

Planning Commission

Regular Meeting Agenda Thursday, July 14, 2016 7:00 p.m., Council Chambers



City of South Haven

AMENDMENT

1. Call to Order
2. Roll Call
3. Approval of Agenda
4. Approval of Minutes – June 2, 2016
5. Interested Citizens in the Audience Will be Heard on Items Not on the Agenda
6. New Business – Special Use Request 220 Aylworth

Sean Russell of South Haven is requesting a special use permit to allow outdoor boat storage at 220 Aylworth Avenue (the former Bohn Aluminum property). This property is in the light industrial zone and the special use is authorized by zoning ordinance section 1101.
7. Other Business – Review of Upcoming Capital Improvements Projects
8. Commissioner Comments
9. Adjourn

RESPECTFULLY SUBMITTED,
Linda Anderson, Zoning Administrator

South Haven City Hall is barrier free and the City of South Haven will provide the necessary reasonable auxiliary aids and services for persons with disabilities, such as signers for the hearing impaired and audio tapes of printed materials being considered at the meeting to individuals with disabilities at the meeting upon seven (7) days notice to the South Haven City Hall.

Planning Commission

Regular Meeting Minutes **Thursday, June 2, 2016** **7:00 p.m., Council Chambers**



City of South Haven

1. Call to Order by Heinig at 7:00 p.m.

2. Roll Call

Present: Bill Fries, John Frost, Brian Peterson, Judy Stimson, Terri Webb, Larry Heinig
Absent: Clark Gruber, Steve Miles, Dave Paull

Motion by Peterson to excuse Gruber, Miles and Paull, second by Stimson.

All in favor. Motion carried.

3. Approval of Agenda

Motion by Stimson, second by Fries to approve the June 2, 2016 Regular Meeting Agenda as written.

All in favor. Motion carried.

4. Approval of Minutes – May 5, 2016 Regular Meeting and April 28, 2016 Special Meeting

Motion by Stimson, second by Peterson to approve the May 5, 2016 Regular Meeting and April 28, 2016 Special Meeting minutes as written.

All in favor. Motion carried.

5. Interested Citizens in the Audience Will be Heard on Items Not on the Agenda

None at this time.

6. New Business – Public Hearings

The Planning Commission will hold public hearings on the following zoning and city code of ordinances amendments:

a) *Nuisance Gathering Ordinance*

Anderson explained that this is something that the city attorney drafted while we were working on the rental ordinance but it was decided to wait until we were done with that. This ordinance doesn't really have anything to do with rental properties in particular, but defines and explains who is responsible, and the types of violations that fall under nuisance gatherings. Anderson noted this is not an amendment to the noise ordinance but specifically to add a new section on nuisance gatherings to the City Code of Ordinances. Anderson also pointed out that any changes may be made before sending to City Council.

Motion by Stimson, second by Fries to open the public hearing.

All in favor. Motion carried.

There were no comments.

Motion by Stimson, second by Peterson to close the public hearing.

All in favor. Motion carried.

Stimson pointed out that a lot of the information in this proposed ordinance section is already in existing laws for other things; wondered if maybe this is more procedural, but questioned why we would list them here again.

Anderson responded that the city attorney thought the city should have something, to provide an umbrella under which all of these violations will fall.

Frost asked who would be charged to which Anderson responded by reading from the draft text, "The owner, occupant or tenant of a premises that is the site of a nuisance gathering".

Webb asked if the owner has to be present to be charged to which Anderson responded, "No, it could be everybody there and the owner whether present or not."

Frost spoke without using his mike and addressed Gerald Webb, a member of the audience who was seated near the back of Council Chambers, asking, "Can you hear me?" When Webb said he could hear Frost, Frost pointed out that Webb is probably 50 feet away and can hear him without a microphone. Frost concluded, "That is not acceptable; 50 feet is too close; the 'owner' needs to be taken out of there. Outside Riverwatch, you can hear people on boats 200 feet away; they are technically in violation of this ordinance."

After discussion there was consensus to delete reference to the owner in Section (C) (2).

Stimson asked if people can be in a house and create a nuisance to which Anderson responded, "Yes, in a closed up house, if someone could hear you from 50 feet outside, yes."

Webb asked, "What if you have your window open? I just think that this is too far-reaching; there is a lot in this ordinance that we already have ordinances to cover."

Frost doesn't understand how a property owner, a long term rental property owner, can be held responsible. "If my tenant decides to light up and smoke weed in the front yard, then I'm responsible. That's just unfair." Anderson pointed out to the commission that this can always be moved to City Council with a recommendation to not adopt.

Stimson asked if we can amend it to exclude the owner, noting that it should be the people creating the problem who are given the penalty.

Frost said this could be accomplished by deleting section (C) (2) or by striking owner in that section. Frost noted the owner would then be covered under (C) (3).

Stimson made a motion to strike owner from section (C) (2).

Heinig wondered if it says 'shall' or doesn't it; should we change it to 'may'. Frost said that would leave it open for more interpretation.

Fries asked if the nuisance gathering happens in a public park whether the city would be responsible and stated he agrees with John about striking the owner from that section.

John asked if you are out there having a bonfire or party and you miss the trash can when you try to throw out a wrapper, before the event is over and cleanup has taken place, will you be charged for littering. Heinig stated that the enforcing officer would have to use their judgement.

After discussion there was consensus to strike C2. Heinig asked Anderson if, in her conversation with the attorney, she saw this being a problem. Anderson did not and explained that the minutes with your discussion and a cover letter she will prepare will go with it to city council.

Stimson noted that these things should be handled in some way but she could go down the road where we send this back in total and have it redone so it doesn't have anything in here that is covered by another law already. Fries added, "So it's not repetitive." Stimson asked if we frequently have things in two places in the ordinance. Anderson explained that the intent is not to itemize offenses but have an umbrella over all these nuisance items.

Webb asked how many is considered a 'gathering.' "Has 'gathering' been defined? Have the police expressed a need for something like this?" Stimson asked what dictates a gathering. Peterson said, "More than one."

Anderson let the commission know they could also not act on this; have a subcommittee work on it; have the police there to address questions. If the commission does not feel, even after that, you don't have to send a positive recommendation. Stimson thinks we should ask the lawyer about the intent. Maybe they could have the attorney on speaker phone for a bit.

After a question, Anderson stated that consensus is all that is needed; there is no motion needed. There was unanimous consensus to send the draft back to the subcommittee for further consideration.

b) Noise Ordinance

Anderson noted that the city attorney recommends that the city adopt an amendment to the Noise Ordinance that designates individuals responsible for Noise Ordinance violations. Although this is proposed as an amendment to the City Code of Ordinances, City Council has asked that the Planning Commission review the content, hold a public hearing and make a recommendation to City Council regarding the adoption of the amendment. This is just a paragraph and says, "Any person who creates, assists in creating, or permits the continuance of any noise prohibited in this article is in violation of this article. Further, any person who owns or occupies a premises on which a prohibited noise is produced is in violation of this article. All noises prohibited in this article are hereby declared to be public nuisances."

Anderson pointed out that the commission is running into the same thing where the person owning the location is liable whether they are there or not.

Motion by Stimson, second by Peterson to open the public hearing.

All in favor. Motion carried.

There were no comments.

Motion by Stimson, second by Fries to close the public hearing.

All in favor. Motion carried.

Frost reiterated, "It is the same issue." Stimson stated, in the situation of a rental, if there was noise going on, if it's a systemic problem, she would rather have the person who owns the property be responsible.

Webb would like to see us, since we are back to the same problems with the noise ordinance; the police have to know where the property line is so enforcement issues still exist. "I don't know that there is consistency with enforcing it. I would like to know how the police feel about this, whether they feel this is necessary."

Stimson asked who is responsible in the noise ordinance to which Anderson responded that this proposed amendment is added to identify the person responsible.

Frost pointed out that the owner would be taking responsibility for someone else's action. Frost asked whether on the last day of school, when the children are leaving, we are going to hold the school responsible for the noise. He suggested the people making the noise be cited.

Stimson asked if that is already in the ordinance why we are adding this. Frost commented that it appears they want to make the owner responsible for the noise. Frost asked if this came from the city attorney to which Anderson responded, "Yes".

Heinig talked about electronically made noise and Stimson asked, "Like they left the music going and they're not there?"

Frost stated that the police need to be involved in working on this.

Motion by Frost to refer this back for more study. Heinig asked whether this could be done by consensus. After discussion, there was consensus to take this to committee for more study.

c) Nonconforming Lots, Uses and Structures

Anderson explained that Article XIX, Section 1901 in the zoning ordinance addresses nonconforming lots, uses and structures. This section has long been very confusing and difficult to interpret given that it does not clearly delineate between nonconforming uses, structures and lots. While working with the city attorney drafting the short term rental ordinances, it was again noticed by staff and the attorney that the nonconformity article was confusing and contradictory. As a result, the attached text was drafted in hopes of helping to clarify an already confusing aspect of zoning.

Anderson noted that this amendment changes, not the entire article, just the first section, which clearly states what is a nonconforming use, nonconforming structure or nonconforming lot. The way the ordinance is written, it bounces from one type of nonconformity to another without differentiating between them. Anderson noted, "We need this; at some point the Planning Commission should look at everything that goes on beyond this, the rest of the article. This is just a start to define the different nonconformities.

Motion by Stimson, second by Peterson to open the public hearing.

All in favor. Motion carried.

Motion by Stimson, second by Frost to close the public hearing.

All in favor. Motion carried.

Motion by Stimson to send this to City Council with the recommendation to make these changes to make the ordinance clearer. Second by Peterson.

Webb asked if (2) (C) is lawful. "Can you say something is a discontinued use after twelve months?" Frost commented that discontinuing a use would have to be defined. Frost used an example of short term rental, stating if you are trying to rent a property short term and aren't successful that is still using it. But if you rent it for two years to a family, that is discontinuing it.

Heinig asked if Frost has some wording that would help this. Frost said it would be helpful to flesh out what constitutes a 'discontinuance'; make is a defined term.

Stimson asked if there is any place else that defines a discontinuance of a non-conforming use. Anderson said there has to be an *intent* to abandon a use. Frost believes Anderson is correct. Stimson said, "So you'd have to change from the nonconforming use and be able to document that."

Frost said discontinuance is not a defined term. "Are we pulling that from case law?" Anderson said if there are questions, the city attorney should be asked as they drafted the text.

Stimson withdrew her motion.

After discussion, there was consensus to study this more.

7. Other Business – None

Anderson: We are buried in rental registrations; Marsha is putting in a lot of overtime. When you submit your application for your registration, you need to come into city hall and pick up the certificates. That is what you need to post in your window, not the application.

Heinig asked if those not picked up will be mailed out to which Anderson responded that after the dust settles, Marsha and she will start calling and emailing applicants about picking them up.

Heinig asked about a July meeting. Anderson said we don't have any applications, but we might if we are working on these amendments in the meantime.

Heinig asked if we have a committee meeting scheduled for next week. There was discussion about finding time to have a meeting with Anderson remarking that the rental registration is taking up a lot of time.

Anderson said people have been very nice and we are finding that many people are not using the maximum occupancy the city has established; they have already established a smaller number that they are using; they do not want more than that in their house. We are seeing a lot of short term rentals in neighborhoods we didn't think we'd see them in and not seeing a lot where we thought there would be a lot. It's been very interesting.

We had someone come in and set up how to do reporting from our building department software and once things settle down we can start to see what we really have out there. We will also have the capability of mapping the results of the registration.

8. Commissioner Comments

Fries: I have witnessed the work Marsha and Linda have been doing in the office and want to say thanks.

Heinig: Thanked those present in the audience.

9. Adjourn

Motion by Stimson, second by Frost to adjourn at 7:38 p.m.

