

# Village of Bellaire Recreation Plan 2013 – 2017



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## COMMUNITY DESCRIPTION

The Village of Bellaire is the county seat of Antrim County. Located on the Chain of Lakes in northwestern lower Michigan, the Bellaire area has a wealth of natural attractions. The water that once carried timber to transportation points is now a recreational paradise, and the hilly topography that was carved out by glaciers provides stunning views well worth a hard hike or a long drive.

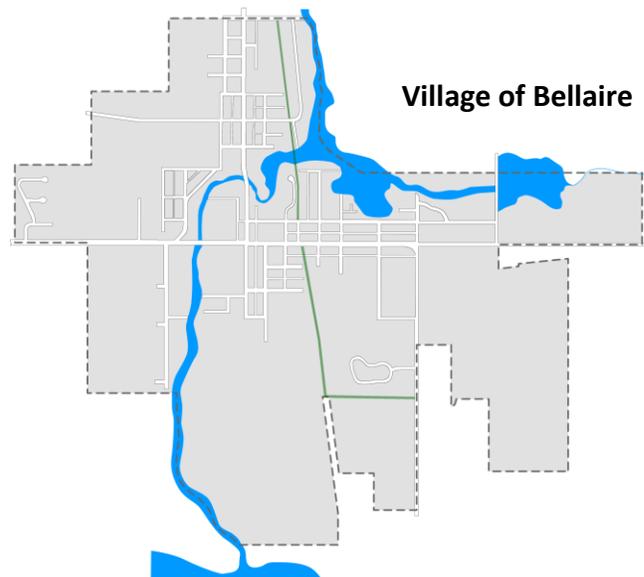
Thanks to a quirk of geography, the Village is located in two townships; Forest Home and Kearney. The Intermediate River divides the two, with Kearney Township south and east of the river and Forest Home Township north and west. M-88 winds through the Village, giving residents, tourists, and commerce easy access to area businesses.



While the Village works closely with both townships and with Antrim County to provide as many services as possible to residents, the intent of this plan is to focus on the parks and recreational opportunities inside the Village limits.

However, since recreation doesn't stop at the Village's borders, the outer edges of that focus include long range planning that will involve partnerships and cooperation with the townships, Antrim County, area businesses, state agencies, and non-governmental organizations.

With its abundance of water and scenic vistas everywhere you turn, northwest lower Michigan is a recreational dream. Making the most of what nature has provided, yet protecting it for future generations, is the Village of Bellaire's ultimate goal.



## **ADMINISTRATIVE STRUCTURE**

### **Village Council**

The Village of Bellaire, governed by the Village Council, operates under the General Law Village Act, 1895 P.A. 3, as amended. In addition, 1917 PA 156 (MCL 123.51) enables a Village to operate public parks and recreational facilities.

The Village Council consists of seven members, a Village president and six trustees. Though committees made of council members advise the Council regarding various aspects of the Village operations, the Village Council itself creates legislation and makes policy.

### **Planning Commission / Parks Committee**

Recommendations to the Village Council regarding recreation issues come from both the Parks Committee and the Planning Commission. The Parks Committee is a three-member council committee; the Planning Commission is a five-member appointed committee with one ex officio member. Joint meetings of the Planning Commission and Parks Committee are held on an as-needed basis.

The Planning Commission, with the assistance of Village staff, prepared the recreation plan and passed a resolution recommending that the Village Council adopt the plan.

### **Parks Staffing**

The Supervisor of the Department of Public Works is responsible for overseeing park maintenance and construction in all of the Village's parks. The entire DPW staff – five full-time employees, one full-time seasonal employee, and one part-time seasonal employee – is involved in the daily park maintenance.

Park security is provided by the Village of Bellaire Police Department. The Clerk and Treasurer serve as support staff.

## **Parks Funding Source / Parks Budgets**

The Parks Budget is funded solely from the Village's general fund. The large majority of this fund gains its revenues from property taxes, with state sales taxes a distant second. All revenues from campground fees, ice & firewood sales, and park rental fees become part of the general fund.

	<u>FY 2012-13</u>	<u>FY 2013-14</u>
Estimated general fund revenues	\$471,253	\$475,593
Budget for arts, recreation & culture (Parks)	\$88,231	\$88,231
Parks budget as % of general fund	18.7%	18.6%

Art, Recreation & Culture budgets of various municipalities as a percentage of their general funds. (Obtained from municipal websites in October 2012.)

	<u>Arts, Recreation &amp; Culture budgets as a % of General Fund</u>
Central Lake	5.0%
Charlevoix	27.6%
Bellaire	18.6%
East Jordan	17.0%
Ellsworth	15.0%
Elk Rapids	17.3%
Kalkaska	3.0%
Mancelona	5.6%

## **Volunteer Partnerships / Relationship with Bellaire Public Schools, Others**

The support of the local Rotary was essential to the creation of the Village's summer ball league fields and the soccer fields. Other volunteer groups that are an important part of the area's recreation efforts are the Bellaire Summer Ball League and the Antrim County Fair Board (4-H). Joint efforts with Parkside Art Gallery are also in progress.

Bellaire Public Schools and the Village sign an annual contract that gives the schools priority use of the Village's soccer fields, softball diamond, and baseball diamond. This solution to the school's pressing space issue also relieves the school of expensive maintenance costs.

The Village has an agreement with Antrim County to lease county property upon which Little League-style ball fields have been constructed. Assistance from the Antrim County Conservation District has been invaluable in areas from phragmites removal to storm water retention recommendations. In addition, both Forest Home and Kearney Townships financially support a seasonal lifeguard position.

## RECREATION INVENTORY

Following is an inventory of the recreational facilities that impact the Village of Bellaire. A description of each park is listed, along with each park's size, type, likely service area, a listing of each park facilities, and an accessibility assessment.

Each facility was inspected visually by the Village's DPW Supervisor and classified using a close approximation of the MDNR's classification system.



## Craven Park

**Size:** 58 acres

**Park Type:**

Special Use / Sports Complex

**Location:**

On the east side of the Village at the northeast corner of Derenzy Road (also known as Fairgrounds Road) and East Cayuga Street.

**Service Area:**

Village, surrounding townships, and area visitors who camp.

**Park Facilities:**

- Campsites (30)
- Fire rings, picnic tables
- Day-use parking area
- Restrooms with showers
- Playground equipment
- Fishing & boat access
- Hiking trails
- Ball diamonds (3)
- Field lighting
- Electric scoreboard
- Concession stand

**Accessibility Assessment: 1**

The park has no formal access points or sidewalks. There is no specific ADA parking or accessible restroom facilities.

**Facility Evaluation:**

Craven Park is a multi-use park and many of the amenities are in need of remodeling and/or replacement. Suggestions for park upgrades are ball field improvements, an improved boat launch, disc golf, bathhouse renovations, dredging of Craven pond, new playground equipment, and campsite improvements.



## Holiday Acres

**Size:** 3.5 acres

**Park Type:**  
Neighborhood

**Location:**  
Centered in Holiday Acres Subdivision, west of M-88 in the southeast part of the Village.

**Service Area:**  
Neighborhood residents.

- Park Facilities:**
- Playground equipment
  - Large open space

**Accessibility Assessment: 1**  
The park has no formal access points, no dedicated accessible parking, and no compliant approaches to the playground equipment.

**Facility Evaluation:**  
This park is used by neighborhood children and adults. The playground equipment is in need of updating. The addition of a picnic area has been suggested.



## Ohio Street Access Site

**Size:** Less than 1 acre

**Park Type:**  
Special Use

**Location:**  
Immediately to the west of Bellaire's downtown, at the end of Ohio Street off Bridge Lane and Bridge Street.

**Service Area:**  
Village, surrounding townships, and visitors to the area.

**Park Facilities:**

- Paved approach to ramp
- Concrete boat ramp
- Dock
- Paved car and trailer parking nearby

**Accessibility Assessment:** 2  
Asphalt approach provides a stable approach to the launch. Access to the docks is not compatible.

**Facility Evaluation:**  
This site provides boating access to Lake Bellaire and the lower Chain of Lakes. Residents and visitors alike use this access on a regular basis.

Suggestions for improvements include better signage directing visitors to the site, designated parking, an increase in accessibility, and picnic tables.



## Richardi Park

**Size:** Approximately 8 acres

**Park Type:**  
Community Park

**Location:**  
East of M-88, just north of downtown Bellaire on the Intermediate River.

**Service Area:**  
Village, surrounding townships, and visitors to the area.

### Park Facilities:

- Restrooms
- Swimming beach
- Basketball courts (3)
- Tennis court
- Picnic area / pavilion
- Gazebo
- Walking path
- Playground equipment
- Ice rink areas (2)
- Fishing area

### Accessibility Assessment: 2

Continuous asphalt provides universal access to the walking path. The restrooms are fully compliant. The approaches to the playground equipment are not compliant.

### Facility Evaluation:

Richardi Park's heavy usage is due to its many amenities and its central location.

A future project worth considering is a dock/walkway system connecting Richardi Park to the River Street access site. This would create an additional walkway, additional fishing possibilities, and a space for kayak and canoe entry and exit.



Another project is an upgrade of the park's lower section; clearing, creating bridges over low areas, adding riprap for fishing access, and repair of existing stairs. Residents have shown a significant interest in the construction of a kayak portaging station and kayak lockers in this part of the park. Suggestions for additional improvements are upgrades of playground equipment, increasing playground accessibility, a dog park, and better park signage.

## River Street Access Site

**Size:** < 1 acre

**Park Type:**  
Special Use

**Location:**  
This Intermediate River access site is at the south end of River Street, off East Forest Home Ave, east of M-88.

**Service Area:**  
Village, surrounding townships, and visitors to the area.

**Park Facilities:**

- Gravel approach & parking
- Concrete boat launch
- Dock

**Accessibility Assessment:** 1  
The ramp's approach is gravel and the concrete ramp itself is too steep for compliance. There is no stable approach to the dock.

**Facility Evaluation:**  
This site provides boating access to the Intermediate River and the upper Chain of Lakes. Residents and visitors alike use this access on a regular basis.

A future project worth considering is a dock/walkway system connecting this access site to Richardi Park. This would create an additional walkway, additional fishing possibilities, and a space for kayak and canoe entry and exit.

Suggestions for additional improvements include better signage to the site, a larger designated parking area.



## Rotary Soccer Park

Size: 20 acres

### Location:

South of West Cayuga Street (Bellaire Highway) on the west side of Bellaire.

