

**PENINSULA TOWNSHIP PARKS COMMITTEE**  
**October 26, 2022**  
**Regular Board Meeting**  
**7:00 pm**  
**MINUTES**

1. **Call to Order** by Skurski at 7:00 pm
2. **Pledge**
3. **Roll Call** Dahl, Butler, Zebell, Skurski, Milliken. Excused absent Murphy. Chown, Peninsula Clerk, Jennifer Cram, Director of Planning, Barry Hicks, LIAA (Land Information Access Association).
4. **Approve Agenda: Milliken moved to approve the agenda with a second by Chown. Chown amended the agenda to include Business Item F, which would include who was attending the next town board meeting. passed by consensus**
5. **Brief Citizens Comments-for items not on the agenda** None
6. **Conflict of Interest** None
7. **Consent Agenda:** any member of the board, staff, or the public may ask that any item on the consent agenda be removed and placed elsewhere on the agenda for full discussion.

- A. Minutes from September 28, 2022
- B. Correspondence from Becky Chown: "FW: Applying for Michigan Spark Grants: What you need to know"
- C. Correspondence from Susan Piehl: "FW: Township Insights 10.21.22 | Weekly legislative and news update from the Michigan Townships Association"

**Butler moved to approve the consent agenda with a second by Zebell passed by consensus**

**8. Business**

- A. Redesign of BH tennis/basketball courts – Mike, Michele

One of the stumbling blocks for the construction of the pickleball courts has been the approximately \$30,000 to remove and reconstruct the basketball courts. Currently, the tennis courts serve a dual purpose as both pickleball and tennis courts. Another idea came up to instead of sharing pickleball, why not have the tennis courts also be used as the basketball courts. You could get 2 half courts going north and south. A diagram is in the packet. We are going to resurface the tennis courts next year, so this gives us time to reopen the discussion with the pickleball group. Play would be monitored to see the usage of basketball and tennis.

- B. Blue Ribbon Events Art show request at BH – Michele, Mike

**Danielle Lynch CEO Blue Ribbon Events PO Box 1162 Bellaire, Michigan 49615**

Lynch gave a presentation of a high quality art show for Bowers Harbor Park and the committee discussed the proposal.

**Skurski:** how many days would you be using the park?

**Lynch:** the show is set up on Friday and any big rigs bringing some of the art installations need to get access to the park. The show is all day Saturday and we are usually gone by 9am on Sunday.

**Zebell:** how many parking spaces do you need?

**Lynch:** I went out to the park and measured and it seems like there are 53 parking spaces. There are usually 250 people per hour, with our busiest time on Saturday between 11 a.m.-2 p.m.

**Skurski:** this is our prime time of the year. This is a high traffic event and you need to talk to zoning about our ordinances. I do not know about the laws for parking on the street.

**Zebell:** my concern is the amount of parking and traffic. This is a for-profit event and the use of the park for residents works at cross purposes for an event this size. We have the Bowers Harbor Boat Launch not too far away. The congestion is a big concern for me.

**Chown:** this is a unique setting and during this time of year we are close to being at a saturation point with respect to cars, parking, and capacity. The park is long and narrow.

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**Milliken moved to table the discussion until there is more information available from zoning and the town board trustees. Seconded by Dahl. approved by consensus**

Update BH Playground – Michele

**Zebell:** Dave Sanger, a township board trustee member, requested the lawyers look at the contract and gave the supervisor the authority to sign the contract and the playground equipment has been approved. The cost is \$52,100. The equipment is to be stored and installed in the spring.

**Chown:** the township is applying for county grants for the boat launch at Kelly Park, Bluff Road repair, and the renovations of fire stations 1 and 2. The lawyers did approve the contract and liability insurance and Sanger was notified.

C. Support letter for ARPA funding for Kelly Launch – Mike

Skurski has written a letter to the DNR requesting a boat launch and money from ARPA. This is supported by the fire department and the sheriff's department as well as the residents. The request is for a boat launch, a non-motorized launch, and bathrooms. Any additional comments should be sent to Chown by tomorrow, when the proposal is submitted.

