



# Town of Santee

## VOLUNTEER BOARD APPLICATION

Thank you for your interest in serving on the Town of Santee’s Board or Committee. Please complete the application and submit it to Willia Wright, *Clerk*. Submit via email ([wwright@townofsantee-sc.org](mailto:wwright@townofsantee-sc.org)), mail, or hand-delivery. You may submit your resume and/or cover letter with the application. Incomplete applications will not be considered. Job descriptions are below, except for the Municipal Election Commission and Special Events Committee.

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

Phone: \_\_\_\_\_ Cell: \_\_\_\_\_ Email: \_\_\_\_\_

Are you a Santee resident?  Yes  No

Do you own a business in Santee?  Yes  No If yes, note business name and address: \_\_\_\_\_

Board/Committee of Interest ( Check one or more)

- |  |   |   |
|--|---|---|
| <input type="checkbox"/> Planning Commission | <input type="checkbox"/> Board of Zoning Appeals  | <input type="checkbox"/> Architectural Review Board |
| <input type="checkbox"/> Election Commission | <input type="checkbox"/> A-Tax Advisory Committee | <input type="checkbox"/> Special Events Committee   |

Availability meeting in the evenings:  Yes  No

Have been convicted or plead guilty to a felony or misdemeanor?  Yes  No If yes, explain \_\_\_\_\_

Have you ever served on a municipal or county board/committee before?  Yes  No

If yes, list board/committee type, municipality/county name, and length of services. \_\_\_\_\_

List & describe other volunteer activities (i.e. coaching, school or faith-based activities, etc.) \_\_\_\_\_

**INTERESTS & TRAINING/ AREA OF EXPERTISE:** \_\_\_\_\_

**Briefly, why do you want to volunteer?** \_\_\_\_\_

### REFERENCES

Name: \_\_\_\_\_ Email/Phone: \_\_\_\_\_

Name: \_\_\_\_\_ Email/Phone: \_\_\_\_\_

I attest the information provided is accurate and true. I understand the final decision to appoint any Board/Committee member rests with the Town of Santee’s Council. Applications will be held on file for one year from the below date.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

## BOARD DESCRIPTIONS/INFORMATION

**No experience is required to serve on a board.** Training will be provided. Board members must be:

- Passionate about the Santee.
- Professional.
- Critical thinkers.
- Unbiased and Objective.
- Committed to serving.

### **Planning Commission (PC)**

#### *Description*

The Planning Commission (PC) is the policy arm of the town council in shaping growth and development through its zoning and land development processes. PC makes recommendations to the town council for the adoption of zoning and land development amendments, and rezoning. It grants, modifies, or denies development and rezoning applications.

Term Length 3 Years | Meeting Day: First Mondays at 6:00 p.m. | Meeting Frequency: Monthly

### **Architectural Review Board (ARB)**

#### *Description*

The Architectural Review Board reviews and makes recommendations on applications for developments and renovations in our overlay district and town-wide. ARB grants, modifies, or denies applications for appropriateness.

Term Length 3 Years | Meeting Day: Second Tuesdays at 6:00 p.m. | Meeting Frequency: Monthly

### **Board of Zoning Appeals (BZA)**

#### *Description*

The Board of Zoning Appeals (BZA) is a quasi-judicial board that adjudicates Special Exceptions, Variances, and Administrative Appeals on findings of facts. Members must have an unbiased approach to deliberating on requests per our ordinances and State statutes.

Term Length 3 Years | Meeting Day: Varies at 6:00 p.m. | Meeting Frequency: Rarely

### **Accommodation [A-Tax] Advisory Committee**

#### *Description*

The A-Tax Committee reviews all applications for expenditure of state accommodation funds per S.C. Code 1976, § 6-4-25. Applications are from non-profit and non-public organizations seeking funding for tourism-related projects. The Commission makes funding recommendations to the town council for council approval.

Term Length 2 Years | Meeting Day: Varies and Time: Varies | Meeting Frequency: Quarterly  
Meetings are typically during the day.