

**City of Merced**  
**BUILDING AND HOUSING**  
**BOARD OF APPEALS**  
**Agenda**

REGULAR MEETING

Assisted Listening Devices Available  
Please Contact the Recording Secretary

CALL TO ORDER

Merced City Council Chambers  
Tuesday, July 28, 2020  
3:00 p.m.

ROLL CALL

1. APPROVAL OF AGENDA

2. MINUTES: June 9, 2020

**S P E A K E R S**

Please be brief and to the point - preferably 3 to 5 minutes.

Max Time Limit prior to Agendized items: 15 minutes. Once the maximum has been reached, remaining speakers will be asked to wait until the end of the meeting to make their comments.

*For further information on citizen participation and placing an item on the Building and Housing Board of Appeals Agenda, please contact Inspection Services at 209-385-4773.*

**THE PURPOSE OF THE BUILDING AND HOUSING BOARD OF APPEALS, CITY OF MERCED, CALIFORNIA**

In order to hear and decide appeals of orders, decisions, or determinations made by the Chief Building Official relative to the application and interpretation of the Merced Municipal Code, including all Building Code, Housing Code, Administrative Code, Electrical Code, Mechanical Code, Plumbing Code, Fire Prevention Code, and Abatement of Dangerous Buildings Code adopted by reference, there shall be and hereby is created a Building and Housing Board of Appeals, consisting of five (5) members to be appointed by motion of the City Council adopted by at least five (5) affirmative votes, at least three (3) of whom shall be registered or licensed professionals in the trade of design, engineering, construction, or inspection of buildings, all of whom are qualified by experience and training to pass upon matters pertaining to building construction, engineering, or fire inspection. In addition thereto, the Chief Building Official shall be an ex officio member, shall act as Secretary to the Board, and shall have a voice, but no vote or authority to make or second any motion upon any matter before the Board. The Board shall adopt reasonable rules and regulations for conducting its hearings and shall render all of its decisions and findings in writing. The Board shall hold office at least once a year, or as called for by a majority of the members of the Board, or as requested by the Chief Building Official. The decision of the Board shall be final and conclusive on all matters decided therein. Upon receipt of the Board's written decision, the Chief Building Official shall proceed in accordance therewith.

**BUILDING AND HOUSING BOARD OF APPEALS PROCESS, RIGHT TO APPEAL**

For clarification purposes, the applicable subsection of the Health and Safety Code section is repeated.

Section 18945: (a) "Any person adversely affected by any regulation, rules, omission, interpretation, decision, or practice of any state agency, respecting the administration of any building standard may appeal the issue for resolution to the Commission." (Board)

**APPEALS PROCESS**

Upon receipt of any appeal filed, the building official shall present it at the next regular or special meeting of the board of appeals. Notwithstanding any applicable state, federal, or local law or adopted unified code, only those matters or issues specifically raised by the appellant shall be considered in the hearing of the appeal. The decision shall be in writing and shall contain findings of fact, a determination of the issues presented, and the requirements to be complied with. A copy of the decision shall be delivered to the appellant personally or sent by certified mail, postage prepaid, return receipt requested. The effective date of the decision shall be as stated therein.

**BUILDING AND HOUSING BOARD OF APPEALS MEETINGS**

The Committee is interested in your views and wants to hear them. The Agenda for the meeting is posted for public review by the City Clerk's Office at least 72 hours prior to the meeting.

# BUILDING AND HOUSING BOARD OF APPEALS AGENDA

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## 3. COMMUNICATIONS

At this time, any member of the audience may comment on any matter which is not listed on the agenda.

## 4. ITEMS

### 4.1 **Election of Building and Housing Board of Appeals Chairperson and Vice-Chairperson**

ACTION: Elect Chairperson and Vice-Chairperson

### 4.2 **Set regular monthly meeting dates for the Building and Housing Board of Appeals for the 1<sup>st</sup> Thursday of every month.**

ACTION: Set regular monthly meeting dates and time for the Building and Housing Board of Appeals for the 1<sup>st</sup> Thursday of every month.

### 4.3 **Set Appeal Hearing Date for September 3, 2020 – William L. Stevenson and Inez T. Stevenson Estate, 2505 3<sup>rd</sup> Avenue: Notice and Order to Repair or Abate.**

ACTION: Set an appeal hearing date for the property located at 2505 3<sup>rd</sup> Avenue, Merced, CA 95340.

## 5. INFORMATION ITEMS

At this time, any member of the Board may comment on any matter, which is not listed on the agenda.

## 6. ADJOURNMENT