### Park Type:

Sports Complex

### Service Area:

Village & surrounding townships

### Park Facilities:

- Gravel parking area
- Irrigated soccer fields
- Seasonal port-a-potties
- Seasonal concession stand

### Accessibility Assessment: 1

The park has no formal access points or sidewalks. There is no specific ADA parking or accessible restroom facilities.

### Facility Evaluation:

As a dedicated sports park, this park is used almost exclusively for soccer. However, nearby residents use it as an open space.

Suggestion improvements are paving the access road to the park, paved parking, and permanent restrooms.



Photo credit to Brad Rowe.

## Summer League Ball Fields

**Size:** 6 acres

**Park Type:**  
Sports Complex

**Location:**  
Directly south of the Holiday Acres Subdivision, west of M-88 in the southeast part of the Village.

**Service Area:**  
Village & surrounding townships

**Accessibility Assessment: 1**  
The park has no formal access points or sidewalks. There is no specific ADA parking or accessible restroom facilities.

**Park Facilities:**

- Gravel parking area
- Seasonal port-a-potties

**Facility Evaluation:**  
This dedicated sports park is used only in the summer months. As the property is leased from Antrim County, no major improvements are planned. Improved signage, however, has been suggested.



## Walking Path

**Size:** 1.5 miles

### **Location:**

Constructed primarily on an abandoned railroad right-of-way, the walking path starts at the Village's northern limits, follows an old RR bed over a trestle bridge and past to Broad Street, where it connects with Village streets to the south side of Cayuga at the Antrim County Commission of Aging and the Area Seniors. The walking path continues south to a boardwalk then turns east to M-88, where parking is available at the Summer League Ball Fields.



### **Park Type:**

Park Trail, Type II

### **Service Area:**

Village & surrounding townships, tourists.

### **Park Facilities:**

- 6' to 8' wide paved/boardwalk path
- Benches

### **Accessibility Assessment:** 4

Paved approaches at multiple access points make this walking path accessible to the entire community.

### **Facility Evaluation:**

The walking path has very heavy usage. Over 85% of the respondents to a 2012 survey indicated that they'd used the path in the last year, with an average use of over 60 times a year. If connections can be made to the Glacial Hills Pathway and any future paths in Kearney Township, the use will increase even more. Suggested improvements are signage directing visitors to the path, informational signs along the path, and additional benches.

## Glacial Hills Pathway & Natural Area

**Size:** 763 total acres of public land ownership, held by Forest Home Township and Antrim County

**Location:**

About 1.5 miles northwest of Bellaire. There are two trailheads; one on Eckhardt Road roughly 1 mile north of the Bellaire Highway. The other is on Vandermark Rd, also roughly 1 mile north of the Bellaire Highway.

**Park Type:**

All-Terrain Biking and Hiking Trail

**Service Area:**

Northwest Lower Michigan

**Park Facilities:**

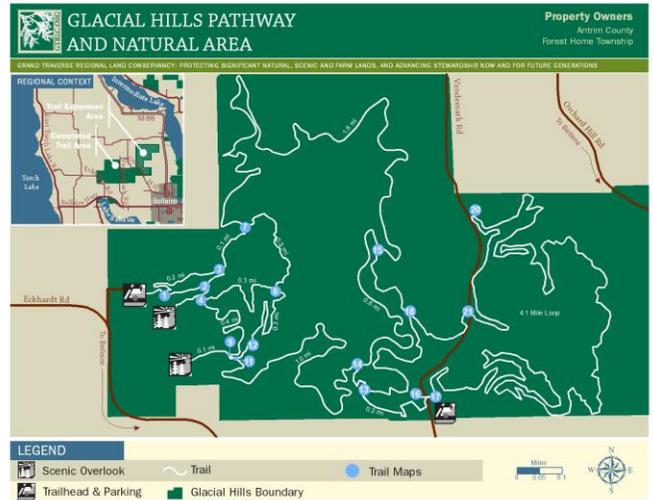
- Under construction

**Accessibility Assessment:** NA

The site is under construction.

**Facility Evaluation:**

This exciting trail system started its major construction in 2012. A potential of 20 trail miles are planned, made of both short and long loops. The ultimate goal is to make the trail system a ride center that will be certified by the International Mountain Bicycling Association, making Glacial Hills a destination for bikers and hikers from across the state. It is hoped that future connections can be made to Bellaire’s walking path (bicycles are welcome). Other future projects discussed are smaller BMX-type park inside the Village limits and a shorter trail system for less experienced riders near or on Shanty Creek Resorts.



## Shanty Creek Resorts

**Size:** Approximately 4500 acres of private ownership

**Location:**  
Kearney & Custer Townships

**Park Type:**  
Private Recreation Facility

**Service Area:**  
All of Michigan, northern Illinois and northern Indiana

**Accessibility Assessment:** 1 to 5

### Park Facilities:

- 4 golf courses, 72 holes
- 53 downhill ski runs
- 5 terrain parks
- 30 km of cross-country ski trails
- Hotel & Conference Center
- Condominium rentals
- Spa
- Restaurants

### Facility Evaluation:

Shanty Creek Resorts is a regional destination for golfers, skiers, conventioners, and general tourists. The owners of Shanty Creek have invested millions of dollars in recent resort upgrades, making a solid attraction even more attractive.

Shanty Creek and the Village of Bellaire are working together to create an atmosphere that encourages movement between the resort and the Village.



Logo & photos courtesy of Shanty Creek Resorts.

## DNR Recreation Grant Inventory

**Grant Number:**

CM99-261

**Year:** 1999

**Amount:** \$59,200

**Description:**

Richardi Park; construction of accessible restrooms



**Grant Number:**

26-01023 P1

**Year:** 1977

**Amount:** \$29,700

**Description:**

Craven Park; bathhouse construction & installation of water and sewer



**Grant Number:**

26-00719

**Year:** 1976

**Amount:** \$20,500

**Description:**

Craven Park upgrades; shore stabilization

## DESCRIPTION OF THE PLANNING PROCESS

The creation of this plan was a community effort. The process included all the property owners in the Village, the Planning Commission, the Village Council's Parks Committee, the Village Council itself, and many interested visitors to the area.

A systems approach is the Village's preferred planning method. Quoted in the MDNR's *Guidelines for the Development of Community Park, Recreation, Open Space, and Greenway Plans* (rev. 2009) is the National Recreation and Park Association's publication *Park Recreation, Open Space and Greenway Guidelines* by James D. Mertes and James R. Hall (1995), which defines this type of planning as "...the process of assessing the park, recreation, and open space needs of a community and translating that information into a framework for meeting the physical, spatial and facility requirements to satisfy those needs."

Using the compiled survey data and with the guidance of the Planning Commission and Parks Committee, the Village staff assembled the plan for presentation to Village Council and to the community as a whole.

## **DESCRIPTION OF THE PUBLIC INPUT PROCESS**

Gathering public input from Village residents was a critical component in the compilation of this recreation plan. Without the guidance of that input it would be impossible to develop a plan reflecting the opinions and desires of the community.

The recreation plan was discussed during multiple Planning Commission meetings, specifically November 2011, February 2012, May 2012, August 2012 and November 2012. Agendas for all Planning Commission meetings were posted at the Village hall and on the Village's website for ease of viewing by interested parties.

A recreation survey was mailed to all Village property owners through the simple measure of including a copy of the survey with the summer property tax bills. The rate of return exceeded expectations, resulting in a solid demonstration of the importance Village residents place on their parks. (See Appendices A and B.)

Making extensive use of the survey results, the draft plan was crafted by Village staff and thoroughly reviewed by the Planning Commission. On November 6, 2012, the Planning Commission passed a resolution recommending that the Village Council approve the plan. Letters were sent inviting area stakeholders to this meeting. Stakeholders include the Bellaire Chamber of Commerce, Bellaire Public Schools, Bellaire Rotary, Forest Home Township, Kearney Township, Antrim County Planning Dept., Antrim County Parks and Recreation Advisory Board, and Northwest Michigan Council of Governments.

The draft plan was presented to the Village Council at their November 7, 2012 meeting. Copies of the draft plan were available for public viewing at the local library, the Village offices, and on the Village website. A notice was placed in the local newspaper noting where the plan was available. (See Appendix C.)

The Village Council took all public comment regarding the plan into consideration and approved the 2013-2017 Recreation Plan at their January 2, 2013 regular meeting. A notice of this meeting was placed in the local newspaper. (See Appendix D.)

## **GOALS AND OBJECTIVES**

In the ten years from 2000 to 2010, the median age of the Village rose from 37.5 to 42.2, according to US census data. This dramatic change is indicative of the country's aging population and of the increased number of retirees who choose to live in Bellaire. The Village will continue to monitor the changes of the demographic and socio-economic characteristics of the community and how those changes will impact the recreational opportunities the Village provides.

The goals and objectives of this plan represent a combination of input from different sources. Goals from the Village's master plan were considered, as were goals from the Village's 2007 Recreation Plan, results of and comments from the public survey, and the goals of the Complete Streets design concepts. The goals are not presented in any order.

### **Goal 1: Maintain and improve public access to the Intermediate & Cedar Rivers.**

#### Objectives:

Upgrade the lower section of Richardi Park with the construction of a kayak portaging station and kayak lockers, clear brush, create bridges over low areas, add riprap for fishing access, and repair existing stairs. This project is being considered due to the results of the survey, which indicated substantial interest in kayak amenities.

Improve the view of the Intermediate River from M-88 by clearing brush from the publicly-owned ROW west of M-88 and north of the river; improve access to Intermediate River through upgrades to access sites and acquisition of property at the Ohio Street access.

Design and construct a dock/walkway system connecting Richardi Park to the River Street access site through a method that protects the riparian areas. This would create an additional walkway, fishing access, and an area for kayak and canoe entry and exit.

Enhance recreational activities on the Cedar River through the dredging of Craven Pond and improving the boat launch at Craven Park.

### **Goal 2: Foster collaborative efforts and relationships with Federal, State, other local governmental units, local businesses, and non-profit organizations.**

#### Objectives:

Continue to work with Antrim County and the Bellaire Public Schools on property leases, property agreements, and shared property to maximize the best uses of public land.

Work with MDOT on M-88 upgrades, pedestrian crossing locations, signage, and other traffic safety measures that may impact recreational activities.

