



## Boards, Commissions, and Committees Desired Skill Sets and Expectations

### **CORRIDOR IMPROVEMENT AUTHORITY**

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- **Purpose:**

The Orion Township Board of Trustees established the Corridor Improvement Authority (CIA) on October 5, 2015 pursuant to Act 280, Public Acts of Michigan 2005 (see now [Recodified Tax Increment Financing Act, Act 57 of 2018, Part 6](#)), for the purpose of implementing public improvements within the defined boundaries of the Authority. The objectives of the CIA include the widening of Brown Road between Joslyn Road and Baldwin Road, streetscape development along the Baldwin Road Corridor, and other enhancements in the District that will attract investment and increase employment in Orion Township.

- **Powers:**

The Authority has those [duties and powers provided under Act 57 of 2018](#), including:

- Preparing an analysis of the economic changes taking place in the development area.
- Planning and proposing the construction, renovation, repair, etc. of public facilities.
- Developing long-range plans designed to halt the deterioration of property values in the development area.
- Accept grants and donations of property, labor, or other things of value from public or private sources.
- Conduct market research and public relations campaigns.

- **Member Expectations:**

- Review and understand the CIA Development & Tax Increment Financing Plan, Orion Township Innovation Zone Marketing Plan, and annual budget and report, and evaluate effectiveness of the Authority in reaching defined goals and objectives.
- Advocate for private-sector interest in revitalization of the district.
- Serve 4-year terms.
- Meet once a quarter on the second Wednesday of the designated month at 5:00 p.m.

- **Apply if you have knowledge or experience with:**

- |   |  |
|---|--|
| <input type="checkbox"/> Business Development & Retention | <input type="checkbox"/> Real Estate Development |
| <input type="checkbox"/> Graphic Design                   | <input type="checkbox"/> Banking                 |
| <input type="checkbox"/> Marketing & Promotion            | <input type="checkbox"/> Finance                 |
| <input type="checkbox"/> Community Development            | <input type="checkbox"/> Accounting              |

For documents and meeting information, as well as more information regarding current members or staff contacts, please visit the [Corridor Improvement Authority web page](#).

**ENVIRONMENTAL RESOURCES COMMITTEE**

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• **Purpose:**

To communicate with, advise, and make recommendations to the designated Orion Township employee responsible for website information and/or the Board of Trustees regarding community concerns on solid waste removal, curbside recycling, hazardous waste disposal, and review other Ordinances with content regarding environmental issues.

• **Powers:**

- Receive and file relevant citizen complaints.
- Review the performance of Orion Township’s designated waste hauler regarding solid waste and recycling collection and disposal.
- Monitor general environmental issues such as water management and invasive species.
- Facilitate community education.

• **Member Expectations:**

- Have a general knowledge and understanding in relevant environmental issues and concerns in Southeast Michigan.
- Serve as a sounding board of the community, giving input and feedback to the Township Supervisor and Board of Trustees regarding environmental programs, policies, and Ordinance improvements.
- Create plans, findings, reports, recommendations, and advice on environmental topics within Orion Township.
- Serve as ambassador and communicator to the community by assisting in the promotion of existing programs and opportunities.
- Serve as volunteers for programs, special events, or future environmental opportunities.
- Serve 3-year terms.
- Attend regular committee meetings, as scheduled by the committee.

• **Apply if you have knowledge and experience with:**

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|--|--|
| <input type="checkbox"/> Geology/Earth Systems Science | <input type="checkbox"/> Urban Planning      |
| <input type="checkbox"/> Forestry/Botany               | <input type="checkbox"/> Recycling Systems   |
| <input type="checkbox"/> Landscape Architecture        | <input type="checkbox"/> Marketing/Promotion |
| <input type="checkbox"/> Event Planning                |  |

For more information regarding meetings, current members, or staff contacts, please visit the [Environmental Resources Committee web page](#).

**PARKS & PATHS ADVISORY COMMITTEE**

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• **Purpose:**

To communicate with and forward recommendations to the Parks & Recreation Director and/or the Board of Trustees on programming selection, program coordination, facility development, land acquisition, staffing, funding, construction priorities, and all maintenance of recreation facilities including parks, paths, and trails.

• **Powers:**

- Advisory to the Parks & Recreation Director, Township Supervisor, and Board of Trustees.

• **Member Expectations:**

- Have a general knowledge and understanding of the recreational properties, facilities, and programming offered by Orion Township and the Parks & Recreation Department.
- Review and understand the Orion Township Parks & Recreation Master Plan.
- Serve as a sounding board of the community, giving input and feedback to the Parks & Recreation Director regarding what programs are offered, what fees are charged, what policies are implemented, and what procedures are used.
- Serve as ambassador and communicator to the community by assisting in the promotion of existing programs, facilities, and recreational opportunities.
- Serve as volunteers for programs, special events, or future recreational opportunities.
- Members are encouraged to use existing recreational facilities and participate in a variety of recreational programs in Orion Township.
- Serve 3-year terms.
- Attend regular meetings held on the third Thursday of even months beginning at 6:00 p.m.

