

NOTICE OF MEETING

Des Moines Area Metropolitan Planning Organization (MPO)
Transportation Technical Committee (TTC)
Planning Subcommittee
10:00 a.m., Monday, April 18, 2016
Des Moines Area MPO Burnham Conference Room

TENTATIVE AGENDA

1. **Call To Order**
2. **VOTE: Approval of Agenda**
3. **VOTE: Approval of Meeting Minutes**..... Page 2
 - Approve the March 21, 2016, meeting minutes.
4. **REPORT: Comprehensive Plan Standards** Page 6
 - Discussion regarding the format of common deliverables in regional comprehensive plans.
5. **REPORT: Fiscal Impact Model** Page 7
 - Discussion regarding the benefits of developing a regional fiscal impact model and its potential uses.
6. **REPORT: Flexible Design Standards** Page 8
 - Discussion and review of the Flexible Design Standards document developed by staff.
7. **Other Non-Action Items of Interest to the Committee**
8. **Next Meeting Date**
 - 10:00 a.m., Monday, May 16, 2016, Des Moines Area MPO Office.
9. **Adjournment**

The established protocol for minutes of this meeting will be to list all attendees, and with each item on which a vote is conducted in the ordinary course in order to take formal action, those voting nay or abstaining will be identified by name. Any member who is absent from the meeting for any period of time during which a vote of the body is taken, is expected to notify the recording secretary at the conclusion of the meeting so that the absence can be duly noted in the minutes. Roll Call votes will be taken as required by law or upon the request of any member that is approved by the chair, and the vote of each member for or against the proposition, or abstention, will be incorporated in the minutes or recorded on a separate sheet attached to the minutes.

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April 2016
Item No. 3

ISSUE: Approval of Meeting Minutes

VOTE: Consider approval of the March 21, 2016, Planning Subcommittee meeting minutes.

BACKGROUND:

The minutes of the March 21, 2016, Planning Subcommittee meeting are included on the following pages.

RECOMMENDATION:

Approve the minutes of the March 21, 2016, Planning Subcommittee meeting.

STAFF CONTACT:

Zach Young, zyoung@dmampo.org
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MEETING MINUTES

**Des Moines Area Metropolitan Planning Organization (MPO)
Transportation Technical Committee Planning Subcommittee
10:00 a.m., Monday, March 21, 2016
Des Moines Area MPO Meeting Mead Conference Room
Des Moines, Iowa**

Members Present:

Jim Tishim, DART
David Wilwerding, City of Johnston
Ben Champ, City of Pleasant Hill
Brad Deets, City of Waukee

Members Absent:

Mike Ludwig, City of Des Moines
Bret VandeLune, Polk County
Kara Tragesser, City of West Des Moines

Others Present:

Pat Boddy, RDG
Loren Ditzler, RDG
Sheen Nuetzman, City of Windsor Heights

Staff Present:

Zach Young, Principal Planner
Teva Dawson, Senior Planner
Mike Armstrong, Associate Transportation Planner

1. Call to Order

Chair Ben Champ called the meeting to order at 10:04 a.m.

2. Approval of Agenda

Subcommittee members voted to approve the meeting agenda.

3. Approval of Meeting Minutes

Subcommittee members voted to approve the January 11, 2016, meeting minutes.

4. City of Windsor Height Comprehensive Plan Update

Sheena Nuetzman provided an update and overview of the City of Windsor Height Comprehensive Plan. Lorin Ditzler, with RDG, provided an overview of the public engagement undertaken so far and walked through each of the survey questions that staff provide prior to the meeting.

Ms. Ditzler noted that the general impression of Windsor Height is that it has a small town feel, it's progressive, quite, family oriented, and an established community with a strong desire for a high level of services. Ms. Ditzler also noted that it is often consider just a part of Des Moines. Ms. Ditzler went on to state that one of the desires of Windsor Heights is to develop a stronger identity, and perhaps this could focus on being the "greenest" suburb in the region.

Ms. Nuetzman noted that one of the challenges is getting young people to stay in the community.

Ms. Ditzler noted that Windsor Heights has several amenities that are consider regional assets. These include Colby Park, Walnut Creek Greenbelt trail, and the commercial node at 73rd street. Ms. Ditzler also noted that the quality affordable housing stock could also be considered an asset. Ms. Ditzler noted that 73rd Street could use some improvement including increased transit access and adding more density.

Dave Wilwerding noted that these kind of changes are always challenging, stating that you don't want the Walmart to become a vacant building. Mr. Champ noted that the City of Pleasant Hill did an exercise during their comprehensive plan that looked at how to convert these types of buildings once the original tenant leaves.

Mr. Champ noted that the Community Center is a key amenity and making sure that it is fully utilized should be a priority. Ms. Nuetzman noted that it is very well used as a wedding venue.

Mr. Champ asked what the community is doing about its stigmas, noting the speed limit issues and the fire department consolidation issue. Ms. Nuetzman acknowledged that these are challenges and they are working through them as part of the comprehensive planning process. Ms. Ditzler noted that they are working to spin the speed limit into a positive by framing it as a safety issue. Ms. Nuetzman noted that business don't like when the mobile traffic unit is located outside their establishment.

