Dan Burden, Principal and Senior Urban Designer, Glatting Jackson Kercher Anglin and founder of Walkable Communities, Inc.

August, 2008

Facilitator's GUIDE to Charrettes and Design Workshops







Design Work Table



Design Team











Walking Workshop





Table Presentation

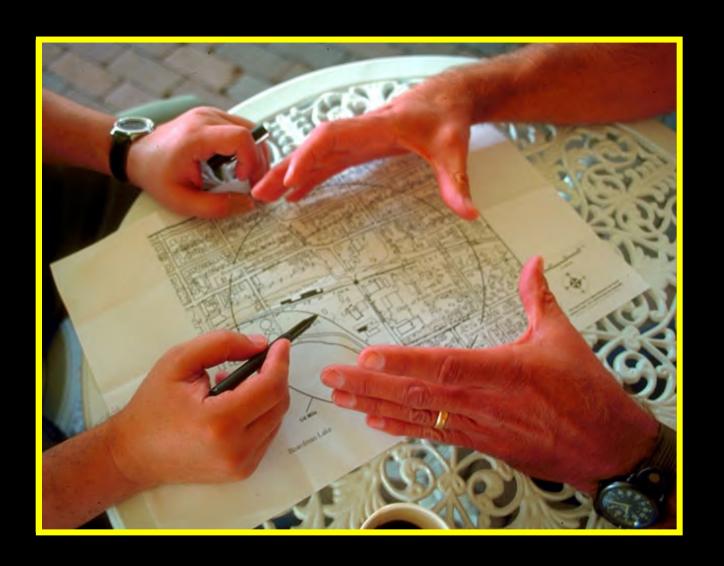
Dan Burden, Director of Walkable Communities, Senior Urban Designer, Glatting Jackson
Summer, 2006

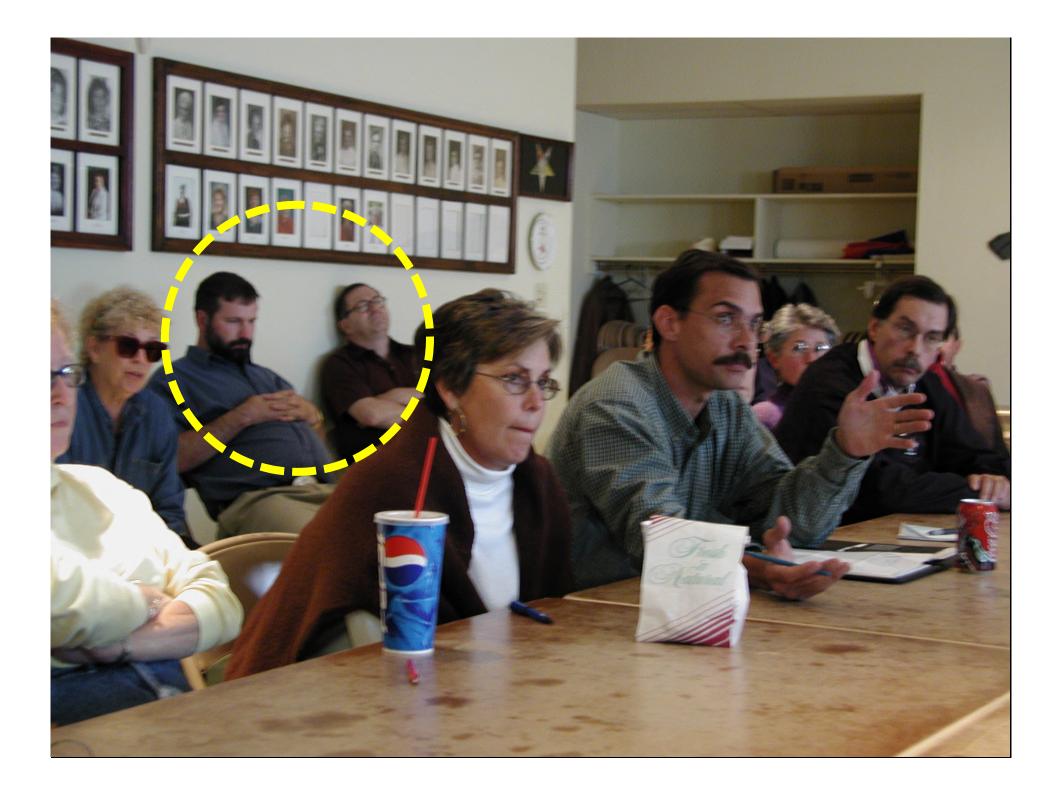






PROCESS



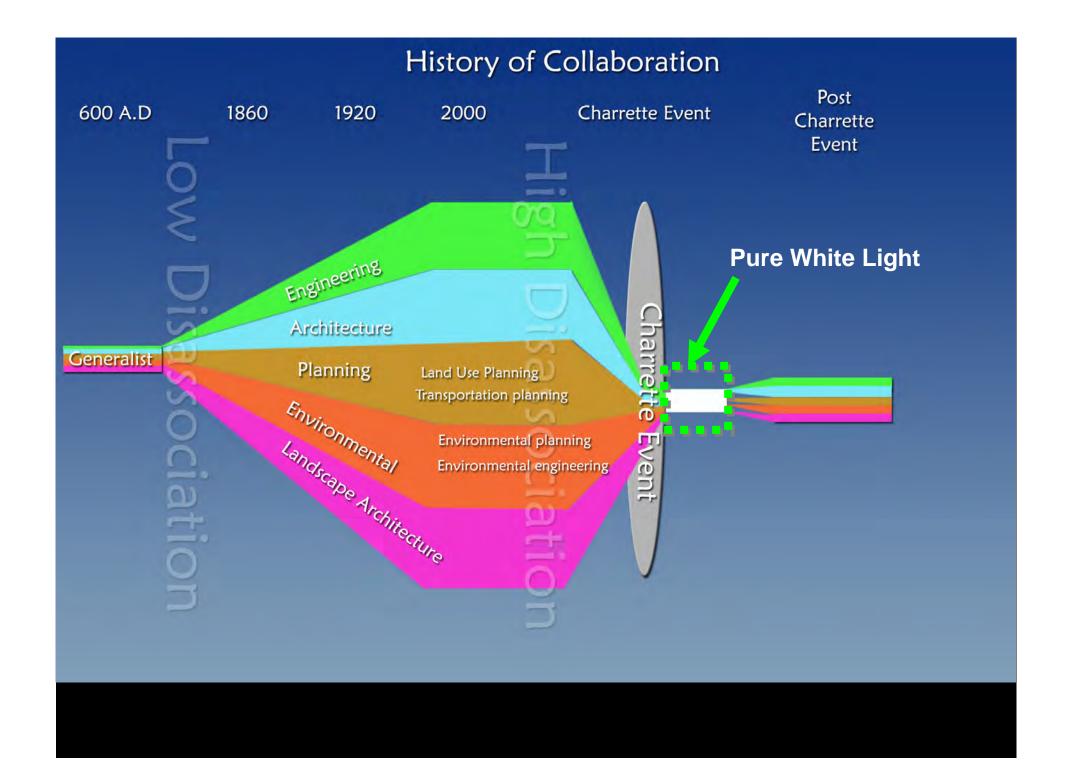




Workshop Rule #1

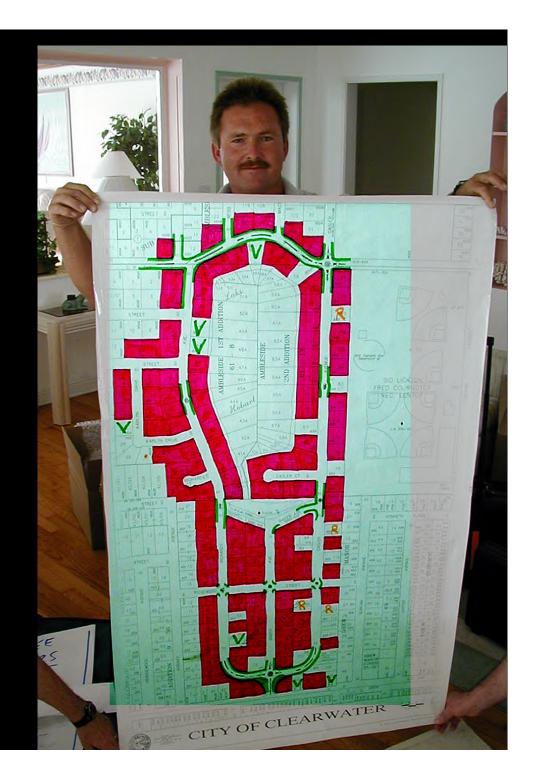
Leave
All Your
Years of
Collected
Baggage
At The
Door

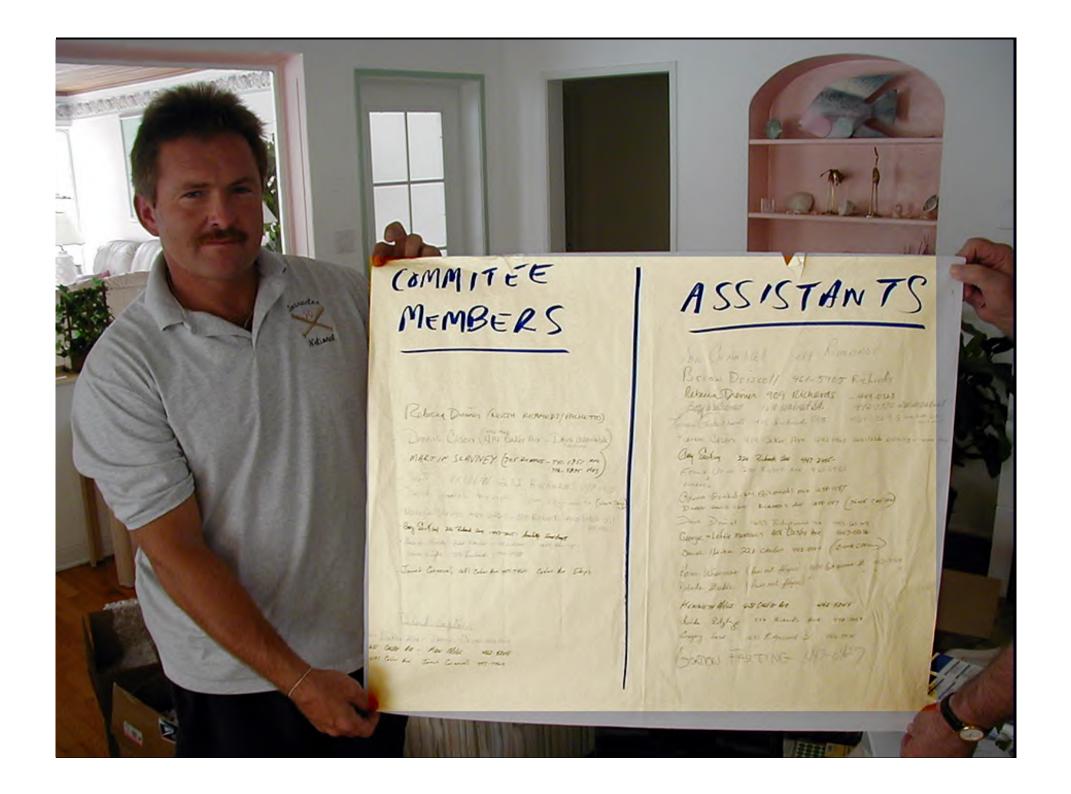




Grandview Terrace

99% Neighborhood Adoption





COMPREHENSIVE PLANNING

BEGINNING OF THE

urban scene, the American city was regarded as a chaotic environment of congestion and social unrest. Against it stood the ideal of a disciplined technological city with perfect spatial order. A new direction for civic improvement that ran counter to the City Beautiful was emerging that would reform the environment and discipline it through the use of expert knowledge, state regulatory mechanisms, and public welfare provisions. Reformers turned to science and technology as the means for change, with the premise that physical remedies could not only upgrade living conditions, but also resolve social problems. Experts were called on to recommend policies and administer scientific solutions. In his 1911 book The Principles of Scientific Management, Frederick Winslow Taylor, a pioneer in the efficiency movement, wrote: "The goal of human labor and thought is efficiency. Technical calculation is in all respects superior to human judgment, in fact human judgment cannot be trusted because it is plagued by laxity, ambiguity and unnecessary complexity. Subjectivity is an obstacle to clear thinking. . . . That which cannot be measured either does not exist or is of no value. . . . The affairs of citizens are best guided and conducted by experts."10

