



CITY COUNCIL MEETING AGENDA

November 13 – 7:00 pm

This is an in-person meeting at Saugatuck City Hall, 102 Butler St, Saugatuck, MI 49453.

The meeting will also be available live, virtually on Zoom.

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Mayor's Comments
5. City Manager Comments
6. Agenda Changes *(Additions/Deletions)*
7. Guest Speakers
8. Public Comment on Agenda Items Only *(Limit 3 minutes)*
9. Consent Agenda: *(Roll Call)*
 - A. Regular City Council Meeting Minutes – October 23, 2023.
Pg.3
10. Staff Reports, Boards, Commissions & Committees: Starting on *Pg.7*
 - A. Staff Reports:
 1. City Manager
 2. Treasurer
 3. Planning and Zoning
 4. Department of Public Works
 5. Police
 6. Engineer

NOTICE:

Join online by visiting:

<https://us02web.zoom.us/j/2698572603>

Join by phone by dialing:

**(312) 626-6799 -or-
(646) 518-9805**

Then enter "Meeting ID":

2698572603

Please send questions or comments regarding meeting agenda items prior to meeting to:
ryan@saugatuckcity.com

Requests for accommodations or interpretive services must be made 48 hours prior to this meeting. Please contact Saugatuck City Clerk at 269-857-2603 or Wolters@saugatuckcity.com for further information.

B. Boards, Commissions & Committees:

1. Fire District Administration Board
2. Interurban Board
3. Kalamazoo Lake Sewer & Water Authority
4. Kalamazoo Lake Harbor Authority
5. Zoning Board of Appeals
6. Historic District Commission
7. Planning Commission
 - a) Short Term Rental Task Force
8. Parks & Public Works Committee
9. Tri-Community Non-Motorized Trail Study Committee
10. Tri-Community Recycling Ad-Hoc Committee

11. Request for Payment: None

12. Approval of Accounts Payable: *(Roll Call)*

- A. Accounts Payable in the amount of \$256,532.48 *Pg.22*

13. Introduction of Ordinances: None

14. Unfinished Business: None

15. New Business:

- A. **Airport Property Recommendation** *Pg.27*
- B. **Park Street Stop Sign Requests** *Pg.74*
- C. **Expanded Outdoor Area** *Pg.75*
- D. **Expanded Outdoor Area Ordinance Repeal** *Pg.84*
- E. **Selection of Mayor & Mayor Pro-tem**

16. Public Comments *(Limit 3 minutes)*

17. Correspondence

18. Council Comments

19. Adjourn *(Voice Vote)*



**CITY COUNCIL MEETING MINUTES - Proposed
October 23, 2023**

The City Council met for Regular Council Meeting at 7:00 p.m.
City Hall
102 Butler St., Saugatuck, MI 49453.

Call to Order:

The meeting was called to order by Mayor Dean at 7:00 p.m.

Attendance:

Present: Mayor Dean and Councilmembers Baldwin, Lewis, Gardner, Muncey.

Absent: Mayor Pro-Tem Stanton and Councilmember Leo.

Motion by Muncey, second by Baldwin to excuse both Lauren Stanton and Holly Leo for tonight's meeting. Via voice vote, motion carried 5-0.

Others Present: City Manager Heise, Director of Planning, Zoning & Project Management Cummins, Treasurer Stanislawski, Department of Public Works Assistant Superintendent Herbert, Attorney Witte and Clerk Wolters.

Mayor's Comments: None.

City Manager Comments: City Manager noted that Ryan Cummins and himself had an excellent time at the Michigan Municipal League conference the week prior that was in Traverse City. It is always good to network and see what other cities and municipalities are doing.

Agenda Changes:

Motion by Muncey, second by Gardner to include Mr. Dean as tonight's guest speaker. Via voice vote, motion carried 5-0.

Guest Speakers: Dean Kapenga, Allegan County Commissioner, District 3-

- Held Allegan County Veteran Stand Down.
 - Gathering of 200+ veterans.
 - County has about 26 different groups to assist veterans.
- November 4th is the Walk for Warmth.
 - Last year they helped 601 people by simply paying for their heating, water, and sewer bills through the community action program.
- Jim Storey was named MAC president for this year.

- The partnership with Wishbone will continue to keep it running as it did before and have ideas as far as how they can create a coalition with other people to help them do so.

Public Comment on Agenda Item Only: None.

Consent Agenda:

A. Regular City Council Meeting Minutes – October 9, 2023.

Motion by Lewis, second by Gardner to approve the regular city council meeting minutes from October 9, 2023. Upon roll call vote, motion carried 5-0.

Staff Reports:

City Manager, Director of Planning & Zoning, Treasurer, DPW Superintendent, Engineer and Police submitted status reports of current activities since the last Council meeting on October 9, 2023, for their respective departments.

City Manager Heise noted that KLSWA is addressing the leak at the intersection in front of City Hall. CVB will be taking pictures in front of City Hall, and someone will be coming to upgrade the seasonal décor which will remain until the winter.

Superintendent Herbert thanked Assistant DPW Supervisor for his phenomenal job with all that has been accomplished while Mr. Herbert was on leave. He is very proud of his staff’s hard work.

Boards, Commissions & Committees:

Fire District Administration Board, Dan Fox: Report included in packet.

Interurban Board, Councilmember Muncey:

- They ended the fiscal year with 68,252 passengers, which is 16% higher than last year. It was just shy of their record breaking 2019 year by about 1,800 passengers. September had the highest number of passengers at 6766.
- They may need to possibly add a fifth bus to accommodate as many as 50 riders in that three o’clock hour.
- One of the newer propane buses was hit in the back.
- They are shopping for new software for dispatch that will include an app for passengers to track the distance of their scheduled bus and it will assist dispatch with bus routes.
- Councilmember Muncey was elected as the new Treasurer for the Interurban Board.

KLSWA, Barry Johnson:

- Recap from October 16th meeting:
 - Reviewed the 12-inch street valve work by Christos, had major work and had to go back out to continue work.
 - Testing well by highway tends to get some high ammonia from the road salt, not to EGLE.
 - The email blast for billing, 1300 out of 3200 had two different billing addresses on them. That has been corrected.
 - They are looking to update the SCADA system which could be up to \$200,000.
 - KLSWA director and attorney have met with Baker Tilly. EGLE has urged municipalities to come up with a water agreement.

Kalamazoo Lake Harbor Authority, Mayor Pro-Tem Stanton: None.

Zoning Board of Appeals: None.

Historic District Commission, Councilmember Lewis:

- Next meeting is the upcoming Thursday.

Planning Commission, Chair Councilmember Gardner:

- Recap from October 19th meeting:
 - Had two meetings:
 - Special meeting for an hour to introduce the report from the Short-Term Rental Task Force.
 - Regular meeting:
 - 118 Hoffman approved for a site plan review for expanded outdoor dining.
 - 120 Mary for a rezoning which was tabled.
 - The commission reviewed zoning ordinance text amendments regarding expanded outdoor eating area. The basic changes made suggest the length of period for the season be starting on May 1 and finishing on October 31. The plan is to take it to the Council in November.
 - They viewed their draft zoning ordinance for the waterfront development that will be going to the Council as well.

Parks and Public Works Committee, Councilmember Baldwin:

- The past Friday, ODC was at City Hall for a public SWOT analysis regarding the airport property. There was a good turnout, a lot of robust conversation and positive participation. PPW will meet on the morning of October 24th.

Tri-Community Non-Motorized Trail Study Committee, Councilmember Leo: None.

Tri-Community Recycling Ad-Hoc Committee, Councilmember Lewis:

- Successful Household Hazardous Waste Day on the 26th.
 - 12,155 pounds of waste was collected.
 - ERG submitted a bill for \$14,522.96.
 - They received a \$10,000 donation from Rotary, \$1,500 from STFD and \$533 at the gate.
 - 60% of participants were from the Township, 25% from the City and 14% from Douglas.

Request for Payment: None.

Approval of Accounts Payable:

A. Accounts Payable in the amount of \$ 682,298.82.

Motion by Gardner, second by Lewis to approve the accounts payable in the amount of \$682,298.82. Via roll call vote, motion carried 5-0.

Introduction of Ordinances: None.

Unfinished Business: None.

New Business:

Resolution 231023-A- FY 23-24 Budget Amendment:

Motion by Lewis, second by Baldwin to approve Resolution 231023-A, amending the FY 23/24 budget as presented. Via roll call vote, motion carried 5-0.

Treasurer Stanislawski presented a quarterly budget breakdown and filtered questions from Council.

Right of Way Permit- Ugly Sweater Pub Crawl:

Motion by Lewis, Second by Muncey to approve the request for the signage for the request for the ugly sweater pub crawl to be displayed on the dates from 11/22/23-12/3/23. Via voice vote, motion carried 5-0.

Special Event Application- Veterans Day:

Motion by Lewis, Second by Muncey to approve the special event application for the Veterans Day celebration sponsored by the American Legion to be held on November 11th, 2023. Via voice vote, motion carried 5-0.

Public Comment: None.

Correspondence: None.

Council Comments:

- Councilmember Baldwin: None.
- Councilmember Muncey:
Thanked everyone for coming out to the Make a Wish benefit at the Dunes Resort and thanked all the businesses that supported the event.
- Councilmember Garnder: None.
- Councilmember Lewis:
Rotary as per the agreement regarding Venetian, 5% of the net proceeds goes to the City. A \$2,100 check was brought to City Hall for deposit.
- Mayor Dean: None.

Adjournment:

Motion by Lewis, second by Gardner to adjourn the meeting. Upon voice vote, motion carried unanimously. Mayor Dean adjourned at 7:46 p.m.

Respectfully Submitted

Jamie Wolters, City Clerk



City Managers Report – November 13, 2023

Infrastructure- Cellular Service Discussions Continue with AT&T

Next steps:

- 1) Schedule Special Meeting to review proposed lease, including rent negotiations. Return for Council approval.
- 2) Present to Council needed electrical upgrades for current code compliance, and in preparation for AT&T wireless infrastructure.
- 3) Final SHPO review and permitting.
- 4) 1st Net discussions and contract working with emergency service partners.

City staff is required to go to bid to select a vendor to assist with ensuring that current electric connections servicing the radome are safe and code compliant. The Department of Public Works has begun removing all ancillary equipment, allowing AT&T to finalize their design from the antenna array within the dome. The city will need to rotate a large existing antenna within the radome for the AT&T team to complete their design (allowing the existing antenna to stay intact). AT&T remains focused on completing this project by summer of '24... but is largely dependent on the City taking timely action on the following items: electrical upgrades, removing of non-historical & ancillary equipment, lease negotiations, final SHPO discussions and permitting.

Infrastructure- Discussions with AT&T on Potential Downtown WiFi

On pause. Discussed project with Allegan County Broadband Director and will coordinate a “needs survey,” to be disseminated to business owners and residents. Also, looking for independent outside consultants to provide a proposal for site assessment.

Infrastructure- Ongoing- Kalamazoo Lake Sewer and Water (KLSWA) Agreement- Tri-Community

Meeting conducted with EGLE and the tri-communities along with Baker Tilly. Council has approved Water Asset Management Draft Plan.

The Tri-Communities have directly engaged with EGLE to ensure that our respective municipalities stay in compliance. Discussions with the City Council will continue to ensure that assets owned by the city are funded for replacement after their useful life.

Infrastructure - Blue Star Highway Multi-Modal Path

Progress meetings continue with the engineer. The tri-communities have received an updated timeline. City of Saugatuck stakeholder members and Parks and Public Works Committee will begin to review path designs that are unique to the City, namely incorporation of existing pallet sign and vertical elements along the Blue Star Bridge.

MDOT Exit 36 and 41 Bridge Work

Information on traffic detours provided through social media and constant contact email list, when appropriate.

Parks and Recreation Master Plan- Tri-Community Effort (Including Saugatuck Public Schools Community Recreation).

A Tri-Community effort- Development of plan is underway. Community survey has been completed.

The purpose of the plan is to: Evaluation of recreation facilities • Identify recreational needs - public perception • Provide a guide for improvements – goals • Set timetable for improvements – actions • Eligible for recreation grants through DNR.

Sections of the plan include: • Community Description • Administrative Structure • Recreation Inventory • Recreation Needs / Deficiencies • Public Input Process • Goals and Objectives • Action Plan.

Public Input Methods include: • On-line survey • Public Input Open House • Input Collection at Community Event • 30-day Public Review • Public Hearing.

Timeline of the project- Five-month process ending with a plan adoption by Council in late January.

Ongoing- Oval Beach Staffing and Operations

Winter maintenance and staff continuity.

City Hall

City Hall exterior repair project complete! Many compliments were received on the fall decorations in the newly restored flower boxes. Landscape and irrigation improvements are forthcoming. City staff is also working on soliciting a proposal for connecting storm gutters to the stormwater system to improve drainage.

Old news- Dune Ridge Waterfront Update

Litigation continues...we typically do not discuss ongoing litigation.

Meetings

- MME meeting to discuss Manager Council form of Gov't
- EGLE and managers meeting to discuss water asset maintenance
- KLSWA meeting to discuss water shutdown
- Blue Star Trail meeting with stakeholders
- AT&T Meeting to discuss next steps and existing hurdles
- C2AE and Friends of the Blue Star Trail meeting
- MML Conference

Council-Manager form of Government Tid-bit

The City of Saugatuck has done well to conduct annual strategic planning meetings. The International City/County Management Association- *boards find it much easier to focus on the here and now. Some boards love to get into operational details of issues that the community is facing. From their perspective, the issues are real and tangible, and they feel they were elected to address and fix problems the community is confronting. It is this drive to confront the routine issues that arise in governing and managing a community that is intoxicating and gives board members a sense of accomplishment. This creates a certain board member mindset: Why waste time on strategic planning? Our strategic plan is getting things done. With this mindset, the entire organization and its resources are focused on this seemingly effective routine day-to-day governance approach.*

But what about managing for the community's future? How do you manage both the routine day-to-day, but also position the community to take full advantage of emerging and future opportunities? It's very difficult to start talking to a board about becoming more strategic when they are in a cycle of managing the routine.



Treasurer Report

Below is a summary of notable activities carried out by the Treasurer's Office since the last council meeting on 10/23/2023:

- Paid routine bills
- Completed and disseminated bi-weekly payroll
- Proceeding with the 2023 audit coming soon!
- Attended Property Tax Training
- Processing Winter Tax Bills



Planning, Zoning and Project Report

November 13, 2023

Planning and Zoning

- Prepared for and attended Historic District Commission meeting.
- Prepared for and attended Zoning Board of Appeals meeting.
- Reviewed draft waterfront zoning changes. Discussed with consultant and legal.
- Met with engineer, DPW, and legal to discuss hardscaping ordinance updates.
- Attended AT&T Mt. Baldhead status update meeting.
- Met and talked with property owners and applicants to answer questions and provide resources.
- Continued follow-up on complaints of code violations throughout the City.
- Completed planning and zoning casework as outlined in the chart below.

Planning and Zoning Casework

615 Park St	Structural Improvements	Zoning permit application previously received for exterior wall, deck and foundation work. Some units will also receive interior re-builds due to water damage. Reviewed with legal and consultant. Advised applicants of issues related to substantial improvements in a floodplain, zoning, and current moratorium. Discussed further with applicant. Discussed market value questions with FEMA. Met in person with HOA president and applicant to discuss findings and options. Answered questions from additional independent appraisers. Received independent appraisal. Assessor and I reviewed. Sent questions on the appraisal back to association president. Received and reviewed responses from association. EGLE floodplain permit pending. Association has applied for waiver from moratorium. Public hearing noticed. Scheduled for November 27 Council meeting.
560 Mill and 860 Simonson	Enforcement	Enforcement of hardscaping in ROW report back to City Council for further policy direction occurred at September 20 workshop meeting. Continued working on finalizing formal policy and ordinance amendments for Council review/decision.
241 Culver	Enforcement	Evidence found that home is being rented without a STR certificate. STR application was reviewed with legal and denied back in March due to not meeting zoning ordinance requirements. Discussed enforcement options with legal. Sent violation letter via e-mail and mail with opportunity to voluntarily cease use as STR within 7 days. Response received from owner's attorney reviewed by legal. City Attorney reviewed and sent response. Worked with legal on second response to owner's attorney. Provided owner with options. Owner's attorney provided update that they are gathering further historical documents. Still awaiting response.
333 Lucy	HDC and Zoning	HDC app to remove sliding doors, replace with double hung windows and French door. Replacement of entrance steps. HDC approved with conditions. Zoning permit app received. Zoning permit issued. Received spec sheets for final HDC permit issuance. Sent to Chair to review. No concerns. Permit issued.
717 Water #5	Short Term Rental	STR app. New owner of existing STR. Needed property transfer affidavit and fee paid. Both received. Sent to Fire Department for inspection. Failed two reinspections. Sent invoice. Fire Department advised repairs/corrections are in progress.
296 Sugar Hill	New Home	Zoning app for new home. Needed height and FAR info. Provided definition. Updated application and plans received. Sent to consultant for review. Reviewed. Clarified patio distance. Water/sewer app received. Asked for clarification on sewer size. Updated sewer plan received. Engineer reviewed. Awaiting connection fees to issue permits.

Planning and Zoning Casework Continued

118 Hoffman	Enforcement	Complaint of structures built without screening or permits. Complainant advised outdoor refrigeration building was built in late winter/early spring. Checked area and discovered two structures built in northwest section of property. Refrigeration unit not permitted by zoning or historic district. Checked with MTS and no building permits. Prior approved plans and survey did not show any structures in the northwest area of the property. Assessing photos confirm this. Previously a mix of retail. Construction began on new restaurant in October 2021. Water Street East zoning changed in November 2020 to make restaurants a SLU instead of permitted use. No special land use or formal site plan approvals. Sent owner letter to apply for permits for recent structures and apply for SLU and formal site plan review for restaurant use. Met with owner and answered questions and provided resources. Owner submitted special land use and HDC application. HDC tabled pending further detail and plans. Planning Commission approved with conditions that other approvals are obtained. Variance application received. Requested as built survey to verify dimensions. Owner withdrew historic district and variance applications as they will now be removing the shed and freezer. Working on a timeline for this to occur.
125 Elizabeth	Short Term Rental / Enforcement	STR app. New STR. Sent to Fire Department for inspection. Discovered home is already being rented without a certificate. Also discovered hot tub and patio installed without zoning permits. Sent letter to owner to cease STR use until certificate is obtained and apply for zoning permits. Talked to owner. Answered questions. Provided resources. Discovered dwelling still being rented without STR certificate. Civil infraction notice issued. Asked about status of applying for zoning approvals for hot tub and patio. Owner paid fine. Advised he is working on applying for variances. Owner has missed deadlines to apply for variances. Provided final warning to apply or further enforcement will occur.
570 Shorewood	New Home	Zoning app to demolish existing home and build new single family home. Reviewed zoning regulations, design review committee letter, and EGLE approvals. Contractor sent plans to Fire Department for review. Researched history of zoning in this area. Discussed with legal. Met with contractor and discussed application and requested 50 year high risk erosion information. Applicant engineer provided further detail and plans. Under further review.
298 Sugar Hill	New Home	Zoning app and plans for new home. Water/sewer app received. All reviewed. Needed sewer size clarified and stormwater plan. Updated sewer plans received. Received stormwater plans. Reviewed by engineer and feedback provided on stormwater. Awaiting connection fees to issue permits.
165 Elizabeth	Short Term Rental	STR app. Previous STR. Sent to Fire Department for inspection. Still pending.
145 Grant	Variance Request	ZBA application for setback and lot coverage variances for home addition and new garages. Scheduled for November ZBA meeting.

Planning and Zoning Casework Continued

120 Mary	Enforcement/Rezoning Request	STR app. New STR in a single family home. Denied due to STRs only being permitted on second or third floors in water street east zoning district. Sent email and letter to owner and agent. Answered owner questions. Provided resources related to rezoning and use variances. Discovered home is being advertised and rented as an STR without the certificate. Issued a civil infraction notice. Fine paid. Conditional rezoning application received to change from Water Street East to City Center Transitional Residential. Reviewed with consultant and legal. Legal provided feedback to owner's attorney. Owner revised request to be a rezoning request with no conditions. Planning Commission reviewed in October and tabled to November meeting.
439 Butler	Enforcement/Historic Request	Complaint of mural, signage, and window tint work occurring without permits. Checked site and found mural being painted and freshly painted wall signage. Some rear building windows did appear to be tinted. Sent owner a letter to stop work and apply for required permits . HDC app received for mural, paint touch up to wall sign, and window tint for rear unit. Chair advised full commission review needed. Advised applicant. Chair advised work was still occurring. Talked with applicant who denied any further work but stated scaffolding is still up. HDC approved signage and tint but denied mural request due to painting of unpainted masonry on contributing resources not meeting historic district guidelines. Continuing follow up with owner and property manager to develop timeline to remove unapproved mural.
408 Mason	New Duplex	Zoning app for new "residence". Several items not complete or unclear. Sent applicant list of items needed to review. Updated application and details received, however updated survey still needed. Advised of lot coverage exceedance. Provided what is needed for stormwater.
149 Griffith	HDC	Revised plans received for HDC review. Request to remove porch extension. HDC approved. Reviewed signage and provided preliminary feedback. Awaiting sign application.
558 Mason	Emergency Sewer Work	Sewer replacement application. No plans. Not signed by owner. Sent contractor e-mail with engineer info, asked for plans and further description of work. Street cut app received. Engineer talked with owner and were on site to observe work. Issues with getting connection to main. Engineer provided feedback.
1050 Holland	Dock Replacement	Minor waterfront construction app to remove existing dock and replace with a new dock and boat hoist. Sent notification to adjacent property owners. Reviewed with consultant. Asked for clarification from applicant. Further detail under review.
436 Shorewood	Enforcement	Complaint of a cut into the dune and installation of a retaining wall and parking space without a permit. EGLE notified and advised permit was required. EGLE sending letter to apply for retroactive permit. Sent enforcement letter to apply for necessary zoning permits within 30 days (by 11/23). Association president seeking EGLE approval. Zoning app received and under review.

Planning and Zoning Casework Continued

423 Grand	Short Term Rental	STR app. New STR. Sent to Fire Department for inspection.
828 Park	Short Term Rental	STR app. New STR. Sent to Fire Department for inspection.
568 Mason	New Basement/Street Cut	Zoning app to raise existing home and install a new concrete foundation and basement. Survey and plans received. Current home and foundation encroach into side yard setback. Asked applicant to update plans so new foundation complies with setback. Street cut permit received to temporarily retire gas line. Engineer has no concerns. Fees mailed. Permit issued.
258/296 Hoffman	Stair Repairs	HDC app to repair steps. Sent to HDC Chair and he agreed admin approval. Zoning permit not needed. Awaiting fee to issue permit.
750 Park	Variance Request	ZBA application for a dimensional variance for construction of a new platform and equipment to support AT&T cellular technology. AT&T is applicant. Council approved application as owner. ZBA granted variance.
N/A	Inquiry	Questions about cantilevers and setbacks. Provided resources.
248/296 Hoffman	Inquiry	Questions about permits required for planned work. Provided resources.
1034 State	Inquiry	Questions about permits and requirements to install fence. Provided resources.
57-550-004-02	Inquiry	Questions about property. Provided resources.
143 Takken	Deck and Porch Replacement	Zoning app to remove existing deck and screened in porch and replace with new. Needed lot coverage. Asked applicant. Lot coverage provided. Zoning permit issued.
N/A	Inquiry	Questions about stairway encroachments and pool barriers. Asked further questions. Provided resources.
129 Griffith	Inquiry	Request for trees in right of way to be trimmed. Referred to DPW Superintendent as ordinance requires his approval.
423 Grand	Final Inspections	Final inspections requested. Asked for stormwater plans due to neighbor concerns. Talked with contractor. Water is being drained to rear yard drain. Advised of various regulations and that a sketch will be needed for engineer to review and approve. Sketch provided. Engineer review feedback provided. Talked with contractor. Provided basis to ask for drainage plan. Engineer inspected site. Contractor made requested changes. Engineer approved. Checked site. Advised MTS of final inspection.
N/A	Inquiry	Questions about fence regulations along Holland. Provided resources. Advised zoning and historic district permit will be required.
181 Park	Final Inspections	Final inspections completed for new garage.
303 Butler	Inquiry	Questions about permits for landscaping and stormwater work. Answered questions and connected to engineer for stormwater work.

Planning and Zoning Casework Continued

568 Mason	Inquiry	Questions about property lines and setbacks for possible garage addition. Provided resources.
N/A	Inquiry	Questions about Peninsula West and whether caps may be implemented. Explained STR Task Force recommendations and next steps for Council and Planning Commission discussion.
807 Lake	Deck Railings	HDC app to replace deck railings. Chair advised full commission review needed. HDC approved with condition to provide further details. Owner authorizations received. Spec sheet and photos provided. Chair and Vice-Chair reviewed. Permit issued.
312 Hoffman	Inquiry	Questions about two family and single family attached uses in CR district. Neither are a permitted or SLU in the CR district. Answered questions and provided resources.
N/A	Inquiry	Question about driveway setbacks for Peninsula West district. Provided resources.
N/A	Inquiry	Question about districts on west side of river subject to moratorium. Returned voicemail advising resort district.
685 Lake	Inquiry	Questions about required permits for upcoming project. Answered questions and provided forms.
433 Grand	New Shed	Met with owner and answered questions about installing shed. Zoning app received for new shed. Zoning permit issued.
650 Campbell	Entry Enclosure	Zoning app to enclose and rebuild main entry. Permit issued.
888 Holland	Inquiry	Questions about change of use and STR a single family home. Answered questions.
234 Francis	Short Term Rental	STR app. Renewing. Sent to Fire Department for inspection. Failed. Sent reinspection invoice. Paid. Passed reinspected. STR certificate issued.
745 Pleasant	Short Term Rental	STR app. New owner. Sent to Fire Department for inspection. Passed. STR certificate issued.
240 Lucy	Short Term Rental	STR app for rear studio/cottage. Existing STR. Reviewed history. Discussed with legal. Determined is legally non-conforming. Sent to Fire Department for inspection. Passed. STR certificate issued.
568 Mason	Inquiry	Concerns from neighbor about damage to their property from tree removal. Discussed options. Answered questions about pending work and required permits. Also discussed fence and need for survey to determine whose fence it is.
330 Elizabeth	Inquiry	Questions about possibly relocating driveway. Sent to fire and engineer for preliminary feedback. Advised application zoning permit will be required. Curb cut permit as well if there is a need to cut the curb. Tree cut permit if trees would need to be removed. Provided preliminary feedback from both fire and engineer.

