

PROPOSAL FOR PLANNING & ZONING CONSULTING SERVICES VILLAGE OF NEW HAVEN

January 21, 2025 | PR24-625



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Photo Credit: Homes.com Website, 2024.



COVER LETTER



January 21 ,2024

Letter Proposal for Planning and Zoning Consulting Services

Sandra Cazel, Office Manager/Accountant
Village of New Haven
PO Box 480429
New Haven, MI 48048

Dear Selection Committee,

We are delighted to submit our proposal for planning and zoning services to the Village of New Haven. Our team appreciated meeting with Mr. Meissen, Ms. Cazel, and Ms. Rodzik, and looks forward to the chance to form deeper relationships with staff and stakeholders while serving the village. Spalding DeDecker has a legacy of supporting Macomb County communities as they grow and face new challenges like residential growth and housing pressure, constrained tax base, competition for business and redevelopment, and resident demand for expanded services and thriving commercial corridors. With roots as an engineering and surveying firm, Spalding DeDecker offers practical and implementable solutions to these and other planning and infrastructure challenges.

We recognize the unique constraints and opportunities facing New Haven, and we are eager to partner with and support the Council, Planning Commission, Zoning Board of Appeals (ZBA), and staff as they take tangible steps toward achieving the community’s envisioned future. We understand that the village is initially seeking support with plan review, ZBA training, ZBA meeting attendance/facilitation, and preparation of an application for the MSHDA Housing Readiness Incentive Grant Program. To provide the best service, the primary point of contact will be available for in-person office hours in New Haven once a week.

In tandem with the above core services, and as directed by the village, our team is fully equipped to provide the additional services discussed during our meeting:

- Land use ordinance audits and drafting of ordinance amendments;
- Recording of permit review and approval procedures;
- Amendment of New Haven’s fee schedule;
- Master Plan review, revision (if necessary), and implementation;
- Parks and Recreation Plan review, revision (if necessary), and implementation;
- Grant writing and administration;
- Support in becoming Redevelopment Ready Community Certified;
- Economic development planning downtown and along key commercial corridors (including exploration of a corridor improvement authority for the village); and
- Other services as requested.

Macomb County resident Kayla Mauldin will be the primary point of contact and will have the support of a multidisciplinary team of planners, landscape architects, engineers, and other professionals. We commit to conducting thorough plan reviews and proposing responsive zoning ordinance amendments to maintain an up-to-date and effective planning framework. Our team will remain available during normal working hours, can hold weekly office time in the village, and will attend ZBA meetings and other public meetings as needed. Additionally, we can assist Village staff by providing guidance on general planning matters, ensuring our work reflects the community’s long-term goals and vision, recommending and writing grant applications, and conduct trainings for staff and officials.

(Continued on next page . . .)

The Spalding DeDecker proposal will remain firm for a period of ninety (90) days from its due date and thereafter until the prospective respondent withdraws it, or a contract is executed, or the procurement is terminated by the Village of New Haven, whichever occurs first.



Photo Credit: Village of New Haven Website, 2024.



In nearby Washington Township, Spalding DeDecker provides similar planning services, including zoning ordinance amendments, plan reviews, and general planning support. Our comprehensive approach to plan review and zoning services has led to the development of several tailored ordinance amendments, including new considerations for third-party delivery services, updated commercial uses and definitions, and stronger standards for the community’s Village District. We have also recently completed master plans, parks and recreation plans, corridor and neighborhood plans, and transportation equity studies, as well as successful grant applications and administration for nearby communities like Roseville, Eastpointe, St. Clair Shores, Detroit, Ecorse, and Dearborn. Our experience in these communities equips us to deliver a wide range of professional planning solutions for the Village of New Haven.

Spalding DeDecker is eager to support the village’s ongoing journey. With our experienced team’s commitment to efficiency, responsiveness, quality, and practical solutions, we are confident that we are the right firm to deliver services that reflect the community’s values and needs. Thank you for considering Spalding DeDecker as a potential partner in laying the framework for a bright future in the Village of New Haven.

Sincerely,

SPALDING DEDECKER ASSOCIATES, Inc.

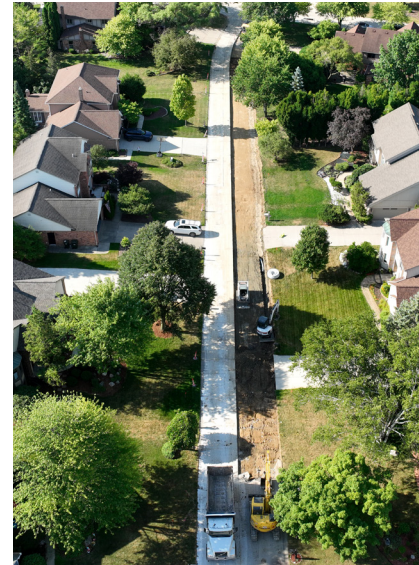
Kayla Mauldin, AICP
Senior Planner | Primary Point of Contact

Cassi Meitl, AICP, PMP
Planning Manager | QA/QC

 SPALDING DEDECKER



FIRM BACKGROUND & SERVICES



About Us

Spalding DeDecker is a full-service planning, engineering, and surveying consulting firm specializing in infrastructure, land development, and transportation. With offices in Rochester Hills, Novi, Detroit, Grand Rapids, and Lansing, Michigan, we support diverse clients across the state and nation with our broad range of services. Established in 1954, we have aspired to set the benchmark of planning, engineering, and surveying excellence. Spalding DeDecker's dedicated teams in Transportation, Municipal Engineering, Land Development, Planning, Landscape Architecture, Urban Design, Surveying, and Construction Engineering create safe, practical, sustainable, and tailored solutions for the unique needs of each client.

Services

Planning, Design, & Landscape Architecture

- Municipal Planning
- Master Planning, Parks Planning, & Area Planning
- Campus Planning
- Complete Streets & Bikeway Design
- Community Engagement
- Grant Writing and Implementation
- Site Planning, Site Selection, & Development Feasibility Studies
- Zoning Analysis and Ordinance Writing
- Stormwater Management Plans and Studies
- Streetscape and Park Design
- GIS Mapping and Asset Management

Infrastructure

- Asset Management
- Construction Engineering
- Municipal Engineering
- Pavement Management Systems (PMS)
- Transportation Engineering
- Water/Wastewater Engineering

Survey & Mapping

- 3-D Laser Scanning
- ALTA / NSPS Land Title Surveys
- Aerial Control Surveys
- Boundary & Topographical Surveys
- Construction Layout
- Industrial, Aviation, and Transportation Surveying

Our Team

Our people are our greatest asset. With nearly 160 employees on our team, we have the expertise, depth, and support to provide our clients with unparalleled quality and customer service. As an employee-owned company, our employees drive and celebrate our success.

Federal ID

38-1598901

Employees by Discipline

- 23 Administrative
- 11 CAD Technician
- 31 Civil Engineer
- 04 Planner
- 19 Construction Inspector
- 01 Hydrographic Surveyor
- 32 Land Surveyor
- 05 Landscape Architect
- 25 Project Manager
- 08 Technician/Analyst
- 04 Transportation Engineer
- 01 Water Resources Engineer

Locations

Rochester Hills*

Headquarters
905 East South Blvd
Rochester Hills, MI 48307
P: 248.844.5400

Detroit*

119 State St, Suite 500
Detroit, MI 48226
P: 313.305.9120

*Locations where Village of New Haven work will be completed

Novi

27333 Meadowbrook Rd
Suite 210
Novi, MI 48377
P: 248.662.9399

Grand Rapids

525 Ottawa Ave NW
Grand Rapids, MI 49503
P: 616.885.5802

Lansing

313 N. Capitol Ave
Suite 100
Lansing, MI 48933
P: 517.679.4400

Flint

615 S. Saginaw St, Suite 7012
Flint, MI 48502
P: 800.598.1600



PLANNING, DESIGN, AND LANDSCAPE ARCHITECTURE

Spalding DeDecker’s planning, design, and landscape architecture team is committed to achieving positive outcomes in the multiracial, multiethnic, and multicultural communities that we serve. Our clients are cities, villages, townships, and other local units of government, nonprofit organizations, and private developers, primarily in Michigan.

We offer a variety of implementation-focused services to connect planning and design, working alongside Spalding DeDecker’s engineering experts.

