

DATE: July 20, 2006

TO: Phillip L. Nelson, City Manager

FROM: Brian P. Murphy, Assistant City Manager/Services  
Mark F. Miller, Planning Director

SUBJECT: Agenda Item – City of Troy Master Plan

### **RECOMMENDATION**

At the June 27, 2006 Special/Study meeting, the Planning Commission passed a resolution recommending that the City utilize the services of Carlisle/Wortman Associates, Inc. to assist the City in preparation of the City of Troy Master Plan, as per the Proposal to Provide Professional Services, Master Plan Preparation, Revised June, 2006. The cost for the project is not to exceed \$99,780.

City Management agrees with the Planning Commission and recommends utilizing the services of Carlisle/Wortman Associates, Inc. to assist in the preparation of the City of Troy Master Plan.

### **BACKGROUND**

The Municipal Planning Act requires that at least 5 years after the adoption of a plan, a municipality shall review the plan and determine whether to commence the procedure or adopt a new plan. Since the Future Land Use Plan was last amended in 2002, this determination must be made prior to January 8, 2007.

On May 24, 2005, the Planning Commission made a finding that the Future Land Use Plan is deficient and in need of a comprehensive update. Furthermore, they recommended that the City begin the process of preparing the City of Troy Master Plan, including sub area plans for Big Beaver Road, Maple Road, Stephenson Highway and Rochester Road, and that the Big Beaver Road Corridor Study be incorporated as a part of this process.

### **JUSTIFICATION FOR A NEW MASTER PLAN**

The Future Land Use Plan is insufficient for the following reasons:

- The City of Troy Land Use Plan was adopted in 1965, and amended and reformatted in 1971. Since 1971, the Plan has been amended approximately 23 times. There has not been a comprehensive update of the Plan since 1965.

- United States Census data indicates that the population of Troy has increased from 19,402 in 1960 to 80,959 in 2000.
- The total acreage of property devoted to commercial and retail uses was determined in part by a study authored by Robert D. Swartz in September, 1991, entitled Retail/Commercial Prospects and Related Business Acreage Needs. This study is now almost 14 years old. The commercial needs of the City should be re-examined.
- The Future Land Use Plan lacks detailed sub area plans for important corridors including Big Beaver Road, Maple Road, Stephenson Highway and Rochester Road.
- Vacancy rates for industrial property have increased significantly since the Future Land Use Plan was adopted. The total area planned for Light Industrial/Research uses should be re-examined. In addition, appropriate reuse and redevelopment alternatives for existing industrial areas and buildings should be considered.
- The City experienced a dramatic increase in property values from 1955 to 2005, which demonstrates that the community has changed dramatically:

<b>Year</b>	<b>Market Value</b>	<b>Assessed Value</b>	<b>\$ Change (Assessed)</b>	<b>% Change</b>
<b>2005</b>	13,052,148,660	6,526,074,330	1,307,477,030	25.05
<b>2000</b>	10,437,194,600	5,218,597,300	1,755,423,390	50.69
<b>1995</b>	6,926,347,820	3,463,173,910	531,322,950	18.12
<b>1990</b>	5,863,701,920	2,931,850,960	1,375,156,140	88.34
<b>1985</b>	3,113,389,640	1,556,694,820	432,585,300	38.48
<b>1980</b>	2,248,219,040	1,124,109,520	520,302,375	86.17
<b>1975</b>	1,207,614,290	603,807,145	299,936,430	98.71
<b>1970</b>	607,741,430	303,870,715	219,411,921	259.79
<b>1965</b>	168,917,588	84,458,794	26,097,707	44.72
<b>1960</b>	116,722,174	58,361,087	21,361,987	57.74
<b>1955</b>	73,998,200	36,999,100		

- The Future Land Use Plan is based upon the Euclidean model, which segregates land uses. An important trend in modern planning is the mixed-use concept, which recognizes the value of providing a mix of different uses on one site or in one area. The current Plan does not address the mixed-use concept.
- The Future Land Use Plan is silent on the concept of Planned Unit Developments (PUD's), one of the tools used to develop mixed-use projects. This includes appropriate locations and approval standards for this important development tool.

