



BEAUTIFICATION COMMISSION AGENDA

CITY OF NOVI

April 12, 2023 | 6:00 PM

Mayor's Conference Room

Novi Civic Center | 45175 Ten Mile Road

(248) 347-0460

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL - Vinit Gupta, Jan Lach, Cindy Lang, Courtney Opalko, Shaun Page, Christen Pietraz, Celia Todd, Laura Williams

APPROVAL OF AGENDA

[April](#) 12, 2023 Agenda

MINUTES

[March](#) 8, 2023 Minutes

OLD BUSINESS

[Plant](#) Identification Signs Webpage Content Review

[Ordinance](#) 23-64.04 was introduced to change the Beautification Commission composition from nine (9) members to seven (7) members

Spring Social Media Promotion

[Reinvigoration](#) of the Adopt-a-Park-Sign Program

NEW BUSINESS

PUBLIC COMMENT

ADJOURNMENT

NOTICE: *People with disabilities needing accommodations for effective participation in this meeting should contact the City Clerk (248) 347-0456 at least two working days in advance of the meeting. An attempt will be made to make reasonable accommodations.*



CITY OF NOVI
Beautification Commission
Wednesday, April 12, 2023 6:00 pm
Mayor's Conference Room
Novi Civic Center | 45175 Ten Mile Road

Roll Call – Jan Lach, Cindy Lang, Christen Pietraz, Celia Todd, Laura Williams, Torry Yu

Approval of Agenda

Approval of Minutes - March 8, 2023

Chair – Cindy Lang

Secretary – Jan Lach

City Liaison – Kate Oppermann

Old Business

- Plant Identification Signs Webpage Content Review
- Ordinance 23-64.04
- Spring Social Media Promotion
- Reinvigoration of the Adopt-a-Park-Sign Program

New Business

Public Comment

Adjournment

Upcoming Meetings – 5/10, 6/14, 7/12, 8/9, 9/13, 10/11, 11/8, 12/13

Beautification Commission Minutes
Wednesday, March 8, 2023
6:00 pm
Novi Civic Center
45175 10 Mile Rd.
Mayor's Conference Room

Call to Order: 6:03 pm

Roll Call: Jan Lach, Cindy Lang, Courtney Opalko, Shaun Page, Christen Pietraz, Celia Todd, Laura Williams, Torry Yu

Present: Jan Lach, Cindy Lang, Celia Todd, Laura Williams, Torry Yu

Arrived Late: Christen Pietraz

Approval of Minutes – February 8, 2023: Moved: Williams, Seconded: Lach, Approved 5:0

Approval of Agenda: Moved: Yu, Seconded: Lach, Approved 5:0

Old Business:

- Edible Garden Presentation/Webinar Review
 - All participating members enjoyed the presentation and had heard back positively from others who took part. The Commission agreed that they would consider holding such an event again, but Commissioner Williams also noted that in the future we may want to have a seminar either in person or arranged so that there would be greater accessibility for those community members that may not be able to easily access or utilize software like zoom.
- Plant Identification Signs
 - Staff Liaison Oppermann provided the Commission with the current design for the new plant identification signs to be installed at the Fuerst Park Monarch Waystation. All members approved of the design.
 - In discussion of the webpage to be made for the QR code on the signs to link to Commission Chairperson Lang requested that the information provided include bloom season and sun needs so as to encourage visitors to the park to consider planting some themselves at their own residence. It was also suggested that a brief history of the park and the Monarch Waystation project be included.
- Errant Membership and Meeting Quorums
 - The Beautification Commission was updated regarding City Council's approval of the removal of long absent Commission Shaun Page at the February 27, 2023, City Council meeting.
 - The Beautification Commission also made the decision to submit a request to City Council for an Ordinance Amendment to reduce the Commission composition from the current nine members down to seven members. It is the feeling of the Commission that this smaller number of members will allow them to have the quorum required for a formal meeting more frequently. Commission Secretary Jan Lach kindly provided a draft for the language to be used in the request.

New Business:

- Officer Elections
 - Cindy Lang and Jan Lach were unanimously re-instated as Commission Chair and Secretary respectively.
- 2023 Entryway Enhancement Grant Program Discussion and Voting
 - The Beautification Commission was provided with a digital package of all applications received for the 2023 Entryway Enhancement Grant Program in advance so they could review the materials and make site visits. During the course of the meeting the Commissioners discussed their individual impressions and voted on the four applications from Ashbury Park, Camden Court, Knightsbridge Gate, and Oberlin.

