



City of Palm Springs

Office of the City Clerk

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Notice of Recruitment Architectural Review Committee

NOTICE IS HEREBY GIVEN that the City of Palm Springs is accepting applications to be considered for appointment to fill the following vacancies on the **Architectural Review Committee**:

Four (4) Scheduled Vacancies – terms ending June 30, 2029

PRINCIPAL ROLES: The principal roles of the ARC are to (i) issue decisions on Major Architectural Review applications relative to the criteria outlined in [Municipal Code Section 94.04.00 \(“Architectural Review”\)](#); (ii) advise the City Council, Planning Commission and/or Historic Site Preservation Board on matters of conformance to the adopted architectural review criteria; and (iii) advise the Director on matters of conformance to the adopted architectural review criteria.

REQUIRED QUALIFICATIONS: The ARC consists of seven (7) members, who shall be appointed by the Planning Commission. The committee shall consist of a minimum of three (3) California licensed architects, a minimum of one (1) California licensed landscape architect, and other design and/or technical professionals necessary to complete the membership of the committee. The Planning Commission may appoint an experienced architectural designer as a substitute for one of the licensed architects should there be an inadequate number of architects to serve on the committee. The Planning Commission may appoint up to two (2) alternates to serve on the committee.

Applicants shall either reside, work or go to school within the City of Palm Springs. For purposes of this requirement, “work” may consist of employment at a physical location within the City or an ownership interest of least 20% of a business that is physically located within the City. Applicants may not be an employee or have a current application pending for employment with the City of Palm Springs. Applicants must have attended an ARC meeting (attending a teleconference ARC meeting during the time meetings were conducted in this manner would fulfill this requirement). Ideal candidates are those who demonstrate by their background, experience and education that they will be enthusiastic and knowledgeable committee members who will exercise sound judgment. Other factors in the selection process include whether the candidates reflect the social, ethnic and cultural diversity of the City and of the Commission or Board to which they are applying.

TERM OF SERVICE: Full term appointments are for three (3) years; vacancy terms expire on June 30, 2027. Persons appointed to a board or commission may be re-appointed for up to one additional full term, not to exceed a total of seven (7) years of service on such board or commission; such reappointments shall not be construed as automatic, and applicants must go through the same process for re-appointment as all other applicants who are seeking initial appointment.

Applications may be obtained at the Office of the City Clerk, 3200 E. Tahquitz Canyon Way, Palm Springs, CA 92262, or on the City’s website, <http://www.palmspringsca.gov/EngagePS>.

Brenda Pree, MMC, CERA, City Clerk

Dated: March 1, 2026