

## Dates, locations and driving directions

### May 7: Bavarian Inn Lodge Conference Center

One Covered Bridge Ln., Frankenmuth (989) 652-7200

*Meet us on level two in the Conference Center.*

*From I-75 (northbound):* Take Exit 136 and head east on M-54 to M-83. Turn left onto M-83 and travel into Frankenmuth. Turn right at the second stoplight and continue over the covered bridge.

*From I-75 (southbound):* Take Exit 144, turn left onto Dixie Hwy. Turn left onto Junction Rd., travel approx. five miles and turn right onto S. Main St. Turn left onto Covered Bridge Ln., and continue over the bridge.

### May 21: Otsego Club Conference Center

696 M-32 / E. Main St., Gaylord (800) 752-5510

*From I-75:* Take Exit 282 and head east. Follow M-32 (Main St.) through Gaylord for approx. 1.5 miles and the main entrance drive will be on your left. As you enter, follow the signs toward the main lodge and Conference Center, which are located in the same building. Use the Conference Center entrance and you'll find the class in the Special Events Center.

### May 28: Fetzer Center at Western Michigan University

2251 Business Ct., Kalamazoo (269) 387-3232

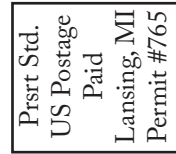
*From I-94:* Take Exit 74 (U.S. 131) and head north. Use Exit 36A and follow Stadium Dr. east to Howard St. and turn left. Take Howard St. to W. Michigan Ave. and turn right. Take the second exit from the traffic circle and merge onto Ring Rd. North. Turn right onto Business Ct. and left into the parking lot. Park in Lot 72F, in the section closest to the building. Parking is free for MTA attendees.

### Special dietary needs or accommodation:

Email [kristin@michigantownships.org](mailto:kristin@michigantownships.org) or call (517) 321-6467, ext. 230 at least a week in advance.

### Cancellations, substitution and switching policy

Written cancellation requests received at the MTA office within three weeks of class will receive a full refund. No refunds will be issued thereafter. If space allows, you may switch locations at no charge if you notify MTA at least one week prior to class; otherwise, a \$25/person fee will be assessed. You may substitute another individual from your township without incurring a charge; notify MTA of the change.



512 Westshire Drive  
P.O. Box 80078  
Lansing, MI 48908-0078

Get the fundamentals  
of planning & zoning  
at this evening class!



# Introduction to Planning & Zoning

*An evening workshop exploring  
key elements of an effective  
planning and zoning program*



## Gain a better understanding of township planning and zoning

Whether you're a member of the township board, planning commission or zoning board of appeals, your knowledge of the planning and zoning process is vital to your community. As new developments and projects approach your township, it's important to be prepared to make tough decisions.

MTA can help! Join us as we team up with MTA Legal Counsel from Bauckham, Thall, Seeber, Kaufman & Koches, PC to bring you this evening class offering an in-depth overview of the basic elements of an effective planning and zoning program.

We'll review the sources of township planning and zoning authority, the structure and function of the planning commission and zoning board of appeals, and the role of the township board. In addition, we'll dig into elements of master plans and zoning ordinances, along with key strategies for effective decision-making. You'll walk away with real-life, practical application.

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

MTA's library of publications includes three planning and zoning books written specifically for Michigan townships. Authored by planning and land use expert Steve Langworthy, *The Township Guide to Planning & Zoning*, *Planning & Zoning Decision-making* and our newest release, *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. These guides are essential resources for every member of your township planning and zoning team.

Registrants can purchase 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.

### Event Details

**4 p.m.**

Registration check-in begins and dinner is served

**5 to 8 p.m.**

Class in session; breaks will be provided

### When & Where

May 7:

Bavarian Inn Lodge Conference Center,  
Frankenmuth

May 21

Otsego Club Conference Center,  
Gaylord

May 28:

Fetzer Center at Western Michigan University,  
Kalamazoo



## Intro to Planning & Zoning

To register send completed form to  
MTA, P.O. Box 80078, Lansing, MI 48908-0078.  
email [rebecca@michigantownships.org](mailto:rebecca@michigantownships.org) or fax (517) 321-8908.  
Save time, register online at [www.bit.ly/twptraining](http://www.bit.ly/twptraining)

Township and County

Name and Title

Add P&Z Books:  Yes  No

Email

Name & Title

Add P&Z Books:  Yes  No

Email

**When will you join us:**

**May 7:** Frankenmuth

**May 21:** Gaylord

**May 28:** Kalamazoo

► **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)

Invoice my township (members only)

Charge to: (circle one) MasterCard VISA

Card #

CSV (3-digit code)

Expires

Print Card Holder's Name

Signature