



City of Chester
★At the Center of it All★

APPLICATION FOR APPOINTMENT City of Chester Boards and Commissions

SUBMIT TO:
CITY CLERK
100 West End Street
Chester, SC 29706
email to mfair@chester.sc.gov.

Please print clearly or type

The following information will be used by the City Council Appointments Committee in its consideration of appointments to boards and commissions of the City of Chester. Completion of this application is not a guarantee of appointment; however, the information will become part of a City file for potential appointments. Applications will remain active for one (1) year from the date they were received. Please review qualifications for each board or commission. Information submitted as part of this application shall be considered public information.*

**Sec. 2-39. - Special committees.*

Council may create a committee, with members appointed by the Mayor, to assist Council or to hold a public hearing at any time upon a matter pending before it.

(Code 1995, § 1-310)

Application Information

Full name:	_____	Date:	_____
	<small>Last First M.I.</small>		
Address:	_____	Phone:	_____
	<small>Street address Apt/Unit #</small>		
	_____	Email:	_____
	<small>City State Zip Code</small>		
Do you live within Chester city limits? Yes/No	In which City of Chester ward do you reside?	How long have you lived at your current address?	
_____	_____	_____	

Business Title or Occupation: _____
Company: _____
Address: _____

On which board or commission are you interested in serving? Please read the descriptions for each and list your choice(s):

1st _____ 2nd _____ 3rd _____

Why do you want to serve on a City of Chester board or commission?

What specific contributions do you hope to make?

Are you currently a member, or have you previously served on a city board or commission? If so, which one (s), and when did you serve? _____

Please list below any volunteer experience you have had which may benefit this city. Please also list any service or civic organizations of which you have been a member:

What community topics concern you that relate to this board or commission?

What experience/training/qualifications do you have for the board or commission that you are applying to join?

Do you have any interests or associations which might present a conflict of interest? If yes, please explain.

Please attach your resume, and any additional information or statements which you feel would be helpful in reviewing your qualifications.

AUTHORIZATION AND RELEASE

I understand that in connection with this application for appointment, the information contained herein will be made available to the public upon request.

Signature of Applicant

Date

City of Chester Boards and Commissions Descriptions

City of Chester Planning Commission	
Authority:	Reviews all applications for development and municipal planning and provides recommendations to the City Council
Membership:	Five members appointed by the City Council, each of whom must be a resident of the County and a qualified voter. Members of City Council, anyone who holds an elected public office in the City or County, and City employees are disqualified from serving on this Commission. Members cannot serve on either the Chester Historic Preservation Commission or Zoning Board of Appeals.
Responsibilities:	<p>Helps guide the City's Comprehensive Plan updates and review other types of long-range plans.</p> <p>Holds public hearings and makes recommendations regarding rezoning requests and proposed Zoning Ordinance (PDF) amendments to City Council.</p> <p>Reviews proposed residential subdivisions and non-residential developments in accordance with City Development Regulations.</p> <p>Commission members must:</p> <ul style="list-style-type: none"> • Have a general understanding of planning and zoning concepts. • Adhere to commission bylaws, rules of procedure and attendance requirements. • Complete state-mandated six-hour orientation training within one year of appointment and attend at least three hours of continuing education each year.
Meeting Schedule:	Meetings are normally held on the fourth Tuesday of the month at 7:00 p.m.
Staff Contact:	Reggie McBeth, Public Works, 803-374-1809
Term:	

Planning Commission Member	Term

City of Chester Zoning Board of Appeals	
Authority:	The Zoning Board of Appeals hears several different types of requests related to the Zoning Ordinance
Membership:	Five members appointed by the City Council, each of whom must be a resident of the County and a qualified voter. Members of City Council, anyone who holds an elected public office in the City or County, and City employees are disqualified from serving on this Commission. Members cannot serve on either the Chester Historic Preservation Commission or Zoning Board of Appeals.
Responsibilities:	Holds public hearings and: hear appeals of decisions rendered by zoning administrator. interpret unclear provisions in the zoning ordinance. decide on applications by landowners to permit buildings or land uses which vary from the zoning regulations.
Meeting Schedule:	The Board meets on the fourth Thursday of each month at 6:00 p.m.
Staff Contact:	Reggie McBeth, Public Works, 803-374-1809
Term:	Each member serves a 4-year term.

