

**ARTICLE XXVI - ZONING COMMISSION**

**SECTION 26.01 - TOWNSHIP ZONING COMMISSION:** The Orange Township Board of Trustees hereby creates and establishes a township Zoning Commission. The Commission shall be composed of five (5) members who reside in the unincorporated area of the township, to be appointed by the board. The Orange Township Board of Trustees may appoint two (2) alternate members to the township Zoning Commission, for terms to be determined by the board. An alternate member shall take the place of an absent regular member at any meeting of the township Zoning Commission, according to procedures prescribed by resolution by the Orange Township Board of Trustees. An alternate member shall meet the same appointment criteria as a regular member. When attending a meeting on behalf of an absent member, the alternate member may vote on any matter on which the absent member is authorized to vote. The terms of the regular members shall be of such length and so arranged that the term of one member will expire each year. Where there is a county or regional planning commission the board may appoint qualified members of such commission to serve on the Zoning Commission. Each regular or alternate member shall serve until his successor is appointed and qualified. No person shall be appointed to serve more than two (2) consecutive full terms as a regular member. Members of the Zoning Commission shall be removable for non-performance of duty, misconduct in office, or other cause by the board, upon written charges being filed with the board, after a public hearing has been held regarding such charges, and after a copy of the charges has been served upon the member so charged at least ten (10) days prior to the hearing, either personally, by registered mail or by leaving such copy at his usual place of residence. The member shall be given an opportunity to be heard and answer such charges. Vacancies shall be filled by the board and shall be for the unexpired term.

**SECTION 26.02 - COMPENSATION AND EXPENSES:** The members of the Zoning Commission may be allowed their expenses or such compensation, or both, as the Orange Township Board of Trustees may approve and provide. The Zoning Commission may, within the limits of monies appropriated by the Orange Township Board of Trustees for the purpose, employ such executives, professionals, technical assistants or other assistants as it deems necessary.

**SECTION 26.03 - FUNCTIONS OF THE TOWNSHIP ZONING COMMISSION:** The Zoning Commission shall submit a plan, including both text and maps, representing the recommendations of the Zoning Commission for the carrying out by the Orange Township Board of Trustees of this Zoning Resolution when requested to do so by the township trustees.

The Zoning Commission may, within the limits of the monies appropriated by the Orange Township Board of Trustees for the purpose, employ or contract with such planning consultants and executive and other assistants as it deems necessary.

The Zoning Commission shall organize, adopt rules for the transaction of its business, and keep a record of its actions and determinations.

Members of the Zoning Commission may be allowed their expenses, or such compensation, or both, as the Orange Township Board of Trustees may approve and provide.

No township trustee shall be employed by the Zoning Commission.

The Zoning Commission shall make use of such information and counsel as is available from appropriate public officials, departments, and agencies and such officials, departments, and agencies having information, maps, and data pertinent to township zoning shall make them available for the use of the Zoning Commission.

In any county where there is a county or regional planning commission, the Zoning Commission may request such planning commission to prepare or make available to the Zoning Commission a zoning plan, including text and maps, for the unincorporated area of the township or any portion of the same.

**SECTION 26.04 - ZONING SECRETARY:** To assist in the administration of this Zoning Resolution, the Orange Township Board of Trustees may appoint a zoning secretary whose duty it shall be to maintain township zoning records, confirm information in applications, process all notices required under this Zoning Resolution, record the minutes of the Zoning Commission and the Board of Zoning Appeals, assist the zoning inspector, and perform such other duties relating to this Zoning Resolution as the township trustees may from time to time direct. Alternatively, the Orange Township Board of Trustees may assign such duties to other position(s) in the township employment. Additionally, the township Fiscal Officer may be named the zoning secretary and may receive compensation for such services in addition to other compensation allowed by law.

Compensation of the person(s) performing the above duties shall be at rates set from time to time by the township trustees.

**SECTION 26.05 - MEETINGS AND AGENDA OF TOWNSHIP ZONING COMMISSION:** The Zoning Commission shall meet as necessary in a public building within the township.

**SECTION 26.06 - MINUTES:** The minutes of each meeting of the Zoning Commission shall be kept by the zoning secretary on file in the township hall with the other zoning records. Said minutes shall be open for public inspection during commission meetings and normal business hours.