

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS

BOARD APPOINTMENT SUMMARY

Meeting Date: October 6, 2026

Department: Fire Rescue

Advisory Board: Fire Code Board of Appeals and Adjustments

I. EXECUTIVE BRIEF

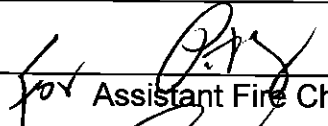
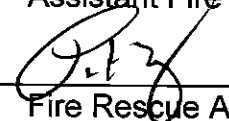
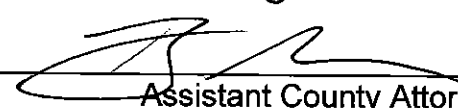
Motion and Title: **Staff recommends motion to approve:** The reappointment of one (1) member to the Fire Code Board of Appeals and Adjustment beginning October 6, 2026 through September 30, 2029:

<u>Appointment</u>	<u>Category</u>	<u>Seat No.</u>	<u>Nominated By</u>
Michael Crawford	Fire Sprinkler Contractor	5	Commissioner Weiss

Summary: The Fire Code Board of Appeals and Adjustments is maintained in accordance with the Palm Beach County Local Amendments to the Florida Fire Prevention Code (FFPC) Section 12-57, of the County Code of Ordinances Local Amendments to the FFPC. On August 11, 2026 a memo was distributed to the Board of County Commissioners (BCC) requesting reappointment nominations to this eight (8) - member board. This advisory board is appointed by the BCC and members serve no more than three (3) consecutive three (3) year terms. There are currently five (5) seats filled. **Countywide (RM)**

Background and Justification: The Fire Code Board of Appeals and Adjustments requires the appointment by the BCC of individuals working in specific, related fields that are knowledgeable to make decisions on Fire Code appeals, and to make recommendations for changes to the Fire Code to the BCC and Fire-Rescue.

- Attachments:**
- 1. Board/Committee Application with Resume/Biography
 - 2. Current List of Board Members
 - 3. Section 12-57 of the County Code of Ordinances Local Amendments to the FFPC

Recommended by:		9/4/2026
	Assistant Fire Chief	Date
Approved by:		9.3.2026
	Fire Rescue Administrator	Date
Approved by:		9.9.26
	Assistant County Attorney	Date

II. REVIEW COMMENTS

A. Other Department Review:

Department Director



PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS
BOARDS/COMMITTEES APPLICATION
301 N Olive Avenue, WPB, FL 33401
www.discoverpbcgov.org

BOARDS/COMMITTEES APPLICATION

The information provided on this form will be used in considering your nomination.
(Answer "NONE" or "N/A" where appropriate.)

APPLICANT TO COMPLETE/SUBMIT THE FOLLOWING:

- SECTION II
- CONTRACTUAL RELATIONSHIPS
- CODE OF ETHICS TRAINING
- RESUME or BIOGRAPHY

SECTION I

(OFFICE USE ONLY)

☒ Advisory ☐ Not Advisory

BOARD/COMMITTEE NAME:

Fire Code Board of Appeals and Adjustments

TYPE OF APPOINTMENT:

☒ AT-LARGE ☐ DISTRICT #
☒ REAPPOINTMENT ☐ NEW APPOINTMENT

TERM:

10/16/2016 START DATE 09/30/2029 END DATE

LENGTH OF TERM:

3 YEARS

SEAT #:

5

SEAT REQUIREMENT:

Fire Sprinkler Contractor

COMPLETING AN UNEXPIRED TERM?

☐ YES ☒ NO

IF YES: DUE TO:

☐ RESIGNATION ☐ OTHER

COMPLETING TERM FOR:

ORIGINAL TERM EXPIRES:

*When a person is being considered for reappointment, the number of previous disclosed voting conflicts during the previous term shall be considered by the Board of County Commissioners: 0

SECTION II

(to be completed by applicant)

***MUST BE A PALM BEACH COUNTY RESIDENT**

NAME: (First/Middle Initial/Last)

Michael Crawford

ADDRESS: 18170 Murcott Blvd

CITY: Loxahatchee

STATE: FL

ZIP: 33470

PHONE #: 904-487-5152

EMAIL: mcrawford@waynefire.com

BUSINESS/EMPLOYER NAME:

Wayne Automatic Fire Sprinklers, Inc.