E 5 Year Master Plan Project & Timeline – Matt & Barry

Barry Hicks LIAA

We are here to assist the township with the 5 year recreational and park plan. This is a requirement of the state to apply for certain kinds of funding. We are going to walk through the requirements and the timeline. The timeline for this is extremely compressed. The funding feasible study was done back in February and March. At that time we did the public input and this still qualifies to be included to cover this piece of the plan requirements. The plan will make sure the dimensions of each park are correct and include photos and maps of each park. The public comment period for the amended plan is 14 days.

Hicks reviewed the timeline with the committee (the entire PowerPoint presentation at end of the minutes).

**Hicks:** one option is to hold the public meeting and the next item on the agenda could be passing the resolution all at once.

**Skurski:** the next park meeting is early in the month and is November 16, 2022.

**Cram:** if Barry can come back with the maps and a rough draft, hopefully we could get it out by the November 28, 2022.

**Hicks:** the lighthouse park and historic building are to be included. The 2022 Park Feasibility Study gathered all of the required information (see slide 5). The objectives from the 2018 plan were to provide a variety of parks, trails, recreation facilities, and programs to serve all groups. The DNR specifically asks for an action plan along with the goals and objectives. If we list a non-motorized trail management plan, this will need a separate plan by itself that goes into far more detail and has specific, measurable targets. This can happen after you complete the overall parks plan. You want to have some type of measurement to be pointed to as the objectives are met. Park funders want to fund capital projects and not maintenance. One of the biggest items from the park feasibility study were bathrooms at Bowers Harbor and potentially at Kelly Park once that project gets going.

**Skurski:** we want all parks to have sanitation, safety, and branding signage.

**Hicks:** we will separate the goals from the objectives. Please send me your individual comments by next Wednesday, November 2, 2022.

Chown will email Hicks the head of the lighthouse and the historical society to contact.

**Zebell:** I have reached out to Jane Boursaw, the editor of the Old Mission Gazette, and she will share some of her photos to help make the plan beautiful.

**Hicks:** this is what I have for tonight, so I look forward to receiving your goals and objectives.

## 9. Citizen Comments

**Nancy R. Heller 3091 Bluewater Road:** I have lived here 52 years and my understanding is an event for profit was not allowed in the parks. If you allow this one, many more will follow. We have Tinker Studio here on the peninsula, which provides a good art experience. People usually don't park in designated parking; they park in the most convenient spot. The cherry and apple harvest and other crops are growing and expanding out here and so is the traffic between May through October. The presentation was good, but this event does not belong in Bowers Harbor Park.

## 10. Board Comments

**Chown:** in regards to the large art show, the township has already received pushback on the races held out here and they are only a one day event.

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**Cram:** these races gift something back to the township. They have purchased bicycles for the police and other things. I need to look at the large event ordinance. Deeren, the Director of Zoning, contacted me with her concerns about the zoning ordinances and I will meet with her tomorrow.

**Chown:** the packet for the town board November 1, 2022 meeting is due tomorrow. So please get something to me to include.

**Zebell:** would it be better if one of us goes to the town board meeting and discusses our concerns?

**Chown:** yes.

**Zebell:** I will go.

This served as item F in the agenda.

**Zebell:** given the problem with funding and obtaining grants, volunteerism is going to play a large role in our reaching the park goals. Helping people take ownership of a park is important and could be a goal for the park plan.

**11. Adjournment: Milliken moved to adjourn with a second by Butler. passed unan**

Adjournment at 9:25 p.m.

