

Parks Commission

Regular Meeting Agenda

Tuesday, February 12, 2013
6:00 p.m., Council Chambers



City of South Haven

1. Call to Order
2. Roll Call
3. Approval of Agenda
4. Approval of Minutes – January 8, 2013
5. Public Comments and Inquiries Concerning Items not on the Agenda

NEW BUSINESS

6. Historical Marker/Sign - Location at Packard Park
7. Adjourn

RESPECTFULLY SUBMITTED,

Brandy Gildea
Parks and Recreation Supervisor

South Haven City Hall is Barrier-free and the City of South Haven will provide the necessary reasonable auxiliary aids and services for persons with disabilities, such as signers for the hearing impaired and audio tapes of printed materials being considered at the meeting to individuals with disabilities at the meeting upon seven (7) days notice to the South Haven City Clerk. Individuals with disabilities requiring services should contact the City Clerk by writing or calling South Haven City Hall at (269) 637-0750.

Parks Commission

Regular Meeting Minutes

Tuesday, January 08, 2013
6:00 p.m., Council Chambers



1. Call to Order by Lewis at 6:00 p.m.

2. Roll Call

Present: Cobbs, Comeau, Fitzgibbon, Toneman, Lewis
Absent: Fenske

Also present: Brandy Gildea, Parks & Recreation Supervisor; Ron Dotson, Operations Manager

3. Approval of Agenda

Motion by Toneman, second by Cobbs to approve the agenda with exception of Item 7.

All in favor. Motion carried.

4. Approval of Minutes – December 11, 2012

Motion by Fitzgibbon, second by Cobbs to approve the December 11, 2012 regular meeting minutes as written.

All in favor. Motion carried.

5. Public Comments and Inquiries Concerning Items not on the Agenda

J. Fitzer, 24 ½ Grand Boulevard. Had question regarding the playground at North Beach.

Gildea explained that the plan is to have the playground installed before Memorial Day.

Diane Landry. 808 Superior Street. Wondered if there could be a playground in the Hartmann Park, since from Superior Street people walking to Kids Corner or the Tot Lot have to cross busy streets without traffic signals.

Gildea asked the Commission if they want to bring the issue of a playground in Hartmann Park back; put together a Master Plan; have public hearings, etc.

DRAFT

After discussion, Gildea said the issue could be discussed at either the February or March meeting; Gildea will send out a letter to Commissioners regarding the issue of a playground at Hartmann Park.

Toneman requested that Gildea include her recommendation on the subject of placing a playground in Hartmann Park when she sends out a letter to the Commission.

6. Optimist Tot Lot – Fencing

In response to a question by Fitzgibbon Gildea said the fence was a city suggestion in response to neighborhood concerns.

Catherine Forsyth, 234 Bailey Avenue. Voiced her concern of safety getting to the park as opposed to safety after arriving at the park. Forsythe recommended signage; there is a very small sign for the park, but by the cemetery there is a huge sign. Noted there are no speed limit signs in the general area of the park.

Lewis stated the park should be fenced on all four sides if it is going to guard from dangers from the ravine.

Ken Stephens, 1070 E. Wilson Street. Does not think the fence is necessary; views a fence as a potential litter trap. Noted that it is unknown whether there is a need of a fence due to increased traffic; the verdict is still out on whether there will be traffic calming measures on Wilson Street. Noted that he understands the City Manager wants to wait until development is complete so there is an idea of whether increased traffic is going to be a problem; Stevens feels that is a fiscally conservative approach. Stevens noted that many neighbors, not all, are not interested in having a fence. Thanked the Parks Commission but said, "No thanks".

Lewis reiterated that he hears that Stevens agrees with the "wait and see" approach to which Stevens responded affirmatively.

Dorothy Appleyard. 806 Wilson Street. Noted that she is among the few who believe a decorative fence, "Not a chain link fence, please." would be an asset to the park. Noted that when they visit their children live in Oak Park, Illinois, which is a city about the size of South Haven, there are many small corner parks and they are fenced. Stated that If litter became a problem, the neighborhood should take care of it. Thinks a fence would be helpful for safety issues; the Tot Lot is used by quite small children who might chase a ball into the street. Appleyard supports a fence.

Lewis asked whether fences provide an issue with litter.

Dotson said they do; the Tot Lot gets a great amount of leaves in that area; city crews already spend numerous days cleaning leaves up in that area and a fence will be a little bit of an issue. Noted that the city would still clean up the leaves, the crews just may need to make a few changes in how they handle leaf removal. Dotson said the city does not know about the traffic yet, and that is not our topic tonight, but this park is close to the road and a fence is a good thing to think about.

