



Construction Board of Adjustments & Appeals Application

CITY SECRETARY'S OFFICE
 P.O. BOX 9960 | COLLEGE STATION, TEXAS 77842
(979) 764 – 3541

The Construction Board of Adjustments and Appeals hears appeals of decisions, considers interpretations of the Building Official, and considers variances to the terms of technical codes.

Five (5) members shall be qualified residents and voters of the City of College Station and may include up to four (4) alternates. Board members should have knowledge of the technical codes.

Terms of office are two (2) years.

This is only an application and does not guarantee participation on the committee. All applications must be received at the City of College Station City Secretary's Office at City Hall, 1101 Texas Avenue, by fax at 979-764-6377, or by email at cso@cstx.gov on or before 5:00 p.m. the day of the deadline.

PLEASE PRINT

PERSONAL INFORMATION:			
1. Full Name:	_____	_____	_____
	FIRST	MIDDLE	LAST
2. Home Address:	_____		
	STREET	CITY	ZIP CODE
3. Contact : Information	_____	_____	_____
	HOME PHONE	CELL/WORK PHONE	EMAIL
4. Residency : Information	_____	_____	_____
	VOTER'S REGISTRATION # (required)	DATE OF BIRTH (required)	YEARS AS RESIDENT OF CS
5. Professional: Information	_____		_____
	OCCUPATION (if retired, please indicate former occupation)		*If business owner, NAME OF BUSINESS

	EDUCATION (optional)		
6. Professional Licenses:	_____		
7. Professional Association Memberships:	_____		
8. Civic/Volunteer Organization Activities:	_____		
9. Are you related to anyone on City Council?	_____		
10. Do you have any delinquent taxes, utilities, or other assessments owed to the City?	_____		
11. Do you have any pending claims or litigation against the City?	_____		

CONSTRUCTION BOARD OF ADJUSTMENTS & APPEALS AGREEMENT

By signing this application, applicant acknowledges and agrees to the following:

- Applicant must be a College Station resident.
- Applicant must be a registered voter.
- Participation on the Construction Board of Adjustments and Appeals requires a two-year time commitment (meetings will be held as necessary).
- Applicant agrees to make a good faith effort to attend all committee meetings.
- All Committee meetings shall be held in a location that is generally available to and accessible by the public.
- All committee meetings are subject to the Texas Open Meetings Act and the Texas Public Information Act.
- I understand that should a situation arises during my term on said board/commission or committee where I have a prohibited substantial interest, either direct or indirect, and such matter comes before said board/commission or committee, I understand that I will need to abstain from any discussion or vote on the matter.
- Completing and signing this application does not guarantee selection for participation on the committee.
- If selected, Applicant will be available for an in-person interview by the Council.
- Committee membership will ultimately be decided by the College Station City Council.
- If appointed, applicant will attend the mandatory committee orientation.

SIGNATURE OF APPLICANT
(NOT REQUIRED FOR EMAIL SUBMISSION)

DATE

If you have any questions about this application, please contact the City of College Station City Secretary's Office at 979-764-3500 or email your questions to smashburn@cstx.gov.

Delivery Options

Print

This form may be printed and mailed to P.O. Box 9960, College Station TX, 77842 or hand delivered to the City Secretary's Office at 1101 Texas Avenue in College Station. You may also fax it to: 979-764-6377.

Email

Please attach the saved form and send it to cso@cstx.gov Use a subject line of "application" and you will receive a confirmation email upon receipt. Please note: Adobe Reader version 9 and older may not allow you to save the completed form.