Develop relationships with area and regional non-governmental agencies to create an environment of shared cooperation and cross-agency sharing.

Continue to work with Forest Home Township to connect the Village trail system with the Glacial Hills Pathway and Natural Area; work with Kearney Township and Shanty Creek Resorts to expand the trail system eastward.

**Goal 3: Provide multigenerational recreational opportunities and activities for people of all ages and abilities.**

Objectives:

Increase accessibility to the Village's parks, incorporate Complete Street concepts, and ensure that any new facilities integrate ADA accommodations.

Survey comments and public input indicate high usage if a dog park is created; establish a dog-friendly area of at least one Village park.

Increase utilization of the parks as environmental education tools.

The survey showed solid support for the creation of an historic walk; the Village should work with the Bellaire Area Historical Society and the Bellaire Chamber of Commerce to create an historical walk.

**Goal 4: Improve Village park connections and construct links from the Village parks to the township trail system.**

Objectives:

Work with area townships, Antrim County, Grand Traverse Regional Land Conservancy, and other governmental and non-governmental entities to work toward a connection between the Village trail system and the Glacial Hills Pathway and Natural Area. Survey results show that over 77% of the respondents would like to see this connection.

Design and pursue a connector pathway on the east side of Bellaire that will connect the Village's walking path north to Craven Park's Cedar River trails system.

Develop a more solid connection between the north and south portions of the existing Village walking path.

**Goal 5: Market & promote the Village's recreational assets to the community and to the area's tourist economy.**

Objectives:

Improve signage to the Village parks; establish dedicated trailhead parking at key points on the walking path.

Work toward increased recognition of the importance of the Village parks as an asset to the community.

Create a recreational map that illustrates public and private recreational opportunities. Make map available on Village website, distribute hard copies to residents, to Chamber of Commerce, and to all interested parties.

**Goal 6: Protect, manage and enhance all existing parks.**

Objectives:

Many comments from the community survey concerned park and sidewalk maintenance. It would be beneficial to hold an annual meeting with appropriate Village staff and the Parks Committee to discuss park use, necessary changes to the parks, future projects, and maintenance issues.

Regularly solicit public comments from residents and visitors and use these as guidelines for park improvements, future projects, and changes in park usage.

Maintain and improve the cleanliness and quality of the Village parks and their facilities.

## **ACTION PROGRAM**

The Village Council will be able to use this action program as a companion to the plan's goals and objectives. This list should not be considered as definitive; instead, it should be used as a starting point for budget discussions. A final determination of expenditures on specific parks projects will be based on frequency of use, cost, public safety, etc.

Decisions on parks expenditures are made by the Village Council. The Village's fiscal year runs from March 1 to the end of the following February. Committee budget meetings begin in December. This list is presented in alphabetical order, not in order of project priority.

### **All of Bellaire's Parks**

Bellaire has a tremendous asset in its large parks system. Though residents use the parks extensively, visitors are not always aware of what is available. A recreation map should be created and made available on the Village's website and as hard copy for the Chamber of Commerce and interested area businesses to distribute. Strategic signage would also assist visitors and new residents to the parks.

These projects will help the Village meet recreation goals 2 and 5.

### **Craven Park**

The Village has already begun meeting with Bellaire Public School representatives to begin crafting a development plan for the Craven Park ball fields. A desire for significant improvements has been expressed by the school; irrigation, new fencing, and complete field regrading are all projects under consideration.

An increase in camping at Craven Park is driving Village interest in making substantial improvements to the campground and its amenities. Dredging Craven Pond is a major item; smaller projects are an improved boat launch, the installation of a disc golf course, bathhouse renovations, campsite improvements, installation of frost-free water service, and new playground equipment.

These projects will help the Village meet recreation goals 1, 2, 3, and 6.

### **Ohio Street Access Site**

Minor improvements to this site could reap disproportionately large benefits due to its visibility. A boat launch adjacent to a downtown area is an asset that should be utilized to great advantage.

Suggested projects include: better signage that would direct visitors to the site, designated parking, an increase in accessibility, and picnic tables. The acquisition of property directly to the north of the Ohio Street access would provide more space for parking and recreation.

These projects will help the Village meet recreation goals 1, 3, and 6.

## **Richardi Park**

The central location and high visibility of Richardi Park makes it Bellaire's premier park, second in usage only to the walking path. Any improvement or upgrades to this park would have a large impact on Village recreational opportunities.

Under serious consideration is an upgrade of the park's lower section; clearing, creating bridges over low areas, adding riprap for fishing access, and repair of existing stairs. In addition, residents have shown a significant interest in the construction of a kayak portaging station and kayak lockers in this part of the park. Such a project would necessitate working closely with Antrim County as the county owns a small portion of property in Richardi Park.

A major project in the early planning stages is a dock/walkway system connecting Richardi Park to the River Street access site. This would create an additional walkway, additional fishing possibilities, and a space for kayak and canoe entry and exit.

Suggestions for additional improvements are upgrades of playground equipment, increasing playground accessibility, a dog park, and better park signage.

These projects will help the Village meet all of their recreation goals.

## **River Street Access Site**

A dock/walkway system connecting this access site to Richardi Park would create an additional walkway, additional fishing possibilities, and a space for kayak and canoe entry and exit.

Other projects include better signage that would direct visitors to the site, designated parking, and increased accessibility.

These projects will help the Village meet recreation goals 1, 3, and 6.

## **Walking Path**

A stunning 77% of the recreational survey respondents were in favor of seeing the Village work toward connecting the Village walking path with Forest Home Township's trail system, known as the Glacial Hills Pathway.

To work towards that goal, the Village has appointed council representatives to work with Forest Home Township. The Village has also written a letter of support for Grand Traverse Regional Land Conservancy's efforts at Glacial Hills.

Other walking path improvements may include signage directing visitors to the path, informational signs along the path, and additional benches.

These projects will help the Village meet recreation goals 2, 3, 4, 5, and 6.

**APPENDIX A**



**Village of Bellaire  
2013 Recreation Plan Survey**

July 2012

The village’s recreation plan is being updated and we’d like to know what you think is important to you, your family, and the village. To make certain your answers become part of the revised recreation plan, please return the survey to the village offices as soon as possible. If you have any questions, please feel free to contact the village offices M-F from 8-4 at 533-8213. All surveys are confidential and anonymous.

Are you a resident of the village of Bellaire? ..... Yes..... No

If not a resident, how much time do you spend in Bellaire annually? \_\_\_\_\_

About how many times did you or anyone in your family use the following in the last year?

- Boat launch at the end of River St. (east of walking bridge)..... \_\_\_\_\_ times
- Boat launch at Ohio St. (behind downtown)..... \_\_\_\_\_ times
- Craven Park ball fields ..... \_\_\_\_\_ times
- Craven Park campground ..... \_\_\_\_\_ times
- Richardi Park ..... \_\_\_\_\_ times
- Rotary Soccer Park ..... \_\_\_\_\_ times
- Summer Ball League fields (across from Meadow Brook) ..... \_\_\_\_\_ times
- Walking path..... \_\_\_\_\_ times

Do you see the need for additional signage to the following?

- Boat launch at the end of River St. (east of walking bridge)..... Yes..... No
- Boat launch at Ohio St. (behind downtown)..... Yes..... No
- Craven Park ball fields ..... Yes..... No
- Craven Park campground ..... Yes..... No
- Richardi Park ..... Yes..... No
- Rotary Soccer Park ..... Yes..... No
- Summer Ball League fields (across from Meadow Brook) ..... Yes..... No
- Walking path ..... Yes..... No

**Future Projects**

Would you like to see the village work toward connecting the walking path with Forest Home Township’s walking trail system? ..... Yes..... No

Would you view major improvements at the Craven Park ball fields as an asset to the village?..... Yes..... No

Do you see a need to dredge Craven Pond? ..... Yes..... No

Do you see a need for a kayak/canoe portaging station around the dam in Richardi Park? ..... Yes..... No

Would you like to see a historical walk in the village? ..... Yes..... No

Do you see a need for the construction of kayak lockers at the end of Ohio St.? (These would enable kayakers to secure their watercraft and walk to the downtown area.) ..... Yes..... No

Do you see a need for a skateboard park in the village? ..... Yes..... No

The 2006 Recreation Plan included the following goals. Please circle the three goals that are most important to you and your family.

**Goals**

Improve river passage and access to allow water and pedestrian traffic to access village water access sites.

Provide summer recreational programs for area young people.

Provide water recreation at campground.

Provide more camping opportunities.

Provide an alternative to computer and TV surfing for the younger residents.

Provide an opportunity for adults and young people to interact in some type of physical activities.

Have recreational opportunities to take advantage of all Michigan season.

Identify the recreational opportunities with better signage.

Have opportunities for young people to interact with community leaders and authority figures in a positive fun atmosphere.

Provide our older residents with convenient walking facilities to access the different parks and downtown area.

Please use this space to comment about the village’s parks. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

*Thank you for taking the time to complete this survey.  
We look forward to receiving your input!*

**APPENDIX B**

**Survey Results**

**Approximate # of surveys**                      **600**  
**% of respondents as of 10-31-2012**   **14.0%**

**About how many times did you or anyone in your family use the following in the last year?**

	% who used	Avg. uses among users
Boat launch at end of River St (east of walking bridge) .....	31.0%	7.2
Boat launch at Ohio St (behind downtown).....	33.3%	5.2
Craven Park ball fields .....	16.7%	6.0
Craven Park campground.....	10.7%	19.0
Richardi Park.....	57.1%	23.6
Rotary Soccer Park .....	13.1%	10.0
Summer Ball League fields .....	19.0%	10.2
Walking path .....	85.7%	62.6

**Do you see the need for additional signage to the following?**

	% of Yes responses
Boat launch at end of River St (east of walking bridge).....	29.8%
Boat launch at Ohio St (behind downtown) .....	31.0%
Craven Park ball fields.....	20.2%
Craven Park campground.....	21.4%
Richardi Park .....	21.4%
Rotary Soccer Park .....	16.7%
Summer Ball League fields.....	20.2%
Walking path .....	45.2%

**Future Projects**

	% of Yes responses
Would you like to see the village work toward connecting the walking path with Forest Home Twp's trail system? .....	77.4%
Would you view major improvements at the Craven Park ball fields as an asset to the village? .....	34.5%
Do you see a need to dredge Craven Pond?.....	33.3%
Do you see a need for a kayak/canoe portaging station around the dam in Richardi Park? .....	45.2%
Would you like to see a historical walk in the village? .....	50.0%
Do you see a need for the construction of kayak lockers at the end of Ohio St? .....	42.9%
Do you see a need for a skateboard park in the village? .....	25.0%

### Survey Results (continued)

Respondents were asked to circle the three goals from the 2006 Recreation Plan that were most important to them and their families.

