

Master Plan Update - Work Plan & Schedule

City of Northville

December 29, 2020

Task Description	PC Mtg. Date:
A. MASTER PLAN UPDATE APPENDIX DEVELOPMENT	
1. CWA drafts Appendix INTRODUCTION and presents at PC meeting. CWA facilitates discussion and gathers input. CWA revises Appendix INTRODUCTION per input, and provides to PC.	March 2
2. CWA drafts i. & ii. for each subarea. Presents at PC meeting, and facilitates activity to identify guiding principles for each subarea.	April 6
3. CWA drafts CADY TOWN SUBAREA PLAN based on guiding principles. CWA facilitates discussion to refine guiding principles, and facilitates activity to review, preferred land uses, and standards for issues generated by land use choices, form-based policies and site design/pedestrian considerations. CWA revises subarea plan based on input and provides to PC.	May 4
4. CWA drafts S. CENTER ST. SUBAREA PLAN based on guiding principles. CWA facilitates discussion to refine guiding principles, and facilitates activity to review, preferred land uses, and standards for issues generated by land use choices, form-based policies and site design/pedestrian considerations. CWA revises subarea plan based on input and provides to PC.	June 1
5. CWA drafts RACETRACK SUBAREA PLAN based on guiding principles. CWA facilitates discussion to refine guiding principles, and facilitates activity to review, preferred land uses, and standards for issues generated by land use choices, form-based policies and site design/pedestrian considerations. CWA revises subarea plan based on input and provides to PC.	July 6
6. CWA presents full draft Appendix to PC for review, including detailed public input summaries; also presents amendments to current Master Plan document referencing the Appendix. CWA facilitates discussion of draft and gathers input. Revises draft and prepares for Council consideration for distribution to neighboring communities.	August 3
B. MASTER PLAN APPENDIX REVIEW & APPROVAL	
7. Prepare distribution memo/materials, and present to City Council for approval to distribute. Clerk to distributes draft documents for comment (42-day comment period).	Week of August 16

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| 8. Receive and summarize Master Plan Appendix comments from neighboring communities/public entities. Discuss with Planning Commission. Schedule Public Hearing. | October 5 |
| 9. Conduct Public Hearing at Planning Commission meeting. Discuss comments with Planning Commission. Revise document as needed. | November 2 |
| | November 16 |
| 10. Discuss revised Master Plan Appendix draft with Planning Commission at regularly-scheduled meeting. Finalize document. | |
| 11. Planning Commission to adopt Master Plan Appendix and amendments. Send to City Council for acceptance. | December 7 |
| 12. City Council reviews and accepts Master Plan Appendix and amendments. | December 20 |
| 13. Prepare finalized Master Plan Appendix and amended Master Plan document. | Week of
December 27 |