# Peninsula Township Parks Plan Update Parks Committee Meeting

Oct. 26, 2022

Barry Hicks, AICP



Land Information Access Association



# Agenda

- **DNR Requirements**
- **Timeline**
- **Funding Feasibility Study Recap**
- **Goals & Objectives (Action Plan)**



# 2023 Parks Plan

## DNR Requirements\*

- Description of planning process
- Description of public input process
- Amended goals, objectives or action plan
- Description of any other amended plan elements

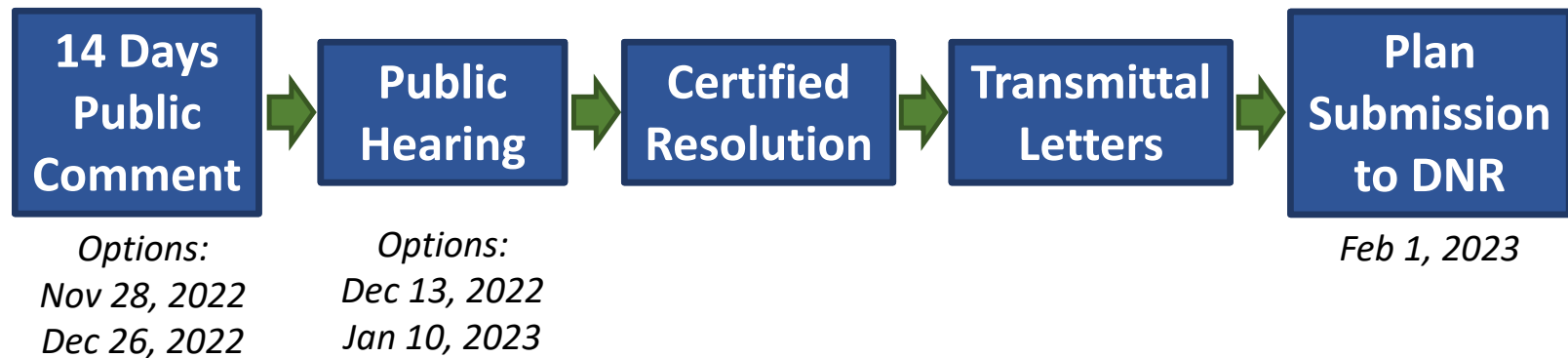


*\*MI DNR – Guidelines for the Development of Community Parks and Recreation Plans*



# 2023 Parks Plan

## Timeline & Submission Requirements\*



### *Important Notes:*

- *The local unit of government must adopt the plan by certified resolution*
- *Transmittal letters must be sent to the County Planning Commission or (if there is none) to the parks and recreation department or county commission*

\*MI DNR – Guidelines for the Development of Community Parks and Recreation Plans



# 2022 Funding Feasibility Study

- Township Owned-Park Overviews
- Other recreation facilities (including historic properties)
- Plan Summaries
- Notable Potential Project Summaries
- Operating Budget
- Public Input Study
- Survey Impressions
- Outside Funding Resources





# Parks Plan Goals

## **2018 Goal:**

Provide a variety of parks, trails, recreation facilities and programs to serve all groups.

## **2023 Additional Goals? (example)**

Township will adopt long-term non-motorized trail management plan

- Place map of township recreation facilities on kiosks and website
- Strengthen relationships with conservation and non-profit groups



# 2018 Parks Plan

## Objectives

- Parks funding sources (such as DNR grants) encourage new capital improvements
- Maintenance is generally left to the local jurisdiction and is not grant-eligible
- Coordination with partners is encouraged and considered when applying for grant funding.



# 2023 Parks Plan

## Action Plan

- Bower's Harbor expansion
- Potential Pelizzari expansion
- Historic resource needs
  - Hessler Log Cabin
  - Peter Dougherty House
  - Log Church



# Next Steps

## Plan refinement process

- What else is missing from the current Parks Plan?
- LIAA will add Goals & Objectives and update “Action Items” based on top-priorities from joint parks committee
- Provide draft of the revised plan to the parks committee for consideration/comment
- Revise draft plan for public hearing, consideration by township board and forward to appropriate county entity (must have 14-day comment period)
- Submit plan online to DNR

