

Master Planning

PURPOSE, PREPARATION & PROCESS

MARQUETTE
COUNTY'S
PLAN

PROCESS

COUNTY
PLANNING

ABOUT

7.11.2018

Photo: John McCormick, Michigan Nat Photography






What is a Master Plan?

A **policy** document to guide the **physical** development of a community - a long-term plan for how the community wants to grow and develop in the future

Why?

What's Included?

Vision & Outcomes



Why a Master Plan?

- MI Planning Enabling Act, 2008
- Basis for zoning
 - “Zoning shall be based on a plan” (MCL 125.3203(1)). MI Zoning Enabling Act
- Support land use and zoning decisions
- Public road and right-of-way approvals
- Grant funding



Master Plan Content

Required
Content

Typical
Elements

Statutory Requirements, MPEA

- Make careful and comprehensive surveys and studies of present conditions and future growth...with due regard to its relation to neighboring jurisdictions (*Sec. 31(2)(a)*)
- Shall include: (*Sec. 33(2)(a-e)*)
 - Land use plan and program
 - General location, character and extent of streets, bicycle and pedestrian systems, open space, public facilities, recreation
 - Recommendations for redevelopment of blighted areas and changes to roads, open areas, buildings, utilities, and other facilities
 - A zoning plan*
 - Recommendations for implementation
- Promotion of or adequate provision of: (*Sec. 7(2)(d)*)
 - Transportation
 - Safety from fire and other dangers
 - Light and air
 - Healthful & convenient distribution of population
 - Good civic design
 - Public utilities
 - Recreation
 - Use of researchers in accordance with character & adaptability

Elements of a Master Plan

- Inventories what exists today and outlines a community's vision for the future
- Describes concrete action steps to achieve the vision
- Sometimes organized into 2 major components:
 - background or 'fact book' &
 - the plan - vision, goals, objectives & policies

Fact Book

- Background information
 - Data, history
- Data Analysis & Projections
 - Housing analysis, transportation analysis
- Public Input
 - Visioning, surveys

Plan

- Vision
- Goals
- Objectives
- Policies
 - *Future land use map*
 - *Zoning plan*


Fact Book

- Background information
 - Data, history
- Data Analysis & Projections
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- Public Input
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Plan

- Vision
- Goals
- Objectives
- Policies
 - *Future land use map*
 - *Zoning plan*





The *community's* vision

- Provides opportunity for community input
- Prepares the community, residents, and businesses for future
- Shapes future development to match community priorities
- Gives competitive advantage when seeking funding

Outcomes



Target Planning Outcomes

- Livable Neighborhoods
- Better access, less traffic
- Thriving cities, towns, suburbs
- Shared benefits
- Lower costs, lower taxes
- Keeping open space open

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County Planning

- PC's recommendations for the development of the county and for coordination with local governments
- Better situated to see the bigger picture
- Unique statutory coordination role
- Specific planning & zoning review procedures

Basis of Review

Bigger than just local concern

Lobbying

Basis of review:

- **Local plans**

- Consistent with county plan?
- Is review & comments favorable and with merit?
- Avoid inconsistencies with adjacent plans?

- **Local zoning ordinances**

- Legal adoption procedures followed?
- Consistent with twp land use plan?
- Consistent with county plan?
- Conflict with adjacent municipality?

- **Capital expenditures/public works**

- *Following adoption of the county plan, work shall not be initiated on any project involving the expenditure of money...for the acquisition of land, erection of structures, or construction or improvement of public facility...unless a full description of the project...has been submitted to the county planning commission and the report and advice of the planning commission have been received...*



To be effective in many topics and issues, planning must be done at a larger geographic scale

