

# **Parks and Public Landscaping Advisory Board**

## **Agenda**

**Thursday, March 7, 2019  
Louisville City Services  
739 S. 104<sup>th</sup> St.  
7:00 PM**

1. Roll Call
2. Approval of Agenda
3. Approval of Minutes
4. Staff Updates
5. Board Updates
6. Public Comments on Items Not on the Agenda
7. Park Naming Contest Update and Park Sign Design Discussion
8. Continued Discussion on the Subdivision Entry Landscape Improvements Capital Improvement Project
9. Discussion on Ash Tree Mitigation as Part of the Median Landscape Renovation Capital Improvement Project
10. Agenda Items for Next Meeting
  - A. Proposed Joint Meeting with the Open Space Advisory Board
11. Adjourn

---

---

**City of Louisville**

*Parks & Recreation Department 749 Main Street Louisville CO 80027  
303.335.4735 (phone) 303.335.4738 (fax) www.louisvilleco.gov*

## Parks and Public Landscaping Advisory Board

### Minutes

Thursday, February 7, 2019

Louisville City Services

739 S. 104<sup>th</sup> St.

7:00 PM

1. **Roll Call:** PPLAB members present: Shelly Alm, Dave Clabots, Diana Gutowski, Mark Newland, Ezra Paddock, Staff Liaison: Dean Johnson, Director of Parks & Rec: Nathan Mosley, Director of Planning & Building Safety: Rob Zuccaro, Planner: Felicity Selvoski
2. **Approval of Agenda:** Unanimously approved.
3. **Approval of Minutes:** Unanimously approved.
4. **Staff Updates:**
  - A. RFP for median renovations will be pushed out soon. A consultant may be coming to present to PPLAB. Dean asked the Board to be thinking about a recommendation for existing ash trees; whether to remove ash trees as they die or to remove as part of this project.
  - B. Staff is still working on park municipal codes. Dean reported that metal detectors will be included in the prohibitions. PPLAB did not recommend any discussion on the update.
5. **Board Updates:** None
6. **Public comments on Items Not on the Agenda:** None
7. **Preferred Location for the Lee Avenue Miner's Cabins Discussion, Presented by, Felicity Selvoski, Planner:**
  - A. Felicity presented a brief history of the properties and gave analysis and pros/cons for both options (either placing one at Miner's Field and one on Spruce/HWY 42 or relocating both to Miner's Field).

- B. The Board unanimously voted in favor of option A (placing both at Miner’s Field)
- 8. **Introduction to the Subdivision Entry Landscape Improvements Capital Improvements Project**
  - A. Dean presented an overview of the problems related to these areas of land and solicited help for devising a plan to move forward with.
  - B. The Board is in agreement to have Dean draft a letter to Council about a conversation to highlight some issues and pinpoint what to include in new codes. These codes need to be established to enforce modifications to subdivision entry landscape investments.
  - C. The Board also voted to establish a subcommittee to work with staff. Shelly Alm and Dave Clabbots have volunteered to be on this subcommittee.
- 9. **Park Naming Contest Update and Discussion**
  - A. The Board approved the map and language created to explain this naming contest.
- 10. **Agenda Items for Next Meeting:** Park playground sign design.
- 11. **Adjourn:** 9:12 pm

To: Parks and Public Landscaping Advisory Board (PPLAB)  
From: Dean Johnson, Parks Superintendent  
Date: 2/24/19  
Subject: Park Naming Contest Update and Park Sign Design Discussion

**Purpose:**

The purpose of this agenda item is to provide a quick update on when the naming contest is projected to launch and then to discuss in detail the current sign design with noted concerns and recommendations.

**Background:**

During the November PPLAB meeting, the Board was reintroduced to the Park Sign Program. As PPLAB is already aware of, through this program, many of the property signs have now been installed. The intent of the current funding for the Park Sign Project is to be the installation of the small park signs (or park rule signs). These park rule signs will include the park name and park rules.

