
**Tuesday, December 06, 2022
6:00 PM**

**City Hall - 141 W. Renfro
Burleson, TX 76028**

1. Call to Order
2. Citizen Appearances
3. ZBA Reports and Discussion Items:
 - A. Administer oath of office and statement of officer to newly appointed and reappointed members. *(Staff presenter: Monica Solko, Deputy City Secretary).*
 - B. Nominate and elect a chairperson and vice chairperson for the FY 2022-2023 term. *(Staff presenter: Monica Solko, Deputy City Secretary)*
 - C. Discuss and receive an update on the City of Burleson Boards and Commissions. *(Staff presenter: Monica Solko, Deputy City Secretary)*
 - D. Consider upcoming meeting dates for training on Zoning Board of Adjustment regulations. *(Staff presenter: Monica Solko, Deputy City Secretary)*
4. Approve the minutes from the Zoning Board of Adjustment meeting.
 - A. Consider approval of the minutes from the August 10, 2017 Zoning Board of Adjustment meeting.
5. ZBA Requests for Future Agenda Items or Reports
6. Adjourn

Staff Contact:

Monica Solko
Deputy City Secretary
msolko@burlesontx.com
(817) 426-9682

CERTIFICATE

I hereby certify that the above agenda was posted on this the 2nd of December 2022, by 5:00 p.m., on the official bulletin board at the Burleson City Hall, 141 W. Renfro, Burleson, Texas.

Amanda Campos
City Secretary



ACCESSIBILITY STATEMENT

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Zoning Board of Adjustment

DEPARTMENT: City Secretary's Office
FROM: Monica Solko, Deputy City Secretary
MEETING: December 6, 2022

SUBJECT:

Administer oath of office and statement of officer to newly appointed and reappointed members.
(Staff presenter: Monica Solko, Deputy City Secretary).

SUMMARY:

Administer oath of office and statement of officer to newly appointed and reappointed members of the Zoning Board of Adjustment.

OPTIONS:

N/A.

RECOMMENDATION:

N/A.

PRIOR ACTION/INPUT (Council, Boards, Citizens):

N/A

FISCAL IMPACT:

N/A

STAFF CONTACT:

Monica Solko
Deputy City Secretary
msolko@burlesontx.com
817-426-9682

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**OATH OF OFFICE**

IN THE NAME AND BY THE AUTHORITY OF THE STATE OF TEXAS,
 I, _____, do solemnly swear (or affirm), that I will faithfully
 execute the duties of the office of _____ of
 the State of Texas, and will to the best of my ability preserve, protect, and defend the Constitution and laws
 of the United States and of this State, so help me God.

 Signature of Officer

 Certification of Person Authorized to Administer Oath

State of _____

County of _____

Sworn to and subscribed before me on this _____ day of _____, 20____.

(Affix Notary Seal,
 only if oath
 administered by a
 notary.)

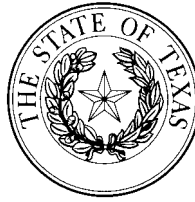
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STATEMENT OF OFFICER

Statement

I, _____, do solemnly swear (or affirm) that I have not directly or indirectly paid, offered, promised to pay, contributed, or promised to contribute any money or thing of value, or promised any public office or employment for the giving or withholding of a vote at the election at which I was elected or as a reward to secure my appointment or confirmation, whichever the case may be, so help me God.

Title of Position to Which Elected/Appointed: _____

Execution

Under penalties of perjury, I declare that I have read the foregoing statement and that the facts stated therein are true.

Date: _____

Signature of Officer

Print

Reset

Zoning Board of Adjustment

DEPARTMENT: City Secretary's Office
FROM: Monica Solko, Deputy City Secretary
MEETING: December 6, 2022

SUBJECT:

Nominate and elect a chairperson and vice chairperson for the FY 2022-2023 term. *(Staff presenter: Monica Solko, Deputy City Secretary)*

SUMMARY:

The Zoning Board of Adjustment (ZBA) shall nominate and elect among the board members one (1) chairperson and one (1) vice chairperson to serve during the FY 2022-2023 term.

OPTIONS:

- 1) Nominate and elect one chairperson and one vice chairperson..

RECOMMENDATION:

Approve nomination.

