

Community Contribution Guide

Wesleyville Borough

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# Purpose and Introduction

The purpose of this guide is to inform Wesleyville residents about the various Commissions, Committees, Boards, and other avenues for active involvement within the Borough, allowing them to contribute to our community's ongoing success and look forward to a brighter future. This guide offers an overview of each available opportunity, including their individual missions, anticipated time commitments, and specific responsibilities. Please be advised, this guide is not comprehensive, there are many other ways of contributing to the community that might not be explicitly outlined here.

*We deeply appreciate your interest in taking a more active role in our shared community. Contributions to Wesleyville come in all shapes and sizes, and every effort, no matter how small, is invaluable in shaping our promising future. Thank you for being a part of our Wesleyville Team!*

**Next Steps**

When you’ve decided on which way you would like to contribute, please send a Letter of Interest to the Borough, via mail or email is good. If you are interested in potentially multiple positions, express that clearly within one letter. *An example of a letter of interest to the Borough is in the appendix of this document.*

With any questions or thoughts, please do not hesitate to reach out to the Wesleyville Borough office to discuss further!

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# Planning Commission

*For more information about the Planning Commission, visit PA Department of Community and Economic Development’s (DCED) website and view the publication they produced called “Planning Series 02: The Planning Commission in Pennsylvania”. URL:* [*https://dced.pa.gov/download/planning-series-02-the-planning-commission-in-pennsylvania/*](https://dced.pa.gov/download/planning-series-02-the-planning-commission-in-pennsylvania/)

**Time Commitment Estimate:**

**Shape the Future of Our Community: Join the Planning Commission!**

Are you passionate about our town's growth and development? Do you want to play a pivotal role in shaping its future? Joining the Planning Commission is your opportunity to make a real impact. We're looking for enthusiastic community members to help us create a vibrant, sustainable, and inclusive future for our municipality.

As a Planning Commission member, you'll have the chance to influence land use decisions, zoning regulations, and development projects that directly affect our community's well-being. Your ideas, expertise, and dedication will be invaluable in preserving our town's unique character while guiding responsible growth.

Join us in building a better tomorrow, one that reflects the aspirations and needs of our 3,000 residents. Be a part of the team that charts the course for our community's success. Together, we can make a lasting difference in our small Pennsylvania municipality. Join the Planning Commission and be a catalyst for positive change!”

**Description**

The Planning Commission plays a crucial role in guiding the development and growth of the borough, ensuring that it meets the needs and desires of its residents while adhering to relevant laws and regulations. The commission is responsible for assessing land use and zoning issues, creating comprehensive plans for the borough's development, reviewing and recommending changes to zoning ordinances, and providing recommendations to the borough council on various development-related matters. They often engage with the community to gather input and feedback, ensuring that the development aligns with the borough's long-term vision and goals.

**Responsibilities of a Planning Commission**

1. Comprehensive Planning: Developing and updating a comprehensive plan for the borough that outlines its long-term vision and goals for land use, transportation, housing, and economic development.
2. Zoning Ordinance Review: Reviewing and recommending changes to the zoning ordinance, which regulates land use, setbacks, building types, and other development-related regulations.
3. Land Development Review: Evaluating land development proposals and site plans to ensure they comply with zoning regulations, infrastructure requirements, and community standards.
4. Subdivision Review: Assessing proposed subdivisions to ensure they meet borough and state subdivision regulations, addressing issues like lot size, road access, and utilities.
5. Public Engagement: Engaging with the community to gather input and feedback on development proposals, comprehensive plans, and zoning changes, ensuring residents' concerns and opinions are considered.
6. Transportation Planning: Collaborating with transportation agencies to develop transportation plans that enhance mobility and accessibility within the borough.
7. Environmental Considerations: Addressing environmental concerns, such as stormwater management and open space preservation, to promote sustainable development practices.
8. Regional Coordination: Coordinating with neighboring municipalities and regional planning entities to ensure compatibility in land use and transportation planning.
9. Economic Development: Promoting economic development and revitalization efforts, including identifying areas for potential growth and investment.
10. Legal Compliance: Ensuring that all planning and zoning activities comply with Pennsylvania state laws, the Municipalities Planning Code (MPC), and other applicable regulations.
11. Policy Recommendations: Providing recommendations and advice to the borough council regarding land use policies, development projects, and changes to the comprehensive plan and zoning regulations.
12. Data Collection and Analysis: Collecting and analyzing data related to population trends, land use patterns, and other factors that influence planning decisions.
13. Annual Reporting: Preparing and presenting annual reports on the commission's activities and progress to the borough council and the public.
14. Long-term Vision: Maintaining a focus on the long-term health and sustainability of the borough while considering the economic, social, and environmental well-being of its residents.