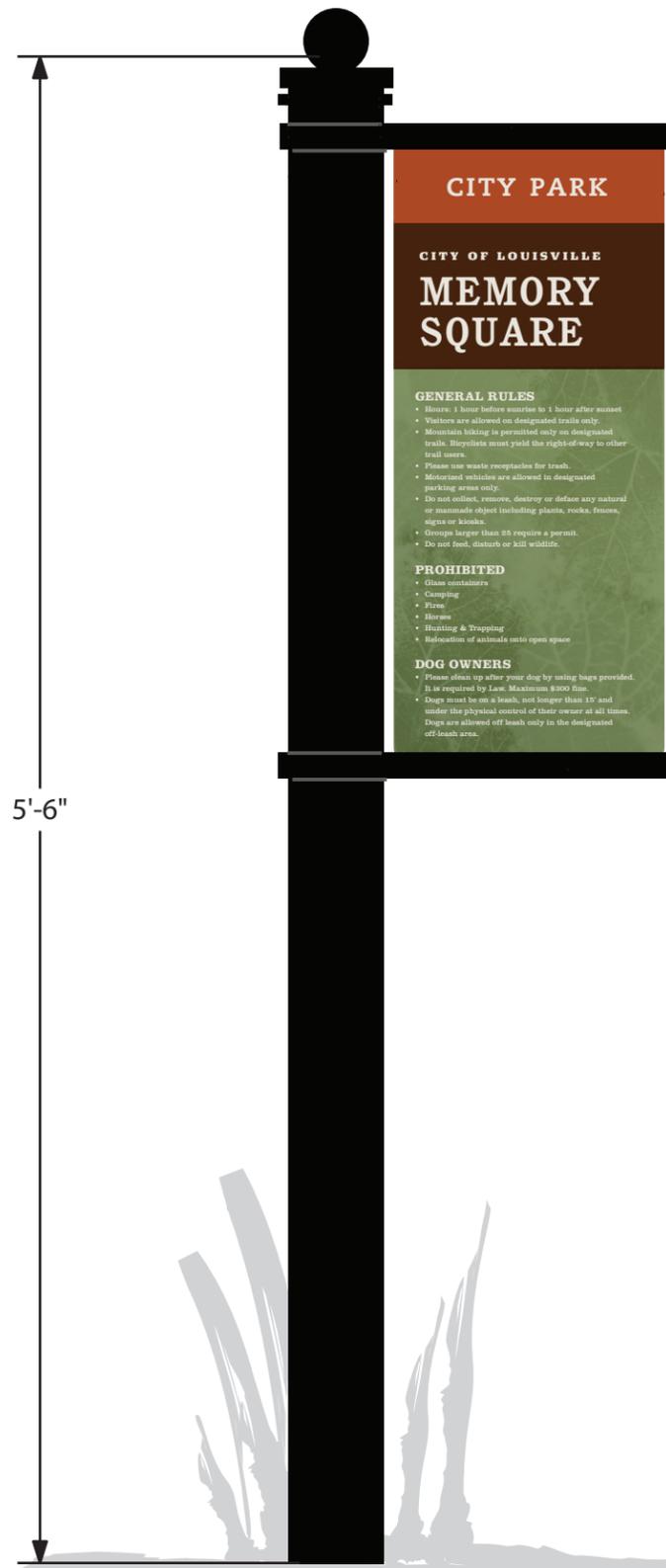
Since the November meeting, ongoing discussion has occurred in each of the following monthly meetings, working through details of suggested park names and park rules. For this meeting and for this agenda item, the purpose will be to provide a quick update on the naming contest and introduce and discuss the last major component of this project, sign design.

In 2008, the Parks and Recreation Department began the installation of property and rule signs (small signs) as designed (refer to documents in packet) on open space and park properties. Since the initial property and rule sign project began 10 years ago, additional signage programs have begun. A new sign program that will affect park and open space properties is the trail sign program. As discussed in past PPLAB meetings, concern now exists over the overall lack of sign design consistency throughout the City. In short, the trail signs will have a different look than the property/rule sign design.