1. Ashbury Park (\$5,000)

- The Beautification Commission commented that the Annabelle Hydrangeas proposed may prove problematic for Ashbury Park as they require a great deal of water and can grow to be very large. They suggest that Ashbury Park consider reducing the number planted so that they are 3 to 10 feet apart or to consider choosing a different type of hydrangea or even an ornamental grain or grass to be planted instead.

Motion to recommend approval of the requested grant to City Council with the recommendation of adjusting their plan regarding the Annabelle Hydrangeas.

Motion Maker: Yu, Seconded: Pietraz, Approved 6:0

2. Camden Court (\$4,306.50)

- The Beautification Commission generally approved this plan but were very concerned to see that the landscaping plan included several burning bushes, an invasive species. They respectfully request that, as a condition of the grant approval, that Camden Court work with their landscaper to select a different, non-invasive shrub to replace the burning bush in their plans, with a preference for a native shrub.

Motion to recommend approval of the requested grant to City Council with the condition of the proposed invasive burning bush on the plan being replaced with a non-invasive, preferably native shrub.

Motion Maker: Lach, Seconded Yu, Approved 6:0

3. Knightsbridge Gate (\$4,700)

- The Beautification Commission fully endorsed this project, noting the need given the age of the existing sign. They agree that the project would both beautify the entrance and improve visibility for those looking for the subdivision.

Motion to recommend approval of the requested grant to City Council.

Motion Maker: Lach, Seconded Pietraz, Approved 6:0

4. Oberlin (\$4,974)

- The Beautification Commission members were concerned at the lack of a formal landscape plan and also noted that the existing subdivision entrance is both attractive and very, very new. While they appreciate the application, they would suggest that, should Oberlin apply again in a future cycle, they should present a more comprehensive plan and wait for the subdivision to be at least 10 years of age.

Motion to deny the requested grant and not recommend it to City Council.

Motion Maker: Yu, Seconded Pietraz, Approved 6:0

- Spring Social Media Promotion
 - The Commission discussed having a seasonal social media to help visibility of the commission as well as engage the community in enjoying the beauty of the season and the fun of decorating and gardening/landscaping at their own home or business. This would be done by encouraging residents and businesses to send in/use the hashtag on photos of seasonal displays/décor. They would like to utilize a new hashtag for both this event and any other Beautification Commission promotions across social media. Initial suggestions were to promote over Facebook and Twitter with the request for Staff Liaison Oppermann to communicate with the City Community Relations team on suggestion on the running of the program.
 - They would like to start off with a Spring promotion, potentially running through the 1st day of Spring (March 20, 2023) through Earth Day (April 22, 2023).
 - Commissioner Pietraz volunteered to create a draft for the language and prompts for the campaign.
- Reinvigoration of the Adopt-A-Park-Sign Program
 - The Commission discussed the re-invigoration of the Adopt-a-Park-Sign Program. The program as it was established in 2018 but has never had any participants in its current form. Some suggestions included:
 - Having “boiler plate” landscape designs the interested parties can use instead of having to create their own from scratch. The Commission could work on this or engage City Staff (such as Landscape Architect Rick Meader) to design some basic landscape plans for the various park signs.
 - Shortening the duration of the sign “adoption” which is currently set at two years. Consider making the duration one-year or even seasonal so it could be used as a group volunteer opportunity.

Public Comment: none

Adjournment: 7:18 pm

Upcoming Meetings: 4/12, 5/10, 6/14, 7/12, 8/9, 9/13, 10/11, 11/8, 12/13

City of Novi

Fuerst Park Monarch Waystation

About Fuerst Park and the Monarch Waystation

Fuerst Park, located at the corner of Ten Mile and Taft Roads, is an eight-acre park offering walking trails, outdoors sculptures, an amphitheater, and the historic Township Hall. The park was developed in 2009 and the land has an important place in Novi's history as the location of the first Novi Town Meeting held in 1830.

The Fuerst Park Monarch Waystation was planted in the spring of 2015 by the Novi Beautification Commission. The original garden was about 570 sq ft. Since then, the Beautification Commission has maintained the butterfly garden by weeding and occasionally adding more plants. In 2016, a 2400 sf area adjacent to the original waystation was added and seeded with a perennial butterfly mix.

