

# Downtown Development Authority

## Workshop Agenda

Wednesday, August 12, 2015  
Noon, City Hall Council Chambers



City of South Haven

**MISSION STATEMENT:** The Downtown Development Authority (DDA) is to be a leader in helping to fulfill the City of South Haven Municipal Plan; through planning, funding, and development of projects within the DDA District which promote, encourage and contribute to the overall economic growth and development of the community.

1. **DDA will be asked to review conceptual drawings for parking at 317 Hogan's Alley (former Baars Printing site).**
2. **Board Member Comments**

RESPECTFULLY SUBMITTED,

Deb Davidson  
DDA Director

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## Agenda Item 1

**DDA will be asked to review conceptual drawings for parking at 317 Hogan's Alley (former Baars Printing site).**

**The DDA Board of Directors will be asked to review parking lay-out options as presented by Abonmarche.**

The DDA Board has had preliminary discussions regarding the parking lay-out at the DDA-owned property at 317 Hogan's Alley. I have provided an excerpt of the two meetings for your review (below). My intention is to allow you to review what was previously discussed and therefore make it easier to begin discussion at the August 12<sup>th</sup> workshop meeting.

The August 12<sup>th</sup> workshop provides an opportunity to further discuss the Board's plans for the property. Abonmarche staff was directed to prepare a variety of options for the property: 1) maximize parking while reserving space for a restroom/ice rink office building; and 2) maximize parking without the inclusion of a building. City staff will be seeking guidance from the DDA Board for this critical decision in order to move forward with planning and design of the project.

Excerpt of 01-07-2015 DDA Workshop Minutes:

### **Former Baars Building**

*Davidson noted previous DDA Board discussion regarding the need to expand parking. Option 1 will provide twenty-eight (28) redeveloped public parking spaces at a cost of \$240,000. Option 2 will provide twenty-three (23) redeveloped public parking spaces along with a public restroom at a cost of \$360,000.*

*Davidson noted that in the past, the DDA has discussed a need for an additional restroom. There is intent to make the added restroom a year round facility. At present, the ice rink in the nearby Huron St parking lot is serviced by two (2) public restrooms in Dyckman Park.*

*Dissette noted that the city is currently underserving the ice rink with only two restrooms available; vandalism to restrooms has occurred several times. With separate men's and separate women's restrooms in one building and multiple stalls, the occurrence of vandalism is greatly decreased. During Farm Market and ice rink hours, service could be improved to the area reducing vandalism issues.*

*Concerns were voiced that a restroom constructed at the former Baars building property may be too distant for users of the ice rink. Also, a drive currently directs traffic through the parking lot, over the proposed path to new restrooms. However, existing sewer and water*

*hookups are available at the Baar's site. Dissette noted that a big part of the expense is eliminated because of the hookups already existing. There is some dead space in either of the layouts which could possibly house restrooms and ice rink storage and rentals.*

*Newton noted the ice skating rink has a fairly short season and asked if the rentals could be located in a shed structure similar to where the Zamboni is stored. Newton asked what activities occur in the current skate rental site and whether heat is a necessity to which Dissette responded that currently the rental site provides a changing area; storage; rentals; and sales.*

*It was pointed out that parking spaces are gained with either option. The new restroom could mirror the Huron / Kalamazoo restroom.*

*It was stated that if the board chose Option 2 the restroom would not have to be done right away. Dissette added, "If you like Option 2 but don't want to spend the money on the restroom, the Engineering Department could get started on the parking engineering."*

*Marcoux pointed out delaying the restroom might buy some time to figure exactly how the restroom and a potential skate rental/storage could best be laid out; suggested changing the layout to have an entrance from the skate/rental building into the restroom.*

*It was noted that demolition of the existing building has to occur with either option. Oosting noted that demolition of the existing building could be done concurrently with construction of the new parking lot or it could be done prior.*

*Dissette explained that city staff will work with Engineering to get the design in place, to get it ready for bidding then bring it back to this board for a motion. The Planning Commission would review the project. Oosting believes that prior to Memorial Day would be too optimistic. Consensus is to target right after Labor Day to begin the project.*

Excerpt of 02-25-2015 DDA Regular Meeting Minutes:

*DDA will be asked to consider approval of a contract in the amount of \$9450.00 with Abonmarche Consultants, Inc. for project planning and implementation of the former Baars Building demolition.*

*Davidson explained that the board has previously discussed and approved the demolition of the former Baars Building and noted that Steve Oosting is no longer working for the city. Abonmarche Consultants, Inc. has submitted a proposal to complete planning and technical assistance for the demolition management to allow the project to continue as planned and complete the demolition. The scope of work is for full service from preliminary design and adjoining property meetings through construction and close-out, including management of asbestos removal and lead abatement. A high level of communication with the property owners will be conducted to make sure they are not negatively impacted.*

*Once demolition is complete, the DDA will be asked to consider the parking layout, including whether a building should be constructed on the site.*

*Motion by Newton, second by Marcoux to approve a contract in the amount of \$9,450.00 with Abonmarche Consultants, Inc. for project planning and implementation of the former Baars Building demolition.*

**Recommendation:**

**Staff recommends that the DDA Board review plan options for the 317 Hogan's Alley property; discuss options; and give City staff guidance to move forward with planning and design of the project.**

RESPECTFULLY SUBMITTED,  
Deb Davidson  
DDA Director

# MEMORANDUM

DATE: August 7, 2015  
TO: Deb Davidson, City of South Haven  
FROM: Jason Marquardt, PE  
RE: Huron Street Parking Study

Deb,

This memo serves as a summary for some of the potential options to study for the Huron Street Parking Lot. Abonmarche has worked with the City's Engineering Department to initially study the area and have provided a few options as we move to review with the DDA on August 12, 2015.

It is our understanding that the Huron Street Parking area adjacent to the skating rink will be undergoing some improvements soon that involve demolition of the existing Baars Printing Building. Once completed, it will open up development opportunities with potential restrooms or parking lots to be constructed.

We've developed three (3) options to review and study. All options are shown with perpendicular parking to keep consistent with the remaining parking lot and maximize the parking layouts. The options have been summarized below.

## Option 1: Max Parking Option

This option would include relocated the existing transformer and electrical equipment and not providing a non-developed green area for a future building location. For comparison purposes, we chose the parking study area to be west of the two (2) existing parking bays closest to the ice rink. The max parking option would provide an **additional 36 spaces**. Further study would be needed to develop handicap spaces and locations, but our initial review determine that there was already 6 handicap spaces within the entire parking lot, which would be adequate to the total number of parking spaces. The location of the electrical equipment is not know at this time.

## Option 2: 30' x 40' Building Option

Upon previous discussions, a restroom building/facility could be built in the location currently occupied by the Baars Printing building. Option 2 shows the footprint of a 30' x 40' building that would be similar in size to the Huron Parking Lot restroom west of Center Street. Also included in the shown footprint is a 220 square foot garage and maintenance area for storage

for the ice rink and 440 square foot office area. This option would provide an **additional 29 spaces**.

Option 3: Transformer to Remain Option

Option 3 would be the result if no electrical work was completed. The area shown highlighted in green is a large electrical box. This option would provide an **additional 28 spaces** if no electrical improvements were planned to be made.

At this time, we are working on cost estimates for the three options and plan to provide them as they become available. If improvements move forward to a project to increase the parking, we recommend that the entire parking lot be seal coated and restriped upon completion of the new parking area work. The entire parking area would then feel connected and improved at once.

If additional options are considered, we would be happy to draft new options and/or move to design if needed.

If you have any questions or comments, please feel free to contact me.

