



Department Details

Department name: Zoning Board of Adjustment and Appeals

Type: Board of Adjustments

Meeting time: 5:30 pm

Meeting location: City Council Chambers

Primary contact: Andrea Snouffer

Description: DUTIES. This Board is established by ordinance by the City of Boerne. The Zoning Board of Adjustment is responsible: A. To hear and decide appeals where it is alleged there is error in any order, requirement, decision, or determination made by an administrative official in enforcement of the Zoning Ordinance. B. To hear and decide special exceptions to the term of the Zoning Ordinance in those specific instances, if any, where allowed by the Ordinance. C. To authorize upon appeal in specific cases, such variances from the terms of the Ordinance as will not be contrary to the public interest, where owing to special conditions, a literal enforcement of the provisions of the Ordinance will result in unnecessary hardship, and so that the spirit of the Ordinance shall be observed and substantial justice done. In exercising the above mentioned powers of the Board may, in conformity with the provisions of the Ordinance, reverse or affirm wholly or partly, or may modify the order, requirement, decision or determination, appealed from and make such order, requirement, decision or determination as ought to be made, and to that end shall have all the powers of the officer from whom the appeal is taken. D. To hear variance requests to the City of Boerne Building Codes. TERM. All members of the Board, both regular (5 members) and alternate (4 members), shall be appointed by the Mayor and serve for a term of two (2) years. The term of office begins at the first meeting in June following the appointment. They shall be removable for cause by the City Council upon written charges and after a public hearing before the City Council following reasonable notice of the charges. Eligible members must reside within the City limits. Members are subject to the City of Boerne's Ethics Ordinance. MEETINGS. The Board may meet monthly on the third Wednesday at 5:30 p.m. or at the call of the Chair, or in the Chair's absence the Acting Chair, or at such other times as the Board may determine necessary based upon receiving a variance request. Members missing three or more consecutive meetings or attending less than 75% of the posted meetings on a 12 month rolling average, are subject to removal. All Board meetings shall be open to the public.

Name	Title	Start Date	End Date
Rich McCormick	Board Member	5/26/2017	5/31/2024
Steve Stewart	Board Member	6/1/2020	5/31/2024
Josh Surely	Board Member	6/2/2022	5/31/2024