

GTC PLANNING COMMITTEE
Ontario County Municipal Building
February 17, 2005

PLANNING COMMITTEE MEMBERS PRESENT

Joan Dupont, NYSDOT – Region 4
Michael Garland, Monroe County – At Large
Richard Garrabrant, NYS Thruway Authority
Kristen Mark Hughes, Ontario County
Paul Johnson, Monroe County Planning Board
Scott Leathersich, Monroe County – At Large
Terrence J. Rice, Monroe County
David Woods, Livingston County
David Zorn, Genesee/Finger Lakes Regional Planning Council

ALTERNATE REPRESENTATIVES PRESENT

Doug Benson, Rochester City Planning Commission, representing Larry Stid
David Cook, RGRTA, representing Mark Aesch

OTHERS IN ATTENDANCE

Josh Artuso, City of Rochester
Deborah Elliott, GTC Staff
Erik Frisch, GTC Staff
Richard Perrin, GTC Staff
Robert Scholl, NYSDOT – Region 4
Rob Slaver, NYSDOT – Region 4
James Stack, GTC Staff
Bill Wright, Ontario County
Tim Zimmer, City of Rochester

PLANNING COMMITTEE MEMBERS ABSENT AND UNREPRESENTED

Jeffrey Adair, Monroe County
James Brady, Wayne County
Philip Brito, FAA
Glenn Cooke, Seneca County
Robert Griffith, FHWA
Timothy Hens, Genesee County
Fred Humphrey, Wyoming County
Tracy Logel, Monroe County Supervisors' Association
Charles Nesbitt, Jr., Empire State Development Corporation
Kenneth Rush, Orleans County
George Stam, City of Rochester
William Sullivan, Rochester City Council
(Vacant), FTA
(Vacant), Yates County
(Vacant), NYS Department of Environmental Conservation
(Vacant), City of Rochester – At Large

1. Call to Order & Introductions

David Woods called the meeting to order at 10:02 a.m. Members, Alternates, and others present introduced themselves.

2. Public Forum

No one from the public spoke during the Public Forum.

3. Approval of Minutes

Terrence Rice moved for approval of the minutes from the January 21, 2005 Planning Committee meeting; Michael Garland seconded the motion. The minutes were approved as submitted.

4. Reports and Action on Old Business

a. Reports on UPWP Projects and Other Activities

GTC

Richard Perrin reported:

- Work on a draft GTC Strategic Plan has begun; the outline includes purpose, requirements, resources, and key results and performance measures. A job posting for the Bicycle/Pedestrian Program Manager has been posted to the APBP listserv, AMPO, Planetizen, and Upstate APA web sites. Kevin Beers and Mikaela Engert have begun as Transportation Planners effective Monday, February 7. David Woods requested that the Bicycle/Pedestrian Program Manager job announcement be sent to member agencies
- Staff will restart work on the Rural County Resource Development Initiative by the end of the month. Staff will finalize inventory of GTC resources (“in-house”) and other agency resources, and identify gaps in information needs
- As clarification to the information given at the January Planning Committee meeting, Steering Committee members will not be attending the roundtable discussion for the Transportation Safety Information Analysis project scheduled for February 22. The meeting will consist primarily of traffic and transportation engineering consultants that use and analyze safety information. The Steering Committee members are representatives from agencies that collect and provide safety information
- An RFQ will be issued to four graphic designers for developing the final layout of the document and providing printing specifications for the Long Range Transportation Plan for the Genesee Finger Lakes Region: 2005-2025. Responses, including examples of work and pricing, are due in mid-March
- Staff met with the on-call Air Quality consultant on February 3 regarding

conformity requirements including document format and information needs for the Air Quality Planning and Outreach project. GTC staff prepared and transmitted documentation of the regional travel demand model for review and concurrence by the Interagency Consultation Group (ICG) to use for the air quality conformity process. GTC and NYSDOT staff will meet next week to review the status of TIP projects (exempt/non-exempt) and document for ICG concurrence. GTC will review the Capital Improvement Programs for Monroe and Ontario counties to determine if they include any regionally significant projects that need to be included in the conformity analysis. GTC will work with Livingston and Wayne counties to identify regionally significant projects. A letter requesting CMAQ funds is being developed along with a memo on eligible activities and cost/benefit of these activities for TDC