	% of respondents who selected this goal as important
Improve river passage & access to allow water and pedestrian traffic to access village water access sites .....	35.7%
Provide summer recreational programs for area young people .....	29.8%
Provide water recreation at campground .....	11.9%
Provide more camping opportunities .....	4.8%
Provide an alternative to computer and TV surfing for the younger residents .....	25.0%
Provide an opportunity for adults and young people to interact in some type of physical activities .....	16.7%
Have recreational opportunities to take advantage of all Michigan seasons .....	40.5%
Identify the recreational opportunities with better signage .....	15.5%
Have opportunities for young people to interact with community leaders and authority figures in a positive fun atmosphere .....	10.7%
Provide our older residents with convenient walking facilities to access the different parks and downtown area .....	48.8%

## Comments from Recreational Plan Survey

They are actually nice!

I feel that the people who live by the site were the public can use are not friendly they yell to get out and it's a public area!

I think any improvements will greatly increase Bellaire's ability to attract business and tourism.

A longer walking path for riders and walkers would be wonderful.

As a resident with young children, I would LOVE to see new playground equipment at the Holiday Acres Subdivision. There are many children that live there and visit that would benefit from that update. Would also love to see it developed as a picnic area as well.

We need a reservation system like the State Parks of East Jordan uses. If you know for sure you have a spot to camp more apt to come.

Parking is a nightmare and visitor complain nonstop about it. Widen the alley where your able by the lot between Sassy Sunflower and video store. Look for solutions and post parking areas with signs.

Would like to see the cemetary (sic) taken care of a little bit better.

A longer paved walking or bicycling trail like all other local areas would be number one on my list, I think Bellaire is way behind on making this type of recreation safe and enjoyable and accessible for the community.

Quit spending money. How about making the users of the facilities pay for a good share of the price for the things you suggest doing. All you want to do is spend more money.

*Respondent did not circle any of the 2006 goals, wrote this note:* None are important to us.

On dredging Craven Pond: Eventually

On dredging Craven Pond: Why?

On dredging Craven Pond: Don't know

Well-maintained [parks] makes village more people friendly.

Richardi - great park. Craven Park - ok, couple activities would be great - shuffleboard. Craven Park ball fields - ok, but little upgrade would be nice.

I would like to see Int. River traffic encouraged to travel from Ohio St. launch area and Lake Bellaire (lower chain). An annual river clean-up (with youth groups) would be helpful.

Why do you say just "older residents"? Are we not all important?

Replant trees on Cayuga St. Open wider range of hours for leaves and grass drop off. DPW is doing a great job. Thanks.

## Comments from Recreational Plan Survey (continued)

Summer recreational programs: dodge ball tournament with brackets and nice prizes. Physical activity opportunities: people than adults, tug of war and mud races - backward crawl, annual mud pit slime bog, teenagers get 1/3 more. Young people to interact with authority figures: how about Judge Hayes in a dunk tank (with a shark). The Richardi Park pavilion must have the circuit breaker problem fixed. When the outlets are used, the breaker pops.

Vote yes on major improvements at Craven Park ball fields to benefit high school baseball; vote yes on Craven Park ball field signage to benefit high school baseball.

I think the parks are fine the way they are. Would rather see the money go for repairing village streets and building sidewalks.

Definitely do not see a need to dredge Craven Pond.

Dog poop ALL OVER the park areas - especially swimming area. WHERE do visitors and guests clean fish?? We need a fish cleaning station!!

See a need to dredge Craven Pond? Unsure

Comment re: signage to Rotary Soccer Park: additional signage @ S. Genesee telling them that parking is NOT allowed on Elmwood Dr.

When I go into a village or city and see well maintained and a number of parks I know I'm in a community that cares about its residents. Bellaire gets a C+.

Richardi Park should be renamed "Dog Poo Park." A lot of dogs use it, that aren't picked up after. Richardi Park's best asset is the river view from the park. That view is disappearing with all the brush growing up along the shoreline. More scattered picnic tables.

Comment re: would you like to see a historical walk? I want to start a new business...food tour would be great. History & food!

Keep bathrooms open and improve public restrooms in downtown!!

Minimize extreme changes in water levels at Richardi Park swimming beach!

Have commercial operations Short's Pub, pizza places, restaurants, movie theaters, coffee shops who most benefit from more revenue traffic fund raise or be assessed for these needless improvements that only create more traffic and commercial (word illegible) not tax revenue.

Current walking path too short.

On dredging Craven Pond: yes, only if you remove the dam, then a channel would need to be dredged.

Make a path for a kayak/canoe portaging station.

On a skateboard park: No. Injury.

Focus on youth.

### **Comments from Recreational Plan Survey (continued)**

On connecting walking trails: Yes, probably. Would like to know more.

On dredging Craven Pond: YES YES

On construction of kayak lockers: Yes, maybe.

On construction of skateboard park: Yes, maybe.

I think there is a general lack of good signage to all public areas, including bathrooms.

On construction of kayak lockers: OK with this if village feels it can keep it supervised.

Need bike racks in the downtown area.

Need adequate public restrooms with signage.

Make sure there is adequate funding to care for what we have before adding new.

Keep the tennis court surface in good shape.

The river through town is a blessing. Make the most of it.

Looks good.

The sidewalks and trail systems need to be improved, expanded and MAINTAINED!!

Take a look at Court Street.

On dredging Craven Pond: No, with multiple exclamation points

On connecting the walking path with Forest Home: Yes, with multiple exclamation points

Wonderful parks - would be nice to add pickleball and bocce ball for seniors. Would love to see more yoga classes with notice in paper or on website - was difficult to find out about it.

Would like to see community picnics at the pavilion (dish to pass).

On Craven Park ball field improvements: Possibly

On dredging Craven Pond: Not at this time.

I think the playground equipment should be replaced with the heavy duty plastic instead of the wolmanized wood.

On connecting with FH Twp's trail system: Yes, big time.

On dredging Craven Pond: No, good wildlife.

Bellaire is BORING even after 50 years.

Re: goal of providing older residents with walking facilities: More retirees means more money coming into Bellaire.

Believe our village does a good job taking care of our parks.

Give us something for all the taxes village receives.

### **Comments from Recreational Plan Survey (continued)**

New trash pick-up included in taxes plus paint hydrants.

Crosswalks need more attention. Look at Boyne City, they have stop signs at both sides of walk right-of-way. Have weekly garbage pick up. Paint fire hydrants. Let Fire Dept. check hydrant for operation & if repairs need fixing.

How about a dog play park at Craven?

An indoor pool and an outdoor skating rink.

Love the parks, wish we could sell our house and move to Bellaire!

On signage: haven't paid attention to the signs - no opinion.

On Craven Park ball field improvements: don't have an opinion.

On dredging Craven Pond: don't have an opinion.

Under goal of provide more camping opportunities: Adequate police protection.

Girl at Craven campground hit in the face with a Tiki light, oil was spilled on her face and eyes. Police did nothing, NOT EVEN NAMES OF THOSE INVOLVED. Can't find a policeman when needed, shake up the POLICE DEPT; signed "A taxpayer 50 years."

Nice parks

The river between Stonewater Inn & the dam is beautiful. We need to provide access to the "town" side with a boardwalk along river. This part of town could have a "fishtown" of shops like in Leland - but overlooking the river. It would attract more visitors and become a destination. Other than Stonewater, the river is lined with dumpy buildings in this part of town. How can I help make this happen?

Temporary docking facilities for boats & kayaks at River St.

Sidewalk improvement - a little each year. Did not notice any in 2012.

Would like a bike trail connecting Central Lake & Bellaire.

Don't use boat launches now, but we did when we had a canoe

Would like to see Craven Pond dredged for better fishing & swan habitat

I think the village does well with what is available - upkeep is good. Adding the items circled [note: circled last 3 goals from 2006 plan] is a hope for the future.

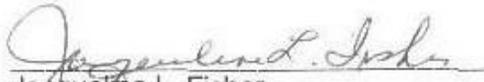
**APPENDIX C – Notice of availability of draft plan for public review & comment**

**AFFIDAVIT OF PUBLICATION**

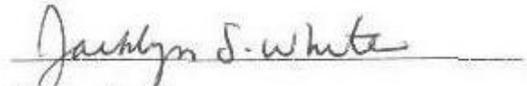
STATE OF MICHIGAN )

COUNTY OF ANTRIM )

Jacqueline L. Fisher, Partner/General Manager of the Antrim Review hereby acknowledges that the Public Notice for Village of Bellaire was published in the above entitled newspaper for the weeks of November 15, 2012.

  
Jacqueline L. Fisher

Subscribed and Sworn to on the 15th day of November, 2012.

  
Notary Public  
Antrim County, Michigan  
My Commission Expires: \_\_\_\_\_

Jacklyn S. White  
Notary Public • Antrim County  
My Commission Expires: 1-23-2017

**VILLAGE OF BELLAIRE PUBLIC NOTICE**  
The Village of Bellaire has drafted a 2013-2017 Recreation Plan. The draft plan is currently available for public viewing at the Bellaire Public Library and at the village offices. It can also be viewed online at [www.bellairemichigan.com](http://www.bellairemichigan.com).  
If you wish to comment on this draft plan you may attend the public hearing on January 2, 2013 or write the Village offices at Village of Bellaire, P.O. Box 557, Bellaire, MI 49615. Comments can also be faxed to 231-533-4183 or emailed to [vlgclerk@bellairemichigan.com](mailto:vlgclerk@bellairemichigan.com). All comments regarding the draft plan must be received before 4 pm on January 2, 2013 to be considered by council.

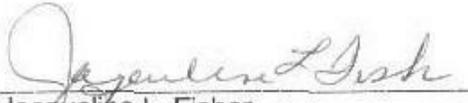
**APPENDIX D - Notice of public meeting held after one-month public review period**

**AFFIDAVIT OF PUBLICATION**

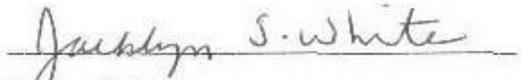
STATE OF MICHIGAN )

COUNTY OF ANTRIM )

Jacqueline L. Fisher, Partner/General Manager of the Antrim Review hereby acknowledges that the Public Notice for Village of Bellaire was published in the above entitled newspaper for the week of December 27, 2012

  
Jacqueline L. Fisher

Subscribed and Sworn to on the 27th day of December, 2012.