OCCUPATION:

SE Service and Alarm Design Manager

ADDRESS: 1500 S. Powerline RD Suite A

CITY: Deerfield Beach

STATE: FL

ZIP: 33442

MAILING PREFERENCE:

☒ RESIDENCE ☐ BUSINESS

HAVE YOU EVER BEEN CONVICTED OF A FELONY:

(conviction of a felony is not an automatic disqualifier from appointment)

☐ YES ☒ NO

IF YES - STATE THE COURT, NATURE OF OFFENSE, DISPOSITION OF CASE AND DATE:

SECTION II - continued *(to be completed by applicant)*

CONTRACTUAL RELATIONSHIPS: X NONE NOT APPLICABLE/(Governmental Entity)

Pursuant to Article XIII, Sec. 2-443 of the Palm Beach County Code of Ethics, advisory board members are prohibited from entering into any contract or other transaction for goods or services with Palm Beach County. Exceptions to this prohibition include awards made under sealed competitive bids, certain emergency and sole source purchases, and transactions that do not exceed \$500 per year in aggregate. These exemptions are described in the Code. This prohibition does not apply when the advisory board member's board provides no regulation, oversight, management, or policy-setting recommendations regarding the subject contract or transaction and the contract or transaction is disclosed at a public meeting of the Board of County Commissioners. To determine compliance with this provision, it is necessary that you, as a board member applicant, identify all contractual relationships between Palm Beach County government and you as an individual, directly or indirectly, or your employer or business. This information should be provided in the space below. If there are no contracts or transactions to report, please verify that none exist. Staff will review this information and determine if you are eligible to serve or if you may be eligible for an exception or waiver pursuant to the code.

<u>Contract/Transaction No.</u>	<u>Department/Division</u>	<u>Description of Service</u>	<u>Term</u>
Example: (R#XX-XX/PO XX)	Parks & Rec	General Maintenance	10/01/00 - 09/30/2100

SERVING ON OTHER ADVISORY BOARDS / COMMITTEES:

Are you currently serving on any other Advisory Boards or Committees within Palm Beach County? _____ YES _____ X NO

If YES, please list: _____

CODE OF ETHICS TRAINING: x **COMPLETED** **DATE:** 8/10/2026

All board members are required to read and complete training on Article XIII of the Palm Beach Code, the Palm Beach County Code of Ethics. Ethics training is ongoing, and pursuant to PPM CW-P-79 is required before appointment, and upon reappointment. All board members must also be familiar with the State of Florida Code of Ethics (Chapter 112, part III of the Florida Statutes), and the Florida Sunshine Law.

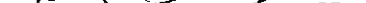
Training on the Palm Beach County Code of Ethics can be found on the web at:

<http://www.collegeboard.com/sat/satresults.html>

Any questions and/or concerns regarding Article XIII of the Palm Beach County Code of Ethics, please visit the Commission on Ethics website www.palmbeachcountyethics.com or contact us via email at ethics@palmbeachcountyethics.com or (561) 233-0724.

APPLICANT'S SIGNATURE: By signing below I acknowledge that I have read, understand and agree to abide by Article XIII, The Palm Beach County Code of Ethics, and I have received the required Code of Ethics Training. By signing below, I acknowledge that I will be subject to the State of Florida and Palm Beach County Code of Ethics and the Florida Sunshine Law (Chapter 286, Florida Statutes).

(NOTE: Signature must be an actual signature or an electronic signature. A "typed" signature (name) will not be accepted)

SIGNATURE:  PRINTED NAME: Michael Crawford DATE: 9/19/20

SECTION III - COMMISSIONER (OFFICE USE ONLY)DISTRICT # 2

COMMISSIONER'S SIGNATURE:

DATE:

SECTION IV - (OFFICE USE ONLY)

APPOINTMENT MADE: YES NO

BCC MEETING: _____ **DATE** _____

Pursuant to Florida's Public Records Law, this document may be reviewed and photocopied by members of the public.

