



MEMORANDUM

DATE: March 27, 2025

TO: Planning Commission

FROM: Planning Division

SUBJECT: Procedural Steps to Adopt a New Master Plan

The city and its consultant (DPZ CoDesign) have provided a wide range of public engagement and receipted valuable and diverse feedback throughout the process of creating a new Master Plan. The 63-day comment period and required public hearing are the capstone in this engagement process.

After reviewing the comments provided by entities identified in the state act and hearing public comments at the April 8th meeting, the planning commission may:

- Determine that additional public engagement or hearing is needed
- Determine that additional time is needed to assess comments in relation to the Proposed Master Plan
- Determine that modifications are necessary prior to final adoption and adopt resolutions highlighting the requested modifications
- Determine that the Proposed Master Plan dated January 14, 2025 remain unchanged and is ready for final adoption

When the planning commission is prepared to adopt the Master Plan, the attached resolution is offered for approval. Once adopted, the chairperson shall sign and date a copy of the resolution for inclusion in the final document.

Per the state enabling act, the approval of the Master Plan shall be by resolution of the Royal Oak Planning Commission carried by the affirmative votes of not less than 2/3 of its members.

At their August 23, 2021 meeting, the Royal Oak City Commission asserted its statutory right to approve or reject the Master Plan. Therefore, following the planning commission's adoption, it must be forwarded to the city commission.

The city commission may adopt a resolution accepting the Master Plan as presented. This is the final step for adoption of the Master Plan. Alternatively, the city commission may adopt a resolution rejecting the Master Plan as presented. The rejection motion must specify objections and direct the document back to the planning commission to address those objections prior to their final adoption.

There is no statutory authority for citizens to protest petition the Master Plan. Additionally, a Master Plan or any of its components are not subject to a repeal. It may not be put to a vote of the general electorate. The Royal Oak City Commission has the final disposition on the document.

Whereas per Chapter 134 of the City of Royal Oak Code of Ordinances the Royal Oak Planning Commission was organized under the Michigan Planning Enabling Act (Public Act 33 of 2008, as amended) with specific powers and duties; and

Whereas the Michigan Planning Enabling Act (Public Act 33 of 2008, as amended), provides for a local unit of government to prepare, adopt, amend, and implement a master plan to guide and accomplish development that satisfies identified criteria; and

Whereas in 2021 the Royal Oak Planning Commission adopted resolutions identifying the need to create a new master plan and commenced the process to retain a consultant to assist in the development of a new master plan; and

Whereas in 2022 the Royal Oak City Commission concurred with the Royal Oak Planning Commission's recommendation and entered into contract with DPZ CoDesign; and

Whereas the city and DPZ CoDesign have provided a wide range of public engagement and received valuable and diverse feedback throughout the process of creating a new Master Plan; and

Whereas the city has consulted with representatives of contiguous communities in respect to their planning so that conflicts may be avoided; and

Whereas the city has also consulted with county, regional, state and federal agencies, public airport and transportation agencies, utility companies, the railroad company, etc. to identify conflicts or inconsistencies with their objectives and directives; and

Whereas the Royal Oak Planning Commission has prepared a new Master Plan, which includes a future land use map, as a guide for physical development within the City of Royal Oak, Michigan; and

Whereas the Royal Oak Planning Commission's new Master Plan considered all subjects identified in the Michigan Planning Enabling Act that were pertinent to the future development of the city; and

Whereas the Royal Oak Planning Commission's new Master Plan is also based on the culmination of analyzing data, assessing present conditions, identifying areas of preservation, predicting growth, identifying areas of growth, assessing capacity, garnering opinion, soliciting input, and considering professional recommendations; and

Now, therefore, be it resolved the Royal Oak Planning Commission, at its _____, 2025 regular meeting, hereby adopts and approves in its entirety the Royal Oak Master Plan 2050, inclusive of all maps, plats, charts, and other related matter, figures and the future land use map and forwards it to the Royal Oak City Commission for concurrence and final adoption.