



City of Roswell

38 Hill Street
Roswell, Georgia 30075

Meeting Minutes Community Development and Transportation Committee

City Administrator Kay Love
Mayor Jere Wood
Council Member Nancy Diamond
Council Member Rich Dippolito
Council Member Kent Igleheart
Council Member Jerry Orlans
Council Member Betty Price
Council Member Becky Wynn

Wednesday, April 21, 2010

8:00 AM

Room 220

Meeting was called to order at 8:02 a.m.

CALL TO ORDER/ROLL CALL

Present: 6 - Council Member Nancy Diamond; Council Member Rich Dippolito; Council Member Kent Igleheart; Council Member Jerry Orlans; Council Member Betty Price and Council Member Becky Wynn

Absent: 1 - Mayor Jere Wood

Staff Present: Kay Love – City Administrator; Alice Wakefield – Community Development Director; Steve Acenbrak – Director of Transportation; Brad Townsend – Planning and Zoning Director; Clyde Stricklin – Deputy Director of Community Development; Bob Hulsey – Assistant City Attorney; Julie Brechbill - Community Relations Manager; Stefanie Dye - Community Development Program Coordinator; Bill Keir – Economic Development Director; David Low – Deputy Director of Transportation; Mike Elliott – Traffic Operations Supervisor; Chris Chovan – Transportation Planning Manager; Franco DeMarco – Engineering Design Manager; Police Sergeant Ken McRae; Muhammad Rauf – Senior Transportation Engineer; Robert Del Ross - Senior Transportation Engineer ; Andrew Antweiler - Transportation Planner; Jennifer Erdmann - Grants Specialist; Angel Stark – Community Development Administrative Assistant; Kim Weber - Transportation Administrative Assistant; and Marlee Press – Executive Assistant to Council.

Minutes of the March 17, 2010 committee meeting were approved.

Community Development

Consideration of Road Closure for the Chattahoochee Nature Center's annual Possum Trot 10K Race on Saturday, June 19, 2010

- *The CNC is sponsoring the 31st Annual Possom Trot 10K Race on Saturday, June 19, 2010 and requests road closures from 7:00 a.m. to 10:00 a.m. They request that the following roads be closed for the event: Willeo Road to Azalea Road, turning around at Hwy 9 and coming back to the Nature Center along the same route. This event has been approved in the past. The cost to the City is \$4,599.*
- *There were questions from Councilmembers regarding the special events policy and the cost allowed per organization. Kay Love said that the policy needs to be revisited.*

A motion was made by Council Member Jerry Orlans, seconded by Council Member Rich Dippolito, that the Road Closure for the Chattahoochee Nature Center's annual Possum Trot 10K Race be approved. The Special Events Policy will be reviewed and this will come back for discussion at a future committee meeting. The motion carried by the following vote:

In Favor: 6 - Council Member Diamond; Council Member Dippolito; Council Member Igleheart; Council Member Orlans; Council Member Price and Council Member Wynn

Consideration of City Sponsorship and Road Closure for the River Run for Hope on Saturday, June 5, 2010

- *The organizer, Helping Hands Medical Missions requests City sponsorship and a road closure on Saturday, June 5, 2010 from 6:30 a.m. to 9:30 a.m. The request is to close one lane of Riverside Road from St. Andrews Catholic Church to Eves Road. The participants will be directed to the walking/running path that leads to Riverside Park on the way back from Eves Road. There will be signs letting others know of the run on the path. This event has been approved in the past. The cost to the City is \$3,036.*
- *Councilmember Orlans questioned whether this was a local organization that benefits Roswell. He requested that all this information be available before it comes to committee requesting sponsorship. It was discussed that St. Andrews Church is involved with this event.*
- *Councilmember Igleheart said since this event is tied directly to St. Andrews, even if it isn't a local organization, and it has been done in the past, and it is currently covered in the budget he supported approving it this year, but wants Council to reconsider this event in the future.*

A motion was made by Council Member Kent Igleheart, seconded by Council Member Jerry Orlans, that city sponsorship and road closure for the River Run for Hope be approved. Kay Love requested that staff when issuing the permit to notify the organization that Council is revisiting the policy so there may be changes in city sponsorship next year. Councilmember Diamond added that this needs to be the case for all events. The motion carried by the following vote:

In Favor: 6 - Council Member Diamond; Council Member Dippolito; Council Member Igleheart; Council Member Orlans; Council Member Price and Council Member Wynn

