



AGENDA

SPECIAL MEETING OF THE VILLAGE COUNCIL - COUNCIL ORIENTATION WORK SESSION

Monday, December 16, 2024

6:30 PM

Village Hall – 21 East Church Street, Lake Orion, MI 48362

(248) 693-8391 ext. 102

1. Call to Order
2. Pledge of Allegiance
3. Roll Call and Determination of Quorum

ADDRESSING THE VILLAGE COUNCIL: Each person wishing to address the village council shall be afforded an opportunity to do so. If you wish to comment, please stand or raise a hand to indicate that you wish to speak. When recognized, give your name and address and direct your comments to the Chair.

PURPOSE OF THE SPECIAL MEETING: The purpose of the Special Meeting of the Lake Orion Village Council is to conduct an orientation session for new Council members and to receive presentations from the Village Manager and department directors on Village operations.

4. Call to the Public
5. Approval of Agenda

By order of the President/Chair, no matters will be discussed after 10:30 p.m., unless council/board/commission votes to continue the meeting.

6. Presentations
 - A. Presentations from Village Manager and Department Directors

7. Call to the Public
8. Adjournment

In the spirit of compliance with the Americans with Disabilities Act, individuals with a disability should feel free to contact the Village, at least three (3) business days in advance of the meeting, if requesting accommodations. The Village of Lake Orion will provide foreign language or hearing impaired

interpretation services for those individuals who contact the village to request such services at least seven (7) days prior to the meeting.

En el espíritu de la observancia de la Ley de Estadounidenses con Discapacidades, las personas con discapacidad debe sentirse libre para ponerse en contacto con el pueblo, por lo menos tres (3) días hábiles de antelación a la fecha de la reunión, si se solicitan alojamiento. El municipio de Lake Orion proporcionará idioma extranjero o personas con problemas de audición servicios de interpretación para las personas que se ponen en contacto con el pueblo de solicitar dichos servicios con no menos de siete (7) días antes de la reunión.

Village Council Orientation

December 16, 2024

Village of Lake Orion
EST 1859



Legal Framework of Village Government

- Federal Law
 - US Constitution
 - Federal Statutes and Code of Federal Regulations (CFR)
 - Federal Case Law
 - Presidential Executive Orders
- State Law
 - Michigan Constitution
 - Michigan Statutes and Administrative Rules
 - State Case Law
 - Governor's Executive Orders



Legal Framework of Village Government (cont'd)

- Village Laws
 - Village Charter
 - Village Ordinances
 - Council Resolutions (rules, regulations, policies, and directives)
 - Administrative Policies and Procedures

Village of Lake Orion
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Michigan Sunshine Laws

- Intended to provide openness and transparency of government operations
- Michigan Open Meetings Act – Public Act 267 of 1976 as amended
 - Requires public notice of meetings of public bodies at least 18 hours in advance (Village Charter requires 24 hours notice)
 - Requires written minutes of public meetings
 - Permits closed meetings for certain, limited purposes with separate minutes
 - Provides penalties for violation of the Act



Michigan Sunshine Laws (cont'd)

- Michigan Freedom of Information Act – Public Act 442 of 1976 as amended
 - Requires public documents to be open for public inspection and copying
 - Requires an established procedure for responding to public requests for documents
 - Provides for exemption from disclosure for certain, limited documents
 - Provides for an appeal procedure for public body denials of documents
 - Provides penalties for violation of the Act



Council-Manager Form of Government

- Lake Orion is one of only 48 home rule villages (out of a total of 261 Michigan villages) with its own local charter adopted by citizens; remaining villages are General Law villages
- Lake Orion's charter establishes a council-manager form of government for the village
- Village Council = elected representatives of the people; adopt local laws, rules, regulations, and policies governing the Village and its operations
- Village Manager = Chief Administrative Officer of the village government appointed by the Village Council; responsible for the efficient and effective operations of the Village and providing professional advice on Village matters to the Council and other boards and commissions



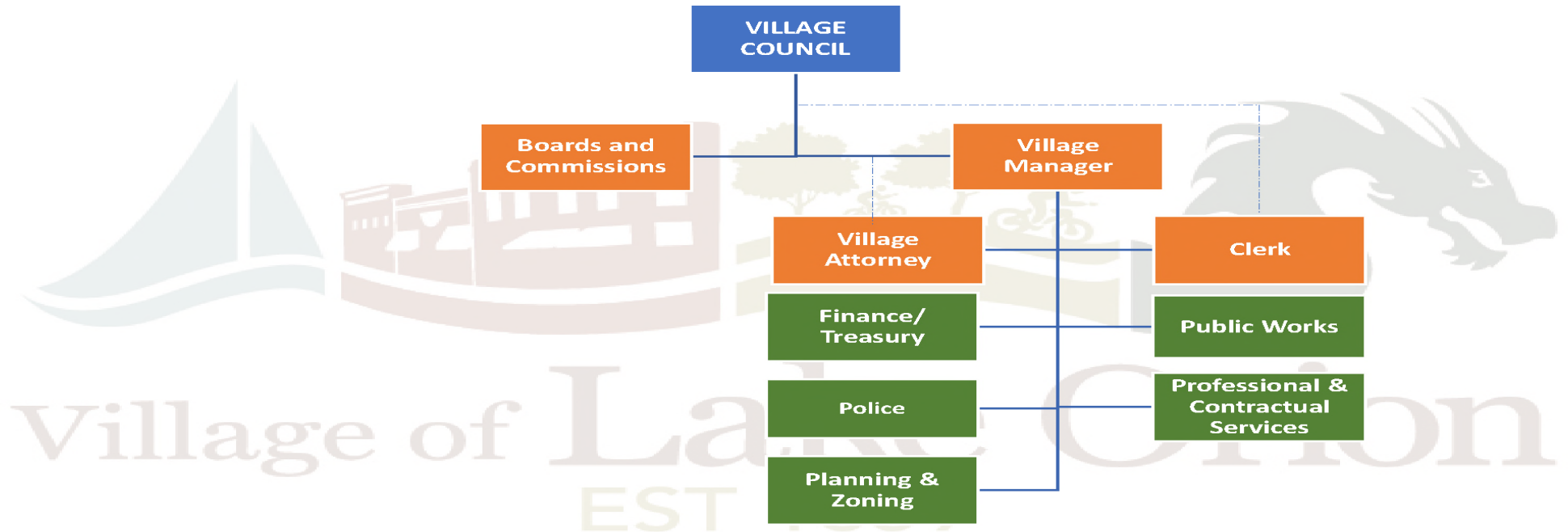
Council-Manager Form of Government (cont'd)

- Charter requires distinct separation between legislative and administrative functions and makes it a requirement that every office of the Village maintain that separation
- Charter also requires Council members to deal with Village staff only through the Village Manager except for purposes of inquiry; Council cannot give direction to Village staff
- Charter prohibits standing committees of the Council



Organizational Structure of Village

VILLAGE OF LAKE ORION ORGANIZATIONAL CHART



Public Service Partners

- Village Contractors
 - Engineering Services – Nowak & Fraus Engineers
 - Planning and Zoning Services – McKenna
 - Building Permitting & Inspection Services – Orion Township Building Department
 - Tax Collections – Orion Township Treasurer
 - Water Supply – Orion Township and Great Lakes Water Authority
 - Sanitary Sewer Operations, Maintenance & Treatment – Oakland County Water Resources Commissioner and Clinton-Oakland Sewage Disposal System/Oakland-Macomb Interceptor Drainage District
 - Rubbish and Recycling Collection Services – Priority Waste LLC
 - Information Technology Services – VC3, Inc.



Public Service Partners (cont'd)

- Services Provided by Other Governmental Units
 - Assessing Services – Orion Township and Oakland County Equalization Division
 - Election Services – Orion Township Clerk
 - Fire Services – Orion Township Fire Department (through millage)
 - Library Services – Orion Township Public Library (through millage)
 - Transportation Services – North Oakland Transportation Authority (through millage)
 - Cable Television Public, Education, & Government (PEG) Services – Orion Neighborhood Television and Orion Community Cable Communications Commission (through video franchise fees)



Village Council

- Seven (7) elected Council members serving staggered four-year or two-year terms; elections held during even-numbered years
- Village President and President Pro-Tem elected by Council after each general election to two-year terms
- Election requirements and process set by Charter
- Powers, duties, and authority of Council set by Charter
- Council is the governing and legislative (policymaking) body responsible for enacting ordinances and adopting policies for Village operations; appoints Village Manager, Clerk, and Attorney; adopts annual budget, fee schedules, utility rates, and major plans such as the CIP, Master Plan, Parks and Recreation Master Plan, and asset management plans
- Council conducts its meetings in accordance with the OMA and its own adopted rules of procedure
- Council develops annual goals in January of each year as a guide in the preparation of the ensuing year's budget proposal



Village President

- Elected every two years by Council
- Presides over Village Council meetings
- Possesses a vote on all matters coming before the Council
- Has no veto power
- Possesses certain emergency powers as enumerated by the Village Charter
- Is the appointing authority for the DDA Board of Directors and Planning Commission, subject to Council approval, and serves as a voting member on both boards



Village Manager

- Position established by Village Charter as Chief Administrative Officer of the Village government
- Appointed by the Village Council under an employment agreement
- Professionally trained and experienced, politically neutral public administrator
- Responsible for the proper administration and management of Village operations, services, and personnel
- Appoints administrative officers of the Village , except Clerk and Attorney, subject to Council approval
- Hiring authority for all other employees of the Village
- Provides professional advice to Council and other boards and commissions



Village Manager (cont'd)

- Responsible for enforcement of Village laws
- Prepares and administers Village budget in accordance with Charter requirements
- Serves as Zoning Administrator, Act 51 Street Administrator, Title VI Coordinator, and Purchasing Agent
- Serves as a voting member on the Planning Commission

Village of Lake Orion
EST 1859



Budgeting and Finance

- Budget process and taxation governed by the Michigan Constitution, Michigan Uniform Budgeting and Accounting Act, Michigan General Property Tax Act, and Village Charter
- Headlee and Proposal “A” have significant impact on Village finances
- Financial statements of the Village are audited annually in accordance with the Village Charter, generally accepted accounting principles, and the Government Accounting Standards Board
- Actuarial reports of the Pension/Retirement and Other Post Employment Benefits (retiree healthcare) legacy costs are issued annually
- Budgets, audits, and pension and OPEB annual actuarial valuation reports are available on the Village web site



