



City of Roswell

38 Hill Street
Roswell, Georgia 30075

Meeting Minutes Community Development and Transportation Committee

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
City Administrator Kay Love

Wednesday, January 26, 2011

8:00 AM

Room 220

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

CALL TO ORDER/ROLL CALL

Present: 6 - Mayor Jere Wood; Council Member Nancy Diamond; Council Member Rich Dippolito; Council Member Jerry Orlans; Council Member Betty Price and Council Member Becky Wynn

Absent: 1 - Council Member Kent Igleheart

Staff Present: Kay Love – City Administrator; Michael Fischer - Deputy City Administrator; Alice Wakefield – Community Development Director; Steve Acenbrak – Director of Transportation; David Low – Deputy Director of Transportation; Clyde Stricklin – Land Development Manager; Brad Townsend – Planning and Zoning Director; Bob Hulsey – Assistant City Attorney; Bill Keir – Economic Development Director; Andrew Antweiler - Transportation Planner; Chris Chovan - Transportation Planning Manager; Franco DeMarco – Engineering Design Manager; Mike Elliott – Traffic Operations Supervisor; Jean Rearick – City Engineer; Muhammad Rauf – Transportation Engineer; Steve Buckley – Senior Transportation Engineer; Police Sergeant Kevin Smith; Angel Stark – Community Development Administrative Assistant; Kim Weber - Transportation Administrative Assistant; and Marlee Press – City Clerk.

Minutes of the December 22, 2011 committee meeting were approved.

Community Development

1. Consideration of City Sponsorship and Road Closure for the
March for Babies Walk on Saturday, April 30, 2011

- *The organizer, March of Dimes requests permission to close a small portion of Hill Street (between Forrest St and Roswell Municipal Complex entrance), all lanes of Forrest Street (between Hill and Norcross Streets), one lane of Norcross Street (between Forrest Street and Grimes Bridge Road), one lane of Grimes Bridge Road (between Norcross Street and Oxbo Road), Oxbo Road, Sloan Street, Mimosa Blvd. to Canton St, Woodstock Rd., and down Alpharetta St. to City Hall. The event time is from 7:00 a.m. to 2:00. The walk begins at 10:00 a.m.*
- *They also request permission to use the grounds of the Roswell Municipal Complex for start and finish and for city sponsorship of the event. This is the annual event that has been sponsored by the City of Roswell in the past. The cost to the city is \$6,046.80.*
- *Alice Wakefield said the organizer has been made aware of the \$3,000 city sponsorship cap and they need to pay the additional amount. Kay Love said they were told last year that the city sponsorship amount was changing.*

A motion was made by Council Member Rich Dippolito, seconded by Council Member Becky Wynn, that the City Sponsorship and Road Closures be approved. The motion carried by the following vote:

In Favor: 3 - Council Member Dippolito; Council Member Price and Council Member Wynn

2. Consideration for City Sponsorship and Road Closure for the
10th Annual Homestretch Challenge on Saturday, April 16, 2011

- *The organizer, Homestretch requests permission to close one lane of Riverside Road to Eves Road from 7:00 a.m. to 11:00 a.m. When participants turn around at Eves Road, they will be directed to the path going back toward the park. This is an annual event that the City of Roswell has sponsored in the past. The cost to the City is \$2,772 based on last years totals.*
- *This is the same day as the Day of Hope but the difference is that this is an early morning event and The Day of Hope is a mid-day, early afternoon event and is in a different part of town.*

A motion was made by Council Member Becky Wynn, seconded by Council Member Nancy Diamond, that the City Sponsorship and Road Closure be approved. The motion carried by the following vote:

In Favor: 3 - Council Member Diamond; Council Member Price and Council Member Wynn

3. Consideration of City Sponsorship and Road Closure for Kiwanis Club of Historic Roswell 10K Run on Saturday, March 26, 2011

- *The organizer, Kiwanis Club requests City sponsorship and permission to close a portion of King Road from Roswell High School to Kent Road, turning right to Etris Road, turning right to Hardscrabble Road back to Roswell High School. The event is from 7:00 a.m. to 11:30 a.m. The cost to the city is \$3,539, which is based on a previous event with the same route.*
- *Alice Wakefield said the organization understands the \$3,000 city sponsorship limit.*

A motion was made by Council Member Nancy Diamond, seconded by Council Member Becky Wynn, that the City Sponsorship and Road Closure be approved. The motion carried by the following vote:

In Favor: 3 - Council Member Diamond; Council Member Price and Council Member Wynn

4.

Discussion of a Proposed text amendment adding Human Signs/Live Signs as an allowed sign to Section 22 of the Zoning Ordinance - Guidance

