



TECHNICAL ADVISORY COMMITTEE

Tuesday, July 7, 2015

9 – 11 a.m.

Room 319 City Hall

Meeting Notes

Committee members present: Kathleen Boe, Brenda Bell-Brown, Ann Calvert, Hilary Dvorak, Tom Evers, Jessica Galatz, Jenifer Hager, Cyndi Harper, Jeff Johnson, Bob Loken, Nick Ngo, Ben Shardlow [Please see [website](#) for Technical Advisory Committee Member affiliations]

Committee members excused: Leonard Bonacci, Sean Broom, Michael Hagen, Dan Kenney, Chris Linde, Tom Loftus, Peter MacDonagh, Jesse Osendorf, Heidi Ritchie, Patrick Sadler, Abdi Salah, Susan Segal, Sarah Stewart, Rory Stierler, Julia Tabbut, Alene Tchourumoff, Melvin Tennant

Guests: Kathryn Reali sitting in for Jesse Osendorf, Bill Deef sitting in for Melvin Tennant

Staff/consultants present: Bruce Chamberlain, Rachel Kerber, Lydia Major, Kjersti Monson, Colleen O'Dell, Rattana Sengsoulichanh, Lacy Shelby, Marsha Wagner

Staff Guests: Paul Miller (PW), Mackenzie Turner Bargaen (PW), Philip Potyondy (Parks), Renay Leone (Parks), Kevin Karner (Parks), David Bauer (PW)

1. Welcome/Introductions of New Participants

Meeting 7 of the Technical Advisory Committee (TAC) was called to order at 9:05 a.m. by Kjersti Monson, Director, Long Range Planning, City of Minneapolis Community Planning & Economic Development (CPED).

2. Downtown Service Area Master Plan Update

Lydia Major, Landscape Architect, LHB, gave a brief update on progress to date. They are continuing to work on personas, paying particular attention to the motivations that people have to use the parks and other public spaces. They are heavily involved in community engagement efforts. An updated calendar of community events is available, along with engagement cards; TAC members are invited and encouraged to attend events to gather ideas from a larger audience. At the next Steering Committee (SC) meeting they will be asking SC members to provide context to neighborhood organizations and community members which will be used in setting guidelines for neighborhood parks design. Lydia reminded TAC members about the importance and usefulness of the Mapita tool, and asked them to help spread the word about it. [<http://bit.ly/pathwaystoplaces>]

3. Downtown Public Realm Framework Plan Technical Exercise (Streets and Plazas)

Kjersti said that this meeting is the first convening of the technical subcommittees. The overall structure of the policy document is beginning to take shape. There will be an overarching values section (Kjersti referenced the Metropolitan Council's *Thrive* lenses on stewardship, prosperity, equity, livability and sustainability as a similar approach the City will take in framing the City's Downtown Public Realm Framework document). The City's lenses to the policy document will be whole systems planning, sustainability, equity and people-first planning. It will have three policy chapters: Physical Framework (map); Development Guidelines, from now on referred to as Public Realm Guidelines (requirements); and Enhancement Toolkit (tools for operations, maintenance, funding). Another section will contain recommendations for future action.

- **Technical Sub-Committee Exercise Introduction**
 Technical Subcommittee members will serve as advisors and contributors to the Policy Chapters. Subcommittees will meet formally twice, and may be called upon as individuals or small groups in the interim between meetings to contribute specialized knowledge and skills to shaping specific elements of these chapters:

Physical Framework [See PPT Presentation, [pages 8-13](#)]

Public Realm (Development) Guidelines [See PPT Presentation, [pages 14-18](#)]

Enhancement Toolkit [See PPT Presentation, [pages 19-26](#)]

In the interest of saving time for the Subcommittee work, Kjersti did not present the information on the PowerPoint pages referenced above but said they would be reviewed within each group. She encouraged any TAC members who did not complete the Survey Monkey on Subcommittee selection to do so as it contains a drop-down list of specific areas of knowledge.

