

MINUTES OF THE MEETING OF THE VILLAGE OF WIMBERLEY
BOARD OF ADJUSTMENT
FEBRUARY 27, 2003

Present: Bill Cline, Susan Thurber, Bob Flocke, Sue Johnson (BofA members);
Council member Carolyn Nichols; Patti Akers, City Attorney
Absent: Tevis Grinstead, Mike Stevens, Steve Gartside (BofA members)

This meeting was a continuation of training of new Board members which started on February 20, 2003. The purpose was Ordinance Review (see attached agenda) and organization of the Board in preparation for the first case that is to come before the Board on March 13, 2003. Training documents include:

1. Open Records and Open Meeting Overview (Bickerstaff)
2. Village of Wimberley XXXXX Board/Commission/Committee BY-LAWS & PROCEDURES
3. List of Board Members with terms, appointers, phone and e-mail addresses
4. "Practical Considerations" about being a good Board member (Bickerstaff)
5. Village of Wimberley Board of Adjustment Findings of Fact for Zoning Ordinance Variance

In consultation with the City Attorney, the four Board members, who constituted a quorum, organized themselves following Section 211:008 of the Local Government Code as five regular members and two alternates, with alternating appointment terms by random selection. The outcome was:

Bill Cline, 2 yr. term, regular member
Bob Flocke, 2 yr. term, regular member
Steve Gartside, 1 yr. term, alternate
Tevis Grinstead, 2 yr. term, alternate
Sue Johnson, 1yr. term, regular member
Mike Stevens, 1 yr. term, regular member
Susan Thurber, 2 yr. term, regular member

Officers were nominated from the floor with Sue Johnson being elected Chair and Bob Flocke being Vice Chair.

Regular Meeting times of the Board of Adjustment were set for the Second (2nd) Thursday of every month at 6:30 p.m.

The next meeting of the Board of Adjustment will be March 13 at 5:30 p.m. to adopt meeting procedures and to discuss by-laws adoption. At 6:30 p.m. a pending case will be heard.

Logistics needed for the operation of the Board were discussed. The Board needs an updated CD-ROM of the Comprehensive Plan, Zoning Ordinance and the Subdivision Ordinance and the Ethics Ordinance; a pick-up box at City Hall for the Chair plus a place for Board members to pick up their meeting packets, and all the relevant information concerning the case to be decided on March 13 as soon as possible so members can visit the site prior to the meeting.

Proposed Agenda for the March 13 meeting is attached.

Prepared by Sue Johnson, 3/3/03

PROPOSED AGENDA
VILLAGE OF WIMBERLEY BOARD OF ADJUSTMENT
WORK SESSION AND MEETING
MARCH 13, 2003

5:30 P.M.

1. Work Session

- A. Discuss and adopt procedure for conduct of hearings.
- B. Discuss, amend Village of Wimberley XXXXX Board/Commission/Committee By-Laws & Procedures to conform to Board of Adjustment Operations. Possible adoption of By-Laws and Procedures.

6:30 P.M.

2. Public Hearing on Board of Adjustment Case # _____.

- A. Chair calls meeting to order, Roll Call, Open Public Hearing
- B. Staff presents the variance request
- C. Chair calls on those FAVORING the request. Applicant's presentation (5 minutes)
- D. Chair calls on those OPPOSING the request . Presentation (5 minutes)
- E. 1. Rebuttal. Applicant is given opportunity to answer objections stated (2 minutes).
- 2. Rebuttal. Opponents are given two minutes to answer the rebuttal. (This may be someone attending the hearing or the staff)
- F. Close public hearing. No further testimony is taken from the public (unless requested by the Chair).
- G. Questions from the Board (may be addressed to applicant and staff through the chair)
- H. After the public hearing is closed, the Chair will call for a motion from the Board to make a recommendation utilizing the Findings of Fact criteria. The Chair will call for a second. If seconded, the Board will vote on the motion. The motion may be to deny, affirm or modify the applicant's request.
- I. If motion is for approval, findings of fact are stated in support of the approval and included in the minutes of the meeting along with the votes of the members. If the motion is for denial, the votes of the members will be recorded. If the

motion is for modification, findings of fact, the modifications and the votes of the members will be recorded in the minutes.

3. Announce next meeting date.

4. Adjournment

CITIZENS WISHING TO SPEAK BEFORE THE BOARD MUST REGISTER BY SIGNING IN WHERE INDICATED BY BOARD SECRETARY.

Any interested party aggrieved by a decision of the Board of Adjustment may appeal the Board's decision to a District Court. The petition must be submitted within ten (10) days after the date the decision is filed in the Board's office (Local Government Code 211.011).