



Item: Appointment, Design Review Board

From: City Manager's Office

Initiated By: City Commission

Presented By: City Commission

Action Requested: Appoint one member to the Design Review Board to fill the remainder of a three-year term through March 31, 2016.

Suggested Motion:

1. Commissioner moves:

"I move that the City Commission appoint _____ to the Design Review Board to fill the remainder of a three-year term through March 31, 2016."

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

Staff Recommendation: It is recommended that the City Commission appoint one new member to the Design Review Board to fill the remainder of a three-year term through March 31, 2016.

Background: Mary Offerdal Klette was appointed to the Board in August of 2010. Ms. Klette has moved out of the City limits and has resigned from the Board. Therefore, it is necessary to appoint a new member to fill the remainder of this term.

A press release announcing the opening was submitted to the local media and also posted on the City's website. One application was received.

Purpose

Ordinance 2722 was approved at the March 18, 1997, Commission meeting which amended Titles 2 and 15 of the Official Codes of the City of Great Falls and established the Design Review Board. The adoption of Ord. 2923 in September of 2005, the Land Development Code, re-established the Design Review Board.

The purpose of the Board is to further promote the health, safety and general welfare of the City. The Board has the authority and responsibility to review specified types of development proposals to ensure that the design and aesthetics conform to the review criteria contained in Title 17. The Board's composition should achieve a diversity of expertise, background, and

interest. The Land Development Code states it is preferred that the board include two architects and three individuals chosen for their demonstrated interest in and expertise in design or community aesthetics.

Members must reside in the City of Great Falls. No member of the City Commission or employee of the City shall be eligible for membership on the board.

Evaluation and Selection Process

Advertising was done through the local media and posted on the City of Great Falls website.

Continuing members of this board are:

David Grosse
Tyson Kraft
Dani Grebe
Kevin Vining

Citizens interested in serving on this board include:

Ann Schneider

Concurrences: At its regular meeting held on August 24, 2015, the Design Review Board unanimously voted to recommend that the City Commission appoint Ann Schneider. See attached memorandum.

Fiscal Impact: Not applicable.

Attachments: Recommendation memorandum and Application

Memorandum

To: Greg Doyon, City Manager
CC: Krista Artis, Executive Assistant
From: Craig Raymond, Director Planning & Community Development
Date: 8/26/2015
Re: Design Review Board New Member Recommendation

At their regular meeting held on Monday, August 24, 2015, the Design Review Board unanimously recommended that the City Commission appoint Ann Schneider to the Design Review Board to fill the remainder of a term ending March 31, 2016.



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

RECEIVED

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.

AUG 17 2015

CITY MANAGER

Board/Commission Applying For: Design Review Board		Date of Application: 8/17/2015	
Name: Ann Schneider			
Home Address: 2300 Northern Lights Dr., Great Falls, MT 59401		Email address: anndaplin@yahoo.com	
Home Phone: 406-952-4316	Work Phone:		Cell Phone:
Occupation: Retired		Employer:	
Would your work schedule conflict with meeting dates? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> (If yes, please explain)			
Are you a registered voter in Cascade County? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>			
Related experiences or background: When living in Santa Rosa, California, I was on the Housing Authority and Redevelopment Agency from 2001- 2004. I have been a Board Member and President of our condo's HOA. While living in Santa Rosa, I attended workshops and training on urban planning and development.			
Educational Background: BA from Sonoma State University,			
IF NECESSARY, ATTACH A SEPARATE SHEET FOR YOUR ANSWERS TO THE FOLLOWING:			
Previous and current service activities: Board Member of Northern Lights Condo. HOA, Board member of Unit 408 Bridge club, volunteer at Peach Hospice House, Board member of P.E.O.			
Previous and current public experience (elective or appointive): Already stated			

<p>Membership in other community organizations: Unit 408 of ACBL, P.E.O.</p>	
<p>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?</p>	
<p>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?</p>	
<p>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?</p>	
<p>Are you currently serving on a Board? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> If yes, which board? Unit 408, P.E.O., H.O.A.</p>	
<p>Please describe your interest in serving on this board/commission? I have lived in Great Falls for 9 years. I love this city and want to be a part of it's progress and seeing that it maintains its original and unique qualities.</p>	
<p>Please describe your experience and/or background which you believe qualifies you for service on this board/commission? I have enthusiasm and interest in seeing that Great Falls remains a wonderful city for all.</p>	
<p>Additional comments: I retired from my retirement job in 2013. My career job was in Human Resources, my retirement job was working as a ranger at Glacier National Park. Since retirement I now feel ready to get involve with the city of Great Falls.</p>	
<p>Signature (signed) Ann Schneider</p>	<p>Date: 8/17 /2015</p>

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