

St. Joseph Action Plan - Table 3.1 - 2016 Master Plan

Transportation and Infrastructure	Priority (Objectives only)			Time Frame (Actions only)				Actions only		2016-2017 activities
	Most Important	Very Important	Important	Within 2 years	2-5 years	5 plus years	Continuous	Responsible Party or Key Partners	Potential Funding Source	
Goal: Assess and maintain the City's existing infrastructure.										
<i>Objective:</i> Ensure road improvements are done in a strategic way to efficiently improve connectivity and access for all users.		X								
<i>Objective:</i> Implement the results of the Storm Assessment Management and Wastewater (SAW) grant to improve road pavement quality, focusing on highest priority actions first.		X								
Goal: Encourage biking and walking as an integral part of daily life in the city.										
<i>Objective:</i> Improve bicycle and pedestrian safety and connectivity with transit, schools, parks, employment centers, shopping, and other municipalities.		X								
<i>Action:</i> Develop a plan for a non-motorized network that highlights opportunities for modifications to existing infrastructure as well as new infrastructure investments.					X			City, PC, MDOT, Others	Public, Grants	No action.
<i>Action:</i> Identify opportunities to encourage bicycle racks at public and private destinations.				X				City, Business Owners	Public, Grants	As part of SUP request for Honor Credit Union and McDonald's requested installation of bike racks as part of site plan.
<i>Action:</i> Install comprehensive signage to define bike routes.				X				City, Others	Public	No action.
<i>Action:</i> Identify high pedestrian vehicular conflict locations and high traffic intersections and prioritize these for improvements.				X				City, MDOT	Public, Grants	No action.
<i>Action:</i> Identify and prioritize locations for traffic calming improvements.						X		City, MDOT	Public, Grants	No action. MDOT representative attended Planning Commission meeting to discuss options for State routes.
<i>Action:</i> Ensure key sidewalk corridors are cleared of snow in a timely manner so residents can safely access walkable areas of the community year-round.				X				City, Home Owners, Business Owners	Public, Private	Maintain sidewalks in the downtown, parks, and public parking lots. In 2016/2017 removed snow on school routes when more than 2".
<i>Action:</i> Identify streets and corridors where bike lanes can be immediately implemented and execute these improvements.						X		City, Others	Public, Grants	No action. Planning Commission discussed if opportunities existed with MDOT along portions of Niles Avenue.
Goal: Investigate solutions to better manage transportation and parking demands.										
<i>Objective:</i> Investigate implementing a shuttle service and/or additional transit routes connecting off-street parking in areas outside of downtown with amenities in the core of the City.			X							
<i>Action:</i> Identify off-site parking locations that are not used to full capacity and work with property owners to secure shuttle pick-up locations.					X			City, County	Public, Others	No action. Off-site parking used for Krasl Art Fair.
<i>Action:</i> Investigate the feasibility of developing seasonal public transit routes to serve the off-site parking.						X		Staff, County	Public, Others	Early investigation of options taking place.

