



City of Federal Way  
 33325 Eighth Avenue South ■ Federal Way, WA 98003  
 PHONE: 253-835-2540 ■ FAX: 253-835-2509  
[www.cityoffederalway.com](http://www.cityoffederalway.com)

Date Received

## Application for City Historic Landmarks Commission

Please complete the ENTIRE application. You may attach a cover letter and/or resume.

DATE: \_\_\_\_\_

NAME: \_\_\_\_\_  
First Last M.I.

ADDRESS: \_\_\_\_\_  
Street Address City Zip

MAILING ADDRESS (if different): \_\_\_\_\_

PHONE <sup>(1)</sup> \_\_\_\_\_ PHONE <sup>(2)</sup> \_\_\_\_\_

E-MAIL: \_\_\_\_\_

HAVE YOU PREVIOUSLY SERVED ON ONE OF THE CITY'S BOARDS OR COMMISSIONS?  YES  NO

If "yes", please list: \_\_\_\_\_

ARE YOU ABLE TO ATTEND EVENING MEETINGS  YES  NO

ARE YOU ABLE TO ATTEND DAYTIME MEETINGS  YES  NO

**MEMBERSHIP REQUIREMENTS:** The membership requirements for all City Boards/Commissions are attached to this application. Please review them and confirm you meet the requirements. By your signature you are stating: *"I confirm I meet the membership requirements for the Board/Commission I am applying for."*

Applicant Signature: \_\_\_\_\_

**MAIL OR SUBMIT COMPLETED APPLICATIONS TO:** City of Federal Way  
 City Clerk's Office  
 33325 8<sup>th</sup> Avenue South  
 Federal Way, WA 98003

**Applicants may contact the City Clerk's Office at 253-835-2540 with any questions.**

**Why do you want to serve on this Board/Commission?**

---

---

---

---

---

**What are your prior experiences in this area?**

---

---

---

---

**How do you see your role as a Board Member/Commissioner?**

---

---

---

---

**Describe anything in your past or recent activities that may be of concern to the City or public:**

---

---

---

---

**PUBLIC DISCLOSURE:** This application and each attachment submitted are subject to public disclosure. If requested, they will be provided without redaction or notice.

**FOR CITY USE ONLY:**

Interview Date / Time: \_\_\_\_\_

APPOINTED:  YES  NO      POSITION:  VOTING  ALTERNATE

Term Expires: \_\_\_\_\_

## **HISTORIC LANDMARKS COMMISSION MEMBERSHIP REQUIREMENTS**

When an application is submitted to the city for landmark review, the King County Landmarks Commission shall meet at Federal Way City Hall. The time commitment for commissioners is generally four to eight hours per month; including occasional site visits, tours and training workshops each year. Commissioners serve without compensation.

Prospective commission members shall have demonstrated interest and competence in historic preservation evidenced by experience in such fields such as historic preservation, history, architecture, planning or other related disciplines.

Commissioners are responsible for the following:

- Reviewing and deciding nominations for landmark designation in Federal Way.
- Reviewing and deciding certificates of appropriateness for alterations to or demolition of landmark properties in Federal Way.
- Developing policy and planning recommendations for Federal Way's historic preservation program.
- Attending periodic training sessions and conferences.