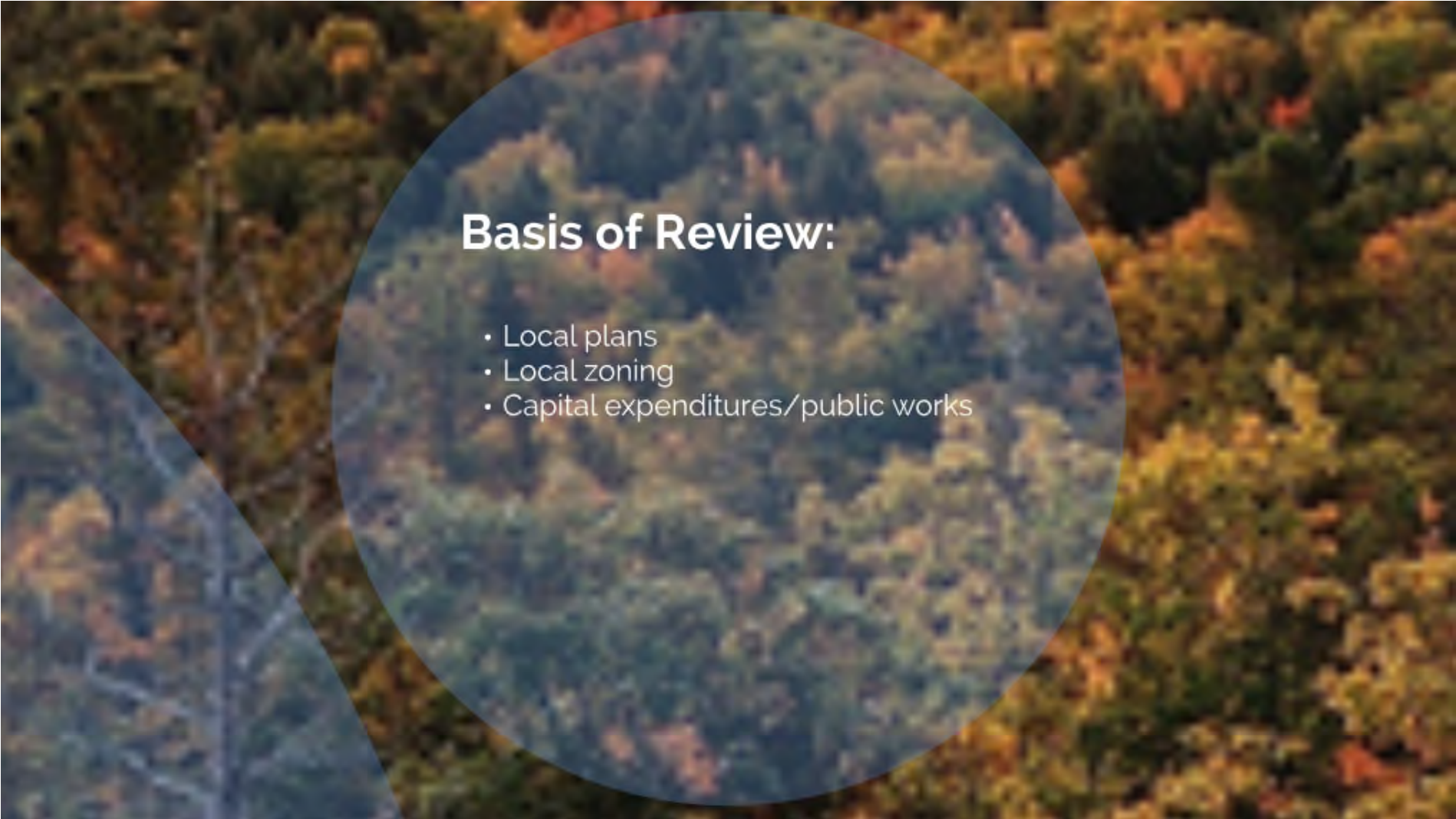
"Bigger than just local concern"

- Economic development
- Groundwater & surface water protection
- Natural features
- Technology for mining, farming
- Transportation networks
- Major developments