Purchasing and Bidding

- Purchasing and bidding regulations are governed by the Village Charter and purchasing ordinance of the Village
- The Village competitively bids purchases exceeding \$25,000; Council must approve purchases over \$50,000; purchases under \$25,000 are based on competitive price quotes
- The Village utilizes the Michigan Intergovernmental Trade Network's (MITN) Bidnet Direct online system for sealed competitive bidding
- The Village also occasionally “piggybacks” on other governmental units’ bids or the State of Michigan MiDeal cooperative contracts system
- The Village utilizes the BS&A purchase order financial software to manage the budget and to monitor compliance with bid requirements



Web Site and Technology

- Administration utilizes a variety of technology to assist with operations and service delivery. Some important software and web applications include:
 - Microsoft Office suite of applications
 - BS&A cloud application for financial accounting and reporting
 - CivicPlus for web site design and management – www.lakeorion.org
 - CivicPlus Meeting Essentials for meeting agenda, minutes, and video management
 - GoGOV GoEnforce for code enforcement reporting and tracking
 - BidNet Direct web platform for competitive bidding
 - American Legal Publishing web platform for online ordinances
 - SilverSmith web application for GIS, asset management, and DPW work orders
 - Considering GoGOV for zoning, events, and other permits



Ethics

- Village Charter prohibits nepotism in appointments to Village offices or employment
- Village Charter prohibits personal interest in Village contracts
- Village ordinance establishes certain ethical standards for all Village officials and employees and establishes the Board of Ethics to hear complaints of alleged ethics violations; Council will be considering appointments to this board soon
- Village Manager is also bound by the International City/County Management Association Code of Ethics as a member of ICMA and MME professional organizations



For more in-depth information on the topics covered,
please visit the Village web site at
www.lakeorion.org

QUESTIONS?

Village of Lake Orion
EST 1859



Clerk/Treasury



Clerk Roles and Responsibilities



Oaths of office



Employee contracts
& Village Contracts



Manages General
Liability &
Property insurance
renewals and Claims



Assists Village
Manager with daily
operations

Roles & Responsibilities cont.



Publishes public notices,
Village Charter &
Ordinances



Minutes and Agendas for
all Boards



Keeper of all Village
records including FOIA

Employees

Sonja Stout

- Hired May 2023
 - Attends 1st Council meetings of the month, DDA every other month, BZA when recording secretary isn't present
- Clerk duties are split

Lynsey Blough

- Hired April 2024
 - Attends 2nd Council meetings of the month, DDA every other month, Planning Commission when recording secretary isn't present.
- Clerk duties are

Treasury and Finance



Investments (Oakland County handles most), debt administration



Payroll, Accounts Payable and Receivables, Utility Billing



Employment benefits administration, Escrow accounts maintenance, audit preparation



Cash handling and receipting, bank deposits and reconciliations, budget development



Fixed assets accounting and reporting, general ledger accounting

Employees

Sonja Stout

- Debt administration, cash handling & receipting, bank deposits & reconciliations, budget development & administration, audit preparation, financial statement preparation, general ledger accounting, DDA financial management, computer software and maintenance, utility billing, general ledger accounting.

Lynsey Blough

- DDA financial management, debt administration, cash handling and receipting, Building permits & special events, payroll, utility billing, general ledger accounting.

Employees Cont.

Corinne Hall (Retiring in May/June 2025)

- Payroll, Accounts Payable & Receivables, fixed assets accounting and reporting, escrow accounts maintenance, employment benefit administration

Cherie Hedrick (Retiring in next couple years)

- Handles employment benefits administration, taxes, cash handling and receipting, budget development and administration, general ledger accounting, utility billing, escrow maintenance, cemetery financial management.

Employees Cont.

Barb Rice (Retiring in next couple years)

- Assists the front counter, cash receipting/handling, Special Events and building permits, Utility Billing

Challenges and Goals



Challenges

Losing half the Administration to retirement

- Corrine May/June 2025
- Barb 2026-2027
- Cherie 2026-2028

Training upcoming staff with current policies could result in mistakes



Goals

Cross train in every position to offer flexibility

Replace, retain and train new personnel in skilled areas

DPW and its role in the Village of Lake Orion

The Department of Public Works (DPW) plays a crucial role in maintaining the beauty and functionality of Lake Orion. From road maintenance to environmental initiatives, DPW ensures a vibrant and thriving community.



Maintaining Roads and Infrastructure

Road Repairs

DPW crews ensure safe and smooth roadways through regular repairs, patching, and resurfacing. This keeps our village moving.

Water System

Public Works is vital in maintaining The Villages Water system. DPW maintains all of the water mains, main valves, and fire hydrants to ensure safe drinking water and enough pressure for every home in the community.

Sidewalks and Trails

Safe and accessible sidewalks and trails are crucial for pedestrian and bicycle traffic. These paths are vital to our community's wellbeing.

Parks and Recreation Facilities

Park Maintenance

DPW keeps park grounds tidy and safe, from mowing to landscaping.

Recreation Facilities

The DPW ensures the functionality of playgrounds, sports fields, and other recreational facilities.

Community Events

DPW often assists with setting up and maintaining infrastructure for community events.



Snow Removal and Winter Maintenance

1

Snow Removal

Ensuring safe passage for residents by promptly removing snow from roads and sidewalks.

2

Salting

Treating roads with salt to prevent ice formation and accidents.

3

Emergency Response

Reacting quickly to snowstorms and other winter emergencies.



Stormwater Management and Flood Control



Drainage Systems

Maintaining and improving storm drainage systems to prevent flooding.



Flood Control

Working to minimize the impact of floods on residents and infrastructure.



Conservation Efforts

Implementing practices to reduce stormwater runoff and protect water quality.



Cemetery Management

1

Burial Services

Providing respectful and professional burial services to the community.

2

Headstone Installation

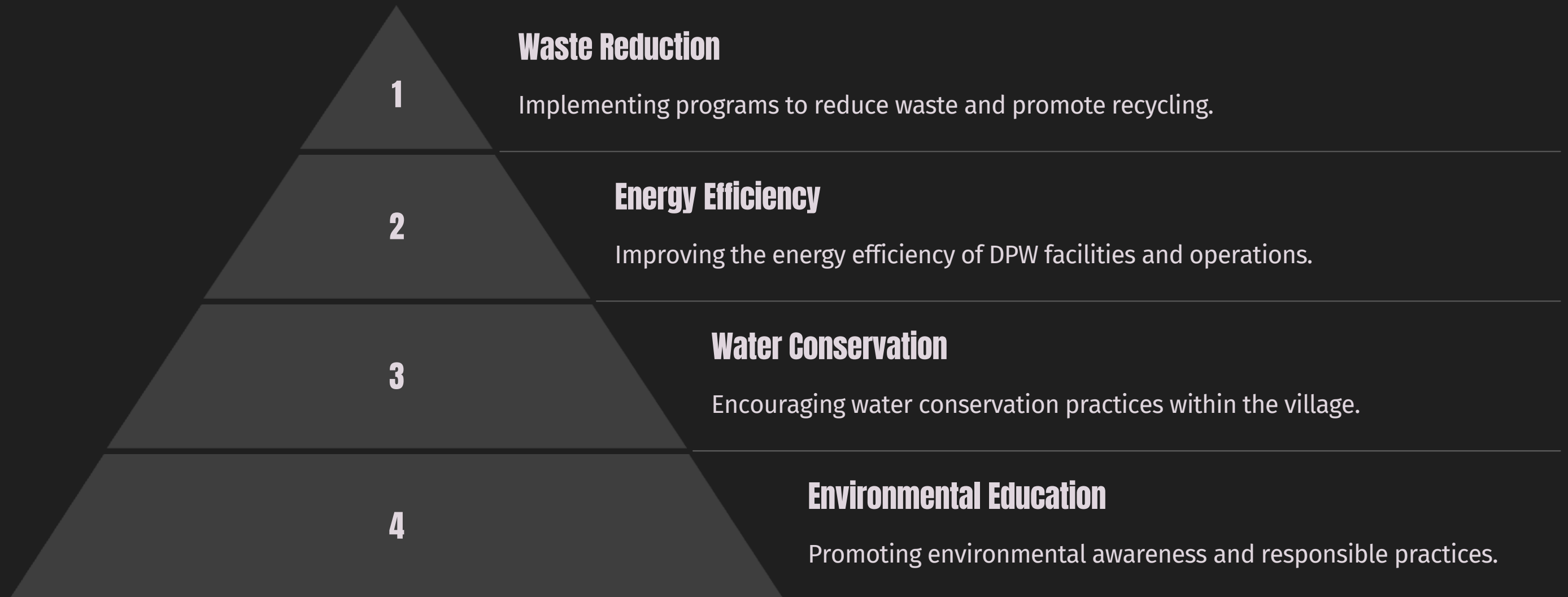
Ensuring proper placement and maintenance of headstones and memorials.

3

Groundskeeping

Maintaining the cemetery grounds, ensuring a clean and peaceful environment.

Environmental Initiatives and Sustainability





Connecting with the Community

Public Meetings

We host regular public meetings to inform residents about DPW projects and initiatives, and to gather feedback from the community.

Events

DPW is crucial in the yearly calendar of events, from planning to setup, and lastly cleanup.

Website

Visit our user-friendly website to access information on DPW services, projects, and community resources.

Looking Ahead: Future Plans and Goals

1

Infrastructure Upgrades

Modernizing roads, drainage systems, and other infrastructure.

2

Green Initiatives

Expanding environmental initiatives, such as electric vehicle charging stations.

3

Community Partnerships

Strengthening relationships with local organizations and residents.

Vehicle and Building Maintenance



1 Comprehensive Vehicle Care

The DPW maintains a fleet of specialized trucks, plows, and equipment to handle all its operations. Our team performs regular inspections, preventative maintenance, and prompt repairs to ensure the vehicles are safe, reliable, and always ready to get the job done.