Planning and Zoning Casework Continued

111 Park	Renovations	Zoning app to renovate home and relocate upper entry to north elevation. Updated plans received. Needed updated lot coverage which was received. Applicant states both home and project not in floodplain. Zoning permit approved. Noted that they will need to provide confirmation to building official not in floodplain. If in a floodplain, EGLE permit will be needed.
568 Mason	Inquiry	Questions about regulations for sheds, firepits, decks and landscaping. Provided resources.
N/A	Inquiry	Question about auto covers and fencing for pools. Answered questions.
57-350-014-00	Inquiry	Request for water, sewer, and stormwater details for area. Requested from engineer. Details provided to builder.
2032 Griffith	Inquiry	Questions about zoning district property is in. Provided resources.
633 Butler	Enforcement	Complaint that ADU and main home are being rented separately. Conducted an evaluation of available information and discovered evidence supporting the complaint. Notified the owner and rental agent to cease renting the ADU and home separately. Answered questions related to obtaining special land use approval to owner occupy the home and rent the ADU separately. Talked with owner via phone and answered further questions. Owner submitted special land use application. Advised owners of staff concerns with applications. Held phone conference with owners. Discussed concerns, answered questions and provided options. Owners withdrew special land use application and understand regulations for STR and rental of ADU.
N/A	Inquiry	Questions about STR regulations and potential changes. Answered questions about current status.
Waterfront Zoning Public Hearing	Inquiry	Responded to various inquires and requests for information.
N/A	Inquiry	Question about setbacks for garages, fire pits, and installing pavers. Provided resources.
647 Butler	Garage Door Replacement	HDC app to replace garage doors with similar doors. Chair agreed admin approval. Doors not historic. Couldn't locate exact date garage was built. Permit issued.
350 Mason	Inquiry	Need to replace sewer service. Provided application. Engineer provided preliminary feedback.

Department of Public Works Report

Below is a summary of notable activities carried out by the Department of Public Works since the last council meeting on 10/23/2023:

Fall Clean Up:

City parks, streets, sidewalks, buildings, and grounds have been continuously groomed throughout the fall season to keep up with large amounts of fallen leaves and to keep storm water draining freely.

Seasonal Decorations:

Fall decorations have been removed and DPW staff is currently installing Christmas decorations throughout the City. We expect to be done installing Christmas decorations by Thanksgiving.

First Snow Event:

Saugatuck experienced its first snowfall of the season. Snow totals appeared to have totaled over 3" on Halloween Day. These early isolated snow events are a challenge for Public Works. Salt spreaders are not installed in the bed of the dump trucks until most leaves are hauled out of town. Luckily the surface temperatures of the streets were warm enough that salt was not necessary to maintain vehicle safety.

Brush and Leaf Collection:

City-wide brush and leaf collection took place on October 24th and 25th. The next brush and leaf collection will take place this week and is expected to take staff 4-6 working days to complete now that we are in heavy leaf season. It's important to note that the goal of this leaf collection is to haul bulk material out of town quickly. More detailed collections will follow once the amount of leaves within the City are more manageable.

Meetings:

- **10/23/2023** – DPW Weekly Goals Meeting
- **10/24/2023** – Parks and Public Works Committee Meeting
- **10/26/2023** – Street progress meeting with F&V and Krohn Excavating
- **10/27/2023** – DPW Weekly Goals Follow Up Meeting
- **10/30/2023** – DPW Weekly Goals Meeting
- **11/01/2023** – Water Main Repair Coordination Meeting with KLSWA
- **11/02/2023** – ROW Policy Meeting
- **11/03/2023** – DPW Weekly Goals Follow Up Meeting
- **11/06/2023** – DPW Weekly Goals Meeting
- **11/07/2023** – Street progress meeting with F&V and Krohn Excavating
- **11/10/2023** – DPW Weekly Goals Follow Up Meeting

**City of Saugatuck
Status Report of Engineering Activities
November 9, 2023**

General Consultation

- Olde Mill Apartments Water Service: This work could be combined with other work on Maple Street or the Drinking Water State Revolving Fund project.
- 2023 System-wide Pavement Markings: Work is ongoing and will be complete soon.
- 2023 System-wide Crack Sealing: Due to weather concerns, this work has been delayed to spring 2024.
- Category B Application: The City's application for Maple Street was not selected for funding. We will regroup when the next Call for Applications comes out.
- Grants Workshop: We are discussing the possibility of having grant experts from F&V put together a workshop for council, staff and other interested parties to review the various programs used in the past, recent applications and brainstorming for new opportunities.
- City-wide parking, safety, signage, etc. review: Prepared a letter reviewing on-street parking vs. sight distance concerns. We plan to conduct a kickoff meeting with City staff and F&V traffic team this fall to develop a scope for the broader study, if required.
- N. Park Street Slope Erosion: Worked with DPW, City Attorney and property owners to resolve the concern. We will be at the November 22 workshop to discuss.
- Bridge Street Resurfacing: Worked with the Township and DPW to develop a cost-sharing approach for construction in spring 2024. We will be at the November 22 workshop to discuss, and the agreement is on the December Township agenda.

Blue Star Highway Bridge Navigation Lighting

- Bids were received on July 27 with construction scheduled to be complete prior to Memorial Day 2024. Prepared a Recommendation of Award to the low bidder. Once all three communities have awarded the project, a contract can be prepared.

EGLE Drinking Water State Revolving Fund

- The Intent To Apply was submitted on November 1 for the 2024 funding round.

2023 Street Improvements (West, East, Takken, Taylor and N. Maple)

- Final grading is underway on all five streets in preparation for base course paving.
- Top course paving may be delayed to the spring, depending on weather.

Water System Asset Management Plan

- The draft AMP has been prepared and will be finalized based on input from the financial consultant and comments from EGLE.
- We will be attending an informational webinar on November 29 for the Community Technical, Managerial, and Financial (TMF) support for lead line replacement grant. Applications become available on December 15 and accepted January 1-31, 2024. If successful, this would provide funding to help the City complete its final Distribution System Materials Inventory, which is due by January 1, 2025 and was anticipated to be completed as part of the DWSRF project.

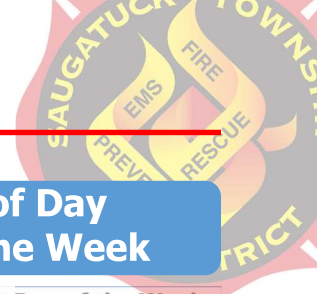
Mt. Baldhead Conceptual Planning

- We are working on scheduling a public workshop this fall/winter to begin soliciting community input.

Mt. Baldhead AT&T Project Assistance

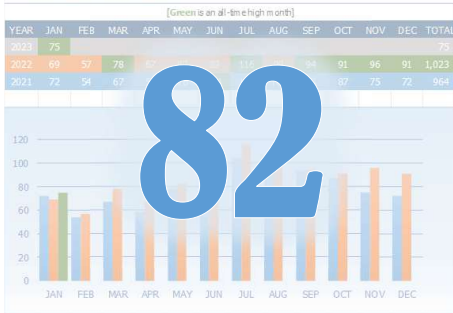
- The EGLE/USACoE Critical Dunes permitting is in process.

Incidents end of October 2023



Incidents 2023

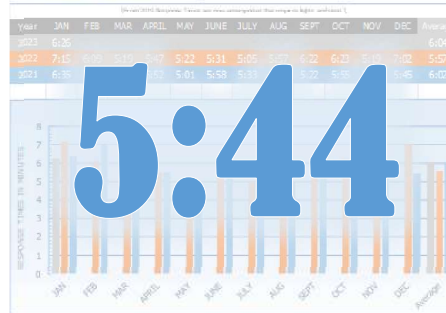
2021-2023 Incidents by Month



October recorded **82 calls**. A decrease from October 2022 that showed 91 calls. **825** is the number of incidents so far in 2023, compared to **836** at the same time last year. Looks like 2023 will be less busy than last year.

Response times 2023

2021-2023 Response Times by Month



Our October response time of **5:44** showed a decrease compared to October 2022 that registered **6:23**. Year to month is **5:55**, same level overall compared to October **2022 of 5:57**.

Emergent Calls 2023

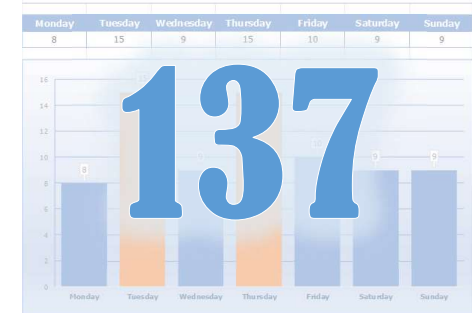
2021-2023 Emergency Responses



October showed **34 emergent calls** (lights and siren) at the same level (35) in October last year. Overall for 2023 we responded to **364 calls as priority 1 or 2**.

Time of Day Day of the Week

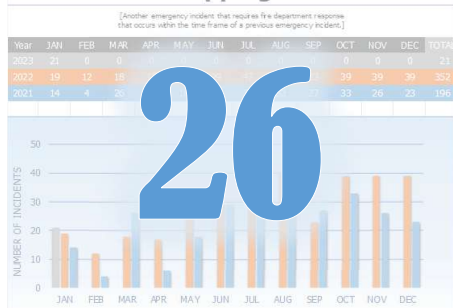
2023 Incidents per Day of the Week



Friday is the busiest day of the week with 137 calls. The remainder of the week is within the **100-127 range**. The hours from **8AM-9PM** count for the most busy timeframe of the day.

Overlapping Calls 2023

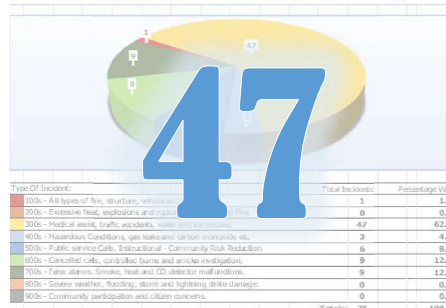
2021-23 Overlapping Incidents YTD



26 overlapping calls in October shows a decrease compared to **39 in October 2022**, a **decrease of 33%**. 32% of our calls in October were overlapping. **For all of 2023, 33%** of our calls were overlapping.

Type of Calls 2023

January 2023 Incidents by NFIRS Type



October recorded **47 calls in EMS or 57% of all calls**. The most common of EMS call types are as usual in the **falls category with 96 or 19% of all EMS calls**, followed by general sickness at **57 or 11%** so far.

MVI 2023

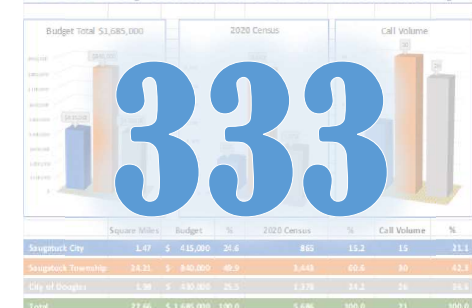
2021-2023 Motor Vehicle Incidents



49 MVIs (motor vehicle incidents, i.e., crashes, fires etc.) **compared to 50 at the same time last year**. The trend points to a decrease in this type of incident after we experienced a high volume in the early part of the year.

Municipality 2023

2023 Key numbers for Tri-Community



Location of calls shows **Saugatuck Township (including I-196)** counts for **333 calls or 43%** compared to **Saugatuck City at 230 or 30%** and **Douglas recorded 214 calls or 27%**.

Vendor Name	Description	Amount
1. ASSESSING SOLUTIONS INC	ASSESSING SERVICES	2,791.50
2. AT&T MOBILITY	CELL PHONES	172.49
3. CAPITAL ONE	HOLIDAY SUPPLIES, OVAL & CITY HALL	2,066.10
4. CERTASITE LLC	ALARM MONITORING	480.00
5. COMCAST	TELEPHONES & INTERNET	193.40
6. COMMERCIAL RECORD	PUBLISHING	717.00
7. CONSUMERS ENERGY	ELECTRIC	3,243.77
8. ETNA SUPPLY	SUPPLIES	54.40
9. FAHEY SCHULTZ BURZYCH RHODES	LEGAL FEES	10,684.50
	ZONING LEGAL FEES	3,750.00
	ORDINANCES ROW	196.00
	ELECTION	240.00
	CITY COUNCIL MEETINGS	3,732.50
	LEGAL FEES MANAGER	756.50
	LAWSUIT LEGAL FEES	2,188.32
	ELECTRICAL LAWSUIT	1,540.50
	WATER & SEWER	144.00
	SHORT TERM RENTALS	48.00
	TOTAL	23,280.32
10. FIRST BANK CARD	TRAINING, ELECTION & SUPPLIES	2,309.56
11. FLEIS & VANDENBRINK ENGINEERING INC	WATER MANAGEMENT PLAN	1,130.50
12. FRONTIER	DPW GARAGE	221.27
	OVAL BEACH	83.70
	TOTAL	304.97
13. GATEHOUSE MEDIA MICHIGAN HOLDINGS I	PUBLISHING NOTICES	258.70
14. GEI CONSULTANTS INC	HEMLOCK WOOLLY ADELGID	3,885.58
15. KALAMAZOO LAKE SEWER & WATER	WATER & SEWER	3,289.07
16. KROHN EXCAVATING LLC	WEST EAST TAKKEN TAYLOR	173,159.50
17. MCKENNA	SHORT TERM RENTAL	3,065.00
18. MERCHANTS BANCARD NETWORK	BANKING FEES	190.11
19. MERS	RETIREMENT	4,500.00
20. MICHIGAN CAT	LOADER RENTAL	1,769.00
	LOADER REPAIR	1,072.52
	TOTAL	2,841.52
21. MICHIGAN GAS UTILITIES	CITY HALL	44.14
	DPW GARAGE	68.29
	BUTLER STREET	46.94

Vendor Name	Description	Amount
	TOTAL	159.37
22. MICHIGAN MUNICIPAL LEAGUE	CDL CONSORTIUM FEE	450.00
23. MUNICIPAL SUPPLY CO	LOCATOR	1,192.00
24. OUTDOOR DISCOVERY CENTER	AIRPORT PROPERTY	2,200.00
25. OVERISEL LUMBER COMPANY	SUPPLIES	2,188.36
26. PAINTING SERVICES OF WEST MICHIGAN	CITY HALL	5,000.00
27. PETTY CASH	SUPPLIES	21.99
28. PRIORITY HEALTH	HEALTH INSURANCE	10,277.61
29. PURITY CYLINDER GASES INC	SUPPLIES	131.35
30. REPCOLITE	TRASH BARRELS	298.05
31. REPUBLIC SERVICES	TRASH	395.50
32. RICOH USA INC	COPIER LEASE	624.78
33. SAUGATUCK FIRE	SHORT TERM RENTAL	400.00
34. SEPTIC TANK SYSTEMS CO INC	CULVER ST & OVAL	970.00
	CULVER STREET	125.00
	TOTAL	1,095.00
35. SHORELINE TECHNOLOGY SOLUTIONS	COMPUTER SERVICES	1,303.60
36. SPECTRUM PRINTERS INC	ELECTION MATERIALS	45.00
37. STANDARD INSURANCE COMPANY	INSURANCE	453.31
38. STATE OF MICHIGAN	OVAL BEACH	171.92
39. STINGERS PEST CONTROL	PEST CONTROL CITY HALL	128.80
	PEST CONTROL DPW	128.80
	TOTAL	257.60
40. TOWNSHIP OF SAUGATUCK	TRI COMMUNITY PARK PLAN	500.00
41. VALLEY CITY LINEN INC	SHOP TOWELS	155.51
42. WEST MICHIGAN LIFT & DOCK LLC	REMOVE BUOYS	935.00
43. WYOMING ASPHALT PAVING CO	ASPHALT	343.04
TOTAL - ALL VENDORS		256,532.48
FUND TOTALS:		
Fund 101 - GENERAL FUND		75,716.32
Fund 202 - MAJOR STREETS		1,067.41
Fund 203 - LOCAL STREETS		173,960.61
Fund 661 - MOTOR POOL FUND		5,788.14

11/01/2023 CHECK REGISTER FOR CITY OF SAUGATUCK				
CHECK DATE FROM 10/01/2023 - 10/31/2023				
Check Date	Check	Vendor Name	Description	Amount
Bank GEN GENERAL POOLED CASH				
10/09/2023	17332	ACCEL AUTO REPAIR	FORD REPAIR	135.20
10/09/2023	17333	ADAM RAZAK	GAZEBO DEPOSIT	500.00
10/09/2023	17334	GABRIEL R MASEK	GAZEBO DEPOSIT	500.00
10/09/2023	17336	JOEL SHEAFFER	GAZEBO DEPOSIT	500.00
10/09/2023	17338	MIKE'S MOBIL INC	FORD REPAIR	426.13
10/09/2023	17339	MIND THE GAP MISSOURI LLC	GAZEBO DEPOSIT	500.00
10/09/2023	17340	MUSKEGON COUNTY	TRAINING	10.00
10/09/2023	17341	OVERISEL LUMBER COMPANY	SUPPLIES & REPAIRS	480.05
10/09/2023	17342	SAUGATUCK PUBLIC SCHOOLS	PARKING LOT SPLIT	32,970.50
10/09/2023	17343	SHIVER ME TIMBERS LLC	CITY HALL	399.00
10/09/2023	17344	WESTENBROEK MOWER INC	BAGGER FOR ZERO TURN	1,583.95
10/09/2023	17345	MMTA	DUES	99.00
10/09/2023	4919(E)	AT&T MOBILITY	CELL PHONES	171.64
10/09/2023	4920(E)	CAPITAL ONE	SUPPLIES	462.90
10/09/2023	4921(E)	CONSUMERS ENERGY	ELECTRIC	3,675.37
10/09/2023	4922(E)	FIRST BANK CARD	TRAINING, ELECTION & SUPPLIES	2,376.95
10/09/2023	4923(E)	FRONTIER	OVAL	173.22
10/09/2023	4924(E)	FRONTIER	OVAL	104.31
10/09/2023	4925(E)	FRONTIER	DPW GARAGE	221.27
10/09/2023	4926(E)	INTERNAL REVENUE SERVICE	PAYROLL TAXES	807.72
10/09/2023	4927(E)	KALAMAZOO LAKE SEWER & WATER	WATER & SEWER	3,093.32
10/09/2023	4928(E)	MERS	RETIREMENT	4,500.00
10/09/2023	4929(E)	MICHIGAN GAS UTILITIES	DPW GARAGE	38.10
10/09/2023	4930(E)	MICHIGAN GAS UTILITIES	CITY HALL	39.91
10/09/2023	4931(E)	MICHIGAN GAS UTILITIES	BUTLER STREET TOILET	48.79
10/09/2023	4932(E)	PRIORITY HEALTH	HEALTH INSURANCE	8,302.77
10/09/2023	4933(E)	REPUBLIC SERVICES	TRASH	1,490.62
10/09/2023	4934(E)	REPUBLIC SERVICES	TRASH	1,295.94
10/09/2023	4935(E)	SHELL	GASOLINE & DIESEL	163.94
10/09/2023	4936(E)	VALLEY CITY LINEN INC	SHOP TOWELS	261.09
10/09/2023	4937(A)	ACTION INDUSTRIAL SUPPLY CO	UNIFORMS & SAFETY EQUIPMENT	166.73
10/09/2023	4938(A)	ALLEGAN COUNTY SHERIFF	RESERVE DEPUTIES MUSIC IN PARK	3,004.00
10/09/2023	4939(A)	ALLEGAN COUNTY TREASURER	CHARGEBACK TAXES	12.72
10/09/2023	4940(A)	BS&A SOFTWARE	SOFTWARE UPDATES & ANNUAL SU	6,275.00
10/09/2023	4941(A)	D & L TRUCK & TRAILER LLC	ANNUAL INSPECTION & REPAIRS	1,370.45
10/09/2023	4942(A)	FAHEY SCHULTZ BURZYCH RHODES	LEGAL FEES LAWSUIT	41,875.32
10/09/2023	4943(A)	FIRST ADVANTAGE INC	DRUG TESTING	50.93
10/09/2023	4944(A)	FLEIS & VANDENBRINK ENGINEERING INC	ENGINEERING FEES WATER ASSET	10,851.75
10/09/2023	4945(A)	KROHN EXCAVATING LLC	WEST TAYLOR TAKKEN EAST	84,076.20
10/09/2023	4946(A)	LORRIE PASTOOR	CLEANING SERVICES	420.00
10/09/2023	4947(A)	PLUMMER'S ENVIRONMENTAL SERVICES I	STORM SEWER CLEANING	497.40

11/01/2023 CHECK REGISTER FOR CITY OF SAUGATUCK				
CHECK DATE FROM 10/01/2023 - 10/31/2023				
Check Date	Check	Vendor Name	Description	Amount
10/09/2023	4948(A)	PRO-TEMP INC	CONCESSION	600.86
10/09/2023	4949(A)	PURITY CYLINDER GASES INC	CONCESSION	13.73
10/09/2023	4950(A)	SEPTIC TANK SYSTEMS CO INC	PORTABLE TOILETS	1,120.00
10/09/2023	4951(A)	SHORELINE TECHNOLOGY SOLUTIONS	COMPUTER SERVICES	1,303.60
10/09/2023	4952(A)	SMART BUSINESS SOURCE LLC	OFFICE	111.40
10/09/2023	4953(A)	STINGERS PEST CONTROL	PEST CONTROL	55.00
10/09/2023	17335	HOLLAND TRAILER SALES	TIRE TRAILER	131.60
10/09/2023	17337	L TANTAY CONSULTING INC	GAZEBO DEPOSIT	500.00
10/09/2023	17331	MML UNEMPLOYMENT COMPENSATION C	PAYROLL TAXES	194.87
10/13/2023	DD6416(A)	ARAMENDI, NOAH	PAYROLL	1,487.63
10/13/2023	DD6417(A)	BOUWMAN, CHAD	PAYROLL	1,381.88
10/13/2023	DD6418(A)	BUTER, HUNTER	PAYROLL	653.67
10/13/2023	DD6419(A)	CUMMINS, RYAN	PAYROLL	2,246.08
10/13/2023	DD6420(A)	GARCIA, DANIELA	PAYROLL	1,146.15
10/13/2023	DD6421(A)	HARDY, CODY	PAYROLL	1,518.87
10/13/2023	DD6422(A)	HEISE, RYAN	PAYROLL	3,638.36
10/13/2023	DD6423(A)	HERBERT, SCOTT	PAYROLL	1,953.02
10/13/2023	DD6424(A)	HINKLE, MARY	PAYROLL	984.89
10/13/2023	DD6425(A)	KERRIDGE, ADAM	PAYROLL	1,514.36
10/13/2023	DD6426(A)	MACK, ELLIS	PAYROLL	1,412.78
10/13/2023	DD6427(A)	STANISLAWSKI, PETER	PAYROLL	1,470.93
10/13/2023	DD6428(A)	VAN HOWE, AINSLEY	PAYROLL	861.54
10/13/2023	DD6429(A)	WILLIAMS, ANTHONY	PAYROLL	359.46
10/13/2023	DD6430(A)	WILLIAMS, SARA	PAYROLL	1,742.69
10/13/2023	DD6431(A)	WOLTERS, JAMIE	PAYROLL	1,900.71
10/13/2023	EFT1734(E)	ALERUS	PAYROLL	3,549.64
10/13/2023	EFT1735(E)	EXPERT PAY	PAYROLL	139.54
10/13/2023	EFT1736(E)	MERS HYBRID	PAYROLL	2,207.69
10/13/2023	EFT1737(E)	FEDERAL TAX DEPOSIT	PAYROLL	8,069.91
10/23/2023	17346	COMMERCIAL RECORD	PUBLISHING	140.00
10/23/2023	17347	ERG ENVIRONMENTAL SERVICES	HOUSEHOLD HAZARDOUS WASTE	14,552.93
10/23/2023	17348	IHLE AUTO PARTS	SUPPLIES	523.25
10/23/2023	4954(E)	MERCHANTS BANCARD NETWORK	CREDIT CARD FEES	847.20
10/23/2023	4955(E)	NET2PHONE INC	TELEPHONES	210.29
10/23/2023	4956(E)	RICOH USA INC	COPIER LEASE	127.97
10/23/2023	4957(A)	ALLEGAN COUNTY SHERIFF	DEBT CREW	31,509.60
10/23/2023	4958(A)	ALLEGAN COUNTY TREASURER	PROPERTY TAXES	29,603.18
10/23/2023	4959(A)	APEX SOFTWARE	ASSESSING SOFTWARE	260.00
10/23/2023	4960(A)	ASSESSING SOLUTIONS INC	ASSESSING SERVICES	2,791.50
10/23/2023	4961(A)	DUNESVIEW KWIK SHOP INC	GASOLINE & DIESEL	4,761.75
10/23/2023	4962(A)	GAME TIME	VILLAGE PARK SQUARE PLAYGROUN	265,958.41
10/23/2023	4963(A)	HORIZON COMMUNITY PLANNER	PLANNING & HISTORIC DISTRICT	2,062.50
10/23/2023	4964(A)	LANDSCAPE DESIGN SERVICES INC	ROSE GARDEN MAINTENANCE	760.00

