



**Regular Meeting
LANSING PLANNING BOARD
February 5, 2019
6:30 p.m., Conference Room
Neighborhood Empowerment Center
600 W. Maple Street**

MINUTES

1. OPENING SESSION

Mr. Ruge called the meeting to order at 6:35 p.m.

- a. Present: John Ruge, Josh Hovey, Tony Cox, Katie Alexander, & Marta Cerna
- b. Absent: Farhan Bhatti & Lynne Martinez
- b. Staff: Bill Rieske, Susan Stachowiak, Doris Witherspoon & Brett Kaschinske

2. APPROVAL OF AGENDA

Mr. Ruge approved the agenda by unanimous consent.

3. COMMUNICATIONS

- * Email from Closing the Digital Gap requesting consideration for CDBG funding of its program

4. PUBLIC HEARINGS

A. CDBG, HOME and ESG Resources - FY 2019 (7/1/19-6/30/20) Proposed Funding Allocations

Ms. Witherspoon stated that a public hearing before the Planning Board on the proposed funding allocations for the Annual Action Plan 2019 (7/1/19-6/30/20) is the next step in the process in accordance with the Citizen Participation Plan and Schedule of Activities. Ms. Witherspoon stated that Congressional appropriations for fiscal year 2019 are not available at this time, however, as with previous years, the City of Lansing will proceed with the Action Plan process/schedule and plan based on the previous year's allocations and adjust accordingly once the actual allocations are received. She said that the budget projections are subject to pro rata adjustments based on the actual amounts awarded to the City of Lansing by the Department of Housing and Urban Development.

Ms. Witherspoon said that the primary objective of Lansing's Housing and Community Development Program is the development of a viable community which will provide standard housing in a suitable living environment, principally to benefit low and moderate income persons, preserve and expand existing businesses and industries, and create an atmosphere conducive to stability in neighborhoods. She said that the

CDBG funds are used to provide programs for low to moderate income households through activities such as housing rehabilitation, weatherization, and promoting economic development/opportunities in eligible areas of the City. HOME funds are used for activities such as promoting home ownership through down-payment assistance and new housing construction. ESG funds are eligible for six components including homeless prevention assistance, supporting emergency shelter facilities, etc.

Mr. Ruge asked about the request for funding by Closing the Digital Gap.

Ms. Witherspoon said that Angela Pruitt of Closing the Digital Gap had a meeting with Brian McGrain, Director of the City's Economic Development & Planning Department, to request consideration for receiving CDBG funds to support the program. She said that Ms. Pruitt's communications have been submitted to Don Kulhanek, Manager of the City's Development Office which administers the CDBG program funds for the City. Ms. Witherspoon said that Closing the Digital Gap has not submitted a formal request for funding but still has until the end of February to do so. If received, it will be given due consideration along with all of the other requests for funding. She said that she will make sure that Ms. Pruitt is aware of the deadline.

Ms. Cerna stated that she believes that Michigan Works has a program that is similar to what has been described by Closing the Digital Gap in terms of computer access and training. She suggested that there may be an opportunity for the two organizations to partner with each other.

See no one wishing to speak, Chairman Ruge closed the public hearing.

5. COMMENTS FROM THE AUDIENCE

6. RECESS – Not taken

7. BUSINESS

A. Consent Items

(1) Minutes for approval: January 22, 2019

Without objection, the January 22, 2019 minutes were approved.

(2) CDBG, HOME and ESG Resources - FY 2019 (7/1/19-6/30/20) Proposed Funding Allocations

Without objection, the CDBG, HOME and ESG Resources - FY 2019 (7/1/19-6/30/20) Proposed Funding Allocations were approved with the understanding that pro rata adjustments may need to be made to the budget based on actual grant award funding amounts from HUD.

- B. Old Business – None
- C. New Business

(1) **Act-5-2019, Cavanaugh Road, Parcel #33-01-01-34-425-011, adjacent to RiverTrail, acquire for Parkland**

Mr. Rieske said that the City's Parks and Recreation Department is seeking to acquire parcel #: 33-01-01-34-425-011, located on the south side of Cavanaugh Road, east of and adjacent to the RiverTrail, south of Hawk Island Park, for park purposes. He said that the property will be acquired through a Michigan Department of Natural Resources Trust Fund Acquisition grant that will require a 25% match by the City. Mr. Rieske said that the property is contiguous with the River Trail property and is in the flood plain. He said that there are 4 vacant structures (2 houses and 2 garages) on the property right now that will be removed which will increase the open space surrounding the RiverTrail. Mr. Rieske said that staff is recommending approval of the request.