2 Building Upkeep

In addition to the vehicle fleet, the DPW is also responsible for the maintenance and upkeep of all municipal buildings and facilities. This includes routine cleaning, HVAC servicing, electrical and plumbing work, and any necessary renovations or upgrades.

Thank You for Your Time

We appreciate your interest in the DPW's vital role in the Village of Lake Orion.

We look forward to continuing to serve our community and maintain a thriving and beautiful village.





Section 6, Item A.

Lake Orion Police Department

Overview



Lake Orion Police Department

- Founded in 1904 as a Police Agency.
- (1) LODD – Franklin Boice – Village Marshal (August 24th, 1898)
- Primary Law Enforcement Agency within the village limits for criminal matters.
- LOPD umbrella encompasses three divisions.
 - Police Department
 - Code Enforcement / Ordinance Officers
 - Reserve Officers



Police Department

- Currently has 4 full time positions. (1 vacancy)
- Currently has 6 part time / relief officer positions. (2 vacancies)
- Provides law enforcement coverage 7 / 24 / 365 to the Village.
- All officers are represented by POAM.
- Lake Orion Police Association (LOPA) understanding.



Code Enforcement / Parking

- Currently has 2 part-time code enforcement positions. (currently budgeted at 12.5 hours weekly X2)
- Currently has 1 part-time parking agent budgeted. (currently budgeted at 8 hours weekly)
- Can enforce local ordinances but not MCL.
- All code enforcement officers are represented by POAM.



Reserve Officers

- Currently has 12 volunteer members.
 - At one time was staffed with over 25 members
- (1) member is graduating the academy in December.
- (3) members are anticipated in starting the reserve academy in January.
- Reserves currently are not compensated. (\$750 academy, \$700 vest, uniforms (\$200 each), firearm (\$500), belts and equipment (\$500 plus) is all covered by the reserve officer.
- Reserve officers at other agencies are paid.



Challenges from 2024

- Quantum Leap
- Morale has been challenged / Staffing Issues
- Proper training of officers.
- Consistency within Code Enforcement. Integration within PD.
- Many procedures/policies/forms are outdated and not current with best practices.
- Reserve Officer staffing at an all-time low.
- Technology has not been embraced.
- Expenditures on private events were not reimbursed.



Positive Changes 2024

- LOPD is adequately staffed to provide police services full time without the assistance of the Oakland County Sheriff.
- All computers and emails systems have been upgraded and migrated. This ensures cyber protection from hackers and we are equipped to handle the CLEMIS updates in 2025.
- Morale has greatly improved.



Goals for 2025 and beyond

- Create training requirements to meet MCOLES and LOPD standards.
- Evaluate all Policies / Procedures / Practices accordingly. Ensure our new policies are MACP Accreditation consistent.
- Revamping of Code Enforcement. Detach from police department. Consistency dictated by policy and procedure.
- Expenditures on private events that were not reimbursed. Develop cost recovery / reimbursable overtime program for 2025.
- Evidence Room Project.



Goals for 2025 and beyond

- Evaluate and re-define our Marine Unit manning during the summer.
- Evaluate and bring back our bicycle unit for special events.
- Filling full-time position to create 2nd swing shift officer 5 nights a week during busy time downtown.
- Data Driven approaches. Creating reports to understand our department.
- Revamping of public facing website to include crime mapping.
- Invest in downtown infrastructure for physical security.
 - Barricades, Signage, Bollards – protect pedestrians
 - Technology such as camera systems that can be monitored during events



- Questions



PLANNING, ZONING, & DEVELOPMENT

Village Council Orientation

Village of Lake Orion, Michigan

December 16, 2024

1

AGENDA

- 1. Introduction to Planning and Zoning
- 2. Roles and Responsibilities
- 3. Current Projects and Initiatives



Gage Belko, AICP
 Associate Planner
 Project Manager



2



1

INTRODUCTION TO PLANNING & ZONING

3



WHY DO WE PLAN?



Anticipate
change



Ensure
wide use
of resources



Implement
a vision
for the future



Protect
our
environment



Preserve
our
quality of life

4

STATUTORY BASIS



MCKENNA

Village Council Orientation

Michigan Planning Enabling Act (P.A. of 2008)

Master Plans

- Community data, trends
- Policies and objectives – focus areas and analyses
- Future Land Use Map and Zoning Plan

Planning Commissions

- Establishment
- Membership, terms, etc.



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MASTER PLAN



MCKENNA

Village Council Orientation

Purpose

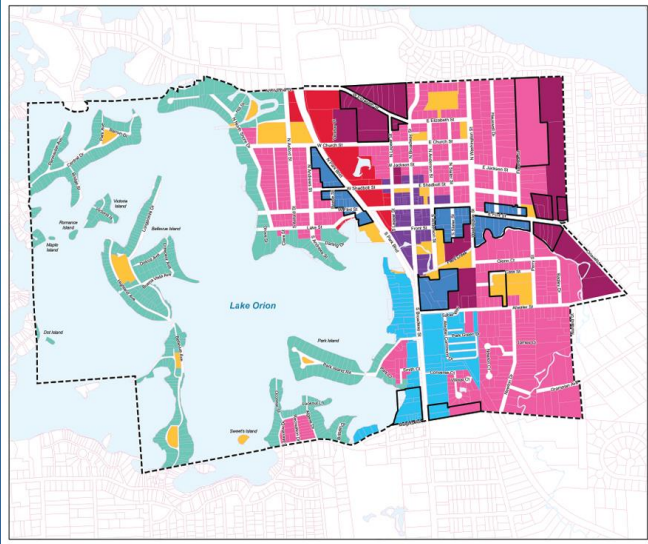
- Basis for zoning and other land use regulation
- Balances community rights and landowner rights
- Provide mix of land uses for a good tax base
- Protect key natural and historic resources
- Identifies existing conditions & trends
- Sets goals with public input
- Considers alternatives
- Provides recommendations for future development, including a **Future Land Use Map**
- Must review at least every five years



6

FUTURE LAND USE MAP

MCKENNA Village Council Orientation



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WHAT IS ZONING?

MCKENNA Village Council Orientation

- Public regulation of use of the land
- Primary tool to implement Master Plan
- Adopted by Village Council = LAW
- Divides the Village into districts
- Regulates use, buildings, and structures
- Includes procedures for permits, amendments, appeals, variances, and conditional uses

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STATUTORY BASIS

Michigan Zoning Enabling Act (P.A. 110 of 2006)

Zoning Ordinances

- Uses, structures, densities, and development alternatives
- Amendments
- Variances & Appeals
- Conditional Use
- Zoning Map
- Planned Unit Developments

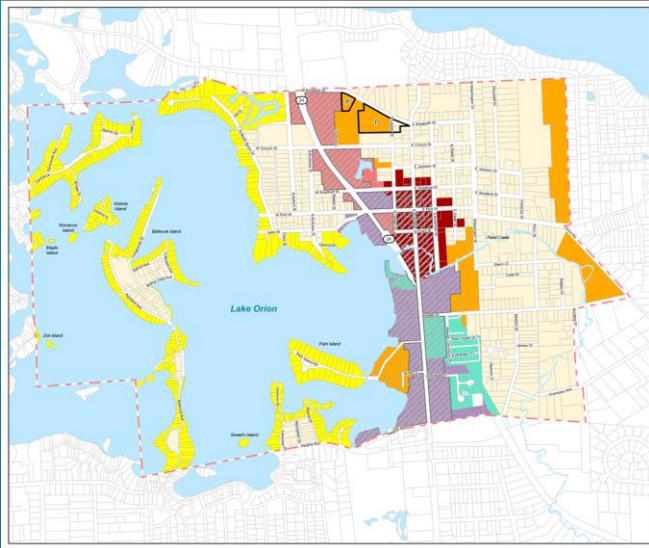


Board of Zoning Appeals

Case Law = Additional Guidance/Clarification



ZONING MAP



Zoning Map
Village of Lake Orion, Oakland County, MI
March 29, 2023

- Zoning Districts:**
- RV - Village Single Family Residential
 - RL - Lake Single Family Residential
 - RM - Multiple Family Residential
 - CC - Corridor Commercial
 - DC - Downtown Center
 - MU - Mixed Use
 - PUD - Planned U-H-I Development
 - Height Overlay
 - Approved Planned Unit Developments (PUD)

NOTE
The parcel lines of this map are representational of the actual parcel lines and are not intended to be substituted for an official zoning or used to resolve boundary or area discrepancies. Consult official Village of Lake Orion records for precise distances, boundaries and areas of parcels.

CERTIFICATION
I, Susan Gedecke, Village Clerk, Village of Lake Orion, do hereby certify that this is a true copy of the map adopted by the Village Council of the Village of Lake Orion, Oakland County Michigan, on 03/29/2023, as well as those amendments made as of the revision date shown.

