



# FORT ORD REUSE AUTHORITY

920 2<sup>nd</sup> Avenue, Suite A, Marina, CA 93933

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## REGIONAL URBAN DESIGN GUIDELINES (RUDG) TASK FORCE MEETING

9:30 a.m., Thursday, February 25, 2015

920 2<sup>nd</sup> Avenue, Suite A, Marina CA 93933 (FORA Conference Room)

### AGENDA

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **ACKNOWLEDGEMENTS, ANNOUNCEMENTS AND CORRESPONDENCE**
4. **APPROVAL OF MEETING MINUTES**
  - a. December 16, 2015
  - b. February 5, 2016
5. **PUBLIC COMMENT PERIOD**

Individuals wishing to address matters within the Committee's jurisdiction, but not on this agenda, may do so during this period for up to three minutes. Comments on a specific agenda item, are heard under that item.
6. **BUSINESS ITEMS**

a. DRAFT RUDG content review/update	INFORMATION/ACTION
b. RUDG Next Steps	INFORMATION/ACTION
7. **ITEMS FROM MEMBERS**
8. **ADJOURNMENT**

**NEXT MEETING: TBD**

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**FORT ORD REUSE AUTHORITY  
REGIONAL URBAN DESIGN GUIDELINES (RUDG) TASK FORCE  
MEETING MINUTES**

**9:30 a.m., Wednesday, December 16, 2015**

920 2<sup>nd</sup> Avenue, Suite A, Marina, CA 93933 (FORA Conference Room)

**1. CALL TO ORDER AND ROLL CALL**

RUDG Task Force (Task Force) Chair Michael Houlemard called the meeting to order at 9:35 a.m. The following were present:

Members:

John Dunn, City of Seaside  
Victoria Beach, City of Carmel-by-the-Sea  
Carl Holm, Monterey County  
Elizabeth Caraker, City of Monterey  
Anya Spear, CSUMB

FORA Staff:

Michael A. Houlemard, Jr. (Chair)  
Jonathan Brinkmann  
Josh Metz  
Steve Endsley  
Ted Lopez  
Mary Israel

Others:

Diana Ingersoll, City of Seaside  
Virginia Murillo, TAMC  
Chris Placco, CSUMB  
Lisa Brinton, City of Seaside  
Tim O'Halloran, City of Seaside  
Rick Medina, City of Seaside  
Kathleen Lee, County of Monterey  
Robert Guidi, Presidio of Monterey (U.S. Army)  
Jane Haines  
Kathy Biala  
Bob Schaffer  
Beth Palmer  
Wendy Elliott, MCP  
Jason King, Dover-Kohl (phone in)  
Brian Boudreau (entered while meeting in progress)

**2. PLEDGE OF ALLEGIANCE**

Mary Israel led the pledge of allegiance.

**3. ACKNOWLEDGEMENTS, ANNOUNCEMENTS AND CORRESPONDENCE**

None.

**4. APPROVAL OF MEETING MINUTES**

a. November 3, 2015 minutes.

MOTION: Carl Holm moved, seconded by Victoria Beach to approve the November 3, 2015 RUDG Task Force minutes as presented.

MOTION PASSED: Unanimous.

**5. PUBLIC COMMENT PERIOD**

None.

**6. BUSINESS ITEMS**

a. Review DRAFT RUDG and provide direction.

Project manager Josh Metz presented the key FORA Board feedback on the RUDG Draft that was submitted over the last two months. Members urged RUDG consultant Dover Kohl & Partners (DKP)

and FORA staff to incorporate the following changes from the list of Key Board Feedback: clarify policy language so that it is consistent with the BRP; remove “centers” from General Jim Moore Boulevard; consider adding UCMBEST as Employment Center (distinct from Town & Village Center); clarify where RUDG apply; and consider adding “Regional Transit Facilities” and “Public Open Spaces” focus areas as “additional areas to be determined”.

