

# APPLICATION FOR APPOINTMENT



41 Perimeter Center East, Ste 250 | Dunwoody, GA 30346  
 Phone: (678) 382-6700 | Fax: (678) 382-6701

The Dunwoody City Council believes that citizens bring valuable insights and are a skilled resource in the community. The Council encourages all citizens to consider becoming involved in the city government by serving on a Board, Commission, or Committee. Applications are accepted throughout the year.

To be considered for an appointment to a municipal board, commission, or committee, please complete and submit the following application and send it with a resume to the City Clerk, Sharon Lowery. Applications and resumes may be submitted by e-mail to [sharon.lowery@dunwoodyga.gov](mailto:sharon.lowery@dunwoodyga.gov), by fax to (770) 396-4705, or by mail to 41 Perimeter Center East, Suite 250, Dunwoody, GA 30346.

**\* Applicant Information**

Name:		
Address:		
Phone:	Cell:	
Email:		
Place of Employment:	Occupation	
How long have you been a resident of Dunwoody?	Years	Months

**\* Board / Commission / Committee for which you would like to be considered**

<input type="checkbox"/> Alcohol License Review Board	<input type="checkbox"/> Planning Commission
<input type="checkbox"/> Audit Committee	<input type="checkbox"/> Sustainability Committee
<input type="checkbox"/> Board of Ethics	<input type="checkbox"/> Town and Gown Committee
<input type="checkbox"/> Community Council	<input type="checkbox"/> Urban Redevelopment Agency
<input type="checkbox"/> Construction Board of Adjustment and Appeals	<input type="checkbox"/> Volunteer Coordinating Committee
<input type="checkbox"/> Convention and Visitors Bureau of Dunwoody	<input type="checkbox"/> Zoning Board of Appeals
<input type="checkbox"/> Design Review Advisory Committee	
<input type="checkbox"/> Development Authority	<input type="checkbox"/> No preference, I just want to volunteer!

**\* Interest and Experience (Please also attach or submit a resume)**

Why are you interested in serving on a board / commission / committee?
What experience do you possess that would be of benefit to a board / commission / committee?

**\* Terms & Conditions**

*I hereby attest that all statements and information provided in this application are true to the best of my knowledge. I understand that I may be interviewed prior to consideration for appointment.*

*I hereby agree that if appointed to serve as a member of a City of Dunwoody Board, Commission, or Committee, I will spend my time, skills, and energy on the goals and mission of the Board, Commission, or Committee including preparation for meetings. Furthermore I agree that, if appointed, my term will be governed by the By-laws of the Board, Commission, or Committee to which I am appointed.*

*I understand that if appointed, I will make an effort to attend all meetings and must attend at least two-thirds of the scheduled meetings in order to remain a member in good standing.*

Applicant's Name:	
Applicant's Signature:	Date:

# Overview of Boards, Commissions, and Committees



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The Dunwoody City Council encourages all citizens to consider becoming involved in City government by serving on a City Board, Commission, or Committee. Applications are accepted throughout the year.

The terms of our boards do not share a common anniversary date rather are appointed throughout the year as vacancies arise and/or terms conclude. All board members, except as otherwise noted, are appointed by the Mayor and confirmed by the City Council.

To obtain further information or an application, please contact Dunwoody's City Clerk, Sharon Lowery, at 678-382-6711 or [sharon.lowery@dunwoodyga.gov](mailto:sharon.lowery@dunwoodyga.gov).

## **Alcohol License Review Board:**

- 5 members, 4-year terms
- Meets on an "as-needed" basis (last met in 2012)
- Serves as a deciding body to hear appeals from denials, revocations, or suspensions of alcohol licenses

## **Audit Committee:**

- 5 members, 4-year terms
- Meets on an "as needed" basis (held 3 meetings in 2013)
- Oversees and assesses the management of the auditor function

## **Board of Ethics:**

- 5 members, 3-year terms
- Meets on an "as needed" basis (held 6 meetings in 2013)
- Conducts hearings as needed to decide upon specific cases in which a violation of the City's Ethics Ordinance has been alleged by the filing of a written complaint

## **Community Council:**

- 7 members, 3-year terms
- Meets 2<sup>nd</sup> Thursday of every month at 7:00 p.m. at City Hall (held 3 meetings in 2013)
- Serves as a recommending board to the Planning Commission and City Council. Reviews rezoning requests and code text amendments and is charged with relaying information to their neighborhood organizations and associated interested parties. The Community Council serves as a means for new applications to be announced and publicized in advance of the state-mandated Public Hearings that occur at Planning Commission and City Council meetings.

## **Construction Board of Adjustment and Appeals:**

- 5 members, 4-year terms
- Meets on an "as needed" basis (held 1 meeting in 2013)
- Quasi-judicial citizen board hears and decides cases in which contractors or property owners are aggrieved by the decision of the Chief Building Official, or seek a variance for leniency or relief from the building code. Members should have a background in professional, licensed building and development trades (i.e. general contracting, specialty contracting, architecture, engineering, etc.).

## **Convention and Visitors Bureau of Dunwoody (CVBD):**

- 9 members, 4-year terms
- Meets on an "as needed" basis (held 5 meetings in 2013)
- The CVBD expends 2% of the hotel/motel tax revenue collected by the City for the purposes of promoting, attracting, stimulating, and developing conventions and tourism for the City.
- The CVBD is comprised of three hotel members, one trade member from the restaurant or retail industry, an executive of the PCIDs, one member selected by the Chairman of the Dunwoody Chamber of Commerce, and three ex-officio voting members selected by the Dunwoody City Council Members from each of the City's three districts.