Consideration of Road Closure for the Just People Village 5K Run/Walk and 1K Fun Run on Saturday, June 12, 2010

- *Just People Village is requesting road closure for the 5K run/walk and 1K fun run on Saturday, June 12, 2010 from 7:00 a.m. to 10:00 a.m. They request closing one lane of State Route 120 (Marietta Hwy) from Dowling Drive going east to Willeo Road. Turn right on Willeo Road, close going west to Azalea Drive, turn left and close one lane going east to Azalea Park, turn around at the Rowing Club and return on the same route back to the Just People location. The park trail will be used for people who are walking or slower joggers. This event has been approved in the past.*
- *There is no cost to the city since city sponsorship was not requested. They are paying the \$2,092 costs.*

A motion was made by Council Member Jerry Orlans, seconded by Council Member Kent Igleheart, that the road closure for the Just People Village Run be approved. The motion carried by the following vote:

In Favor: 6 - Council Member Diamond; Council Member Dippolito; Council Member Igleheart; Council Member Orlans; Council Member Price and Council Member Wynn

Consideration of a Road Closure for filming by Nian Productions on Sunday, May 16, 2010

- *Nian Productions, a local film maker requests to close a portion of Canton Street from Green Oak Drive to Webb Street from 8:00 a.m. to 12:00 noon on Sunday, May 16, 2010 for a film shoot.*
- *Councilmember Wynn asked if the businesses on Canton Street were okay with the road closure.*
- *Kay Love replied the applicant has spoken with some of the merchants, and several stores are not opened on Sundays and most restaurants don't open prior to 11:00 a.m. so this should not be intrusive to the merchants.*
- *Councilmember Orlans thought it would help to notify the public a few days prior to the road closure.*

A motion was made by Council Member Betty Price, seconded by Council Member Jerry Orlans, that the road closure for filming by Nian Productions be approved. Staff was requested to put up the variable message boards a few days before the filming to notify people of the road closure. The motion carried by the following vote:

In Favor: 6 - Council Member Diamond; Council Member Dippolito; Council Member Igleheart; Council Member Orlans; Council Member Price and Council Member Wynn

Consideration of a request by Lehigh Properties to rename
Renee Court and Jessica Walk

- *Mr. Brendan Walsh of Lehigh Properties has submitted a road name change application to change the names of two streets that are part of the Providence development in Historic Roswell. The current street names are Renee Court and Jessica Walk. The request is to change the names to Canton Walk and Camp Avenue, respectively. The theme of the neighborhood is based on the book Providence, which is a collection of letters between husband and wife, George Camp and Jane Atwood. The property owner is of the opinion that this will create a historic theme in the development.*
- *This application represents a request where all the properties except one are owned by Mr. Walsh. Mr. Rick Clark owns one parcel and he has signed the petition. Therefore, this application has support from 100% of the property owners.*

A motion was made by Council Member Rich Dippolito, seconded by Council Member Betty Price, that the name change application for the two streets be approved for the Regular Agenda and placed on the Mayor and City Council Zoning agenda for 5/10/2010. The motion carried by the following vote:

In Favor: 6 - Council Member Diamond; Council Member Dippolito; Council Member Igleheart; Council Member Orleans; Council Member Price and Council Member Wynn

**Discussion of the creation of the Comprehensive Plan
Advisory Committee (CPAC) - Guidance.**

Presented by Alice Wakefield, Director Community Development

- *The Community Development Department is in the beginning stage of updating the City's Comprehensive Plan as mandated by state law. The Community Participation Program is a key component of the overall plan development to set forth quality public participation and stakeholder involvement in the preparation of the Community Agenda.*
- *One of the most effective tools used to enhance public participation is through the creation of an ad hoc advisory committee. The purpose of such a committee is to provide feedback, advise the planning team (consultant and City planners) and help shape the overall planning process. Staff requested the creation of the Comprehensive Plan Advisory Committee (CPAC) and appointments of the committee members. In order to keep the committee manageable, staff would like to limit the committee to 12 – 15 members. They also recommended that the recommended appointees should represent a broad cross section of the community and represent a variety of interests.*
- *There will be multiple community meetings so the citizens, property owners and stakeholders can participate in the process.*
- *Councilmember Wynn suggested having M&CC put in three suggested names and take it to closure to vote on the people.*
- *Kay Love agreed this would be appropriate, bearing in mind that they need a broad representation.*
- *Councilmember Price asked if the responsibilities could be identified so the nominees know what they are getting into and what their role is as part of this group. Kay Love said that staff will write up a small job description.*