- Transition areas soften the edges between different types of land uses. Transition areas include not only buffering tools such as landscaping and walls, but actual land uses. The type and intensity of transition areas varies based on the abutting uses and specific geographic locations. This concept is not addressed in the Plan.
- The Future Land Use Plan indicates a Planned Auto Center in Section 29. Justification for this designation is not provided in the text of the document. This justification could determine the benefits and any obstacles for a separate Auto Dealership Zoning District, and include specific design considerations for this district.
- The extension of existing stub streets from existing single-family residential neighborhoods into proposed abutting single-family developments is an issue for most new residential projects. The City's policy of requiring interconnection should be justified in a Plan.

It is the recommendation of City Management that a comprehensive update of the Future Land Use Plan is required to address these deficiencies.

**JUSTIFICATION FOR UTILIZING THE SERVICES OF CARLISLE/WORTMAN ASSOCIATES, INC.**

The City of Troy has an existing planning services contract with Carlisle/Wortman Associates, Inc. (CWA). Richard Carlisle is the CWA representative to the City of Troy and will be Project Manager for the Master Plan. Mr. Carlisle is a known planning expert in the State of Michigan and has worked closely with City Management and the Planning Commission on a number of projects over the last five years. City Management recommends utilizing the services of CWA for the following reasons:

- CWA has an established relationship with the Planning Department, City Management, the Planning Commission and City Council. This reduces the familiarity learning curve and will translate into a smoother process and higher quality final product.
- The existing planning services contract with CWA allows the process to begin as soon as the proposal is approved. This will save at least six to ten months that it would take to select a firm using a qualification-based selection process.
- The work plan was revised to transfer some of the mapping and data collection workload to the Planning Department. This coordination will reduce both time and cost as well as improve the final product.

- CWA has its main office in Ann Arbor and a branch office in Clarkston. Over the last five years, this proximity has resulted in personalized service and the ability to meet with little advance notice.
- The Planning Department researched billing rates of planning firms in the Metro Detroit region. CWA's billing rates were the lowest of all firms that were considered. This translates into reduced cost.

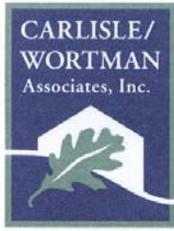
Attachments:

1. Proposal for Master Plan Preparation, Revised June, 2006.
2. Minutes from May 24, 2005 Planning Commission Special/Study meeting.
3. Minutes from June 27, 2006 Planning Commission Regular meeting.

Prepared by MFM/RBS

cc: Richard Carlisle, Carlisle/Wortman Associates, Inc.  
File

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## Proposal to Provide Professional Services

### Master Plan Preparation

City of Troy, Michigan

Revised June, 2006

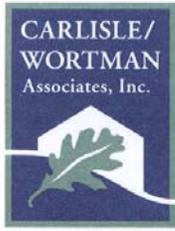
### **Carlisle/Wortman Associates, Inc.**

#### **Ann Arbor Office**

605 S. Main Street, Suite I  
Ann Arbor, MI 48104  
(734) 662-2200  
(734) 662-1935 - Fax

#### **Clarkston Office**

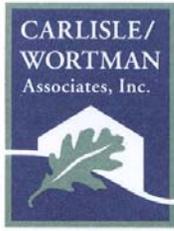
6401 Citation Drive, Suite E  
Clarkston, MI 48346  
(248) 625-8480  
(248) 625-8455 - Fax



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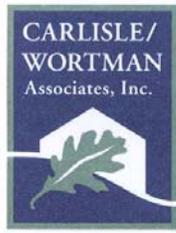
## Organization

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# COMPANY BACKGROUND AND PLANNING PHILOSOPHY



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## Company Background/Planning Philosophy

*Carlisle/Wortman Associates, Inc. provides consulting services in community planning and landscape architecture. Based in Ann Arbor and Clarkston, our work extends to local government and private non-profit organizations throughout Michigan.*

*Carlisle/Wortman Associates, Inc. has worked with over fifty (50) communities to provide a Master Plan which is based upon extensive public participation and includes a detailed means of implementation.*

Carlisle/Wortman Associates, Inc. (CWA) was established in Ann Arbor in 1988, and formalized under Richard K. Carlisle's name as an independent planning practice which has existed since 1982. In 1991, R. Donald Wortman joined the firm as a Principal and Vice-President. Just over ten years later the company established an Oakland County office. Carlisle/Wortman Associates, Inc. is the second largest community planning firm in the State of Michigan.