All in favor. Motion carried.

June 2, 2016
Planning Commission
Regular Meeting Minutes
DRAFT

RESPECTFULLY SUBMITTED,
Marsha Ransom
Recording Secretary



City of South Haven

Agenda Item #6 Special Use Request for 220 Aylworth Outdoor Boat Storage

Background Information:

The applicant, Sean Russell, is proposing to fence the open property at 220 Aylworth (former Bohn Aluminum plant) for boat storage in the offseason. The building will be updated and eventually leased for industrial uses. The boat storage operation allows the owner some of the cash flow necessary to make the necessary repairs to the building.

The industrial zoning district allows outside storage when the storage is obscured from residential districts. While vehicle or boat storage is not specifically listed as a use in this zone, public storage yards, contractor's storage yards and parking lots are permitted. It is the staff opinion that the proposed use is similar enough to be considered for special use permit under section 1101-20.

Recommendation:

Staff recommends that the Planning Commission hear public comments related to this request and decide if the use is acceptable. It is the staff opinion that the use is acceptable under zoning ordinance section 1101-20 and should be approved with significant screening along Aylworth Avenue.

Attachments:

Application
Special Use Proposal graphics
Case Summary

Respectfully submitted,
Linda Anderson
Zoning Administrator

SPECIAL USE PERMIT APPLICATION
CITY OF SOUTH HAVEN
BUILDING SERVICES DEPARTMENT
539 PHOENIX STREET, SOUTH HAVEN, MICHIGAN 49090
FOR INFORMATION CALL 269-637-0760

Date: JUNE 16 2016 Applicant: SEAN RUSSELL

Applicant Address: 70412 CR 388 SOUTH HAVEN, MI 49090

Applicant Phone Numbers: (325) 280 3276

Applicant e-mail: SEAN_RUSSELL13@HOTMAIL.COM

Subject Property Address: 220 AYLWORTH AVE
(A legal description and survey of the subject property is required to be submitted with this application.)

Zoning District: I-1A

Type of Special Use Requested: STORAGE / OUTSIDE STORAGE
(A scaled site plan for the subject property is required to be submitted with this application.)

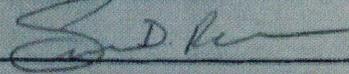
Special Use Section Number: _____

Attach a list of the conditions for approval which apply to your request and comment on how your request will meet those standards:

Applicant shall respond to the general standards in Sec. 1502 below and comment on how the requested Special Use Permit will meet the standards:

General Standards - The Planning Commission shall review the particular circumstances of the special use permit application under consideration in terms of the following standards and shall approve a special use permit application only upon a finding of compliance with each of the following standards, as well as applicable standards established elsewhere in this Ordinance:

- a. The special land use shall be designed, constructed, operated and maintained in a manner harmonious with the character of adjacent property and the surrounding area.
- b. The special land use shall not change the essential character of the surrounding area.
- c. The special land use shall not be hazardous to the adjacent property, property values, or involve uses, activities, processes, materials or equipment which will be detrimental to the health, safety or welfare of persons or property through the excessive production of traffic, noise, smoke, fumes, ground vibration, water runoff, odors, light, glare or other nuisance.
- d. The special land use shall not place demands on public services and facilities in excess of current capacity unless planned improvements have already been scheduled for completion.
- e. The special land use is consistent with the intent of the Comprehensive Plan.
- f. The special land use shall meet the site plan review requirements of Article IV.
- g. The special land use shall conform with all applicable state and federal requirements for that use.
- h. The special land use shall conform with all standards in this Ordinance and other applicable City Ordinances, including but not limited to parking (see Article XVIII), signs (see Article XX), and standards particular to the special land use found in the District provisions, Schedule of Regulations, or elsewhere.

Applicant Signature  Date: 16 JUNE 2016

A FEE OF \$400.00 MUST BE SUBMITTED WITH COMPLETED APPLICATION.

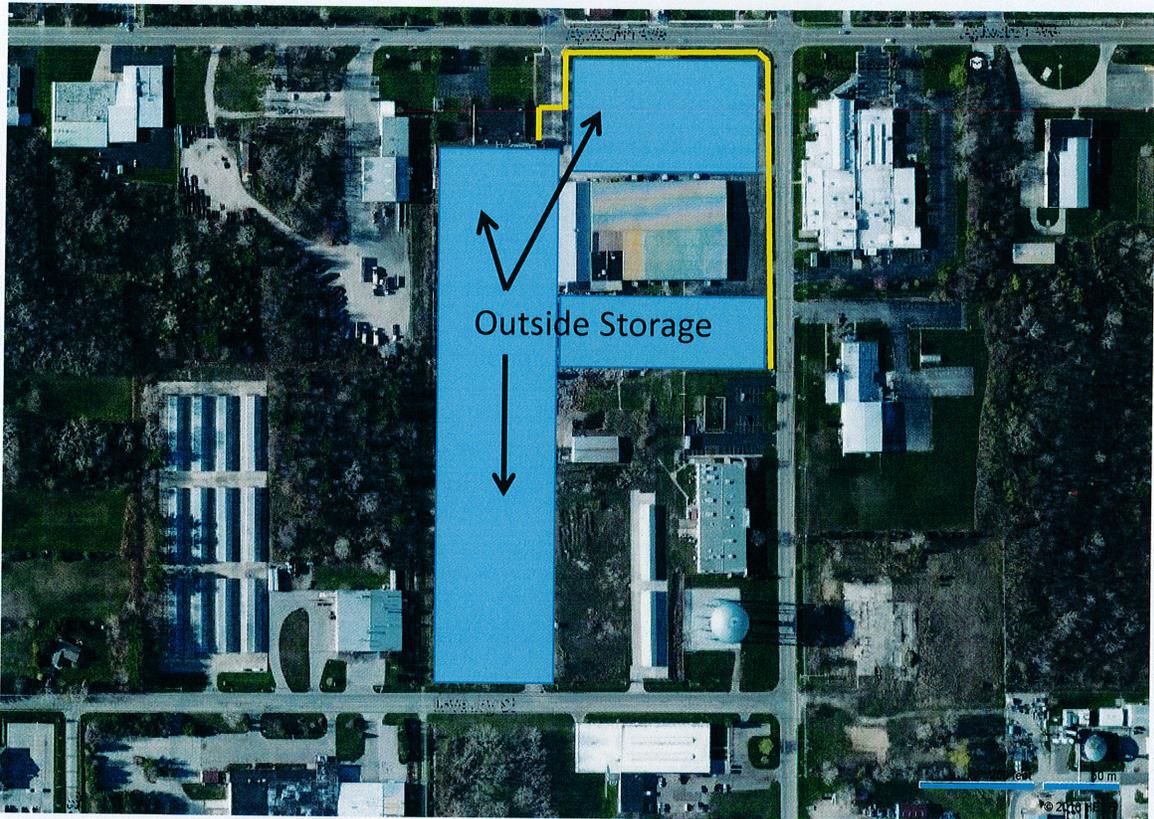
General Standards

- a. The requested storage use will be in character with the surrounding properties and storage areas in the industrial park
- b. No change – storage areas will be in character with surrounding areas.
- c. No hazardous materials or detrimental operations to be permitted. Occasional moving of out-door material and vehicles will be less noticeable than previous industrial occupant.
- d. None anticipated. Current utility capacity was designed for/will remain for Industrial use. This capacity already exceeds requirement for proposed special use.
- e. Proposed use falls in line with adjacent property/business uses in the I-1A zone (2x storage facilities, 2x manufacturing facilities, 1x refuse collection facility.)
- f. Affirmative.
- g. Affirmative – no anticipated conflicts.
- h. Affirmative – no anticipated conflicts.

Proposed Use Overview

The Lukela Group, LLC, requests a review for special use of 220 Aylworth Ave. to permit outdoor storage. This high-end, secure storage will consist mainly of recreational vehicles to include boats, RV's and Motorhomes. The Lukela Group anticipates the need for this additional storage as the traditional "downtown on the river" areas for boat storage have become saturated and continue to be redeveloped. Our plan will effectively provide a safe, secure and appropriate space for this needed service in our recreational community. Due to cost, we propose using steel picket fencing (or similar type as depicted) with limited landscaping, in lieu of a chain link fence with evergreen shrubbery, to improve the aesthetic value on Aylworth and Kalamazoo streets.

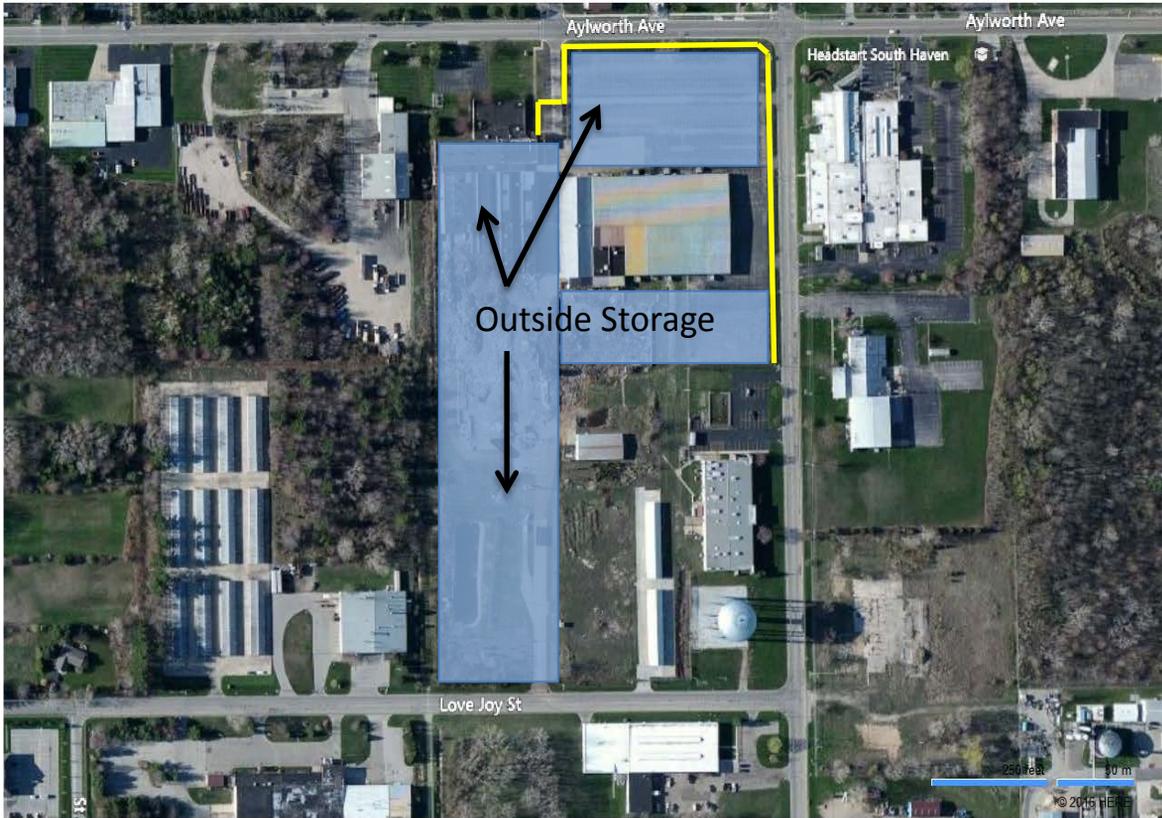
Proposed Special Use Fencing



Fencing Examples (Aylworth & Kalamazoo Streets)



Proposed Special Use Fencing



Fencing Examples (Aylworth & Kalamazoo Streets)



GENERAL INFORMATION

Case Number.....2016-0016 SLU

Date of Plan Commission.....07.14.2016

Applicant Sean Russell

Request Applicant requests a special use permit to allow outdoor, enclosed boat storage in the I-1 Light Industrial zone. This request is supported by ordinance section 1101-20.

