



INITIAL SITE VISIT

MEETING AGENDA

Hillsdale, Michigan

October 24, 2016

9:00 AM

City of Hillsdale

Mitchell Research Center (Second floor), 22 North Manning Street

1. Call to Order
2. Introductions
 - a. PRT Technical Team
 - b. State and Regional Partners
 - c. PRT Community Stakeholders
3. Review of PRT Action Strategy
 - a. Actions that have taken place since the preparation of the Action Strategy
 - b. Ongoing Action Items
4. Scope of Technical Assistance Work Elements
 - a. Review Work Plan
 - i. Form Based Code – Downtown and College Corridor
 - ii. Economic Development Strategy
 - iii. Branding
 - iv. Zoning Ordinance Audit
 - v. Communications Plan
5. Communications - External
 - a. Stakeholders
 - b. Community
6. Communication – Internal
 - a. Monthly conference calls
 - i. Conference Call
 - ii. GoToMeeting
7. Other Business
8. Adjournment



CONTACT LIST

Hillsdale

Primary Contact

Region	Name	Organization	Role	Email	Phone
All	John Iacoangeli	BRI	Principal, Planner Downtown	jri@bria2.com	734-646-6901
All	Joe Borgstrom	Place and Main	Development	joe@placeandmain.com	517-614-2733
All	Leah DuMouchel	BRI	Planner	ldumouchel@bria2.com	734-239-6616
All	Michelle Parkkonen	MEDC RRC	Manager	parkkonenm@michigan.org	(517)599-8796
1569					
10	Stacy Esbrook	MEDC CATeam	Regional Manager	esbrooks@michigan.org	(517)819-3144
569	Debbie Neumann	MEDC RRC	Planner	neumannnd2@michigan.org	(517)512-0940
9	Dominic Romano	MEDC CATeam	9	romanod@michigan.org	(517)243-5689
		TIA/WDA South Central Michigan Works!			517.437.3381 Ext. 63118
9	Nichole King		Zoning Administrator	nicholek@scmw.org	
9	Alan Beeker	City of Hillsdale	Administrator	abeeker@cityofhillsdale.org	(517)437-6449
9	David Mackie	City of Hillsdale	City Manager	dmackie@cityofhillsdale.org	(517)437-6444
			Economic Developer		
9	Mary Wolfram	City of Hillsdale	Developer	econdev@cityofhillsdale.org	(517)437-6479



WORK SCOPE
HILLSDALE

Task	Responsible Party	Description of Work Task	Timing
Economic Development Strategy	Place & Main Advisors; B&R and ARS	Prepare an economic development strategy in conjunction with Economic Development Department, Planning Commission, TIFA Board and Hillsdale College.	November 2016 through March 2017
Zoning Audit	B&R	Discussion with the City on areas of concern. Review the Zoning Ordinance against the Community Master Plan and RRC Best Practices and recommend potential revisions	December 2016 through February 2017
Form Based Code	B&R	Focus attention on the Downtown and the College Corridor. Prepare a field assessment of existing conditions, facilitate an engagement session with key stakeholders and prepare a draft for City Planning Commission consideration.	December 2016 through March 2017
Branding	Arnett Muldrow	Perform branding services. This is an intensive three-day process involving administration, key stakeholders and the community.	December 2016 through February 2017
Communications Plan	Place & Main Advisors	Develop Communications Plan for Community including: <ul style="list-style-type: none"> • Press Release Template • Media Alert • Customized Media List 	November 2016 through end of process.



COMMUNITIES



NEWBERRY



CENTRAL LAKE



GRAYLING



EWART



HARRISON



SANDUSKY



CHARLOTTE



PAW PAW



HILLSDALE



RIVER ROUGE

GET IN TOUCH

Your Name Your Email Subject

Your message

SEND MESSAGE

Calendar

AUGUST 2016



MON	TUE	WED	THU	FRI	SAT	SUN
1 Project Rising Tide Kickoff Meeting	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17 Check-in: Admin Conference Call	18	19	20	21
22	23 Central Lake Kickoff Event	24	25	26	27	28
29 Newberry Kickoff Event	30	31				

Resource Library

An important goal of the Rising Tide project is to increase the capacity of each community to address the many varied needs of its citizens and stakeholders. The resources here are all designed to offer guidance, instruction, best practices, and support regarding specific topics related to community and economic development.

Community Engagement

Toolkit
COMMUNITY ENGAGEMENT

Branding Your City

Planning and Zoning

A Citizen's Guide to Planning & Zoning in Northwest Michigan

Placemaking

462,791,322

walking the Walk