



### **What is an Advisory Board?**

Advisory board members serve in a voluntary capacity and are appointed by the Town Council upon recommendation of the sitting board members. Each board has its own set of responsibilities: some only make recommendations to the Town Council, and others make determinations based on evidence and testimony presented to them. All of the Town's boards follow the State's Sunshine Law for meetings, and board members cannot discuss agenda items amongst themselves outside of the public meetings.

### **Planning Board**

This board reviews and makes recommendations to Town Council on proposed changes to the Comprehensive Plan and Land Use and Development Code as well as applications for quasi-judicial land use applications such as site plans, conditional uses, street vacations, special exceptions and development plans. The Planning Board has the authority to review and approve variances, as well as certain types of appeals.

The Planning Board meets on the first Tuesday evening of each month.

### **Parks, Recreation and Tree Advisory Board**

This board reviews tree removal applications as well as tree and native vegetation regulations, and makes recommendations to Town Council regarding our parks.

The Parks, Recreation and Tree Advisory Board meets on the fourth Monday evening of each month.

### **Historic & Archaeological Preservation Advisory Board**

Members of this board have been instrumental in the designation of historic landmark sites and buildings in the Town. They review applications for Certificates of Appropriateness and Certificates to Excavate to ensure that the character of the Town's historic and cultural resources is protected. They further advise the Town Council on decisions regarding the Ponce Inlet Historical Museum, located at 143 Beach Street.

The Historic and Archaeological Preservation Board meets on the first Thursday morning of each month.

### **Code Enforcement Board**

This board hears cases of unresolved code violations when efforts to achieve voluntary compliance have not been successful.

The Code Enforcement Board meets on the fourth Monday morning of the month when there are cases to be heard.

### **Volunteer Opportunities**

The Town is currently seeking volunteers to serve as Board members or alternates. To view current board vacancies and apply for any of these boards, please visit the volunteer page [here](#) or call 386-236-2181.