

CITY OF PERRY 2008-2035 MASTER PLAN

APPENDICES

APPENDIX A: MINUTES FROM PLANNING COMMISSION MEETINGS

Perry Planning Commission Meeting Notes

March 5, 2007

Master Plan: Brad Sharlow presented a questionnaire, which will be sent to all City businesses for use in the Master Plan. A copy of the questionnaire is attached to the meeting notes..

A motion by Wekwert second by Stone to mail the questionnaire carried unanimously.

Perry Planning Commission Meeting Notes

May 14, 2007

Brad Sharlow reviewed some population data which will enter into the Master Plan. He has access to traffic info as well. We discussed the decline in population and increased traffic. These will play an important role in the City's future.

Perry Planning Commission Meeting Notes

July 9, 2007

Other Business.

Brad Sharlow discussed the city survey. It is now being sent to Churches and Schools. Brad has personally visited several businesses to get the survey.

The issue of rezoning the property owned by Mark Sanders was tabled until the next meeting.

Perry Planning Commission Meeting Notes

August 6, 2007

Other Business:

Master Plan – We set the next meeting to discuss the timeline for the Master Plan update. Our goal is a draft for the May, 2008 meeting, with forecasting through the year 2035.

Brad Sharlow volunteered to invite various participants for a brainstorming session during the September meeting. We discussed various considerations for the Master Plan update, including recreational facilities and programs development with Council Member Christine Tobias in attendance, such as a skate park, City Hall Park and Jubilee Park improvements, community pool, bike paths, and sidewalks along main roads. We also discussed other considerations for the Master Plan update, including the recent school consolidation proposal, possibility of partnering with community colleges for a satellite location, and the recent water quality/iron removal proposal.

Perry Planning Commission Meeting Notes

September 10, 2007

Other Business:

Master Plan – We welcomed community members, Councilman Terry Wood, and Major Ross DeLau to the brainstorming session. We opened discussion of areas affecting the Master Plan, including schools and education, parks and recreation, business and industry, police, fire and emergency services, transportation, land use and zoning, public utilities, and library. We set intermediate goals. We plan to assign responsibility for sections of the Master Plan, the format for topics and items to be discussed in each section at the October meeting. Our goal is a draft plan for the May 2008 meeting.

Perry Planning Commission Meeting Notes

October 1, 2007

Other Business:

Master Plan – We discussed various areas of the Master Plan, including schools and education, parks and recreation, business and industry, police, fire and emergency services, transportation, land use and zoning, public utilities, and library. We plan to assign draft goals and objectives for each section at the November meeting. Our goal is a draft plan for the May 2008 meeting. We set an October 25 public input meeting to be hosted by the Commission.

Perry Planning Commission Meeting Notes

November 5, 2007

Old Business:

Master Plan – We discussed all sections of the draft goals and objectives to this point. Brad Sharlow plans to present a draft of the goals and objectives to Council at their next meeting. He also is contacting various City departments and local agencies for their assistance in drafting the goals and objectives and other information necessary for writing the Master Plan. The Library submitted a draft to John Plowman, which will be reviewed at our next meeting. We plan to have a special meeting in February for public input. The Commission expressed its appreciation to Brad for his work on the Master Plan.

Perry Planning Commission Meeting Notes

December 3, 2007

Old Business:

Master Plan – Police Department section will be updated. Demographics section will have updates from state and township. Municipal public services updates include emergency services for the area under Southeast Shiawassee Emergency Services Authority (SSESA). The utilities section will have updates on utilities maps, and the recent acquisition of land for an iron removal plant. The financial section will include fund accounting information. The library section will include the January 2008 addition of the Edna Bentley Memorial Library to the Shiawassee County Community District Library (CDL). The transportation section will include updates from Shiawassee Area

Transportation Authority (SATA). Motion by Sanford, second by Wekwert to accept outline draft, all aye vote.

Perry Planning Commission Meeting Notes

January 7, 2008

Old Business:

Master Plan – We reviewed the goals and objectives, library, public services, utilities, and community activities and events sections. We also reviewed information from meetings with the Perry School Board, Chuck Mudge, and Guy Hubbard.