# Shade Tree Commission

**Time Commitment Estimate:**

**Nurture Nature, Enrich Our Community: Join the Shade Tree Commission!**

Do you have a passion for trees and a love for our community? Are you inspired by the beauty of our urban forest? Joining the Shade Tree Commission is your opportunity to make a meaningful impact on our town's green landscape.

As a member of the Shade Tree Commission, you'll play a vital role in preserving and expanding our tree canopy. You'll help ensure clean air, provide habitat for wildlife, and enhance the beauty of our streets and parks. Your dedication to nurturing nature will contribute to a healthier, more vibrant community for all.

Join us in this green endeavor and be a part of the team that helps our town flourish, one tree at a time. Together, we can grow a more sustainable, resilient, and inviting environment for generations to come. Join the Shade Tree Commission and become a guardian of our community's natural heritage!

**Description**

The Shade Tree Commission is a local government body responsible for managing and promoting the health, preservation, and planting of trees within a municipality. This commission is dedicated to enhancing the community's tree canopy, which provides numerous environmental, aesthetic, and economic benefits.

**Responsibilities of a Shade Tree Commission**

1. Urban Forest Management: The Shade Tree Commission oversees the management of the urban forest, which includes all trees on public property, including streets, parks, and municipal properties.
2. Tree Planting and Maintenance: They plan and implement tree planting initiatives to increase the urban tree canopy. This includes selecting appropriate tree species, determining planting locations, and ensuring proper care and maintenance.
3. Tree Ordinances and Regulations: The commission may develop and enforce tree-related ordinances and regulations, including rules for tree removal, pruning, and protection during construction.
4. Arboricultural Guidance: They provide guidance and recommendations to property owners, developers, and residents on best practices for tree care, including pruning, disease management, and planting techniques.
5. Tree Inventory: Some Shade Tree Commissions conduct tree inventories to assess the health, age, and species of trees within the municipality. This information helps in making informed decisions about tree management.
6. Preservation of Heritage Trees: They may identify and protect significant or heritage trees within the community, which have historical, cultural, or ecological importance.
7. Environmental Stewardship: The commission promotes the environmental benefits of trees, including air and water quality improvement, energy conservation, and carbon sequestration.
8. Community Education: They educate the community about the importance of trees and may organize workshops, seminars, or educational programs to raise awareness about tree care and conservation.
9. Tree Canopy Planning: They develop long-term plans to enhance and sustain the community's tree canopy, taking into account factors like population growth, land use changes, and climate resilience.
10. Tree Hazard Assessment: The commission assesses and addresses tree hazards that pose risks to public safety, including diseased or damaged trees.
11. Grant and Funding Management: They may seek and manage grants, donations, or other funding sources to support tree-related projects and initiatives.
12. Collaboration: Shade Tree Commissions often collaborate with other local government departments, environmental organizations, and community groups to achieve their goals.
13. Advocacy: They advocate for the importance of trees within the community and work to garner support for tree-related initiatives.
14. Annual Reporting: The commission typically provides annual reports to the local government and the community, summarizing their activities and progress in tree management and conservation.

Shade Tree Commissions play a vital role in enhancing the overall quality of life within a community by preserving and promoting trees, which provide numerous environmental, social, and aesthetic benefits. Their responsibilities are focused on sustainable tree management, community education, and environmental stewardship.

# Civil Service Commission

**Time Commitment Estimate:**

**Serve with Honor and Integrity: Join the Civil Service Commission for the Police Department!**

Are you committed to ensuring fairness, transparency, and the highest standards of professionalism within our local police force? Your community needs you to join the Civil Service Commission for the Police Department.