Reviews


Coordinated Approach

Lobbying



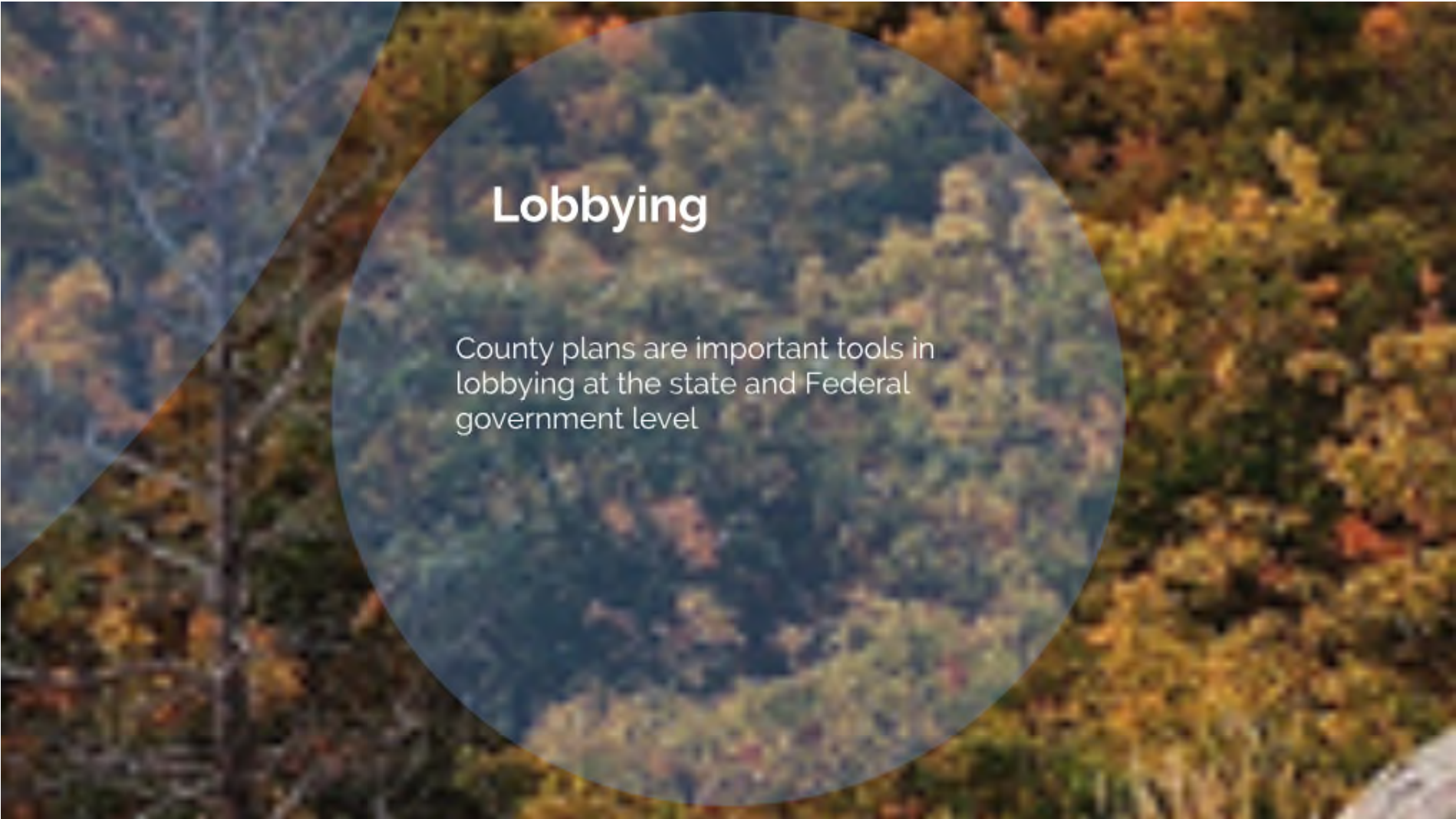
Basis of Review:

- Local plans
- Local zoning
- Capital expenditures/public works




Coordinated Approach:

- Identify for entire county
- Include in discussion and policies of county plan
- Prioritize to foster coordination between governments
- Facilitate cooperation
- Benefit entire area using planning



Lobbying

County plans are important tools in lobbying at the state and Federal government level



Lobbying

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How do we develop & adopt a Master Plan?

Pre-Planning

- Planning to Plan
- Collecting & Analyzing Data

Statutory Process
Notification of Intent to Plan

Plan Development

- Organizing Plan
- Drafting Plan
- Working w/public
- Public participation
- Develop Issues, Visions, Goals, & Objectives

Statutory Process
Meet required components

Draft Plan

- Final Draft Preparation

Statutory Process
- Draft Plan completion
- Draft Plan distribution
- Review & comment period

Review/Adoption

- Plan Adoption

Statutory Process
• PC Public Hearing
• Plan Adoption
• Distribution of Final Plan
• Five-year Reviews

Process: Adopt Master Plan

1. Start with decision to create new plan or amend existing plan.
2. Send out a "starting to plan" notice to adjacent governments, county, regional planning, others.
3. (Optional) Meeting with agencies, adjacent governments, etc.
4. Preparation of background studies.
5. (Optional) Stakeholder/public involvement for starting on the plan.
6. Planning commission submits draft plan to legislative body.
7. Legislative body acts to approve distribution of proposed plan (go to step 8), or not (go back to step 5 or 6).
8. Plan sent to adjacent governments, the county, state/regional planning, others.
9. Adjacent governments, others have 30 days (42 days if 4 plan amendments) to review comment on the draft plan.
10. (Optional) Planning commission prepares a response to comments.
11. Planning commission prepares the next draft of plan.
12. Planning commission adopts resolution for public hearing.
13. Send notices for public hearing.
14. Planning commission public hearing.
15. (Optional) Planning commission prepares a response to comments.
16. Planning commission prepares the next draft of plan.
17. Planning commission adopts resolution to adopt the plan, or if the legislative body reserved the right to adopt the plan, planning commission adopts resolution recommending to the legislative body adoption of the plan.
18. Legislative body votes to adopt the plan (go to step 16), or not (go back to step 15).
19. Planning commission sends copy of the master plan, adjacent governments, county, regional planning, others.