New Business:

John Plowman gave the 2008 meeting times to the City Clerk for legal posting. Two additional meetings to be posted are 6:30 p.m. Thursday, March 13 and 6:30 p.m. Thursday, April 10 for public input on the Master Plan.

Perry Planning Commission Meeting Notes

February 4, 2008

Old Business:

Master Plan – We reviewed the progress and open items. Open items and target dates are as follows: updated demographics and maps from the City of Perry (March); input from Guy Hubbard on emergency services (March); input from Perry Public Schools (no date given); regional transportation services from SATA (no date given). For the next three regular meetings, we plan to approve updates of sections per the recommendation of Brad Sharlow. After reviewing the current status of the Master Plan, we plan to have one additional meeting at 6:30 p.m. Thursday, April 10 for public input on the Master Plan.

We discussed some implications of the 2006 State Zoning Enabling Act.

Perry Planning Commission Meeting Notes

March 3, 2008

Old Business:

Master Plan – We reviewed the progress and open items. Brad Sharlow and Greg Wekwert met with Jackie Hurd from Perry Public Schools on February 14 for input to the Master Plan. The Shiawassee Area Transportation Authority timeline was modified. Motion to recommend to City Council to accept a bid for \$750 for updated images by John Plowman, second by Greg Wekwert, all aye vote. Commission approved the following sections of the draft on all aye votes: Introduction, motion by John Plowman, second by Greg Wekwert; Demographics, motion by John Plowman, second by Greg Wekwert; Parks and Recreation, motion by Brad Sharlow, second by Carol Sanford; Public Library, motion by Dave Shirey, second by Brad Sharlow; Community Activities, motion by Dave Shirey, second by Carol Sanford.

Perry Planning Commission Meeting Notes

April 7, 2008

Old Business:

Master Plan – Commission discussed the progress on the following sections of the draft Plan for approval at the April 10 meeting: Transportation, City Description, Government Organization/Structure, Municipal/Public Services, and Public/Municipal Utilities. Brad Sharlow also shared the status and information needed to complete the aforementioned sections as well as the following sections: Land Use/Zoning, Education/Perry Community Schools, Parks and Recreation, Public Library, and Business/Industry.

New Business:

Mr. Doug Piggott, AICP, PCP, of Rowe Incorporated presented the proposal to assist the City in updating the city maps and answered questions from the Commission. Based on a discussion of our needs, Mr. Piggott will be modifying the proposal to not only include maps of tax ID numbers for all lots, address numbers, and zoning, and the associated computer files in dxf and pdf formats for future changes and readability, but also to include soils, water, sanitary sewer, and drain boundaries maps and their associated computer files. Mr. Piggott explained how the City could keep these maps updated on a continuing basis on its computer system using the provided files. Mr. Piggott also provided information on their upcoming free seminar on Michigan planning and zoning law changes on April 30 at 7:00pm at Mott Community College.

The special meeting scheduled for April 10 at 7:00pm was noted.

Perry Planning Commission Special Meeting Notes

April 10, 2008

Old Business:

Master Plan –

Motion by David Shirey, second by Greg Wekwert, to approve Government Organization/Structure section of the Master Plan was carried by an all aye vote. Motion by Samara Hamilton, second by Greg Wekwert, to approve Municipal/Public Services, and Public/Municipal Utilities section of the Master Plan was carried by an all aye vote. Motion by John Plowman, second by Samara Hamilton, to approve Transportation section of the Master Plan was carried by an all aye vote. Brad Sharlow reviewed the Master Plan timeline with the Commission.

New Business:

Councilman Tom Chaput shared with the Commission that we should consider a sign ordinance, that Councilman Mark Landers may be able to assist us with a recent SATA survey in the Transportation section of the Master Plan, and that we should consider performing arts development though boosters and other support in the Community Activities and Recreation Plan.

Perry Planning Commission Meeting Notes

May 5, 2008

Old Business:

Master Plan – Commission approved the following sections of the draft on all aye votes: City Description, motion by Samara Hamilton, second by David Shirey; Accomplishments, motion by Carol Sanford, second by Greg Wekwert; Municipal/Public Services, motion by Carol Sanford, second by Samara Hamilton; Business/Industry, motion by Carol Sanford, second by Greg Wekwert; Goals and Objectives, motion by Carol Sanford, second by Brad Sharlow. Mayor DeLau requested that we add the proposed Veterans Park to the Parks and Recreation section of the Master Plan. Brad Sharlow shared a proposed June 12 through September 7 public comment period for the Master Plan.