11/01/2023 CHECK REGISTER FOR CITY OF SAUGATUCK				
CHECK DATE FROM 10/01/2023 - 10/31/2023				
Check Date	Check	Vendor Name	Description	Amount
10/23/2023	4965(A)	NEWCOMER PLOW & HITCH	CAB MOUNT LIGHT GMC	623.75
10/23/2023	4966(A)	OTTAWA AREA INTERMEDIATE SCHOOL D	PROPERTY TAXES	16,322.96
10/23/2023	4967(A)	PLUMMER'S ENVIRONMENTAL SERVICES I	STREET SWEEPINGS	692.55
10/23/2023	4968(A)	STREAMLINE DESIGN.COM LLC	CHAIN FERRY SIGNS	1,061.76
10/23/2023	4969(A)	TOWNSHIP OF SAUGATUCK	TRI COMMUNITY 5 YEAR PLAN	1,150.00
10/23/2023	17349	MACATAWA BANK	ROAD BOND PAYMENT	283,619.25
10/23/2023	17350	SAUGATUCK PUBLIC SCHOOLS	PROPERTY TAXES	24,719.97
10/27/2023	DD6432(A)	ARAMENDI, NOAH	PAYROLL	1,578.76
10/27/2023	DD6433(A)	BOUWMAN, CHAD	PAYROLL	1,421.88
10/27/2023	DD6434(A)	BUTER, HUNTER	PAYROLL	653.67
10/27/2023	DD6435(A)	CUMMINS, RYAN	PAYROLL	2,910.41
10/27/2023	DD6436(A)	GARCIA, DANIELA	PAYROLL	796.78
10/27/2023	DD6437(A)	HARDY, CODY	PAYROLL	1,963.48
10/27/2023	DD6438(A)	HEISE, RYAN	PAYROLL	3,799.36
10/27/2023	DD6439(A)	HERBERT, SCOTT	PAYROLL	1,955.56
10/27/2023	DD6440(A)	HINKLE, MARY	PAYROLL	791.79
10/27/2023	DD6441(A)	KERRIDGE, ADAM	PAYROLL	2,092.98
10/27/2023	DD6442(A)	MACK, ELLIS	PAYROLL	1,348.48
10/27/2023	DD6443(A)	MARTIN, DANNY	PAYROLL	385.44
10/27/2023	DD6444(A)	STANISLAWSKI, PETER	PAYROLL	1,470.94
10/27/2023	DD6445(A)	VAN HOWE, AINSLEY	PAYROLL	845.55
10/27/2023	DD6446(A)	WILLIAMS, ANTHONY	PAYROLL	239.62
10/27/2023	DD6447(A)	WILLIAMS, SARA	PAYROLL	1,742.69
10/27/2023	DD6448(A)	WOLTERS, JAMIE	PAYROLL	2,077.11
10/27/2023	EFT1738(E)	ALERUS	PAYROLL	3,558.85
10/27/2023	EFT1739(E)	EXPERT PAY	PAYROLL	139.54
10/27/2023	EFT1740(E)	MERS HYBRID	PAYROLL	2,215.23
10/27/2023	EFT1741(E)	FEDERAL TAX DEPOSIT	PAYROLL	8,076.55
10/27/2023	EFT1742(E)	MERS	PAYROLL	4,933.80
10/27/2023	EFT1743(E)	MI DEPT OF TREASURY	PAYROLL	2,624.33
10/31/2023	4970(E)	REPUBLIC SERVICES	TRASH	395.50
Total of 115 Checks:				986,520.17
Less 0 Void Checks:				0.00
Total of 115 Disbursements:				986,520.17



City Council Agenda Item Report

FROM: Ryan Heise

MEETING DATE: 11/8/23

SUBJECT: Airport Property Parks and Public Works Committee recommendation.

DESCRIPTION:

The City of Saugatuck revisited a discussion that has been ongoing for nearly 15 years and beyond, ('09 study included in the packet) about how to best utilize a large parcel of land that they have owned for generations; it's commonly referred to as the airport site. The city Parks and Public Works Committee, chaired by council-member Helen Baldwin, continues to spearhead the most recent community conversation. The city hired some excellent help to assist when the Council unanimously accepted a proposal from the Outdoor Discovery Center (ODC) based in Holland, MI, to facilitate. The ODC hosted a Strengths, Opportunity, Aspiration, Results (SOAR) meeting. All reports conducted by the ODC are also included in the packet.

The Parks and Public Works Committee reviewed the results of the SOAR meeting and made a recommendation, to be presented to City Council, allowing staff to conduct due diligence on allowing the public to access existing trails.

If approved by Council, staff will review and make recommendations on several items, including but not limited to:

- Is the property currently insured and at what levels?
- ADA requirements and accommodation.
- Standards for trail maintenance, including signage.
- Parking accommodation and standards of maintenance.
- Hours of operation and gate closures.

BUDGET ACTION REQUIRED:

None

COMMITTEE/COMMISSION REVIEW

Reviewed with Parks and Public Works Committee

LEGAL REVIEW:

Forthcoming

SAMPLE MOTION:

Allow staff to prioritize the airport property trail system and conduct due diligence on the site. Return to Council with recommendations for the safe and efficient utilization of the existing trail system.

Ecological Evaluation of “Former Airport Property”



This report was created for:

City of Saugatuck
102 Butler St, Saugatuck, MI 49453

Project Background

The ODC Conservation Services team conducted an ecological evaluation of the City of Saugatuck-owned “Former Airport” property (parcel #'s: 20-002-027-00 and 20-260-002-00). Survey work for the ecological evaluation began on **June 2, 2023** and continued through **July 31, 2023**. The purpose of the ecological evaluation was to assess the current state of ecological health of the existing natural communities and to provide direction for future land-use decisions on the property. The ecological evaluation process involved the identification of distinct natural communities on the site, along with outlining the following criteria for each unit:

- General ecological site description and inventory of natural features
- Description of each natural community including:
 - Landscape context and natural processes
 - General inventory of native plant communities including canopy, understory, and forb/graminoid layer
 - Documentation of high-quality native plant species (coefficient of conservatism rankings between 7-10)
 - Documentation of observed (and potential) wildlife including: state threatened (T), endangered (E), and species of special concern (SC)
 - Documentation of invasive species, pests, and ecological threats
 - Identification of potential ecological restoration and outdoor education opportunities

Executive Summary

The reviewed property consists of 169.1 total acres located along a significant mosaic of greenspace within the Kalamazoo River corridor. The site offers a diverse range of habitats including mature expanses of Mesic Southern Forest, Floodplain Forest, a biodiverse river corridor, several vernal pools, and multiple non-natural communities facing substantial anthropogenic disturbance. Based on our findings detailed below in this report, we recommend any future development and/or recreational amenities should remain on the western half of the property which is of lower ecological quality. The eastern half of the property consists almost entirely of high-quality habitat that should be preserved to the greatest extent possible. Pockets of invasive species should be prioritized for management throughout the entire property in order to prevent the eventual displacement of these high quality plant communities.

Site Description

The property under review is situated directly east of the intersection of 63rd St and 134th Ave in Saugatuck. The property has a long history of anthropogenic disturbance including a brief stint as an airport, a snowmobile club and trail system, as well as a current storage area for DPW lawn waste and other materials. The extensive history of anthropogenic disturbance is most obvious on the western half of the property, where a plethora of invasive and noxious, disturbance-prone species can be found. Despite this concern, the property also harbors several high-quality natural areas as we move east throughout the property including a rich creek corridor, hemlock-dominated slopes leading to the creek, large tracts of mature forest with old growth oaks, multiple vernal pools, and several pockets of high-quality wet woods. Although invasive species are dense on the western half of the property, the presence of this wide range of high-quality habitats warrants a concerted management effort to discourage the spread of invasive species and preserve the integrity of the high-quality natural areas of the property.

Site Information

Property Size:

169.1 acres

Topography:

Substantial elevation changes from upland (680') to lower-lying areas of Silver Creek (600') on the east side of the property

Watershed:

Kalamazoo

Corridor Component:

One of a number of connected recreational areas along Silver Creek

Historical Land Use:

Previously owned and operated as a small airport in the 1920's

Former snowmobile/UTV recreation club for a period of time (trails throughout)

Active storage area for DPW on SW corner of the property

Disturbance Comments:

Frequent anthropogenic disturbance has led to an increase in invasive and noxious species in the DPW storage area, the old airport runway, and in general on the western half of the property

Ecological Community Information

Pre-settlement Communities:

Hemlock-Beech-Sugar Maple Forest, Mixed Hardwood Swamp

Present Communities:

Mesic Southern Forest, Floodplain Forest, Ruderal Pine Forest, Disturbed Wet Prairie

Maturity:

Mature canopy on eastern half of the property with pockets of middle-aged and early successional on the western half

Total Species Recorded:

102 in less disturbed areas

88 in heavily disturbed areas

***NOTE:** FQI recorded in two separate units due to the high prevalence of non-native species in the disturbed areas on the western half of the property

Floristic Quality Index (FQI):

41.4 in less disturbed areas

12.2 in heavily disturbed areas

***General scale:** 1-19 = low quality, 20-35 high quality, 35+ = exceptional

Notable Elements:

16 plants with a coefficient of conservatism (CC) of 7 or higher

Ecological Site Description and Natural Features

1. Topography

The property has notable changes in elevation as we move east through the property. The peak elevation is 680' on the NW portion of the unit, with 600' being the low point of Silver Creek. The creek corridor is prone to frequent flooding events due to the presence of the creek, a high-water table, and notable elevation changes.

2. Hydrology

Silver Creek flows south through the eastern transect of the property meandering through the pockets of floodplain forest. Several ravines and seepage areas dot the slopes leading down to Silver Creek.

3. Present Natural Communities (see Appendix A)

- Mesic Southern Forest
- Floodplain Forest/Hemlock Transitional Zone
- Disturbed & Non-natural Communities:
 - Disturbed Wet Prairie
 - Ruderal Pine Forest
 - Disturbed Storage Lot

4. High Quality Plant Species (*CC = Coefficient of Conservatism)

- Fox grape (*Vitis labrusca*) *CC of 7
- Red trillium (*Trillium erectum*) *CC of 7
- Blackhaw (*Viburnum prunifolium*) *CC of 7
- Spicebush (*Lindera benzoin*) *CC of 7
- Yellow birch (*Betula alleghaniensis*) *CC of 7
- Red baneberry (*Actaea rubra*) *CC of 7
- Spotted wintergreen (*Chimaphila maculata*) *CC of 8
- Plaintain-leaf sedge (*Carex plantaginea*) *CC of 8
- Rue anemone (*Thalictrum thalictroides*) *CC of 8
- American cancer root (*Orobanche uniflora*) *CC of 8
- Flowering dogwood (*Cornus florida*) *CC of 8
- Joe-pye weed (*Eutrochium fistulosum*) *CC of 8
- Lizard's tail (*Saururus cernuus*) *CC of 9
- Tulip tree (*Liriodendron tulipifera*) *CC of 9
- Paw Paw (*Asimina triloba*) *CC of 9
- Toadshade (*Trillium sessile*) *CC of 9
- American chestnut (*Castanea dentata*) *CC of 9

5. Non-native/Invasive Species

- Black locust (*Robinia pseudoacacia*)
- Tree-of-Heaven (*Ailanthus altissima*)
- Multiflora rose (*Rosa multiflora*)
- European privet (*Ligustrum vulgare*)
- Japanese barberry (*Berberis vulgaris*)
- Purple loosestrife (*Lythrum salicaria*)
- Garlic mustard (*Alliaria petiolata*)
- Canada thistle (*Cirsium arvense*)
- Autumn olive (*Elaeagnus umbellata*)
- Spotted knapweed (*Centaurea stoebe*)
- Asian bittersweet (*Celastrus orbiculatus*)
- Japanese knotweed (*Fallopia japonica*)
- Creeping myrtle (*Vinca minor*)
- Honeysuckle (*Lonicera tatarica*)
- Phragmites (*Phragmites australis*)
- Glossy buckthorn (*Frangula alnus*)
- Reed canary grass (*Phalaris arundinacea*)
- Sweet clover (*Melilotus spp.*)
- Dame's rocket (*Hesperis matronalis*)

Description of Natural Communities (see Appendix A for map):

1. Mesic Southern Forest

- **Landscape Context/Natural Features:**

Mesic Southern Forest is a beech-maple dominated community that typically occurs on moraine and glacial outwash areas in close proximity to the Great Lakes. Gap phase dynamics from periodic severe weather events is the main process that promotes canopy regeneration in this system. The mosaic of old growth oaks in conjunction with recent recruitment of primarily younger beech and maple saplings supports this history of small-scale weather related disturbance. A matrix of long-lived, middle-aged, and early successional forest is found throughout this system.

- **Native Plant Community:** Mesic-Southern Forest occupies the majority of the property until the terrace/Hemlock transitional zone of the floodplain forest is reached on the eastern

portion. It is situated along on the upland portions of the slopes west of the creek following the areas of more well-drained soil. The canopy layer is quite diverse here with the dominant species observed being American beech (*Fagus grandifolia*) and sugar maple (*Acer saccharum*). Abundant canopy associates include: yellow poplar (*Liriodendron tulipifera*), bitternut hickory (*Carya cordiformis*), white oak (*Quercus alba*), red oak (*Quercus rubra*), blue beech (*Carpinus caroliniana*), and ironwood (*Ostrya virginiana*). Young saplings of beech, maple, elm, and ironwood trees are common. American-cancer root (*Conopholis americana*), and beech-drops (*Epifagus virginiana*) are native, beneficial, parasitic species that are also quite common. The soil is dense with leaf litter and organic matter which harbors a rich network of fungi as well. The shrub layer consists mainly of witch hazel (*Hamamelis virginiana*), spicebush (*Lindera benzoin*), prickly gooseberry (*Ribes cynosbati*), with a few scatterings of both pawpaw (*Asimina triloba*) and flowering dogwood (*Cornus florida*) on the east side. Virginia creeper (*Parthenocissus quinquefolia*), green briar (*Smilax spp.*), and poison ivy (*Toxicodendron radicans*) make up the majority of woody vine species. The ground/forb layer offers several high-value native species and a variety of spring ephemerals including: squirrel corn (*Dicentra canadensis*), Dutchman's breeches (*D. cucullaria*), spring beauty (*Claytonia virginica*), wild geranium (*Geranium maculatum*), yellow trout lily (*E. americanum*), sharp-lobed hepatica (*Hepatica acutiloba*), May apple (*Podophyllum peltatum*), common trillium (*Trillium grandiflorum*), sessile trillium (*Trillium sessile*), bloodroot (*Sanguinaria canadensis*), and Canada Mayflower (*Maianthemum canadense*). Several sedge species (*Carex albursina*, *C. arctata*, *C. blanda*) and fescue/bluegrasses fill in pockets of the understory during summer months. Baneberries (*Actaea pachypoda* and *A. rubra*), wreath goldenrod (*Solidago caesia*), and several fern species are also common later in the growing season. The problematic invasive species that have infiltrated this community are autumn olive (*Elaeagnus umbellata*), Japanese barberry (*Berberis thunbergii*), multiflora rose (*Rosa multiflora*), garlic mustard (*Alliaria petiolata*), and Asian bittersweet (*Celastrus orbiculatus*).

- **High Quality Plant Species:**

- Blackhaw (*Viburnum prunifolium*) *CC of 7 (state special concern)
- Spicebush (*Lindera benzoin*) *CC of 7
- Red baneberry (*Actaea rubra*) *CC of 7
- Spotted wintergreen (*Chimaphila maculata*) *CC of 8
- Plantain-leaf sedge (*Carex plantaginea*) *CC of 8
- Rue anemone (*Thalictrum thalictroides*) *CC of 8
- American cancer root (*Orobancha uniflora*) *CC of 8
- Flowering dogwood (*Cornus florida*) *CC of 8
- Tulip tree (*Liriodendron tulipifera*) *CC of 9
- Toadshade (*Trillium sessile*) *CC of 9 (state threatened)
- American chestnut (*Castanea dentata*) *CC of 9 (state endangered)

- **Observed and Potential Wildlife Habitat:**

- This high-quality plant community provides habitat for wood thrush, warblers, tanagers, barred owl, pileated woodpecker, hawks, squirrels, chipmunks, rabbits, white-tailed deer, fox, raccoon, opossum, turkey, as well as diverse array of songbirds. Salamanders, frogs, aquatic invertebrates, and other amphibians seek refuge in the scattered vernal pools.
- Habitat is suitable for a variety of potential rare wildlife including:
 - *Accipiter cooperii* (Cooper's hawk, state special concern)
 - *Accipiter gentilis* (northern goshawk, state special concern)
 - *Ambystoma opacum* (marbled salamander, state threatened)
 - *Ambystoma texanum* (small-mouthed salamander, state endangered)
 - *Buteo lineatus* (red-shouldered hawk, state threatened)
 - *Dendroica cerulea* (cerulean warbler, state special concern)
 - *Elaphe o. obsoleta* (black rat snake, state special concern)
 - *Emydoidea blandingii* (Blanding's turtle, state special concern)

- *Microtus pinetorum* (woodland vole, state special concern)
- *Nicrophorus americanus* (American burying beetle, federal/state endangered)
- *Protonotaria citrea* (prothonotary warbler, state special concern)
- *Seiurus motacilla* (Louisiana waterthrush, state special concern)
- *Terrapene c. carolina* (eastern box turtle, state special concern)
- *Wilsonia citrina* (hooded warbler, state special concern)
- **Potential Invasive Species, Pests, Ecological Threats:**
 - Small pockets of invasive species pose the largest threat that could reduce biodiversity if left unchecked.
 - Management of Japanese barberry and Asian bittersweet.
 - Hemlock Woolly Adelgid (HWA) is imminent and should be prepared for treatment.
- **Outdoor Education Opportunities:**
 - Hiking/biking trails – existing infrastructure footprint could be utilized.
 - Pole barn could be retrofit into a welcome area/parking/restrooms/etc. and would be separate from DPW storage area.
 - Bird watching opportunities.
 - Plant identification/interpretive signage throughout.
 - Connection to other nearby trails.
- **Ecological Restoration Opportunities:**
 - Removal of non-native/invasive plant species to help protect the high-quality Mesic Southern Forest and Floodplain Forest on the east side of the property.
 - Especially Asian bittersweet, considering its ability to spread rapidly and to girdle trees causing eventual mortality.



Figure 1: Photo of Mesic Southern Forest community with high-quality ephemeral forb layer consisting of May apple (*Podophyllum peltatum*) and wild geranium (*Geranium maculatum*).

2. Floodplain Forest / Hemlock Transitional Zone

- **Landscape Context/Natural Features:** Floodplain forests are a dynamic interface community that bridge the gap between terrestrial and aquatic systems. The lower zone of the floodplain experiences dynamic interactions of over-the-bank flooding, sediment deposition, streambank erosion, and ice scour in the winter months. As expected with moving water and dynamic fluctuations in water level, the plant communities are quite diverse with variable species composition throughout different levels of inundation. Multi-stemmed trees are common due to this process of bank-scouring, deposition, and erosion. Shade from nearby trees and shrubs helps shade the creek from excessive sun exposure during the summer months which creates pockets of water with unique plant and wildlife components.

Plant Community: The dominant canopy species of the low-lying, creek adjacent zone of this unit are silver maple (*Acer saccharinum*), basswood (*Tilia americana*), box elder (*Acer negundo*), slippery elm (*Ulmus rubra*), and a few standing-dead green ash (*Fraxinus pennsylvanica*). As we continue the transition away from fluvial landforms and reach soil above the influence of seasonal inundation, the species composition begins to shift. Eastern hemlock (*Tsuga canadensis*) trees dominate a majority of the slope/terrace region. Hemlock trees should be closely monitored for the presence of the invasive tree pest Hemlock Woolly Adelgid (HWA). American beech (*Fagus grandifolia*), ironwood (*Carpinus caroliniana*), and sugar maple (*Acer saccharum*) trees become more common as we continue to increase in elevation up the terrace/slope back into Mesic Southern Forest. The shrub layer is scattered and consists mainly of dogwoods (*Cornus* spp.) and spicebush (*Lindera benzoin*). Several high-quality species, including royal fern (*Osmunda regalis*), wood fern (*Dryopteris* spp.), cut grass (*Leersia oryzoides*), wood reedgrass (*Cinna arundinacea*), jewelweed (*Impatiens capensis*), jumpseed (*Persicaria virginiana*), Virginia waterleaf (*Hydrophyllum virginianum*), and white avens (*Geum canadense*) are all common in the forb layer. Moonseed (*Menispermum canadense*), Virginia creeper (*Parthenocissus quinquefolia*), and poison ivy (*Toxicodendron radicans*) are the most abundant woody vines in this community.

- **High Quality Plant Species:**
 - Blackhaw (*Viburnum prunifolium*) *CC of 7 (state special concern)
 - Spicebush (*Lindera benzoin*) *CC of 7
 - Yellow birch (*Betula alleghaniensis*) *CC of 7
 - Joe-pye weed (*Eutrochium fistulosum*) *CC of 8
 - Lizard's tail (*Saururus cernuus*) *CC of 9
 - Toadshade (*Trillium sessile*) *CC of 9 (state threatened)
 - Paw Paw (*Asimina triloba*) *CC of 9
- **Observed and Potential Wildlife:**
 - This community provides important habitat for cavity-nesting birds, canopy-dwelling birds, woodpeckers, and migratory birds. Ducks, owls, herons, egrets, songbirds, hawks, bats, squirrels, chipmunks, rabbits, white-tailed deer, and raccoon are also common. Turtles, invertebrates, frogs, snakes, and other reptiles/amphibians are scattered throughout differing levels of inundation. Various species of creek-dwelling fish occupy pools of deeper water throughout the creek.
 - Habitat is suitable for a variety of potential rare wildlife including:
 - *Accipiter cooperii* (Cooper's hawk, state special concern)
 - *Ambystoma opacum* (marbled salamander, state threatened)
 - *Ambystoma texanum* (small-mouthed salamander, state endangered)
 - *Buteo lineatus* (red-shouldered hawk, state threatened)
 - *Clonophis kirtlandii* (Kirtland's snake, state endangered)
 - *Dendroica cerulea* (cerulean warbler, state special concern)
 - *Dendroica dominica* (yellow-throated warbler, state threatened)
 - *Elaphe o. obsoleta* (black rat snake, state special concern)
 - *Emydoidea blandingii* (Blanding's turtle, state special concern)
 - *Glyptemys insculpta* (wood turtle, state special concern)

- *Myotis sodalis* (Indiana bat, federal/state endangered)
- *Nerodia erythrogaster neglecta* (copperbelly watersnake, federal threatened and state endangered)
- *Protonotaria citrea* (prothonotary warbler, state special concern)
- *Seiurus motacilla* (Louisiana waterthrush, state special concern)
- *Sistrurus c. catenatus* (eastern massasauga, federal candidate species and state special concern)
- *Tachopteryx thoreyi* (grey petaltail, state special concern)
- *Terrapene c. carolina* (eastern box turtle, state special concern)
- *Wilsonia citrina* (hooded warbler, state special concern)
- **Potential Invasive Species, Pests, Ecological Threats:**
 - Creek has potential to carry in unwanted aquatic invasive species including reed canary grass, purple loosestrife, and phragmites.
 - Hemlock Woolly Adelgid (HWA) will cause eventual mortality to Eastern Hemlock trees if left untreated.
- **Outdoor Education and Recreational Opportunities:**
 - Hiking trails to observe creek corridor plant community and topography.
 - Plant identification signage.
 - Bird watching opportunities.
 - Recommend minimalist trails in this area and avoiding bike paths here to limit disturbance and protect high quality plant communities.
- **Ecological Restoration Opportunities:**
 - HWA control to prevent eventual loss of slope-stabilizing Eastern Hemlocks.
 - Prioritization of Asian bittersweet control to prevent mortality of mature trees through girdling and displacement of native plant communities.



Figure 2: Photo of Floodplain Forest community documenting the shift of the understory plant community at the beginning of the Hemlock transition zone.