- *This item was discussed at the November 22, 2010 and December 22, 2010 Committee meetings. Staff was asked to look at some options regarding incorporating "human/live" signs with the banner provisions for a specific period of time. The text amendment includes a definition of human sign and limitations. Staff contacted several of the business that use human/live signs as directed by Council.*
- *The drafted language for the definition of a human sign is "a sign that is worn (including costumes) or held by a human for commercial advertising or promotion purposes."*
- *Additional language was drafted to read: Human signs as defined in this Article are considered a temporary sign and are subject to special permit allowing usage of this type of advertising for a period consisting of ten (10) consecutive days. Human signs are limited to one per individual establishment for a total of forty (40) days in a 12-month period. Human signs are not allowed on the public right-of-way including the public sidewalk. The human sign shall be located on the same parcel containing the individual business establishment being advertised or promoted. Human signs may not be combined with any other type of temporary signage.*
- *Ed Staff the owner of Little Caesar's on Holcomb Bridge east of 400 spoke. He said they are strictly a retail store. He said the Little Caesar's that typically do the best are the ones that have shaker board (the term the company has). He said since they can't do that in Roswell it is a real problem because his store is behind other stores. Even being on the pylon sign has not been that successful. Councilmember Orlans asked if they have gone to the neighborhoods and advertised through their newsletters. Mr. Staff replied that they have and have also done direct mail which doesn't work that well.*
- *Councilmember Orlans said he doesn't see an advantage of what this text amendment allows versus what the businesses have now. He said right now a person can be up on the sidewalk in a costume people recognize without a sign versus being back in their parking lot with a sign which is not as visible. He added that he thinks they are better off under the current conditions from that marketing standpoint, especially with the recognizable costume. They can have a mascot now but they just can't be holding a sign because that is considered an off premise sign.*
- *Councilmember Price said she spoke with Brad Townsend about this because this has gotten out of control. She said the original intention was to alleviate the burden on several businesses that were doing this and now it looks like it is becoming more restrictive to the point where we have to ask the question, "is this where we want to go". She said that they discussed defining human signs, but then to sub-define it as a shaker board and then in the Section 22.13 make them exempt from anything in 22.2 and 22.3. Bob Hulsey said the problem with making it exempt is that then they run into the billboard problem again, because the exemptions are non-commercial speech, with the exception of Real Estate and the U.S. Supreme Court says you must permit. He added that the city's sign ordinance has withstood this difficult test. By doing that exemption and putting in one that applies to commercial signs, you open the doors.*
- *Councilmember Dippolito said he doesn't want to jeopardize having billboards in the city. He does support our businesses and he is okay with the extra 40 days with the human sign and he would like to move forward on that.*
- *Councilmember Wynn said her understanding is right now with the existing ordinance they can have a permitted banner on the corner, as long as it is not in the right-of-way. They can have someone in a costume as long as they don't have a sign. If they have a banner and are part of Keep it all Roswell, then they could have it for 80 days. Brad Townsend said they just can't have both at the same time.*

Councilmember Wynn said she does not see how this proposed amendment is helping his situation because with the existing ordinance you can have a banner and you can have a person in a costume pointing towards the sign.

- *Councilmember Orlans asked if this is an additional 40 days on top of what they currently have. Brad Townsend said that was the way it was originally drafted. This is new language and it doesn't change the temporary signs or the Find It All Roswell signs. Bob Hulsey said this gives them 120 days of banners or human signs.*

- *Councilmember Orlans said if the business thinks it will be advantageous to the business to have the human sign and having an additional 40 days, he will support this. Councilmember Wynn said this is being discriminatory because if you use a human sign you get that extra 40 days for a total of 120 days but if you don't have a human sign you only get 80 days. She said they need to stick with the 80 days for everyone or they add another 40 days for everybody. Councilmember Diamond said she can support that because that makes more sense, then doing an incentive to put out human signs. She is fine with 80 days plus Find It All. Councilmember Dippolito said he didn't see it as discriminating but as adding another tool for people to use, so if you add an additional 40 days for banners, people are more likely to do that then to hire somebody to go out there and do signs. Councilmember Wynn said it would be adding an additional 40 days. She thinks it is best to do either one or the other because she doesn't want to say it is okay if you have an human sign and get an additional 40 days. Councilmember Orlans asked Mr. Staff if a banner works as well for him versus a human sign. Mr. Staff said a human sign works better.*

- *Councilmember Price said she doesn't see a problem with the way it has been drafted except she would like the last sentence dropped. (Human signs may not be combined with any other type of temporary signage).*

A motion was made by Council Member Betty Price, seconded by Council Member Rich Dippolito, that the initiation of the text amendment be placed on the Mayor and City Council agenda for 2/14/2011. The last sentence of the proposed text amendment will be removed (Human signs may not be combined with any other type of temporary signage). The motion carried by the following vote:

In Favor: 5 - Council Member Diamond; Council Member Dippolito; Council Member Orlans; Council Member Price and Council Member Wynn