Pre-Planning

1

Plan Development

2

Draft Plan

3

Review/Adoption

4

Implementation

5

5-year Review

6

PROCESS. ADOPT MASTER PLAN

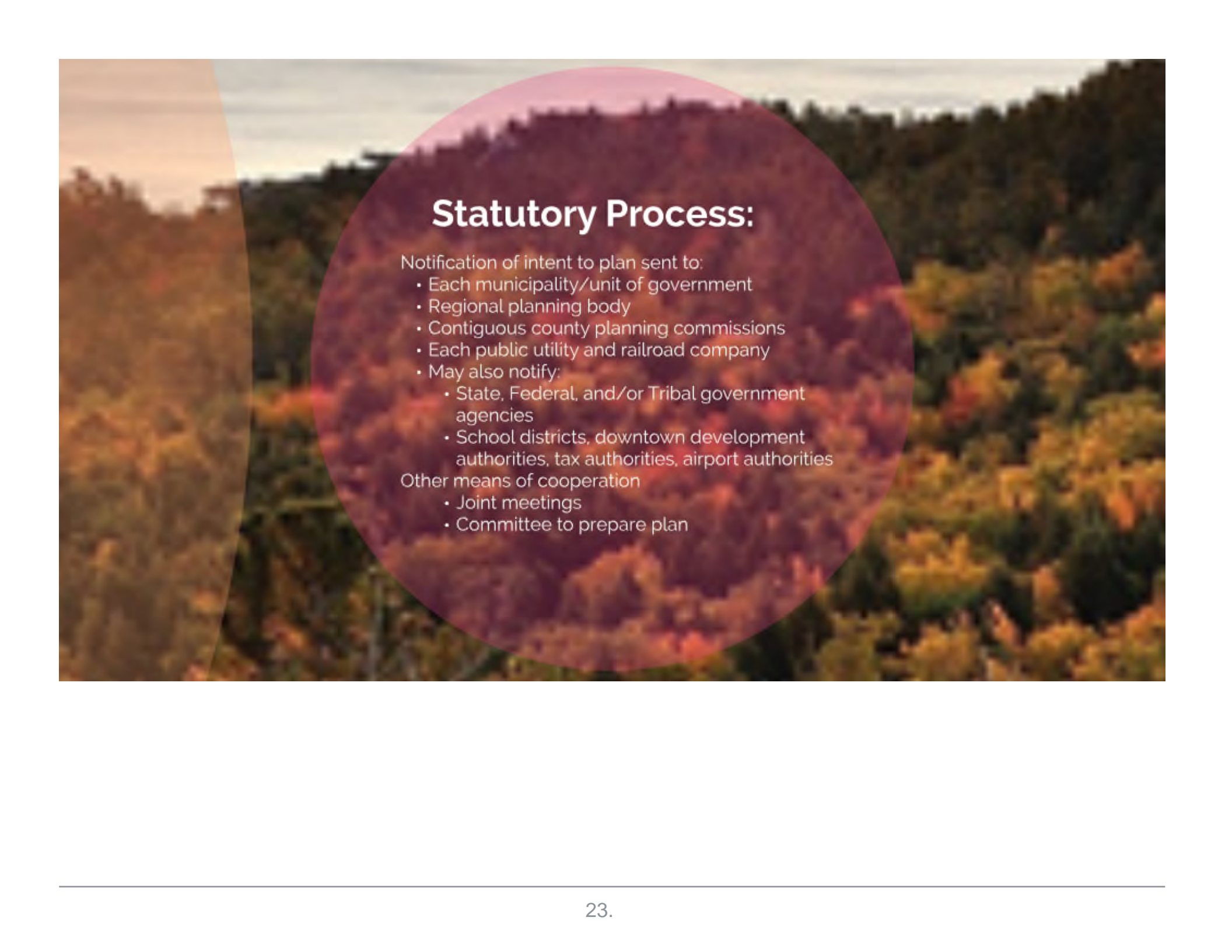
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3. (Optional) Meeting with agencies, adjacent governments, etc.
4. Preparation of background studies
5. (Optional) Stakeholder, public involvement for starting on the plan
6. Planning commission submits draft plan to legislative body.
7. Legislative body acts to approve distribution of proposed plan (go to step 8), or not (go back to step 5 or 6).
8. Plan sent to adjacent governments, the county, state regional planning, others
9. Adjacent governments, others have 63 days (42 days if a plan amendment) to review, comment on the draft plan.
10. (Optional) Planning commission prepares a response to comments.
11. Planning commission prepares the next draft of plan.
12. Planning commission adopts resolution for public hearing.
13. Send notices for public hearing.
14. Planning commission public hearing
15. (Optional) Planning commission prepares a response to comments.
16. Planning commission prepares the next draft of plan.
17. Planning commission adopts resolution to adopt the plan, or if the legislative body reserved the right to adopt the plan, planning commission adopts resolution recommending to the legislative body adoption of the plan.
18. Legislative body votes to adopt the plan (go to step 19), or not (go back to step 16).
19. Planning commission sends copy of the master plan adjacent governments, county, regional planning, others.



