



APPLICATION TO SERVE ON A CARMEL-BY-THE-SEA CITY BOARD OR COMMISSION

In accordance with the Public Records Act, submitted applications and attachments are considered public records and will be disclosed upon receipt of a public records request. Applications may also be published (with signatures and personal contact information redacted) in the agendas of relevant meetings of the City Council, boards and commissions.

NAME _____ DATE _____

RESIDENCE ADDRESS _____ CITY _____ ZIP _____

MAILING ADDRESS _____ CITY _____ ZIP _____

RESIDENCE PHONE _____ BUSINESS PHONE _____

EMAIL _____

HOW LONG HAVE YOU LIVED IN CARMEL-BY-THE-SEA? _____

Board or Commission Selection:

You may apply for more than one Board or Commission. Please note, however, that members shall not serve simultaneously on more than one Council-appointed Board or Commission.

Community Activities & Cultural Commission (meets the second Tuesday of the month at 9:30 a.m.)	
Harrison Memorial Library Board of Trustees (meets the fourth Wednesday of the month at 9:00 a.m.)	
Planning Commission (meets the second Wednesday of the month at 4:00 p.m., tour of inspection at 2:00 p.m.)	
Forest & Beach Commission (meets the second Thursday of the month at 3:30 p.m., tour of inspection at 3 p.m.)	
Historic Resources Board (meets the third Monday of the month at 4:00 p.m., tour of inspection at 3:15 p.m.)	
Board of Appeals (once annually and on an as-needed basis)	

Will you be available to attend board/commission meetings regularly? _____

All members of boards and commissions are subject to the Conflict of Interest Laws of the State of California and are required to submit Form 700, "Statement of Economic Interest," within 30 days of assuming office. Form 700 must be filed annually thereafter, and within 30 days of leaving office as well.

In accordance with Assembly Bill (AB) 1234 appointed members are required to attend Public Service Ethics Education upon appointment and every two years thereafter.

Do you agree to file all required statements in a timely manner as prescribed by law or the City's Conflict of Interest Code? YES NO

Reason for Interest in the Position:

Please list any relevant qualifications or experience you possess that would enhance the mission and goals of the board(s) or commission(s) for which you are applying:

Please list any local area associations, boards, commissions, foundations, or companies in which you have an investment, or serve as an officer or director:

Education:

Institution	Course of Study	Degree Year (s)

Employment Experience (Start with Most Recent):

Organization:	
Position:	Year:
Organization:	
Position:	Year:
Organization:	
Position:	Year:

Prior public service, civic or volunteer activities:

Organization:	
Position:	Year:
Organization:	
Position:	Year:
Organization:	
Position:	Year:

Signature

Date

Citizen knowledge, interest and participation are vital ingredients to the delivery of high-quality public services. The richness that comes from citizens serving in advisory roles to the City Council contributes to making Carmel by the Sea the special place it is. The City of Carmel-by-the Sea thanks you for your interest in serving on a City board or commission.

Return application to the City Clerk's Office, East side of Monte Verde Street, between Ocean and Seventh Avenues or mail to PO Box CC, Carmel-by-the-Sea, 93921, attention: City Clerk's Office.

APPENDIX

COMMUNITY ACTIVITIES AND CULTURAL COMMISSION

The Community and Cultural Commission is a five-member body whose role is to stimulate and encourage community, cultural and artistic activities within the City, and to make recommendations to the City Council and the City Administrator concerning community, cultural, and artistic activities and programs as may be deemed appropriate. A two-thirds majority of the members of the Community Activities Commission shall be residents of the City, and the remainder may be residents of the City's sphere of influence. An equitable division of the membership shall be representative of persons who have an interest in, or familiarity with, the creative or performing arts and those who have an interest in, or familiarity with, the City's park and recreational programs and in the various City park facilities.

HARRISON MEMORIAL LIBRARY BOARD OF TRUSTEES

The Harrison Memorial Library Board of Trustees is a five-member body whose duties and responsibilities are to manage, control and administer any library building or library property owned by the City, and to make and enforce all rules, regulations and bylaws necessary for the administration, government and protection of the library. At least three Board members must reside in the City, and no more than two members may reside in the City's adopted Sphere of Influence. All members of the Harrison Memorial Library Board of Trustees must have a current Harrison Memorial Library patron card. Applicants should be interested and knowledgeable about library services.

PLANNING COMMISSION

The Planning Commission is a five-member body whose duties and responsibilities are to develop and maintain a General Plan; review Environmental Impact Reports and Initial Studies; conduct public hearings, review evidence and determine requests for use permits, variances, rezoning and land use Code amendments; hear and render decisions on appeals of determinations made by administrative staff; determine the consistency with the General Plan of capital improvement projects and programs; and review and act upon design review and design study applications. All members of the Planning Commission shall be residents and electors of the City and have particular interest in, and familiarity with, planning matters.

FOREST AND BEACH COMMISSION

The Forest and Beach Commission is a five-member body whose duties and responsibilities are to develop a management plan for the urban forest, parks and beach and to correlate such plans with the City's General Plan; consider and act on applications for tree-trimming and tree-removal; and advise the City Council or other government instrumentalities of the City with respect to specific items of management and technical forestry and beach matters. A two-thirds majority of the Commission shall be residents of the City, and the remainder may be residents of the City's Sphere of Influence. Applicants should have an interest in, or familiarity with, the City's parks and open space.

BUILDING CODE BOARD OF APPEALS

The Building Code Board of Appeals consists of five core members, and two disabled access members, with disabled access members attending the Board of Appeals meeting only for appeals that relate to access to public accommodations by physically disabled persons. The five core members shall be qualified as follows: one architect or one licensed engineer, one general contractor, one member with expertise in fire protection systems, one member with expertise in fire prevention, and one other who may have expertise in the construction or building field or who may be a layperson. At least four members of the Board shall be residents of the City and/or its sphere of influence. The Commission meets at least once annually, and at other times as necessary to hear appeals filed with the City in accordance with the Municipal Code in the City Hall Council Chambers.

HISTORIC RESOURCES BOARD

The Historic Resources Board is a five-member body whose purpose is to carry out the policies of the architectural/cultural/historic (ACH) element of the General Plan and to serve in an advisory capacity to the Planning Commission and City Council; develop and maintain an inventory of significant sites, structures and districts; and review requests to alter or modify the exteriors of designated resources. The Board shall be comprised of three professional members, consisting of one member each, from the following combined fields: (1) history, architectural history, or urban design, (2) architecture or historic architecture, and (3) archaeology, anthropology, or paleontology. The remaining two public members may represent any of the related historic preservation fields noted above. Members of the Board shall have demonstrated interest in and knowledge of architectural history, architecture, archaeology, anthropology, paleontology, architecture, historic architecture, local history or fields related to historic preservation such as construction, planning, geography, landscape architecture, urban design, ethnography, fine arts, or real estate. All members shall be residents and electors of the City, except in the event that no resident with the requisite expertise