



## Commission Memorandum

**REPORT TO:** Honorable Mayor and City Commission

**FROM:** Aimee Kissel, Deputy City Clerk  
Stacy Ulmen, City Clerk  
Chris A. Kukulski, City Manager

**SUBJECT:** Re-appointments to the Design Review Board

**MEETING DATE:** July 19, 2010  
**MEETING TYPE:** Action

**RECOMMENDATION:** Re-appoint three members to the Design Review Board.

**BACKGROUND:** Three terms on the Design Review Board expired on June 30, 2010. In addition, a vacancy currently exists on the Design Review Board for a non-professional member with a term expiration of June 30, 2012.

The Design Review Board was created under Section 18.62 of the Bozeman Municipal Code. Members are appointed to staggered two-year terms. The Board is charged with the design review of certain plans and proposals and should be comprised of six professional and two non-professional members. Professional members should be degreed in their respective disciplines and/or otherwise licensed or certified by their respective professional authorities. They shall include

- 4 Architects;
- 1 Architectural historian;
- 1 Landscape architect/designer;
- 2 Non-professional members.

At least one of the professional members shall have a demonstrated expertise in urban design. The non-professional members shall have an interest in, or knowledge of, architecture, urban design, or historic preservation. No member shall serve as a member of the City Planning Board or the Zoning Commission concurrently. The Board is generally advisory to the City Planning Board, Board of Adjustment, and the City Commission, although it does make the final decisions on some minor applications.

**There is one vacancy and three expired terms with three applications for re-appointment.**

**Re-applying Applicants:**

Walter Banziger (architect)  
Randy Wall (non-professional)  
Elissa Zavora (landscape architect)

**ALTERNATIVES:** As suggested by the City Commission.

*Attachments:* Board Applications

CITY OF BOZEMAN, MONTANA  
APPLICATION FOR THE DESIGN REVIEW BOARD

Date: June 18, 2010

Name: Walter Banziger

Physical Address: Montana, 59715

Mailing Address (if different): \_\_\_\_\_

Email: \_\_\_\_\_

Phone(s): \_\_\_\_\_

Length of time in the Bozeman area: 6.5 years

Occupation: Architect/Planner

Employer: Montana State University, Facilities Planning, Design, & Construction

Have you ever served on a City or County board? Yes

(If so, where, what board, and how long?)

City of Bozeman Design Review Board for the last 4 years.

Applicants should apply as one of the following: architect; architectural historian; landscape architect/designer; or non-professional.

Please explain your relevant qualifications, interests, and experiences.

See Resume Attached for qualifications and experience. My interest remaining on the design review board allows me to apply my background and experience towards service to the community. I hope to continue to play a part in the development and growth of the City of Bozeman, Gallatin County and the State of Montana and help preserve aspects of Montana's history, culture, and lifestyle.

References (Individual or Organization) Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Robert Lashaway \_\_\_\_\_

William Rea \_\_\_\_\_

Hallie Bornstein Banziger PhD \_\_\_\_\_

This application is considered public record. Application contact information may be displayed on the City of Bozeman website.

**PLEASE NOTE:** Per Ordinance No. 1759, revising Chapter 2.01 of the Bozeman Municipal Code, all board members are required to attend a yearly ethics workshop provided free of charge by the City as a condition of service as a member of a board.

**LICENSES**

**Montana State Registered Architect #2603.** (June 2004)

**New York State Registered Architect #025050.** (October 1995)

**CERTIFICATIONS**

**LEED Accredited Professional.** (October 2006)

**NCARB Registration Certificate #48640.** (December 1996)

**EDUCATION**

**Master of Business Administration.**

**Syracuse University,** Syracuse, New York (August 2000)

Concentrations include finance, information systems and operations management.

**Master of Architecture.**

**State University of New York at Buffalo,** Buffalo, New York (June 1992)

Concentrations include urban redevelopment, design, historic preservation, and project management.

**Bachelor of Science Degree in Architectural Technology.**

**New York Institute of Technology,** Westbury, New York (May 1989)

Concentrations include construction management, design, building systems, and structural systems.

**Associate Degree in Science.**

**Mohawk Valley Community College,** Utica, New York (May 1986)

Concentrations include mathematics, biological science, chemical science, and human behavior.

