



Zoning Board of Adjustment/ Building and Standards Commission

The Zoning Board of Adjustment

The Zoning Board of Adjustment (ZBA) has the responsibility to hear variances to the Richardson Zoning Ordinance, i.e. variances to the required building setbacks, height, and exterior materials. The Board also hears special exception requests to the City's Fence Ordinance.

Unlike most other boards and commissions, the functions of the ZBA are specifically created and enumerated by State law and the appeal of its decision is to District Court.

A variance is permission to depart from the requirements of the Zoning Ordinance by virtue of a unique physical hardship on a person's property.

Hardship criteria:

A hardship does not result from the inability of the owner to use the property in its most desirable fashion. A hardship cannot be self-imposed or financial in nature.

A typical hardship would be an unusually shaped lot, challenging topography, or the presence of easements that makes the development of the property difficult.

Members

The Board consists of five members and two alternates who are appointed for two-year, staggered terms. The alternates take part in the meeting discussions, but only vote when a member is absent. Members must be qualified voters in the City of Richardson, residents of Texas for at least one year, and residents of the City of Richardson for at least six months. Members may not hold any elected office and must not be in arrears in taxes or any other liability due to the City.

Meetings

The Board meets on the third Wednesday of the month at 6:30 p.m. All meetings are subject to the general laws of the State, the City Charter, and shall comply with the Texas Open Meetings Act. All members shall adhere to the City of Richardson Code of Ethics.

The Building & Standards Commission

The Zoning Board of Adjustment also serves as the Building and Standards Commission, and such has the powers and duties to consider and assess occupancy load of a structure or vacate a structure that is reasonably dangerous to the health, safety or welfare of the occupants; require demolition of a structure found to be an urban nuisance; require or cause correction of a dangerous condition; assess a civil penalty; to or declare a building substandard.

Members

Members of the Zoning Board of Adjustment automatically serve as members of the Building and Standards Commission.

Applications are available online and from the Office of the City Secretary, City Hall, 411 W. Arapaho Rd., Suite 202, or by contacting 972-744-4292. Applications are kept on file for two years and positions are filled as vacancies occur.

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