- **Break-up into Groups [9:25-10:35]**

Physical Framework

Questions for the Subcommittee:

- What qualitative outcomes do we seek to achieve in establishing a priority framework of districts, corridors, and places? Where can we identify consensus goals to create specific kinds of character and activity?
- What kinds of uses are occurring downtown, and how does this inform district, corridor, and place identity?
- How can we focus on implementing a high level priority framework, and also create a path for local initiatives that emerge within and around it?
- How can we move toward adoption of the physical framework? How should our draft priorities be vetted?

Facilitator: Kjersti Monson

Members : Brenda Bell Brown, Bill Deef, Tom Evers, Cyndi Harper, Jeff Johnson, Kevin Karner, Lydia Major, Nick Ngo, Ben Shardlow

Development Guidelines

Questions for the Subcommittee:

- What qualitative outcomes do we seek to achieve?
- What mechanisms are in place today to guide development outcomes for the public realm? Do we have the tools we need to achieve those outcomes?
- How can the City provide useful clarity on public realm goals to the development community? Alternatively, what would present undue burden?
- How would existing City policy and procedures, such as site plan review, be impacted or enhanced?
- How would private sector interests be impacted or enhanced?

Facilitator: Peter Crandall

Members: Ann Calvert, Hilary Dvorak, Jessica Galatz, Renay Leone, Robert Loken, Paul Miller

Enhancement Toolkit

Questions for the Subcommittee:

- What qualitative outcomes do we seek to achieve?

- What resources are required to deliver that outcome?
- What public or private policies, procedures, resources or tools could be utilized to achieve implementation of that goal?
- How would existing City policy and procedures be impacted or enhanced?
- How would private sector interests be impacted or enhanced?

Facilitator: Lacy Shelby

Members: Kathleen Boe, Bruce Chamberlain, David Bauer, Colleen O'Dell, Kathryn Reali

4. Large Group Share: Sharing on Technical Subcommittee Outcomes

CPED staff compiled the results of the Subcommittee exercise in a document which is appended to these meeting notes. Please see Appendices A, B and C.

A question was asked about businesses spilling over onto the sidewalk, i.e. restaurants on Nicollet Mall, whether it was considered public or private space. Lacy replied that a sidewalk café license is required, so they pay a fee. There is a requirement that they maintain a certain clear path dimension for pedestrians to move through.

5. Upcoming Activities/Adjourn

Kjersti said that a public meeting will be held on August 10 in the evening, where ideas and iterations will be presented. They are looking at dates in October as well, by which time they hope to be substantially complete. [Please note: The date has been confirmed as October 22nd at the Walker Art Museum.] The City document will go to the Community Development Regulatory Services committee in December; other committees plus full City Council action will be in early 2016.

Kjersti thanked the following staff members for their work preparing for this meeting: Lacy Shelby, Rattana Sengsoulichanh, Rachel Kerber, and Peter Truax.

Upcoming TAC meetings will be held on, September 15 and October 6. The Steering Committee will meet on July 16, August 20, and October 22 (the date of the public open house).

The meeting was adjourned at 10:57 a.m.

This constitutes my understanding of items discussed and decisions reached.

If there are any omissions or discrepancies, please notify the author in writing.

Submitted by:

Marsha Wagner, CastleVisions

marsha@castlevisions.com

Appendix A: Meeting Notes

Pathways to Places TAC 7 Physical Framework Subgroup Notes

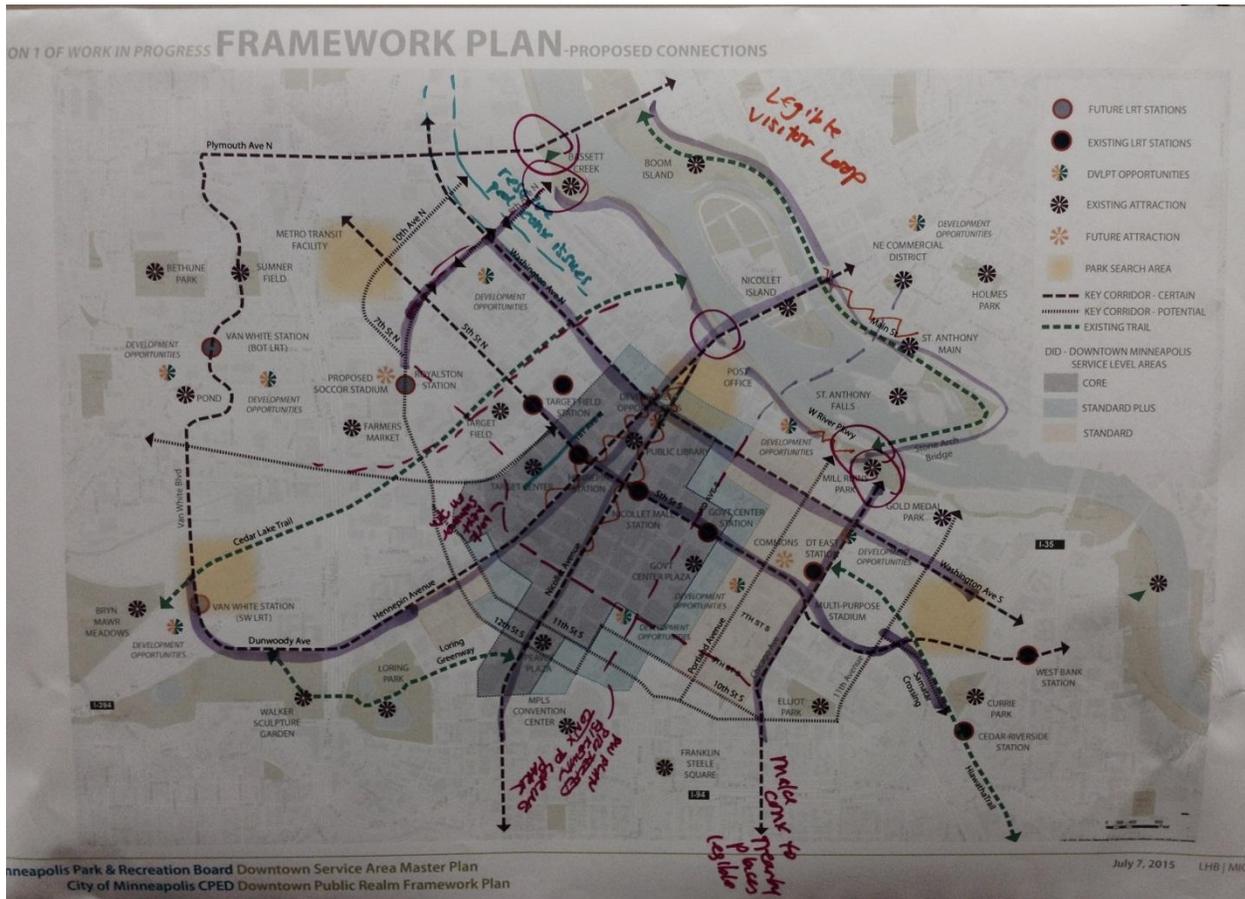
July 07, 2015

Group Attendees: Kjersti Monson (Facilitator, CPED), Rattana Sengsoulichanh (CPED), Bill Deef (Meet Minneapolis), Nick Ngo (NCR), Jeff Johnson (MCC), Kevin Karner (MPRB), Tom Evers (Minneapolis Parks Foundation), Cyndi Harper (Metro Transit), Lydia Major (LMB), Brenda Bell-Brown (Minneapolis Arts Commission), Ben Shardlow (DID)