New Business:

2008 Michigan Planning Enabling Act discussion – Hamilton, Plowman, Sharlow, Wekwert and Councilman Chaput attended.

A motion by Brad Sharlow, second by Greg Wekwert for a special meeting to discuss the Action/Capital Improvement Plan on June 11 at 6:30 pm, all aye vote.

Perry Planning Commission Meeting Notes

June 2, 2008

Old Business:

Master Plan – Brad Sharlow met with Dan Lewis, who provided updates to the City Description and History through his work with the Calkins/Macqueen House. The Commission reviewed the Land Use/Zoning, Public/Municipal Utilities, and Final Goals and Objectives sections of the Master Plan. Brad Sharlow asked the members of the Commission to review the Land Use/Zoning section prior to next meeting. Justin Horvath, Shiawassee Economic Development Partnership (SEDP) Director provided input from the Shiawassee Regional Chamber of Commerce on industrial development along the I-69/M-78 corridor. Motion by Samara Hamilton, second by Greg Wekwert to approve updated chapters 13 and 16, all aye. Sections still pending are Education/Perry Community Schools, Planning Process and Plan Adoption, and Action Plan/Capital Improvement Plan. We reviewed the Action Plan/Capital Improvement Plan draft and discussed input on prioritization from the community leaders.

Perry Planning Commission Meeting Notes

July 7, 2008

Old Business – Master Plan: Discussion ensued about Chapters 1-4 and updates within the chapters. It was noted that Perry Public Schools had completed and presented for the Master Plan a brief history, accomplishments, and goals for its entity.

Moved by Greg Wekwert, seconded by Carol Sanford to accept the Perry Public School's report and include it in Chapter 9 of our City's Master Plan. Carried, all aye.

Moved by Greg Wekwert, seconded by Carol Sanford to move the October 2008 regular Planning Commission meeting from October 6 to October 13th, the second Monday of the month because of scheduling conflicts. Carried, all aye.

We will request the City Clerk, Judy Guenther, to post that change at City Hall and have that change published in the paper for two weeks in September 2008. The October meeting will also be the set time for the official Public Hearing for the City of Perry's revised Master Plan.

The Planning Commission is asking the Mayor to ask those City Departments that haven't completed the Commission's questionnaire and estimates, to please do so. Presently, we will not be able to complete the draft of the City's Master Plan without their comments and estimates. We need their input, especially in the area of Capital Improvements and their possible anticipated costs. **We need these activities completed by Friday of this week, which is July 11th.** We need ninety (90) days of time with a completed draft of the City's Master Plan before we can hold a Public Hearing. That hearing is set for October 13, 2008.

Discussion ensued involving Chapter 17 of the Master Plan, which lists goals for City improvements. We will be asking everyone during the next 90 days which goals should be at the top of that list.

Perry Planning Commission Meeting Notes

August 4, 2008

Old Business:

Master Plan – We welcomed public feedback and discussion of the Plan. The Public Comment Period is from July 10 through October 10, 2008. We discussed the contract for the Plan maps. We reviewed the draft Master Plan to be presented in the Special Information Meeting at the Perry High School auditorium at 6:30 pm on August 13, 2008, and the associated planning for that meeting.

Perry Planning Commission Meeting Notes

September 8, 2008

Old Business:

Master Plan – We met with Doug Piggott to review and discuss the maps, which include sewer, splits, future land use, and zoning questions. Brad Sharlow discussed changes to the draft Plan as a result of comments received. We discussed comments received from the Shiawassee County Planning Commission, and noted our appreciation of their review and suggestions.

A special meeting is scheduled for September 29, 2008 at 6:30 pm.

Perry Planning Commission Special Meeting Notes

September 29, 2008

Old Business:

Master Plan – We approved on all aye votes the following maps:
Zoning Map, moved by Hamilton, second by Shirey; Soils Map with more description of soil types, moved by Sanford, second by Hamilton; Future Land Use Map, moved by Hamilton, second by Wekwert; Water System Map, moved by Sanford, second by Wekwert; Wastewater/Sewer Map with label of lifts stations and gallons per minute (gpm) rates, wastewater treatment and drains pending revisions, moved by Sharlow, second by Hamilton; Storm Drain Map with same changes, moved by Sanford, second by Sharlow.

