Design and Placemaking Committee Minutes - May 16, 2017

Trailnet Vision Meeting

Committee: Design and Placemaking
Date: May 16, 2017
Time: 8am to 9:30am

Action Items:
1. Submit signed copy of conflict of interest form, planning lens agreement, photo release
2. Review Google drive folder
3. Fill in community member vacancies on committee
4. Review best practices guide/reading materials. At next meeting, we will reflect on articles and share personal experiences.
5. Select chair
6. Complete and share Trailnet vision survey
7. Select next committee meeting

Attendees:

<table>
<thead>
<tr>
<th>Name</th>
<th>Affiliation</th>
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<tbody>
<tr>
<td>Amanda Colon-Smith</td>
<td>Dutchtown South Community Corporation</td>
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<tr>
<td>Andrew Lackey</td>
<td>City of St. Louis Office of the Disabled</td>
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<td>Connie Tomasula</td>
<td>City of St. Louis Planning and Urban Design Agency</td>
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<td>David Newburger</td>
<td>City of St. Louis Office of the Disabled</td>
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<td>David Allen</td>
<td>Metro Arts in Transit/Bi-State Development</td>
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<td>Mary Ann Lazarus</td>
<td>Trailnet Board</td>
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<td>Matt Bernstine</td>
<td>Washington University in St. Louis - Sam Fox School of Design and Visual Arts</td>
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<td>Melantha Norton</td>
<td>Metropolitan St. Louis Sewer District</td>
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<td>Rodrigo Reis</td>
<td>Washington University in St. Louis - Prevention Research Center</td>
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<tr>
<td>Steve Patterson</td>
<td>Urban Review</td>
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<td>Grace Kyung</td>
<td>Trailnet</td>
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<td>Cindy Mense</td>
<td>Trailnet</td>
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<tr>
<td>Taylor March</td>
<td>Trailnet</td>
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<tr>
<td>Jeanette Harris-Courts</td>
<td>Trailnet</td>
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1. Introductions
   a. Participants participated in an impromptu networking activity where each member were asked to answer three questions. The answers were collated and discussed. Click here for a full list of responses from all of the committees.
   b. Trailnet staff will consolidate the information gathered to identify overall themes for major barriers and best assets before the next committee meeting.

2. Facilitation Review & Draft Ground Rules
   a. Trailnet staff explained their role as facilitators positioned to listen and move the conversation forward as we develop a master plan for the vision.
   b. Handouts included the draft Ground Rules for consideration and approval at the next meeting. Click here to view handouts.
   c. Each committee will be color coded which can be found below:

<table>
<thead>
<tr>
<th>Land Use = Green</th>
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<tbody>
<tr>
<td>Destinations and Routes = Orange</td>
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<tr>
<td>Design and Placemaking = Blue</td>
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<tr>
<td>Public Input = Pink</td>
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<tr>
<td>Funding and Governance = Yellow</td>
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3. Design and Placemaking Committee Role
   a. Participants share their opinions and expertise on design standards, placemaking practices, and possible tools: form based code to ensure routes are engaging, human-scale, pleasant and lovable.

   Heard the following Questions and Feedback from Committee:
   1. What is the geographic scope? Would prefer to see the whole grid improve, rather than one corridor
   2. Maybe a solution for increased connectivity/use/accessibility would be connecting to transit hubs, this would mitigate effects of not being able to update the entire street grid
   3. Many times the accessibility potion is dropped in the final review as a cost savings measure, want to ensure this doesn’t happen with this project
   4. What about age groups? How can we ensure these groups are engaged in the conversations. We have someone from the St. Area Agency on Aging on the Public Input Committee, but if you have other recommendations for who you think should be involved please let us know.
4. Meeting Goal
   a. Introduce the overall process and seek feedback on tools, methods and committee make-up. Trailnet presented an overview of their vision. Click here for slides.

5. Planning Lens Agreement
   a. The process will be guided by a planning lens that calls for the vision to be built for the long term, support an equitable St. Louis, support a healthy community, be a place that puts people first and contribute to a local thriving economy.
   b. Participants are asked to sign the agreement affirming their adherence to these principles as recommendations are developed.

