

Beaver Island Master Plan Revision

Proposal for Professional Services

March 15, 2022





innovative

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B R i
Beckett&Raeder

*Landscape Architecture
Planning, Engineering &
Environmental Services*

March 15, 2022

St. James Township
Peaine Township
Beaver Island, MI

Regarding: Master Plan Update and Planning Services

Dear Ms. Blitz,

i
initiative

I am pleased to submit for your consideration a proposal for professional planning services to prepare the update to the Beaver Island Master Plan. We feel that our team at Beckett & Raeder, Inc. is expertly equipped with the planning skills, resources, and experience need to successfully serve the Townships. Our firm has 55 years of experience working in various communities throughout Michigan, many of which are smaller townships, cities, and villages with populations under 5,000 people. We have a longstanding history of work in Northern Michigan.

As a principal in the firm and head of planning operations, I will oversee the work and provide technical assistance to our staff planners. Sara Kopriva, AICP, will be the primary contact and will be attending the meetings with the working group and Planning Commission. Sara is based out of our Traverse City office and works with communities throughout Northern Michigan and the Upper Peninsula on various planning services. She will be assisted and supported by other planners within our firm.

Master planning is a particular joy for Beckett & Raeder, Inc. Over the last ten years, our team has won more Daniel Burnham Awards for a Comprehensive Plan from the Michigan Chapter of the American Planning Association than any other planning firm in the state, and it's because we take great pride in crafting unique documents that speak directly to the communities they serve. We firmly believe in empowering rural communities, positioning them appropriately for grant opportunities, and setting the foundation for proper planning and economic development for decades to come.

Thank you for the opportunity to submit our proposal. We believe our professional services and work products will offer a unique, successful, thorough, and actionable Plan, properly suited to provide the planning framework necessary to build a better future for your community. Please do not hesitate to contact me with questions either by phone or email, or if I may provide you with additional information.

Sincerely,



John R. Iacoangeli, FAICP, LEED AP, CNU-A
Principal



Sara Kopriva, AICP
Associate

Beckett & Raeder, Inc.
535 West William, Suite 101
Ann Arbor, MI 48103

734 663.2622 ph
734 663.6759 fx

Petoskey Office
113 Howard St.
Petoskey, MI 49770

231 347.2523 ph
231 347.2524 fx

Traverse City Office
148 East Front Street, Suite 207
Traverse City, MI 49684

231 933.8400 ph
231 944.1709 fx

Toledo
419.242.3428 ph



imagine

i.

Business Organization

Business Organization



Norton Shores, Michigan

Beckett & Raeder, Inc. is a Michigan Corporation headquartered in Ann Arbor with additional offices in Petoskey and Traverse City, Michigan. The firm includes landscape architects, planners, civil engineers, LEED accredited professionals, and support staff maintaining registrations in the States of Michigan, Ohio, Indiana, and Illinois and certification at the national level.

HISTORY

Beckett & Raeder, Inc. was established as a Michigan corporation in 1966 with its corporate office in Ann Arbor, Michigan. BRI is also licensed to operate in the State of Ohio.

SERVICES

Major areas of practice and scope of services include sustainable design, land use programming and analysis, master planning, campus planning, placemaking, site planning and civil engineering, site development, municipal engineering, storm water management, downtown revitalization and redevelopment, community planning and urban design, economic development, public/private development services, and environmental services.

OWNERS, PRINCIPALS, AND/OR OFFICERS

Deborah Cooper, President
John Iacoangeli, Executive V. P & Treasurer
Christy Summers, Secretary
Brian Barrick, Principal
John Beckett, Principal
Kristofer Enlow, Principal
Christopher DeGood, Principal

PHILOSOPHY

All commissions accepted by the firm are accomplished under the direct supervision of one of the firm's seven principals. Senior Associates, Associates, Project Landscape Architects, Planners, and Engineers are assigned to projects in accordance with their individual expertise and the requirements of the project. In keeping with the philosophy of the office, the project team is involved in all aspects of the work through its entire duration. The firm routinely engages other consultants, as the work plan requires.

LOCATIONS

Ann Arbor
535 W. William,
Suite 101
Ann Arbor, MI 48103
Tel: 734.663.2622
Fax: 734.663.6759

Traverse City
148 E. Front St.
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Petoskey
113 Howard Street
Petoskey, MI 49770
Tel: 231.347.2523
Fax: 231.347.2524

WEBSITE
www.bria.com

CONTACT:
John Iacoangeli, PCP, FAICP, LEED AP, CNU-A
Principal
231.347.2523 | jri@bria2.com

Our Services



*Michigan Recreation and Park Association (mParks), Outstanding Park Design Award, 2018,
Petoskey Downtown Greenway, South Segment | Petoskey, Michigan*

INFRASTRUCTURE

Storm Water Management
Water Distribution Systems
Sanitary Sewer Systems
Capacity Analysis
Capital Improvement Program
Wellhead Design & Protection
Pavement Evaluation
Streets and Roads
Onsite Sewage Treatment
Utility Marking
Parking

COMMUNITY PLANNING & ZONING

Comprehensive Master Plans
Brownfield Redevelopment
Zoning Ordinance /Codes
Specialized Zoning Ordinance

Provisions Development
Standards and Guidelines Site
Plan Review
Strategic Planning
Expert Witness Zoning Testimony
Community Development
Greenway Planning
New Urbanism

ENVIRONMENTAL SERVICES

Site Evaluation & Analysis
Low Impact, Conservation Design
Wetland Delineation
Constructed Wetland Design &
Installation
Wetland Restoration
Storm Water Management

ANALYSIS & EVALUATION

Site Analysis
Feasibility Studies
Site Selection Studies
Buildout Analysis
Market Analysis
Demographics
Natural Features Interpretive
Studies

PROJECT CONSTRUCTION

Construction Administration
Field Inspection
Storm Water Operator
Bridge Inspection
Specification Writing
Project Cost Estimating
Construction Drawings

Our Services



2016 Honor Award, Michigan Chapter, Landscape Architectural Sustainability Marshbank Park | West Bloomfield Township, Michigan