Pat Boddy asked if there was any other recommendation that they should take into consideration when developing the plan. Mr. Deets noted that shortly after moving to Windsor Height they noticed the lack of sidewalks in many places. This was one reason they moved out of the community and he felt this could be a deterrent for other young families with children from moving into Windsor Heights.

Ms. Nuetzman acknowledged this is an issues and that it is something the city continues to work to address.

5. Stormwater Ordinances

Staff updated the committee on the recommendations coming out of the regional WMA committees. Staff has been meeting with representatives from these committees to discuss overlapping policy initiatives and to determine how stormwater is being managed at the local level. The regional WMA committee requested that staff discuss with the MPO members what the next steps are in managing stormwater.

Mr. Champ noted that the topsoil issues is a key issue that should be address. Mr. Champ noted that it would be nice if there was a meeting that specifically addresses the topsoil issue and how it is being handled.

Staff noted that the stormwater manual offers multiple options for how to address the topsoil issue. Mr. Wilwerding noted that it provides many options but they are all expensive to implement. Staff noted that there would always be a cost to these things.

Mr. Champ noted that it is important that there is consistency across the metro so that developers know what to expect and budget for in their plans.

Mr. Wilwerding noted that part of the problem is that the developer is often times not the builder and he wants to see topsoil on the site when the building is finished. Mr. Wilwerding pointed out that there is often miscommunication between the developer and the builder, and this issue really blew up over developers leaving topsoil and the builder moving it around.

Staff noted that they would set up a meeting to discuss the topsoil issue and recommendation from the meeting would be shared at the next council of WMA's meeting. Mr. Champ noted that there needs to be a solid framework for this meeting so that it stays on topic.

6. Water Trails and Greenways Update

Staff provided an update on the Water Trails and Greenways Plan.

7. The Tomorrow Plan Update

Staff provided an update on The Tomorrow Plan 2015 accomplishments and 2016 implementation items.

8. Calendar Year 2016 Meeting Topics

Staff provided an overview of potential meeting topics for the upcoming calendar year.

9. Other Non-Action Items of Interest

10. Next Meeting Date

April 18, 2016, at 10:00 a.m.

11. Adjournment

The meeting adjourned at 11:15 a.m.

April 2016
Item No. 4

ISSUE: Comprehensive Plan Standards

REPORT: Discussion regarding the format of common deliverables in regional comprehensive plans.

BACKGROUND:

The MPO staff has had a number of conversations over the past few months with member governments regarding the format of deliverables received during the development of their comprehensive plans. It appears that in many cases, consultants are providing all the maps as illustrator files. As a result, these files are not geo-referenced and this creates challenges when trying to use data for regional collaboration efforts.

Staff proposes that the committee discuss this issue, and the benefits of developing a set of standards to include in comprehensive plan RFP's. This would ensure that GIS map files are included in the scope of work for all comprehensive plans in the region. This discussion could also address other deliverables that should be required as part of comprehensive plan updates.

RECOMMENDATION:

None. Report and discussion only.

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April 2016
Item No. 5

ISSUE: Fiscal Impact Model

REPORT: Discussion regarding the benefits of developing a regional fiscal impact model and its potential uses.

BACKGROUND:

Fiscal Impact Models provide a valuable tool at a time when city budgets are facing an increasing number of constraints. Staff was approach by the City of Clive who requested that MPO staff look into developing a fiscal impact model for Greater Des Moines. The representative witnessed a presentation regarding the Ohio-Kentucky-Indiana Regional Council of Governments (OKI) Fiscal Impact Analysis Model, and felt that a model like this could assist central Iowa communities in making financially sound land use decisions.

Staff will provide an overview of some of the fiscal impact models that are available, and lead a discussion regarding how the model would best serve communities in central Iowa.

RECOMMENDATION:

None. Report and discussion only.

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April 2016
Item No. 6

ISSUE: Flexible Design Standards

REPORT: Discussion and review of the Flexible Design Standards document developed by staff.

BACKGROUND:

In January 2016, the Iowa Chapter of the Urban Land Institute requested that staff develop a document comparing how various street design standards compare to each other when the goal is to create walkable pedestrian-oriented streets. Staff developed a document that compared the following design standard:

- American Association of State Highway and Transportation Officials (AASHTO) - A Policy on Geometric Design of Highways and Streets (Green Book);
- Institute of Transportation Engineers (ITE) - Designing Walkable Urban Thoroughfares: A Context Sensitive Approach;
- National Association of Transportation Officials (NACTO) – Urban Street Design Guide; and,
- Statewide Urban Design and Specifications (SUDAS).

The *Flexible Street Design* document compares each of these documents based on how well they address and allow for design solutions that prioritize pedestrian mobility. The document focuses on a number of design elements that are most critical to developing walkable streets. These elements include minimum lane width, curb offset, clear zone, minimum curb radius, design speed, street types, on-street parking, minimum parking lane width, street trees, sight distance and sight lines, and bike lanes.

[The Flexible Street Design document is available on the MPO website \(click to access\).](#)

Over the past few weeks, some concerns have surfaced regarding the content of this document and its message. Staff has included this item on the agenda to review and discuss the document.

RECOMMENDATION:

None. Report and discussion only.

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