



## APPLICATION FOR APPOINTMENT TO THE ADVISORY DESIGN PANEL

### About the Advisory Design Panel

The Advisory Design Panel's purpose is to advise Victoria City Council's Planning and Land Use Committee on the design merits of plans referred to the Panel as part of a:

- Rezoning application
- Development Permit application
- Development Variance Permit application
- Statutory Building Scheme
- Board of Variance application involving a house conversion, or
- Special project referred to the Panel by the Committee.

The Panel is made up of nine members appointed by Victoria City Council. Members may serve a maximum of two consecutive terms (three years) on the Panel. The Panel meets once per month. The meeting schedule, recent meeting agendas and past meeting minutes are available on the City of Victoria website at [victoria.ca](http://victoria.ca).

### About this Opportunity

Victoria City Council is seeking applicants to fill nine positions on the Panel. If you are interested in or have training in architecture, landscape architecture, urban design, engineering, land development or are an interested member of the general public, the City would welcome your application. Each position is for an 18-month term starting on January 1, 2016 and ending on June 30, 2017.

### Completing and Submitting an Application

Applications must be received by November 20, 2015. Completed, signed applications can be submitted:

- in person to the Legislative Services office on the first floor of City Hall
- by mail to the City Clerk, City of Victoria, #1 Centennial Square, Victoria, BC, V8W 1P6
- by email to [legislativeservices@victoria.ca](mailto:legislativeservices@victoria.ca), or
- by fax to 250.361.0348.

You may attach additional documentation if required. For further information, contact Janice Schmidt, Manager, Legislative Services, at 250.361.0543, e-mail: [JSchmidt@victoria.ca](mailto:JSchmidt@victoria.ca).

### APPLICANT INFORMATION

Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ Province \_\_\_\_\_ Postal Code \_\_\_\_\_

Home Phone No. \_\_\_\_\_ Work Phone No. \_\_\_\_\_ Cellular No. \_\_\_\_\_

Fax No. \_\_\_\_\_ Email \_\_\_\_\_

### QUALIFICATIONS AND ELIGIBILITY

1. Please describe your reasons for seeking appointment to the Advisory Design Panel.

**2. Please describe any relevant knowledge, skills or experience.**

**3. Have you previously been a member of the Advisory Design Panel? If yes, please indicate the term of any previous appointments.**

**4. Do you have experience as a member of any other community board or committee? If yes, please describe.**

**5. Consent to Use Personal Information**

Your personal information will be reviewed to determine the most suitable candidates for the Panel. This review includes disclosure to City staff, members of Council, the Panel you are seeking appointment to and third parties who can verify the personal information you have provided. Section 26(c) of the *Freedom of Information and Protection of Privacy Act* (FIPPA) is the legislated authority to collect your personal information. If you have any questions about the collection, use or disclosure of your personal information, please contact the Manager of Legislative Services, Legislative and Regulatory Services Department at 250.361.0543, by email at [JSchmidt@victoria.ca](mailto:JSchmidt@victoria.ca) or #1 Centennial Square, Victoria BC, V8W 1P6.

**6. Declaration of Applicant**

I declare that the information provided in this application is correct and that I am eligible to be appointed to the Panel for which I am applying, as I am not an elected official, officer or employee of The Corporation of the City of Victoria.

**SIGNATURE** \_\_\_\_\_ **DATE** \_\_\_\_\_

**NOMINATING ORGANIZATION INFORMATION** (If applicable)

**Name of Organization** \_\_\_\_\_

**Address of Organization** \_\_\_\_\_

**Name of Organization Representative** \_\_\_\_\_

**Signature of Organization Representative** \_\_\_\_\_ **Date** \_\_\_\_\_

**Reason why Organization is recommending candidate for appointment**