



AGENDA

February 8, 2024

BOARD OF APPEALS SEMI-ANNUAL MEETING

3:00 P.M.

Hutchison Conference Room
Second Floor
311 Vernon Street
Roseville, CA 95678
www.roseville.ca.us

THE CITY OF ROSEVILLE WELCOMES YOUR PARTICIPATION

If an agenda item is open to public comment, such public comment shall be addressed to the chair of the meeting.

Public Comment - Speakers have three minutes under Public Comment to speak on issues that are not listed on the agenda and are within the City's jurisdiction. The Brown Act does not permit any action or discussion on items not listed on the agenda.

Consent Calendar - If applicable, the Consent Calendar consists of routine items that may be approved by one motion. Any person can remove an item from the Consent Calendar to be discussed separately.

Agenda Items - Speakers have five minutes to address items that are listed on the agenda.

Americans with Disabilities Act - Notify the City Clerk or Secretary at least 72 hours in advance if special assistance is required to participate in a meeting including the need of auxiliary aids or services.

Audio/Visual Presentations - If making a presentation regarding an agenda item, audio/visual materials must be submitted to the City Clerk or Secretary at least 72 hours in advance.

Roseville City Clerk 311 Vernon Street, Roseville, CA 916-774-5200 TDD 916-774-5220

1. **CALL TO ORDER**
2. **ROLL CALL (SILENT)**
3. **APPROVAL OF MINUTES**
- 3.1. Approval of Board of Appeals Semi-Annual Meeting Minutes from August 10, 2023

Approve the attached minutes from the August 10, 2023 Semi-Annual Board of

Appeals meeting.

4. PUBLIC COMMENTS

5. NEW BUSINESS

5.1. Introduction of New Board members

Introduction of new board members:

Robert Schmitt

Connor Milligan

5.2. Appointment of Chairperson and Vice Chairperson

5.3. Animal Control Update

5.4. Code Enforcement Update

5.5. Municipal Code Amendments Update

6. OLD BUSINESS

7. REPORTS/COMMENTS/QUESTIONS/SUGGESTIONS

8. ADJOURNMENT



BOARD OF APPEALS COMMUNICATION

Title: Approval of Board of Appeals Semi-Annual Meeting Minutes from August 10, 2023
Contact: Kelly Aye (916) 774-5325 kaye@roseville.ca.us

Meeting Date: 2/8/2024
Item #: 2.1.

RECOMMENDATION

Approve the attached minutes from the August 10, 2023 Semi-Annual Board of Appeals meeting.

BACKGROUND

The last Board of Appeals Semi-Annual Meeting was held on August 10, 2023.

Respectfully Submitted,

Kelly Aye, Legal Assistant

ATTACHMENTS:

Description

08.10.23 Minutes



MINUTES

August 10, 2023

BOARD OF APPEALS SEMI-ANNUAL MEETING 3:00 p.m.

1. CALL TO ORDER

The Semi-Annual Meeting of the Board of Appeals was called to order by Board Member and Chairperson, Bruce Hagler, on Thursday, August 10, 2023 at 3:00 p.m. in the Hutchison Conference room of the Civic Center.

2. ROLL CALL (SILENT)

The following Board members were present:

Bruce Hagler
Andrea Seminer
Arthur Pauly, Jr.
Drew Haydu
Brian Stenklyft
Joseph Bales
Tom Rutherford
Pete Constant

The following members were not present:

Deanna Erdman

The following staff members were present:

Travis Cochran, Deputy City Attorney
Kelly Aye, Legal Clerk

3. APPROVAL OF JANUARY 24, 2023 MINUTES

A motion was made by Board Member Pete Constant and seconded by Board Member Joseph Bales that the Minutes of the January 24, 2023 Board of Appeals Semi-Annual Meeting be approved.

AYES: Bruce Hagler

Andrea Seminer
Arthur Pauly, Jr.
Brian Stenklyft
Tom Rutherford
Joseph Bales
Pete Constant
Arthur Pauly, Jr.

NOES: None.

4. PUBLIC COMMENT

No one from the public offered any public comments.

5. NEW BUSINESS

5.1. Board of Appeals Vacancy

Deputy City Attorney Cochran spoke regarding the current vacancy on the board made by the resignation of Steve Miller.

5.2 Code Enforcement Update

Deputy City Attorney Cochran spoke on the current vacancy of the Code Enforcement Supervisor position. Retired Annuitant, Paul Camilleri is currently the role of Code enforcement Supervisor until the City hires a new supervisor.

Code enforcement statistics (Exhibit A) were handed out so the Board could see what Code enforcement has done in the last year.

Board Member Tom Rutherford asked if graffiti citations are issued to the property owner or the person committing the act. Deputy City Attorney Cochran responded that citations are generally issued to the business owners whereas the act of graffitiing is a penal code violation and would therefore be handled by the Police Department.

Board Member Drew Haydu asked how neighboring cities deal with basketball hoop violations. The City does not have the information on neighboring cities.

Board Member Arthur Pauly, Jr. asked what constitutes an open case not being closed during the year. Deputy City Attorney Cochran explained that cases are ongoing where the nuisance has not yet been abated and therefore they will remain open.

The Board exchanged dialog regarding the issuance of citations for graffiti and the prosecution of owners for graffiti done to their property. Deputy City Attorney Cochran explained that the City always wants to work with owners for compliance of the violation and will in many cases offer assistance in order to help achieve abatement of any nuisance. Fines are the last resort when an owner refuses abatement or compliance.

5.3 No Shows

Deputy City Attorney Cochran explained the meeting procedure for a no-show to an appeal hearing and the process for automatically denying or granting an appeal based on the party failing to appear before the Board.

Chairperson Bruce Hagler asked how long someone has in order to ask for a continuance of their hearing. Board Secretary Aye responded that the administrative regulations set a 72 hour requirement in order to request a continuance.

6. OLD BUSINESS

6.1 None.

7. REPORTS/COMMENTS/QUESTIONS/SUGGESTIONS OF BOARD MEMBERS

The Board offered requests regarding the kind of information offered in staff reports and how staff presents their report during the hearing. Deputy City Attorney Cochran will set up a training with staff in order to streamline the process and implement the Board's requests.

8. ADJOURNMENT

A motion was made by Board Member Drew Haydu and seconded by Board Member Joseph Bales to adjourn the August 10, 2023 Board of Appeals Semi-Annual Meeting.

AYES: Bruce Hagler
 Andrea Seminer
 Arthur Pauly, Jr.
 Brian Stenklyft
 Tom Rutherford
 Joseph Bales

Pete Constant
Arthur Pauly, Jr.

NOES: None

Chairperson Bruce Hagler adjourned the August 10, 2023 Board of Appeals Semi-Annual Meeting at 4:03 p.m.

Kelly K. Aye
Board Secretary

Code Enforcement Statistics for 7/1/2022 through 7/31/2023

Total Complaints Received / Cases Opened	2,775
Total Cases Closed	2,375 (85%)
Initial Response w/in 2 business days	93%
Initial Inspection win 5 business days	81%
Common Violation Types	Public Nuisance – 1,138 Encroachment – 632 Signs – 175 Zoning – 109 Substandard Building – 58 Graffiti - 205
Total Inspections	4,477
Cases w/ Citation Issued	83
Compliance Orders Issued	4