

**DOWNTOWN DEVELOPMENT AUTHORITY
LOWER BOARDMAN RIVER LEADERSHIP TEAM**

Wednesday, September 18, 2019

5:30 p.m.

400 Boardman Avenue, Lower Level Cafeteria, Traverse City, MI 49684

www.dda.downtowntc.com

Information and minutes are available from the DDA CEO, 303 East State Street, Suite C, Traverse City, MI 49684, (231) 922-2050. If you are planning to attend the meeting and are handicapped requiring special assistance; please notify the DDA CEO as soon as possible.

1. Approval August 21, 2019 Minutes
2. Update on FishPass Project (Dituri and Fessell)
3. Review Comments Received from Public Engagement Process
4. Begin Opportunity/Design Phase based on comments received
5. Identify Public Outreach for Design Phase
6. Public Comment
7. Adjournment

Any interested person or group may address the Leadership Team on any agenda item when recognized by the presiding officer or upon request of any Leadership Team member. Also, any interested person or group may address the Leadership Team on any matter of concerning the Lower Boardman River not on the Agenda during the agenda item designated Public Comment. The comment of any member of the public or any special interest group may be limited in time. Such limitation shall not be less than three minutes unless otherwise explained by the presiding officer, subject to appeal by the Leadership Team.

Office of the Downtown Development Authority, 303 E. State Street, Traverse City, MI 49684 (231) 922-2050

**DOWNTOWN DEVELOPMENT AUTHORITY
LOWER BOARDMAN RIVER LEADERSHIP TEAM
Wednesday, August 21, 2019, 5:30 p.m.
400 Boardman Avenue, Lower Level Cafeteria
Traverse City, MI 49684
dda.downtowntc.com**

Chair Jay called the meeting to order at 5:31 p.m.

Present: Harry Burkholder, Elise Crafts, Christine Crissman, Jean Derenzy, Frank Dituri, Tim Ervin, Brett Fessell, Jennifer Jay, Deni Scudato, Russ Soyring, Mike Vickery

Absent: Michele Howard, Rick Korndorfer

DDA Staff: Colleen Paveglio

1. Meeting Minutes: **The meeting minutes from July 17, 2019 were approved as presented upon motion by Crafts, seconded by Derenzy. Motion carried unanimously.**
2. Review of Next Steps and Public Input Received
 - a. Public Engagement Review
 - i. July Stakeholder Group Review
 - ii. Comment cards available at the Pop Ups
 - i. What's important to you on the river
 - ii. Team members are to send comments to SmithGroup
 - iii. FishPass Questions
 - i. Dituri to request a meeting with FishPass Leaders on September 9, 2019
 - ii. Inviting FishPass Leaders to the LBR meetings
 - iii. Ervin to provide questions
 - iv. Next Steps
 - i. Vet concepts at September
 - i. Propose meeting locations for grass roots sessions
 - ii. 5:30 to 8 pm
 - iii. DDA Board appointed committee member
 - ii. October unveiling of feedback
 - i. Two - Three Outreach meetings
 - ii. Proposal to host during the day, evening, and weekend
 - iii. City Opera House
 - iv. Survey Deadline: September 1
3. Public Comment
 - a. Tom White, 2150 Gibbs Rd., commented on the relationship with DNR and the project
 - b. Charlie Weaver commented on the discussion regarding the FishPass

c. Mitch Treadwell commented on the Crystal River in Glen Arbor and the public engagement

4. Adjournment. The meeting officially adjourned at 6:43 p.m.

Respectfully submitted,

Colleen Pavaglio

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Downtown Development Authority
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Memorandum

To: Lower Boardman Leadership Team

From: Harry Burkholder, COO

For Meeting Date: September 20, 2019

SUBJECT: Update and Next Steps

Comments Received from Public Engagement Process: Included in this packet are the results of the on-line survey. The on-line survey was open from Mid-June to Sept. 2nd. We plan to work with Smith Group to aggregate the on-line survey results with the results of the pop-up meetings, stakeholder group meetings and large public meeting.