Thanks,

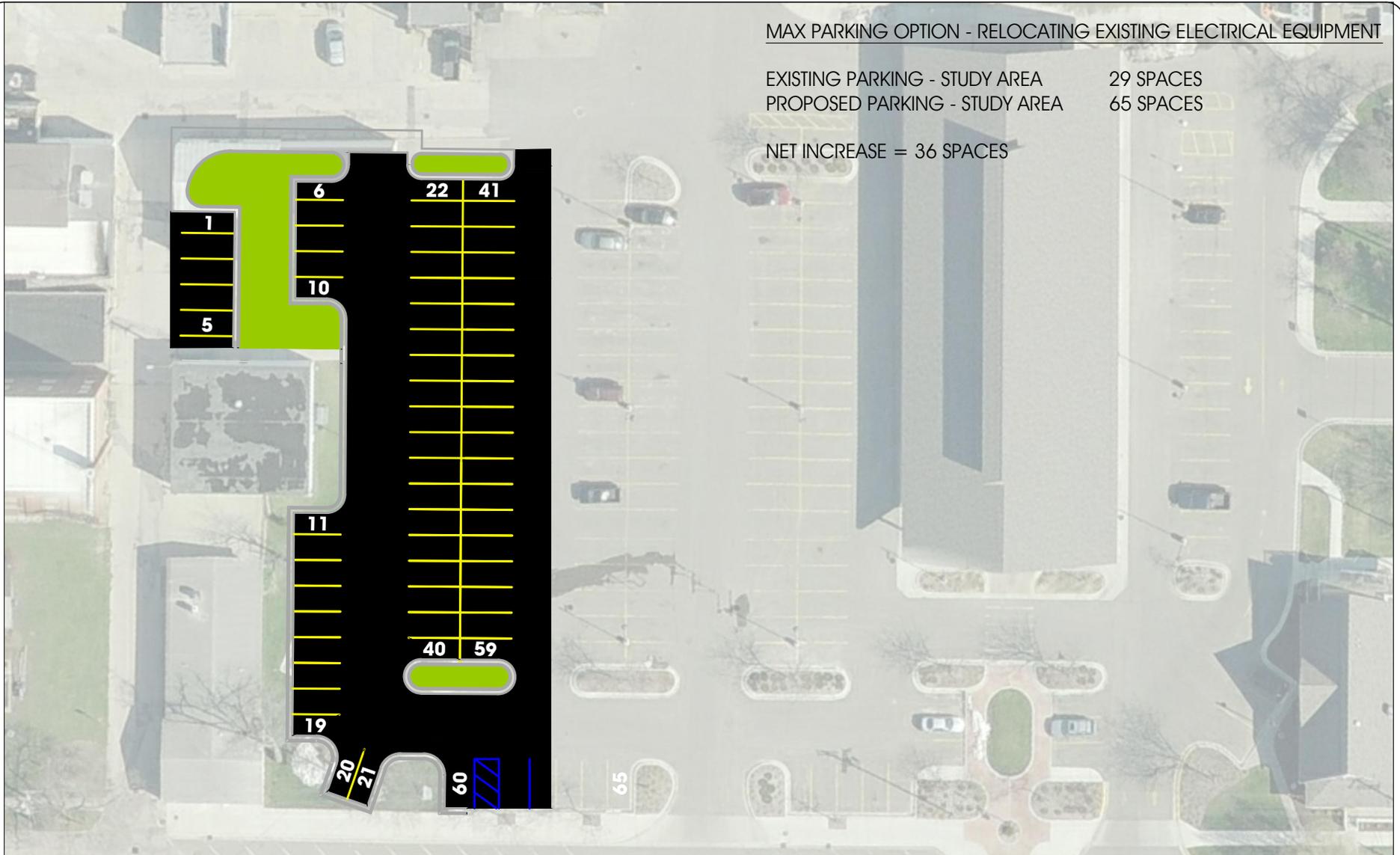
Jason



MAX PARKING OPTION - RELOCATING EXISTING ELECTRICAL EQUIPMENT

EXISTING PARKING - STUDY AREA      29 SPACES  
 PROPOSED PARKING - STUDY AREA    65 SPACES

NET INCREASE = 36 SPACES



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Manistee, MI  
 South Haven, MI  
 South Bend, IN  
 Portage, IN



MAX PARKING OPTION

SCALE: 1" = 50'-0"

Engineering  
 Architecture  
 Land Surveying  
 Marina/Waterfront  
 Community Planning  
 Landscape Architecture  
 Development Services

PREPARED FOR:

**City of South Haven**  
**Huron Street Parking Study**

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SCALE: 1" = 50'

