



Charter Township of Orion

Planning & Zoning Department

2525 Joslyn Rd., Lake Orion MI 48360

P: (248) 391-0304 ext. 5002; Fax (248) 391-1454

Planning & Zoning Development Approval Process



*Meeting is set up by contacting the Planning & Zoning Director at (248) 391-0304 x 159

*A set of preliminary plans for the proposed development showing at least building size, density, setbacks, internal roads, parking should be forwarded at least 2 weeks before meeting.

*Held in the afternoon on the 1st and 3rd Wednesday of every month

*Applications for site plan approval are due by noon on Wednesday, 3 weeks prior to PC meeting.

*Applications for rezones, PUDs, and special land uses are due by noon on Wednesday, 4 weeks prior to PC meeting.

*[Click here](#) for section of the Zoning Ordinance that lists submittal requirements for various applications

*[Click here](#) for a schedule of PC meetings.

*[Click here](#) for a schedule of fees

*[Click here](#) for PC applications

*At meeting will receive either:

- Approval (or recommendation to Board of Trustees for)
- Denial (or recommendation to Board of Trustees for)
- Postponement

*When site plan is approved and meets all conditions of the motion for approval, a set of plans will be stamped "approved" and mailed for your records

*[Click here](#) for Engineering Plan Review application

*[Click here](#) Soil Erosion application

*Consultants review takes 2 weeks

*When engineering plans are approved there will be 4 fees due. The review letter will give the exact amounts for each:

- Performance Guarantee
- Soil Erosion Guarantee
- Engineering Escrow
- Soil Erosion Escrow

*The guarantees must be cash or Irrevocable Letter of Credit or cash/check or charge with applicable service fees

*The escrows must be cash/check or charge with applicable service fees

*[Click here](#) for Township engineering standards

*Building plans may be reviewed concurrently at developer's risk.

*May be scheduled after receiving the engineering and soil erosion approval letter

*Meeting attendees include Township employees and developer contractors

*The 4 fees listed previously must be paid this meeting

*Proof of insurance as per engineering standards must be submitted and approved

*Record sets are due prior to the meeting