EXPERTISE AND SERVICES

Community and Economic Development

- ArcGIS Mapping and Asset Management
- Campus Planning
- Community Master Planning
- Community Engagement and Public Participation
- Development Review Evaluation
- Downtown and Corridor Planning
- Grant Writing and Administration
- Marketing and Storytelling
- MEDC Redevelopment Ready Communities Best Practices
- Mobility and Transportation Planning
- Park and Recreation Planning
- Policy Recommendations
- Project Coordination and Implementation
- Report Layout and Design
- Research and Report Writing
- Sustainability and Stormwater Consulting
- Zoning Analysis and Ordinance Writing

Property Development

- Complete Streets and Bikeway Design
- Land Use Entitlement Approvals
- Pedestrian and Multimodal Streetscape Improvement Design
- Rezoning and Right-of-Way Modifications
- Site Plan Permits
- Site Evaluation and Due Diligence
- Site Planning
- Site Plan Development Approvals
- Stormwater Management Plans and Studies
- Utility Coordination

EXPERTISE



KEY PERSONNEL

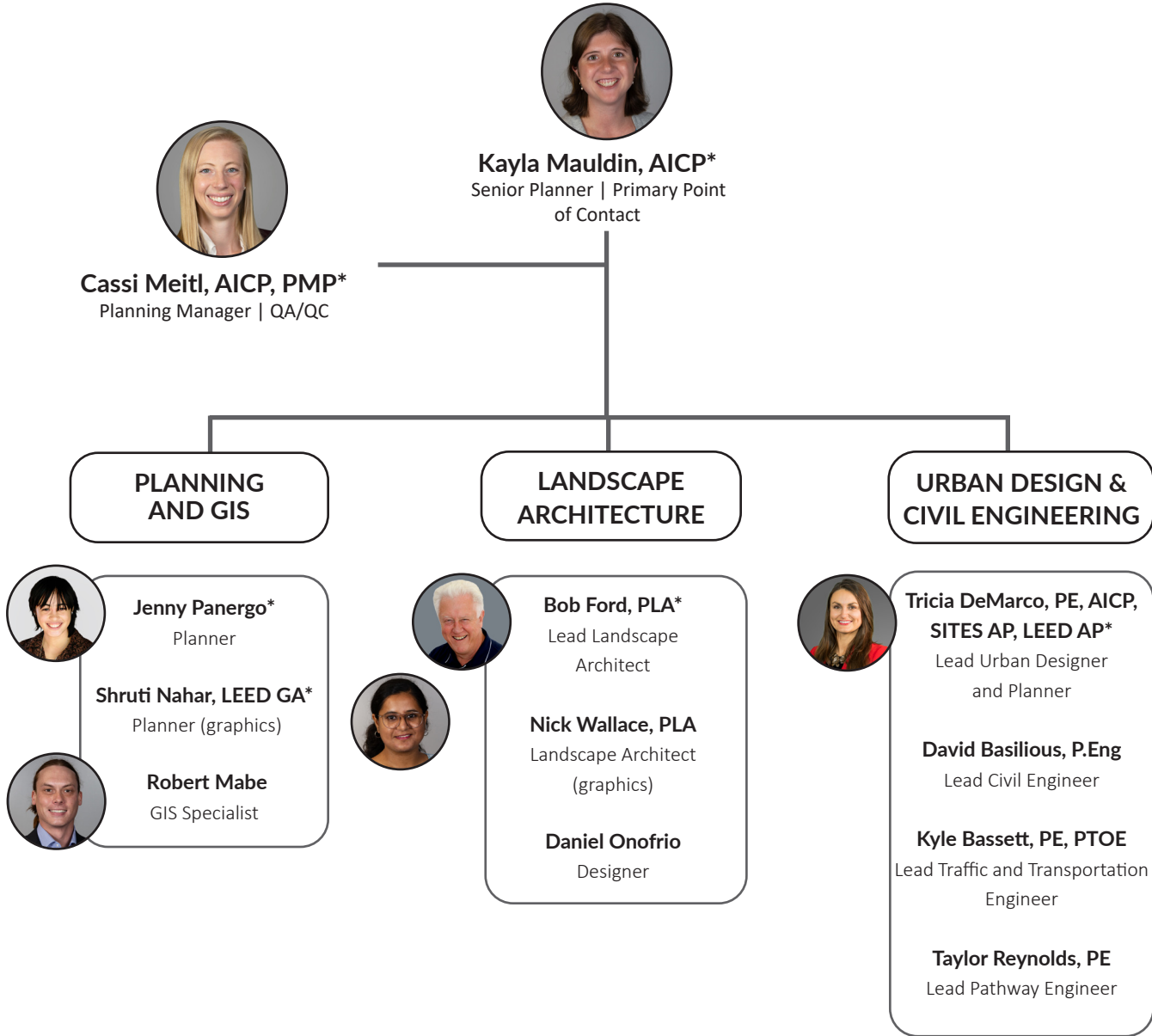


ORGANIZATIONAL CHART

Photo credit: Village of New Haven Website, 2024.

VILLAGE OF NEW HAVEN

* Denotes Key Staff



(For downtown and corridor improvement projects)



KAYLA MAULDIN, AICP

Senior Planner

Kayla Mauldin is a Senior Planner with more than 7 years of experience working as a planner in Michigan and Salt Lake City, Utah. As a certified planner, Kayla has extensive experience working in the public sector on long range planning, comprehensive plan writing and implementation, land use ordinance development, community outreach programs, and grant administration.

EDUCATION

Masters in City & Metropolitan Planning,
University of Utah | 2020

Bachelor of Science in Urban & Regional Planning, Honors
College at Michigan State University | 2018

REGISTRATION

American Institute of Certified Planners (AICP) | 2023

TRAINING

Complete of Planning Supervisor’s Playbook | 2023

Sign Research Foundation Scholar | 2023

Introduction to Grants Management (Graduate School USA) | 2021

AWARDS

Merit Award for the Kearns General Plan - American Planning Association, Utah Chapter | 2021

Merit Award for the We Are Stockton General Plan - American Planning Association, Utah Chapter | 2020

Outstanding Student Award - American Planning Association | 2020

Planning Excellence Award for Outstanding Undergraduate Student Project: *Imagine Vine 2025* - Michigan Planning Association | 2018

RELEVANT EXPERIENCE

- **Washington Township Planning Services, Washington Township, MI – Senior Planner** – Supporting the Planning and Zoning Director with planning services including site plan review, zoning ordinance amendments, PC, ZBA, and Board meeting presentations and reporting, and staff training.
- **Macomb County Department of Roads Complete Streets Guidelines, Macomb County, MI – Senior Planner** – in progress. Preparing Complete Streets Guidelines for the Macomb County Department of Roads to aid in implementation of the County’s Complete Streets Policy and to facilitate communication and understanding between County and local government.
- **Lansing Township Comprehensive and Recreation Plan, Lansing, MI – Senior Planner** – In progress. Contributing data analysis, writing, graphics, presentation materials, and professional expertise to the Township’s first Master Plan update since 2009.
- **Ecorse Grant Administration, Ecorse, MI – Senior Planner** – supporting the Grant Administrator in preparing projects, locating funding sources, and writing grant applications.
- **Unincorporated Salt Lake County Moderate Income Housing Plan, Salt Lake County, UT – Project Manager and Lead Planner** – Led the 2022 Moderate Income Housing Plan for unincorporated portions of Salt Lake County, with housing needs assessment and detailed strategies for promoting and preserving housing that is attainable for households making between 50 and 80% AMI. The plan persuaded the Salt Lake County Council to adopt robust amendments to the County’s Accessory Dwelling Unit (ADU) Ordinance.
- **Salt Lake County Accessory Dwelling Unit Ordinance Update, Salt Lake County, UT – Project Manager and Lead Planner** – Led extensive revisions to Salt Lake County’s Accessory Dwelling Unit Ordinance to promote moderate income housing goals and reduce regulatory barriers to accessory dwelling unit construction.
- **Kearns General Plan, UT – Project Manager and Lead Planner** – Led General Plan update for a suburb of Salt Lake City - including demographic analysis, community engagement, strategic land use, transportation, economic development, and resilience + infrastructure planning, to guide future development. **Received APA Utah Merit Award for a General Plan, 2021.**



CASSI MEITL, AICP, PMP

Planning Manager | QA/QC

EDUCATION

Master of Urban & Regional Planning, Graduate Certificate in Community Engagement, Michigan State University | 2015

Bachelor of Science in Family & Consumer Science, Minor in Business Administration, Illinois State University | 2011

REGISTRATION

American Institute of Certified Planners (AICP)

Project Management Professional (PMP)

TRAINING

Zoning Administrator Certificate Program

Site Plan Review Training

Master Michigan Citizen Planner Certificate

Project for Public Spaces Placemaking Workshop

ULI MI Larson Leadership Initiative

ULI Real Estate Development: Principles & Practices

Lean Six Sigma Yellow Belt

Challenge Detroit Fellowship Program

AWARD

MAP Planning Excellence: Innovation in Economic Planning and Development, 2015

A certified planner and project manager with expertise in community, economic, and real estate development, Cassi has ten years of unique planning experience in Michigan and worked for DTE and Mayor Duggan's administration in Detroit prior to joining Spalding DeDecker. She has worked on master and strategic planning processes for a variety of planning and real estate development projects in southeast, central, and northwest Michigan. Cassi oversees a Planning Team with expertise in community engagement and public outreach, land use planning, site planning, economic development, and plan report, map, and graphic production.

RELEVANT EXPERIENCE

- **Macomb County Department of Roads - Complete Streets Design Guideline - Project Manager** - In Progress.
- **Washington Township, MI - Lead Planner** - Planning Consultant, Site Plan Review, and Zoning Ordinance Amendments.
- **St. Clair Shores Master Plan, Parks and Recreation Plan, and Capital Improvement Plan, MI - Project Manager** - In Progress.
- **Delhi Charter Township Master Plan Update, MI - Project Manager and Lead Planner** - Led community engagement, strategic land use planning, and zoning and ordinance recommendations with a focus on economic development and diversity, equity, and inclusion to guide growth in the community.
- **Mason M-36 Corridor Improvement Plan, MI - Project Manager and Lead Planner** - In Progress.
- **Midwest-Tireman Framework Plan, Detroit, MI - Lead Planner** - Led streetscape and industrial site development concept planning.
- **Greater Warren / Conner Framework Plan, Detroit, MI - Lead Planner** - Led neighborhood revitalization strategies.
- **Dearborn Transportation Equity Study for South End: Salina Neighborhood, MI - Project Manager and Lead Planner** - In Progress. Leading assessment of existing conditions, recommendations for changes to truck routes, and developing concepts for the addition and improvement of nonmotorized amenities on multiple corridors.
- **Wyandotte Downtown Infrastructure Project, Wyandotte, MI - Project Manager and Lead Planner** - Construction began in July 2024 and is anticipated to be complete by Oct. 2025.
- **Ecorse Southfield Road Streetscape Improvements, Ecorse, MI - Project Manager and Lead Planner** - Led engagement and design for sidewalk improvements and addition of pedestrian amenities along Southfield Road. Construction to be complete Oct. 2024.
- **Ecorse USDOT Grant Applications, MI - Project Manager** - Prepared applications for the Reconnecting Communities and Neighborhoods Program and RAISE grant for a highway-railroad grade crossing improvement planning study (\$120K planning grant awarded).
- **Ecorse, Revitalization and Placemaking Program (RAP) Grant Applications, MI - Project Manager** - Wrote MEDC (RAP) grant applications for Southfield Road Streetscape Improvements (\$600K awarded), the Boat and Kayak Launch project (\$1M awarded).
- **8 Mile and Woodward Beautification, Detroit, MI - Project Manager and Lead Planner** - Supported a streetscape beautification project involving murals, additional lighting, and decorative sidewalk elements at the intersection.
- **Hamtramck Alley Project / Joe Louis Greenway, MI - Project Manager** - Led the preliminary engineering concept design and production of materials for community engagement for a section of the JLG in an alley in Hamtramck.
- **DDA Streetlighting and Streetscape Improvement Plan, Walker, MI - Senior Planner** - Wrote the report that documented the public engagement findings, asset inventory, technical analysis, design typologies, and recommendations for funding and implementation.