JOB #: 15-0629.100

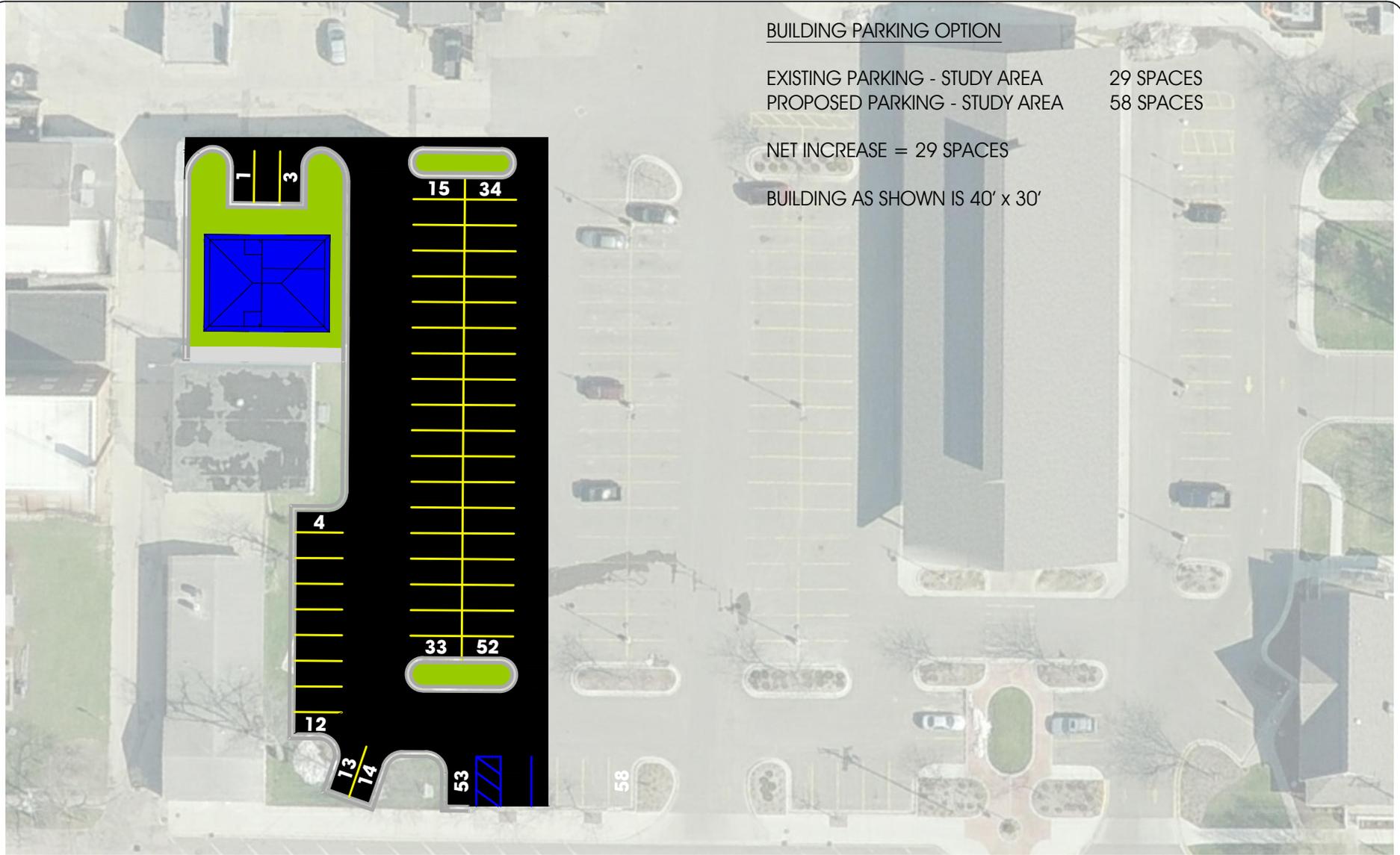
SHEET 1 OF 3

BUILDING PARKING OPTION

EXISTING PARKING - STUDY AREA 29 SPACES  
 PROPOSED PARKING - STUDY AREA 58 SPACES

NET INCREASE = 29 SPACES

BUILDING AS SHOWN IS 40' x 30'



30' x 40' BUILDING OPTION

SCALE: 1" = 50'-0"