DOWNTOWN & ECONOMIC DEVELOPMENT

Brownfield Redevelopment
Grant Writing
Downtown Management
Downtown Master Plans
Special Finance Districts
Adaptive Reuse Studies
Retail Market Analysis
Strategic Planning/Visioning
Workshops
Physical Design Plans
Streetscape Design & Implementation
Wayfinding & Signage
Tax Increment Financing & Development Plans
DDA Creation

SITE DESIGN

Planting Design
Irrigation Design
Grading Plans
Utility Plans
Pavement Design
Lighting Design
Site Design Guidelines
Park Design
URBAN DESIGN
Corridor Design & Planning
Streetscape Design
Waterfront Design

FACILITY DESIGN

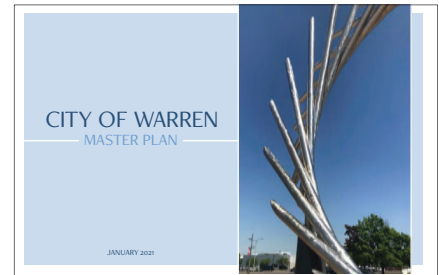
Marina Design
Playground Design
Athletic Facility Design
K-12 Site Development

Subdivision Design
Campgrounds
Parks Design
Higher Education

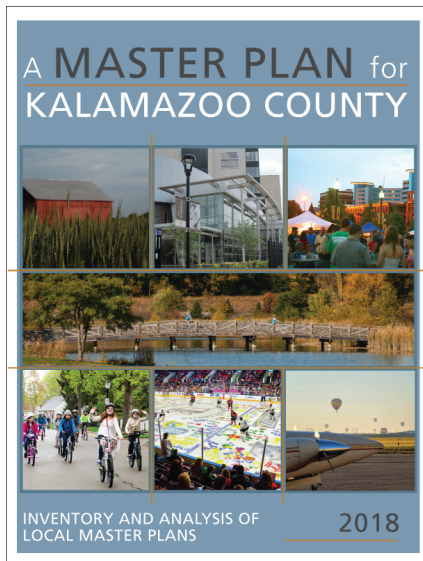
MASTER PLANNING

Campus Planning
Traditional Neighborhood & Small Town Design
Community Master Planning
Watershed Planning
Recreation Master Planning
Park Master Planning
Rural Land Planning Services
Land Use Planning

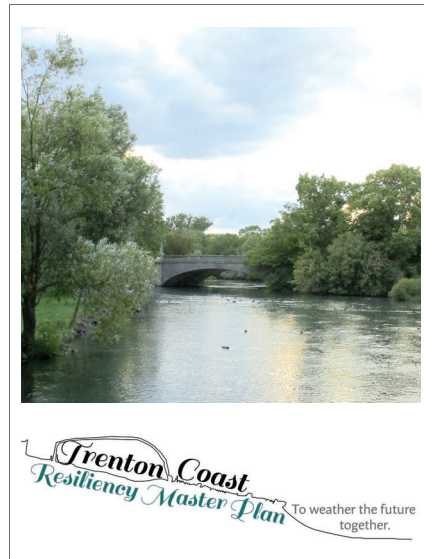
MAP Daniel Burnham Award for a Comprehensive Plan



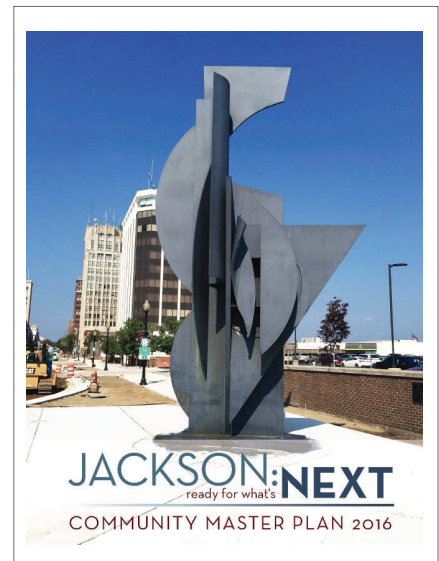
City of Warren Master Plan
Warren, MI | 2021



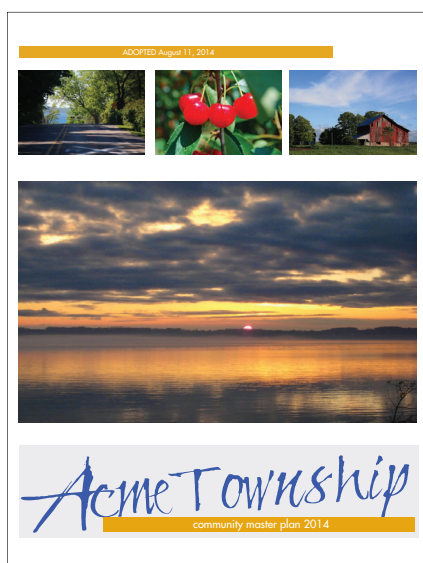
Kalamazoo County Master Plan
Kalamazoo, MI | 2019



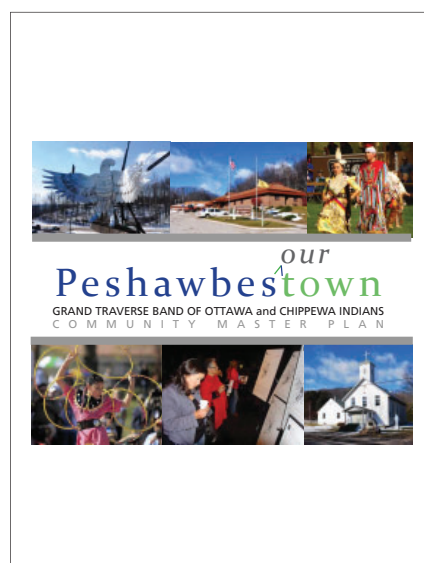
Trenton Resiliency Master Plan
Trenton, MI | 2017



