

Council/Agency Meeting Held: _____	City Clerk's Signature
Deferred/Continued to: _____	
<input type="checkbox"/> Approved <input type="checkbox"/> Conditionally Approved <input type="checkbox"/> Denied	
Council Meeting Date:      December 20, 2004	Department ID Number:      PL 04-25

**CITY OF HUNTINGTON BEACH  
REQUEST FOR COUNCIL ACTION**

**SUBMITTED TO:** HONORABLE MAYOR AND CITY COUNCIL MEMBERS

**SUBMITTED BY:** CITY COUNCIL MEMBERS DAVE SULLIVAN AND CATHY GREEN  
LIAISONS TO THE DESIGN REVIEW BOARD

**PREPARED BY:** HOWARD ZELEFSKY, Planning Director *HZ by SK*

**SUBJECT:** APPROVE APPOINTMENTS TO THE DESIGN REVIEW BOARD

RECEIVED  
 CITY CLERK  
 HUNTINGTON BEACH, CA  
 2004 DEC - 17 PM 3:27

Statement of Issue, Funding Source, Recommended Action, Alternative Action(s), Analysis, Environmental Status, Attachment(s)
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**Statement of Issue:**

There will be two vacancies on the Design Review Board (DRB) by the end of 2004. In addition, it is recommended that a second alternate at-large member be appointed to ensure that a quorum can be achieved for each DRB meeting. Transmitted for City Council consideration are the City Council Liaisons' recommended appointees for the three positions.

The recommendations are: Ed Kerins (at-large member), Kristin Stilton (at-large member) and William Crouch (alternate at-large member).

**Funding Source:** Not applicable.

**Recommended Action:** Motion to:

"Approve the appointment of Ed Kerins to the Design Review Board for a term to expire on December 31, 2008 and Kristin Stilton for a term to expire on December 31, 2006 as at-large members and William Crouch for a term to expire on December 31, 2008, as an alternate at-large member."

**Alternative Action:**

The City Council may make the following alternative motion:

"Continue the recommended action and direct staff to readvertise the vacancies."

E-4

# REQUEST FOR COUNCIL ACTION

MEETING DATE: December 20, 2004

DEPARTMENT ID NUMBER: PL 04-25

## Analysis:

Design Review Board (DRB) member Robert Eberle's second term will expire on December 31, 2004. Former Board member Kristin Stilton was appointed to the Planning Commission in August of this year creating the second vacancy. Kristin Stilton recently resigned from the Planning Commission making her eligible to submit an application for the Design Review Board vacancy. During this time, Design Review Board alternate at-large member Joan Morris has filled the interim at-large vacancy. Additionally, staff requested that the Council liaisons consider selecting one additional alternate at-large member due to the increase in DRB applications. Although the DRB has been functioning with the current number of members, scheduling an additional meeting in the same month causes difficulty for the at-large members. The appointment of two at-large members and the addition of an alternate at-large member will ensure a quorum at the DRB meetings.

The City advertised the two at-large vacancies in September of this year. A total of 16 applications were received. The Council Liaisons reviewed the applications and made the following recommendations: Design Review Board at-large members Ed Kerins for a term to expire on December 31, 2008 and Kristin Stilton for a term to expire on December 31, 2006 and alternate at-large member William Crouch appointed for a term to expire on December 31, 2008.

Environmental Status: Not Applicable.

## Attachment(s):

City Clerk's Page Number		
369	1.	Application of Ed Kerins dated August 4, 2004
	2.	Application of Kristin Stilton dated November 3, 2004
	3.	Application of William Crouch dated October 5, 2004

RCA Author: Rosemary Medel/Mary Beth Broeren

Attachments available in the office of the City Clerk

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