



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

Suggested Motion:

1. Commissioner moves:

"I move that the City Commission appoint _____ to a three-year term beginning October 1, 2009, and expiring September 30, 2012, 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 appoint one new member to the Board of Adjustment for a three-year term beginning October 1, 2009, and expiring September 30, 2012.

Background: There are currently two vacancies on the Board of Adjustment. Robert J. Haffner was appointed in 2003 and is not eligible to serve another term. John Kunz was appointed in May of 2005 and is not interested in serving another term. After advertising in the *Great Falls Tribune* and on the City of Great Falls website, only one application was received. Staff will continue to seek additional citizen interest in this Board.

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 application was received.

Continuing members of this board are:

Casey Cummings
Anthony Houtz
Timothy Peterson

Citizens interested in serving on this board are:

Christopher Ward

Concurrences: Not applicable.

Fiscal Impact: Not applicable.

Alternatives: Advertise to seek other citizen interest.

Attachments/Exhibits: Application (Not available online; on file in City Clerk's Office.)