5. Discussion of a text amendment to add a definition for a boutique hotel - Guidance

- *This item was discussed at the November 22, 2010 Committee meeting and staff was directed to set up a meeting between city staff, Council, the applicant (Steve Allen) and the Friends of Bulloch. This meeting was held on December 27, 2010, to discuss the parking issue, including the possibility of an administrative variance, an off-site parking agreement, and the impact of the proposed development on Bulloch Hall. No conclusion was made on these issues but staff was directed to initiate the text amendment process for the creation of a boutique hotel definition.*
- *The concept proposal presented by Steve Allen and reviewed by staff is for a 17 room inn to be located at 180 Bulloch Avenue. As proposed, Mr. Allen's project is not allowed by the current zoning. The project does not fit the requirements of an "Inn" as defined by the Zoning Ordinance and the applicant cannot request conditional approval from the Mayor and City Council under the "Historic Properties Overlay District Mixed-Use" section (Chapter 10.36) as the underlying zoning is not C-1, C-2, C-3 and I-1. Staff is looking for guidance if the Council would allow the off-site parking for the project. If yes, then would the Council wish to rezone the property or change the definitions to allow for additional rooms.*
- *Brad Townsend said the issue regarding the Boutique Hotel has three parts: 1) the definition of the Boutique Hotel; 2) the parking requirements; and 3) which zoning category you have that use allowed as a permitted or conditional use. Staff's recommendation is for the initiation of the definition, the parking requirements, and that the Boutique Hotel be a permitted use in the HR and C1 districts.*
- *Councilmember Orlans asked that instead of adding a new definition for Boutique Hotel if that can be combined with the definition of Inn. Councilmember Orlans stated he is just trying to simplify this process. Brad mentioned that Inns are now permitted in C1, C3 and OCMS and a conditional use in HR. Councilmember Orlans confirmed that it would be the C3 district that is not proposed for the Boutique Hotel so that is the only district that they would have to add to be consistent with Inns and Brad affirmed.*
- *Councilmember Wynn agreed with Councilmember Orlans that she would also like the two combined. She would like to start simplifying the Zoning Ordinance and she thinks this is one way that they might be able to look at that. Brad asked if Council would like to use the 20 room or 30 room as a cap for a Boutique Hotel. Councilmember Wynn suggested for it to say "not exceeding" 30 rooms.*
- *Councilmember Price said that she thought there was an earlier proposal by the Square (where Chaplins is). Brad said they called those Boutique Hotels at between 60 and 70 rooms. Councilmember Price asked if there was a category for that project. Brad said a special category was created called the Historic Properties Overlay District Mixed Use and a text amendment was created to allow for that mixed use section to happen. Councilmember Price followed up with that and asked if that type of Boutique Hotel was defined for that area only. Brad said it was a definition that included the Historic District, but had underlying zoning. That project had an approved plan and with that overlay that allows them to do that project there.*
- *Councilmember Price said since staff showed some other cities that had definitions, she would favor increasing the number of rooms so they don't have to come back and do another text amendment once something else comes up. She thinks it would be appropriate to increase the number of rooms to 50 for Boutique Hotel. Councilmember Orlans said with more rooms they would be getting more into the Hotels and things like that, and not the Inn/Boutique Hotel smaller operation. Councilmember Price said the expanded definition of Inn and Hotel is simply the number of rooms. Councilmember Diamond said it is not just the number of rooms but the special use issue.*
- *Councilmember Dippolito asked if there is a reason they don't have hotel in the*

HR District even as a conditional use. Brad said he believes it is because of the size since the scale of a hotel scenario was too big, and did not fit the character of HR. Councilmember Dippolito thought that maybe they can put in hotel as a conditional use and look at them on a case by case basis. Councilmember Diamond asked if they would be setting the city up legally if they put in hotel even as a conditional use and then Council decides it is too big and votes it down.

- Bob Hulsey said if you make it a conditional use then they would have all the problems normally encountered with conditional use. He said if they define it and say where it can be that is usually better for business, because they know what they can or cannot do. The conditional use always adds to the cost of someone trying to develop that business.

- Councilmember Price said they need to clarify if they are wanting to add a definition for Boutique Hotel or do they want to modify the definition of Inn. Councilmember Diamond after further discussion sounds like they are more comfortable with defining Boutique Hotel separate.

- Kay Love said there seems to be a consensus on defining Boutique Hotel but since Councilmember Price has raised the issues of the number of rooms and wanted to increase the number of room, she wanted to know what the Council's level of comfort is.

- Councilmember Orlans said the definition would not be restricted to the Historic District and would be citywide. Councilmember Wynn agreed that this definition is mostly going to be used in the Historic District and that the bigger hotels are going to migrate towards 400 and that area.

- Brad said the text amendment could be initiated and leave the number of rooms blank and have that added when it comes to Mayor and Council for a vote. Councilmember Price said they should leave the room number blank and move it forward and make sure they tighten up the definitions.

- Councilmember Orlans said not to leave the number of rooms blank but to start with 30 rooms for when it goes to the Planning Commission. Councilmember Price made a motion to move forward with the text amendment with the number of rooms at 40 but that failed because there was a lack of a second.

- Brad confirmed that Boutique Hotel will be conditional in HR; permitted in OCMS, C1, C3, MPMUD and not permitted in OP, C2 or I1. Councilmember Price said when this was discussed with Brad she recommended having Boutique Hotel as a permitted use in HR. Councilmember Orlans said if it stays at 30 or less he is fine with a permitted use in HR.

A motion was made by Council Member Betty Price, seconded by Council Member Jerry Orlans, that the initiation of the text amendment be placed on the Mayor and City Council agenda for 2/14/2011. It will be initiated as a boutique hotel that will be a permitted use in the HR district with 30 rooms or less. The motion carried by the following vote:

In Favor: 5 - Council Member Diamond; Council Member Dippolito; Council Member Orlans; Council Member Price and Council Member Wynn

