



City of Santa Rosa

City Hall, Mayor
Conference Room
100 Santa Rosa Ave,
Room 10
Santa Rosa CA 95404

Board of Building Regulations Appeals Regular Meeting Minutes - Draft

Wednesday, October 16, 2019

3:30 PM

1. CALL TO ORDER AND ROLL CALL

Meeting was called to order by Vice Chair David Cooper at 3:35PM.

Present 5 - Board Member Robert Cantu, Vice Chair David Cooper, Board Member Peter Hendrickson, Board Member Greg Hurd, and Board Member Dan O'Rourke

Absent 1 - Board Member John Allen

Also present: Adam Abel, Assistant City Attorney and Mark Maystrovich, Senior Code Enforcement Officer

2. APPROVAL OF MINUTES

2.1 December 5, 2018 Special Meeting

The minutes from December 5, 2018 Special Meeting.

Approved as submitted.

3. INTRODUCTION OF NEW BOARD MEMBER - JOHN ALLEN

New member unable to attend.

4. REVIEW OF PROCEDURES AND PROTOCOLS

- Staff will send out calendar of upcoming meetings.
- Executive Summaries will be the designated first page of the Summary.
- Executive Summaries will state all options regarding response.
- Staff to clarify with Acting City Clerk, Dina Manis, if we are able to extend terms from one to two years.

5. REVIEW OF GROUND RULES

Existing ground rules reviewed.

6. REVIEW OF BOARD AUTHORITY

Discussion by Staff with Assistant City Attorney, Adam Abel, and Senior Code Enforcement Officer, Mark Maystrovich regarding what

items should be reviewed by the Board of Building Regulations and Appeals versus those adjudicated at the Code Enforcement Administrative Hearings. Staff to report back final conclusions at January 15, 2020 Regular Meeting.

7. REVIEW OF EXECUTIVE SUMMARIES

Associated appeals were resolved or postponed prior to the meeting.

8. BOARD APPOINTMENTS

Appointment of Chair and Vice Chair.

A motion was made by Member Hendrickson, seconded by Member Cantu, that Vice Chair David Cooper be Chair and that Member Cantu be Vice Chair. The Motion was carried by unanimous vote.

9. APPEAL HEARINGS

9.1 Appeal Hearing - 1851 Salem Avenue, Unit 23 - CE19-0017

Appeal was resolved prior to meeting.

Received and filed.

9.2 Appeal Hearing - 2307 Heidi Place, Unit 1 - CE19-0515

Appeal continued to January 15, 2020.

Item continued.

10. PUBLIC COMMENTS

None.

11. ADJOURNMENT

The meeting was adjourned by Chair Cooper at 3:58PM.