  
Notary Public  
Antrim County, Michigan  
My Commission Expires: \_\_\_\_\_

Jacklyn S. White  
Notary Public • Antrim County  
My Commission Expires: 1-23-2017



## APPENDIX E - Minutes from public meeting at which plan was adopted

### Bellaire Village Council Meeting Minutes January 2, 2013

1. **Call to Order:** President Schulz called the meeting to order at 7:00 PM.
2. **Roll Call Attendance:**
  - Present:** Officers Dave Schulz, Laura Sexton, Butch Dewey, Dan Bennett, Brent Nelson & Helen Schuckel.
  - Absent:** Trish Drollinger
  - Staff Present:** Cathy Odom, Treasurer, Ken Stead, DPW Supervisor & Brad Rowe, Chief of Police.
  - Also Present:** Colette Stanish & Patti Savant.
3. **Approval of Agenda:** The agenda was approved.
  - Motion by Schuckel, seconded by Sexton, to approve the agenda with the addition of new business item j, Meeting Stipends. Motion carried by unanimous voice vote.**
4. **Conflict of Interest:** None presented.
5. **Consent Agenda:** The consent agenda was approved.
  - Motion by Bennett, seconded by Schuckel, to approve the consent agenda as presented. Motion carried by unanimous voice vote.**
6. **Public Comment on Agenda Items:** None presented.
7. **Old Business:**
  - a) **Recreation Plan:** President Schulz noted the public hearing was held prior to this meeting for the 2013-2017 Recreation Plan. The Planning Commission adopted a resolution recommending the plan be approved.
    - Motion by Dewey, seconded by Sexton, to adopt Resolution of #01 of 2013, approving the 2013-2017 Recreation Plan. Motion carried by unanimous roll call vote.**
  - b) **Notice of Pending Judicial Foreclosure:** An email correspondence with the attorney was presented pertaining to the easement granted to the Stone Waters Inn for a small piece of property for them to place a dumpster. We are identified as a holder of the property and because of a pending foreclosure, we received notices. According to our attorney, no action is needed by the Village.
  - c) **Open Container Ordinance:** At the last meeting Chief Rowe brought up a discussion about an open container ordinance and would like to know if this is something Council would like to pursue. A copy of Mt. Pleasant's ordinance was presented for review. There was discussion of the possible Short's Brewery events that might be affected by this ordinance. President Schulz stated it would not be affected because it will take place in a confined area. Trustee Nelson and Trustee Dewey would like to see one in place and recommended this issue be sent to the Public Safety Committee.
    - Motion by Dewey, seconded by Nelson, to have the Public Safety Committee address the open container ordinance. Motion carried by unanimous voice vote.**
8. **New Business**
  - a) **DHS 2-1-1:** Community Access Line of the Lakeshore has filed an application with the Public Service Commission requesting telephone digits 2-1-1 for a call center that will allow people to access health & human services information. They would like a letter of support from the

## APPENDIX E - Minutes from public meeting at which plan was adopted (continued)

Village. President Schulz asked what type of service they would be offering and it was noted that information was not available at this meeting.

**Motion by Schulz, seconded by Sexton, to draft a letter of support similar to the one provided by them and authorize the Village President to sign it contingent upon the gathering of further acceptable information approved by the President. Motion carried by unanimous voice vote.**

- b) **Old Fire Extinguishers:** There are five (5) fire extinguishers based on the regulations included in packet that are expired and must be replaced. These extinguishers are still functional and Council should decide what to do with them. Due to their age, Council recommends just to give them away.

**Motion by Dewey, seconded by Nelson, to replace the five extinguishers and give away the ones the expired. Motion carried by unanimous voice vote.**

- c) **Chamber Schedule:** Patti Savant from the Chamber of Commerce presented the 2013 summer schedule and noted some changes to it. She discussed traffic issues brought up after the 2012 Rubber Ducky Parade which have showed the need for some minor changes to the route. These changes were discussed at a previous meeting with Police Department and Chamber officials.

**Motion by Bennett, seconded by Schuckel, to accept & support the new 2013 schedule. Motion carried by unanimous voice vote.**

- d) **Chamber Request-Tree:** The Chamber has decorated the tree by the kiosk and it has become too big to keep adding more lights to it. The Chamber would like the Village to consider allowing them to replace the current tree with a smaller one. Patti Savant said the Chamber's goal is to replant the current tree so it doesn't have to be cut down and they are currently working on a remove and replace plan. Trustee Dewey stated that the Chamber could use one of the trees off of his land on M-88. President Schulz stated they could call Meadowbrook to see if they would like the current tree as part of their new landscaping projects.

**Motion by Bennett, seconded by Nelson, to allow the Chamber to replace current tree with a smaller one. Motion carried by unanimous voice vote.**

- e) **EVIP #2-Consolidation of Services:** A history of last year's EVIP and what will be included in this year's was presented. The new plans deals with the possibility of a kayak station at Richardi Park and we would have to work with the County on some land they own at the park where the station may be placed.

**Motion by Sexton, seconded by Schuckel, to approve this as our response to the State's request for consolidation for services for the 2013 EVIP. Motion carried by unanimous voice vote.**

- f) **Grave Opening Agreement-Mortensen Funeral Homes:** The contract for grave openings with Mortensen Funeral Home needs to be renewed. The only change is the date of the agreement.

**Motion by Sexton, seconded by Schuckel, to approve the 2013 agreement for grave openings with Mortensen Funeral Home and to authorize the Village President to sign it. Motion carried by unanimous voice vote.**

- g) **DTE Energy Tree Grant:** DTE is offering a \$3,000 tree grant if Council is interested in applying for it.

**Motion by Dewey, seconded by Bennett, to authorize the Village Clerk to process the necessary paperwork to apply for the tree grant. Motion carried by unanimous voice vote.**

## APPENDIX E - Minutes from public meeting at which plan was adopted (continued)

- h) **Notice of Intent-Little League Fields Lease:** The renewal of the lease for the little league fields that are on County property is due in six months. According to the lease, a notice of intent to renew must be sent within six months of the renewal.

**Motion by Dewey, seconded by Bennett, to authorize a notice of intent of our desire to renew the little league fields lease. Motion carried by unanimous voice vote.**

- i) **Notice of Intent-Walking Path Easement:** A notice of intent to renew the walking path easement is also required within six months of its renewal. This portion of the walking path is located on County land by the little league fields.

**Motion by Bennett, seconded by Schulz, authorizing notice of intent for the renewal of the walking path easement. Motion carried by unanimous voice vote.**

- j) **Meeting Stipend:** We are usually paid a per diem for each meeting we attend. Due to the public hearing and the regular meetings being on the same night, one right after the other, is it Council's wish to count these as only one meeting and to be paid accordingly.

**Motion by Sexton, seconded by Bennett, to count the public hearing and the regular meeting as one and to pay Council and staff for one meeting. Motion carried by unanimous voice vote.**

### 9. Discussion Items:

- a) **Nuisance Ordinance:** Chief Rowe stated Section R of the ordinance deals with rental inspection. This section deals with dangerous buildings and was written into the ordinance because we had intended to have some rental inspection guidelines. The guidelines were never developed and the section in the ordinance was not changed to reflect this. He explained that he had an owner come to him and wanted him to enforce that section of the nuisance ordinance, but that he was not qualified to inspect. The Building Department or the Health Department doesn't address the conditions of buildings so this is the only way to deal with buildings that are uninhabitable. Chief Rowe understands the reason to have this in the ordinance but the way it is currently written, he is not qualified to perform the inspections. It should either be removed or written more generally for enforcement or we will have to hire someone who is qualified based on current specifications. This was sent to the Public Safety for further review.

### 10. Department/Committee Reports

#### a) *Committee Reports:*

- **Administration Committee:** President Schulz explained the status of health care and possible changes to employee coverage. At the next meeting we will also address a more local agent of record.

b) **Clerk/Planner:** The 2012 zoning report was presented.

c) **Deputy Clerk/Treasurer:** has been reviewing the personal property legislation and unless a plan for reimbursement is put in place, we could lose approximately \$10,000 in revenue.

d) **Department of Public Works:** None presented.

e) **Police Department:** A written report of incidents was presented. The list includes other incidents besides just Village incidents. Of these incidents, none involve chickens.

f) **Planning Commission:** None presented.

## APPENDIX E - Minutes from public meeting at which plan was adopted (continued)

### 11. Closing Member/Public Comment:

- *David Schulz:* stated that a guest told him that the sign at the triangle made him feel very welcome. The guest stated that he could tell that residents really like living here.
- *Dan Bennett:* commented on not being at the Christmas party and would like to see some recognition from the Village for students that have graduated from Bellaire and have become successful in their careers.

### 12. Adjourn: Meeting adjourned at 7:47 P.M.

Compiled by Cathy Odom

Minutes are subject to approval.

**APPENDIX F - Official resolution of adoption by governing body**

**VILLAGE OF BELLAIRE**

**Resolution #01 of 2013**

**VILLAGE OF BELLAIRE**

**RECREATION PLAN**

**RESOLUTION OF ADOPTION**

**VILLAGE COUNCIL OF THE VILLAGE OF BELLAIRE**

At a regular meeting of the Bellaire Village Council, Antrim County, Michigan held in the Village Hall, located at 202 N. Bridge Street, Bellaire, Michigan on January 2, 2013.

PRESENT: Sexton, Schuckel, Dewey, Nelson, Bennett & Schulz

ABSENT: Drollinger

The following resolution was made by Trustee Dewey and seconded by Trustee Sexton to-wit:

**RECITALS**

**WHEREAS**, the Village of Bellaire has undertaken a Five Year Recreation Plan which describes the existing recreation facilities and the desired actions to be taken to improve and maintain recreation facilities during the period between 2013 and 2017, and

**WHEREAS**, a public comment session was held on January 2, 1013 at the Community Hall to provide an opportunity for citizens to express opinions, ask questions, and discuss all aspects of the Recreation Plan, and

**WHEREAS**, the Village of Bellaire has developed the plan for the benefit of the entire community and to adopt the plan as a document to assist in meeting the recreation needs of the community, and

**WHEREAS**, after the public meeting, the Village of Bellaire's Village Council voted to adopt said Recreation Plan.

**RESOLUTION**

**NOW, THEREFORE BE IT RESOLVED** the Village of Bellaire's Village Council hereby adopts the Village of Bellaire Recreation Plan as a guideline for improving recreation for the residents of the Village of Bellaire.

