

**Fee for Services List
Regional Land Use Educators**

- A. Educational Programs in: (Minimum of \$55 per person, with at least 20 pre-registrants.)
1. Planning and zoning
 2. Local government operations related to planning and land use
 3. Land use, natural resource and environmental issues
 4. Grant procurement and project management
 5. Leadership development for local land use decision-makers
- B. Technical Planning Assistance to Local Planning Offices (Fee for service is \$66 to \$72.60 per hour)
1. Review of Planning Process
 - a. Office organization & staffing
 - b. Organization & function of local planning bodies
 - c. Case Management
 - d. Forms and Procedures
 - e. Compliance with laws related to planning and zoning
 - f. File Management
 2. Plans for Planning
 - a. In-house work plan development
 - b. Preparation for professional assistance RFP
 3. Issue Analysis
 - a. Background research reports and whitepapers on local planning issues
 - b. Land use policy analysis
 - c. Land use program options and recommendations
- C. Public Involvement Services to local governments and organizations (Fee for service is \$66 to \$72.60 per hour)
1. Critical planning issue emergency response
 2. Community hot topic intervention & problem resolution
 3. Land use issue facilitation
 4. Survey approaches
 5. Charettes and workshops
 6. Planning outreach and publicity programs
- D. Pilot Projects (Fee for service is \$66 to \$72.60 per hour)
1. Use of new planning tools or techniques
 2. Implementation of new land use and planning legislation
 3. Projects involving innovative multi-jurisdictional or regional planning collaboration
 4. Projects involving shared services or infrastructure
- E. Question and Answer Service (Fee for service is \$0)
1. Email questions to land use educators (a generic form of the Q&A may be posted on a future FAQ website)
 2. The first consultation by phone or in person (Second consultation in person or by phone is at the \$66 to \$72.60 rates.)
 3. Email, phone, or in person consultation to other employees of MSU or MSU Extension. (In these instances the land use educator should try to talk directly to the client rather than using an intermediary.)

All programs listed here are offered at a \$55 minimum registration fee, except *Citizen Planner* core courses. Additional programs may be developed in response to local issues and needs.

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| 2001 Amendments to the Planning and Zoning Acts | Manufactured Housing |
| 2004 Land Use Legislation | Modern Planning Procedure: How Planning is Done |
| 2006 Michigan Zoning Enabling Act | Under the Recently Amended Planning |
| Accumulated Junk (Community Cleanup) | Enabling Statutes; the Wexford Model |
| Affordable Housing | Native American Considerations in Land Use |
| Better Designs for Development (Putting | Open Meeting & Freedom of Information Act |
| Conservation into Local Land Use | P.A. 425 |
| Regulations) | P.A. 116 |
| <i>Citizen Planner</i> 7 core classes. | Planned Unit Developments |
| Community & Economic Development | Planning for Parks & Recreation |
| Conflict Management | Planning for Tourism |
| Conflict Management and Resolution | Planning for Water Quality |
| Conflict of Interest, Incompatible Office, Ethics in | Planning and Zoning for Woodland protection |
| Planning and Zoning | Planning and Zoning Primer |
| County Planning and County Relationship to | Principles of New Urbanism |
| Municipalities | Property Rights & the Takings Issue |
| Downtown Revitalization | Review of Land Divisions |
| Effective Meetings, Hearings, Minutes | Right to Farm and Generally Accepted Agricultural |
| Environmental Planning and Management in the | Management Practices (GAAMPs) (for siting |
| Netherlands | and odor) |
| Ethics and Conflict of Interest | Right to Farm - GAAMPs |
| Farmland/Open Space Preservation | Riparian Rights (CP/MSU Resource Development) |
| Farmland Preservation Tools & Techniques | Riparian Rights |
| Farmland Preservation and Brownfield | Septage Storage and Zoning |
| Redevelopment | Site Plan Review |
| Form Based Zoning, Sutton's Bay | Strategic Planning for Community Success |
| GIS & Electronic Decision-Making-Tools You Can | The Art of Facilitation |
| Use | Transportation Planning |
| Growth Management | Urban Fringe Community Planning |
| Hazard Mitigation | Waterfront Planning and Development |
| How to Stay Out of Court (or 28 Ways to Stay Out of | Water Quality (Master Gardener) and trained in |
| Trouble) | "Watershed Management Short Course" |
| How to Influence Zoning Decisions | Wetland Science & Regulation |
| How to Pay for Infrastructure | What is Zoning |
| Intergovernmental Agreements; Urban Cooperation | Why Plan |
| Act and P.A. 425 Agreements | Why Plan, How to Plan, What is in a Plan |
| Intergovernmental Cooperation (generally) | Wind Turbine Siting |
| Lakes and Law (Riparian Rights) - a module within | Zoning Boards of Appeals Training |
| the "Introduction to Lakes" program | Zoning for Groundwater Protection |
| Low Impact Development | |
| Low Impact Design | |

Technical Assistance Competition:

- A. Providing technical assistance, or consulting services to communities or others is not normally a role Extension does. It is not our desire to compete with the private sector (planning consultants, etc.) which do provide this service. We have had discussions with a number of planning consultants in Michigan and have an understanding which we adhere to.
- B. There are generally four exceptions to this general rule of not providing consulting services. If one of the four exists, then MSUE may (if staff, time, resources exist) result in MSUE providing "technical assistance" to city, village, township or county governments:
 - 1. When the work is as a practicum for MSU students.
 - 2. When the work is directly part of university-based research.
 - 3. When the work is a demonstration project, developing something for the first time and leads to education programs that Extension delivers to others around the state.
 - 4. As "in-house" work for the county which funds that MSU Extension office.
- C. Three more points: (1) Because MSUE, as a tax-supported public institution, we do not even want to appear to be in competition with private sector. Thus MSUE will not enter into discussions about "technical assistance" after a local government has already sought bids, Request for Proposals, Statement of Qualifications, or similar. (2) The work done by MSUE has to be done within the guidelines of *Public Policy Education Principles and Guidelines for MSU Extension* (APR-138, June 2000). (3) MSUE will not do this type of work for "free". It is either supported by a grant, includes some form of cost sharing, or is charged an hourly rate for "technical assistance", or a combination of the three.

In more detail the four situations when MSUE can do work includes:

- 1. When the work is as a practicum for MSU students. Examples of this include the Small Towns Design Initiative. The private sector sees value in their future employees --MSU students having this practical experience.
- 2. When the work is directly part of university-based research. There is constant ongoing research projects done by campus based faculty and Extension field personnel. Often it is done in partnership with a local community. The community get the product of the research, the university gains the research-based knowledge, Extension staff gets the professional development/scholarship. The private sector sees value in the additional knowledge brought to the profession for their use.
- 3. When the work is a demonstration project, developing something for the first time and leads to education programs that Extension delivers to others around the state. There are new techniques and ideas what exist that have not been tried in Michigan yet. Some of these need to be "Michiganderized" to fit with Michigan land use law. These are demonstration projects. Often it is done in partnership with a local community. Examples include the Wexford County Plan model, and the Suttons Bay Form-based zoning. The community get the product, Extension gains the experiential-based knowledge (professional development/scholarship). That experiential knowledge becomes an Extension education program. The private sector sees value in the development of these education programs.
- 4. As "in-house" work for the county which funds that MSU Extension office. MSU Extension is a county department. Any government has the choice to do a project by hiring outside consultants, or to do so "in-house" with existing staff. If "in-house" is chosen, work by MSU Extension in that county for that county is appropriate in this context. Some counties provide their "in-house" service to cities, villages, and townships in their county.