As a member of this crucial municipal commission, you'll have a direct hand in shaping the recruitment, selection, and ethical conduct of our police officers. You'll help guarantee that our law enforcement team is composed of individuals who exemplify honor and integrity. Your dedication will ensure that our community receives the best protection and service from its police force.

Join us in upholding the highest standards in policing and building trust between our officers and the public. Be a part of the team that ensures our Police Department is a beacon of safety and accountability for our community. Join the Civil Service Commission for the Police Department and contribute to a safer and more just community for all.

# Parks and Recreation Committee

**Time Commitment Estimate:**

**Enrich Lives, Build Community: Join the Parks and Recreation Committee!**

Do you have a passion for green spaces, outdoor activities, and fostering a vibrant community spirit? Your town needs you to join the Parks and Recreation Committee.

As a member of this dynamic committee, you'll have a direct hand in creating and maintaining the heart of our community—the parks and recreational areas that bring us together. Your dedication will ensure that our parks are clean, safe, and bursting with fun activities for all ages.

Imagine organizing exciting events, enhancing playgrounds, and developing programs that make our town an even better place to live. Join us in making a difference, one soccer game, one picnic, and one joyful smile at a time.

Together, we can enrich lives, foster a sense of togetherness, and create lasting memories for our community. Join the Parks and Recreation Committee today and be a force for happiness in our town!

**Description**

A Parks and Recreation Committee is a local government body responsible for overseeing and promoting the development, maintenance, and programming of parks and recreational facilities within a municipality. Here is a general description of the Parks and Recreation Committee and its functions:

**Responsibilities of a Parks and Recreation Committee:**

1. Park Management: The Parks and Recreation Committee is responsible for managing and maintaining public parks and recreational areas within the community. This includes ensuring that parks are safe, clean, and well-maintained for public use.
2. Facility Development: The committee plays a role in planning and developing new parks, recreational facilities, and amenities such as playgrounds, sports fields, and community centers. They prioritize projects based on community needs and available resources
3. Program Coordination: They organize and oversee recreational programs and events for residents of all ages. This may include sports leagues, fitness classes, arts and cultural activities, and special events like concerts or festivals.
4. Budget Oversight: The committee is often involved in budgeting and financial planning for parks and recreation activities. They allocate funds to support maintenance, improvement projects, and programming.
5. Community Engagement: Committee members engage with the community to gather input and feedback on park and recreation matters. They may hold public meetings, surveys, or outreach events to ensure that the needs and preferences of residents are considered in decision-making.
6. Partnerships: They may establish partnerships with local organizations, schools, and businesses to enhance recreational opportunities and leverage resources for the benefit of the community.
7. Environmental Stewardship: In some cases, the committee may promote environmental conservation efforts within parks and green spaces, including initiatives to protect wildlife and natural habitats.
8. Accessibility and Inclusivity: They work to ensure that parks and recreational programs are accessible to all community members, including individuals with disabilities, seniors, and underserved populations.
9. Policy Development: The committee may participate in the development of policies and regulations related to park use, reservations, and permitted activities.
10. Maintenance Planning: They develop maintenance schedules and plans to address the ongoing care of parks, including landscaping, repairs, and infrastructure improvements.
11. Promotion and Marketing: They promote parks and recreational activities to encourage community members to take advantage of the available resources and participate in programs and events.

The Parks and Recreation Committee plays a vital role in enhancing the quality of life within a community by providing opportunities for leisure, physical activity, social interaction, and cultural enrichment. Committee members work collaboratively to create safe, enjoyable, and inclusive spaces that contribute to the overall well-being of residents and the community as a whole.

# Public Arts Committee

**Time Commitment Estimate:**

**Fuel Creativity, Inspire Our Community: Join the Public Arts Committee!**

Are you passionate about the power of art to inspire, beautify, and transform our surroundings? The Public Arts Committee is your canvas for making a lasting impact in our community.

As a member of this creative committee, you'll help shape the aesthetic identity of our town, curating and implementing public art projects that ignite imagination and foster cultural pride. Your dedication will ensure that our streets and public spaces come alive with color, beauty, and meaning.