6. Discussion of the Strategic Economic Development Plan -
Guidance

- *This item was discussed at the January 18, 2011 Administration and Finance and Recreation and Parks Committee meeting. RKG Associates, Inc. is the recommended consultant for the Strategic Economic Development Plan in the amount of \$103,775. Staff was requested by Mayor and Council to give them more information about the task and deliverables related to necessary data analysis and to put together a timeline reflecting when tasks dovetail from the Strategic Economic Development Plan, HBR Corridor Study, and the Comprehensive Plan.*
- *Staff said the Comprehensive Plan process is underway and its timeline is critical to retaining the City's Qualified Local Government status. The Strategic Economic Development Plan is designed to help the City's elected officials develop a strategy that can be tied back to the community vision for Economic Development in the Comprehensive Plan. City staff uses this document for guidance on the path that City officials wish them to follow in its economic development activities and is used to establish Economic Development staff's work plan. Unlike the Economic Development Element of the Comprehensive Plan, the strategy is instantly implemented for Roswell's existing business base.*
- *The Holcomb Bridge Road Corridor Analysis is an implementation study. Its short- and mid-range alternatives are primarily derived from the existing traffic information and flows. Long-range alternatives depend on specific, more detailed variations in land use. The Strategic Economic Development Plan is expected to provide more detailed information for the Economic Analysis to consider and select preferred alternatives. Coordinating the different levels of analysis in this manner enables the HBR Analysis to be "grandfathered" for projects to be eligible for LCI funds.*
- *Alice Wakefield said when staff did plans many years ago, they always did plans independent of each other, and they would not relate to each other. She said that is why so many plans sit on shelves because they do not integrate and do not relate. She said all three of these plans are about quality of life. She said one of elements of the Comprehensive Plan is economic development, but it is a high view of economic development. The Comprehensive Plan does not take into consideration the target industry, how to maintain and retain the businesses, how to develop a strategy to move forward and become a viable community from an economic development standpoint. The Economic Development Plan is where all those issues come into play. The consultants will do the research of the collection of the data and the analysis of the data that will make the Comp Plan an even stronger plan and that the Comp Plan Advisory Committee (CPAC) will utilize as they formulate the plan to present to the community and elected officials. Even the Holcomb Bridge Road Corridor Study talks about vision now. She said now it is important to look at the three plans concurrently*
- *Councilmember Orlans stated he supports what staff wants to do here because he feels it makes a lot of sense to do these three plans together and has always liked the idea of doing an Economic Development Plan and the sooner the better. He understands that the Mayor wanted to make sure that they have a vision before these plans are implemented. He said it is important to move forward and integrate all the plans.*
- *Dave Schmidt spoke as Chairman of the CPAC, and as a resident of Roswell for nineteen years. He agreed with everything Alice Wakefield said because the CPAC which is comprised of 18 other citizens participating have been looking at where the future of the city can be. He said the Economic Development Plan is a key part of this vision.*
- *Hal Gronholm, said he is a long time-resident of Roswell and is also a developer. He doesn't know of anything that you can spend money on that would be more*

important than this development plan. He added as a developer, he would like to know where they can develop to do what they want to do. He said that is not clear in his mind right now. He said there are too many residences in Roswell to support the tax base, so more businesses are needed.

- *Dottie Etris, Director of the Roswell Convention and Visitors Bureau (RCVB) said many years ago the city required them to have representation on the RCVB Board so that when issues like this come up they would have resources that they could get feedback on to pass on to the city. She said not only is there tourism entities on the Board, but there are property owners, business owners, and residents. She said at their last meeting all of the property owners, business owners, and residents that were there felt very strongly that the Economic Development Plan is critical to moving forward, for placing a strong focus on business in Roswell. They felt this plan gives a strong focus on how does the city get there for not only developing new business, but retaining and expanding the businesses that are already here, and how does the city do it in a way that brings quality of life to the entire area, and how does the city convince the business community that Roswell is business friendly. Councilmember Price asked what specifically do they want to see in this plan. Dottie said she thinks that an Economic Development Plan is going to look at all areas of the city, what is appropriate for certain areas and what may work best in certain areas. It will help identify the target markets that the city can go after and what should the city be trying to attract.*

- *Councilmember Price questioned what Alice Wakefield said about two firms being involved and she wanted to know what two firms staff was talking about. Alice said RKG is the primary firm. The representative from RKG was present said they will be lead consultant. They are an Economic Development Real Estate and Planning Consulting Firm. They have brought with them a company called FOCOM, which is a business development, entrepreneurship, and more of the grass roots effort company.*

- *Councilmember Price asked what data sources do they use. The RKG representative said they will be doing a lot of infield work, looking at inventory businesses, identifying our commercial areas within a community, they will work with the city's GIS and tax assessment data base, building permit information, and any information that the city could provide to them that helps them identify any trends. They do a lot of GEO Space Analysis, which is taking the images that are shown and then start assessing, comprising data and showing it visually, because that really starts to get at understanding how things are going, where things are located, where the best opportunities are.*

- *Councilmember Price asked if they get information from the city or elsewhere. He said the assessment data base and the GIS data is data that is controlled by the city, but they also use census information, private data vendors, the Bureau of Economic Analysis with their accounting business pattern information where they track a lot of the employment stuff and they use a substantial number of other data sources. They will be doing a lot of independent research looking at competitive communities outside the region.*

- *Councilmember Price said she is concerned that we have not been specific enough in our requests of what we are trying to achieve. She doesn't think it is a waste of money if we get a deliverable that we can utilize.*

- *RKG said they strive for the implementation plan. He said economic development is all about results. It is all about improving your communities, quality of life, and also your fiscal impact. He said what we want to do is leverage our dollars that the city can collect from the business community to allow the residents not to have to cover as much of the cost of providing services. RKG Associates prides itself on the fact that they come up with very action oriented implementation strategies.*

- *Councilmember Wynn said it is her understanding of the plan is that they don't have to accept everything that RKG is going to bring forth but she would like choices*

to pick out what they want. She would rather have the bigger picture, and then they can take it down.

- Councilmember Dippolito said the key is implementation. He said we can keep studying but if they don't have something that they can implement then the city has wasted time and money. He believes putting all of these plans together is the way to do it. He said it is important that the Transportation Department is heavily involved in this. Councilmember Wynn agreed and said Environmental/PW needs to be involved also because infrastructure is so important to this plan. Kay Love said from a staff perspective all departments will have an integral part in this.

