

PLACE Design Task Force Minutes
July 9, 2015 - 12:00 p.m.
Neighborhood Development Services Conference Room

Members Present:

Chairman Fred Wolf, Rachel Lloyd, Gennie Keller, Kathy Galvin, Jim Self, Claudette Grant, Melanie Miller (for Tim Mohr), Paul Josey

Staff Present: Christy Fisher, Heather Poole, Brennan Duncan, Carrie Rainey, Megan Comer, Malina Dana, Carolyn McCray (Clerk)

Call to Order

Chairman Wolf called the meeting to order at 12:10.

Agenda

1. Committee Updates

Ms. Keller said she observed a water meter installed above ground existing vault, with no warning, may be an above ground manifestation. Public streets standard come into play in these circumstances. Streets are a public space and should not be compromised.

2. Lighting Study Discussion

Ms. Fisher gave an overview of the scope of service consists of a review of lighting standards and applications with the City, performing lighting field assessments within the areas noted, developing a prioritized improvement plan and developing photometric lighting details at selected intersections. She noted this scope is consistent with the requested services by the City of Charlottesville. The scope follows:

Identify Lighting Criteria

- a. Determine which facilities or facility types should have continuous or non-continuous lighting.
- b. Determine appropriate light levels for facilities
- c. Review IES publications
- d. Review VDOT publications

Define Desirable Lighting Characteristics by Faculty

- a. Mark facilities on aerial and GIS mapping
- b. Develop graphic or tables to document each facility by type of lighting characteristics.
- c. Produce Summary memo

Develop Maps and Field Work Checklists

- a. Perform field observations and photographic records of light fixtures and determine, to the extent possible, areas that are or are not Dark Skies compliant.
- b. Provide a preliminary report to the City for review, including maps of the findings. Meet with the City and review the findings and recommendations for planned improvements.
- c. Provide a final report and recommendations, along with maps of the findings, to the City for use in briefing City Council and the public.
- d. Develop preliminary intersection lighting recommendations for the 15 selected intersections.
- e. Obtain City GIS mapping and prepare base mapping from GIS for each intersection.
- f. Perform Photometric Analysis for each intersection location

Chairman Wolf asked how we hired the Civil Engineer.

Ms. Fisher reported the budget was under \$100,000 it was \$96,486.50.

Ms. Keller asked if the study information could be incorporated into all other ongoing efforts.

Ms. Fisher said it is not going to affect the present lighting standards.

Councilor Galvin noted the annual report from August 2014 is not listed on the PLACE webpage.

Adjournment – 1:35 pm