



Application for Boards and Committees

Application Date: _____

The Town of Highlands invites citizens to apply for various Boards and Committees appointed by the Board of Commissioners each year.

Town policy (and in some cases State law) requires that a majority of the members of the Planning Board shall reside within the corporate limits of the Town. The Zoning Board of Adjustment membership shall consist of a minimum of five (5) members who reside within the corporate limits of the Town and two (2) members who reside outside the corporate limits, but who own property or a business within the corporate limits. These members shall also reside within the Highlands Township.

Citizens appointed to Boards and Committees of the Town shall not be limited to a specific consecutive term limit, except for the ABC Board and Zoning Board of Adjustment. Appointees to ABC Board and Zoning Board are limited to serving two consecutive three-year terms, and may not be re-appointed again until a minimum of one year has elapsed from expiration of their second term. The Planning Board serves one year terms with option for reappointments annually. Faithful attendance at all meetings is expected of all appointees to Boards and Committees of the Town. A member failing without good cause to attend more than three (3) sequential monthly meetings, or more than four (4) monthly meetings within a twelve-month period, shall be asked by the Board to resign.

If you are interested in serving on one of the Boards or Committees, please complete the following application.

Name _____ Date of Birth _____

Home Address _____ Home Phone _____

_____ Cell Phone _____

Employer _____ Work Phone _____

E-mail Address: _____ FAX: _____

How long have you lived in Highlands? _____

Board or Committee for which you are applying:

____ Zoning Board
____ Planning Board

____ Scholarship Committee
____ ABC Board

Are you currently serving on any other Board or Committee? _____

List any Boards or Committees on which you have served in the past, if any, and the approximate dates:

Board or Committee	Dates Served	
	From _____	To _____
_____	From _____	To _____

Why are you interested in serving on this Board or Committee?

What is your educational or employment background as it pertains to your application?

List any pertinent interests, skills, and areas of expertise, professional organizations, or other activities:

Affirmation of Eligibility:

1. Has any formal charge of professional misconduct, criminal misdemeanor, or felony ever been filed against you in any jurisdiction? Yes No

If yes, please explain:

2. Do you feel there is any potential conflict of interest that would create a problem or prevent you from fairly and impartially discharging your duties? Yes No

If yes, please explain:

I understand that this application is public record, and I certify that the facts herein are true and correct to the best of my knowledge.

Signature _____

Date _____

Return form to: Gibby Shaheen
Town Clerk
PO Box 460
Highlands, NC 28741

FAX 828.526.2595
gibby.shaheen@highlandsnc.org