Samara Hamilton reviewed results of public meeting feedback on priorities with the Commission.

We approved Chapter 17 revisions, moved by Shirey, second by Hamilton, all aye vote.

John Plowman offered to review storm drain locations and names with Chuck Mudge.

Perry Planning Commission Special Meeting Notes

October 13, 2008

Old Business:

We opened the Public Hearing on the City of Perry Master Plan with the following items:

1. City wide maps – Motion by Sharlow, second by Hamilton, to approve maps of improvements upon review by Chuck Mudge and change of railroad right of way labeling to Canadian National Railroad, all aye.
2. Comments from MSU Planning and Zoning – We thanked the organization for their insight and ideas, and will consider their advice in the final draft, and in future revisions.
3. Public comment and feedback – We are sending a fifteen-day notification of public comment by to the required parties regarding public hearing notification, tentatively scheduled for November 3.

4. Motion by Shirey, second by Sharlow to postpone and continue Public Hearing on November 3, 2008 on third floor of City Hall, all aye vote.

Master Plan – Brad Sharlow requested any ideas for rephrasing goals and objectives to be sent to him. Motion by Shirey, second by Plowman to give special thanks to Brad Sharlow for all of his effort put into developing the Master Plan, all aye.

Perry Planning Commission Meeting Notes

November 3, 2008

Old Business:

1. Public Hearing is scheduled for November 10, 2008 at 6:30 pm in Council chambers.
2. Master Plan training session discussion:
 - a. Capital Improvement Plan – annual preparation in January and February, with input from department heads, for Council review and approval.
 - b. Conditional zoning caveats
 - c. Different plans that may be included in the Master Plan.
3. Final updates to the Master Plan:
 - a. Economic development study (p.108)
 - b. Chuck Mudge is updating the water and sewer maps
 - c. Goals & objectives (chapter 16)
 - d. Appendix C

Attendance: Galbavi, Hamilton, Plowman, Sanford, Sharlow, Shirey, Wekwert

Absent: none

Public hearing meeting was called to order at 6:31 pm.

Motion by Sanford, second by Wekwert to approve November 3 meeting minutes, all aye.

1. Discussion of Final Report
 - a. Goals and Objectives, action plan in each chapter.
 - b. Maps were updated by Rowe, Incorporated and appropriate maps were reviewed by Chuck Mudge
 - c. Appendix C, Comments & Recommendations from Partnering Agencies & Planning Commission Responses, was updated.
 - d. Brad will update the format of Chapter 17, Action Plan/Capital Improvement Programs.
 - e. Dave will email the minutes from tonight's meeting to Brad to include in the Master Plan for the Council meeting.
 - f. Historical Downtown Business District legend was updated.
 - g. Brad will make hard copies for the Commission, Council and department heads.
2. Comments and Suggestions from General Public
 - a. Comments and suggestions from Tom Chaput and Ross DeLau were incorporated into the above discussion.
3. **Motion to approve the Master Plan with the above changes by Hamilton, second by Wekwert, was passed unanimously.**
4. Next regular meeting December 1, 2008 at 6:30 pm.

Motion to adjourn the Public Hearing at 7:20 pm by Sharlow, second by Hamilton, all aye.

**APPENDIX B: CITY OF PERRY MASTER PLAN:
POWERPOINT PRESENTATION FROM PUBLIC FORUM MEETING
August 13, 2008 @ Perry High School Auditorium
(Separate File)**

APPENDIX C: COMMENTS AND RECOMMENDATIONS FROM PARTNERING AGENCIES AND PLANNING COMMISSION RESPONSES

1. Shiawassee County Planning Commission

The Shiawassee County Planning Commission reviewed the City of Perry Draft Master Plan at their August 27 meeting. Brad Sharlow attended the meeting to answer any questions or concerns they might have. Following the meeting, Zachary Branigan, AICP, County Planner for Shiawassee County sent a memo outlining its comments and recommendations. These comments were discussed and reviewed at the September 8 regularly scheduled meeting. A copy of the entire letter sent by the Shiawassee County Planning Commission is provided on the next few pages.