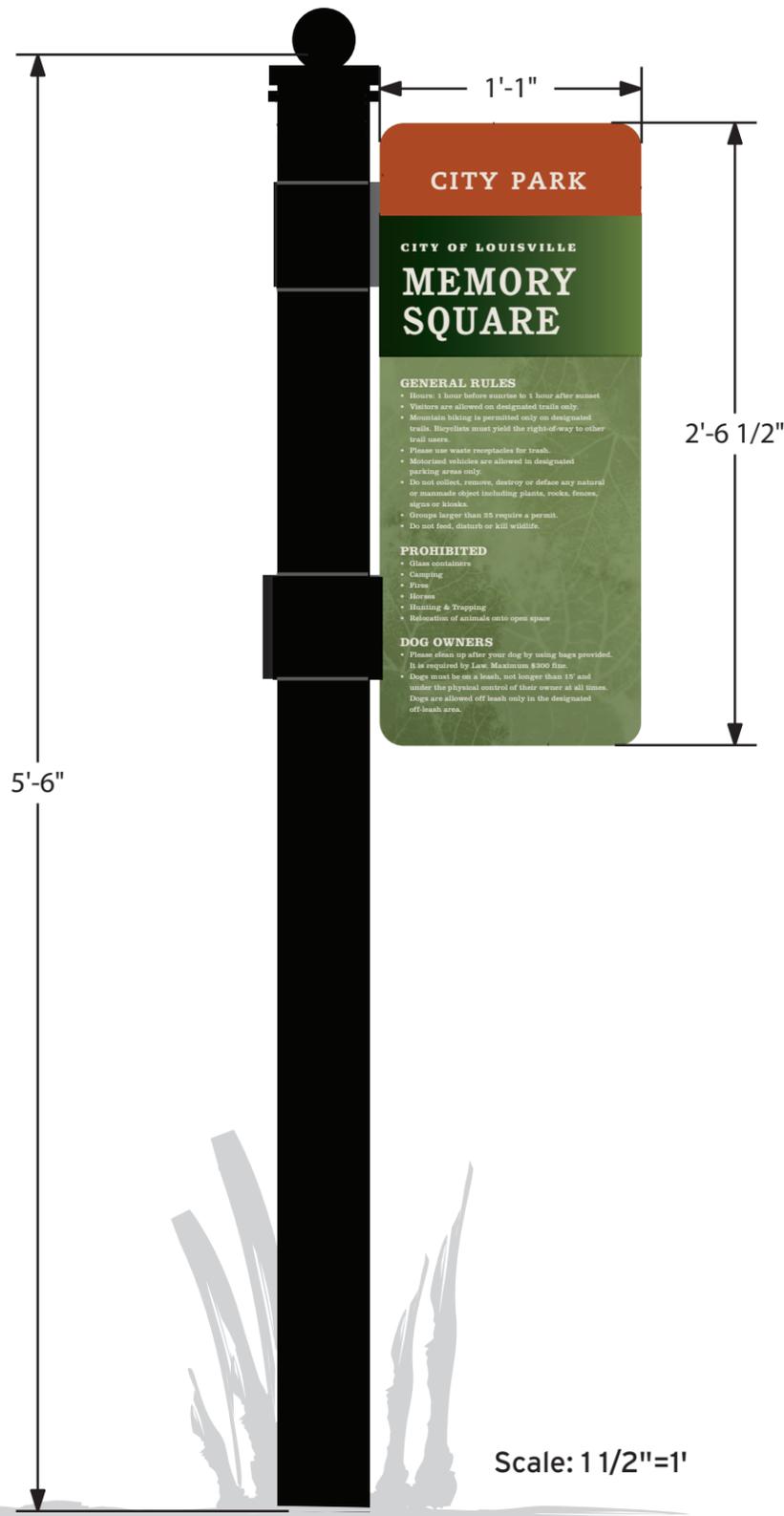
Staff would like to discuss with PPLAB the differences in sign design and recommend a minor modification to the current park rule sign design. Details on this recommended modification will be discussed at the PPLAB meeting.

**Next Steps:**

If approved, staff will move forward with making a minor modification to the park rule sign design to better blend with the current trail sign design. Continued discussion of the Park Sign Program will be discussed in future PPLAB meetings as needed.



OPTION 1



OPTION 2

**Notes:**

1. Square metal post is 5" x 5" and measures 5'- 6" tall.
2. The two options offer different brackets for attaching the sign face to the sign pole. Option 1 is a more formal approach than option 2.
3. The colors also reflect the Park color scheme. Option one is consistent with the open space signage.



