

VACANCY ANNOUNCEMENT
DESIGN REVIEW COMMISSION MEMBERSHIP
VOLUNTEER OPPORTURNITY

Position Objectives

The City of Coeur d'Alene has a vacancy on the Design Review Commission. Committee members will serve for a 4 year term.

Duties and Authority of Commission:

- To protect property rights and values;
- To enhance the built environment, make reports, hold public meetings / hearings and perform all other duties as may be prescribed by the Idaho Code and this code;
- To review development proposals as required by this code; and
- To provide recommendations to the city council on issues that the city council may refer to the commission.

Commission members shall comply with all city policies, procedures, and regulations. (Ord. 3328 §4, 2008)

Minimum Requirements

- A. The design review commission of the city shall consist of seven (7) members. The members shall be appointed by the mayor and confirmed by the city council. The commission membership shall be made up of:
1. Two (2) members of the planning commission;
 2. One person who resides within any of the districts under the purview of the design review Commission;
 3. One resident of Coeur d'Alene;
 4. One registered architect licensed in the state of Idaho;
 5. One person licensed in building or site design (i.e., landscape architecture);
 6. One person employed in the real estate or development industry.

City of Coeur d'Alene
Boards/Commissions/Committees
PROFESSIONAL DATA SHEET

Name:	Date:
Residence Address:	
Years at Current Residence:	In Kootenai County:
Home Phone: ()	Business Phone: ()
Cell Phone: ()	FAX: ()
Business Address:	
Years at Business Address:	EMAIL Address:
Committee/Commission/Board Preference:	
Area(s) of Expertise:	
Experience (Please attach a resume if possible)	
Education (Circle Highest Grade/Degree Completed) Middle School High School AA BA/BS MA/MS Ph.D.	
Please list other certifications, awards, etc.:	
Committees/Commissions/Boards on which you serve:	
Present:	
Past:	
Comments:	
Please list any other community organization involvement:	
PLEASE ATTACH AT LEAST ONE LETTER OF RECOMMENDATION	
Signature	Date
<p>Please return to: Amy Ferguson, Administration 710 E. Mullan Avenue Coeur d'Alene, ID 83814-3958 Phone: (208) 666-5754 FAX: (208) 769-2366</p>	

In addition, there shall be at least two (2) “standing alternates”, possessing any of the attributes above, who are available in the event that one of the regular members is absent or is recused from the review process due to a conflict of interest.

The term of office for each member shall be for four (4) years or until his successor is appointed and qualified. The terms shall be staggered so that no more than three (3) terms shall expire on May 1, every two (2) years.

- B. Vacancies occurring otherwise than through the expiration of terms shall be filled by the mayor and confirmed by the city council and members may, in like manner, be removed.
- C. Members of the commission shall be selected without respect to political affiliations and shall serve without compensation. (Ord. 3328 §3, 2008)

How to Apply

To receive consideration, please submit a <Professional Data Sheet> along with a letter of recommendation as soon as possible by fax or mail to: Amy Ferguson, Executive Assistant, City of Coeur d’Alene, 710 E. Mullan Avenue, Coeur d’Alene, ID, 83814.

OPEN UNTIL FILLED.