A motion was made by Council Member Becky Wynn, seconded by Council Member Nancy Diamond, that awarding the contract to RKG Associates for the Strategic Economic Development Plan be placed on the Mayor and City Council agenda for 1/31/2011. It will be a Special Called Mayor and City Council meeting with this Community Development item. The motion carried by the following vote:

In Favor: 5 - Council Member Diamond; Council Member Dippolito; Council Member Orland; Council Member Price and Council Member Wynn

7. **Consideration of City Sponsorship and Rolling Road Closures for the Georgia Rides to the Capitol on Tuesday, March 22, 2011**

- This Special Event is on Tuesday, March 22, 2011 from 8:00 a.m. to 10:00 a.m. The request is for rolling road closures starting at Hill Street then south on Highway 9 to the river. This is an annual event that has been sponsored by the City in the past. The total charge for the event is \$1,664 which is based on last year's totals.
- Councilmember Orland said he feels this is a political expense.
- Sgt. McRae said the police escort includes 10 motorcycles, and one car. They will leave City Hall and transverse through the city on Highway 9 going down through Sandy Springs. At that time Sandy Springs PD picks up the ball and does their intersections as Roswell does theirs. Then they get assistance from Dunwoody and also Atlanta PD

A motion was made by Council Member Nancy Diamond, seconded by Council Member Betty Price, that City Sponsorship and the Rolling Road Closures be approved. The motion carried by the following vote:

In Favor: 3 - Council Member Diamond; Council Member Price and Council Member Wynn

8. **Discussion of Parking Requirements in the Historic District - Guidance**

- Councilmember Price requested this be added to the Agenda.
- Councilmember Price requested that if there is a text amendment that would be a stop gap before the Parking Study is completed, that the minimum parking requirements be reduced. She said this is a discussion that Mayor and Council and staff will need to have at some point. Staff will look at this (minimum parking requirements) in tandem to the parking study.

Council Member Betty Price requested that this be added to the agenda. She is requesting that if there is a text amendment that would be a stop gap before the Parking Study is completed, that the minimum parking requirements be reduced. She said this is a discussion that Mayor and Council and staff will need to have at some point. Staff will look at this (minimum parking requirements) in tandem to the parking study.

Transportation

9. Consideration to award a construction contract to Curb Tech, Inc. for the Holcomb Bridge Road Middle School Sidewalk project in the amount of \$60,762.42

- *Invitation to Bid #11-006-B was issued and 24 bids were received with costs ranging from \$60,762.42 to \$163,000. Curb Tech, Inc. was the lowest responsive and responsible bidder in the amount of \$60,762.42. This project will fill approximately 1800 feet of sidewalk gaps along the north side of Holcomb Bridge Road/SR 140. The project begins just West of Holcomb Pond Court and ends at Nesbit Ferry Way, providing a continuous sidewalk along the north side of Holcomb Bridge Road within a 0.5 mile radius of Holcomb Bridge Middle School.*

A motion was made by Council Member Nancy Diamond, seconded by Council Member Betty Price, that awarding a construction contract to Curb Tech, Inc. be placed on the Mayor and City Council agenda for 2/14/2011. The motion carried by the following vote:

In Favor: 3 - Council Member Diamond; Council Member Price and Council Member Wynn

10.

Consideration to sign an amendment to the Intergovernmental Agreement (IGA) with MARTA for the MARTA Offset Funds Bus Stop Amenities project

- *The Atlanta Regional Commission programmed \$25 million of MARTA capital funds in return for funding MARTA Operations in 2009. The City entered into three IGAs with MARTA in July 2010. The Bus Stop Amenities project includes improvements at 25 existing bus stop locations. Ten of these locations are proposed to have bus shelters. The other fifteen locations are proposed to have Semi-Seats. The original IGA was approved and signed on July 26, 2010. Recently, MARTA initiated a request to amend the IGA for the Bus Stop Amenities project. The reason for the amendment is MARTA would like to better define the responsibilities for the design, construction, implementation and payment of future costs for the bus stop shelters. Prior to the MARTA Offset Funds being available, no local agency had installed and maintained non-MARTA bus shelters.*
- *In summary, the amendment states: 1) City is responsible for obtaining all permits; 2) Design must be ADA compliant; 3) City is responsible for maintenance, including trash pickup; 4) Place sign in shelter stating City maintains; 5) City must remove shelter if no longer serviced by a bus route; and 6) MARTA has no responsibilities for shelter, including law enforcement.*
- *Councilmember Wynn wanted it confirmed that they are not allowing advertisements on these shelters. That was confirmed. She was concerned about maintenance including trash pick-up. Steve Acenbrak said the city takes care of the trash. Kay Love added that the city is doing it because MARTA doesn't do it and they are not going to, so that has been for many years. Steve added that whether there is a bus shelter or not the city has trash cans at the stops and are currently picking the trash up. Staff was also comfortable with maintaining the shelters.*

A motion was made by Council Member Betty Price, seconded by Council Member Nancy Diamond, that the IGA with MARTA be placed on the Mayor and City Council agenda for 2/14/2011. The motion carried by the following vote:

In Favor: 3 - Council Member Diamond; Council Member Price and Council Member Wynn

11. Consideration to approve the Georgia Power Pedestrian Lighting Agreement and the light fixture model for the Oak Street Streetscape project