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<i>Objective</i> : Identify creative solutions for easing the summer season parking.	X									
<i>Action</i> : Enhance enforcement during the peak summer season and holidays.				X				Staff	Public	Added 4 reserve officers; increased day shift from 3 to 4 cars. Officer stationed at Broad/Lake St and at Lake Blvd/Park Friday thru Sunday for traffic flow. Added a bike patrol and increased foot patrol in problem areas.
<i>Action</i> : Review existing regulations and consider increasing parking fines to deter people from parking illegally.					X			Staff, PC	Public	Fines increased in July 2016.
<i>Action</i> : Review zoning requirements for parking.					X			Staff	Public	Staff gathering data to provide to Planning Commission for discussion and recommendation.
<i>Action</i> : Conduct a comprehensive parking study for both downtown and out-of-downtown parking.					X			Staff, County	Public, Grants	No action. Changes implemented below the bluff area for summer traffic along with limiting parking to one side of street in other areas.
<i>Action</i> : Work with Berrien County to add signage and improve communication on beach parking availability.				X				Staff, County	Public	Changeable message sign installed at State/Water. Along Lake Blvd have signage directing traffic. Implented one-way
<i>Action</i> : Review existing on-street parking regulations to ensure they are compatible with parking needs and the impact on existing neighborhoods, services, and infrastructure.					X			Staff, County, Residents, Businesses	Public	No action.
<i>Action</i> : Analyze and identify existing streets and parking lots capable of accommodating additional parking.					X			Staff	Public	Along the upper hill of Lions Park Beach added angled and parallel parking spaces. Created drop off area for Silver Beach. Designated parallel spaces along 1st, 2nd and 3rd Streets.
Goal: Maintain, protect and expand public access and connectivity to Lake Michigan, the St. Joseph River, and the Paw Paw River waterfronts.										
<i>Objective</i> : Improve pedestrian, bicycle, and vehicular connectivity and access between the north and south sides of the St. Joseph River.	X									
<i>Action</i> : Encourage use of street legal low speed vehicles as a common form of transportation north of the St. Joseph River with possible connection and expansion to						X		City, MDOT	N/A	No action.
<i>Objective</i> : Establish paths in corridors not well served by existing bicycle and pedestrian facilities.		X								
<i>Action</i> : Establish a St. Joseph riverfront pedestrian and bicycle trail from the Margaret Upton Arboretum to Lakeland Healthcare and beyond, eventually connecting further south to the St. Joseph Charter Township trail system.						X		City, Residents, Others	Public, Grants	No action.
<i>Action</i> : Identify potential easements on private property along the riverfront to improve connections on both sides of the river.						X		City, Residents	Public	No action.

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<i>Action</i> : Work with Lakeland Hospital to establish a path through the hospital property by establishing an easement.					X			City, Others	Public	No action.
<i>Action</i> : Connect existing trail facilities at Harbor Shores and Harbor Village with downtown St. Joseph and the waterfront.					X			City, Others	Public, Grants	No action.
<i>Action</i> : Establish a trail along the CSX right of way along Lake Michigan south of the water treatment plant.						X		City, Others	Public, Grants	No action.
<i>Action</i> : Identify potential easements on private property along the lakefront to improve connections south to the city limits.						X		City, Others	Public, Grants	No action.
Community and Place	Most Important	Very Important	Important	Within 2 years	2-5 years	5 plus years	Continuous	Responsible Party or Key Partners	Potential Funding Source	2016-2017 activities
Goal: Preserve the traditional neighborhood feeling of safety, neighborliness and value in residential districts.										
<i>Objective</i> : Maintain high quality, well staffed, rapid response police and fire services.	X									
<i>Objective</i> : Respect existing neighborhoods and improve transitions between commercial, residential, and other zoning districts.		X								
<i>Action</i> : Explore height restrictions, landscaping standards, and regulations on hours of operation to ensure commercial developments are well-buffered from residences.					X			City	Public	Planning Commission is working aggressively to draft a new Sign Ordinance. Planning Commission started investigating improvement options along Niles Avenue south of Napier Road. Staff has been working on possible changes to Zoning Ordinance in the area of parking and landscaping.
<i>Action</i> : Improve street lighting in residential districts, considering LED or street light covers, to shield the brightness of the halogen lights.							X	City, Developers, Others	Public, Private	No action in residential areas, need to work with I & M. Studied and purchasing LED lights in the downtown area.
<i>Objective</i> : Define the unique elements of each neighborhood.			X							
<i>Action</i> : Inventory and document unique characteristics of each neighborhood.						X		City	Public	No action.
<i>Action</i> : Ensure definitions in the zoning ordinance are consistent with conditions in neighborhoods and are appropriate to the desired characteristics of the community.				X				City	Public	As part of Sign Ordinance update, definitions being reviewed and updated.
<i>Action</i> : Encourage creation of neighborhood associations.					X			City	Public	No action.
<i>Action</i> : Explore locations for pocket parks within walking distance of all residences.				X				City	Public	No action.