Imagine sculpting our urban landscape with breathtaking murals, captivating sculptures, and thought-provoking installations. Join us in enhancing the cultural fabric of our town, one brushstroke, one exhibit, and one shared moment of wonder at a time.

Together, we can fuel creativity, spark conversations, and create a vibrant legacy for our community. Join the Public Arts Committee today and be an artist of positive change in our town!

**Description**

A Public Arts Committee is a municipal or community-based organization responsible for overseeing, promoting, and managing public art initiatives within a locality.

**Responsibilities of a**

1. Artistic Enhancement: The Public Arts Committee is dedicated to enhancing the aesthetic appeal and cultural vibrancy of a community by integrating art into public spaces. This includes streets, parks, plazas, government buildings, and other public areas.
2. Art Selection and Curation: The committee is responsible for selecting, acquiring, and curating public artworks, which can include sculptures, murals, installations, mosaics, and more. They often seek input from artists, community members, and stakeholders to ensure a diverse and engaging collection.
3. Project Planning: They oversee the planning and execution of public art projects, from conceptualization to installation. This involves coordinating with artists, managing budgets, securing permits, and ensuring compliance with regulations.
4. Community Engagement: Public Arts Committees often engage with the community to gather input and feedback on proposed art projects. They may host public meetings, workshops, and events to involve residents in the selection and design process.
5. Cultural Enrichment: They promote cultural enrichment and artistic expression by supporting local artists and fostering a sense of identity and pride within the community through public art.
6. Maintenance and Conservation: The committee ensures the long-term preservation and maintenance of public artworks, including periodic cleaning, repairs, and restoration efforts.
7. Public Art Policies: They develop and recommend policies and guidelines related to public art installations, including criteria for artist selection, funding mechanisms, and art placement.
8. Funding and Grants: The committee often seeks and manages funding sources, including grants, donations, and partnerships, to support public art projects and initiatives.
9. Education and Outreach: They may organize educational programs, exhibitions, and workshops to increase public awareness and appreciation of art in public spaces.
10. Advocacy: Public Arts Committees advocate for the value of public art and its contribution to economic development, tourism, and the overall quality of life within a community.
11. Collaboration: They collaborate with other local government departments, cultural organizations, and stakeholders to integrate art seamlessly into urban planning and development projects.

Public Arts Committees play a pivotal role in promoting creativity, cultural diversity, and community engagement through public art. Their efforts contribute to the unique identity and character of a place while fostering a sense of pride and cultural enrichment among residents and visitors.

# Sewer & Streets Committee

**Time Commitment Estimate:**

**Pave the Way for a Better Community: Join the Sewer and Streets Committee!**

Are you passionate about safe, efficient streets and a clean, well-managed sewer system? Your community needs dedicated individuals like you to join the Sewer and Streets Committee.

As a member of this vital committee, you'll have a direct impact on the infrastructure that keeps our town running smoothly. From road maintenance to sewer management, your expertise and commitment will ensure that our streets are safe, our sewers are efficient, and our community thrives.

Imagine helping to plan and execute projects that enhance our infrastructure, improve public safety, and support economic development. Join us in creating a community that is resilient, sustainable, and built for the future.

Together, we can pave the way to a better tomorrow. Join the Sewer and Streets Committee today and be a driving force behind our community's progress and well-being!

**Description**

A Sewer and Streets Committee is a vital component of municipal governance responsible for the planning, maintenance, and improvement of a community's sewer and street infrastructure. This committee plays a crucial role in ensuring the safety, functionality, and overall quality of life for residents. Here's a general description of the Sewer and Streets Committee and its functions:

**Responsibilities of a Sewer and Streets Committee:**

1. Infrastructure Management: The Sewer and Streets Committee oversees the planning, construction, maintenance, and repair of sewer systems, streets, roads, and related infrastructure within the municipality.
2. Public Safety: Ensuring the safety of residents is a top priority. The committee is responsible for identifying and addressing hazards on streets and coordinating flood prevention measures through proper sewer management.
3. Budget and Funding: Committee members work on budget planning and allocation of resources for sewer and street maintenance and improvement projects. They may also seek grants and funding sources to support these initiatives.
4. Traffic Management: The committee may be involved in implementing traffic calming measures, such as speed limits, signage, and traffic lights, to enhance safety on local streets.
5. Utility Management: Oversight of sewage systems, including wastewater treatment plants and stormwater management, is a core responsibility. This includes ensuring compliance with environmental regulations.
6. Infrastructure Upgrades: The committee assesses the need for infrastructure upgrades and recommends projects to enhance the quality and capacity of sewer and street systems.
7. Emergency Response: In times of natural disasters or emergencies, the committee collaborates with emergency services to manage road closures, repairs, and flood control measures.
8. Public Outreach: Engaging with the community to gather feedback and inform residents about ongoing projects and maintenance schedules is essential. They may hold public meetings to address concerns and provide updates.
9. Environmental Stewardship: Promoting environmentally friendly practices in sewer and stormwater management, such as green infrastructure, to mitigate pollution and protect natural resources.
10. Sustainability: The committee may explore sustainable infrastructure options, such as energy-efficient lighting and eco-friendly stormwater solutions, to reduce the environmental impact.
11. Collaboration: Working closely with other municipal departments, agencies, and contractors to coordinate infrastructure projects and ensure seamless operations.

A Sewer and Streets Committee plays a crucial role in maintaining the infrastructure that underpins a community's functionality and safety. Their efforts contribute to the quality of life, economic development, and environmental sustainability within the municipality.

# Erie County Emergency Management Systems (ECEMS)

**Time Commitment Estimate:**

**Be a Guardian of Safety: Join the Emergency Management Agency!**

Are you committed to ensuring the safety and well-being of our community in times of crisis? The Emergency Management Agency invites you to be a guardian of safety and resilience within our municipality.

As a member of this critical agency, you'll play a pivotal role in planning, preparing, and responding to emergencies that impact our community. Imagine being part of a team that helps save lives, protect property, and provide vital support during the most challenging times.

Join us in safeguarding our community and empowering residents to be better prepared for disasters. Together, we can strengthen our resilience, reduce the impact of emergencies, and ensure that our community remains a safe haven for all. Join the Emergency Management Agency today and become a hero in times of need!

**Description**

The Emergency Management Agency (EMA) is a vital organization tasked with ensuring the safety and resilience of our community in the face of various emergencies and disasters. This agency serves as the backbone of our community's preparedness, response, and recovery efforts, working tirelessly to protect lives and property during crises.

**Responsibilities of the Emergency Management Agency:**

1. Emergency Planning: The EMA develops comprehensive emergency plans that outline strategies for responding to various types of disasters, including natural disasters (such as hurricanes, floods, and wildfires), public health emergencies (such as pandemics), and human-made disasters (such as industrial accidents).
2. Coordination: They serve as the central coordination point for emergency response efforts, working closely with local government departments, first responders, volunteer organizations, and neighboring jurisdictions to ensure a unified response.
3. Training and Exercises: The EMA conducts training sessions and emergency drills to prepare responders and community members for potential disasters. These exercises help identify strengths and weaknesses in response plans.
4. Resource Allocation: During emergencies, the agency allocates resources, personnel, and equipment to support response and recovery efforts, ensuring that critical needs are met swiftly.
5. Emergency Operations Center (EOC): The EMA operates and maintains an EOC, a dedicated facility that serves as the command center for managing emergencies. The EOC facilitates communication, decision-making, and resource coordination.
6. Public Information: They disseminate accurate and timely information to the public before, during, and after emergencies to help residents make informed decisions and stay safe.
7. Community Outreach: The agency engages in community outreach programs to educate residents about disaster preparedness, evacuation procedures, and the importance of having emergency kits and plans.
8. Resource Coordination: The EMA collaborates with regional, state, and federal emergency management agencies to access additional resources and support when needed.
9. Assessment and Recovery: After emergencies, the agency assesses the damage, coordinates recovery efforts, and helps individuals and businesses access assistance programs and resources.
10. Mitigation: They work on long-term strategies to reduce the impact of future disasters, including measures such as zoning regulations, infrastructure improvements, and flood control initiatives.