**EXPERIENCE**

**Montana State University, Facilities Planning, Design, and Construction,** Bozeman, Montana

Director (February 2006-present)

Direct the operations and functions of the newly formed Facilities Planning, Design, and Construction department which is made up of three service areas, Facilities Planning, Architectural Design, and Construction Project Management; plan and administer the campus planning, capital construction, facilities repair, renovation and major maintenance programs for the University; coordinate the campus master planning, capital planning, architectural design, historic preservation, and construction management efforts for the University facilities and its affiliates; oversee implementation of the state Long Range Building Program (LRBP) and Facilities Condition Inventory (FCI) as it pertains to MSU and its affiliated campus'; execute University contracts with consultants, contractors, and vendors; develop and manage departmental budget of approximately \$3 million; oversee planning, implementation, and management of capital projects with an aggregate value of approximately \$100 million; supervise departmental managers and staff personnel; develop and implement administrative rules, policies and procedures directly affecting the department and University Services division; institute campus design guidelines and construction standards; coordinate with state and local agencies, state legislators, executive offices, and committees in order to advance the University mission; act as community liaison for University facilities related ventures.

**Montana State University, Office of Facilities Services,** Bozeman, Montana

Interim University Planner (January 2006-February 2006),

Supervise and manage the Facilities Planning, Architecture Services, and Project Management sections; develop budgets and estimates for long range capital planning campaigns and initiatives; oversee implementation of the Long Range Building Plan and Facilities Condition Inventory; Facilitate the campus master planning effort; develop facility strategic planning programs; act as liaison between students, departments, and upper level administration; Vice Chairperson of the University Facilities Planning Board; contributing member of various University facility related committees; oversight of administrative rules and Regents policies; coordinate with state and local agencies in order to advance the University mission; community liaison for University facilities related ventures; develop campus design and construction guidelines.

**Montana State University, Office of Facilities Services, Bozeman, Montana**

University Architect (January 2004-February 2006)

Supervise and manage the Architecture Services staff and Project Management sections; direct implementation of capital construction and major maintenance projects from concept through completion including managing & coordinating project planning, budgeting, estimating, design, and administration processes; coordinate implementation of Long Range Building Plan and Facilities Condition Inventory; oversee facilities strategic planning; create and implement programs for long range planning and master planning efforts, campus development, space utilization, major maintenance, preservation, renovations, and new building construction; oversee professional consultant, construction, & service contracts; provide operation and technical support to campus maintenance; manage and administer the operational budget for the self-funded Architectural Services section; develop and maintain relationships with faculty, staff, contractors, local authorities, and professional consultants; perform code compliance analysis; develop and implement quality improvement plans and measures.

**Syracuse University, Office of Design and Construction, Syracuse, New York**

Senior Project Manager (January 1996-December 2003), Assistant Project Manager (March 1993-December 1995)

Plan and lead new construction and renovation projects from conception through final completion; develop project scopes of work and budgets ranging from \$2,000 to \$30 million; coordinate the development of campus programming needs and the Capital Improvement plan; create and implement programs for long range capital and maintenance planning, space utilization, preservation, renovations and new building construction; develop and implement cost control measures; involvement in assessing and allocating the yearly capital spending plan; select and oversee consultant services; develop and maintain relationships with faculty, staff, contractors and professional consultants; assess and implement plan for major maintenance and facility modification needs; conduct quality and progress inspections; formulate estimates; review and administer contract documents; develop feasibility studies; supervise production of construction documents; perform code compliance analysis; develop and implement quality improvement plans and measures.

**Utica College of Syracuse University, Dept. of Social Sciences, Utica, New York (September -December 1999)**

Adjunct Professor for Construction Planning and Scheduling in the Construction Management program.

**Edmund Booth, Architect, Utica, New York**

Intern Architect (July 1992-January 1993, May 1989-August 1990); summer employment (1987, 1988)

Create architectural designs; develop contract documents and cost estimates; perform construction quality and progress inspections, site and field surveys; coordinate MEP documentation; oversee client-contractor relations.

**Alfred Schaeffner, General Contractor, Garden City, New York (September 1987-May 1989)**

Carpenter's Assistant in residential and small commercial construction. Part-time.

**COMPUTER SKILLS**

*Programs:* Microsoft Office, Project Manager, Revit, Autodesk.

**PUBLICATIONS**

Montana State University Long Range Campus Development Plan, 2008.

Historic Preservation, Urban Redevelopment, Bagg's Square and Union Station, City of Utica, New York, 1992.

**ACTIVITIES**

Member American Institute of Architects (AIA) (2004-present)

Member Association of Higher Education Facilities Officers (APPA) (2004-present)

Association of Higher Education Facilities Officers (APPA) Institute for Facilities Management. (September 2007)

Association of Higher Education Facilities Officers (APPA) Leadership Academy (2008 – Present)

Member Society of Campus and University Planners (SCUP) Montana Regional Representative (2006-present)

U.S. Green Building Council (USGBC) (2004-present)

City of Bozeman Design Review Board (2006-present)

Leadership MSU (2008-2009)

Member, National Trust for Historic Preservation (1992-present)

Harvest Creek Home Owners Association Design Review Board (2006-2007)

Westfield South Home Owners Association Treasurer (2008 – present)

Member Syracuse University Business, Finance, and Administrative Services Quality Council (2002 – 2004)

**INTERESTS**

Historic preservation, construction management, Russian language, photography, travel, sports, art.