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	Most Important	Very Important	Important	Within 2 years	2-5 years	5 plus years	Continuous	Responsible Party or Key Partners	Potential Funding Source	
Community and Place, continued										
<i>Action</i> : The City Commission will convene a series of focused meetings on key issue areas identified in the master plan to define existing conditions and prioritize future projects and initiatives, including but not limited to Below the Bluff neighborhoods, Niles Avenue, and the Harbor.				X				City	Public	Meetings have taken place under the direction of Public Safety Department to address concerns associated with the lakefront as it relates to parking, safety and traffic. Anticipate more meetings throughout 2017.
Goal: Promote a vital multi-use traditional downtown district.										
<i>Objective</i> : Investigate form-based overlay districts in the downtown core to protect existing character.			X							
<i>Objective</i> : Support and encourage residential opportunities above street level with varied ownership/rental qualities and many varied price points.			X							
<i>Objective</i> : Make St. Joseph more diverse and inviting by encouraging growth of art, culture, and aesthetics.			X							
<i>Action</i> : Nurture art-based businesses through regular art walks and art shows.							X	Others	Private	The existing four programs are continuing.
<i>Action</i> : Maintain and promote strong cultural and civic events.							X	City, Others	Public, Private	Are continuing with established programs/events along and marketing programs.
<i>Action</i> : Identify additional public and quasi-public opportunities for outdoor eating and gathering places.							X	City, Developers, Business Owners	Public, Private	No action.
Goal: Improve the sense of community cohesion on and near main thoroughfares.										
<i>Objective</i> : Investigate form-based overlay districts on Niles Avenue, Main Street, and Lakeshore Drive to improve aesthetics and function and better incorporate these corridors into the community.			X							
<i>Objective</i> : Bury power lines and other utilities when possible in conjunction with planned roadwork.		X								
<i>Objective</i> : Improve visual character of main thoroughfares to foster business retention and attract new businesses.		X								
<i>Action</i> : Conduct a design charrette focused on main thoroughfares to identify key node(s) and opportunities for a more welcoming streetscape.							X	City	Public	No action. During a meeting, the Planning Commission heard comments from MDOT regarding state route streetscape opportunities.
<i>Action</i> : Review parking standards and appropriate sized parcels to attract desired commercial types of businesses.							X	City	Public	Staff gathering data to provide to Planning Commission for discussion and recommendation.
<i>Action</i> : Facilitate Access Management by reducing driveways on main thoroughfares to improve safety.							X	City, Developers	Public, Private	Key roads are predominately controlled by MDOT representative. Honor Credit Union decreased the number of curb cuts.

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	Most Important	Very Important	Important	Within 2 years	2-5 years	5 plus years	Continuous	Responsible Party or Key Partners	Potential Funding Source	
Goal: Work to provide recreational activities and community services that enhance quality of life for residents and attract new visitors.										
<i>Objective</i> : Improve collaboration and cooperation with local and regional entities to maximize existing parks and recreational offerings and amenities.	X									
<i>Action</i> : Establish a clearinghouse to serve as a single point of contact for organized recreational opportunities.						X		City, County	Public	No action.
<i>Action</i> : Use the Parks and Recreation Master Plan to evaluate existing conditions and prioritize replacements and upgrades					X			City	Public	Removed and replaced equipment at Lions Park Beach. Removed out of compliance equipment at Riverview and TinyTots. Replaced swing seats at most parks to bring into compliance.
<i>Action</i> : Evaluate whether existing facilities meet the diverse needs of the entire community.					X			City	Public	During 2017 and through a consultant working on Master Plans for Riverview, Dickinson, Whirlpool Centennial parks.
<i>Action</i> : Keep the Parks and Recreation Master Plan current within the 5 year cycle.							X	City	Public	Adopted Master Plan in February 2016.
<i>Action</i> : Periodically review the use and amenities at city parks to keep up with visitor demand, resident demand, and the market.							X	City	Public	During 2017 and through a consultant working on Master Plans for Riverview, Dickinson, Whirlpool Centennial parks.
<i>Objective</i> : Maximize the enjoyment and use of Riverview Park.			X							
<i>Action</i> : Evaluate the feasibility of additional recreational amenities, for example disc golf and a campground, at Riverview Park.					X			City, Others	Public, Private, grants	Park specific Master Plan in process. Anticipate completion plan in July 2017.
<i>Action</i> : Maintain and expand trail system within park and add connectivity to city and other municipalities through implementation of a non-motorized path or bike lanes along M63 in conjunction with MDOT.					X			City, Others	Public, Grants	Park specific Master Plan in process. Anticipate completion plan in July 2017.
Goal: Continue strong communications between city government and local and regional governmental entities as well as non-governmental organizations to ensure actions are in harmony with the surrounding area.										
<i>Action</i> : Hold regular joint meetings with community leaders, city boards and commissions, and with adjacent jurisdictions.							X	City, Others	N/A	City involved with CEO meetings and the Michigan Great Southwest Strategic Leadership Council. Collaborative meeting held with Berrien County to discuss Silver Beach area.
Goal: Maintain consistent, efficient, and transparent government processes.										
<i>Objective</i> : Continue frequent and diverse city communications and maximize the use of all forms of communication, including social media, city newsletters, and neighborhood groups.		X								