Scale: 1 1/2"=1'

**project:**  
 Louisville  
 Park Rules  
 and Regs

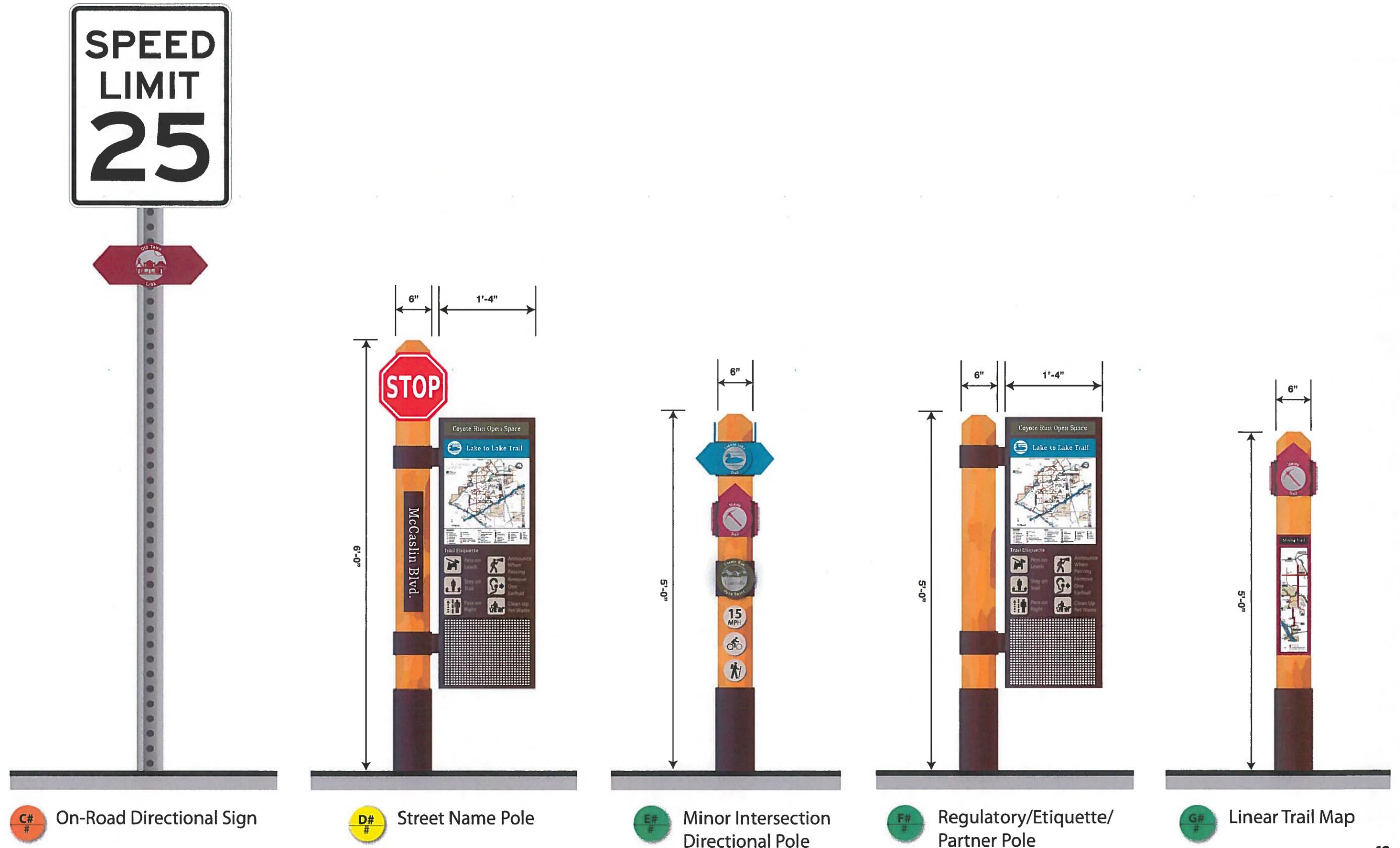
