



The City of Seattle

Ballard Avenue Landmark District Board

Mailing Address: PO Box 94649 Seattle WA 98124-4649
Street Address: 700 5th Ave Suite 1700

BLD 112/05

ELECTION PROCEDURES FOR THE BALLARD AVENUE LANDMARK DISTRICT BOARD

(These procedures supersede those filed with the City Comptroller on November 9, 1978 and are to be appended to the Procedures and Bylaws of the Ballard Avenue Landmark District Board adopted in accordance with the provisions of Ordinance 105462.)

NOTICES

Notices of the nomination period and the election will be published by the Director of the Department of Community Development no less than 30 days prior to the scheduled election date by advertising or notices in the City's official newspaper, the Daily Journal of Commerce, and by release of information to appropriate local newspapers. The notice shall also be posted in ten places in the Ballard Avenue Landmark District.

NOMINATIONS

Nominations for the vacant positions on the Board will be taken by way of sign-up sheet in the Ballard Avenue Landmark District.

Nominations should be accompanied by a written statement of consent from the nominee unless the person is nominating him/herself. Since nominations are open, no write-in votes will be permitted.

ELECTIONS

The polling place will be in a pre-announced location within the Landmark District and will be open between the hours of 2:00 p.m. and 7:00 p.m.

Eligible voters must be of 18 years of age or over, and there shall be only one vote per eligible voter.

PREREGISTRATION

Pre-registration shall be required. A registration list shall be kept on file at Ballard Neighborhood Service Center, 5604 22nd Ave NW. The registration list shall be permanent. Eligible voters may pre-register at any time of the year except for 2 weeks prior to election.

VOTER ELIGIBILITY

Eligible voters shall be one of the following and must have registered to vote at least two weeks prior to the election.

1. Property Owners of property in the District are defined as:
 - a. Individual owners: Both husband and wife may vote under the community property laws of the State of Washington.
 - b. Partnerships: All general partners may vote, but not limited partners.
 - c. Corporations: Two officers may vote.
 - d. Trusts and Estates: An administrator or executor may vote, but there shall only be one vote per trust or estate.
2. Business persons are defined as those individuals, tenants, partnerships, corporations, or trusts and estates who own, manage, or operate a business which is physically located in the District. Eligibility for voting is the same as indicated in 1.a.-1.d. above.
3. Residents are defined as those persons who live within the boundaries of the District.

Voters will be asked to sign a register and give the category of eligibility for voting, as well as the address of their District residence business or property owned.

There shall be no vote by proxy. Absentee ballots will be permitted and will be available at the Ballard Neighborhood Service Center six days prior to the election. Persons using such ballots must sign the numbered register. Absentee ballots must be received by the staff of the Board (Offices at the Historic Preservation Program, 700 5th Avenue suite 1700, Seattle, Washington 98124).

COUNTING

At the end of the voting period, the Director or his designee, in conjunction with a person from the District who is neither a candidate nor a Board member, will count and record the results of the voting.

The results of the election will be announced at the end of the tabulation period and a notice of the results will be posted at the polling place.

The posted results of the election shall be final unless a challenge to the election is filed with the Director within seven days following the election.

In case of a challenge, the Director or his designee shall investigate the merits of the challenge and, if affirmed, the total of invalid votes shall be deducted from the tally of votes accorded the winner of each election. In cases where the outcome of the election is changed, a new election for those positions shall be held in the third week following the original election.

In the case of a tie vote, a run-off election shall be scheduled to occur 14 days following the original election. The run-off shall be limited to those tying in the race for a position. All procedures and rules for the election shall apply to elections held to resolve tie votes and successful challenges except that notification of these elections shall be limited to the local press and the posting of ten notices within the District.

RECORDS

The registration lists, ballots and tabulation will be maintained in the confidential files of the Director for a period of one-year following the election.