

CALHOUN COUNTY PLANNING COMMISSION JOB DESCRIPTION AND APPLICATION PROCESS



Meeting Time - Meets the fourth Monday of every month at 4:00pm

Meeting Location - Calhoun County Building, 315 W. Green St., Room 1-400, Marshall, MI 49068

The general purpose of the County Planning Commission is to guide and promote the efficient, coordinated development of Calhoun County in a manner that will best promote the health, safety, and general welfare of its people; preserve and protect the County and its natural resources; and to address the goals and recommendations of the Calhoun County Master Land Use Plan. The County Planning Commission is organized under the Michigan Planning Enabling Act, (M.C.L. 125.3801 *et seq.*), as amended.

Job Description:

The duties of the County Planning Commission are as follows:

- Adopt a County Master Plan, review the Plan regularly, and make necessary updates as required;
- Provide review and recommendation of all proposed amendments to Township zoning and land use policy (including map amendments);
- Prepare an annual report to the County Board of Commissioners;
- Prepare special studies and plans, as requested by the County Board of Commissioners;
- Participate in applicable training sessions, conferences, or meetings in order to properly fulfill the duties of the Commission.

The County Planning Commission consists of 11 members that are appointed by the Calhoun County Board of Commissioners and represent the following diverse segments of the community:

- **Citizen at large;**
- Environmental interests;
- Agricultural, forestry, land use interests;
- Government, municipal interests;
- Educational interests;
- **Recreation and tourism interests;**
- Industrial and economic interests;
- **Transportation, communication;**
- **Sanitation, environmental health, housing and human services;**
- One member of the Calhoun County Board of Commissioners; and
- County Administrator/Controller as an ex officio member.

Appointments are for a three year term of office which shall end May 30th of the third year of the term of the appointment. **The County Planning Commission is currently seeking qualified candidates to fill four potential vacancies on the Commission; including: a citizen at-large; a recreation and tourism representative; transportation/communication representative; and a health and human services representative. Candidates must be a resident of Calhoun County.**

Application Process:

To be considered for membership on the County Planning Commission, apply online at www.calhouncountymi.gov. Select "Online Services", "Apply for a Committee" and use the drop down arrow and select the "County Planning Commission" field. Please complete the application and forward a copy to jbomba@calhouncountymi.gov.