**scope:**

**phase:**  
 Design Intent

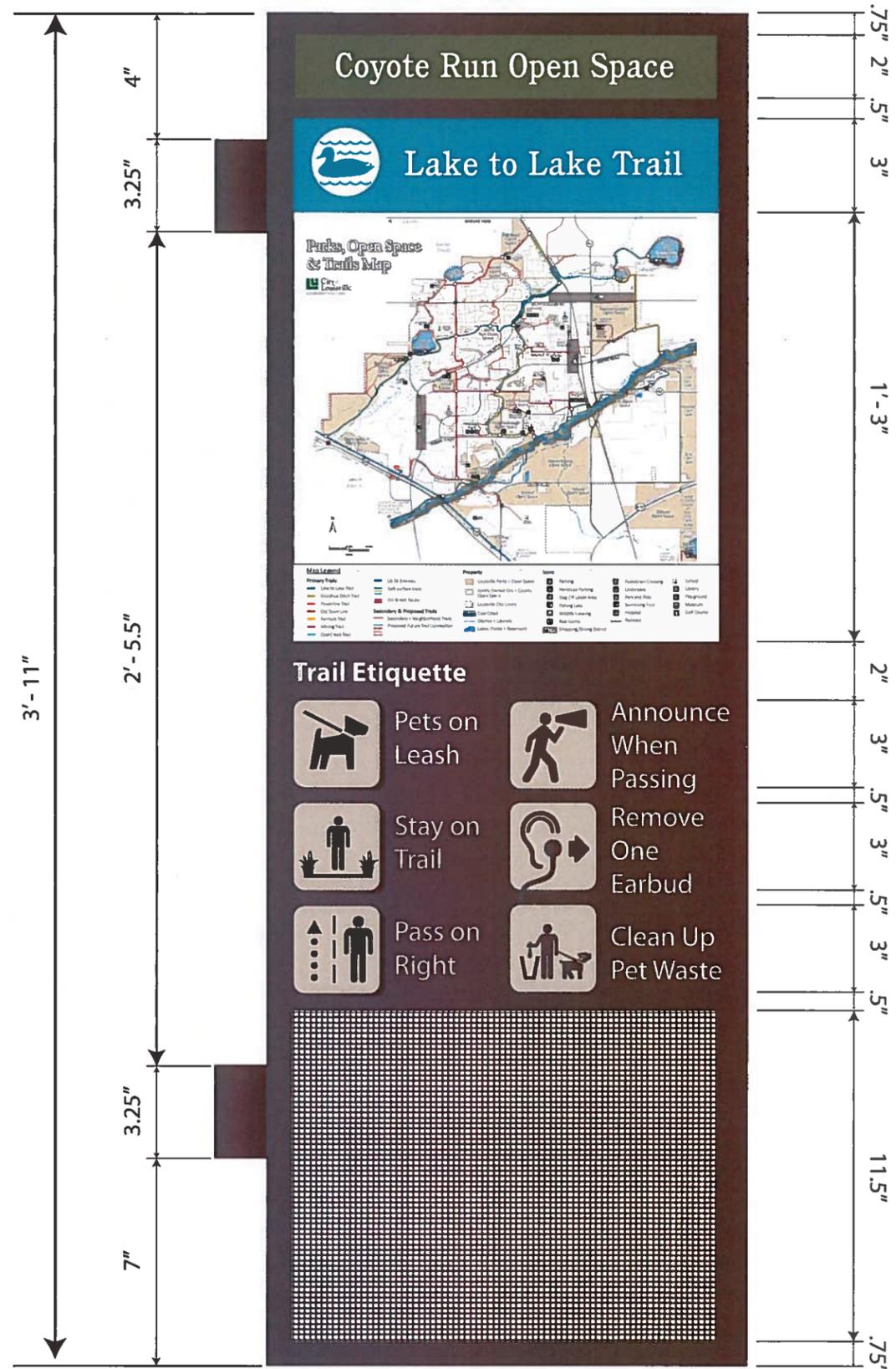
**date:**  
 11/3/09



Signage Palette (continued)