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Goal: Develop a long-range land use and development vision for the Harbor area.

<i>Objective:</i> The City will take a leadership role in identifying relevant stakeholders and spearheading conversations to share information, ideas, and concerns with regards to the future of the Harbor area.		X								
<i>Action:</i> Conduct additional traffic counts on streets					X			City, SWMPC	Public, Private	No action.
<i>Action:</i> Determine the potential impacts of different future uses for the existing commercial harbor.					X			City, SWMPC, Others	Public	No action.
<i>Objective:</i> Support and protect the Federal commercial harbor designation.		X								
<i>Action :</i> Investigate long term, sustainable locations and options for inner harbor dredging spoils, looking for potential collaborations with other communities.						X		City, County, Busin	Public, Private	Berrien County disbanned the St. Joseph River Harbor Authority Jan 2017. Cities of Benton Harbor and St. Joseph along with St. Joseph Charter Township exploring new multi-jurisdiction harbor authority options.
<i>Action:</i> Take a leadership role in encouraging and securing Army Corps of Engineering dredging activities of both the inner and outer harbors.							X	City, County, Busin	Public	City working with Army Corps of Engineering.
<i>Action :</i> Encourage appropriate placement of dredging spoils on City beaches and waterfront.							X	City, County	Public	City requested that 2017 spoils be placed on the south end of beach area. Meeting on-site will occur when dredging begins to determine best locations based on need.

Goal: Seek a balanced approach to tourism, recognizing its contribution to the local economy while minimizing impacts on residents' quality of life.

Economic Development	Priority			Time Frame				Actions only		2016-2017 activities
	Most Important	Very Important	Important	Within 2 years	2-5 years	5 plus years	Continuous	Responsible Party or Key Partners	Potential Funding Source	

Goal: Support workforce needs of local employers.

<i>Objective:</i> Support efforts by Whirlpool, Lakeland Healthcare, LECO, Berrien County, Lake Michigan College, AEP, and other existing employers to attract and retain high quality employees.	X									
<i>Action:</i> Research the needs and wishes of 25-30 year-olds and create an action plan to address these needs.					X			City, Business Owners	Public, Private	No action.
<i>Action :</i> Add WiFi hotspots to downtown St. Joseph.					X			City, Others	Public, Private	No action.
<i>Action:</i> Provide broadband as an essential city infrastructure.					X			Others	Public	No action.