General Discussion

- Introduction to the proposed physical framework and verified corridors and priorities
- Topic of spines versus edges of neighborhoods and districts
- Public Works is planning a protected bikeway along 3rd Ave S
- Park opportunities at Currie Park with access through Samatar Crossing
- Metro Transit is planning new parking structure and police station near current transit facility
- Target Center is doing ongoing renovations near 7th Street connection
- How does the Cedar Riverfront Master Plan and those priorities tie into the physical framework?
- Desired connections to places include the Walker Art Center and Cedar Lake Trail
- Resolve pedestrian connection issues along N 2nd St in the North Loop
- How do tourists orientate themselves to major connections and then wander off to other streets?
- Tourists want to know to use corridors to get to places, but districts may confuse users
- How do tourists navigate during the winter time?
- Skyways are intimidating, scary and can disorientate the user because people are unfamiliar with building names as identifying landmarks
- Interstates and interchanges provide real physical barriers

Physical Framework Map



Key Points/Themes

- More legible places including a visitor's loop that makes up of key destinations including Hennepin, Nicollet, Washington, and 5th Street
- Pursue new connection at 8th Avenue between river and proposed Royalston Station
- The Samatar Crossing is a key connection between downtown and Cedar-Riverside
- 5th St is a priority connection east of 8th Ave N
- Pursue key connections to Loring Park, Walker Art Center and Cedar River Trail
- Identify gaps between different wayfinding systems
- Complexities near Minneapolis Convention Center and 3rd Avenue

Next Steps

- Make adjustments to physical framework map
- Report changes back to Physical Framework Task Group