3. Disturbed Wet Prairie

- **Landscape Context/Natural Features:** The disturbed wet prairie section is a highly disturbed and neglected area that appears to be the remnants of the old runway or possibly the remnants of the large white spruce (*Picea glauca*) and Scotch pine (*Pinus sylvestris*) planting that occurred following the abandoning of the airport. A clay topsoil is covering the area that creates unconventional plant communities; with ruts in the clay being most similar to a wet prairie. The intense microtopography as a result of the rutted clay topsoil has formed a wetland matrix throughout the unit with the majority of the wetland pockets along the treeline to the northeast. Tree species exhibit stunted growth due to the seasonal inundation from the hard clay topsoil.
- **Plant Community:** The plant community throughout the disturbed wet prairie is highly disturbed and impacted by dense populations of invasive species. Native tree species throughout the area are primarily early successional trees including; boxelder (*Acer negundo*), green ash (*Fraxinus pennsylvanica*), and cottonwood (*Populus deltoids*). Encroaching populations of autumn olive (*Elaeagnus umbellata*), red pine (*Pinus resinosa*), and Scotch pine (*Pinus sylvestris*) are a non-native liability on the surrounding landscape and should be controlled if a native, high-quality habitat is the primary goal. Woody vegetation is much more abundant at higher elevations along the southwest edge of the wet prairie plant community. As you go to the northeast and elevation starts to drop, the hard packed clay soil holds onto more water which has prevented a lot of the woody invasive plants from encroaching too much. The forbs throughout this area mirror the same pattern as the woody vegetation, with drier species like black-eyed susan (*Rudbeckia hirta*), blackberry (*Rubus spp.*), and meadow garlic (*Allium canadense*) growing along the southwest line, and wetter species like bulrush (*Scirpoides holoschoenus*), phragmites (*Phragmites australis*), and meadowsweet (*Filipendula ulmaria*) growing at the lower elevations. This wetland spectrum is further complicated by the microtopography throughout the area, which allows wetland species to be located at the higher elevations where pockets of clay allow for water retention.
- **High Quality Plant Species:**
 - Fox grape (*Vitis labrusca*) *CC of 7
 - Joe-pye weed (*Eutrochium fistulosum*) *CC of 8
- **Observed and Potential Wildlife:**
 - Suitable habitat for woodpeckers, hawks, squirrels, chipmunks, rabbits, white-tailed deer, raccoon, opossum, turkey, and songbirds. Turtles, snakes and other amphibians are found throughout the scattered wet pockets.
 - Habitat is suitable for a variety of potential rare wildlife including:
 - *Acris crepitans blanchardi* (Blanchard's cricket frog, state special concern)
 - *Ambystoma texanum* (smallmouth salamander, state endangered)
 - *Ammodramus savannarum* (grasshopper sparrow, state special concern)
 - *Asio flammeus* (short-eared owl, state endangered)
 - *Botaurus lentiginosus* (American bittern, state special concern)
 - *Circus cyaneus* (northern harrier, state special concern)
 - *Clemmys guttata* (spotted turtle, state threatened)
 - *Clonophis kirtlandii* (Kirtland's snake, state endangered)
 - *Dorydiella kansana* (leafhopper, state special concern)
 - *Emydoidea blandingii* (Blanding's turtle, state special concern)
 - *Flexamia reflexus* (leafhopper, state special concern)
 - *Meropleon ambifusca* (Newman's brocade, state special concern)
 - *Neoconocephalus lyristes* (bog conehead, state special concern)
 - *Neoconocephalus retusus* (conehead grasshopper, state special concern)
 - *Neonympha m. mitchellii* (Mitchell's satyr, federal/state endangered)
 - *Orchelimum concinnum* (red-faced meadow katydid, state special concern)
 - *Orphulella pelidna* (green desert grasshopper, state special concern)
 - *Papaipema cerina* (golden borer, state special concern)

- *Papaipema maritima* (maritime sunflower borer, state special concern)
- *Papaipema speciosissima* (regal fern borer, state special concern)
- *Paroxya hoosieri* (Hoosier locust, state special concern)
- *Phalaropus tricolor* (Wilson's phalarope, state special concern)
- *Sistrurus c. catenatus* (eastern massasauga, federal candidate species and state special concern)
- *Spartiniphaga inops* (spartina moth, state special concern)
- *Spiza americana* (dickcissel, state special concern)
- *Tyto alba* (barn owl, state endangered)
- **Potential Invasive Species, Pests, Ecological Threats:**
 - Proximity to large populations of autumn olive (*Elaeagnus umbellata*) will continue to encroach into the community over time.
 - Absence of fire has allowed other non-native species like phragmites (*Phragmites australis*), sweet clover (*Melilotus officinalis*), purple loosestrife (*Lythrum salicaria*), and bull thistle (*Cirsium vulgare*) to outcompete native vegetation in pockets.
- **Outdoor Education Opportunities**
 - Wet prairies are incredibly educational because of the dynamic water relationships that exist seasonally within the plant community.
 - A trail should be planned on the outskirts of the community to avoid waterlogged clay soil.
- **Ecological Restoration Opportunities:**
 - Invasive species management should be the top priority in this plant community. Removal of early-successional trees and invasive shrubs will allow for better light penetration and will drastically improve the biodiversity throughout the unit.
 - Reintroduction of fire would also have a massive impact on plant community diversity by removing species that are not adapted to fire like blackberry (*Rubus spp.*), bentgrass (*Agrostis spp.*), phragmites (*Phragmites australis*), and clovers (*Trifolium spp.*).



Figure 3: Invasive phragmites (*Phragmites Australis*) pictured invading pockets of disturbed wet prairie.

4. Ruderal Pine Forest

- **Landscape Context/Natural Features:** Monoculture stands of purposefully-planted pine trees are scattered throughout the property and appear to coincide with historic deforestation and replanting in the 1940's. The logging companies would usually plant a monoculture of a fast-growing timber species. In this case, red pines were the majority planted. While a naturally spaced stand of red pines can survive for ~400 years, a reforestation with spacing maximized for commercial lumber production will generally fail after ~80 years. Due to the age of the stand, the red pines are starting to fail. Topographically the areas are uniformly flat with sandy soil. Water retention in these areas is non-existent.
- **Plant Community:** The canopy is dominated by red pines that were obviously planted as part of a large-scale reforestation project. The size of the trees would suggest the trees were planted ~80 years ago. This was a common practice in the mid 20th century following large-scale logging projects. A major issue with tightly-spaced red pine stands is their prevention of sunlight from reaching the understory, which leads to poor replacement of trees. The understory is non-existent in the center of these red pine stands. Pre-deforestation, this community would have mimicked the surrounding Mesic Southern plant community, as is evident by the forbs observed within pockets of dappled sunlight. Virginia creeper, wild geranium, Canada Mayflower, spicebush and wood fern are found sporadically throughout this unit. There are large populations of Asian bittersweet along areas with historic disturbance (remnant snowmobile trails). This bittersweet is quickly colonizing the area, girdling red pines, and eventually pulling them down.
- **Observed and Potential Wildlife:**
 - Suitable habitat for spillover of typical inhabitants of the surrounding Mesic Southern Forest including: songbirds, owls, woodpeckers, hawks, squirrels, chipmunks, rabbits, white-tailed deer, raccoon, opossum, turkey, and snakes
 - Habitat is suitable for a variety of potential rare wildlife including:
 - *Accipiter gentilis* (northern goshawk, state special concern)
 - *Falco columbarius* (merlin, state threatened)
 - *Haliaeetus leucocephalus* (bald eagle, state threatened)
 - *Pandion haliaetus* (osprey, state threatened)
 - *Picoides arcticus* (black-backed woodpecker, state special concern)
- **Potential Invasive Species, Pests, Ecological Threats:**
 - Asian bittersweet is a problem as it continues to shade out and smother the small pockets of native species.
 - As Asian bittersweet continues to pull down the dying red pines, exposing the forest floor to sunlight, there is potential for invasive shrub species like honeysuckle, Japanese barberry, autumn olive, and common buckthorn to establish quickly in the vacant space.
 - There is minimal hardwood replacement occurring within the community which will create an ecological void as the red pines continue to die off.
- **Outdoor Education Opportunities**
 - In its current state, there are minimal educational opportunities through this community.
 - Trails connecting access points directly to higher quality areas could potentially run through this area.
 - Special care should be taken along these trails to prevent the spread of invasive species (mainly bittersweet) via the trail system.
- **Ecological Restoration Opportunities:**
 - Focus on invasive species along the trail system to prevent spread - containment should be the first priority.
 - Strategic thinning of the red pines would allow for large-scale reforestation to occur in this unit, returning it to its pre-settlement community type.
 - Broad-scale invasive species management.



Figure 4: Photo of Ruderal Pine Forest documenting red pine monoculture with minimal understory.

5. Disturbed Storage Lot

- **Landscape Context/Natural Features:** The storage lot area is a highly disturbed community that experiences consistent disturbance and non-native plant material inputs. Decades of municipal yard waste and fill dirt have been placed into an area that likely mirrored the surrounding mesic southern forest. This has created an inhospitable soil structure littered with gravel, large rocks, and partially decayed woody plant material. The soil appears to be consisting of heavy clay which is not consistent with the surrounding landscape or soil maps (which show a much sandier parent material.) The area also appears to be growing outwards towards pockets of wetlands to the east; likely a result of clearing the yard to accommodate more waste material at the end of the growing season.
- **Plant Community:** The plant community found within the storage lot is highly disturbed; consisting of 95% non-native and invasive plants. This is likely the result of dumping yard waste from throughout the city in one common place in conjunction with a high disturbance regime. The usual invasives are found throughout the unit including thistles (*Cirsium spp.*), reed canary grass (*Phalaris arundinacea*), phragmites (*Phragmites australis*), dame's rocket (*Hesperis matronalis*) and yellow rocket (*Barbarea spp.*). There also a few exotic escaped landscaping plants including a mature mimosa tree (*Albizia julibrissin*), chamomile (*Anthemis arvensis*), and bermuda-grass (*Cynodon dactylon*); which are typically found in much warmer climates to the south. Several large colonies of Japanese knotweed (*Fallopia japonica*) are scattered throughout as well which have the potential to spread even further with soil disturbance and/or mowing. The presence of these species is more concerning and would require a faster response than the more common invasive plants to keep with the state strategy of early detection and rapid response. *No high quality plants are found within this unit.*

- **Observed and Potential Wildlife:**
 - Minimal opportunities for wildlife habitat with the exception of the wetland along the eastern edge of the lot as a potential nesting habitat for wood ducks if disturbance and human impact slows dramatically
- **Potential Invasive Species, Pests, Ecological Threats:**
 - Absinthium (*Artemisia absinthium*)
 - Japanese Knotweed (*Fallopia japonica*)
 - Common Mullein (*Verbascum Thapsus*)
 - Moth Mullein (*Verbascum blattaria*)
 - Reed Canary Grass (*Phalaris arundinacea*)
 - Horse Nettle (*Solanum carolinense*)
 - Bermudagrass (*Cynodon dactylon*)
 - Birds Foot Trefoil (*Lotus corniculatus*)
 - Yellow Nutsedge (*Cyperus esculentus*)
 - Canada Thistle (*Cirsium arvense*)
 - Sow Thistle (*Sonchus arvensis*)
 - Bull Thistle (*Cirsium vulgare*)
 - Canada Goldenrod (*Solidago Canadensis*)
 - Velvetleaf (*Abutilon theophrasti*)
 - Phragmites (*Phragmites australis*)
 - Sweet Clover (Yellow) (*Melilotus officinalis*)
 - Sweet Clover (White) (*Melilotus albus*)
 - Miscanthus Grass (*Miscanthus sinensis*)
 - White Mulberry (*Morus alba*)
 - Johnsongrass (*Sorghum halepense*)
 - Bindweed (*Convolvulus arvensis*)
 - Yellow Foxtail (*Setaria pumila*)
 - Jimsonweed (*Datura stramonium*)
 - Yellow Rocket (*Barbarea vulgaris*)
 - Mimosa (*Albizia julibrissin*)
 - Black Locust (*Robinia pseudoacacia*)
 - Dames Rocket (*Hesperis matronalis*)
 - Myrtle (*Vinca minor*)
 - Poison Hemlock (*Conium maculatum*)
 - Asian Bittersweet (*Celastrus orbiculatus*)
- **Outdoor Education Opportunities**
 - Outdoor education is not recommended in this area in its current state due to the presence of several extremely noxious and poisonous plants. These plants include poison hemlock, jimsonweed, poison ivy, and absinthium.
- **Ecological Restoration Opportunities**
 - The most obvious path forward for this unit is to get control of the invasive species by focusing on poisonous and exotic plants first through intensive chemical application
 - The secondary focus would be on perennial invasive plants including Canada thistle, Phragmites, Canada goldenrod, and Asian bittersweet.
 - If disturbance and further plant inputs are minimized there should be a reduction in the annual and biennial non-native plants.
 - Yard waste could be hot composted in a concentrated area to reduce seed spread into surrounding natural communities. This would require a more formal “pad” for yard waste to be deposited and turned to ensure sufficient temperatures to kill seed.
 - Effort should be made to prevent further spread of the yard towards the east to reduce the likelihood of wetland destruction.

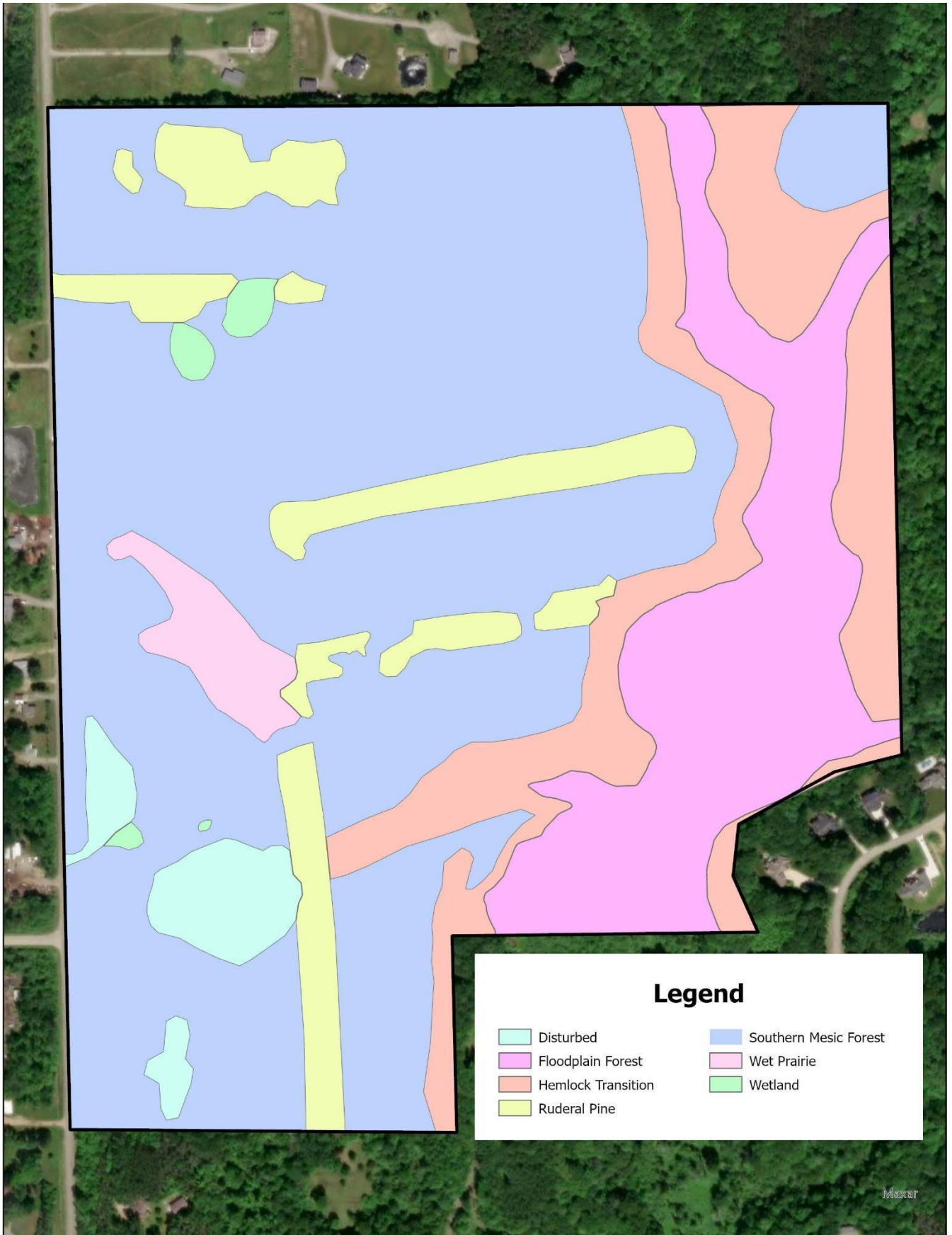


Figure 5: *Photo of disturbed storage yard showing frequent soil disturbance and predominantly invasive and noxious plant species.*

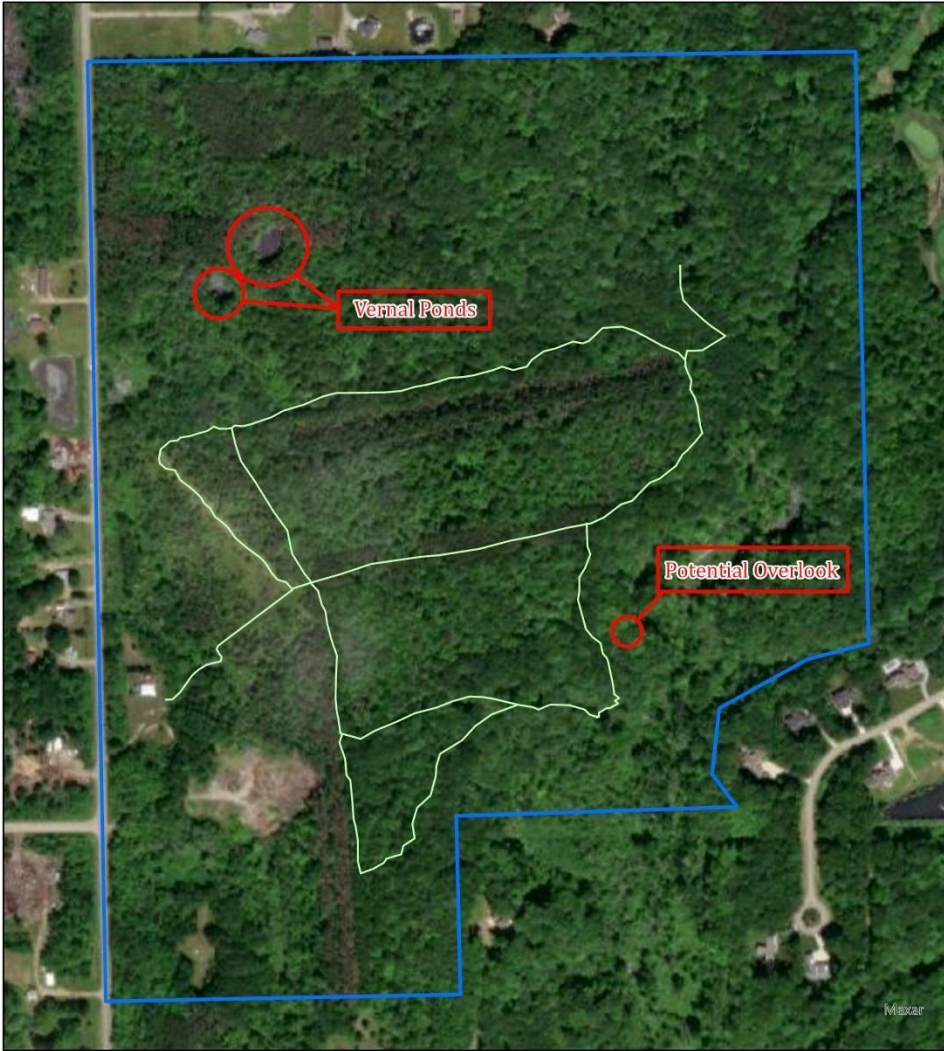



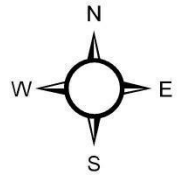
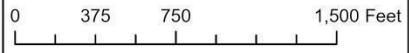
Figure 6: *Photo of large invasive Japanese Knotweed (*Fallopia japonica*) colony. Japanese knotweed has already gained a massive foothold in this area and should be prioritized for management in the near future due to its aggressive nature of growth and ability to quickly outcompete native plant communities.*

Appendix A: Map of Natural Communities

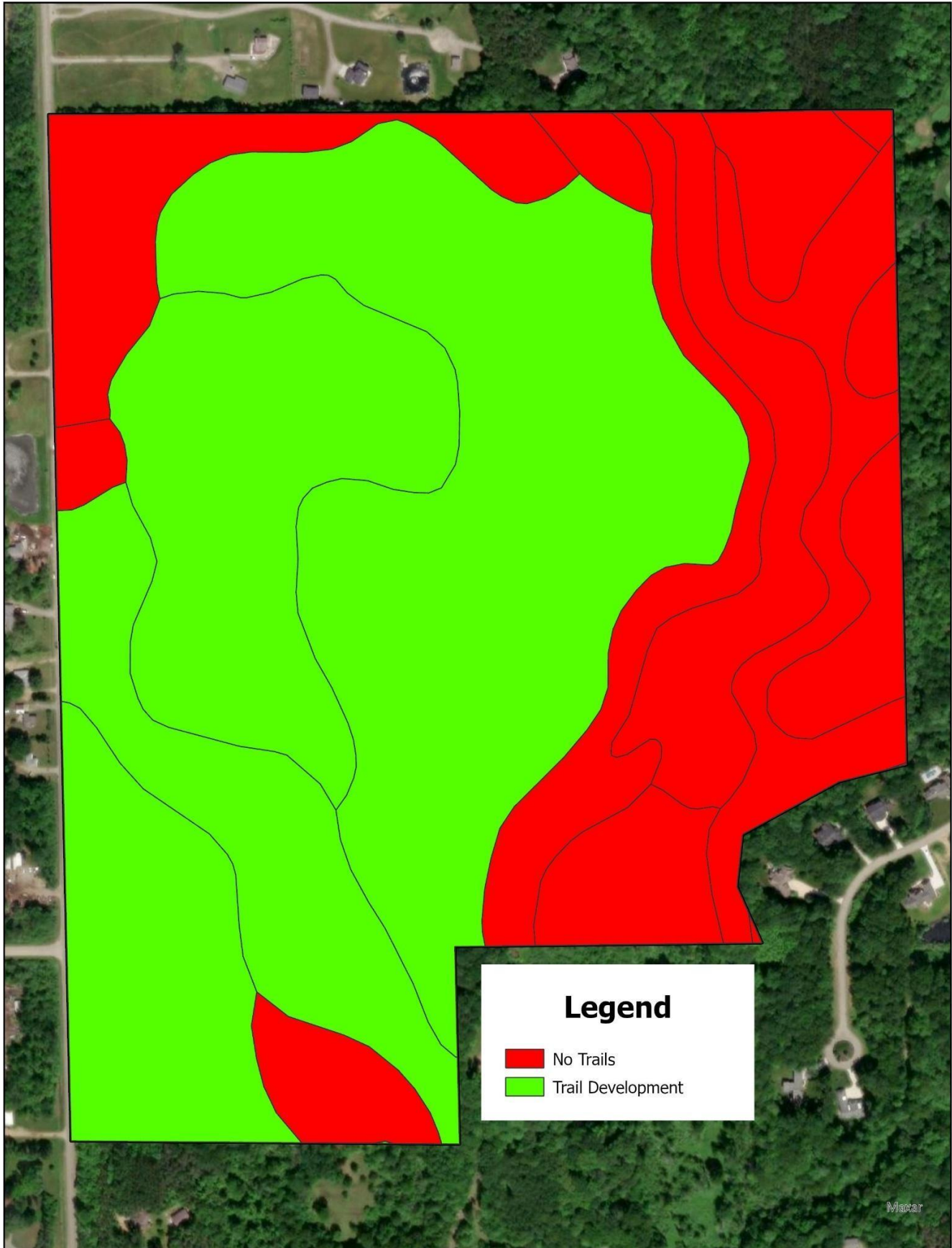


Appendix B: Existing Trail Footprint



63rd Street Former Airport Trail Map
ODC Conservation Services Map Created by: Ben Heerspink Map created on: 3/20/23 Trail marked with GPS on: 3/20/23



Property was assessed on March 20, 2023 by ODC Conservation Staff. Remnant trails were mapped utilizing GPS points. The trail as it stands is 2.5 miles long with many opportunities to expand by blazing new trails along the northernmost trail expanding north towards a seasonal pond.

