

TOWN OF PALM BEACH

Town Manager's Office

TENTATIVE -
SUBJECT TO
REVISION

ORDINANCES, RULES AND STANDARDS COMMITTEE MEETING

AGENDA

TOWN HALL
COUNCIL CHAMBERS - SECOND FLOOR
360 SOUTH COUNTY ROAD

Monday, July 8, 2019
2:00 p.m.

- I. CALL TO ORDER AND ROLL CALL
 - Julie Araskog, Committee Chair
 - Lew Crampton, Committee Member
- II. PLEDGE OF ALLEGIANCE
- III. APPROVAL OF AGENDA
- IV. COMMUNICATIONS FROM CITIZENS
- V. REGULAR AGENDA
 - A. Old Business
 - 1. Further Discussion Regarding Truck Traffic Solutions for Local Streets in the North End
 - Jay Boodheshwar, Deputy Town Manager*
 - B. New Business
 - 1. None
- VI. ANY OTHER MATTERS
- VII. ADJOURNMENT

PLEASE TAKE NOTE:

The progress of this meeting may be monitored by visiting the Town's website (www.townofpalmbeach.com) and clicking on "Meeting Audio" in the left column. If you have questions regarding that feature, please contact the Office of Information Technology (561) 227-6315. The audio recording of the meeting will appear within 24 hours after the conclusion of the meeting.

Disabled persons who need an accommodation in order to participate in the meeting are requested to contact the Town Manager's Office at 838-5410 or through the Florida Relay Service by dialing 1-800-955-8770 for voice callers or 1-800-955-8771 for TDD callers, at least two (2) working days before this meeting.

TOWN OF PALM BEACH

Information for ORS Committee Meeting on: July 8, 2019

TO: Ordinances, Rules and Standards Committee

FROM: Jay Boodheshwar, Deputy Town Manager

RE: Discussion Regarding Truck Traffic Solutions for Local Streets in the North End

DATE: July 2, 2019

STAFF RECOMMENDATION

Staff recommends the Ordinance, Rules and Standards Committee review the attached information, relative to truck traffic concerns in the north end, and provide direction to staff.

GENERAL INFORMATION

The ORS Committee began discussions at the May 30, 2019, meeting regarding truck traffic related concerns and potential remedies, especially for the streets in the north end of the island.

After hearing a presentation from Public Works staff regarding previous discussions about this matter at the Public Works Committee, as well as PZB's ideas for code changes that would mandate truck traffic logistics information, ORS directed staff to prepare draft ordinances, update the proposal from Kimley Horn to complete a study with recommendations, and complete preliminary research on what other communities are currently doing to regulate truck traffic on city/town roads. In preparation for the July 8, 2019, ORS meeting, please review the attached information. Staff will be present to briefly review each attachment and answer any questions you may have prior to providing direction regarding next steps.

1. Chapter 18 Draft Ordinance prepared by Wayne Bergman, Assistant Director of Planning, Zoning and Building - Adds language to section 18-201 of the Town Code, requiring the submission of construction staging and truck logistics plans for major ARCOM projects.
2. Chapter 54 Draft Ordinance prepared by Wayne Bergman, Assistant Director of Planning, Zoning and Building - Adds section 54-100 to the Town Code, requiring the submission of construction staging and truck logistics plans with applications for Certificates of Appropriateness.

3. Memorandum from Ben Alma, Police Department Support Services Manager - Findings regarding regulation of truck traffic from the preliminary research conducted with communities similar to Palm Beach.
4. Proposal from Kimley Horn & Associates - Scope of work with this proposal, includes (1) review of peer municipality practices, (2) conceptual review of truck circulation, (3) review of Town ordinances, and (4) development of truck regulation plan.