Chair Michael Houlemard urged DKP to implement Task Force directed use of the active voice in the document and the continued purging of “should” from the text. There was general discussion on what should be included in the RUDG. Members emphasized the need for an Introduction or Prologue to provide most recent project context.

Wendy Elliott requested clarification between the idea of complete streets and the emphasis on designing street for pedestrians. Beth Palmer urged a differentiation between “corridors” and “complete streets.”

Members discussed removing the Centers within the CSUMB Campus and focusing on the Centers described in the BRP around the western perimeter of CSUMB. Victoria Beach suggested “Secondary centers” be renamed “Opportunities” and a center be added to UCMBEST as previously stated by the Board. Carl Holm also requested that Secondary Trailheads be left as optional or Opportunity. Regarding Board feedback about removing centers along General Jim Moore Blvd., John Dunne suggested if they are no longer centers, they might be considered great opportunities.

Victoria Beach suggested that local Economic Development information be pulled in to section 1.8. Lisa Brinton added that the Economic Development section should be more than just walkability, add housing affordability and other information currently in the Appendix. Victoria Beach urged DKP to produce FORA specific palettes and design options for signage, landscaping, transit design and lighting, stating these were part of the original expected project deliverables.

The Task Force recommended staff obtain the primary document digital files from DKP to facilitate direct staff and task force content editorial as the project moves to completion

**7. ITEMS FROM MEMBERS**

None.

**8. ADJOURNMENT**

The meeting was adjourned at 12:16 p.m.



**FORT ORD REUSE AUTHORITY**  
**REGIONAL URBAN DESIGN GUIDELINES (RUDG) TASK FORCE**  
**MEETING MINUTES**

**9:30 a.m., Friday, February 5<sup>th</sup>, 2016**

920 2<sup>nd</sup> Avenue, Suite A, Marina CA 93933 (FORA Conference Room)

**1. CALL TO ORDER**

RUDG Task Force (Task Force) Chair Michael Houlemard called the meeting to order at 9:33 a.m. The following were present:

**Committee Members:**

Victoria Beach, City of Carmel-by-the-Sea  
Elizabeth Caraker, City of Monterey  
Diana Ingersoll, City of Seaside  
Layne Long, City of Marina  
Anya Spear, California State University Monterey Bay

**FORA Staff:**

Michael A. Houlemard Jr. (Chair)  
Mary Israel  
Ted Lopez  
Josh Metz  
Jonathan Brinkmann

**Other Attendees:**

Grace Bogdan, County of Monterey  
Gene Doherty, Marina Planning Commission  
Robert Guidi, Department of the Army (POMDWP)  
Craig Malin, City of Seaside  
Steve Matarazzo, University of California Monterey Bay Education,  
Science and Technology Center (UCMBEST)  
Virginia Murillo, Transportation Agency of Monterey County (TAMC)  
Tim O'Halloran, City of Seaside  
Wendy Elliot, Dunes at Monterey Bay  
Jane Haines, member of the public  
Bob Schaffer, member of the public

**2. PLEDGE OF ALLEGIANCE** led by Anya Spear.

**3. ACKNOWLEDGEMENTS, ANNOUNCEMENTS AND CORRESPONDENCE**

Diane Ingersoll is appointed to the RUDG to replace John Dunn as the representative from City of Seaside.

**4. PUBLIC COMMENT PERIOD**

Jane Haines said that she is concerned that Highway 1 lacks a sign for Former Fort Ord. She suggested it be located at Lightfighter Drive.

**5. APPROVAL OF MEETING MINUTES**

- a. December 16, 2015 Minutes  
Deferred to the next meeting.

