



APPLICATION FOR APPOINTMENT TO THE HERITAGE ADVISORY PANEL

About the Heritage Advisory Panel

The Heritage Advisory Panel's primary reporting relationship is with Victoria City Council's Planning and Land Use Standing Committee. The purpose of the Panel is:

1. To advise the Standing Committee on those heritage matters coming within the scope of the committee under the *Local Government Act* or that are referred to it by the Standing Committee.
2. To make recommendations to the Standing Committee respecting the designation of heritage buildings, structures and lands, and the preservation, alteration, renovation or demolition of heritage buildings, structures or lands.
3. To meet jointly with the Advisory Design Panel to review and provide recommendations to the Standing Committee on development proposals referred to a joint meeting.

The Panel is made up of ten members appointed by Victoria City Council. Members may serve a maximum of two consecutive 18-month 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.

About this Opportunity

Victoria City Council is seeking applicants to fill ten positions on the Panel. There are no specific qualifications required to sit on the Panel. 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, 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.

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 Heritage Advisory Panel.

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

3. Have you previously been a member of the Heritage Advisory 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 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