



property owners, City Staff, design professionals, or other such entities.

iv. Need for applicant to investigate and report to the BOA regarding alternative solutions, etc.

v. Personal emergency.

c. The BOA Staff Liaison will add to BOA's agenda (or to the case's back-up documents) a tally of the past postponements including (but not limited to) date and requestor of previous postponements for consideration by the Board in determining if additional postponements are warranted.

### 3. POSTPONEMENT REQUESTS -- Miscellaneous (based on BOA Member attendance or Staff request):

a. Should the number of BOA members (including alternates) present at a hearing (by number, abstentions or recusal) be less than (eleven) 11 members for cases requiring nine (9) votes to "pass", an applicant may request a postponement without cause.

b. Should City Staff request a postponement (due to posting error or other such matters), a postponement may be granted by the BOA without prejudice to the applicant or opposition.