



## TOWN OF PALM BEACH

APPLICATION FOR SERVICE ON

### PLANNING AND ZONING COMMISSION

Please complete the application by typing or printing legibly in ink. Applications should be submitted to the Town Clerk (360 South County Road, Palm Beach, FL 33480, via facsimile 561-838-5417, or via e-mail to [townclerk@townofpalmbeach.com](mailto:townclerk@townofpalmbeach.com)) no later than 5 p.m., 11 calendar days prior to the Town Council meeting in which the appointment will be considered. Completion of this application requires that applicant has reviewed certain Town documents as noted in this application. To review or obtain a copy of the documents please contact the Town Clerk's Office (561-838-5416). Please feel free to attach any additional background information to this application form. (Please be advised that members of the Planning and Zoning Commission must file an annual financial disclosure form per State law.)

Name: \_\_\_\_\_ Residence Address: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ Home Telephone: \_\_\_\_\_

E-mail Address: \_\_\_\_\_ Work Telephone: \_\_\_\_\_

I am a registered voter of the Town of Palm Beach \_\_\_\_\_ (please initial)

**Appointment to Planning and Zoning Commission requires the applicant to be a registered voter in the Town of Palm Beach. Please attach a copy of BOTH SIDES of your Voter Registration card with your application. Failure to provide the copy of the required voter registration card shall be grounds for rejection of the application.**

1. Why are you interested in serving on the Planning and Zoning Commission? (Please explain and attach additional pages if necessary)

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2. How many meetings of the Planning and Zoning Commission have you attended in the last year? \_\_\_\_\_

3. If you have served on any boards/commissions/committees in the Town of Palm Beach or elsewhere, please list them and include details such as length of service, attendance record, etc.

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4. Are you willing and available to attend meetings of the Planning and Zoning Commission as described below?

- |                                                                               |     |    |
|-------------------------------------------------------------------------------|-----|----|
| A. Meetings which last a full day (9:30 a.m. to 5:00 p.m., or even later)?    | Yes | No |
| B. Meetings on consecutive dates?                                             | Yes | No |
| C. Meetings which might be scheduled for multiple dates within the same month | Yes | No |
| D. Meetings scheduled year-round                                              | Yes | No |

5. Please indicate if there are any periods of time for which you will be unavailable for meetings.

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6. Do you have any experience in requesting comprehensive plan amendments or zoning approvals from the Town of Palm Beach or other jurisdictions? (Please explain. Attach additional pages if necessary)

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7. Are you a member of any of the following organizations? (Check all that apply)

- |                                                              |                                                                |
|--------------------------------------------------------------|----------------------------------------------------------------|
| <input type="checkbox"/> Palm Beach Chamber of Commerce      | <input type="checkbox"/> Preservation Foundation of Palm Beach |
| <input type="checkbox"/> Palm Beach Civic Association        | <input type="checkbox"/> North End Property Owners Association |
| <input type="checkbox"/> Citizens' Association of Palm Beach | <input type="checkbox"/> Other _____                           |

8. Present occupation. \_\_\_\_\_ No. of years. \_\_\_\_\_

Employer. \_\_\_\_\_

9. Past occupation(s). \_\_\_\_\_ No. of years. \_\_\_\_\_

Employer(s). \_\_\_\_\_

10. Do you have a degree in, or have you taken courses in, any of the following fields of study: (Check as many as are applicable)

- |                                                        |                                                                   |                                    |
|--------------------------------------------------------|-------------------------------------------------------------------|------------------------------------|
| <input type="checkbox"/> Architecture                  | <input type="checkbox"/> Social Sciences                          | <input type="checkbox"/> Geography |
| <input type="checkbox"/> Landscape Architecture/Design | <input type="checkbox"/> Urban and Regional Planning              |                                    |
| <input type="checkbox"/> Law                           | <input type="checkbox"/> Building Construction and/or Development |                                    |

11. Please provide details regarding your educational background:

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12. Why do you feel that you are qualified to serve on the Town's Planning and Zoning Commission? (Attach additional page if necessary)

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13. To enable Town Council to consider potential conflicts of interest, please provide the following information regarding family members who live and/or work in the Town of Palm Beach, including your spouse, parents, siblings or children.

Family Member Name	Relationship	Address	Occupation	Employer

14. Have you ever been convicted of a crime or pled guilty or nolo contendere to a crime other than minor traffic violations?

15. If you are currently serving on a Town board, commission, or committee, please identify it in the space below and check the box that indicates you will resign from that position if you are appointed to the position you are seeking in this application.

☐ I will resign from the \_\_\_\_\_ if I am appointed to the position I am seeking in this application.  
board/committee/commission

16. In the event you are applying to be a Regular Member of Planning and Zoning Commission and you are not successful, will you accept appointment as an Alternate Member of the Commission should the Town Council wish to appoint you as an Alternate Member?      Yes      No

The following information is needed to facilitate Town reporting requirements in Florida Statute 760.80. Please check one in each category.

**RACE**

- ☐ African American      ☐ Native American  
☐ Asian American      ☐ Caucasian  
☐ Hispanic American      ☐ Not known

**GENDER**

- ☐ Male   ☐ Female

**PHYSICALLY DISABLED**

- ☐ Yes   ☐ No

I hereby certify that I have read the sections of the Town Code of Ordinances for the particular board/commission/committee that I have selected above and have noted the description of the board/commission/committee and its members' duties, and further I have read the regulations concerning absences and conflicts of interests. I certify the information given by me is true and complete to the best of my knowledge and belief. I understand that any falsification of material facts will be grounds for rejection of this application or dismissal after appointment.

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

***Please provide a copy of BOTH SIDES of your Palm Beach County Voter Registration card, which shows your Town of Palm Beach address, with your application.***

Please note that Commission applications will expire on **December 15** of each year.

**PLANNING AND ZONING COMMISSION**

The Planning and Zoning Commission acts in an advisory capacity to the Town Council in all matters relating to municipal planning and development. The Commission is required to follow the concepts and contents of the Town's comprehensive land use plan in all planning, zoning and development related deliberations and decisions. The Commission shall also have such powers and duties as may be prescribed by Ordinance. The members of the Commission must be registered voters in the Town of Palm Beach. The seven regular members serve for terms of three years. Three alternate members of the Zoning Commission may be appointed by the Town Council who serve when called upon by the Chair of the Commission in the absence of any regular member.