



# City of Pflugerville

## Minutes - Final

### Board of Adjustment

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Wednesday, January 24, 2018

7:00 PM

100 E. Main St., Suite 500

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#### 1 Call to Order

**Staff Present:** Emily Barron AICP, Planning Director; Abbey Rose, Planner II; Ian Beck, Planner I; Kristin Gummelt, Administrative Technician

**Boardmember Blackburn called the meeting to order at 7:01pm.**

**Present** 5 - Alternate Member Rodney Blackburn, Chair Craig Howlett, Vice Chair Marcus West, Member John Patty and Member Anthony Nguyen

**Absent** 1 - Member Kenneth Kidd

#### 2 Citizens Communication

There were none.

#### 3 Discuss and Consider

- 3A** [2018-6500](#) Elect a Chairman and Vice-Chairman to the Board of Adjustment for 2018.

**Boardmember Patty nominated Boardmember Howlett for Chair.**

**Boardmember Blackburn seconded the motion. All in favor. Motion carried.**

**Boardmember West nominated himself for Vice Chair. Boardmember Patty seconded the motion. All in favor. Motion carried.**

**City staff will continue to fill the role of secretary.**

- 3B** [2018-6501](#) Discuss and consider approving the Board of Adjustment meeting schedule for 2018.

**Ms. Barron presented the proposed meeting schedule for 2018.**

**Chair Howlett motioned to approve the schedule. Boardmember Blackburn seconded the motion. All in favor. Motion Carried.**

#### 4 Presentation

- 4A** [2018-6502](#) Discussing the role and responsibilities of the Board of Adjustment.

**Emily Barron AICP, Planning Director, presented the overview of the role and responsibilities of the Board of Adjustment and its role within the development**

process.

**5 Future Agenda Items**

**6 Adjourn  
Board of Adjustment**

Chairman Howlett motioned to adjourn the meeting. Vice Chair West seconded the motion. All in favor. Adjourned at 7:17 pm.

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Craige Howlett, Chairman  
Board of Adjustment

Respectfully submitted on this 25th day of January, 2018.