The principle of scientific management captured the minds of business, industry, and developers. It applied calculated conduct and insured profirability. Architects and planners soon followed. In the 1917 publication of City Planning Progress by the American Institute of Architects, the editors stated: "City planning in America has been retarded because the first empha-

We

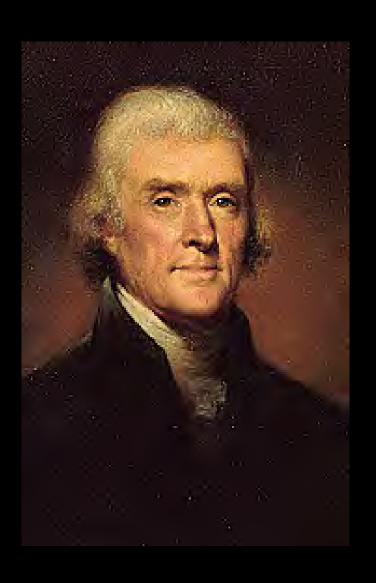
nich

0.08

"That which cannot be measured either does not exist or is of no value The affairs of citizens are best guided and conducted by experts."

manant out as a suchberate intention to use the government machinery for doing those things for which experience shows it to be more efficient and

Civic Participation



"I know no safe depository of the ultimate powers of the society but the people themselves.

And if we think them not enlightened enough to exercise their control with a wholesome discretion, the remedy is not to take it from them, but to inform their discretion."

Thomas Jefferson - September 28,1820





"I think what we're seeing is transportation is too important to be left to the transportation planners."

Feldstein is chairman of the panel that wrote the state's next 10-year transportation plan — alongside representatives from the health care industry, children's-services providers, environmentalists and business promoters.





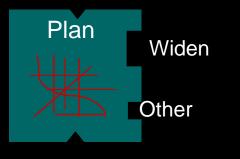
"Some road engineers remain territorial, but many of them are suddenly showing up at meetings not so much geared to fight but to listen to issues besides congestion. "They are realizing," says Andy Wiley-Schwartz, vice president for transportation for the Project for Public Places, a group facilitating the plannercommunity dialogue, "that they are in the community-development business and not just in the facilitiesdevelopment business."





Typical Input Model

Traffic Needs





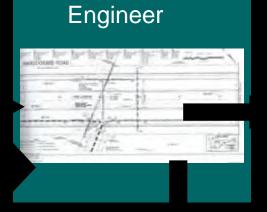
Local Plans

Technicians Input

Public Input

Project

Words



Build

Local Input

Public Information

Our Process

Business Traffic Needs
Neighborhoods
Visitor Needs

Public Input

Partners

Connections
More Small Roads
Less Travel
Bike Routes
Sidewalks, Trees
Great Streets
Great Neighborhoods
Traffic Calming





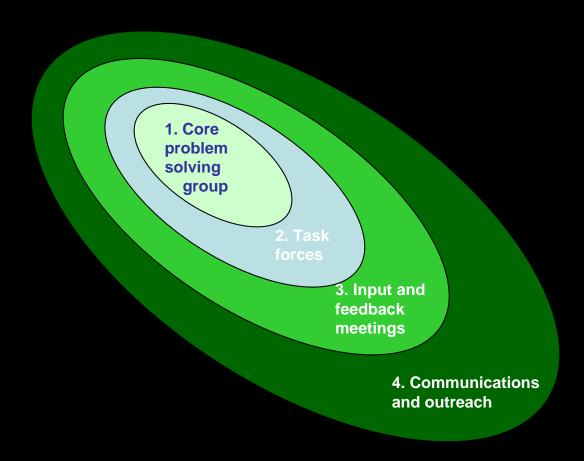


Local Input

Local Plans

Public Information

Rings of Stakeholder Involvement



Level of Public Involvement

INCREASING LEVEL OF PUBLIC IMPACT

Inform Consult Involve Collaborate Empower

· Passive

· Active

Buy-in



Adapted from International Association for Public Participation

IAP2* TOOLBOX Passive: Inform



- "Earned" media
 - Press Releases & NewsConferences
 - Feature Stories
- Paid advertising

- Newsletters, fact sheets, brochures
- Technical Reports
- Bill Stuffer, Inserts
- Web Sites

INCREASING LEVEL OF PUBLIC IMPACT

Inform

Consult

Involve

Collaborate

Empower

- Panels
- Briefings
- Surveys
- Questionnaires

One-way communication

How will you use input?

Adapted from International Association for Public Participation



- Open House
- Focus Groups

One-way communication

Will They Use My Input?

Adapted from International Association for Public Participation

INCREASING LEVEL OF PUBLIC IMPACT

Inform

Consult

Involve

Collaborate

Empower

- Focus Groups
- Brainstorming
- Voting
- Walking Audits
- Design Tables
- Feedback loops

Two-way communication



Input Built Into Process

Example School Traffic Safety Team





Committee members
As few as a half dozen,
and generally no more
than 18 committee
members are engaged to
help plan the charrette
with the design team.

The project manager and sponsoring agencies will often know who to invite to be on the committee. It is best if at least one political official and a number of organization administrators (especially fire service) serve on the committee.

Typical Transportation Focus Groups

1

Purpose

Participants train facilitators to focus in on key, hot and important issues addressing their unique needs.

2

Typical Select Groups

Staff, elected leaders, retailers highway users, public works, utilities, emergency responders, transit, environmental, ADA community and others.

3

Time Needed

Each group is given 60 to 90 minutes. A fifteen minute break is given between each group. Extra time may be needed for groups of 15 or more.

4

Rules of Engagement

Facilitators ask each person in the circle to share their thoughts on a particular openended question.



Listening Techniques

Active-listening methods are used. Participants know the facilitator(s) are listening.



What to Record

General and specific bullet points are recorded. No speeches, no lengthy explanations are recorded.



Other

Participants share the time. Facilitators make certain all people get one or two opportunities to speak, assuring that no one dominates.













Focus groups are all about LISTENING.

Facilitators take steps to make certain each person around a table gets a chance to say what is most important to them or the organization they represent. No one dominates, especially the facilitator, who simply asks guided open ended questions. Accurate bullet points are taken and recorded as minutes.



Charrette Work Cycles

public vision

public input

public review

public confirmation









day 3





day 5



day 7



Courtesy:
Bill Lennertz
National
Charrette
Institute



alternative plans



refined plans



final plan







The Walking Audit

Tips:

Take a measuring wheel, camera, map and notebook. Record details, times and events. Take lots of photos of existing conditions. A camera helps you see. If motorists are aggressive there is a reason. Find out why (i.e. wide streets, stark, barren, buildings set back)

Observe Pedestrians

What are the people doing? Are they using intersections cor-

rectly? What is the age range of people? Is this place well populated with

Where are they walking?

Which side of the street?

Where do they cross?

people?

Record general impressions, counts and make notes on why things are happening the way they are.

Observe Motorists

What are they doing? Are they coming all at once? Are they being courteous? Are they speeding? Are they being patient? Are they running signals and stop controls?

Record general impressions. counts and make notes on why things are happening the way they are.

Observe Streets

Measure Dimensions

How wide are lanes? Some measurements can be taken from maps. Measure crossing distances, sidewalk widths, crosswalk widths, block lengths, distances to signs. Photograph condition of signs, pavement markings, sidewalks and drop off zones.

Get The BIG Picture

What's Happening?

How can we provide the right flow while bringing back commercial and other activity? Is there adequate street connectivity?

Are crossing points for people frequent enough? What is the impression made by

streetscape, maintenance and other conditions?



Walking Audits are all about LEARNING.

Facilitators and local stakeholders walk on a level playing field ... each learning from one another. "How did this building come to be tinned over? ... is it hard to get across this street?would a curb extension here work for everyone that needs to be here?.



























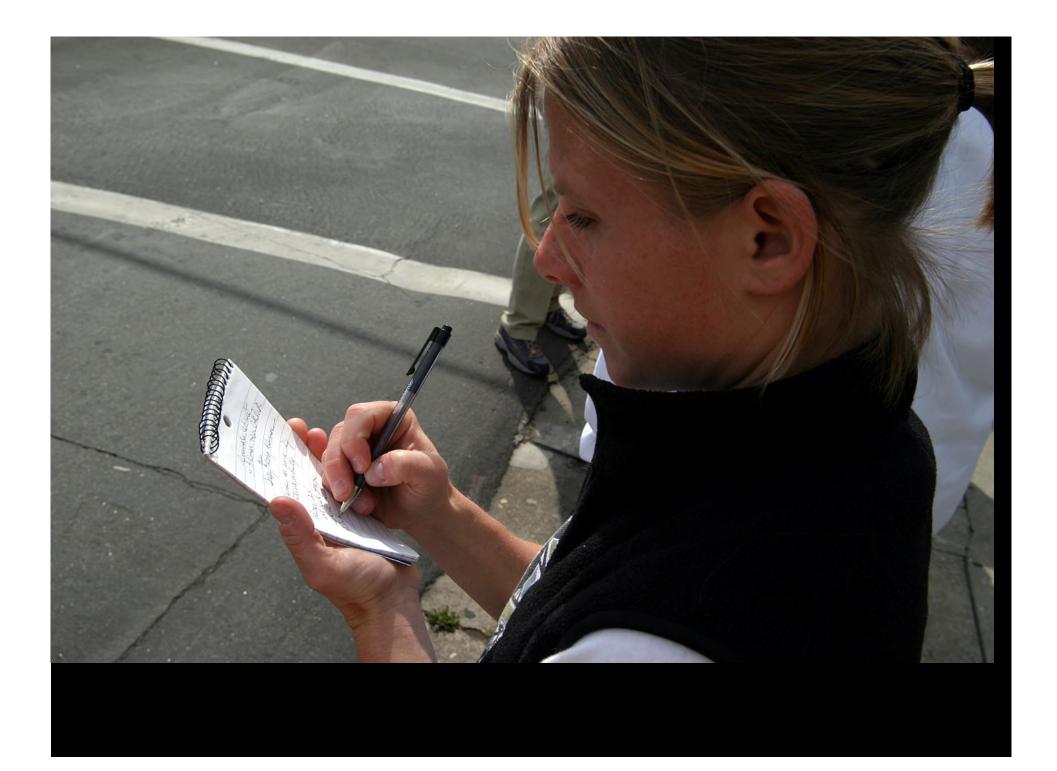
North West Linden, 8:15 am, Saturday, September 20, 2003