# Mobilization Team

**Time Commitment Estimate:**

**Be the Change: Join the Mobilization Team and Transform Our Borough!**

Are you passionate about making a positive impact in our community? Do you believe in the power of volunteers to create meaningful change? The Mobilization Team is your opportunity to lead the charge and inspire others to contribute their time and talents for the betterment of our Borough.

As a member of this dynamic team, you'll have a direct role in building a stronger, more connected community. Imagine coordinating volunteers to beautify our parks, support local events, and address critical needs within our town. Your dedication will help turn ideas into action, and aspirations into achievements.

Join us in shaping a brighter future for our Borough. Together, we can transform our community, one volunteer, one project, and one positive impact at a time. Join the Mobilization Team today and be the change you wish to see in our Borough!

**Description**

The Mobilization Team is a dedicated group of community members who play a pivotal role in engaging and rallying volunteers to actively contribute to the betterment of our Borough. This team operates at the heart of our community, working closely with local government and organizations to harness the collective power of volunteers for meaningful projects and initiatives.

**Responsibilities of the Mobilization Team:**

1. Volunteer Coordination: The Mobilization Team is responsible for identifying, recruiting, and coordinating volunteers for various community projects, events, and initiatives. This includes assessing volunteer skills, availability, and interests to match them with suitable opportunities.
2. Community Outreach: They engage in outreach efforts to raise awareness about volunteer opportunities, both within the Borough and beyond. This involves promoting the value of community service and the positive impact it has on our town.
3. Project Planning: The team collaborates with local government departments, nonprofit organizations, and community groups to identify specific projects and initiatives that require volunteer support. They help plan and organize these efforts.
4. Training and Support: They may offer training sessions and guidance to volunteers to ensure they are well-prepared for their roles in various community projects.
5. Communication: The team maintains effective communication with volunteers, keeping them informed about upcoming opportunities, project progress, and the impact of their contributions.
6. Recognition and Appreciation: Recognizing the efforts of volunteers is essential. The Mobilization Team ensures that volunteers feel valued and appreciated for their dedication and hard work.
7. Feedback and Improvement: They gather feedback from volunteers and project organizers to continuously improve the volunteer experience and the impact of community projects.
8. Resource Management: Managing resources such as tools, supplies, and equipment needed for community projects and ensuring they are available when needed.
9. Documentation and Reporting: Keeping records of volunteer activities, project outcomes, and community impact, and providing regular reports to local government and stakeholders.

# Grants Team

**Time Commitment Estimate:**

**Unlock Resources, Empower Our Community: Join the Grants Team!**

Do you have a passion for securing resources that can drive positive change in our Borough? Are you dedicated to helping our community access vital funding opportunities? The Grants Team is your opportunity to be a financial champion for our community's growth and development.

As a member of this dynamic team, you'll be at the forefront of identifying and securing grants that can bring transformative programs and initiatives to life. Imagine helping local organizations thrive, supporting community projects, and making a lasting impact by unlocking resources that empower our Borough.

Join us in the mission to secure the funding that our community needs to flourish. Together, we can unlock opportunities, amplify our impact, and build a stronger, more resilient Borough. Join the Grants Team today and be a catalyst for positive change in our community!

**Description**

The Grants Team is a dedicated group of individuals within our community committed to securing funding opportunities that support and enhance the programs, initiatives, and projects that benefit our Borough. This team operates as the financial backbone of our community, working in close collaboration with local organizations and government agencies to secure vital grants.

**Responsibilities of the Grants Team:**

1. Research and Identification: The Grants Team diligently researches and identifies potential grant opportunities from government agencies, foundations, and private sources that align with our community's needs and priorities.
2. Proposal Development: They are responsible for crafting compelling grant proposals that clearly articulate the Borough's objectives, demonstrate the community's needs, and present a strong case for funding.
3. Collaboration: The team collaborates closely with local government departments, nonprofit organizations, and community groups to understand their funding needs and to ensure that grant proposals align with community goals.
4. Budgeting and Financial Planning: They assist in developing budgets and financial plans for grant-funded projects, ensuring that funds are allocated effectively and transparently.
5. Application Submission: The Grants Team manages the timely submission of grant applications, adhering to all guidelines and requirements set forth by funding agencies.
6. Grant Management: Once grants are secured, the team oversees grant compliance, reporting, and accountability to ensure that funds are used appropriately and that grant objectives are met.
7. Evaluation and Impact Assessment: They monitor the progress and impact of grant-funded projects, collecting data and feedback to assess the effectiveness of community programs and initiatives.
8. Communication: Keeping stakeholders, including government officials, community partners, and residents, informed about grant opportunities and outcomes is essential. The team ensures transparent communication channels.
9. Grant Training: Offering training and support to community organizations and individuals seeking grants, helping them navigate the grant application process effectively.
10. Grant Stewardship: Recognizing and appreciating grantors for their contributions and ensuring that the Borough maintains positive relationships with funding organizations.