- GTC Staff will hold a meeting on February 21 to restart work on the Transportation and Industrial Access project for the remaining counties
- A scope of work for the Greater Rochester Transportation Operations and Management Organization Feasibility Study has been finalized and an RFP is expected to be issued in March
- GTC staff will be presenting the Regional Rights-Of-Way Preservation Study Action Plan for closeout later in the agenda
- The Non-Emergency Medical Transportation Study (NEMS) is complete
- The 2003-04 Priority Trails Advancement (PTA) projects were completed, presented to the Planning Committee at last month's meeting and recommended for approval by the Board. For the 2004-05 PTA projects, a landowner notification letter was developed for the Oatka Creek Trail project and a field visit/walk through with local officials is scheduled for March 3
- A Technical Memo of accepted on-street treatments for the On-Street Bicycle Facilities Opportunities Review is completed. Inventorying existing conditions and presence of existing treatments are the next tasks
- Migration of the regional transportation model should be complete by the end of March for use in the Congestion Management System. Resource Systems Group is conducting calibration work. Work is continuing on a draft of the CMS Plan report for CMS Working Group review
- The two components of Transportation Information Resources – Rural ITS and Context Sensitive Design/Solutions – are complete for this fiscal year
- A revised Technical Memo of recommendations of the TIP Management Enhancement Study was provided to the TDC on February 8 for comment by February 28. The TDC will discuss this at their March 3 meeting

G/FLRPC

David Zorn reported:

- Work on the Regional Land Use Monitoring project for the 2004 calendar year is well underway
- The Regional Development Projections report is complete

- A kick off meeting for the Preparing Village Main Streets for Planning project was held with NYSDOT on February 15
- The scope of work for the Optimizing Transportation Infrastructure through Effective Land Use project has not yet been developed
- The final edits for the Regional Atlas have been submitted to the graphic designer. When the final review is done, it will be submitted to the printer

David Woods asked when the final Regional Atlas would be printed. David Zorn responded that it should be ready in about two months.

Livingston County

David Woods reported:

- A meeting between Livingston County and GTC was held after the January Planning Committee meeting to select a preferred consultant for the Horizontal Alignment Safety Study. The project should be underway in a matter of weeks

Monroe County

Paul Johnson reported:

- Data collection for the Monroe County Land Use Monitoring project for 2004 is ongoing
- Analysis of the count results for the Monroe County Parking Study is underway; the project is on schedule for completion by the end of 2005

Terry Rice reported:

- Monroe County will be presenting the Monroe County Traffic Count Collection project for closeout later in the agenda
- Monroe County is reviewing the consultant's analysis of the first two intersections for the Pedestrian Activity Safety Study, the consultant will proceed on the remaining twenty-three locations after this review is complete

Scott Leathersich reported:

- The Ballantyne Road Corridor Study is back on track and a report on existing conditions is anticipated by the end of February

Ontario County

Kris Hughes reported:

- The funding for the Canandaigua Regional Transportation Study was extended;

discussions between the consultant and GTC regarding the transportation model continue and the consultant should be advancing the content of the report soon

Seneca County

Kris Hughes reported:

- An RFP for the State Route 96/State Route 318 Rural Corridor Study – Phase I is being developed and should be available at the end of next week; Phase 2 will begin in the Fall

David Woods asked if the counties had given any thought to combining the two phases. Kris responded that he would look into the idea.

City of Rochester

Doug Benson reported:

- The scope of work for the Neighborhood Traffic Calming Concept Design and Implementation Study will be reviewed later in the meeting

RGRTA

David Cook reported:

- RGRTA met with GTC to find ways to progress RGRTA's UPWP-funded studies
- The Authority anticipates withdrawing the Gates-Chili Transit Study
- RGRTA is researching federal requirements for the Area Wide Job Access and Reverse Commute Plan
- The consultant for the Security and Safety Plan for Public Transportation is continuing work on the project
- David Woods informed David Cook of a contact, Kathy Trainor, of SUNY Geneseo, who is interested in participating in the Strategic Plan for Public Transportation Service to Universities and Colleges

Wayne County

Richard Perrin reported:

- Letters of agreement have been sent to the Towns of Ontario, Walworth, and Macedon for the Cluster Development Enhancement Project Feasibility Study. Wayne County is reviewing the draft RFP which will be published in the February 25 Contract Reporter

Wyoming County

Richard Perrin reported:

- A termination letter to the consultant for the Transportation & Scenic/Historic Resources project in Wyoming County will be reviewed by RGRTA legal counsel. GTC staff will meet with Wyoming County in March to discuss the next steps for completion of the project

Yates County

Richard Perrin reported:

- GTC staff will meet with the consultant February 18 to restart the Route 14A Corridor Study. The Yates County Highway Department will be the lead on the project because there is currently no County planner

Other Agencies

- The Regional Traffic Count Collection project is a four-county effort. Ontario County is progressing their portion of the project in-house. Wayne and Livingston counties will be retaining a single consultant to progress their portions. Monroe County is deferring data collection until after April 1, 2005

b. Any Other Old Business or Announcements

- The UPWP Call for Projects was issued January 28 with proposals due March 4. The UDC will meet on March 15 to begin reviewing the proposals. Erik Frisch of GTC staff will manage the UPWP update. A number of inquiries were received. GTC staff is preparing its own proposals as well.

5. Planning Committee Action Items

a. Recommendation to the GTC Board concerning Accepting final project reports as evidence of completion of various UPWP Tasks

- I. Accepting the report, Regional Rights-of-Way Preservation Action Plan, as evidence of completion of UPWP Task 5700 / Proposed Council Resolution 05-2

Erik Frisch reviewed the study and presented the findings of the Action Plan. Erik noted that this is an information resource for local municipalities who will make the ultimate decision whether or not to pursue right-of-way preservation.

Terry Rice asked about the funding amount for the Transportation Enhancements Program. Joan Dupont responded that all TEP funds have been programmed and

that the future of TEP is tied up in reauthorization of the surface transportation legislation.

Terry stated that the TEP program has been used for right-of-way preservation in the past. Joan noted that it was used to purchase right-of-way for the Genesee Valley Greenway.

David Cook asked who can take the lead on a right-of-way preservation project. Joan responded that any local government can as well as State agencies or a group of towns.

David Zorn asked who will receive this Action Plan. Richard Perrin responded that it will be available on the GTC web site and can be sent to the towns with high-risk corridors.

Paul Johnson asked why this is called the Regional Rights-of-Way Preservation Study if it is focused solely on abandoned railroads. Erik responded that the original intent of the study was to look at not only abandoned railroads, but also other corridors such as utility or stream corridors. Paul suggested that the title and cover photo be changed to more accurately reflect the study.

David Zorn moved to recommend approval of Proposed Council Resolution 05-02; Joan Dupont seconded the motion. The motion passed unopposed.

2. Recommendation to the GTC Board concerning accepting the Traffic Count Collection Final Summary, as evidence of completion of UPWP Task 4360 / Proposed Council Resolution 05-3

Terry Rice summarized the project. Monroe County will send the traffic count file electronically to anyone that requests it.

David Cook moved to recommend approval of Proposed Council Resolution 05-03; Michael Garland seconded the motion. The motion passed unopposed.

- b. Recommendation to the GTC Board concerning Various Amendments to the 2003-2008 TIP

David Woods, Chairman, suggested grouping the five TIP amendments under one motion. The Committee concurred.

1. Recommendation to GTC Board concerning Amending the 2003-2008 TIP by increasing the total cost of the Intersection of CR 20 and CR 4 project / Proposed Council Resolution 05-4

Bill Wright explained the proposed resolution. He noted that this project is on

the existing TIP and that the request for additional funds has been recommended for funding in the 2005-2010 TIP Update.

Joan Dupont noted that the project was not funded at its originally-requested amount when it was placed on the TIP. This request will make up the difference and allow Ontario County to move forward with this project immediately.

2. Recommendation to GTC Board concerning Amending the 2003-2008 TIP by adding the Atlantic Avenue Reconstruction project / Proposed Council Resolution 05-05

Richard Perrin noted that this amendment is for an earmark that would accomplish a portion of a project that was submitted, but not recommended for funding, in the 2005-2010 TIP Update.