**Design Review Advisory Committee:**

- 7 members, 2-year terms
- Meets on an “as needed” basis (held 13 meetings in 2013)
- Reviews and makes recommendations to staff regarding applications for sign permits, development permits, and building permits within the Dunwoody Village Overlay District.

**Development Authority:**

- 7 members, 4-year terms
- Meets on an “as needed” basis (held 5 meetings in 2013)
- Promotes trade, commerce, industry, and employment opportunities. The Authority is allowed to package bond financing for companies based on their investment and the number of jobs created.

**Planning Commission:**

- 7 members, 4-year terms
- Meets 2<sup>nd</sup> Tuesday of every month at 7:00 p.m. at City Hall (held 3 meetings in 2013)
- Serve as a recommending body to the Mayor and City Council. The Planning Commission’s main function is to provide the public opportunity to review rezoning requests, code text amendments, and special land use permit requests and other zoning decisions subject to the Georgia Zoning Procedures Act.

**Sustainability Committee:**

- 7 members, 4-year terms
- Meets 2<sup>nd</sup> Thursday of every month at 7:45 a.m. at City Hall (held 11 meetings in 2013)
- Recommends environmental and sustainable policies and procedures to reduce the environmental footprint of the City and provides public education and outreach on sustainability issues

**Town and Gown Committee:**

- 14 total members, indefinite terms  
7 members appointed by the City  
7 members appointed by GPC
- Meets on an “as needed” basis (last met in 2012)
- The Town and Gown Committee works cooperatively to address ongoing issues of mutual concern between Georgia Perimeter College and the City

**Urban Redevelopment Agency:**

- 7 members, 4-year terms
- Meets on an “as needed” basis (held 3 meetings in 2013)
- Responsible for encouraging the redevelopment of property included in a designated urban redevelopment area such as “Project Renaissance”

**Volunteer Coordinating Committee:**

- 7 members, 4-year terms
- Meets on an “as needed” basis (coordinated the Clean-Shine-Fix up Dunwoody Day in 2013)
- Promotes and facilitates volunteer involvement by partnering local businesses, nonprofit organizations, government organizations, places of worship, schools, and individuals

**Zoning Board of Appeals:**

- 7 members, 4-year terms
- Meets 1<sup>st</sup> Thursday of every month at 7:00 p.m. at City Hall (held 11 meetings in 2013)
- Hears and decides cases requesting variances to the zoning ordinance, sign ordinance, and the development and environmental ordinance. Further, the ZBA hears cases requesting an appeal to a staff interpretation and/or decision on these same ordinances. An appeal to a decision of the ZBA is made to the Superior Court of DeKalb County.

# Boards, Commissions, and Committees



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The City of Dunwoody appreciates all citizens that are involved in their local government by serving on a City Board, Commission, or Committee. The following list details the current City of Dunwoody Boards, Commissions, and Committees and their membership.

## Alcohol License Review Board

- Sally Horan
- Brain Sims
- Worth Wells
- Beverly Wingate
- Steve Zisser

## Audit Committee

- Michael Dendinger
- Barbara Jesup
- Stuart McLemore
- CJ Schneller
- Laura Swenson

## Board of Ethics

- Steven A. Blaske
- John Francis
- Wade McGuffey
- Janet Webb
- Wade Wright

## Community Council

[communitycouncil@dunwoodyga.gov](mailto:communitycouncil@dunwoodyga.gov)

- Claire Botsch
- Rick Callihan
- Clayton Coley
- Tony Delmichi
- Norb Leahy
- Debbie Montgomery
- Sam Verniero

## Construction Board of Adjustments and Appeals

- Monroe Brock
- Dick Drake
- Charles Juray
- Howard Karchmer
- Elliott Usher

## Convention and Visitors Bureau of Dunwoody

- Bob Cottle
- Peter Dunn
- Shelly Faraj
- Bill Grant
- Mallard Holliday
- Donna Adams Mahaffey
- Michael Menis
- Brad Sturgeon
- Brian Olson

## Design Review Advisory Committee

- Joyce Amacher
- Bill Grossman
- Bill Grant
- Alan Mothner
- Sam Portis
- Bill Robinson
- Beverly Wingate

## Development Authority

- Jeff Ackermann
- Jim Gaddis
- Greg Killeen
- Bill McCahan
- Robert Miller
- Bill Robinson
- Jonathan Sangster

## Planning Commission

[planningcommission@dunwoodyga.gov](mailto:planningcommission@dunwoodyga.gov)

- Kirk Anders
- Bob Dallas
- Tom Dwyer
- Bill Grossman
- Renate Herod
- Paul Player
- Heyward Wescott

## **Sustainability Committee**

[sustainability.committee@dunwoodyga.gov](mailto:sustainability.committee@dunwoodyga.gov)

- Debbie Gordon
- Connie Morelle
- Lee Peterson
- Billy Parrish
- Joe Secorder
- Kate Sloan
- David Southerland

## **Urban Redevelopment Agency**

- Al Adams
- Olen Akers
- Kathryn Chambless
- Kerry de Vallette
- Gordon Jackson
- Ken Wright

## **Zoning Board of Appeals**

[zoningboardofappeals@dunwoodyga.gov](mailto:zoningboardofappeals@dunwoodyga.gov)

- Ardy Bastien
- Ed Godshall
- Bill McCahan
- Rick Otness
- Gerri Penn
- Joe Tuttle
- Kristen Wescott