# Code Enforcement Appeals Board

**Time Commitment Estimate:**

**Be the Voice of Fairness: Join the Code Enforcement Hearing Board!**

Are you passionate about fairness, community aesthetics, and ensuring that our local property codes are upheld? The Code Enforcement Hearing Board invites you to be a champion of equity and justice within our municipality.

As a member of this essential board, you'll play a crucial role in resolving code violations fairly and impartially. Imagine making decisions that protect property values, ensure safety, and maintain the beauty of our community. Your commitment will help strike a balance between compliance and compassion.

Join us in safeguarding the integrity of our community and being the voice of fairness. Together, we can ensure that our local property codes are applied consistently and justly, preserving the charm and safety of our neighborhood. Join the Code Enforcement Hearing Board today and be a force for a more harmonious and attractive community!

**Description**

The Code Enforcement Hearing Board is a critical component of local government responsible for addressing and resolving issues related to building and property code violations within a municipality. This board serves as an impartial body that ensures the fair and consistent enforcement of local building and property codes, safeguarding the safety and aesthetics of our community.

**Responsibilities of the Code Enforcement Hearing Board:**

1. Code Violation Hearings: The board conducts hearings to review and address alleged violations of building and property codes, which can include issues like zoning violations, building code violations, property maintenance issues, and land use disputes.
2. Evidence Review: Members of the board review evidence presented by property owners, complainants, and code enforcement officials to make informed decisions about code violations.
3. Decision Making: The board renders impartial decisions regarding code violations, which may include imposing fines, ordering remedies or corrections, granting variances, or determining compliance timelines.
4. Appeal Process: The board provides a forum for property owners and stakeholders to appeal code enforcement decisions, ensuring that due process is followed and that individuals can present their case.
5. Code Interpretation: In some cases, the board may be asked to interpret specific provisions of building and property codes to resolve disputes or clarify regulations.
6. Recommendations: They may offer recommendations and guidance to local government officials on potential changes or updates to building and property codes based on their experience with enforcement issues.
7. Public Education: The board may engage in educational efforts to inform property owners and the community about building and property codes, compliance requirements, and the importance of maintaining safe and attractive properties.

# Zoning Hearing Board

*For more information about the Zoning Hearing Board, visit PA Department of Community and Economic Development’s (DCED) website and view the publication they produced called “Planning Series 06: The Zoning Hearing Board”. URL:* [*https://dced.pa.gov/download/planning-series-06-the-zoning-hearing-board/*](https://dced.pa.gov/download/planning-series-06-the-zoning-hearing-board/)

**Time Commitment Estimate:**

**Shape Our Community's Future: Join the Zoning Hearing Board!**

Are you passionate about equitable land use, balanced development, and ensuring that zoning regulations serve the best interests of our community? The Zoning Hearing Board invites you to be a champion of fairness and thoughtful land use within our municipality.

As a member of this crucial board, you'll have a direct role in shaping the future of our community by interpreting and applying zoning regulations impartially. Imagine making decisions that balance property rights with community needs, ensuring responsible and harmonious development.

Join us in safeguarding the integrity of our community's zoning regulations and being a voice for equitable land use. Together, we can guide our municipality's growth, preserving its unique character and fostering a vibrant future. Join the Zoning Hearing Board today and help shape the destiny of our community!

**Description**

The Zoning Hearing Board is a vital component of local government responsible for addressing and resolving issues related to zoning regulations and land use within a municipality. This board serves as an impartial body that ensures the equitable interpretation and application of zoning laws, balancing the rights of property owners with the best interests of our community.