Review Opportunity/Design Results: Included in this packet is a *Preliminary Project Action Plan* for the Lower Boardman. The Preliminary Action Plan outlines potential projects, best practices, community development policies and implementation & management policies and tools under four distinct to inter-related categories. In addition to the Preliminary Action Plan, we will review and discuss a number of “low-hanging” and “more complex” policies, actions and designs for the Lower Boardman.

Identify Public Outreach for Design Phase: As the Leadership Team moves into the opportunity/design phase of the comprehensive planning process, it will be important to continue to engage the community. Once the Leadership Team is comfortable and has had enough time to review, discuss and revise the initial opportunity/design findings presented and developed by Smith Group, we will initiate another round of public engagement. These activities will likely be similar to the public engagement activities already completed. However, we welcome new ideas for engagement. Included in this packet is the proposed agenda for the second public meeting.

Following the second round of public engagement, the Leadership Team will continue to work with Smith Group to refine and polish the opportunity/design elements based on public feedback and additional conversations. Due to the complexity of the components and sites along the river, we may feel the need to initiate a third round of

public engagement activities. The Leadership Team will be asked to participate in these continue pubic engagement activities.

Lower Boardman River Unified Plan

Analysis of Input from the On-Line Survey

September 16, 2019

This document summarizes the input from the public on-line survey hosted on the Traverse City DDA website. The survey was opened in June 2019 and ran through early September, 2019.

QUESTION #1: What is your favorite activity related to the Lower Boardman River?

TOPICS	SUPPORTING COMMENTS							NOTES
	1-25	26-50	51-75	76-100	101-125	126-150	150+	
Walking							159	
Kayaking/Canoeing				95				
Sitting/Picnicking			52					
Watching Wildlife				100				
Fishing		32						
Enjoying Nature					121			
OTHER		43						Bicycling, motor boating, living along the river, drinking coffee at Morsel's, other forms of individual water craft, scuba diving, events

Notables:

1. Interesting to compare to the results from Question #3

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QUESTION #2: Where is your favorite place along the Lower Boardman River?

TOPICS	SUPPORTING COMMENTS						NOTES
	1-10	11-20	21-30	31-40	41-50	51+	
Reach One: Boardman Lake to Cass St.					47		
Reach Two: Union St. Dam			27				
Reach Three: S. Union to Front St.						54	Hannah Park, the river bend at Wadsworth St.
Reach Four: Front to N. Union St.		14					"Warehouse District", pedestrian bridge at Pine St.
Reach Five/Six: Union St. to the Bay						55	"Downtown", boardwalks, combination of natural and urban
Anywhere along corridor			25				

Notable:

1. A well loved river with a dispersed appeal
2. A surprising amount of "love" for the downtown reaches, given the support in other areas of input for reducing hardness of surfaces and walls.

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QUESTION #3: What is your favorite memory of the Lower Boardman River?

TOPICS	SUPPORTING COMMENTS						NOTES
	1-10	11-20	21-30	31-40	41-50	51+	
Social Activity and Quiet Enjoyment				38			
Kayak/Canoe type use					50		
Fishing			27				especially, fishing with parent/grand parent
Wildlife Watching					48		
When there was less development and activity	8						
Programs and Events		16					Antique Boat Show
Walking and Biking		17					
Swimming/Swing/Jumping into river	7						
Other		13					Watching river flow, moving in, helping homeless, boat breakdown, sledding, dog walking, running a business, visit library

Notable:

1. Kayaking and Canoeing rank high among favorite memories, but are also thought of as nuisance generators.

Lower Boardman River Unified Plan

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QUESTION #5: What do you think are the top priorities for improving and protecting the natural environment along the Lower Boardman River? Examples: Habitat improvements, Stormwater management and water quality, Elimination of non-point source pollution, Shoreline stabilization Invasive species removal?

TOPICS	SUPPORTING COMMENTS								NOTES
	1-10	11-20	21-30	31-40	41-50	51-60	61-70	71-80	
Water Quality, especially related to non-point source pollution								80	
Manage development, parking, and expansion of boardwalks				36					
Habitat protection and creation					41				
Maintenance and removal of invasives					50				
Shoreline stabilization and eliminating hard edges							66		
Managing Stormwater and flooding							70		
Limiting Kayak and boat use		13							
All things noted in question				33					
Other				36					Education, keep things natural, add more boardwalk and access, interconnected nature of improvements, how many tourists do we need?, removing dam, stop releasing steelhead trout, create a swimming hole, keep invasive fish out

Notable:

1. Managing development, parking, boardwalks noted strongly as concerns though they were not provided as examples.
2. Consider "Managing Stormwater and flooding" along with "Water Quality, especially related to non-point source pollution".

