



# APPLICATION FOR APPOINTMENT CITY BOARD OR COMMISSION

**Applicant:**

Name: \_\_\_\_\_ Email: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Attached Resume **Yes:**  **No:**  Registered Voter in the City of Brighton **Yes:**  **No:**

In debt to the City of Brighton **Yes:**  **No:**

**Board/Commission:** Please check all that you would be willing to serve (see attached descriptions):

Board of Review

Election Commission

Brighton Arts & Culture Commission

Planning Commission

Downtown Development Authority

Zoning Board of Appeals

Years as City Resident: \_\_\_\_\_

DDA applicants only: Do you live in or own a business in the DDA district? (See pg. 4) **Yes:**  **No:**

Identify any potential conflicts (relatives that work for the City, financial agreements with City, etc.):

\_\_\_\_\_

Why would you like to be on the Board(s)/Commission(s) you have selected (attach pages, if needed)?

\_\_\_\_\_

\_\_\_\_\_

Relevant experience: \_\_\_\_\_

\_\_\_\_\_

**I hereby certify that I do not have any outstanding debts with the City of Brighton and all the statements made in this application are true, complete, and correct, to the best of my knowledge and belief and are made in good faith.**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

*Please only submit this page.*

**For Office Use Only**

Received By: \_\_\_\_\_ Date: \_\_\_\_\_

Boards/ Commissions (Staff Liaison)	Official Qualifications for Members	Description	Helpful Experience
Board of Review (City Assessor)  Meets: February, March, July, and December	Charter Sec. 9.6: <ul style="list-style-type: none"> <li>• Three freeholders of City property who are qualified and registered electors for a three-year term</li> <li>• Members shall not be City officers, employees of the City, or nominees or candidates for any elective City office</li> </ul>	The Board of Review convenes in February, March, July, and December. Most meetings are to review the assessment roll of the City, hear complaints of property owners regarding their assessment and correct the assessment roll where it is deemed just. Members are appointed to a three-year term.	<ul style="list-style-type: none"> <li>○ Banking/Finance</li> <li>○ Property Appraisal/Assessing</li> <li>○ Real Estate/Development/Law</li> </ul>
Brighton Arts & Culture Commission (Human Resources)  Meets: once per month	Ordinance Code 2-261: <ul style="list-style-type: none"> <li>• Three freeholders of City property who are qualified and registered electors</li> <li>• Members shall not be City officers, employees of the City, or nominees or candidates for any elective City office</li> </ul>	The BACC is tasked with exhibiting and enhancing all aspects of art in the community including visual arts, performing arts, fostering artistic creativity and demonstrate a significant enhancement to quality of life that public art and cultural offerings can have within a community. The BACC maintains and promotes the city's Sculpture Garden and the Biennial Sculpture Exhibit.	<ul style="list-style-type: none"> <li>○ Art</li> <li>○ Design</li> <li>○ Promoting Cultural Activities</li> </ul>
Downtown Development Authority (Community Development)  Meets: once per month	Ordinance Code 62-2: <ul style="list-style-type: none"> <li>• 12 members, plus the Mayor, appointed by the Mayor with approval of the City Council</li> <li>• Majority shall be persons having interest in property located in DDA; at least one member shall be a resident of DDA district (see pg. 4)</li> </ul>	The DDA develops programs and projects which are aimed at improving economic and financial growth of the authority's district. Members are appointed to a four-year term and regular meetings are held on the third Tuesday of each month.	<ul style="list-style-type: none"> <li>○ New Business Development</li> <li>○ Marketing and Promotions</li> <li>○ Real Estate</li> <li>○ Banking/Finance</li> <li>○ Historic Preservation</li> </ul>
Election Commission (City Clerk)  Meets: as needed	Charter Sec 3.14: <ul style="list-style-type: none"> <li>• The City Clerk and two members appointed by the Mayor with approval of the City Council, shall be qualified by experience/training to perform duties of office</li> </ul>	The Election Commission member are responsible for establishing precincts, including temporary precinct consolidations. Members are also responsible for establishing an absent voter counting board along with other duties that may be carried out for the jurisdiction. The members shall be appointed in January for a term of two years.	<ul style="list-style-type: none"> <li>○ Election</li> <li>○ Detail Oriented</li> <li>○ Open Schedule</li> </ul>

Boards/ Commissions (Staff Liaison)	Official Qualifications for Members	Description	Helpful Experience
Planning Commission (Community Development)  Meets: twice per month	Ordinance Code 2-177: <ul style="list-style-type: none"> <li>• Nine Members; eight must be qualified electors, appointed by the Mayor with approval of City Council</li> <li>• Membership shall be representative of an administrative body of government authorized to review and recommend planning and zoning actions to City Council</li> </ul>	The Planning Commission is responsible for the preparation and adoption of the City’s master plan and zoning ordinance for the development of the city. Other duties include capital improvements programs, site plan review, rezoning, special land use permits, and provides input regarding future development and land use. The Commission meets on the first and third Monday of every month, and members are appointed to a three-year term.	<ul style="list-style-type: none"> <li>○ Architecture</li> <li>○ Banking/Finance</li> <li>○ Construction</li> <li>○ Engineering</li> <li>○ Real Estate</li> <li>○ Planning</li> <li>○ Transportation</li> <li>○ Zoning</li> </ul>
Zoning Board of Appeals (Community Development)  Meets: once per month	Ordinance Code Sec 2-274: <ul style="list-style-type: none"> <li>• Seven members plus two alternate members who are electors appointed by the City Council. Membership shall be representative of the population distribution and of the various interests present in the local unit of government.</li> </ul>	The Zoning Board of Appeals interprets and considers variances from provisions of the zoning and sign code; conducts hearings and resolves disputes regarding decisions of the zoning official. The Board meets on the second Thursday of the month as needed, and members are appointed to a three-year term.	<ul style="list-style-type: none"> <li>○ Architecture</li> <li>○ Building Construction</li> <li>○ Engineering</li> <li>○ Real Estate Development</li> <li>○ Zoning</li> </ul>