The Shiawassee County Planning Commission does not object to the adoption of the draft Master Plan, but asks that the City of Perry consider discussing and potentially incorporating additional language concerning the following:

Summary of Recommendations:

- We suggest that language be added to the first Chapter describing how the Perry Plan will be adopted under the new Michigan Planning Enabling Act (PA 33 of 2008) and cite the Act to establish the authority of the City of Perry to develop and adopt a master plan (*The City has made the necessary updates to Chapter 2 of the Master Plan*).
- The draft City of Perry Master Plan contains items that are not necessarily relevant to the application of the Plan... The scope of any plan must be more directly focused on the actual purpose of the document, to provide guidance on physical development policies. A common tendency for communities developing a plan is to consider the document a multi-purpose document meant to encompass all facets of the community. The true intent of a master plan is much narrower. We suggest the City consider relocating elements not central to the purpose of the City of Perry Plan to a series of appendices or separate policy statements, thereby reducing the size and complexity of the main document while preserving the valuable information captured in those extraneous passages (*The Planning Commission and the Mayor thought long and hard on this recommendation. We respect the suggestions of the County Planning Commission on this perspective; however, the City feels that it would like to keep the format of this Plan as is. For the actual policy makers reading this report, we certainly agree that much of this information is superfluous; however, our intent is to have this report be understandable for not only the policy makers, but also for the average citizen to read. Our goal is to have the community as a whole take pride in this document, to identify with the information stated, and to perhaps enjoy and learn some more about the City as a whole, and to clearly understand the entire process of how the City came up with the Vision, Goals, Objectives and Action Plan. The City felt that adding information as it ties to historical*

background and additional explanations on the purpose and understanding of why this plan are important, are crucial for the General Public who may read this report. The City will reconsider this format for the next update).

- Given the City’s support for the concept of smart growth, we suggest the Perry Plan include a direct quotation of the “Ten Tenets of Smart Growth”, which have been adopted as policy in many communities in Michigan (*This information has been added to Chapter 2 of the Master Plan*).
- Incorporate language encouraging investment in green energy and in support of green energy industries (*City has added this as a goal in Chapter 15*).
- Conduct a comprehensive review of the draft document for spelling, punctuation, grammatical, capitalization, and other wording errors (*Has been done multiple times since this letter was provided*).



CARLISLE/WORTMAN ASSOCIATES, INC.
Community Planners /Landscape Architects

605 S. Main, Suite 1
Ann Arbor, MI 48104
734-662-2200
fax 734-662-1935

6401 Citation Drive, Suite E
Clarkston, MI 48346
248-625-8480
fax 248-625-8455

MEMORANDUM

TO: City of Perry Planning Commission
FROM: Zachary Branigan, AICP, County Planner
DATE: August 28, 2008
RE: Perry Master Plan

We have reviewed the submitted draft City of Perry Master Plan. At its August meeting, the Shiawassee County Planning Commission discussed the draft document. We applaud the City's self-conducted effort to develop this important document and especially support the inclusion of language supporting the principles of smart growth. **The Planning Commission does not object to the adoption of the draft Master Plan, but asks that the City of Perry consider discussing and potentially incorporating additional language concerning the following:**

1. Given that this Plan will be adopted after the effective date for the new Michigan Planning Enabling Act (Public Act 33 of 2008). The new Act does not include any exception for plans begun prior to the effective date of the Act. All master plans adopted after September 1, 2008 must comply with all provisions of the new Act. We suggest language be added to the first Chapter describing how the Perry Plan will be adopted under the new Act and cite the Act to establish the authority of the City of Perry to develop and adopt a master plan.
2. The draft City of Perry Master Plan contains many items that are not necessarily relevant or critical to the application of the Plan. For example, extensive descriptions of City finances, fire safety equipment and facilities, libraries, refuse collection, health care facilities and services, and school policies are not conventionally essential elements to a community master plan. The presence of these sections may dilute and obscure the true intent and purpose of the City of Perry Plan by reducing its user-friendliness, and potentially the credibility of the Plan should a challenge to it uncover any inaccuracy or errors in these sections. This information may also be out of date shortly after printing, reducing its effectiveness.