Lewis stated that the city should wait until it is known what is going on as far as development on Blue Star and impact on traffic is concerned.

Toneman asked if park safety was discussed in the Parks Commission's 5-year plan. Gildea said it is a high priority to look at; however, if safety becomes an issue there or in any other park, safety in the parks will be number one.

Fitzgibbon noted that several of our parks are not fenced and the city should consider all parks. Fitzgibbon said adding signs near the Tot Lot sounds like a good idea. Dotson noted that signage can be looked into asap (as soon as possible) and staff can order and install signage in a 30-day time frame.

Comeau stated that this discussion is way too premature; if this is a safety issue, the Commission needs to get our police in here to tell us how many accidents there have been with children and cars around the parks. Noted that there is surely more traffic at Kids Corner next to Monroe Boulevard. Once you build a fence in one park you assume liability. This is way too premature. There are many more safety issues that need to be addressed before the Tot Lot gets a fence.

Dorothy Appleyard asked what the cost would be to install a fence at the Tot Lot to which Gildea responded \$15,000. Appleyard said according to something she read recently the city is spending \$350,000 on improvements at Elkenburg Park and the cost of a fence for the Tot Lot seems like a small issue. There are safety issues at Kids Corner and at other parks; thinks that the city systematically needs to add fences.

Lewis stated that in his opinion children will not run into the street at Kids' Corner as readily as they would at the Tot Lot because children know Monroe Boulevard has a lot of traffic.

Forsythe addressed the chairman and the Commission at the microphone without getting permission to speak, stating in an extremely loud voice that Lewis' comment was ridiculous and that all the neighborhood is asking about is to have buffers for the children around the park.

Motion by Fitzgibbon to table this discussion until we see what development brings. Fitzgibbon can not see spending \$15,000 for a "what if?" She understands the feeling of "not in my backyard" and stated that the City plans to do what they can to take care of traffic issues. Second by Toneman to table discussion until after development has happened.

All in favor. Motion carried.

7. Adjourn

Motion by Fitzgibbon, second by Toneman to adjourn at 6:37 p.m.

All in favor. Motion carried.

RESPECTFULLY SUBMITTED,

Marsha Ransom
Recording Secretary



City of South Haven

Agenda Item 6

Historical Marker/Sign - Location at Packard Park

Background Information:

The Parks Commission will be asked to review the current placement of a historic marker sign within Packard Park and make a recommendation on the final location for the sign's placement. Further, the Parks Commission will be asked to consider the approval of a historic marker sign application file for use with future historic sign applications.

Recently the City Council and staff have received questions and complaints about the location of the historic marker sign (sign) located within Packard Park. The sign is part of the State of Michigan's historical marker program and was placed in Packard Park to commemorate Jewish Resort History. The project was led by the State Historic Preservation Office, and locally by the South Haven Visitors Bureau, as part of the Bureau's efforts to recognize the Michigan Pike. The Michigan Pike (which follows what is now North Shore Drive) ran from Chicago, IL, to Mackinaw City, MI.

The sign was approved for placement in Packard Park in 2009, by the Parks Commission and the City Council. Due to delays from the State of Michigan, the sign was not ready for installation until late summer in 2012. Due to the long delay between the placement approval and the installation, the sign placement surprised some of the nearby property owners. After the installation of the sign, members of the City Council and the City's staff received statements of complaint about the placement within in a public park so close to roadway. As a result, the sign was slid back towards the restroom structure, about 50' from its original location. Prior to having the sign moved, the City Manager Brian Dissette, met with a representative from the South Haven Visitors Bureau and made sure there were no objections to the proposed relocation to the center of the park. Based on that agreement, Dissette instructed the City's Department of Public Works staff to reinstall the sign in the center of park, near the restroom structure.

In December 2012, members of the City Council again received complaints about the placement of the sign, though these complaints focused on the sign being too far from the roadway. As a result of the complaints, Dissette informed the concerned parties that the matter would be referred to the Parks Commission for consideration and recommendation on the final location of the sign. This would ensure the public would be allowed to comment on all potential sign locations.

In an effort to assist the Parks Commission with determining a recommendation on where the sign should be placed within Packard Park, staff has prepared a location map which illustrates the various historic marker signs throughout the City of South Haven. The map illustrates that the bulk of the existing historic marker signs are set close to city's right-of-

way. Based on this review, staff agrees that the initial location of the sign in Packard Park was an appropriate location and recommends the sign be reinstalled at that site.