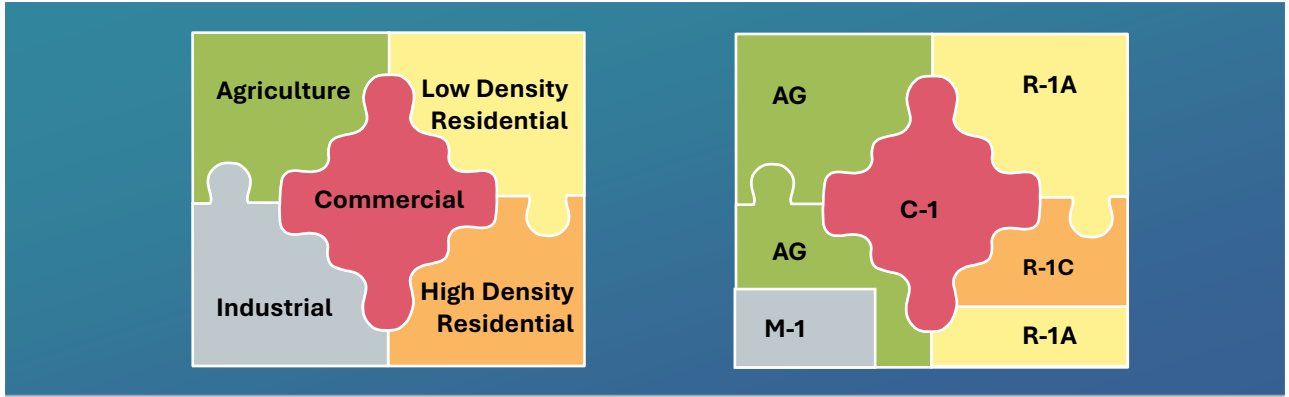
Susan Gedecke, Clerk, Village of Lake Orion

Date	Revised	By	Approved	Signature	Position



Revised Zoning Ordinance Code for Michigan Ordinances, Version 174
Date Issued: Village of Lake Orion 003, February 2023





Master Plan

- Future Land Use Districts
- Character Areas
- Flexible / Discretionary Policy

Zoning Ordinance

- Zoning Districts
- Lot Standards
- Rigid / Compulsory Law

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DEPARTMENT SUPPORT

- Zoning Administrator
- Planning and Zoning Coordinator
- Clerk/Deputy Clerk
- Office Staff
- Code Enforcement
- Department of Public Works
- Engineering & Legal Professionals



MCKENNA

Village Council Orientation

Responsibilities

- Interface with residents, applicants, contractors, consultants, and supporting agencies - offer pre-application consultation
- Process applications, provide reports and recommendations, and administer the Planning Commission and Board of Zoning Appeals
- Issue permits, conduct inspections, and enforce the Zoning Ordinance; Sign Ordinance; and Engineering, Design, and Construction Guidelines



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OTHER AGENCIES

- Orion Township
- Downtown Development Authority
- Parks and Recreation Commission
- Oakland County
- SEMCOG
- EGLE, LARA, MEDC, and other State agencies



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Village Council Orientation

Responsibilities

- Building and Fire Department administration
 - Provide reports and recommendations, issue permits, conduct inspections, and enforce relevant Codes
- Coordinate economic development and recreation initiatives
- Assessing, Road Commission, WRC
- Regional planning and trends analysis
- Environmental and regulated use reviews and permits



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PLANNING COMMISSION

- Nine (9) member reviewing, approving, and recommending body appointed by Village Council



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Village Council Orientation

Responsibilities

- Develop Zoning Ordinance and Zoning Map, and make recommendations to the Village Council
- Hold public hearings on Special Land Uses, Zoning Ordinance amendments, and PUDs and make recommendations to the Village Council
- Approve Special Land Uses and Site Plans
- Review matters referred by the Council
- Make reports on the viability of the Zoning Ordinance
- Develop, review, and update Master Plan; recommend adoption to Village Council



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BOARD OF ZONING APPEALS

- Five (5) member quasi-judicial body appointed by Village Council



MCKENNA

Village Council Orientation

Responsibilities

- Hear and decide appeals of administrative decisions
- Hear and decide requests for interpretation of the Zoning Ordinance, including the Zoning Map
- Authorize variances from the Ordinance
- Authorize a variation, modification or exception to Article 14, Parking
- Permit temporary buildings and uses for periods not more than one year
- Permit temporary uses of land



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VILLAGE COUNCIL

- Seven (7) member legislative body established by Charter

 MCKENNA Village Council Orientation

Responsibilities

- Adopt Zoning Ordinance and Master Plan (and amendments thereof)
- Set permit and application fees for budget year
- Appoint Planning Commission and BZA members
- Approve proposed development and rezoning for Planned Unit Developments
- Approve Capital Improvement Plans

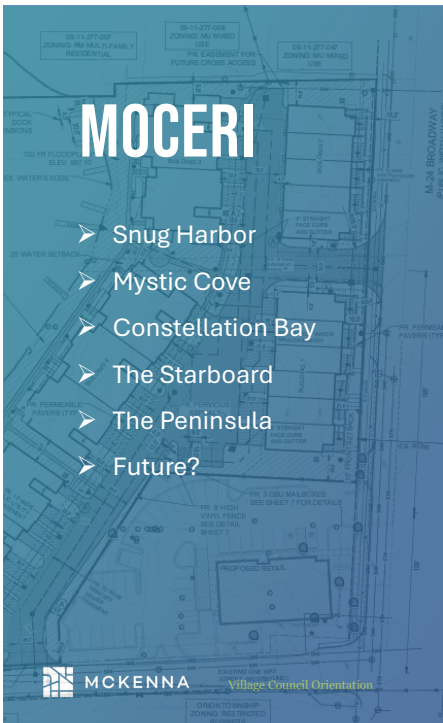


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CURRENT DEVELOPMENT PROJECTS & PLANNING INITIATIVES



19



20

Summary

- 118 multiple-family and single-family units including live-work units, site condominiums, and leases
- Rehabilitation or demolition of vacant and/or blighted properties
- Public improvements (Lake St.) and on-site amenities
- Enhanced lakefront with public access
- Various stages of review and construction





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Summary

- 89 multiple-family lease units (Planned Unit Development)
- Adaptive re-use of historic school building + new construction
- Future redevelopment potential on LOCS property
- Approvals:
 - Planning Commission Eligibility Approval: September 7, 2021
 - Council Eligibility Approval: September 13, 2021
 - Planning Commission Preliminary Approval: October 4, 2021
 - Council Preliminary Approval: October 25, 2021
 - PUD Extension Approval: October 10, 2022
 - Planning Commission Final Approval: September 5, 2023
 - Engineering & Fire Approval: In Progress
 - Council PUD Agreement Approval: December 11, 2023
 - Council Amended PUD Agreement Approval: June 10, 2024

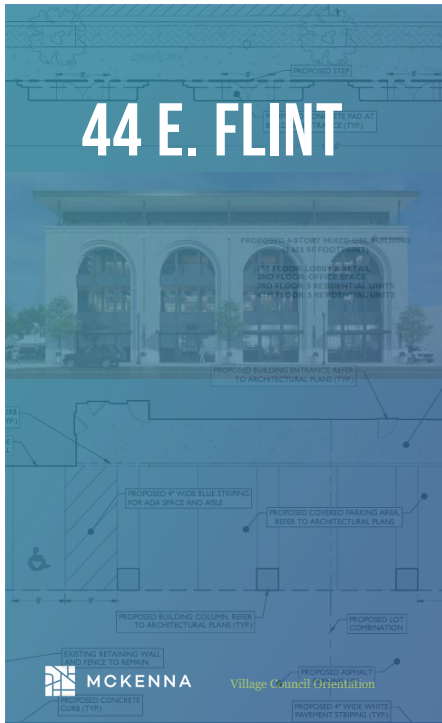


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Summary

- 8 townhouse site condominium units
- Interlocal development across Village/Township border
- Former fueling station – high level of environmental review
- Approvals:
 - Planning Commission Approval: June 5, 2023
 - Council Condo Docs Approval: April 8, 2024
 - Engineering Approval: January 10, 2024, as noted
 - Final Zoning Approval: January 9, 2024
 - Construction: In Progress



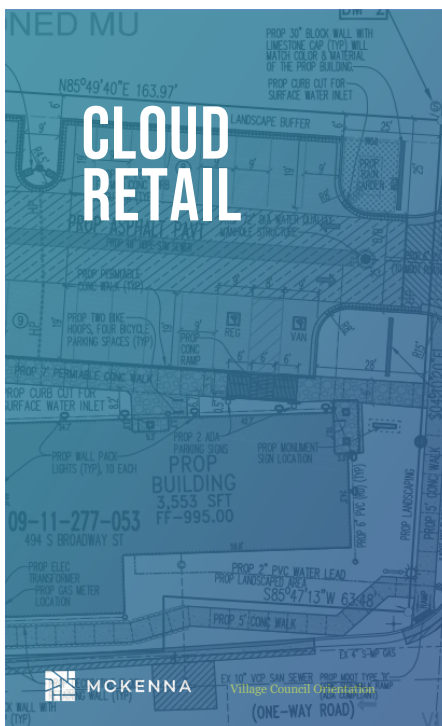


Summary

- 4-story Downtown mixed-use building
- 3,000+ sf retail ground floor
- 6,500+ sf office second floor
- 10 upper floor dwelling units (for lease)
- Approvals:
 - Planning Commission Approval: August 5, 2024, variance required
 - BZA Approval: October 2, 2024



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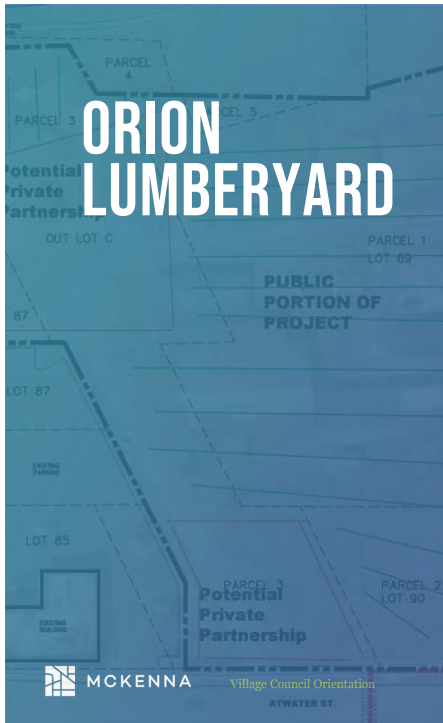


Summary

- Retail marihuana establishment
- Demolition of vacant and/or blighted buildings, new construction
- Enhanced visual and pedestrian connection with adjacent Mystic Cove and Downtown
- Approvals:
 - Lot Reconfiguration Approval: March 13, 2023
 - Planning Commission Approval: April 3, 2023.
 - Engineering Approval: In Progress
 - Village Marihuana Permit Approval: In Progress



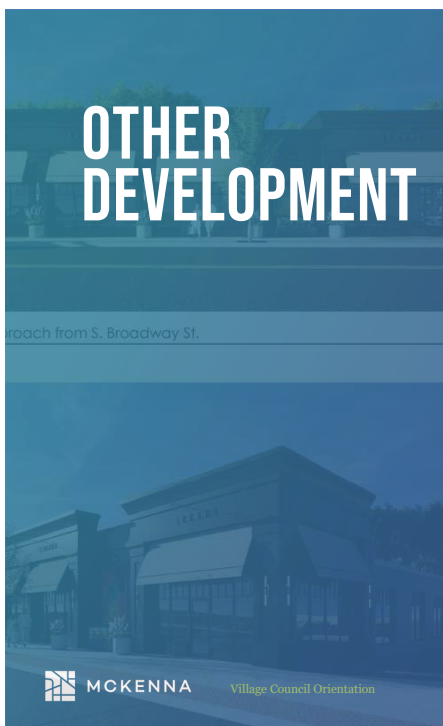
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25

