

Minutes from the
Natural Features Protection Review Board
August 13, 2019
Regular Meeting

Community Room, Second Floor, City Hall, 241 W. South Street

4:00 p.m.

- A. Meeting called to order at 4:09 PM
- B. Members present: Alan Sylvester, Kyle Martin, Paul MacNellis, Ashley Cole-Wick
Members absent: Mitch Lettow, Bobby Glasser, Erin Fuller
- C. Adoption of Agenda
Motion to approve agenda made by Alan Sylvester
Motion supported by Kyle Martin
Motion passed by voice vote
- D. Adoption of Meeting Minutes from June 25, 2019 and July 9, 2019
Motion to approve the minutes from the June 25 and July 9 meetings made by Paul MacNellis
Motion supported by Alan Sylvester
Motion passed by voice vote
- E. New Business:
1. Recent project meetings

Jamie McCarthy gave the board an update on projects that had recently been reviewed at a Projects Meeting with the Site Plan Review staff team. On July 31 there was a meeting with the DNS Stadium Drive LLC project at 2231 S Drake Road and 4301 and 4305 Stadium Drive and with the Consumers Credit Union project at 3110 Oakland Drive. Staff provided input on site characteristics that will need additional work, including modification required to meet NFP standards.
 2. MNFI prescreening

Jamie gave an update about the City working with the Michigan Natural Features Inventory (MNFI) team to develop a prescreening tool that staff can use to initially evaluate parcels in the NFP Overlay District. The tool will provide data on a parcel-by-parcel basis to screen out parcels that are not near known locations of rare or endangered species and natural communities.
 3. NFP Phase 2

Jamie announced that the NFP Board has the opportunity to work with a graduate student at Western Michigan University during an internship this fall. Nolan

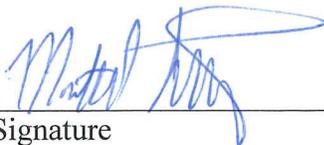
Bergstrom is in the Masters Degree program in the Department of Geography focusing on Community and Regional Planning. He will begin attending NFP board meetings in September to assist in Phase 2 of the NFP Overlay District development.

Board members provided input into the scope of work for the internship. The board was interested in Nolan comparing the existing NFP Overlay District against available datasets (GIS mapping analysis); evaluating the NFP development standards against cases that come to the board during this internship and provide any recommended amendments to the standards; and performing community engagement to understand residents' priorities in protecting natural features.

- F. Old Business
 - 1. NFP checklist

The board received a copy of the most recent version of the NFP checklist. For cases coming forward, applicants will be required to complete the checklist and submit all supporting documents as part of their NFP site plan review application. Any recommendations for edits should be submitted to Jamie.

- G. Board Comments
- H. Citizen Comments
- L. Meeting was adjourned at 5:15 PM



Signature

Mitchell Lettau, Board Chair

Printed name, title



Signature

Jamie McCarthy

Printed name, recording secretary