Location 220 Aylworth

Parcel Number 80-53-503-004-00

Size..... 13.3 acres

Street Frontage Approx. 200 feet on Kalamazoo and 925 feet on Lovejoy

Current Zoning I-1 Light Industrial Zone

Proposed Zoning..... No Change

Contiguous Zoning..... North: R1-A and RM-1 Residential zones
South: I-1
East: I-1
West: I-1

Current Land Use..... Vacant industrial building

Contiguous Land Uses..... North: Residential
South: I-1
East: I-1
West: I-1

Comp Plan Designation Industrial

CHARACTER OF THE AREA

The Subject Property is in the Industrial Park. The character of the area is consistent with the current zoning and future land use classification in its general commercial use. There are residential land uses to the north which should be protected from industrial activity to the extent possible.

DEVELOPMENT PROPOSAL

The applicant is proposing to fence the open property for boat storage in the offseason. The building will be updated and leased for industrial uses. The boat storage operation allows the owner some of the cash flow necessary to make the necessary repairs to the building.

The industrial zoning district allows outside storage when the storage is obscured from residential districts. While vehicle or boat storage is not specifically listed as a use in this zone, public storage yards, contractor's storage yards and parking lots are permitted. It is the staff opinion that the proposed use is similar enough to be considered for special use permit under section 1101-20:

20. *Other similar light industrial uses when authorized by the planning commission as a special land use. In considering any site plan to establish a use in this district, the planning commission shall ensure conformance with the following standards and for special land uses, those of article xv:*
 - A. *Ingress and egress to the lot and the proposed buildings and structures thereon, with particular reference to automotive, truck, and pedestrian access shall be safe and convenient. Traffic flow and control, and access in case of fire or catastrophe shall also be safe and convenient.*
 - B. *Off-street parking and loading areas where required, shall be located with particular attention to the items in subparagraph (a) above, and the economic, noise, glare, odor or other nuisance effects of the use on adjoining properties and the surrounding neighborhood. The minimum setback of any parking area, including drives within said parking area, from the front or rear property line or right-of-way shall be at least twenty (20) feet. The minimum setback of any parking area, including drives within said parking area, from the side property line or right-of-way shall be at least five (5) feet. If the lot is a corner lot, then the minimum setback from a right-of-way shall be twenty (20) feet. All setback areas required by this paragraph must be landscaped.*
 - C. *Refuse and service areas shall be located with particular reference to the items in subparagraphs (a) and (b) above.*
 - D. *Utilities shall be located in safe and convenient locations and buried below ground wherever feasible.*
 - E. *Screening and buffering, with reference to type, dimensions, and character shall conform to the requirements of sections 1709, 1713 and 1714 of this ordinance. Side yards and rear yards adjoining any residential zoning district shall be screened by one of the following with the selection of the option by the planning commission: 1) by a compact hedge of deciduous or evergreen trees which reach a minimum of five (5) feet in height and five (5) feet in width after one growing season, or 2) a solid wall or tight board fence or a privacy fence (which allows air to flow through) six (6) feet in height, or 3) if the provisions in section 1709, 1713 or 1714 are more restrictive in an individual case, then the provisions of whichever section the planning commission believes will best protect abutting properties.*
 - F. *Signs, if any, and proposed exterior lighting shall be located to reduce glare, ensure traffic safety, preserve economic viability, and achieve compatibility and harmony with adjoining and surrounding neighborhood properties.*
 - G. *Required yards and other open spaces shall conform to the requirements of section 1102.*
 - H. *There shall be general compatibility with adjacent properties and the surrounding neighborhood.*

This is an existing industrial property. No exterior alterations are proposed except for the fencing along Aylworth Avenue and Kalamazoo Street. The fencing proposed is shown in the packet

along with some landscaping. According to subsection E, above, the trees proposed may not meet the requirements for screening. This is a matter for the planning commission to consider.

PUBLIC RESPONSE

N/A

EVALUATION

The following provisions of the Zoning Ordinance are followed by a statement (in italics) representing the status of the subject property as it relates to that provision.

Article XV (Section 1502, Basis of Determination):

1. **General standards** - the planning commission shall review the particular circumstances of the special use permit application under consideration in terms of the following standards and shall approve a special use permit application only upon a finding of compliance with each of the following standards, as well as applicable standards established elsewhere in this ordinance:

- A. The special land use shall be designed, constructed, operated and maintained in a manner harmonious with the character of adjacent property and the surrounding area.

This is an industrial property and, with the exception of screening along Aylworth, any alterations will be interior only. There should be no negative impact on the surrounding neighborhood provided the residences along Aylworth are adequately protected from light and other possible nuisances.

- B. The special land use shall not change the essential character of the surrounding area.

The subject property is in an industrial park. The nature of the proposed use is compatible with that character.

- C. The special land use shall not be hazardous to the adjacent property, property values, or involve uses, activities, processes, materials or equipment which will be detrimental to the health, safety or welfare of persons or property through the excessive production of traffic, noise, smoke, fumes, ground vibration, water runoff, odors, light, glare or other nuisance.

There should be no harmful effects on the neighborhood provided the residences along Aylworth are protected by adequate screening. The excessive production of traffic, noise, smoke, fumes, ground vibration, water runoff, odors, light, glare or other nuisance should not be an issue with the proposed outdoor use. The other three sides of the property are industrial.

- D. The special land use shall not place demands on public services and facilities in excess of current capacity unless planned improvements have already been scheduled for completion.

None expected.

- E. The special land use is consistent with the intent of the comprehensive plan.

The following comments come directly from the Master Plan of 2011:

- *Purchase unused/blighted industrial land in City and encourage redevelopment.*
- *The City will improve the compatibility between industrial properties and adjacent residential neighborhoods as redevelopment occurs through the use of landscape buffers and screening to minimize the negative impacts of noise and traffic, and improve air quality.*
- *The Planning Commission should encourage uses which do not cause noise, odor, traffic, lighting and vibration that could affect residential areas.*
- *Areas along the south side of Aylworth Avenue should be maintained as light industrial.*

The city's activity with this site over the past few years is consistent with master plan goals.

- F. The special land use shall meet the site plan review requirements of Article IV.

The site plan is adequate for the needs of this request.

- G. The special land use shall conform to all applicable state and federal requirements for that use.

The owner will need to show evidence of any such permits, if required.

- H. The special land use shall conform with all standards in this ordinance and other applicable city ordinances, including but not limited to parking (see Article XVIII), signs (see Article XX), and standards particular to the special land use found in the district provisions, schedule of regulations, or elsewhere.

This application is in compliance with ordinance requirements.

RECOMMENDATION

Staff recommends approval of the special use permit contingent on the placement of adequate screening along Aylworth Avenue.



Agenda Item #7 Capital Improvements Review

City of South Haven

Background Information:

The State Planning Enabling Act of 2008, as amended, requires that planning commissions review all proposed capital improvement projects before any work commences. This requirement is often overlooked in municipalities but the city has decided to now include this step in the process. The planning commission will not be completing an engineering technical review of the projects. You will only be looking at aspects of the projects which are included in the zoning ordinance such as exterior lighting and *"location, character, and extent of the street, public way, open space, structure, or utility"*. The full text of the public act is included below.

125.3861 Construction of certain projects in area covered by municipal master plan; approval; initiation of work on project; requirements; report and advice.

Sec. 61. (1) A street; square, park, playground, public way, ground, or other open space; or public building or other structure shall not be constructed or authorized for construction in an area covered by a municipal master plan unless the location, character, and extent of the street, public way, open space, structure, or utility have been submitted to the planning commission by the legislative body or other body having jurisdiction over the authorization or financing of the project and has been approved by the planning commission. The planning commission shall submit its reasons for approval or disapproval to the body having jurisdiction. If the planning commission disapproves, the body having jurisdiction may overrule the planning commission by a vote of not less than 2/3 of its entire membership for a township that on the enactment date of this act had a planning commission created under former 1931 PA 285, or for a city or village, or by a vote of not less than a majority of its membership for any other township. If the planning commission fails to act within 35 days after submission of the proposal to the planning commission, the project shall be considered to be approved by the planning commission.

Recommendation: The review of capital projects does not require a public hearing or neighbor notification as this is covered by other departments, if necessary. The planning commission need only review the plans and make a recommendation for the Board of Public Utilities. Staff recommends approval of the attached plans as submitted.

Support Material:

Capital Improvements Review

MEMORANDUM

TO: LINDA ANDERSON, CITY OF SOUTH HAVEN

FROM: CHRISTOPHER J. COOK, PE

RE: PLANNING COMMISSION REVIEW OF UPCOMING SEWER PROJECTS

DATE: JULY 1, 2016

The City is planning to complete approximately \$20M worth of sewer system and related improvements in 2016-18. These projects are the result of several years of study and design, funded in part by the Department of Environmental Quality. The work is to be completed on North Shore Drive, Monroe Boulevard, Indian Grove Lift Station, Kalamazoo Street, Black River Street/Dunkley Avenue, and Main Lift Station/Wastewater Treatment Plant. Attached for Planning Commission review are the following documents:

1. Advertisement for Bids – outlining a general description of the work
2. Maps – indicating the locations and schedule for the work
3. Description of work in City Parks
4. Plan view of typical street crossing to parks on North Shore Drive
5. Street view rendering for proposed work on North Shore Drive
6. Site sketch of planned building addition at the WWTP
7. Schematic view of the building addition at the WWTP – no colors selected yet
8. Schematic view of the renovated Indian Grove Lift Station
9. Schematic view of the new Black River Street Lift Station from the Harborside Condo
10. Street view rendering for proposed work on Monroe Boulevard
11. Frequently Asked Questions for Monroe Boulevard, Indian Grove LS, and Kalamazoo St.
12. Frequently Asked Questions for North Shore Drive
13. Frequently Asked Questions for Dunkley/Black River Street

Neighborhood meetings were conducted for each project to receive input on the design and to address specific property details to be addressed during construction. The Frequently Asked Questions were provided to those in attendance and are posted on the City's website.

Lighting will be provided by the City and will be designed to be night sky compliant.

The total number of construction drawings is nearly 200 sheets. The information provided is intended to give a brief overview for Planning Commission review. We would be happy to meet with them to discuss in more detail.

DOCUMENT 00 11 16

ADVERTISEMENT FOR BIDS

The City of South Haven, Michigan, is seeking bids for road and utility reconstruction of the SRF Project, consisting of the following Contracts:

Contract 1: North Shore Drive Reconstruction Project – 0.97 miles of roadway reconstruction from Dyckman Avenue to Basline Road, including sanitary and storm sewer reconstruction, water service and fire hydrant replacement.

Contract 2a: Monroe Boulevard and Indian Grove Lift Station – 0.50 miles of roadway reconstruction from Bluffwood Road to Aylworth Avenue, including lift station rehabilitation, sanitary and storm sewer construction, horizontal directional drilling, force main replacement, water main replacement, water service and fire hydrant replacement. Contract 2b: Kalamazoo Street Reconstruction Phase IV – 0.28 miles of roadway reconstruction, sanitary sewer construction, horizontal directional drilling, force main replacement, and water main improvements.

Contract 3: Main Lift Station Sewer Rerouting and Black River Street Reconstruction – 0.50 miles of roadway reconstruction, lift station demolition and construction, sanitary and storm sewer construction, horizontal directional drilling, force main installation, water main installation.

Printed Bidding Documents will be available for pickup (electronic - free of charge, hard copies \$75.00 per Contract) from the Issuing Office starting on June 8, 2016 (call ahead to confirm availability). Electronic Bidding Documents may be viewed online at www.south-haven.com. Bidders wishing to receive any addenda which may be published during the bidding period must register on the plan holders list at the Issuing Office.

