



# Planning Commission Vacancy



Review Land Action

Development  
Projects

Review Quasi-  
Judicial  
Applications

Seven  
Members

Reside in City  
Limits or UR  
Boundary

Recommend-  
ations to  
Council

Land Use  
Development  
Regulations

**NOTICE IS HEREBY GIVEN THAT** the City of Roseburg is accepting applications from individuals interested to serve on the following Commission to the City Council:

**Planning Commission:** Meets at 7:00 p.m. on the first Monday of each month to consider long and short-range land use development issues within the City and Urban Growth Boundary. The City of Roseburg Planning Commission consists of seven citizens appointed by the City Council. The Planning Commission reviews and takes action on land use and development projects based on the provisions of the City of Roseburg Land Use and Development Regulations (LUDR). The Commission reviews and acts on Quasi-Judicial applications (those filed by landowners and/or their agents) and on Legislative applications (those initiated by the City). While some actions are a recommendation forwarded to the City Council for final consideration, other decisions are final unless appealed to the City Council.

At least six of the members must be residents of the City; the other member may reside outside city limits, but must reside within the Urban Growth Boundary of the City. This current vacancy requires residency within the city limits. To confirm your city limit residency, you may contact the Community Development Department at (541) 492-6750. Except when filling a vacant unexpired term, all Commissioners are appointed for a four-year term. This vacancy has a term expiration of December 2028.

If you are interested in applying, please complete the Planning Commission Application and email it to [info@roseburgor.gov](mailto:info@roseburgor.gov), drop off in the Administration Office at City Hall on the third floor or mail to 900 SE Douglas Avenue, Roseburg, Oregon 97470.

**Vacancies will remain open until filled and applications will be reviewed weekly.**



## CITY OF ROSEBURG COMMISSION APPLICATION

Application for Appointment to: **PLANNING COMMISSION**

*Planning Commission Public Hearings are held at 7:00 p.m. on the 1<sup>st</sup> Monday of each month in the Council Chambers of City Hall. This Commission reviews and takes action on land use and development projects based on the provisions of the City of Roseburg Land Use and Development Regulations.*

Name: \_\_\_\_\_  
Last First

Home Address: \_\_\_\_\_  
Street Zip Code

Phone Number: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

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

Occupation \_\_\_\_\_ / \_\_\_\_\_  
Place of Employment

Business Address \_\_\_\_\_  
Phone

1. Do you reside within the Roseburg city limits? Yes  No

2. Do you own property or a business within the City? Yes  No

3. How did you learn about this vacancy?

Newspaper  Social Media  City Website  Word of Mouth

Other  Please Specify: \_\_\_\_\_

4. The Municipal Code requires a minimum attendance rate of 75% each calendar year.

Can you meet this requirement? Yes  No

5. What experience/training do you have that qualifies you for this particular appointment and what specific contributions do you hope to make?

6. Please give a brief description of your involvement in community groups and activities.

7. Please list community topics of particular concern to you that relate to this appointment.

8. Please list your reasons for wishing to be appointed.

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Applicant Signature

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Date

Return completed application to the City Hall lobby, 900 SE Douglas, Roseburg, OR 97470 or e-mail to [info@roseburgor.gov](mailto:info@roseburgor.gov).

If applicable, you will be advised when the City Council will conduct interviews of the applicants. Plan to be present to discuss your application with the Council. The Council will endeavor to make its selection at that meeting; however, it may wish to take more time to deliberate before making the appointment.

Information on this form is public information.  
Thank you for your expression of interest in serving the community.

***Note: City of Roseburg employees may not serve on an elected body.***