of education, experience and knowledge and are deemed to be competent to sit in judgment on matters concerning this code and its enforcement.

No more than one of said members or their alternates shall be engaged in the same business, profession or line of endeavor.

A101.3 Duties and responsibilities. It shall be the duty of the Board to hear appeals to decisions of the chief and submit findings to the City Council. The Board may also submit to the chief recommendations on matters pertaining to the *Fire Prevention Code of the City of Phoenix*, or ordinance provisions and amendments. The duties and powers of the Board shall be in advisory capacity only.

A101.4 Terms of office. The members and alternates of the Board shall be appointed by the City Council for a term of four years. Continued absence of any member from three consecutive regular meetings of the Board shall render any such member liable for immediate removal from office. Removal shall be at the discretion of the City Council. Vacancies for an unexpired term shall be filled by the City Council.

A101.5 Meeting procedures. The Board shall adopt rules of procedure for conducting its business and shall annually elect one of its members to serve as chairperson. The Board shall hold one regular meeting a month unless otherwise directed by the chairperson. Special board meetings may be called by the chief or at the request of the chairperson or any three members of the board.

A101.6 Conflict of interest. No member of the board shall vote on any question concerning a property or business in which the member has any direct or indirect personal financial interest. In these instances, the member shall also make full disclosure of his interest to the board.

A101.7 Quorum. Seven voting members of the board shall constitute a quorum.

A101.8 Secretary to the board. The fire code official shall designate an employee to serve as recording secretary to the board who shall keep and maintain a detailed record of all proceedings and perform other secretarial duties as required by the board.

A101.9 Legal counsel. The City of Phoenix shall furnish legal counsel to the board to provide members with general legal advice concerning matters before them for consideration. Members shall be represented by legal counsel at the City of Phoenix’s expense in all matter arising from service within the scope of their duties.