A motion was made by Council Member Becky Wynn, seconded by Council Member Rich Dippolito, that the names for the appointments to CPAC be approved for Closure on 5/3/10 after the Mayor and City Council meeting. The Mayor and each Councilmember will submit up to 3 names for nomination to this committee. The motion carried by the following vote:

In Favor: 6 - Council Member Diamond; Council Member Dippolito; Council Member Igleheart; Council Member Orlans; Council Member Price and Council Member Wynn

7. Discussion of the Economic Development Program - Guidance

- *In late 2008, the Economic Development Manager, Bill Keir, presented the current work program. The Economic Development Work Program focused on the standard elements of economic development: retaining existing business, developing basic tools/resources, marketing, and providing assistance to businesses. These efforts are being accomplished through periodic visit with new and existing businesses and developers to determine their needs and to assist with problem-solving, barrier removal and incentive programs. Marketing and promotion has occurred through partnering with the Roswell Convention & Visitors Bureau (CVB). As requested, incoming businesses are provided with assistance on items such as with site location, zoning requirements and incentives. Staff has been working on the implementation process to make the process more efficient for businesses wanting to open up in Roswell. There is a meeting with all parties involved to help the business owner know what the steps are.*
- *To support the desire for a more aggressive economic development program, staff has updated the Economic Development Work Program to include what can be done now with current resources and what additional initiatives are worth consideration.*
- *Staff discussed things we can do in-house now: Some of the items included: 1) Complete the extensive economic development web site that is required by site selection consultants and companies searching for new/additional locations; 2) Create summary "Fact Sheets" for business prospects that contain just some of the highlights of the detailed data; 3) Launch a new business e-newsletter to all Roswell businesses that will keep them informed of the resources and assistance we have; 4) Re-establish the Development Authority and possibly the Downtown Development Authority so that the City can issue bonds for redevelopment, and administer future business incentives such as Enterprise Zones and TADs; 5) Continue to partner with the CVB for "visitor" marketing, and the Chamber for "business" marketing. The Chamber has just hired a consultant to help "brand" North Fulton for future marketing efforts. The City needs to continue taking an active role in that process; 6) Re-establish the City's subscription with CoStar, so that the City can assist businesses with building and site searches, develop data for the Annual Report, find what national headquarters have moved here; commercial and retail vacancy rates; tenant information; building owner information; the total amount of commercial space Roswell has; demographics specific to a site; and etc.*
- *Councilmember Wynn asked about the re-establishing the downtown development authority. Kay Love said staff is currently looking at all the legal requirements.*
- *Councilmember Orlans asked if there is currently a promotion package to help with businesses looking to come into the city. Bill Keir replied that they have partnered with the CVB and in their guide there is an economical section, that is the marketing piece for the whole city. Alice Wakefield added that staff has information that they need to pull together into a nice document that can be handed out to businesses.*
- *Councilmember Dippolito said the Community Relations Department has done a great job with the annual report and something similar to that could made to hand out to businesses. Alice Wakefield replied that they have been working on this in-house and they are looking at the cost to reproduce.*
- *Councilmember Diamond replied that the Chamber of Commerce is working on the branding and marketing with the city to help.*
- *Councilmember Orlans said another source is the business owners of top level people that live in Roswell but don't have the business here. Councilmember Diamond said the branding committee is looking at this.*
- *Councilmember Igleheart suggested that staff look into the CoStar subscription*

which is a subscription service of commercial real estate data. Kay Love said for the cost it is a good investment in helping the city's economic growth. Councilmember Diamond suggested that staff talk with the Chamber of Commerce about splitting the cost of the subscription since the Chamber currently uses it.

There will be further discussion about the Economic Development Program at a future committee meeting.

8.