CITY OF BOZEMAN, MONTANA  
APPLICATION FOR THE DESIGN REVIEW BOARD

Date: May 26, 2010

Name: Randy P. Wall

Physical Address: ., Bozeman, MT 59715

Mailing Address (if different): \_\_\_\_\_

Email: .

Phone(s): (406)

Length of time in the Bozeman area: 4 years

Occupation: Graduate Student - Masters of Public Administration, MSU

Employer: Self

Have you ever served on a City or County board? Yes

(If so, where, what board, and how long?)

Please see attached CV.

Applicants should apply as one of the following: architect; architectural historian; landscape architect/designer; or non-professional.

Please explain your relevant qualifications, interests, and experiences.

Applying to be appointed to another term on the DRB.

References (Individual or Organization) Name:	Phone:
<u>Chris Livingston - DRB Chair</u>	_____
<u>Bill Rea - DRB Member</u>	_____
<u>Walt Bazinger - DRB member</u>	_____

This application is considered public record. Application contact information may be displayed on the City of Bozeman website.

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## ***RANDY P. WALL, P.E.***

### **PERSONAL ATTRIBUTES**

**Land Planner:** Extensive expertise in environmental and land use regulations, policy analysis, environmental and land use documents (Environmental Impact Statements, general and specific plans and zoning ordinances), land use entitlements and project approvals.

**Leader:** Innovative, inspirational, mindful and supportive leader; excellent public speaking, verbal and written communications skills.

**Advocate:** Versed in the art of government and the administration of government affairs; adept in quickly creating open, trusting and highly professional relationships with government entities, staff, appointees and elected officials.

**Highly Organized:** Utilization of the following practices to identify, manage and quantify results against established expectations: personal primary aim; strategic imperatives; strategic plan; tasking, scheduling and delegation; and key strategic indicators.

**Project Manager:** Expert in breaking down large complex projects into defined achievable tasks; determination of work scopes, budgeting, task scheduling, delegation and management; establishing and maintaining clear expectations with all involved parties.

**Civil Engineer:** Broad foundation in science, mathematics, civil engineering principles (e.g. road design, grading, drainage, etc.) and computer applications.

**Business Owner and Manager:** Proven success as the owner of a Land Planning and Civil Engineering firm; highly refined skill set developed through strategic planning and the origination, implementation, quantification and innovation of business systems for leadership, finances, marketing, personnel management and product delivery.

**Community Volunteer:** Currently a member of the City of Bozeman Design Review Board; demonstrated success in organization and working with diverse Boards, community groups, volunteers and community leaders; worked extensively with the Auburn Chamber of Commerce and the Professional Ski Instructors of America; authored numerous articles for various non-profit newsletters.

### **PROFESSIONAL EXPERIENCE**

**Senior Project Engineer, Stahly Engineering & Associates, Inc., Bozeman, Montana – 07/08 through 04/09:** Responsible for all aspects of project management and Civil Engineering; signature project was the sustainable adaptive reuse of the Carmike Cinemas by the Town & Country grocery store, which included: processing with the City of Bozeman staff; managing the origination and processing of the traffic impact study; representation of the Site Plan Application to the City Commission; project management of the design and processing of civil engineering plans with the City of Bozeman and the Montana Department of Transportation.

**Owner, R&B Land Company, Bozeman, Montana – 05/07 through 06/08:** Principal Land Planner, responsibilities included: in charge of various land planning projects in Gallatin County and the City of Belgrade; worked with the Gallatin Gateway Neighborhood Plan Committee on a development proposal in the Gallatin Gateway planning area; abilities required included knowledge in land planning, community development, community plans, zoning ordinances, representation of projects to community groups, planning departments and community groups.

**Ski Instructor, Bridger Bowl, Bozeman, Montana – '06-'07 and '07-'08 Seasons:**

Responsibilities included teaching group and multi-week ski lessons for alpine and telemark skiers.

