



Item: Appointment, Board of Adjustment/Appeals
From: City Manager's Office
Initiated By: City Commission
Presented By: City Commission
Action Requested: Appoint one member to the Board of Adjustment/Appeals

Suggested Motion:

1. Commissioner moves:

"I move that the City Commission appoint _____ to the Board of Adjustment/Appeals for the remainder of a three-year term through September 30, 2017."

2. Mayor calls for a second, discussion, public comment, and calls the vote.

Recommendation: It is recommended that the City Commission consider an appointment to the Board of Adjustment/Appeals for the remainder of a three-year term through September 30, 2017.

Summary: Patrick Tice was appointed to the Board of Adjustment/Appeals in October 2014 and has recently moved from Great Falls. Mr. Tice submitted his resignation on February 23, 2016. It is necessary to appoint someone to fill the vacancy.

Background: The Board of Adjustment/Appeals consists of five members appointed by the City Commission. The Board hears and decides appeals regarding zoning, housing, and building codes and ordinances; hears and decides requests for variances from standards set forth in zoning ordinances; hears and decides all other matters referred to the Board regarding zoning, housing, and building ordinances. Members serve three-year terms and, per Municipal Code, must reside within the City limits.

The International Building Code requires the Board of Adjustment's membership to be qualified by experience and training to pass on matters pertaining to building construction. The International Mechanical Code requires the Board of Adjustment's membership to include registered design professionals with structural engineering, electrical engineering, and architectural experience.

Evaluation and Selection Process

Advertising was done on the City website and through the local media. One application was received.

Citizen interested in serving on this board is:

Kyle Palagi

Continuing members of this board are:

	Terms
Krista Smith	9/15/15 – 9/30/16
Jule Stuver	10/7/14 – 9/30/17
David Saenz	1/19/16 – 9/30/18
Christopher Ward	10/1/09 – 9/30/15

Christopher Ward's term expired on September 30, 2015. Mr. Ward has served two full terms therefore is not eligible for reappointment but is willing to continue serving until a successor can be appointed. Advertising through the City website and local media will continue.

Alternatives: The Commission could choose not to appoint the applicant and advertise to seek other citizen interest for the vacancy.

Concurrences: During their meeting on April 7, 2016 the Board of Adjustment/Appeals voted unanimously to recommend the City Commission appoint Kyle Palagi.

Attachments/Exhibits: Application and Board Recommendation.

RECEIVED

MAR 2 2016

CITY MANAGER



BOARDS AND COMMISSIONS
CITIZEN INTEREST FORM
(PLEASE PRINT OR TYPE)

Thank you for your interest. Citizen volunteers are regularly appointed to the various boards and commissions. This application subject to Montana Right to Know laws.

Board/Commission Applying For: Board of Adjustments and Appeals		Date of Application: March 1, 2016	
Name: Kyle Palagi			
Home Address: 3713 Fairway Dr., Great Falls, MT		Email address: kyle.palagi@tdhengineering.com	
Home Phone: 406-781-5539	Work Phone: 406-761-3010	Cell Phone: 406-781-5539	
Occupation: Structural Engineer		Employer: TD&H Engineering	
Would your work schedule conflict with meeting dates? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> (If yes, please explain)			
Related experiences or background: I am a licensed professional engineer in the state of MT. I have a strong working knowledge of building codes including the International Building Code and the interpretation of building code language. I have 5 years of experience as an engineer and 10 years of experience in the construction industry.			
Educational Background: Bachelor of Science (BS) in Civil Engineering - Montana State University Master of Science (MS) in Civil Engineering (emphasis in Structural Engineering) - MSU			
IF NECESSARY, ATTACH A SEPARATE SHEET FOR YOUR ANSWERS TO THE FOLLOWING:			
Previous and current service activities: Leadership Great Falls (class of 2016) Structural Engineer's Association of MT (SEAMT) Volunteer for various MathCounts Competition and STEM programs			
Previous and current public experience (elective or appointive):			
Membership in other community organizations: Holy Spirit Catholic Parish River View Toastmaster's			

Have you ever worked for or are you currently working for the City of Great Falls? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> If yes, where and when?	
Do you have any relatives working or serving in any official capacity for the City of Great Falls? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> If yes, who, which department, and relationship?	
Have you ever served on a City or County board? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> If yes, what board and when did you serve?	
Are you currently serving on a Board? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> If yes, which board?	
Please describe your interest in serving on this board/commission? I believe this is an excellent way for me to use my knowledge of construction practice, building design and building codes to serve the public. Ultimately, I see this as an opportunity for me to participate in public service and use the knowledge and skills that I have developed in my profession to serve the people of our community.	
Please describe your experience and/or background which you believe qualifies you for service on this board/commission? I have worked in the engineering and construction industry for nearly 10 years. I am familiar with construction practices and the codes in place to protect the safety and welfare of the general public. I work with building codes on a daily basis and am familiar with interpreting the intent of code language. I approach problems from a practical standpoint and rely on logic and reason to guide me to a solution.	
Additional comments: I believe I will be an excellent candidate for a seat on this board and will do my best to serve the community of Great Falls in a fair and accurate manner.	
Signature	Date: 3/1/2016

If you are not selected for the current opening, your application may be kept active for up to one year by contacting the City Manager's office. Should a board/commission vacancy occur within 30 days from the last City Commission appointment, a replacement member may be selected from citizen interest forms submitted from the last advertisement. For more information, contact the City Manager's office at 455-8450.

Return this form to:
City Manager's Office
P.O. Box 5021
Great Falls, MT 59403

Fax:
(406) 727-0005

Email:
kartis@greatfallsmt.net

Planning & Community Development Department

MEMO

To: Krista Artis, Executive Assistant

From: Craig Raymond, Director of Planning & Community Development

Date: 04.08.16

Re: Board of Adjustment/Appeals new member recommendation

At the regular meeting of the Board of Adjustment/Appeals on Thursday, April 7, 2016, the Board voted unanimously to recommend that City Commission appoint Kyle Palagi to fill the vacant seat.