Summary

- Former industrial lumberyard
- Acquired by DDA in 2023; environmental remediation, site clearing, and demolition underway
- Proposed public amenities (requires Planning Commission site plan review)
 - Pavilion / event space
 - Surface parking
 - Green space
- Future mixed-use component pending private partnership
- Anticipated site plan Q1 2025



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Summary

Past

- 146 S. Broadway – multi-unit retail
- Several commercial changes of use and signage
- Several residential improvement projects

Future

- Jacobsen’s Flowers – interlocal mixed-use project
- Downtown mixed-use redevelopment
- Lake St. residential site condos





PLANNING INITIATIVES

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Goal 1 : Neighborhoods	
OBJECTIVES AND ACTIONS	
Objective 1-A: Increase housing density.	<ul style="list-style-type: none"> Permit accessory dwelling units in the Family District. Create a new zoning district for "middle" houses and small-lot residential. Create optional zoning districts for cluster residential densities.
Objective 1-B: Establish effective infrastructure.	<ul style="list-style-type: none"> Expand paths, bike lanes, and other non-motorized infrastructure to promote mobility and connectivity. Administer engineering and design standards for single-unit grading and paving permit approval, including driveway approaches. In areas where multiple unit dwellings are permitted, require appropriate investment in site improvements, provision of off-street parking and adequate infrastructure with sensitivity to natural features and the need to create a stable and secure living environment.
Objective 1-C: Enhance neighborhood design	<ul style="list-style-type: none"> Develop residential design guidelines or pre-approved plans/elevations for new development or substantial redevelopment. Develop coordinated streetscape designs unique to the various neighborhoods in the Village.
Objective 1-D: Preserve the Village's high quality residential areas.	<ul style="list-style-type: none"> Protect residential areas that are adjacent to non-residential (mixed-use/commercial) uses through the use of transitional/gateway buffering such as open space, green belt and streetscape design. Discourage the conversion of single-family dwellings into multiple family housing. Address neighborhood blight in single-family areas, such as parking on lawns, litter, or dilapidated houses via code enforcement. Maintain the quality of multiple family developments through strict enforcement of Village Ordinances regarding security, housing inspections, and beautification. Discourage blight, establish a small rehabilitation fund or incentive program.

STRATEGIC ACTION PLAN

28

Summary

Amendment #3 to the 2002-2022 Master Plan


- Restate and revise community goals and objectives
- Establish implementation matrix of action items
- Assign initial priorities, timelines, and leads

Next Steps

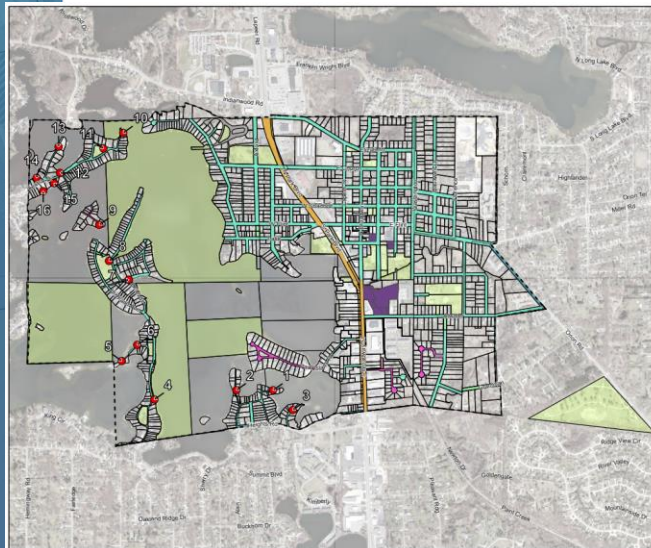
- Planning Commission review meeting January 6, 2025
- Launch public survey mid-January
- Spring public hearing and adoption



TAX-EXEMPT PARCELS & ROW MAP



MCKENNA Village Council Orientation



29

Goal 1 : Neighborhoods

OTHER INITIATIVES

OBJECTIVES AND ACTIONS

Objective 1-A: Permit appropriate development in the RV, Village Single Family District.

- Create a "middle" housing form of cluster housing and small-unit residential densities.

Objective 1-B: Establish effective infrastructure.

- Expand paths, bike lanes, and other non-motorized infrastructure to promote mobility and connectivity.
- Administer engineering and design standards for single-unit grading and paving permit approval, including driveway approaches.
- In areas where multiple unit dwellings are permitted, require appropriate investment in site improvements, provision of off-street parking and adequate infrastructure with sensitivity to natural features and the need to create a stable and secure living environment.

Objective 1-C: Enhance neighborhood design

- Develop residential design guidelines or pre-approved plans/elevations for new development or substantial redevelopment.
- Develop coordinated streetscape designs unique to the various neighborhoods in the Village.

Objective 1-D: Preserve the Village's high quality residential areas.

- Protect residential areas that are adjacent to non-residential (mixed-use/commercial) uses through the use of transitional/gateway buffering such as open space, green belt and streetscape design.
- Discourage the conversion of single-family dwellings into multiple family housing.
- Address neighborhood blight in single-family areas, such as parking on lawns, litter, or dilapidated houses via code enforcement.
- Maintain the quality of multiple family developments through strict enforcement of Village Ordinances regarding security, housing inspections, and beautification.
- Address neighborhood blight, establish a small rehabilitation fund or incentive program.

MCKENNA Village Council Orientation

30

Summary

Redevelopment Ready Communities

- Continued program engagement
- Development Guidebook, Training Strategy
- Master Plan, Capital Improvement Plan

Online Applications and Permitting

- User-friendly public interface
- Improved coordination with Code Enforcement and Township Building Department
- Consistent project tracking

Engineering Standards

- Updated engineering and design standards
- Revision to and establishment of policies and standards in relation to Zoning Ordinance



THANK YOU!
QUESTIONS?

Email: zoning@lakeorion.org





AN INTRODUCTION TO THE
LAKE ORION DOWNTOWN
DEVELOPMENT AUTHORITY



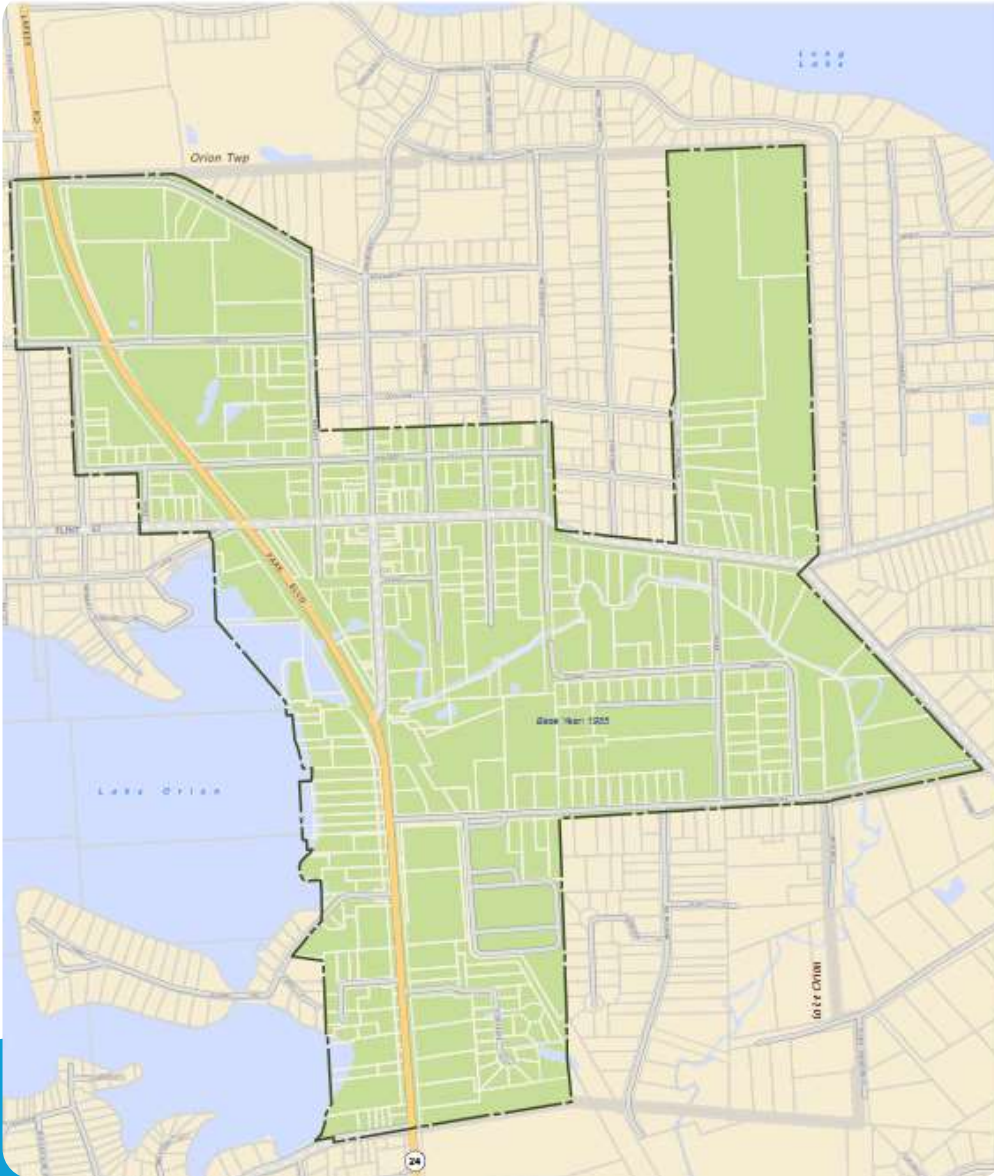
What is the DDA?

