

City of Fresno

*City Hall, Council Chambers
2600 Fresno Street*



Meeting Minutes - Draft

Tuesday, February 3, 2026

1:00 PM

Regular Meeting

**City Hall Council Chambers
2600 Fresno Street**

Building Standards Appeals Board

Chair Imelda Golik

Vice Chair Scott Vincent

Board Member Daniel Field

Board Member Scott Mears

Board Member Gaylord Ransom

THE BUILDING STANDARDS APPEALS BOARD WELCOMES YOU TO COUNCIL CHAMBERS, LOCATED AT CITY HALL, 2600 FRESNO STREET, FRESNO, CALIFORNIA 93721.

PUBLIC PARTICIPATION – Any interested person may appear at the public hearing and present written testimony or speak in favor or against the matters scheduled on the agenda. Public participation during Building Standards Appeals Board meetings is always encouraged and can occur by attending a meeting in the Council Chambers, City Hall, 2nd Floor, 2600 Fresno Street, Fresno, CA 93721. You may approach the speaker podium upon the Chair’s call for public comment. Please state your name and the scheduled item about which you wish to comment.

All public speakers will have up to 3 minutes to address the Board pursuant to Rule No. 13 of the Building Standards Appeals Board Bylaws (available in the City Clerk’s Office).

SUBMIT DOCUMENTS / WRITTEN COMMENTS –

1. E-mail – Agenda related documents and comments can be e-mailed to the Planning & Development Department. Unless otherwise required by law to be accepted by the City at or prior to a Board meeting or hearing, no documents shall be accepted for Board review unless they are submitted to the Planning and Development Department at least 24 hours prior to the commencement of the Board meeting at which the associated agenda item is to be heard. All comments received at least 24 hours prior will be distributed to the Building Standards Appeals Board prior and during the meeting and will be a part of the official record, pursuant to Article 4 (3).

- a. Email comments to Building.Appeals@fresno.gov.**
- b. Emails should include the agenda date and item number you wish to speak on in the subject line of your email. Include your name and address for the record, at the top of the body of your email.**

VIEWING BOARD MEETINGS (non-participatory) – For your convenience, there are ways to view Building Standards Appeals Board meetings live:

- 1. Community Media Access Collaborative website: <https://cmac.tv/>**
- 2. Cable Television: Comcast Channel 96 and AT&T Channel 99**
- 3. Participate Remotely via Zoom:
https://fresno.zoomgov.com/webinar/register/WN_z_mWC3uyQTS-hdu-C946fg**

- a. The above link will allow you to register in advance for remote participation in**

the meeting via the Zoom platform. After registering, you will receive a confirmation email containing additional details about joining the meeting.

Should any of these viewing methods listed above experience technical difficulties, the Board meeting will continue uninterrupted. Board meetings will only be paused to address verifiable technical difficulties for all users participating via Zoom or in the Chambers.

The City of Fresno's goal is to comply with the Americans with Disabilities Act (ADA). Anyone requiring reasonable ADA accommodations, including sign language interpreters, or other reasonable accommodations such as language translation, should contact the office of the City Clerk at (559) 621-7650 or clerk@fresno.gov. To help ensure availability of these services, you are advised to make your request a minimum of 48 hours prior to the scheduled meeting.

I. ROLL CALL

Chair Golik called the meeting to order at 1:00 p.m.

Also present were Ashley Atkinson, Eric Frampton, Janel Showers, Veronica Cortez, Kari Camino, Daniel Casas (CAO), Christina Roberson (CAO), Gilbert Ruelas (Code Enforcement), and Carlos Nunez (Code Enforcement).

Present: 5 - Chair Imelda Golik
Vice Chair Scott Vincent
Board Member Daniel Field
Board Member Scott Mears
Board Member Rick Ransom

II. PROCEDURES

1:00 p.m.

Chair Golik read the procedures aloud.

III. AGENDA APPROVAL

1:01 p.m.

Assistant Director Atkinson reported no changes to the agenda.

On motion of Vice Chair Vincent, seconded by Board Member Ransom, the AGENDA was APPROVED. The motion carried by the following vote:

Aye: 5 - Golik, Vincent, Field, Mears and Ransom

IV. CONSENT CALENDAR

N/A

V. REPORTS BY BOARD MEMBERS

1:03 p.m.

None

VI. PUBLIC COMMENT

1:04 p.m.

None

VII. CONTINUED MATTERS

VII-A [ID 26-127](#)

CONTINUED FROM JANUARY 20, 2026

Actions pertaining to Fresno Code Enforcement case number E25-06722, concerning 7462 E. Fedora, and the administrative citation issued on November 3, 2025:

1. HEARING on the Appeal of administrative citation E25-06722.1.

2. Take one of the following actions:
 - i. DENY the appeal and CONFIRM administrative citation number E25-06722.1 issued on November 3, 2025; OR

 - ii. GRANT the appeal and DISMISS administrative citation number E25-06722.1 issued on November 3, 2025.

1:04 p.m.

Assistant City Attorney Christina Roberson appeared on behalf of Code Enforcement. Inspector Gilbert Ruelas, Community Revitalization Specialist, was also present. Roberson presented the case involving an un-permitted accessory structure built in the backyard. A Notice and Order was issued on June 10, 2025, and a \$250 citation followed on October 30, 2025, after the violation remained unresolved. The appellant had initiated, but not completed, the permit process due to missing required plans.