Attachments

cc: Kirk Blouin, Town Manager
Paul Brazil, Director of Public Works
Nicholas Caristo, Chief of Police
Josh Martin, Director of Planning, Zoning and Building
Wayne Bergman, Assistant Director of Planning, Zoning and Building
Eric Brown, Assistant Director of Public Works
Benjamin Alma, Support Services Manager
John C. Randolph, Town Attorney

ORDINANCE NO. ____-2019

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF PALM BEACH, PALM BEACH COUNTY, FLORIDA, AMENDING THE TOWN CODE OF ORDINANCES AT CHAPTER 18, BUILDINGS AND BUILDING REGULATIONS, ARTICLE III, ARCHITECTURAL REVIEW, DIVISION 3, PROCEDURE AND REQUIREMENTS, SECTION 18-201, PRELIMINARY SKETCH; SITE PLAN; FINAL PLAN BY ADDING SUBSECTION (e), CONSTRUCTION STAGING AND TRUCK LOGISTICS PLAN; PROVIDING FOR SEVERABILITY; PROVIDING FOR THE REPEAL OF ORDINANCES IN CONFLICT; PROVIDING FOR CODIFICATION; AND PROVIDING AN EFFECTIVE DATE.

BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF PALM BEACH, PALM BEACH COUNTY, FLORIDA, AS FOLLOWS:

Section 1. Chapter 18, Buildings and Building Regulations, of the Town Code of Ordinances, Article III, Architectural Review, Division 3, Procedure and Requirements, Section 18-201, Preliminary Sketch; Site Plan; Final Plan, is hereby amended by adding a new subsection (e), as follows:

Sec. 18-201. - Preliminary sketch; site plan; final plan.

(e) A construction staging and truck logistics plan shall be submitted as part of all major ARCOM projects that demonstrates how the owner and contractors will identify specific locations on and adjacent to the project site for parking, material storage, deliveries, dumpster, portable toilets, tire cleaning area, silt fence, etc. This staging and truck logistic plan should indicate the proposed route for truck traffic to best ingress and egress the property depending upon its location on the Island, including the roads and bridges used. The plan should attempt to identify the size of larger vehicles that might be used for construction or deliveries, the estimate of the number of trucks, and a rough schedule of construction listing some of the major construction benchmarks (foundation, block deliveries, concrete pours, roof truss deliveries and truss setting, window & door deliveries and installation, final landscape installation, etc.). This information could be presented in the form of a critical path method (CPM) chart, placed on the staging and truck logistics plan page. This plan should represent the best estimate of the site layout and of the truck information available at the time of plan submittal and may be revised during the construction project. The construction staging and truck logistics plan must be approved by the Architectural Committee.

Section 2. Severability. If any provision of this Ordinance or the application thereof is held invalid, such invalidity shall not affect the other provisions or applications of this Ordinance which can be given effect without the invalid provisions or applications, and to this end the provisions of this Ordinance are hereby declared severable.

Section 3. Repeal of Ordinances in Conflict. All other ordinances of the Town of Palm Beach, Florida, or parts thereof, which conflict with this or any part of this Ordinance are hereby repealed.

Section 4. Codification. This Ordinance shall be codified and made a part of the official Code of Ordinances of the Town of Palm Beach, Florida.

Section 5. Effective Date. This Ordinance shall take effect immediately upon its passage and approval, as provided by law.

PASSED AND ADOPTED in a regular, adjourned session of the Town Council of the Town of Palm Beach, Florida, on the First Reading this ____ day of _____, 2019; and for the Second and Final Reading on this ____ day of _____, 2019.

Gail L. Coniglio, Mayor

Danielle H. Moore, Town Council President

Margret A. Zeidman, Council President Pro Tem

Julie Araskog, Town Council Member

ATTEST:

Lewis S.W. Crampton, Town Council Member

Kathleen Dominguez, Town Clerk

Bobbie Lindsay, Town Council Member

ORDINANCE NO. ____-2019

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF PALM BEACH, PALM BEACH COUNTY, FLORIDA, AMENDING THE TOWN CODE OF ORDINANCES AT CHAPTER 54, HISTORICAL PRESERVATION, ARTICLE III, CERTIFICATE OF APPROPRIATENESS, DIVISION 2, PROCEDURES AND EFFECT, BY ADDING SECTION 54-100, CONSTRUCTION STAGING AND TRUCK LOGISTICS PLAN; PROVIDING FOR SEVERABILITY; PROVIDING FOR THE REPEAL OF ORDINANCES IN CONFLICT; PROVIDING FOR CODIFICATION; AND PROVIDING AN EFFECTIVE DATE.

BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF PALM BEACH, PALM BEACH COUNTY, FLORIDA, AS FOLLOWS:

Section 1. Chapter 54, Historical Preservation, Article III, Certificate of Appropriateness, Division 2, Procedures and Effect, is hereby amended by adding a new section 54-100, as follows:

Sec. 54-100. – Construction Staging and Truck Logistics Plan.

Depending upon the size and scope of a project, staff may request aA construction staging and truck logistics plan ~~shall to~~ be submitted as part of ~~all~~ Certificates of Appropriateness (COA) applications that demonstrates how the owner and contractors will identify specific locations on and adjacent to the project site for parking, material storage, deliveries, dumpster, portable toilets, tire cleaning area, silt fence, etc. This staging and truck logistic plan should indicate the proposed route for truck traffic to best ingress and egress the property depending upon its location on the Island, including the roads and bridges used. The plan should attempt to identify the size of larger vehicles that might be used for construction or deliveries, the estimate of the number of trucks, and a rough schedule of construction listing some of the major construction benchmarks (foundation, block deliveries, concrete pours, roof truss deliveries and truss setting, window & door deliveries and installation, final landscape installation, etc.). This information could be presented in the form of a critical path method (CPM) chart, placed on the staging and truck logistics plan page. This plan should represent the best estimate of the site layout and of the truck information available at the time of plan submittal and may be revised during the construction project. The construction staging and truck logistics plan must be approved by the Landmarks Preservation Commission.

Section 2. Severability. If any provision of this Ordinance or the application thereof is held invalid, such invalidity shall not affect the other provisions or applications of this Ordinance which can be given effect without the invalid provisions or applications, and to this end the provisions of this Ordinance are hereby declared severable.

Section 3. Repeal of Ordinances in Conflict. All other ordinances of the Town of Palm Beach, Florida, or parts thereof, which conflict with this or any part of this Ordinance are hereby repealed.

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Gail L. Coniglio, Mayor

Danielle H. Moore, Town Council President

Margret A. Zeidman, Council President Pro Tem

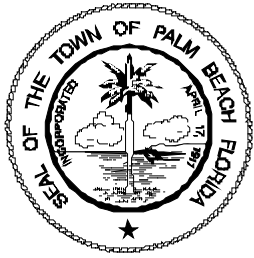
Julie Araskog, Town Council Member

ATTEST:

Lewis S.W. Crampton, Town Council Member

Kathleen Dominguez, Town Clerk

Bobbie Lindsay, Town Council Member



TOWN OF PALM BEACH

MEMORANDUM

TO: Jay Boodheshwar, Deputy Town Manager

FROM: Benjamin Alma, Support Services Manager

DATE: 6/20/2019

SUBJECT: Truck Logistics

Town Council requested that Staff do some preliminary research on similar communities on regulating large truck traffic on City/Town owned roads.

Staff has communicated with representatives from the following jurisdictions, Ocean Ridge, Sanibel Island, Saint Augustine, and Marco Island. All of these municipalities stated they follow Florida State Statutes for enforcement purposes and have no local Ordinance. However, Saint Augustine requires all construction sites that will be using the Right-of-Way (ROW) to obtain ROW permits for all the vehicles on the site. Their ROW parking permit indicates, Construction Equipment ROW Use/Parking Permit (Unmetered) \$10 / day and Construction Equipment ROW Use/Parking Permit (Metered) \$25 / day.

For your review.