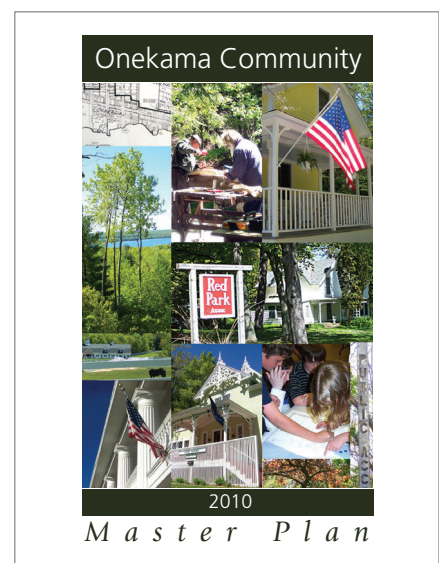
Jackson Community Master Plan
Jackson, MI | 2016



Acme Township Master Plan
Acme, MI | 2015



Peshawbestown Master Plan
Grand Traverse Band of Ottawa & Chippewa Indians | 2013



Onekama Community Master Plan
Onekama, MI | 2010

Other Michigan Association of Planning Awards



Design charrette for City of East Jordan Master Plan | City of East Jordan, Michigan

PLANNING EXCELLENCE AWARDS

Economic Development & Planning, 2021

Comstock Center Place Plan for
Redevelopment and Prosperity
Township of Comstock, MI

Public Outreach, 2021

City of East Jordan Master Plan
East Jordan, MI

Public Outreach, 2020

Sturgis Community Master Plan
Sturgis, MI

Economic Planning & Development, 2018

Project Rising Tide

URBAN DESIGN AWARDS

Urban Design, 2018

Jackson Downtown Streetscape
Jackson, MI

Urban Design, 2017

Jackson Blackman Park Expansion
Jackson, MI

HONOR AWARDS

Honor Award

Monroe Coastal Zone
Management Plan
Monroe, MI

Honor Award

River Raisin Esplanade
Monroe, MI

Honor Award

"Michigan Social Erosion
and Sedimentation Control
Guidebook"
State of Michigan

Honor Award

"Housing for the Elderly
Development Process"
Michigan State Development
Authority

OTHER AWARDS

Best Practice Award, 2018

Planning for Resiliency in Michigan:
A Comprehensive Handbook

Implementation Award, 2016

Bear River Valley Recreation Area
Petoskey, MI

Innovation in Economic Planning & Development, 2015

Lakes to Land Regional
Initiative: Food and Farm
System Assessment

Innovation in Regional Planning, 2014

Lakes to Land Regional Planning
Initiative

Onkama Joint Master Plan, 2012

Onkama, MI

Selected Recent Awards



River Raisin Heritage Corridor | Monroe, Michigan

MICHIGAN ASSOCIATION OF PLANNING

Daniel Burnham Award for a Comprehensive Plan, 2021
City of Warren Master Plan
Warren, MI

Planning Excellence Award for Economic Development and Planning, 2021
Comstock Center Place Plan for Redevelopment and Prosperity
Township of Comstock, MI

Planning Excellence Award for Public Outreach, 2021
City of East Jordan Master Plan
East Jordan, MI

Planning Excellence Award for Public Outreach, 2020
Sturgis Community Master Plan
Sturgis, MI

Daniel Burnham Award for a Comprehensive Plan, 2019
Kalamazoo County Master Plan
Kalamazoo, MI

Economic Planning and Development Award, 2018
Project Rising Tide

Urban Design Award, 2018
Jackson Downtown Streetscape
Jackson, MI

Best Practice Award, 2018
Planning for Resiliency in Michigan:
A Comprehensive Handbook

Urban Design Award, 2017
Jackson Blackman Park Expansion
Jackson, MI

Daniel Burnham Award for a Comprehensive Plan, 2016
Jackson Community Master Plan
Jackson, MI

Implementation Award, 2016
Bear River Valley Recreation Area
Petoskey, Michigan

Daniel Burnham Award for a Comprehensive Plan, 2015
Acme Township Master Plan
Acme, MI

Innovation in Economic Planning & Development, 2015
Lakes to Land Regional Initiative: Food and Farm System Assessment

Innovation in Regional Planning, 2014

Lakes to Land Regional Planning Initiative

Daniel Burnham Award for a Comprehensive Plan, 2013
Peshawbestown Master Plan
Grand Traverse Band of Ottawa and Chippewa Indians

Daniel Burnham Award for a Comprehensive Plan, 2010
Onekama Community Master Plan
Onekama, Michigan

AMERICAN SOCIETY OF LANDSCAPE ARCHITECTS

Merit Award, Michigan Chapter, 2017, General Design
Chicago Drive Corridor
Grandville, Michigan

Merit Award, Michigan Chapter, 2017, Planning & Analysis
Peshawbestown Community Master Plan
Peshawbestown, Michigan

Selected Recent Awards

Merit Award, Michigan Chapter, 2016, Landscape Architectural Design
Jackson Blackman Park Expansion,
Jackson, Michigan

Merit Award, Michigan Chapter, 2016, Landscape Architectural Sustainability
Wall Street East Parking Structure,
Ann Arbor, Michigan

Honor Award, Michigan Chapter, 2016, Landscape Architectural Sustainability
Marshbank Park
West Bloomfield Township,
Michigan

Merit Award, Michigan Chapter, 2015, Landscape Architectural Design
Munger Graduate Residences,
University of Michigan
Ann Arbor, Michigan

Merit Award, Michigan Chapter, 2014, Historic Significance
Petoskey Bayfront Park
Petoskey, Michigan

Merit Award, Michigan Chapter, 2013, Planning & Analysis
River Raisin Heritage Corridor
East Master Plan
Monroe, Michigan

Merit Award, Michigan Chapter, 2010
Outdoor Learning Center
Central Michigan University
Mt. Pleasant, Michigan

MICHIGAN RECREATION & PARK ASSOCIATION

Design Award, Outstanding Facility 2017
Silver Lake State Park
Mears, Michigan

Landscape Design Award, 2014
White Lake Bloomer Park
White Lake Charter Township,
Michigan

Outstanding Park Design Award, 2013
Argo Cascades
Ann Arbor, Michigan

Design Award, Landscape Design, 2011
Bear River Valley Recreation Area
City of Petoskey, Michigan

