



Date: February 9, 2026

To: Claudia Hager, County Manager
Through: Maurice Jones, Deputy County Manager
From: Sara M. Young, AICP, Planning & Development Director
Subject: 2025 Board of Adjustment Annual Report

Executive Summary

Attached is the 2025 Annual Report for the Durham Board of Adjustment. This report highlights cases heard and acted upon by the Board from January 1, 2025, through December 31, 2025.

Background

The Interlocal Agreement between the City of Durham and Durham County for planning requires that the Board of Adjustment submit an annual report to both governing bodies. The attached report was prepared by the Chair of the Board in consultation with Planning staff. The Board disposed of 31 cases in 2025, a 19.2% increase from the 2024 case load. However, 56 agenda items were prepared for hearings, with 25 cases being continued or withdrawn after agenda posting.

Issues & Analysis

Section 2.1 of the Rules of Procedure states that Board members must attend at least 75% of the yearly meetings/hearings of the Board. When a Board member has missed three (3) of the hearings/meetings held within any twelve (12) month period, the governing body shall be notified. In accordance with Section 2.1.a of the Rules of Procedure, staff will provide such notification. A copy of the attendance report has been included in this package. Eight of the nine members met the attendance requirements in 2025. Staff will report the members with poor attendance to the appropriate Clerk's office, as required by interlocal agreement, but will not request removal of the members at this time due to a current vacancy.

Staff Contact

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Attachments

- Attachment A:** Board of Adjustment Annual Report Memo
- Attachment B:** 2025 Cases Heard by the Board of Adjustment
- Attachment C:** 2025 Board of Adjustment Attendance