### **Long Range/Master Planning:**

We have prepared more than fifty (50) community master plans, each including demographic, land use, transportation, and environmental studies. These plans have incorporated an extensive public participation component throughout the planning process.

Example projects include:

- ◆ *City of Royal Oak Master Plan*
- ◆ *City of Plymouth Master Plan*
- ◆ *Independence Township Vision 2020*
- ◆ *Orion Township Master Plan*
- ◆ *City of Grosse Pointe Woods Master Plan*
- ◆ *City of Howell Master Plan*
- ◆ *City of Ypsilanti Master Plan*
- ◆ *City of Clawson Master Plan (in-progress)*

### **Sub-Area Plans:**

Focusing on specific areas within a community, CWA has produced and assisted in the creation of several area-specific and functional plans. These projects provide a community with a detailed evaluation of an area in order to design reasonable and appropriate alternatives.

Example projects include:

- ◆ *Cherry Hill Village Area Plan, Canton Township*
- ◆ *Gingellville Village Design Plan and Guidelines, Orion Township*
- ◆ *Sashabaw Road Corridor Study, Independence Township*
- ◆ *Lotz Corridor Development Plan, Canton Township*
- ◆ *Loop Road Area Plan, City of Howell*

*Carlisle/Wortman Associates, Inc. has developed, designed, and facilitated over two hundred (200) public workshops and “Vision Fairs.”*

*Carlisle/Wortman Associates, Inc. has a full-service GIS and computer mapping system. We were recently selected by Oakland County to prepare a [Planning for Technology/Planning with Technology](#) toolkit for local communities.*

### **Public Meeting Facilitation:**

Community planning has frequently been constrained by a lack of creative thinking and a fear to embrace an open participatory process. Public participation is often confined to public hearings when a development proposal is looming in the public's backyard. We are committed to processes which promote broad public participation, expression of new ideas, and creation of new concepts that will carry plans and projects to completion.

### **Other:**

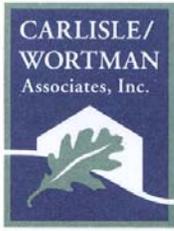
The following are additional services offered by CWA that may be applicable for the City of Troy Master Plan:

**Recreation Planning:** Preparation of community recreation master plans, master park plans, and recreation facility design.

**Transportation Planning:** Preparation of plans partnering with community, county and state governments for the creation of vehicular and pedestrian transportation plans.

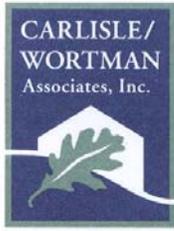
**Corridor Studies:** Preparation of corridor development plans, streetscape plans, and other design improvements to enhance the economic and visual environment in corridors and adjacent commercial areas.

**Geographic Information Systems:** Land use analysis, mapping and presentation system and computer-aided design services using GIS and AutoCAD technology.



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# APPROACH TO THE PROJECT



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*With Carlisle/Wortman Associates, Inc., the City of Troy will retain a consultant who has already scaled the learning curve.*

*The most effective plans are those which are accurate enough to prepare for anticipated events, and flexible enough to provide guidance for events which are not anticipated.*

## Approach to the Project

Carlisle/Wortman approaches all projects with attention to detail, in an organized and comprehensive manner. This approach has been key to our reputation as a well-respected community planning firm. We understand the issues and concerns facing the City and will implement an established method for developing a clear plan and vision for the community. Our understanding stems from our long-term relationship with the communities of Oakland County and with the City of Troy.

We have extensive experience creating and updating Master Plans. However, we recognize that one size (or plan) does not fit all communities. If chosen for this project, our team will work closely with City staff and the Planning Commission to formulate a plan that addresses current and anticipated land use issues. Furthermore, having been an expert witness for the City for over 20 years, we understand the need to create a plan that can be defended.

Finally, the City has been pursuing a number of policies, such as mixed use development, that need to be more fully reflected in the Master Plan. The Master Plan process offers an excellent opportunity to establish a policy basis for various concepts such as green building/sustainable development, context sensitive design and transitional land use.