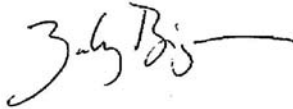
The scope of any plan must be more directly focused on the actual purpose of the document; to provide guidance on physical development policies. A common tendency for communities developing a plan is to consider the document a multi-purpose document meant to encompass all facets of the community. The true intent of a master plan is much narrower. We suggest the City consider relocating elements not central to the purpose of the City of Perry Plan to a series of appendices or separate policy statements, thereby

Richard K. Carlisle, *President* R. Donald Wortman, *Vice President* Douglas J. Lewan, *Principal* John L. Enos, *Principal*
Jennifer L. Coe, *Associate* Sally M. Elmiger, *Associate* David J. Scurto, *Associate* Brian M. Oppmann, *Associate* Zachary Branigan, *Associate*

reducing the size and complexity of the main document while preserving the valuable information captured in those extraneous passages.

3. Given the City's support for the concept of smart growth, we suggest the Perry Plan include a direct quotation of the "Ten Tenets of Smart Growth," which have been adopted as policy in many communities in Michigan. The Ten Tenets of Smart Growth are those principles adopted by the Smart Growth Network to encourage the idea that growth can improve conditions. The Ten Tenets of Smart Growth are:
 1. Create a range of housing opportunities and choices.
 2. Create walkable communities.
 3. Encourage community and stakeholder collaboration in development decisions.
 4. Foster distinctive, attractive communities with a strong sense of place.
 5. Make development decisions predictable, fair, and cost effective.
 6. Mix land uses.
 7. Preserve open space, farmland, natural beauty and critical environmental areas.
 8. Provide a variety of transportation options.
 9. Strengthen and direct development towards existing communities.
 10. Take advantage of compact building design.
4. Incorporate language encouraging investment in green energy and in support of green energy industries.
5. Conduct a comprehensive review of the draft document for spelling, punctuation, grammatical, capitalization, and other wording errors.

Please let me know if you have any questions.



CARLISLE/WORTMAN ASSOC., INC.
Zachary Branigan, AICP
County Planner

2. Michigan State University Land Policy Institute: Planning and Zoning Center

The City of Perry Planning Commission asked the MSU Planning and Zoning Center to review the draft master plan to ensure that all the necessary information for the document were included and in accordance with the 2008 Michigan Planning Enabling Act. The team reviewed the Draft Master Plan and provided the following comments and recommendations on Friday, October 10, 2008.

- Attached is a brief table outlining specific edits that should be made to ensure the plan is consistent with the Michigan Planning Enabling Act. These are minor word changes to correct overstatements or misstatements in the text of the draft plan (*all specific edits were corrected to ensure compliance with the MPEA – the specific recommendations are shown in the table on the following pages*).
- Overall the plan is more detailed than that which would normally be prepared without a professional planner on staff or a by a consultant. You and the planning commission are to be congratulated.
- The plan is especially strong in reporting on what has transpired since the last plan was prepared. This is excellent throughout the plan. Very few master plans do as good a job as this one with regard to identifying positive progress to plan implementation.
- The plan is very strong on detailed descriptive material on all the subjects it addresses, but is weak on explicit vision and strategic focus. There is vision and strategy inherent in the specific proposed actions, but they are not called out in a coherent way. While the statute does not require this, it is often easier for citizens and businessmen to digest the plan if they know explicitly what the vision of the plan is. The plan indicates at one point that it is trying to promote the principles of Smart Growth, and even states the 10 principles, but it does not consistently tie specific goals and objectives back to those principles. Nor is there a description of what the city would be like in 20 years (compared to today) if progress toward accomplishing the Smart Growth principles were achieved. Clearly certain actions that are identified in the plan would be achieved, and that is great, but how does that relate back to those Smart Growth principles? The plan doesn't clearly and consistently say. Basing the plan on the Smart Growth principles is a great idea as it can provide a solid framework for the strategies and actions proposed in the plan. However, this hasn't clearly occurred (*Vision statement has been added to Chapter 2, and future land use plan description has been added to Chapter 7*).
- Frequently there is a mixing of goals, objectives, and actions which doesn't help with achieving point 4 above. Typically, goals are broad-based statements of intent and establish the focus of the plan. Objectives are the stated means by which goals can be achieved. Actions are specific steps, projects, or initiatives consistent with the goals and objectives to carry out the plan. The draft plan has few goals, more objectives and more

