



BUILDING BOAD OF APPEALS MEETING:

April 19, 2021

LOCATION: VIA VIRTUAL MEETING

Time 6:08 P.M.

REGULAR SESSION:

Members Present: Chairman David Carpenter, Cynthia Bishop- Place 3, Eric Wang-Place 4, William Kanewske- Place 5, Qasim Mushtaq- Alt. 1 and Dawn Androsky- Alt. 2

Members Absent: Somesh Nayana- Place 1

Staff Present: Ken Baker, Senior Director of Planning & Development Services, Mike White, Building Operations Manager, Paul Ward, Chief Building Official, Susan Hernandez, Deputy Building Official, Madeline Oujesky, Assistant to the Director and Katie Blizzard, Board Secretary.

Agenda Item No. 1 - Call to Order: Chairman Carpenter called the meeting to order at 6:08 P.M.

Agenda Item No. 2 – Approval of the Minutes: Chairman Carpenter opened the discussion of the minutes of the Building Board of Appeals meeting held on September 25, 2019.

A motion was made to **approve** the minutes of the Building Board of Appeals meeting held on September 25, 2019.

Motion: Kanewske

Second: Bishop

Ayes: Carpenter, Bishop, Wang, Kanewske, Mushtaq and Androsky

Nays: None

Abstain: None

Vote: 6-0-0

Motion: Approved

Agenda Item No. 3 – Administrative Comments: Susan Hernandez announced the following board members were set to expire June 30th, 2021, Cynthia Bishop- Place 3, William Kanewske- Place 5 and

Agenda Item No. 4 - Overview Building Board of Appeals: Susan Hernandez presented a member orientation slide presentation, an overview/introduction of BBA.

Motion: Snead

Second: Bishop

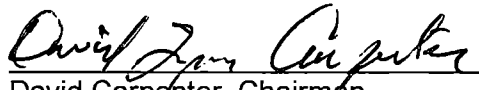
Ayes: Carpenter, Bishop, Wang, Kanewske, Mushtaq and Androsky

Nays: None

Abstain: None

Vote: 6-0-0

Motion: Adjourned at 6:21 P.M.



David Carpenter, Chairman

ATTEST:



Carol Nemoto, Board Secretary



Building Board of Appeals
Rules of Procedure
Public Hearings

The Board shall use the following order of procedure for Hearing/Appeal:

A) Conduct of Hearing/Appeal:

- 1) Chair announces request;
- 2) Staff presents a summary of the case;
- 3) Staff addresses questions from the Board;
- 4) Chair calls on the applicant to present their case;
- 5) Applicant's presentation (Maximum ten [10] minutes).
- 6) Chair calls on those in support of the request (five [5] minutes each);
- 7) Chair calls on those opposing the request;
- 8) Those opposing, (five [5] minutes);
- 9) Applicant is given an opportunity to answer objections stated (five [5] minutes);
- 10) Public hearing is closed and no further testimony is taken from the public.

B) Speaking times in any of the above instances maybe extended or reduced by the Chair with the majority consent of the Board. The Board may address questions from Staff at any point.

C) Items on the agenda may be acted upon by one motion. "Other Business" items can be taken at anytime. After the posted time, the Chair may announce the item and, if there is no opposition from the Board nor the public, the item maybe taken "by consent" for approval without discussion.

D) Postponement of Hearing/Appeal

The Board, at its discretion may postpone a public hearing and table any item on the agenda with a majority vote.

BBA Chair David Lynn Carpenter

BBA Secretary [Signature]

Adopted _____