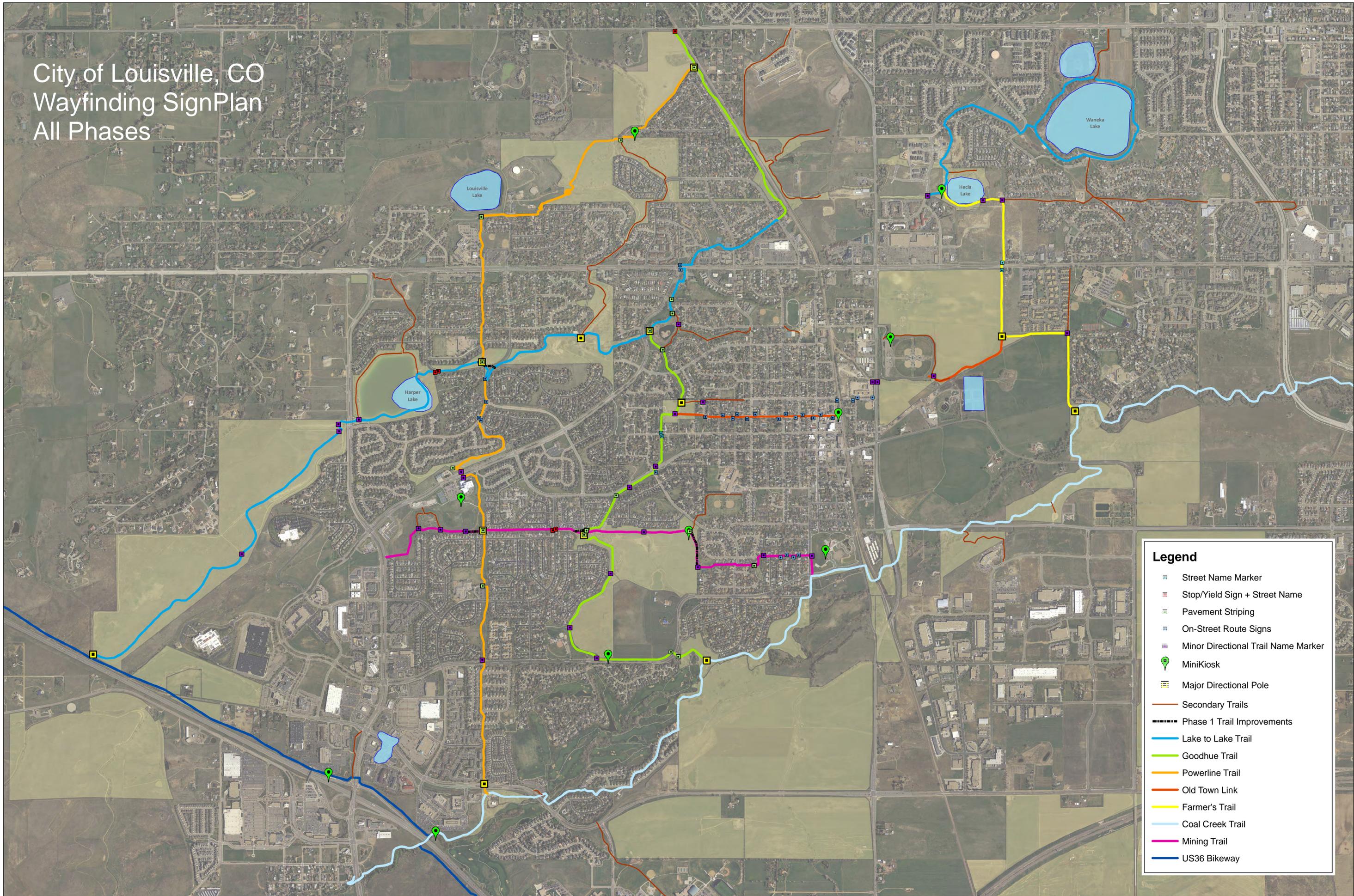


Side Panel Dimensions



Detail Area B

# City of Louisville, CO Wayfinding Sign Plan All Phases



**Legend**

- Street Name Marker
- Stop/Yield Sign + Street Name
- Pavement Striping
- On-Street Route Signs
- Minor Directional Trail Name Marker
- MiniKiosk
- Major Directional Pole
- Secondary Trails
- Phase 1 Trail Improvements
- Lake to Lake Trail
- Goodhue Trail
- Powerline Trail
- Old Town Link
- Farmer's Trail
- Coal Creek Trail
- Mining Trail
- US36 Bikeway

To: Parks and Public Landscaping Advisory Board (PPLAB)  
From: Dean Johnson, Parks Superintendent  
Date: 02/24/2019  
Subject: Continued Discussion on the Subdivision Entry Landscape Improvements Capital Improvement Project

**Purpose:**

The purpose of this agenda item is to continue the discussion on advancing the process for the Subdivision Entry Landscape, Capital Improvement Project (CIP).

**Background:**

During the February PPLAB meeting, three components of advancing the CIP were discussed. These were:

1. Policy Issues - such as, equity, implications for commercial zones, underlying landscape ownership, levels of investment per entry, ongoing maintenance responsibility, and clear representation from defunct HOAs.
2. Emergent Issue – municipal code gap related to right-of-way maintenance responsibilities.
3. Process Approach - PPLAB elected to work through a subcommittee and choose two board members to work with staff to develop policy and program guidance that would then go back to the full board for recommendation.

