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Brimfield Township  
 1333 Tallmadge rd.  
 Kent, Ohio 44240

<b>Job Title</b>	<b>Brimfield Township Zoning Commission Alternate Member</b>		
<b>Job Location</b>	Brimfield Township Town Hall		
<b>Department</b>	Zoning Commission	<b>Approved By</b>	Board of Trustees

**Summary**

The Zoning Commission Alternate Board Member is appointed by the Board of Trustees and performs in accordance with the Brimfield Township Zoning Resolution Chapter Nine Section 902.03 and within the duties of the Ohio Revised Code 519.04.

This position includes attending monthly board meetings on the designated meeting date and Board voting privileges; Alternates vote as needed. This position serves as representative of the residents and businesses of the unincorporated area within Brimfield Township.

**Powers and Responsibilities – Section 902.03**

The Brimfield Township Zoning Commission shall have all of the responsibilities conferred upon it by the Ohio Revised Code and subsequent amendments thereto, and such other duties as will aid in best carrying out the Ohio Revised Code requirements and which at a minimum include:

- A. Keep current the plan for Zoning Districts and regulations for such districts. Periodic review of the Zoning plan and district regulations in light of changing conditions, comprehensive plan consistency and amendments, community needs and best available planning practices, shall be undertaken by the Zoning Commission to meet this requirement.
- B. Initiate amendments to the Zoning Resolution text and/or district map to accomplish Item A of this Section or where such amendment could result in a better Resolution.
- C. Review Zoning Resolution amendments initiated by Township Board of Trustees or property owners and provide recommendations to the Township Board of Trustees on said amendments for their consideration and action at their public hearing.
- D. Employ or contract with planning consultants, public or private, as necessary to assist the Zoning Commission in carrying out their responsibilities, within the limits of monies appropriated by the Township Board of Trustees for that purpose.
- E. Utilize information and counsel available from appropriate public officials, departments, and agencies, which have information, maps and data pertinent to the Townships needs.
- F. All official actions shall require the vote of three (3) Zoning Commission members who shall constitute a quorum.

**Qualifications**

1. Brimfield Township Resident
2. Satisfactory completion of background investigation.
3. Previous experience in zoning, economic development, commercial development, project management, commercial lending and/or commercial insurance, real estate processing, residential subdivision development, ADA requirements, professional business relations, local government operations and procedures, preferred.

# Zoning Commission Member Application

**Name**

**Address**

**Subdivision (if applicable)**

**Occupation**

**Phone**

**Email**

- ***Attach Resume and direct to the attention of :***

***Michael Hlad***

***Economic Development Director & Zoning Inspector***

***1333 Tallmadge Road, Kent, OH 44240***

***Email: [mhlad@brimfieldohio.gov](mailto:mhlad@brimfieldohio.gov)***

- ***Answer the following in a cover letter:***

1. What would you bring to the Zoning Board?
2. What and why are you interested in the Zoning Board of Brimfield Township?
3. What is a goal that you would like to achieve on the Board?
4. What is something that you would like to change/review in the Zoning Resolution?
5. What is your best and worst quality?
6. What do you like most and worst about being a Brimfield Township resident?