This prairie style garden features a variety of Michigan/Midwest native flowers and grasses that provide food for butterflies and other pollinators. Many of the flowers create nectar and pollen for the adult butterflies throughout the growing season while larval host plants, such as milkweed, have leaves that are eaten by caterpillars to grow and become butterflies. Our Monarch Waystations is part of a nationwide effort to provide breeding and feeding areas for monarch butterflies to assist them in their annual migration to and from Mexico. Our garden is certified as an Official Monarch Waystation by Monarch Watch and received an Award of Merit from the Keep Michigan Beautiful Awards in 2021.

Plants in the Garden

While this is not an exhaustive list of all the plants you might see at the Fuerst Park Monarch Waystation these are some of the most prolific plants in the Monarch waystation. You may want to consider adding some to your own yard - they are lovely, low maintenance, and our local pollinators will thank you!



Prairie Dock (*Silphium terebinthinaceum*)

Asteraceae (Aster Family)

Also known as Prairie Rosinweed due to the copious resin exuded from injured parts of the plant. The Prairie Dock can grow very tall indeed, from 3 to 8 feet high. It features large, spade shaped basal leaves and numerous bright yellow flowers along and topping the stalk that bloom July to September. Hardy, long lived, and drought tolerant.

Light Requirements: Full Sun

Soil Requirements: Wet to Mesic

Water Requirements: Moderate



Missouri Ironweed (*Vernonia missurica*)

Asteraceae (Aster Family)

Ironweed boasts showy magenta flowers that bloom from July to September, making it an excellent draw for late summer butterflies and bees. Its bitter tasting leaves spare it from usual garden pests like deer and rabbits. It is also easy to grow, tolerating a variety of soil types and with a degree of drought resistance. Grows 3 to 6 ft tall.



Light Requirements: Full to Partial Sun

Soil Requirements: Wet to Average

Water Requirements: Moderate



False Blue Indigo (*Baptisia australis*)

Fabaceae (Bean/Pea Family)

Growing 3 to 5 feet high, the blue wild indigo is a bushy, robust perennial. It's flowers are blue-purple and bloom from April to July. Once established it is long lived and very drought tolerant.

Light Requirements: Full Sun

Soil Requirements: Mesic to Dry

Water Requirements: Moderate



False Sunflower (*Heliopsis helianthoides*)

Asteraceae (Aster Family)

Ironweed boasts showy magenta flowers that bloom from July to September, making it an excellent draw for late summer butterflies and bees. Its bitter tasting leaves spare it from usual garden pests like deer and rabbits. It is also easy to grow, tolerating a variety of soil types and with a degree of drought resistance. Grows 3 to 6 ft tall.



Light Requirements: Full to Partial Sun

Soil Requirements: Moist to Mesic

Water Requirements: Low



Brown-eyed Susan (*Rudbeckia triloba*)

Asteraceae (Aster Family)

A hairy-stemmed perennial that grows 2 to 5 feet tall with numerous flowers that range from light to deep golden yellow. It is not considered a true sunflower because both the ray and disk florets of its flowerheads can produce seed whereas only the disk florets of sunflowers can produce seeds. Easily grows in most soil types with a long blooming period that can last from June to November.

Light Requirements: Full Sun to Partial Shade

Soil Requirements: Moist

Water Requirements: Moderate



Nodding Wild Onion (*Allium cernuum*)

Liliaceae (Lily Family)

This elegant looking relative of the Wild Onion grows 1 to 2 feet tall and features charming pink and white flowers. Much of the natural habitat of the Nodding Wild Onion has been destroyed by development, making it a relatively uncommon plant. It primarily attracts bees as its characteristic "nodding" makes it more difficult for other pollinators to visit. Its mild onion-y taste and smell keep it safe from most garden pests like deer and rabbits.

Light Requirements: Full Sun to Partial Sun

Soil Requirements: Moist to Mesic

Water Requirements: Moderate



Sand Coreopsis (*Coreopsis lanceolata*)

Asteraceae (Aster Family)

The Sand Coreopsis is also known as Lanceleaf Coreopsis, Lance-leaved Coreopsis, and Lanceleaf Tickseed. It can grow up to two feet tall and has large, showy yellow blossoms up to 3 inches in width. These bloom from late spring to late summer, attracting a variety of insects, and can spread a fair amount if not competing with other plants.