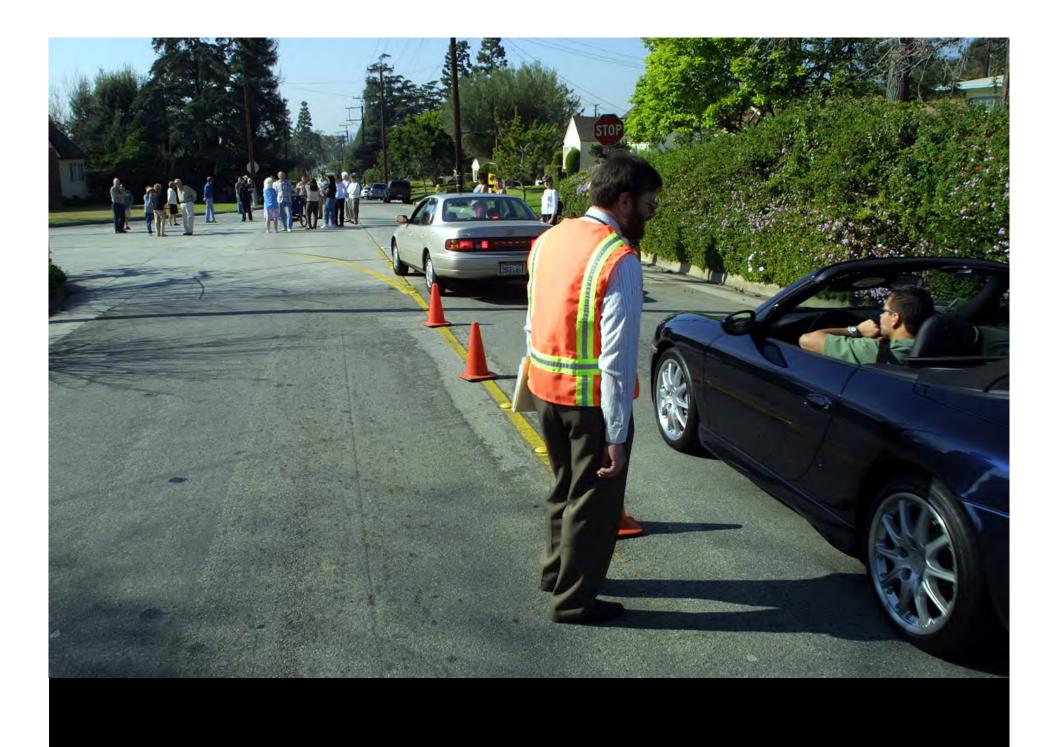




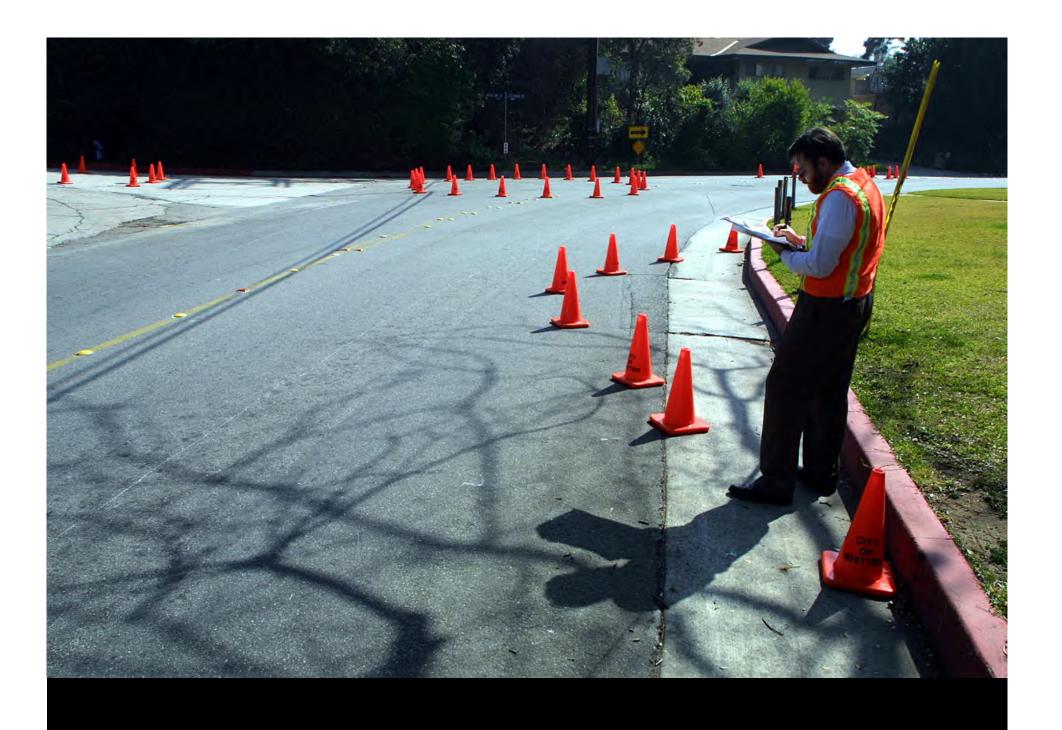












Typical Transportation Evening Workshop



Purpose

Participants gain a sense of community vision, values, hopes, problems, needs and issues. A common language is built. Priorities are set.



Registration

Names/Addresses are recorded.
Maps are used to spot where
participants are from. Participants are welcomed, given name
tags, key information.



Community Dreams

Many participants write then read off their dreams for their community/corridor twenty years into the future. Index cards are collected.



Community Values

Through use of Post-it notes residents declare and discover they hold the same common values.



Training/Orientation

A Power Point presentation helps participants focus on key issues, realizing they have a choice of opportunities to address their needs.



Brainstorming Issues

Bullet point issues, problems and needs are established. Typically 30 to 50 items are placed on newsprint pads.



Priorities Established

Participants use 7 dots each to vote up their personal problems, issues and needs.



Opening Workshops are all about DREAMING.

Negative energy flows into positive ... "no speeches tonight, just let us hear your dreams for your town or neighborhood "we need to know your needs, your problems and issues, and while we are at it ... let us prioritize these ... which are the most Important to you personally?".

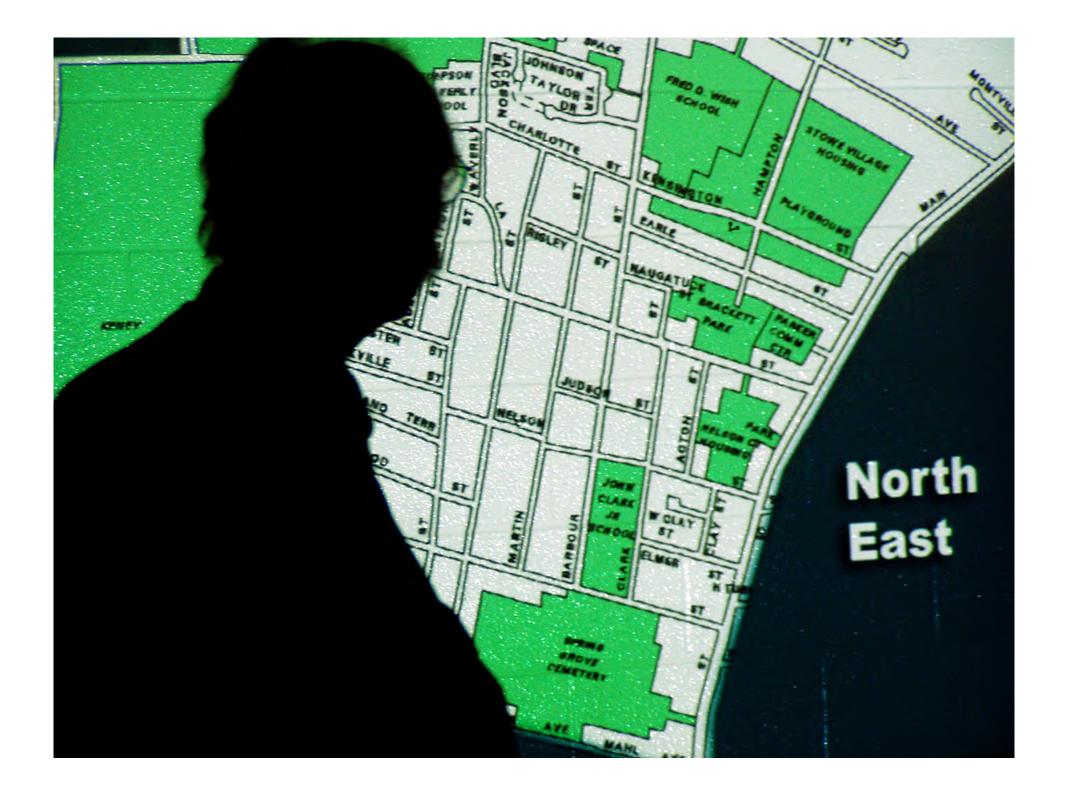


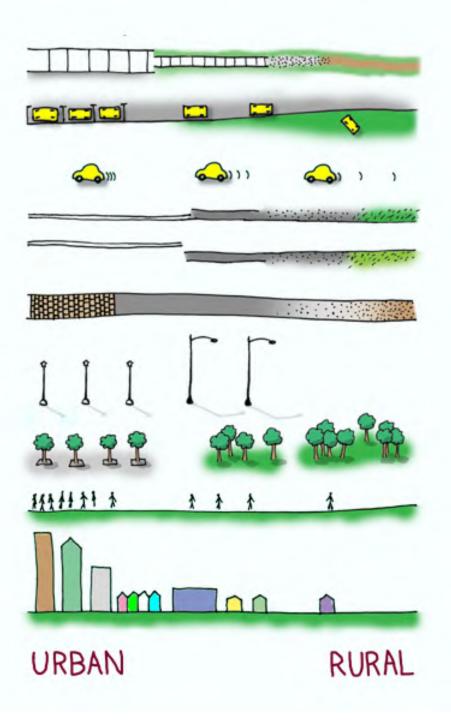


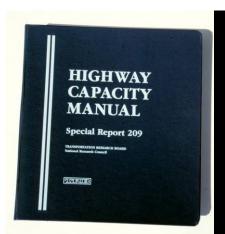


Town Values

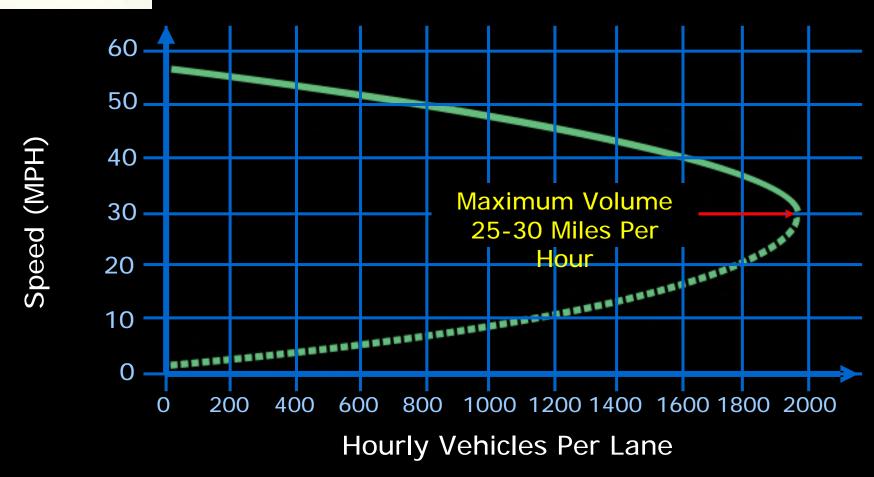


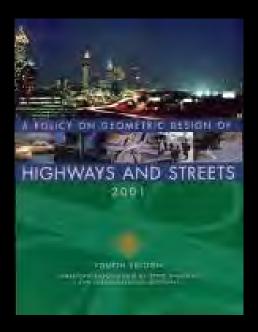


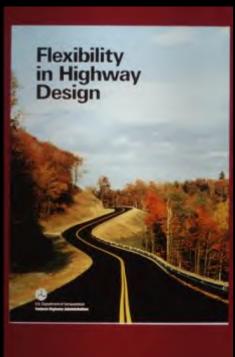




Is speed even the most efficient?







