



WESTPORTsm

DOWNTOWN PLAN IMPLEMENTATION COMMITTEE

Thursday, February 8, 2024, Minutes

In attendance: Chair: Randy Herbertson; Members: Peter Ratkiewich, Donna Douglass, Jen Fava, Dave Briggs, Jenna Petok, Matthew Mandell, Maxwell Crowley, Gately Ross, Brian McGunagle, Deirdre O'Farrelly, Gary Conrad, Tom Kiely, Johanna Martell (remote); Staff: Sara Amaro

The Downtown Plan Implementation Committee held a public meeting at 8:30 a.m. on **Thursday, February 8, 2024**, for the following purposes:

- I. Opening Remarks – Chair
- II. Approval of Minutes (10/2023 Meeting)
 - A. Approval differed until next month when minutes are available.
- III. Strategic Priority Review
 - A. Parker Harding
 1. P&Z 8-24 application (PZ-23-00578) to discuss parking layout and configuration, waterfront access to Saugatuck River, adding a riverwalk, vegetated buffer, rain gardens, interpretive signage, handicap accessible artwork, landscaping, and protective railing was withdrawn and to be resubmitted possibly in March with a potential hearing in April to address issues regarding parking spots.
 - a) Phase three (3) is slated to begin early with the Jesup project. There will be a reduction in parking spots during production but, spots will be restored and to code. Next phase to include additional parking spots.
 - b) ARPA funds to be utilized for the concept design (Langan Engineers), not for construction.
 - B. Pedestrian Access
 1. Main Street Improvements –
 - a) Status – Avery Poles – One wire remaining; once removed, the pole can be removed.
 2. Wayfinding –
 - a) *Wayfinding issues to be addressed regarding proposed new parking spots.*

C. Sustainability

1. Saugatuck River Dredging -

a) Federal Government to decide where to put the removed waste.

IV. Motion to request approval from the Board of Finance for the concept designs of the Jesup Green and Imperial projects.

Motion: Herbertson

Second: Ratkiewich

Abstained: Mandell

Vote: Unanimous

V. Motion to continue the process to incorporate Parker Harding and Jesup lots to gain parking, and to continue with phases 2 and 2 ½.

Motion: Herbertson

Second: Briggs

Abstained: Mandell

Vote: Unanimous

VI. To adjourn the meeting.

Motion (Herbertson): To adjourn the meeting.

Second: Ratkiewich

Meeting adjourned 9:31 AM

Randy Herbertson, Chair
Downtown Plan Implementation Committee
February 8, 2024