PLACE Design Task Force Minutes
January 19, 2017 – 12:00pm-2:00pm
Neighborhood Development Services Conference Room

MEMBERS PRESENT:

Rachel Lloyd (Acting Chair), Genevieve Keller, Andrew Mondschein, Chris Henry, Scott Paisley, Tim Mohr, Kate Bennis, Andres Pacheco, Kathy Galvin, Paul Josey, Clarence Green
Visitors Present: Lena Seville
Staff Present: Carrie Rainey, Heather Newmyer, Alex Ikefuna, Marty Silman

Agenda

1. Public Comments

No public comment.

2. Annual Report Draft Discussion

*Moved to third Agenda item

- Rachel Lloyd began discussion on Draft Annual Report. She stated she believed no RFPs were brought forward in 2016 and she would like to pursue that issue further in 2017.
- Kathy Galvin stated the layout lends itself to redundancy, so restructure so it is organized by project with charges listed underneath.
- Paul Josey suggested there is an executive summary.
- Rachel stated she'll provide a one page summary that includes suggestions for 2017.
- Gennie Keller stated staff could send out to representing groups (BAR, Tree Commission, etc.)
- Rachel stated they would need to get on schedule for City Council.

Place discussed suggestions for 2017 section of their Draft Annual Report:
Design Review for public projects

- Rachel stated that they will rely on Carrie to have public projects come through to PLACE. These include High Street, West Main, Belmont Bridge, Friendship Court.
- Kathy stated she is on the Friendship Court steering committee representing the City.
- Rachel asked where West Main is in the process.

- Carrie Rainey stated they are bringing forward schematic design to BAR and Council in the next few months.
- Alex Ikefuna stated West Main did not make first round for Smart Scale (formally HB2) but the Barracks and Emmet intersection received funding.
- Alex stated Barracks and Emmet might be early (to review by PLACE) since funding isn't available for a number of years. Alex suggested Fontaine would be a good project for PLACE to review. Alex stated he will send PLACE a summary for Lexington, High St and Fontaine projects.
- Kathy stated this is a good example of when HB2 (now known as Smart Scale) and other grant applications are submitted, having PLACE look at the application beforehand.

Support the implementation of the 3D Modeling Metrics
- Rachel stated City Engine is a great visualization tool but it should also be used for information because it will be extremely useful.
- Andrew Mondschein noted every level has cost, but having a transportation model would be exciting.
- Kathy asked if City Engine takes into account mode shift.
- Rachel asked if PLACE can come up with some policy directives for how the City Engine model is used in the future.

Cultural Landscape Report (CLR) for the Downtown Mall
- Rachel stated having a CLR would have helped with the Blue Ribbon Commission.
- Rachel explained the Downtown Mall is design by Lawrence Halprin and it is likely a National Register design landscape. Rachel stated that given that many entities manage it, there needs to be management document for management of trees, site lighting and furniture. A CLR provides historical background, documents existing conditions, provide analysis and then gives treatment plan. The goal is to maintain historic character whenever updates occur.
- Kathy stated the design was not intended to allow vehicular traffic.
- Paul stated in 2015 there was a report given on how to maintain trees on mall. Parks and Recreation came back and stated that they were not going to use the report.
- Chris Henry stated three concerns - writing a layer of regulations for area already protected, will it be enforceable, and is this a document that will be the vision for all time.
- Paul stated there is a benefit because there will be history documented so it is known for future management.
- Kathy asked would this body bring it forward for implementation.

- Rachel stated the CLR can either be very specific in terms of replacing features or it can be more general. It can function almost like a blueprint and that is where you get a streamlined process. BAR would no longer have to review because they have already decided what they want. The intent is to preserve the vitality of the mall and streamline the management process.
- Gennie asked to do a sole source with the UVA Center for Cultural Landscapes since the history is all here.
- Paul stated that in the Executive Summary (of the annual report) there should be a list of how Council can help.
- Andrew stated there needs to be a subcommittee to meet with Beth from the Center for Cultural Landscapes.
- Paul asked how the sole sourcing could be done.
- Alex asked for an estimate.
- Paul stated $50,000 for the sole source with UVA.
- Kathy stated there needs to be a future meeting agenda item regarding the specifics of the CLR for the Halpern Mall.

Code Audit
- Kathy asked if the Regulatory Framework (Code Audit) had been added.
- Rachel stated it had been added to the latest draft.
- Tim Mohr stated the goal is to break out the City into different lighting zones and how you regulate them.
- Rachel asked if Tim is talking about a steering committee.
- Kathy asked how this fits into the Regulatory Framework, would this committee be a technical advisory committee to that effort. Kathy stated the committee could assist in writing scope.
- Kathy asked for follow up regarding the citywide code audit.

Connection/Communication
- Kathy stated in the report it needs to be clear what Council needs to do.
- Gennie suggested PLACE should set up a series of meetings with (City) departments that are compiling the RFPs.
- Rachel stated they need to request a list from staff on public projects.
- Gennie suggested that Maurice Jones sends request for RFPs for PLACE review from different departments.

3. Update on East High St/Lexington Ave/9th St Project

*Moved to second Agenda item

- Alex gave an update on the project. Alex noted the project is in SIA area, the status is the VDOT and City executive agreement and draft RFP are currently being reviewed by VDOT at this time and as soon as we get feedback. Staff can then report back to PLACE. Alex noted the City Attorney is drafting a Conflict of Interest document for PLACE members to sign prior to reviewing the RFP.
- Rachel asked Alex to talk about specific issues to be resolved.
- Alex stated the intersection is badly configured and the emphasis on the project will be the streetscape and the application of the Streets That Work provisions. We will be looking at shared street concepts.
- Kathy stated it was also within the SIA, and the transportation consultant actually changed geometry of the road so Lexington would come into High Street as a 90 degree angle. The current skewing increases widths and makes it difficult to see.
- Kate Bennis noted residents are concerned about losing left turn lane (from East High Street onto Lexington Avenue).
- Alex said we haven't gotten to design phase.

4. RFPs (Other Business)

- Rachel suggested a new City policy regarding RFP procedures.
- Alex stated that the RFP process is administrative and internal and deals with ethics.
- Rachel stated this means a couple of things. She stated we (PLACE) are eager to help with RFP review; we could also be useful in grant writing processes.
- Gennie stated she would like to see the policy the City Attorney is drafting.
- Kathy agreed it should be distributed to PLACE once it is ready.
- Alex stated he could have the City Attorney come to the next meeting and answer questions regarding the policy.
- Rachel stated nothing PLACE provides would affect the administrative process, but rather want to provide feedback early in the design process and grant writing stage, so we can influence questions asked and scope that is defined.
- Marty Silman reviewed the Standards and Design Manual RFP process, including timelines and the conflict of interest agreement.

5. Additional Public Comment

A member of the public asked for further information regarding the High Street project.

Adjourn at 1:47 p.m.