We have more flexibility than we think!

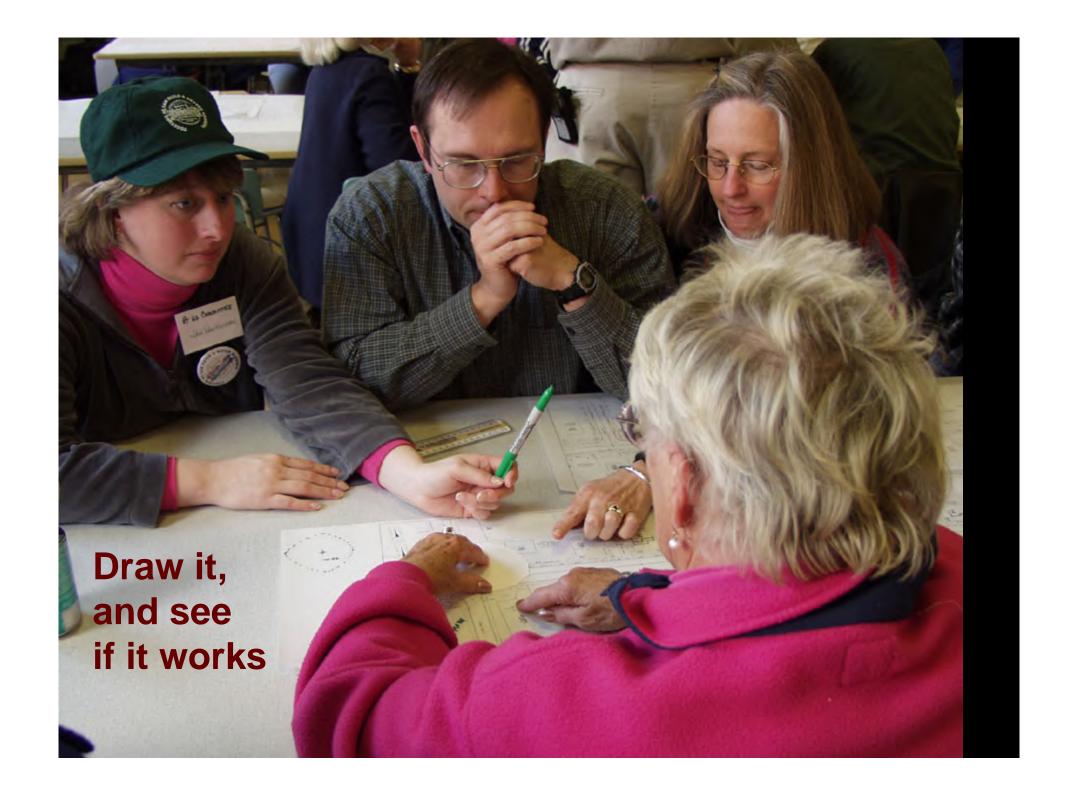
12' is acknowledged as a target standard for lane widths

9' acceptable (and used!)



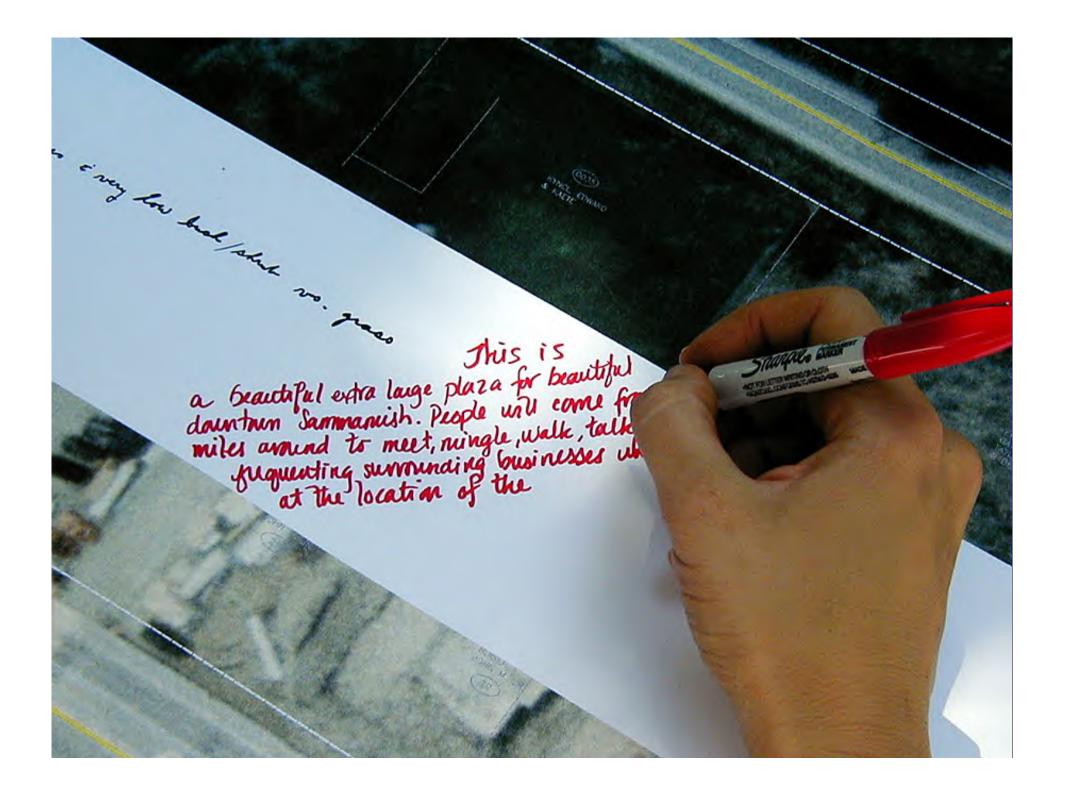






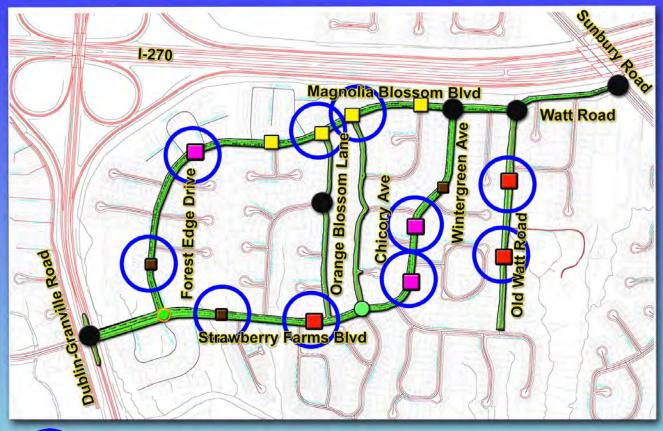








Strawberry Farms Traffic Management Plan



Treatments planned for construction in 2005.

Legend

Intersection medians

Choker with crossing island

Choker

Optional roundabout

Mini-roundabout (optional)

Speed table

March 31, 2005



Urban Design Strategies

The Vision Plan identified four corridors that are considered the premier entry ways into the Downtown. Each Corridor provides a terminus to the beach, identifies specific strategies that will implement the Vision Plan and classifies the timing of each strategy as follows: short term - immediately or within three years, mid-term, three to five years, and long term - more than five years.



The Four Corridors to the Beach



Gateway Corridor



Civic Corridor

Basch Bodeward is the southern gateway cornicor and the second process are second process.



Pier Corridor

4th Avenue North is another important east-west corridor to the beach. It is terminated by a public fishing pier and is where the J. Johnson Gallery is located. Both of these treasured public amenities call for additional care and amenties can for adoptional care and attention to this control's streetscape treatments and future development character. Strategic public investments and development guidance will ensure that the current infill development trend along the control continues to catalyze the CBD's revitalization.



Retail Corridor

6th Avenue North marks the northern edge of the CBD. The historic Casa Marina Hotel anchors both the eastern and of the 6th Avenue North Corridor and the boardwalk. Properties along the Corridor are mostly underutilized and vacant. The opportunity exists to create a new retail shopping experience along this corridor that would complement the beach activities. New residential-based development will also encourage more year-round and day-time activity in the CBD.