**YEAS: Dewey, Sexton, Bennett, Nelson, Schuckel, & Schulz**

**NAYS: None**

**ABSTAIN: None**

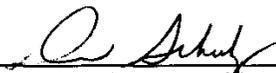
**RESOLUTION DULY ADOPTED.**

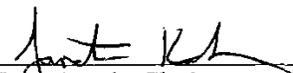
**VILLAGE OF BELLAIRE**  
**Resolution #01 of 2013**

**CERTIFICATION:**

This Resolution has been certified as being officially adopted.

**VILLAGE OF BELLAIRE**

By:   
David Schulz, President

By:   
Janet Koch, Clerk

Date of Action: Jan. 2, 2013

APPENDIX G - Official Planning Commission resolution

VILLAGE OF BELLAIRE PLANNING COMMISSION

RESOLUTION #3

A RESOLUTION RECOMMENDING VILLAGE COUNCIL ADOPTION  
OF THE 2013-2017 RECREATION PLAN

At a regular meeting of the Village of Bellaire Planning Commission, Michigan held at the Village Hall on November 6, 2012, the following Resolution was offered by Commissioner DEWEY and supported by Commissioner SNUMAKER.

**WHEREAS**, the Village of Bellaire Planning Commission has undertaken a Five Year Recreation Plan which describes the existing Village recreation facilities and the desired actions to be taken to improve and maintain the recreation facilities during the period between January 2013 and December 2017, and

**WHEREAS**, a public survey in July 2012 was issued to solicit input from citizens regarding usage of the Village's recreation facilities, future recreation projects, and the importance of the goals of the 2006 Recreation Plan, and

**WHEREAS**, the Village of Bellaire Planning Commission held public meetings on November 1, 2011, February 21, 2012, May 1, 2012, August 7, 2012, and November 6, 2012, during which the Recreation Plan was an item on the publicly posted agenda, and during said meetings citizens had the opportunity to express opinions, ask questions, and discuss all aspects of the Recreation Plan, and

**WHEREAS**, the Village of Bellaire Planning Commission has developed the plan for the benefit of the entire community.

**NOW, THEREFORE BE IT RESOLVED** that the Village of Bellaire Planning Commission recommends that the Village Council of Bellaire, Michigan adopt the 2013-2017 Recreation Plan as a guideline for improving recreation for the residents of the Village of Bellaire.

**YEAS:** HARRIS, SNUMAKER, DROLLINGER, DEWEY

**NAYS:** NONE

**ABSENT:** FEDRIN

**RESOLUTION DULY ADOPTED / RESOLUTION NOT ADOPTED**

CERTIFICATION:

I, Janet Koch, Village of Bellaire Clerk, do hereby certify that the foregoing is a true and original copy of a resolution adopted by the Village of Bellaire Planning Commission at a Regular thereof held on the 6th day of November, 2012.

VILLAGE OF BELLAIRE PLANNING COMMISSION

By: William Drollinger  
William Drollinger, Chairman  
Village of Bellaire Planning Commission

By: Janet Koch  
Janet Koch, Clerk  
Village of Bellaire

APPENDIX H - Letter transmitting adopted plan to county planning agency



**VILLAGE OF BELLAIRE**  
202 N. BRIDGE STREET  
PO BOX 557  
BELLAIRE, MI 49615

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January 16, 2013

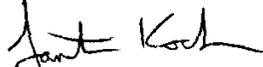
Mr. Peter Garwood  
County Administration / Planning Department  
P.O. Box 187  
Bellaire, MI 49615

Dear Pete:

Enclosed you will find a copy of the Village of Bellaire's new Recreation Plan for 2013-2017. The plan was adopted by the village council on January 2, 2013 after a public review period of more than thirty days.

DNR guidelines require that a copy of the plan be transmitted to our county planning agency for your reference. If you have any questions regarding the plan, please do not hesitate to call.

Sincerely,



Janet Koch  
Clerk/Planner

APPENDIX I - Letter transmitting adopted plan to regional planning agency



**VILLAGE OF BELLAIRE**  
202 N. BRIDGE STREET  
PO BOX 557  
BELLAIRE, MI 49615

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January 16, 2013

Elaine Wood, Chief Executive Officer  
NWM Council of Governments  
PO Box 506  
Traverse City, MI 49685-0506

Dear Ms. Wood:

Enclosed you will find a copy of the Village of Bellaire's new Recreation Plan for 2013-2017. The plan was adopted by the village council on January 2, 2013 after a public review period of more than thirty days.

DNR guidelines require that a copy of the plan be transmitted to our regional planning agency for your reference. If you have any questions regarding the plan, please do not hesitate to call.

Sincerely,

Janet Koch  
Clerk/Planner

## APPENDIX J - Community Demographics

	<b>1990 Census</b>	<b>2000 Census</b>	<b>2010 Census</b>
Total Population	1,104	1,164	1086
Female	593	599	560
Male	511	565	526
Age Distribution			
	<b>1990 Census</b>	<b>2000 Census</b>	<b>2010 Census</b>
Under 5 years	90	82	59
5-9 years	66	77	77
10-14 years	89	76	79
15-19 years	83	74	62
20-24 years	74	74	54
25 to 34 years	183	153	134
35 to 44 years	171	189	111
45 to 54 years	109	170	181
55 to 59 years	39	59	82
60 to 64 years	60	53	70
65 to 74 years	71	93	99
75 to 84 years	50	49	63
85 years and over	19	15	15
Median age	NA	37.5	42.2

# APPENDIX K – Post-Completion Self-Inspection Report (26-00719)

CFDA 15.916 Outdoor Recreation,  
Acquisition, Development & Planning



Michigan Department of Natural Resources - Grants Management

## LAND AND WATER CONSERVATION FUND POST-COMPLETION SELF-CERTIFICATION REPORT

*This information required under authority of the Land and Water Conservation Fund Act of 1965, 78 Stat. 897 (1964).*

GRANTEE: Village of Bellaire

PROJECT 26-00719 PROJECT TITLE: Craven Park

PROJECT SCOPE: Stabilization of Craven Pond shoreline

PROJECT TYPE: Upgrade of park functionality

TO BE COMPLETED BY LOCAL GOVERNMENT AGENCY (GRANTEE)		
Name of Agency (Grantee) Village of Bellaire	Contact Person Janet Koch	Title Clerk/Planner
Address PO Box 557	Telephone 231-533-8213	
City, State, ZIP Bellaire, MI 49615	Email vlgclerk@bellairemichigan.com	

### SITE DEVELOPMENT

Any change(s) in the facility type, site layout, or recreation activities provided?  
If yes, please describe change(s).  Yes  No

Please refer to the attached boundary map. Has any portion of the project site been converted to a use other than outdoor recreation? If yes, please describe what portion and describe use. (This would include cell towers and any non-recreation buildings.)  Yes  No

Are any of the facilities obsolete? If yes, please explain.  Yes  No

Are the site and all facilities accessible to persons with disabilities? If no, please explain.  Yes  No  
There are no formal access points or sidewalks. There is no specific ADA parking or any accessible rest room facilities.

List all additional existing development/facilities at the referenced project site. If the site is undeveloped, please describe the present use and provide a schedule for future development, including a list of proposed facilities.

Camping sites, dock, playground equipment, three softball/baseball fields with concession area and parking, 4-H fairground area.

**APPENDIX K – Post-Completion Self-Inspection Report (26-00719 continued)**

**POST-COMPLETION SELF-CERTIFICATION REPORT (CONT'D)**

SITE QUALITY	
Is there a sign which identifies the property or facility as a public recreation area? If yes, please provide a photograph of the sign. If no, please explain.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Are the facilities and the site being properly maintained? If no, please explain.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Are there any features near the site which would detract from the use and enjoyment of the site or would pose a health or safety problem? If yes, please explain.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Is vandalism a problem at this site? If yes, explain the measures being taken to prevent or minimize vandalism.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Is maintenance scheduled on a regular basis? If yes, give schedule. If no, please explain. Mowing, tree-trimming, and leaf clean-up done on an as-needed basis. When the park is open, rest rooms and showers are either checked for cleanliness or cleaned on a daily basis.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
What is the annual budget to maintain the facility? Total FY 2012-2013 budget for the village parks was \$88,231.12. The village does not budget on an individual park basis.	
GENERAL	
Is a LWCF plaque permanently displayed at the site? If yes, provide a photograph.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Is any segment of the general public restricted from using the site or facilities? (i.e. resident only, league only, boaters only, etc.) If yes, please explain.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Is a fee charged for use of the site or facilities? If yes, please provide fee structure. Campground fees vary depending on the site. Full hook-up sites are \$20/day, water-electric sites are \$15/day, rustic sites are \$10/day. There are reduced rates for extended stays.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
What are the hours and seasons for availability of the site? Camping is available from May 1 through October. During camping season quiet hours are 11 pm - 8 am.	
CIVIL RIGHTS COMPLIANCE	
a. Are signs posted or are brochures available that contain the following required non-discrimination statement: "This program receives Federal funds from the National Park Service. Regulations of the U.S. Department of Interior strictly prohibit unlawful discrimination in departmental federally-assisted programs on the basis of race, color, national origin, age and handicap?" If yes, specify which method(s) is used, including the location of same.	
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	

APPENDIX K – Post-Completion Self-Inspection Report (26-00719 continued)

POST-COMPLETION SELF-CERTIFICATION REPORT (CONT'D)

CIVIL RIGHTS COMPLIANCE (CONT'D)

b. Is the following address included for the purpose of facilitating an individual's filing of a complaint?  Yes  No

DIRECTOR - EQUAL OPPORTUNITY PROGRAMS  
NATIONAL PARK SERVICE  
US DEPARTMENT OF THE INTERIOR  
PO BOX 37127  
WASHINGTON DC 20013-7127

COMMENTS (ATTACH SEPARATE SHEET IF MORE SPACE IS NEEDED)

This grant was awarded in 1976. Any incomplete data is due to the multiple decades between the grant award and the present time.

CERTIFICATION

I do hereby certify that I am duly elected, appointed and/or authorized by the Grantee named above and that the information and answers provided herein are true and accurate to the best of my personal knowledge, information and belief.