Landscape Design Award, 2011 Marshbank Park
West Bloomfield Township,
Michigan

Landscape Design Award, 2010
Outdoor Learning Center
Central Michigan University
Mount Pleasant, Michigan

IMAGIN (Improving Michigan's Access to Geographic Information Networks)

Innovation Award, 2018
Acme Township, Michigan

EDUCATION DESIGN SHOWCASE

Project of Distinction, 2017 Outstanding Design and Architecture
Lasch Family Golf Center,
Michigan State University
East Lansing, Michigan

NATIONAL TRUST FOR HISTORIC PRESERVATION

Richard H. Driehaus National Preservation Honor Award, 2014
McGregor Pool
Wayne State University
Detroit, Michigan

MICHIGAN HISTORIC PRESERVATION NETWORK

Government/Institution Award, 2016
River Raisin Heritage Corridor,
East Master Plan
Monroe, Michigan

Cultural Landscape Award, 2014
McGregor Memorial
Conference Center Reflecting
Pool and Sculpture Garden
for Contribution to Historic
Preservation in Michigan
Wayne State University
Detroit, Michigan

GREAT LAKES PARK TRAINING INSTITUTE

Great Lakes Park, Facility, & Recreation Program Award, 2013
Marshbank Park
West Bloomfield Township,
Michigan

WASHTENAW CONTRACTORS ASSOCIATION

Pyramid Award, 2018
University of Michigan Art &
Architecture A. Alfred Taubman
Wing
Ann Arbor, Michigan

OAKLAND COUNTY

Oak Land Award, 2012
Marshbank Park
West Bloomfield Township,
Michigan

Professional Affiliations & Organizations



Jackson Streetscape Master Plan | Jackson, Michigan

Beckett & Raeder, Inc. is staffed by registered professional engineers, landscape architects, community planners, and environmental and ecological professionals and has specialized training and maintains professional affiliation with the following:

ACCREDITATIONS

U.S. Green Building Council LEED Accredited Professionals
Form Based Code Institute (FBCI)
Congress for the New Urbanism Accreditation (CNU-A)

CERTIFICATIONS

Michigan Economic Development Association
Certified Economic Development Professional
Certified Stormwater Operator
Housing Development Finance Professional (HDFP)
Project Management Boot Camp
PASER Road Rating
Planning and Zoning Instructor (MAP)
Certificate of Real Estate
Certified Playground Safety Inspector (CPSI)
American Institute of Certified Planners (AICP)
National Charrette Institute Certification (NCI)

REGISTRATIONS

Professional Registered Engineers

- » State of Michigan (PE)
- » State of Ohio (PE)

Professional Landscape Architects

- » State of Michigan (PLA)
- » State of Ohio (PLA)
- » State of Illinois (PLA)
- » State of Indiana (PLA)
- » Council of Landscape Architects Registration Boards

Residential Builder License

- » State of Michigan

SPECIALIZED TRAINING

EPA Brownfield Redevelopment
People, Places and Placemaking
Economics of Place
Neighborhoods, Streets and Connections
Form Planning and Regulation
Collaborative Public Involvement
Applied Placemaking
Complete Streets
Geographic Information Systems
FEMA ICS-100, IS-00029, EFS 15
FEMA ICS-200, IS-00700 (NIMS)
Green Roof Design
Charrette System Training (NCI)

Professional Affiliations & Organizations

MEMBERSHIPS

American Planning Association (APA)	American Society of Landscape Architects (ASLA)	American Society of Civil Engineers (ASCE)	American Public Works Association (APWA)	Congress for the New Urbanism	Detroit Association of Planners
Heritage Ohio (Ohio Main Street)	Improving Michigan's Access to Geographic Information Networks (IMAGIN)	Institute of Transportation Engineers (ITE)	Michigan Association of Physical Plant	Administrators (MIAPPA)	Michigan Association of Planning (MAP)
MAP Planners in Private Practice	Michigan Complete Streets	Michigan Downtown Association (MDA)	Michigan Economic Development Association (MEDA)	Michigan Historic Preservation Network	Michigan Municipal League (MML)
Michigan Recreation and Parks Association	Michigan Rural Network	Michigan Society of Professional Engineers	Michigan School Business Officials (MSBO)	National Complete Streets	National Main Street Center
National Society of Professional Engineers	National Trust for Historic Preservation	Preservation Detroit	Society of Marking Professional Services (SMPS)	Society of College and University Professionals (SCUP)	South Oakland County Municipal Engineers (SOCME)
Southern Michigan Water and Sewer Utilities Association (SMW & SUA)	Toledo Metropolitan Area of Council of Governments (TMACOG)	Urban Land Institute	Urban and Regional Information Systems Association (URISA)		



imagine

ii.

Project Experience

Onekama Community Master Plan *A Collaboration between the Township & Village of Onekama, Michigan*

*2012 Michigan Association of Planning Joint Master Plan &
2010 Michigan Association of Planning
Daniel Burnham Award for a Comprehensive Plan*

Onekama Township and Onekama Village share a beautiful artesian fed lake and serve as the gateway to Benzie, Leelanau and Grand Traverse Counties along the M-22 corridor. They both also have similar environmental concerns, businesses that are interdependent, and seasonal economies which create unique and challenging opportunities best faced collaboratively. Thus, they joined forces to prepare a joint community master plan, made possible due to the Michigan Planning Enabling Act (Act 33 of 2008).

A leadership team was created to represent the broad range of interests in the region and to help to guide the planning and implementation process. Stakeholders included the Village and Township, representatives from the schools, non-profits, local businesses, and residents of the area.

Through this community-driven process, the team developed a community master plan that expressed the needs and desires of the broader Onekama community. The plan provides a framework which the community can use to preserve its natural features, build strong neighborhoods, increase commerce, plan for public services, and guide new development. Guidelines for land use regulations, zoning ordinances, institutional programs, and ways to identify capital improvement projects are also included in this plan.



