



Town of Ponce Inlet  
4300 South Atlantic Avenue  
Ponce Inlet, FL 32127  
(386) 236-2180

## Application for appointment to the **CODE ENFORCEMENT BOARD**

*Please note that all information provided becomes a public record upon receipt.*

Each member of the Board shall be a qualified elector of the Town of Ponce Inlet and preference for appointment will be given to full-time residents per Section 2-91(g) of the Town's Code of Ordinances. Meetings are held at 9:30 am on the fourth Monday of each month in the Council Chambers at 4300 S. Atlantic Ave, Ponce Inlet, FL.

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Daytime Telephone: \_\_\_\_\_ Cell: \_\_\_\_\_

E-mail address: \_\_\_\_\_

Residency status:     Full-time     Part-time

Is this an application for *re-appointment*?     Yes     No – If yes, year first appointed: \_\_\_\_\_

All actions and duties of members of the Code Enforcement board shall be governed by Chapter 162, Florida Statutes.

The Board By-Laws state that membership should, "whenever possible, include an architect, a business person, an engineer, a general contractor, a subcontractor and a realtor." Please indicate if you have experience, education, and/or interest in any of the following fields:

- |   |                                      |
|---|--------------------------------------|
| <input type="checkbox"/> Architecture                     | <input type="checkbox"/> Real Estate |
| <input type="checkbox"/> Business Ownership/Management    | <input type="checkbox"/> Engineering |
| <input type="checkbox"/> General Contracting/Construction |                                      |

If yes, please explain: \_\_\_\_\_

\_\_\_\_\_

Are you familiar with Parliamentary Procedure?     Yes     No

If yes, please explain when and where you have received training and in what capacity you were serving at the time: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Are you familiar with the Government in the Sunshine law?  Yes  No  
If yes, please explain when and where you have received training and in what capacity you were serving at the time: \_\_\_\_\_

Are you familiar with Quasi-Judicial procedures?  Yes  No  
If yes, please explain when and where you have received training and in what capacity you were serving at the time: \_\_\_\_\_

Please provide any additional information you feel may be helpful for consideration of your appointment to the Board: \_\_\_\_\_

PLEASE NOTE: Those seeking appointment to the Code Enforcement Board must also complete a **Form 1 Statement of Financial Interests** (submit to Supervisor of Elections). Members of this board are required by the State Commission on Ethics to complete this form initially and annually.

*I hereby affirm that I am a resident and qualified elector of the Town of Ponce Inlet and that the information provided on this application is true and accurate.*

\_\_\_\_\_  
Signature of Applicant \_\_\_\_\_  
Date

|  |
|--|
| STATE OF FLORIDA    }<br>COUNTY OF VOLUSIA }   |
| Affirmed and subscribed before me this _____ day of _____<br>by _____ who is personally known to me or has produced the<br>following form of identification: <input type="checkbox"/> Driver's License/State: _____ <input type="checkbox"/> ID/Type: _____<br><p style="text-align: right;">Notary Stamp/Seal</p> |
| _____<br>Notary Public   |

|   |   |
|---|---|
| <b>STAFF USE ONLY</b>   |   |
| Application received by: _____  | Date: _____   |
| Proof of residency verified: <input type="checkbox"/> FL Driver's License | <input type="checkbox"/> Voter Registration verified? _____ |
| Date of Council meeting: _____  | Letter sent: _____  |
| <input type="checkbox"/> Appointment <b>APPROVED</b>                      | <input type="checkbox"/> Appointment <b>DENIED</b>          |