Michael Crawford

Loxahatchee, FL | (904) 487-5152 | mcrawford@waynefire.com

Summary:

I've been in the fire sprinkler/alarm industry for approximately 25 years; I love seeing my passion for fire safety come to fruition in the form of saving lives.

Experience

Wayne Automatic Fire Sprinklers, Inc. 1500 S. Powerline Road, Suite A Deerfield Beach, FL 33442

SE Service & Alarm Design Manager **2007- Present**

- Manage multiple designers in the fire sprinkler and fire alarm industry.
- Overlook each designer's work before plans are permitted and then installed.
- Designed new construction and retrofit sprinkler and alarm projects with no supervision.

Great Lakes Plumbing & Heating Co. 4521 W. Diversey Ave. Chicago, IL 60639

Fire Sprinkler Designer **1998 - 2007**

- Designed fire sprinkler projects from beginning to end with little to no supervision.
- Utilized AutoCAD & HydraCAD to put together fire sprinkler plans, calculations and stock lists.
- Trained other designers in AutoCAD & HydraCAD as well as designing sprinkler systems.

Certifications / License

Florida Contractor II License **2022 - Present**

Licensed to layout, fabricate, install, inspect water sprinkler systems, water spray systems, foam water sprinkler systems, foam-water spray systems, standpipes, combination standpipes and sprinkler risers.

NICET (National Institute for Certification in Engineering Technologies) **2004 – Present**

Water-Based Systems Layout – Level III

FASA/BASA **2014 – Present**

Florida Certified

Skills & abilities

- Problem Solving
- Leadership
- Communication
- Management



**PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS
FIRE CODE BOARD OF APPEALS & ADJUSTMENTS**

I. AUTHORITY :

Ordinance No. 92-18; amended by Ordinance No. 94-12; amended by Ordinance 96-13; amending by Ordinance 98-29; amended by Ordinance No. 2001-101; amended by Ordinance No. 2004-073; amended by Ordinance 2008-045; amended by Ordinance No. 2011-038; amended by Ordinance 2014-002; amended by Ordinance 2014-042; amended by Ordinance 2017-043.

II. APPOINTING BODY :

Board of County Commissioners

III. COMPOSITION, QUALIFICATIONS, TERMS & REMOVAL :

MEMBERSHIP: The membership of the Fire Code Board of Appeals shall be as follows:

One (1) Florida or Palm Beach County certified general contractor.

One (1) Palm Beach County municipal fire service representative.

One (1) Palm Beach County municipal building official.

One (1) registered architect.

One (1) certified fire sprinkler contractor.

One (1) certified fire alarm contractor.

One (1) registered engineer, practicing in the mechanical field.

One (1) citizen of Palm Beach County, not eligible under other membership categories.

Where a member is required to be registered or certified, same shall be issued by the State of Florida unless otherwise specified.

TERM: The members shall serve no more than three (3) consecutive three (3) year terms. Any vacancy occurring during a term shall be filled for the unexpired portion of the term and shall not count towards the member's term limits. The member's terms shall begin on October 1 and end on September 30. Current members' terms shall expire on September 30 of the year in which their term expires.

REMOVAL/ABSENCES: All members shall be subject to the rules, adopted by the Board of County Commissioners, governing Board participation and attendance.

VOTE CALCULATION: Each member shall have a full vote.

CHAIR: The Fire Code Board shall select one of its members to serve as chair and one member to serve as vice chair.

EXTENDED COMPOSITION :

IV. MEETINGS :

Meetings are scheduled on a monthly basis, or as needed for resolution of pending appeals. Upon receipt of the notice of appeal, a hearing shall be held at the next regularly scheduled meeting of the Board, with notice to the appellant, the AHJ, and the members of the Board, at least five (5) working days prior to said hearing. Special meetings may also be called by the Board provided that five (5) working days' notice is given to both parties.