- The Lake Orion Downtown Development Authority (our "DDA") was established in 1985 under PA 197 of 1975, now PA 57 of 2018, as amended, to revitalize the Village of Lake Orion downtown district.
- The DDA is funded, in part, through Tax Increment Financing (TIF) meaning the DDA "captures" a portion of existing tax payments for real and personal property within the district.
- The "captured" proceeds are from many taxing authorities, not just the village, and used to reinvest in the District.

COUNTY: General Fund, Parks, Transit

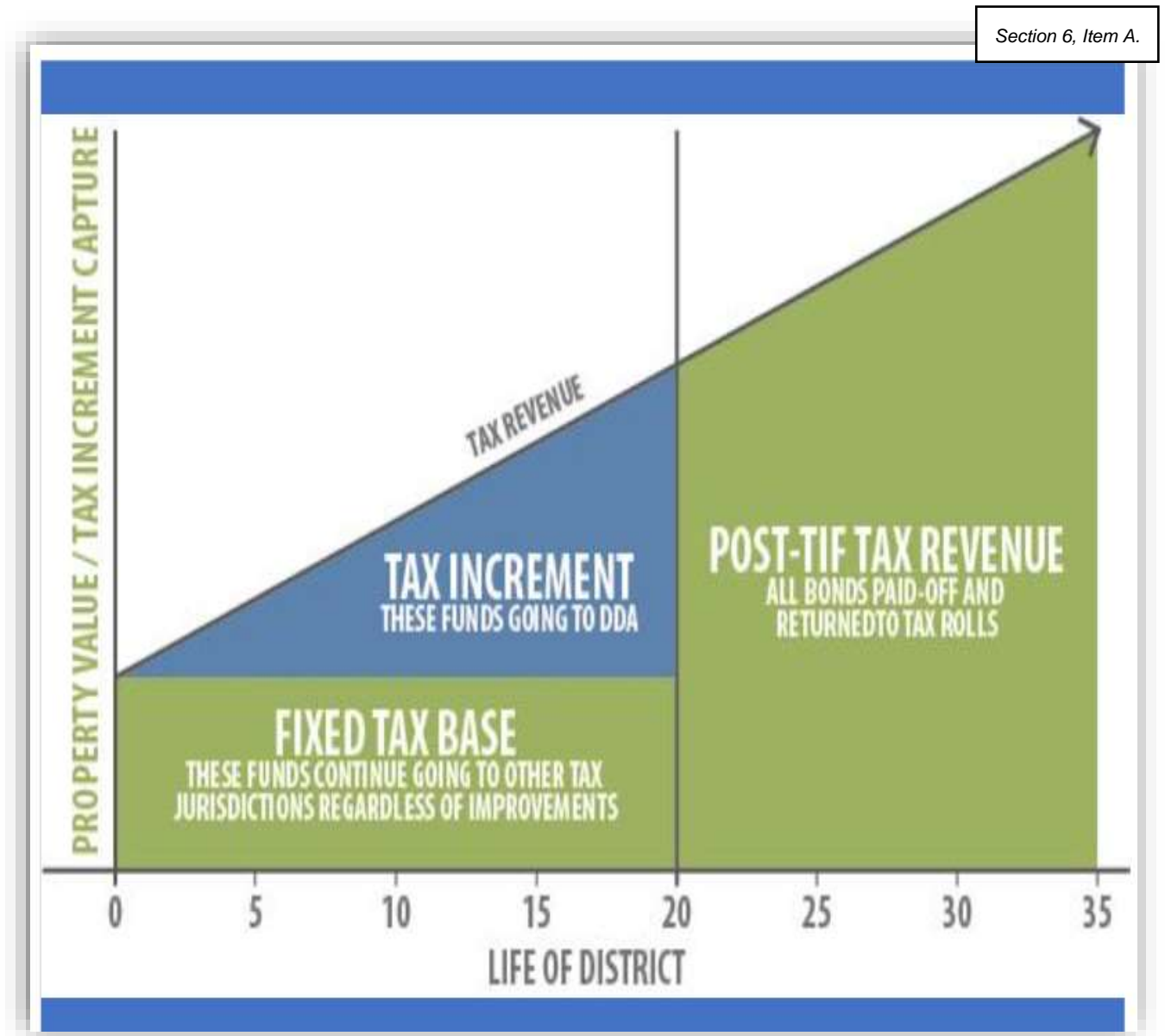
TOWNSHIP: General Fund, Parks, Fire, Safety Path

VILLAGE: General Fund, Public Safety



How Does our DDA TIF Work?

- The DDA was created by Village Council to address declining property values and infrastructure needs.
- The "Base Year" was set on creation.
- As investments are made, property assessments and taxes increase.
- The DDA captures the "increment" and reinvests it, so values grow even more.



Life Cycle: Tax Increment Financing Plans



Identification

Designating a District

A specific area, often underutilized, neglected, or in a core area, is designated as a TIF district to focus regional investment.

Financing

Creating a Plan

Local officials create a plan for the public good funded by future property tax revenue increases from the proposed new construction.

Improvement

Enhancing the Area

Focused investment improves infrastructure, attracts higher and better land uses, and strengthens the economy.

Revenue Growth

Reinvested into our City

Increased property values fuel further public benefits, from infrastructure to environmental clean-up and affordable housing.

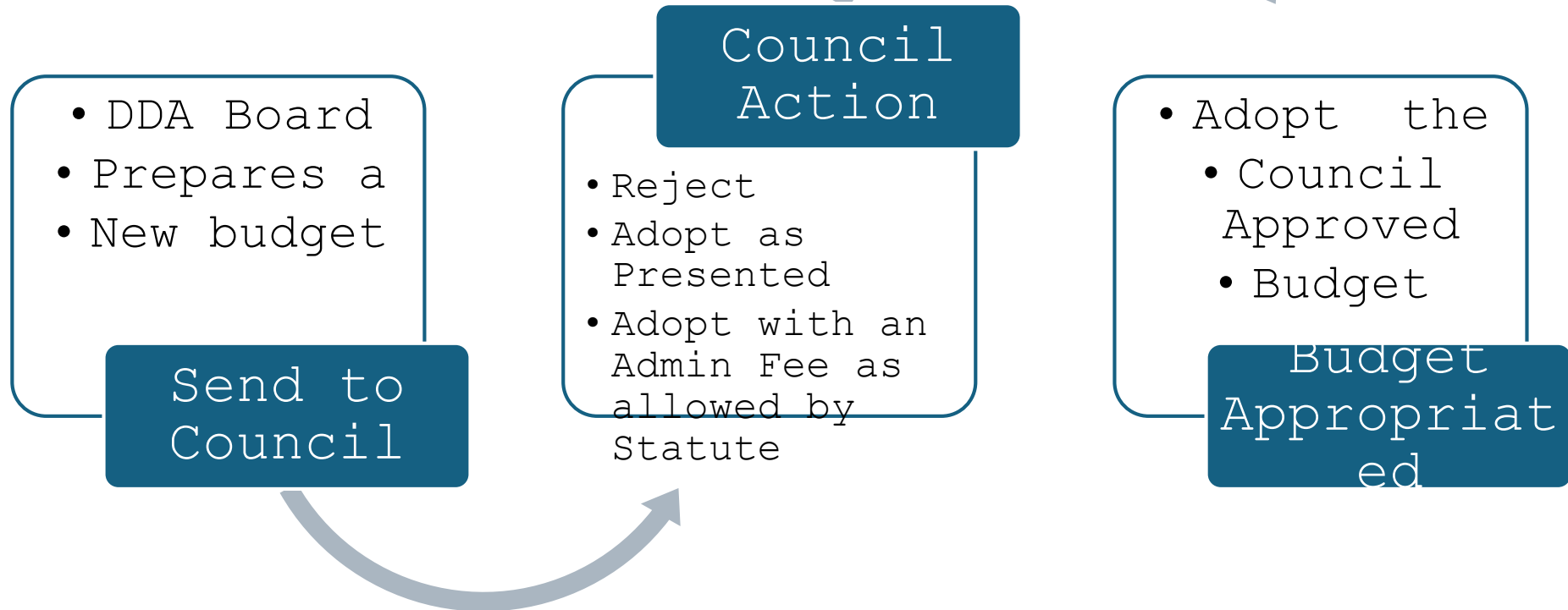
Prosperity

Delivering the Benefit

Revitalized properties facilitate the community's vision and strengthen the local economy, aligning with and achieving broader community goals.