JENNY PANERGO

Planner

A planner with experience researching public policy, urban development, and the political economy, Jenny also has strong community engagement skills. She exhibits cultural competency and inclusivity, and has significant experience working with communities of various multiracial, multiethnic, and multicultural backgrounds. Jenny was in the Challenge Detroit Fellowship program, a year-long opportunity for diverse, innovative, community-minded individuals to grow their careers, strengthen their leadership skills, build relationships, and gain experience while contributing to Detroit's vibrant communities through intellectual giving.

EDUCATION

Bachelor of Art in Political Science Minors in Philosophy and History, Saint Michael's College | 2022

TRAINING

Challenge Detroit Fellowship Program

ArcGIS

Adobe Creative Suite

MAP Planning and Zoning Essentials Certificate

MEDC Main Street Training

MEDC RRC Best Practices

QUALIFICATIONS

Excellent written and verbal communication skills.

Knowledge of planning, research, and community engagement best practices.

RELEVANT EXPERIENCE

- ***In Progress: Macomb County Department of Roads Complete Street Design Guidelines, Macomb County, MI – Planner*** – Compiled and analyzed existing Master Plans, Corridor Plans, and Transportation Plans for 27 municipalities in Macomb County, ensuring alignment with the County's Complete Streets Policy. Developed a GIS database of maps and information to support data-driven decision-making and guide project implementation.
- ***M-36 Corridor Improvement Plan, Mason, MI – Planner*** – Conducted GIS field data collection and mapping to support the analysis of existing conditions within the M-36 corridor. Utilized the SEMCOG Multimodal Tool and applied best practices to develop concepts for streetscape enhancements, non-motorized infrastructure, and land use impacts.
- ***RARE 5-Year Recreation Master Plan, Roseville and Eastpointe, MI – Planner*** – Contributed to report writing, editing, and layout, ensuring alignment with the Michigan Department of Natural Resources checklist. Authored the Action Plan and Goals and Objectives sections, incorporating public input and stakeholder feedback. Conducted a detailed parks inventory and analysis, evaluating amenities, conditions, and opportunities for improvement. Developed cost estimates to support project feasibility and funding applications, ensuring actionable and data-driven recommendations.
- ***Ecorse Reconnecting Communities Grant, MI - Planner*** - Wrote and edited proposals for funding to support non-motorized transportation efforts that addresses diversity, equity, and inclusion. Interacted with stakeholders to obtain pertinent information about the organization's mission and goals.
- ***Greater Warren/Conner Neighborhood Framework Plan, MI - Planner*** - Facilitated regular community meetings, both virtual and in-person, to develop strategies for neighborhood stabilization. Conducted research, wrote reports, and identified funding sources for the implementation of efforts focused on housing rehabilitation, infrastructure improvements, and economic development.
- ***Detroit Industrial and Commercial Site Identification and Readiness Scoping, MI - Planner*** - Updated and maintained accurate inventory records of city-owned parcels of land. Collaborated with team members to resolve any data discrepancies. Prepared reports regarding environmental constraints, market opportunities, traffic and infrastructure opportunities, and structural opportunities.
- ***North End Landing Affordable Housing Development, MI - Planner*** - Supported a comprehensive site analysis for the North End Landing development to ensure compliance with the Zoning Ordinance. Prepared a presentation of findings for variance requests before the City of Detroit's Zoning Board of Appeals, advocating approval for tactical activation of the neighborhood.
- ***Housing Value Park Impact Study, Life After Life*** - Researched the impact of parks within 500ft, 1500ft, and 2500ft of various housing developments in five major cities to examine the impact on residential market value. Wrote a report of findings.



SHRUTI NAHAR, LEED GA

Planner

EDUCATION

Master of Urban and Regional Planning, Michigan State University, 2023

Bachelor of Architecture, University of Mumbai, 2019

REGISTRATION/ CERTIFICATIONS

LEED Green Associate Certification

Facilitative Leadership Workshop

NCI Complete Charrette Training Certificate

Registered Architect with Council of Architecture, New Delhi, India

Diploma in Built Heritage Studies and Conservation

PROFESSIONAL AFFILIATIONS

American Planning Association

Urban Land Institute

Council of Architecture, New Delhi, India

Shruti Nahar is a registered architect recognized by the Council of Architecture, India. Additionally, she has completed her studies in urban and regional planning from Michigan State University, USA. Her work ethic is characterized by diligence and a commitment to delivering tasks of the highest quality.

Shruti began her career in Mumbai, India as a practicing architect where she worked on various residential, commercial, and real-estate projects. In her 1.5-year tenure in the architecture and construction industry, Shruti actively participated in more than 20 projects contributing from the initial conceptualization stage to the actual construction phase. Alongside her master's education, she worked with the National Charrette Institute. Shruti's experience comprises a wide range of responsibilities, including but not limited to facilitating, report writing, and conducting strategic planning for numerous state and federal projects. Additionally, Shruti possesses proficient skills in working with GIS, Adobe, and Autodesk suite.

RELEVANT EXPERIENCE

- **Midwest Tireman Neighborhood Framework Plan – Planner** – Facilitated community engagement sessions in collaboration with Interboro partners and City of Detroit. Contributed to streetscape enhancement initiatives by *designing impactful graphics*. Assisted in writing the recommendations and assisted in the funding and implementation matrix.
- **Wyandotte DDA Infrastructure, Wyandotte, MI – Planner** – Created a report layout to effectively capture the findings. Additionally, *designed graphics* to simplify the content and enhance clarity, providing a lucid and visually appealing presentation for the readers.
- **RARE 5-Year Recreation Master Plan, Roseville and Eastpointe, MI – Planner** – Organized and authored report chapters in compliance with the Michigan Department of Natural Resources checklist. Developed community engagement materials such as business cards, yard signs, and surveys, and created a comprehensive recreation inventory using GIS. Coordinated with stakeholders from both cities to ensure a collaborative and inclusive planning process.
- **JLG Fullerton & Davison, Detroit, MI – Planner** – Developed community engagement boards for the streetscape design of three segments of the Joe Louis Greenway trail using Adobe Suite and AutoCAD. This involved designing visually appealing and informative materials to facilitate public input and participation in the project.
- **Dearborn Transportation Equity Study – Planner** - Performed a comprehensive Desktop Analysis for the South End neighborhood in the City of Dearborn, utilizing tools like Google Earth and ArcGIS Pro. Analyzed gathered data to formulate informed recommendations for the neighborhood, integrating a thorough understanding of the area's dynamics and needs.
- **East Lansing Recreation Plan, East Lansing, MI – Planner** - Created several maps and authored chapters for the East Lansing Parks and Recreation Plan, utilizing GIS and cartographic skills to produce accurate and visually compelling maps, and contributing written content to ensure a comprehensive and detailed plan.
- **St. Clair Shores Master Plan, CIP, and Parks and Recreation Plan, St. Clair Shores, MI – Planner** – Authored chapters and conducted QA/QC for the master plan of St. Clair Shores. Actively participated in various community engagement meetings to gather and incorporate community input, ensuring the plan reflected the needs and aspirations of the residents.



ROBERT E. FORD, PLA

Lead Landscape Architect

EDUCATION

Bachelor of Landscape Architecture, Michigan State University | 1975

REGISTRATION

Licensed Professional Landscape Architect
State of MI #3901000909

Certified Playground Safety Inspector
#52013-1024, Expires 10/1/2024

NPPS Early Childhood Outdoor Play Inspector
#NC12301, Expires May 2023

Certified Storm Water Management-Construction Site #C-08418

ASSOCIATIONS

American Society of Landscape Architects ASLA

Michigan Chapter, American Society of Landscape Architects, President

Michigan Society of Planning

Michigan Trails & Greenways Alliance

Global Relief of Michigan Inc., Advisory Board Member

American Planning Association

TRAINING

PSMJ Project Management Boot Camp, 2024

Mr. Ford has over 40 years of experience in site design, land use planning, project management, park design, streetscapes, and urban design. He has an extensive background in urban planning, park design, engineering, project management and administration. For 34 years Robert owned a Lansing-based landscape architecture firm where he provided and oversaw master planning, site design, construction management, administration, and quality control. He and his staff have consulted for a large number of schools, communities, and parks throughout the state. Mr. Ford has extensive experience with master plans, reports, site plans, comprehensive plans, park development, greenways, non-motorized transportation plans, streetscapes and implementation of these projects.

