



GUIDE FOR EFFECTIVE CITIZEN PARTICIPATION

Effective citizen participation is important for every project within the City of Howell. Outreach is often important for larger projects or those adjacent to established neighborhoods to gain trust and acceptance of the community. The City will work with all developers to solicit public input to ensure all projects have a chance to succeed, in accordance with this guide.

Changes to the Use of a Building

Some uses require a public hearing when they are adjacent to residential properties. In situations where the City has had historic concerns with a property, future uses will be asked to contact key neighbors to discuss the new use of the property of building. In other situations where there might be a potential conflict between a new business and the surrounding residential properties, the new business will be encouraged to reach out to owners and tenants as well. The Community Development Department will help facilitate meetings with both individual residents and neighborhood associations when possible.

Projects in the Core Downtown

Downtown projects will need to work with the Downtown Development Authority, Main Street, Community Development Department, and Department of Public Works to coordinate construction with adjacent buildings. If there are impacts to public rights-of-way, including sidewalk closures or road modifications, the developer and the City will work together to get the information out to the general public. The City's social media channels, local media, and direct messaging to key stakeholders will be used to inform the broader public.

Large Scale New Development

Projects involving substantial new construction are rare in the community and a public participation/information strategy should be developed on a project by project basis. The City will work with developers to tailor an outreach plan to the project. The information campaign will be similar to downtown projects, getting more individualized the closer a project is to an existing residential neighborhood. Developers will be encouraged to reach out to key neighbors before formal submittal to the City for review, to receive public input in advance. This should include basic information and facts about the project (density, future unit cost, potential storm water management techniques, etc) to alleviate initial resident concerns.

Other Important Items

- The City will help facilitate meetings with the surrounding townships for projects on or very near the City's boundary. We maintain good working relationships with the Townships and meeting with them is sometimes a requirement of an existing land transfer agreement.
- For those projects on Grand River Avenue, contact with the Michigan Department of Transportation early in the process is a crucial part of the process.
- All information provided to the City regarding a project becomes part of the public record and should be shared with the general public.