PRE-BID MEETING: A pre-bid meeting will be held at 1:30pm on June 28, 2016, at the South Haven DPW Building. Attendance will not be mandatory, but bidders are encouraged to attend as this will be an opportunity to review the project plans with the Engineer and ask questions prior to bidding.

BID-OPENING: Bids will be received at the South Haven DPW Building until 2:00pm on Monday, July 11, 2016 at which time and place Bids will be opened and publicly read aloud. Bidders will be required to provide Bid security in the form of a certified check, cashier's check, money order, or a Bid Bond, of a sum no less than 5 percent of the Bid Price, made payable to the City of South Haven, as security for the execution of the Contract.

The project is scheduled for to begin no later than September 6, 2016. Contract #1 shall be complete by June 30, 2018. Contract 2a/b shall be complete by June 30, 2017. Contract #3 shall be complete by August 31, 2018. See additional information regarding contract times in the agreement form provided in the bidding documents.

Refer to other bidding requirements described in Bidding Documents. Submit your Bid on the Bid Form provided. Your Bid will be required to be submitted under a condition of irrevocability for a period of 75 days after submission. The Owner reserves the right to accept or reject any or all Bids.

Owner:
City of South Haven
539 Phoenix St.
South Haven, MI 49090

Issuing Office:
Abonmarche
95 West Main Street
Benton Harbor, MI 49022

South Haven DPW:
South Haven Public Works
1199 8th Avenue
South Haven, MI 49090

END OF DOCUMENT

CONTRACT NO. 1
NORTH SHORE DRIVE RECONSTRUCTION PROJECT
 PHASE I - START CONSTRUCTION: SEPTEMBER 6, 2016
 FINAL COMPLETION: OCTOBER 3, 2016

 PHASE II - START CONSTRUCTION: SEPTEMBER 6, 2016
 SUBSTANTIAL COMPLETION: MAY 31, 2017
 FINAL COMPLETION: JUNE 30, 2017

 PHASE III - START CONSTRUCTION: SEPTEMBER 5, 2017
 SUBSTANTIAL COMPLETION: MAY 31, 2018
 FINAL COMPLETION: JUNE 30, 2018

CONTRACT NO. 3
DUNKLEY AND BLACK RIVER INFRASTRUCTURE IMPROVEMENTS

 PHASE I - START CONSTRUCTION: SEPTEMBER 6, 2016
 SUBSTANTIAL COMPLETION: JULY 28, 2018
 FINAL COMPLETION: AUGUST 31, 2018

 PHASE II - START CONSTRUCTION: SEPTEMBER 5, 2017
 SUBSTANTIAL COMPLETION: JULY 28, 2018
 FINAL COMPLETION: AUGUST 31, 2018

 PHASE III - START CONSTRUCTION: UPON COMPLETION OF PHASE II
 SUBSTANTIAL COMPLETION: JULY 28, 2018
 FINAL COMPLETION: AUGUST 31, 2018

CONTRACT NO. 2a:
MONROE BLVD. AND INDIAN GROVE LIFT STATION IMPROVEMENTS

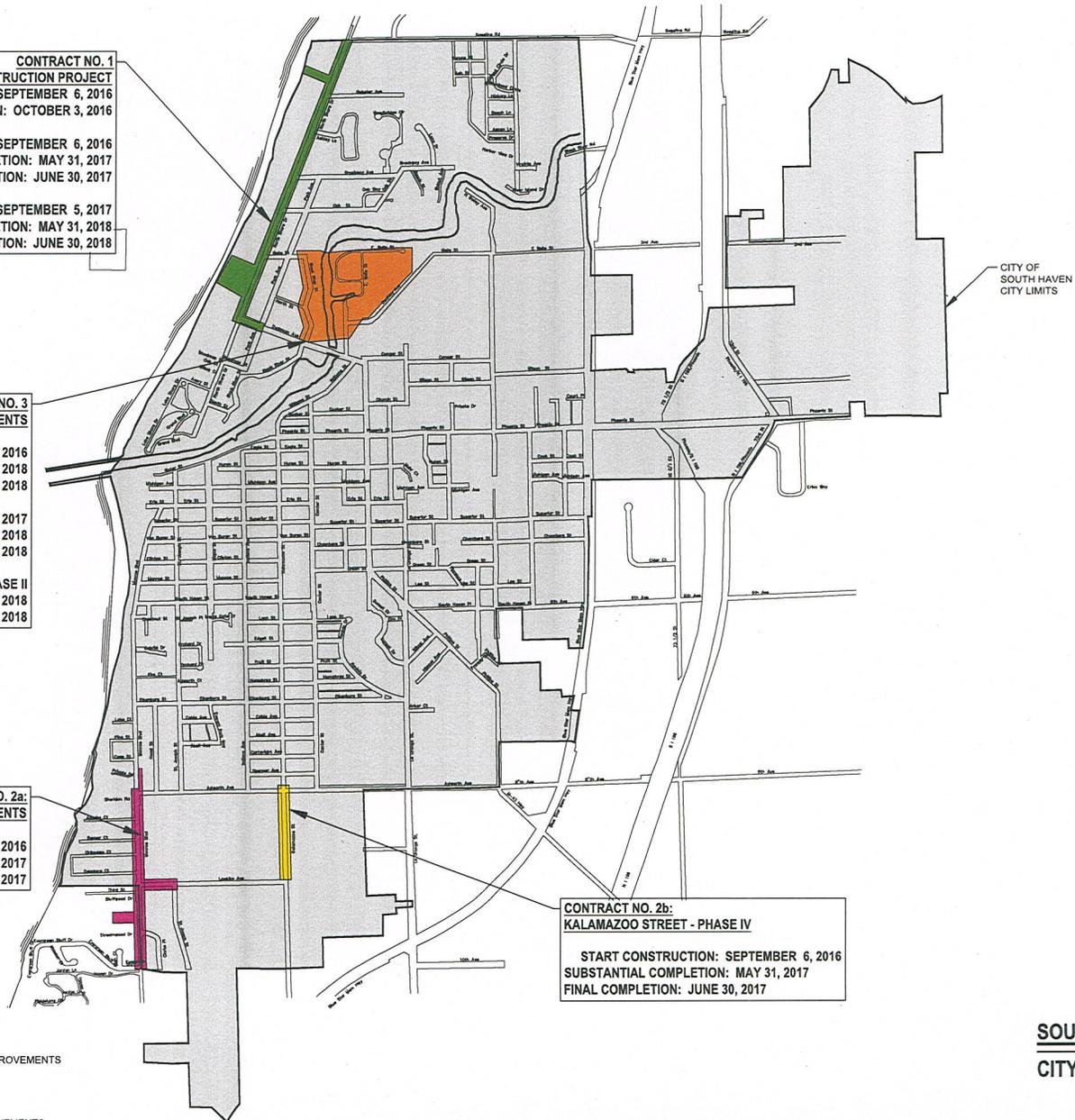
 START CONSTRUCTION: SEPTEMBER 6, 2016
 SUBSTANTIAL COMPLETION: MAY 31, 2017
 FINAL COMPLETION: JUNE 30, 2017

CONTRACT NO. 2b:
KALAMAZOO STREET - PHASE IV

 START CONSTRUCTION: SEPTEMBER 6, 2016
 SUBSTANTIAL COMPLETION: MAY 31, 2017
 FINAL COMPLETION: JUNE 30, 2017

HATCH LEGEND

-  CONTRACT NO. 1: NORTH SHORE DRIVE RECONSTRUCTION PROJECT
-  CONTRACT NO. 2a: MONROE BLVD. AND INDIAN GROVE LIFT STATION IMPROVEMENTS
-  CONTRACT NO. 2b: KALAMAZOO STREET - PHASE IV
-  CONTRACT NO. 3: DUNKLEY AND BLACK RIVER INFRASTRUCTURE IMPROVEMENTS



SOUTH HAVEN PROJECTS
CITY OF SOUTH HAVEN







HATCH LEGEND

- PHASE I
- PHASE II
- PHASE III

**CONTRACT NO. 2a
 MONROE BLVD. AND INDIAN GROVE
 LIFT STATION IMPROVEMENTS**

**CONTRACT NO. 2b
 KALAMAZOO STREET - PHASE IV
 CITY OF SOUTH HAVEN**



CITY OF
 SOUTH HAVEN
 CITY LIMITS



HATCH LEGEND

- PHASE I
- PHASE IIa / IIb
- PHASE III

**CONTRACT NO. 3
 DUNKLEY AND BLACK RIVER
 INFRASTRUCTURE IMPROVEMENTS
 CITY OF SOUTH HAVEN**



SUMMARY OF WORK TO BE COMPLETED AT CITY PARKS

Dyckman Beach Access

New entrance sign, bike racks, trash receptacle and landscaping

Packard Park Beach Access

New entrance sign, bike racks, trash receptacle, landscaping, and resurfacing the parking lot and driveways.

Oak Street Beach Access

New entrance sign, bike racks, trash receptacle and landscaping

Newcome Street Beach Access

New entrance sign (smaller version), bike racks, trash receptacle and landscaping. In addition, a paved pathway to the stairs, minor site grading, and new stairway (the existing stairs will have to be removed to allow for the construction of a new storm sewer outlet.)

SEE SHEET #30

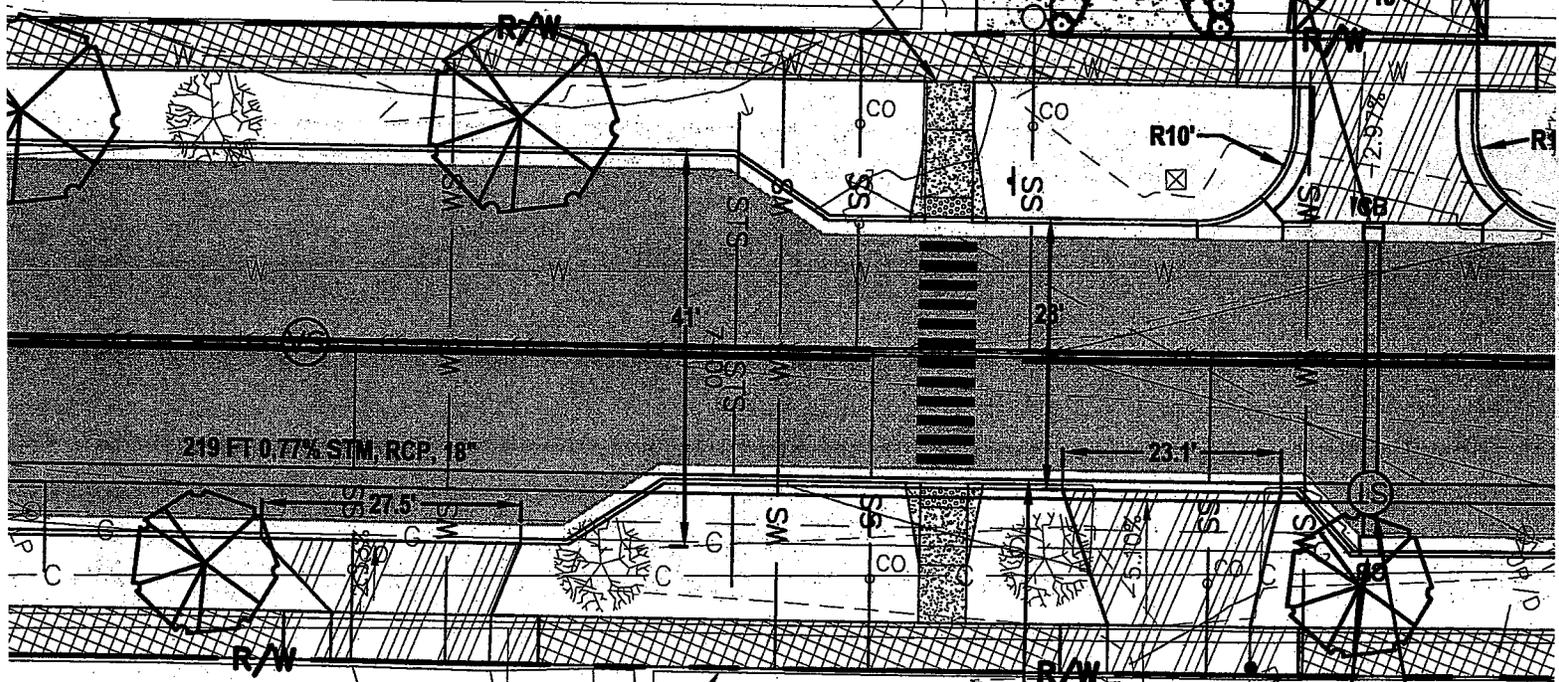
- SIDEWALK, 4 INCH
 1100 SFT

DR. STR. #109, 24" DIA.
 STA.=7+69.31, 13.00 L
 E/M=607.87
 INV. SE=604.35 12"
 COVER, EJ #7045
 27 FT 1.00% STM, RCP, 12"

