



CITY OF GRAND RAPIDS

ADMINISTRATIVE POLICY

NUMBER: 97-01	DATE: July 23, 1997
REVISIONS:	
ISSUED BY: City Manager	SIGNED <i>16/07/97 - J. Knapp</i>

SUBJECT: STREET AND INTERSECTION WIDENING – PLANNING COMMISSION REVIEW PROCEDURES

PURPOSE: To outline required review procedures for street and intersection widening within the identified Street Conservation Area¹ (map attached), as identified in the Street Classification Policy.²

POLICY:

1. Guidelines (from the Adopted Street Classification Policy)³

To protect traditional residential and commercial neighborhood areas from the adverse impacts of street widening,

- *As a general rule, streets in the Street Conservation Area should not be widened.*
- *Street projects that would widen roadways and/or intersections within the Street Conservation Area, shall be submitted to the City Planning Commission for review and recommendation prior to final authorization by the City Commission.*

2. City Review:

Traffic Safety and City Engineering staff will meet with Planning staff prior to the submission of a project to the Planning Commission to identify the reasons for the proposed widening, to highlight potential Street Classification Policy concerns, and to suggest possible changes that would bring a proposed project into conformance with the adopted Street Classification Policy. Individual projects may be reviewed with the City Manager, at his discretion, particularly if City staff are not in agreement.

¹ That area generally bounded by Knapp Street on the north, Fuller Avenue on the east, Burton on the south, and a line running along Bristol Avenue and Valley Avenue on the west.

² The Street Classification Policy was adopted as a Master Plan Amendment by the City Planning Commission on October 10, 1996 and accepted by the City Commission on October 29, 1996.

³ Street Classification Policy, page 12.

The Traffic Safety or Engineering Departments will be considered the originating entity or client before the Planning Commission. They are encouraged to schedule project reviews early in the development cycle, to provide adequate time to resolve project issues.

3. Planning Commission Review:

Street or intersection widening projects will be scheduled before the Planning Commission as Petitions and Communications (new business). Applications shall include graphic or mapped representations, illustrating proposed street changes in a form that can be mailed to Planning Commissioners with their agenda packets. Written explanations, with facts supporting proposed street changes, are encouraged.

At the Planning Commission meeting, Planning staff will present an overview of the project to the Commission stating both the facts that illustrate proposed street changes and the reasons given by city staff for recommending the changes. As with other applications, Planning staff will conclude with their recommendations for Commission action. Planning staff will be responsible for preparing an adopting resolution for the Planning Commission.

Traffic Safety and/or Engineering staff will then be asked to present more detailed information about each project, answer questions and report on public comments received to date.

4. City Commission Review:

Projects which receive a positive recommendation, indicating that the Planning Commission supports a deviation from the approved Street Classification Policy, will be forwarded to the City Commission for their information. These information items should include a copy of the resolution adopted by the Planning Commission and sufficient information, including meeting minutes, to document why the Planning Commission recommends deviating from the policy.

In cases where the Planning Commission makes a negative recommendation, indicating that the Planning Commission does not recommend deviating from the Street Classification Policy, the City Engineer may recommend to the City Manager that the project be:

- a) revised to conform to changes suggested by the Planning Commission,
- b) dropped from consideration or
- c) taken to the City Commission for their recommendations and/or approval.

The City Manager, in consultation with staff, shall decide which course of action to pursue.

Street Conservation Area - Map C

