



CITY OF DOVER

TRANSPORTATION ADVISORY COMMISSION MEETING MINUTES

Meeting Type: Regular Meeting
Meeting Location: FINANCE DEPARTMENT CONFERENCE ROOM,
(TOP FLOOR, CITY HALL)
Meeting Date: **Monday, November 23, 2009**
Meeting Time: **7:00 pm**

Meeting of the Dover Transportation Advisory Commission was called to order by the Chair at 7:05PM, November 23, 2009, in the Finance Department Conference Room.

1. ROLL CALL

Members Present: Ed Wentworth, and Karen Weston (Chair), Marn Speidel (Police), Bruce Woodruff (Planning), Ben Clark (Community Services)

Member Absent:

John Scruton, Dennis Munson, Peter Schmidt (Coast Bus Rep-meeting conflict)

City Staff Present: Officer Mark Leno (Police)

M.Speidel made the motion to suspend the rules and move item 4(B) to the top of the agenda. E.Wentworth seconded. Vote: Unanimous.

2. NEW BUSINESS

Stop sign request – Morningside Drive / Riverdale Avenue intersection

K.Weston noted that this is a confusing intersection in regards to right-of-ways. It was noted that staff has reviewed the intersection. M.Speidel presented photographs of the intersection. He noted that this Committee had reviewed this intersection after complaint in May of 2008. He added that the motion at that time was to table or take no action in respect to a traffic control device. More recently, he had been contacted by the Community Service Director and notices were hand delivered to nearby residents. M.Speidel stated that the Morningside Park does receive higher traffic volumes during sporting events. He noted that traffic entering a minor street must give right-of-way to traffic on a thru street.

M.Speidel stated that the Police Department recommends that a stop sign be installed at the southerly approach on Morningside. There was a general concern from the residents regarding sight distance, restricted views and driving habits. B.Woodruff noted that the Planning Department would support the Police recommendation. He added that a 3-way stop could also be used.

Woodruff stated that following the MUTCD recommendations, the stop sign should be installed in a manner that minimizes the number of vehicles having to stop. He noted that a



CITY OF DOVER

TRANSPORTATION ADVISORY COMMISSION MEETING MINUTES

Meeting Type: Regular Meeting
Meeting Location: FINANCE DEPARTMENT CONFERENCE ROOM,
(TOP FLOOR, CITY HALL)
Meeting Date: **Monday, November 23, 2009**
Meeting Time: **7:00 pm**

stop sign should not be installed on a major street unless justified by a traffic engineering study.

M. Speidel noted concerns he received by residents who could not be in attendance for the meeting.

M. Speidel made the motion that Chapter 166 (Vehicles and Traffic) be amended regarding stop intersections: Add the intersection of Morningside Drive at Riverdale and Morningside. He added that this ordinance amendment would be completed by staff to the City Council for their recommendation. B.Woodruff seconded. Vote: Unanimous.

3. OLD BUSINESS

A. Review/Approval of meeting minutes from September 21, 2009 meeting.

The September 21, 2009 meeting minutes were reviewed. E.Wentworth noted that under New Business-Parking Issues – the vote should be clarified. He noted that it had been suggested that the crosswalk and/or the parking space be eliminated.

The motion reads: *To have the Engineering Department eliminate the parking bay immediately south of the crosswalk, on the east side, at Central and Ash Streets.* It was clarified that the Committee had discussed eliminating the parking bay and not to re-stripe the crosswalk. Committee members discussed letting the paint fade and to revisit the crosswalk issue next year. B.Woodruff made the motion to include this in the September 21st 2009 motion. E.Wentworth seconded. Vote: Unanimous.

The motion was made to accept the minutes of September 21, 2009 as amended. Vote: Unanimous.

B. Neighborhood Design Principles – (Commissioner Scruton request)

B.Woodruff made the motion to table the Neighborhood Design Principles to the next meeting. B.Clark seconded. Vote: Unanimous

C. Fourth Street parking concern (area of Frances Drive)

B.Clark noted that he made measurements and spoke with Dave White. He noted that the width of the road in that area is 28-feet. He added that he felt there was not enough parking spaces. It was noted that Engineering has reviewed striping scenarios. B.Clark



CITY OF DOVER

TRANSPORTATION ADVISORY COMMISSION MEETING MINUTES

Meeting Type: Regular Meeting
Meeting Location: FINANCE DEPARTMENT CONFERENCE ROOM,
(TOP FLOOR, CITY HALL)
Meeting Date: **Monday, November 23, 2009**
Meeting Time: **7:00 pm**

noted that he recommends restricting parking the entire side from Grove to the bridge. He added that the City Engineer also recommended no parking on the other side.

