

Neighbors of Belknap Lookout Board Meeting
Tuesday, June 13, 2017
Belknap Commons
6:30 pm

1. Call to order
2. Additions to agenda
3. Presentations
 - a. Gateway update – Colin Cronin
4. Review of 990, primarily pages 1-2; approval of minutes/financials
5. Committee updates
 - a. GVSU
 - b. Development – review process draft – identify what is critical and needs to stay (or be changed in a certain way); delegate back to committee for final polishing
 - c. Mobility
6. New Business:
 - a. July – Elianna will be on vacation most of the month; should we have a board social over 4th of July in lieu of regular meeting, or just take the month off?
 - b. Education series – starting in August, we will spend time at each meeting on board training. Please share any topic requests before or after a short July reading assignment, an article by Ellie Frey that ran in the GR Business Journal.
 - c. Housing/Home Share
7. Old business:
 - a. GVSU PILOT funds - should we ask to apply funds to our Linear Park commitment? What are the risks? Better to have a work group recommend improvements for review by GVSU, City?
8. Public Comment
9. Adjournment

Upcoming Events:

6/17 – Coit Park Clean Up (Coit Creative Arts Academy PTO)
7/14 – 7/16 – Neighbor-organized neighborhood garage sale
8/1 – National Night Out at 6:00 pm, Coit Park

Neighbors of Belknap Lookout Semi-Annual Meeting Minutes

Tuesday, May 9, 2017

Board Members Present:	Rob Kennedy Todd Leinberger Gretchen Warnimont	Loretta Klimaszewski John Skryski	Barbara LaBeau Johnathan Swets
Board Members Absent:	Jayne Johnson	Loren Sturrrus	
Staff Present:	Elianna Bootzin		
Guests Present:	Seth Bjorlie Alan Otis	Angel Gonzalez Adam Williams	Tim & Amanda Kelch

1. Members introduced themselves and shared current concerns. The amount of trash in the neighborhood was a common theme; we should consider a pick up event. Several attendees would commit to supporting gardening at 762 North. Others worried about the speed of traffic in various locations such as Coit and Fairview. The potential for a stop sign at Trowbridge was mentioned. These last two issues will be referred to the new mobility committee, as will information about new speed bump technology in use elsewhere in the City (Union & Cherry? Benjamin?).
2. Elianna shared the 2016 annual report, which focuses on our achievements in leadership and public safety.
3. Alan talked about the advantages of the residential permit program in the original zone (much calmer, less competition for parking). Potential expansion of the program will be assessed by the Mobility Committee.
4. Elianna explained that we have the opportunity to propose improvements in the neighborhood to be funded by GVSU's payment in lieu of taxes and shared a list of potential options. Gretchen mentioned that we have encouraged curb appeal in the past. Some liked adding lights down the stairs, and added ideas like planting flowers around the Bradford stairs, providing incentives for trash pick up, and augmenting funds available for renovating Coit Park . No conclusion was reached.
5. One final issue was raised during wrap up; late night dog walkers in Belknap Park are concerned about the drug use they see there. Elianna will touch base with GRPD.

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1. The meeting was called to order at 6:40 pm
2. Nothing was added to the agenda.
3. Presentations
 - a. Mike Corby of Integrated Architecture is planning to relocate the architecture and engineering firm from Kentwood to the City. They are seeking a letter of support for financial incentives to renovate the former printing company at 840 Ottawa. There aren't a lot of historic photos available but they plan to remove the aluminum that was added to the top of the 1960s era building; that change will allow passersby to see about three more vertical feet of window. They'll pave and occupy the parking lot on the south side, and build a two story addition by the truck dock to achieve ADA compliance with an interior/exterior ramp and provide a terrace and meeting room facing the City. They hope to find brick under the paint on the east side of the building. Overall, the building will go from 14,000 to 15,000 square feet. The 60 employees are likely to park on Ionia, though they will promote mass and alternative transit. They would like to extend the curb and add greenery. They would only anticipate reducing features if the mandatory costs for items like stormwater retention turn out to be more than expected. We got a copy of their internally produced design dated May 4th. The board passed a motion to support the project, with a recommendation to bury the electrical cable if possible (an item currently under investigation).
 - b. In the absence of a speaker, Elianna introduced the 915 & 1025 Clancy project. The board passed a motion that it "cannot endorse" the project at this time due to lack of updated information. Elianna was asked to send an updated letter, call Suzanne, alert Ruth and Joe, and to attend the hearing.
4. Approval of minutes/financials – The board approved the minutes and financials.
5. Committee Updates:
 - a. GVSU – The RFP developer is in discussion to finalize the acquisition price.
 - b. Development – The board was asked to support a resident petition to seek permission from the Kent County Land Bank to garden 762 North. Specifically, to lease now and discuss purchase at a later date. There was discussion of a potential lot fee for gardeners, the need to reimburse Tim and Amanda for the increase in their water bill due to gardeners' use, and a commitment to mow and shovel the lot. The board passed a motion to support the project and authorize spending not to exceed \$1,000 for the season. A related question was raised about working with Habitat to develop lots potentially purchased with PILOT money.
 - c. Mobility – Angel will send information by the end of the week.
6. New Business:
 - a. Despite Gretchen's resignation submitted shortly after the last meeting, she un-resigned and submitted her conflict of interest form along with the other board members.
 - b. Board member attendance was addressed next; Elianna will talk to Jayne about whether she intends to continue and will have her sign our CDBG form in the meantime.
 - c. The board passed a motion as written in the CDBG packet to participate in the next grant cycle.
7. The walk with the Parks Department for 712 North is scheduled for 1 pm on Thursday the 25th; hopefully the walk along Lafayette with an environmental consultant will take place the same evening.