SOUTH HAVEN PUBLIC SCHOOLS
 235 NORTH SHORE DRIVE

SIDEWALK RAMP, 6 INCH
 175 SFT (THIS CROSSING)
 DETECTABLE WARNING SURFACE, CAST IRON
 10 FT (THIS CROSSING)

PACKARD
 PARK BEACH
 ACCESS



WYNDEMRE
 250 NORTH SHORE DRIVE

SIDEWALK, 4 INCH
 300 SFT

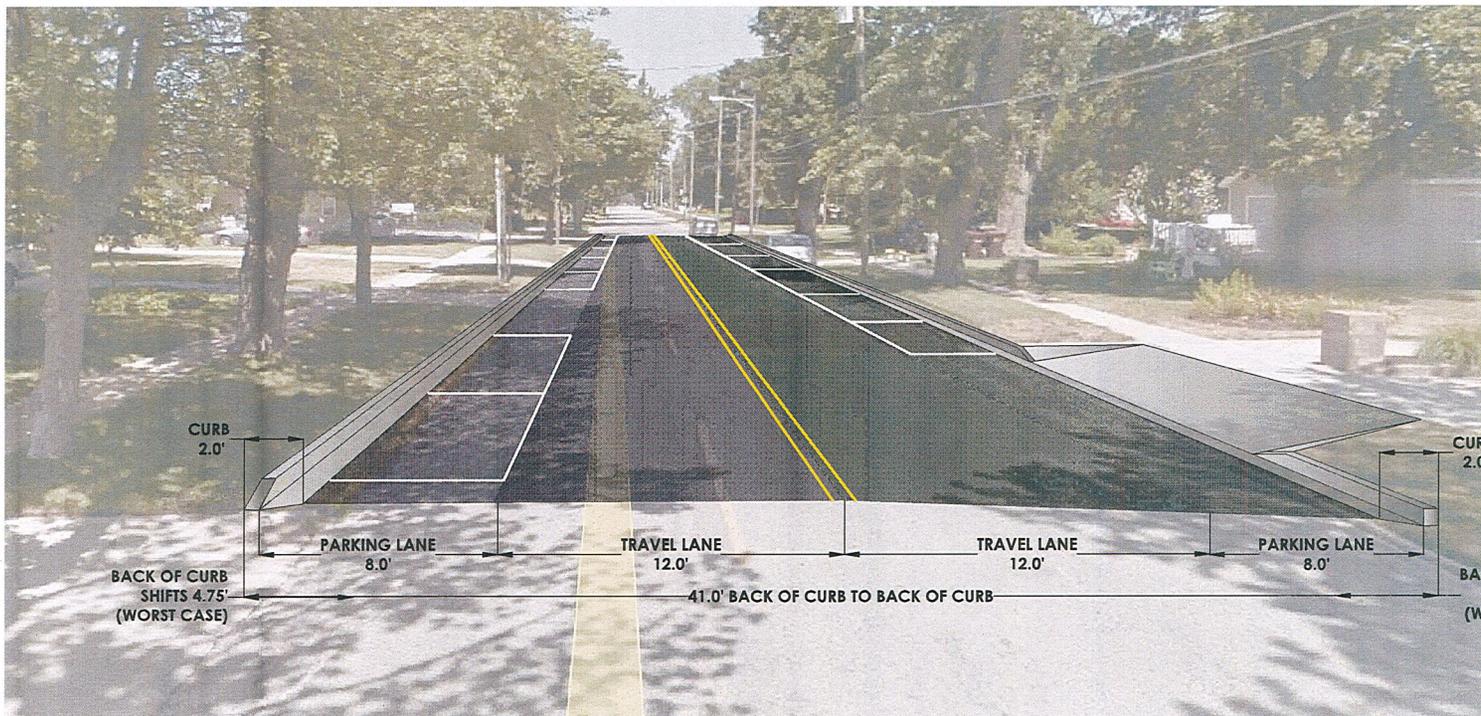
HOFFMAN, DONALD A & SUSAN M
 258 NORTH SHORE DRIVE

CURB & GUTTER, CONC., DET F4
 525 FT (THIS SIDE)

DR. STR. #110, 24" DIA.
 STA.=7+69.31, 19.50 R
 E/M=607.72
 INV. NW=604.20 12"
 COVER, EJ #7045
 5 FT 1.00% STM, RCP, 12"

DR. STR
 STA.=7+
 RIM=607
 INV. NE=
 INV. NW=
 INV. SE=
 INV. SW=
 COVER,

BEAVER DAM LLC
 260 NORTH SHORE DRIV



ABONMARCHÉ
 CONFIDENCE ET TECHNIQUE

1000 BOULEVARD JACQUES-CARTIER
 SUITE 1000
 VAN BUREN COUNTY, MI 49023
 TEL: 519.277.7375
 FAX: 519.277.7375
 www.abonmarche.com

PROJECT:
**NORTH SHORE DRIVE
 RECONSTRUCTION PROJECT
 CITY OF SOUTH HAVEN
 VAN BUREN COUNTY, MI**

**PROPOSED LANE
 CONFIGURATION**

SHEET TITLE:
 DRAWN BY: **DRAWNBY**
 DESIGNED BY: **CAK/SPJ**
 PM REVIEWED BY: **TBD**
 GANG/IC REVIEWED BY:
 DATE: **DEC. 2015**
 SEAL:

SIGNATURE:
 DATE:

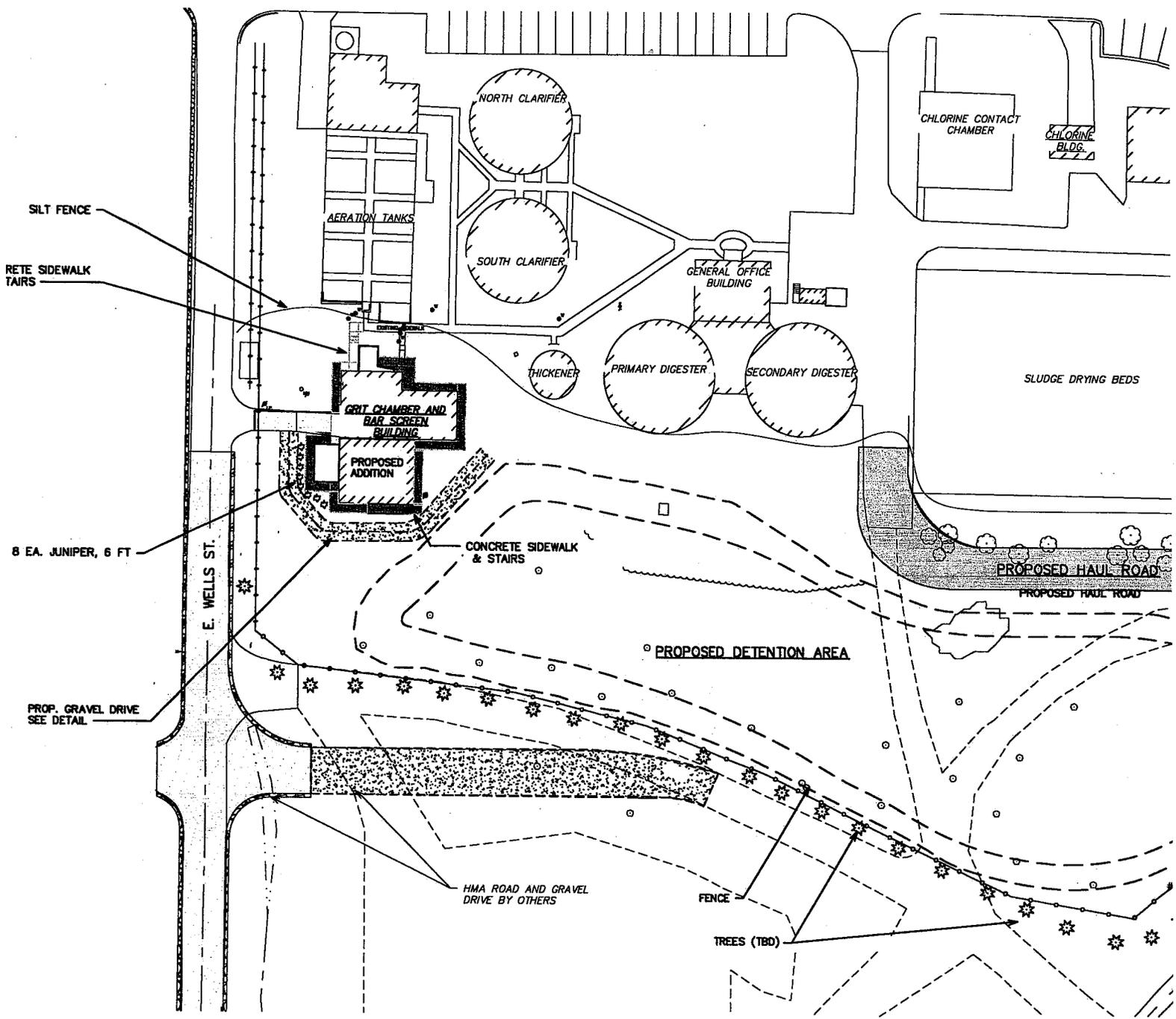
HARD COPY IS RECOMMENDED TO BE 24" x 36" WHEN PLOTTED.
 SCALE(S) INDICATED AND GRAPHIC QUALITY MAY NOT BE ACCURATE FOR ANY OTHER SIZES.