B.Woodruff made the motion to recommend that there be no parking from the bridge to Francis on the south side of Fourth Street. E.Wentworth seconded. E.Wentworth made the motion to amend the motion to extend it up to Grove on the south side from the Bridge. B.Woodruff seconded the amendment to the motion. It was noted that the abutters should be notified. The amendment to the motion failed. The Chair asked the Committee to reconsider the original motion. Vote: Unanimous.

The Chair was asked to suspend the rules to address 4(A)-Traffic Calming Strategies. B.Woodruff seconded. Vote: Unanimous.

4. NEW BUSINESS

Traffic calming strategies – request from Dover Housing Authority (DHA) re: Pleasant View Circle, Mineral Park Drive, Hampshire Circle.

M.Leno noted that there are roughly 400 children living in this area of the City. A few years back there were discussions regarding speed bumps, but there were concerns regarding plowing. J.Buckley (DHA Executive Director) noted that he would like 5-6 speed tables on interior streets to slow the traffic down. It was noted that the Police Department did perform a traffic count this summer on Lexington Street and another traffic count will be scheduled this spring as a means to evaluate the effectiveness of speed tables installed elsewhere in the City. It was clarified that M.Leno was discussing Hampshire Circle, Pleasant View Circle and Mineral Park Drive. B.Woodruff noted that it has been estimated to cost \$3,000-\$4,000 for a speed table. He added that he would be in favor of place 1 on Mineral Park Drive, 2 on Pleasant view Circle and 3 on Hampshire Circle if money wasn't the issue. J.Buckley noted that the DHA would be able to pay for the tables.

It was noted that the procedure would be to get cost estimates, enter into an agreement with the DHA. It was added that the Committee should also hear from the City Engineer.

M. Speidel made the motion that traffic calming measures to include speed tables be supported by the TAC and other traffic counting measures be actively investigated by the Engineering Department and that the City of Dover work in partnership with DHA toward the implementation. E.Wentworth seconded. Vote: Unanimous



CITY OF DOVER

TRANSPORTATION ADVISORY COMMISSION MEETING MINUTES

Meeting Type: Regular Meeting
Meeting Location: FINANCE DEPARTMENT CONFERENCE ROOM,
(TOP FLOOR, CITY HALL)
Meeting Date: **Monday, November 23, 2009**
Meeting Time: **7:00 pm**

5. OLD BUSINESS

Shaw's Lane / Garrison School parking/traffic (staff update)

It was noted that sidewalk leading from the Shaw's Lane Parking Lot to Garrison Road is complete. The parking on Shaw's Lane has been striped. The Chair asked B.Clark to present a cost of the renovations.

M. Speidel noted that on or about November 3, 2009, the Garrison School staff moved forward with the plan to move the buses to the front of the school and utilize the front of the school and the parent pick-ups/drop-off at the rear. The Principle has requested that the Commission recommend no parking on Garrison Road.

B.Woodruff made the motion to recommend the change to Chapter 166 to restrict parking on Shaw's Lane (parking lot side) from Garrison to the school parent pick-up/drop-off access road during school hours. E.Wentworth seconded. Vote: Unanimous.

6. NEW BUSINESS

Discussion on Transportation-related Land Use Regulations – Planning Department request

B.Woodruff noted that the Planning Director has asked all Land Use Boards to take a look at the existing Site Plan and Subdivision Regulations. Draft changes were handed out for discussion at the next meeting. He suggested that the Commission consider transit amenities, transit oriented development regulations; traffic calming/neighborhood context sensitive development design regulations.

The motion was made by Wentworth to table the Transportation-related Land Use Regulations to the next meeting. Clark seconded. Vote: Unanimous.

7. MEMBER COMMENTS

A draft 2010 meeting schedule was presented. The schedule will be reviewed and considered for adoption at the next meeting.



CITY OF DOVER

TRANSPORTATION ADVISORY COMMISSION MEETING MINUTES

Meeting Type: Regular Meeting
Meeting Location: FINANCE DEPARTMENT CONFERENCE ROOM,
(TOP FLOOR, CITY HALL)
Meeting Date: **Monday, November 23, 2009**
Meeting Time: **7:00 pm**

E.Wentworth disagreed with the current painting of the bus stops up at the Rite Aid Pharmacy on Central.

K.Weston noted that a Maple Street resident was concerned about traffic flow on Horne Street and requested a stop sign at the corner of Ash and Horne. It was noted that about a year ago the Commission did review Horne Street and make a recommendation. It was suggested that the Committee review the minutes and reinforce some of its decisions.

8. SCHEDULE NEXT MEETING

B.Wooduff presented a draft schedule for 2010. It was noted that this would be placed on the next agenda for December 14th 2009.

9. ADJOURN

E.Wentworth made the motion to adjourn the meeting at 8:44PM. B.Woodruff seconded. Vote: Unanimous.