P = *Denotes Planning Commission Meeting with Staff Attendance*
PC = Planning Commission Review of Draft Information
RPN = Required Public Notice
 # Denotes Public Input Session or Hearing

Bingham Township Master Plan Development

The PC will receive a written update montly.

Task/Time	2021						2022											
Planning Commission Creation & Master Plan Process	**July**	**August**	**September**	**October**	**November**	**December**	**January**	**February**	**March**	**April**	**May**	**June**	**July**	**August**	**September**
Contract Executed (Process Initiation)															
Initiate Planning Process (Notice of Intent to Plan)															
Notice to Adjacent Local Jurisdictions, County															
Notice to State and County Road Agencies															
Notice to Utility Companies															
Begin Existing Master Plan Review															
Master Plan Review															
Detail information from existing M.P. for inclusion in new plan															
Gather Information on Existing Conditions															
GIS Base Map Development															
Obtain Shapefiles from Leelanau County & other sources															
Map Demographics, Property Classification, Natural Features, Zoning, Parcel Size, Transportation															
Obtain Information for Existing Conditions Sections															
Infrastructure (water, sewer, drains)															
Environment, Commercial, Transportation, Agriculture, Residential, Indusrial, Civic, Services															
Develop Survey Questionaire and Release to public															
Develop Survey Monkey (recommended 25-30 questions)		P													
Administer Survey															
Analyze Survey Results															
Advertise, Conduct, write Public Input from Sessions & Survey					P										
Avertise & Public Outreach (Newspaper, flyer, neighbor to neighbor notice)															
Public Input Session Held					#										
Write Pubic Input Section															
Develop and Write Section for Socio-Economic Profile (Data available September 30th)															
Develop & Deliver GIS Map Development (Parcel Size Analysis Maps with Zoning Overlay)							P								
Develop Goals and Objectives for Action Program Section															
Staff preparation of idenitfied needs															
Planning Commission work session									P						
Established Goals and Objectives															
Establish Timeframes and Responsible parties															
Develop Future Land Use Districts & Purpose Statements															
Planning Commission work session										P					
Staff Develop Purpose Statements															
Determine Future Land Use District Boundaries & Map (From PC Worksession)															
Zoning Discussion/Section Development												P			
Review Existing Zoning Districts, Purpose, Boundaries															
Density Analysis & Parcel Size Analysis															
Master Plan Review (Full Review: PC)															
Master Plan Review (Full Review: Towship Board)															
Release Plan for Review by the Public															
Advertise Public Hearing for Adoption of the Master Plan														RPN	
PC Meeting with Public Hearing															#
Plan Adoption by Resolution of the PC															P