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Public Amenities Committee  
Meeting Summary

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Wed. May 28, 2008      10:30 a.m.      Conference Room 391

**Members Present:**      Lehmann, Johnson, Madison, Robb  
**Members Absent:**      None  
**Other Council Present:**      Garcia

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**Agenda:**      Status of Parks & Recreation Alcohol Policy  
                    Briefing on Civic Center Design Guidelines  
                    Proposed Forestry fees

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**1.      Status of Parks & Recreation Alcohol Policy**

Scott Robson, interim Manager of the Department of Parks & Recreation, told the Committee he has modified the proposed changes to the alcohol policy due to the transition in department leadership and the controversy around the recommendation pertaining to the Excise & License permit language. He wants to take the time necessary to fully explore the implications and outcomes of changing the liquor licensing permit language.

The public comment period on the proposed policy changes was extended to May 23 in responses to concerns that the public notification was inadequate. Following the close of the comment period, the Parks & Recreation Advisory Board (PRAB) recommended to the manager that the following parts of the proposed changes to the policy be adopted:

- Add Central Park at Stapleton as an Event Facility, Special Occasion and Race/Walk site;
- Add City Park Pavilion as an Event Facility site; and
- Add the serving of spirituous alcohol at permitted special events in three of the four event facilities: Chief Hosa, the Molkery, and City Park Pavilion (not Washington Park Boathouse).

Mr. Robson said that in response to the concerns identified during this process, the department is:

- revising its public outreach and communications procedures; and
- tracking requests for various types of events, liquor permits, and organizers who go outside of Parks & Recreation due to the rules.

The department will discuss all of these issues with the PRAB on June 12.

**2.      Briefing on Civic Center Design Guidelines**

Helen Kuykendal, Parks & Recreation, and Tina Bishop of Mudas Bishop, presented an overview of the draft Civic Center Design Guidelines. The main points of the conversation included:

- Process was launched in March with a public meeting and formation of a stakeholders group.

- The guidelines are based on the Civic Center Master Plan, adopted in 2005, but are to also predict the future to some extent.
- The guidelines are not a specific design but a set of criteria against which to review future proposals for Civic Center Park and the immediately surrounding area.
- The Master Plan identifies a “Festival Gardens” area south of the Carnegie building, but due to lack of clarity about the intent, and lack of support when a building was proposed, this may be re-designated the “South Gardens”. The plan does not propose a building at this location but rather encourages a major focal point.
- New features to consider include some form of central gathering area, possibly with a water feature; development of the South Gardens area; and possibly a temporary or retractable roof at the Greek Theatre.
- Master Plan encourages reinforcing the human scale in the park with structures such as kiosks and/or carts offering some type of draw to bring people into the park, such food & drink or rentals of some type. These also address the issue of activating the park.
- The design guidelines will help inform decisions when vendors propose such carts and kiosks.
- The design guidelines focus on options for materials and colors for paving and for structures; benches; movable chairs; integrated artwork
- The \$9.5 million bond, approved by voters in 2007, will be used to rehabilitate existing features: Greek Theatre, Voorhees Memorial, the balustrade, and landscaping along Broadway.
- The draft will be presented to the Landmark Preservation Commission and the Parks & Recreation Advisory Board.
- A public meeting is scheduled for June 26 to present the draft guidelines.

Councilwoman Robb said it is time to focus on something positive, such as rehabilitation and reuse of the Carnegie Building. She encouraged interested members of the public to get involved in this process now rather than waiting until the end of the process.

### **3. Proposed Forestry Fees & Administrative Citations**

#### Committee Action

The Committee approved filing a bill authorizing the city forester to establish fees and administrative citations in rules and regulations to cover the costs of enforcement of the ordinances protecting trees and other vegetation.

#### Summary of Discussion

Jude O'Connor, Director of Natural Resources; Pete Zoschg, Arborist; and Kelly Marlin, Manager's Office; presented the proposed fees to be established in rules and regulations. The fees would offset the cost of Forestry staff time but the funds go to the General Fund.

Development review fee would apply to new large-scale projects (over 10,000 square feet) in residential, mixed use and commercial zone districts and Planned Unit Developments (PUD). It would offset staff time for pre-submittal meetings with developer, review of submitted plans, and site visits during construction. Fees would be assessed based on the project area:

- \$250 if less than a full block and abutting no more than one named or numbered right-of-way;
- \$400 if a full block and abutting two or more named or numbered rights-of-way; or
- \$1,000 if more than one block divided by at least one named or numbered right-of-way.

The fee would be assessed and collected when a plan is submitted to Community Planning & Development (CPD), along with development review fees assessed by CPD and Public Works. Anticipated revenue is \$100,067 annually.

Tree Preservation Fee would apply to demolition permits and new construction permits for in-fill residential development in R-0, R-1, R-2 or R-2-B zone districts. The \$65 fee would recoup a portion of costs associated with enforcement of the Tree Preservation Ordinance, Section 59-126. This fee would be collected by CPD at the time of permit application. Anticipated revenue is \$22,750 annually.

Administrative citations would be issued for non-compliance with notice of violation of the ordinances governing vegetation. An initial notice would be sent informing the property owner of the violation and what needs to be done within what period of time. An initial \$150 citation would be issued after the deadline for compliance; a second citation would be \$500; the maximum fine of \$999 would be due if noncompliance continues. The inspectors will work with individuals on specific issues, as the goal is compliance, not revenue. That being said, anticipated revenue is \$102,000.

Discussion included:

- Development review includes checking species and spacing of street trees.
- Field checks are made for correct planting.
- During in-fill development, trees need to be properly protected.
- Trees are assessed to determine if they can and should be saved. Some should not be saved.
- The foresters spend a lot of time with property owners on plans to remodel, trying to find ways to provide for the desired remodel or expansion and also to work around valuable trees.
- A mature, healthy American elm tree could be appraised at \$20,000.
- Contractors know they need a permit to remove a street tree or a tree in front setback during demolition and/or remodel.
- Forestry licenses contractors who prune and remove trees. They know the rules. There are currently about 130 licensed contractors.
- The proposed \$65 tree preservation fee is very modest and does not cover the entire cost.
- The proposed fees were set by estimating the average time it takes staff to do the reviews and follow-up field checks and then adjusted the time (lowered).
- The plan is to hire another arborist inspector with a portion of the revenue.
- The proposal has been discussed the Parks & Recreation Advisory Board, Council members, INC, and the development community.
- The development community did not disagree with the proposal but just asked that the City be gentle with them in these hard times. They recognize that the City is in a difficult place as well.