RELEVANT EXPERIENCE

- **Farmington Hills Special Services Plan 2024-2028, Farmington Hills, MI** - Retained to provide an update to the City of Farmington Hill's Special Services Plan. Services included public input meetings, opinion survey, park inventories, goals and objectives, and assisting with the capital improvement plan. Also provided new mini-master plans for 8 city parks.
- **Northville Township Park and Recreation Master Plan 2024-2028, Northville, MI** - Retained by Northville Parks and Recreation, a combined department of Northville Township and the City of Northville, to update their Recreation Master Plan. Services included public input meetings, opinion survey, park inventories, creation of goal and objectives, and assisting in creating a current capital improvement plan.
- **Novi Strategic Community Recreation and Master Park Plan 2020-2024, Novi, MI** - Provided services to update the City's Strategic Community Recreation and Master Park plan. These services included: public meetings, community member interviews, park inventories, opinion survey, providing goals and objectives such as park upgrades and the creation of a new recreation center, action plan, and community improvement budget. Also retained to provide an ADA assessment of park facilities and providing a report identifying deficiencies and their priority to be resolved to become compliant with state and federal laws.
- **Delhi Township Recreation Master Plan 2025-2029, Holt, MI** - Preparing the 5th update to the park and recreation master plans by providing a park inventory and analysis of existing facilities, ADA Assessment, opinion survey, demographic analysis, needs assessment, recreational standards, review of related plans, provided goals, an objective action plan and a capital improvements budget.
- **Independence Township Parks Recreation & Seniors Master Plan 2023-2027, Clarkston, MI** - Provided an update to the township's Parks, Recreation & Seniors Master Plan. Our services included: public meetings, community member interviews, park inventories, opinion survey, providing goals and objectives such as park upgrades and the creation of a new recreation center, action plan, and community improvement budget.
- **Mason 5-Year Parks and Recreation 2020-2024, Non-Motorized Transportation and Wayfinding Plans, Mason, MI** - Provided services to concurrently produce Mason's Recreation Master Plan, Non-Motorized Transportation Plan (NMTP) and Wayfinding Plan. Coordinated public meetings, workshops, interviews with key members of the community, completed an inventory, opinion survey, demographic analysis, needs assessment, reviewed recreation and transportation standards, related plans, provided goals and objectives, provided an action plan and capital improvement budget. The Wayfinding Plan will recommend locations, sign types, and sign concepts identifying the City's parks, trails, and parking areas.



TRICIA DEMARCO, PE, AICP, LEED AP, SITES AP

Lead Urban Designer and Planner

As a licensed professional engineer and certified urban planner, Tricia leads projects from concept to construction. Having worked in seven countries and seven U.S. states, Tricia is now focused exclusively in the City of Detroit where she leads our Detroit office. Within Detroit, Tricia is dedicated to creating street-level impact with special attention to the Detroit neighborhoods beyond the central business district.

Tricia's multi-faceted experience allows a practical understanding of development within Detroit through a lens of social, economic, and environmental responsibility. She is an active LEED accredited professional. Her skills include project coordination, project management and implementation, project visioning and due diligence, entitlements and approvals, stormwater management, and site design for large and complex projects. Tricia's experience also includes non-motorized transportation design and transportation forecasting, master planning, and community outreach.

EDUCATION

Masters of Urban Design and Planning, University of Washington, 2011

Masters of Science in Civil Engineering, University of Washington, 2011

Bachelor of Science in Civil Engineering, University of Florida, 2007

REGISTRATION

Professional Engineer in the states of Michigan and California.

American Institute of Certified Planners

Michigan Residential Builders and Maintenance & Alteration Contractors License

LEED Accredited Professional

TRAINING

PSMJ Project Management Boot Camp / 2024

Leadership Detroit Class XLI, Detroit Regional Council / 2020

Integrated Project Management Certificate, Harvard Graduate School of Design / 2018

AWARDS

National AIA Award East Riverfront Master Plan / 2018

RELEVANT EXPERIENCE

- **Shenandoah Valley Aviation Master Plan, VA - Planner** – 20-year Master Planning process, including assessment of existing conditions, forecasting for future growth, and determination and prioritization of necessary capital projects.
- **Southwest Truck Route Study, Detroit - Project Manager** – Public outreach, community-driven project to identify routes and ordinance changes that designate appropriate routes for trucking and areas where trucking is more appropriately restricted within the neighborhoods.
- **Gratiot-7 Mile Neighborhood Strategic Plan, Detroit - Project Manager** – Public outreach, strategic planning project for the neighborhoods within the Gratiot 7-Mile area.
- **East Riverfront Framework Plan Concept, Detroit - Project Manager** – Assessment of current infrastructure, development of the transportation and vehicle circulation concept, and determination of stormwater strategies including the introduction of concepts for the protected bike lanes along Jefferson Avenue.
- **Elliott Bay Seawall, Seattle, WA - Deputy Design Manager** – \$300M capital improvement project to replace 3,700 linear feet of earthquake prone seawall in the heart of the downtown Seattle waterfront. Coordination with other key downtown projects including the Waterfront Seattle Project, SR-99 Tunnel, and Alaskan Viaduct Removal.
- **Henry Ford Health Systems South Campus Infrastructure Project Lead, Design, Stormwater Management, Permitting, Bidding, ROW Modifications & Site Condo, Construction Engineering & Inspection Lead / Detroit, Michigan- Project Manager** - 14 acres of urban area in the City of Detroit, the Henry Ford Health Systems South Campus has allowed for the construction of the Bridget Harris Cancer Pavilion and supported multi-faceted neighborhood redevelopment.
- **Detroit Achievement Academy, Northwest Detroit, MI - Site Design, Stormwater Management, Site Permitting - Project Executive** - In charge of generating a technical stormwater report to obtain permits necessary for construction. The work included the demolition of structures, a new building addition, parking lot and drive improvement, stormwater detention design, bioretention ponds, landscaping, and site grading.
- **Equity Education, Northwest Detroit, MI - Utility Design, Site Permitting - Project Manager** - Utility design and documentation of a new water connection for the adaptive reuse of an existing structure for a public charter school. Coordination of permits necessary for construction.



EXPERIENCE & REFERENCES



Since 1954, Spalding DeDecker has had the privilege of serving more than 80 different municipalities, either as their consulting engineer of record, or on an individual project basis. We have provided professional engineering, planning, and surveying services for more than 10,000 successful municipal projects.

EXCELLENCE SINCE 1954

QUALITY CONTROL

Using our ISO-based procedures, we continually improve quality, assign proper allocation of resources, and help deliver the project on time and within budget.



80+ MUNICIPAL CLIENTS



MORE THAN 10,000 PROJECTS

OUR CLIENTS

We deeply value our clients and the diverse communities they represent, recognizing that each project is an opportunity to enhance and respect the unique characteristics of each area we serve.

ADDITIONAL SERVICES AND PROJECTS

In addition to the enclosed client sheets, SD is working with the following municipal clients:

- City of Ecorse
- Cascade Township
- Hartland Township
- Ingham County
- City of Taylor
- Oakland County Drain Commissioner
- Macomb County Public Works
- City of Williamston
- City of Hamtramck
- City of Wyandotte
- Meridian Township
- Delhi Township
- Road Commission for Oakland County

- Oakland County Water Resources Commission
- City of Sterling Heights
- Wayne County Department of Public Services
- City of East Lansing
- City of Leslie
- City of Jackson
- City of Charlotte
- Armada Township
- Washington Township
- City of Dearborn
- City of Holland



ENGINEERING AND PLANNING SERVICES

Washington Township dates back almost 200 years and grew to prosperity as an agricultural community that now has historical architecture and various recreational areas including Stony Creek Metropark.

SD provides prioritization planning, design engineering, and construction engineering services for the Township's strongly growing pathway system.

Work includes assessing the existing pathway gaps along all major roads throughout the Township. SD works closely with the Township to weight each gap location based on proximity to local amenities and schools, available rights of way, cost of construction, and other financial factors. Once priorities are recommended and approved by the Township Board, SD provides design engineering, easement creation, permitting, and construction engineering services for the selected sites.

Working closely with the Planning and Zoning Director, Planning Commission, and Zoning Board of Appeals, our team conducts plan review on a variety of land use applications, makes recommendations on variance requests, proposes and facilitates zoning amendments in alignment with the Township's Master Plan, and provides additional municipal planning services. By working collaboratively with township staff, boards, and commissions, we have ensured consistent application of the community's land use ordinances and furthered the Township's Master Plan implementation efforts - including making key zoning amendments to accommodate desired village district uses (such as outdoor dining), preparing for a changing commercial environment (3rd party delivery services), and improving ordinance clarity/usability (off-street parking ordinance restructuring).

OWNER / CLIENT

Richard Amormino
Director, Department of Public Works
(586) 786-0010 ext. 1213
(586) 212-9404
amorminor@washingtontwpmi.org

PROJECT START - END

2017 - Ongoing



KEY PERSONNEL

Jeremy Schrot, PE
Taylor Reynolds, PE
Zach Shender
Phil Strunk, PE
Cassi Meitl, AICP, PMP
Kayla Mauldin, AICP

Recent projects either completed or ongoing include:

- Washington Township Planning Services
- Hox Acres Pathway
- Brabb Cemetery Pathway
- Pavement Easement Exhibits
- 2021, 2022, 2023 Pathway Gaps
- Mound Road Gaps, North of 28 Mile Road
- Jewell Road Pathway
- Mound Road Pathway, South of West Road
- 26 Mile Pathway
- 29 Mile Pathway
- Pathway Master Plan
- Breckenridge Bridge and Pathway
- West Road Sidewalk



WASHINGTON TOWNSHIP PLANNING SERVICES

Washington Township, MI | 2023 - Ongoing

CLIENT REFERENCE

Washington Township

Sebastian "Sam" Previti
Supervisor

586-786-0010

previtis@washingtontwpmi.org

Dana Bershback

Planning and Zoning Director

586-677-4222

berschbackd@washingtontwpmi.org

KEY PERSONNEL

Cassi Meitl, AICP, PMP

Kayla Mauldin, AICP

Jenny Panergo

SERVICES PROVIDED

Planning Reviews

Zoning Ordinance Amendments

Planning Commission and Zoning

Board of Appeals Meetings

Applicant Consultation

General Advisory Services for

Community and Economic

Development Initiatives

In addition to engineering services, Spalding DeDecker is providing ongoing planning services for Washington Township as an extension of the township's staff. Located in Macomb County, Washington Township is a growing community with 28,000 residents as of 2020 (U.S. Census). Spalding DeDecker reviews and provides recommendations on preliminary plans, site plans, subdivision plats, site condos, PUDs rezoning, and special land use applications for the township. The team also informs, advises, and works proactively with Township leaders, staff, and other stakeholders to advance community and economic development initiatives.

