

Each of the eight neighborhood-based Design Review Boards is comprised of five volunteer members. Members advise the City of Seattle about the design of proposed commercial and multifamily buildings at twice-monthly evening meetings. The Mayor and City Council appoint members for two year terms.

To be eligible to serve, you must live in Seattle. **Applications are due December 15 for terms that begin April 4.** For more, see: www.seattle.gov/designreview. For a list of the upcoming year's openings, see attached Appendix.

STEP 1: APPLICANT INFORMATION

Name (last)

(first)

Address (home)

(work)

Phone (home or cell)

(work or cell)

Email (home) _____

(work)

Home Neighborhood (Ravenna, Delridge, etc.)

How did you hear about this opportunity?

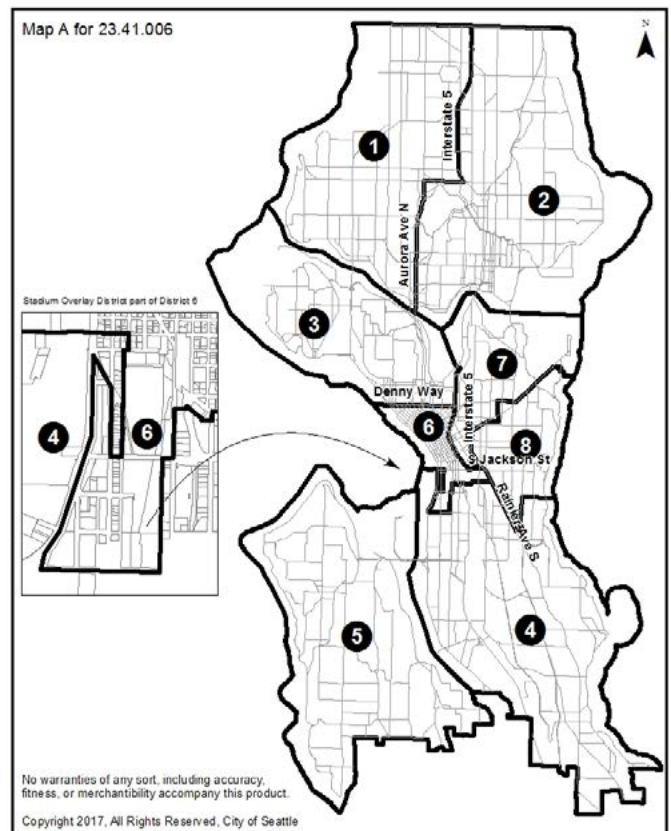
(Press release, community paper, blog, radio, co-worker, word of mouth, etc. Please be specific.)

STEP 2: BOARD PREFERENCE

The city is divided into 8 design review board districts. Some applicants only want to serve on the board in the district in which they live or work. Others are willing to serve on any of the eight boards.

Check the following board(s) for which you want to be considered. You may check more than one. Checking more than one increases the competitiveness of your application. See the Appendix for a list of upcoming openings.

1. Northwest
2. Northeast
3. West
4. Southeast
5. Southwest
6. Downtown
7. East
8. Central Area



STEP 3: BOARD POSITIONS

The board is composed of 5 members who represent the interest groups in the design and development process.

All members, regardless of position, should demonstrate: knowledge of architecture, urban design and the development process; the ability to communicate effectively, work well under pressure and manage public meetings; a passion for community development; and a commitment to prepare for and attend two evening meetings a month.

Consider me for these board positions. Some applicants have diverse experiences and therefore qualify for different positions. You may check more than one.

Design profession interests

Typically, this position is held by someone with a degree and accreditation in a design field, such as architecture, landscape architecture or urban design.

Development profession interests

Typically, this position is held by someone who works in the building development industry, has developed property, or has an understanding of the land development process.

Local residential / community interests

Typically, this position is held by someone who lives in the district and who demonstrates an interest and understanding of the issues and concerns of those who live in the district.

Business / landscape design profession interests

Typically, this position is held by someone who owns or manages a business and/or works in the landscape design profession.

STEP 4: RESUME AND COVER LETTER

Attach a copy of your resume and a cover letter which explains your interest in serving and why the Mayor or Council should appoint you.

I have attached my:

resume
cover letter

STEP 5: FUTURE CONSIDERATION

Matching a prospective board candidate with an open position is often a matter of timing. Many whom apply might make good candidates for future open positions.

Yes, I want to be considered for a board position in **future years** if I am not selected for a Design Review Board position in this recruitment cycle.

STEP 6: DIVERSITY (OPTIONAL)

The City of Seattle looks for a diversity of background of its boards and commissions members.

What is your:

Year Born:

Gender:	Man	Woman
	Non-binary	None of the Above

I am *(check all that apply)*:

American Indian / Alaska Native	Asian American
Hispanic/Latino	Black / African American
White/Non-Hispanic/Caucasian	Pacific Islander
Multiracial	Middle Eastern
	Other

STEP 7: COMMITMENT TO DIVERSITY

Design Review Boards represent diverse interests in residential, professional, development, and business communities in the City of Seattle in the Design Review process.

Please describe your experience with and/or your commitment to promoting diversity in the following areas:

- Race/Ethnicity
- Immigrants/Refugees
- Age/Generational
- Sex/Gender
- Sexual Orientation
- Disability (physical, mental, behavioral)

STEP 8: APPLICATION SUBMISSION

Typically, each year, the Mayor and Council appoint new members to the board for terms that begin April 4. Applications are accepted year round until December 16 for the following year's appointments. Applications submitted will also be considered for any unexpected openings that may occur during the year.

The City of Seattle encourages applicants from all backgrounds, including people of color, immigrants, refugees, women, LGBTQ, people with disabilities, veterans, and those with diverse life experiences.

Date submitted (*mm/dd/yyyy*)

Return this form, cover letter, and resume via email to: **erika.ikstrums@seattle.gov**

Digital submissions save paper and enable easy sharing of your application with the search committee.

If you do not have an email address or are unable to create digital copies of your application materials, you may mail or fax in your application to:

Erika Ikstums
Seattle Department of Construction & Inspections
700 5th Avenue, Suite 2000
PO Box 34019
Seattle, WA 98124-4019

Phone:
(206) 684-3160

MORE INFORMATION

email: lisa.rutzick@seattle.gov

phone: (206) 386-9049

website: www.seattle.gov/designreview

APPENDIX: DESIGN REVIEW BOARD OPENINGS FOR 2022

Central Area Board

- Local residential/community representative
- Design profession representative
- Development profession representative

Downtown Board

- Business or landscape design profession representative
- Design profession representative
- Local residential/community representative

East Board

- Local residential/community representative

Northeast Board

- Design profession representative

Northwest Board

- Local residential/community representative

Southeast Board

- Business or landscape design profession representative
- Local residential/community representative

Southwest Board

- Development profession representative
- Local residential/community representative

West Board

- Local residential/community representative