



MEMORANDUM

DATE: February 22, 2024

TO: Suzanne Mesich
City Clerk

FROM: Sonya Bermudez, Secretary to the BA
and
Mark Castro, Principal Planner

SUBJECT: 2023 Board of Adjustment Summary and Attendance Record

The Board of Adjustment conducted 7 Study Sessions and 7 Public hearings in 2023. They heard and decided on a total of 13 cases.

Of the 13 cases heard, 1 was an Appeal of a Planning and Development Services Department (PDSD) Director Decision, 2 were an appeal of a Zoning Administrator's Determination, and the remainder were requests for variances.

There are 3 members whose terms expired on 12/4/23. The 3 members can continue to serve pending the submission of their loyalty oath which has not been received yet. The Board of Adjustment still sits with one vacancy from Ward 4, with no one appointed to date.