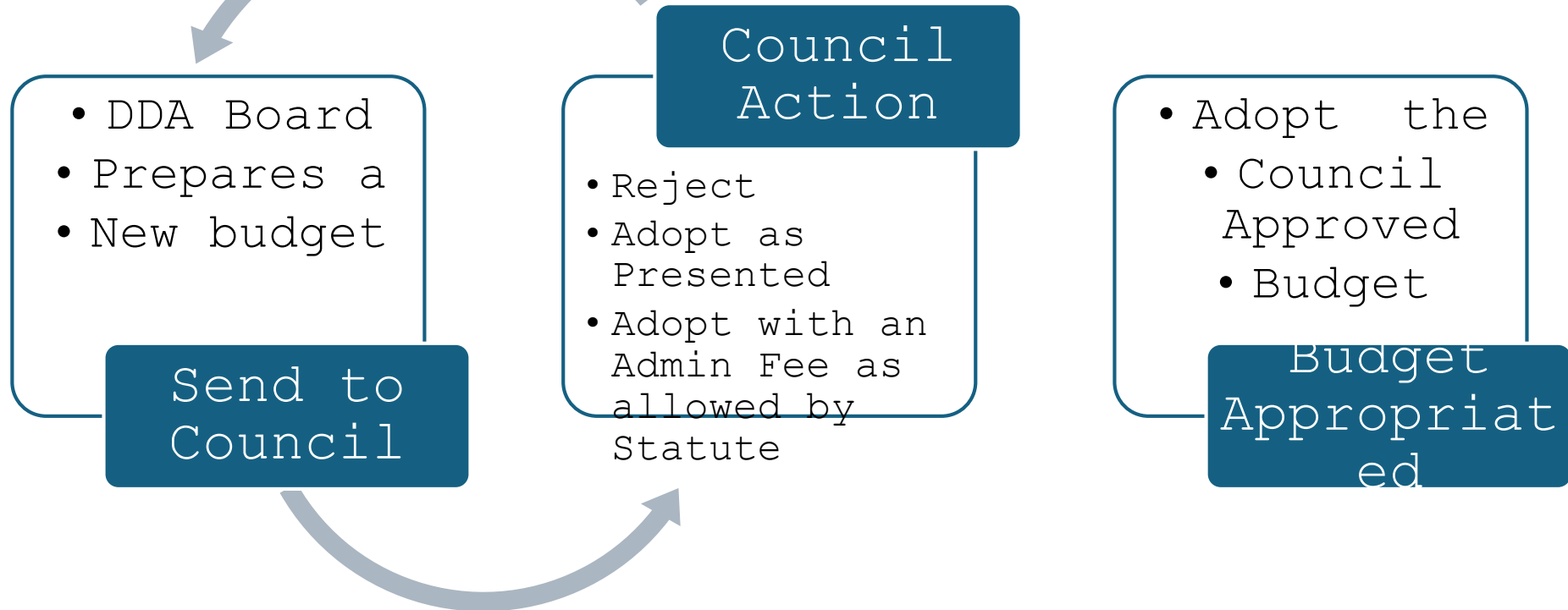
Annual Budget

As required by Public Act 57 of 2018, the DDA submits an annual budget to the Village Council for their approval prior to adoption by the DDA Board. The DDA's fiscal year runs from July 1 to June 30. The budget is presented to the Village Council by early April to be approved by their last meeting in May. The DDA Board typically adopts the budget at their June meeting.



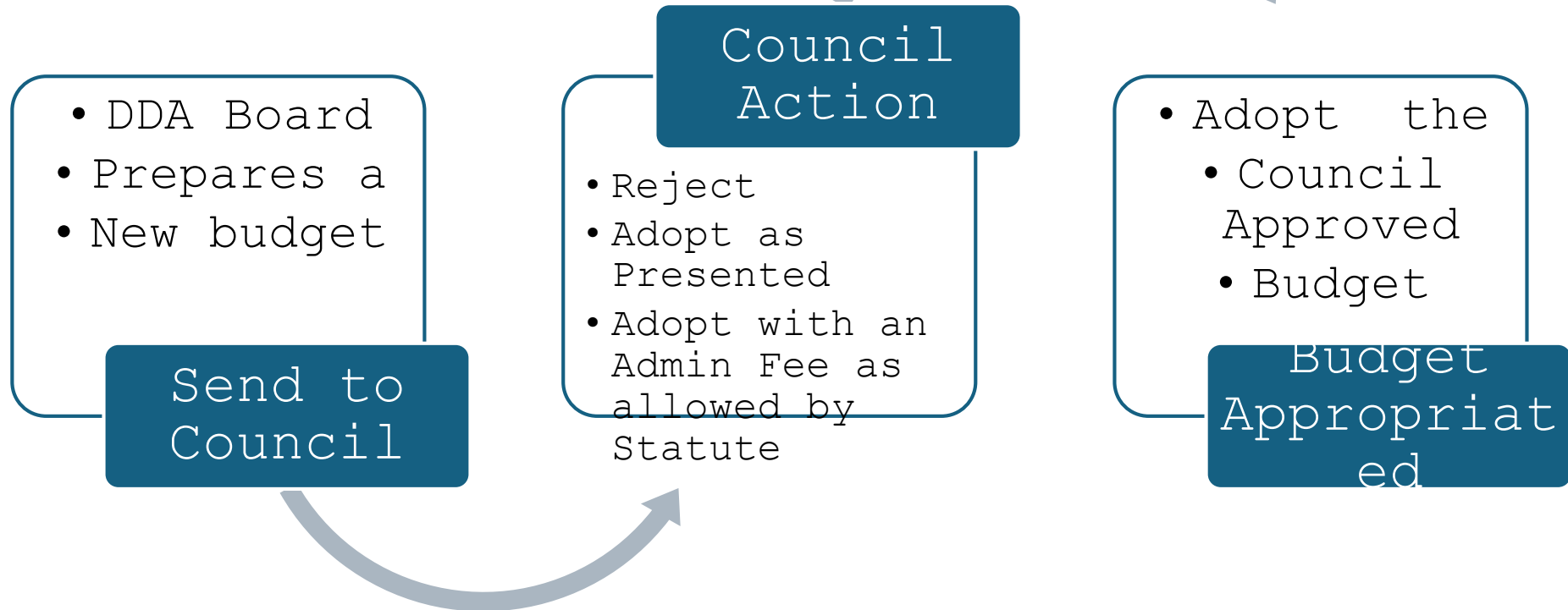
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TIF and Development Plan

The Goals and Directives of the Lake Orion Downtown Development Authority are set forth in a publicly noticed and adopted Tax Increment Finance and Development Plan.

By Law, the Lake Orion DDA has the TIF and Development Plan posted for access and review on our website

Find it Here:

<https://downtownlakeorion.org/about/#reporting-requirements>



Years of Projects and Investment

DESIGN

- Holiday Lights
- Façade Improvements
- Flint street Alley
- Flowers and Landscaping
- Wayfinding Signs

ECONOMIC PROGRAMS

- Downtown Dollars
- Shop Small
- #StrongerTogether
- Social District

INFRASTRUCTURE

- Streetscape/Dumpsters
- Public Restrooms
- Street Lighting
- Parking Development
- Entrance Signs
- Playground Equipment
- Public Service Vehicles
- Electrical Systems
- Electric Vehicle Charging
- Paint Creek Stabilization
- Blight Removal
- Redevelopment Licensing

PROMOTION

- Orion Living
- Social Media
- Regional/State print



Marketing and Events in 2024

Outdoor Movie Night - September

Michigan Downtown Day - September

Here Lies Orion Cemetery Tours -
October

Halloween Extravaganza and
Children's Parade - October

#StrongerTogether Witches Night -
October

#StrongerTogether Ladies Night -
November

#StrongerTogether Dudes Day -
November

Smile as Small Tree Lighting
- November

Saturday's P
Holidays P
Po

Roll
est - N
December

Local Lens Photography Contest - January

#StrongerTogether IceFest - February

#StrongerTogether Restaurant Week -
February

#StrongerTogether Passport Contest - March

#StrongerTogether St. Paddy's Day Pre-Game
- March

#StrongerTogether Letterboxing - April

Mothers Day Sidewalk Sales - May

Art & Flower Fair - May

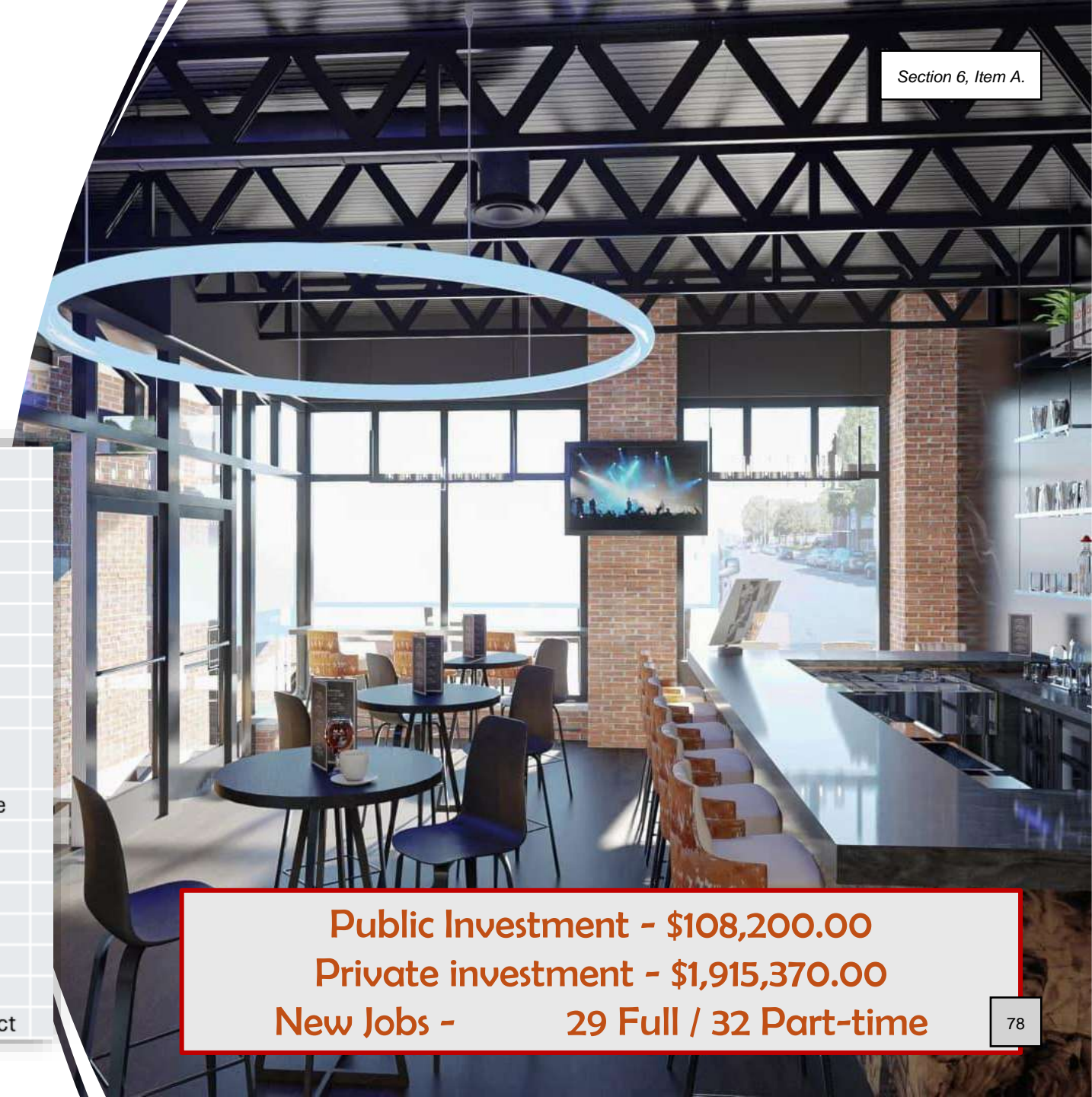
#StrongerTogether - 80's Ladies Night -
June

LOLive! Summer Concert Series, July and



Economic Growth

1st Quarter	2215 S Broadway Predevelopment
	4 Rehab of 12 E Flint (Broadway Embroidery)
	Rehab of 51 S Broadway (Keller Williams Paint Creek)
	Rehab of 160-162 S Broadway (TBD)
	Rehab of 120 S Broadway (Boutique Chic)
2nd Quarter	2215 S Broadway _ Continuing Site Prep Work
	434 S Broadway _ Build out an opening of "O Cigar Bar"
	160 S Broadway _ additional building rehab for restaurant use
	12 N Broadway _ Rehab and opening of new boutique
3rd Quarter	444 E Flint _ site demo and prep
	115 N Broadway_ rehab to financial office
	24 N Broadway _ building interior demo and rehab
	2215 S Broadway _ Survey and site work on Lumber yard Project



Public Investment - \$108,200.00
Private investment - \$1,915,370.00
New Jobs - 29 Full / 32 Part-time

Statistics and Data

Brand	Marketing
\$48,118.83	
Promotion	
\$46,172.13	
Sponsorships	
\$26,476.22	

Volunteer Hours	542
New Businesses	6
New Jobs	61
New Residential	240+

Oktoberfest Pub Crawl Map 2024

Section 6, Item A.