### Master Plan Project Highlights

We propose a detailed approach to the project which utilizes various planning tools and methods. The sequence of events, including various milestones, are detailed within the proposed work schedule. Some of the highlights from our approach to this exciting project include the following:

### Key Master Plan Consideration

#### Participation and Coordination

Carlisle/Wortman is experienced with the City and has demonstrated an ability to create and implement effective participation processes. Working with the staff and Commission, we will:

- Work closely with City staff to produce a plan that is responsive to current and projected conditions in the City.
- Conduct meetings with the Planning Commission at key stages throughout the process.
- Hold a minimum of two public workshops in addition to the required public hearing.
- Integrate the findings of the Troy Futures project, Big Beaver Corridor Study and the Maple Road Corridor Study.

### Population and Housing Trends

Population and housing trends will be analyzed with particular attention paid to:

- Preservation and maintenance of existing neighborhoods;
- Recognizing housing diversity/ shifts in demographic trends and demands for various types of housing.
- The importance of pedestrian-scale neighborhoods.
- Issues related to height and density

### Economic Development/Sustainability

Providing a balance of economic activity and strategic growth is important. Particular issues include:

- Evaluation of retail needs/commercial demand;
- The viability of key roadway corridors (Big Beaver, Rochester Road, Maple Road);
- Concentration of special economic areas such as Smart Zones, Auto Dealer zones, the DDA, and other TIF Districts;
- Expansion of existing and attraction of new businesses;
- Viability of industrial areas;
- Exploration of redevelopment opportunities
- Regional influences—s.e. Michigan, Oakland County, etc.

### Future Land Use Plan and Map

Several elements will be examined when developing Troy's Future Land Use Plan and map, including the following:

- Existing City land use patterns;
- Land use conflicts and land use opportunities such as infill and redevelopment;
- Creating appropriate land use transitions
- Corridor planning;
- Regional influences;

### Future Land Use Plan and Map Cont.

- Recognition of a mixed-use opportunities;
- Transportation network including pedestrian connections;
- Recreational and open areas; and

### Parks and Recreation

We recognize that parks and recreation contribute to the overall quality of living in Troy. Therefore, the findings of the City's Parks and Recreation Plan will be integrated into the Master Plan. Furthermore, the contribution of open space to the community's fabric will be evaluated.

### Transportation

With the input of and guidance from the City Traffic Engineer, we will evaluate the existing transportation network, both vehicular and non-motorized. Planned and future road improvements and evaluation of the relationship between land use and planned rights-of-way will be incorporated into this analysis to ensure a cohesive approach to transportation and land use planning. Additional issues that will be considered will be access management, transportation oriented design and enhancement of walkability.

### Goals and Policies

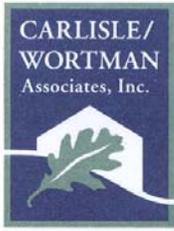
Goals and policies and the means of implementing each are key elements of the Master Plan. Goals and policies provide guidance to decision makers that cannot be reflected in plans and maps. The goals and policies will take into account the information gathered in the Background sections of the Master Plan. Just as importantly, the goals and policies will also take into consideration the public input gathered at the vision session.

### Implementation Tools

A detailed toolbox of implementation mechanisms will be incorporated into the Master Plan. Tools to be considered could include:

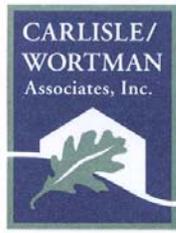
- Overlay districts
- Form based codes
- Performance zoning
- Design standards
- Natural feature preservation
- Incentives

These tools will become part of the action plan. Specific recommendations will be provided for each Master Plan element.



