

- ✓ Completed
- Remaining

Task	Components	Outcome	Timeline
✓ Organizational Meeting (Meeting #1)	<ul style="list-style-type: none"> • Present Framework • Identify responsibilities/limitations • Identify subareas for Charrettes • Gather important issues for each Charrette • Notice of Intent to Plan 	<ul style="list-style-type: none"> • Finetune Framework content and timeline • Distribute Notice of Intent to Plan, if not completed • Receive direction from the Planning Commission 	<ul style="list-style-type: none"> • April 2018
✓ Review of current Master Plan documents	<ul style="list-style-type: none"> • Comprehensive review of current Master Plan documents to streamline content and reduce unnecessary or antiquated provisions by Fresh Coast Planning 	<ul style="list-style-type: none"> • Gain understanding of current Master Plan • Present streamlined chapters at appropriate future meeting(s) to serve as the base for each classification/chapter 	<ul style="list-style-type: none"> • April 2018
✓ Pre-Charrettes Meeting ✓ (Meeting #2)	<ul style="list-style-type: none"> • Present comprehensive summary of Master Plan documents with recommendations • Present updated Framework for each classification/chapter • Present outline and materials for Charrettes 	<ul style="list-style-type: none"> • Receive comments and direction from the Planning Commission • Finalize Framework content and timeline 	<ul style="list-style-type: none"> • May 2018
✓ Northern Township Charrette	<ul style="list-style-type: none"> • Conduct public participation charrette 	<ul style="list-style-type: none"> • Collect valuable contributions from the public • Analyze data for future chapter classification/chapter composition 	<ul style="list-style-type: none"> • June 25 (tentatively)
✓ Blue Star Highway Charrette	<ul style="list-style-type: none"> • Conduct public participation charrette 	<ul style="list-style-type: none"> • Collect valuable contributions from the public • Analyze data for future chapter classification/chapter composition 	<ul style="list-style-type: none"> • July 12 (tentatively)
✓ Agricultural Charrette	<ul style="list-style-type: none"> • Conduct public participation charrette 	<ul style="list-style-type: none"> • Collect valuable contributions from the public • Analyze data for future chapter classification/chapter composition 	<ul style="list-style-type: none"> • July 23 (tentatively)
✓ Additional Charrette (if identified)	<ul style="list-style-type: none"> • Conduct public participation charrette 	<ul style="list-style-type: none"> • Collect valuable contributions from the public • Analyze data for future chapter classification/chapter composition 	<ul style="list-style-type: none"> • July 26 (if necessary)
✓ Create Introduction and/or Community Composition Chapter (Meeting #3)	<ul style="list-style-type: none"> • Draft created by Fresh Coast Planning 	<ul style="list-style-type: none"> • Provide succinct document to the Planning Commission • Receive comments and direction from the Planning Commission 	<ul style="list-style-type: none"> • August 2018
✓ Create Agricultural Chapter (Meeting #3)	<ul style="list-style-type: none"> • Draft created by Fresh Coast Planning • Relocate language from 1991 Natural Features • Relocate language from 1991 Future Land Use • Relocate language from 1996 Future Land Use 	<ul style="list-style-type: none"> • Provide Agricultural Chapter document to the Planning Commission • Receive comments and direction from the Planning Commission 	<ul style="list-style-type: none"> • August 2018

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✓ Create Residential Chapter(s) (Meeting #3)	<ul style="list-style-type: none"> ● Draft(s) created by Fresh Coast Planning ● Relocate language from 1991 Goals and Objectives ● Relocate language from 1991 Natural Features ● Relocate language from 1991 Future Land Use ● Relocate language from 1996 Future Land Use 	<ul style="list-style-type: none"> ● Provide Residential Chapter document(s) to the Planning Commission ● Receive comments and direction from the Planning Commission 	<ul style="list-style-type: none"> ● August 2018
● Update and incorporate Blue Star Highway Chapter (Meeting #4)	<ul style="list-style-type: none"> ● Draft created by Fresh Coast Planning ● Relocate language from 1991 Appendix A ● Relocate language from 1991 Appendix B ● Restructure 2008 Blue Star Highway Subarea Plan 	<ul style="list-style-type: none"> ● Provide Blue Star Highway Chapter document to the Planning Commission ● Receive comments and direction from the Planning Commission 	<ul style="list-style-type: none"> ● November 2018
● Create Commercial Chapter (Meeting #4)	<ul style="list-style-type: none"> ● Examine Eldean property ● Draft created by Fresh Coast Planning ● Relocate language from 1991 Goals and Objectives ● Relocate language from 1991 Natural Features ● Relocate language from 1991 Future Land Use ● Relocate language from 1996 Future Land Use 	<ul style="list-style-type: none"> ● Provide Commercial Chapter document to the Planning Commission ● Receive comments and direction from the Planning Commission <ul style="list-style-type: none"> ○ Examine Eldean property 	<ul style="list-style-type: none"> ● November 2018
● Create Industrial Chapter (Meeting #4)	<ul style="list-style-type: none"> ● Draft created by Fresh Coast Planning ● Relocate language from 1991 Goals and Objectives ● Relocate language from 1991 Natural Features ● Relocate language from 1991 Future Land Use ● Relocate language from 1996 Future Land Use 	<ul style="list-style-type: none"> ● Provide Industrial Chapter document to the Planning Commission ● Receive comments and direction from the Planning Commission 	<ul style="list-style-type: none"> ● November 2018
● Create Recreational & Facilities Chapter (Meeting #5)	<ul style="list-style-type: none"> ● Draft created by Fresh Coast Planning ● Relocate language from 1991 Goals and Objectives ● Relocate language from 1991 Community Facilities and Services 	<ul style="list-style-type: none"> ● Provide Recreational & Facilities Chapter document to the Planning Commission ● Receive comments and direction from the Planning Commission 	<ul style="list-style-type: none"> ● December 2018
● Create Public Utilities Chapter (Meeting #5)	<ul style="list-style-type: none"> ● Draft created by Fresh Coast Planning ● Relocate language from 1991 Goals and Objectives ● Relocate language from 1991 Utility Services ● Verify topography limits for utility infrastructure 	<ul style="list-style-type: none"> ● Provide Public Utilities Chapter document to the Planning Commission ● Receive comments and direction from the Planning Commission 	<ul style="list-style-type: none"> ● December 2018
● Create Transportation	<ul style="list-style-type: none"> ● Draft created by Fresh Coast Planning ● Relocate language from 1991 Goals and 	<ul style="list-style-type: none"> ● Provide Transportation Chapter document to the Planning Commission 	<ul style="list-style-type: none"> ● December 2018

