



City of Broken Arrow

Request for Action

File #: 19-403, **Version:** 1

**Broken Arrow Board of Adjustment
04-08-2019**

To: Chairman and Board Members
From: Development Services Department
Title: Consideration and possible approval of 2019 Board of Adjustment meeting schedule

Background:

For the past several years, Board of Adjustment meetings have been scheduled for the second Monday of each month, at 5:00 p.m. These meetings are held in the City Council Chambers at Broken Arrow City Hall. In instances where the second Monday, of the month, falls on a City acknowledged holiday, the meeting was scheduled for the Tuesday immediately after the Monday Holiday.

Attachments: 2019 BOA meeting dates

Recommendation:

Staff recommends the Board of Adjustment approve the current meeting schedule of the second Monday of each month for the 2019 calendar year. In instances where the second Monday of the month is a holiday, the meeting shall occur on the Tuesday after the Monday holiday. Meetings shall occur at 5:00 p.m. in the City Council Chambers

Reviewed By: Larry R. Curtis

Approved By: Michael W. Skates

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