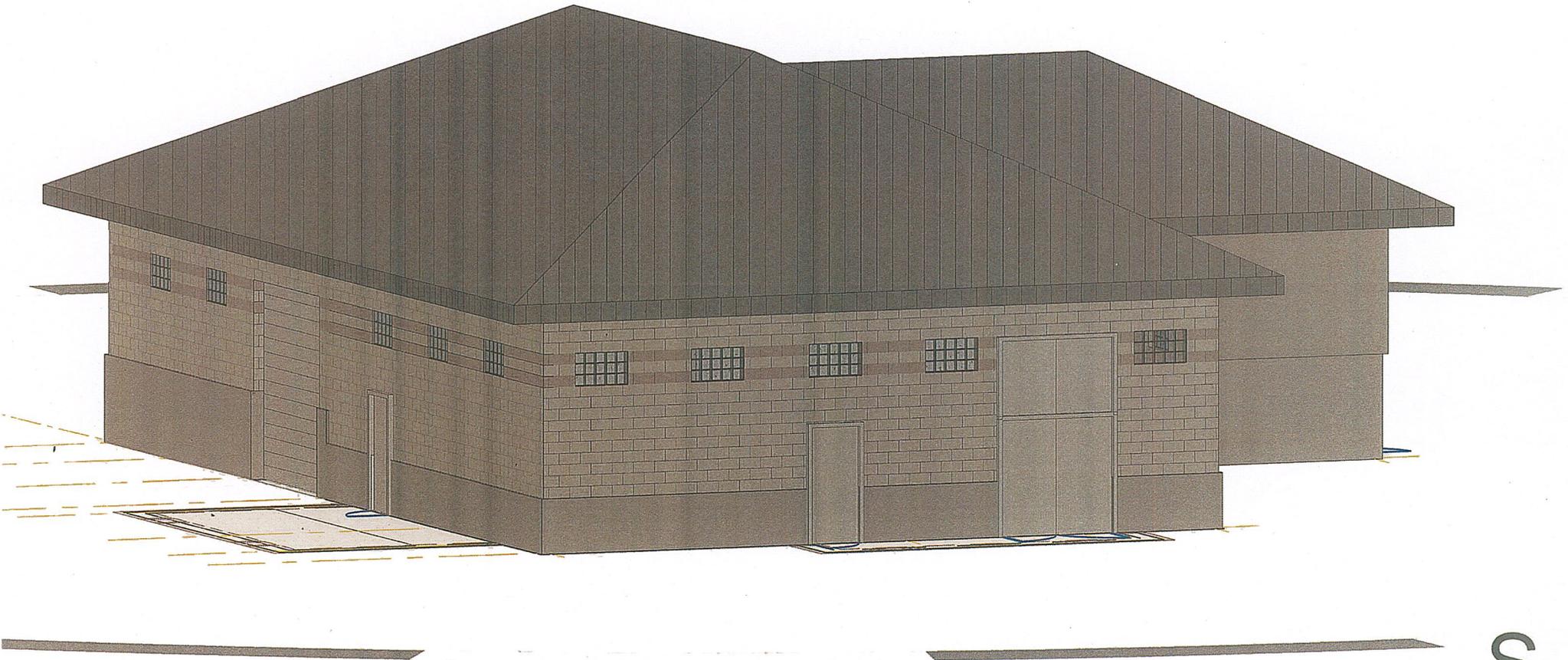
SCALE:
 HORIZ: N/A
 VERT: N/A
 ACSI JOB #

14-0890

SHEET NO:
1 of 37

NO.	REVISION DESCRIPTION	BY	DATE

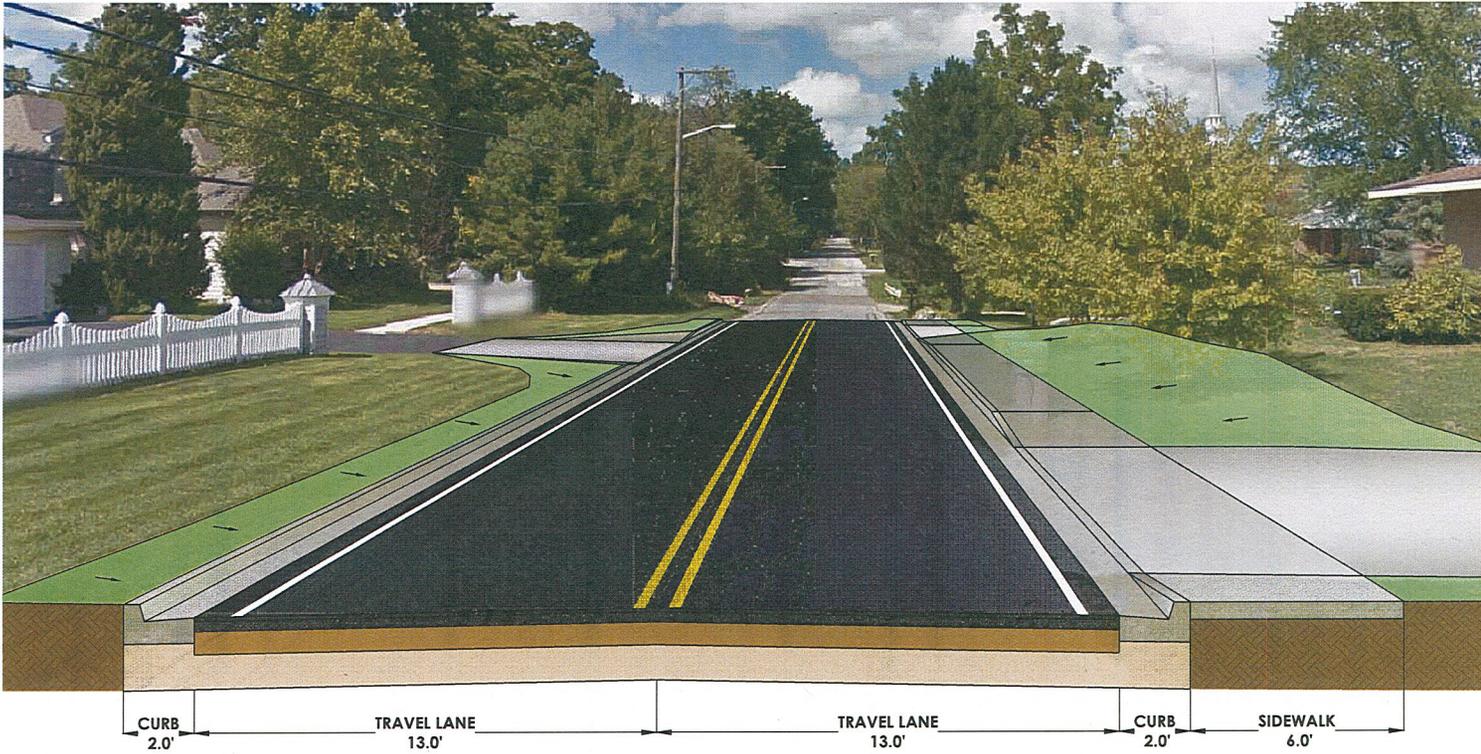




S







PROJECT:
**MONROE BOULEVARD
 RECONSTRUCTION PROJECT
 CITY OF SOUTH HAVEN
 VAN BUREN COUNTY, MI**

SHEET TITLE:
**PERSPECTIVE VIEW
 STATION 8+00**

DRAWN BY:
 DESIGNED BY:
 PM REVIEW:
 QA/QC REVIEW:
 DATE:
 MAY 2016

SIGNATURE:
 DATE:

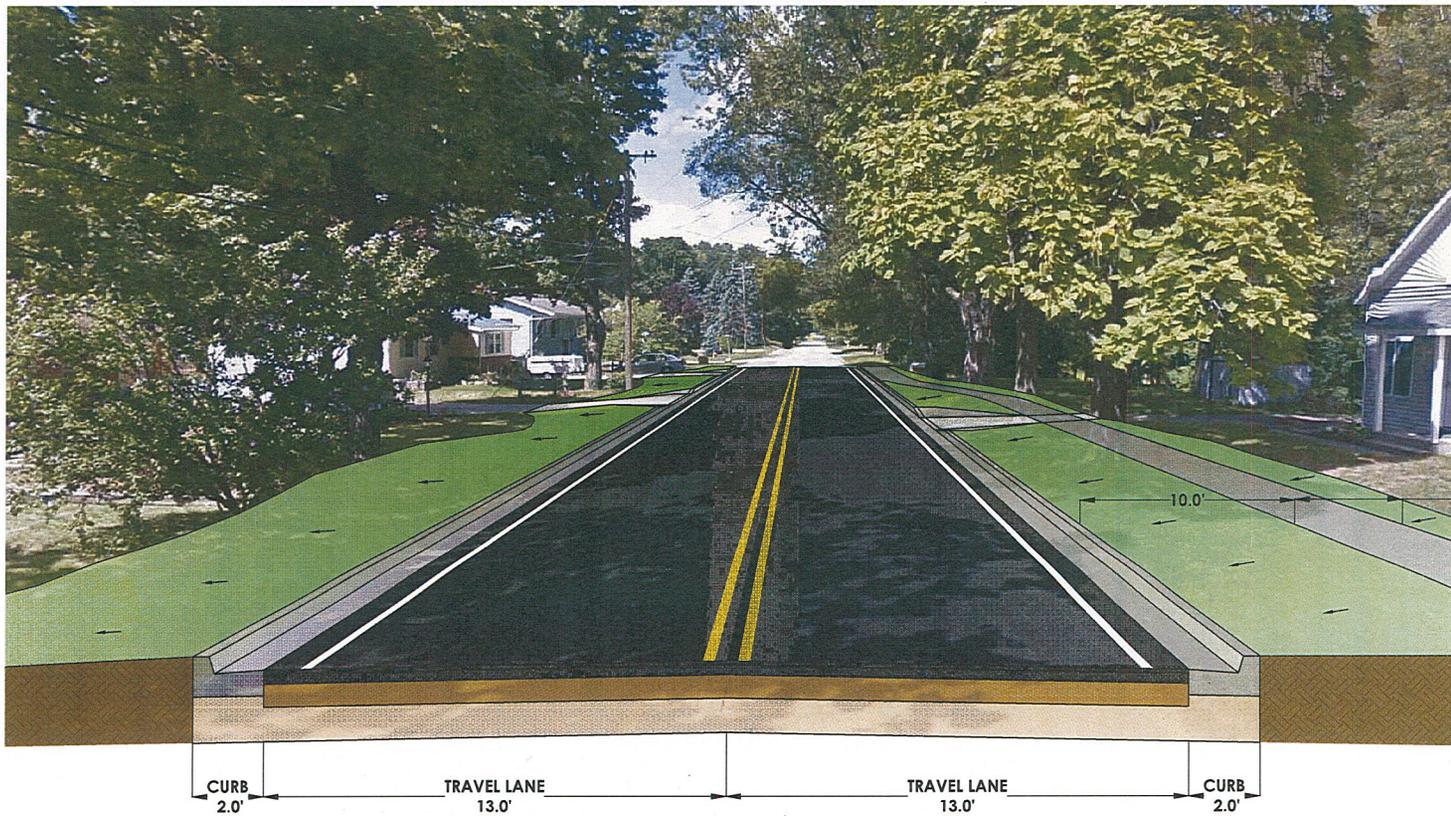
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 BE 24" X 36" WHEN PLOTTED.
 SCALES INDICATED AND
 GRAPHIC QUALITY MAY NOT
 BE ACCURATE FOR ANY
 OTHER SIZE.

SCALE:
 HORIZ: NTS
 VERT: N/A

ACT JOB #
14-0891

SHEET NO.
1 of 1

NO.	REVISION DESCRIPTION	BY	DATE



ABONMARCHÉ
 CONSULTANTS
 2500 WOODBINE DRIVE
 ANN ARBOR, MI 48106
 TEL: 734.769.7200
 FAX: 734.769.7207
 WWW.ABONMARCHÉ.COM

**MONROE BOULEVARD
 RECONSTRUCTION PROJECT
 CITY OF SOUTH HAVEN
 VAN BUREN COUNTY, MI**

**PERSPECTIVE VIEW
 STATION 21+50**

DRAWN BY: DJL
 DESIGNED BY: DAD
 PIA REVIEW:
 QA/QC REVIEW:
 DATE: MAY 2016

SCALE:
 HORIZ: NTS
 VERT: N/A

14-0891

1 of 1

NO.	REVISION DESCRIPTION	BY	DATE



City of South Haven

City Hall • 539 Phoenix Street • South Haven, Michigan 49090-1499
Telephone (269) 637-0700 • Fax (269) 637-5319

Monroe Boulevard & Indian Grove Lift Station Reconstruction Evergreen Bluff Drive to North of Aylworth Avenue

Kalamazoo Street – Phase IV Lovejoy Avenue to Aylworth Avenue

Frequently Asked Questions (FAQ)

1. What are the project limits?

Monroe Boulevard – Evergreen Bluff Drive to Aylworth Avenue (sidewalk to South Shore Manor)

Lovejoy Avenue – Monroe Boulevard to St. Joseph Street

Kalamazoo Street – Lovejoy Avenue to Aylworth Avenue

2. What is the scope of the project ?

a. Monroe Boulevard:

The project will include complete reconstruction of the roadway with the addition of curb and gutter, a new sidewalk, construction of a new sanitary sewer on Monroe Boulevard from Chippewa Court to Aylworth Avenue, replacing and upsizing of water main from Clark Place to north of Apache Court for better flow, construction of new storm sewers, new street trees and landscaping, relocation and upgrades to the electric utilities.

b. Indian Grove Lift Station and Force Main:

The existing Indian Grove Lift Station on Summerwood Drive will be rehabilitated, including new building, plumbing, controls, landscaping, and a new emergency generator.