THE CHALLENGE

Washington Township is experiencing rapid growth, which presents a unique challenge in planning and development. The township is working to balance the needs for residential, commercial, and industrial zoning districts while maintaining the character of the community. This must be achieved while ensuring compliance with regulatory requirements and consistency with the goals of the Master Plan.

THE SOLUTION

SpaldingDeDecker has implemented a comprehensive planning service to ensure the township's needs are met and decisions align with the local Zoning Ordinance and Master Plan. Our team works closely with Washington Township officials, staff, and other stakeholders providing expertise and support.

THE IMPACT

Our planning services have significantly contributed to Washington Township's ability to manage its growth effectively. By providing expert guidance on zoning ordinance amendments, variance requests, special land use requests, and site plan review, we have enhanced the decision making-process for the Planning Commission, Zoning Board of Appeals, and Township Board through expert review, support, and representation.

GENERAL ENGINEERING SERVICES

Armada Township is a growing community with a focus on becoming a new destination for business and growing families. Spalding DeDecker has been working with Armada for over a decade, and have been instrumental in developing proper infrastructure for the Township's growing neighborhoods.

Since 2003, Spalding DeDecker (SD) has provided as-needed engineering consulting and surveying services to the Armada Township under a general services contract.

SD is responsible for providing services for review of site plans, design engineering, construction, and permit documents for various residential, commercial, and public utility projects. We have also consulted and assisted on various Township construction projects including the Township Park and economic development projects.

SD provides the following professional services for the City:

Plan Review

- Commercial and Condominium Site Plan Review
- Platted Subdivision Plan Review
- Construction Plan Review
- Construction As-Built Plan Review
- Floodplain Review

Engineering

- Preliminary Design
- Final Design
- Design Survey

Construction Engineering

- Construction Layout
- Construction Inspection
- Contract Administration
- Materials Testing Coordination
- As-Builts

OWNER / CLIENT

Armada Township
23121 E. Main St
Armada Township, MI 48005
John Paterek, Supervisor
supervisor@armadatwp.org



PROJECT START - END

2003 - Ongoing

KEY PERSONNEL

Taylor Reynolds, PE
Ted Meadows
Jeremy Schrot, PE

Recent projects either completed or ongoing include:

- Armada Township Senior Center Parking Lot, Design Engineering, and CE
- Sewer Master Plan
- McPhall Road Floodplain
- Hidden River Subdivision, plan review, and CE
- Laethem Subdivision, plan review, and CE
- Henshaw Subdivision, plan review, and CE
- Powell Road Sanitary Sewer and Water Main - 32 Mile to 33 Mile Road
- Sanitary Sewer Consolidation
- Dalcoma Rd Wetland Mitigation
- Numerous Plan Review Projects including Office abs Storage Building, Fifth Third Bank, Verizon Cell Tower, Ironwood Corporate Park, Sherman Masonry Inc, Takata Building Addition, DTE Substation, VanPaemel Self Storage, as well as many others

GENERAL ENGINEERING SERVICES

Chesterfield Charter Township is a charter township of Macomb County in the U.S. state of Michigan. The township was organized in 1842, formed out of a portion of Macomb Township.

Since 2018, Spalding DeDecker (SD) has provided as-needed engineering consulting and surveying services to Chesterfield Township under a general services contract.

SD is responsible for providing services for design, engineering and construction. Spalding DeDecker looks forward to building our relationship with the Township of Chesterfield.

SD provides the following professional services for the City:

Engineering

- Preliminary Design
- Final Design
- Design Survey

Construction Engineering

- Construction Layout
- Construction Inspection
- Contract Administration
- Materials Testing Coordination
- As-Builts

OWNER / CLIENT

Township of Chesterfield
47275 Sugarbush Road
Chesterfield, MI 48047
Mitchell O'Connor, PE, Township Engineer
moconnor@chesterfieldtwp.org

PROJECT START - END

2018 - Ongoing

KEY PERSONNEL

Taylor Reynolds, PE
Ted Meadows
Jeremy Schrot, PE



Recent projects either completed or ongoing include:

- Site Plan Review
- Township Hall Bridge Improvements
- Township Hall Parking Lot Improvements
- 2020 Sidewalk Replacement Program
- 2021 Sidewalk Replacement Program
- 2022 Sidewalk Replacement Program
- 2021 Sidewalk Gap Program
- Jefferson Ave. Pathway
- 23 Mile Road Pathway
- 23 Mile Road and Gratiot Avenue Sidewalk Gaps
- Senior Park CDBG
- Edgewater Road Reconstruction
- Roselawn Street Paving
- Gratiot Ave PRV and Meter Pit
- Veteran's Memorial Park Parking Lot

GENERAL ENGINEERING SERVICES

Located in east central Oakland County, the City of Rochester Hills has a population of approximately 75,000 and was recently named as one of Money Magazine's Top 10 Best Places to Live in America. Rochester Hills ranked as the #1 City in the State of Michigan.

Since 2011, Spalding DeDecker (SD) has provided as-needed engineering consulting and surveying services to the City of Rochester Hills under a general services contract.

Spalding DeDecker provides the following services for the City of Rochester Hills:

Engineering

- Preliminary Design
- Final Design
- Design Survey

Construction Engineering

- Construction Layout
- Construction Inspection
- Contract Administration
- Materials Testing Coordination
- As-Builts
- Marketing Communications

OWNER / CLIENT

City of Rochester Hills
1000 Rochester Hills Drive
Rochester Hills, MI 48309
Bill Fritz, Director of Public Services
248.656.4685
fritz@rochesterhills.org

PROJECT START - END

2011 - Ongoing

KEY PERSONNEL

Taylor Reynolds, PE
Mike DeDecker, PS
Ted Meadows



Recent projects either completed or ongoing include:

- 2024 Asphalt Road Program
- 2024 Concrete Road Program
- 2023 Concrete Road Program
- 2022 Asphalt Road and Pathway Program
- 2022 Concrete Road and Sidewalk Program
- 2021 Concrete Road Replacement Program #1
- 2021 Concrete Road Replacement Program #2
- 2020 Concrete Road Replacement Program
- 2020 Asphalt Rd Rehabilitation Program
- Adam Rd CRT Pedestrian Crossing
- 2017- 2019 Road Rehabilitation Program
- Hamlin Road Construction Engineering
- Fire Station # 4 Survey
- Avon Livernois Aesthetic Improvements
- Firewood / Falcon Rd Reconstruction
- Tienken Road Widening
- Pavement Repair Report
- Clinton River Trail TAP Grant Design
- Section 33 Water Main Replacement
- Grant Assistance Services
- Rochdale Drive Survey
- Rochester Hills City Hall Parking Lot Reconstruction
- Innovation Hills Park Design Phases 1 and 2
- Borden Park: Pickle Ball and Tennis Courts
- Borden Park Basketball Courts



ST. CLAIR SHORES MASTER PLAN, PARKS & REC PLAN, AND CAPITAL IMPROVEMENT PLAN

St. Clair Shores, Michigan | 2022 - 2024

CLIENT REFERENCE

City of St. Clair Shores

Liz Koto
City Planner
liz@scsmi.net
586.447.3340

KEY PERSONNEL

Cassi Meitl, AICP, PMP
Bob Ford, PLA
Nick Wallace
Jenny Panergo
Shruti Nahar
Dan Onofrio

SERVICES PROVIDED

Community Engagement
Master Planning
Land Use Planning
Meeting Presentation and Facilitation
Data Collection and Analysis
Map and Graphic Creation
Report Writing and Layout

Spalding DeDecker partnered with Landscape Architects and Planners (now a part of Spalding DeDecker) to support the City of St. Clair Shore's updates of the Comprehensive Master Plan, Parks and Recreation Master Plan, and Capital Improvement Plan. SD is providing a comprehensive public engagement process that engaged residents who have been historically underrepresented, is providing consultation on the planning process, creating maps and graphics, and editing the report text and layout. The City is planning to complete and adopt all documents by the end of 2024.

THE CHALLENGE

This planning process was challenged by low expectations for community engagement and a desire for resiliency planning to be integrated in all planning documents.

