



AGENDA
BOARD OF ADJUSTMENT
TUESDAY, AUGUST 16, 2016
4000 MAIN STREET

The Board of Adjustment will convene into a Work Session at 5:15 p.m. in the City Hall Conference Room at the Municipal Center at which time the following items will be considered:

1. Call to Order.
2. Joint Work Session with City Council and Board of Adjustment.
3. Adjournment.

NOTE: THE BOARD OF ADJUSTMENT MAY RETIRE AND CONVENE INTO EXECUTIVE, CLOSED SESSION ON ANY MATTER RELATED TO ANY OF THE ABOVE AGENDA ITEMS FOR THE PURPOSES OF PRIVATE CONSULTATION WITH THE CITY ATTORNEY UNDER SECTION 551.071 OF THE TEXAS GOVERNMENT CODE.

NOTE: THE CITY OF ROWLETT MEETING ROOMS ARE ACCESSIBLE IN ACCORDANCE WITH THE AMERICANS WITH DISABILITIES ACT AND PARKING SPACES ARE AVAILABLE. REQUESTS FOR ACCOMMODATIONS OR INTERPRETIVE SERVICES MUST BE MADE 48 HOURS PRIOR TO THIS MEETING. PLEASE CONTACT THE PLANNING DEPARTMENT AT 972-463-3949 FOR FURTHER INFORMATION.

A handwritten signature in black ink, appearing to read "Garrett Langford".

Garrett Langford, Principal Planner



City of Rowlett

Staff Report

4000 Main Street
P.O. Box 99
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www.rowlett.com

AGENDA DATE: 08/16/2016

AGENDA ITEM: 2

TITLE

Joint Work Session of Board of Adjustment and City Council. (35 minutes)

STAFF REPRESENTATIVE

Garrett Langford, AICP, Principal Planner

SUMMARY

City Council has set the expectation of meeting one-on-one each year with City Boards and Commissions to discuss their respective roles and future direction. Raymond Moyer, Chair, and members of the Board of Adjustment will share the Board's perspective on their service in this capacity, reporting last year's accomplishments and this year's plans and goals. Members will also engage in conversation about the capacity in which the Board of Adjustment serves.

BACKGROUND INFORMATION

On December 1, 2015, Chairpersons and Staff Liaisons for the City's Boards and Commissions met with Council to discuss Council's request for a review of the Boards' roles and purpose as outlined in the *Boards and Commissions Handbook*. Council also asked for reports on the Boards' FY15 accomplishments and FY16 plans and goals. This information, as well as discussion over how the Boards interact with Council on behalf of the citizens of Rowlett would be included in a joint work session held between Council and each of the Boards on an annual basis. Future budgetary needs might also be discussed at that time.

DISCUSSION

The Board of Adjustment acts in a limited capacity and does not meet often. In fact, in fiscal year 2016, they have only met three times. The volume of Board of Adjustment cases is expected to increase throughout the remainder of this fiscal year and leading into fiscal year 2017. The expected volume increase is attributed to events tied to the December 26, 2015 tornado. Specifically, the Board of Adjustment has been delegated the responsibility to serve as a board of appeals under the City's building codes as well as the board responsible for evaluating and assessing substandard structures for the purposes of demolition or repair. The Board will assist in the determination of abandonment of structures as the City continues to survey impacted neighborhoods.

RECOMMENDED ACTION

No action required. Information only.