



## Boards and Commissions 2016-17 Summary of Vacancies

### **Board of Architectural Design and Historic Review – 1 vacancy**

**Term:** 3 years with no member serving more than two-(2) consecutive terms. Former members may be reappointed after the expiration of two-(2) years.

**Purpose:** The Board is responsible for administering and enforcing the provisions of the Architectural Design & Historic Review Ordinance of the City of Spartanburg dated March 6, 1995.

**Membership:** This is a nine-(9) member board comprised of persons who have demonstrated civic interest and have general knowledge of and interest in history and historic preservation. At least four-(4) members shall be citizens who are knowledgeable in one of the following disciplines: archeology, architecture, landscape architecture, American history, urban planning, engineering, environmental science, law, banking or real estate. A historian and professional architect will serve at all times. None of the voting members may hold any other public office or position in the City. **Members must be residents of the City of Spartanburg.**

**Meetings:** Second Thursday of every month at 5:30 p.m. in the City Council Chambers located at 145 West Broad Street, if business is received. **Compensation:** None

**City Staff Contact:** Chris Story, Assistant City Manager – 596-2712

### **Construction Board of Adjustments and Appeals – 4 vacancies**

**Term:** 3 years

**Purpose:** To hear appeals from decisions of the Building Inspections Department and the Fire Division of the City of Spartanburg. The Board shall be comprised of 9 individuals with knowledge and experience in the technical codes such as design professionals, contractors or building industry representatives. Two such board members should consist of one member at large from the building industry and one member at large from the public.

**Meetings:** On-call as requested.

**Compensation:** None

**City Staff Contact:** Buddy Bush, Building Inspector – 596-2111

### **Design Review Board - 1 vacancy**

**Term:** Members shall serve for terms of three (3) years. No member shall serve for more than two (2) consecutive terms. Attendance - A member's failure to attend three (3) consecutive meetings or fifty percent (50%) of regularly scheduled meetings in any twelve-(12) month period may result in a member being removed by Council from the Commission or Board.

**Purpose:** a)To make advisory opinions to the Planning Director (if requested) on all projects proposed for construction or alteration under the purview of this Code; b)To make final determinations on the compliance of all new construction applications in DT-6, along those frontages designated as Required Shopfront (Section 4.2), and for all lots 2 acres or greater; c)Design Review shall not be required for the following: 1)Interior alterations and changes in use; 2)Exterior alterations in the first or second layer that are considered maintenance or minor in nature and are otherwise compliant with this Code; 3)Exterior alterations not visible from the right-of-way; 4)Accessory structures in the third layer; 5)Expansions or alterations to parking in the third layer; 6)signs in accordance with this Code.

**Membership:** A five (5) member Board, which **members should be a resident of the City of Spartanburg or have a significant business interest in the City of Spartanburg.** The majority of the members of this board shall have an expertise in building design and construction (e.g. architecture, urban design, landscape architecture, construction).

**Meetings:** 1st Tuesday of every month at 5:30 p.m. if there is business. Special called meetings as needed.

**Compensation:** None

**City Staff Contact:** Chris Story, Assistant City Manager 596-2712

**Public Safety Committee – 1 vacancy (eligible for reappointment)**

**Term:** 3 years

**Purpose:** To assist in development, promote, and support the programs and efforts of the Public Safety Department of the City of Spartanburg.

**Membership:** Twelve (12) members who **must be residents of the City.**

**Meetings:** First Monday of the month from September to May, as well as special meetings.

**Compensation:** None

**City Staff Contact:** Deputy Chief Jennifer Kindall, Public Safety – 596-2820

**Storm Water Appeals Board – 3 vacancies**

**Term:** 3 years

**Purpose:** The Storm Water Appeal Board shall hear and determine appeals (to a “stop work order” or permit revocation for particular projects) in a quasi-judicial capacity within thirty (30) days of the receipt of the Storm Water Manager’s notice or such other times as may be mutually agreed upon and will render a decision within ten (10) working days after the appeal has been heard.

**Membership:** Five (5) members **who must be residents of the City of Spartanburg.** Members should have knowledge of civil engineering, landscape architecture, architecture and/or land surveying.

**Compensation:** None

**City Staff Contact:** Jay Squires, Storm Water Manager – 596-2089

**Zoning Board of Adjustments and Appeals – 2 vacancies**

**Term:** 3 years

**Purpose:** Provides a forum for appeal for any persons that are aggrieved by the zoning administrator or are seeking a variance of special exception to the requirements of the zoning ordinance.

**Membership:** Seven (7) member board. **Members must be a resident of the City of Spartanburg.**

**Meetings:** Second Tuesday of each month at 5:15 p.m. in City Council Chambers, if business is received.

**Compensation:** None

**City Staff Contact:** Chris Story, Assistant City Manager – 596-2712