upcoming MTA workshop

REGISTRATION INFORMATION

Planning & Zoning Primer

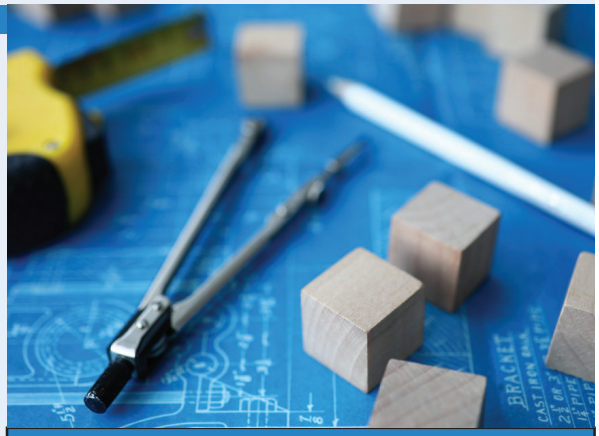
MTA is teaming up with its legal counsel from Bauckham, Thall, Seeber, Kaufman & Koches, PC to bring you this evening planning and zoning class—thoughtfully designed as intermediate-level training with a beginner-friendly foundation. This training will dive into the "step by step" of both a special land use permit at the planning commission and a variance request at the zoning board of appeals (ZBA).

First, we'll follow a special land use permit from start to finish. We'll begin by looking at how zoning ordinances can be drafted and review some general and specific land use standards. Then, we'll tackle the application: who files it, who receives it, what does it look like, and how do we process it. Finally, we will run through the meeting, discussing the rules for a public hearing, what the planning commission discussion should look like, how to finalize the approval or denial, and what can happen after the decision is made.

Then, we'll shift to the zoning board of appeals and walk through the steps of a variance request. We'll start with the legal foundations of variances, giving the legal low-down and tackling some common misconceptions. We'll walk you through the variance application itself, running the ZBA meeting, and issuing a decision. You'll get practical insight into how the ZBA should deliberate, how it should craft its decision, and what can happen after the vote.

Whether you're new to the process or looking for a refresher, this class provides a clear, practical roadmap for anyone involved in your township's planning and zoning process. Registration and dinner begin at 4 p.m., class is held from 5 to 8 p.m. on:

May 6: The Conference Center at Van Buren ISD in Lawrence
May 13: Bavarian Inn Lodge Conference Center in Frankenmuth
May 18: Heather Highlands Inn at The Highlands in Harbor Springs



Continue the learning with MTA's Planning & Zoning Book Package

MTA's library of publications includes three planning and zoning books written specifically for Michigan townships. *The Township Guide to Planning & Zoning*, *Planning & Zoning Decision-making* and *Breaking the Zoning Code—Decoding the Township Zoning Ordinance* offer insights, background, best practices, considerations and requirements as townships plan for their community's land use needs. Get all three books for the on-site discounted price of $114.75. Books will be distributed on-site. Packages and individual books may also be purchased on-site, as supplies last.

P&Z Primer Registration Form

_____
Township and County

_____
Name and Title

_____
Email

Purchase P&Z book package?
❒ Yes ❒ No

_____
Name and Title

_____
Email

Purchase P&Z book package?
❒ Yes ❒ No

Which location will you attend?
❒ **May 6:** Lawrence
❒ **May 13:** Frankenmuth
❒ **May 18:** Harbor Springs

❒ **Early-bird Rate*:** $100/person
Expires three weeks prior to event date

❒ **Regular Rate*:** $125/person
Begins three weeks from event date

❒ **Late Rate*:** $150/person
Applies one week prior to event date and on-site.

____ (# of persons) x $_____ (rate) = $_____

____ (# of book packages) x $114.75* = $_____

AMOUNT ENCLOSED = $_____

**Rate applies to MTA members; non-members, call MTA for rates.*

Payment options:
❒ Check enclosed (payable to MTA)
❒ Charge to: (circle one) MasterCard VISA
❒ Invoice my township (members only)

_____
Card # CSV (3-digit code) Expires

_____
Print Card Holder's Name Signature

MICHIGAN TOWNSHIPS ASSOCIATION

Send your completed registration form to MTA, P.O. Box 80078, Lansing, MI 48908-0078; fax to (517) 321-8908, email rebecca@michigantownships.org or register online at www.bit.ly/twptraining. Need event registration assistance? Call (517) 321-6467, ext. 226. For other event-related questions, use ext. 234