The pressure sewer (force main) will be replaced from the Lift station to Monroe Boulevard, then north on Monroe Boulevard to Lovejoy Avenue, and east on Lovejoy Avenue to St. Joseph Street.

c. Kalamazoo Street – Phase IV

Reconstruction of Kalamazoo Street, replacement and extension of sanitary sewer from Aylworth Avenue approximately 940 feet south, replacement of the Indian Grove Force Main from the intersection of Lovejoy Avenue and Kalamazoo Street to the new terminal manhole approximately 400 feet to the north.

**Monroe Boulevard & Indian Grove Lift Station: Evergreen Bluff Dr. to North of Aylworth Ave.
Kalamazoo Street – Phase IV: Lovejoy Ave. to Aylworth Ave.**

FAQ

Page 2 of 5

3. What is the project schedule?

Construction Start Date: On or after September 6, 2016

Construction Completion Date: June 30, 2017

4. How much will this cost me?

The city typically levies a special assessment for 25% of the cost of sanitary sewer and water main construction and 50% of sidewalk construction. The special assessments will be limited to work that directly benefits customers that are connected to the mains being reconstructed.

Typically, the special assessment amounts are based on actual bid costs. We have an Engineer's Estimate of costs at this time. The water system improvements consist of approximately 1500 feet of 12" water main installation and appurtenances, which is estimated to cost \$244,000 or approximately \$2,775/household. The new sewer main will result in approximately \$130,000 of assessable costs or approximately \$2,000 per household. Residents in this area who contribute flow to the Indian Grove lift station will also be required to pay for an assessment for the Indian Grove lift station construction costs of \$700,000, which could range from approximately \$600-1000 per household. New sidewalks will also be special assessed for 50% of the cost of improvements. These assessments are levied on both sides of the road regardless of the side the sidewalk is placed. The sidewalk will be placed on the east side of the road and is estimated to cost \$89,000 or approximately \$1,200 per lot fronting on Monroe Boulevard in the project area. Furthermore, the Kalamazoo Street project area will also have special assessments for sewer and water. The cost of the sewer improvements is estimated to be \$163,821 or approximately \$334/REU. The water system costs of \$75,133 are expected to result in a special assessment of \$200/REU. This project area is estimated based upon REUs since the properties are large and the REUs are much larger and more variable than in the residential areas. Ultimately, all of the sewer and water special assessments will be based upon REUs.

Special assessment amounts may be paid off in one lump sum or in a series of 15 annual payments plus interest. In addition, if you are experiencing a financial hardship, you may apply for a poverty exemption on an annual basis. Property owners with approved poverty exemptions will not be required to pay the annual special assessment amount during the year that they are exempt from property taxes.

5. Will the roadway width be changed?

a. Monroe Boulevard:

The majority of the current roadway is uncurbed measuring 21' to 26' wide. There is a small curbed section near the Aylworth intersection measuring 37' to the back of curb. The proposed roadway section includes curb and gutter throughout the project area measuring 30' to the back of curb. Through the majority of the project, the net increase will be a 2' to 4.5' widening on each side of the road. A 5' sidewalk will also be added on the east side of the roadway with a parkway varying from 0-10'. The sidewalk

**Monroe Boulevard & Indian Grove Lift Station: Evergreen Bluff Dr. to North of Aylworth Ave.
Kalamazoo Street – Phase IV: Lovejoy Ave. to Aylworth Ave.**

FAQ

Page 3 of 5

will be widened to 6' where it is constructed adjacent to the back of curb.

b. Kalamazoo Street

No change to the roadway width is proposed.

6. Will on-street parking be added?

The proposed roadway section constitutes a significant widening of the existing roadway. Further widening to accommodate on-street parking is not feasible on this stretch of Monroe Boulevard without additional impacts to existing culverts, trees, lawns, and driveway slopes.

7. Will bicycle lanes be added to the street?

a. Monroe Boulevard:

On-street bicycle lanes are required to be a minimum of 5 feet on both sides of the street. Due to the widening that is already taking place and the desire to maintain existing trees and a curb lawn on Monroe Boulevard, bicycle lanes will not be added at this time. Sharrow markings and widened 13' lanes with edge lines will improve access for non-motorized users.

b. Kalamazoo Street:

No bicycle paths are proposed.

8. Will trees be removed in front of my house?

In late 2015, the city's arborist evaluated existing trees along the Monroe Boulevard corridor. Of the 53 existing trees, 21 were deemed to be unhealthy and were recommended for removal. In addition, through careful planning, only 6 existing trees have been identified as in conflict with the construction work that will occur. A comprehensive streetscape plan has been prepared which includes 21 new street trees of 2-3" caliper that will be planted to replace these trees – a net decrease of 6 trees.

9. Will Police/Fire have access to homes during the construction, should there be an emergency?

Public safety is of the utmost importance. We will be in regular contact with Public Safety officials to ensure that they are aware of the construction activities. Also, contractors are instructed to make sure that the road is passable at all times for emergency vehicles.

10. Will we be able to get to and use our driveways during the duration of the project?

The contractor will make every effort to provide access to driveways during the construction project. However, there will be times that access is restricted. Those are typically limited in duration to times that utility work is occurring in front of your house, and during restoration of concrete curb, driveways and sidewalks. The contract will include maintenance gravel to maintain a gravel surface to permit access to your home.

**Monroe Boulevard & Indian Grove Lift Station: Evergreen Bluff Dr. to North of Aylworth Ave.
Kalamazoo Street – Phase IV: Lovejoy Ave. to Aylworth Ave.**

FAQ

Page 4 of 5

11. Will sidewalks be replaced?

a. Monroe Boulevard:

There are no existing sidewalks on Monroe Boulevard. A sidewalk will be added to the east side of the roadway with signed crossings located at regular intervals near intersecting streets.

b. Kalamazoo Street:

There are no existing sidewalks on this segment of Kalamazoo Street. Driveway replacements will include curb openings to allow for the possibility of sidewalk construction in the future.

12. Will driveway approaches be replaced?

Yes, all driveway approaches within the project limits will be replaced with 6 inch non-reinforced concrete.

13. Will I be without water during the construction project?

A new main and services will be installed under most of the project area on Monroe Boulevard. During this time residents will be without water for a short duration (one to two hours) during the service connection. Water shut offs will be coordinated with residents and door hangers will be distributed to the maximum extent possible so that we do not turn off your water unexpectedly.

14. How will my trash be picked up during the construction project?

On past projects we have asked residents to take their trash receptacle to the nearest side street when the job conditions make it difficult for garbage trucks to pick up trash within the construction site. If you need assistance with your trash receptacle please contact the site inspector for assistance.

15. Will I get a ticket for parking on the side streets overnight during the project?

In the past we have had projects extend into the period where overnight parking is prohibited on city streets. If this situation occurs on this project we will coordinate with the South Haven Police Department to allow overnight parking for those residents within the construction limits.

16. If I have an irrigation system that is damaged during the project whose responsibility is it to fix it?

The City will reimburse you to have the damaged irrigation system repaired by the contractor of your choosing. If you do not know any local contractors, we can provide a list of recommended vendors.

**Monroe Boulevard & Indian Grove Lift Station: Evergreen Bluff Dr. to North of Aylworth Ave.
Kalamazoo Street – Phase IV: Lovejoy Ave. to Aylworth Ave.**

FAQ

Page 5 of 5

Who can I contact if I have any other questions?

Larry Halberstadt, PE, City Engineer

City of South Haven

Phone: 269-637-0770

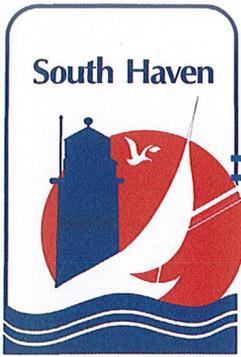
Email: lhalberstadt@south-haven.com

Daniel A. Dombos II, PE, Project Engineer

Abonmarche Consultants

Phone: 269-926.4549

Email: ddombos@abonmarche.com



City of South Haven

City Hall • 539 Phoenix Street • South Haven, Michigan 49090-1499
Telephone (269) 637-0700 • Fax (269) 637-5319

North Shore Drive Reconstruction Project

Dyckman Avenue to Baseline Road

Frequently Asked Questions (FAQ)

1. What are the project limits?

North Shore Drive - Dyckman Avenue to Baseline Road & Dyckman Avenue - Park Street to North Shore Drive

2. What is the scope of the project ?

The project will include complete reconstruction of the roadway to accommodate on-street parking, new sidewalks, replacement of the sanitary sewer mains and services, construction of new storm sewers, minor water main work, new street trees and landscaping, relocation and upgrades to the electric utilities, and beach access improvements.

3. What is the project schedule?

The project will be completed in two phases:

Phase 1 Dyckman Avenue – Park Street to North Shore Drive

Construction Start Date: On or after September 6, 2016

Construction Completion Date: September 30, 2016

Phase 2 North Shore Drive – Dyckman Avenue to Brockway Avenue

Construction Start Date: October 1, 2016

Construction Completion Date: May 31, 2017

Phase 2 North Shore Drive – Brockway Avenue to Baseline Road

Construction Start Date: On or after September 5, 2017

Construction Completion Date: May 31, 2018

4. How much will this cost me?

The city typically levies a special assessment for 25% of the cost of sanitary sewer and water main construction. The special assessments will be limited to work that directly benefits customers that are connected to the mains being reconstructed. Typically, the special assessment amounts are based on actual bid costs. We have an Engineer's Estimate of costs at this time. The water system improvements consist of minor connections and services which will

**North Shore Drive Reconstruction
Dyckman Avenue to Baseline Road
FAQ**

Page 2 of 4

not be special assessed. The new sewer main will result in approximately \$150,000 of assessable costs or approximately \$1,500 per household. Residents in this area may also be required to pay for an assessment for the Black River Street lift station construction which could range from approximately \$300-500 per household. Special assessment amounts may be paid off in one lump sum or in a series of 15 annual payments plus interest. In addition, if you are experiencing a financial hardship, you may apply for a poverty exemption on an annual basis. Property owners with approved poverty exemptions will not be required to pay the annual special assessment amount during the year that they are exempt from property taxes.

5. Will the roadway width be changed?

The current roadway width varies from 31-37'. In order to meet current standards for Major Streets with on-street parallel parking, the pavement width will be widened to 41' - measured from the back of curb to back of curb. The net increase will be a 2-5' widening on each side of the road.

6. Will on-street parking remain on North Shore Drive with the new configuration?

As a result of the increase in roadway width to meet current standards, the city will be able to delineate parking spaces with pavement striping. Our analysis shows 156 unmarked parking spaces currently along North Shore Drive, and the proposed plan will designate 168 striped parking spaces – a net increase of 12 spaces.

