



_____ Date

Design Review Commission Application

To: Novato City Council

I request that you consider my application for the next vacancy on the Design Review Commission. I am aware the Commission meets on the first and third Wednesday of the month and that it will take approximately four hours of my time per week in preparation for the meetings. I will be able to devote the time necessary to perform the duties of this body. I am also aware that my name and address may be made public as an applicant for this body and that this application is a public record. (A computer may be used to replicate this application.)

_____ Signature

Name: _____ <i>(Please print)</i>	Home Phone:	Work Phone:
Address: _____ <i>(Street, City, Zip)</i>		
Own: _____ Rent: _____ How Long at Current Address:		
Email Address: _____		
Employer:	Employer Address: _____ _____	
Years lived in Novato:	Years lived in Marin County:	

1. Briefly describe your educational background:

2. Briefly describe your employment background:

3. Describe your recent civic and community activities:

4. Describe possible areas of conflict of interest:

5. What specific knowledge/abilities/skills do you have to make informed decisions on design issues?

6. What is your vision for Novato's built environment?

7. Identify building developments that you like and don't like and why.

8. Give a specific example of how you personally contributed towards a group arriving at a consensus.

9. Briefly explain your interest in serving on the Design Review Commission.

10. What do you think is the role and responsibility of the Design Review Commission.

MEMBERS OF THE DESIGN REVIEW COMMISSION SHALL NOT HOLD ANY OTHER PUBLIC OFFICE OR POSITION IN THE CITY. AT LEAST FOUR MEMBERS SHALL BE RESIDENTS OF THE CITY OF NOVATO, MAINTAIN A BUSINESS, OR BE EMPLOYED WITHIN THE CITY LIMITS.

MEMBERS SERVE A TWO-YEAR TERM.
ALTERNATES SERVE A FOUR-YEAR TERM.
(FIVE MEMBER COMMISSION.)

*When completed, return to:
City Clerk, 922 Machin Avenue, Novato, CA 94945*

NOTE: APPLICANTS MAY APPLY FOR MORE THAN ONE BOARD OR COMMISSION, HOWEVER, MAY ONLY SERVE ON TWO IF APPOINTED PER COUNCIL POLICY.



THE CITY OF
NOVATO
CALIFORNIA

Design Review Commission (5 Members)

TERM: TWO YEARS

**CITY RESIDENCE, MAINTAIN A BUSINESS OR
BE EMPLOYED WITHIN CITY LIMITS**

**CITY CODE CHAPTER 2-11
(ITEM 1. BELOW IS TAKEN DIRECTLY FROM
THE MUNICIPAL CODE.)**

1. POWERS AND DUTIES:

- A. TO EXERCISE THE CONTROL PROVIDED BY CITY ORDINANCES FOR THE REVIEW AND APPROVAL OF PHYSICAL DEVELOPMENT WITHIN THE CITY.
- B. TO RECOMMEND CHANGES IN THE ADMINISTRATIVE PROCESSES WHICH RELATE TO ITS FUNCTION WHICH WOULD IMPROVE ITS FUNCTION AND EFFECTIVENESS. IN MAKING SUCH RECOMMENDATIONS, EVERY EFFORT SHOULD BE MADE TO MINIMIZE THE TIME FRAME FOR ACTION.
- C. TO MAKE RECOMMENDATIONS ON DESIGN CHARACTER AND ISSUES TO IMPROVE THE PHYSICAL ATTRACTIVENESS OF NOVATO.

2. ATTENDANCE AND CONDUCT:

- A. A DESIGN REVIEW COMMISSION MEMBER SHOULD MISS NO MORE THAN 25% OF THEIR MEETINGS HELD IN EACH 12-MONTH PERIOD FROM THE ANNIVERSARY DATE OF THEIR APPOINTMENT.
- B. MEETINGS WILL BE CONDUCTED ACCORDING TO ROBERTS RULES OF ORDER AND SUBJECT TO THE BROWN ACT.
- C. THE DESIGN REVIEW COMMISSION, AS PUBLIC SERVANTS, ARE TO DISPLAY RESPECT TO ALL MEMBERS OF THE PUBLIC, STAFF AND OTHER COMMISSIONERS.