Charter Township of Filer Master Plan

Filer Township, Michigan

In 2019, the Charter Township of Filer engaged Beckett & Raeder, Inc. (BRI) to conduct an update of the Township's Master Plan. The update included narrative and recommendations regarding a new sanitary sewer system, form-based code corridor, and economic development opportunities. To inform the planning process a total of 107 public input surveys were gathered and a public visioning session was held.

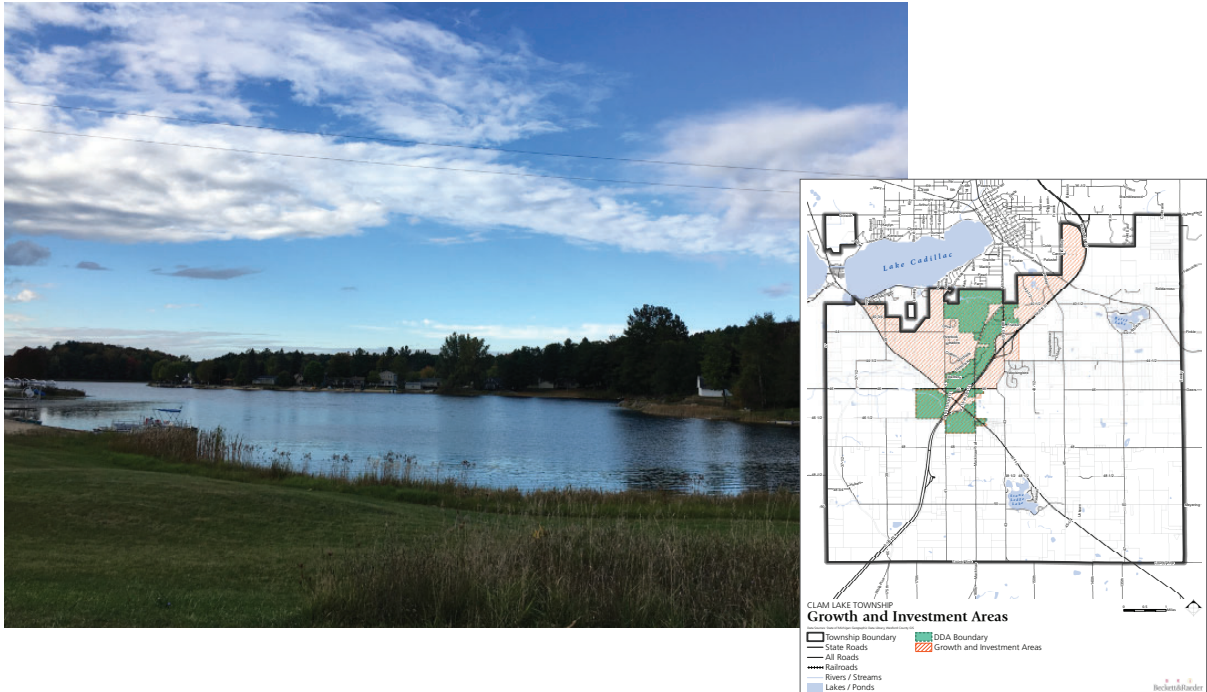
The Charter Township of Filer is located on the shore of Lake Michigan and the connection between the natural environment, the people, and the economic opportunities of the community are emphasized throughout the plan. The plan also addressed the opportunities and challenges of a dynamic shoreline including high risk erosion areas and critical coastal dunes. Groundwater and environmental quality were also high priorities for the community and addressed through action items.

The plan also incorporated an independent housing forecast that projected future housing demand. To accommodate future demand BRI took a systematic approach to evaluating the zoning ordinance and land use framework to provide targeted recommendations to address the housing needs of the community. An approach that addresses future need while retaining the cohesive identity of the community.



Clam Lake Township Master Plan

Clam Lake Township, Michigan



When Wexford County decided to disband its planning and zoning department, Clam Lake Township hired Beckett & Raeder, Inc. to develop their first-ever Township Master Plan in 2017. Given the somewhat dispersed nature of Clam Lake, the Township decided the most effective way to gather input from diverse stakeholders and community residents was through a mailed survey to all households and businesses. A total of 348 individuals completed the survey. Low crime rate and quality schools were rated as “very important” reasons for living in Clam Lake. Most survey respondents desired to maintain the current rate of growth and development. There was strong support to preserve single family neighborhoods and support for actively preserving farmland.

Given its proximity to major transportation corridors and the employment center of Cadillac, future land use patterns in Clam Lake will need to change and adapt to changing population trends and new economic opportunities, while still preserving existing natural and community assets. Clam

Lake is a rural township with an emerging urban fringe adjacent to US-131, and given its proximity to the City of Cadillac, the Township plans to pay special attention to ensuring that future public infrastructure investments and growth are planned in a way that is mutually beneficial for both the Township and the City of Cadillac. By concentrating growth in the growth and investment zone, costs of public services can be reduced, and open space can be preserved elsewhere in the Township. As opportunities for development arise, the Township plans to collaborate with the City of Cadillac on road extensions and utilities in this zone.

Other actionable items that emerged from the planning effort included updated corridor design standards, improving access to broadband and cellular throughout the Township, water quality protection of the inland lakes, non-motorized connectivity, and development of a new Township Park at the Township Hall.

Newberry Master Plan & Technical Assistance *Newberry, Michigan*



Located within the heart of Michigan's Upper Peninsula, Newberry is an often-undiscovered gem by visitors of the area. Surrounded by pristine natural beauty like the Tahquamenon River and elusive Tahquamenon Falls, Newberry has an opportunity to better leverage its year-round recreational resources for economic development. The Village serves as the hub of commercial services for the Eastern Upper Peninsula. Within its historic downtown, there is plenty of underutilized and affordable retail space for interested start-ups.

With input from residents, business leaders, and local officials, Newberry developed its first ever master plan in 2017. There were a variety of opportunities for citizen involvement throughout the process, including an evening visioning session, a series of stakeholder interviews, and a strategic planning session with the Village Council. The project team conducted a housing assessment, identified and mapped properties ripe for redevelopment, and created a realistic action plan with goals tied to implementable strategies.