July 1, 2019

Mr. Dean Mealy
Town of Palm Beach
951 Old Okeechobee Boulevard, Suite D
West Palm Beach, Florida 33401

Re: Truck Regulation Study
Town of Palm Beach, Florida

Dear Mr. Mealy:

Kimley-Horn and Associates, Inc. ("Kimley-Horn") is pleased to submit this agreement to the Town of Palm Beach ("the Client", "Town" or "You") for providing professional engineering services associated the study of truck regulations on certain roads in the Town of Palm Beach, Florida.

PROJECT UNDERSTANDING

It is our understanding that the Town desires to study the impacts of regulating trucks on certain roads within the Town of Palm Beach. We have prepared this agreement to investigate methods of regulating trucks, as well as methods of implementing regulations.

SCOPE OF SERVICES

REVIEW OF PEER MUNICIPALITY PRACTICES

Kimley-Horn will review truck regulations in other municipalities within Florida. For municipalities with truck regulations, Kimley-Horn will review ordinances, signage, and enforcement policies. Kimley-Horn will contact applicable municipal agencies (parking enforcement, police, planning, etc.) to discuss the challenges and effectiveness of implementing and enforcing the regulations. Kimley-Horn will review communication plans (for affected parties) as prepared by the municipalities.

CONCEPTUAL REVIEW OF TRUCK CIRCULATION

Kimley-Horn will analyze truck turning movements at various locations throughout town to determine the feasibility of allowing trucks on certain roadways without regulation. This review will be limited to up to 10 locations in the Town. The purpose of this task is to determine generally where trucks can circulate without the need for regulations. Truck turning paths will be overlaid onto scaled aerials using AutoTurn software.

Kimley-Horn will also review detour plans being developed as part of the undergrounding project to determine alternate truck routing scenarios.

Kimley-Horn will collect truck classification counts at each bridge location. 24-hour counts will be collected for one week and will provide total traffic counts as well as traffic counts classified by number of axels.

The result of this task will be a summary report with graphics providing general recommendations for types of streets and neighborhoods that may require truck regulations.

REVIEW OF TOWN ORDINANCES

Kimley-Horn will review Town Ordinances to determine how to implement truck regulations. Kimley-Horn will recommend Ordinance language or language within another Town governing document that outlines the regulations (including times, locations, and affected trucks).

DEVELOPMENT OF TRUCK REGULATION PLAN

Kimley-Horn will summarize the findings of the review of other municipalities' regulation plans, potential regulation locations and recommended Ordinance language in a summary report. The report will include conceptual signage, graphics of restricted streets, recommended communication plan (for affected parties), and recommended governing language.

ADDITIONAL SERVICES

Services not included in the scope of services can be provided as additional services if authorized by the Client. Compensation for additional services will be agreed to prior to their performance.

SCHEDULE

We will provide our services as expeditiously as practical to meet a mutually agreed upon schedule.

FEE AND BILLING

Kimley-Horn will perform the services described in this Scope of Services for the above tasks on an hourly basis in accordance with our Contract with the Town. We recommend that a budget of \$47,428.78 be established for the project.

CLOSURE

In addition to the matters set forth herein, our Agreement shall include and be subject to, and only to, the terms and conditions in the Professional Services Agreement between the Town of Palm Beach and Kimley-Horn and Associates, Inc., which are incorporated by reference. As used in the Agreement, the term "CONSULTANT" shall refer to Kimley-Horn and Associates, Inc., and the term "TOWN" or "CLIENT" shall refer to The Town of Palm Beach.

If you concur in all the foregoing and wish to direct us to proceed with the services, please notify us by providing a purchase order for the scope and fees described above.



We appreciate the opportunity to propose these services to you.

Sincerely,

KIMLEY-HORN AND ASSOCIATES, INC.

A handwritten signature in blue ink, appearing to be "KS", for Kevin Schanen.

By: Kevin Schanen, P.E.
Senior Vice President

A handwritten signature in blue ink, appearing to be "ABK", for Adam B. Kerr.

Adam B. Kerr, P.E.
Project Manager