



*A separate application is required for each board or commission you wish to join. Applications remain active for one year from the date of submittal. Resumes are encouraged and may be attached to your **completed** application.*

Name of Board or Commission for which you are applying:	
Name:	
Home Address:	Work Address:
Home Phone:	Work Phone:
Cell Phone:	Email:
Please note your preferred method(s) to be contacted: <input type="checkbox"/> Home Phone <input type="checkbox"/> Work Phone <input type="checkbox"/> Cell Phone <input type="checkbox"/> Email	
Residency is required for most boards and commissions. <input type="checkbox"/> I am a resident. If so, for how many years? _____	

Describe any experiences that led to your desire to serve the community.

Provide a brief biography including your skills, background and expertise, as well as involvement in the community, professional or other nonprofit organizations that are specifically applicable to this board or commission.



Employment: List your three most recent employment experiences.

Dates of Employment	Company Name/Location	Position	Job Description

Education: List your most recent educational experiences.

Educational Institution/School	Certificate/Degree Received	Area(s) of Study

Supplemental Information: Please review the attached “Boards and Commissions Application Attachment” for the desired qualifications for each board and commission. Check the appropriate box or boxes to indicate whether you have experience or professional credentials. Experience is not required, but your application will be prioritized if you have experience in these areas. Some boards and commissions are a mix of citizens with certain qualifications and others are citizens representing the general public. Even if you do not have any of the experience or professional background listed below, the community urges you to apply for consideration. The community needs citizens with diverse backgrounds on its boards and commissions.

Important Public Records Information: All information submitted in this application is public information and subject to disclosure in response to a public records request made pursuant to the Freedom of Information Act. Please contact the Clerk at 269-792-2265 if you have any questions or concerns about the disclosure of specific information.

Truth and Accuracy: I certify that the information contained on this form is accurate and complete to the best of my knowledge. I understand that all information disclosed on this form will be available to the public as part of a Freedom of Information Act request.

Applicant’s Signature

Date

Return completed forms to: Lee Ann Clausen, Clerk, City of Wayland
 103 S. Main St. Wayland, MI 49348
 (269) 792-2265, lclausen@cityofwayland.org



Boards and Commissions Application Attachment

Board of Review

Members are appointed by the city council. Members must be city residents qualified by experience and/or training in matters related to real estate. Please check below if you have experience in:

- Banking/Finance
- Property Appraisal/Assessing
- Real Estate/Development/Law (no agents or brokers)

Board of Zoning Appeals

Members are appointed by the mayor. Members must be city residents qualified by experience and/or training in matters related to construction, land use planning and/or zoning. Please check below if you have experience in:

- Architecture
- Building Construction/Engineering
- GIS/AutoCAD
- Land Use Planning
- Real Estate/Development/Law
- Zoning

Planning Commission

Members are appointed by the mayor. Members must be city residents qualified by experience and/or training in matters related to land use planning. Please check below if you have experience in:

- Architecture
- Building Construction
- Civil Engineering
- Facilities Management
- GIS/AutoCAD
- Historic Preservation
- Land Use Planning
- Landscape Architecture
- Property Maintenance/Management
- Real Estate/Development/Law

Tree Board

Members are appointed by the city council. Members must be city residents qualified by experience and/or training in matters related to real estate. Please check below if you have experience in:

- Forestry
- Horticulture
- Landscape Architecture

Officers' Compensation Commission

Members are appointed by the city council. Members must be city residents qualified by experience and/or training in matters related to real estate. Please check below if you have experience in:

- Labor Negotiations
- Human Resources
- Public Administration

Downtown Development Authority

Members are appointed by the mayor. Members must be city residents qualified by experience and/or training in matters related to economic development and planning. There are two standing committees that residents can join as well, the Design Committee or the Promotions Committee. Please check below if you have experience in:

- Architecture
- Building Construction
- Facilities Management
- Economic Development
- Historic Preservation
- Land Use Planning
- Landscape Architecture
- Property Maintenance/Management
- Real Estate/Development/Law

Henika District Library Board

Two (2) Members from the City of Wayland are appointed by the Mayor. Members must be city residents qualified by experience and/or training in matters related to real estate. Please check below if you have experience in:

- Libraries
- Public Management

911 Policy and Procedure Board

Two (2) Members from the City of Wayland are appointed by the Mayor to this county board. Members must be city residents qualified by experience and/or training in matters related to real estate. Please check below if you have experience in:

- Emergency Management
- Emergency Medical Training
- Medical Industry



Board Or Commission	Function
Board or Review	Hear appeals on the assessment of real and personal property.
Zoning Board of Appeals	Hear appeals on decisions regarding enforcement of the Zoning Ordinance.
Planning Commission	Guide the physical development of the City, advise the City Commission on growth policy.
Downtown Development Authority (DDA)	Initiate projects and programs to halt property value deterioration and increase property tax valuation in designated districts.
Design Committee (reports to DDA)	Initiates projects for the DDA regarding the design of the Downtown.
Promotions Committee (reports to DDA)	Initiates projects for the promotion of the Downtown.
Tree Board	This board is responsible for the development of and placement of all trees on city property.
Officers' Compensation Commission	This board meets annually and works with the city manager and the union contractor to work on public safety officer compensation.
Henika District Library Board	This board reports to the district library; however, two members are appointed as the representatives from the City of Wayland. They are the governing board for the library and library programs.
911 Policy and Procedure Board	This is a county board, with two representatives from the City of Wayland, and they govern emergency medicine response in Allegan County.