

# PLACE DESIGN TASK FORCE

## MEETING MINUTES

**Date:** November 8, 2012

**Time:** 12:00 pm

**Location:** Neighborhood Development Services Conference Room

### Attendees:

#### Members

AD Andrea Douglas, Chair  
RL Rachel Lloyd, Vice-Chair  
RP Richard Price, Secretary  
CG Claudette Grant  
MW Mark Watson

#### Ex-Officio Members

KG Kathy Galvin, *City Council*

#### City Staff, Neighborhood Development Services

AP Amanda Poncy  
MS Mary Joy Scala  
JT Jim Tolbert

- I. **Call to order.** Meeting called to order at 12:15. Minutes issued previously are accepted by voice vote.
- II. **Future meetings.**
  - Regular meeting time set for 2nd Thurs of month at 12:00.
  - Time slots for subcommittee meetings will also be set up 1st and 3rd Thursdays of month.
  - Meetings will take place at Jefferson School once available, at NDS conf room (or other location TBD) until then.
  - Meeting of 12/13 will be Belmont Bridge 12:00 - 1:00, and retreat w. member slides 1:00 - 3:00
- III. **Membership**
  - JT reports council, BAR agendas will deal with selection in coming weeks
  - task force will discuss how / whether to replace non-participating members
- IV. **Belmont Bridge**
  - JT notes current alternatives will be presented for task force comments at next regular meeting
  - Bridge design team has reviewed previous design charrettes as part of their process
  - RL inquires if lessons learned from Belmont Bridge process that can be applied to upcoming Woolen Mills / Rivanna process.
    - KG will forward program prepared by A School to PDTF for review.
    - JT suggests PDTF can help determine if correct issues have been included.
    - AD suggests each subcommittee weigh in with their committee's perspective.
    - West Main subcommittee will look at High St corridor issues related to River corridor
- V. **SIA project update**
  - Steering committee will be named by council in December
  - Cunningham Quill has been awarded contract
  - 1st meeting should happen shortly after first of year
- VI. **West Main Projects**

Imminent start of new housing and hotel on West Main precipitate the need for streetscape improvements in near future.

- RP suggests a integrated professional design effort (traffic engineering, civil engineering, landscape architecture, including green infrastructure) is required to take streetscape design from current conceptual level to construction.
- West Main subcommittee will ask as steering committee for this effort, synthesize previous parameters and represent city's interests in the process
- JT to propose to council that an RFP for these services be developed.

**VII. Subcommittee reports**

- **West Main** has met, set up work schedule, hopes to issue summary memorandum of findings and recommendations in about 6 months
- **Public engagement process** - committee has established a list of potential tasks, next meeting 11/15 at 1:00.
- **Green infrastructure** - no news

**VIII. Meeting adjourned at 1:45**