



MCKENNA

December 3, 2024

James Zsenyuk, Chair
Lake Orion Planning Commission
Village of Lake Orion
21 E. Church St.
Lake Orion, MI 48362

Subject: Status Update and Review – 2025 Master Plan Strategic Action Plan

Dear Chair and Commissioners:

We are pleased to provide a Draft of the 2025 Master Plan Strategic Action Plan Amendment (Amendment #3) for your review and discussion. In early 2024, we were authorized to initiate this amendment as a revision and restatement of Goals and Objectives and to develop an Implementation Matrix of action items. The project consists of three phases:

Phase I: Analyze and Synthesize. We will use public engagement data and recommendations from the most recent Master Plan amendment and other adopted Village plans, including the Downtown Development Authority's TIF and Development Plan, to develop a matrix of action items for consideration.

Phase II: Critical Feedback. Once we have completed a draft of the action plan, we will circulate the report to all Village Departments, Boards, Commissions, staff, and the public for review. The public will have the opportunity to provide feedback through an online and paper survey and we will work closely with Village staff to incorporate revisions based on feedback received.

Phase III: Adoption. As an amendment to the Village's Master Plan, the Strategic Action Plan must go through the appropriate channels of intent, distribution, noticing, public review, public hearing, and adoption. We will shepherd the Strategic Action Plan through this process, in compliance with State of Michigan Public Act 33 of 2008.

We are now in Phase II and are looking forward to your questions and suggestions over the next few meetings to assist in refining the Action Plan, with a focus on the Implementation Matrix. We will seek public opinion on the proposed Goals and Objectives to ensure these statements reflect the community's vision and align with the matrix priorities and timelines. A chart of remaining tasks to complete the project is on the follow page.

Should you have any questions during this process, do not hesitate to contact me.

Respectfully,

McKENNA

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Associate Planner

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REMAINING TASKS

TASKS	DEC	JAN	FEB	MAR	APR	MAY
0. Project Kickoff w/ MCKA Team						
1. Notice of Intent to Plan						
2. Analysis of Ex. Plans and Data						
3. Prepare Draft Matrix						
4. PC Review Draft & Provide Feedback	→	JAN 6				
5. Public Survey						
5. Refine Draft	→	→	→			
6. PC Review & Send to Council			FEB 3			
7. VC Review / Approve Draft Dist. (63 Days)			FEB 9	→	o	
8. PC Public Hearing Notice (Due / Publication)					APR 7/14	
9. PC Public Hearing & Approval						MAY 5
9. VC Review and Adoption (anticipated)						MAY 12

NEXT STEPS – WE NEED YOUR HELP!

Commissioners, **please take some time to review the Draft document thoroughly prior to the January 6 meeting, where we will be discussing revisions. I encourage you to print and markup a copy (specifically of Part II: Strategic Action Plan) and assist in filling out the Matrix; I will collect these at the end of January's meeting to incorporate revisions.** Please note that I may continue to make updates this month; if so, I will track changes and include this version in the January agenda packet.

At the meeting, we will also briefly discuss the public opinion Survey regarding Part II: Goals and Objectives. We have an idea of the data needed to vet the Goals and Objectives, but **if you have any thoughts for additional questions, please bring your suggestions to the January meeting as well!**

Finally, once the Survey concludes and revisions are made to render a 98% complete Draft, the Planning Commission will **review the Draft at the February 3 meeting and consider a recommendation of public distribution to the Village Council**, which will review and authorize the State-mandated 63-day public review period. Feedback derived from this period and/or the following public hearing will be analyzed and incorporated into a Final document for review and adoption.