<u>David L. Schulz</u> Please print	<u></u> Grantee Authorized Signature	<u>01/15/13</u> Date
<u>Cathy Odom</u> Please print	<u></u> Witness Signature	<u>1-15-13</u> Date

Send completed report to: GRANTS MANAGEMENT  
MICHIGAN DEPARTMENT OF NATURAL RESOURCES  
PO BOX 30425  
LANSING MI 48909-7925

APPENDIX K – Post-Completion Self-Inspection Report (26-00719 continued)

Boundary Map for Craven Park

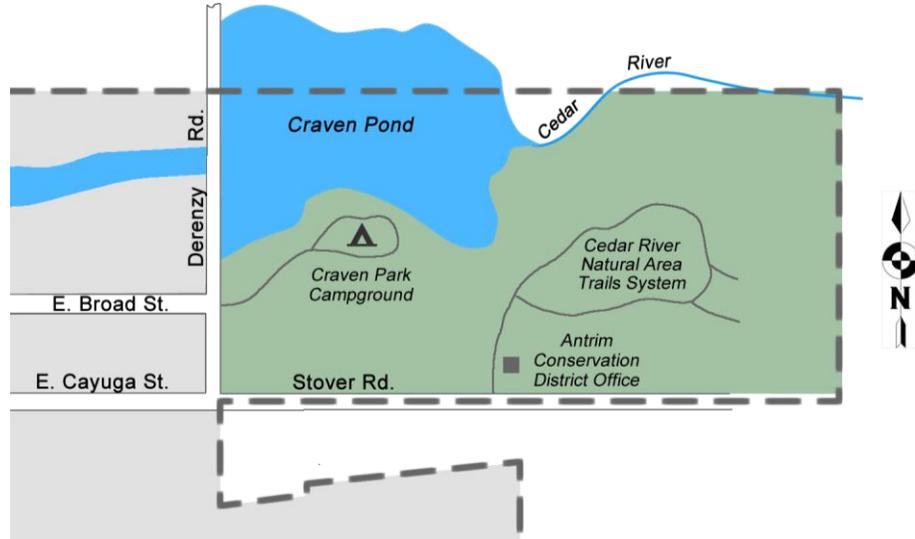


Photo of Craven Park Signage



## APPENDIX K – Post-Completion Self-Inspection Report (26-01023 P1)

CFDA 15.916 Outdoor Recreation,  
Acquisition, Development & Planning

Michigan Department of Natural Resources - Grants Management



### LAND AND WATER CONSERVATION FUND POST-COMPLETION SELF-CERTIFICATION REPORT

*This information required under authority of the Land and Water Conservation Fund Act of 1965, 78 Stat. 897 (1964).*

**GRANTEE:** Village of Bellaire

**PROJECT** 26-01023 P1      **PROJECT TITLE:** Craven Park Development

**PROJECT SCOPE:** Bath house construction, installation of water and sewer service lines

**PROJECT TYPE:** Infrastructure improvements

**TO BE COMPLETED BY LOCAL GOVERNMENT AGENCY (GRANTEE)**

Name of Agency (Grantee) <b>Village of Bellaire</b>	Contact Person <b>Janet Koch</b>	Title <b>Clerk/Planner</b>
Address <b>PO Box 557</b>	Telephone <b>231-533-8213</b>	
City, State, ZIP <b>Bellaire, MI 49615</b>	Email <b>vlgclerk@bellairemichigan.com</b>	

**SITE DEVELOPMENT**

Any change(s) in the facility type, site layout, or recreation activities provided?  
If yes, please describe change(s).  Yes  No

Please refer to the attached boundary map. Has any portion of the project site been converted to a use other than outdoor recreation? If yes, please describe what portion and describe use. (This would include cell towers and any non-recreation buildings.)  Yes  No

Are any of the facilities obsolete? If yes, please explain.  Yes  No

Are the site and all facilities accessible to persons with disabilities? If no, please explain.  Yes  No  
There are no formal access points or sidewalks. There is no specific ADA parking or any accessible rest room facilities.

List all additional existing development/facilities at the referenced project site. If the site is undeveloped, please describe the present use and provide a schedule for future development, including a list of proposed facilities.

Camping sites, dock, playground equipment, three softball/baseball fields with concession area and parking, 4-H fairground area.

**APPENDIX K – Post-Completion Self-Inspection Report (26-01023 P1 continued)**

**POST-COMPLETION SELF-CERTIFICATION REPORT (CONT'D)**

SITE QUALITY	
Is there a sign which identifies the property or facility as a public recreation area? If yes, please provide a photograph of the sign. If no, please explain.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Are the facilities and the site being properly maintained? If no, please explain.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Are there any features near the site which would detract from the use and enjoyment of the site or would pose a health or safety problem? If yes, please explain.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Is vandalism a problem at this site? If yes, explain the measures being taken to prevent or minimize vandalism.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Is maintenance scheduled on a regular basis? If yes, give schedule. If no, please explain. Mowing, tree-trimming, and leaf clean-up done on an as-needed basis. When the park is open, rest rooms and showers are either checked for cleanliness or cleaned on a daily basis.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
What is the annual budget to maintain the facility? Total FY 2012-2013 budget for the village parks was \$88,231.12. The village does not budget on an individual park basis.	
GENERAL	
Is a LWCF plaque permanently displayed at the site? If yes, provide a photograph.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Is any segment of the general public restricted from using the site or facilities? (i.e. resident only, league only, boaters only, etc.) If yes, please explain.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Is a fee charged for use of the site or facilities? If yes, please provide fee structure. Campground fees vary depending on the site. Full hook-up sites are \$20/day, water-electric sites are \$15/day, rustic sites are \$10/day. There are reduced rates for extended stays.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
What are the hours and seasons for availability of the site? Camping is available from May 1 through October. During camping season quiet hours are 11 pm - 8 am.	
CIVIL RIGHTS COMPLIANCE	
a. Are signs posted or are brochures available that contain the following required non-discrimination statement: "This program receives Federal funds from the National Park Service. Regulations of the U.S. Department of Interior strictly prohibit unlawful discrimination in departmental federally-assisted programs on the basis of race, color, national origin, age and handicap?" If yes, specify which method(s) is used, including the location of same.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

APPENDIX K – Post-Completion Self-Inspection Report (26-01023 P1 continued)

POST-COMPLETION SELF-CERTIFICATION REPORT (CONT'D)

CIVIL RIGHTS COMPLIANCE (CONT'D)

b. Is the following address included for the purpose of facilitating an individual's filing of a complaint?  Yes  No

DIRECTOR - EQUAL OPPORTUNITY PROGRAMS  
NATIONAL PARK SERVICE  
US DEPARTMENT OF THE INTERIOR  
PO BOX 37127  
WASHINGTON DC 20013-7127

COMMENTS (ATTACH SEPARATE SHEET IF MORE SPACE IS NEEDED)

This grant was awarded in 1977. Any incomplete data is due to the multiple decades between the grant award and the present time.

CERTIFICATION

I do hereby certify that I am duly elected, appointed and/or authorized by the Grantee named above and that the information and answers provided herein are true and accurate to the best of my personal knowledge, information and belief.

<u>David L. Schultz</u> Please print	<u></u> Grantee Authorized Signature	<u>01/15/13</u> Date
<u>Cathy Odum</u> Please print	<u></u> Witness Signature	<u>1-15-13</u> Date

Send completed report to: GRANTS MANAGEMENT  
MICHIGAN DEPARTMENT OF NATURAL RESOURCES  
PO BOX 30425  
LANSING MI 48909-7925

APPENDIX K – Post-Completion Self-Inspection Report (26-01023 P1 continued)

Boundary Map for Craven Park

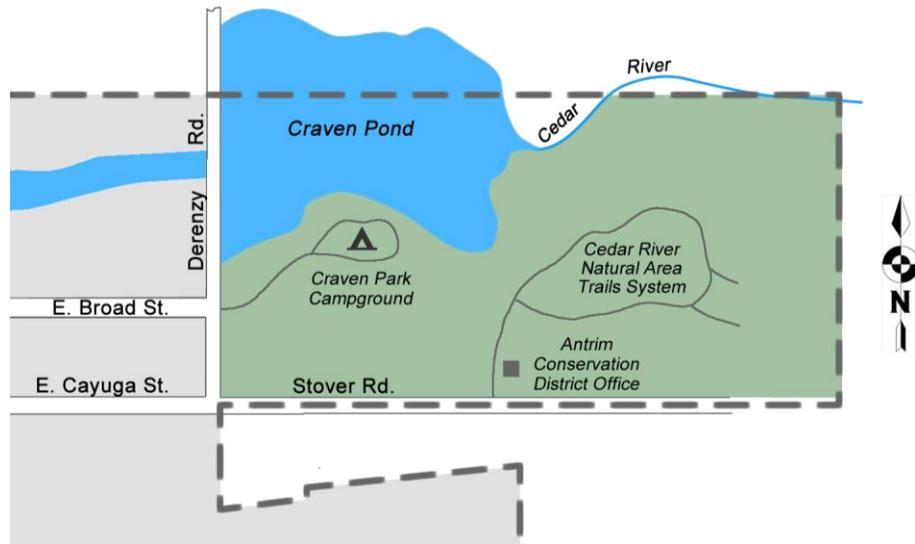


Photo of Craven Park Signage



**APPENDIX K – Post-Completion Self-Inspection Report (CM99-261)**



Michigan Department of Natural Resources - Grants Management

**CLEAN MICHIGAN INITIATIVE RECREATION BOND FUND  
POST-COMPLETION SELF-CERTIFICATION REPORT**

*Required under authority of the Land and Water Conservation Fund Act of 1965, 78 Stat. 897 (1964).*

**GRANTEE:** Village of Bellaire  
**PROJECT NUMBER:** CM99-261 **PROJECT TITLE:** Richardi Park Improvements

**PROJECT SCOPE:** Construction of public restrooms

**TO BE COMPLETED BY LOCAL GOVERNMENT AGENCY (GRANTEE)**

Name of Agency (Grantee) <u>Village of Bellaire</u>	Contact Person <u>Janet Koch</u>	Title <u>Clerk/Planner</u>
Address <u>202 N. Bridge St., PO Box 557</u>	Telephone <u>231-533-8213</u>	
City, State, ZIP <u>Bellaire, MI 49615</u>	Email <u>vlgclerk@bellairemichigan.com</u>	

**SITE DEVELOPMENT**

Any change(s) in the facility type, site layout, or recreation activities provided?  Yes  No  
 If yes, please describe change(s).  
 \_\_\_\_\_  
 \_\_\_\_\_

Has project site been converted to other than outdoor recreation use? If yes, please describe what portion and describe use. (This would include cell towers and any non-recreational buildings.)  Yes  No  
 \_\_\_\_\_  
 \_\_\_\_\_

Are any of the facilities obsolete? If yes, please explain.  Yes  No  
 \_\_\_\_\_  
 \_\_\_\_\_

Are the site and all facilities accessible to persons with disabilities? If no, please explain.  Yes  No  
The restrooms are fully compliant. Continuous asphalt provides universal access to the walking path.  
The approaches to the playground equipment and other park facilities are not compliant.