- *Georgia Power has submitted a pedestrian lighting agreement and cost for the Oak Street Streetscape project. The upfront cost in the agreement is \$90,871.30 and a monthly lighting fee of \$211.74. The agreement stipulates they will: 1) Install 9 - 150 Watt High Pressure Sodium Black Cooper Epic Fixtures on 15 ft. Black Base Mounted Aluminum Poles for pedestrian lighting; 2) Install 3 - 400 Watt High Pressure Sodium Black Cooper Epic Fixtures on 25 ft. Black Base Mounted Aluminum Poles for roadway lighting; 3) Georgia Power will perform the boring under all necessary streets to install the lighting cable/conduit involved in this project 4) All pole, base, fixtures, cable, boring and installation cost is included in the up front cost of \$90,871.30. 5) Georgia Power will be responsible for the upkeep and maintenance of the poles, fixtures and cable.*
- *In addition, the Council asked staff to revisit the previously approved fixture design. While it is slightly different than the fixtures planned for Midtown and the Roundabout, it represents a distinctive character for the Grove Way area. Staff recommends that Council revalidate this design prior to GA Power actually ordering the fixtures. The costs associated with this contract were paid to Georgia Power using \$350,000 in CDBG funds.*
- *Councilmember Price asked what was the difference between a pedestrian and street light. Steve Acenbrak replied that a pedestrian light is taller and has higher wattage. Councilmember Price asked if it had the same globe. Steve replied it looks exactly the same. It just has a bigger fixture.*

A motion was made by Council Member Becky Wynn, seconded by Council Member Nancy Diamond, that the GA Power Pedestrian Lighting Agreement and the light fixture model be placed on the Mayor and City Council agenda for 2/14/2011. The motion carried by the following vote:

In Favor: 3 - Council Member Diamond; Council Member Price and Council Member Wynn

12.

Discussion of the Historic District Phase I Parking Study - Guidance

- *The Mayor and Council have requested a parking study along Canton Street which would consider the effect of a potential parking deck as well as a reduction in the parking space requirements due to shared parking. This parking issue is critical to economic development. Transportation staff has begun working on this.*
- *Phase I of the parking study will be performed in-house by staff. The limits of this first phase will be from Canton Street to Magnolia to Woodstock Street and west to Mimosa Blvd. Extension and east to Green Street. Staff said the preliminary results of this phase of the study should take 60-90 days.*
- *The Mayor recently requested a parking study of the entire Historic District. This will require more time and resources and would be studied after the completion of Phase I along Canton Street.*
- *Councilmember Dippolito said there are no costs associated with this first phase other than staff time.*
- *Kay Love said staff will need to develop a scope of work because different areas of the city will need to be looked at and different areas will have different parking needs. She added that they will need to augment staff resources with some type of consulting, and that scope or framework will need to be decided by Council.*
- *Councilmember Price said she was at a GMA class and there was discussion on the merits of reducing the minimum parking requirements in cities. They didn't give any hard data on how to modify ordinances, but there might be something there and she would hate to have a report and not really include any parking decks going into the next budget because she thinks that is a critical element that they need to put in there. Steve said part of their recommendation is to work with Community Development on what our current requirements are. He said one of the big nuggets out there is the concept of shared parking, and in a way this is already happening so they want to quantify that.*
- *Kay Love said shared parking is very common in parking decks. For example, the city may use the deck during the day and at night it is leased to businesses and on weekends it can be used for certain events. It can be opened up to the public and this can work well from a revenue generation standpoint.*
- *Councilmember Wynn said the parking issue would be a good project for the Downtown Development Authority when that is established.*
- *Councilmember Dippolito said they know there is a parking problem. This study will help quantify it and give them initial ideas where to potentially locate parking and where to take it.*

A motion was made by Council Member Rich Dippolito, seconded by Council Member Becky Wynn, that staff move forward on doing Phase I of the parking study which will be done in-house. The motion carried by the following vote:

In Favor: 3 - Council Member Diamond; Council Member Price and Council Member Wynn

13. Discussion of Sidewalks along Hembree and Houze Roads - Guidance

- *In mid-December Councilmember Price was contacted by some residents to inquire about the installation of sidewalk connections along Hembree Road east of Houze Road (SR 140) and along Houze Road (SR 140) south of Hembree Road. They felt more connections in the area would allow for more pedestrian trips to schools, parks, and churches along these corridors.*
- *Years ago Roswell DOT identified a sidewalk connection along Hembree Road between Houze Road (SR 140) and the existing sidewalks near Hembree Park and Elkins Road. To date, no funding has been identified for design or construction of this project. In addition, there are older properties located east of Upper Hembree Road along Hembree Road that would likely be impacted and may have to be relocated. Relocation of older properties, including the barn, can be a lengthy process and be expensive. Presently, staff is working diligently on resolving the existing barn issue, in order to fill the sidewalk gap on the south side of Hembree Road, from Hembree Grove Drive to Elkins Elementary/Middle School. The plan is to add this project to MARTA's 0.75 mile pedestrian access from the bus top program, in order to obtain construction funds.*
- *Staff also suggested to do a multi-use trail there.*
- *Houze Road (SR 140) is a state route and is controlled by GDOT. There has been a project on the books for a number of years to widen Houze Road (SR 140) to four lanes including sidewalks. The City has opposed the widening of the road so GDOT has not moved forward with the project. Recently, through work developed in the North Fulton Comprehensive Transportation Plan, the widening project was scaled back to an intersection improvement which includes sidewalk connections. Staff is currently in discussions with GDOT on project details.*
- *Councilmember Wynn said any time we can do connectivity, especially to our parks and schools is great. She asked what the topography is like there and Steve said it is flat. It would be very easy grading. Councilmember Wynn said she likes the idea of the multi-use trail so she hopes staff will get an estimate for that.*

Staff will continue to see what can be done in this area regarding the sidewalks. Staff will have further discussions with the owners of the barn on Hembree because resolving this barn issue is needed in order to fill the sidewalk gap on the south side of Hembree Road, from Hembree Grove Drive to Elkins Elementary/Middle School. Staff will get estimates of what it would cost to move that barn. Staff was also requested to look at the cost of adding or expanding the existing sidewalk to a multi-use path.