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# WORK PROGRAM



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## Master Plan Work Program

*OUTPUT: Finalize work program and schedule.*

The following is the proposed work program for Troy's Master Plan update:

### Task 1.0 Project Initiation/Coordination

- 1.1 Identify and evaluate past studies/data sources.
- 1.2 Conduct project kick-off meeting (s) with City staff and Planning Commission. Finalize work program and schedule, establish reporting arrangement and identify contact.
- 1.3 Determine option of City Council adoption of plan
- 1.4 Project management/coordination with City Staff will be ongoing throughout the project

### Task 2.0 Background Studies

- 2.1 Existing Land Use and Map (to be prepared by City Staff)
  - Field review
  - Map and categorize land use
- 2.2 Growth and Development Trends.
  - Historical patterns
  - Regional setting
  - Community character
- 2.3 Population and Housing.
  - Population
  - Household size
  - Trends/characteristics
  - Projections
  - Property value evaluation (to be prepared by City staff)
- 2.4 Economic Base/Socio-Economic Assessment.
  - Retail/commercial needs analysis
  - Regional influences
  - Tax base (to be prepared by City staff)
  - Employment
  - Income
  - Economic trends

*OUTPUT: Background studies report.*

- 2.5 Community Facilities/Service (to be prepared by City staff)
  - Community facilities, utilities and services (age, condition and location)
  - Evaluation of adequacy
- 2.6 Recreation /Open Space Analysis (to be prepared by City staff)
  - Incorporate findings of Parks and Recreation Plan
  - City owned
  - Public school facilities
  - Private recreational facilities
  - Regional resources
  - Natural features and open space
- 2.7 Transportation and Traffic Analysis
  - Public transportation
  - Road classification
  - Traffic volumes (from available traffic counts)
  - Characteristics of major arteries
  - Non-motorized transportation
  - Access Management
  - Conclusions regarding systems adequacy, needs, etc.
- 2.8 Draft background studies, including key findings.
- 2.9 Transmit draft to City staff.
- 2.10 Present findings to the Planning Commission.

### **Task 3.0 Public Participation**

- 3.1 Summarize results of Troy Futures efforts (to be prepared by City staff).
- 3.2 Prepare for and conduct public workshop session/open house (exact format and number to be determined at project initiation phase).
- 3.3 Summarize findings following the workshop.
- 3.4 Attend meeting with the Planning Commission to discuss the findings of the workshop.

*OUTPUT: Summary report on finding from public participation.*

*OUTPUT: Written goals and policies*

### **Task 4.0 Goals and Policies**

- 4.1 Draft goals and policies based upon the results of the workshop. These goals and objectives shall be divided into no less than the following categories:
  - Land use
  - Housing
  - Municipal Services
  - Transportation
  - Natural Feature Preservation
  - Recreation/Open Space

*OUTPUT: Compile Draft Plan*

- Land Use Plan
- Thoroughfare Plan
- Community Facilities Plan
- Open Space/Amenities Plan

*OUTPUT: Identification of strategies and implementation techniques to address the goals and policies*

- Infrastructure
- Historic and Cultural Resources
- Corridors and Economic Development

4.2 Present draft to staff and the Planning Commission.

## Task 5.0 Draft Master Land Use Plan

5.1 Conduct a planning exercise with the Planning Commission focusing on selected “target areas”

5.2 Area and Corridor Specific Plans. More detailed plans will be prepared for certain geographic areas such as:

- Rochester Road Corridor
- Maple Road Corridor (incorporating results of LTU study)
- Big Beaver Corridor (incorporating results of Big Beaver Study)
- Stephenson Highway/Oakland Mall
- Other areas to be determined by staff and Commission

5.3 Draft the Future Land Use Plan and Map. The plan will include the following elements:

- Future land use classifications and map
- Infill redevelopment
- Corridor redevelopment
- Transition area

5.4 Thoroughfare Plan

- Designation/classification by category
- Future r.o.w.
- Access management
- Non-motorized transportation
- Transportation oriented design

5.5 Community Facilities Plan

- Schools, municipal

5.6 Open Space/Amenities Plan

- Natural Areas and Corridors
- Parks
- Bikeways
- Historical/Cultural Resources

5.7 Present draft to the Planning Commission.

## Task 6.0 Implementation Strategies

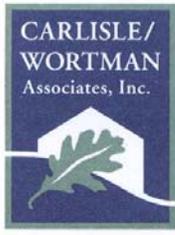
6.1 Provide implementation strategies for the goal, policies, and plan elements.