Pre-Planning

- Planning to Plan
 - Resources
 - Timeframe/schedule
 - Identify & Involve stakeholders
- Collecting & Analyzing Data
 - Background Information, Inventory
 - Public Input
 - Data Analysis & Projections
 - What does it all mean?

**Notice of
Intent to
Plan**



Statutory Process:

Notification of intent to plan sent to:

- Each municipality/unit of government
- Regional planning body
- Contiguous county planning commissions
- Each public utility and railroad company
- May also notify:
 - State, Federal, and/or Tribal government agencies
 - School districts, downtown development authorities, tax authorities, airport authorities

Other means of cooperation

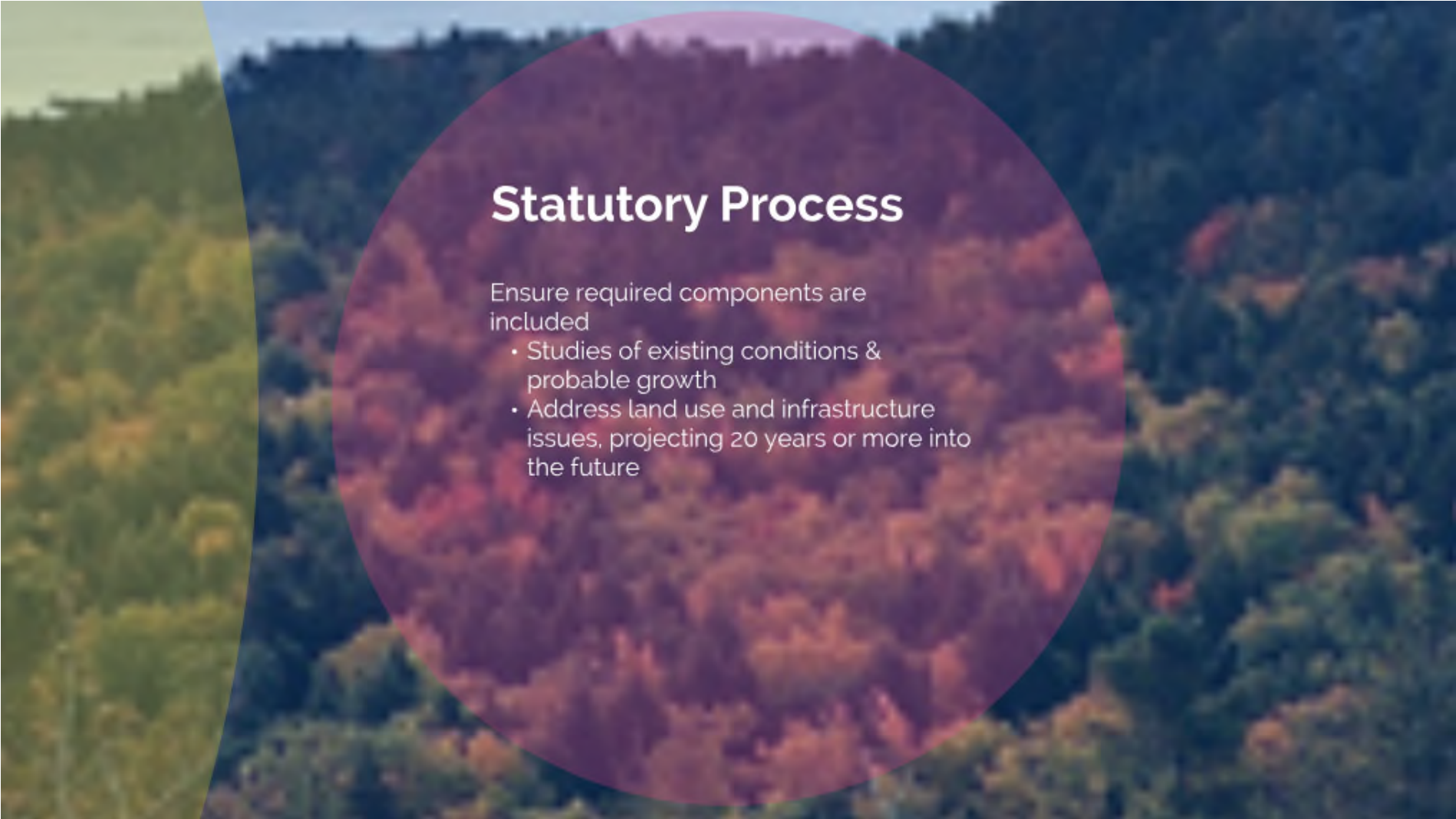
- Joint meetings
- Committee to prepare plan



