



Please return completed application to:
Karen Thompson, City Secretary
100 East Main Street, Suite 300
P.O. Box 589 (78691)
Pflugerville, TX 78660
By fax 990-4364
By email to citysecretary@pflugervilletx.gov

APPLICATION FOR APPOINTMENT TO THE
BOARD OF ADJUSTMENT (BOA)

All information provided in this application is public information pursuant to the provisions of the Texas Public Information Act.

The Board of Adjustment conducts hearings and grants, grants with conditions, or denies variances to the Zoning and Site Development Codes, including variances from masonry, building height, building setback, and landscaping requirements; hears requests and renders decisions regarding special exceptions when applicants propose to expand non-conforming uses; and hears and renders decisions regarding appeals of decisions or interpretations of the Building Official. The Board of Adjustment is composed of 5 members and 2 alternates serving 2-year terms.

Candidates are required to be registered voters of the City and to have resided within the corporate limits for at least twelve months preceding the appointment and must not be employed by or hold any other position in the City's government. All appointments are made by and at the discretion of the City Council.

Name: Telephone:

Residential Address:

E-mail Address: Alternate Telephone:

Resident of the City of Pflugerville for years.

Are you are a registered voter of the City of Pflugerville? Yes No Voter Registration No.

Have you attended a meeting of the Board of Adjustment? Yes No

Are you a Pf 101 graduate? Yes; Year: No

Does any potential conflict of interest exist which may interfere or inhibit you to carry out the duties of a Board of Adjustment Member? Yes No (If Yes, please explain.)

Empty rectangular box for conflict of interest explanation.

The Board of Adjustment is considered a quasi-judicial board with appeals going to district court. What are your feelings on the importance of this role for which you are volunteering?

Empty rectangular box for feelings on the importance of the role.

What special skills or knowledge would you bring to the Board of Adjustment?

Objectivity and a knowledge of municipal ordinances is necessary to ascertain when a variance is in the public interest, does not create an unnecessary hardship, and upholds the spirit of the ordinance from which you are granting a variance. A financial hardship is not considered a reason for granting a variance. Please define “unnecessary hardship” as it would relate to granting a variance.

Please provide any additional information you feel would be useful to the City Council in considering your application. Please use additional sheets as necessary. A cover letter and/or resume may also be submitted with the application.

By signing this application, I hereby affirm that I am aware of the requirements for the position and certify that I meet those requirements.

Applicant Signature: _____ Date: _____