



**GPTQ CRC SUBCOMMITTEE**  
**MEETING MINUTES**  
**ROADWAY DESIGN POLICY**  
*April 7, 2021 @ 10:30 am*  
*Conference Call*

**Mission:** To promote communication, innovation, and cooperation between GDOT and consultant firms on issues affecting design decisions, criteria, processes, and implementation as well as plan and document presentation.

**Attendees:**

Frank Flanders, Co-chair – GDOT Design Policy  
Matt Thompson, Co-chair – VHB  
Mohammed Azim – Wood  
Shawn Fleet – Heath & Lineback

Jennifer Peace – Neal Schaeffer  
Rob Renwick – Keck & Wood  
Eric Rickert – KCI

**1) Additional Concept Report Feedback – ICE & Additional Issues**

- a) Frank noted the Commissioner has requested feedback on Concept Report delays due to ICE submittals and approvals.
- b) Shawn and Mohammed discussed delays in ICE Phase II:
  - i) Delays/difficulties obtaining waivers on widening projects.
  - ii) Long back and forth with GDOT for final Phase II decisions on projects with multiple intersections.
  - iii) Phase II discussions related to costs.
- c) The group generally agreed that delays were mostly related to Phase II. Phase I typically quick acceptance/approval
- d) Discussion on pushing Phase II to beginning of Preliminary Design Phase on projects that are not strictly intersection improvement projects.
- e) Group discussed lack of participation in Concept Team Meeting (CTM) results in delays:
  - i) If comments were presented at or after CTM then could be addressed before formal submittal.
  - ii) Lack of participation seems more apparent on Local Sponsor Projects.
- f) Question was asked if further clarification could be provided on what level of changes to the original concept design could be handled with Location and Design.
- g) Group agreed to discuss with firm team members and meet in 2 weeks for follow up meeting.

**2) Design Policy Updates**

- a) Frank provided updates from Design Policy:
  - i) Quarterly update to Design Policy Manual expected late April.
  - ii) Update to include discussion on yield condition intersection sight distance. Further clarification of setback for vehicle, from stop line or cross walk.
  - iii) Adjustment to typical section examples mostly related to medians.
  - iv) Update to sidewalk widths on bridges.
- b) Frank noted that since the 4-foot median policy came out, GDOT has been trying to get a research project going.
  - i) Policy reliant on additional design checks, mostly focused on sight distance.

**3) Design Variance and Exception Guide**

- a) Group discussed pushing work on guide out a month to assist with Concept Report schedule concerns
- b) Next steps to begin working on guide outline/sections