THE SOLUTION

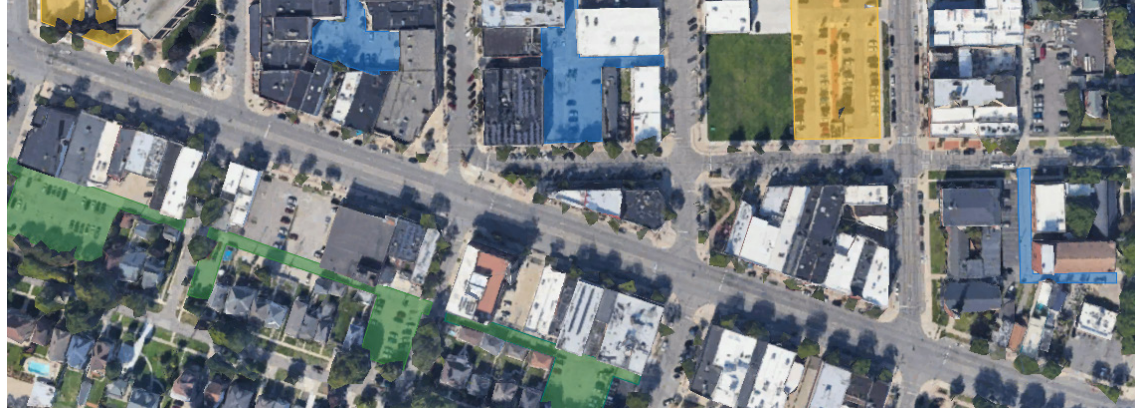
To encourage community engagement, the team attended existing community events and dropped into existing community organization meetings to share information about the planning process, the plan, and ways that residents can participate. The team created a business card with a QR code with project information on the front with a QR code to an online community survey and posted yard signs throughout the township.

To provide integrated plans, the team coordinated efforts throughout the project, designed together, and alternated reviews of material to ensure alignment.

THE IMPACT

SD handed out approximately 400 business cards to residents attending local events, hosting public meetings, and conducting focus groups and received over 870 survey responses. With this, the team gathered feedback established by a people-focused process and have helped the community of St. Clair Shores to develop a vision for their goals and objectives for updating their comprehensive Master Planning Documents. The public engagement process has helped build a strong foundation for the future of St. Clair Shores.

After analyzing existing conditions and considering community feedback, the SD team worked with city staff on the Future Land Use Map, Goals, Objectives, and Action Plan. The resulting Master Plan simplifies the city's current 15-category zoning designations into six, encourages allowing mixed-use development along major corridors, and lays a framework for implementation.



WYANDOTTE DOWNTOWN INFRASTRUCTURE PROJECT

Wyandotte, Michigan | 2023 - Ongoing

CLIENT REFERENCE

City of Wyandotte, Downtown Development Authority
Joe Gruber, MCD
Community and Economic Development Director
734-818-9438

COLLABORATOR

Grissim Metz Andriese Associates

KEY PERSONNEL

Tricia DeMarco, PE, AICP, LEED AP
SITES AP
Alan Loebach, PE
Natalie Guenther, PE
Cassi Meitl, AICP, PMP
Scott Tucker
Adam Chludzinski
Connor Gawne
Mark Lulati
Sebastian Maurer
Michael Bickel, PE
Ted Meadows

KEY SERVICES

Electrical Infrastructure Design
Utility Coordination
Civil Engineering - Concept Design, Design Development, Schematic Design, Construction Documents
Placemaking Design and Material Selection
Public Engagement
Report Writing

VALUE

SD Design Services Fee: \$1,522,311
Construction Value: \$13,000,000

Spalding DeDecker was awarded a contract through a competitive procurement process to design the infrastructure improvements for Wyandotte’s Downtown Infrastructure Project (DIP). SD is producing construction documents for the alley and parking lot reconstruction and electrical distribution overhead to underground conversion project in the downtown area. The capital improvement project will improve conditions in the alleys and parking lots on the east and west of Biddle Avenue and incorporate other place-based infrastructure, making the area more attractive to businesses and residents.

THE CHALLENGE

The team was tasked to work with Wyandotte’s Municipal Services Electric Department to develop a design for burying electrical infrastructure that satisfies the needs of businesses and private residential properties, to identify opportunities to incorporate green infrastructure and other nature-based solutions, coordinate the consolidation of business dumpsters, and keep the project within the budget of multiple funding sources.

OUR SERVICES

Spalding DeDecker kicked-off concept design with a walk-through of the downtown alleys and parking lots after reviewing the provided topographical surveys. The team investigated and documented pavement conditions, drainage, circulation, layouts, existing electrical infrastructure, and dumpster locations. To evaluate opportunities to implement naturebased solutions such as green infrastructure practices throughout the Wyandotte DDA area, the team evaluated the project areas where overhead electric would be moving underground (i.e. the east alleys), assessed existing pavement conditions and current stormwater management practices in the parking lots, and reviewed publicly available data from USDA’s Web Soil Survey Data about the soil types within the project areas.

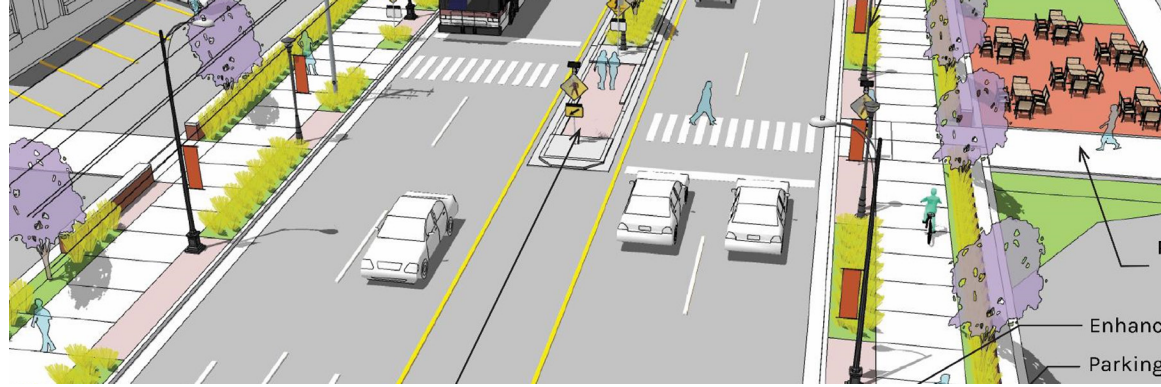
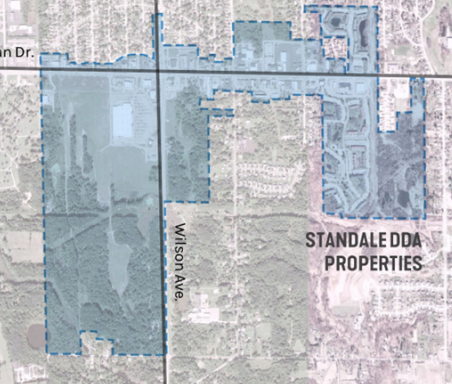
The team also reviewed the provided CCTV sewer inspection videos to assess the overall condition of the sewer pipe at locations for potential connections, and incorporated findings from ground-penetrating radar, pavement borings, and infiltration testing.

THE SOLUTION

The SD team reviewed multiple design concepts with city departments and the project steering committee. To satisfy grant requirements, a report was delivered with information about field survey and observational data collection; an analysis of the general water table conditions; a public engagement summary; evaluation of opportunities for green stormwater infrastructure practices in alleys, parking lots, sidewalks, bikeways, and public right-of-ways; and recommendations for funding sources. We team is collaborating with our landscape architect partner as we advance the project through schematic design and preparing for a town hall meeting for business owners and other public stakeholders to weigh in.

THE IMPACT

The project will be transformative for downtown Wyandotte. Burying electrical infrastructure underground allows for the consolidation of dumpsters to maximize space for parking, public access, and green infrastructure and improves cleanliness downtown. Failing pavement will be replaced in multiple alleys and parking lots to improve access for all, and the redesign and addition of wayfinding signs will encourage pedestrian movement between the parking lots and buildings. Adding art, ornamental lighting, and other decorative elements will also enhance the public spaces.



DDA STREET LIGHTING AND STREETScape

Walker, Michigan | 2021 - 2022

CLIENT REFERENCE

City of Walker
 Frank Wash
 Assistant City Manager
 616.791.6850
 fwash@walker.city

COLLABORATORS

SmithGroup
Geotech, Inc.

KEY PERSONNEL

Cassi Meitl, AICP, PMP
 Jeremy Schrot, PE
 Jacob JaBaay

SERVICES PROVIDED

Public Engagement
 GIS Data Gathering
 Streetscape Design
 Traffic Engineering
 Municipal Design

The Standale area within the City of Walker is the commercial hub for the whole City. The area has long been recognized for its businesses and is considered the “downtown” area. Unlike a traditional downtown, Lake Michigan Drive (M-45) runs through Standale. In 2021, the City and DDA sought proposals to study the corridor, develop concepts for streetscape improvements, and a design guideline.

OUR SERVICES

Spalding DeDecker (SD) was chosen to provide the following Scope of Services:

- Public Engagement
- GIS Data Gathering
- Parking Utilization Study
- Streetscape Design
- Traffic Engineering
- Municipal Design

THE CHALLENGE

The high-speed and high-volume roadway presents a challenge to uniting the Downtown Development Authority (DDA) District and creating a sense of place. The DDA is looking to the future to create design standards and an aesthetic toolbox to create a sense of place, revitalize existing streetscape elements, and provide a design template for future development. SD partnered with SmithGroup and Geotech, Inc. to engage DDA members and the community to around core design values and goals of the DDA and the City.

THE SOLUTION

The team created visual preference surveys with architectural styles and development density and patterns, along with mobility priorities for DDA members and citizens to review and consider. This data was refined into a cohesive design palette to provide a framework to implement a capital improvement program to update and standardize the streetlighting and

other streetscape elements along the Lake Michigan Drive (M-45) and Wilson Avenue (M-11) corridors in the DDA district. The first round of public engagement included the use of virtual whiteboarding and other virtual community engagement models to reach DDA members and citizens in a world affected by the pandemic. The second phase included an asset inventory and data gathering and off-street parking utilization study. In the third phase, the team developed streetscape design guidelines appropriate to different sections of the corridor and identified a number of potential implementation projects.

