



City of Moore
Oklahoma

Community Development | 301 N. Broadway, Moore, OK 73160 | (405) 793-5053 | www.cityofmoore.com

MOORE BOARD OF ADJUSTMENT PROSPECTIVE MEMBER INFORMATION

The Board of Adjustment meets on the 2nd Tuesday of each month at 5:30 pm to consider appeals for variances and special exceptions to the City's Zoning Code. As a quasi-judicial board, any item heard must be judged against the goals and recommendations of the comprehensive plan as well as determination of hardships established by State Statutes. Occasionally the board will meet outside of the regular meeting date and time for special study sessions and training.

The Board of Adjustment consists of 5 members appointed by the Moore City Council to 3-year terms. A quorum is required to conduct business; the City Code requires 4 board members to be present for a quorum. All commissioners are strongly encouraged to attend the Board of Adjustment meeting each month. Excessive absences may result in dismissal from the commission.

Moore City Code does not require board members to have any special skills or knowledge, however personal history or interest in land development, real estate, community engagement, or a related field is helpful. The Board of Adjustment depends on city staff to prepare meeting agendas and evaluate the cases that come before the board as to their compliance with the Comprehensive Plan, Moore City Code and State Statutes. Training sessions are held periodically to assist board members in carrying out their duties for the betterment of the community.

The Board of Adjustment is a quasi-judicial body that makes decisions of approval, conditional approval, or denial. Board of Adjustment meetings can become emotional and confrontational as the board hears detailed testimony and citizen concerns regarding controversial applications, therefore thorough and thoughtful investigations of the applications are required. The Board of Adjustment's decisions are final but may be appealed to District Court. Because of the likelihood that a decision will be reviewed at the district court level, all decisions should be based on the facts of the case and grounded in City Code and the applicable State Statutes, not based on emotion or personalities.

If you have further questions regarding appointment to the Board of Adjustment, please contact the City of Moore Planning Department at 793-5053 or planning@cityofmoore.com.