City of Pittsburg
Forward Together.

PROPERTY & SANITATION
201 W 4th Street
Pittsburg, KS 66762

P: (620) 231-4170
www.pittks.org

City of Pittsburg, Kansas
Building Trade Review Board
City Hall Conference Room
Friday, October 2, 2026 | 8:30 AM

I. Call to Order
II. Consider the Following
  a. New Term Renewals
    i. Sign up for Re-Appointment
    ii. Discussion and Deliberation
  b. Official Appointment of a new Chair and Vice Chair.
    i. Discussion and Deliberation
    ii. Motion, Second, Vote
  c. Finalizing regular meeting dates and times.
    i. *Recommended:* **The first Friday of each month at 8:30 AM at City Hall.**
    ii. Discussion and Deliberation
    iii. Motion, Second, Vote
  d. Beginning review of code amendments, omissions, and interpretation needs.
    i. Discussion and Deliberation
    ii. Motion, Second, Vote (if needed)
III. Non-Agenda Reports & Requests
IV. Public Comments
V. Adjournment

Building Code Board of Appeals/Building Trades Review Board

(Three-year term)

For the period 1/1/2021 thru 12/31/2023

Name	Term
Paul Chappell (Build. Contractor)	Second
Brian Coomes (Engineer)	Second
Shannon Nicklaus (Mechanical)	Second
Melissa Bow-Richardson (Architect)	First

For the period 1/1/2023 thru 12/31/2025

Name	Term
Brent Linder (Lic. Trade)	Third
Jeff Brooks	Second
Bill Warlop (Lay Member)	Third

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Building Code Board of Appeals
Building Trades Review Board

APPLICATION FOR APPOINTMENT

Note: Your application will be copied for the City Commission and made available to the press and public.

☐ I am a current member seeking reappointment to the Commission.

☐ I am seeking a first term as a member of the Commission.

Name:_____

Home Address:_____

Mailing Address: _____

Occupation: _____

Business Address: _____

Home Telephone: _____

Business Telephone: _____

E-mail: _____

Are you a resident of Pittsburg? ____ If yes, how long have you lived in Pittsburg: _____

Current occupation (within last 12 months): _____

Business interest in the last 12 months: _____

_____

Previous Committee/Commission Experience: _____

_____

_____

Education/Experience: A resume may be attached containing this and any other information that would be helpful in evaluating your application. _____

_____

_____

Professional and/or community service activities: _____

_____

_____

Please explain your reasons for wishing to serve on this committee/commission and how you feel that you may contribute: _____

_____

_____

Area of representation (please circle all that could apply):

Building Code Board of Appeals Member	Licensed Master Electrician
Licensed Master Plumber	Licensed Master Mechanical

The Building Code Board of Appeals/Building Trades Review Board meets on the first Friday of each month at 8:30 a.m. Meetings are held at City Hall. Appointment to this position may require you to file a Conflict of Interest Disclosure Statement, which is a public record.

Signature of Applicant: _____

Date: _____

If you have any questions regarding the appointment procedure, please contact the City Clerk by phone at (620)230-5532 or by email at tammy.nagel@pittks.org.

Please return your completed application by **Noon** on **October 5th, 2026**.

Applications may be submitted:

1. By mail: The City of Pittsburg
   Attn: City Clerk
   PO Box 688
   Pittsburg, Kansas 66762
2. In person at City Hall (201 West 4th Street), or
3. By email to tammy.nagel@pittks.org

Sec. 18-415. - Qualification standards review.

(a) Each candidate must have documented proof of experience pursuant to K.S.A 12-1508, 12-1509, 12-1526 and 12-1542 For the purpose of evaluating the education and experience of candidates in accordance with standards established by this article, the Building Code of Appeals shall act as the Building Trades Review Board. The Building Trades Review Board shall consist of seven members, five members of which are presently appointed to the Building Code Board of Appeals and two additional members to include at least one person of each building trade holding a master license (i.e. licensed master electrician, licensed master plumber or licensed master mechanical). The Board shall review documentation on the qualifications of all candidates for certificates issued pursuant to this article.

(b) Appointments. Members shall be appointed by the Mayor with the approval of the Governing Body. The appointed members shall serve for a term of three years. Vacancies shall be filled by appointment for the unexpired term only. The Governing Body may remove members for just cause upon written notice.

(c) The Building Official shall submit to the Board for their review the applicant's application and documentation to take the building trades examination. The Building Trades Review Board shall validate the applicant's experience as established by City Ordinances Section 18-414. In an effort to expedite the review process applications(s) will be forwarded to the Board members electronically at such time as they are submitted to the Building Official. The Board shall be required to notify the Building Official of their decision within no more than ten working days of the applicant's submittal. Any action rendered by the Board shall be by simple majority vote. The presence or action of four members of the Board shall constitute a quorum and the affirmative vote of at least three is required to pass a motion. In the hearing before the Board, all rulings shall be recorded and permanent records kept.

(Code 1975, § 5-815; Ord. No. G-1013, § 2, 12-19-2006; Ord. No. G-1081, § 2, 1-12-2010; Ord. No. G-1199, § 2, 3-11-2014)

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City of Pittsburg Adopted Codes

- 2024 International Plumbing Code
  - Ordinance No. G-1392
- 2024 International Fire Code
  - Ordinance No. G-1393
- 2024 International Fuel Gas Code
  - Ordinance No. G-1394
- 2024 International Property Maintenance Code
  - Ordinance No. G-1395
- 2024 International Mechanical Code
  - Ordinance No. G-1396
- 2024 International Swimming Pool and Spa Code
  - Ordinance No. G-1397
- 2024 International Building Code
  - Ordinance No. G-1398
- 2024 International Residential Code
  - Ordinance No. G-1399
- 2026 National Electric Code
  - Ordinance No. G-1400
- 2024 International Existing Building Code
  - Ordinance No. G-1403
- Creation of Electrical Service Inspection
  - Ordinance No. G-1401
- Creation of Gas Service Inspection
  - Ordinance No. G-1402