Lower Boardman River Unified Plan

Analysis of Input from the On-Line Survey

September 16, 2019

This document summarizes the input from the public on-line survey hosted on the Traverse City DDA website. The survey was opened in June 2019 and ran through early September, 2019.

QUESTION #6: What do you think are the top priorities to improve the built environment along the Lower Boardman River? Examples: Be explicit to the commitment to improve, restore and protect the health and integrity of the ecosystem of the lower River, Establish that developments must protect the quality, aesthetics, accessibility and connection between people and the River, Provide for barrier-free/universal access along boardwalks:

TOPICS	SUPPORTING COMMENTS								NOTES
	1-10	11-20	21-30	31-40	41-50	51-60	61-70	71-80	
Restore natural environment, reduce /eliminate parking and walls		16							
Make the waterfront universally accessible			27						
Maintain riverfront for trash, views, etc.		16							
Manage/restrict new development, insure access along private land							67		Includes those who noted "Establish that developments must protect the quality, aesthetics, accessibility and connection between people and the River"
Provide more/better access, facilities, places, connections					43				
Protect/Enhance natural environment and character, find balance				38					Includes those who noted "Be explicit to the commitment to improve, restore and protect the health and integrity of the ecosystem of the lower River"
All things noted in question	7								
Other		23							Affordable housing, fishing pier, native culture, stormwater management, don't need to access every foot, lighting for safety, water quality, education, over-use by kayaks/boats

Notable:

1. There is a simultaneous desire expressed in these answers for providing better access and making sure that nature is preserved.

Lower Boardman River Unified Plan

Analysis of Input from the On-Line Survey

September 16, 2019

This document summarizes the input from the public on-line survey hosted on the Traverse City DDA website. The survey was opened in June 2019 and ran through early September, 2019.

QUESTION #7: What is the most important thing to keep in mind as we develop a Unified Plan for the Lower Boardman River? Examples: That the plan be a reflection of civic engagement, That a process for ongoing civic engagement be preserved, That the plan establishes a clear implementation schedule with responsibilities, timeline and costs, That the plan establishes the values, guidelines and priorities that influence government policies and rules that impact the River.

TOPICS	SUPPORTING COMMENTS								NOTES
	1-10	11-20	21-30	31-40	41-50	51-60	61-70	71-80	
Limit development and influence of economic interests				36					
Provide for maintenance, safety, ongoing funding	6								
Protect and Enhance natural environment, water quality, health						54			
Continue to engage citizens, users, environmental organizations				31					
Implement a realistic plan with transparency, accountability/oversight				36					
Use values based plan to influence government policy			26						
Manage use of river	6								
Provide for access/walkability		12							
All of the items noted in the question		12							
Other		20							think long term, limit cost to taxpayer, provide activities for children, pier, restaurants facing water, protect access, concern for homeless, education, keep plan flexible and adaptable

Notable:

1. A key comment-"Maximize access with minimum impact"

	River Conditions and Habitat	Access, Open Space and Recreation	History, Culture and Learning	Land Use and Development Systems
Projects	Intent: There is a need to expand facilities on the river corridor to accommodate access, movement along the riverbank, and on-river recreation. However, actions to meet this need must be tempered within the larger desire to not alter the character and nature-based aesthetic of the river corridor, or to create an urbanized, hardened and hyper-active place. Universal access to facilities and experiences on the river is a baseline assumption.			
	Build new aquatic habitat in the corridor	Provide a clear, legible connected path system	Honor the First People's heritage and cultural legacy through meaningful interpretive experiences.	
	Coordinate habitat enhancements with the FishPass	Ensure universal access and consciously design experiences for a range of abilities and aptitudes.	Create a Tribal Cultural Center within the project area that links to the river	
	Restore riverbanks with green solutions and create riparian habitat	Avoid an overly prescriptive aesthetic approach	Note and interpret key sites of European settlement, and the role of the river for industry and transportation	
	Install site furnishings and wayfinding systems to encourage proper river etiquette	Connect the river path system to adjacent neighborhoods, downtown, bayfront, TART, and BATA stops.		
	In design process for river improvements, consider all users of the river	Consider a range of open space nodes along the river corridors of varying sizes, purposes, and characters.		
		Improve vehicular bridges for aesthetics and access along river		
		Collaborate with MDOT on the redesign of Grandview Parkway to improve pedestrian access across and under the parkway		
Best Practices	Given the value of the river and the importance of improving water quality in the Great Lakes, each new project in the downtown area, private and public, must contribute to achieving the larger vision and values for the Boardman through the use of best practices in the management of waste water, stormwater, energy use and landscape.			
	Use native landscape plants and environmentally friendly landscape maintenance practices on new public projects	Include raingardens, stormwater treatment structures, and infiltration pavements into all new open space improvements	Include cultural resource investigations into each publicly funded construction project	Limit the use of impervious surfaces through the use of pervious paving and increasing landscape area
	Include in each public habitat project a requirement for pre- and post-construction assessment	Seek solutions for public improvements that integrate universal access to a broad degree, encouraging the engagement of people of all abilities	Include cultural, historical, and natural interpretive elements in each public improvement project	Manage stormwater for storage, flow restriction, infiltration and direct re-charge, and water quality
	Develop design and maintenance guidelines for riparian landscape for use in maintaining public sites and guiding private landowners	Establish design guidelines for the design of structures and public launch/portage facilities to accommodate contemporary forms of non-motorized watercraft	Continue to integrate the provision of art along the river corridor as it is improved.	Build stormwater systems that provide for re-use of water to provide water for irrigation and related appropriate uses
	Implement snow maintenance plans which limit the use of salt and sodium-based products	Establish best practices for the protection of public safety based on pedestrian volume and river conditions-for example, the use of railings, the design of stairs and water access points		Incorporate night sky lighting best practices into public projects
	Consider the presence of environmental contaminants during the funding and design of projects	Consider the potential impacts of climate change and water level fluctuation in the design of new facilities		
Community and Development Policies	Regulatory policies that guide building design, location, mass, setbacks and density, as well as energy use, landscape design, and stormwater management must be amended as necessary to reflect the vision and values of the Lower Boardman River Unified Plan and protect the river for future generations. In addition, the use of the river should be managed through cooperatively created policies that ensure the river remains open to enjoyable use by visitors and residents alike			
	Adopt changes to the zoning ordinance which require the use of native landscape species and maintenance practices for private development	Require universal access for all private and public site facility improvements along the river	Change the name of the river within the project area to Ottoway	Support the adoption of the "TIF 97 Stormwater Management Plan" as city and DDA policies
	Prohibit the use of vertical shoreline walls in future developments and projects, and encourage the removal of existing walls as area improvements are undertaken	Amend the Community Recreation Plan to reflect the Lower Boardman River Unified Plan as it relates to park lands and facilities		Support the modification of zoning ordinances to require larger setbacks from the river, decrease the maximum lot coverage allowed, provide for public access and/or habitat restoration along river, and encourage the use of pervious paving and related best practices
		Through licensing/permitting processes or city ordinance, establish limits on commercial kayak/canoe users based on the community established carrying capacity of the river		Adopt a DDA policy that restricts the creation of public parking within 50 feet of the OHW line
		Consider the presence of the community's homeless population along the river corridor when contemplating river corridor improvements		Amend the Community Master Plan to be consistent with the findings and recommendations of the Lower Boardman River Unified Plan
				Integrate development incentives/requirements to encourage green building practices, including the reuse of greywater and stormwater, use of sustainable materials, and energy efficiency and production,
Implementation and Management	A clear set of policies and management, funding, and maintenance practices and structures should be established to ensure the implementation of habitat and recreation improvements and proper maintenance of the investment made.			
	Monitor the implementation of the FishPass project to ensure the promotion of native fish species and restriction of invasive species	Maintain the condition of boardwalks and related facilities on a regular basis	Include members of the local native tribes in the development and management and maintenance of the facilities and landscape	Adopt changes to zoning as a priority, parallel to the adoption of the Lower Boardman River Unified Plan if not before
	Maintain landscape plantings to provide shade, healthy plants, invasive control, views of the water	Consider the use of enforcement officers or river ombudsman to help visitors orient to the community and adopt appropriate behaviors	Engage the local learning community in using the LBR for research and learning	Monitor changes to development and land use policies
	Manage the access of the river through tree trimming, log removal in the stream current, and regular assessment of trees by a trained arborist	Establish an entity or sub-entity within an existing organization or institution to provide management and maintenance oversight, and assist in the funding of projects and maintenance	Actively manage the interpretive system of the district to reflect new information and special programs, and meet the needs of all users	Pursue changes to policies for storm water management, river use management, and building codes
	Monitor water quality over time, as well as the efficacy of river habitat improvements	Pursue funding of improvements		
	Provide education to the local community in terms of best practices (e.g., not dumping fall leaves in river) and volunteer opportunities			
	Pursue funding of improvements			