Rob Slaver noted that if the City wants to obligate the funds this Fiscal Year, the project detail sheet should be edited to appropriately reflect that. Jim Stack will follow up with John Thomas to get obligation dates.

3. Recommendation to GTC Board concerning Amending the 2003-2008 TIP by increasing the total cost of the CBD Wayfinding Signs project / Proposed Council Resolution 05-6

Doug Benson explained the proposed resolution, noting that the proposed signage was deemed non-conforming by FHWA. Required changes increased the costs, thereby causing the need for this amendment.

4. Recommendation to GTC Board concerning Amending the 2003-2008 TIP by adding the Big Ridge Road Reconstruction project / Proposed Council Resolution 05-7

Terry Rice explained the proposed council resolution, noting that this project is an earmark in the federal appropriations bill.

5. Recommendation to GTC Board concerning Amending the 2003-2008 TIP by adding the FFY 2005 Jobs Access Reverse Commute Program project / Proposed Council Resolution 05-8

David Cook explained the proposed resolution, noting that this project is an earmark, and is the fifth year that RGRTA has utilized these funds which require a 50% local match.

Kris Hughes moved to recommend approval of Proposed Council Resolutions 05-04 through 05-08; Joan Dupont seconded the motion. The motion passed

unopposed.

c. Planning Committee concurrence concerning the Approval of UPWP Project Scope of Work

I. Task 5380 – Neighborhood Traffic Calming Concept Design / Implementation Study

Doug Benson reviewed the scope of work, including the cost and purpose of the project.

Paul Johnson asked if an evaluation of the benefits of the different techniques would be conducted as part of this study. Doug responded that costs and benefits would be addressed.

David Woods asked if specific neighborhood locations would be studied. Doug explained that although a neighborhood may be used as an example, the study would be a general one.

Doug noted that the project has three distinct phases: research, evaluation, and design of a manual. He added that a consultant would be brought on to conduct the study should in-house City resources prove insufficient.

Richard Perrin noted that this project is meant to be a regional resource. Doug agreed, noting that this is a regional issue and that the information contained in the report would be transferable to towns and villages across the area. Richard suggested that the study be put on CD since they are easy to distribute and simple to use, and that those CDs be provided to GTC member agencies. Doug responded that the study would be put on CD and distributed.

Kris Hughes asked if the City had defined roles and responsibilities of agencies and groups listed as participants, such as the Rochester Regional Community Design Center (RRCDC). Doug responded that RRCDC would be involved because of their experience with the neighborhood design charrette process but would receive no funding as part of this project.

Michael Garland noted that, as Commissioner of Public Works for the Town of Pittsford, this study will be a very valuable resource for communities dealing with traffic calming issues.

Terry Rice added that the City should incorporate previously gathered information such as what the City and County had developed in the past. Terry also stated that Monroe County would like to be involved in the study and suggested that pictorial examples be used so that readers know exactly what is being discussed.

Terry Rice moved to approve the UPWP Project Scope of Work – Task 5380

with clarifications as noted above; Joan Dupont seconded the motion. The motion passed unopposed.

6. Planning Committee Information Items

a. 2005-2010 Transportation Improvement Program (TIP) Update

Richard Perrin informed the committee that we are currently in the 2005-2010 TIP Update Public Review period which began January 24 and continues through February 22. Four public meetings were held and over fifty public comments have been received so far, primarily at the public meetings or via written letters. A summary of comments received will be provided to the TIP Development Committee and Planning Committee.

The TDC will meet on March 3 to review all the public comments received. The 2005-2010 TIP will be brought to the Planning Committee at the April meeting for recommendation to the GTC Board.

David Cook asked if there will be a 10-day public review period following Planning Committee review. Richard responded that if there are significant changes to the Draft 2005-2010 TIP Update, a 10-day public review will be necessary. If there are no significant changes, another review will not be needed.

Richard noted that TIP project selection will affect the conformity process. Also, the TIP conformity determination will require its own public review process.

7. New Business

There was no new business.

8. Next Meeting

The next Planning Committee meeting will be held April 21 at 9:00 a.m. at the GTC offices.

9. Adjournment

The meeting adjourned at 11:25 a.m.