Before moving forward with working through the subcommittee, staff would first like to discuss a few specific entry examples with the group. For these examples, discussion will occur over how these policy issues as well as the emergent issue will relate. These examples will display what the subcommittee will be discussing in detail, in future subcommittee meetings.

**Next Steps:**

The Subdivision Entry Landscape Subcommittee will begin meeting to further advance the Subdivision Entry Landscape Capital Improvement Program.

To: Parks and Public Landscaping Advisory Board (PPLAB)  
From: Dean Johnson, Parks Superintendent  
Date: 2/25/19  
Subject: Discussion on Ash Tree Mitigation as Part of the Median Landscape Renovation, Capital Improvement Project (CIP)

**Purpose:**

The purpose of this agenda item is to begin discussing the existing ash trees in the medians in preparation of making a mitigation recommendation to the design/build team of the Median Landscape Renovation CIP.

**Background:**

Emerald Ash Borer (EAB) was found in Boulder, in September of 2013. EAB is a non-native insect that only attacks ash trees. With no predators to keep it in check, EAB is responsible for the demise of millions of ash trees in the United States. For additional information on EAB, staff recommends visiting the following sites:

- <https://www.colorado.gov/agplants/emerald-ash-borer>
- <https://extension.colostate.edu/topic-areas/insects/emerald-ash-borer-resources/>

Ash trees have been one of the prominent urban species used for planting in Colorado. And as such, ash trees do comprise a large percentage of the species planted on the medians and in particular on boulevards such as: McCaslin, Via Appia, and Dillon. These ash trees were discussed during last year's conceptual median design phase. The conceptual design calls for ash tree mitigation but specifics were left for this phase of the project.

As part of this current discussion, staff and PPLAB will be discussing pros and cons of ash tree mitigation on medians. Discussion items will include such things as: aesthetics, project opportunities, realistic outcomes, effects on related landscape renovations, level of mitigation, time frame, staff recommendations, etc.

**Next Steps:**

As needed, continued discussion on potential ash tree mitigation will occur at future PPLAB meetings in determining a recommendation from PPLAB. After which, preparation of the construction drawings by the design/build team will call out specific ash tree removals for additional future PPLAB review.

**Parks and Public Landscaping Advisory Board**

**TENTATIVE\* Board Items Calendar**

(updated February 18, 2019)

April 4, 2019	May 2, 2019	June 6, 2019
<p><b>Action Items:</b></p> <p><b>Updates/Discussion from the Department:</b></p> <ul style="list-style-type: none"> <li>• Prioritize Park Sites for Drinking Fountains</li> <li>• Transportation Master Plan and Potential Joint meeting with OSAB.</li> </ul> <p><b>Updates/Discussion from the Board:</b></p>	<p><b>Action Items:</b></p> <p><b>Updates/Discussion from the Department:</b></p> <ul style="list-style-type: none"> <li>• Sundance Park Master Plan Project Discussion</li> <li>• Median Renovation Project Discussion</li> <li>• Continued Subdivision Landscape Discussion</li> </ul> <p><b>Updates/Discussion from the Board:</b></p>	<p><b>Action Items:</b></p> <ul style="list-style-type: none"> <li>• Alcohol in Parks</li> </ul> <p><b>Updates/Discussion from the Department:</b></p> <ul style="list-style-type: none"> <li>• Development Review Process, Presented by Planning Department</li> </ul> <p><b>Updates/Discussion from the Board:</b></p>
July 11, 2019	August 1, 2019	September 5, 2019
<p><b>Action Items:</b></p> <p><b>Updates/Discussion from the Department:</b></p> <ul style="list-style-type: none"> <li>• Median Renovation Design Input</li> <li>• Sundance Park Master Plan Open House</li> </ul> <p><b>Update/Discussion from the Board:</b></p>	<p><b>Action Items:</b></p> <p><b>Updates/Discussion from the Department:</b></p> <p><b>Update/Discussion from the Board:</b></p>	<p><b>Action Items:</b></p> <p><b>Update/Discussion from the Department:</b></p> <p><b>Update/Discussion from the Board:</b></p>

\*All items are subject to change.