Existing and Proposed Cross Sections



Downtown Jacksonville Beach Vision Plan

Gat	eway Corridor	Short-Term 0-3 Years	Mid-Term 3-5 Years	Long-Tee 5+ Year
0	The second secon			
0				
0	Introduce roundabout as a southern gateway to Downtown and as a traffic calming feature on 1st Street.			
0	Organize parking between 1st Street and the Sea Walk and incorporate a traffic circle as a turn-around/drop-off point for beach users.			
6	Encourage new development to have a mix of uses and to front and address Beach Boulevard.			
0	Encourage the development of a joint-use parking garage senting existing and new commercial uses. The parking garage will have ground floor commercial uses along Beach Boulevard.			
0	Incorporate public bathrooms and shower facilities at turn-around next to the Red Cross building.			
iv	ic Corridor			
0	Enhance pedestrian level lighting in Latham Park.			
0	Develop new two-way street with parallel on-street parking along south side of Latham Park.			
10	Redevelop existing parting lot as a mixed-use project. The two to three-level building will include a garage that will provide parting spaces to replace existing surface parking spaces and the needs of the new development. The new structure will have ground floor commercial uses fronting Latham Park and two is three-level of residential and/or office uses.			0
Œ)				
اهرا	Corridor			
P	Organiza chi-street parking on 8th Avenue North and improve streetscape (provide continuous sidewalks, bubl-outs, street trees, podestrian lighting, weyfinding and other street furniture).			
Œ)	Devide a new pier park programmed with activities of children and families. The park connickate a spray fountarisytable fountain that are an area as palse to coop-off and as a pathic park analysis, incorporate advisoway to for beach users to drop-offlytick-up as park of the park design. (A potential land support of the park design.) (A potential land produced that the park of the park design.) (A potential land private property owners would allow for a substantial sized Fier Park).	*		
0	view toward the beach and the tisring pier.			0
	Relocate restroom facilities that are near Casa Marina			.0
Œ	Retain a portion of the existing surface parking lot to serve the new residential development.			
D	Encourage infill residential-based mixed-use development along 4th Avenue North.	-		-0-
0	Develop a public parking garage to serve beach users and area retail uses. (Explore the feasibility of alternative location for this parking garage.) The potential new parking garage can also lease or "east" parking spaces to reliable on-site parking needs of new davelopments.			
ø				
et	ail Corridor			
20	Encourage the expansion of Casa Marina in a form; scale, and character that is respectful of the historic hotel			
9	Develop a joint-use parking garage to serve the Casa Marina expansion. The parking garage will be fined with ground floor retail uses along 6th Avenue North and 1st Street.			
22	Introduce a roundabout at 1st Street as a northern gateway to downtown and to calm traffic along 1st Street.	-		
28	Encourage a concentration of retail shops along 6th Avenue North as part of new development.			.0
24	Encourage residential-based mixed-use development on the north side of 6th Avenue North.			
4	Organize on-street parking on 6th Avenue North and improve streetscape (provide continuous sidewalks, new bulb-outs, street trees, pedestrian lighting, wayfinding and other street furniture).	*		
20	Organize on-street parking between 1st Street and the Sea Walk and incorporate a traffic circle as a turn-around/drop-off point for beach users.			
10	th-South Streets			
9	Introduce on-street parking spaces along either side of 9rd Street. Add bulb-outs at intersections and mid-blocks to create more opportunities for street trees and shorten padestrian crossing distances. Explore the fease-birty of led funct streetscape changes as part of the upcoming Florida Department of Transportation (FDOT) passwant resurfacing work.			
28				
0	CONTRACTOR			
0	A CONTROL OF THE PROPERTY OF T			
- 0				
12	Provide narrower fravel lanes and introduce parallel on-street parking along 1st Street between Beach Boulevard and Latham Park and between and Avenue North and 7th Avenue North.			
	Develop 1st Street as a "festival street" between 2nd Avenue North and 3rd Avenue North by varying the taxture and color of roadway finish.			
Œ				
	Enhance existing speed table between Latham Park and Sea Walk Pavilion.			
3 3 3 3	Enhance existing speed table between Latham Park and Sea Walk Pasition. Introduce traffic circles west of Beach Boulevard as traffic calming devices and neighborhood features.			



Why a Vision Plan?

The City of Jacksonville Beach is embarking on an exciting new phase in city building. The City has completed a number of strategic public investments – Latham Park, Amphitheatre, improved Board Walk and Pavillon, streetscape and the allocation of free public parking for the beach in the last decade. As a result of these efforts, the Downtown Central Business District (CBD) is now positioning itself for new investment opportunities. The citizens, elected officials and staff have developed a vision plan that will prepare for and guide redevelopment in the Central Business District. The purpose of the Vision Plan is to provide the citizenry a thoughtful approach to how new development would not only maintain, but improve the quality of life for Downtown Jacksonville Beach.

This poster illustrates and summarizes the Vision for Downtown Jacksonville Beach. The Vision Plan is guided by the five guiding principles that were created from the values identified by the citizens of Jacksonville Beach. Detailed land use, transportation and urban design strategies are the key elements included in this vision and are described herein.

The Process

The process in creating the Vision Plan relied on a strong community involvement process which provided a variety of opportunities for public input through staksholder interviews, a walking audit of the Downtown and a three-day charrette with two formal presentations and two and half days of open house working sessions to the

The Vision Plan was formalized during the charrette from June 5 to June 7, 2007. During these three days, the values and priorities of the community were established, issues were identified and voted on, and the community provided solutions, desires and expectations. Almost 100 citizens, public official and staff members participated in the charrette effort. Each person provided valuable input in creating the Vision Plan.

Next Steps

The Downtown Vision Plan is intended as a road map for future public policy decisions and private development and redevelopment. Its implementation will undentably entail a long-term and incremental process. Important to its realization is to ensure that the plan is understood and supported by the private development community. The next step of the process is the development of a set of land development guidelines that directly supports and implements the vision developed for Downtown Jacksonville Beach.

Community Core Values

- · Safety
- Walkability
- · Open Space/views to ocean/beach access
- Gathering Place
- · Family Friendly
- Small Community Feel
- Entertainment
- . Mix of Uses

Quiding Frinciples

The following five principles provided the necessary framework that was used to develop the Vision Plan.



Celebrate Our Assets

Enhance the four major corridors to the beach. Encourage mixed-use development along each corridor through investments in public realm (parks, gateway elements, streetscape) and infrastructure (on-street parking, new streets, parking garages).



Complete the Streets

In addition to improving the four major corridors to the beach, enhance the streetscape for 3rd Street, 2nd Street and 1st Street based on their vehicular and pedestrian mobility functions.

lew Davelopment fronting Latham Park



Mix-it Up

Link together individual pieces of public amenities and investments within the Downtown. Allow a mix of various uses especially in the four core corridors.

Piar Park and Naw Davidopment. There is an opportunity to redecklep the actiding parking lot into a threatory mixed-use realizambal deviadopment and a "Piar Park". A substantially sized park will be made feasible by a public-givents land swap of the proposed park properly and the properly adjacent to the Casa. Marray Hotals. A portion of the suffice of cere to the properly and the properly adjacent to the Casa.



Be Family-Friendly

Program public spaces to accommodate family events and activities especially around the fishing pier and Latham Park. Encourage growth of neighborhoods toward the Downtown.



Design Matters

Develop design guidelines to ensure that private development pattern and character support the vision

South Edge of Latham Park



Existing (left): Fence and planting around park edge-restrict park access and creates security problems.

Proposed (below): New street and development frames the park and provides "passive surrediance"



Pier Landing



Existing (eff): Pier is terminated by a parking lot

Proposed (below): New "Pier Park" provides a athering space and terminates the view to the seach along 4th Avenue North.







Downtown Jacksonville Beach Vision Plan -

Recommended Public Process

Based on proximity to homes and work places and levels of impact

	Local Road	
	•	
Maintenance / Resurfacing	Project will result in limited change or impact – little or no public participation recommended. • Notify abutters of construction impact.	

	Major Highway		
Footprint	Low Speed / Low Volume	Other	
If a road is eligible for the Footprint program it has natural, cultural and/or historic resources valued by town residents. Residents may be sensitive to any perceived change in the road's character. • Project proponents should inform residents, especially abutters, about the Footprint Guidelines and hold a preliminary public meeting to describe project concept. • Early involvement of town boards, especially planning, historic and conservation is vital. • With consensus, proponent should proceed to the design phase and hold regular informational meetings throughout all stages of design and ensure consensus. • Notify abutters of construction impact.	Currently ineligible for listing on Transportation Improvement Program. Local or Chapter 90 funding required. • Little public process needed although notification to abutters important to explain local impacts of construction.	Currently ineligible for listing on Transportation Improvement Program. Local or Chapter 90 funding required. • Little public process needed although notification to abutters important to explain local impacts of construction.	Currently ineligible for listing on Transportation Improvement Program. Local, Chapter 90 or MHD maintenance funding required. Little public process needed although notification to public of project impact important.

Recommended Public Process based on Type and Extent of Project

Local Road

Resurfacing Project will result in limited change or impact – little or no public participation recommended.

Notify abutters of construction impact. Notify users of corridor with Variable Message Display.

Note: Addition of bike lanes, crosswalks and other nonmotorized, aesthetic or lane performance features generally have broad community support and do not require special notices or public input.





Collectors and Arterials

Footprint

- If a road is eligible for the Footprint program it has natural, cultural and/or historic resources valued by town residents.
- Residents may be sensitive to any perceived change in the road's character.
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- Notify abutters of construction impact.





Traffic Calming

Local and Collector

General

The closer a roadway and traffic impacts are to residents the more they take an interest.

As a general rule traffic calming and traffic management in neighborhoods should have an all-engaging set of workshops.

Generally workshops include an opening night, with an orientation of tools, problem identification, prioritization and design tables.

This is followed a week (or two) later with a closing session where solutions and potential designs are offered and fine tuned.

Residents choose those treatments they need the most in priority number (i.e. schools, parks or specific intersections).





Neighborhood People Solve Problems

Neighbors can best:

- Mobilize residents
- Define the problems
- Develop ownership
- I dentify the best tools
- I dentify the best locations
- Achieve support
- Monit or level of success



Collectors and Arterials

Low Speed / Low Volume

Currently ineligible for listing on Transportation Improvement Program. Local or Chapter 90 funding required. Little public process needed although notification to abutters important to explain local impacts of construction.

Thresholds may be appropriate for increased public participation.

For instance with a road diet (loss of lanes) is proposed; for traffic thresholds of 6-12,000 ADT it is appropriate to circulate literature and provide media support explaining any impacts (positive and negative)

For added thresholds of 12-16,000 ADT it may be appropriate to conduct public workshops.

For 17,000 ADT and above it is appropriate to provide higher levels of engagement





Collectors and Arterials

Other

Currently ineligible for listing on Transportation Improvement Program. Local or Chapter 90 funding required.

Little public process needed although notification to abutters important to explain local impacts of construction.





Aesthetic, Bicycling, Walking

Low or No Traffic Impact

Currently ineligible for listing on Transportation Improvement Program. Local or Chapter 90 funding required.

Little public process needed although notification to abutters important to explain local impacts of construction.





Collectors and Arterials

Other

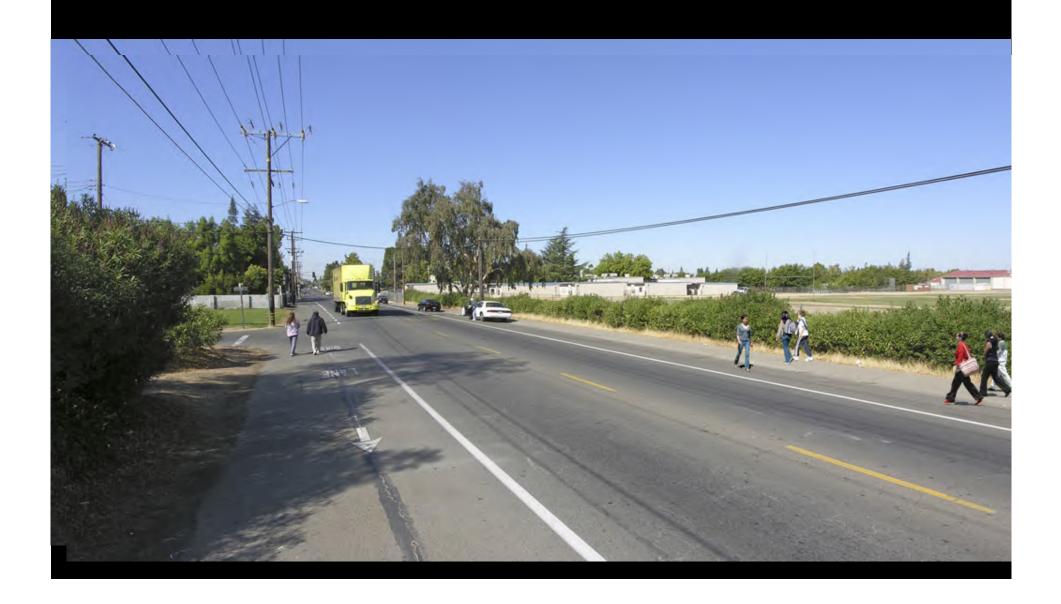
Currently ineligible for listing on Transportation Improvement Program. Local or Chapter 90 funding required.

