



Village of Michiana Master Plan Status and Approval to Proceed

Michiana Village Council

November 8, 2024

Meeting Goals

- Approve Master Review Master Planning Project Approach
- Approve Recommended Consultant – Southwest Michigan Planning Commission
- Approval to Proceed

Village of Michiana Master Plan Value

TJ McCarthy

A community's master plan establishes a direction for growth, capital investment, and physical development. It's a policy statement that represents what the community is, what its residents value, and what they hope the community will become. A master plan addresses the land use, infrastructure and public service priorities of the community with a five year or longer timeframe and is continuously updated to reflect our changing needs.

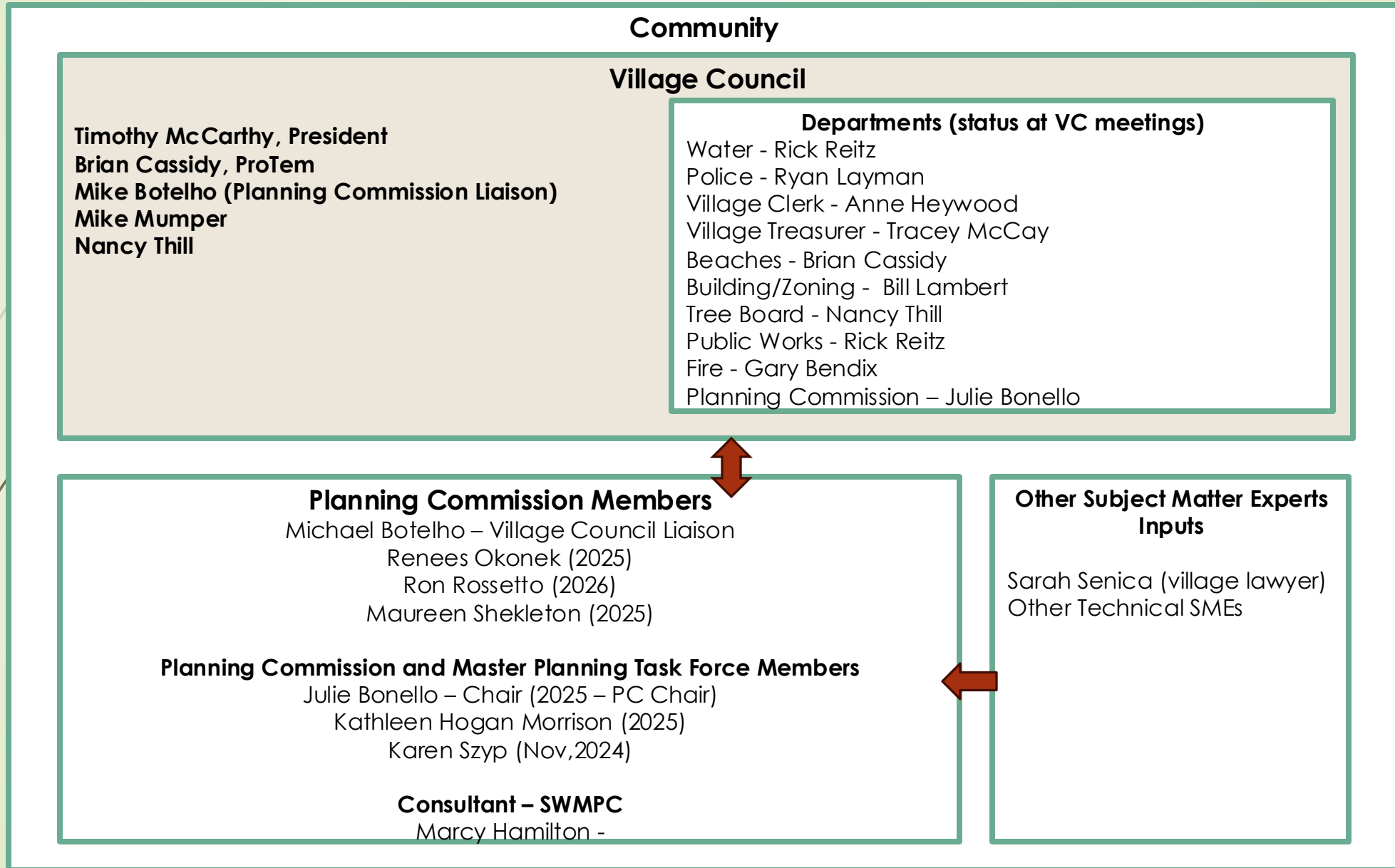
The Village Council uses the Master Plan as the foundational document for the 1) long term interests of the Village; and 2) day-to-day administration of the planning and zoning programs. It ensures we are always representing the Village's vision and goals.