* indicates a member having an action pending

V. FUNCTIONS :

There is hereby created a Fire Code Board of Appeals, here in after referred to as the "Fire Code Board", consisting of eight (8) members who are qualified by training and experience to vary the application of the provisions of this Code, and act on related matters, and to perform such other duties as established herein. The Board shall be appointed by the Board of County Commissioners. All members must reside within Palm Beach County at the time of appointment and while serving on the Fire Code Board and shall be qualified electors of Palm Beach County. The Fire Code Board shall adopt rules and regulations for conducting its business. The AHJ shall designate a representative to act as Secretary to the Fire Code Board. Public Notice of all Fire Code Board meetings shall be provided. All Fire Code Board meetings shall be open to the public and shall comply with the applicable requirements of the Florida "Government in the Sunshine" and "Public Records" laws. Minutes shall be taken at each meeting. The Fire Code Board shall be subject to the uniform policies and procedures established by the Board of County Commissioners as currently set forth in Resolution No.2013-0193, as maybe further amended by action of the Board of County Commissioners. All Fire Code Board meetings shall be governed by Robert's Rules of Order. Fire Code Board members shall be governed by the applicable provisions of the state Ethics Code and the applicable provisions of the Palm Beach County Code of Ethics.

VI. LIAISON INFORMATION :

<u>LIAISON DEPARTMENT</u>	<u>CONTACT PERSON</u>	<u>ADDRESS</u>
Fire Rescue	Cathy Solis	405 Pike Rd West Palm Beach FL 33411 Phone # 561-616-7030
Fire Rescue	David DeRita	405 Pike Rd West Palm Beach FL 33411 Phone # 561-616-7030

* indicates a member having an action pending



FIRE CODE BOARD OF APPEALS & ADJUSTMENTS

SEAT ID	CURRENT MEMBER	ROLE TYPE	RACE CODE	GENDER	BUSINESS / HOME PHONE	SEAT REQUIREMENT	APPOINT DATE	REAPPOINT DATE	EXPIRE DATE	MEMBER TERM
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Appointed By : At-Large/Palm Beach County Board of County Commissioners

1	Vacant	Member				General Contractor			/	
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NOMINATED BY :

2	Peter LeDuc pledue@wpb.org NONE	Member	CA	M	--	Municipal Fire Representative	07/11/2023		09/30/2026	
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NOMINATED BY :

3	Roger C. Held rogerh@jupiter.fl.us Town of Jupiter 210 Military Trl Jupiter FL 33458	Member	CA	M	--	Building Official	04/04/2023		09/30/2026	
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NOMINATED BY :

4	Ivan Gomez ivan@csa-architects.com Currie Sowards Aguila Architects 185 NE 4th Ave. Ste 101 Delray Beach FL 33483	Member	UN	M	586-337-5799	Architect	04/21/2026		09/30/2029	
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NOMINATED BY :

* indicates a member having an action pending

Appointed By : At-Large/Palm Beach County Board of County Commissioners

5	Michael Crawford mcrawford@waynefire.com Wayne Automatic Sprinklers, Inc.	Member	CA	M	--	Fire Sprinkler Contractor	09/19/2023	09/30/2026
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NOMINATED BY :

6	Anthony Callendo TC@knightcorporations.com Knight Fire & Security 7513 Central Industrial Dr Riviera Beach FL 33404	Member	CA	M	--	Fire Alarm Contractor	04/04/2023	09/30/2026
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NOMINATED BY :

7	Vacant	Member				Mechanical Engineer		/
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NOMINATED BY :

8	Martin Perrone 7855 Willow Spring Dr Apt 715 Lake Worth FL 33467	Member	CA	M	--	Resident of Palm Beach County	04/04/2023	09/30/2026
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NOMINATED BY :

* indicates a member having an action pending

Sec. 12-57 Amendments to the Florida Fire Prevention Code.

1.10 Fire Code Board of Appeals. Section 10.1 is amended and replaced in its entirety to read as set forth herein.

1.10.1 Fire Code Board of Appeals Created. There is hereby created a Fire Code Board of Appeals, herein after referred to as the "Fire Code Board", consisting of eight (8) members who are qualified by training and experience to vary the application of the provisions of this Code, and act on related matters, and to perform such other duties as established herein. The Board shall be appointed by the Board of County Commissioners. All members must reside within Palm Beach County at the time of appointment and while serving on the Fire Code Board and shall be qualified electors of Palm Beach County. The Fire Code Board shall adopt rules and regulations for conducting its business. The AHJ shall designate a representative to act as Secretary to the Fire Code Board. Public Notice of all Fire Code Board meetings shall be provided. All Fire Code Board meetings shall be open to the public and shall comply with the applicable requirements of the Florida "Government in the Sunshine" and "Public Records" laws. Minutes shall be taken at each meeting. The Fire Code Board shall be subject to the uniform policies and procedures established by the Board of County Commissioners as currently set forth in Resolution No. 2013-0193, as may be further amended by action of the Board of County Commissioners. All Fire Code Board meetings shall be governed by Robert's Rules of Order. Fire Code Board members shall be governed by the applicable provisions of the state Ethics Code and the applicable provisions of the Palm Beach County Code of Ethics.

