

# Town of Wytheville



Date Received:

Date Appointed:

*Please type or print in pen clearly:*

**Name:**

Last

First

M.I.

Mr., Mrs., Miss, Rank

**Home Mailing Address:**

**Business Name and Mailing Address (if appropriate):**

**Communications:**

Phone (day): \_\_\_\_\_ (evening): \_\_\_\_\_ Fax: \_\_\_\_\_ E-mail: \_\_\_\_\_

**Vocation/Profession:**

**Education/Qualifications/Job Experience(s):**

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**Interests/Community Service Activities:**

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**Boards/Commission(s) You Wish To Serve On:**

1<sup>st</sup> Choice:

2<sup>nd</sup> Choice:

3<sup>rd</sup> Choice:

Others:

**Current Member of a Town Board/Commission?**  YES  NO

If Yes, please list:

**Previously Served on a Town Board/Commission?**  YES  NO

If Yes, please list:

**Have you ever worked for the Town of Wytheville?**  YES  NO

If Yes, please list dates and names of departments:

**Are you related to any Town employee or appointee?**  YES  NO

If Yes, please indicate name and relationship:

**Are you aware that financial disclosures may be required annually?**

YES  NO

**Are you aware of any potential conflicts of interest?**  YES  NO

**Are you aware of the time commitment involved?**  YES  NO

**What do you see as the objectives and goals of the board/committee(s) to which you seek appointment?**

**What special qualities can you bring to the board/committee(s)?**

**I hereby certify that the above information is correct to the best of my knowledge.**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**Please Mail Your Completed Form To:**

**Office of the Clerk**

**Town of Wytheville**

**Post Office Drawer 533**

**Wytheville, Virginia 24382**

***We thank you for your interest in serving on a Town board or commission.***

## TOWN COMMITTEES

**Board of Architectural Review** -- The Board is composed of four members and one Town Council liaison member and meets the third Thursday of each month at 5:15 p.m. or as needed. The Board of Architectural Review is currently charged with reviewing and making suggestions on Certificates of Appropriateness for businesses located in the Downtown District who are performing any type of construction which includes analysis of external architectural features, including signs, which are subject to public view from a public street.

**Board of Zoning Appeals** -- Composed of five members who are recommended by the Town Council and appointed by the Judge of the Circuit Court of Wythe County. The term of office is for five years and meets the third Thursday of each month at 11:00 a.m. or as needed. The Board hears and decides appeals from any order, requirement, decision, or determination made by the Zoning Administrator in the administration or enforcement of the Zoning Ordinance. The Board authorizes upon appeal in specific cases a variance from the terms of the Zoning Ordinance as will not be contrary to the public interest, when, owing to special conditions a literal enforcement of the provisions will result in unnecessary hardship.

**Building Code Appeals Board** -- Composed of five members and the term of office is for five years. The Board meets as needed. The Board hears appeals concerning the application of the Building Code or refusal to grant a modification to the provisions of the Code covering the manner of construction or materials to be used in the erection, alteration, or repair of a building or structure.

**Wytheville Industrial Development Authority** -- Composed of seven members. The term of office is for four years, and the Authority meets annually the third Wednesday in April at 9:00 a.m. or as needed. Historically, the Town and County both had Industrial Development Authorities whose purpose was to promote economic growth and act as the agent for industrial development bonds. With the advent of the Joint Industrial Development Authority who is now charged with these activities, the Town's Authority acts as a support organization, if necessary, to the Joint Authority.

**Joint Industrial Development Authority** -- Composed of seven members, two of which are appointments by the Town. The term of office is for four years and the Authority meets the fourth Thursday of each month at 3:00 p.m. The Authority initiates, develops, and coordinates industrial and economic development efforts in order to achieve and sustain the optimum quality of life for all Wythe County citizens.

**Planning Commission** -- Composed of six members and one Town Council liaison member and the term of office is for four years. The Commission meets the second Thursday of each month at 6:00 p.m. The Planning Commission is responsible for making decisions on questions of community growth and development within the Town.

**Recreation Commission** -- Composed of nine members (seven members over the age of 18 years and two members not less than 15 years of age nor more than 17 years of age) and one Town Council liaison member. The term of office for members over 18 years shall be three years and members not less than 15 years nor more than 17 years shall be for a term of one year. The Commission meets the second Wednesday of each month at 5:30 p.m. The Recreation Commission is advisory and advises the Town Council with respect to the immediate and long range plans and programs necessary to meet the active and passive recreational needs of the citizens of all ages in the Town. The Commission assists and advises the Director in the continuing development of recreational plans and programs. The Director reviews recreation plans with the Commission and discusses all matters pertaining to the recreation programs.

**Redevelopment and Housing Authority** -- Composed of seven members and the term of office is for four years. The Authority meets the second Wednesday of each month at 12:00 noon. The Housing Authority is charged with the general operation of housing projects and investigating housing conditions and means and methods of improving such conditions.

**Smyth-Wythe Airport Commission** -- Composed of five members of which two are appointed by the Town. The Commission meets the second Thursday of each month at 7:30 p.m. The Airport Commission is charged with overseeing the construction, improvement, equipment, maintenance, and operation of the Mountain Empire Airport.

**Wall of Honor Committee** -- Composed of six members and one Town Council liaison member. One member represents the Town Council, one member represents Wythe County, one member is from the Chamber of Commerce, one member represents the Sports Hall of Fame, one member is from civic/historic groups, and two members are representatives from the Veterans= Groups. The initial appointments were for staggered terms. The current terms are for four years. The Committee meets as needed. The Wall of Honor Committee is charged with accepting and reviewing applications for nominees to the Civic Monument and making their recommendations to the Town Council.

**Willow Brook Jackson/Umberger Homestead Museum Advisory Board** – Composed of six members. The current term of office is for four years, and the Board meets as needed. The Board is charged with reviewing various aspects of the operation of the Jackson Property and making recommendations to the Town Council.