**Responsibilities of the Zoning Hearing Board:**

1. Zoning Appeals: The board conducts hearings to review and address appeals related to zoning decisions, such as requests for variances, special exceptions, or conditional uses.
2. Evidence Review: Members of the board carefully evaluate evidence and testimony presented by applicants, neighbors, and zoning officials to make informed decisions on zoning matters.
3. Decision Making: The board renders impartial decisions regarding zoning appeals, taking into consideration the unique circumstances of each case, the impact on the community, and compliance with zoning regulations.
4. Code Interpretation: In some instances, the board may be tasked with interpreting specific provisions of zoning codes to resolve disputes or clarify zoning regulations.
5. Public Engagement: The board provides a platform for community members and property owners to voice concerns, express support, or provide input on zoning issues that affect our municipality.
6. Appeal Process: They ensure that individuals have the opportunity to appeal zoning decisions, guaranteeing due process and fairness in zoning matters.
7. Recommendations: The board may offer recommendations to local government officials regarding potential amendments or updates to zoning regulations based on their experience with zoning appeals.

# Junior Councilmember (PSAB)

**Time Commitment Estimate:**

**Lead the Way: Join the Junior Councilmember Program!**

Are you a high school student with a passion for civic engagement, community leadership, and making a positive impact? The Junior Councilmember Program invites you to lead the way in shaping the future of our municipality.

As a Junior Councilmember, you'll have a unique opportunity to actively participate in local government, learn from experienced leaders, and represent the voices of your peers. Imagine advocating for youth issues, sharing fresh perspectives, and being part of important decisions that impact our community.

Join us in building a brighter future for our municipality, one young leader at a time. Together, we can inspire positive change, amplify youth voices, and foster the next generation of community leaders. Join the Junior Councilmember Program today and be a trailblazer in local civics!

**Description**

The Junior Councilmember Program is a unique opportunity for high school-aged students to actively participate in local government and gain firsthand experience in civic leadership. This program empowers young individuals to have a voice in municipal affairs, fostering civic engagement, and preparing the next generation of community leaders.

**Responsibilities of Junior Councilmembers:**

1. Attend Council Meetings: Junior Councilmembers attend local government meetings, including council sessions, committee meetings, and public hearings, to observe and learn about the legislative process.
2. Community Engagement: They engage with their peers and the community to gather input, share information, and encourage civic participation among young residents.
3. Research and Analysis: Junior Councilmembers research and analyze local issues, policies, and proposals, providing valuable insights to elected officials and city staff.
4. Youth Advocacy: They advocate for the interests and concerns of youth in the community, proposing initiatives or policy changes that benefit their demographic.
5. Collaboration: Junior Councilmembers collaborate with elected officials, city staff, and community organizations on projects or initiatives that impact youth and the broader community.
6. Public Speaking: They may have opportunities to speak at council meetings or community events, articulating their views and representing the perspectives of their peers.
7. Youth Programs: They may assist in the development and promotion of youth-focused programs, events, and initiatives within the municipality.
8. Leadership Development: The program provides leadership development opportunities, helping young individuals build valuable skills in teamwork, communication, and public service.
9. Community Projects: Junior Councilmembers may lead or participate in community service projects or civic engagement initiatives that address local needs.
10. Advisory Role: While not voting for members of the council, Junior Councilmembers provide advisory input on matters of community importance.

# Appendix A – Example Letter of Interest

[Your Name]

[Your Address]

[City, State, ZIP Code]

[Email Address]

[Phone Number]

[Date]

Wesleyville Borough

3421 Buffalo Road

Erie, PA, 16510

Dear Wesleyville Borough Council,

I'm writing because I'm really interested in joining the Planning Commission. I've been living on Union Avenue in Wesleyville for ten years, and during that time, I've grown to love our community. I'm motivated to get involved because I want to help our town grow in a way that keeps its special character intact.

My favorite thing about Wesleyville is the strong sense of community we have. I've seen how neighbors support each other, and it's something I want to be a part of. As a Planning Commission member, I want to work together with everyone to make our town even better.

Thank you for considering me for this opportunity. I'm excited to help make Wesleyville a place we're all proud to call home.

Sincerely,

[Your Name]