Developing the Plan

- Select Guiding Principles
- Develop shared vision - *where do we want to go?*
- Issues - what's standing in the way?
- Develop Strategic Focus
 - Goals
 - Objectives
- Policies - *how will we get there?*
 - Action items & outcomes
- Engage stakeholders

Plan
Requirements



Statutory Process

Ensure required components are included

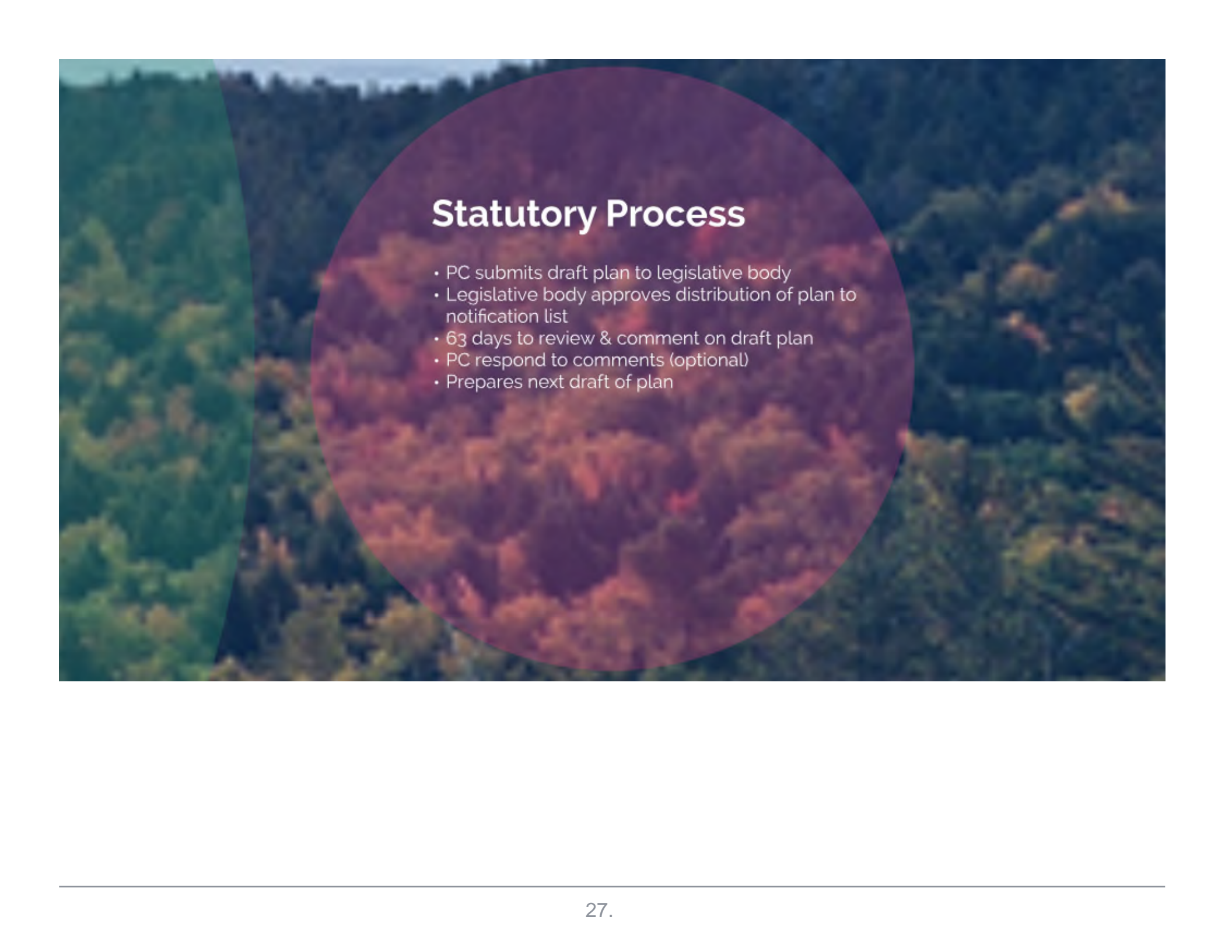
- Studies of existing conditions & probable growth
- Address land use and infrastructure issues, projecting 20 years or more into the future



