

# PLACE DESIGN TASK FORCE

## MEETING MINUTES

**Date:** October 18, 2012

**Time:** 12:00 pm

**Location:** Neighborhood Development Services Conference Room

### Attendees:

#### Members

RP Richard Price, Secretary  
CG Claudette Grant  
MW Mark Watson

#### Ex-Officio Members

KG Kathy Galvin, *City Council*  
GK Gennie Keller, *Planning Commission*

#### City Staff, Neighborhood Development Services

MS Mary Joy Scala  
JT Jim Tolbert

### I. Call to order.

No quorum present, so meeting is designated as unofficial, called to order at 12:10, KG acting chair.

### II. Future meetings.

RP will send online “Doodle” survey to set up future monthly meetings (1st or 2nd Thurs of month) and for “retreat” (3 hours)

### III. Task Force Process - General

- GK expresses concern about adding complexity to projects currently under review
- RP suggests PDTF review be focused on informing committee for the purpose of making broad recommendations to council and planning commission, and not focus on specific comments for the project
- GK suggests PDTF have joint sessions w. BAR and Planning Commission to coordinate efforts
- MS notes BAR would like to have ex officio representation on PDTF to facilitate coordination, JT will add to upcoming council agenda.
- KG suggests each subcommittee report back to task force as a whole at December meeting, and we schedule two meetings for Nov: one for subcommittee work, one for “retreat.”

### IV. Meeting notifications

- JT notes city attorney has said that formal subcommittee meetings must give public notice at least 3 days prior, which can be posted at clerk’s office.
- Informal meetings to discuss generalities do not have to give public notice.

### V. West Main St

- Discussion centers on how to best promote / realize high quality urban design of individual projects and the public realm
- JT notes LPDA illustration is detailed study resulting from WRT corridor study. There are no current plans to implement any portion of the plan
- Existing conditions
  - Current zoning is broken into two zones along Main St - north and south, with different height restrictions

- West Main Street currently has a variety of building types / sizes and varying degrees of pedestrian activity
- Currently, the City has no formal process to do TIF financing or BIDs for infrastructure improvements
- After discussion, it is suggested subcommittee review current zoning and guidelines in-depth and explore options for future regulation and implementation strategies

VI. **Meeting adjourned** at 1:55