



# Memo

To: Acme Township Planning Commission  
From: Sharon E. Vreeland, Township Manager  
Date: 10/21/10  
Re: VGT-Phase I SUP #2009-1P Status Update

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As mentioned in last month's update, on September 16 there was a meeting to discuss technical aspects of the Village at Grand Traverse (VGT) Traffic Impact Study (TIS). Attendees represented the township, Road Commission, MDOT, BATA and applicant. Everyone I have spoken to since the meeting felt it was productive. However; the applicant has had some additional theoretical and procedural questions. Many of these questions have centered on the possibility and likelihood of receiving variances from site access design standards and requirements. In September I was told to expect the preliminary revised application materials, including updated traffic study, in mid-October. I do not have them and currently do not know when to expect them. Another applicant/agency/staff meeting may be required to resolve outstanding questions, and I have an impression that based on the outcome a significant amount of work may still need to be done on the traffic impact study and the details of the final project design itself.

A **potential conceivable and not guaranteed** processing timeline is as follows:

- **December 1:** township receives revised application materials and distributes to MDOT, County Road Commission, legal staff and Beckett & Raeder
- **December 1 – February 1, 2011:** Consultant & Agency reviews MDOT needs at least 1 month for internal review both in Traverse City and by their Lansing signalization unit. Review by other units or committees may be indicated depending on whether there are any innovative proposals arising from the traffic study. We are hearing that state review and processing times on other projects around the state are running longer. As this step now falls in the end-of-year holiday season I'm projecting 2 months needed.
- **February 1 – 11, 2011:** Township staff reviews and assesses consultant and agency submissions and submits compiled response to applicant.
- **February 14-28, 2011:** Applicant reviews township response internally and (optional) in joint meeting with all parties, optionally adjusts and resubmits application materials.
- **March 1-25, 2011:** Planning Commission receives final materials to provide adequate review/preparation time.
- **March 28 potentially also April 25, 2011:** earliest potential preliminary hearing date(s).
- **April 25, potentially also May 23, 2011:** earliest potential public hearing and post public hearing dates.
- **June 7, 2011:** earliest potential Board consideration date.
- I feel I can't say it enough: this is a **tentative, prior experience-based guess timeline only**. It should not be regarded in any way as firm at this time. I am keeping consultants and road agencies updated frequently so that workflows can be planned for optimal efficiency.