14. Discussion of changing the direction of traffic flow on Plum Street
- Guidance

- *At the December 22, 2010 committee meeting, staff discussed the request to change the traffic flow of Plum Street from westbound to eastbound. This change was intended to help improve safety, visibility and access in that area. Staff contacted 14 local businesses prior to making the change and received overwhelming support. Prior to the change staff notified the public through a press release and variable message signs.*
- *Mayor Wood thanked Steve Acenbrak for coming forward with an idea. It has been determined that it has not been universally received and wanted the public to have a chance to speak.*
- *Bill Greenwood, a business owner of 1087, 1072 and 1088 addressed the Committee about his opposition to the direction of traffic flow on Plum Street. He said the economics of this for him is pushing the parking problem on Canton Street down to Green Street. He has some of the only parking in Roswell that he pays for. He said when the Canton Street community is busy the overflow of the traffic problem goes into his lots. He said with the redirection of Plum Street this is dumping the traffic into his lot. The lot he is referring to is the parking lot at the Masonic Lodge that he rents. With the increase traffic coming off of Plum Street, he feels they will need to hire a parking attendant to ensure his guests get parking first, and that the Canton Street Community either not park there at all or it will have to be controlled somehow. That will probably cost another \$8,000 per year to have an attendant. He said if parking is an issue on Canton Street, the Council needs to deal with the parking on Canton Street.*
- *Councilmember Price asked what the impact would be from a traffic flow perspective for him if Plum Street is closed. Mr. Greenwood replied the closing of Plum Street would not have any impact on his business. Councilmember Price asked how this flow of traffic affects his parking lot. Mr. Greenwood said the traffic flow comes down Plum Street and people are looking for parking so it dumps right into the Masonic Lodge parking lot.*
- *Councilmember Orlans asked if they thought about fencing the outside of the Masonic Lodge property and posting signs. Mr. Greenwood replied it is already fenced and it has not helped in the past.*
- *Jim Alstreet who is the Trustee of the Masonic Lodge, stated his problem with the direction of Plum Street is the traffic coming off of Canton Street and dumping into the Masonic parking that Bill Greenwood rents. On some occasions, especially with Alive After Five, this is when they have their biggest problem. He mentioned when they have an event scheduled at the Lodge and it is the Alive After Five night, the people going to the Lodge cannot find parking. The Masonic Lodge has tried coning off spaces but Mr. Alstreet said they still need to be out there to ensure people don't take the spaces. He suggested for the Alive After Five event the city should shut down Plum Street completely and not make it a drive through and then it will not affect the parking.*
- *Steve Acenbrak said this direction change was simply trying to help them for a circulation path.*
- *Councilmember Price asked if this problem occurred with the changing of the direction of Plum Street. Mr. Alstreet replied it actually occurred when Alive After Five started and the new direction makes this even worse.*
- *There were some business owners present including the Board of Trade, Mittie's, and the Salon in Plum Tree Village. They were all very supportive of Alive After Five because it has helped with economic development and they said the direction change on Plum street has helped their businesses because there is so much traffic on Canton Street and hardly any traffic on Green Street. One of the business owners did not understand how this affects Mr. Greenwood adversely. She feels this is a*

positive change and will bring people down Green Street who would not have gone by Mr. Greenwoods and this might get him even more business. She presented a petition from all the business owners on Plum Street and did not want the direction change to go back to the original way and to keep this new direction change.

- Steve Allen stated he is the one who initiated this, because people along Plum Street were concerned they weren't able to get business, and it seemed to him to be a natural situation to reverse Plum Street to help everyone in those shops and to make the flow better. It was never done with the intention to hurt Bill Greenwood.*
- Councilmember Price asked Steve Acenbrak if closing Plum Street would work. Steve said they need to study that but right now he doesn't think it is a good thing.*

It was suggested to let this change of traffic flow of Plum Street from westbound to eastbound be given a little more time to see how it goes. Since one of the issues Mr. Greenwood brought up about the parking, Council Member Rich Dippolito also suggested that staff take a look at the way some of the signage is laid out on Greenwood's property and in front of the Masonic Lodge property and see if there are some recommendations there that can help from a parking standpoint in order to give people a better understanding that they are not supposed to be parking there.