Light Requirements: Full Sun

Soil Requirements: Mesic to Dry

Water Requirements: Low



Butterfly Milkweed (*Asclepias tuberosa*)

Asclepiadaceae (Milkweed Family)

As evident by its name the Butterfly Milkweed is a great favorite of butterflies, and especially monarchs and swallowtails, for its nectar. It also attracts various bees, moths, and even hummingbirds. The butterfly milkweed features brilliant orange flowers that bloom throughout the summer months.



Light Requirements: Full Sun

Soil Requirements: Mesic to Dry

Water Requirements: Low



Wild Bergamot (*Monarda fistulosa*)

Lamiaceae (Mint Family)

Wild Bergamot is also commonly known as Beebalm is a lovely aromatic herb that can grow up to 5-feet tall under the right conditions. The charming flowers come in shades of lavender, pink and white and have a fluffy, pompon-like appearance. Aside from its looks and attractions for pollinators Wild Bergamot is also commonly used to make herbal tea.



Light Requirements: Full Sun to Partial Shade

Soil Requirements: Moist to Slightly Dry

Water Requirements: Moderate



Mountain Mint (*Pycnanthemum virginianum*)

Lamiaceae (Mint Family)

The Mountain Mint plant has very small white flowers that bloom in dense clusters that bloom atop stems up to 3-feet tall. Often the flowers are also spotted with a vivid purple. As is characteristic of the mint family, a refreshing scent is released when the leaves are crushed. Ironically, despite its name, the Mountain Mint is not typical in mountainous habitats.

Light Requirements: Partial Shade

Soil Requirements: Moist to Average

Water Requirements: Moderate



Cup Plant (*Silphium perfoliatum*)

Asteraceae (Aster Family)

The cheery yellow blooms of the Cup Plant will readily multiply once planted. It is so named for the “cup” formed by its leaves that can collect water – making it valued by birds and insects alike. Goldfinches are especially fond of the Cup Plant as both a seed and water resource. It grows from 4-feet up to an imposing 10-feet and blooms from June to September.



Light Requirements: Full to Partial Sun

Soil Requirements: Moist

Water Requirements: Moderate



Wild Strawberry (*Fragaria virginiana*)

Rosaceae (Rose Family)

The Wild Strawberry low growing with small, white flowers and tiny red fruits. It is one of the parent plants for the beloved cultivated strawberry. The Wild Strawberry is a plant of great value to the natural kingdom offering nectar, pollen, fruit, and foliage to a variety of birds, insects, and animals. It can make a unique, loose groundcover that readily spreads.



Light Requirements: Full to Partial Sun

Soil Requirements: Dry

Water Requirements: Low

Sources:

<https://www.wildflower.org/>

<https://www.illinoiswildflowers.info/index.htm>



CITY OF NOVI CITY COUNCIL
APRIL 17, 2023

SUBJECT: Approval of Introduction of Ordinance 23-64.04, an ordinance to amend Chapter 2, Administration, Article V, Boards and Commissions, Division 2, Beautification Advisory Commission, Section 2-172., Composition. **SECOND READING.**

SUBMITTING DEPARTMENT: City Manager

BACKGROUND INFORMATION: The City of Novi Beautification Commission requests that the Commission Composition be reduced from nine (9) members to seven (7) members.

Over the past two years, the Beautification Advisory Commission has often been unable to obtain a quorum at regular meetings, interrupting their ability to make official decisions and move forward on projects. This problem is twofold, stemming from several members having resigned and insufficient volunteers to replace them as well as current members not being able to consistently attend meetings. There are currently four members who consistently attend the meetings and so in recent discussions the Commission determined that a new composition of seven (7) permanent members would make a quorum with the current members more attainable.

RECOMMENDED ACTION: Approval of Introduction of Ordinance 23-64.04, an ordinance to amend Chapter 2, Administration, Article V, Boards and Commissions, Division 2, Beautification Advisory Commission, Section 2-172., Composition. **SECOND READING.**

Possible Steps for Re-Invigoration of the Adopt-A-Sign Program:

1. Lower the “investment costs”:
 - Currently our program requires that individual groups design their own planting schema. Perhaps we can:
 - Have suggested landscape plans/planting lists
 - New or adjusted designs can remain an option, with City Approval
 - Do any of the signs have pre-existing planting conditions that should be noted? Soil Quality? Available Sprinklers? Etc.? This could affect what plants will be successful.
 - Suggest as primarily a single day event for organizations but with the potential for returning ventures. (IE a fun volunteer type event wherein they install the plants after which City Staff maintains the next season).
 - We receive inquiries for group volunteer activities in the City, suited for corporate groups or scout troops, very frequently but have few offerings.
 - The current duration is for 2 years, and the length of commitment may be a deterrent. perhaps instead offer 1-year or even seasonal (such as Spring/Summer and Autumn).
 - To this end we may need to plan more annual focused landscape designs
2. Prepare a better Map of existing signs with photos of each sign/description of park.
3. Is there a suggested vendor for plantings? Can we have “packages” available for purchase/pickup from an existing vendor utilized by the city?