The plan also explored a number of strategies including marketing, redevelopment sites, and improved coordination and collaboration with surrounding communities and NGOs. Moving forward, the Village is armed with strategies to more effectively capture tourism traffic associated with Picture Rocks and Tahquamenon Falls. The final master plan is also an important document as Newberry embarks on developing their first-ever zoning ordinance.

In addition to the master plan, Beckett & Raeder, Inc. provides ongoing technical assistance on financial and organizational matters such as economic development, business recruitment, and interjurisdictional collaboration. One such effort was a partnership with the Luce County EDC to package downtown Newberry's Falls Hotel property and market it to prospective breweries in Northern Michigan. Other important efforts included a restructuring of the regional Convention and Visitors Bureau and advice on the feasibility of becoming a city under the 1968 PA 19, as amended.

iii.

Project Understanding

Project Understanding



River Raisin Heritage Corridor | Monroe, Michigan

UNDERSTANDING OF REQUEST

BRI understands that Peaine and St James Townships wish to update the 2017 Master Plan to reflect 2020 census data related to population and housing and update the Action Plan to reflect completed projects and new projects and goals. It is important to maintain the integrity and intent of the 2017 plan and a comprehensive supplemental document will be provided with the updated information. This supplemental document will be adopted and placed at the beginning of the 2017 plan while reaffirming the relevant portions of the 2017 plan.

Community engagement and an aggressive schedule is important to the Townships and BRI has proposed a schedule to meet the October 1 deadline, as well as the required 63 day review period. A community input session is proposed, along with the option for stakeholder meetings and an online survey. Community engagement will help to identify and incorporate current issues and a future vision for Beaver Island.

iv.
Resumes



John Iacoangeli, FAICP, PCP, LEED AP, CNU-A, FBCI Principal, Planner

John joined Beckett & Raeder as a Principal in 1991 and is a Professional Certified Planner and a member of the College of Fellows of the American Institute of Certified Planners. John has over thirty-five years experience working with public and private sector clients on a variety of community and economic development based projects. He has been involved in the preparation and implementation of community master plans and zoning ordinances, downtown and neighborhood revitalization, community development, economic development, historic preservation, and natural resource-based projects for numerous communities throughout the Midwest. His area of specialization is project implementation involving federal and state grants, local municipal financing, special authority financing, and public-private partnerships.

EDUCATION

Master of Public Administration,
Northern Michigan University,
Marquette, MI

Bachelor of Science, Resource
Management, University of
Michigan, Ann Arbor, MI

CERTIFICATIONS

American Institute of Certified
Planners

Professional Community Planner
(PCP) State of Michigan

Certificate of Real Estate,
University of Michigan and
Michigan Association of Realtors

Congress for New Urbanism
Accreditation (CNU-A)

Form Based Code Institute
Certification

LEED Accredited Professional
(BD+C)

FEMA

ICS-100, IS-00029, EFS 15.

ICS-200, IS-00700 (NIMS)

RECOGNITION

College of Fellows, American
Institute of Certified Planners
(FAICP)

SELECTED EXPERIENCE

Lakes to Land Regional
Initiative

Collaborative Master Plan for
sixteen communities

Benzie and Manistee Counties
*Innovation in Regional Planning
Award – Michigan Association of
Planning, 2014*

Acme Township Placemaking &
Master Plan

Acme Township, MI

*Daniel Burnham Award for a
Comprehensive Plan – Michigan
Association of Planning, 2015*

River Raisin Heritage Corridor
East Master Plan

Monroe County Historical
Society, National Park Service,
City of Monroe

Monroe, MI

*Merit Award – Michigan Chapter
of American Society of Landscape
Architects, 2013*

*Honor Award – Michigan Historic
Preservation Network, 2016*

City of Marquette Master Plan,
Historic Waterfront and
Lower Harbor Master Plan,
Redevelopment Plan
Marquette, MI

Peshawbestown Master

Plan, Grand Traverse Band of
Chippewa and Ottawa Indians
Peshawbestown, MI

*Daniel Burnham Award for a
Comprehensive Plan – Michigan
Association of Planning, 2012*

Lakes to Land Farm and Food
System Assessment

*Innovation in Economic Planning
and Development – Michigan
Association of Planning, 2015*

Michigan State Housing
Development Authority,
Downtowns of Promise
Strategic Planning

Flint, Saginaw, Benton Harbor,
Hamtramck, Highland Park,
Muskegon Heights, and Detroit's
Joy-Southfield Neighborhood

Project Rising Tide, State of
Michigan, Michigan Economic
Development Corporation
for twenty-one selected
communities throughout the
State

*Economic Planning and
Development Award - Michigan
Association of Planning, 2018*



Sara A. Kopriva, AICP

Associate, Planner

Sara is an experienced community planner and zoning administrator with a focus on northwest Michigan communities. Her educational background is soundly focused on local government with a Bachelors of Science degree in urban and regional planning and a Masters of Science in Public Administration. Her certification from the American Institute of Certified Planners (AICP) denotes her education, experience, and application of planning principles and best practices. Sara excels in collaborating with planning commissions through the decision-making process. Her involvement as a Township and County Planning Commissioner gives her a unique perspective on the planning process and the roles of the professional planner and the Planning Commission.

EDUCATION

Master of Science in Administration, Concentration in Public Administration, Central Michigan University, Mount Pleasant, MI

Bachelor of Science, Urban and Regional Planning, Michigan State University, East Lansing, MI

CERTIFICATIONS

American Institute of Certified Planners

AFFILIATIONS

Michigan Association of Planning

SELECTED EXPERIENCE

Hudson Township Master Plan
Elmira, MI

Leelanau Township Master Plan
Northport, MI

Milton Township Master Plan
Kewadin, MI

Hatton Township Master Plan
Clare, MI

Calumet Master Plan Update
Calumet, MI

Acme Township Planning Services
Williamsburg, MI

Bay Township Planning Services
Boyne City, MI

East Bay Township Planning Services
Traverse City, MI

Hayes Township Planning Services
Charlevoix, MI

Village of Mancelona Planning Services
Mancelona, MI

Torch Lake Township Planning & Zoning Services
Eastport, MI

Milton Township Planning & Zoning Services
Kewadin, MI

Village of Calumet Zoning Ordinance
Calumet, MI

Lake City Zoning Ordinance
Lake City, MI

Roseville Zoning Ordinance
Roseville, MI

Torch Lake Township Zoning Ordinance
Eastport, MI



Eric VanderMeulen

Project Planner

Eric's professional planning experience has focused on environmental preservation and serving as a planning commissioner. He has experience in helping smaller communities and neighborhood associations, overseeing redevelopment and design regulations that protect our natural environment and freshwater resources. Eric holds an interest in horticulture and history, along with evolving our future, while preserving the best of our past.

