



## Charter Township of Chesterfield

### Appointee Roles and Responsibilities for Individuals Serving on Statutory and Advisory Boards and Commissions

#### **Introduction**

The Charter Township of Chesterfield has the statutory responsibility of making various appointments to boards and commissions. Each statutory board of commission varies in terms of:

- 1) The duties of the individual appointed
- 2) The length of the appointment
- 3) Compensation, if any, that is to be received
- 4) The date and time of meetings and the number of meetings per year

#### **Appointment Process**

- 1) Application – Any individual residing the Charter Township of Chesterfield, may fill out an application for a vacant position on a particular board or commission.

Application forms are available online or at the Township Municipal Office Complex.

Completed applications can be submitted to the Supervisor's Office, Attn: Board and Commission Appointment, 47275 Sugarbush, Chesterfield, MI 48047; or by email to [bkersten@chesterfieldtp.org](mailto:bkersten@chesterfieldtp.org).

#### **Application Requirements**

Potential nominees to boards and commissions should:

- Have an interest in the board or commission they are applying for
- Be available on the dates and times of the meetings of the particular board or commission
- Willing to participate and become knowledgeable about the particular board of commission

<b>Boards and Commission</b>	<b>Term</b>	<b>Meeting Day &amp; Time</b>
Planning Commission	3 Year Term	Tuesday at 7:00 PM
Zoning Board of Appeals	3 Year Term	Wednesday at 7:00 PM
Board of Review	2 Year Term	March, July, and December
Parks and Recreation	3 Year Term	Wednesday at 6:30 PM
Water and Sewer Rate Advisory	2 Year Term	Varies
Beautification & Tree Committee	3-4 Year Term	Thursday at 7:00 PM
Historical Society		Tuesday at 7:00 PM