actions. That is the usual hierarchy, but they are not labeled as such. They are labeled goals and objectives with no differentiation. It would take a lot of work to reorganize all of them and you and the planning commission will have to decide if it is worth the effort at this point. The structure and labeling you have chosen is not contrary to the statute, it is just not common practice and may result in some confusion (or less clarity) during implementation than if a more common goal-objective-action structure were used (*These recommendations are being updated currently and will be complete before the November 3 Planning Commission Meeting*).

- There is not much detail with regard to future land use, but it may be that not much future land use change is anticipated or desired. If so, more detail is neither needed nor desirable. However, if more land use change is desired or expected, more policy direction should be provided here (*Additional information has been added in regards to this in Chapter 7. The City does not foresee very many changes due to slow economic times*).
- Separately we will mail suggested editorial changes (spelling, grammar, etc.) offered by my students (*All spelling and grammatical changes have been made*).
- Please send a link to the final plan once it is done and adopted so we can add it to our online master plan resources list (*This agency will be added to the agencies that will receive a final version of the Master Plan*).
- Thanks for the opportunity to be of service. I hope the points above are useful. Congratulations for successfully getting to this point! Best wishes for successful completion of the plan adoption process.

Mark A. Wyckoff, FAICP, Professor and Director
Planning & Zoning Center at MSU
Senior Associate Director, Land Policy Institute
318 Manly Miles
1405 S. Harrison Road
East Lansing, MI 48823-5244
517-432-2222
FAX 517-432-3222

SUGGESTED STATUTORY CHANGES FOR PERRY MASTER PLAN

The below table is a basic description of statutory issues found in Chapters 1-17 of the Perry Master Plan, but all statutory suggestions are limited to Chapters 1, 2, 7, and 17. Basic grammatical errors have been indicated on the accompanying copy of the draft master plan. The language, as it currently appears in the plan is in the first column, followed by a page number, language in *Italics* in the third column is suggested new language to ensure conformance of the Master Plan to the MPEA. Text in the third column in SMALL CAPS is a suggestion for additional content to ensure compliance.

Current Language	Page #	Suggested Language
State regulations require communities to adopt a Master Plan as a basis for future development and coordination of planning activities.	1	State regulations require <i>the</i> master plan to serve as a basis for future development and coordination of planning activities
In 2008, the State of Michigan enacted a new planning act known as the Michigan Enabling Act of 2008, which replaced the subsequent city, village, township and county enabling acts...	3	In March 2008, <i>Governor Granholm signed into law, the Michigan Planning Enabling Act (MPEA) (PA 33 of 2008), which repealed the former municipal, township, and county planning enabling acts...</i>
Communities are required under this law to develop and maintain a community master plan which is consistent with the visions...	3	Communities with planning commissions are required <i>by the MPEA</i> to develop and maintain a community master plan consistent with the visions...
A master plan is defined as “a land use and infrastructure plan that sets forth local goals, objectives, and policies for community growth and/or redevelopment over the next 20-30 years” (MPEA, 2008)	3	A master plan must address land use and infrastructure issues, may project 20 years or more into the future, and must include “maps, plats, charts, and descriptive, explanatory, and other related material and shall show the planning commission’s recommendations for the physical development of the planning jurisdiction.” (§33(1) PA 33 of 2008, M.C.L. 125.3833(1))
The rules and regulations of a master plan are explained under Section 7 of this act.	3	The <i>purpose</i> of a master plan <i>is</i> explained under Section 7 of this act.
Furthermore, during this development process the new Michigan Planning Enabling Act was introduced, adding additional requirements and recommendations for the Master Plan (i.e., future land use, transportation, SMART growth, etc.)	4	Furthermore during this development process the new Michigan Planning Enabling Act was introduced, <i>changing some requirements and making additional recommendations</i> for the Master Plan.
Public Comment and Feedback Process & Plan Adoption	9	THIS IS ONLY MAJOR DIVERGENCE IN YOUR PLANNING PROCESS FROM THE MPEA. THE NEW ACT REQUIRES NOTICE OF PREPARATION OF A MASTER PLAN BE SENT TO ADJOINING LOCAL UNITS OF GOVERNMENT AND VARIOUS AGENCIES (SEE §39(2)). IF THIS HAS NOT BEEN DONE IT SHOULD BE COMPLETED BEFORE THE PLAN IS SUBMITTED