Appendix C: Recommended Trail Development Areas



Appendix D: Plant Inventory & Floristic Quality Index Results – Natural Communities (Eastern half):

Former Airport Natural Area								
Practitioner:	ODC Network							
Conservation-Based Metrics:								
Total Mean C:	4.1	Species Richness:						
Native Mean C:	4.7	Total Species:		102				
Total FQI:	41.4	Native Species:		89	87.30%			
Native FQI:	44.3	Non-native Species:		13	12.70%			
Adjusted FQI:	43.9	Species Wetness:						
% C value 0:	13.7	Mean Wetness:		1.4				
% C value 1-3:	24.5	Native Mean Wetness:		1.2				
% C value 4-6:	45.1							
% C value 7-10:	16.7							
Native Tree Mean C:	4.9							
Native Shrub Mean C:	5.7							
Native Herbaceous Mean C:	4.5							
Physiognomy Metrics:								
Tree:	25	24.50%	Duration Metrics:					
Shrub:	10	9.80%	Annual:	3	2.90%			
Vine:	9	8.80%	Perennial:	94	92.20%			
Forb:	46	45.10%	Biennial:	5	4.90%			
Grass:	4	3.90%	Native Annual:	3	2.90%			
Sedge:	4	3.90%	Native Perennial:	85	83.30%			
Rush:	0	0%	Native Biennial:	1	1%			
Fern:	4	3.90%						
Bryophyte:	0	0%						
Species:								
Scientific Name	Family	Acronym	Native?	C	W	Physiognomy	Duration	Common Name
Acer platanoides	Sapindaceae	ACEPLA	non-native	0	5	tree	perennial	norway maple
Acer rubrum	Sapindaceae	ACERUB	native	1	0	tree	perennial	red maple
Acer saccharinum	Sapindaceae	ACESAI	native	2	-3	tree	perennial	silver maple
Acer saccharum	Sapindaceae	ACESAU	native	5	3	tree	perennial	sugar maple
Actaea rubra	Ranunculaceae	ACTRUB	native	7	3	forb	perennial	red baneberry
Adlumia fungosa	Papaveraceae	ADLFUN	native	4	5	vine	biennial	climbing fumitory
Agrimonia parviflora	Rosaceae	AGRPAR	native	4	0	forb	perennial	swamp agrimony
Alisma subcordatum; a. plantago-aquatica	Alismataceae	ALISUB	native	1	-5	forb	perennial	southern water-plantain
Alliaria petiolata	Brassicaceae	ALLPET	non-native	0	3	forb	biennial	garlic mustard
Amphicarpaea bracteata	Fabaceae	AMPBRA	native	5	0	vine	annual	hog-peanut
Anemone virginiana	Ranunculaceae	ANEVIR	native	3	3	forb	perennial	thimbleweed
Apocynum androsaemifolium	Apocynaceae	APOAND	native	3	5	forb	perennial	spreading dogbane
Arctium minus	Asteraceae	ARCMIN	non-native	0	3	forb	biennial	common burdock
Arisaema triphyllum	Araceae	ARITRI	native	5	0	forb	perennial	jack-in-the-pulpit
Asimina triloba	Annonaceae	ASITRI	native	9	0	tree	perennial	pawpaw
Atropa belladonna	Solanaceae	ATRBEL	non-native	0	5	forb	perennial	deadly nightshade
Berberis thunbergii	Berberidaceae	BERTHU	non-native	0	3	shrub	perennial	japanese barberry
Betula alleghaniensis	Betulaceae	BETALL	native	7	0	tree	perennial	yellow birch
Betula papyrifera	Betulaceae	BETPAP	native	2	3	tree	perennial	paper birch
Carex intumescens	Cyperaceae	CXINTU	native	3	-3	sedge	perennial	sedge
Carex pallescens	Cyperaceae	CXPALL	native	5	0	sedge	perennial	pale sedge
Carex plantaginea	Cyperaceae	CXPLAN	native	8	5	sedge	perennial	sedge
Carex radiata; c. rosea	Cyperaceae	CXRADI	native	2	0	sedge	perennial	straight-styled wood sedge
Carya glabra	Juglandaceae	CARGLA	native	5	3	tree	perennial	hickory
Carya ovata	Juglandaceae	CAROVA	native	5	3	tree	perennial	shagbark hickory
Castanea dentata	Fagaceae	CASDEN	native	9	5	tree	perennial	american chestnut
Celastrus orbiculatus	Celastraceae	CELORB	non-native	0	5	vine	perennial	oriental bittersweet
Centaurea stoebe; c. maculosa	Asteraceae	CENSTO	non-native	0	5	forb	biennial	spotted knapweed
Chimaphila maculata	Ericaceae	CHIMAC	native	8	5	shrub	perennial	spotted wintergreen
Circaea canadensis; c. lutetiana	Onagraceae	CIRCAN	native	2	3	forb	perennial	enchanters-nightshade
Conium maculatum	Apiaceae	CONMAC	non-native	0	-3	forb	biennial	poison-hemlock
Cornus florida	Cornaceae	CORFLO	native	8	3	tree	perennial	flowering dogwood
Dichanthelium clandestinum; panicum c.	Poaceae	DICCLA	native	3	-3	grass	perennial	panic grass
Diphasiastrum complanatum; lycopodium c.	Lycopodiaceae	DIPCOM	native	5	3	fern	perennial	ground-cedar
Dryopteris intermedia	Dryopteridaceae	DRYINT	native	5	0	fern	perennial	evergreen woodfern
Elaeagnus umbellata	Elaeagnaceae	ELAUMB	non-native	0	3	shrub	perennial	autumn-olive
Elymus hystrix; hystrix patula	Poaceae	ELYHYS	native	5	3	grass	perennial	bottlebrush grass
Elymbia macrophylla; aster m.	Asteraceae	ELURMAC	native	4	5	forb	perennial	big-leaved aster
Eutrochium fistulosum; eupatorium f.	Asteraceae	EUTFIS	native	8	-3	forb	perennial	hollow-stemmed joe-pye-weed
Eutrochium maculatum; eupatorium m.	Asteraceae	EUTMAC	native	4	-5	forb	perennial	joe-pye-weed
Fagus grandifolia	Fagaceae	FAGGRA	native	6	3	tree	perennial	american beech
Fraxinus americana	Oleaceae	FRAAME	native	5	3	tree	perennial	white ash
Fraxinus pennsylvanica	Oleaceae	FRAPEN	native	2	-3	tree	perennial	red ash
Galium circaezans	Rubiaceae	GALCIR	native	4	3	forb	perennial	white wild licorice
Geranium maculatum	Geraniaceae	GERMAC	native	4	3	forb	perennial	wild geranium
Geum canadense	Rosaceae	GEUCAN	native	1	0	forb	perennial	white avens
Geum virginianum	Rosaceae	GEUVIR	native	6	3	forb	perennial	pale avens
Hamamelis virginiana	Hamamelidaceae	HAMVIR	native	5	3	shrub	perennial	witch-hazel
Laportea canadensis	Urticaceae	LAPCAN	native	4	-3	forb	perennial	wood nettle
Leersia oryzoides	Poaceae	LEECOR	native	3	-5	grass	perennial	cut grass
Ligustrum vulgare	Oleaceae	LIGVUL	non-native	0	3	shrub	perennial	common privet
Lindera benzoin	Lauraceae	LINBEN	native	7	-3	shrub	perennial	spicebush
Liriodendron tulipifera	Magnoliaceae	LIRTUL	native	9	3	tree	perennial	tulip tree
Maianthemum canadense	Convallariaceae	MAICAN	native	4	3	forb	perennial	canada mayflower
Maianthemum racemosum; smilacina r.	Convallariaceae	MAIRAC	native	5	3	forb	perennial	false spikenard
Menispermum canadense	Menispermaceae	MENCAE	native	5	0	vine	perennial	moonseed
Mimulus ringens	Phrymaceae	MIMRIN	native	5	-5	forb	perennial	monkey-flower
Mitchella repens	Rubiaceae	MITREP	native	5	3	forb	perennial	partridge-berry
Monotropa uniflora	Ericaceae	MONOUN	native	5	3	forb	perennial	indian-pipe
Onoclea sensibilis	Onocleaceae	ONOSEN	native	2	-3	fern	perennial	sensitive fern
Orobancha uniflora	Orobanchaceae	OROUNI	native	8	5	forb	perennial	cancer root
Osmorhiza berteroi; o. chilensis	Apiaceae	OSMBER	native	5	3	forb	perennial	sweet-cicely
Parthenocissus quinquefolia	Vitaceae	PARQUI	native	5	3	vine	perennial	virginia creeper
Persicaria punctata; polygonum p.	Polygonaceae	PERPUN	native	5	-5	forb	annual	smartweed
Persicaria virginiana; polygonum v.	Polygonaceae	PERVIR	native	4	0	forb	perennial	jumpseed
Phalaris arundinacea	Poaceae	PHAARU	native	0	-3	grass	perennial	reed canary grass

<i>Phryma leptostachya</i>	Phrymaceae	PHRLEP	native	4	3	forb	perennial	lopseed
<i>Phytolacca americana</i>	Phytolaccaceae	PHYAME	native	2	3	forb	perennial	pokeweed
<i>Pilea pumila</i>	Urticaceae	PILPUM	native	5	-3	forb	annual	clearweed
<i>Pinus resinosa</i>	Pinaceae	PINRES	native	6	3	tree	perennial	red pine
<i>Pinus strobus</i>	Pinaceae	PINSTR	native	3	3	tree	perennial	white pine
<i>Podophyllum peltatum</i>	Berberidaceae	PODPEL	native	3	3	forb	perennial	may-apple
<i>Polystichum acrostichoides</i>	Dryopteridaceae	POLACR	native	6	3	fern	perennial	christmas fern
<i>Prunus serotina</i>	Rosaceae	PRUSER	native	2	3	tree	perennial	wild black cherry
<i>Quercus alba</i>	Fagaceae	QUEALB	native	5	3	tree	perennial	white oak
<i>Quercus rubra</i>	Fagaceae	QUERUB	native	5	3	tree	perennial	red oak
<i>Quercus velutina</i>	Fagaceae	QUEVEL	native	6	5	tree	perennial	black oak
<i>Rosa multiflora</i>	Rosaceae	ROSMUL	non-native	0	3	shrub	perennial	multiflora rose
<i>Rubus allegheniensis</i>	Rosaceae	RUBALL	native	1	3	shrub	perennial	common blackberry
<i>Saponaria officinalis</i>	Caryophyllaceae	SAPOFF	non-native	0	3	forb	perennial	bouncing bet
<i>Sassafras albidum</i>	Lauraceae	SASALB	native	5	3	tree	perennial	sassafras
<i>Saururus cernuus</i>	Saururaceae	SAUCER	native	9	-5	forb	perennial	lizards-tail
<i>Smilax rotundifolia</i>	Smilacaceae	SMIROT	native	6	0	vine	perennial	common greenbrier
<i>Solanum dulcamara</i>	Solanaceae	SOLDUL	non-native	0	0	vine	perennial	bittersweet nightshade
<i>Solidago canadensis</i>	Asteraceae	SOLCAN	native	1	3	forb	perennial	canada goldenrod
<i>Solidago flexicaulis</i>	Asteraceae	SOLFLE	native	6	3	forb	perennial	zigzag goldenrod
<i>Solidago gigantea</i>	Asteraceae	SOLGIG	native	3	-3	forb	perennial	late goldenrod
<i>Solidago rugosa</i>	Asteraceae	SOLRUG	native	3	0	forb	perennial	rough-leaved goldenrod
<i>Symplocarpus foetidus</i>	Araceae	SYMFOE	native	6	-5	forb	perennial	skunk-cabbage
<i>Thalictrum thalictroides; anemone l.</i>	Ranunculaceae	THATHA	native	8	3	forb	perennial	rue-anemone
<i>Tilia americana</i>	Malvaceae	TILAME	native	5	3	tree	perennial	basswood
<i>Toxicodendron radicans</i>	Anacardiaceae	TOXRAD	native	2	0	vine	perennial	poison-ivy
<i>Trientalis borealis</i>	Myrsinaceae	TRIBOR	native	5	0	forb	perennial	star-flower
<i>Trillium erectum</i>	Trilliaceae	TRIERE	native	7	3	forb	perennial	stinking benjamin; red trillium
<i>Trillium grandiflorum</i>	Trilliaceae	TRIGRA	native	5	3	forb	perennial	common trillium
<i>Trillium sessile</i>	Trilliaceae	TRISES	native	9	3	forb	perennial	toadshade
<i>Tsuga canadensis</i>	Pinaceae	TSUCAN	native	5	3	tree	perennial	hemlock
<i>Ulmus americana</i>	Ulmaceae	ULMAME	native	1	-3	tree	perennial	american elm
<i>Viburnum acerifolium</i>	Adoxaceae	VIBACE	native	6	5	shrub	perennial	maple-leaved viburnum
<i>Viburnum prunifolium</i>	Adoxaceae	VIBPRU	native	7	3	shrub	perennial	black-haw
<i>Viola sororia</i>	Violaceae	VIOSOR	native	1	0	forb	perennial	common blue violet
<i>Vitis labrusca</i>	Vitaceae	VITLAB	native	7	3	vine	perennial	fox grape

Disturbed Communities (Western half of the property):

Disturbed Former Airport								
Practitioner:	ODC Network							
Conservation-Based Metrics:			Species Richness:					
Total Mean C:	1.3	Total Species:	88					
Native Mean C:	2.8	Native Species:	39	44.30%				
Total FQI:	12.2	Non-native Species:	49	55.70%				
Native FQI:	17.5	Species Wetness:						
Adjusted FQI:	18.6	Mean Wetness:	2.2					
% C value 0:	60.2	Native Mean Wetness:	1					
% C value 1-3:	23.9							
% C value 4-6:	15.9							
% C value 7-10:	0							
Native Tree Mean C:	3.7							
Native Shrub Mean C:	3							
Native Herbaceous Mean C:	2.4							
Physiognomy Metrics:			Duration Metrics:					
Tree:	18	20.50%	Annual:	9	10.20%			
Shrub:	8	9.10%	Perennial:	71	80.70%			
Vine:	6	6.80%	Biennial:	8	9.10%			
Forb:	49	55.70%	Native Annual:	3	3.40%			
Grass:	3	3.40%	Native Perennial:	36	40.90%			
Sedge:	3	3.40%	Native Biennial:	0	0%			
Rush:	1	1.10%						
Fern:	0	0%						
Bryophyte:	0	0%						
Species:								
Scientific Name	Family	Acronym	Native?	C	W	Physiognomy	Duration	Common Name
<i>Abutilon theophrasti</i>	Malvaceae	ABUTHE	non-native	0	3	forb	annual	velvet-leaf
<i>Acer negundo</i>	Sapindaceae	ACENEG	native	0	0	tree	perennial	box-elder
<i>Acer nigrum; a. saccharum</i>	Sapindaceae	ACENIG	native	4	3	tree	perennial	black maple
<i>Acer glabroides</i>	Sapindaceae	ACEPLA	non-native	0	5	tree	perennial	norway maple
<i>Acer saccharum</i>	Sapindaceae	ACESAU	native	5	3	tree	perennial	sugar maple
<i>Achillea millefolium</i>	Asteraceae	ACHMIL	native	1	3	forb	perennial	yarrow
<i>Alliaria petiolata</i>	Brassicaceae	ALLPET	non-native	0	3	forb	biennial	garlic mustard
<i>Allium canadense</i>	Alliaceae	ALLCAN	native	4	3	forb	perennial	wild garlic
<i>Ambrosia artemisiifolia</i>	Asteraceae	AMBART	native	0	3	forb	annual	common ragweed
<i>Ambrosia trifida</i>	Asteraceae	AMBTRI	native	0	0	forb	annual	giant ragweed
<i>Apios americana</i>	Fabaceae	APIAME	native	3	-3	vine	perennial	groundnut
<i>Artemisia absinthium</i>	Asteraceae	ARTABS	non-native	0	5	forb	perennial	absinth wormwood
<i>Asclepias syriaca</i>	Apocynaceae	ASCSYR	native	1	5	forb	perennial	common milkweed
<i>Atropa belladonna</i>	Solanaceae	ATRBEL	non-native	0	5	forb	perennial	deadly nightshade
<i>Barbarea vulgaris</i>	Brassicaceae	BARVUL	non-native	0	0	forb	biennial	yellow rocket
<i>Campsis radicans</i>	Bignoniaceae	CAMRAD	non-native	0	0	vine	perennial	trumpet-vine
<i>Carex pallescens</i>	Cyperaceae	CXPALL	native	5	0	sedge	perennial	pale sedge
<i>Carex vulpinoidea</i>	Cyperaceae	CXVULP	native	1	-5	sedge	perennial	sedge
<i>Celastrus orbiculatus</i>	Celastraceae	CELORB	non-native	0	5	vine	perennial	oriental bittersweet
<i>Centaurea stoebe; c. maculosa</i>	Asteraceae	CENSTO	non-native	0	5	forb	biennial	spotted knapweed
<i>Chenopodium album</i>	Amaranthaceae	CHEALB	non-native	0	3	forb	annual	lambs-quarters
<i>Cichorium intybus</i>	Asteraceae	CICINT	non-native	0	3	forb	perennial	chicory
<i>Cirsium arvense</i>	Asteraceae	CIRARV	non-native	0	3	forb	perennial	canada thistle
<i>Cirsium vulgare</i>	Asteraceae	CIRVUL	non-native	0	3	forb	biennial	bull thistle
<i>Convolvulus arvensis</i>	Convolvulaceae	CONARV	non-native	0	5	vine	perennial	field bindweed
<i>Crataegus phaenopyrum</i>	Rosaceae	CRAPHA	non-native	0	0	tree	perennial	washington thorn
<i>Cynodon dactylon</i>	Poaceae	CYNDAC	non-native	0	3	grass	perennial	bermuda grass
<i>Cyperus esculentus</i>	Cyperaceae	CYPESC	native	1	-3	sedge	perennial	yellow nutsedge
<i>Datura stramonium</i>	Solanaceae	DATSTR	non-native	0	5	forb	annual	jimson-weed
<i>Daucus carota</i>	Apiaceae	DAUCAR	non-native	0	5	forb	biennial	queen-anne's-lace
<i>Dianthus armeria</i>	Caryophyllaceae	DIAARM	non-native	0	5	forb	annual	deptford pink
<i>Elaeagnus umbellata</i>	Elaeagnaceae	ELAUMB	non-native	0	3	shrub	perennial	autumn-olive
<i>Erechtites hieracifolius</i>	Asteraceae	EREHIE	native	2	3	forb	annual	fireweed
<i>Eupatorium perfoliatum</i>	Asteraceae	EUPPER	native	4	-3	forb	perennial	boneset
<i>Euthamia graminifolia</i>	Asteraceae	EUTGRA	native	3	0	forb	perennial	grass-leaved goldenrod
<i>Filipendula ulmaria</i>	Rosaceae	FILULM	non-native	0	0	forb	perennial	queen-of-the-meadow
<i>Fragaria virginiana</i>	Rosaceae	FRAVIR	native	2	3	forb	perennial	wild strawberry
<i>Fraxinus pennsylvanica</i>	Oleaceae	FRAPEN	native	2	-3	tree	perennial	red ash
<i>Geum urbanum</i>	Rosaceae	GELURB	non-native	0	5	forb	perennial	avens
<i>Glechoma hederacea</i>	Lamiaceae	GLEHED	non-native	0	3	forb	perennial	ground-ivy
<i>Hesperis matronalis</i>	Brassicaceae	HESMAT	non-native	0	3	forb	perennial	dames rocket
<i>Hypericum perforatum</i>	Hypericaceae	HYPPER	non-native	0	5	forb	perennial	common st. johns-wort
<i>Juncus articulatus</i>	Juncaceae	JUNART	native	3	-5	rush	perennial	jointed rush
<i>Juniperus virginiana</i>	Cupressaceae	JUNVIR	native	3	3	tree	perennial	red-cedar
<i>Leucanthemum vulgare; chrysanthemum leucanthemum</i>	Asteraceae	LEUVUL	non-native	0	5	forb	perennial	ox-eye daisy
<i>Ligustrum vulgare</i>	Oleaceae	LIGVUL	non-native	0	3	shrub	perennial	common privet
<i>Lonicera maackii</i>	Caprifoliaceae	LONMAA	non-native	0	5	shrub	perennial	amur honeysuckle
<i>Lotus corniculatus</i>	Fabaceae	LOTCOR	non-native	0	3	forb	perennial	birdfoot trefoil
<i>Lythrum salicaria</i>	Lythraceae	LYTSAL	non-native	0	-5	forb	perennial	purple loosestrife
<i>Maianthemum racemosum; smilacina r.</i>	Comvalliaceae	MAIRAC	native	5	3	forb	perennial	false spikenard
<i>Marrubium vulgare</i>	Lamiaceae	MARVUL	non-native	0	3	forb	perennial	horehound
<i>Matricaria chamomilla; m. recutita</i>	Asteraceae	MATCHA	non-native	0	5	forb	annual	false chamomile
<i>Mellilotus albus</i>	Fabaceae	MELALB	non-native	0	3	forb	biennial	white sweet-clover
<i>Mellilotus officinalis</i>	Fabaceae	MELLOF	non-native	0	3	forb	biennial	yellow sweet-clover
<i>Morus alba</i>	Moraceae	MORALB	non-native	0	3	tree	perennial	white mulberry
<i>Parthenocissus quinquefolia</i>	Vitaceae	PARQUI	native	5	3	vine	perennial	virginia creeper
<i>Phragmites australis var. americanus</i>	Poaceae	PHRAUM	native	5	-3	grass	perennial	reed
<i>Phytolacca americana</i>	Phytolaccaceae	PHYAME	native	2	3	forb	perennial	pokeweed
<i>Pinus resinosa</i>	Pinaceae	PINRES	native	6	3	tree	perennial	red pine
<i>Pinus sylvestris</i>	Pinaceae	PINSYL	non-native	0	3	tree	perennial	scotch pine
<i>Plantago lanceolata</i>	Plantaginaceae	PLALAN	non-native	0	3	forb	perennial	english plantain
<i>Populus deltoides</i>	Salicaceae	POPDEL	native	1	0	tree	perennial	cottonwood
<i>Prunella vulgaris</i>	Lamiaceae	PRUVUL	native	0	0	forb	perennial	self-heal
<i>Prunus serotina</i>	Rosaceae	PRUSER	native	2	3	tree	perennial	wild black cherry
<i>Quercus rubra</i>	Fagaceae	QUERUB	native	5	3	tree	perennial	red oak
<i>Quercus velutina</i>	Fagaceae	QUEVEL	native	6	5	tree	perennial	black oak

Rhamnus cathartica	Rhamnaceae	RHACAT	non-native	0	0	tree	perennial	common buckthorn
Rhus typhina	Anacardiaceae	RHUTYP	native	2	3	shrub	perennial	staghorn sumac
Robinia pseudoacacia	Fabaceae	ROBPSE	non-native	0	3	tree	perennial	black locust
Rosa multiflora	Rosaceae	ROSMUL	non-native	0	3	shrub	perennial	multiflora rose
Rudbeckia hirta	Asteraceae	RUDHIR	native	1	3	forb	perennial	black-eyed susan
Rumex crispus	Polygonaceae	RUMCRI	non-native	0	0	forb	perennial	curly dock
Salix discolor	Salicaceae	SALDIS	native	1	-3	shrub	perennial	pussy willow
Salix nigra	Salicaceae	SALNIG	native	5	-5	tree	perennial	black willow
Sassafras albidum	Lauraceae	SASALB	native	5	3	tree	perennial	sassafras
Solanum carolinense	Solanaceae	SOLCAR	non-native	0	3	forb	perennial	horse-nettle
Solidago canadensis	Asteraceae	SOLCAN	native	1	3	forb	perennial	canada goldenrod
Solidago gigantea	Asteraceae	SOLGIG	native	3	-3	forb	perennial	late goldenrod
Solidago juncea	Asteraceae	SOLJUN	native	3	5	forb	perennial	early goldenrod
Sonchus oleraceus	Asteraceae	SONOLE	non-native	0	3	forb	annual	common sow-thistle
Sorghum halepense	Poaceae	SORHAL	non-native	0	3	grass	perennial	johnson grass
Taraxacum officinale	Asteraceae	TAROFF	non-native	0	3	forb	perennial	common dandelion
Toxicodendron radicans	Anacardiaceae	TOXRAD	native	2	0	vine	perennial	poison-ivy
Trifolium pratense	Fabaceae	TRIPRA	non-native	0	3	forb	perennial	red clover
Trifolium repens	Fabaceae	TRIREP	non-native	0	3	forb	perennial	white clover
Verbascum thapsus	Scrophulariaceae	VERTHA	non-native	0	5	forb	biennial	common mullein
Viburnum acerifolium	Adoxaceae	VIBACE	native	6	5	shrub	perennial	maple-leaved viburnum
Vinca minor	Apocynaceae	VIMMIN	non-native	0	5	shrub	perennial	periwinkle

Sustainability Evaluation of “Former Airport Property”



This report was created for:

City of Saugatuck
102 Butler St, Saugatuck, MI 49453

Sustainability Evaluation

ODC Network sustainability staff evaluated the sustainability performance of the City of Saugatuck-owned “Former Airport” property (parcel #'s: 20-002-027-00 and 20-260-002-00), both in its current state and potential future uses. This assessment involved an examination of carbon sequestration and mitigation potential, air pollution, hydrological benefits, EV charging feasibility, and solar development opportunity. The primary purpose of this work was to identify opportunities for improving sustainability performance and strategies to balance and support social, environmental, and economic needs of the community.

Executive Summary

The forest cover of this site represents the bulk of its value as a sustainability asset to the community. The ecological services provided by the large areas of mature, biodiverse, and healthy forests should be preserved and emphasized in any future use plans for the property. In addition to its intrinsic value as high-quality habitat and natural area, the property has a measurable impact on factors directly associated with human health, wellness, and prosperity. Unless significant redevelopment of the parcel and surrounding area were to occur, opportunities to leverage the property for electric vehicle charging and/or solar development are non-existent.

Valuation of Existing Canopy

The data presented here provided a quantitative assessment of the properties role in combating climate change, enhancing air quality, and sustaining the water balance within the region.

Sequestration Value of Existing Canopy

Healthy forests capture and store large quantities of CO₂, the primary greenhouse gas associated with human-caused emissions and climate change. This relatively large tract of forest acts as a significant carbon sink in the community. At the time of this report, the tree cover alone stores over 5,000 metric tonnes of carbon or the equivalent to approximately 20,000 metric tonnes of CO₂. The US Forest Service estimates the social cost of this quantity of carbon to be upwards of \$900,000. Each year, the property is projected to sequester an additional 200+ metric tons of carbon, the equivalent to 100 homes’ energy use for one year (**Appendix B**)

Description	Carbon (T)	±SE	CO ₂ Equiv. (T)	±SE	Value (USD)	±SE
Sequestered Annually in Canopy	217.94	±3.98	799.11	±14.58	\$37,169	±678
Stored in Trees (Not Annual)	5,473.24	±99.85	20,068.55	±366.13	\$933,465	±17,030

Soil-based carbon sequestration values were not included in this report (standard measurement practices and tools are still in development), however, it is highly likely that this represents an additional carbon sink and ecosystem service provided by the property in its current state.

Air Pollution Value of Existing Canopy

In addition to carbon sequestration, healthy forests also play a critical role in the moderation of air quality and air pollution. At the time of this report, the existing canopy of this property has the potential to remove over 12,000 lbs. of air pollution each year. Notably, this includes particulate matter (PM2.5 and PM10), one of the primary concerns associated with the increased presence of wildfire smoke in West Michigan.

