

**City of** \_\_\_\_\_ Inter-Office Communication  
**Gainesville**

Planning Division

X5023, FAX x3259, Station 12

**TO:** Honorable Mayor and members of the  
City Commission

**DATE:** Monday May 12, 2008

**FROM:**  Chairperson City Board of Adjustment

**SUBJECT:** Work Plan and Budget Items for City Board of Adjustment

The attached Work Plan and Budget document is submitted for your review. The Chairperson of the board is prepared to make a presentation to the City Commission at its annual meeting with Advisory Boards.

Thanks for your consideration.

**City of Gainesville**  
**Advisory Board/Committee Work Plan**  
**FY 2008-2009 Status Report**  
**Proposed FY 2007-2008 Projects**

**Board/Committee Name: Board of Adjustment**

**Name of Presenter: James Harnsberger, Chairperson**

**FY 2007-2008 WORKPLAN PROJECTS/ACCOMPLISHMENTS**

The Board of Adjustment met five (5) times between October, 2007 and May, 2008 and reviewed seven (7) petitions as follows:

<u>Project Title:</u>	<u>Status/Accomplishments</u>
Variances	5
Appeals	0
Special Exceptions	1
Non-conforming Uses	0
Other	1
 Total	 7

- |    |   |          |
|----|---|----------|
| 1. | Reviewed petitions submitted to the Board of Adjustment on a monthly basis or as deemed necessary   | On-going |
| 2. | Explored training options and workshop opportunities with staff concerning administrative issues and processes related to implementation of the land development code | On-going |
| 3. | Work with staff on a continuous basis to inform and educate citizens concerning the process and issues related to reviews or hearings before the Board of Adjustment. | On-going |

**LIST OF FY 2008-2009 PROPOSED PROJECTS**

**Project Title**

- |    |   |          |
|----|---|----------|
| 1. | Review petitions submitted to the Board of Adjustment on a monthly basis or as deemed necessary   | On-going |
| 2. | Attend continuing education sessions with staff and other experts as they become available.   | On Going |
| 3. | Explore training options and workshop opportunities with staff concerning administrative issues and processes related to implementation of the land development code  | On-going |
| 4. | Work with staff on a continuous basis to inform and educate citizens concerning the process and issues related to reviews or hearings before the Board of Adjustment. | On-going |

**OUTSTANDING REFERRALS (as of May, 2008)**

<b><u>Date of Referral</u></b>	<b><u>Referral Description</u></b>	<b><u>Status</u></b>
	Hear a presentation from Building Division and Public Works concerning rights-of-way acquisition and the issuance of building permits relative to lot size.	Scheduled

**OTHER ISSUES**

**City of Gainesville**  
**Advisory Board/Committee Work Plan**  
**Proposed FY 2008-2009 Projects and**  
**FY 2007-2008 Status Report**

<b>Board/Committee Name: Board of Adjustment</b>	
<b>Name of Presenter: James Harnsberger, Chairperson</b>	
<b>FY 2008-2010 SPECIAL PROJECT/ACTIVITY BUDGET REQUEST ADVISORY BOARDS AND COMMITTEES</b>	
<b>Summary Description of Project</b>	
<i>No additional funding requested</i>	
<b>Expected Project Cost Breakdown: (Cash Only)</b>	
-	
<b>Request for City "In-Kind" (Non-Cash) Contributions:</b>	
<u>Item Description</u>	<u>Status</u>
<b>OTHER ISSUES</b>	