Appendix B: Meeting Notes

Pathways to Places TAC 7 Public Realm [Development] Guidelines Subgroup Notes

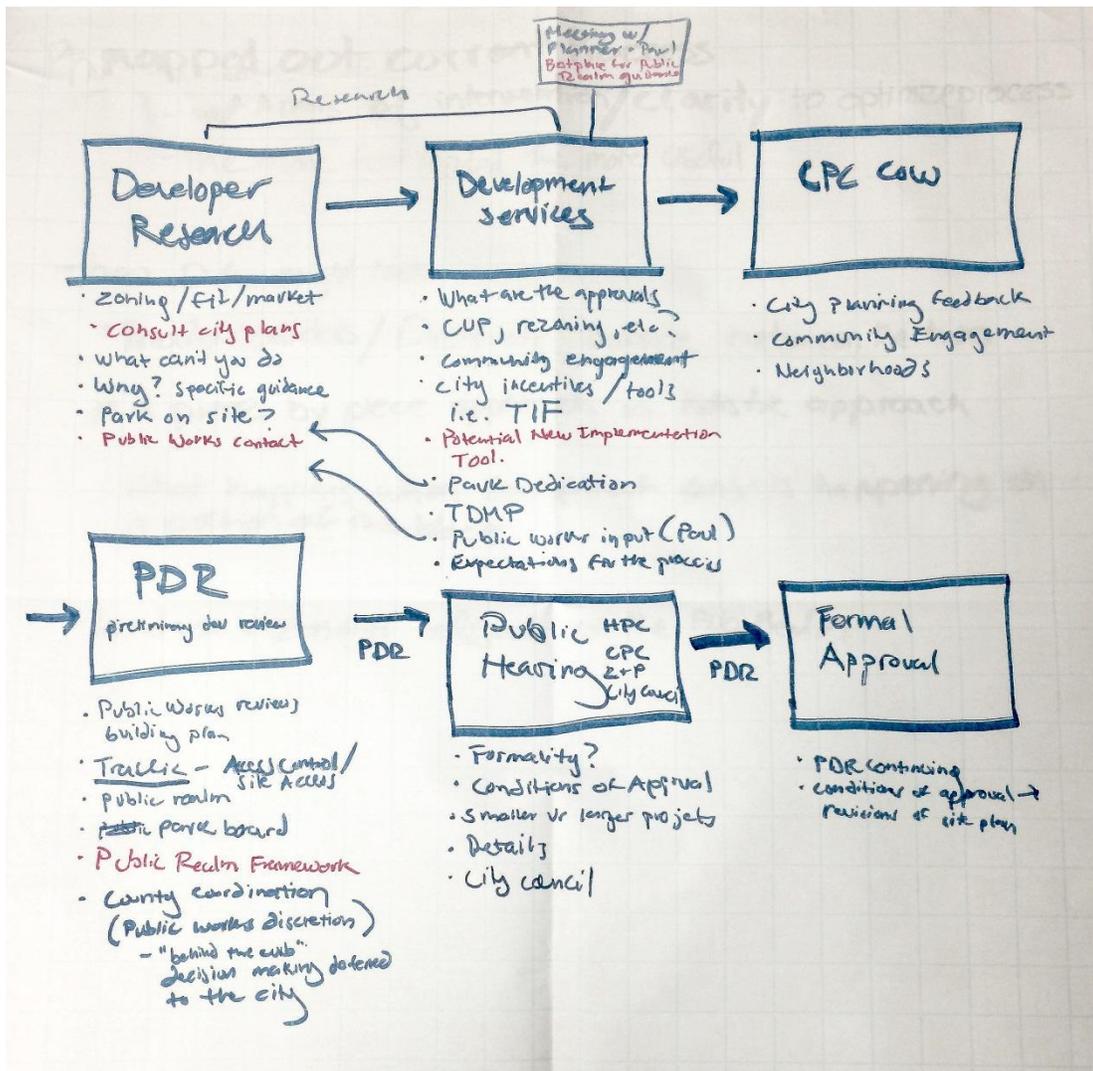
July 07, 2015

Group Attendees: Peter Crandall (Facilitator, CPED), Rachel Kerber (CPED), Mackenzie Turner (Public Works), Paul Miller (Public Works), Bob Loken (Ped Advisory Committee), Jessica Galatz (Hennepin County), Hillary Dvorak (CPED land use, design and preservation), Renay Leone (MPRB), Ann Calvert (CPED)

General Discussion

- A quick introduction to what the development guidelines are was given
- As a way to start the conversation a diagram of the current process a developer goes through to get approval to build

Process Diagram



Process comments

- The notes in red are possible areas of intervention/clarity to optimize the process
- The consensus was that the more information and guidance at the beginning the more useful it is.
- Guidelines should include both the what and the why, the why of it could help to get proposals that go along with the plan and also provide some un foreseen creative solutions
- The Park Dedication Fee services should be discussed earlier in the process so they can be used more effectively
- More information upfront the better the future steps
- Nothing in the current process that tells the developers that Public Works should be involved, then at PDR they are positioned to have a 'bomb' dropped on their proposal (this is more common with smaller projects or less experienced developers)
- Early meetings discuss process/resources available
- Traffic ("access control") needs to be covered early
- What happens when a developer doesn't occupy the entire block face?
- Include the county and MPRB

Specificity of guidelines: What might they look like?

- The Elliot park neighborhood district looks too small (get more specific on the districts and corridors)
- Consider consistency of a plan for a district/corridor
 - ex. 3rd ave taking out greening that is 10 years old to put in a bike lane, why should developers invest in a public realm enhancement if said enhancement is going to be removed
- Are there certain areas (corridors) that need to be installed all at once (where consistency is important) and other areas (districts) that it is appropriate to be installed/developed piece by piece
- Maintenance is always going to be an issue but we shouldn't be pushed around by it (still consider it but don't let it rule)
- A balance between corridors and districts (where are the moments of intersection and which are priority where)
- Not everything on every street (spatially and financially it isn't realistic)
 - The hierarchy of corridors could help organize this
 - Guidelines should have a vision for adaptability
- Public realm needs to be durable/flexible not just one person's pet project
- The River is an asset and a choke point for the corridors that cross the river (they do need to have a little bit of everything)

How much do we want the Architectural elements to be included? (number of entrances, building height etc.)