- 6.2 Recommend specific zoning techniques
- 6.3 Present strategies to the Planning Commission.
  - Overlay Districts
  - Incentives based approaches
  - Form based and performance codes
  - Design standards

## Task 7.0 Final Report and Printing

- 7.1 Develop draft Master Plan and map.
- 7.2 Meet with City staff to review draft Master Plan and map.
- 7.3 Develop an Executive Summary which provides a summation of the findings and goals of the Master Plan.
- 7.4 Transmit draft Master Plan and Future Land Use map to Planning Commission.
- 7.5 Public notification as per the Municipal Planning Act (to be handled by the City).
- 7.6 Public hearing presentation to Planning Commission. Adoption by Commission.
- 7.7 Adoption by Council to be determined.

*OUTPUT: Adopted Master Plan.*



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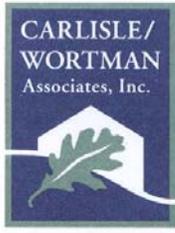
## Master Plan Project Timetable\*

	MONTH													
	1	2	3	4	5	6	7	8	9	10	11	12	13	
Task 1.0 Project Initiation	CS	PC/ CC												
Task 2.0 Background Studies			CS	PC										
Task 3.0 Public Participation					CS,PC	PW	PC						PH	
Task 4.0 Goals and Policies								CS,PC						
Task 5.0 Draft Master Plan									PC					
Task 6.0 Implementation Strategies										CS	PC			
Task 7.0 Final Master Plan and Adoption											CS,PC			CC

\* May require adjustment to meet statutory coordination requirements.

Each of the following represents a meeting:

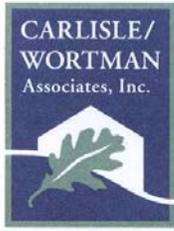
- PC: Planning Commission Meeting
- PW: Public Workshop/Open House
- CS: City Staff Meeting
- PH: Public Hearing
- CC: City Council



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## Master Plan Project Staff

	Richard Carlisle President/Project Manager	Zachary Branigan Chief Project Planner	Lisa Solomon Community Planner	Bryan Powers Community Planner/GIS	Office Support
Task 1.0 Project Initiation	◆	◆			
Task 2.0 Background Studies	◆	◆	◆	◆	◆
Task 3.0 Public Participation	◆	◆	◆	◆	◆
Task 4.0 Goals and Objectives	◆	◆	◆		◆
Task 5.0 Draft Master Plan	◆	◆	◆	◆	◆
Task 6.0 Implementation Strategies	◆	◆	◆		◆
Task 7.0 Final Master Plan and Adoption	◆	◆	◆	◆	◆



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## Master Plan Estimated Fees / Hours

Task	Principal Richard Carlisle	Planner Zachary Branigan	Planner Lisa Solomon	Tech Support Bryan Powers	Office Support
Task 1.0 Project Initiation/ Coordination	72	16			
Task 2.0 Background Studies	8	32	32	24	16
Task 3.0 Public Participation	40	72	32	24	24
Task 4.0 Goals and Objectives	32	64	24		16
Task 5.0 Draft Master Plan	84	96	48	32	16
Task 6.0 Implementation Strategies	32	64	16		8
Task 7.0 Final Master Plan and Adoption	32	96	48	32	32
(hours/hourly rate)	300/\$95 \$31,160	400/\$85 \$37,400	216/\$75 \$15,000	112/\$65 \$7,280	112/\$50 \$5,600

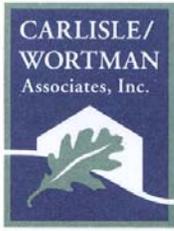
**SUB-TOTAL: \$93,780**

**EXPENSES: Misc. (draft copies, mail, workshop materials) \$4,000**  
**Mapping (\$25/hour) \$2,000**

**NOT TO EXCEED PROJECT COST: \$99,780**

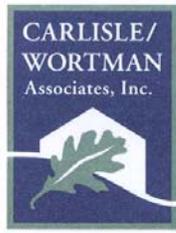
Workshops/Meetings: The scheduled meetings include eight (8) with the Planning Commission, two (2) public workshops, two (2) City Council meetings, and one (1) public hearing. Regular meetings with City staff are included in the cost of the proposal. Additional meetings with the Commission and/or Council and optional services will be billed at hourly rates.

Printing: Printing of the final document is not included. At the conclusion of the project, consultants will deliver plans to the City in a format specified by the City.



