



Item: Appointments to the Board of Adjustment

From: City Manager's Office

Initiated By: City Commission

Presented By: City Commission

Action Requested: Reappoint one member and appoint one new member to the Board of Adjustment

Suggested Motion:

1. Commissioner moves:

“I move that the City Commission reappoint Anthony Houtz, and appoint _____ to three-year terms through September 30, 2011, to the Board of Adjustment.”

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

Staff Recommendation: It is recommended that the City Commission reappoint Anthony Houtz and appoint one new member to the Board of Adjustment through September 30, 2011.

Background: Anthony Houtz was appointed to the Board of Adjustment in November of 2005. Mr. Houtz is eligible for and interested in reappointment. Kathleen Jensen was appointed in October of 2002 and reappointed in 2005. Ms. Jensen is not eligible to serve another term. Therefore, it is necessary to fill her position with one new member.

Purpose. 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 2003 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 2003 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's website and through the *Great Falls Tribune*. Only one eligible application was received.

Continuing members of this board are:

Casey Cummings

Robert Haffner

John Kunz

Citizens interested in serving on this board are:

Timothy Peterson

Concurrences: Not applicable.

Fiscal Impact: Not applicable.

Alternatives: Advertise to seek other citizen interest.

Attachments/Exhibits: Application