1.10.1.1 Membership. The membership of the Fire Code Board of Appeals shall be as follows:

1. One (1) Florida or Palm Beach County certified general contractor.
2. One (1) Palm Beach County municipal fire service representative.
3. One (1) Palm Beach County municipal building official.
4. One (1) registered architect.
5. One (1) certified fire sprinkler contractor.
6. One (1) certified fire alarm contractor.
7. One (1) registered engineer, practicing in the mechanical field.
8. One (1) citizen of Palm Beach County, not eligible under other membership categories.

Where a member is required to be registered or certified, same shall be issued by the State of Florida unless otherwise specified.

1.10.1.1.1 Term. The members shall serve no more than three (3) consecutive three (3) year terms. Any vacancy occurring during a term shall be filled for the unexpired portion of the term and shall not count towards the member's term limits. The member's terms

shall begin on October 1 and end on September 30. Current members' terms shall expire on September 30 of the year in which their term expires.

1.10.1.1.2 Removal/Absences. All members shall be subject to the rules, adopted by the Board of County Commissioners, governing Board participation and attendance.

1.10.1.1.3 Vote Calculation. Each member shall have a full vote.

1.10.1.1.4 Chair. The Fire Code Board shall select one of its members to serve as chair and one member to serve as vice chair.

1.10.2 Review of Code.

1.10.2.1 Recommendations to the Board of County Commissioners. The Fire Code Board shall review this Code and make recommendations, in the form of specific amendments, to the Board of County Commissioners for corrections, additions, substitutions or deletions to said Code for the purposes of clarification, applicability, public safety, and changes in technology, so as to maintain this Code as an effective and responsive document.

1.10.2.2 Fire Code Advisory Board. When sitting solely in its advisory capacity, the Fire Code Board shall be known as the Fire Code Advisory Board and shall be composed of the same members as the Fire Code Board. Persons appointed to the Fire Code shall be deemed to be likewise appointed to the Fire Code Advisory Board.

1.10.3 Appeals

1.10.3.1 Means of Appeal. Whenever it is claimed that the provisions of this Code do not apply or have been misapplied, or when it is claimed that the true intent and meaning of this Code or any of the regulations there under have been misconstrued or misapplied, or when it is claimed that a decision is unreasonable or arbitrary as it applies to alternatives, the owner or his duly authorized agent may appeal the decision of the AHJ to the Fire Code Board of Appeals. Notice of appeal shall be in writing and filed with the AHJ within thirty (30) days after the decision is rendered by the AHJ. Appeals shall be on forms provided by the AHJ.

1.10.3.2 Procedures on Appeal.

1.10.3.2.1 Hearing. Upon receipt of the notice of appeal by the AHJ, a hearing shall be held at the next regularly scheduled meeting of the Fire Code Board, with notice to the appellant, the AHJ, and the members of the Fire Code Board, at least five (5) working days' prior to said hearing. Special meetings may also be called by the Board provided that five (5) working day notice is given to both parties. If the applicant requires a special meeting to be called, the appeal fee shall be One Hundred Dollars (\$100.00). Both the appellant and the AHJ, or their representatives, shall attend the hearing and

may present evidence at same. The Fire Code Board shall consider each appeal on its own merits and shall base its decision only on the evidence presented at said hearing.

1.10.3.2.2 Fire Code Board Action. The Fire Code Board, upon an affirmative vote of a majority of the votes present, shall either 1) affirm the decision of the AHJ; 2) modify the decision of the AHJ; or 3) reverse the decision of the AHJ and affirm the appellant's position. The Board's decision, with the reasons therefore, shall be transcribed in writing and a copy shall be mailed, by certified mail, to the appellant, within ten (10) days after the hearing. All such decisions shall be final, subject to judicial review as provided by law.