   **Action Item:** Sign planning lens agreement before next committee meeting

6. Timeline
   a. The master planning process is in between phases 1 and 2 of an 18 month process. For a diagram of the phases click here. Trailnet is convening committees and considering opportunities to bring all the committees together to share first drafts and seek cross sector input. As dates are selected, reminders and “save-the-date” announcements will be sent.

7. Conflict of Interest Form
   a. Reviewed and requested each committee members to sign. Any committee members with questions or reservations about signing the form were asked to meet with Grace for adjustments and clarifications.

   **Action Item:** Sign conflict of interest form before next committee meeting

8. Committee Structure Overview
   a. Roles/Responsibilities
      i. Design and Placemaking - Assist in creating design standards/style guide that is reflective of the community/St. Louis region.
   b. Communication Preference
      i. Email and google drive will be used
      ii. If you need other means of communication, let us know

   **Action Item:** Review Google Drive folder
9. Committee Objective and Tasks
   a. Make recommendations on design standards, placemaking practices, and possible tools including Form Based Code to ensure routes are engaging, human-scale, pleasant, and lovable.
   b. Decisions to Make:
      i. Work with consultant to generate draft design standards for routes
      ii. Approve design standards for routes
      iii. Make recommendations for placemaking practices to accompany routes, including code changes, policies, & potential art-based initiatives
   c. Work tasks:
      i. Identify best practices from peer cities and projects
      ii. Work with consultant to review public outreach around design work with consultant to generate design standards
      iii. Review and approve design standards
      iv. Share public outreach opportunities with their network
   d. Schedule
      i. 5-6 meetings before November and 2 meetings before April 2018
   e. Who’s Missing?
      i. Trailnet would like recommendations for community members who can join committees or be interviewed as stakeholders. Committee size is aimed for about 15 people.
         1. Someone representing an artistic background or organization, Possibly: Arts Place - Kevin McCoy – RAC – Pulitzer (Roseann Weiss)
         2. Bio-diversity advisor
         3. Disability representation on the destinations and routes - Andrew Lackey volunteered to be this person
   f. Steering Committee:
      i. Steering committee members will comprise of the chair/co-chair of each of the committees.
      ii. Destinations and Routes Chair:
         1. Matt Bernstine is interested in co-chairing the committee
         2. Amanda Colon-Smith is interested in co-chairing once a new Executive Director at Dutchtown South Community Corporation is hired

Action Item:
1. Fill in community member vacancies on committee
2. Review best practices guide/reading materials. At next meeting, we will reflect on articles and share personal experiences.
3. Select chair
10. Survey Outreach
   a. Trailnet survey open until the end of May. The survey is geo-coded and includes
demographics including a measure for poverty. Trailnet’s strategy is to target low
response areas for face to face outreach and leveraging partners to share our
survey.
   b. Please take the survey and share with those you feel would like to share their
input.
      i. Google drive folder has template emails and social media postings to use
         if needed.

   Action Item:
   1. Complete Trailnet survey
   2. Share Trailnet survey with friends and organizations

11. Next Steps
   a. Complete Action Items.
      1. Review Google Drive Folder link here
      2. Review Best Practices Guide/Reading Materials - At next meeting, we will
         reflect on articles and share personal experiences.
      3. Select Next Committee Meeting based on feedback from committee and
         previous doodle poll.

12. Parking Lot Items
   We may assign these items to other committees or discuss at a future date were
identified.
   a. Need to think about the whole grid, and how we can increase accessibility
      beyond the routes
   b. We need a mechanism to assure accessibility
   c. We should invite someone from the arts community to sit on the committee
      (possibly RAC or Pulitzer)
   d. Need involvement and expertise of the disabled on Destinations and Routes
      Committee
   e. We should be involving elders and youth in the process
   f. Make sure the routes make connections to transit stops to make both networks
      more accessible and utilized
   g. Make sure the connections at the transit hubs are accessible as possible