



Z O N I N G
A D J U S T M E N T S
B O A R D
M E M O R A N D U M

FOR BOARD ACTION
DECEMBER 14, 2023

2024 Meeting Calendar

Adoption of 2024 Zoning Adjustments Board Meeting Schedule

City Council, Boards, Commissions, and various Committees must take a formal action to adopt a schedule of regular meetings for each calendar year. The proposed 2024 meeting schedule for the Zoning Adjustments Board (ZAB) is attached (Attachment A).

On October 12, 2021, the City Council adopted Resolution No. 70,066-N.S. setting the City's policy to avoid scheduling public meetings on significant religious holidays. The City Clerk's department compiled a list of religious and cultural observances and their dates for 2024 (Attachment B). These dates, along with the City's observed holidays need to be considered when adopting ZAB's 2024 regular meeting schedule.

ZAB generally meets on the second and fourth Thursday of each month at 7:00 p.m., and does not have a set minimum or maximum number meetings per year¹. There are five ZAB meeting dates that coincide with City observed and significant religious holidays, and two dates that are traditionally held for a summer and winter recess (Attachment A). Due the seven-week gap between the regularly scheduled May 9 and June 27 meeting, a meeting is proposed on the fifth Thursday of May. The exceptions to the twice-monthly ZAB meetings are as follows:

- April: one meeting scheduled for the fourth Thursday (April 25, 2024);
- June: one meeting scheduled for the fourth Thursday (June 27, 2024);
- August: one meeting scheduled for the second Thursday (August 8, 2024);
- October: one meeting scheduled for the second Thursday (October 10, 2024);
- November: one meeting scheduled for the second Thursday (November 14, 2024);
- December: one meeting scheduled for the second Thursday (December 12, 2024).

Attachments:

1. Attachment A: Draft 2024 ZAB Meeting Dates
2. Attachment B: City Council List of Religious / Cultural Observances

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¹ Per Resolution No. 69,127-N.S.

Draft 2024 Zoning Adjustments Board (ZAB) Meeting Dates

ZAB meets regularly on the second and fourth Thursday of each month at 7:00 p.m. The table below lists the 24 second and fourth Thursdays for the 2024 calendar year, corresponding holidays, summer and winter recesses, and which applicable dates ZAB would not hold a regularly scheduled meeting. One meeting is proposed on May 30, 2024, the fifth Thursday of the month, to address a seven-week gap between meeting dates due to religious and cultural observances.

2024 Meeting Dates

Month	Meeting Day and Date	City Holidays, Religious Holidays, and Recesses
January 2024	Thursday, 1/11/2024	
	Thursday, 1/25/2024	
February 2024	Thursday, 2/08/2024	
	Thursday, 2/22/2024	
March 2024	Thursday, 3/14/2024	
	Thursday, 3/28/2024	
April 2024	No Meeting	Eid al-Fitr (4/9 through 4/12)
	Thursday, 4/25/2024	
May 2024	Thursday, 5/9/2024	
	No meeting	Vesak (5/23)
	Thursday, 5/30/2024 (fifth Thursday)	
June 2024	No meeting	Shavuot (6/11 through 6/13)
	Thursday, 6/27/2024	
July 2024	Thursday, 7/11/2024	
	Thursday, 7/25/2024	
August 2024	Thursday, 8/8/2024	
	No meeting	Summer Recess
September 2024	Thursday, 9/12/2024	
	Thursday, 9/26/2024	
October 2024	Thursday, 10/10/2024	
	No meeting	Shmini Atzeret/Simchat Torah (10/23 through 10/25)
November 2024	Thursday, 11/14/2024	
	No meeting	Thanksgiving (11/28)
December 2024	Thursday, 12/12/2024	
	No meeting	Winter Recess

City Policy Regarding the Scheduling of City Meetings on All Significant Religious Holidays

Pursuant to Resolution No. 70,066-N.S., it is the policy of the City to avoid scheduling meetings of City Legislative Bodies (City Council, Policy Committees, Commissions, Task Forces) on religious holidays that incorporate significant work restrictions. City legislative bodies must avoid scheduling meetings on the religious holidays listed below.

Religion	Holiday	2024 Date(s)
Shinto	New Year	1/1/2024 thru 1/3/2024
Hindu	Makar Sankranti	1/14/2024
Cultural	Chinese New Year (Eve, Day, Lantern Festival)	2/9, 2/10, 2/24
Isalm	Ramadan (Eve & First Night)	3/10/2024 thru 3/11/2024
Jewish*	Purim	3/23/2024 thru 3/24/2024
Hindu	Holi	3/25/2024
Christian	Good Friday	3/29/2024
Christian	Easter Sunday	3/31/2024
Islam	Eid al-Fitr	4/9/2024 thru 4/12/2024
Jewish	Passover (Nights 1, 2, 7, 8)	4/22 - 4/24 & 4/29 - 4/30
Jewish*	Yom HaShoah	5/5/2024 thru 5/6/2024
Buddhist	Vesak	5/23/2024
Jewish	Shavuot	6/11/2024 thru 6/13/2024
Islam	Eid al-Adha	6/15/2024 thru 6/19/2024
Jewish*	Tish'a B'Av	8/12/2024 thru 8/13/2024
Shinto	Obon Ceremony	8/13/2024 thru 8/15/2024
Jewish	Rosh Hashanah	10/2/2024 thru 10/4/2024
Jewish	Yom Kippur	10/11/2024 thru 10/12/2024
Hindu	Dussehra	10/12/2024
Jewish	Sukkot (1st Day)	10/16 - 10/18 & 10/23
Jewish	Shmini Atzeret/ Simchat Torah	10/23/2024 thru 10/25/2024
Hindu	Diwali	10/31/2024
Baha'i Faith	Birth of Bab	11/1/2024 thru 11/2/2024
Baha'i Faith	Birth of Baja'u'llah	11/2/2024 thru 11/3/2024
Christian	Christmas	12/25/2024
Jewish	Chanukah (1st night)	12/25/2024
Cultural	Kwanzaa	12/26/2024 thru 1/1/2025
Jewish	Shabbat (Friday sunset to Saturday sunset)	Weekly

* No work restriction, but avoid scheduling meetings if possible