MEMORANDUM



TO: PETE AUGER, CITY MANAGER
FROM: SHERYL WALSH-MOLLOY, DIRECTOR OF COMMUNICATIONS
SUBJECT: BEAUTIFICATION COMMISSION
DATE: AUGUST

The Novi Beautification Commission (NBC) would like to create a Gateway/Entryway sign sponsorship project. The project would allow local corporate entities, groups, and individuals to adopt one of Novi's "Welcome to Novi" signs. The project would encourage corporate entities to maintain the area surrounding the entryway signs and keep them tidy at certain identified, safe community entrances in the City for a minimum period of two years. In return for their sponsorship efforts, the City would recognize and acknowledge the spirit and generosity of such sponsorship through an appropriate, City-approved placement of the name of the entity on a sign or plaque to be placed near the gateway sign for a specified period of time as well as recognition on the City's website.

Corporate entities, groups, or individuals wishing to sponsor a Gateway sign would complete a **"Welcome to Novi Sign Adoption Program"** application and provide a plan for planting and/or upkeep of the area surrounding the sign. Plans should be practical, environmentally sound, and contribute to the surrounding ecosystem. A list of available signs would be available on the City's website along with the application. A draft application is attached. The City of Novi and the Novi Beautification Commission will review and approve applications. All plans must be approved prior to planting and other upkeep under consideration to ensure no foreign or invasive materials are present in the area surrounding the entry sign.

The NBC would like to implement this program by **November 1**, 2018 in order for corporate entities, groups, or individuals to have time to develop a plan and submit an application and approval to be received in time for the 2019 spring season.

C:



ADOPT-A-PARK SIGN APPLICATION

The Adopt-a-Park Sign volunteer program promotes partnerships between residents and city government to maintain and beautify our park entrance signs. Park entrance sign adopters can be individuals, neighborhood associations, community groups, school clubs, and local businesses. Volunteers will work with City staff and the Novi Beautification Commission to develop expectations and create a workplan.

The Adopt-a-Park Sign program is designed to be an opportunity for residents, businesses, and organizations to implement beautification projects involving plantings at park entrances. This program does not substitute the City of Novi's responsibility in maintaining parks. All parks are routinely inspected by the City's Parks Maintenance team. Plantings must be approved prior to purchase and installation and must not include any [known invasive species](#).

Adopt-a-Park sign sponsors will have a plaque displayed in their adopted park acknowledging their participation in the program. Applicants will receive confirmation and a certificate verifying park sign adoption upon application approval.

Completed applications can be returned to entrywaygrant@cityofnovi.org or mailed to the Novi Civic Center with attention to the Novi Beautification Commission. All projects must be reviewed by City Staff and the Novi Beautification Commission.

Park Name: _____

Application Date: _____

Adopting Resident/Organization Name: _____

Contact Name: _____

Contact Phone Number: _____

Contact Email Address: _____

Text to Appear on Commemorative Plaque at Park: _____

Parks signs available:

ITC 2

ITC trail near signals

Villa Barr

Wildlife Woods

Bosco 2

Fuerst

Ella Mae Power 2

Novi Rd Cemetery

Rotary

Knapp Cemetery

Dog Park

Ice Arena

Pavilion Shore

Lakeshore 2

Connected to subdivisions:

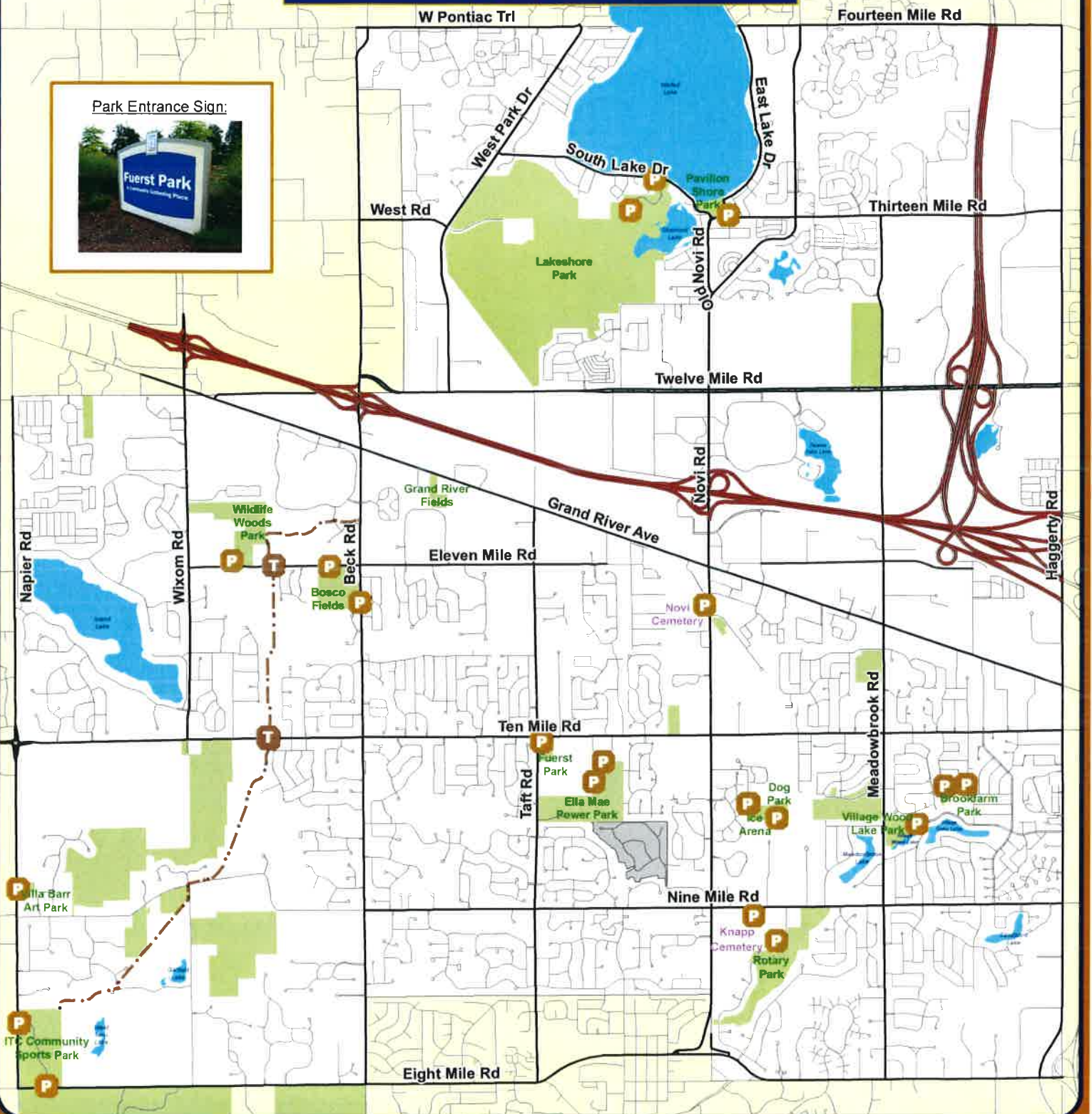
Village Wood Lake

Brookfarm

Park Entrance Signs

City of Novi, Michigan

Park Entrance Sign:



Map Author: Keri Blough
Date: February 6, 2020
Project: Park Entrance Signs
Version #: 3.0

MAP INTERPRETATION NOTICE

Map information depicted is not intended to replace or substitute for any official or primary source. This map was intended to meet National Map Accuracy Standards and use the most recent, accurate sources available to the people of the City of Novi. Boundary measurements and area calculations are approximate and should not be construed as survey measurements performed by a licensed Michigan Surveyor as defined in Michigan Public Act 132 of 1970 as amended. Please contact the City GIS Manager to confirm source and accuracy information related to this map.

Map Legend

- Park Entrance Signs
- Trail Crossing
- ITC Trail
- Major Roads
- Minor Roads
- Highway
- Cemetery
- Parkland
- Lakes



City of Novi
Integrated Solutions Team
Geospatial Resources Division
45175 W Ten Mile Rd
Novi, MI 48375
cityofnovi.org

Miles
0 0.25 0.5 1
1 inch = 4,200 feet

