



# TOWN OF PALM BEACH

APPLICATION FOR SERVICE ON

RECEIVED

MAR 29 2021

Town Clerk's Office

## ARCHITECTURAL COMMISSION (ARCOM)

Please complete this application by typing or printing legibly in ink. Applications should be submitted to the Town Clerk (360 South County Road, Palm Beach, FL 33480, via facsimile 561-838-5417, or via e-mail addressed to townclerk@townofpalmbeach.com) no later than 5 p.m., 11 calendar days prior to the Town Council meeting in which the appointment will be considered. Completion of this application requires the applicant to review certain Town documents as noted in this application. To review or obtain a copy of the documents please contact the Town Clerk's Office (561-838-5416). Please feel free to attach any additional background information to this application form. (Please be advised that members of the Architectural Commission must file an annual financial disclosure form per State law.)

Name: M. Jane GALLARD Residence Address: 44 Coconut Row

Mailing Address: Same Home Telephone: 917 864 6393

E-mail Address: m.janegallard@gmail.com Work Telephone: \_\_\_\_\_

I am a registered voter of the Town of Palm Beach JS (please Initial) JS

\* Appointment to ARCOM requires the applicant to be a registered voter in the Town of Palm Beach. Please attach a copy of BOTH SIDES of your Voter Registration card with your application. Failure to provide the copy of the required voter registration card shall be grounds for rejection of the application.

1. Why are you interested in serving on the Architectural Commission? (Please explain; attach additional pages if necessary)

I am a retired former interior designer from  
Manhattan and interested in being more involved in  
the visual aspects of Palm Beach.

2. How many meetings of the Architectural Commission have you attended in the last year? 0

3. If you have served on any boards/commissions/committees in the Town of Palm Beach or elsewhere, please list them and include details such as length of service, attendance record, etc.

no. I came to Palm Beach in September, 2020.

4. Please indicate if there are any periods of time for which you will be unavailable for meetings.

no

5. Do you have any personal experience with requesting approvals from the Town's Architectural Commission? (Please explain)

no

6. Are you a member of any of the following organizations? (Check all that apply)

- ☐ Palm Beach Chamber of Commerce  
☐ Palm Beach Civic Association  
☐ Citizens' Association of Palm Beach

- ☒ Preservation Foundation of Palm Beach  
☐ North End Property Owners Association  
☐ Neighborhood Alliance of Palm Beach  
☐ Other \_\_\_\_\_

7. Present occupation. Retired interior designer No. of years. 45

Employer. B. Jane GALLARD Inc. 1976-2015

8. Past occupation(s). Interior Design No. of years. 7

Employer(s). B. Altman + Co. NYC 1970-1976

9. Are you currently a Registered Architect in the State of Florida? ☐ Yes ☒ No

Are you currently a Registered Architect in another state? ☐ Yes ☒ No

If So, in which state are you currently registered? \_\_\_\_\_

10. Do you have a degree in, or have you taken courses in, any of the following fields of study: (Check all that are applicable)

- ☒ Architecture  
☐ Landscape Architecture/Design  
☒ Architectural History

- ☐ History  
☒ Design  
☐ Building Construction

11. Please provide details regarding your educational background.

B.A. George Washington Univ. Art History + Theory  
Certificate New York School of Interior Design  
Certificate Institute of Classical Architecture + Art.

12. Why do you feel that you are qualified to serve on the Town's Architectural Commission? (Attach additional page if necessary)

45 years of being involved and owning a design  
firm, building houses and designing interiors.  
We owned houses in the Tudor style, Mediterranean  
Revival style and an 1820 Connecticut farm house.  
I am interested in all architectural styles.

13. To enable Town Council to consider potential conflicts of interest, please provide the following information regarding family members who live and/or work in the Town of Palm Beach, including your spouse, parents, siblings or children.

| Family Member Name | Relationship | Address | Occupation | Employer |
|--------------------|--------------|---------|------------|----------|
| <i>NA</i>          |              |         |            |          |
|                    |              |         |            |          |
|                    |              |         |            |          |
|                    |              |         |            |          |

14. Have you ever been convicted of a crime or pled guilty or nolo contendere to a crime other than minor traffic violations? *NO*

15. If you are currently serving on a Town board, commission, or committee, please identify it in the space below and check the box that indicates you will resign from that position if you are appointed to the position you are seeking in this application.

☐ I will resign from the *NA* if I am appointed to the position I am seeking in this application.  
board/commission/committee

16. In the event you are applying to be a Regular Member of ARCOM and you are not successful, will you accept appointment as an Alternate Member of ARCOM should the Town Council wish to appoint you as an Alternate Member?

☒ Yes ☐ No

The following information is needed to facilitate Town reporting requirements in Florida Statute 760.80. Please check one in each category.

**RACE**

- ☐ African American ☐ Native American  
☐ Asian American ☒ Caucasian  
☐ Hispanic American ☐ Not known

**GENDER**

- ☐ Male ☒ Female

**PHYSICALLY DISABLED**

- ☐ Yes ☒ No

I hereby certify that I have read the sections of the Town Code of Ordinances for the particular board/commission/committee that I have selected above and have noted the description of the board/commission/committee and its members' duties, and further I have read the regulations concerning absences and conflicts of interests. I certify the information given by me is true and complete to the best of my knowledge and belief. I understand that any falsification of material facts will be grounds for rejection of this application or dismissal after appointment.

SIGNATURE: *[Signature]*

DATE: *March 25, 2021*

**Please provide a copy of BOTH SIDES of your Palm Beach County Voter Registration card, which shows your Town of Palm Beach address, with your application.**

**Please note that Board/Commission applications will expire on December 15 of each year.**

**ARCHITECTURAL COMMISSION (ARCOM)**

ARCOM reviews and approves modifications to any existing structures visible from public rights-of-way, new construction, and landscaping. The seven regular members and three alternate members are Town registered voters appointed by the Town Council. Regular members are appointed for three-year terms and no member may serve more than two consecutive terms. Members are appointed on the basis of experience in art, architecture, community planning, land development, real estate, landscape architecture, or other relevant business, profession, or civic interest. At least two members, but not more than three members, shall be registered architects in the state. In the event there are, in the discretion of the town council, no bona fide applicants who are registered architects in the State of Florida, the town may solicit and appoint architects registered outside the State of Florida to fill one of the architect seats.