List all additional existing development/facilities at the referenced project site. If the site is undeveloped, please describe the present use and provide a schedule for future development, including a list of proposed facilities.  
Basketball courts (3), tennis court, picnic pavilion, gazebo, walking path, playground equipment,  
Ice rinks (2), fishing area, swimming beach.  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**APPENDIX K – Post-Completion Self-Inspection Report (CM99-261 continued)**

**POST-COMPLETION SELF-CERTIFICATION REPORT (CONT'D)**

<b>SITE QUALITY</b>	
Is there a sign which identifies the property or facility as a public recreation area? If yes, please provide a picture of the sign. If no, please explain.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<hr/> <hr/>	
Are the facilities and the site being properly maintained? If no, please explain.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<hr/> <hr/>	
Are there any features near the site which would detract from the use and enjoyment of the site or would pose a health or safety problem? If yes, please explain.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<hr/> <hr/>	
Is vandalism a problem at this site? If yes, explain the measures being taken to prevent or minimize vandalism.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Security cameras were installed. Local law enforcement has increased patrolling the park.	
<hr/> <hr/>	
Is maintenance scheduled on a regular basis? If yes, give schedule. If no, please explain.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Mowing, tree trimming and leaf clean-up are done on an as-needed basis. In season, the restrooms are cleaned daily.	
<hr/> <hr/>	
What is the annual budget to maintain the facility? Total FY 2012-13 budget for the village parks was \$88,231.12. The village does not budget on an individual park basis.	
<hr/> <hr/>	
<b>GENERAL</b>	
Is a CMI plaque permanently displayed at the site? If yes, provide a picture.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Is any segment of the general public restricted from using the site or facilities? (i.e. resident only, league only, boaters only, etc.) If yes, please explain.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<hr/> <hr/>	
Is a fee charged for use of the site or facilities? If yes, please provide fee structure.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Rental of picnic pavilion is \$25.	
<hr/> <hr/>	
What are the hours and seasons for availability of the site? Park is open throughout the year from dawn until 10 pm. Restrooms are unheated and are open when there is no danger of freezing pipes.	
<hr/> <hr/>	

APPENDIX K – Post-Completion Self-Inspection Report (CM99-261 continued)

POST-COMPLETION SELF-CERTIFICATION REPORT (CONT'D)

COMMENTS (ATTACH SEPARATE SHEET IF MORE SPACE IS NEEDED)

This grant was awarded in 1999. Any incomplete data on this report is due to the time between the awarding of the grant and the present.

CERTIFICATION

I do hereby certify that I am duly elected, appointed and/or authorized by the Grantee named above and that the information and answers provided herein are true and accurate to the best of my personal knowledge, information and belief.

David L. Schulz  
Please print

*[Signature]*  
Grantee Authorized Signature

01/15/13  
Date

Cathy Odom  
Please print

*[Signature]*  
Witness Signature

1-15-13  
Date

Send completed report to: GRANTS MANAGEMENT  
MICHIGAN DEPARTMENT OF NATURAL RESOURCES  
P O BOX 30425  
LANSING MI 48909-7905

**APPENDIX K – Post-Completion Self-Inspection Report (CM99-261 continued)**

**Photos of Richardi Park Signage**



**Photos of Permanently Mounted CMI Plaque**



## APPENDIX L - Recreation Plan Checklist



Michigan Department of Natural Resources-Grants Management

### COMMUNITY PARK, RECREATION, OPEN SPACE, AND GREENWAY PLAN CERTIFICATION CHECKLIST

By Authority of Parts 19, 703 and 716 of Act 451, P.A. 1994, as amended, submission of this information is required for eligibility to apply for grants

**INSTRUCTIONS:** Complete, obtain certification signatures and submit this checklist with a locally adopted recreation plan.

All recreation plans are required to meet the content and local approval standards listed in this checklist and as outlined in the *Guidelines for the Development of Community Park, Recreation, Open Space and Greenway Plans* provided by the Michigan Department of Natural Resources (DNR). To be eligible for grant consideration, plans must be submitted to the DNR prior to the grant application deadline **with** a completed checklist that has been signed by an authorized official(s) of the local unit of government(s) submitting the plan.

PLAN INFORMATION		
Name of Plan: Village of Bellaire Recreation Plan 2013-2017		
List the community names (including school districts) covered by the plan	County	Month and year plan adopted by the community's governing body
Village of Bellaire	Antrim	January 2013
Bellaire Public Schools	Antrim	January 2013

PLAN CONTENT
<p><b>INSTRUCTIONS:</b> Please check <u>each</u> box to certify that the listed information is included in the <u>final</u> plan.</p> <p><input checked="" type="checkbox"/> <b>1. COMMUNITY DESCRIPTION</b></p> <p><input checked="" type="checkbox"/> <b>2. ADMINISTRATIVE STRUCTURE</b></p> <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Roles of Commission(s) or Advisory Board(s)</li> <li><input checked="" type="checkbox"/> Department, Authority and/or Staff Description and Organizational Chart</li> <li><input checked="" type="checkbox"/> Annual and Projected Budgets for Operations, Maintenance, Capital Improvements and Recreation</li> <li><input checked="" type="checkbox"/> Programming</li> <li><input checked="" type="checkbox"/> Current Funding Sources</li> <li><input checked="" type="checkbox"/> Role of Volunteers</li> <li><input checked="" type="checkbox"/> Relationship(s) with School Districts, Other Public Agencies or Private Organizations</li> </ul> <p><b>Regional Authorities or Trailway Commissions Only</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Description of the Relationship between the Authority or Commission and the Recreation Departments of Participating Communities</li> <li><input type="checkbox"/> Articles of Incorporation</li> </ul> <p><input checked="" type="checkbox"/> <b>3. RECREATION INVENTORY</b></p> <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Description of Methods Used to Conduct the Inventory</li> <li><input checked="" type="checkbox"/> Inventory of all Community Owned Parks and Recreation Facilities</li> <li><input checked="" type="checkbox"/> Location Maps (site development plans recommended but not required)</li> <li><input checked="" type="checkbox"/> Accessibility Assessment</li> <li><input checked="" type="checkbox"/> Status Report for all Grant-Assisted Parks and Recreation Facilities</li> </ul> <p><input type="checkbox"/> <b>4. RESOURCE INVENTORY (OPTIONAL)</b></p> <p><input checked="" type="checkbox"/> <b>5. DESCRIPTION OF THE PLANNING PROCESS</b></p>

**APPENDIX L - Recreation Plan Checklist (continued)**

**6. DESCRIPTION OF THE PUBLIC INPUT PROCESS**

Description of the Method(s) Used to Solicit Public Input Before or During Preparation of the Plan, Including a Copy of the Survey or Meeting Agenda and a Summary of the Responses Received

Copy of the Notice of the Availability of the Draft Plan for Public Review and Comment

Date of the Notice November 15, 2012

Type of Notice On vlg. website & public notice in local newspaper

Plan Location Local library & village website

Duration of Draft Plan Public Review Period (Must be at Least 30 Days) 47 days

Copy of the Notice for the Public Meeting Held after the One Month Public Review Period and Before the Plan's Adoption by the Governing Body(ies)

Date of Notice December 27, 2012

Name of Newspaper Antrim Review

Date of Meeting January 2, 2013

Copy of the Minutes from the Public Meeting

**7. GOALS AND OBJECTIVES**

**8. ACTION PROGRAM**

**9. POST-COMPLETION SELF-INSPECTION REPORT**

**PLAN ADOPTION DOCUMENTATION**

Plans **must** be adopted by the highest level *governing body* (i.e., city council, county commission, township board). If planning is the responsibility of a Planning Commission, Park and Recreation Commission, Recreation Advisory Board or other local Board or Commission, the plan should **also** include a resolution from the Board or Commission recommending adoption of the plan by the governing body.

The local unit of government must submit the final plan to both the County and Regional Planning Agency for their information. Documentation that this was done must be submitted with the plan to the DNR.

Items 1, 3 and 4 below are **required** and must be included in the plan.

**APPROVAL DOCUMENTATION:** For multi-jurisdictional plans, **each** local unit of government must pass a resolution adopting the plan. Prepare and attach a separate page for each unit of government included in the plan.

1. Official resolution of adoption by the governing body dated: January 2, 2013

2. Official resolution of the Village of Bellaire Planning Commission or Board, recommending adoption of the plan by the governing body, dated: November 6, 2012

3. Copy of letter transmitting adopted plan to County Planning Agency dated: January 16, 2013

4. Copy of letter transmitting adopted plan to Regional Planning Agency dated: January 16, 2013

**OVERALL CERTIFICATION**

**NOTE:** For multi-jurisdictional plans, Overall Certification must include the signature of each local unit of government. Prepare and attach a separate signature page for each unit of government included in the plan.

I hereby certify that the recreation plan for

the Village of Bellaire includes the required content, as indicated

(Local Unit of Government)

above and as set forth by the DNR.

 01/16/13

Authorized Official for the Local Unit of Government Date

This completed checklist must be signed and submitted with a locally adopted recreation plan to:

**GRANTS MANAGEMENT  
MICHIGAN DEPARTMENT OF NATURAL  
RESOURCES  
PO BOX 30425  
LANSING, MI 48909-7925**

**DNR USE ONLY - APPROVAL**

The recreation plan is approved by the DNR and the community (ies) covered by the plan, as listed on page 1 of this checklist is/are eligible to apply for recreation grants through

\_\_\_\_\_ Date \_\_\_\_\_

By: \_\_\_\_\_

\_\_\_\_\_ Date \_\_\_\_\_

Grants Management Date