

# PLACE DESIGN TASK FORCE

## MEETING MINUTES

**Date:** January 10, 2013

**Time:** 12:00 pm

**Location:** Jefferson School/City Center

### Attendees:

#### Members

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

#### Ex-Officio Members

KG Kathy Galvin  
GK Gennie Keller  
TM Tim Mohr

#### City Staff, Neighborhood Development Services

MS Mary Joy Scala  
AP Amanda Poncy  
JT Jim Tolbert

### I. Call to Order

### II. Community engagement presentation

PDTF decides to postpone the presentation of the community engagement best practices until the next meeting.

### III. Belmont bridge/underpass memo review

- MW asks how costs will be factored into city council discussion of the bridge/underpass—is there an apples-to-apples comparison?
- PDTF discusses the access to the restrooms during events at the pavilion and notes it is still unresolved
- KG notes that the design of the Market Street intersection with Avon needs to be coordinated in the overall design
- JT will check on the coordination between the proposed projects along the street
- MW suggests that the memo include the pros and cons of the bridge option
  - Recommends including information about the bridge constraints
- KG suggests the memo include a recommendation to quantify the value of the developable in each scheme
- JT describes the design review/approval process
  - Advisory groups make recommendations
  - City council identifies the preferred scheme
  - BAR votes
- MW suggests the memo include a recommendation for provisions for emergency situations such as flooding
- PDTF agrees that the memo should recommend that the “catwalk” design be resolved
- PDTF also agrees that:
  - The project should include a multimodal traffic analysis of the schemes
  - If city council chooses the bridge scheme, the design should be reviewed by PDTF again

### IV. West Main RFP

- GK recommends that we reorganize the objectives by putting more important issues at the top of the list
- TM suggests we include improved lighting on the list of objectives
- PDTF agrees to add to the objectives:
  - Public engagement
  - Evaluation of guidelines and regulations on form and land use
- PDTF also agrees to include as part of the project scope:
  - Review of parking
  - Analysis of N/S pedestrian and bike connections
  - Analysis for adjacent road network vehicular traffic
- PDTF agrees that team qualifications should include experience in:
  - Urban design and planning
  - Public art
  - Community outreach
  - Complete streets
  - Place-making and preservation
  - Green infrastructure
  - Urban forestry
- PDTF agrees on the updates to the following tasks:
  - Task 1-review design guidelines, regulations, and comp plan; public outreach plan
  - Task 2- develop alternatives
- PDTF agrees that it should act as the steering committee for the project

## **V. Meeting Adjourned**