



CREATION OF A SINGLE BOARD OF ADJUSTMENT

OR-25-015

December 2, 2025

Background

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- Currently, the City of Killeen has four citizen boards that hear and decide appeals to building official decisions, variance requests, special exception requests, and dangerous buildings:
 - ▣ Zoning Board of Adjustment
 - ▣ Construction Board of Appeals
 - ▣ Aviation Board of Adjustment
 - ▣ Fire Board of Adjustments and Appeals

Background

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- ❑ In September 2025, the City Council was unable to fill all the positions within the Zoning Board of Adjustment due to low application numbers.
- ❑ State law does not require four separate boards.
- ❑ On October 21, 2025, the City Council directed Staff to bring an amendment to the Code of Ordinances consolidating these boards into a single board.

Board of Adjustment

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- The proposed amendments to Chapters 7, 12, and 31 would consolidate the four boards and create a single board of adjustment.
- The amendments would place the responsibilities of the four current boards under the single “Board of Adjustment.” Corresponding changes to Chapters 8 and 11 are included in the ordinance adopting new construction and fire codes.
- The new Board of Adjustment would be comprised of 9 members:
 - ▣ 4 members with construction/building experience;
 - ▣ 1 member with aviation experience;
 - ▣ 1 member with fire suppression/prevention experience; and
 - ▣ 3 citizens at-large also have 2 at-large alternate members.

Recommendation

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- Staff recommends that the City Council approve the amendments as presented.