

Beaver Island Zoning Ordinance Adoption – Project Overview

Proposal: To Amend the Peaine and St. James townships’ Zoning Ordinances to create one codified Beaver Island Zoning Ordinance

Joint Planning Commission Committee

The two Planning Commissions have selected two Commissioners from each Commission to formulate a Beaver Island Zoning Ordinance Committee. Along with township staff support and the Zoning Administrator, two alternates have been identified who will receive all project information and serve on Committee as needed.

Beaver Island Zoning Ordinance Committee

William Markey – Peaine
Krys Lyse – Peaine
Vic Van Deventer – St. James
Cynthia Pryor – St. James
Shelby Harris – Township Staff Support
Rick Speck – Zoning Administrator

Angel Welke – Peaine Alternate
Beth Croswhite – St. James Alternate

Methodology:

1. Develop a Request for Proposal (RFP) outlining the project
2. Obtain Approval of RFP and Budget from both Township Planning Commissions and Township Boards
3. Send RFP to Vendor List as approved by the Planning Commissions
4. Select Vendor for the Project
5. Hold Joint Planning Commission Meetings as necessary to update progress and obtain input
6. Develop Public Outreach Plan
 - Subject Matter Expert Input Interviews
 - Citizen Input Sessions by Zoning Category
 - Hold Public Forums as necessary to communicate direction and obtain input
7. Work with Consultant to develop a comprehensive draft of proposed Beaver Island Zoning Ordinance and Zoning Maps
8. Follow State of Michigan Enabling Act protocols to Adopt new Beaver Island Zoning Ordinance

Timeline:

RFP Approval at next PC Meetings: Peaine – November 1st
St. James – November 7th
RFP to each Board for their meetings: Peaine – November 14th
St. James – November 8th

1. Send RFP for Bid: December 1, 2023
2. Receive bids back: January 31, 2024
3. Select Consultant: February 23, 2024
4. Put out for Public Comment: July 15, 2024
5. Public Hearing: September 15, 2024
6. Approval for Adoption: December 31, 2024
7. Publish: ASAP 2025

Proposal Budget: Assume \$10,000 per Township for all project costs