		TO THE LEGISLATIVE BODY. FURTHERMORE, THE ACT REQUIRES SPECIFIC NOTICE PROCEDURES FOR PUBLIC HEARINGS ON THE PLAN (§43(1)) BUT THESE HEARINGS ARE NOT TO TAKE PLACE UNTIL THE 63 DAY COMMENT PERIOD HAS ENDED (§41(3)); SINCE THE PLAN HAS NOT BEEN SUBMITTED TO THE LEGISLATIVE BODY THIS SHOULD NOT BE AN ISSUE.
Standards and Criteria for Master Plan Rezoning	46-49	ALTHOUGH IT IS NOT SPECIFICALLY STATED IN THE STATUTES, AN IMPORTANT PART OF A ZONING PLAN (THE SECTION OF THE MASTER PLAN THAT RELATES ZONING TO FUTURE LAND USE DISTRICTS) SHOULD PROVIDE FOR REZONINGS CONSISTENT WITH THE FUTURE LAND USE MAP. EVEN IF THE PROCESS IS UNCHANGED FROM OTHER REZONINGS, THE MEANS TO IMPLEMENT THE FUTURE LAND USE MAP SHOULD BE INCLUDED IN THE MASTER PLAN.

In addition, there are a few, broad, non-statutory issues, that should be considered.

- Throughout the plan, but especially in the Future Land Use and Demographics chapters, the language, “it is projected...” is used without an explanation of the projection methodology. (See pages 29, 30, 31 and 47 for examples). The techniques used to make these projections should be identified somewhere within the plan, a simple footnote or section in the appendix would suffice if this information is not deemed appropriate for the body of the plan (*Additional notes have been added to these sections stating that the projections are based on the 2035 REMI Model for the State of Michigan and local review*).
- On page 32, the plan identifies a potential industrial park in Perry Township, but does not specifically state whether the change is advocated for by the City of Perry planning commission. Furthermore, the possible industrial park is not mentioned in chapters 16 and 17. This is confusing, and suggests development not included in the future land use plan. The MPEA gives municipalities the ability to plan for development outside the boundaries of their jurisdiction that the planning commission deems related to the planning of the municipality (§31(1)(b)). Even though the city has no power to implement land use change outside its boundaries, planning for the development is beneficial to infrastructure and surrounding land uses. Two solutions exist to this issue, the subject sentence can be removed, or the future land use plan/implementation chapters can be amended to include an industrial park in Perry Township (Has been noted; however the City is waiting for more information from Perry Township before proceeding).
- When making reference to smart growth, SMART is in all caps throughout the plan, this is incorrect and should be changed to prevent readers from thinking that it is an acronym. Smart Growth is capital letters just on the first letter of each word (*Corrections have been made*).
- Page 35 identifies the need to review the 2004 updates to the zoning ordinance for compliance with changes in legislation (PA 110 of 2006 and PA 12 of 2008).

This should be done in addition to the master plan update to ensure that the two are compatible and both meet statutory requirements. Materials summarizing changes to the former zoning acts made by PA 110 of 2006 are available at <http://web5.msue.msu.edu/lu/2006ZoningEnablingAct.htm> and materials summarizing changes made by PA 12 of 2008 were included in the accompanying CD from the 2008 MPEA training programs. (We have the CD for \$15) (*The City of Perry Planning Commission plans to review the zoning ordinance in early 2009. The City has the information from the 2006 Michigan Zoning Enabling Act and the 2008 updates*).

- Throughout the plan there are inconsistencies in punctuation and capitalization of words. Sometimes, in series, commas are used after the next to last word in the series and sometimes not. Periods, in lists, are not consistently used. “Master Plan” is sometimes capitalized and sometimes not. Consistency is recommended (*Corrections have been made*).