Abbr.	Description	Annual Removal (lbs.)	±SE	Value (USD)	±SE
CO	Carbon Monoxide	142.56	±2.60	\$2	±0
NO2	Nitrogen Dioxide	776.85	±14.75	\$3	±0
O3	Ozone	7,822.81	±142.72	\$185	±3
SO2	Sulfur Dioxide	494.87	±9.03	\$1	±0
PM2.5	Particulate Matter <2.5 Microns	379.38	±6.92	\$373	±7
PM10	Particulate Matter <10 Microns	2,635.50	±48.08	\$150	±3
Total		12,251.98	±223.52	\$714	±13

Hydrological Value of Existing Canopy

Forests are also a key component of the water cycle and healthy watersheds. The trees alone on this property help to filter and manage over 20,000 gallons of water (the size of an average swimming pool in the United States) each year.

Abbr.	Benefit	Amount (gal)	±SE
AVRO	Avoided Runoff	34.83	±0.64
E	Evaporation	5,935.62	±108.29
I	Interception	5,967.80	±108.88
T	Transpiration	8,496.19	±155.00
Total		20,434.44	±372.81

*Data calculated using I-Tree software, A product produced through the collaboration of the US Forest Service, Davey, Arbor Day Foundation, Society of Municipal Arborists, Casey Trees, International Society of Arboriculture. See **Appendix A** for more information.*

EV Charging Evaluation

Public entities including parks, beaches, and nature preserves represent increasingly popular locations for EV chargers as demand rises for charging options that provide entertainment and recreation opportunities while drivers and passengers refuel (Appendix C). At the time of this report, the charging infrastructure of the Saugatuck is considered underdeveloped and ripe with opportunity for additional public charging facilities. The portion of Interstate 196 passing through the Saugatuck area does not yet meet the US Department of Energy's minimum distance or fuel-specific station requirements to qualify as an electric-vehicle ready corridor.

Although demand at this property could increase depending on future-use plans and public accessibility, investment in publicly available EV charging facilities should be prioritized elsewhere in the community before focusing on this area. The property is ineligible for the Department of Environment Great Lakes and Energy's Charge Up Michigan program and will likely be ineligible for other funding sources due to its distance from local thoroughfares and population centers. (The current driveway is 1.59 miles from exit 41, 4.58 miles from exit 36)

Solar Evaluation

As it stands, the property does not lend itself to solar development satisfying only one of four priorities typically considered in site selection:

- **Three-phase power:** Close proximity (less than 1 mile) to 3-phase power is a minimum requirement for solar development, which is conveniently present along 63rd street.
- **Substation:** Close proximity (less than 3 miles) to an electrical substation is commonly preferred for solar development. The nearest substations are located 6.89 miles and 8.15 miles away.
- **Ecological loss:** Current solar developments prioritize land that has already been cleared and leveled. In addition to the logistical issue of clearing the land, the social and environmental cost of site preparations for a ground-mount solar array (minimum of 20 acres) would likely outweigh the potential returns (Annual lease rates currently hover between \$600 - \$1,500 per acre).

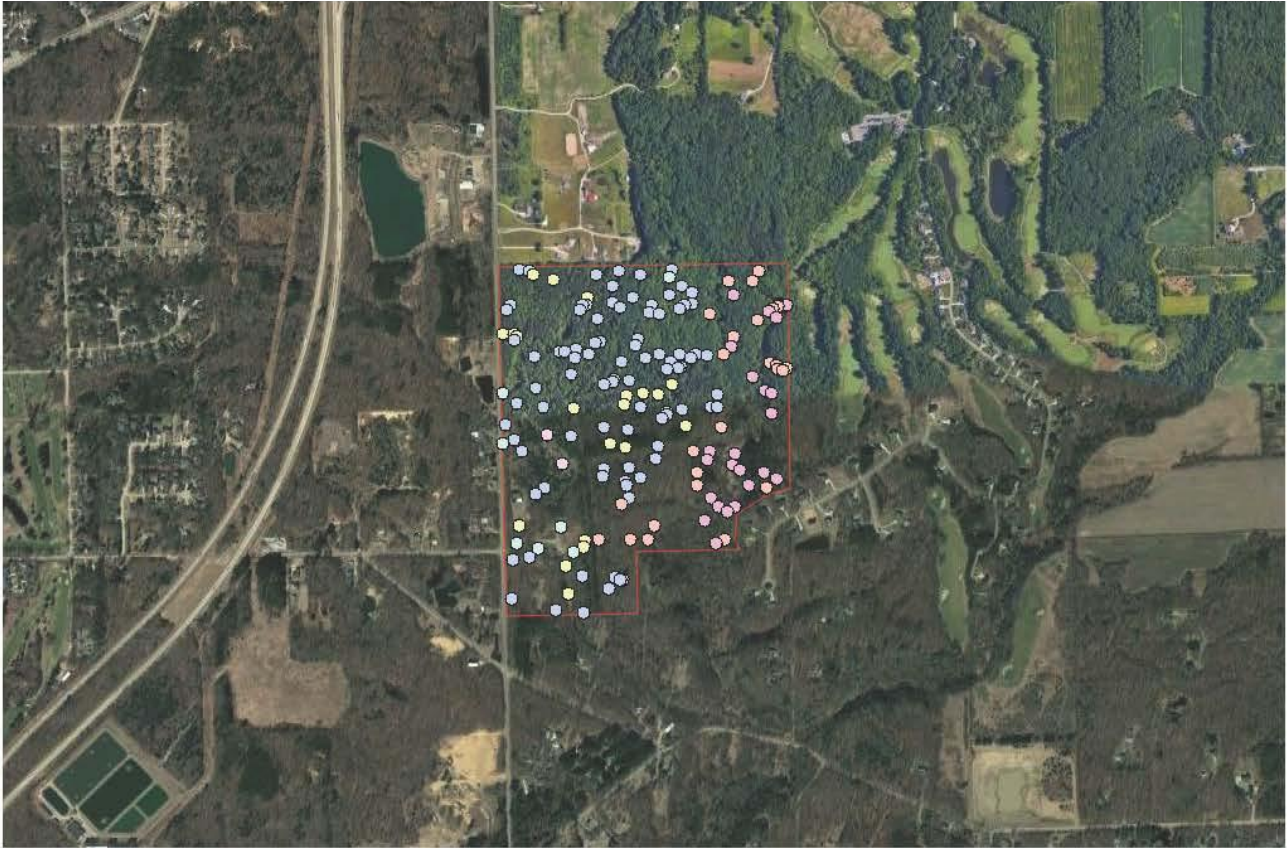
- **Competitive Alternatives:** The presence of numerous alternative sites in the region with a lower opportunity cost for solar development (parking lots, rooftops, vacant property, agricultural land) pose significant competition making this property an unlikely candidate.

Composting/Yard Waste Material Management

The disturbed area of property currently used to manage DPW lawn waste appears compliant with Section 11521(4)(b)(i) and (ii), of Part 115, Solid Waste Management, of the Natural Resources and Environmental Protection Act, 1994 PA 451 requirement for use as a Commercial Composting facility. If demand for a larger local composting facility to serve residential needs exists, many aspects of this location make it a good candidate for consideration. The western half of the property is well-buffered from required setbacks and is visually isolated from major residential and commercial areas. The eastern half of the property could serve as an olfactory buffer to any neighbors downwind of the operation. If this opportunity were pursued, caution should be taken to avoid the introduction of invasive species to the surrounding natural areas through the translocation of yard and lawn waste. If co-developed with a trail system and other recreational opportunities, careful planning would be necessary to isolate operations from public-use areas.

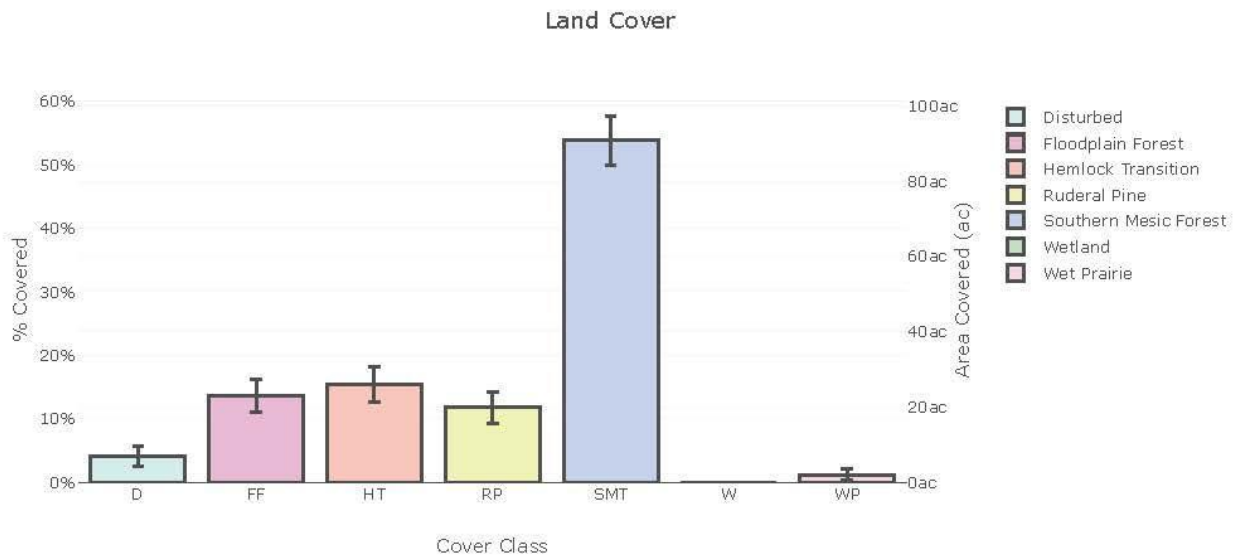
Appendix A: Canopy Valuation Results

Data calculated using I-Tree software. A product produced through the collaboration of the US Forest Service, Davey, Arbor Day Foundation, Society of Municipal Arborists, Casey Trees, International Society of Arboriculture.



Google

Imagery ©2023, CNES / Airbus, Maxar Technologies, NOAA, USDA/FPAC/Geo Report a map error




Appendix B: Canopy Sequestration Equivalencies













Calculated using EPA [Greenhouse Gas Equivalencies Calculator](#)

799 Metric Tons of Carbon Dioxide (CO₂) equivalent

This is equivalent to greenhouse gas emissions from:

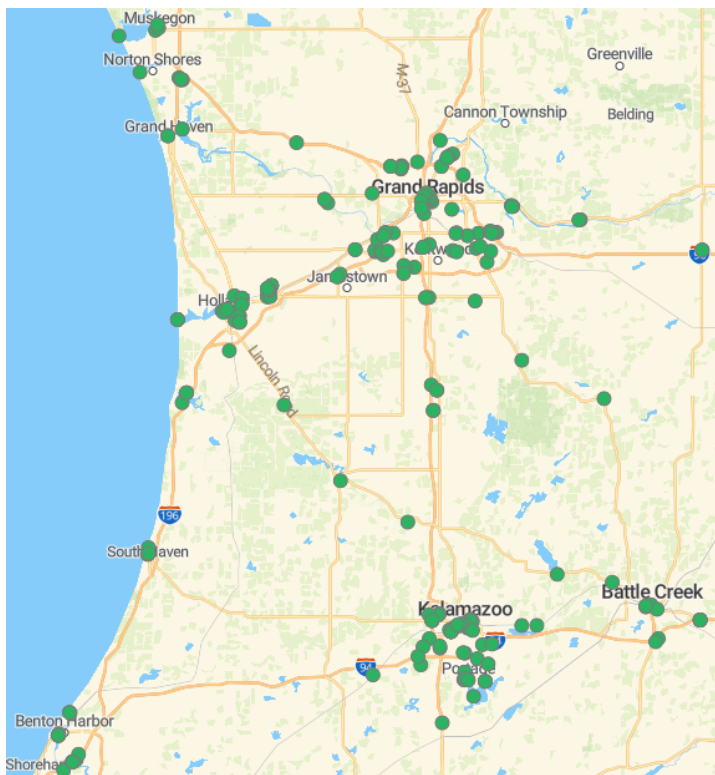
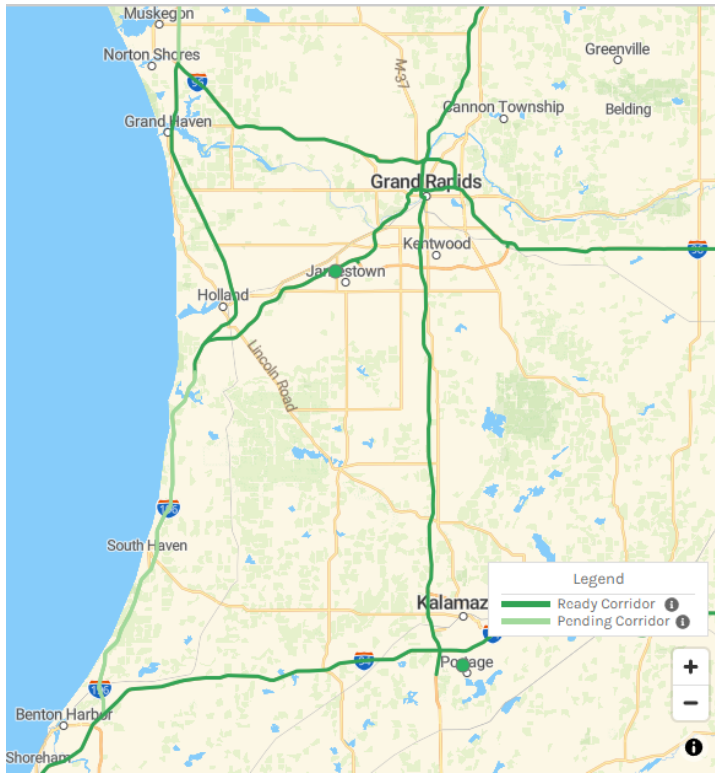
178 gasoline-powered passenger vehicles driven for one year 	2,048,557 miles driven by an average gasoline-powered passenger vehicle 
---	---

This is equivalent to CO₂ emissions from:

89,919 gallons of gasoline consumed 	78,498 gallons of diesel consumed 
895,126 pounds of coal burned 	10.6 tanker trucks' worth of gasoline 
101 homes' energy use for one year 	155 homes' electricity use for one year 
4.4 railcars' worth of coal burned 	1,848 barrels of oil consumed 
36,710 propane cylinders used for home barbeques 	0.0002 coal-fired power plants in one year 
0.002 natural gas-fired power plants in one year 	97,205,855 number of smartphones charged 

Appendix C: EV Charging Supporting Data

Source: U.S. Department of Energy Alternative Fuels Data Center



Appendix D: Commercial Composting Regulatory Requirements

[Department of Environment, Great Lakes, and Energy Commercial Composting](#)

Yard Waste Composting Isolation Distances (feet)

According to Section 11521(4)(b)(i) and (ii), of Part 115, Solid Waste Management, of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended, registered composting sites must maintain certain isolation distances to property lines, residences, surface water, wells, and sensitive receptors. The following table contains these requirements.

	Facility in operation before December 1, 2007	Facility in operation after December 1, 2007
Property line	50	50
Residence	200	200
Surface water	100	100
Type I or IIA water supply well	NA	2,000
Type IIB or III water supply well	NA	800
Sensitive receptor	NA	500
Groundwater	NA	4

SOAR Analysis of “Former Airport Property”



This report was created for:

City of Saugatuck
102 Butler St, Saugatuck, MI 49453

The following is the written account of the third part of a strategic analysis for the former airport site. The previous components included both an ecological evaluation and sustainability evaluation completed by the ODC Network in August of 2023.

On October 20, 2023, from 3-4:15pm, Dave Nyitray and Sarah Irvin of the ODC Network conducted a SOAR Analysis to gather public comment about future plans for the City of Saugatuck-owned “Former Airport” property. This meeting took place at Saugatuck City Hall with 14 participants. A zoom recording of the meeting is on record at the City of Saugatuck, and [available on YouTube](#).

Goal: Use the SOAR Model to analyze the Former Airport property site

- Expectations for the activity:
 - This activity will not result in a list of concrete tasks to move forward with, but 1.) starts the conversation to make sure multiple perspectives are considered and 2.) shows City Council what the predominant wishes, priorities, and interests from the attending group are that should be considered throughout this planning process.
- The analysis:
 - Following the SOAR model, questions were posed to the group that prompted the submission of answers via sticky notes. Sticky notes were gathered, sorted, and emerging themes were voted on to measure overall priority/ interest, (regardless of the number of sticky notes that contributed to the creation of each individual theme). After the meeting, the ODC compiled notes and feedback discussed, and synthesized with existing Ecological and Sustainability reports for City review to inform their decision-making process.
- Conclusions:
 - Top Strength: The natural state of the park: the existing trees, and the past and present value to humans as a carbon sink, and to organisms as habitat.
 - Top Opportunity: Creating connectivity within the trails and community for the purpose of low-impact recreational use. While inherently beneficial, this option balances the preservation of the area for habitat and future generations with granting residents and tourists sustainable access to a large, continuous natural space.
 - Top Aspiration: Connecting nearby organizations and natural properties: many people care about and would use this land so relevant groups should be included in the planning process. In addition, as wonderful as this continuous property is, it could be made larger by connecting trails with surrounding natural properties.
 - Top Result: Activating the property + Build out/ Define trails: In the immediate future, make the property safe and alluring to visit by building out trails/ infrastructure, offering educational opportunities, and letting residents and visitors know that it’s available as a low-impact recreational space.
- Follow-up needed:
 - Complete an analysis on the monetary value of keeping compost and yard waste drop-off/ storage active here, even if the logistics/ rules must change slightly to better protect the

environment, with the purpose of comparing that value to what it would cost to haul the material elsewhere.

- Engage with the following groups for additional input and/or collaboration:
 - Tri-Communities
 - Surrounding school districts
 - Township (not limited to, but at least to discuss whether the new trail system could connect to neighboring Trails n Trails routes to create longer continuous trails)

Note: Anything in italics below is a direct quote from a sticky note submitted by a participant.

Strengths

Answering the questions:

- What do we build on?
- What do we excel at / are most proud of?
- What makes the property unique?
- What are our values?

Emerging Themes

- Ranked by priority of participants (*Votes/Total Participants*)
- 1. Existing Forest as habitat (*7/14*)
 - a. *Huge carbon sink*
 - b. *Mature forest*
 - c. *Value of existing canopy to: 1.) combat climate change and 2.) enhance air quality*
 - d. *Keep it natural*
 - e. *Save habitat for animals*
 - f. *Protect from trash, etc*
 - g. *Preserve rustic nature*
- 2. Size/Location/ physical attributes of the property as they pertain to people (*3/14*)
 - a. *Last existing continuous parcel that's undeveloped in that area*
 - b. *Large portion of undeveloped environment*
 - c. *Large parcel for animals and plants to co-exist*
 - d. *Large piece of natural, undeveloped land*
 - e. *Minimize trails to keep wild*
 - f. *Size*
 - g. *Location*
 - h. *Out of the way*
- 3. Existing Trails (*2/14*)
 - a. *Existing foot trails*
 - b. *Trails*
 - c. *Existing building & utilities*
- 4. Partnership + Connecting/ Tri-Communities Plan (*2/14*)
 - a. *Current interest in sustainability*
 - b. *PPW commission to move ideas forward*
 - c. *Parks Committees in Saugatuck & Township working together*
 - d. *Helps link City to Township + our trails*
 - e. *Need for expansion of park system for S'tuck & Township & Douglas*
 - f. *Tri-Community Master Plan supports environmental stewardship and park development*

- g. *Hiking communities in Tri-Community area*
 - h. *Can partner with Township Park to create an amazing outdoor area*
 - i. *Cross country ski & run trail*
 - j. *Connect to other parks*
 - k. *Property available for park development*
 - l. *Maybe consider joint venture with nearby Tails n Trails area (although dogs may not be good for species of concern)*
 - m. *Current interest in connecting trails*
 - n. *Education value*
5. Natural Beauty (0/14)
- a. *Property is stunningly beautiful!*
 - b. *Supports the natural beauty that's integral to what makes Tri-Communities unique and beautiful*
 - c. *Residents and visitors are here because of the natural beauty of this area*
 - d. *Beautiful natural site...a shame no one much goes there*
6. Existing Compost/ Yard Waste (0/14)
- a. *Composting*

Opportunities

Answering the questions:

- What's happening around us?
- What changes and gaps in the community align with identified strengths?
- What threats do we see that we could reframe as opportunities?
- What needs and wants are we currently not fulfilling for our residents?
- What partnerships would lead to greater success?

Emerging Themes

- Ranked by priority of participants (*Votes/Total Participants*)
1. Connectivity of the trails for the purpose of low-impact recreational use by people (connecting trails/ Tri-Community Plan/ Hiking) (10/14)
- a. *Partnership with Township in trails*
 - b. *Tri-Community environmental projects*
 - c. *Build on tri-community planning and connections*
 - d. *Meet growing demand for green spaces/ parks that provide a variety of experiences*
 - e. *Healthy lifestyle for residents*
 - f. *Open hiking trails for health and recreation*
 - g. *63rd is relatively quiet (traffic-wise) for access to property via bicycle*
 - h. *Working to connect all our trails*
 - i. *Relieve pressure from Saugatuck Dunes St. Park & Mt. Baldhead Park PLUS create variety for hikers to enjoy*
 - j. *More local trails*
 - k. *Connect trails*
 - l. *Tri-Community interest in trails*
 - m. *Supporting the schools through education*
 - n. *Tree & wildlife education*

2. Prioritizing the Protection/ Restoration of the property for the purpose of protecting habitat for wildlife (Plants/Animals/Old forest) (3/14)
 - a. *Control invasive species from choking out canopy, etc*
 - b. *Protecting environment*
 - c. *Interest in preserving natural habitat*
 - d. *Protecting forest and habitat*
 - e. *Protecting habitat*
 - f. *Protect plant life from insects etc - ex: Hemlocks*
 - g. *Keep sky dark at night*
 - h. *Protect natural land from development*
 - i. *Protect space for animals*
 - j. *Preserving old forest*
 - k. *Create a large chunk of undeveloped (or minimally developed) green space for native plants and animals (who don't get to vote)*
 - l. *Preserve such a large piece of land*
 - m. *Once it's gone we won't ever have that much land again*
 3. Use designed for medium-high impact recreation (biking/ tourism) (0/14)
 - a. *Use as marketing for tourism*
 - b. *Winter sports lacking - could help with that*
 - c. *Create natural space to attract people to the area (trails, etc)*
 4. Art (0/14)
 - a. *Art and Nature meet*
 - b. *Sculpture Trail*
 5. Else (Not easily sorted into an above category, not voted on)
 - a. *Create a place for people (residents) to collect composted humus for their landscape to hold rainwater*
 - b. *Composting revenue*
 - c. *A nature-sensitive site for affordable housing*
-

Aspirations

Answering the questions:

- What does the future look like?
- What is our vision for the future, what do we want to achieve?
- How can we make a difference?
- What are we passionate about?

Emerging Themes

- Ranked by priority of participants ([Votes/Total Participants](#))
1. Connecting existing organizations/ nearby natural properties (6/11)
 - a. *Restore trails to connect communities*
 - b. *Positive intra community connection*
 - c. *Accessibility for all- universal trail access*
 - d. *Connect to Blue Star non-motorized trails*
 - e. *Tails linked to Tails n Trails property*
 - f. *Connect to landfill property for trails and sports*
 - g. *Community gardens for part of land*

- h. *Start land match gesture to neighbors*
 - 2. Create year-round recreation (3/11)
 - a. *Sports fields in disturbed areas*
 - b. *Winter sports haven to make Saugatuck a 4 season destination*
 - c. *Cross Country running*
 - d. *Cross country skiing*
 - e. *Cross-country, snowshoeing in winter*
 - 3. Preserving/ conservation (3/11)
 - a. *Safely preserved - no threat of development in the future*
 - b. *Nature preserved*
 - c. *Maintain the last piece of untouched land. Light Activity?*
 - d. *Promote protection of nearby parcels*
 - e. *Encourage more conservation*
 - f. *Awed by nature*
 - 4. Benefit people (0/11)
 - a. *A place for families to spend time in nature*
 - b. *Area known Art Coast & nature destination*
 - c. *Compost facility for our residents*
 - d. *A use that benefits the greatest number of Saugatuck citizens while maintaining the natural beauty*
 - e. *A local attraction used daily by Tri-Community residents*
 - f. *Trail signage to educate about plants, animal habitat, forest, birds, etc*
 - g. *Awesome trails!!*
 - h. *Love the ODC buildout @ RidgePt- trails like that would be amazing here*
 - i. *Shelter with picnic tables, grills*
-

Results

-Note: Tackled this from the perspective of, "What can we focus on in the immediate future?"

Answering the questions:

- How do we know what success looks like?
- What measures will tell us we are on track to achieve success?
- How do we know when we've achieved our goals?
- How do we measure impact, change or improvement?