SMITHGROUP

LOWER BOARDMAN RIVER UNIFIED PLAN

FALL 2019 PUBLIC MEETING

Note: Highlighted text denotes graphic product

A. Introductory Presentation (20 to 30 minutes)

1. Intro to the Process (we are in the idea generation phase and looking for input)
2. Existing Plans for Improvement and Restoration (a lot of study has been done and we are building from it)
3. Formulation of the Leadership Team (plan is coming from you and your neighbors)
4. Results of the Public Engagement and Planning Process to date (tons of public involvement through Kick-off, Focus Groups, Stakeholder meetings, Pop-up workshops, on-line engagement)
5. Structure of our Recommendations (how the final product will be used-tonight we focus on projects)
 - **Projects**
 - Best Practices
 - Community Development Policies
 - Implementation and Management
6. How you can help tonight (give us feedback on the ideas-what works, what doesn't, what are we missing?)

B. Small Group Engagement (60 minutes)

Participants will be asked to form small group teams of 8 to 12 people, and will be given the following:

- An overall **Framework Plan** of the corridor which highlights the existing Access, Open Space, and Recreation features of the LBR, basic data such as topography, bank conditions, and parcels lines, and some basic improvements that have general consensus (e.g., improvement to Front Street bridge)
- **Cross sections** of river corridor to highlight challenges and opportunities.
- An **Enlarged Plan** of the northern half of the project area, highlighting Access, Open Space and Recreation: This board will have a base set of recommendations from the Framework Plan at a measurable and understandable scale.
- A **series of sketches and plans** that show alternative improvement ideas for specific areas (there will likely be three or four areas) of the northern half of the project site. Elements of alternatives to include pedestrian bridges, paths and walks, pedestrian access nodes, kayak access nodes, resting places, interpretive nodes, fishing access.

A facilitator from the SmithGroup team and Leadership Team will briefly review with each small group the information available and the task of the small group. Participants will be asked to review the alternative ideas, and to select their preferred set of ideas for the northern part of the site. The groups will be allowed to offer up their own ideas if they wish. Each group will create its own plan for the northern part of the river.

The small groups may also want to comment on improvements to the southern half of the project area based on their own reaction to the Framework Plan.

At the conclusion of the small group discussion each group will be asked to provide a summary of their discussion. SmithGroup will recap common themes and findings after the small groups have reported out.

SMITHGROUP

C. Detailed Input (30 minutes)

As the meeting is winding down, or for those done with the small group exercise, we will have a series of informational boards for review, comment and input, including-

- a.) **River Conditions and Habitat:** This board will map out specific recommendation for creating aquatic and riparian habitat improvements in and along the river. Sketch and photo image will give participants a sense of what these habitat improvements look like.
- b.) Action Plans: A graphic set of boards will be available that list the Action items recommended for each of the work areas, including:
 - o Best Practices
 - o Community Development Policies
 - o Implementation and Management

Each board will list the action items and have a series of images as to how these ideas are translated into tangible change. Please review to Action Plan Spreadsheet for information.

Leadership Team members will be at each station to discuss the information with participants. Community members will be able to choose the stations they want to visit based on their personal interests or review each station.