Finally, in an effort to avoid a similar situation from occurring in the future, staff recommends that the Parks Commission approve the proposed historic marker sign application. The file seeks to have the applicant describe the proposed historic marker sign's location and requires a site sketch that will illustrate where the sign is to be placed. The application, if approved, will be helpful in determining the placement of future signs and will help avoid confusion during the approval and installation process.

Recommendation:

The Parks Commission will be asked to take the following actions:

- 1) The Parks Commission considers a motion to recommend the location of the historic marker sign, located within Packard Park.
- 2) The Parks Commission considers a motion to approve the proposed historic marker sign application, as presented by the city's staff.

Support Information:

Aerial A: Historical Marker – Approximate First Location
Aerial B: Historical Marker – Approximate Current Location
Historical Markers in South Haven
Sign Application



Aerial A - Historical Marker 1st Location



Aerial B - Historical Marker Current Location

Historical Markers City of South Haven, MI



1. Jewish & West MI Resorts
Free Standing Sign
96 ft from Right-of-Way

2. Haven Peaches
Free Standing Sign
10 ft from Right-of-Way

3. Marsland-Kenilworth
Resort
(Marker Not Found)

4. Navigation Structures
(Marker Not Found)

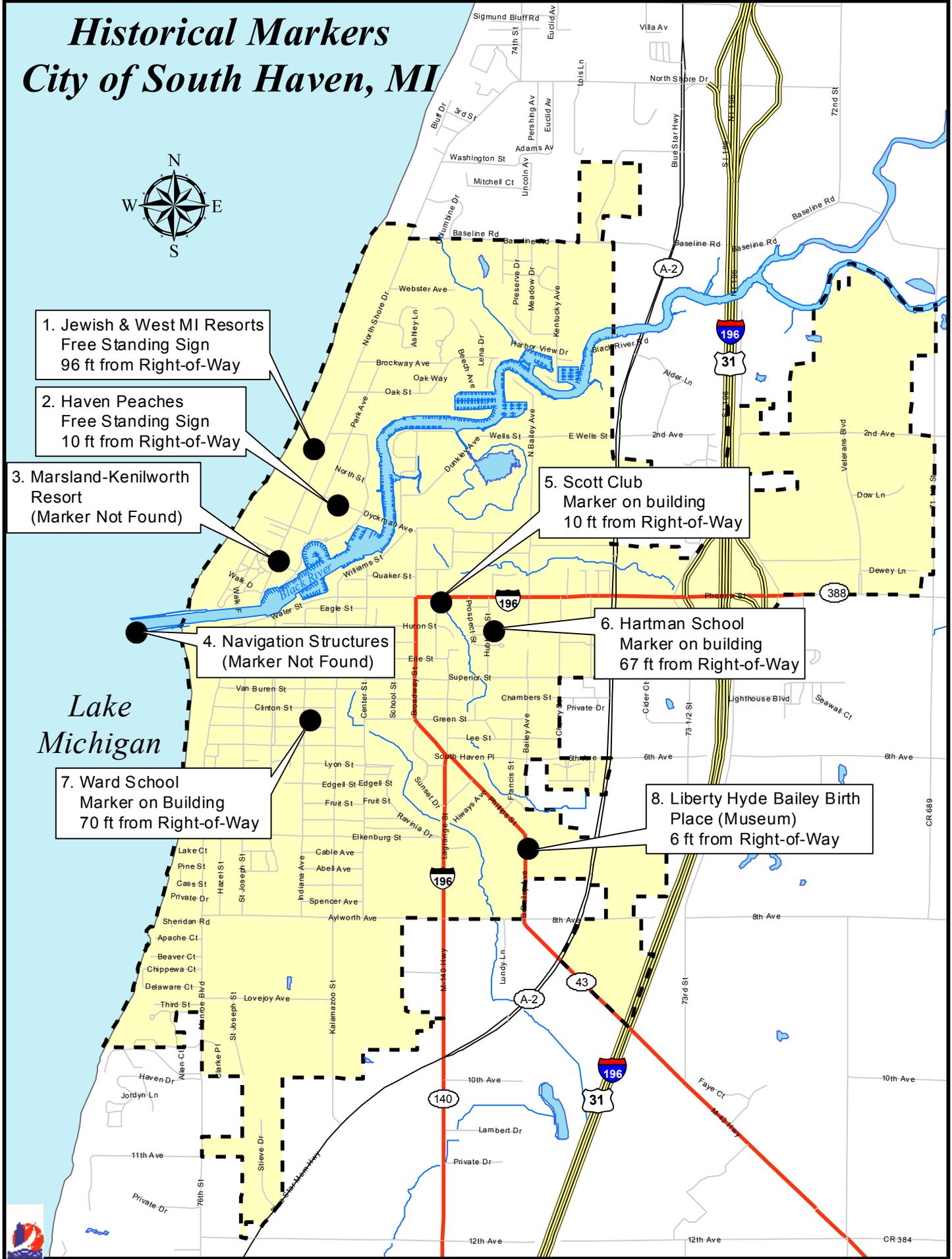
5. Scott Club
Marker on building
10 ft from Right-of-Way