Mr. Ruge said that the primary structure on the property is somewhat of a landmark in the area and asked if it could be preserved.

Brett Kaschinske, Director of Parks & Recreation, stated that the terms of the grant that will be used to fund the acquisition requires use of the property for recreational purposes only. He said that there is not a viable recreational use for the building, particularly since it is in a floodplain. Mr. Kaschinske said that the City has been trying to eliminate buildings in the floodplain and this will result in the removal of 4 such buildings.

Mr. Cox asked if the large building on the site has any historical significance.

Mr. Rieske and Mr. Kaschinske said that it does not have any official historical significance.

Mr. Hovey made a motion, seconded by Mr. Cox to recommend approval of Act-5-2019, a request by the City's Parks and Recreation Department to acquire Parcel #: 33-01-01-34-425-011, located on the south side of Cavanaugh Road, east of and adjacent to the RiverTrail, for park purposes. On a voice vote, the motion carried (5-0).

(2) **Act-6-2019, Wise Rd. Parcel #33-01-05-06-202-021, adjacent to Davis Park, acquire for Parkland**

Mr. Rieske said that the City's Parks and Recreation Department is seeking to acquire parcel #: 33-01-05-06-202-021, located along the east side of Wise Road, just north of and adjacent to Davis Park, for additional parkland. He said that the property was part of the 2018 Michigan Department of Natural Resources Trust Fund Acquisition grant application that was approved by both the Park Board and City Council. He also said that the property is vacant and

is located in the floodplain. Mr. Rieske said that staff is recommending approval of the request.

Mr. Kaschinske said that the grant application for this acquisition has already been submitted and has also been approved by the Parks & Recreation Commission and the City Council.

Mr. Ruge asked why the City has not purchased the parcel of land along Wise Road, toward the south end of the Park property that is still in private ownership and surrounded on 3 side by the Park.

Mr. Kaschinske said that there is someone living in the house on that property and it is not for sale.

Mr. Cox made a motion, seconded by Ms. Alexander to recommend approval of Act-6-2019, a request by the City's Parks and Recreation Department to acquire Parcel #: 33-01-05-06-202-021, located along the east side of Wise Road, just north of and adjacent to Davis Park, for additional parkland. On a voice vote, the motion carried (5-0).

(3) Act-7-2019, E. Willard Avenue Parcel #33-01-01-27-426-001, adjacent to Mt. Hope Cemetery and Scott Woods Park, acquire for Parkland

Mr. Rieske said that the City's Parks and Recreation Department is seeking to acquire parcel #: 33-01-01-27-426-001, located east of Scott Woods, and south of Mt. Hope Cemetery for additional parkland. He said that the property was part of the 2018 Michigan Department of Natural Resources Trust Fund Acquisition grant application that was approved by both the Park Board and City Council. He also said that the property is vacant and is located in the floodplain. Mr. Rieske said that staff is recommending approval of the request.

Mr. Hovey made a motion, seconded by Mr. Cox to recommend approval of Act-7-2019, a request by the City's Parks and Recreation Department to acquire Parcel #: 33-01-01-27-426-001, located east of Scott Woods, and south of Mt. Hope Cemetery, for additional parkland. On a voice vote, the motion carried (5-0).

(4) Act-8-2019, Act-8-2019, Hunters Ridge Parcel #23-50-40-25-451-022, adjacent to Hunter and Fulton Parks, acquire for Parkland

Mr. Rieske said that the City's Parks and Recreation Department is seeking to acquire parcel #: 23-50-40-25-451-022, located at the west end of Hunter's Ridge Park drive, west off Waverly Road, for additional parkland. He said that the property was part of the 2018 Michigan Department of Natural Resources Trust Fund Acquisition grant application that was approved by both the Park

Board and City Council. He also said that there was a 5-bedroom house on the property that was destroyed by fire and demolished in 2018, leaving the property currently vacant. Mr. Rieske said that staff is recommending approval of the request.

Mr. Cox made a motion, seconded by Mr. Hovey to recommend approval of Act-8-2019, a request by the City's Parks and Recreation Department to acquire Parcel #: 23-50-40-25-451-022, located at the west end of Hunter's Ridge Park drive, west off Waverly Road, for additional parkland. On a voice vote, the motion carried (5-0).

8. **REPORT FROM PLANNING MANAGER** - None
9. **COMMENTS FROM THE CHAIRPERSON** - None
10. **COMMENTS FROM BOARD MEMBERS** - None
11. **PENDING ITEMS: FUTURE ACTION REQUIRED**
12. **ADJOURNMENT** – The meeting was adjourned at 7:00 p.m.