PRIOR ACTION/INPUT (Council, Boards, Citizens):

N/A

FISCAL IMPACT:

N/A

STAFF CONTACT:

Monica Solko
Deputy City Secretary
msolko@burlesontx.com
817-426-9682

Zoning Board of Adjustment

DEPARTMENT: City Secretary's Office
FROM: Monica Solko, Deputy City Secretary
MEETING: December 6, 2022

SUBJECT:

Discuss and receive an update on the City of Burleson Boards and Commissions. (*Staff presenter: Monica Solko, Deputy City Secretary*)

SUMMARY:

Discuss and receive an update on the City of Burleson Boards and Commission.

OPTIONS:

N/A.

RECOMMENDATION:

N/A.

PRIOR ACTION/INPUT (Council, Boards, Citizens):

N/A.

FISCAL IMPACT:

N/A.

STAFF CONTACT:

Name: Monica Solko, TRMC
Department: City Secretary's Office
Email: msolko@burlesontx.com
Phone: 817-426-9682

Zoning Board of Adjustment

DEPARTMENT: City Secretary's Office
FROM: Monica Solko, Deputy City Secretary
MEETING: December 6, 2022

SUBJECT:

Consider upcoming meeting dates for training on Zoning Board of Adjustment regulations. (Staff presenter: Monica Solko, Deputy City Secretary)

SUMMARY:

The Zoning Board of Adjustment (ZBA) training on regulations.

Training dates:

Thursday, January 26
Thursday, February 2
Thursday, February 9

OPTIONS:

- 1) Approve date for upcoming training.

RECOMMENDATION:

Approve date for upcoming training.

PRIOR ACTION/INPUT (Council, Boards, Citizens):

N/A

FISCAL IMPACT:

N/A

STAFF CONTACT:

Monica Solko
Deputy City Secretary
msolko@burlesontx.com
817-426-9682

Zoning Board of Adjustment

DEPARTMENT: City Secretary's Office
FROM: Monica Solko, Deputy City Secretary
MEETING: December 6, 2022

SUBJECT:

Consider approval of the minutes from the August 10, 2017 Zoning Board of Adjustment meeting.

SUMMARY:

The Zoning Board of Adjustment (ZBA) duly and legally met on August 10, 2017 for a regular meeting.

OPTIONS:

- 1) ZBA may approve the minutes as presented or approve with amendments.

RECOMMENDATION:

N/A.

PRIOR ACTION/INPUT (Council, Boards, Citizens):

N/A

FISCAL IMPACT:

N/A

STAFF CONTACT:

Monica Solko
Deputy City Secretary
msolko@burlesontx.com
817-426-9682

ZONING BOARD OF ADJUSTMENT August 10, 2017 MINUTES

Roll Call

Members Present

Johnnie Abbot
Cathy Webb
Bill Young
Ky Stafford

Members Absent

Robert Boot
Tom Collett
James Chandler
Kari Davis

Staff

Joni Van Noy, City Planner
Michelle McCullough, Director of Development Services
James Donovan, City Attorney
Jesse Elizondo, Deputy City Secretary

REGULAR SESSION

Call to Order – 6:05 PM

1. Approve minutes from the July 20, 2016 meeting

Motion was made by Johnnie Abbot and seconded by Bill young to approve.

Motion passed 4-0. Robert Boot, Tom Collett, James Chandler and Kari Davis absent.

2. Public hearing and consideration of a request for a variance from Section 132-115 of the Burleson Zoning Ordinance to allow for an encroachment of a building addition on the side yard of property located at 1239 Spanish Moss Dr. (Case 17-071)

Cathy Webb opened the public hearing. Time: 6:11pm

Kelsey Hammit, homeowner, 1239 Spanish Moss Burleson, TX gave an explanation of the structure and answered questions from the board.

Cathy Webb closed the public hearing. Time: 6:23pm

Motion was made by Johnnie Abbott and seconded by Bill Young to approve the for a variance from Section 132-115 of the Burleson Zoning Ordinance to allow

VOLUME B

for an encroachment of a building addition on the side yard of property located at 1239 Spanish Moss Dr. (Case 17-071)

Motion passed 4-0. Robert Boot, Tom Collett, James Chandler and Kari Davis absent.

Adjourn.

There being no further business Cathy Webb adjourned the meeting.

6:36pm

Jesse Elizondo
Deputy City Secretary