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# PROJECT TEAM AND ASSOCIATED EXPERIENCE



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## Project Team and Associated Experience

- ◆ Over 30 years of planning experience.
- ◆ National and state registered planner.
- ◆ Resource Team Technical Advisor to the Governor's Land Use Council.
- ◆ Past President and Board member of the Michigan Society of Planning.
- ◆ Served as member of Chapter President's Council, American Planning Association.
- ◆ Received Oakland County Heritage Partners Award.
- ◆ Presenter on "Smart Growth" at the National Association of Environmental Professionals.
- ◆ Presenter and panel member at SEMCOG "Phase II Stormwater Workshops."

### Principal-in-Charge

**Richard K. Carlisle, PCP, AICP, President/Principal-in-Charge**, has over thirty years of professional experience. He is a member of the American Institute of Certified Planners and is a registered Professional Community Planner. His education includes a Bachelor of Science Degree from Miami University, a Master of Science Degree from Ohio State University, and additional graduate education in city and regional planning at the Georgia Institute of Technology.

Mr. Carlisle is a past President, Vice President, Treasurer and Board Member of the Michigan Society of Planning (MSP). Mr. Carlisle played a significant role in bringing about the merger between the Michigan Society of Planning Officials and the Michigan Chapter of the American Planning Association. He has also served on the Chapter Presidents Council of the American Planning Association.

Mr. Carlisle has been very active in land use legislative and policy matters at the state level. He served as a Resource Team Technical Advisor to the Michigan Land Use Council and is frequently asked to provide input on legislation.

A frequent presenter on community, land use, and environmental planning around the state, Mr. Carlisle has also served as an Adjunct Professor at Eastern Michigan University and a guest lecturer at the University of Michigan.

Mr. Carlisle has been recognized by the Michigan Society of Planning Officials on a number of occasions for work he has directed. He was recently recognized as the first recipient of the Heritage-Partner Award from Oakland County for his support of the County Planning and Economic Development program.

Through the years Mr. Carlisle has worked with numerous suburban communities. Each of these communities has faced similar issues to those being dealt with by the City of Troy. Mr. Carlisle is therefore well versed in the issues at hand and takes a hands-on approach in solving identified concerns. His solutions are often "outside the box," a means which is often most appropriate for built-out communities. Comparable projects include the following:

- ◆ *City of Royal Oak Master Plan, 1999*
- ◆ *City of Mount Pleasant Master Plan, 2005*
- ◆ *Planning services for Independence Township, 1981—present*
- ◆ *Independence Township Vision 2020, 1997*
- ◆ *Canton Township, Cherry Hill Master Plan, 1999*

**Specific Project Experience:**

- ◆ *Has been personally responsible for consulting elected and appointed public bodies on a counting basis in cities, townships, and villages on diverse planning and community development issues.*
  
- ◆ *Nationally registered planner.*
- ◆ *Published article on urbanizing Latin America.*
- ◆ *Presentation on the evolution of public involvement for the I-94 Rehabilitation Project in Detroit.*
  
- ◆ *Expert in Geographic Information Systems (GIS).*
- ◆ *Graduate of Eastern Michigan University.*

## Community Planner

**Zachary Branigan, AICP, Community Planner** received his Masters of Urban Planning from the University of Michigan in 2001. Zachary's professional focus in physical planning has been developed through working with numerous communities on site and architectural design guidelines, zoning ordinance updates, neighborhood plans, corridor plans, and other urban design programs. Zachary has applied his experience and training in a wide variety of settings, including a remote, tourism-oriented village, within a large urban neighborhood in the City of Flint, in inner-ring suburbs, and in numerous Michigan townships.

