

**To the Mayor and Members of the City Council****June 21, 2022**

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SUBJECT: PROPOSAL TO COMBINE THE COMMERCIAL AND RESIDENTIAL ZONING BOARDS OF ADJUSTMENT

Staff proposes a Zoning Ordinance text amendment to re-combine the Board of Adjustment-Commercial and the Board of Adjustment-Residential into one board. The Boards of Adjustment are an 18-member citizen board divided into two panels appointed by the City Council to hear and take appropriate action on requests for special exceptions or variances from the Zoning Ordinance. In 2006, the City Council split the single Board of Adjustment into the commercial and residential panels due to the high case load (474 cases in 2005). The total number of cases for the two boards has trended downward with a dramatic decrease in the past few years. As a result of the decrease, one board can handle the annual case load. Staff attributes the decrease in cases to applicant education and an increase in denials made by the Boards of Adjustment.

Year	Residential Cases	Commercial Cases	Total Cases
FY 2014	268	155	423
FY 2015	227	151	378
FY 2016	236	176	412
FY 2017	226	160	386
FY 2018	202	138	340
FY 2019	198	109	307
FY 2020	174	30	204
FY 2021	107	31	138
Projected FY2022	123	28	151

Staff is proposing that the two Boards of Adjustment with nine members each be reduced to one board with nine regular members and four of alternates. The proposed schedule for the change is as follows:

July 12, 2022	Briefing to Zoning Commission
July 20, 2022	Briefing to Board Adjustments – Commercial and Residential
August 10, 2022	Zoning Commission Recommendation
September 13, 2022	Mayor and Council Action
October 1, 2022	Appointment of Board Members
October 19, 2022	First Combined Board of Adjustment Meeting

For any questions, please contact Daniel Leal, Assistant Director for Zoning and Design Review, at 817-392-6214 or Sevanne Steiner, Planning Manager, at 817-392-8012.

David Cooke
City Manager