Zoning Board of Appeals Member	Term

City of Chester Fire District Commission	
Authority:	Appointed by the Governor, the Commission is charged with the responsibility of fire protection in the area within the District.
Membership:	The Chester City Council appoints two representatives to a five-member advisory Commission
Responsibilities:	Negotiate a contract with the City of Chester for the City to provide fire service within the District. Purchase fire trucks and other equipment suitable for use in controlling and fighting fire; and Annually prepare and submit to County Council a proposed plan of operation
Meeting Schedule:	
Staff Contact:	James C. Jackson III, Fire Services, 803 385-2123
Term:	Each member serves a 4-year term.

City of Chester Fire District Commission Member	Term
Eddie Nunnery	8/1/2026
Patricia Wood	8/5/2024

Chester County Natural Gas Authority Commission	
Authority:	Establishes the policies for the Chester County Natural Gas Authority.
Membership:	The Chester City Council appoints two representatives to a five-member board
Responsibilities:	Establishes the policies for the Chester County Natural Gas Authority.
Meeting Schedule:	
Staff Contact:	Jason Stewart (General Manager), Chester County Natural Gas Authority, 803-385-3157
Term:	Each member serves a 6-year term.

Chester County Natural Gas Authority Commission Member	Term
W.T. Holmes	

Chester Historic Preservation Commission	
Authority:	Review and approve or disapprove plans for any structure in a historic district or a structure in any district designated as a historic structure in the Zoning ordinance proposed to be constructed, altered, relocated, demolished, partially demolished, or proposed to have the exterior architectural character altered.
Membership:	
Responsibilities:	Holds public hearings on and make decisions regarding proposed exterior work on properties within the City's historic district. Considers appeals of staff decisions in historic district. Holds public hearings on and makes recommendations to City Council regarding requests to rezone property into or out of the historic district. Proposed amendments to the Zoning Ordinance related to historic topics.
Meeting Schedule:	Meetings are held on the third Thursday of each month at 6:00 p.m.
Staff Contact:	Reggie McBeth, Public Works, 803-374-1809
Term:	Each member serves a 4-year term.

Chester Historic Preservation Commission Member	Term

Chester Metropolitan District Board	
Authority:	Establishes the policies for the Chester Metropolitan (Water) District
Membership:	The Chester City Council appoints three representatives to a nine-member board
Responsibilities:	Establishes the policies for the Chester Metropolitan (Water) District
Meeting Schedule:	
Staff Contact:	
Term:	

Chester Metropolitan District Board	Term

Chester Evergreen Cemetery Commission	
Authority:	Advisory Commission that monitors all concerns of the Evergreen Cemetery in partnership with City Public Works Department.
Membership:	The Chester City Council appoints five representatives
Responsibilities:	Advisory Commission that monitors all concerns of the Evergreen Cemetery
Meeting Schedule:	
Staff Contact:	Reggie McBeth, Public Works, 803-374-1809
Term:	

Chester Evergreen Cemetery Commission	Term

Chester Housing Authority Commission	
Authority:	Governing board of the Housing Authority Commission, which provides for decent, safe and sanitary housing for persons of low to moderate income.
Membership:	The Chester City Council appoints a seven-member board
Responsibilities:	Establishes the policies for the Housing Authority for the City of Chester.
Meeting Schedule:	
Staff Contact:	
Term:	Each member serves a 5-year term.

Chester Housing Authority Commission	Term
Linda Smith	7/ 2024
William Lyons	7/2023