Draft Plan

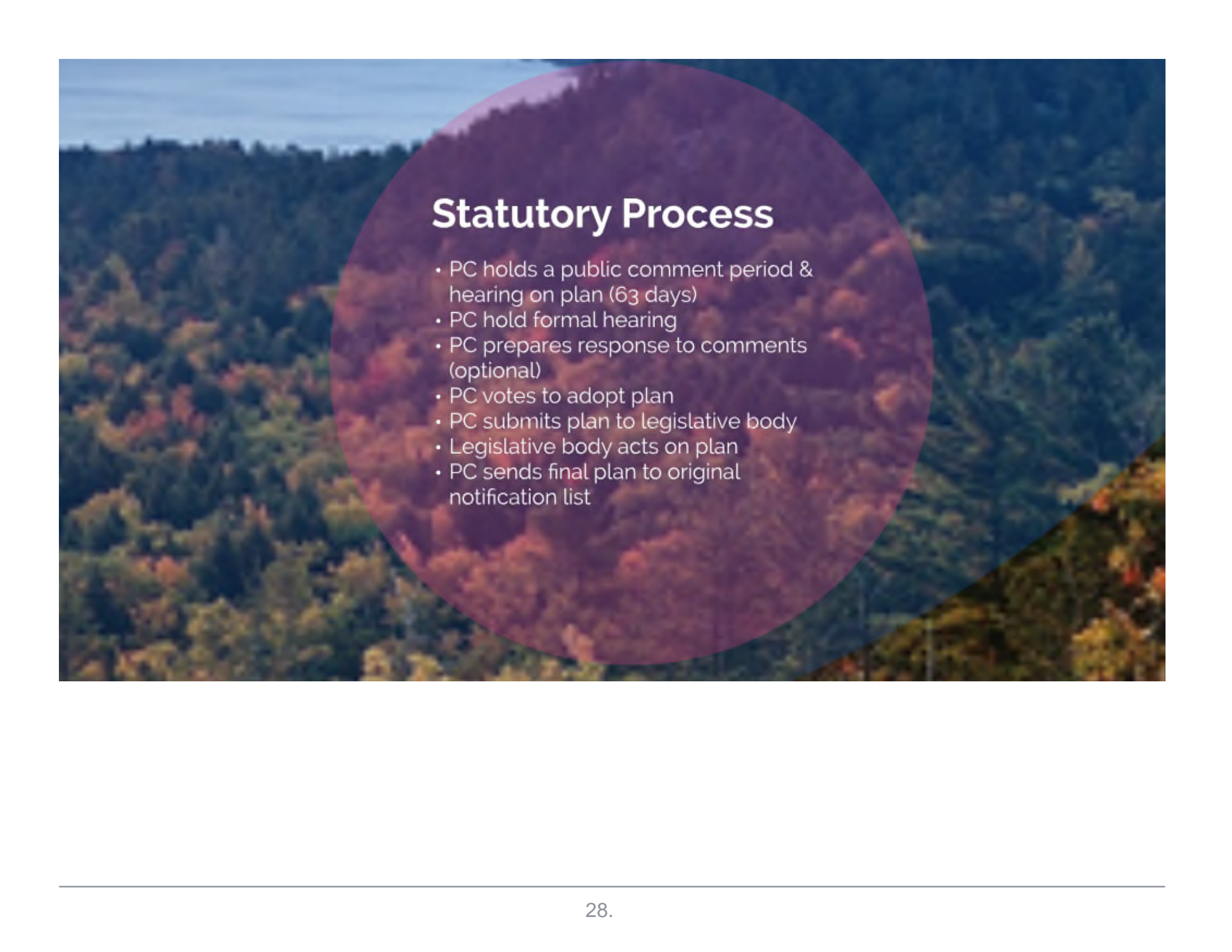
Prepare & vet plan

Draft
Review



Statutory Process

- PC submits draft plan to legislative body
- Legislative body approves distribution of plan to notification list
- 63 days to review & comment on draft plan
- PC respond to comments (optional)
- Prepares next draft of plan

An aerial photograph of a dense forest with some autumn-colored trees. A large, semi-transparent purple circle is overlaid on the center of the image, containing the title and a list of steps.