Discussion of the proposed Text Amendment regarding Parking of Commercial Motor Vehicles in Residential Areas - Guidance

- *Staff has been requested to review Code requirements dealing with the parking of commercial vehicles in residential areas. It was requested at the April 12, 2010 M&CC meeting to bring this back to this committee meeting for further discussion before the second reading.*
- *Staff recommended the following language: No person shall park or stand any commercial vehicle with a gross vehicle weight (GVW) that exceeds 10,001 pounds upon a residential lot unless completely screened from abutting property and from street view or within an enclosed building except while actually engaged in loading or unloading of a lawful activity. (For the purpose of this section the term vehicle shall include attached trailers).*
- *Councilmember Orlans asked if this amendment is accomplishing what was intended. Councilmember Price agreed and suggested not to move forward with this text amendment.*
- *Councilmember Dippolito stated the original goal was to figure out what to do about a resident's complaint about a specific situation they have with their neighbor. When the ordinance was reviewed it was discussed about clarifying the definition of commercial motor vehicles.*
- *Kay Love said from a staff perspective, there was a complaint and staff reacted to try and help. Staff's point of view was that there was no need to move forward. There has been a lot of time spent on this. If it comes up again it can be re-addressed then.*
- *It was also expressed by some Councilmembers that by adding this text amendment it could create more problems.*

A motion was made by Council Member Betty Price, seconded by Council Member Jerry Orlans, that the second reading for the text amendment regarding parking of commercial motor vehicles in residential areas will not move forward. The motion carried by the following vote:

In Favor: 4 - Council Member Diamond; Council Member Orlans; Council Member Price and Council Member Wynn

Opposed: 2 - Council Member Dippolito and Council Member Igleheart

Transportation

9. Consideration to sign a contract with Urey Contractors in the amount of \$58,208.00 to install fiber optic conduit through the Midtown Streetscape project to prepare for the construction of the SR9 ATMS project

- *The City of Roswell, in partnership with the City's of Sandy Springs and Alpharetta and GDOT, is about to begin the procurement and construction of the Advanced Traffic Management System (ATMS) along State Route 9. A critical component of this system is the optical fiber network that will carry a large volume of data to enable the interconnection of the traffic signals and monitoring cameras to the Traffic Control Center at Hembree. Roswell currently owns an existing run of fiber along the shoulder of SR 9 from the south side of the Chattahoochee River to the North West corner of Norcross Street near City Hall.*
- *There is also a fiber run north of Holcomb Bridge Road that runs north to Roswell's border with Alpharetta, including a spur which runs east off of Hembree Road and feeds both the Roswell and Alpharetta public works facilities and our Traffic Control Centers.*
- *There is a small amount of privately owned fiber currently in the shoulder through the Midtown Streetscape area. The fiber belongs to Fiberlight. The City has an agreement with Fiberlight to use their fiber. The long term solution was to bury our own conduit to create a seamless dedicated fiber run throughout the length of SR 9 and not be dependent on a private company. Due to the fortunate timing of the situation, RDOT would like to take advantage of the existing contractor to add the needed fiber conduits in this section of SR 9 as part of the Midtown construction. Otherwise the shoulder would need to be dug up to install the conduit after the streetscape project is completed.*
- *Staff recommended contracting with Urey Companies to furnish and install the conduit. Staff has negotiated a price of \$58,208 for them to perform this work in conjunction with the streetscape.*

A motion was made by Council Member Jerry Orlans, seconded by Council Member Becky Wynn, that the contract with Urey Contractors to install fiber optic conduit be approved for the Regular Agenda and placed on the Mayor and City Council agenda for 5/3/2010. The motion carried by the following vote:

In Favor: 6 - Council Member Diamond; Council Member Dippolito; Council Member Igleheart; Council Member Orlans; Council Member Price and Council Member Wynn

10. Consideration to initiate the Right of Way acquisition process for three (3) parcels for the Warsaw Water Line Project which will also support the Norcross Street/Warsaw Road at Grimes Bridge Road Intersection Improvement Project in an amount not to exceed \$124,000

- *The Warsaw water line project is ready to be let to construction using time-sensitive CDBG funds. These parcels need to be acquired before construction can begin. These parcels also support the Norcross Street/Warsaw Road at Grimes Bridge Road Intersection Improvement project, which requires 6 parcels for right-of-way acquisition. Parcels 1, 3 and 5 have been negotiated and approved by each of its owners. Two of these parcels, 1 and 5, are needed directly for the waterline project which will run underneath the intersection improvement. Parcels 2, 4 and 6 are currently under final negotiations and should be finalized next month. The total costs include fee simple, temporary easement and site improvement costs.*
- *Funds in the amount of \$539,000 are available in the project contingency account under Impact Fees.*

A motion was made by Council Member Jerry Orlans, seconded by Council Member Nancy Diamond, that the initiation of the ROW acquisition process for the Warsaw Water Line Project be approved for the Regular Agenda and placed on the Mayor and City Council agenda for 5/3/2010. The motion carried by the following vote:

In Favor: 6 - Council Member Diamond; Council Member Dippolito; Council Member Igleheart; Council Member Orlans; Council Member Price and Council Member Wynn

11. Discussion of Chattahoochee River Bridge Pedestrian Improvement Agreement between Roswell and Sandy Springs - Guidance

- Roswell has sent an Intergovernmental Agreement to Sandy Springs to split the local match 50/50 for the Chattahoochee River Bridge Pedestrian Improvements.
- Councilmember Dippolito said at the Sandy Springs Council meeting the discussion was that about 80% of the bridge is in Roswell and 20% is in Sandy Springs. Several of their Councilmembers explained no matter where the bridge is, there is an equal benefit to the community. At the North Fulton Comprehensive Transportation Plan meeting one of the recommendations was to create a bike/ped trail from Forsyth Co. to the City of Atlanta that would run along Highway 9, and this bridge is one of the challenges for that connection. Sandy Springs wants to run it through their budget process but they did approve the \$50,000 design work which was a 50/50 match.
- Councilmember Orlans was concerned that if Sandy Springs doesn't want to move forward on the project, he wasn't sure they should spend \$100,000 on design work. He doesn't support this without commitment from Sandy Springs.
- Steve Acenbrak said as far as the federal money used for this project, timing is important in order to secure the money. It shows GDOT that Roswell is in an active position to spend that money, even with a modest commitment from Sandy Springs.
- Staff requested guidance regarding the IGA and whether Council wants to move forward with the design portion of the project.
- Kay Love said at the staff level, she needs to talk to her counterpart at Sandy Springs on where they are in their process. He feels confident that the project would rank as a priority but they have to look at their budget. She agrees with Councilmember Orlans that it is not prudent to go ahead and spend design money if the construction is not going to follow.
- Staff should be able to get that feedback in order to come back to committee in May and have a level of comfort if M&CC wants staff to proceed with actually soliciting for the design work. She said staff will have to appropriate the city funding because there is not funding right now for design.

The discussion about the Chattahoochee River Bridge agreement with Sandy Springs was deferred to the Community Development and Transportation Committee on 5/19/2010. Kay Love said she will talk to her counterpart at Sandy Springs to see where they are in their process. Staff will not move forward on soliciting for the design work until after further discussions with Sandy Springs.

12.

Discussion on results of Grimes Bridge Speed Study - Guidance

- *The city received speeding complaints on Grimes Bridge Road as well as some of the other collector roads around the city. The Department started placing portable electronic drivers feedback signs and uses a program to rotate the available signs on problematic roads. The drivers feedback signs are helpful in controlling speeds but their effectiveness is limited. A combination of more frequent police enforcement and properly designed traffic calming hard measures, providing some horizontal or vertical deflection, could guarantee effectiveness.*
- *Some of the traffic control devices may not meet the warrants in the MUTCD including traffic signals and multi-way stop signs on collector roads, where they are essentially serving as traffic calming, not a traffic control device. Unwarranted and misapplied traffic control devices breed disrespect of all traffic control devices citywide and may relate to an increase in accidents as well as in increase in the city's liability exposure.*
- *Steve Acenbrak stated staff has looked at current policy on traffic calming which is for local streets and residential roads. It does not address collector roads. The current policy involves looking at issues and solutions, then interact with homeowners association and get a petition, get a super majority then go into a cross share and execute plan. Collector roads are different and is open to a wide range of issues if they are included in the current policy. Staff went through a national search and looked at what other cities do around the country. They found that the city policy is in line with most cities. Currently staff does not recommend any changes to the current traffic calming policy.*
- *Steve Acenbrak said staff will look at each of the collector roads in a unique situation with their particular issues.*
- *Staff suggested looking at some structural measures to help with these speeding issues. Some of these measures would cost between \$10,000 to \$15,000. Staff also suggested looking at some of the new striping techniques coming out.*
- *Councilmember Wynn said that Council needs to look at the budget on this to see if these new measures and techniques can be added. She added that if anything gets done to one street/subdivision that it affects the whole city.*
- *Further investigation will be done by staff on these measures.*

Staff will continue to look at options that are structural measures to help reduce the speeding problem on collector roads. Staff will bring this back to committee when they have additional information.

Meeting adjourned at 9:55 a.m.