Downtown Lake Orion Pub Crawl Deals:

TROLLEY STOP	313 Pizza	O Cigar Bar	Anita's Kitchen
Parking	\$4 Oktoberfest Pints (2 choices)	Old Fashioned Special	\$5 Drafts
DDA Office	\$4 Pumpkin Shots	Johnny Black's	Valentino's
Checkin 4:30-5:30 pm	\$4 Cheesy Bread	TBD	\$6 House Wine
		Orion Boat House	Go
		Fork n' Pint	

Our 2024 Board of Directors

- Debbie Burgess, Chairperson
- Sam Caruso, Vice-Chairperson
- Hank Lorant, Secretary
- Matt Shell, Treasurer
- Teresa Rutt, Village Council President
- Chris Barnett, Orion Twp Supervisor
- Lloyd Coe



Council is the Approving Body for the Recommended Appointments made by the

Council President

Join Our Committees



Awards and Honors in 2024

Main Street Oakland County
AWARD FOR RESILIENCY

Main Street USA
NATIONAL ACCREDITATION (17th)

Michigan Downtown Assoc.
ADVOCACY FOR STRONG MICHIGAN DOWNTOWNS

GRANT - LUMBER YARD

Placemaking and Public Spaces (MSOC) - \$595,000





THANK YOU

Matthew Gibb, Executive Director
Janet Bloom, Assistant Director

Lake Orion Downtown Development
Authority
www.downtownlakeorion.org





2024 ANNUAL REPORT

Informational Meeting Pursuant to P.
of 2018



Lake Orion Downtown Development Authority respectfully submits a report of its activities and goals.

Presented at Its Annual Informational Meetings

December 10, 2024 at 12:00pm

December 17, 2024 at 5:00pm



Informational Meetings Sec. 910 (4)

The state requires Downtown Development Authorities to hold two informational meetings annually. Informational meetings are meetings for the purpose of informing the public of the goals and direction of the authority, including projects to be undertaken in the coming year. They are not for the purpose of voting on policy, budgets or other operational matters. The informational meetings may be held in conjunction with other public meetings of the authority or municipality.

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Priorities and Focus in 2024

Section 6, Item A.



Gateway Project - Lumber Yard
Infrastructure - Waste
Disposal
Parking Enhancements
Economic Sustainability
Work Based Administrative
Budgeting
Restoration of Historic

Economic Growth

1st Quarter

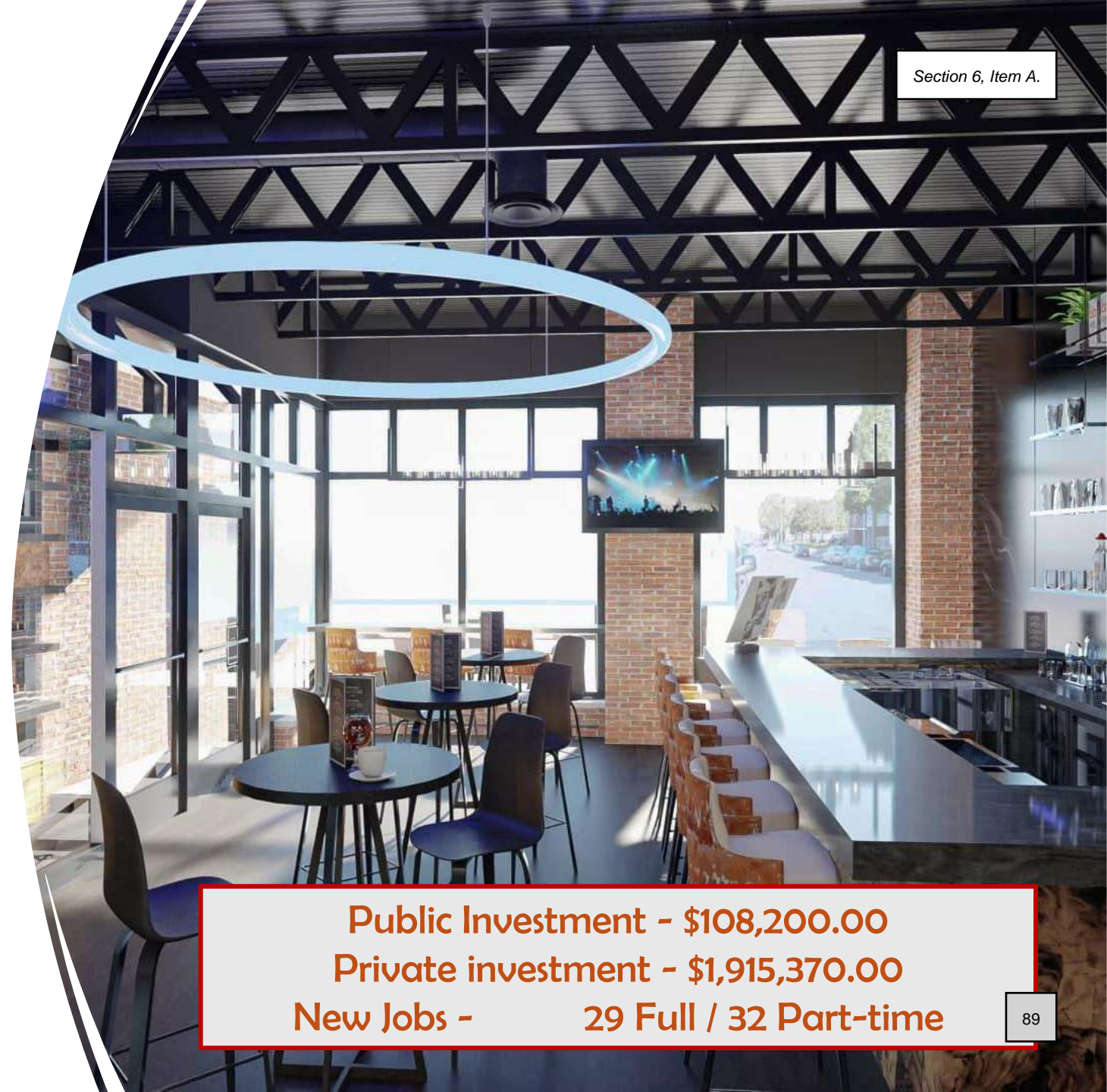
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Growing Communication

E-newsletter:

26 newsletters this year.
Added over 200 new e-newsletter recipients
Open Rate: 24% (ABOVE industry average)
Click Through Rate: 1%

Followers:

Facebook: 10,444
Instagram: 4,068
X: 1,563



Find More Here:
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Art & Flower Fair - May

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June

LOLive! Summer Concert Series, July and



Capital Project Focus in 2024

Lumber Yard at Paint
Creek

- Deconstruction
- Environmental
- Survey/Site work
- Historic

Preservation

- Additional

Property Acq

Maintaining the Small
Stuff

- Fencing Repairs
- Electrical

updates/fixes

- Park/Gazebo

updating



Historic Preservation

2024

- Enhanced and Grew the Here Lies Cemetery Tours
- Updated historic wayfinding
- Started the restoration of the Original Lumber Yard Office

2025

- Adding dates for historic story telling
- Reconstructing the Barn at the Lumber Yard
- Activating second floor



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AWARD FOR RESILIENCY

Main Street USA
NATIONAL ACCREDITATION (17th)

Michigan Downtown Assoc.
ADVOCACY FOR STRONG MICHIGAN DOWNTOWNS

GRANT - LUMBER YARD

Placemaking and Public Spaces (MSOC) - \$595,000



Contracts in 2024

AKT Peerless -
Environmental Testing
PEA Engineering - Survey
Work
K&D Phillips - Debris and
Clearing
TBD Construction - Material
Salvage
Peterson Bros. - Demolition
TimberBeast - Vegetation
Removal
NOTA / Oxford DDA - Trolley
Blackstone Stables -

Village of Lake Orion -
Administration, public works, and
public event safety
Bendzinski & Co. - Bond Support
Miller Canfield - Bond Legal Counsel
DarWel Enterprises - Rug Maintenance
Paul's Cleaning - Commercial Cleaning,
Office and Fire Hall Public Restrooms
Clear Cut Ice - IceFest Sculptures
Garrett Hoffman - Audio Visual
Services
Eprint - Banners and Marketing
Right Hook - Signs and printing
Township of Orion - Services / Orion
Living Magazine
Canoe Circle Graphics - Marketing
Design
MiSwitch - Phones and Internet
Various Software subscriptions and
licenses including Adobe, Canva, Snap
Retail, and others

Looking Ahead to 2025

Enhancing the Façade
Grant

Site Development
Planning at the Lumber
Yard

Streetscape Electrical

Refuse Infrastructure
(partnered)

Communication Tools





THANK YOU

Matthew Gibb, Executive Director
Janet Bloom, Assistant Director

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Authority
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