Little public process needed although notification to abutters important to explain local impacts of construction.





Existing Conditions Number of lanes will remain consistent



Future Conditions Number of lanes will remain consistent



Main Street (Commercial Area)

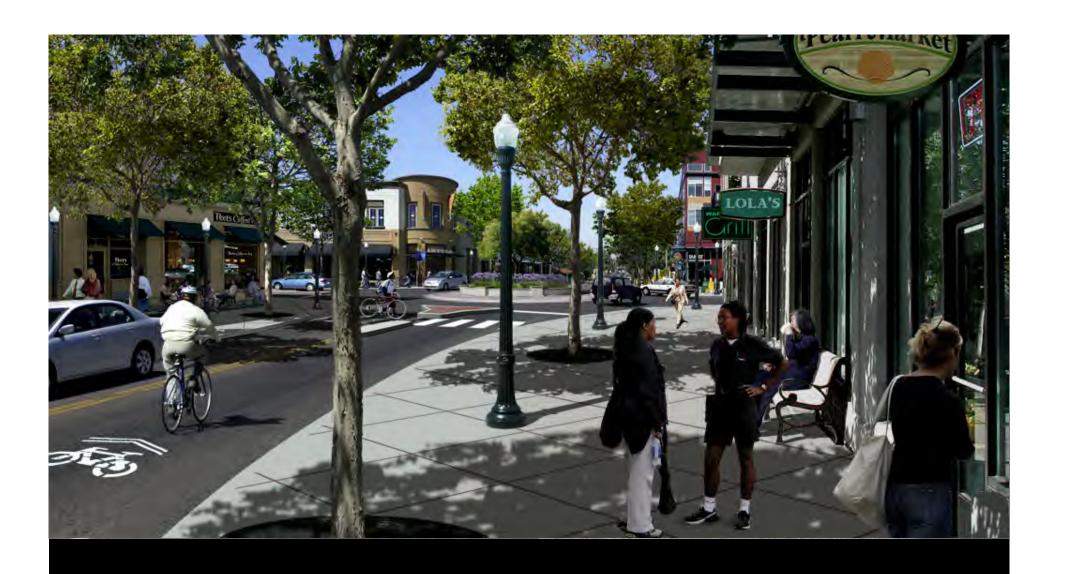
If urban design, land use, construction, traffic and other impacts will be significant, then gaining significant stakeholder and public involvement early and often is essential



Before



After



Collectors and Arterials

Other

Currently ineligible for listing on Transportation Improvement Program. Local or Chapter 90 funding required.

Little public process needed although notification to abutters important to explain local impacts of construction.





Major Highway

Currently ineligible for listing on Transportation Improvement Program. Local, Chapter 90 or MHD maintenance funding required.

Little public process needed although notification to public of project impact important.

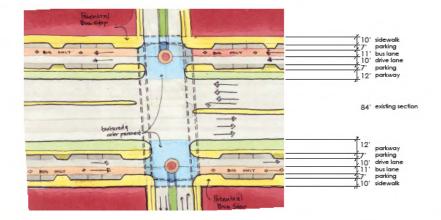




Major Highway

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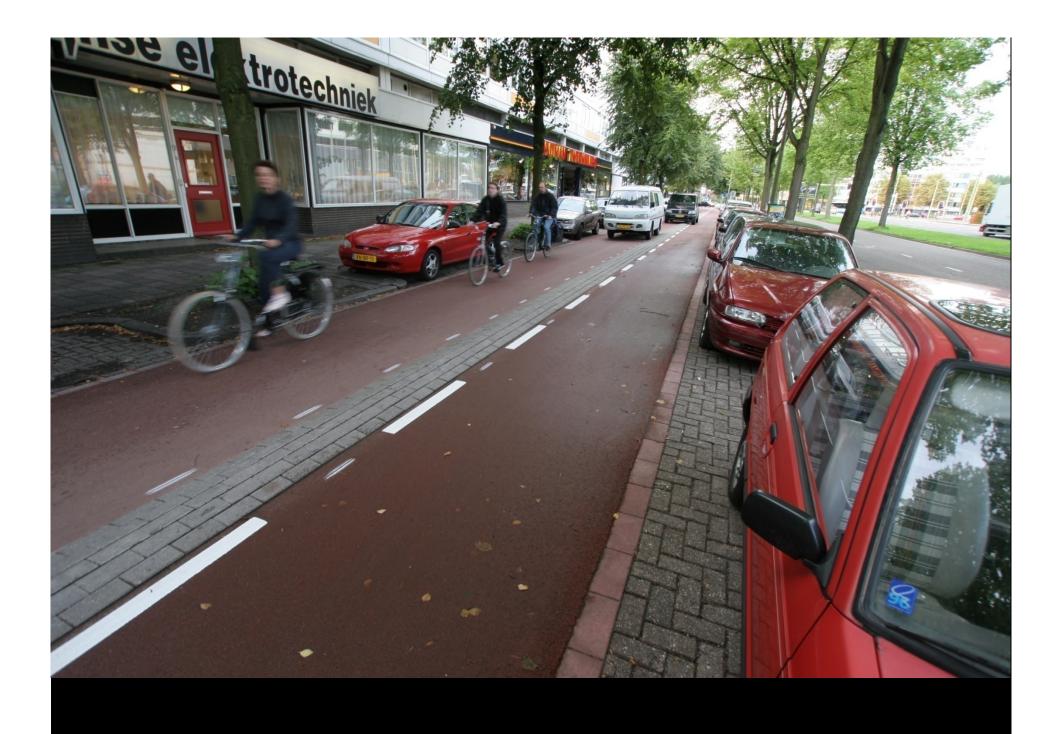
Little public process needed although notification to public of project impact important.





Creating a True Multi-Way Boulevard

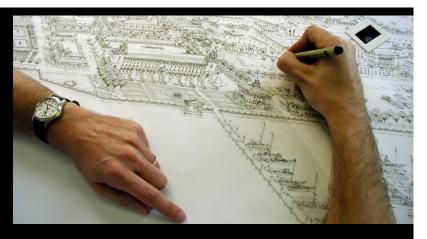




Without a Vision there is no dream

Without a plan there is no hope

Without a team there is no achievement







Neighborhood People Solve Problems

Neighbors can best:

- Mobilize residents
- Define the problems
- Develop ownership
- · I dentify the best tools
- I dentify the best locations
- · Achieve support
- Monitor level of success