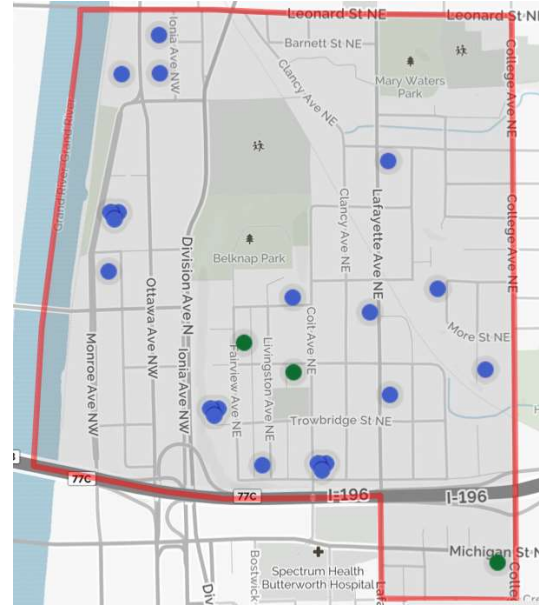
8. Public Comment – No additional comments were offered.
9. Adjournment – The meeting adjourned at 8:00 pm.

Director's Notes

Public Safety – www.grcity.us Online services → (Lookup) Crime Data

Destination is <http://grcity.us/police-department/Pages/Crime-Mapping.aspx>

Selected last 4 weeks with ½ mile circle around 800 Coit unfortunately losing the corners (left, below)



Development – www.grcity.us Online Services → (Permits & Applications) Permits & Applications Map

Selected 5/5-6/7 in the Belknap Lookout neighborhood (right, above). Again, mostly small things.

See attached letters pursuant to board motions regarding 840 Ottawa and 915 & 1025 Clancy, as well as follow up communication on the latter shared via email. The storage unit project was approved with conditions which include the continued involvement of the neighborhood in choosing the siding.

Between meetings, we became aware of the proposed demolition of 3 Trowbridge; the City has issued a Plan Review Letter for the subsequent application to demolish and replace it with a single family home.

Updates on Old Business

Greenspace at 712 North – walk through completed with Parks/Forestry; the general sense is that neighbors would like to “open it up but not too much”. They have an intern this summer they can assign to determining more details, and will begin looking at options for funding the improvements.

Vacant lot at 762 North – we received written permission to garden this season. Detailed arrangements:

“KCLBA has the lot insured under our umbrella insurance policy. However, NOBL staff, volunteers, and community members shall indemnify KCLBA and hold harmless from any lien, claim, or suit against KCLBA

regarding the gardening of this property. We also would like NOBL to maintain the grass including the parkway. Also, no vehicle parking is permitted and no structures or fences may be constructed without City approval.

“KCLBA will continue to market the property for sale but will commit to letting NOBL garden the property through this entire growing season or until October 2017. Gardening on the lot in 2018 will be depending on whether the property is pending sale.”

Neighborhood Matching Fund – we are 30% of the way to meeting our match largely thanks to a volunteer working on landscaping; Barbara and Elianna are going shopping for benches and a swing set on the 14th. Neighbors are invited to provide materials (plants!) and labor to help finish the project.

No further updates on Clancy St. Ministries or Kristi’s recognition in the office signage.

Moving the Charles Belknap statue passed Arts Advisory as well as Historic and Parks commissions.

Admin

More GRPD training, began walking around to meet neighbors on the north end of the neighborhood, continuing tutoring program and tackling a lot of grant administration tasks. Getting magnetic public safety postcards to use up those CDBG funds, and piggybacking on a GRPS mailer to Coit School region.

840 Ottawa Support Letter



Neighbors Of Belknap Lookout

May 10, 2017

Dear Ms. Wood and Members of the Economic Development Corporation,

This letter is written in support of the financial incentives requested by Integrated Architecture to renovate and expand the building at 840 Ottawa for their company’s offices. The NOBL board and some members of the Development Committee viewed the company’s internally developed site plans (dated May 4, 2017) on May 9, 2017. The design featured a restored façade and new two-story entry for barrier free access. We particularly look forward to seeing the curb bump out with street trees and/or other greenery along Ottawa which will be made possible financially by the incentives facilitated by the EDC. In addition, we are hopeful that they will bury the external electrical wires as part of the project, but understand the most likely

changes to the project would be to reduce the number of optional features should costs prove higher than expected.

We are excited to welcome Integrated Architecture's employees to the neighborhood.

