



City of San Antonio

Agenda Memorandum

File Number:
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Agenda Item Number: 2

Agenda Date: April 19, 2023

In Control: Governance Committee Meeting

DEPARTMENT: Office of the City Clerk

DEPARTMENT HEAD: Debbie Racca-Sittre

COUNCIL DISTRICTS IMPACTED: Citywide

SUBJECT:

Consideration of four At-Large Appointments to the Zoning Board of Adjustment [Debbie Racca-Sittre, Office of the City Clerk; Michael Shannon, Development Services Department]

SUMMARY:

The Governance Council Committee will interview 10 candidates and recommend to the full City Council to fill four At-Large Alternate positions to the Zoning Board of Adjustment. The recommendations for appointment are for the remainder of unexpired terms of office to expire May 31, 2023.

Currently, the Board has been experiencing quorum issues and four of its seven At-Large Alternate positions are vacant. Therefore, the newly appointed At-Large Members will serve the remainder of the current term of office that will expire on May 31, 2023 and thereafter, will continue serving in holdover status until those positions are filled in the new upcoming term of office beginning June 1, 2023 and expiring May 31, 2025.

BACKGROUND INFORMATION:

The Zoning Board of Adjustment is comprised of 18 members: 11 District-Appointed Members and seven At-Large Representatives. The seven At-Large Members serve as Alternate Members and attend meetings in the absence of a District Representative.

The Zoning Board of Adjustment holds quasi-judicial public hearings to determine requests made by property owners in the City of San Antonio for special exceptions, variances and appeals of administrative interpretations or decisions, as authorized by State law and local Ordinance related to the enforcement of Chapter 28, Signs and Billboards, and Chapter 35, the Unified Development Code. Members receive \$20.00 per meeting.

The City is currently seeking applicants to fill four vacant At-Large Alternate positions. A Press Release was issued on February 21, 2023, announcing four available seats and a total of 14 applications were received.

ISSUE:

Alternate appointments require full City Council approval.

FISCAL IMPACT:

There is no fiscal impact.

ALTERNATIVES:

The Governance Council Committee could elect to not make recommendations and the Office of the City Clerk would continue to promote vacancies.

RECOMMENDATION:

The approval of the Governance Council Committee's recommendation for appointments to the Zoning Board of Adjustment is at the sole discretion of City Council. The recommended Alternates will be forwarded to the full City Council for consideration at the May 4, 2023 A Session.