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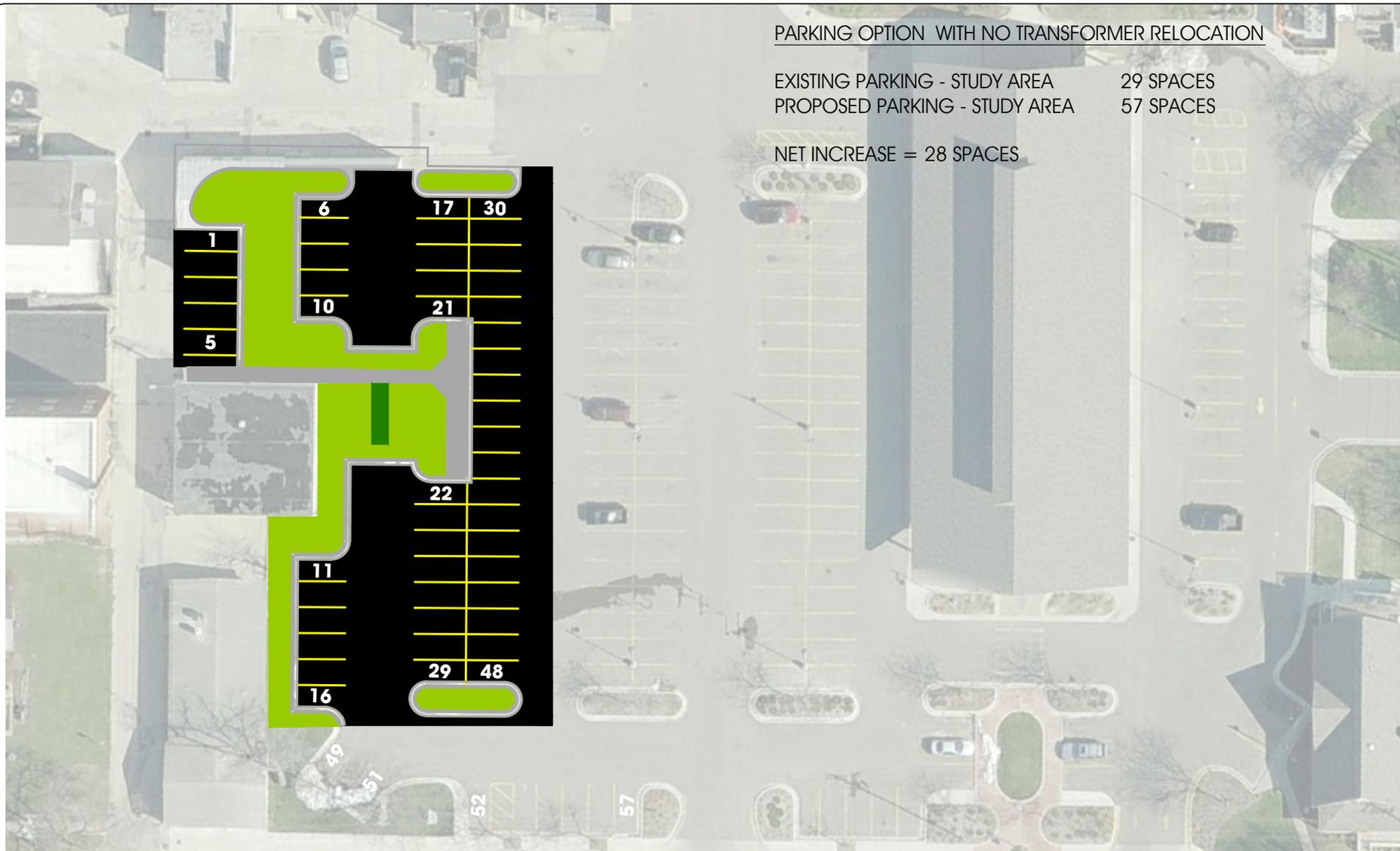
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SHEET 2 OF 3

PARKING OPTION WITH NO TRANSFORMER RELOCATION

EXISTING PARKING - STUDY AREA      29 SPACES  
 PROPOSED PARKING - STUDY AREA    57 SPACES

NET INCREASE = 28 SPACES



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TRANSFORMER TO REMAIN OPTION

SCALE: 1" = 50'-0"

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SHEET 3 OF 3