Emerging Themes

- Ranked by priority of participants ([Votes/Total Participants](#))
- 1. Activating the property + Build out/ Define trails: Make the property safe and alluring to visit by building out trails/ infrastructure and offering educational opportunities (8/11)
 - a. *Work with township to develop plan for trails that could [be] more easily connected*
 - b. *Plan to groom existing trails, and potentially expand where it is easy*
 - c. *More trails*
 - d. *Clear/ mark distinct trails*
 - e. *Open trails for hiking - minimal impact on nature*
 - f. *Let residents know they may hike there - at their own risk*

- g. Guided walks/ hikes*
 - h. Restore trails with educational markers*
 - i. Open park*
 - j. Clear trails*
 - k. Gravel parking lot*
 - l. Porti pottys*
 - m. Open to the public*
 - n. Create parking area*
 - o. Legitimize the existing trails*
 - p. Communicate about the property & trails*
 - q. Connect to township park for cross-country team to practice and host meets*
2. Do more homework: Continue the conversation with other groups of people (3/11)
 - a. A broad range of community members participating in envisioning the future for the land, including those who might prefer options this group wouldn't suggest*
 3. Conserve land: Set aside land to be conserved solely for the protection of the plants and animals that live there (0/11)
 - a. Buy and conserve surrounding land*
 - b. Cost estimate to deal with invasive species*
 - c. Conserve large portions*
 - d. Identify areas to keep conserved NOW based on ODC report and restrict access*
-

Final question: What haven't we captured that should be considered throughout this process?

- Mid/Long Term
 - Compost Study/ Act: Could we have a cost analysis done on the value of keeping compost and yard waste in part of this property as opposed to shipping that material elsewhere?
- Engage Tri-Community
- Look at other models
 - ODC Network's Nature Preserve was cited as an example of what the management and conservation of a natural property with access for low-impact recreation and self-guided education/ exploration could look like
- School District Engagement
 - Already communicate for sports, could also communicate here

Verbally communicated from the participants:

- Thankfully these discussions are going to preserve the land regardless of whether it is for use by people or habitat conservation—developing it into something other than a natural space is not even on the table
- These suggestions are intended to be the lasting impact that a room full of older folks can contribute both to the environment itself, as well as subsequent generations

MEMORANDUM

TO: Kirk Harrier, City Manager
City of Saugatuck

FROM: Jay Kilpatrick, AICP
Michael Clark, AICP

DATE: June 18, 2009

RE: Initial Review: 63rd Street Site (aka “Airport Property” parcel #20-002-027-00)

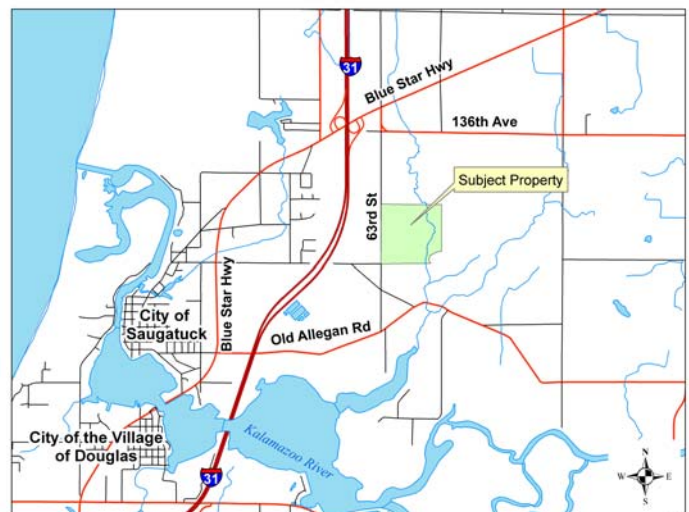
As directed, we have conducted a review and evaluation of the property commonly referred to as the “Airport Property”, located in Saugatuck Township at the northeast intersection of 134th Avenue and 63rd Street (property parcel #03-20-002-027-00). Our purpose has been to evaluate the existing condition of the property and to consider potential uses for the site. This analysis may be helpful to the City’s decision-makers in determining whether the site could be put to better use either for the benefit of the public, or to allow the City to capitalize on the asset the land represents.

It must be understood that the scope of this review was meant as exploratory and likely further research and analysis will be necessary before a final disposition of the site is determined. The intent of this effort was to enable the City of focus on the most viable options.

As part of this review we have walked a majority of the property, taken photographs, analyzed the city’s property files related to the site, interviewed local Realtors for an assessment of potential value on the open market given the zoning restrictions and provided an outline of some potential options for the site. In addition, we evaluated the existing structure on the site, the current use of the site, surrounding land uses and available utility services.

Physical Conditions:

The site is approximately 154 acres in size and is currently occupied by a single frame construction structure on the southwest corner of the property. The 2,600 square-foot building is approximately 50 years old and contains banquet style facilities with a commercial kitchen, serving buffet, and a large open area containing tables.



Originally constructed as the meetinghouse for a snowmobile club, the building was most recently used as a senior center facility. Although currently unused, the structure is has been winterized and is in good condition. It would only require light maintenance to be brought back into service.



The former Senior Center Occupies the southwest corner of the meadow area parallel to 63rd Street

A grass and gravel parking area has been maintained to the south of the Senior Center structure and appears to be able to accommodate between 40 and 50 parking spaces depending upon layout and site maneuverability. The existing parking area is nearly 15,000 square feet in size (105 ft by 140 ft). The remainder of the property is host to gently rolling hills, older pine forest plantation, meadowlands, new growth forest (deciduous trees, mostly 4" to 12" in diameter) and steep ravines.



Although currently unused, the structure has been winterized and is in good condition. It would only require light maintenance to be brought back into service.

Upon entering the site at the southwest corner, the existing senior center is immediately north of the entry drive. An adjoining area is used by the City's Department of Public Works as a disposal area for street sweepings, construction debris and other inert materials.

The area adjacent to the Senior Center building and to the east and north is characterized by meadowlands occupying approximately 35 acres of the western most portion of the site. Some sapling evergreens have begun to take root within the meadowlands and currently range from four to twelve feet in height. A path, ranging from eight to twelve feet in width has been maintained throughout many portions of the site, extending from the Senior Center parking area and winding eastward through several portions of the 154-acre property. There is evidence of 4-wheeler ORV use in many portions of the site and it is clear that the site has been used for hunting.

To the east of the meadowlands are two dense plantings of mature pine plantation forest, planted in simple rows of eighty feet in width and 1,000 to 1,500 feet in length. Most trees exceed eighty

to one hundred feet in height. A pathway has been maintained to the south of these plantings and extends in a straight line to the west until forced to wind north around the ravine. An additional path winds around the north side of these plantings. Attachment A is an aerial photo on which some of the key elements are noted and Attachment B reflects the existing contours on the site.



A hunter's tree stand found in the central portion of the site.

A significant portion of the east and southeast portion of the property is occupied by steep, wooded ravines and/or seasonal streambed. These features extend southerly off the property eventually becoming a part of a bayou formation of the Kalamazoo River in the vicinity of 61st Street and Old Allegan Road. The FEMA 100 year flood plain follows the ravine in a generally north-south configuration, effectively bisecting the property.¹ The topography on site drops from approximately 650 USGS datum to 592 feet over 100 to 120 feet, creating slopes of 50% or more. The streambed ranges from approximately 175 feet in width to nearly 700 feet in width in some areas. Immediately to east of the streambed, in the southeastern most corner of the site, a portion of the Ravines site condominium

development is perched upon the opposite bluff.

Surrounding Land Uses.

The general vicinity is characterized by very low density residential and rural residential development. Along 63rd Street immediately to the west are scattered residences and some light industrial, storage or contractor facilities, some of which appear to be abandoned, or suffering from deferred maintenance, at the very least. To the north and south, rural residential uses predominate. To the east is The Ravines golf course and residential condominium development. This luxury community includes a large restaurant and clubhouse serving the Arnold Palmer signature golf course. The residential lots on the site range upwards from about one acre with significant areas of open space and, of course golf course access. A recent count showed this development was about 50% built-out with high-value homes each with significant surrounding open space.

The Tri-Community reflects the site in the Rural Low Density Single-Family Residential/Agricultural future land use designation. The areas to the north, east and south are similarly planned. The area immediately to the west is planned for industrial uses, extending to the US-31 right-of-way. The site is reflected on the Saugatuck Zoning Map as A-2 Rural Open Space, while the area to the west across 63rd Street is zoned I-1, Light Industrial.

¹ Saugatuck Township Zoning Map

The Site's Assets and Limitations.

The chief asset of the property is its rugged natural beauty. Although the site has little standing water, its heavy woods and steep ravines give it a compelling beauty. Even though the photos that accompany this report were taken in early March 2009 after the snowmelt and before the vegetation had regenerated, it is clear that most of the site offers an inviting natural environment. The steep ravines, however, also present a significant limitation, as this feature, which includes the FEMA 100-year flood plain, effectively divides the property. About 40 to 50 acres of the site are cut-off from the remainder by the ravine and flood plain and could only be accessed with an expensive bridge or filling the floodplain with its attendant permitting limitations.



The chief asset of the property is its rugged natural beauty

The site is not served with public water, although service is located in Gleason, about 1,200 feet to the south. In addition, Public sewer service is not readily available to serve the site, according to officials from the Kalamazoo Lake Water and Sewer Authority.

The existing Senior Center building may have some potential for re-use. In its current condition, the building would require some maintenance and updates as it has been winterized, however it appears to be in good overall condition, and may not be difficult to be brought back into use. At 2,600 square feet, there are a number of possible uses for the building including a rest or warming building for recreation, banquet facility, or a possible education center.

A further limitation of the site is its location. The property is located about 4 miles by road from the City of Saugatuck which is west of the US-31 right-of-way. As such, it is too far removed to be an effective part of any tourism-related impulse commercial activity, although with proper marketing it might have some potential as a tourism destination, as discussed below.

A final limitation on the potential use of the site is the current depressed economy. One of the real estate agents interviewed in the conduct of this analysis estimated that there are well over 200 single family home sites either in existence or approved but not constructed in the local market place. In addition, new commercial and industrial investment in the region is at a virtual standstill, making speculation in a site with such limitations unlikely in the short term.

Potential Options for Future Use:

Nevertheless, there may be a number of possible uses for the site. In considering those options, it is helpful to review local zoning requirements and the range of uses that are permitted. In addition, any division of the site would be governed by the Michigan Land Division Act. At about 154 acres, the parcel may be divided into as many as thirteen parcels without platting.

In any case, the property is zoned A-2 (Rural Open Space) where there are a limited number of permitted uses:

- ◆ Farming, General
- ◆ Single-Family Dwellings
(including Mobile Homes)
- ◆ Home Occupations
- ◆ Planned Unit Developments
(residential and mixed use)
- ◆ Wind and Telecommunication Towers
(not more than 30-foot in height)
- ◆ Sale of Agricultural Products
- ◆ Duplex Dwellings
- ◆ Horse Stables (commercial or not)
- ◆ Public Utility Buildings

In addition, this zoning district includes several Special Approval Uses:

- ◆ Auto and Boat Sales
- ◆ Campgrounds
- ◆ Dumps and Sanitary Landfills
- ◆ Funeral Homes
- ◆ Golf Courses
- ◆ Helicopter Landing Pads
- ◆ Hotels and Motels
- ◆ Inns and B&Bs
- ◆ Mineral Extraction, rock crushing plants
- ◆ Nursing/Convalescent Homes
- ◆ Professional Offices
- ◆ Restaurants
- ◆ Sports Facilities
- ◆ Wind and Telecommunication Towers
(more than 30-foot in height)
- ◆ Gas and Oil Wells
- ◆ Boarding Houses
- ◆ Dog Kennels
- ◆ Foster Care Facilities
- ◆ Public Garages
- ◆ Government Buildings
- ◆ Hospitals
- ◆ Hunting Preserves
- ◆ Juice, Cider, Wine Manufacture
- ◆ Childcare Facilities
- ◆ Private Clubs and Lodges
- ◆ Racetracks
- ◆ Schools and Colleges
- ◆ Tourist Homes
- ◆ Triplex Dwellings

The minimum lot area for single and two-family dwellings is required to be 2.5 acres with 150 feet of lot frontage. For all other uses the minimum lot size is required to be 5 acres with 150 feet of lot frontage.

The potential options for the site are presented below.

NO COST OR LOW COST OPTIONS.

Option 1 – Status Quo. Currently, the site is largely vacant and used by hikers and hunters on an informal basis. The City also makes use of a small portion of the site for street sweeping and construction debris disposal.

Advantages. Of course, the “do-nothing” option is easiest to implement and it would not preclude a future decision to undertake another approach. The current uses could simply be regarded as interim in nature until a more productive use of the site may be realized. In addition, like any municipality, the City must have a viable option for disposal of street sweeping and construction debris, so the site serves a useful purpose. The City might consider whether a modest revenue stream could be generated by allowing other units of government to make similar use of the site for a fee. This could be taken a step further by considering whether to expand the operation by obtaining MDEQ licensure for a compost facility that would take in yard waste from private haulers. This could be operated either by City personnel or by a licensed third party. Finally, the City might consider harvesting some or all of the timber on the site. The pine plantations may have economic value for structural lumber or pulp and there could be some hardwoods of value on the property. The proper evaluation of the timber on site would require consultation with a forester.

Disadvantages. Certainly the status quo does not respond to the City’s objective to maximize the value of this asset. Even with the possible expansion to include a licensed compost facility and timber harvesting, it is unlikely that the City would achieve the highest use of the site. In addition, there may be some liability exposure to the City as a result of the casual use of the site for 4-wheelers and hunting. In our site visit we did not note any signage that would limit these activities and it is possible that this “tacit approval” could expose the City to liability if someone were injured. Finally, if the timber on the site is marketed, the residual value of the site could be significantly compromised.

Option 2 – Sell it as-is. The property’s current value is estimated at between \$350,000 and \$550,000, based on recent large-acreage sales in Ottawa and Allegan Counties and on the records of the Township Assessor for nearby properties.² The City could simply place the property on the market, either handling the marketing itself or using a local Realtor. Any potential buyer would likely consider the range of uses permitted, the market for any such use, the cost of financing and any competing properties and present an offer that the buyer considers advantageous. The City would be under no obligation to sell the site, unless a bona fide full price offer is presented. In the meantime, the current activity on the site may continue.

Advantages. Like the “do-nothing” option, this option is relatively easy to implement. With a Realtor handling the land, there is usually little expense for marketing and, as indicated, there is little risk to the City because only a full-price offer must be accepted.

² Note that many variables can influence market value and a proper evaluation of the site would require a professional appraisal. One real estate professional observed that the buyer for a large acreage site would typically be a developer and current market conditions have severely dampened that segment of the market.

Disadvantages. The outcome of this option is very difficult to predict. Vacant parcels can remain on the market for many years. The site's limitations in terms of its location and lack of public utilities are handicaps that will restrict the number of potentially interested buyers. In addition, conveying the site to a private party would mean the City DPW will need to find an alternate site for its current activities on the property.

Option 3 – Rent the building as a residence or an office. This option may be regarded as an interim use of the property to generate some revenue. In its current state the senior center could not be used as a residence as it lacks shower or bathing fixtures. However it could be used as an office or institutional building.

Advantages. Relatively simple to implement, this approach would offer the City a modest income stream (probably on the order of up to \$500 monthly). A tenant on the site may also be asked to observe and report trespassers and others on the land, helping to reduce the City's liability. In addition, a short term rental of one year, or less, would not significantly reduce the City's flexibility in implementing any of the other options outlined.

Disadvantages. The role of "small-time landlord" is seldom rewarding and the City must be prepared to devote staff time to issues such as small repairs, marketing and collections, leasing and (potentially) evictions. Of course, these activities could be contracted to a third-party property management firm, but this will significantly reduce the income to the City. Before this option is embraced, further analysis of the cost and benefit should be undertaken.

Option 4 – Lease the land for wind energy systems. This option assumes that the property's location only about 2½ miles inland from Lake Michigan means that there is a fairly significant wind resource about 200 to 400 feet aloft. With the State of Michigan's emphasis on the renewable energy, there is growing interest in large-scale wind farm operations. The recently-released report of the Wind Energy Resource Zone Board³ recommends an area of higher wind harvest potential surrounding the site, but excluding Saugatuck Township. The report explains that some areas with good wind resources were excluded due to the proximity of development, roads, residential development or other features. Nevertheless, large commercial scale wind energy turbines (i.e., greater than 1 MW), are gaining acceptance as a viable alternative to further combustion of fossil fuels. While there are a number of aesthetic and siting issues to be considered, there is reason to believe that this site could accommodate between one, two or three large scale systems. Lease payments to farmers in similar situations have been reported as ranging anywhere from \$2,000 to \$10,000 annually per turbine.⁴



Wind Energy Resource Zone Board recommends an area of higher wind harvest potential surrounding the site

³ Draft report of the Wind Energy Resource Zone Board, by Public Sector Consultants and the MSU Land Policy Institute, issued June 2, 2009

⁴ See <http://www.windustry.org/sites/windustry.org/files/LandECompPackages.pdf> there are many variables in determining the lease rates that might be expected from wind systems.

Advantages. This alternative would certainly not preclude other continuing uses on the site, although it is likely that a utility company would want long lease terms (20 years, or more), so the City would probably not be able to sell the property for any other use that does not incorporate the windmill(s).

Disadvantages. This analysis assumes the wind resource aloft is sufficient to make an installation feasible. And this is based on some general wind energy mapping conducted by U.S. Department of Energy⁵ and the Wind Energy Resource Zone Board report. However, without an extended wind monitoring effort, this is somewhat speculative. The City might invest in this monitoring activity, but that would entail a significant expense which would be better absorbed by the wind energy firm. Towers taller than 30 feet are treated as Special Approval Uses in Saugatuck Township, so an extended approval process may be required. It is likely that some resistance will be mounted from property owners that would object to the aesthetic impacts on the community.

Option 5 – Form a public-private development entity. This option would place the City in the position of the landowner in a joint venture land development structure. It is not uncommon, especially in strong markets, for a landowner and development company to form a partnership in which the landowner contributes the value of the land and the private developer contributes the expertise and financial resources necessary to implement a development. As the development is constructed and profits are realized, they are divided in accordance with a pre-determined formula. This approach could be used for any development form. The most likely approach would focus on a mid- to upper-market single-family development on the entire property. However, other uses, such as an RV Park and Campground, an Equestrian Stable and Riding Facility, or Day Camp might also be considered. These options would certainly require a development partner with specialized expertise in the successful operation of such facilities.

Advantages. Depending on the firm or individual that the City would partner with, the potential end use and the state of the economy, this option offers the greatest potential return. In addition, the City would not be required to invest significant resources, as its investment would be limited to the land, which it already owns.

Disadvantages. Even under the best of circumstances, real estate development is fraught with risk. The City would need to carefully select its development partner and work carefully to mitigate as much of the risk as possible. Of course, the more risk the private developer is expected to accept, the greater share of the return he/she will demand. In addition, the City may not have sufficient development expertise within its administrative or elected representatives and to overcome this difficulty, it may be necessary for staff or contractors (such as the City Attorney) to devote significant effort to monitor the status of the partnerships and to protect the City's interests.

⁵ National Renewable Energy Inventory, 50-meter wind power map, indicates an area of "Fair" potential (i.e., wind speeds of 14.3 – 15.7 mph) at 50 meter (about 162 ft) elevation, south of Holland and north of the Kalamazoo River.

OPTIONS REQUIRING INVESTMENT

Option 6 – The City as developer. The City could take steps to develop the property for any permitted or special approval use. Some of those uses would require greater investment than others, but the use that would most likely find favor in the marketplace is a single-family development. The site is adjacent to the Ravines residential site condominium association and golf course, which is immediately to the east. The proximity to a well-known and well-maintained golf course may create additional demand for residential property in the area. The minimum lot size within this zoning district would be 2.5 acres with 150 feet of lot frontage. Due to the limitations imposed upon the site by natural and topographical features, it is estimated that the total residential development yield on site could be up to approximately 40 to 50 homes, after accommodating necessary infrastructure for roads and utilities and depending upon the location of required open space.

Advantages. Local market experts estimate a potential market value of approximately \$80,000 to \$100,000 per residential lot created, although this figure will largely depend upon the layout of the site, nature of a condominium association responsible for installation of roads, utilities and common infrastructure, and whether such infrastructure is installed and available for use upon the date of purchase. Thus the site could have a potential developed value ranging up to \$5 million. The site has many natural advantages that could help it achieve market acceptance.

Disadvantages. Achieving the maximum potential yield in a weak economy with significant inventory already on the market must be regarded as risky, at best. Furthermore, the City staff and decision-makers probably do not have the technical expertise to undertake an effort such as this. If the City hired experts to complete a development, it would need land planners, engineers, marketing specialists, finance specialists, and eventually builders. The expense of these consultants and specialists will be incurred long before the project generates any return and these expenses and the carrying costs could erode much of the return to the City.

Option 7 – A public recreation facility. The natural features of much of the site make it ideal for recreational use. The Saugatuck Township Zoning Ordinance allows “Community Buildings, parks and public recreational areas and cemeteries” by right within the A-2 (Rural Open Space) District. The City might explore the local demands for a number of both active and passive uses on the site. This could be done alone or in combination with the County, the Township and/or Douglas. Some of these might include Cross-Country Skiing, Hiking and Jogging, Off-road Cycling, Equestrian Trails, Snow-mobile or ATV trails. A related alternative might be the establishment of a Day Camp or a City-Owned Recreational Vehicle Park (campground).

Under these options, the Senior Center building could be employed in a number of ways. It might serve as park headquarters, a trail head where ski or bicycle rentals are provided, a limited concessions area, an information center, and/or caretaker’s residence. Similar recreational uses can be found in West Michigan at the Yankee Springs Recreational Area operated by the MDNR near Hastings, MI; or Pigeon Creek Park in Ottawa County, operated by the Ottawa County Parks Department.

Measuring the demand for and feasibility of such operations is beyond the scope of this analysis, but these (and other) recreational would seek to capitalize on the attractive features on the site in the context of the tourism marketplace in the Saugatuck-Douglas community. The City would need to examine whether there is additional area demand for recreational resources beyond that provided within the Saugatuck Dunes State Park, Mt. Baldhead and Oval Beach recreational areas. The benefits of this site as opposed to the Saugatuck Dunes State Park would be the ability to provide equestrian, biking and snow-mobile trails, which are not permitted at the State Park, as well as additional protection from the elements in a wooded setting. Concession revenues for equipment rental (either by the City or through a third-party contract) may help to offset some operating costs.

Advantages. This option would preserve the site in public ownership as park land, while realizing some potential income. It would offer local residents and visitors with an additional recreational option and help to make the area even more attractive. Depending on the ultimate design, it may also be possible to continue the limited use of the site by the DPW even as the balance of the property is employed for recreation.

Disadvantages. This option does not address directly the City's objective of capitalizing on the asset value of the land. In fact, it may be that it would result in net added costs, depending on likely revenue and operation and maintenance expense.

