





**Application for the City of Jacksonville  
Citizen Advisory Committee for Review of Chapter One of the  
Jacksonville Comprehensive Plan, *Citizen Involvement***

Please print, or include an attachment with, responses to the following supplemental questions:

1. What experiences/training/qualifications do you have for this committee?
  
2. What specific contribution do you hope to make?
  
3. Briefly describe your involvement in relevant community groups and activities. (Lack of previous involvement will not disqualify you from consideration.)
  
4. Why do you want to become a member?
  
5. Please describe the function of the Comprehensive Plan.
  
6. This committee will meet monthly, or as needed. Meetings generally last two hours. Please identify a time of day that will best fit with your schedule:
  - Mornings
  - Afternoons
  - Evenings

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**I certify the information in this application and attachments are true and complete to the best of my knowledge. I understand that false or misleading statements or missing information is cause for rejection of application, removal of name from eligible list, or dismissal from the position. I hereby waive my rights to claims or damages against any employer and the City of Jacksonville, its officers, agents, and employees, in regard to this exchange of information. I have reviewed the Advisory and meet the minimum requirements to serve/volunteer in the desired position. I also authorize to permit any materials listed above to be copied and retained by the City of Jacksonville. I authorize the use of my photograph.**

**I will defend, indemnify and hold harmless the City of Jacksonville, its officers, employees, and agents from and against all liability or loss and against any and all claims, actions, causes of actions, proceedings or appeals based upon or arising out of or arising from or in connection with my conduct or performance as a volunteer with the City of Jacksonville including but not limited damage or injury to persons or property and including without limitation attorney fees and expenses; except for losses, claims or actions resulting from the sole negligence of the City of Jacksonville.**

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_



# Application for the City of Jacksonville

## Citizen Advisory Committee for Review of Chapter One of the Jacksonville Comprehensive Plan, *Citizen Involvement*

### Purpose of the CAC

On May 1, 2018, the Jacksonville City Council directed Jacksonville Planning Staff to draft an application in order to form a Citizen Advisory Committee to review Chapter One, *Citizen Involvement*, of the Jacksonville Comprehensive Plan. The overarching goal of the Citizen Involvement Chapter is, “to provide opportunity for the citizens of Jacksonville to be involved in the ongoing city planning process.” The *Citizen Involvement* chapter includes procedures to ensure effective public participation, including when Comprehensive Plan or Municipal Code amendments are proposed. The purpose of this CAC is to ensure that the Citizen Involvement Chapter supports achievable, practical, and effective public involvement.

### Function of the CAC

- All meetings will conform to legal requirements for public meetings, including public notice and record-keeping.
- CAC will review Chapter 1 of the Comprehensive plan and recommend revisions as necessary.
- All substantive alterations to the draft must be approved by a majority of CAC members.
- Staff will document all revisions by underlining proposed new text and striking through text proposed to be eliminated.

The CAC will write a Majority Report for consideration by the Planning Commission and, ultimately, the City Council when it reviews the Planning Commission recommendation.

### Criteria for Appointment

Membership on Jacksonville committees and commissions is open without regard to race, color, religion, sex, age, national origin, physical or mental disability, marital status, family status, veteran status, or membership in any other group protected by law in accordance with applicable federal, state, and local laws.

Applicants shall demonstrate an ability to understand complex issues and respect the diversity of interests of all parties.

Applicants shall demonstrate and encourage flexibility, and consider perspectives of non-participating citizens and interest groups.

### General Conditions for Appointment

CAC members shall be chosen by the Committee for Citizen Involvement upon the recommendation of the City Council at a public meeting. Member terms shall be for four years, with staggered terms determined by the CCI. All members shall serve without compensation.

Failure of any member to attend three consecutive meetings; misconduct; or nonperformance of duty, shall be cause for removal from the CAC by the Council.

The CCI shall have no authority to make any expenditures on behalf of the City or to obligate the city for payments of sums of money, without prior Council approval.