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## Memorandum

**To:** City of Mackinac Island Planning Commission  
**From:** Adam Young, AICP, Project Manager  
**Date:** October 2, 2024  
**Subject:** Master Plan - Complete Draft Plan

### Background

After a more than year-long planning process that featured surveys, stakeholder discussions, town meeting, public open house, and monthly progress meetings (12 total), the Master Plan Steering Committee has prepared a complete draft of the 2024 Master Plan. This draft, dated September 10, 2024, is being provided for your review. An electronic copy of the draft report is available for download from the City website at the following link:

<https://www.cityofmi.org/community/page/master-plan-update-sept-2024>

The draft 2024 Master Plan is an update of the City's previous plan adopted in 2018. Although the overall structure and many elements of the 2018 plan remain in place, the 2024 Master Plan includes numerous changes and additions. The following is a summary of key changes and additions found in this draft:

- The background studies chapters (Chapter 2 through 5) have seen significant revisions to document the many changes that have occurred within the city over the past 5 years.
- Chapter 6 has been updated to document the planning process that was followed and summarize the feedback that was received from citizens and stakeholders during the many engagement opportunities.
- In light of the findings of the background studies and feedback received from citizens and stakeholders, the Steering Committee:
  - Reviewed and incorporated a variety of changes within the Goals and Policies sections of Chapter 6
  - Reviewed and made limited changes to the Future Land Use narrative and map within Chapter 7
  - Updated the listing of recommended zoning ordinance changes within Chapter 8
  - Established a new Implementation Matrix that serves as a guide for future actions needed to implement the vision of the Master Plan (Chapter 8)

### Planning Commission Action Requested

Before a new master plan can be adopted, the Michigan Planning Enabling Act requires the draft plan to be distributed to surrounding communities, county, and other specified entities for review. To initiate this State-required review process, the City Planning Commission needs to forward the draft plan to the City Council, who must then authorize the distribution of the draft plan for review.

The following is a suggested motion for the Planning Commission:

*I move to forward the draft 2024 Master Plan to the City Council for review and request that the Council authorize the distribution of the draft plan for review in accordance with the Michigan Planning Enabling Act.*

### **Master Plan Adoption Process**

Once the draft plan is authorized for distribution by City Council, letters will be sent out to the surrounding communities, county, and other specified entities containing a link to the draft plan. These entities will have 63-days to provide comments back to the City in writing. After the 63-day review period has ended, the Planning Commission may hold a legally noticed public hearing. After the public hearing, the Planning Commission may adopt the plan.

If you have any questions, please feel free to reach out to me at 313.961.3651 or [ayoung@wadetrim.com](mailto:ayoung@wadetrim.com).

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