



# CITY OF PRAIRIE VIEW

## APPLICATION FOR BOARDS, COMMITTEES, COMMISSIONS

### Contact Information

Name:		Email:	
Address:			
Home:	Work:	Cell:	
Preferred contact method?			
I have felony convictions.* <i>Note any involvement or incident that may affect your being bonded, such as felony convictions. <b>Applicants are required to submit an official criminal history report from the Department of Public Safety for consideration.</b></i>		Yes	No
Related to the Mayor or City Council Members: <i>I am related to:</i>		Yes	No

\*The City's Boards / Commissions / Committees are positions of public trust. Please note that having a felony conviction may disqualify you from appointment for some boards/commissions/committees.

### Select One

<input type="checkbox"/>	Board of Adjustment
<input type="checkbox"/>	Board of Appeals
<input type="checkbox"/>	Planning and Zoning Commission
<input type="checkbox"/>	4-B Economic Development Corporation
<input type="checkbox"/>	Crime Control and Prevention District

### Public Access Option

The Texas Public Information Act allows employees, public officials, and former employees and officials to elect whether to keep certain information about them confidential. Unless you choose to keep your information confidential, the following information about you may be subject to public release if requested under the Public Information Act.

Please indicate whether you wish to allow public release of the following information.

	Public Access	No	Yes
Home Address			
Home Telephone Number or Cellular Telephone Number			
Email Address			
Social Security Number			
Texas Driver's License			

**Where to send your application:**

Mail: City Secretary, PO Box 817, Prairie View, Texas 77446-0817

Email: [jwillman@prairieviewtexas.gov](mailto:jwillman@prairieviewtexas.gov)

or

Drop off application: City Secretary's Office, Prairie View City Hall, 44500 U.S. Business 290, Prairie View, Texas 77446

### **Application Process**

- ✓ Board applicants must be residents of the City of Prairie View to serve on any City Board, Committee, or Commission or City-affiliated boards, committees, or commission.
- ✓ A separate application is required for each Board, Committee, or Commission.
- ✓ Attach a copy of your Texas Driver's License. This is required to confirm you are a resident of the City of Prairie View.
- ✓ Applications must be updated every twelve (12) months to remain active except for Boards, Committees, or Commissions whose terms are for two years. See description for term details.
- ✓ Please submit a resume with your application.

### **Selection Process**

- ✓ Board appointments are confirmed by City Council action.
- ✓ Board/Committee/Commission applications will be scheduled for consideration on a City Council Meeting Agenda. All application materials will be provided to the Mayor and City Council.
- ✓ The Mayor and City Council Members may schedule an interview with prospective applicants.

### **BOARD / COMMITTEE / COMMISSION DETAILS**

**Board of Adjustment** – The Board of Adjustment has the power to review and approve variances from zoning ordinance requirements and administrative decisions (zoning interpretations) that create unnecessary hardships in the development of a property because of exceptional or extraordinary conditions. The Board of Adjustment makes the final decision on cases that it considers; variances are not passed on to the City Council for final approval. Meetings on held as needed and on an on-call basis.

**Board of Appeals** – The Board of Appeals shall consist of five members, including two alternates, who are qualified by experience and training to pass on matters pertaining to property maintenance and who are not employees of the

jurisdiction. The *Code official* shall be an ex-officio member but shall have no vote on any matter before the Board. The board shall be appointed by the chief appointing authority and shall serve staggered and overlapping terms.

**Planning and Zoning Commission** - The Planning and Zoning Commission acts as an advisory board to the City Council on land-related use applications and matters. Meetings are held on an as needed basis.

**4-B Economic Development Corporation Board** – The 4-B Economic Development Corporation Board supports and may fund projects which promote new or expanded businesses creating or retaining primary jobs.