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Chapter & Street Plan (Meeting #5)	Objectives ● Relocate language from 1991 Transportation	● Receive comments and direction from the Planning Commission	
● Create Zoning Plan, Master Plan Terminology Chapter (Meeting #6)	● Draft created by Fresh Coast Planning	● Provide Zoning Plan and Master Plan Terminology Chapter document to the Planning Commission ● Receive comments and direction from the Planning Commission	● January 2019
● Create Appendix (Meeting #6)	● Draft created by Fresh Coast Planning ● Reorganize and relocate statistical data, maps, tables and the like	● Provide Appendix document to the Planning Commission ● Receive comments and direction from the Planning Commission	● January 2019
● Review & Create Master Plan Map (Meeting #6)	● Examine current Master Plan Map with Planning Commission ● Examine Eldean property ● Remove Public/Semi-Public	● Receive comments and direction from the Planning Commission and create draft Master Plan Map <ul style="list-style-type: none"> ○ Examine Eldean property 	● January/February 2019
● Composition of draft Master Plan	● Compile first draft of Master Plan by Fresh Coast Planning	● Creation of first draft of Master Plan by Fresh Coast Planning	● February 2019
● Meeting with Planning Commission to present the draft Master Plan (Meeting #7)	● Present the first draft of the Master Plan to the Planning Commission	● Receive comments and direction from the Planning Commission ● Perform amendments to the Master Plan, if necessary	● February/March 2019
● <i>Composition of final draft Master Plan, if necessary</i>	● <i>Composition of amendments to the Master Plan by Fresh Coast Planning</i>	● <i>Creation of final draft of Master Plan</i>	● <i>TBD</i>
● Review of final draft of Master Plan, if necessary	● Present to the Planning Commission	● Receive approval for distribution to the township attorney for review	● March 2019
● Send Plan to the township attorney	● Present the proposed Plan to the township attorney	● Receive legal review of the proposed Plan	● March/April 2019
● Provide attorney comments to the Planning Commission	● Present attorney comments	● Provide any minor revisions, if necessary ● Receive approval for distribution to the Township Board of Trustees	● April 2019
● Send Plan to the Board of Trustees	● Present the proposed Plan to the Board of Trustees	● Receive approval for public distribution	● April/May 2019

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<ul style="list-style-type: none"> Distribute Plan in accordance with Planning Enabling Act 	<ul style="list-style-type: none"> Send copy to local governments and applicable organizations 	<ul style="list-style-type: none"> Receive comment up to 63 days for local governments and applicable organizations 	<ul style="list-style-type: none"> Comment period satisfied by approximately May/June 2019
<ul style="list-style-type: none"> Review comments (Meeting #8) 	<ul style="list-style-type: none"> Present comments received to Planning Commission 	<ul style="list-style-type: none"> Incorporate comments, as appropriate 	<ul style="list-style-type: none"> August 2019
<ul style="list-style-type: none"> Pre-presentation Open House for Residents and General Public (Optional & Meeting #9) 	<ul style="list-style-type: none"> Pre-presentation Open House to answer direct questions of the residents and general public 	<ul style="list-style-type: none"> Address resident and general public inquires of the Master Plan prior to the final presentation Educate the public regarding the content of the Master Plan 	<ul style="list-style-type: none"> August/September 2019
<ul style="list-style-type: none"> Present final Master Plan at Public Hearing (Meeting #9) 	<ul style="list-style-type: none"> Presentation of final Master Plan to the Planning Commission and community 	<ul style="list-style-type: none"> Educate the public regarding the content of the Master Plan Completion of Master Plan and adoption 	<ul style="list-style-type: none"> August/September 2019 (same day as the pre-presentation open house)