- The adjacent uses to the public realm are important, don't want to end up putting lipstick on a pig
- Should this framework include policy/zoning recommendations for buildings too?
- Sometimes a residential workout space is more successful at activating the adjacent land use than a retail space that closes at 7pm
- A menu/typology of ground floor uses could be the framework to describe the relationship between the public realm and the adjacent land use
- Developers respond better to incentives rather than prescriptions
- Landuse/zoning is important, thinking more than just lot line to lot line
- Are there areas that the city should up the baseline of public realm making it more than just a tree grate and a tree
 - The greening 4th example
 - That way we would know that there is at least a minimal level of enhancement but still leave room for individual flair

Key Points/Themes

- The more front loaded the development process is with clarity of information/processes the more useful it will be
- The development guidelines should have Priority corridors/districts and a balance between the two
 - A piece by piece approach vs holistic approach
- What happens to the public realm when development is only happening on a portion of a block?
- The effects of adjacent land use and zoning on the public realm

Next Steps

- Create a graphic of the process
- Provide items/recommendations to get reactions from for next meeting

Appendix C: Meeting Notes

Pathways to Places TAC 7 Enhancement Toolkit Subgroup Notes

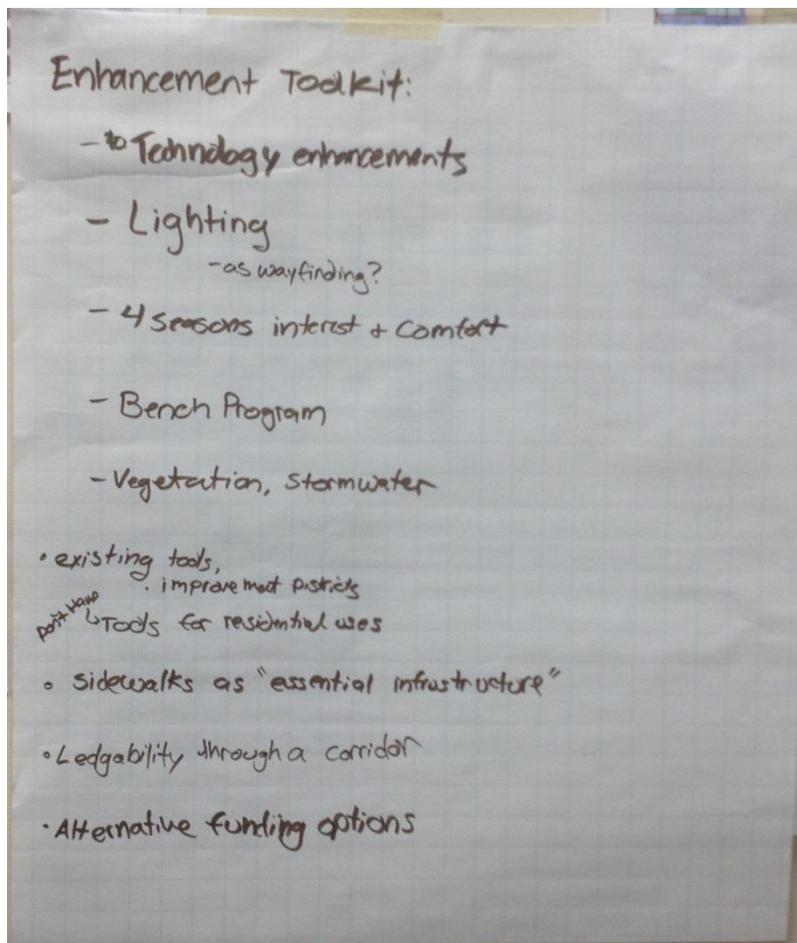
July 07, 2015

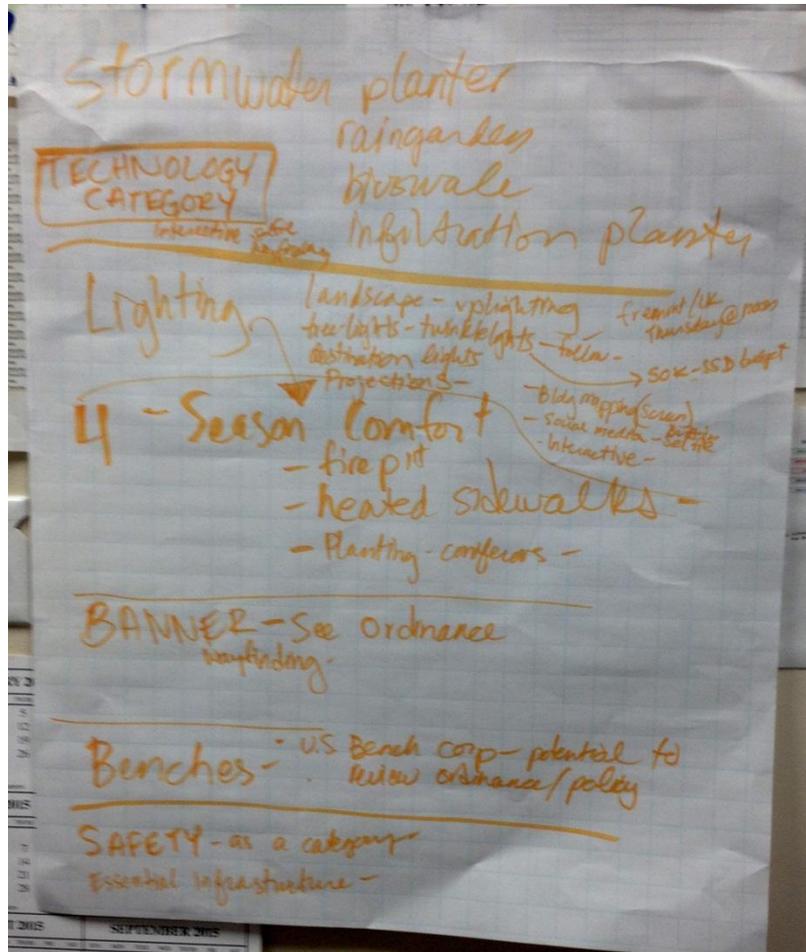
Group Attendees: Lacy Shelby (Facilitator, CPED), Bruce Chamberlain (Consultant Parks), Colleen O'Dell (Parks), Kathryn Reali (DID/DTC), Marsha Wagner (Consultant CPED), David Bauer (Public Works).

General Discussion