EDUCATION

Bachelor's Degree Urban & Regional Planning - Environmental Studies, Grand Valley State University, Allendale, MI

CERTIFICATIONS

Introduction to Lakes Certificate - MSU Extension

Citizen Planner Certificate - MSU Extension - In progress

AFFILIATIONS

Spring Lake Village Planning Commission

Michigan Lakes & Streams Association

American Planning Association - Michigan Chapter

SELECTED EXPERIENCE

Tangle Foot Park - In progress
Spring Lake, MI

The Lilley Mansion - Bed & Breakfast
Spring Lake, MI

Samaritas Affordable Senior Housing Development - In progress
Spring Lake, MI

Marina Bay Condos - In progress
Spring Lake, MI

Belknap Neighborhood Beautification Project
Grand Rapids, MI



Rowan Brady

Project Planner & Urban Technology

Rowan joined Beckett & Raeder as an Intern in 2018. After finishing his undergraduate degree in the Spring of 2019, Rowan remained at Beckett & Raeder, Inc. while completing his Master's degree in Urban and Regional Planning at the University of Michigan-Ann Arbor. Rowan is a Geographic Information System (GIS) specialist and contributes data input, analysis, and mapping to many of BRI's community planning projects.

EDUCATION

Bachelor of Arts, Environmental Science
Minors: Urban Studies
University of Michigan, Ann Arbor, MI

Master of Urban and Regional Planning, University of Michigan, Ann Arbor, MI

AFFILIATIONS

Michigan Association of Planning

PUBLICATIONS & PRESENTATIONS

Tapping into Economic Potential: The Impact of Microbreweries in Michigan

Outstanding Graduate Student Project – Michigan Association of Planning, 2021

Shoreline Planning - Michigan Association of Planning Conference Presentation, 2021

SELECTED EXPERIENCE

City of Warren Master Plan
Warren, MI

Daniel Burnham Award for a Comprehensive Plan – Michigan Association of Planning, 2021

City of Lincoln Park Master Plan
Lincoln Park, MI

Clam Lake Township Master Plan
Clam Lake Township, MI

Banks Township Master Plan
Banks Township, MI

City of East Jordan Master Plan
East Jordan, MI
Excellence Award in Community Outreach – Michigan Association of Planning, 2021

Hayes Township Master Plan
Hayes Township, MI

Lake City Area Master Plan
Lake City, MI
Lake Township, MI
Forest Township, MI

Grand Blanc Township Master Plan
Grand Blanc Township, MI

City of Sturgis Master Plan
Sturgis, MI
Excellence Award in Community Outreach – Michigan Association of Planning, 2020

City of Albion Comprehensive Plan
Albion, MI - in progress

Dexter Township Master Plan
Dexter Township, MI - in progress

Village of Elberta Master Plan
Elberta, MI - in progress

Fremont Community Joint Comprehensive & Growth Management Plan
City of Fremont, MI - in progress
Dayton Township, MI
Sheridan Charter Township, MI

Hatton Township Master Plan
Hatton Township, MI - in progress

City of Iron River Master Plan
Iron River, MI



Liz Gunden, AICP

Project Planner

Liz comes to Beckett & Raeder with a wealth of knowledge in urban and regional planning as well as a background in Graphic Design. She has a diverse skillset and is involved in many projects including, community master plans, park & recreation plans, zoning ordinances, community engagement strategies, downtown development plans, pattern books, data analysis, and report design. She also provides planning services, such as site plan review and analyzing zoning requests, all of which builds from Liz's previous experience of serving as a County Planner. Her combined planning and graphic design skills provide unique products that suitably serve their distinct communities.

EDUCATION

Bachelor of Arts, Art
Minors: Graphic Design &
Spanish
Goshen College, Goshen, IN

Master of Urban and Regional
Planning, University of Michigan,
Ann Arbor, MI

CERTIFICATIONS

American Institute of Certified
Planners

AFFILIATIONS

American Planning Association
Michigan Association of Planning

TEACHING EXPERIENCE

Architecture, Sustainability, & the
City, U.S. Planning Institutions &
Law

SELECTED EXPERIENCE

City of Warren Master Plan
Warren, MI

*Daniel Burnham Award for a
Comprehensive Plan – Michigan
Association of Planning, 2021*

City of Sturgis Master Plan
Sturgis, MI

*Excellence Award in Community
Outreach – Michigan Association
of Planning, 2020*

City of Rochester Master Plan
Rochester, MI - in progress

**Fremont Community Joint
Comprehensive & Growth
Management Plan**
City of Fremont, MI - in progress
Dayton Township, MI
Sheridan Charter Township, MI

**City of Albion Comprehensive
Plan**
Albion, MI - in progress

**Leelanau Township Master
Plan**
Leelanau Township, MI - in
progress

City of Iron River Master Plan
Iron River, MI

City of Reading Master Plan
Reading, MI

City of Iron River Master Plan
Iron River, MI

Eveline Township Master Plan
Eveline Township, MI

Oscoda Township Master Plan
Oscoda Township, MI

Lake City Area Master Plan
Lake City, MI
Lake Township, MI
Forest Township, MI

**City of Ypsilanti Master Plan &
Sustainability Plan**
Ypsilanti, MI



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Scope of Work

Scope of Work

TASK 1: PROJECT INITIATION

Task 1.1 Kickoff Meeting (approximately April 4)

Host an in-person kickoff meeting with the working group to discuss the final work plan and any special considerations in the planning process. This meeting will also establish basic attitudes and priorities relative to the community outreach process and the Master Plan while identifying data required to conduct the study.