7. Will bicycle lanes be added to the street?

On-street bicycle lanes are required to be a minimum of 5 feet on both sides of the street. Due to the widening that is already taking place to meet current standards and the desire to maintain a curb lawn on North Shore Drive, bicycle lanes will not be added at this time.

8. Will trees be removed in front of my house?

In late 2015, the city's arborist evaluated existing trees along the North Shore Drive corridor. Of the 81 existing trees, 16 were deemed to be unhealthy and were recommended for removal. In addition, 10 existing trees have been identified as in conflict with the construction work that will occur. A comprehensive streetscape plan has been prepared which includes 73 new street trees of 2-3" caliper that will be planted to replace these trees – a net increase of 47 trees.

9. Will Police/Fire have access to homes during the construction, should there be an emergency?

Public safety is of the utmost importance. We will be in regular contact with Public Safety officials to ensure that they are aware of the construction activities. Also, contractors are instructed to make sure that the road is passable at all times for emergency vehicles.

**North Shore Drive Reconstruction
Dyckman Avenue to Baseline Road
FAQ**

Page 3 of 4

10. Will we be able to get to and use our driveways during the duration of the project?

The contractor will make every effort to provide access to driveways during the construction project. However, there will be times that access is restricted. Those are typically limited in duration to times that utility work is occurring in front of your house, and during restoration of concrete curb, driveways and sidewalks. The contract will include maintenance gravel to maintain a gravel surface to permit access to your home.

11. Will sidewalks be replaced?

Yes, sidewalks will be replaced for the entire length of North Shore Drive. In addition, sidewalk ramps will be upgraded to conform to the American Disabilities Act.

12. Will driveway approaches be replaced?

Yes, all driveway approaches within the project limits will be replaced with 6 inch non-reinforced concrete.

13. How will beach access sites be improved?

Four (4) beach access sites will be improved as a part of this project. The following will give a brief description of the improvements at each site.

Dyckman Avenue – New entrance sign, bicycle racks, trash receptacle, and landscaping.

Packard Park – New entrance sign, bicycle racks, trash receptacle, landscaping, asphalt overlay of the driveways and parking areas, and pavement markings.

Oak Street – New entrance sign, bicycle racks, trash receptacle, and landscaping.

Newcome Beach – New paved driveway/walkway, storm sewer improvements, bicycle racks and trash receptacle at the west end, and replacement of the wood deck and stairs.

14. Will I be without water during the construction project?

An existing 6 inch water main will be abandoned and services will be reconnected to the 12 inch main which runs under the west sidewalk. During this time residents will be without water for a short duration (one to two hours). Water shut offs will be coordinated with residents and door hangers will be distributed to the maximum extent possible so that we do not turn off your water unexpectedly.

15. How will my trash be picked up during the construction project?

On past projects we have asked residents to take their trash receptacle to the nearest side street when the job conditions make it difficult for garbage trucks to pick up trash within the construction site. If you need assistance with your trash receptacle please contact the site inspector for assistance.

**North Shore Drive Reconstruction
Dyckman Avenue to Baseline Road
FAQ**

Page 4 of 4

16. Will I get a ticket for parking on the side streets overnight during the project?

In the past we have had projects extend into the period where overnight parking is prohibited on city streets. If this situation occurs on this project we will coordinate with the South Haven Police Department to allow overnight parking for those residents within the construction limits.

17. If I have an irrigation system that is damaged during the project whose responsibility is it to fix it?

The City will reimburse you to have the damaged irrigation system repaired by the contractor of your choosing. If you do not know any local contractors, we can provide a list of recommended vendors.

Who can I contact if I have any other questions?

Larry Halberstadt, PE, City Engineer
Phone: 269-637-0770
Email: lhalberstadt@south-haven.com

Corey Kandow, PE, Project Engineer
Abonmarche Consultants
Phone: 269-926-4558
Email: ckandow@abonmarche.com



City of South Haven

City Hall • 539 Phoenix Street • South Haven, Michigan 49090-1499
Telephone (269) 637-0700 • Fax (269) 637-5319

Dunkley and Black River Infrastructure Improvements

Dunkley - Dyckman Avenue to Black River Park

Black River – Dyckman Avenue to Wells Street

Frequently Asked Questions (FAQ)

1. Reasoning for the project.

The Waste Water Treatment Plant (WWTP) receives all flow from two (2) aging lift stations. These stations are referred to as the Main Lift Station (located on Dunkley Avenue) and the Wells Lift station (located north of the WWTP). Both of these stations have issues with their condition as they are older stations and have to be maintained frequently. The Main Lift station also has a capacity shortfall associated with high flows in wet weather. The capacity shortfall results in Sanitary Sewer Overflows (SSO's) that discharge to the Black River. Since 2000, the Main Lift Station is the most frequent source of SSO's in the City's collection system.

The existing sewer along Black River Street is located adjacent the Black River where its proximity to the river and private residences limit both access for maintaining the pipe as well as the ability of land owners to conduct improvements to their waterfront. Additionally, the pipe was found to have severe deflections and cannot be properly maintained because of its alignment. The sanitary sewer is proposed to be relocated into the City Right-of-Way on Black River Street to allow pipe accessibility so that proper maintenance can be conducted. This also allows the pipe to be relocated from its current location adjacent to the River which will reduce the potential for wet weather Infiltration/inflow (I/I) that creates capacity shortfalls within the collection system and causes problems at the WWTP.

A recently completed sewer system analysis recommended replacing both lift stations with consolidation into one station along with improvements to the WWTP facilities. This results in modifying the sewer alignments to allow more gravity fed sewers to the WWTP. In doing so, a smaller lift station is needed on Black River Street to send sewer flows directly to the WWTP. This new configuration will allow the improvements to be constructed while maintaining sewer service to sewer users while addressing capacity issues present with the existing system.

2. What are the project limits?

Black River Street - Dyckman Avenue to Wells Street
Dunkley Avenue – Dyckman Avenue to Black River Park
Wastewater Treatment Plant

Dunkley and Black River Infrastructure Improvements FAQ

Page 2 of 5

3. What is the scope of the project?

a. Black River Street

The project will include complete reconstruction of Black River Street to accommodate on-street parking, new sidewalk on the east side, replacement of the sanitary sewer mains and services, construction of new storm sewers, and a new lift station and force main under Black River.

b. Black River Street

Infrastructure improvements on Dunkley will include removal and replacement of the pavement surface to install sanitary sewer and water mains from the existing lift station to Black River Park. Storm drainage upgrades will be made within the Black River Park area as well.

4. What is the project schedule?

The project will be completed in three phases:

Phase 1 Black River Park – Wastewater Treatment Plant Area

Construction Start Date: On or after September 6, 2016

Construction Completion Date: September 2018

Phase 2 Black River Street & Dunkley Avenue (Work within roadway)

Construction Start Date: On or after September 5, 2017

Construction Completion Date: May 31, 2018

Phase 3 Black River Street service tie-ins and sewer abandonment

Construction Start Date: May 31, 2018

Construction Completion Date: August 31, 2018

Substantial Completion: August 31 2018

5. How much will this cost me?

The city typically levies a special assessment for 25% of the cost of sanitary sewer and water main construction and 50% for sidewalk construction. The special assessments will be limited to work that directly benefits customers that are connected to the mains being reconstructed.

Typically, the special assessment amounts are based on actual bid costs. We have an Engineer's Estimate of costs at this time. The improvements/consolidation of the Main & Wells Street Lift Stations are applicable to all sewer customers and will be paid through sewer rates over the entire system. The water system improvements on Black River Street consist of minor connections and services which will not be special assessed. The water system improvements on Dunkley will be \$211,000 or approximately \$500-1,000 per household in the Slip Away Cove Condos. The new sewer main on Black River Street will result in approximately \$410,000 of assessable costs or approximately \$2,500 per REU. Residents in this area may also be required to

Dunkley and Black River Infrastructure Improvements FAQ

Page 3 of 5

pay for an assessment for the Black River Street lift station construction costs of \$572,000 which could range from approximately \$300-500 per household. New sidewalks in the Black River Street project are also special assessed for 50% of the cost of the improvements. These assessments are levied on both sides of the road regardless of the side the sidewalk is placed. The sidewalk costs are estimated to be \$36,000 which could cost approximately \$1,500 per lot fronting Black River Street.

Special assessment amounts may be paid off in one lump sum or in a series of 15 annual payments plus interest. In addition, if you are experiencing a financial hardship, you may apply for a poverty exemption on an annual basis. Property owners with approved poverty exemptions will not be required to pay the annual special assessment amount during the year that they are exempt from property taxes.

6. Will the roadway width be changed?

a. Black River Street

The current roadway on Black River Street is roughly 33' and will be widened to 39' (measured from back of curb to back of curb) to accommodate two sided on-street parking. The road will be evenly widened on both sides 3'.

b. Dunkley

Dunkley Avenue will not be widened prior to Black River Park but will be replaced to extend curbs north to the Black River Park culvert crossing. The portion within the Park is currently 22' to 28' and will be replaced with a consistent 24' pavement width. Gravel shoulders 2' in width will be provided on each side of the roadway.

7. Will on-street parking remain on Black River Street with the new configuration?

a. Black River Street

As a result of the increase in roadway width, the city will be able to delineate parking spaces with pavement striping on both sides of the roadway. 65 parking spaces are anticipated to be marked.

8. Will Police/Fire have access to homes/businesses during the construction, should there be an emergency?

Public safety is of the utmost importance. We will be in regular contact with Public Safety officials to ensure that they are aware of the construction activities. Also, contractors are instructed to make sure that the road is passable at all times for emergency vehicles.

9. Will we be able to get to and use our driveways during the duration of the project?

The contractor will make every effort to provide access to driveways during the construction project. However, there will be times that access is restricted. Those are typically limited in duration to times that utility work is occurring in front of your home/business, and during

Dunkley and Black River Infrastructure Improvements FAQ

Page 4 of 5

restoration of concrete curb, driveways and sidewalks. The contract will include maintenance gravel to maintain a gravel surface to permit access to your home or business.

10. Will sidewalks be replaced?

a. Black River Street

Sidewalk is going to be added to the east side of Black River Street to allow for easier pedestrian access in the area.

b. Dunkley

Sidewalk impacted on the north side of Dyckman will be replaced in its existing location.

11. Will driveway approaches be replaced?

Yes, all driveway approaches within the project limits will be replaced with 6 inch non-reinforced concrete.

12. Will I be without water during the construction project?

a. Black River Street

On Black River Street, a portion of water main is anticipated to be relocated to allow for utility construction.

b. Dunkley

New 8" water main will be installed within the Black River Park area to allow for water service connections to the Wastewater Treatment Plant and additional fire hydrants.

c. General

Both of these shutoffs should not impact residents for an extended period of time (typically half a day). Water shut offs will be coordinated with residents and door hangers will be distributed to the maximum extent possible so that we do not turn off your water unexpectedly.

13. How will my trash be picked up during the construction project?

On past projects we have asked residents to take their trash receptacle to the nearest side street when the job conditions make it difficult for garbage trucks to pick up trash within the construction site. If you need assistance with your trash receptacle please contact the site inspector for assistance.

14. Will I get a ticket for parking on the side streets overnight during the project?

In the past we have had projects extend into the period where overnight parking is prohibited on city streets. If this situation occurs on this project we will coordinate with the South Haven Police Department to allow overnight parking for those residents within the construction limits.

**Dunkley and Black River Infrastructure Improvements
FAQ**

Page 5 of 5

15. If I have an irrigation system that is damaged during the project whose responsibility is it to fix it?

The City will reimburse you to have the damaged irrigation system repaired by the contractor of your choosing. If you do not know any local contractors, we can provide a list of recommended vendors.

Who can I contact if I have any other questions?

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