Carmen Sanchez (Appellant) explained she installed the pre-fabricated shed for storage after losing her home and was unaware a permit was required. She requested additional time due to financial hardship and lack of contractor support.

The Board questioned the size, construction, and permit status of the structure. Staff clarified that a complete permit application had not been submitted and that the appellant must either obtain a permit or remove the structure.

The Board affirmed the administrative citation, finding that the violation was clearly supported by the code and that proper notice had been provided. At the same time, the Board granted the appellant additional time to work toward compliance, allowing her until June 3, 2026 to submit complete building plans to the City's Building Department. Roberson agreed not to issue any further citations before that date as long as the appellant

continues to make progress.

On motion of Vice Chair Vincent, seconded by Board Member Mears, that the above Action Item to DENY the appeal and CONFIRM the Administrative Citation be APPROVED. The motion carried by the following vote:

Aye: 5 - Golik, Vincent, Field, Mears and Ransom

VIII. NEW MATTERS

VIII-A [ID 26-141](#) Approval of the Amendment to the City of Fresno Building Standards Appeals Board Rules and Regulations

1:29 p.m.

Assistant Director Atkinson explained that, following the Board's request at the previous meeting, new attendance requirements had been added to Article 4, Section 3. The amendment states that Board Members may not have more than five unexcused absences in a fiscal year, and that reaching this threshold would trigger written notification to the member and the Mayor's Office, potentially resulting in removal. Excused absences may be obtained by notifying the Chair or Secretary in advance. Board Members discussed the value of the amendment, noting similar successful language used by the Historic Preservation Commission.

On motion of Vice Chair Vincent, seconded by Board Member Mears, that the above Action Item be APPROVED. The motion carried by the following vote:

Aye: 5 - Golik, Vincent, Field, Mears and Ransom

VIII-B [ID 26-131](#)

Actions pertaining to Fresno Code Enforcement case number E25-16428, concerning 7443 N Van Ness, and the Notice and Order issued on December 4, 2025:

1. HEARING on the Appeal of Notice and Order.
2. Take one of the following actions:
 - i. DENY the appeal and CONFIRM the Notice and Order issued December 4, 2025; OR
 - ii. DENY the appeal in part and GRANT the appeal in part, and CONFIRM certain violations but DISMISS other violations in the Notice and Order issued December 4, 2025; OR
 - iii. GRANT the appeal and DISMISS the Notice and Order issued December 4, 2025.

1:33 p.m.

Assistant City Attorney Christina Roberson appeared on behalf of Code Enforcement. Senior Community Revitalization Specialist Carlos Nunez was also present. Roberson presented the appeal of a Notice and Order issued on December 4, 2025, which originated from a constituent complaint alleging rubbish/junk, miscellaneous items, vehicle repair, and ongoing activity, and recommended that the Board deny the appeal and confirm the Notice and Order. The Notice and Order cited five violations: (1) interior construction/remodeling without required plans, permits, and inspections; (2) rubbish/junk constituting a public nuisance; (3) outdoor storage of household materials in a residential area; (4) a vehicle parked on an unpaved surface; and (5) exterior stucco work without permits. She noted photographic evidence of multiple toilets, a sink, a large plumbing fixture, household materials and construction debris visible from the exterior, and an unfinished exterior surface consistent with preparation for stucco.

Attorney Michael Titus appeared on behalf of the property owners. He stated that all work performed was cosmetic in nature and did not require permits, and that observed materials were temporary during ongoing cosmetic improvements. They disputed the characterization of unpermitted construction and noted that certain conditions had been corrected. He provided photos of nearby Van Ness properties undergoing similar renovations to highlight common practices along the corridor.

The Board questioned the differentiation between violations and Roberson clarified the intent was to identify discrete aspects (interior plumbing/electrical versus exterior stucco) so the owner could respond to each. During discussion, Frampton (Chief Building Official) provided general guidance regarding the differences of a simple “color coat” on existing stucco typically does not require a permit, whereas removal/replacement involving lath/wire and water-resistive barriers would; replacement of a toilet in the same location does not require a permit, but relocation or alteration of plumbing lines does; and any modification involving 220-volt electrical service (e.g., spa/hot tub wiring) would require an electrical permit. Roberson noted that an interior inspection had been offered to verify scope and permit needs but was declined by the owner.

After Board deliberation, including consideration of corrected conditions and the nature of the evidence presented, the Board granted the appeal and dismissed the Notice and Order issued December 4, 2025, by a vote of 3–2.

On motion of Board Member Mears, seconded by Board Member Field, that the above Action Item to GRANT the appeal and DISMISS the Notice of Order issued on December 4, 2025 be APPROVED. The motion carried by the following vote:

Aye: 3 - Golik, Field and Mears

No: 2 - Vincent and Ransom

IX. REPORT BY SECRETARY

2:18 p.m.

None

X. SCHEDULED ORAL COMMUNICATIONS

2:18 p.m.

None

XI. UNSCHEDULED ORAL COMMUNICATIONS

2:18 p.m.

None

XII. ADJOURNMENT

Chair Golik adjourned the meeting at 2:19 p.m.