THE IMPACT

Future development in Standale will be guided by a process that provides framework for the placemaking elements designated in this project. The goal is to provide better connectivity, a unifying design scheme, and other cohesive elements that will contribute to Standale, Walker’s Downtown.



PLANNING

St. Clair Shores Master Plan, Parks and Recreation Plan, and Capital Improvement Plan

St. Clair Shores, MI | Liz Koto, City Planner | 586.447.3340 | liz@scsmi.net

Spalding DeDecker supported the City of St. Clair Shores' updates to the Comprehensive Master Plan, Parks and Recreation Plan, and Capital Improvement Plan. SD provided a comprehensive public engagement process that engaged residents who have been historically underrepresented, provided consultation on the planning process, created maps and graphics, and edited the report text and layout. The documents were finished mid-2024 and are being considered for adoption.



Recreation Authority of Roseville and Eastpointe (RARE) Parks and Recreation Plan

Roseville and Eastpointe, MI | Tony Lipinski, RARE Executive Director | 586.445.5480 | alipinski@rare-mi.org

Spalding DeDecker is updating the Five-Year Joint Parks and Recreation Plan for the City of Roseville, City of Eastpointe, and Recreation Authority (RARE) for February 2025 submission to the MDNR. The scope of work includes research and analysis, conducting an on-site park inventory, accessibility assessment, needs assessment, community engagement, and preparing a compliant plan document. The team facilitated multiple discussions among the RARE Board and key stakeholders and administered a public opinion survey for residents. The final plan report will be compliant with MDNR Plan Guidelines, has maps, graphics, and illustrations, and goals, objectives, and an action plan that communicate shared visions for the parks in both cities.



Washington Township - Ongoing Planning Consultant

Washington Township, MI | Dana Berschback, Planning and Zoning Director | 586.677.4222 | berschbackd@washingtontwpmi.org

TRANSPORTATION WORK

Armada Center Traffic Study

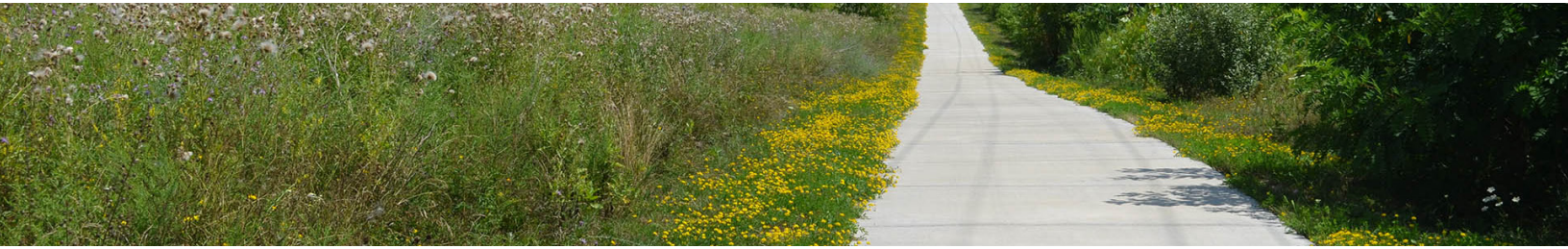
Blake's Orchard and Cider Mill | Ramond Gunn, Supervisor | 248.961.0247 | raygunn22@gmail.com

Spalding DeDecker was retained to prepare a traffic study including site circulation analysis, parking analysis, safety analysis, and operational analysis of the roadway network surrounding Blake's Orchard and Cider Mill. This work involved development and analysis of multiple circulation scenarios. Traffic impacts were evaluated for the highest annual traffic generation periods using Synchro/SimTraffic models for the Armada Center Road, Romeo Plank Road, and 34 Mile Road corridors.



Macomb County Complete Streets Design Guidelines

Department of Roads | Irvin Wyche | Planning Director | 586.463.1982 | IWyche@rcmcweb.org



CREEKS AND DRAINS

Crittenden Drain Relocation Project - 23 Mile Road

Macomb Twp, MI | DEI Properties: Chris Cousino, Director of Real Estate | 586.254.4367 | ccousino@deiproperties.com

The Crittenden Drain ran through the center of the project parcel and which restricted any development. Spalding DeDecker was tasked to design and assist with permitting to relocate approximately 1700 feet of drain to the west edge of the parcel and allow the site to be developed. In addition, an existing 8 ft by 6 ft box culvert was extended by approximately 250 ft to collect the relocated drain. Spalding DeDecker performed the site boundary survey, HEC-RAS analysis and produced a design plan set and permit documents. Spalding DeDecker performed a hydrologic and hydraulic analysis of the project site and upstream watershed. The new stream was designed using natural channel design features and can contain the 100-year flow event. When complete, the relocated Crittenden Drain will relocate the existing channel and establish a new FEMA floodplain at the edge of the parcel. As a result, the land is far easier to develop as part of a large industrial complex.



SANGB Non- Airfield Improvements

TetraTech, Inc. | Jeri Decator, PE, PMP, ENV SP, Project Manager | 810.956.9300 | jeri.decator@tetrattech.com

Spalding DeDecker (SD) is partnering with TetraTech to provide design services to relocate portions of the Irwin and Tucker Jones Drains and modify the Jefferson Road culverts to support a 1'000 ft long runway extension and associated taxiway work for the Selfridge Air National Guard Base (SANGB). Along with the drain work, The Non-Airfield Improvement project also includes the relocation of Rosso Highway, perimeter security fencing, and the base perimeter roadway.



PATHWAYS

Mound and Jewell Road Pathways

Washington Township, MI | Rich Amormino, Public Works Director | 586.786.0010 | amormino@washingtontwp.com

Two high priority pathway gap locations as identified on the Township's Pathway Master Plan were designed for construction. For the project, Spalding DeDecker provided topographical survey, design, and bidding assistance for a half-mile of 8'-wide pathway along the east side of Jewell Road, south of 28 Mile Road, and along the west side of Mound Road, south of West Road. By completing the construction of these two pathway gaps, the Township is able to provide safe pedestrian routes and connectivity in vital locations.





26 Mile Rd Pathway

Washington Township, MI | Rich Amormino, Director, Public Works Department | 586.786.0010 | amorminor@washingtontwp.com

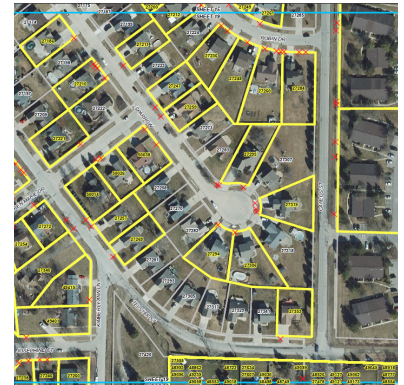
Originally started in 2020, the 26 Mile Rd pathway & pedestrian bridge project involves the construction of approximately 800 ft of 8' wide concrete sidewalk along the north side of 26 Mile Rd between Bedford Blvd and Beaconsfield Rd, including a 200' long prefabricated steel truss pedestrian bridge over the Yates Drain to span the wetland area adjacent to the creek. The project obtained TAP Grant funding in early 2023, which caused the project to be administered by MDOT Local Agency Programs (LAP), and follow various Federal & State requirements, such as Form 5323 (NEPA), Section 106 (SHPO) review, and an EGLE Joint Permit Application. Additional coordination was needed with a developer and the Macomb County Dept of Roads to dedicate additional road right-of-way to allow construction of the eastern half of the project between Yates Drain and Beaconsfield Rd. A subconsultant was used to design the bridge abutments for the 200' long pedestrian bridge. Construction is currently scheduled for summer/fall 2024.



Chesterfield Sidewalk Gaps

Chesterfield Township, MI | Mitch O'Connor, PE, Township Engineer | 586.649.6354 | moconnor@chesterfieldtwp.org

Chesterfield Township has prioritized non-motorized walkway facilities throughout the community. To mobilize public spending and pursue grant funding, the Township required an updated sidewalk plan. This project consisted of identifying gaps in the non-motorized corridor network, prioritizing and estimating the specific gaps, and compiling a Five-Year Plan for local funding to complete construction of the highest priority sidewalk gaps. For this project, Spalding DeDecker (SD), with the Township, used the Township's GIS files to create a Five-year Plan for construction of sidewalk gaps.



Jefferson Avenue Pathway

Chesterfield Township, MI | Mitch O'Connor, PE, Township Engineer | 586.649.6354 | moconnor@chesterfieldtwp.org

The Macomb County Department of Roads (MCDR) completed construction of a new bridge over the Salt River for vehicular and pedestrian traffic. That project included a pedestrian walk along the north side of the road within the bridge limits. Chesterfield Township recognized a safety issue for pedestrians and cyclists as the shoulders narrowed near the bridge without any sidewalks and immediately budgeted for the construction of a pathway from the west end of the pedestrian portion of the bridge to Sutton Road. Spalding DeDecker provided the following services attended on-site conceptual meetings, performed topographical survey, coordinated with MCDR to maintain the bridge design and to meet the bidding requirements of the County.



MACOMB COUNTY PUBLIC WORKS OFFICE

Hildebrandt Pump Station

MCPWO | Stephen Downing, MCPWO Construction and Maintenance Manager | 586.469.6057 | stephen.downing@macombgov.org

Spalding DeDecker was hired by the Macomb County Public Works Office to assess and repair an over 50 year old pump station. The Hildebrandt Pump Station provides drainage for more than 330 acres of subdivision in Sterling Heights, MI, and is composed of two storm pumps housed in a concrete well. These pumps lift stormwater more than 20 feet to allow the stormwater system to drain by gravity into the downstream system. The wet well and the pumps had reached the end of their expected service life, and therefore, needed to be either refurbished or replaced. Spalding DeDecker’s investigation found that the cost of a replacement or refurbishment was relatively small. Maintaining the function of this pump station prevents a major flood event of a large residential development. The system was also upgraded with a modern SCADA system which allows Macomb County staff to remotely monitor the status and performance of the Hildebrandt pump station.



