



## Legislation Text

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**File #:** 18-45, **Version:** 1

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### Zoning Board of Adjustment Review

#### **Summary and Background Information:**

During the April 7th meeting, the boards and commissions council subcommittee members expressed a desire to review and audit each of the city's boards and commissions during the monthly meetings. The review and audit was desired in order for the subcommittee to compare each board or commissions' bylaws or rules of procedure, purpose, authority, and membership requirements with the Council Policy #3. The goal of this audit is to bring all boards and commissions bylaws or rules of procedure and requirements in alignment with Council Policy #3 and to provide consistency across all boards and commissions.

Attached subcommittee members will find Council Policy #3, the zoning board of adjustment's rules of procedure, a copy of the section of the code which lays out the composition and requirements of the zoning board of adjustment, and the most recent attendance records of zoning board of adjustment members.

Community Development Director Chris Cramer and Executive Administrative Supervisor Tricia Mason who serve as staff liaisons on the zoning board of adjustment will be present during the meeting to answer any questions subcommittee members may have and also to bring up any topics of information or request guidance on areas from the subcommittee members.

**Staff Responsible (Department Head):** Laura Bauer, City Clerk

**Staff Member Presenting:** N/A

**Financial Impact:** N/A

**Funding Source:** N/A

**Staff Recommendation:** N/A

**Suggested Motion:** N/A