• **Apply if you have knowledge or experience with:**

- |  |   |
|--|---|
| <input type="checkbox"/> Recreation/Physical Education | <input type="checkbox"/> Landscape Architecture |
| <input type="checkbox"/> Forestry/Botany               | <input type="checkbox"/> Marketing/Promotion    |
| <input type="checkbox"/> Geology/Earth Systems Science | <input type="checkbox"/> Event Planning         |
| <input type="checkbox"/> Urban Planning                |   |

For more information regarding meetings, current members, or staff contacts, please visit the [Parks & Paths Advisory Committee web page](#).

**PLANNING COMMISSION**

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- **Purpose:**  
Guides and promotes the efficient, coordinated development of Orion Township in a manner which best promotes the health, safety, and general welfare of its people.
  
- **Powers:**
  - Review all applications for amendments to the Zoning Ordinance, hold hearings and report findings and recommendations to the Township Board.
  - Review all applications for special land uses, hold hearings and take action as deemed appropriate.
  - Review all applications for site plan approval using the procedures detailed in the zoning ordinance, and make the final decision to grant approval, approval with revisions, conceptual approval, or denial of approval.
  - Make and adopt a basic plan as a guide for the development of unincorporated portions of the Township (Master Plan), in accordance with the [Michigan Planning Enabling Act](#).
  - Formulate and enforce the zoning ordinance, containing land development regulations and establishing land development districts, in accordance with the [Michigan Zoning Enabling Act](#).
  - Receive from the Enforcement Officer recommendations as related to the effectiveness of the zoning ordinance, and report findings and recommendations to the Township Board.
  - Review all applications for Planned Unit Development, hold hearings, and take action as deemed appropriate.
  
- **Member Expectations:**
  - Engage in planning & zoning training, as well as continuing education.
  - Have a working knowledge of local government and governing documents, such as [Township Ordinances](#), the [Zoning Ordinance](#), [Michigan Planning Enabling Act](#), and [Michigan Zoning Enabling Act](#).
  - Review development applications for approval or denial and make recommendations to the Board of Trustees.
  - Serve 3-year term.
  - Attend regular meetings on the first and third Wednesday of each month at 7:00 p.m.
  
- **Apply if you have knowledge or experience with:**

<input type="checkbox"/> Urban Planning & Zoning	<input type="checkbox"/> Construction/Engineering
<input type="checkbox"/> Real Estate/Development	<input type="checkbox"/> Business Attraction/Retention
<input type="checkbox"/> Architecture/Landscape Architecture	<input type="checkbox"/> Public Administration

For more information regarding meetings, current members, or staff contacts, please visit the [Planning Commission web page](#).

**ZONING BOARD OF APPEALS**

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- **Purpose:**

Build and promote the efficient coordinated development of the Township through interpretation of zoning regulations, granting variances, and substantial justice to petitioners in a manner which will best promote the health, safety, and general welfare of Township residents.
  
- **Powers:**
  - Hear and decide on all matter referred to it, upon which it is authorized to act under the provisions of the zoning ordinance.
  - Interpret the zoning ordinance text and map and all matters relating to it whenever a question arises in the administration of the ordinance as to the meaning and intent of any provision of it. Interpretations are to be consistent with the intent and purpose of the zoning ordinance and map, and commonly accepted rules of construction for ordinances and laws in general.
  - Hear and decide appeals where it is alleged there is error of law in any order, requirement, or determination made by the Enforcement Official or their designated assistants in the enforcement of the zoning ordinance.
  - Authorize the Enforcement Officer to grant temporary use permits and Certificates of Occupancy, subject to conditions specified in the zoning ordinance.
  - Hear and pass upon the applications for variances from the terms provided in the zoning ordinance in the manner prescribed by and subject to the standards established within it.
  
- **Member Expectations:**
  - Engage in planning & zoning training, as well as continuing education.
  - Have a working knowledge of local government and governing documents, such as [Township Ordinances](#), [Zoning Ordinance](#), [Michigan Planning Enabling Act](#), and [Michigan Zoning Enabling Act](#).
  - Be able to carefully process all facts, documents, and rules pertaining to cases.
  - Discuss and analyze the impact and consequences of their decision to deny or approve appeals.
  - Communicate conflicts between the zoning ordinance and master plan with the Planning Commission.
  - Serve 3-year terms.
  - Attend regular meetings on the second and fourth Monday of each month at 7:00 p.m.
  
- **Apply if you have knowledge or experience with:**

<input type="checkbox"/> Judicial/Appellate Review	<input type="checkbox"/> Construction/Engineering
<input type="checkbox"/> Urban Planning & Zoning	<input type="checkbox"/> Policy Formulation
<input type="checkbox"/> Architecture/Landscape Architecture	<input type="checkbox"/> Real Estate/Development
	<input type="checkbox"/> Public Administration

For more information regarding meetings, current members, or staff contacts, please visit the [Zoning Board of Appeals web page](#).