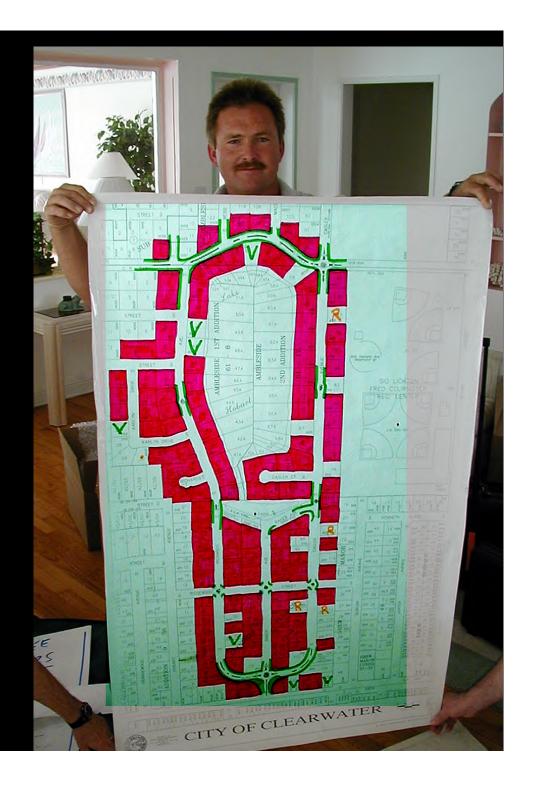
Hillsborough Street



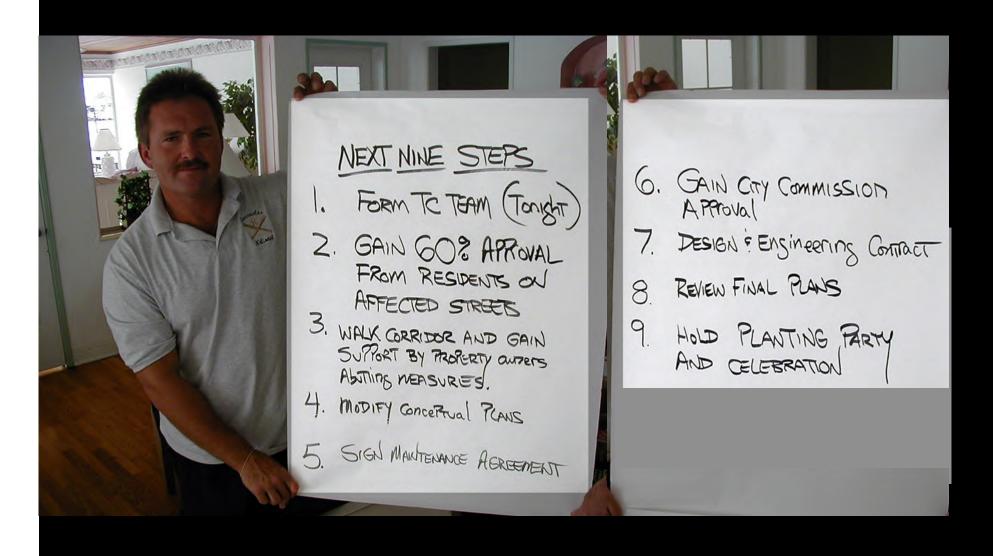


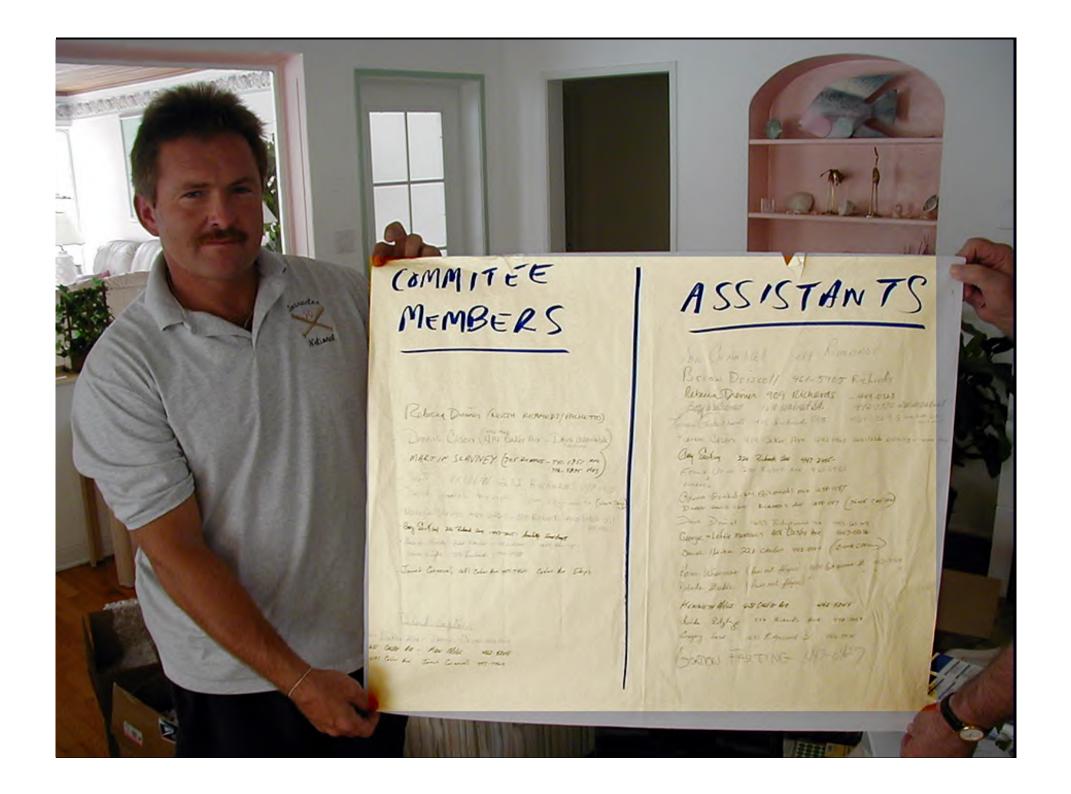
Grandview Terrace

99%
Neighborhood
Adoption



Our Process







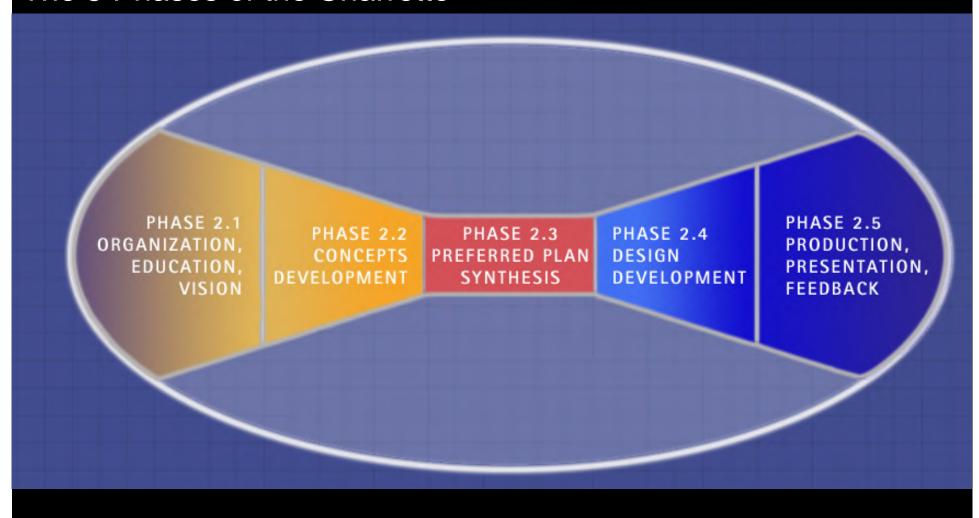
Pre-Event Planning

Charrette

Post Charrette Activities

Charrette Scheduling

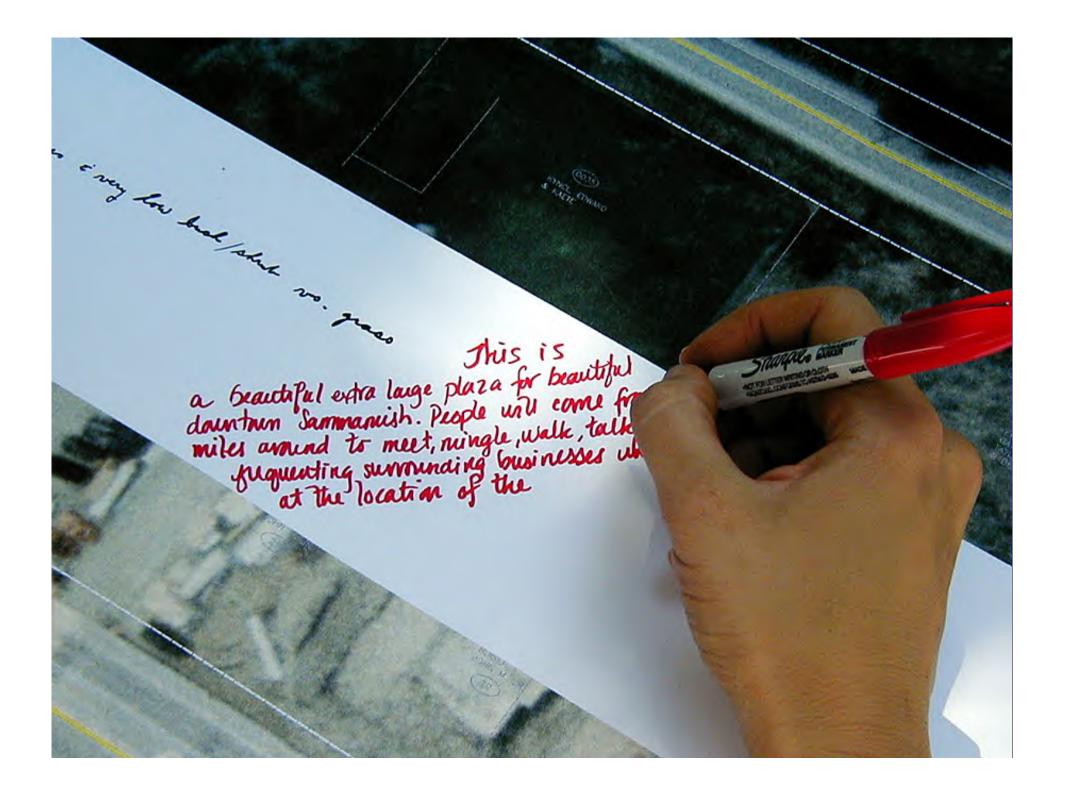
The 5 Phases of the Charrette













Three approaches to transportation corridor projects

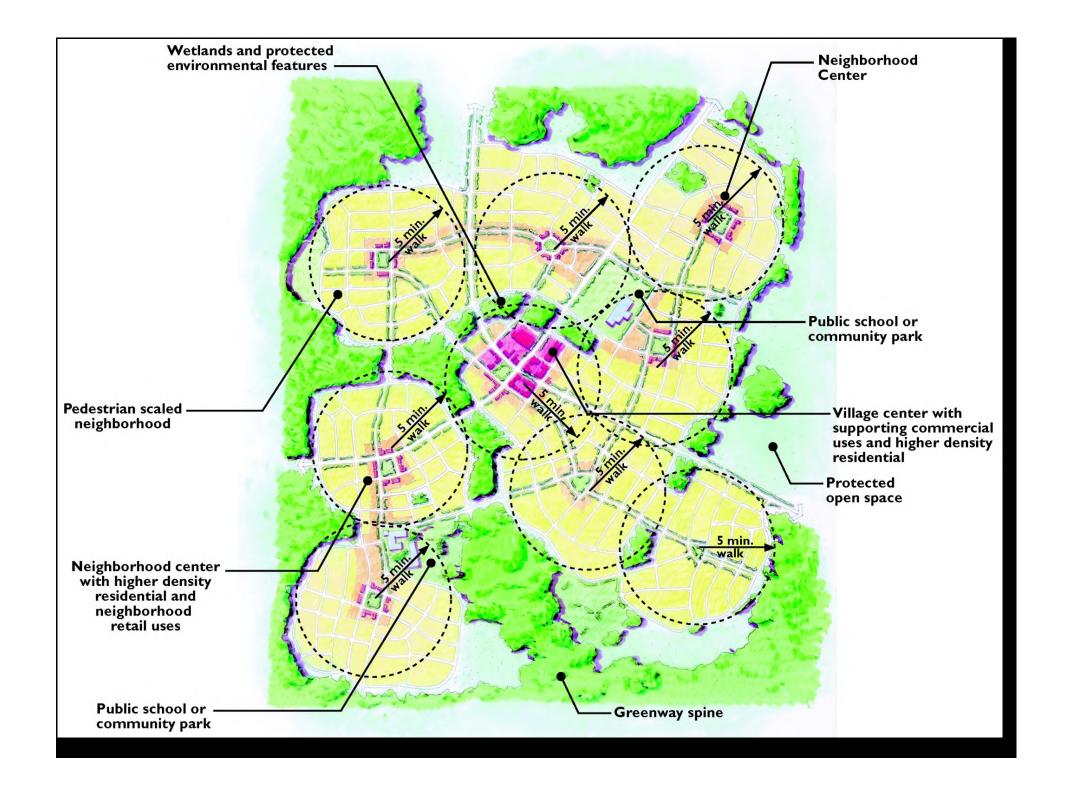


Defined study area limited to immediate roadway - low mobility.

Study area expanded to include immediate/adjoining land use, to share driveways and circulate traffic between properties - moderate mobility

Study area further expanded to recognize the influence and opportunities of network development and land uses.
Results in high mobility.