**Owner, R&B Engineering, Inc., Auburn, California – 02/90 through 12/06:** President, Principal Land Planner and Civil Engineer for a 15 person Civil Engineering and Land Planning firm with an annual operating budget of \$1.3 million; responsibilities included: all aspects of Land Planning, including: determination of environmental impacts and mitigation measures; land use applications; agency liaison and project representation to regulatory agencies; in charge of all business management, including: business systems design, implementation, quantification and improvement; acted as project manager and lead consultant to assure that projects were delivered in accordance with established expectations; ensured projects were practically organized and professionally delivered; contract administration; quality control review; provided leadership for the Sierra Foothills preeminent Land Planning and Civil Engineering firm.

**Civil Engineer, Nevada City Engineering, Inc., Nevada City, California – 07/88 through 01/90.**

**Quality Control Engineer, Pacific Gas & Electric Company, San Luis Obispo, California – 03/86 through 06/88.**

**Civil Engineer, Pacific Gas & Electric Company, San Francisco, California – 01/84 through 02/86.**

**EDUCATION**

Masters in Public Administration, Montana State University Bozeman, Spring 2011 (expected; 26 of 36 credits completed, current GPA = 3.96)

Bachelor of Science in Civil Engineering, University of California at Davis, 1983

**CONTINUING EDUCATION**

Montana Joint Engineers Conference, 2007 & 2008

Entrepreneurial Business Mastery, Bold Businesses, Inc., 2002 - 2006

Montana Association of Planners Conference, 2006

Coaching Certification Program, Corporate Track, Academy for Coaching Excellence, 2004

Planning Overview and Update, Land Use and Environmental Planning Certificate Program, University of California at Davis Extension, 2004

Financial Aspects of Planning, Land Use and Environmental Planning Certificate Program, University of California at Davis Extension, 2002

Contract Basics for Project Managers, American Society of Foundation Engineers, 2001

League of California Cities Planners Institute, League of California Cities, 1999, 2001

Leadership Auburn, Charter Participant, Auburn Area Chamber of Commerce, Class of 2000

Fundamentals of Successful Project Management, SkillPath Seminars, 1999

California Environmental Quality Act, University of California at Davis Extension, 1999

Role of the Planning Commissioner, University of California at Davis Extension, 1999



### **REGISTRATIONS**

Professional Civil Engineer, States of Montana, Wyoming, Colorado, California and Nevada  
Level III Certified Telemark Ski Instructor, Professional Ski Instructors of America (PSIA)  
Level II Certified Alpine Ski Instructor, PSIA

### **OFFICES**

Nordic Chairman, PSIA Western Division - '04-'05 & '05-06 Seasons  
Chairman, City of Auburn Planning Commission (2002)  
Vice President – Membership, Auburn Chamber of Commerce, Auburn, California (2001)

### **APPOINTMENTS**

Examiner, Clinician and Trainer, PSIA Northern Rocky Mountain Division Nordic Education Staff (2009 – present)  
Nordic Education Committee, PSIA Northern Rocky Mountain Division (2009 – present)  
Board Member, Design Review Board, City of Bozeman, Montana (2008 – present)  
Examiner, Clinician and Trainer, PSIA Western Division Nordic Education Staff (2004 – 2008)  
Planning Commissioner, City of Auburn, California (1998 – 2002)  
Board Member, Auburn Chamber of Commerce (1996 – 2001)  
Placer County Citizens Advisory Committee, Placer County, CA (1994 – 1998)  
Board Member, Design Review Board, Grass Valley, California (1990)

### **HOBBIES AND PRACTICES**

Skiing (alpine and telemark disciplines); regular exercise (yoga, cardio and strength training); meditation; cooking; gardening, hiking; photography; walking the French Bulldog

### **REFERENCES**

References can be provided upon request.

CITY OF BOZEMAN, MONTANA  
APPLICATION FOR THE DESIGN REVIEW BOARD

Date: July 12, 2010

Name: Elissa Ann Zavora

Physical Address: Bozeman, MT 59715

Mailing Address (if different): \_\_\_\_\_

Email: \_\_\_\_\_

Phone(s): \_\_\_\_\_

Length of time in the Bozeman area: 16 years

Occupation: Business Owner

Employer: Sweet Pea Nursery and Landscape

Have you ever served on a City or County board? Yes

(If so, where, what board, and how long?)

DRB, first appointed 2005

Applicants should apply as one of the following: architect; architectural historian; landscape architect/designer; or non-professional.

Please explain your relevant qualifications, interests, and experiences.

I run a landscape company and retail nursery. I am actively involved in the horticulture industry in Bozeman on a daily basis and have been for over 10 years. My experiences in this field have provided me with the knowledge to offer professional advice on all things related to landscaping, hardy plant species, and proper project management.

References (Individual or Organization) Name:	Phone:
<u>Dawn Smith</u>	_____
<u>Cora Larson</u>	_____
<u>Leigh Ripley</u>	_____

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