



City of Allegan Desired Skill Sets and Expectations for Board Members

This document compiles the desired skill sets/qualifications and expectations for members of the City of Allegan Boards and Commissions. Some boards and commissions are a mix of citizens with certain qualifications and others are citizens representing the general public. Regardless of whether you believe you have all of the desired skill sets, we still encourage you to apply. The community needs citizens with diverse backgrounds on its boards and commissions!

Allegan Downtown Development Authority

Desired Skill Sets/Qualifications

- It is preferred that board members have interest in growth and development in the DDA boundaries.
- It is preferred that board members are able to read and understand budgeting documents.
- It is preferred that board members have an interest in and respect for urban design standards.
- Additional experience or knowledge with business development and retention, community development, and/or real estate development would be an asset.

Expectations

- Board members are expected to attend monthly meetings at Allegan City Hall (231 Trowbridge St., Allegan, MI).
- Absences at three (3) meetings in one year without notification may result in removal from the board with the consent of the remaining board members.
- Board members are expected to serve four (4) year terms.

Allegan Economic Development Corporation

Desired Skill Sets/Qualifications

- It is preferred that board members have experience as a business/economic stakeholder in the Allegan community.
- It is preferred that board members have an understanding of development principles.

Expectations

- Board members are expected to attend quarterly meetings at Allegan City Hall (231 Trowbridge St., Allegan, MI).
- Board members are expected to serve six (6) year terms.

Allegan Historic District Commission

Desired Skill Sets/Qualifications

- It is **required** that commission members reside within the City of Allegan.
- It is preferred that commission members are familiar with the Allegan Historical Society and have a grasp on the history of the town.
- It would be an asset if the commission member had prior experience with architecture, although this is not expected.

Expectations

- Commission members are expected to attend monthly meetings at Allegan City Hall (231 Trowbridge St., Allegan, MI).
- If a commission member has more than three (3) unexcused absences in a calendar year, the commission may recommend to council the dismissal of that member.
- A commission member shall abstain from discussion or voting on any matter where that commission member is involved in a real or apparent conflict of interest.
- Commission members are expected to serve three (3) year terms.

Allegan Planning Commission

Desired Skill Sets/Qualifications

- It is **required** that commission members be willing to review and understand matters pertaining to zoning ordinances and comprehensive planning.
- It is preferred that commission members are able to read and understand budgeting documents.

Expectations

- Commission members are expected to attend monthly meetings at Allegan City Hall (231 Trowbridge St., Allegan, MI).
- Commission members are expected to avoid conflicts of interest and/or incompatibility of office.
- Commission members are expected to serve three (3) year terms.

Allegan Zoning Board of Appeals

Desired Skill Sets/Qualifications

- It is **required** that board members be willing to review and understand matters pertaining to zoning ordinances.
- Additional knowledge or experience with property valuation for residential, industrial, or commercial sites would be an asset.

Expectations

- Board members are expected to attend meetings as needed at Allegan City Hall (231 Trowbridge St., Allegan, MI).
- Absences at three (3) meetings in one year without notification may result in removal from the board with the consent of the remaining board members.
- Board members are expected to serve three (3) year terms.