



**BOARD OF ADJUSTMENTS SPECIAL WORKSHOP  
CITY COUNCIL CHAMBER,  
18649 FM 1431, SUITE 3-A,  
JONESTOWN, TEXAS  
MARCH 23, 2026, 6:00 P.M**

For Citizens Communication and to speak during the public hearings, please contact the Development Services office at 512-267-0359 prior to 5:00 p.m. on Tuesday, March 23, 2026.

Sara Jane Cantwell, Chair (Place 1) James Gallagher, Vice Chair (Place 2)	Vacant (Place 3) Mark McKim (Place 4) Paul Dertien (Place 5)	Jona TenEyck (Alternate 1) Kara Trissel (Alternate 2) Anne Morley (Alternate 3)
--	--	---

**AGENDA**

**I. CALL TO ORDER**

**CHAIR**

**II. ROLL CALL**

**SECRETARY**

**III. CITIZEN COMMUNICATION**

*(The Board of Adjustments welcomes public comment on items not listed on the agenda. However, the Board cannot respond until the item is posted on a future agenda. All public comments are limited to 3 minutes.)*

**IV. WORK SESSION**

1. Discussion and presentation by staff regarding the Special Exception process, including applicable Unified Development Code provisions, Board of Adjustment roles and responsibilities, and procedural requirements.
2. Discussion regarding a future mandatory Board of Adjustment Work Session to be held on April 20, 2026, at 6:00 PM, for the following:
  - a. Approval of January 12, 2026, Minutes
  - b. Election of Officers
  - c. Staff and attorney led training presentation on Variances

## V. STAFF UPDATES

4. City Staff updates for the following:
  - a. Code Enforcement Actions
  - b. Other Department Matters

## VI. ADJOURNMENT

I, the undersigned authority, do hereby certify that a copy of the above agenda of the City of Jonestown Planning & Zoning Commission was posted at Jonestown City Hall and Jonestown Community Library, places convenient and readily accessible to the general public at all times, and said agenda was posted on this 18<sup>th</sup> day of March 2026 by 5:00 p.m. Rebeca Guerra, Director of Development Services, City of Jonestown, Texas.

I certify that the above agenda of the City of Jonestown was removed on this \_\_\_\_\_ day of \_\_\_\_\_, 2026, at \_\_\_\_\_ a.m./p.m. Sandra Barton, City Secretary.

NOTICE OF ASSISTANCE AT PUBLIC MEETINGS: This facility is wheelchair accessible and accessible parking spaces are available. Requests for accommodations or interpretive services must be made 48 hours prior to this meeting. Please contact the city secretary at 512-267-3243 or fax at 512-267-4572, or e-mail [sbarton@jonestowntx.gov](mailto:sbarton@jonestowntx.gov)