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Economic Development, continued	Priority (Objectives only)			Time Frame (Actions only)				Actions only		2016-2017 activities
	Most Important	Very Important	Important	Within 2 years	2-5 years	5 plus years	Continuous	Responsible Party or Key Partners	Potential Funding Source	
<i>Objective:</i> Increase support of existing companies and employers in order to retain them in the city.	x									
<i>Action:</i> Work with St. Joseph Today to support business collaboration with events and networking opportunities.							x	City, Others	Public, Private	Continued with established programs. Worked to decrease impacts on residents and businesses. New director hired in Feb 2017.
<i>Action:</i> Collaborate with Cornerstone Alliance, Cornerstone Chamber Services, and Southwest Michigan Tourist Council to recruit new, desirable employers to the St. Joseph community.							x	City, Others	Public, Private	Attended workshops regarding Redevelopment Ready Communities (RRC) through MEDC.
<i>Action:</i> Support access to and awareness of high quality pre-school, daycare, and out of school activities.				x				City, Others	Public, Private	No action.
<i>Action:</i> Enhance after-school programs through partnerships between schools and PTA collaboration.				x				City, School District	Public	No action.
Goal: Attract and encourage new businesses and cultivate entrepreneurs.										
<i>Action:</i> Explore incentives to attract new businesses.							x	City, Others	Public, Grants	Started process to create a Commercial Rehabilitation District.
<i>Action:</i> Work with Cornerstone Alliance to explore business incubator or shared workspace opportunities for start-up companies.							x	City, Others	Public, Private, Grants	No action.
Goal: Identify strategies to incentivize diverse and desirable residential development within the St. Joseph city limits.										
<i>Action:</i> Utilize the 2016 Kinexus Housing Market Analysis to inform identification of affordable housing locations and multifamily developments.				x				City, Others	Public, Other	No action.
<i>Action:</i> Consider modifying the zoning code where appropriate to maximize housing options.				x				City	Public	No action.
<i>Action:</i> Foster public-private partnerships to promote increased housing options.				x				City, Others	Public, Private	No action.
<i>Action:</i> Study options for pursuing affordable housing funds through programs like the MSHDA HOME program, downtown rental rehab, and low income tax credits.						x		City, State, County	Private, Grants	No action.
Goal: Provide a transparent, supportive, welcoming environment for development or redevelopment of property when supported by the master plan and ordinances.										

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Natural Areas and Resilience	Priority			Time Frame				Actions only		2016-2017 activities
	Most Important	Very Important	Important	Within 2 years	2-5 years	5 plus years	Continuous	Responsible Party or Key Partners	Potential Funding Source	
Goal: Maintain, preserve and protect St. Joseph's shorelines, natural areas and natural resources.										
<i>Objective:</i> Protect public trust property along the Lake Michigan shoreline, and existing homes near the shore.	X									
<i>Action:</i> Revisit appropriate coastal measures south of the St. Joseph River as discussed in the 2012 Coastal Study.						X		City	Public	Contract awarded March 2017 which will allow for an update to the 2012 study. Anticipated completion in 2017.
<i>Action:</i> Update the 2012 Coastal Study north of the St. Joseph River at appropriate time intervals or water level change benchmarks, as described in the study.						X		City	Public	Contract awarded March 2017 which will allow for an update to the 2012 study. Anticipated completion in 2017.
<i>Action:</i> Enforce appropriate regulations to ensure there is no improper construction in at-risk areas along the coast as identified by FEMA.							X	City	Public	Building permits are reviewed accordingly.
<i>Objective:</i> Increase the tree canopy cover city-wide.			X							
<i>Action:</i> Investigate becoming a nationally recognized 'Tree City'.						X		City	Public, Grants	No action.
<i>Action:</i> Use the tree canopy inventory conducted as a part of the vulnerability assessment to prioritize public street tree plantings.						X		City	Public, Grants	Money in 2017/2018 budget for street tree planting. \$15,000 budget allows for approximately 50 trees.
<i>Action:</i> Consider instituting tree planting or maintenance requirements as a part of the zoning ordinance.						X		City	Public	No action. Planning Commission in early stages of discussion regarding landscaping requirements.
<i>Action:</i> Adopt a tree maintenance, tree planting, and tree-cutting policy for public properties.						X		City	Public	Beginning in 2015/2016 hired tree consultant for the removal and trimming of trees. Studying options for yearly maintenance based on geographic areas.
<i>Action:</i> Research projected shifts in tree species and transition street tree-planting programs to trees that will thrive in hotter summers and wetter winters.						X		City	Public	Completed list of desired species to be used throughout the community that better tolerate the weather.
<i>Action:</i> Create a list of appropriate tree species to plant and educate private property owners on proper maintenance and upkeep.						X		City	Public	List of Street trees has been prepared and is shared.
<i>Objective:</i> Preserve water quality.	X									
<i>Action:</i> Collaborate with local and regional entities and the State of Michigan to monitor water quality regularly, sharing data with surrounding jurisdictions.							X	City, State, County, Others	Public	Attend the Berrien and Cass County MS4 Group regularly to discuss concerns and share information.