1.10.3.2.3 Tie Vote. In the event the Fire Code Board is deadlocked in a tie vote, the appellant may request the Fire Code Board to defer final action until the next regular meeting date or a specific date certain. The appellant shall be entitled to one (1) such deferral as of right. The matter shall be deferred and heard de novo, unless the majority then present at the time deferral is requested vote for the matter to be determined upon the record only at the upcoming hearing after deferral.

1.10.3.3 Decisions.

1.10.3.3.1 The Fire Code Board shall provide for reasonable interpretation of the provisions of this Code and rule on appeals from decisions of the AHJ. The Fire Code Board may approve an equivalent alternative in accordance with Section 1.4 of this Code.

1.10.3.3.2 Action. The Fire Code Board shall, in every case, reach a decision without unreasonable or unnecessary delay. If a decision of the Fire Code Board reverses or modifies a refusal, order, or disallowance of the AHJ, the AHJ shall immediately take action in accordance with such decision.

1.10.3.3.3 AHJ Order Stayed, Exception. Pending the disposition of an appeal scheduled for hearing, the order or decision of the AHJ sought to be appealed shall be stayed unless the AHJ certifies under oath, based upon available data, that an extreme danger to life or property exists, warranting immediate compliance under this Code. Said certification must be included in the order and be filed with the Fire Code Board within ten (10) days after the notice of appeal is filed.

1.10.4 Conflict Resolution.

1.10.4.1 Any conflict between the Florida Building Code and the Florida Fire Prevention Code and Life Safety Code as applied to a specific project shall be resolved in accordance with Section 553.73(11), Florida Statutes.

1.10.4.2 The Fire Code Board is hereby designated and authorized to perform the local administrative board functions set forth in Section 553.73(11), Florida Statutes. In

accordance with Section 553.73(11), Florida Statutes, the duties and functions of the Fire Code Board shall include the following:

1. To hear and render decisions in appeals of conflict decisions made jointly by the local AHJ and the local building official, in accordance with Section 553.73(11), Florida Statutes.
2. To resolve conflicts between the building code and the fire code, in accordance with Section 553.73(11), Florida Statutes, in those instances where the local AHJ and the local building official are unable to agree on a resolution of said conflict.

1.10.4.3 If the County has, or does, designate another local board to perform the functions set out in Section 553.73(11), Florida Statutes, then said board and the Fire Code Board shall rotate the duty to fulfill the functions as set forth in this Section 1.10.4 and in Section 553.73(11), Florida Statutes, on an annual basis or as otherwise agreed to by the AHJ and the local building official.

1.10.4.4 Any conflict between the Building Code and the Fire Code that involves the County's local amendments to either Code shall likewise be resolved in the manner set forth in Section 553.73(11), Florida Statutes, and this Section 1.10.4.

1.10.5 Additional Powers and Functions. The Fire Code Board is hereby authorized and empowered to: 1) hear and rule upon appeals from orders of the AHJ in Local Amendment challenges brought pursuant to Section 633.208(3)(d), Florida Statutes, and in accordance with Section 1.7.21 of this Code; 2) hear and rule upon appeals from decisions of the AHJ relating to false alarms as set forth in Section 10.6.6 of this Code; 3) perform any other functions authorized for the Fire Code Board by this Code.

1.10.6 Fireworks Board of Appeals. The members of the Fire Code Board shall serve ex-officio as members of the Fireworks Board of Appeals and perform the functions of that Board, all as set forth in Chapter 12, Article III of the Palm Beach County Code, as it may be amended from time to time.

1.10.7 Conduct of Quasi-Judicial Hearings. Whenever the Fire Code Board is acting in a quasi-judicial capacity, the County's Procedures for Conduct of Quasi-Judicial Hearings shall apply, as set forth in Resolution 2018-0198, as may be amended from time to time, to the extent not inconsistent with this Section 1.10 or other legal requirements.

1.10.8 Any decision of the Fire Code Board shall be final and reviewable in the manner prescribed by law.