

ON-SITE WORKSHOPS

Can't make the scheduled workshops?

Bring the training to your community through MAP's on-site program!

MAP's on-site workshops are a flexible and affordable way to bring training to your community. You pick the topic, date, location, and attendees - MAP brings the instructor and the materials. Collaborating with neighboring communities provides added value to the workshop and helps cover costs.

Contact Amy Vansen at (734)913-2000 or avansen@planningmi.org for details.

WHAT MAKES THESE WORKSHOPS VALUABLE?

- Instructors are certified by the American Institute of Certified Planners (AICP).
- Attendees receive a comprehensive guidebook
- Networking opportunities with fellow officials
- MAP's credibility as a land use leader is widely recognized, assuring the highest quality educational experience.

REGISTRATION POLICY

For cancellations received in writing 5 business days prior to the workshop, a refund (minus a \$25 administration fee) will be given. Those received less than 5 days prior will not be refunded. You may send a substitute or receive workshop materials in the mail.

Students: The student discount is intended to make the workshops affordable for all full-time student members. Student members enrolled in a minimum of 12 undergrad credit hours or 9 grad hours are eligible. We will verify enrollment and course load.

CALENDAR OF EVENTS

February 2, 2019

Student Conference
University of Michigan

February 21, 2019

Transportation Bonanza 10 Conference
Downtown Lansing, Lansing Center

March 6, 2019

Zoning Administration Workshop
Mt. Pleasant, Mt. Pleasant City Hall

March 7, 2019

Master Planning Process Workshop
Gaylord, University Center Gaylord

March 13, 2019

Planning & Zoning Essentials Workshop
Site Plan Review Workshop
Frankenmuth, Bavarian Inn Lodge

March 14, 2019

Planning & Zoning Essentials Workshop
Taylor, Wayne County Community College

March 20, 2019

Planning & Zoning Essentials Workshop
Risk Management Workshop
Kalamazoo, Oshtemo Charter Township Hall

April 25, 2019

Spring Institute | Lansing

September 25-27, 2019

Planning Michigan Conference
Radisson Plaza Hotel and Suites
100 West Michigan Avenue

WHO SHOULD ATTEND?

- Planning commissioners and zoning board of appeals members
- Elected and appointed officials
- Zoning administrators
- Emerging planning professionals
- Planning students (*special member rate!*)
- Michigan State University Extension Master Citizen Planners - *Sessions denoted for continuing education*

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Michigan Association of Planning
1919 W. Stadium Blvd.
Suite 4
Ann Arbor, MI 48103



Michigan Association of Planning
A Chapter of the American Planning
Association

PLANNING & ZONING TRAINING WORKSHOPS

For Elected and Appointed Officials



REGISTRATION & INFORMATION

www.planningmi.org
(734) 913-2000



OFFICIALS TRAINING By the Michigan Association of Planning

The Michigan Association of Planning's education programs provide participants with the skills to make better land use decisions. Our knowledgeable and experienced instructors enable elected and appointed officials to better understand their roles and responsibilities, and innovative planning tools and techniques. We make it easy for you to receive the training necessary to keep up with the ever- changing land use landscape.

ZONING ADMINISTRATION

3.5 Master Citizen Planner Credits

March 6 | Mt. Pleasant, Mt. Pleasant City Hall

Instructor: John Enos, AICP

Carlisle| Wortman Associates, Inc.



Registration & Networking Lunch:

11 AM - 11:45 AM

Program: 11:45 AM - 4:30 PM

The zoning administrator is responsible for ensuring the integrity and effectiveness of the zoning process and for the public support it receives. This program is for zoning administrators in rural, suburban, or urban settings as well as municipal officials, other staff members, or citizens interested in a more complete understanding of all facets of zoning administration. This workshop will delve into legal basics, development reviews including zoning board of appeals, good meeting practices, enforcement and public relations.

MASTER PLAN PROCESS

3.5 Master Citizen Planner Credits

March 7 | Gaylord, University Center

Instructor: John Iacoangeli, AICP, LEED AP, CNU-A

Beckett & Raeder, Inc

Registration & Networking Dinner:

5 PM - 5:45 PM | Program: 5:45 PM - 9 PM

This workshop is designed for those communities updating existing master plans as well as those creating entirely new ones. Roll up your sleeves and learn step-by-step about the requirements, components, and stakeholder involvement you'll need to organize when drafting or amending a master plan.