Sincerely,

Neighbors of Belknap Lookout

915 & 1025 Clancy Update Letter



Neighbors Of Belknap Lookout

May 10, 2017

Dear Members of the Planning Commission,

This letter is written as an update to the previous communication dated December 15, 2016 regarding the project at (915 and) 1025 Clancy. While that missive neglected to state the expectation of continuing to participate in the design process for the new site layout under the ownership of the Sterling Group, the Planning Commission's own inquiry during the advisory hearing on January 26, 2017 made it obvious that at least one additional meeting would be in order.

The NOBL Development Committee consists of concerned citizens and construction professionals who push developers to choose high quality materials and techniques to showcase aesthetic designs in new construction in our neighborhood. As neither they nor the board have been afforded the opportunity to interact with the new developer or impact the design after notification that the design "might change", Neighbors of Belknap Lookout determined at its board meeting on Tuesday May 9th that it "cannot endorse" the project at this time.

Yours sincerely,

Neighbors of Belknap Lookout

915 & 1025 Clancy clarification

5/11/2017 12:30 AM

Hello again Landon,

In the interest of meeting your deadline, please accept this email for the planning commission in lieu of another piece on PDF letterhead:

As a result of feedback to and from members of the NOBL board, we write this letter in an attempt to further clarify our letter from yesterday the 9th of May 2017.

Nobl does not disapprove of the development at 915 and 1025 Clancy.

The board and the development committee had previously met on the project and fully support the rezoning of the site.

The development committee and multiple members of the board are also aware of the reduction in height of the project and voice no objection to that change; we are also encouraged by the increased green space.

Members have also been verbally informed of the similarity in general appearance between the fully approved design and final rendering. Some members of the board have also seen the final renderings of the proposed project and do not object. Some members would like to share their encouragement of the project.

The entirety of the board did not have the opportunity to view the final rendering due to miscommunication of need. As such, the board did not feel it was appropriate to issue a full endorsement of the final rendering/plan. However in this instance, as the concept is the same, the property is commercial, and the appearance is very similar, we do not wish to imply that said project should not proceed. We are simply relying on the Planning Commission to evaluate the final touches of the site plan.

Thank you
Nobl

DRAFT Steps for new development

Q. Who needs to go through the procedure? A. Changes to property outside of the current city zoning.

If within zoning, proceed. If not within zoning schedule meeting with Development Committee.

1. FIRST DEVELOPMENT COMMITTEE MEETING

A. Bring proposal. Include drawing and images to be distributed.

B. Questions you will be asked.

a. How does your proposal differ from current zoning?

b. How does your proposal differ from Area Specific Plan?

c. Does your proposal promote quality architectural design?

d. Does the exterior of your proposal reflect materials commonly used in the neighborhood? remember that these buildings are intended to be experienced by

someone walking by at 3 miles per hour, rather than someone in a car, going by at 45 miles per hour

- e. Size and Scaling to community, Right Sizing (reference ASP)
 - f. Does the proposal respecting the rich historic character of the neighborhood?
 - i. This maybe on a house by house basis
 - g. Is the proposal residential, commercial, or mixed use?
 - h. Are you aware of City requirements?
 - i. Trees, parking, transparent surfaces etc.
 - i. Do you have Parking? It is hidden from the street; we are against open flat lot parking. Against on street garages, for the removal of curb cuts, against parking in the front of the property.
 - j. Does the decision benefit the citizens of Belknap? How?
 - ii. Infill, walkability, Diverse building stock, Age in place, diversity, ADA, Green space
 - iii. reservation of historic buildings with creative, context-sensitive redevelopment of open spaces
- C. There will be additional questions based on your proposal. This may include pricing and timeline.
- D. You will receive feedback from the group: Notes will be taken at this meeting
- E. You will receive next steps via email. This may include a rejection of your plan and a refusal to endorse this phase of your proposal. You may be given a second meeting to make modifications
2. 2nd DEVELOPMENT COMMITTEE MEETING- Neighbors Have Been Contacted by Proponents (Developer)
- A. Bring Updated Proposal. Include drawing and images to be distributed
 - B. Present any changes to proposal
 - C. Be prepared to answer same questions as above
 - D. Be prepared to demonstrate evidence of contacting and support from neighbors.
 - E. You will receive feedback from the group: Notes will be taken at this meeting
 - F. You will receive next steps via email. This may include a refusal to endorse to the full board the current phase of your proposal. Recommendation for 3rd Development Committee Meeting or Progressing to Public Meeting
3. PUBLIC MEETING: Invite Stakeholders to meeting (Neighbors)
- A. Bring Update Proposal
 - B. Prepare for questions from Public
 - C. You will receive feedback and
 - D. You will receive next steps. This may include a refusal to endorse to the full board the current phase of your proposal.
4. City Review
5. PUBLIC MEETING /DEVELOPMENT COMMITTEE MEETING-To review changes made by City
6. FINAL REVIEW- Board approval or disapproval
- A. Bring Updated Proposal. Include drawing and images to be distributed
 - B. Be prepared to demonstrate evidence of contacting and support from neighbors
 - C. You will receive feedback a vote will occur.