15. Discussion of the creation of a linear park/multi-use path concept for SR 120 by introducing a lane diet - Guidance

- *Staff has been working to creatively connect the river to the Historic Square. The need has increased to provide a safe route for pedestrians, runners, cyclists and others to transition from the lower area along the river up the hill to the plateau where the square and other historic and cultural facilities exist. SR9 may appear to be an option. However, the solution to eliminate the dangerous reversible lanes is years away from offering a safe alternative for bicyclists and pedestrians.*
- *Staff noticed that while there are four travel lanes on SR120 at the square, and four travel lanes at the border with Cobb County, there are six travel lanes in between. Staff does not believe the square will ever be widened to six lanes. Therefore, this represents an underutilized capacity that could be better used for another purpose. Staff has studied the SR 120/Marietta Hwy westbound corridor and has created a proposed multi use amenity by using a lane diet concept. This concept eliminates an underutilized westbound travel lane between the Bulloch Hall driveway and Willeo Road. There are only two driveways on the north side which can easily accommodate this concept. One driveway serves four homes, and the other driveway serves an electrical substation.*
- *Staff has generated several options to show how this can work. Staff believes that Option B that they showed would be the best one which includes a ten foot wide multi use path, two foot bike shoulders for downhill cyclists, benches and street trees. This multiuse path would act as a spur off of the current Red bike loop, but could one day act as its own sub-loop.*
- *Staff's concept is that the cycling route would connect to Bulloch Avenue. The Recreation and Parks Department has confirmed that the portion of the access road across the Bulloch Hall grounds can be paved to better accommodate bikes. Pedestrians would have the option to continue up the hill along SR120 on sidewalk currently under design with MARTA funds. The concept also envisions an improvement at the intersection of SR120 and Willeo Road to facilitate safe access across the roads.*
- *Councilmember Dippolito said he also liked Option B. He added that someone at his Blue Ribbon Committee who lives in the neighborhood in the area they are discussing was wondering if there was a way to get a pedestrian connection where people can walk out of that neighborhood and go across Hwy 120. He said there is a good sightline in the middle of the hill and this would be a good area for a pedestrian refuge. He said there is a median and a break right there. He feels there would be a lot of use by the people who live in that neighborhood. Steve said he would love to encourage that use but that they will need to study the specifics of how to cross a six-lane highway going down to a five lane road. Councilmember Dippolito said they will cross anyway, so they need to make it safer.*
- *Councilmember Wynn also liked Option B because it does get the bicycles off the path and there can still be segregation.*
- *Councilmember Wynn asked what does GDOT say about the city wanting to take a lane away from a state route. Steve replied that staff laid this out to GDOT and they were okay with it.*
- *Councilmember Dippolito asked what Steve needed from the Committee. Kay Love replied that Council needs to tell staff that they can move forward in the study. She said they are not asking for money at this time. Steve replied they would put it on for a budget item for next year, but he would like to use the city's on-call engineer to survey the area and layout and get a better cost estimate to put in the budget. He said this can be designed in-house. Kay Love added that since all of Council is not present she would feel more comfortable sending an email to all of Council to weigh in on their option choice and then have staff move forward.*
- *Councilmember Price said she is taken back, because she thought the whole*

idea was to make this thing for bicycles and now we are going to put them back on the main road. Steve said there are different categories of bicycles - fast and slow. The fast bicycles will go on the road and the slow bicycles will go on the trail.

A motion was made by Council Member Rich Dippolito, seconded by Council Member Becky Wynn, that staff move forward on exploring Option B which is a ten foot wide multi use path and two foot bike shoulders for downhill cyclists, benches and street trees. Before that is done, Kay Love will email the other Councilmembers that were not present for this discussion to see if they want staff to move forward with Option B. Staff will then get some surveying costs for that Option. The motion carried by the following vote:

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

16.

Discussion of the Flashing Yellow Arrow Pilot Project - Guidance

- *The December 2009 version of the Manual on Uniform Traffic Control Devices (MUTCD), the national standard for traffic control devices, has introduced a new flashing yellow arrow for traffic signals. Research shows it is user friendly as it provides clarification for vehicles who want to turn left after yielding to opposing traffic.*
- *To introduce this to the citizens, staff is considering installing one at the intersection of Upper Hembree Road and Hembree Road. Prior to doing so staff will meet with the Hembree Grove HOA. The left turn into that subdivision will be the only movement affected by this new display. If this installation is well received by the public, staff may consider deploying this in other locations around the City.*
- *Councilmember Orlans said the city would be spending money to add this and change our signals out when this is the exact process he learned in drivers training that everybody should use driving so it makes no sense to him to spend the money. He doesn't think they need to do a pilot program and there is no benefit to this.*

Since this is a pilot project and not an urgent issue, this will come back at a later time.

17. Winter Storm After Action Report

- Staff put together a synopsis of their plan of action moving forward. Staff will eventually want to bring this forward from a policy standpoint.
- Steve Acenbrak said the Transportation Department did exceptionally well during the winter storm event. He showed the areas that they worked on during the storm. There were some areas that they went out to many times during the week.
- There were three issues discussed. The first was Communication - the staff right now basically takes their flip phones and when they get pages they write it down in a book. Steve thinks there is technology out there that will revolutionize and help those guys when they are in the middle of this.
- The second issue is from an equipment standpoint. Steve said they need extra equipment, and they will be asking for three tailgate spreaders. They also need a motor grader. This grader would be able to do multi tasks including snow removal and paving roads. Kay Love said they will be looking for funding in the current year to be able to move forward and bring back this back to Council to purchase the equipment.
- Steve said the third issue is contract labor. He said it turns out that the city has on-call services now that are available. They have trucks and bobcats and they do storm damage removal. He said Transportation and Public Works would work together and then still have external contract labor to help.
- Councilmember Wynn said she likes that staff will have procedures for HOAs who want to hire private contractors. Steve said HOAs will be given a list of vendors who they can contract with. It will give them certain guidelines in order to protect the city's liability. Steve added that this would help get better coverage throughout the city.
- Councilmember Wynn added that it is important to keep pushing the citizens to sign up for NIXLE. She also requested that staff do an inventory to see what the city needs for the employees for these emergency situations (air mattresses, cots, etc.).
- Kay Love said all this will be included in a comprehensive report that they are putting together citywide.

Staff gave a report regarding the response to the January 2011 Winter Storm. Staff will continue to work on formalizing winter storm policy and procedures.

Meeting adjourned at 11:30 a.m.