

BUILDING BOARD OF APPEALS APPLICATION INSTRUCTIONS

Applicant:

Attached is an application for appointment to the City of Ukiah Building Board of Appeals. Please review the application questions carefully, and feel free to list answers to the questions on an additional sheet of paper. An application filled out incorrectly or incomplete could be basis for denial. Applications submitted after the submittal deadline will not be accepted.

A person is qualified to serve on the Board if he or she satisfies any of the following qualifications: 1) A registered design professional in good standing with the applicable licensing board with not less than five years of experience as a registered design professional; 2) Licensed general or specialty contractor in good standing with the Contractors State Licensing Board with not less than five years of experience as a licensed contractor; 3) A certified building inspector or fire inspector with not less than five years experience as a certified inspector. Members must be residents of or licensed to conduct business in the Ukiah Valley, Redwood Valley or Potter Valley.

The Board is appointed by the City Council and shall consist of members who are qualified by experience and training to pass on matters within the Board's jurisdiction but who are not City employees. The Appeals Board was created in order to hear and decide appeals of orders, decisions or determinations made by the building official relative to the application and interpretation of this code. Appeals to the Board are limited to a claim that the true intent of the code or the rules legally adopted there under have been incorrectly interpreted, the provisions of the code do not fully apply or an equally good or better form of construction is proposed. The Board shall have no authority to waive requirements of the Building Codes.

The Building Appeals Board shall meet as needed. Terms of office are one, two or three year staggered terms determined by the City Council.

Appointments will be considered and decided on at a regular City Council meeting.

6. How do you believe your own skills, experience, expertise and perspectives will be beneficial to the work of the Appeals Board?

7. Are there any other City of Ukiah Committees/Commissions in which you are interested and on which you would be willing to serve?

8. Diversity, Equity, and Inclusion are priorities for the City of Ukiah. Tell us about your experience working with diverse groups and how you would work to create an environment that is welcoming, inclusive, and increasingly diverse?

9. Is there anything you would like to add?

I declare under penalty of perjury under the laws of the State of California that I am a resident of the City of Ukiah, California, registered to vote in the City of Ukiah, and that all information stated in this application and all attached pages are true, correct and complete. I also acknowledge that if appointed, I will be subject to filing a Form 700 Statement of Economic Interest, and I have read and understand the City's Code of Ethics and Conduct.*

Signature of Applicant

Date

**[Form 700](#) – Every elected official and public employee who makes or influences governmental decisions is required by State Law to submit a Statement of Economic Interest, also known as the Form 700. The Form 700 provides transparency and ensures accountability in two ways:*

- 1. It provides necessary information to the public about an official's personal financial interests to ensure that officials are making decisions in the best interest of the public and not enhancing their personal finances.*
- 2. It serves as a reminder to the public official of potential [conflicts of interest](#) so the official can abstain from making or participating in governmental decisions that are deemed conflicts of interest.*