6. Hartman School
Marker on building
67 ft from Right-of-Way

7. Ward School
Marker on Building
70 ft from Right-of-Way

8. Liberty Hyde Bailey Birth
Place (Museum)
6 ft from Right-of-Way

Lake
Michigan





#1. Jewish Resorts - Packard Park - North Side of Sign



#1. West MI Resorts - Packard Park – South Side of Sign



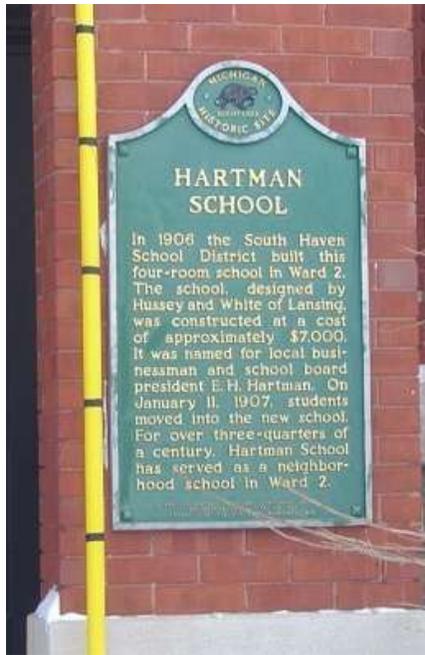
#2. Haven Peaches (Stanley Johnston Park)



#5. Scott Club – 652 Phoenix St



#8. L.H. Bailey Birth Place (Museum) – 903 Bailey Ave



#6. Hartman School – 353 Hubbard St

Note:
 Historical Markers could not be found for:
 #3. Marsland-Kenilworth Resort
 #4. Navigation Structures



#7. Ward School – 615 Indiana St

FOR OFFICE USE ONLY:
Application #: _____
Date Received: _____

CITY OF SOUTH HAVEN

APPLICATION FOR PERMANENT SIGN ON PUBLIC PROPERTY

Applications must be submitted at least 60 days prior to the installation date of the sign to ensure that all interested parties will have time to review and approve the application.

Applicant must contact the Building Department (269-637- 0760) to confirm that no zoning permit is needed prior to submitting application.

Applicant (s) Information

Name: _____

Organization: _____

Address: _____

Phone #: _____

Email Address: _____

Sign Location Information

A site plan or aerial of the property showing footprints/locations of all existing buildings, structures, signs, property lines, easements and adjacent streets/alleys and the proposed location of the new sign must be submitted with this application.

Address of sign location: _____

Owner of land: _____

Owner or lessee of sign: _____

To be installed by: _____

Sign Information

Reason/Background for Sign: _____

Sign Description (size, height, dimensions, etc) (please submit image of sign if applicable): _____

Will applicant /organization be doing any landscaping around sign?

Yes

No

If yes, for how many years? _____

Landscaping Description (plant type, how much, etc) (please submit drawing of landscaping if applicable):

Will applicant /organization be accountable for maintenance/aging of sign?

Yes

No

If yes, for how many years? _____

If no, who will be accountable? _____

REMINDERS

Please make sure the following items are turned in with the Sign Permit for Public Property

- Contact Building Department (269-637- 0760) to confirm no zoning permit is needed.
- A site plan or aerial of the property showing footprints/locations of all existing buildings, structures, signs, property lines, easements and adjacent streets/alleys and the proposed location of the new sign must be submitted with this application.
- Sign Description (size, height, dimensions, etc)
- Image of Proposed Sign (if applicable)
- Drawing of Landscaping (if applicable)

Applicants Signature

Date

Please return to:
Parks and Recreation Supervisor
Department of Public Works
City of South Haven
1199 8th Ave
South Haven, MI 49010
Phone: 269-637-0772 / Fax: 269-637-4778
Hours: Monday-Friday 7:00am – 3:30pm