



**City of Duarte
1600 Huntington Drive
Duarte, California 91010
Phone (626) 357-7931**

APPLICATION FOR VACANCY ON PLANNING COMMISSION

Although there are six City Commissions, this application is **only** for one vacancy on the Planning Commission, for a term expiring December 31, 2023.

Please submit this application to Duarte City Hall **no later than Tuesday, February 16, 2021, at 6:00 p.m.**

1. PERSONAL

Name (Last, First, Middle) _____ Phone _____

Home Address (Number and Street) _____ (City, State, Zip Code) _____

Email _____

2. ELIGIBILITY

Duarte Municipal Code Section 2.20.050 requires that a candidate for the Planning Commission must be a resident of the City, have no felony convictions, and file a City application, including a written statement as detailed in Section 3 below.

Have you ever been convicted of a felony? Yes No

3. QUALIFICATIONS AND STATEMENT OF INTEREST

Please submit a written statement of not more than two hundred words describing background, qualifications, and objectives in serving on the Commission. You may also attach a résumé in addition to the statement.

4. ADDITIONAL REQUIREMENTS / INFORMATION

- Form 700, Statement of Economic Interests – Must be filed with the City Clerk by all Commissioners pursuant to State Law, and it becomes a matter of public record. The form requires a disclosure of real property (excluding your home), investments other than retirement, certain gifts you may have received, and other financial disclosures. Form 700 is filed by the City Council, all Commissioners, and many City staff members.
- Ethics Training – All City Commissioners are required to complete a two-hour Ethics Training course once every two years. The Certificate of Completion is kept on file with the City Clerk.
- Please note: Should you be appointed as a Commissioner, further information about the FPPC and Ethics requirements will be provided to you. Nothing is required of you at this time.

By signing below, I declare under penalty of perjury that the information contained in my application is true and correct, and does not contain any material misrepresentations or omissions.

_____ Date

_____ Signature

PLANNING COMMISSION

The **Planning Commission** serves as the City's planning agency, reviews development projects, appeals, applications for conditional use permits, variances, and tract maps, performs architectural review for certain projects, and makes recommendations to City Council pertaining to development agreements and amendments related to the development code, general plan, specific plans, zoning map, CEQA environmental documents, and other applicable policy/regulatory matters related to the City's planning process. All five members are required to be Duarte residents. Meetings are held on the third Monday at 7:00 p.m. in the Duarte Community Center.