

Village of Clarksville

Application for Planning Commissioner

About the Position: The Planning Commission makes recommendations to the Village Council on land use issues such as rezoning, subdivisions, planned unit developments, and site and architectural plan reviews. The Commission also makes decisions on special use reviews.

Deadline for Applications: When there are openings on the Commission, information about positions and deadlines are posted on the Village Hall notice board and our website at www.clarksvillemi.org. Applications are accepted annually due the by third Thursday in October and members are appointed on the first Monday in November at a regular Council Meeting.

- Submit application, a current resume, and a letter of interest email to: clarksvillemi@clarksvillemi.org or mail to: Village Clerk, PO Box 118, Clarksville, MI 48815.
- Applications will be reviewed by the Village Council and/or Planning Commission. Selected applicants will be contacted to schedule an interview.

Details:

- Members serve three-year terms. Membership shall consist of 5, 7, or 9 members.
- Meetings are held on the third Thursday of the month at 7 pm in the Village Hall.

Requirements & Duties:

- Qualified Elector of the Village of Clarksville with exception that no more than two non-qualified electors (non-residents) may serve as in accordance with the Michigan Planning Enabling Act 33 of 2008 Article II 125.3815 Sec. 15(4)(b).
- Attend monthly meetings. A minimum of four meetings shall be held each year. A quorum is required.
- May be required to attend training sessions, other special meetings, or volunteer at special events to promote work of the committee.

Desired Qualifications & Interests: There are no minimum skills and abilities that an applicant must have to be appointed as a Planning Commissioner; however, the following list are skills and abilities that make a quality Planning Commissioner:

- Regular attendance at meetings;
- Attention to detail;
- Patience;
- Ability to think in abstract terms;
- Open mindedness;
- Willingness to listen and learn;
- Willingness (obligation) to contribute (speak in a public forum);
- Ability to compromise and work within a team framework;
- Ability to make decisions based on the best interests of the community, rather than the interest of the applicant, or other special interest groups; and
- A rudimentary understanding of the development process; and
- An ability or interest to learn to read drawings, blueprints, and architectural plans.

Applicant Information:

Name: _____

Address: _____

Phone Number: _____ Email Address: _____

I confirm that I am a qualified elector in the Village of Clarksville and will comply with the Village of Clarksville Planning Commission Bylaws & Rules of Procedure. _____ [initial]

Applicant Questionnaire:

1. Why would you like to serve on the Village of Clarksville Planning Commission?

2. Have you been a member of other boards, commissions, or committees?

3. Have you had any personal experience in dealing with planning or development? If so, provide a brief statement as to your experience.

4. Describe your history associated with community volunteerism.

5. In your opinion, describe Clarksville's best and worst land development decisions.

6. Describe where you see the Village of Clarksville in ten years.

7. As a Planning Commissioner, you will have many opportunities to utilize conflict resolution techniques. Describe a specific incident that demonstrates your skills in this area.

Thank you for your interest!