

City of Northville Master Plan Review/Revision

2nd Update from the

Subcommittee on Public Engagement

February 18, 2020

Charge to the Subcommittee

- May review all aspects of public input regarding the amendments to the City's Master Plan, including surveys, workshops, focus groups, and similar events or techniques
- May meet with the City's planning consultant
- Advisory capacity only; no decision-making authority
- Shall provide its written recommendation to the full Planning Commission which reserves the right to accept, reject, or modify any of the recommendations

Subcommittee Members

- Commissioner Thomas Barry
- Commissioner Jeffrey Gaines
- Commissioner Andrew Krenz
- Commissioner Donna Tinberg

Reviewing our Guiding Beliefs

(originally shared on 12/17/2019)

Guiding Beliefs

- The review/revision of the Master Plan is both **urgent** and **important**. Meaningful public engagement must be highly structured and tightly scheduled, because **timely completion** is imperative if we are to exert any control over our collective future.
- **Meaningful, early engagement** of stakeholders minimizes confusion/dissent later in the process. Taking time on the front end of the process will allow us to proceed more efficiently on the back end.

Guiding Beliefs

- **Well-informed stakeholders** provide more viable input; therefore, education/information efforts should precede input opportunities.
- Early formal opportunities for public input should cast a wide net for ideas. Subsequent opportunities for public input should focus on distilling those ideas into a **common vision** that can serve as a basis for Master Plan content.

Guiding Beliefs

- **Trust** from the community will be enhanced when we are transparent with our processes and deliver on what we promise.
- Consensus should be defined as:
 - *Everyone has had an opportunity for their voice to be heard, and the will of the group is apparent.*

Subcommittee Activities since last update to PC on 12/17/2019

- 1/6/2020: Meeting with City Manager and Planning Consultant
- 1/7/2020: Planning Commission discussion of process/timelines at public meeting
- 1/27/2020: Subcommittee meeting
- Individual follow up conversations with City Manger and Planning Consultant in preparation for this update
- 2/18/2020: Subcommittee meeting with City Manager and Planning Consultant

Public Engagement Process

Updates since 12/17/2019

Phase 1: Informational Seminars

- Series of **5 thematic seminars**:
 - Finances/Legal Issues
 - Infrastructure
 - Demographics and Schools
 - Traffic/Walkability and Parking
 - Future Land Use
- Neutral “**content experts**” will share information about existing conditions for each topic.
 - Not using local residents as presenters in order avoid any perception of bias
- Each presentation will include a **question/answer session** with the community.

Phase 1: Informational Seminars

- All seminars to be held at the Community Center, 303 W. Main Street
- Publicity has already started via the City website and weekly email newsletter
- **Postcard** mailed to all City residents inviting them to participate
- Seminars will be **videotaped and archived** on City website for community access/review

Phase 1: Informational Seminars

- **Monday, February 24, 2020, 7-9 p.m.**
- **Topic:** Planning/Zoning Basics & Financial Information
- **Speaker:**
 - **Doug Lewan, Planning Consultant and Executive Vice President at Carlisle Wortman Associates (CWA)**

Phase 1: Informational Seminars

- **Tuesday, March 24, 2020, 7-9 p.m.**
- **Topic:** Traffic & Walkability/Mobility
- **Speakers:**
 - Jessica Katers, Project Manager, Municipal Engineering, OHM Associates (Engineering, Architecture and Planning firm)
 - Second speaker to be determined

Phase 1: Informational Seminars

- **Tuesday, March 31, 2020, 7-9 p.m.**
- **Topic:** Infrastructure
- **Speakers:**
 - Jessica Katers, Project Manager, Municipal Engineering, OHM Associates (Engineering, Architecture and Planning firm)
 - Loyd Cureton, Director of Dept. of Public Works
 - Craig Strong, Principal at Code Enforcement Services (CES), a company that inspects and enforces building codes for municipalities

Phase 1: Informational Seminars

- **Tuesday, April 14, 2020, 7-9 p.m.**
- **Topic: Future Land Use**
- **Speaker:**
 - **Dick Carlisle, President, Carlisle Wortman Associates (CWA)**

Phase 1: Informational Seminars

- **Tuesday, April 28, 2020, 7-9 p.m.**
- **Topic: Demographics and Schools**
- **Speaker:**
 - Sally Elmiger, Planning Consultant and Principal at Carlisle Wortman Associates (CWA)

Phase 2: Public Input on a Shared Vision for Our Future

- Multiple **structured dialogue/“open house”**-type opportunities
 - Currently discussing format/scheduling
- Parallel **online survey** available to all community members (with **paper alternative**)
 - Currently discussing survey content, format, and sources
- Anticipated Timeframe: May/June

Phase 3: Preliminary Planning Review

- Planning Commission develops **language changes** relative to identified subareas of the Master Plan
 - Informed by comments received during public engagement activities
- **Public presentation** of draft language/revisions with structured opportunity for **community comment/feedback** (specific engagement strategies to be determined)
- Anticipated Timeframe: July/August

Phase 4: Implementation

- Planning Commission finalizes language relative to identified subareas
- PC submits language to City Council for distribution to neighboring communities
- PC reviews/revises as necessary based on comments from neighboring communities (if any)
- **Formal (mandatory) public hearing** after comment from neighboring communities
- Anticipated Timeframe: September/October

**Phase 1:
Informational
Seminars**

**Phase 2:
Public Input
(survey, open
houses, etc.)**

**Phase 3:
Preliminary
Planning (review
public input,
draft language)**

**Phase 4:
Implementation
(final language to
City Council,
formal public
hearing)**

Anticipated Ongoing Subcommittee Work

- Continue to work with City Manager and Planning Consultant regarding:
 - Scheduling and format for Open House/dialogue
 - Survey purpose/scope/content, perhaps through a 3rd party
 - Refining/tightening the implementation schedule
- Updates to be provided to the Planning Commission at regular meetings as information becomes available
- Public comment option at every PC meeting

**Comments/Questions/Feedback
from the
Planning Commission**