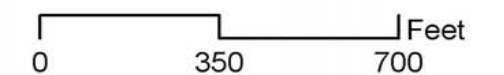
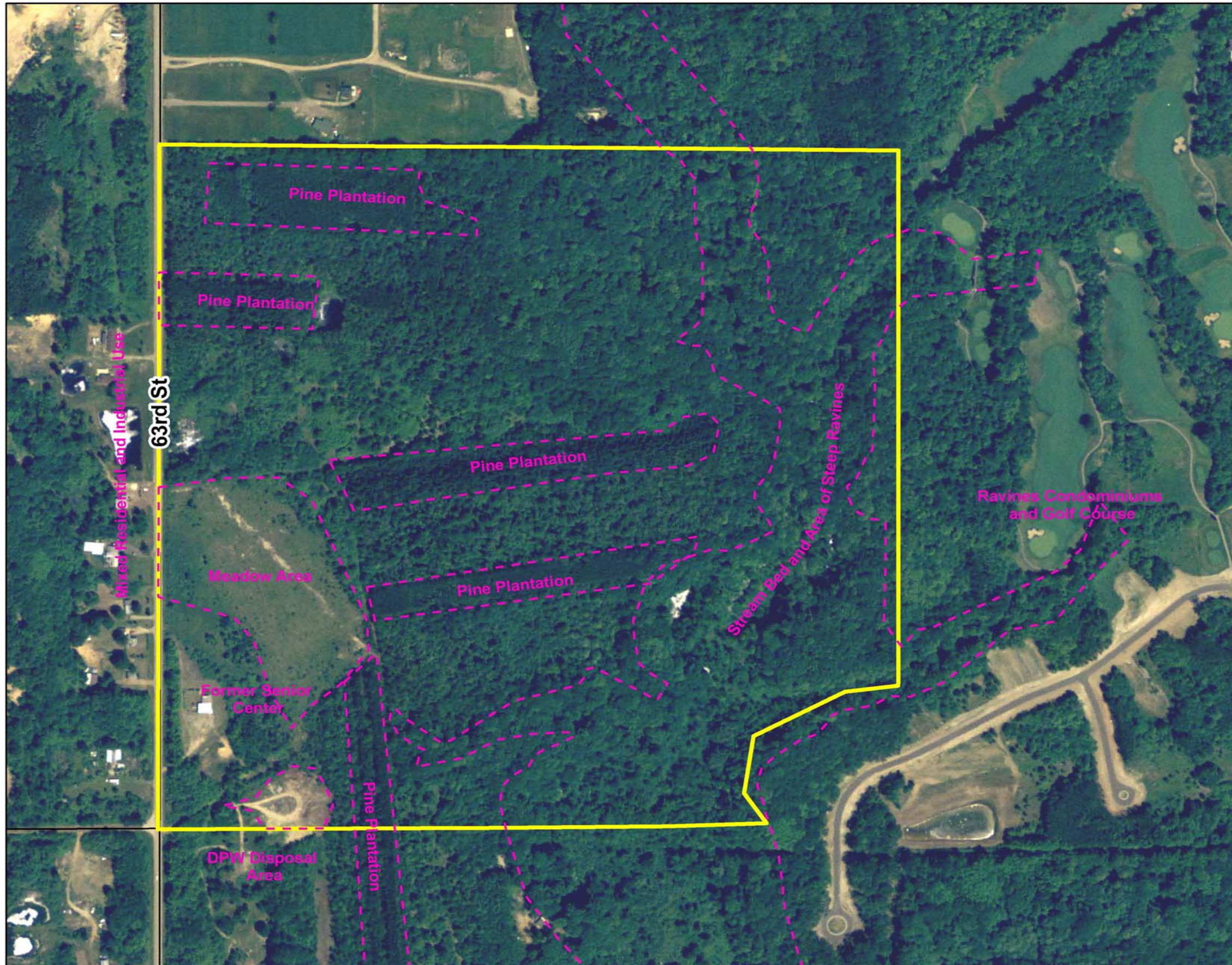
Attachment A

City of Saugatuck

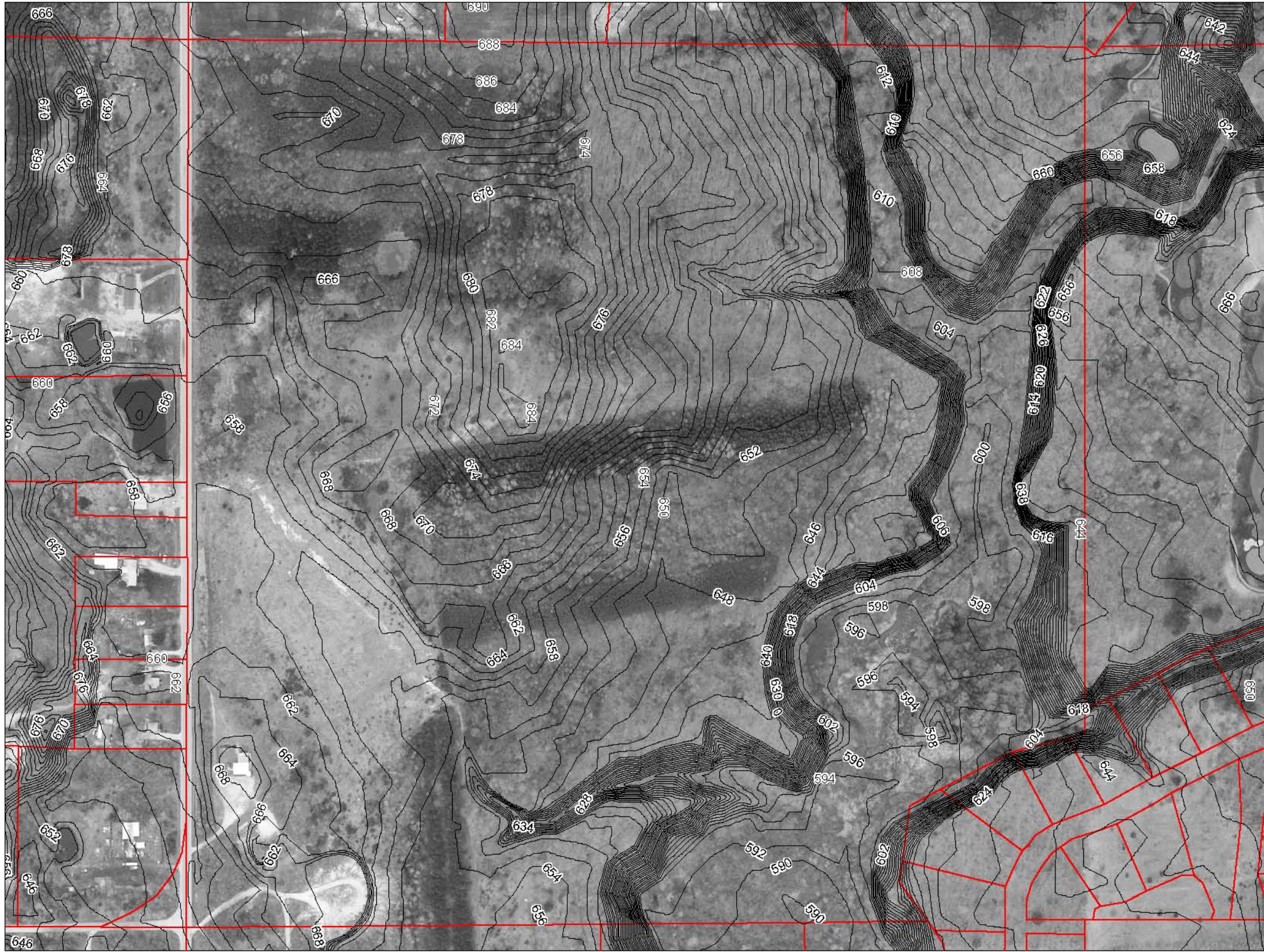
63rd Street Property Site Features

Legend

-  Site Features
-  Property Lines



Williams & Works



ATTACHMENT B

SITE

TOPOGRAPHY



City Council Agenda Item Report

FROM: Ryan Heise

MEETING DATE: 11/8/23

SUBJECT: Stop Sign Request from Parks and Public Works Committee

DESCRIPTION:

The City of Saugatuck’s Parks and Public Works Committee have been discussing safety on Park Street. An item that they have identified as “low-hanging fruit,” for traffic calming is the placement of stop signs at major intersections. They are recommending to City Council that they allow staff and consultants to review the placement of stop signs at- Park and Campbell, and Park and Perryman.

BUDGET ACTION REQUIRED:

None

COMMITTEE/COMMISSION REVIEW

Reviewed with Parks and Public Works Committee

LEGAL REVIEW:

NA

SAMPLE MOTION:

Allow staff to conduct due diligence on the installation of stop signs on Park Street at major intersections, focusing on Park and Campbell, and Park Perryman. Staff will report back to council to discuss any engineering concerns and cost.



City Council Agenda Item Report

FROM: Ryan Cummins, Director of Planning and Zoning

MEETING DATE: November 13, 2023

SUBJECT: Zoning Ordinance Amendment No.231113-A – Outdoor Dining

DESCRIPTION:

During the course of the COVID-19 pandemic, the City and many other local governments declared emergencies which allowed measures, including suspending specific ordinance requirements, to reduce the risk and spread of the virus. This included creating flexibility to expand dining outdoors. Part of this flexibility allowed restaurants to expand dining onto sidewalks and into the street.

Following the emergency measures and during a time of unknowns as it related to what would happen with the viral spread, the City Council continued to offer flexibility by adopting an expanded outdoor dining ordinance and policy in February 2022. This allowed for a licensee to temporarily occupy City streets.

The Zoning Ordinance considers expansion of restaurant seating into the right of way (which would include streets) as a special land use. A special land use requires a public hearing and site plan review by the Planning Commission. During the pandemic, because of the emergency and continued need for flexibility, zoning approvals were not required.

In March, staff discussed the following with the City Council:

- Three summers of licensing approvals and expanded outdoor use by establishments downtown has created a hybrid of approvals, as well as likely some confusion on the necessary approvals for outdoor dining.
- Some establishments obtained prior special use permit approval for expanded dining on the sidewalks, received additional expanded dining on sidewalks under temporary licenses issued during 2020-2022, and additionally received licenses for the use of City streets or parking spaces under temporary approvals.
- Others may only have first started expanded outdoor dining areas based on the temporary licenses authorized during 2020-2022, and have no zoning approval.
- As COVID-19 is no longer at high levels of transmission, many communities are now working through how to bring restaurants with expanded outdoor dining into compliance with zoning code requirements.

On March 27, City Council approved continued flexibility and staff discretion for temporary expanded outdoor dining during the 2023 spring/summer/fall tourist season. This included following the same application process for temporary expanded outdoor dining licensing that occurred in 2022. After November 1, 2023 all city codes, including zoning, will have to be followed.

Staff worked with legal counsel over the summer to draft proposed changes to the zoning and other code requirements for outdoor dining so they are aligned.

The following is a summary of the proposed amendments:

- Require every expanded outdoor dining area obtain: 1) a special use permit; 2) site plan review; and 3) a revocable license agreement from the City, regardless of whether the expanded outdoor dining area occupies a sidewalk, right-of-way, or other public property.
- Omits the prior restrictions on signage in expanded outdoor dining areas, but otherwise it incorporates substantially all of the requirements for expanded outdoor dining areas that would have been required by the planning commission's review via existing SUP process, administrative review via the emergency policy, or as part of Council's review in issuing a revocable license pursuant to Section 96.33.
 - Note that the amended SUP section still contains a subsection of outdoor dining areas on restaurant premises, rather than on public property, and these regulations are very basic and largely unchanged from what was previously in the code.
- Allow the expanded outdoor dining area to operate between April 1 and November 1 (consistent with existing regulations) and require all items to be removed no later than November 10 and allow items to be reinstalled no earlier than March 20.
- Require payment of an annual fee for the privilege of using public property (previously a component of the revocable license agreement), which is established by resolution of the Council.
- Allow the SUP to be revoked by the City for failing to comply with the requirements of the zoning ordinance, maintain a valid revocable license agreement, or pay the annual fee. It also notes that it can be terminated as necessary to accommodate public work, the City's use of its public places, or otherwise in the City's discretion.
- Added language noting that if the SUP was terminated for reasons outside the applicant's control, the annual fee would be prorated and refunded.

As the proposed zoning ordinance amendments would now require a revocable license agreement with the City as a prerequisite to obtaining an SUP for an expanded outdoor dining area, Section 96.33 of the City Code is no longer necessary. If the zoning ordinance is amended, City Council will be asked to amend the City Code to delete that section.

PLANNING COMMISSION REMMENDATION:

The Planning Commission reviewed and discussed the proposed changes at its September 21 meeting and set a public hearing. The Planning Commission conducted a public hearing on October 19 and discussed the proposed changes.

The Planning Commission unanimously recommended adoption of the amendments to Section 154.092(O) of the zoning ordinance to provide expanded regulations pertaining to restaurants with

outdoor seating and expanded outdoor dining areas occupying public rights away, or public sidewalks as submitted with the changes of:

- The date to be from May 1 through October 31.
- Removal of any period for tear down and set up.

LEGAL REVIEW:

The City Attorney prepared the draft zoning ordinance amendment. The City Attorney will be at your meeting to answer any questions you may have.

SAMPLE MOTION:

Motion to adopt zoning ordinance no.231113-A and its amendments to Section 154.092(O) of the zoning ordinance to provide expanded regulations pertaining to restaurants with outdoor seating and expanded outdoor dining areas occupying public rights-of-way or public sidewalks.

CITY OF SAUGATUCK
ALLEGAN COUNTY, MICHIGAN

ZONING ORDINANCE AMENDMENT
ORDINANCE NO. 231113-A

At a meeting of the City Council of the City of Saugatuck, Allegan County, Michigan, held at the City of Saugatuck Hall on _____, 2023 at _____ p.m., City Council Member _____ moved to adopt the following ordinance, which motion was seconded by City Council Member _____.

An ordinance to amend the City of Saugatuck Zoning Ordinance to provide expanded regulations pertaining to restaurants with outdoor seating and expanded outdoor dining areas occupying public rights-of-way or public sidewalks, to provide flexibility to the restaurants operating within the City and enhance the public’s downtown experience, to ensure such uses are conducted in a safe, orderly, and conscientious fashion without unreasonably disrupting or disturbing traffic or pedestrians, to ensure that such uses will not impede City functions, and to protect the public health, safety, and welfare of the residents and visitors of the City of Saugatuck.

CITY OF SAUGATUCK, ALLEGAN COUNTY, ORDAINS:

SECTION 1. AMENDMENT OF SECTION 154.092(O) OF THE CODE. The City of Saugatuck Code of Ordinances, Section 154.092(O), shall be amended to read as follows:

(O) Restaurants with outdoor seating and Expanded Outdoor Dining Areas.

(1) *Outdoor Seating on Restaurant Premises.* The inclusion of outdoor seating within the premises of an existing restaurant shall be viewed as an expansion of a commercial business and shall comply with the following standards:

- a. Outdoor seating shall be on a fully improved surface of concrete, paver brick, or other solid material.
- b. If alcohol is served, the outdoor seating area shall meet all applicable local, state, and federal regulations.
- c. Any illumination shall be appropriately shielded and directed so as to not disturb adjacent uses.

(2) *Expanded Outdoor Dining Areas.* Any lawfully permitted restaurant may utilize an Outdoor Dining Area in a public property or right-of-way (hereafter, “Expanded Outdoor Dining Areas”) upon receipt of special land use approval and site plan review pursuant to this Section, regardless of the zoning district. Expanded Outdoor Dining Areas shall be permitted within public rights-of-way or public sidewalks notwithstanding any setback requirements in this chapter to the contrary, provided the standards of this subsection are satisfied.

- a. *Standards:* Expanded Outdoor Dining Areas shall comply with the following supplemental special use standards:
- i. The restaurant seeking to utilize the Expanded Outdoor Dining Area shall be in full compliance with this chapter.
 - ii. The Expanded Outdoor Dining Area shall not pose any safety or health concerns and shall be consistent with the general character of the surrounding area.
 - iii. The Expanded Outdoor Dining Area shall only be located in the areas of the public property or public right-of-way authorized by the City (the “Permitted Space”). The Expanded Outdoor Dining Area shall not extend past the building frontage of the Applicant’s business.
 - iv. The Expanded Outdoor Dining Area shall be aesthetically pleasing and consistent with the general character of the surrounding area. Planters, plants, and organic materials are required parts of the Expanded Outdoor Dining Area.
 - v. The Expanded Outdoor Dining Area shall be adequately lit by electrical lighting 24 hours per day. Overhead and underground electrical cords are permitted. Electrical cords may not run along the ground and onto the sidewalk. All illumination shall be appropriately shielded and directed so as to not disturb adjacent uses or vehicular traffic.
 - vi. Expanded Outdoor Dining Areas occupying public streets or parking spaces shall be marked with traffic reflectors to promote visibility for traffic.
 - vii. The Expanded Outdoor Dining Area shall be on a fully improved surface of concrete, paver brick, or other solid material. No carpeting or ground coverings of any kind are permitted.
 - viii. The Expanded Outdoor Dining Area shall not interfere with required fire access or any fire department equipment. Fire lanes, fire hydrants, and other fire department connections will not be blocked by the Expanded Outdoor Dining Area.
 - ix. The Expanded Outdoor Dining Area shall not disrupt street or sidewalk drainage or impound water.
 - x. The Expanded Outdoor Dining Area shall be arranged to not interfere with pedestrian travel or the opening of car doors, and the Expanded Outdoor Dining Area shall not unreasonably interfere with the flow of pedestrian or vehicular traffic or the use of adjacent parking spaces.

- xi. For all Expanded Outdoor Dining Areas, a five-foot wide, unobstructed space must be maintained on the sidewalk at all times to prevent pedestrian traffic obstruction.
 - xii. Expanded Outdoor Dining Areas occupying public streets or parking spaces shall have a barrier which clearly defines the perimeter of the area to prevent pedestrians from entering or exiting from the street. Barriers must be made of non-flexible materials, including wood, plastic or metal, but excluding concrete or cinder blocks. Flexible materials, such as rope and canvas, are not permitted.
 - xiii. Expanded Outdoor Dining Areas within parallel parking spaces shall not extend more than 8 feet from the face of the curb or exceed 40 feet in length.
 - xiv. Expanded Outdoor Dining Areas within angled street parking zones shall not extend more than 15 feet from the face of the curb or exceed 40 feet in length.
 - xv. No tents or enclosures are permitted within the Expanded Outdoor Dining Area.
 - xvi. If alcohol is served, the area shall meet all additional applicable local, state, and federal regulations.
 - xvii. No Expanded Outdoor Dining Area shall operate between November 1 and April 1 of each year. All items used in the Expanded Outdoor Dining Area shall be removed from the Permitted Space no later than November 10 of each year and may not be reinstalled until March 20 of each year.
 - xviii. Expanded Outdoor Dining Areas shall comply with all additional applicable local and county ordinances, applicable State laws, applicable building, electrical, and mechanical codes, COVID limitations, and City policies.
 - xix. The City's Department of Public Works shall be allowed access to the Expanded Outdoor Dining Area for any maintenance purposes.
 - xx. The Expanded Outdoor Dining Area shall be kept free of debris and in a neat, clean, safe, reasonable, and orderly condition, and all objects and items located thereon shall be kept in good and safe maintenance and repair.
 - xxi. The Expanded Outdoor Dining Area shall not create a nuisance of any kind.
- b. *Application Requirements:* In addition to the standards set forth in Section 154.083(B), an application for an Expanded Outdoor Dining Area shall include the following:
- i. A site plan.

- ii. An executed Revocable License Agreement between the City and Applicant.
 - iii. A one-time application fee and annual fee.
 - iv. Current photos of the front of the business, including the curb strip and parking area.
 - v. Description or photos of proposed barriers, tables, or chairs to be used in the Expanded Outdoor Dining Area.
 - vi. Certificate of Insurance, demonstrating general and product liability coverage in the amount of \$500,000 per person/\$500,000 per incident with the City listed as a named insured.
 - vii. Certificate of umbrella insurance with policy limits of at least \$1,000,000, with the City listed as a named insured.
 - viii. Michigan Liquor Control Commission License (if applicable).
 - ix. Health Department Food Service License (if applicable).
 - x. Attestation form from Applicant, indicating that the Outdoor Dining Area will be lit 24 hours per day by both electrical lighting and traffic reflectors.
 - xi. Written approval from the Fire Department for heating equipment (if applicable).
 - xii. Attestation from Applicant that all property taxes, including personal property taxes, are current.
- c. *Site Plan*: In addition to the requirements of Section 154.061, a site plan must include both a bird's eye view map and street level view map of the Expanded Outdoor Dining Area, each depicting in detail the seating layout of the Expanded Outdoor Dining Area, location of trash container and sanitation station; indication/location of any manhole covers within the Permitted Space; barriers used to separate diners from the right-of-way; heating equipment (if applicable); any and all lighting; location of planters, plants, and organic materials; location of any fire hydrants, lanes, or other fire department connections; location of any handicapped parking spaces; and other related facilities or appurtenances.
- d. *Annual Fee*: Recognizing that Expanded Outdoor Dining Areas occupy public property, the Applicant for a special land use permit for an Expanded Outdoor Dining Area shall pay a fee for each month the Applicant wishes to operate an Expanded Outdoor Dining Area (the "Annual Fee"). Such payment shall be assessed on a yearly basis and constitutes payment for the number of months the Applicant wishes to operate in the City between April 1 and November 1. Payment shall be made at the time of application, as well as by March 1 of each year, and shall be in an amount established by the City Council.

- e. *Revocation of Special Use Permit:* The City may revoke any approved special use permit for an Expanded Outdoor Dining Area if no Revocable License Agreement is in effect, the Applicant fails to pay its Annual Fee, the Applicant fails to comply with any requirements of this section, or for any other reason, including but not limited to, the City’s need or desire to use the Permitted Space for parking infrastructure, utilities, or other City needs, as determined in the City’s sole discretion. If a special use permit for an Expanded Outdoor Dining Area is revoked for reasons completely beyond the Applicant’s control, the City shall refund some or all of Applicant’s Annual Fee to account for the months Applicant will be unable to operate.

SECTION 2. SEVERABILITY: Should a court of competent jurisdiction find any provision, clause, or portion of this ordinance amendment to be invalid, the balance or remainder of this ordinance amendment shall remain valid and in full force and effect and shall be deemed “severable” from the portion, clause, or provision deemed to be invalid by the court.

SECTION 3. REPEAL: All Ordinances or parts of Ordinances in conflict herewith are hereby repealed.

SECTION 4. EFFECTIVE DATE: This Ordinance shall take effect seven days after publication of a notice of adoption of this Ordinance, unless referendum procedures are initiated under MCL 125.3402. If referendum procedures are initiated, this Ordinance will take effect in accordance with MCL 125.3402.

YEAS: _____

NAYS: _____

ABSENT/ABSTAIN: _____

ORDINANCE DECLARED ADOPTED.

Scott Dean
City of Saugatuck, Mayor

CERTIFICATION

I hereby certify that:

1. The above is a true copy of an ordinance adopted by the City of Saugatuck at a duly scheduled and noticed meeting of the City Council held on _____, _____ 2023, pursuant to the required statutory procedures.

2. A summary of the above ordinance was duly published in the _____ newspaper, a newspaper that circulates within the City of Saugatuck, on _____, 2023.
3. Within 1 week after such publication, I recorded the above ordinance in a book of ordinances kept by me for that purpose, including the date of passage of the ordinance, the names of the members of the City Council voting, and how each member voted.
4. I filed an attested copy of the above ordinance with the Allegan County Clerk on _____, 2023.

ATTESTED:

Jamie Wolters
City of Saugatuck, Clerk



City Council Agenda Item Report

FROM: Ryan Cummins, Director of Planning and Zoning

MEETING DATE: November 13, 2023

SUBJECT: Code of Ordinances Amendment – Ordinance No.231113-B Removal of Temporary Licensing Provisions

DESCRIPTION:

This item is directly related to the previous agenda item. Full details can be viewed as part of that report.

If the zoning ordinance amendments related to outdoor dining are adopted, they will require a revocable license agreement with the City as a prerequisite to obtaining a special land use for an expanded outdoor dining area. As a result, Section 96.33 of the City Code will no longer be necessary. Accordingly, attached is a City Code amendment deleting that section.

LEGAL REVIEW:

The City Attorney prepared the draft ordinance amendment. The City Attorney will be at your meeting to answer any questions you may have.

SAMPLE MOTION:

Motion to adopt ordinance no. 231113-B, an amendment to the code of ordinances to remove the temporary licensing provisions for expanded outdoor dining areas from Section 96.33 to ensure consistency in the City's regulation of expanded outdoor dining areas.

CITY OF SAUGATUCK
ALLEGAN COUNTY, MICHIGAN

AMENDMENT TO THE CITY CODE OF ORDINANCES
ORDINANCE NO.231113-B

At a meeting of the City Council of the City of Saugatuck, Allegan County, Michigan, held at the City of Saugatuck Hall on _____, 2023 at _____ p.m., City Council Member _____ moved to adopt the following ordinance, which motion was seconded by City Council Member _____.

An ordinance to amend the City of Saugatuck Code of Ordinances to remove the temporary licensing provisions for expanded outdoor dining areas from Section 96.33 to ensure consistency in the City’s regulation of expanded outdoor dining areas and to protect the public health, safety, and welfare of the residents and visitors of the City of Saugatuck.

THE CITY OF SAUGATUCK, ALLEGAN COUNTY, ORDAINS:

SECTION 1. DELETION OF SECTION 96.33 OF THE CITY CODE. The City of Saugatuck Code of Ordinances, Section 96.33 shall be deleted in its entirety.

SECTION 2. SEVERABILITY: Should a court of competent jurisdiction find any provision, clause, or portion of this ordinance amendment to be invalid, the balance or remainder of this ordinance amendment shall remain valid and in full force and effect and shall be deemed “severable” from the portion, clause, or provision deemed to be invalid by the court.

SECTION 3. REPEAL: All Ordinances or parts of Ordinances in conflict herewith are hereby repealed.

SECTION 4. EFFECTIVE DATE: This Ordinance shall take effect immediately after publication.

YEAS: _____

NAYS: _____

ABSENT/ABSTAIN: _____

ORDINANCE DECLARED ADOPTED.

Scott Dean
City of Saugatuck, Mayor

CERTIFICATION

I hereby certify that:

1. The above is a true copy of an ordinance adopted by the City of Saugatuck at a duly scheduled and noticed meeting of the City Council held on _____, _____ 2023, pursuant to the required statutory procedures.
2. A summary of the above ordinance was duly published in the _____ newspaper, a newspaper that circulates within the City of Saugatuck, on _____, 2023.
3. Within 1 week after such publication, I recorded the above ordinance in a book of ordinances kept by me for that purpose, including the date of passage of the ordinance, the names of the members of the City Council voting, and how each member voted.
4. I filed an attested copy of the above ordinance with the Allegan County Clerk on _____, 2023.

ATTESTED:

Jamie Wolters
City of Saugatuck, Clerk

Jamie Wolters

From: Daniel Fox <danielwfox101@gmail.com>
Sent: Tuesday, October 31, 2023 7:32 PM
To: Jamie Wolters
Subject: Could you please add this as correspondence...

Follow Up Flag: Follow up
Flag Status: Flagged

... for the coming workshop as well as the ensuing council meeting?

LETTERS TO THE EDITOR

Do due diligence on Old Airport Land

To the editor,

At the Saugatuck City Council's Parks & Public Works public meeting last week, it appeared that our local government has their cart well ahead of their horse.

Mention what's locally known as the "airport property" to most any resident and expect a blank stare in return. Even the few who may know something about it likely have no idea where it's located, let alone having ever set foot there.

For all of us, this newspaper gave these directions and description: "The land, surrounded by Saugatuck Township, lies east off 63rd Street bordering on an old landfill where 134th Avenue ends east of the expressway." For

the 100 years the city's owned the property, it's been largely unused.

So what is city government suddenly thinking about doing with this 170-acre real estate relic? Apparently, there's enthusiasm for turning it into a nature reserve of some sort.

Per official statement, "City Manager Ryan Heise, is thrilled: 'If there is one thing, or a thing, that most people can agree on in Saugatuck, it's protecting the environment and promoting healthy living through outdoor activities.'"

Alas, this quick bias in favor of a particular course of action is the "cart" that's leapt ahead of the horse. That "horse" would be an answer to a fundamental

question: "What's this taxpayer-owned property worth?"

Citizens should demand an unbiased, upfront, professional real estate appraisal. If, as some say, the undeveloped, unconnected tract is worth \$1 million, might that suggest a broader look at what the best course forward might be?

Once we know the site's value, council should start a thoughtful, focused, strategic process to identify and evaluate alternatives for the land's future.

Doing less — especially in haste — would be poor planning and even worse government transparency.

Dan Fox
Saugatuck

Thanks.

Dan