Irwin Drain

MCPWO | Jeff Bednar, Environmental Resources Manager | 586.493.0685 | jeff.bednar@macombgov.org

Spalding DeDecker is performing a study for a segment of the Irwin Drain. Due to the record high Lake St. Clair water levels, the Irwin Drain is consistently backwatered, which causes bank erosion and attracts waterfowl. The birds are an issue because the drain is located at the north end of Selfridge Air National Guard Base. Flocks of waterfowl flying in the airspace increases the risk of a plane/ bird collision. Our study investigated the possibility of using a combination of dams/gates to block lake water, while also draining the Irwin Drain during normal flow. Spalding DeDecker provided survey, hydraulic analysis modeling via EPA SWMM, and recommendations for resolving issues along the drain. Our hydraulic modeling provided two temporary solutions and two long-term permanent solutions for the drain.





FEEES



Photo Credit: Google Earth, 2024

FEE PROPOSAL

FEE

Spalding DeDecker is willing to refine the cost proposal included here to align with the village’s priorities and fit within the approved budget upon further discussion. The fees proposed below apply to a contract starting in February 2025 for a two (2) year period, with up to a 2% escalator or the Consumer Price Index, the lesser of, per year the contract is extended.

A. General Planning Consultation - SD will provide up to sixteen (16) hours of consulting services that include the following tasks for a monthly retainer fee of \$2,600.

- In-person office hours for sixteen (16) hours per month by the Primary Point of Contact between 8:00 am and 4:30 pm at the Village office on agreed upon day(s) - either 2 full days or 4 half days per month.
- Research, the production of deliverables, phone, email correspondence, virtual and in-person meetings as-needed with village staff and officials, appropriate boards and commissions, and county, state, and federal agencies to advise, assist, and coordinate on efforts related to the village’s Master Plan, Zoning Ordinance, development standards and permitting processes, permitting compliance, Redevelopment Ready Community certification, federal and state programs and/or grants, development concepts, text amendments, trainings, creation of a business district, and other planning projects and initiatives between 8:00 am and 4:30 pm by the Primary Point of Contact and additional support staff;
- Attendance at the following meetings as-needed by the Primary Point of Contact:
 1. Village Council - held the second Tuesday of each month;
 2. Planning Commission - held the 1st Tuesday of each month;
 3. Zoning Board of Appeals - held every 4th Tuesday of each month;
 4. Special meetings as determined necessary;
- Phone and email correspondence with proposed applicants at it relates to the approval process, preliminary planning, land use, and regulations of the village and Zoning by the Primary Point of Contact;

COST OF SERVICES

B. Planning Reviews - SD will review, research, conduct plan review, and provide written insight via email, memo, or report on proposed projects, including recommendations and ensuring compliance with zoning regulations, site constraints, access, land use, master plan and density; Reviewing and providing recommendations on preliminary plans, site plans, subdivision plats, site condominium, PUD's, re-zoning, and special land use will be provided at rates that align with the village's review fees (i.e. Village of New Have Application/Review Fee Schedule), most recently dated 4/11/2023 and attached.

C. Any additional services mutually agreed to by the Township and selected firm not specifically mentioned in this document and above sixteen (16) hours per month, will be calculated on an hourly basis according to the rates for staff included in the proposal identified below, unless a mutual agreement is made in writing between Spalding DeDecker and the township for another basis of charges.

Cost Proposal Table

	Hourly Rate	Daily Rate	Lump Sum***
Planning Manager	\$183.00		
Senior Planner	\$166.00		
Associate Planner	\$124.00		
Planner	\$92.00		
Planning Intern	\$92.00		
Senior Mapping Specialist	\$137.00		
Mapping Specialist	\$125.00		
Designer	\$116.00		
Landscape Architect	\$125.00		
Engineer	\$126.00		
Village Council Mtg			Included in Retainer
Planning Commission Mtg			Included in Retainer
Zoning Board of Appeals Mtg			Included in Retainer
Special Mtg			Included in Retainer
Monthly Retainer			\$2,600.00
Staff for Weekly Office Hours and phone calls when offsite			Included in Retainer
*Mileage and/or other overhead or incidental costs typical to the services above and normally provided by Spalding DeDecker are included in the retainer and hourly rates.			

**VILLAGE OF NEW HAVEN
APPLICATION/REVIEW FEE SCHEDULE ***

Adopted: 4/11/2023

	Admin	Publishing	Planner	Engineering	Total
Rezoning	\$ 100	\$ 300	\$ 300	\$ 122	\$ 822
Special Land Use	\$ 330	\$ 300	\$ 300	\$ 610	\$ 1,540
+ per Acre charge			\$ 30	\$ 30	\$ 60
Lot Split / Combination	\$ 50		\$ 100	\$ 122	\$ 272
+ per Parcel charge			\$ 20	\$ 20	\$ 40
Site Plan Review - Residential	\$ 330		\$ 300	\$ 366	\$ 996
+ per Lot/Unit charge			\$ 20	\$ 20	\$ 40
Site Plan Review - Non-Residential	\$ 330		\$ 300	\$ 366	\$ 996
+ per Acre charge			\$ 30	\$ 30	\$ 60
Conference / Pre-Application Meetings			\$ 200	\$ 244	\$ 444
<i>*Based on 2 hour minimum</i>					
Plat/Condo Review - Prelim	\$ 330		\$ 300	\$ 488	\$ 1,118
+ per Lot/Unit charge			\$ 10	\$ 10	\$ 20
Plat/Condo Review - Final	\$ 100		\$ 300	\$ 610	\$ 1,010
+ per Lot/Unit charge			\$ 5	\$ 5	\$ 10
Planned Unit Development	\$ 330	\$ 300	\$ 300	\$ 366	\$ 1,296
+ per Lot/Unit charge (Residential) or			\$ 20	\$ 20	\$ 40
+ per Acre charge (Non-Residential)			\$ 30	\$ 30	\$ 60
Administrative Review (per hour)			\$ 200	\$ 244	\$ 444
<i>*Based on 2 hour minimum</i>					
Address Request (per each)				\$ 50	\$ 50
Planning Commission Special Meeting (per hour)	\$ 500		\$ 200	\$ 244	\$ 944
<i>+ plus Attorney charge \$200 per hour if needed</i>					
Engineering Plan Review (All Developments)	0.15%			1.15%	1.30%
<i>*Based on 1.15% of Construction Cost Estimate plus 0.15% Admin Fee</i>					
Permit to Construct / Site Inspection (All Developments)	0.20%			6.15%	6.35%
<i>*Based on 6.15% of Construction Cost Estimate plus 20% Admin Fee</i>					
Pre-Construction Meeting				\$ 366	\$ 366
<i>*Based on 3 hour minimum</i>					
Easement Review				\$ 122	\$ 122
+ per Parcel charge				\$ 20	\$ 20
Contractor Pre-qualification (WS only)				\$ 125	\$ 125
Zoning Board of Appeals or Variance	\$ 500		\$ 100	\$ 122	\$ 722
Plot Plan Review			\$ 100	\$ 244	\$ 344
Water/Sewer Extension Cost Estimate				\$ 488	\$ 488
Tap Fee Calculation				\$ 122	\$ 122
Sewer Diversion Study				\$ 3,660	\$ 3,660

** All and any additional costs incurred by the Village, above and beyond the original application deposit, shall be paid by the applicant. Follow up reviews after a 2nd review require a fee of 50% of the base application fee.*



Hourly Fee Schedule Effective January 1, 2024

Where it is agreed that fees for our services will be based upon the time worked on the project, such fees will be computed at the following Hourly Rates, for each of the following classified services.

CLASSIFICATION	HOURLY
Project Executive	\$223.00
Senior Project Manager	\$200.00
Project Manager	\$183.00
Senior Planner	\$166.00
Senior Project Engineer 3	\$175.00
Senior Project Engineer 2 / Assistant Project Manager +	\$166.00
Senior Project Engineer +	\$150.00
Associate Planner	\$124.00
Project Engineer +	\$138.00
Engineer +	\$126.00
Planner +	\$92.00
Graduate Engineer +	\$110.00
Senior Designer +	\$139.00
Designer +	\$116.00
Senior Mapping Specialist +	\$137.00
Mapping Specialist +	\$125.00
Senior CAD Technician +	\$115.00
CAD Technician 2 +	\$106.00
CAD Technician 1 +	\$100.00
Engineering Technician +	\$96.00
Sr. Project Surveyor +	\$165.00
Project Surveyor +	\$140.00
Senior Survey Technician +	\$135.00
Survey Technician +	\$125.00
Senior Survey Assistant +	\$85.00
Survey Assistant +	\$75.00
One (1) Person Survey Crew (W/ Robotic Equipment) +	\$140.00
Two (2) Person Survey Crew +	\$200.00
Professional Traffic Engineer	\$168.00
Graduate Traffic Engineer +	\$123.00
Senior Landscape Architect	\$150.00
Landscape Architect	\$125.00
Recreation Planner	\$120.00
Landscape Designer/Horticulturist	\$100.00
Landscape Designer 2	\$90.00
Landscape Designer 1	\$75.00
Design Technician	\$50.00

For classifications indicated with "+", overtime work will be charged at a rate 1.3 times the indicated rate, for time worked in excess of 8 hours per day.