



## **City of Spring Lake Park Boards and Commissions**

### **Planning Commission**

The Planning Commission consists of between five and seven members, serving staggered three year terms. The Planning Commission advises the City Council on land use actions for the City Council. The Planning Commission is charged with preparing and recommending a Comprehensive Plan. The Planning Commission also holds public hearings and making recommendations on land use actions such as amendments to the official zoning map, zoning ordinance text amendments, subdivision applications, conditional use permits and variance applications.

The Planning Commission generally meets on the 4<sup>th</sup> Monday of each month (except December) at 7:00pm at Spring Lake Park City Hall.

### **Parks and Recreation Commission**

The Parks and Recreation Commission serves in an advisory capacity to the City Council and the Parks and Recreation Director. The Parks and Recreation Commission reviews the condition and adequacy of park property, considers names for city park property, proposes regulations for control of city park property, advises on the preparation of specific park plans, and makes recommendations on park improvements and recreation program enhancements.

In addition to the above duties, members also help the Recreation Department with large group/family events such as the Turkey Shoot, Santa Breakfast and Parent/Child Mini Golf Tournament. The Commission also runs the concession stands at the youth softball tournaments in July. The money raised from these events is put into a special fund used for park development, as recommended by the Commission.

The Parks and Recreation Commission generally meets on the 1<sup>st</sup> Tuesday of each month at 6:00pm at Spring Lake Park City Hall



**APPLICATION  
BOARD/COMMISSION MEMBER**

These questions are designed to obtain information about your experience and interest in civic activities. You may return your application by mail, email or fax. **Mail to:** Administrator, Clerk/Treasurer's Office, 1301 81<sup>st</sup> Avenue NE, Spring Lake Park, MN 55432; **E-Mail to:** [jgooden@slpmn.org](mailto:jgooden@slpmn.org); or **Fax to** (763) 792-7257. Your application will remain on file for six months. If you have questions, please call the Administrator, Clerk/Treasurer's Office at (763) 784-6491. **Thank you for your interest!**

**Name:** \_\_\_\_\_  Adult (18+)  
 Student (under 18)

**Address:** \_\_\_\_\_ **Zip:** \_\_\_\_\_

**Home #:** \_\_\_\_\_ **Cell #:** \_\_\_\_\_

**Email:** \_\_\_\_\_ **Work #:** \_\_\_\_\_

Length of residence in Spring Lake Park (in years) \_\_\_\_\_ May we call you at work?  Yes  No

**I am interested in serving on the following commission:**

(If you have an interest in more than one commission, you may rank your choices)

- Planning and Zoning Commission
- Parks and Recreation Commission

Community, Civic or Volunteer Experience: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Interests and Hobbies: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Occupation and Work Experience (you may attach a resume if desired): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

*Please complete other side of application*

Educational Background/Training: \_\_\_\_\_

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What skills or personal qualities do you possess that would make you valuable as a board or commission member? \_\_\_\_\_

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Why are you interested in volunteering? \_\_\_\_\_

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**Conflicts of Interest**

No commissioner shall: (1) Enter into any contract with the city unless otherwise authorized by law. (2) Use their position to secure any special privilege or exemption for themselves or others. (3) Use their office or otherwise act in any manner which would give the appearance of or result in any impropriety or conflict of interest.

**IMPORTANT INFORMATION CONCERNING YOUR APPLICATION**

DATA PRIVACY NOTICE: Minnesota law requires that you be informed of the purposes and intended uses of the information you are providing on this application. Pursuant to Minnesota Statutes Section 13.601, your name, city of residence, employment history, volunteer work, awards and honors are public data and is available to anyone who requests the information. The data that you give us about yourself is also needed to identify you and assist in determining your suitability for the commission(s) for which you are applying. This data is not legally required, but refusal to supply the information requested may affect the City Council's ability to evaluate your application. Should you be appointed to serve on a board or commission, pursuant to Minnesota Statutes Section 13.601, your residential address and either a telephone number or electronic mail address (or both) where you can be reached also become public information.

*I have read and understand the data privacy information given above and authorize investigation of all statements contained in this application as may be necessary to arrive at an appointment decision. I certify that all answers given here are true, and I understand that any false information on or omission of information from this application will be cause for rejection of this application.*

\_\_\_\_\_  
*Applicant signature (electronic)*

\_\_\_\_\_  
*Date*