## 6. BUSINESS ITEMS

### a. DRAFT RUDG format and content review/update

Executive Officer Michael Houlemard gave a brief overview of how the RUDG went with the consultants up until December, when they passed the editable copy to FORA staff lead Josh Metz, and the steps that staff have taken since to make final editing of the RUDG more efficient. Victoria Beach added that the process of 'webification' of the RUDG showed repetitiveness and fluffiness in writing as well as gaps in the product. She and Carl Holm have helped FORA staff clean up the writing and note where the gaps are.

Josh Metz then gave a live tour of the website version of the RUDG while Task Force members followed with the most recent draft from December 2015 for comparison. He explained that he did not send the latest 12/31/15 consultant draft RUDG document to members because he didn't want them to go too deep in to the print since it has recently been revised. Instead, Mr. Metz encouraged a detailed review of each guideline in this format. He asked for help deciding what to do about the larger gaps in the work. These are: road and trail cross-section consistency; road and trail atlas; lighting and landscaping palettes; gateway and wayfinding signage design; transit hub design.

The Task Force discussed options for moving ahead including: a) bringing on consultants from the local sub-consultant pool of Dover-Kohl and Partners (DKP); b) assigning tasks directly to DKP; or c) reassigning some of these items to FORA staff. Victoria Beach suggested the Task Force also address the need for re-branding the former Fort Ord as recommended by the 2012 Reassessment Report and the RUDG Developer Consultants. Michael Houlemard cautioned that "branding" is a component of the Reassessment Report – Category III items assigned to the Post Reassessment Advisory Committee and the task would be time consuming and complex.

Content and organizational recommendations from the Task Force included:

1. Introduce the terms and differences between Centers, Gateways, and Corridors above the main map. Can you make the legend more prominent? Perhaps with a pop-up window that gives directions to scroll down, and is clicked to close. Remove redundant links. Keep the left bar as a set format, add sub-lists under and keep it as an outline of the material that is clicked through to in the main body of the page. Clarify titles on left bar to be relevant exclusively to what is in the main body on that page.
2. Rotating pictures are distracting, leave that as optional.
3. How are the Consistency Determinations (CD) to be used? Clarify implementation and evaluation within the webpages on each guideline. Purpose is the first section, and CD is broken out as Objectives in the second section. Guidelines is confusing showing up in different uses. Compliance is with Design Objectives.
4. Consider Title line to offer Guidelines, subtitle to offer Location on each section.
5. Elizabeth Caraker agreed to draft a couple of sentences as the Objectives for each guideline.
6. For the next Agenda, Anya Spear requested the Task Force review what type of road designs go where, and designate.
7. Craig Malin asked for greater clarity on the building types and setbacks, and for the Task Force to consider using the term "landscape" rather than "landscaping." Michael Houlemard replied that FORA Board of Directors (Board) chose the former in the Highway 1 Design Workshop, but the BRP used the latter.
8. Wendy Elliot said that lighting and signage design requirements should be in respect to where projects are (Coastal like the Dunes, Rolling hills like East Garrison, etc.) so that place is respected while the collective look is whole.
9. Road cross-sections don't match trail cross-sections. Specific recommendations are needed. Victoria Beach suggested that staff gather what is known and hand a file off to a consultant

who would write a Regional Identity piece, label the roads correctly and say where the regulations apply.

Josh Metz said that the Board meets to review the RUDG on March 7, and that roughly 18% of the budget remains. The Task Force discussed options. Michael Houlemard said it should stay on schedule and any pieces that need to be refined post-adoption can be done, but CDs will be coming in. He asked: can gap assignments be brought in-house for some of the data collection with consultants brought on for completion, as Victoria Beach suggested? Can the Task Force have a final draft ready for Board consideration in April/May? Some decisions can be made within RUDG Task Force meetings. Next meeting, the Task Force agreed to review roads and trails.

**7. ITEMS FROM COMMITTEE MEMBERS**

None.

**8. ADJOURNMENT**

Meeting was adjourned at 11:36 a.m.

**NEXT MEETING: Thursday, February 25<sup>th</sup> from 9:30 to 11:30 a.m**