White Flint, Maryland

Planning Process to Date



Informal Stakeholder Interviews



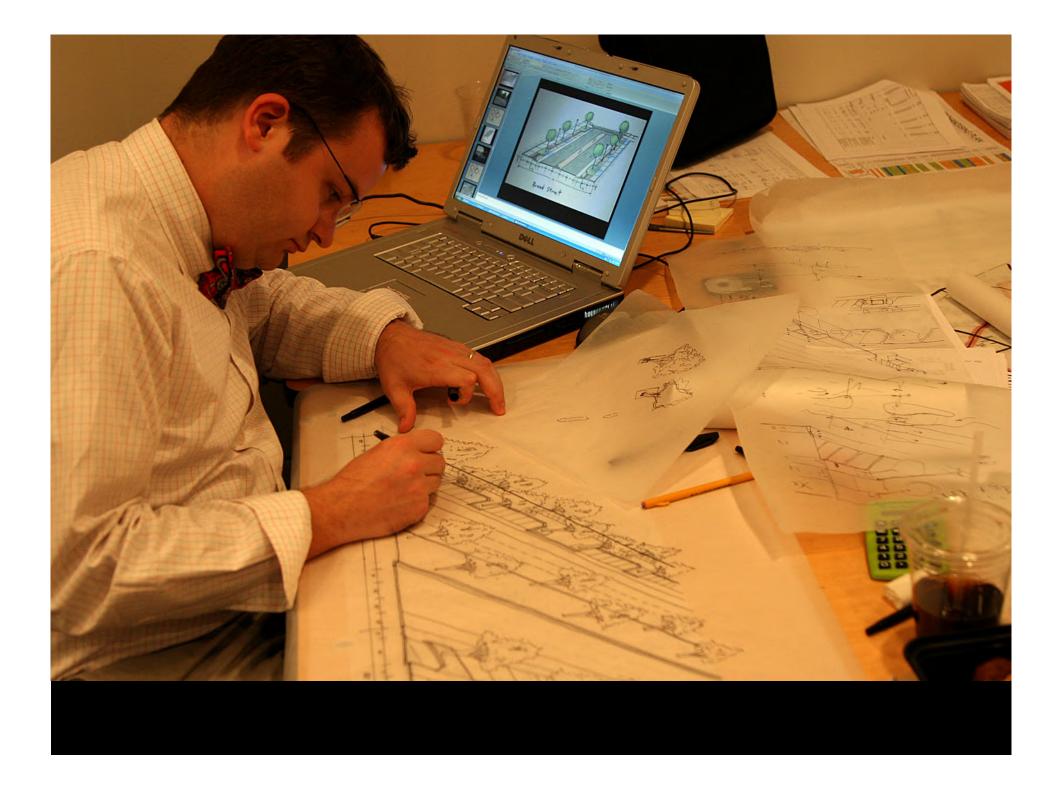
Design Workshops



Advisory Group Meetings



Design Workshops





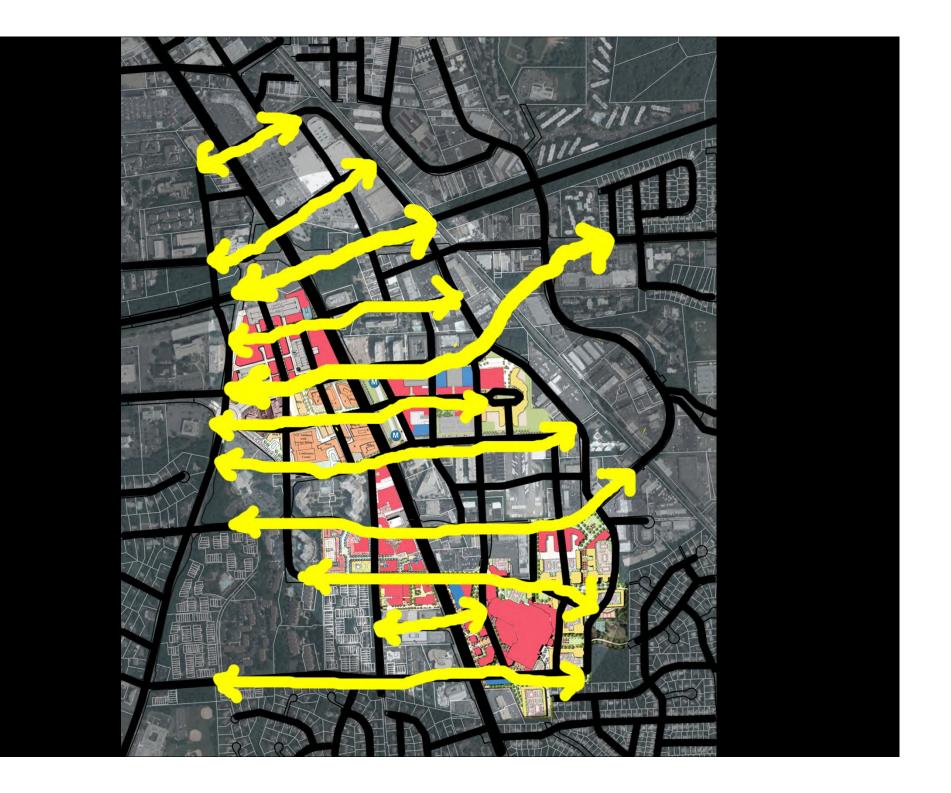










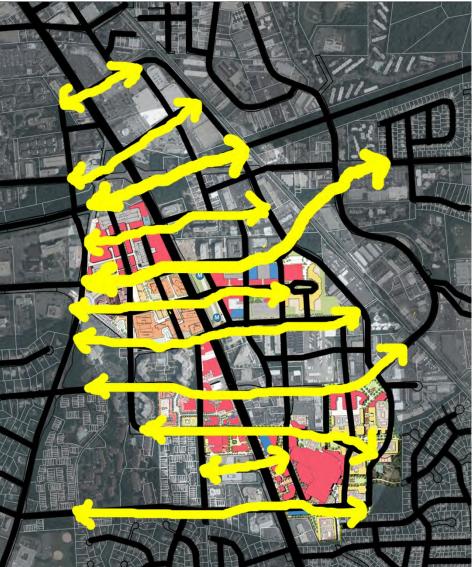
















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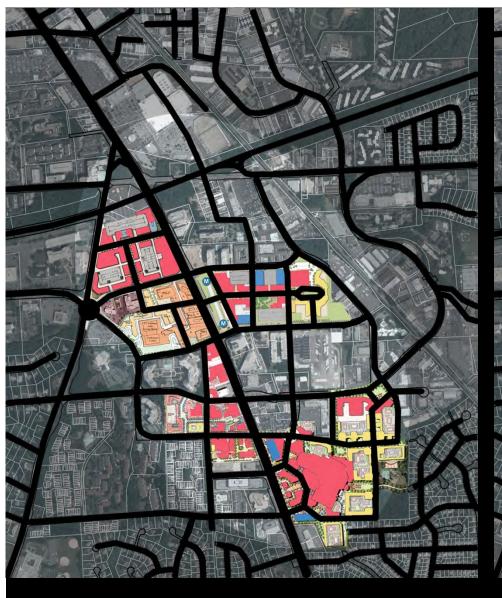








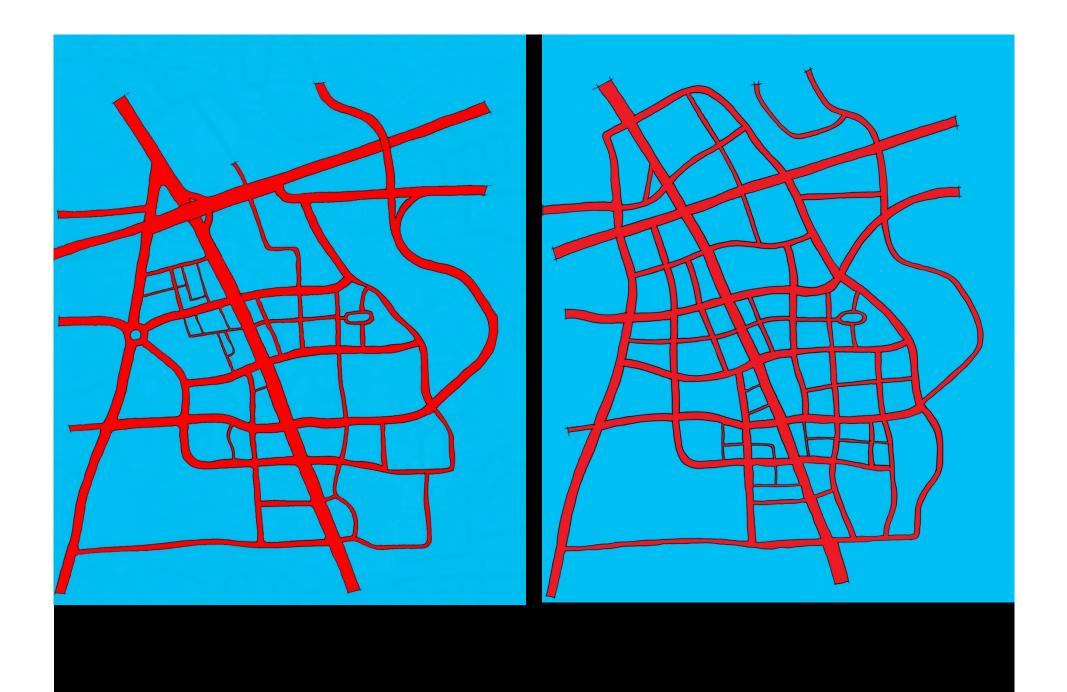
26 32













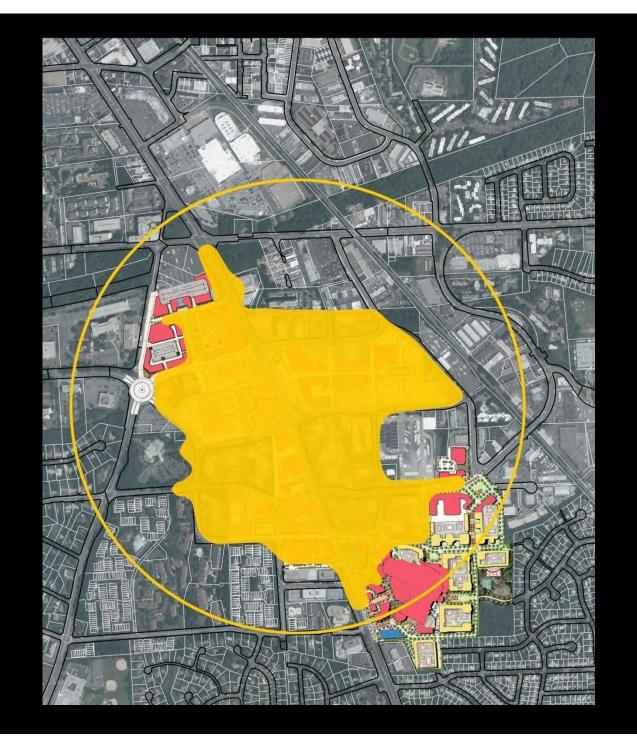


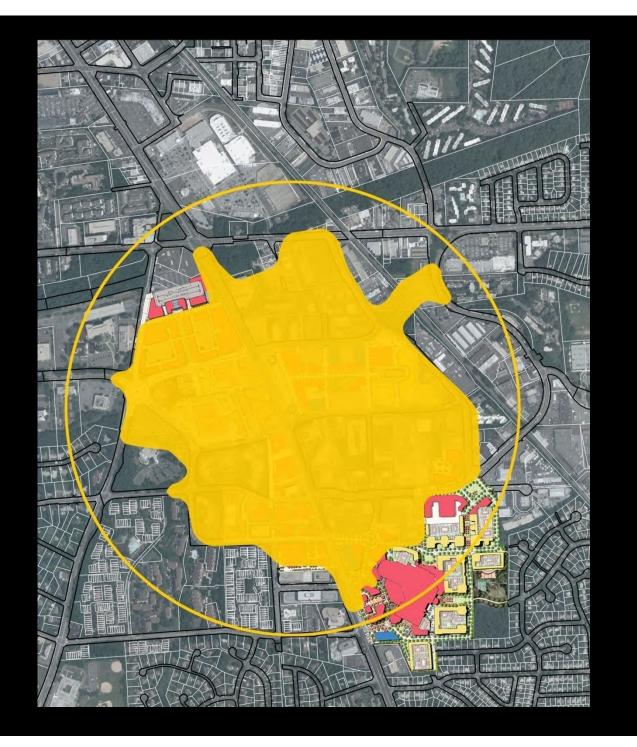












University Place Washington

Bridgeport Way, University Place, Washington



All truth passes through three stages.

First, it is ridiculed.

Second, it is violently opposed.

Third, it is accepted as being self-evident.

Arthur Schopenhauer

Grandview I - The Roundabout



First Modern Roundabout in Washington State







