



**FORT ORD REUSE AUTHORITY**  
**REGIONAL URBAN DESIGN GUIDELINES (RUDG) TASK FORCE**  
**MEETING MINUTES**

1:00 PM March 3, 2015 FORA Conference Room  
920 2<sup>nd</sup> Avenue, Suite A, Marina, CA 93933

**1. CALL TO ORDER**

RUDG Task Force Chair Michael Houlemard called the meeting to order at 1:05 pm.

**Committee Members**

John Dunn, City of Seaside  
Victoria Beach, City of Carmel-by-the-Sea  
Carl Holm, Monterey County  
Layne Long, City of Marina  
Elizabeth Caraker, City of Monterey  
Anya Spear, CSUMB

**Staff**

Michael Houlemard, FORA  
Steve Endsley, FORA  
Jonathan Garcia, FORA  
Katie Ahern, FORA

**Other Attendees**

Jane Haines, Member of the public  
Bob Schaffer, Member of the public  
Wendy Elliott, Marina Community Partners  
Phyllis Meurer, Member of the public  
Steve Matarazzo, University of California Santa Cruz  
Hernan Guerrero, Dover, Kohl, and Partners (DKP)(via conference/video call)

**2. ACKNOWLEDGEMENTS, ANNOUNCEMENTS AND CORRESPONDENCE**

Chair Houlemard announced the ceremony and celebration of the Veteran's Cemetery ground breaking. The events will take place on March 13, 2015.

Chair Houlemard provided recent RUDG related correspondence from the City of Seaside.

**3. APPROVAL OF MEETING MINUTES**

Motion to approve minutes was delayed to the next RUDG Task Force meeting.

**4. PUBLIC COMMENT PERIOD**

Delayed until after the presentation.

**5. BUSINESS ITEMS**

Hernan from DKP gave a draft presentation of "Guidelines 101" that would be presented to the FORA Board Meeting on March 13, 2015.

John Dunn noted that it should be made clear that RUDG will be part of FORA's Consistency Determination approval process.

Carl Holm noted that Regional Design Guidelines are very broad, adding layers to the approval process. Each jurisdiction will also have their own design standards.

Chair Houlemard summarized suggestions for DKP to help with the next presentation:

1. Use BRP moving forward
2. Present urban design guideline examples from other jurisdiction and how they are used
3. Guidelines do not affect land use
4. Guidelines format should be a flowchart
5. Maps/figures should show already entitled project areas
6. Include discussions of Economic Vitality

With the suggestions, Hernan believed the company could deliver a revised presentation by Friday March 5, 2015. The Task Force will review and give suggestions if needed.

Chair Houlemard left the meeting at 2:35 pm and Victoria Beach took over as Chairperson.

**6. ITEMS FROM MEMBERS**

None.

**7. PUBLIC COMMENT PERIOD**

Wendy Elliot: When will we know which guidelines will be mandatory vs. suggestions

**8. ADJOURNMENT**

The next meeting of the RUDG Task Force was set for Monday, March 23, 2015 at 10 am in the FORA Conference Room

Meeting adjourned at 2:44 pm.

Minutes prepared by Katie Ahern