Task 1.2 Existing Document Review (April)

BRI will review the existing Master Plan and policies including regional plans that will have bearing on the planning process to determine where updates need to be made. It is anticipated that most of the changes to the existing document will occur in population and housing, action plan, and future land use chapters of the existing plan. BRI anticipates the community to provide editable documents and GIS files for any changes to the existing document.

TASK 2: COMMUNITY ENGAGEMENT

Task 2.1: Public Workshop (approximately mid-May)

BRI will prepare for and hold an in-person community engagement session to gain input on the action plan of the Master Plan. Because of the timeline, it is anticipated that this would occur in the middle of May.

Task 2.2 Stakeholder Meeting (Optional) (beginning through mid-May)

The Townships may wish to engage specific stakeholder groups to provide input on the Master Plan updates. BRI is available to host 2 virtual workshop to gain input from these members. These meetings can also be held in-person for an additional cost.

Task 2.3 Online Survey (Optional) (May)

BRI can prepare an electronic survey for Beaver Island that will be available online for responses. The survey will ask specific questions related to each of the study areas to determine community priorities and strategy preferences. It will also request demographic and geographic information about the participants to help determine the representativeness of the responses. We suggest a postcard or additional mailing be sent to residents and business owners to inform them of availability of the survey. A survey summary will be provided to the Townships.

Task 2.4 Summary of Findings (End of May)

BRI will provide a summary of findings from the public workshop (and stakeholder meetings) and hold a virtual meeting with the working group to review and confirm the action plan.

TASK 3: UPDATES

Task 3.1: Updates (April through June)

BRI will complete updates to sections as necessary, integrating public comment and working group comments into the update. In addition, we will integrate discussion about Coastal Resiliency into the Plan. Using EGLE Coastal Zone resources to model potential scenarios based on historic lake levels to determine zone of risk for waterfront development. Combine these hazard zones with existing land use and physical development to assess coastal hazard risk. Also, develop strategies to mitigate current impacts from coastal dynamics and prepare additional strategies to reduce future impacts.

It is anticipated that there will be a virtual meeting with the working group and in-person meeting with the Planning Commission to review the changes. Meetings to occur in mid-June.

Scope of Work

TASK 4: INTEGRATION OF ELEMENTS (JUNE)

The complete draft will be review to determine if there are any conflicting sections with the changes and existing plan. The zoning plan and future land use plan will be updated as necessary.

TASK 5: PLAN ADOPTION

Task 5.1: Public Review and Distribution (approximately July 6)

Staff will attend an in-person Planning Commission meeting to receive input from the public and to assist the Planning Commission in moving the plan to the Township Boards for distribution. Once the Township Boards approve distribution, the update will enter the 63 day review period.

Task 5.2: Public Hearing (approximately September 15)

Following the 63 day review period, the Planning Commission will hold an in-person public hearing on the proposed updates to the Master Plan. Staff will assist in drafting legal notice for this required hearing. Following the public hearing, the Planning Commission will make a recommendation to the Township Boards for adoption. This plan is anticipated to be submitted to the Township Boards by October 1, 2022.

Task 5.3: Deliverables

BRI will provide an electronic supplemental document that will include all changes and updated maps, as necessary. This supplemental document will be adopted affirming the 2017 Master Plan with changes. Bound hard copies can be provided at the cost of printing and mailing.



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Fee

Estimated Costs

Task	Expense	Hours	Fee
TASK 1.0 PROJECT INITIATION & BACKGROUND	\$880	34	\$2,800
TASK 2.0 COMMUNITY ENGAGEMENT	\$1,080	35	\$3,200
TASK 3.0 UPDATES	\$880	65	\$7,500
TASK 4.0 INTEGRATION OF ELEMENTS	\$0	50	\$4,500
TASK 5.0 PLAN ADOPTION	\$1,760	32	\$3,500
TOTAL	\$4,600	216	\$21,500
PROJECT BUDGET			\$26,100

OPTIONAL SERVICES, IF NEEDED

Optional (2) Stakeholder Meetings Virtual (2 Hours) = \$400

Optional Survey = \$4,000

GIS MAP (If needed) = \$7,000

Additional In Person Meeting + Hours at rate of Individual Attending = \$880

Additional Virtual Meeting + Hours at rate of Individual Attending = (see rate chart page 32)

2022 Professional Planning Service Fee and Structure

Beckett & Raeder, Inc. / BRI, Inc. is pleased to submit for consideration the following fees for professional services and time / material services:

AS REQUIRED BY CLIENT ON MONTHLY BASIS:

Principal	\$125.00 Hour
Senior Associate	\$105.00 Hour
Associate	\$ 90.00 Hour
Project Professional/Landscape Architect/Planner	\$ 75.00 Hour
GIS Technician	\$ 75.00 Hour
Clerical	\$ 60.00 Hour
Interns (non-degreed)	\$ 35.00 Hour
Printing and Duplicating	At Cost
Photography	At Cost
Postage / UPS / FedEx	At Cost
Mileage	At Current Federal Rate

SPECIAL STUDIES / REPORTS

Community Master Plan or Master Plan Amendment	Scope and Budget Authorized Separately
5-Year Parks and Recreation Plan	Scope and Budget Authorized Separately
Corridor Study or Sub-Area Plan	Scope and Budget Authorized Separately
Downtown Plan	Scope and Budget Authorized Separately
Tax Increment Financing Plan	Scope and Budget Authorized Separately

Note: Rates will be adjusted on the first of each year and billings will reflect the rates in effect at the time of services rendered



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References

References



M-115 and M-55 Corridor Redevelopment | Cadillac, Michigan

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Williamsburg, MI 49690

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300 N. Washington Sq.
Lansing, MI 48913

Christopher Germain

Senior RRC Planner
517.599.5450
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VILLAGE OF MANCELONA

120 W. State Street
Mancelona, MI 49659

Maureen Naumcheff

Village Clerk
231.587.8331
clerk@villageofmancelona.org



Thank You.

John Iacoangeli, PCP, FAICP, LEED AP, CNU-A
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