PLANNING & ZONING ESSENTIALS

This program counts toward two sessions of the MSU Extension Citizen Planner Program

March 13 | Frankenmuth, Bavarian Inn Lodge

Instructor: Kathleen Duffy, AICP, SmithGroup

March 14 | Taylor, Wayne County Community College

Instructor: Adam Young, AICP, Wade Trim

March 20 | Kalamazoo, Oshtemo Charter Township Hall

Instructor: Christopher Khorey, AICP, McKenna

All workshops:

Registration & Networking Lunch:

11 AM - 11:45 AM

Program: 11:45 AM - 4:30 PM

The most requested training product we offer. This course is designed to boost confidence by sharpening skills, examining roles and responsibilities, identifying conflicts of interest, understanding legal foundations, and more!

This program is a robust introduction for new planning commissioners and zoning board of appeals, but also a great refresher for more experienced officials looking to build upon existing knowledge. This program also provides a broad overview for students and emerging planners who want to learn about planning procedures in Michigan.

Public hearing procedures, site plan review, master planning, zoning ordinances, variances, how to determine practical difficulty, and standards for effective decision-making are covered.

SITE PLAN REVIEW

3.5 Master Citizen Planner Credits

March 13 | Frankenmuth, Bavarian Inn Lodge

Instructor: Jill Bahm, AICP, Giffels Webster

Registration & Networking Dinner:

5 PM - 5:30 PM | Program: 5:30 PM - 9 PM

This program will demonstrate the site plan review and approval process and provide practical tools and techniques on how to read a site plan. You'll discuss site design principles, such as pedestrian and traffic considerations, lighting, utilities, ADA compliance, inspections, and landscaping. Participants in this hands-on workshop receive an engineering scale, turning template, and a sample site plan to evaluate.

MANAGING RISK: MAKING SOUND PLANNING & ZONING DECISIONS

2.5 Master Citizen Planner Credits

March 20 | Kalamazoo, Oshtemo Charter Township Hall

Instructor: Catherine Kaufmann, JD, AICP

Bauckham, Sparks, Thall, Seeber & Kaufman, P.C.

Registration & Networking Dinner:

5 PM - 5:30 PM | Program: 5:30 PM - 8 PM

As more communities face litigation related to planning and zoning decisions, this is essential training for all elected officials, planning commissioners, zoning board of appeals members and emerging planning professionals. Topics include identifying a conflict of interest, applying discretionary standards during special land use reviews, reasonable expectations of a developer and how your comprehensive plan can minimize risk.

REGISTRATION FORM

Complete one form per registrant.

CONTACT INFORMATION:

NAME _____

AFFILIATION _____

EMAIL (confirmations and directions will be sent via email) _____

PHONE (with area code) _____

BILLING ADDRESS (include apt. or suite #) _____

CITY _____

STATE _____

ZIP _____

Please list any special needs (dietary, barrier free access, etc.) _____

REGISTRATION INFORMATION:

- I'm a MAP Member
- Join MAP now for \$60 and receive the member discount. As a bonus, you will receive membership through June 2020.

MEMBER RATES	NON-MEMBER RATES	*Apply a \$25 late fee if you register LESS THAN 5 business days before workshop*
<input type="checkbox"/> \$100 <input type="checkbox"/> \$100 <input type="checkbox"/> \$100	<input type="checkbox"/> \$130 <input type="checkbox"/> \$130 <input type="checkbox"/> \$130	Planning & Zoning Essentials March 13 Frankenmuth March 14 Taylor March 20 Kalamazoo
<input type="checkbox"/> \$110	<input type="checkbox"/> \$135	Zoning Administration March 6 Mount Pleasant
<input type="checkbox"/> \$95	<input type="checkbox"/> \$125	Master Planning Process March 7 Gaylord
<input type="checkbox"/> \$110	<input type="checkbox"/> \$135	Site Plan Review March 13 Frankenmuth
<input type="checkbox"/> \$95	<input type="checkbox"/> \$125	Managing Risk March 20 Kalamazoo
		Student (Full time) Member Rate List workshop and date: _____

PAYMENT INFORMATION: TOTAL: _____

- Check enclosed
 - Invoice Me
 - Visa
 - Master Card
- (Make checks payable to: Michigan Association of Planning)

CARD # _____

EXPIRATION DATE _____

SECURITY CODE _____

SIGNATURE _____

Registration Policy on reverse side | **MAIL, FAX, OR EMAIL FORMS TO:** 1919 West Stadium Boulevard, Suite 4, Ann Arbor, MI 48103

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