



CITY OF RAPID CITY

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PUBLIC WORKS DEPARTMENT

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MEMORANDUM

TO: Public Works Committee

FROM: Dirk Jablonski, Public Works Director
On behalf of the Council Development Committee

CC: Dan Coon, Project Manager

DATE: September 19, 2006

RE: Report on Design Criteria Development

The Council Development Committee (CDC) has asked that the protocol for the development and adoption of the various Design Criteria Sections be used. This is an amendment to the original protocol adopted by Council; however, it should be effective in seeing this project to completion.

The CDC Technical Committee will now review all comments received prior to consideration of those comments by the Criteria Oversight Committee. The CDC Technical Committee will offer their own comments to the Oversight Committee. The Oversight Committee will consider all comments and will amend the draft criteria as it sees fit. The draft will then be offered for public comment. All comments will receive due consideration by the Oversight Committee, and the draft criteria will be amended as appropriate. This final draft will then be presented to the CDC for review. The CDC will conduct a public hearing to further receive comments. The CDC will consider those comments and will present a final version of the criteria to the Council for adoption.

The current status of the Design Criteria Sections is as follows:

- Street and Right-of-Way Management - Draft out for public comment. Comments to be submitted by October 1, 2006.
- Utility Criteria - Nearly ready to be sent out for public comment.

- General Criteria - On schedule to complete draft by mid-November
- Grading - Behind schedule. Will work to bring task up to date.
- Drainage - On Schedule to complete draft by mid-November
- Parking Lot - Working Committee not yet formed. Oversight Committee to provide guidance.
- Landscaping - Working Committee not yet formed. Oversight Committee to provide guidance.

This report is provided for your information. If the Public Works Committee would like to see the development of the Design Criteria proceed differently, some direction would be needed.