- An introduction was given surrounding the topic of Enhancement Toolkit
- The group dreamed of what additional enhancements could be added to the Placemaking Hub.

Meeting Note Images:





Key Points/Themes

- Enhancements should be easy to deploy and interesting for those experience the street
- Enhancement should include consideration of Minnesota's climate, with particular sensitivity to snow storage on the sidewalks.
- Innovative features could be planting more coniferous species, heated sidewalks, even firepits.
- Technology was a theme that arose out of the discussion, including how technology could be incorporated into wayfinding, or art.
- Lighting emerged as a sensitive topic, in terms of legibility in a corridor, design standards, historic guidelines and types of lighting including seasonal tree lights and projections.
- Safety was a key theme identified, as a barrier for visitors who perceive Downtown as dangerous. How can we change these perceptions and how can design and enhancement positively impact the safety of a street.
- The group discussed the value of revisiting the City's defunct bench program, as a way to provide seating.

- Many were interested in the City exploring more opportunities for managing stormwater in the right-of-way.
- Much discussion surrounded the implementation and maintenance of existing and future features. Questions were raised around stewardship of certain features and what Public Works would be willing to take on vs. other partners like the Downtown Council.
- Funding was also a key theme, in terms of how additional features might be deployed, whether on a permit basis or through Capital projects.

Next Steps

- Meet with various City and Park staff who run programs that implement features in the right-of-way, including art, garbage receptacles, Great Streets grant programs, etc.
- Provide items/recommendations for review to sub-committee.