**Lisa Solomon, AICP, Community Planner**, holds a Masters degree in urban and regional planning from the University of Michigan. Lisa has been responsible for preparing NEPA documentation and assessment, transportation master plans, alternatives analysis, corridor studies, traffic impact and parking studies and development reviews. Lisa also has organized public involvement for small and large-scale projects and has experience with project scheduling, Geographic Information Systems and traffic simulation software. Projects which most closely relate to the proposal include the following:

- ◆ *Planning services for Ann Arbor Township, 2005*
- ◆ *Planning services for Handy Township, 2005*

**Bryan Scott Powers, Community Planner/GIS Coordinator**, has a Bachelor of Science degree in Urban and Regional Planning from Eastern Michigan University. Bryan's background has focused on Zoning Administration and Code Enforcement at the township level, as well as the site plan submittal and review process. Additionally, he is proficient with both GIS and AutoCAD systems as tools for land use mapping and analysis. Projects which most closely relate to the proposal include the following:

- ◆ *City of Howell Master Plan, 2002*
- ◆ *Village of Manchester Master Plan, 2003*
- ◆ *Village of Dexter Master Plan, 2005*
- ◆ *City of Saline Master Plan, 2004*
- ◆ *City of Northville Master Plan, 2000*

10. MASTER PLAN / FUTURE LAND USE PLAN – Compliance with Municipal Planning Act

Mr. Miller reviewed the requirements of the Municipal Planning Act with respect to the adoption and updating of the City of Troy's Future Land Use Plan. The Planning Director and Principal Planner reviewed the Future Land Use Plan and determined that the document is insufficient. The justifications for the determination were reviewed.

**Resolution # PC-2005-05-091**

Moved by: Chamberlain  
Seconded by: Schultz

**RESOLVED**, The responsibility of cities and villages to adopt and update a master plan is outlined in the Municipal Planning Act, PA 285 of 1931, as amended.

**WHEREAS**, The Municipal Planning Act requires that at least 5 years after the adoption of a plan, a municipality shall review the plan and determine whether to commence the procedure or adopt a new plan.

**WHEREAS**, The Future Land Use Plan was last amended on January 8, 2002. The determination of whether to update the plan or adopt a new plan must be made prior to January 8, 2007.

**WHEREAS**, The Planning Department prepared a memo dated May 17, 2005, that outlines the deficiencies of the current Future Land Use Plan.

**WHEREAS**, The Planning Department recommends that the Future Land Use Plan be updated to address these deficiencies.

**RESOLVED**, the City of Troy Planning Commission hereby finds that the Future Land Use Plan is deficient and in need of a comprehensive update.

**FURTHER RESOLVED**, The Planning Commission recommends that the City begin the process of preparing the City of Troy Master Plan, including sub area plans for Big Beaver Road, Maple Road, Stephenson Highway and Rochester Road, and that the Big Beaver Road Corridor Study be incorporated as a part of this process.

Yes: All present (8)  
No: None  
Absent: Littman

**MOTION CARRIED**

**12. CITY OF TROY MASTER PLAN**

Mr. Miller presented the Proposal for Master Plan prepared by Carlisle/Wortman Associates, Inc. To reduce project cost, the work plan transfers some of the mapping and data collection workload to the Planning Department. The proposed project cost is \$99,780. General discussion followed.

**Resolution # PC-2006-06-114**

Moved by: Schultz  
Seconded by: Vleck

**WHEREAS**, The responsibility of cities and villages to adopt and update a master plan is outlined in the Municipal Planning Act, PA 285 of 1931, as amended.

**WHEREAS**, The Municipal Planning Act requires that at least 5 years after the adoption of a plan, a municipality shall review the plan and determine whether to commence the procedure or adopt a new plan.

**WHEREAS**, The City of Troy Future Land Use Plan was last amended on January 8, 2002. The determination of whether to update the plan or adopt a new plan must be made prior to January 8, 2007.

**WHEREAS**, The City of Troy Planning Commission passed Resolution # PC-2005-05-091 on May 24, 2005, which found that the Future Land Use Plan is deficient and in need of a comprehensive update, and recommended that the City begin the process of preparing the City of Troy Master Plan.

**WHEREAS**, On April 18, 2005, the City of Troy entered into an Agreement for Consulting Services with Carlisle/Wortman Associates, Inc. Under this contract, Carlisle/Wortman Associates, Inc. provides Planning Consultation, including Special Projects such as Master Plan Preparation.

**THEREFORE BE IT RESOLVED**, The Planning Commission recommends that the City utilize the services of Carlisle/Wortman Associates, Inc. to assist the City in preparation of the City of Troy Master Plan, as per the Proposal to Provide Professional Services, Master Plan Preparation, Revised June, 2006.

Yes: All present (6)  
No: None  
Absent: Khan, Waller, Wright

**MOTION CARRIED**