

Proposed changes to Board of adjustment Rules of Procedure

ARTICLE I. GENERAL PROVISIONS

Add "(C) MEETINGS

1. The regular meetings of the Board of Adjustment shall be held at 5:30PM on the second Monday of each month at Austin City Hall.
2. Any matters postponed at the request of the Board of Adjustment will be placed at the beginning of the agenda at the Board's next meeting.
3. Any matters postponed at the request of the applicant will be placed on the agenda at the Board's next meeting after matters categorized by Article I (C)2
4. At 10:00 PM, the Board may, in its discretion, extend the meeting if necessary."

ARTICLE V. HEARINGS AND DECISIONS

(B) Order of Business.

- Add "Who will call each matter will be determined before the meeting by the chair" to the beginning.
- Move "The chair shall administer an oath to all persons providing testimony or other evidence" to follow "After the chair calls the meeting to order,"
- Insert "Either the chair or" in front of "the staff liaison shall call each matter in the order"

So that it reads:

Who will call each matter will be determined before the meeting by the chair. After the chair calls the meeting to order, the chair shall administer an oath to all persons providing testimony or other evidence. Either the chair or the staff liaison shall call each matter in the order filed and shall announce the case number, the name of the applicant, and the location of the property. The staff liaison shall describe the nature of the case and advise the Board of any communications received.