Master Planning Principles

- Improve our 2005 Master Plan
- Simple and Efficient
 - We are a small beach community with little land development and no commercial needs.
 - Our plan and approach should reflect the size, character and needs.
- Sustainability
 - An integrated planning process that is embedded into our village culture and working processes.
- Collaboration
 - Village Council, Village Departments – approval and participation throughout
 - Community Engagement – embedded in every phase
 - Planning Commission – leads the project; consultant helps guide and facilitate

Village of Michiana Master Plan Project Organization

5



Workplan and timeline (15 months)

Start

**1.0
Organize
Project**

**2.0
Community
Inventory/Analysis**

- Community Profile
- Infrastructure /all Public Services/
- Land Use

**3.0
Community
Engagement**

- Survey 1- Vision, Goals

**3.0 (cont.)
Community
Engagement**

- Survey 2- Objectives, Priorities
- Community Workshop

**4.0 Goals and
Objectives**

- Issues, Goals and Objectives
- Future Land Use
- Zoning Plan

**5.0
Implementation
/Action Plan**

- Policy, Programs, Zoning Recommendation
- Action Plan Development (actions, responsibility, timetable, funding, cost)

**6.0
Draft Plan
/Approval**

- Final Document Drafted
- Comments and Revisions
- VC Approval
- Transmittal Letters
- Public Hearing
- Draft Resolutions

Master Plan Development

August - October

November- February

March - July

August - September

October - January

Consultant Selection Process

- Identified 5 qualified consulting firms
- Held Informational meetings
- Sent Request for Proposal
- Evaluated Proposals against Principles
- Selected Southwest Michigan Planning Commission

Analysis

| | SWMPC | LandPlan | Abonmarche | Wightman/Arsh | Andrew VonMaur |
|-----------------------------|--|--|--|--|--|
| Builds Upon 2005 | 5 | 5 | NA | 3 | NA |
| Simple and Efficient | 5 | 3 | NA | 2 | NA |
| Sustainability | 5 | 3 | NA | 3 | NA |
| Collaboration | 5 | 4 | NA | 3 | NA |
| Total | 20 | 15 | NA | 11 | NA |
| Conclusion | <p>Standard approach is flexible and collaborative; most cost efficient; knows our Village community.</p> <p>SWMPC is a not for profit organization that helps smaller municipalities in a cost effective manner</p> | <p>Mark is retiring; unable to meet timeframes and approach. Will be happy to provide any advisory needed.</p> <p>LandPlan was 2005 consultant</p> | <p>Withdrew after informational meeting; set methodology; cost structure doesn't allow flexibility</p> <p>Initially proposed one year ago.</p> | <p>Inflexible methodology; lacks collaboration; highest cost.</p> <p>Wightman doesn't have planning team; brought in Arsh.</p> <p>Doesn't know the area.</p> | <p>Withdrew; Interested in community engagement bid; great community engagement expertise.</p> |

Cost

| Village of Michiana Master Planning Project | | |
|--|--------|--------------------|
| | Status | Total |
| Phase 1 - Organize Project | | 0 |
| | | |
| Phase 2 - Community Inventory/Analysis Phase | | \$4,000.00 |
| | | |
| Phase 3 - Community Engagement/Planning Process | | \$4,491.44 |
| | | |
| Phase 4 - Goals/Objectives/Future Land Use | | \$1,863.42 |
| | | |
| Phase 5 - Implementation Strategies/Action Steps Phase | | \$2,165.76 |
| | | |
| Phase 6 - Draft Plan, Review & Approval | | \$3,571.22 |
| | | |
| Miscellaneous Expenses (Travel, Printing, Phone, etc.) | | \$500.00 |
| | | |
| TOTAL | | \$16,591.84 |

Request for Approval – Mike Botelho

- Approach
- Consultant Recommendation
- Project Initiation