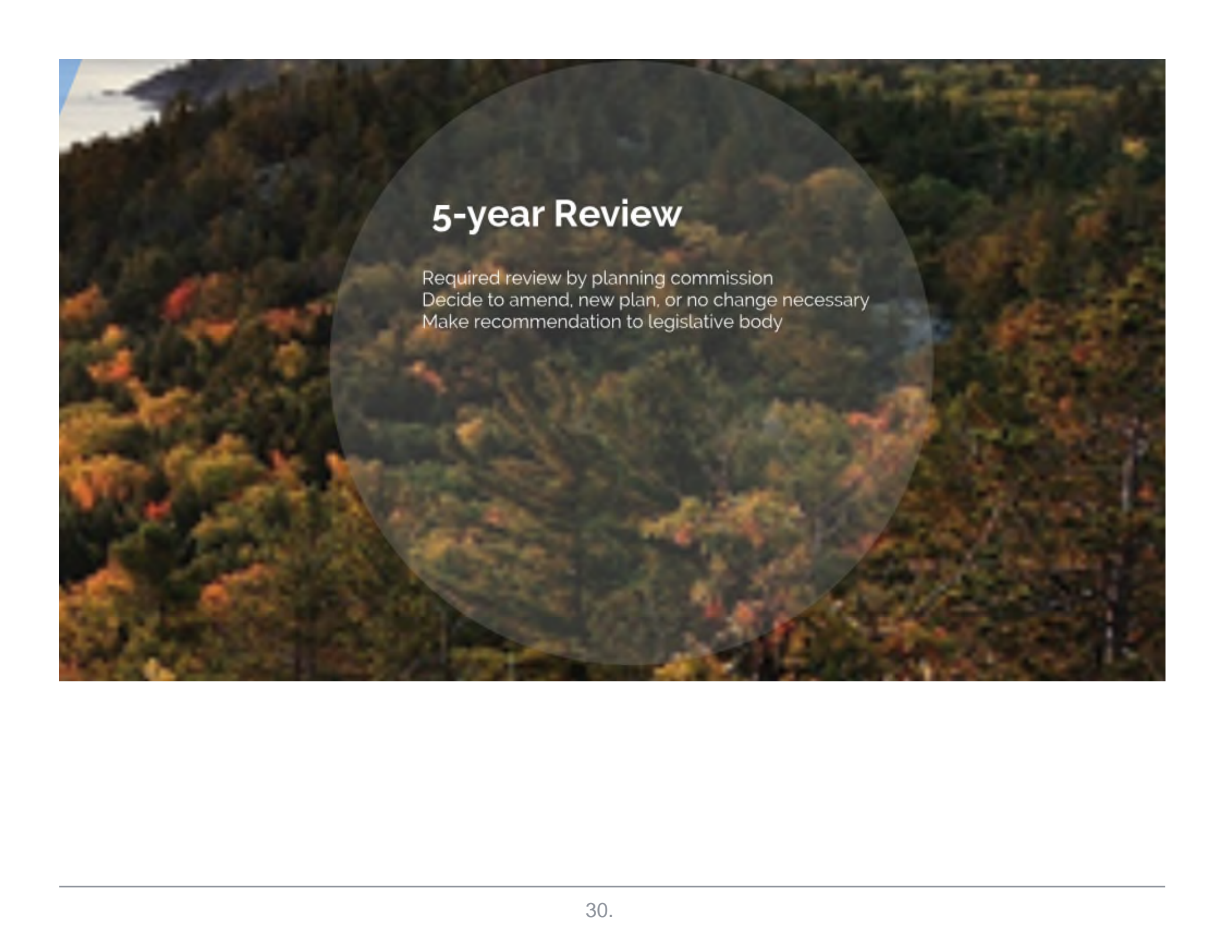
Statutory Process

- PC holds a public comment period & hearing on plan (63 days)
- PC hold formal hearing
- PC prepares response to comments (optional)
- PC votes to adopt plan
- PC submits plan to legislative body
- Legislative body acts on plan
- PC sends final plan to original notification list



Implementation

- Putting the plan into action
- Structure for formal monitoring of plan implementation
- Measurable goals, objectives & strategies



5-year Review

Required review by planning commission
Decide to amend, new plan, or no change necessary
Make recommendation to legislative body

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Our master plan

Pre-planning phase

- ✓ • Coordination: Subcommittee
- ✓ • Assess resources
 - Complete in-house
 - General timeframe
- ✓ • Plan for community outreach/
public participation & stakeholder
engagement
 - Website (*preparing*)
 - Sub-regions w/Ambassadors
- ✓ • Data collection
 - Background information
 - Community survey (*preparing*)

Next
Steps



Next Steps

- Stakeholder engagement
 - Attend County Board meeting
- Notice of Intent to Plan

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