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Natural Areas and Resilience, continued	Priority			Time Frame				Actions only		2016-2017 activities
	Most Important	Very Important	Important	Within 2 years	2-5 years	5 plus years	Continuous	Responsible Party or Key Partners	Potential Funding Source	
<i>Action:</i> Conduct business education and outreach to home owners.						X		City	Public	Hosted Southwest Michigan Planning Commission informational table in lobby of City Hall information included water resource activities.
<i>Action:</i> Work with upstream jurisdictions to reduce nutrient loading in the St. Joseph River from agriculture run-off and lawn care products.						X		City, Others	Public	No action. Some discussion with Berrien and Cass County MSR Group meeting.
<i>Action:</i> Complete the combined sewer overflow disconnection.						X		City	Public	In compliance with CSO-NPDES permit. 2017 CSO project underway along Pearl, Langely and Broad. Next project in 2019.
<i>Action :</i> Preserve existing wetland functions and consider adopting a local wetland ordinance for added protection.						X		City	Public	No action. The treatment of Japanese Knotweed will help to protect wetlands.
<i>Action:</i> Evaluate strategies to control invasive species.						X		City	Public, Private, Grants	2017 is third summer contractor has been hired to treat the central ravine area along the sewer easment for Japanese Knotweed, also reach out to adjacent properties for private service. City staff certified to treat on various City properties. Hosted and attended symposium. Monitored existing invasive species map. Prepare newsletter articles and provide information on website.
Goal: Explore policy making and management options for local alternative energy use and conservation of resources.										
<i>Objective:</i> Consider adopting ordinances that detail permissible use alternative energy sources; as well as conservation measures.			X							
<i>Objective:</i> Identify energy efficiency cost saving opportunities for residents and business owners.			X							
<i>Action:</i> Create measureable goals to incentivize businesses and residents, identifying appropriate non-regulatory benchmarks.						X		City, Others	Public, Grants	No action.
<i>Objective:</i> Improve infrastructure for electric vehicles.			X							
<i>Action :</i> Explore a comprehensive electric vehicle infrastructure ordinance to encourage provision of electric car charging stations.						X		City	Public	No action.
<i>Objective:</i> Improve stormwater management on public and private properties.			X							
Goal: Improve access to local food.										
<i>Objective:</i> Expand the City of St. Joseph Farmer's Market			X							

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<i>Action:</i> Review the location and operating hours of the farmers market. Consider operating it near local employment base during business hours to offer workers the opportunity to purchase fresh foods.					X			City, Others	Private, Others	Discussions were had with organizers to relocate to new location or expand hours. No changes from past years occurring in summer 2017.
<i>Action:</i> Address delivery logistics to reduce congestion.					X			City, Others	Private, Others	Discussions have occurred. Issuing one parking permit per farmstand.
<i>Objective:</i> Promote and expand small scale food entrepreneurship			X							
<i>Action:</i> Explore locations for community gardens.						X		City, Others	Private, Grants, Others	No action.
<i>Action:</i> Encourage and support regional food entrepreneurs by providing a hub for advertising and shuttles to farms, vineyards, and breweries.						X		City, Business Owners, Others	Private, Others	No action. Some restaurants sponsor tours. Not a city activity.