



Boards and Commissions 2013 Summary of Vacancies

Accommodations Tax Advisory Committee – 3 vacancies

Term: 4 years

Purpose: To make recommendations on the expenditure or revenues generated from the Accommodations Tax. A majority of the members must be selected from the hospitality industry. Two-(2) of these members must be from the lodging industry. One-(1) member shall represent the cultural organizations of the City.

Meetings: On call as required **Compensation:** none

City Staff contact: Mitch Kennedy, Community Services Director – 596-2052

Alcohol & Drug Abuse Commission – 4 vacancies

Term: 5 years

Purpose: Established by City Council & County Council to serve as Approval Board for all activities of the Commission. Participates in planning procedures by giving advice from professional, administrative & financial experience.

Membership: Ten (10) members - City Council appoints five (5) members & County Council appoints five (5) members. (5 year term) City Council appointed members may not be reappointed to a second term.

Meetings: Third Monday, every other month. **Compensation:** None

City Staff contact: Mitch Kennedy, Community

Board of Architectural Design and Historic Review – 2 vacancies

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. Members must be residents of the City of Spartanburg.

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. 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: If business is received, the Board meets the second Thursday of every month at 5:30 p.m. in the City Council Chambers located at 145 West Broad Street

Compensation: None

City Staff contact: Josh Henderson, Planner – 596-2069

Bicycle and Pedestrian Committee – 1 vacancy

Term: 3 years

Purpose: The City Council shall **appoint as members of the Bicycle and Pedestrian Committee seven (7) persons who should be a resident or have a significant business interest in the City of Spartanburg.** The majority of the members of the committee shall have knowledge of urban planning, trails and greenways, active living, exercise science, or other comparable skill sets as determined by Council to be appropriate.

Duties of the committee would include: (a) Conducting quarterly meetings with senior city staff; (b) assisting City in developing a process for prioritization of bicycle/pedestrian projects that are financially feasible, enjoy broad based support, and which recognize the necessity to partner with organizations such as SPATS, SCDOT, private foundations, schools, and local businesses; (c) Review and assess planned public improvement projects and provide recommendations to incorporate bicycle and pedestrian features where feasible; (d) Assist the City in marketing and promotion of existing bicycle and pedestrian infrastructure; (e) Assist the City in organizing events to promote bicycle and pedestrian activity; (f) Assist the City in recognizing local businesses that incorporate bicycle and/or pedestrian infrastructure or activities into their projects or programs; (g) Provide recommendations to City on opportunities to leverage and connect new development projects via bicycle and/or pedestrian projects; (h) Pedestrian improvements; (i) Make an annual report to City Council on bike/ped activities, recognition; (j) Assist the City in developing and measuring benchmarks for bicycling and walking in the City; (k) Review and comment on changes to zoning, development code, comprehensive plan, and other long-term planning and policy documents as they relate to bicycle and pedestrian activity and safety including any updates to the Spartanburg County Bicycle and Pedestrian Master Plan.

Meetings: Every other month at the CoffeeBar. Dates vary.

Compensation: None

Contact: Laura Ringo, Executive Director, Partners for Active Living (598-9638) The City of Spartanburg has a partnership with PAL (a local non-profit organization) to provide staff support for this committee.

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 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

Housing Authority – 1 vacancy

Term: 5 years

Purpose: To operate the City Housing Authority, including but not limited to the making of rules, regulations, filing applications for and constructing facilities as approved by City Council in accordance with State Law. One member must be a resident of an Authority-owned property.

Membership: Seven members - appointed by City Council

Meetings: Second Wednesday of each month at 5:30 p.m.

Compensation: None

Planning Commission – 4 vacancies

Term: 4 years

Purpose: Reviews rezoning petitions, subdivision plats and text amendments to the Zoning Ordinance. The commission also prepares and updated the Comprehensive Plan of the City. **Members must be residents of the City of Spartanburg.**

Meetings: Third Thursday of each month at 7:00 p.m.

Compensation: None

City Staff contact: Josh Henderson, Planner – 596-2069

Public Safety Committee – 3 vacancies

Term: 3 years

Purpose: To develop, promote, and support the programs and efforts of the Public Safety Department of the City of Spartanburg. **Members 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: Col. Jennifer Kindall, Public Safety – 596-2820

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. **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, unless there is no business.

Compensation: None

City Staff contact: Josh Henderson, Planner – 596-2069