

# BURKE-GILMAN TRAIL MISSING LINK

## Design Advisory Committee (DAC) – Work Plan



**Seattle**  
Department of  
Transportation

UPDATED – October 17, 2017

Assumes the following 2017 design milestones: 30% design in mid-July, 60% design in mid-September, 90% design in early November, and 100% design in late December. Dates tentative and subject to change.

Meeting/Date	Topic/Outcome/Materials
<b>DAC Meeting #1</b> <i>May 4, 2017</i>	<b>Topic:</b> Preliminary discussion with previous stakeholders on DAC expectations, draft charter, proposed workplan and proposed membership; update on securing expert design advisor for the DAC process <b>Outcome:</b> Gather preliminary feedback on DAC membership, purpose, process and structure <b>Materials:</b> Draft charter and workplan
<b>DAC Meeting #2</b> <i>May 25, 2017</i>	<b>Topic:</b> Project overview presentation; review DAC membership and recruitment status, updated charter and work plan, and process for providing materials to the DAC <b>Outcome:</b> Continue project introduction and preliminarily confirm DAC process with members in attendance <b>Materials:</b> Presentation, DAC membership list, DAC charter and DAC work plan
<b>DAC Corridor Walking Tour</b> <i>June 14, 2017</i>	<b>Topic:</b> Walking tour of the Missing Link corridor; identify local conditions, highlight potential challenge areas, and share local knowledge about onsite conditions; meet with property owners along the corridor to hear their concerns and understand local issues; key members of the SDOT and consultant design team to join tour with DAC members
<b>DAC Meeting #3</b> <i>June 15, 2017</i>	<b>Topic:</b> Debrief walking tour and use preferred alignment to further discuss corridor concerns; SDOT to share known project constraints, parameters and guidelines, and commitments already made; discuss additional information needs to guide and inform the corridor design <b>Outcome:</b> Further understand local knowledge, existing design information, parameters and guidelines, and determine if additional information is needed to inform DAC discussions <b>Materials:</b> Map of preferred alternative, existing design commitments (i.e., EIS mitigation), established design parameters and guidelines
<b>Segment #1 Workshop</b> <i>June 27, 2017</i>	<b>Topic:</b> DAC and SDOT meet with businesses and property owners along the NW 54 <sup>th</sup> / NW Market segment to identify localized design concerns and aspirations
<b>Segment #2 Workshop</b> <i>June 29, 2017</i>	<b>Topic:</b> DAC and SDOT meet with businesses and property owners along the Shilshole Avenue NW segment to identify localized design concerns and aspirations
<b>Segment #3 Workshop</b> <i>July 11, 2017</i>	<b>Topic:</b> DAC and SDOT meet with businesses and property owners along the NW 45 <sup>th</sup> Street segment to identify localized design concerns and aspirations
<b>Public Event</b> <i>July 13, 2017</i>	<b>Topic:</b> Public input on conceptual design options for the preferred alignment <b>Outcome:</b> Gather input from greater community on conceptual design and design options <b>Materials:</b> Display boards, maps, comment cards

Concept Design

Schematic Design	<p><b>DAC Meeting #4</b> <i>July 27, 2017</i></p>	<p><b>Topic:</b> Discuss findings from segment workshops and public event; discuss corridor-wide concerns (i.e., parking, safety, etc.); present a suite of design treatment options for addressing identified corridor conflicts; present concept design (i.e. 30% design)  <b>Outcome:</b> DAC feedback on potential options to address segment-specific and corridor-wide concerns to guide next steps to refine the corridor design  <b>Materials:</b> Alignment map, segment maps, data, options graphics</p>
	<p><b>DAC Meeting #5</b> <i>August 17, 2017</i></p>	<p><b>Topic:</b> DAC meeting to review and provide additional feedback on the schematic design status and continue discussion of key site-specific or corridor issues; learn about options for parking management; one-on-one conversations with DAC members will also occur in August, as needed  <b>Outcome:</b> Feedback on the schematic design and input on key design issues  <b>Materials:</b> Alignment map, segment maps, data</p>
Design Development	<p><b>DAC Meeting #6</b> <i>September 28, 2017</i></p> <p><i>Joint with:</i></p>	<p><b>DAC Meeting #6</b>  <b>Topic:</b> SDOT presents schematic design (i.e. 60% design) and how information obtained from business and property owners and the public has been incorporated and solicits DAC feedback; learn about Public Art process; discuss on/off-route private/public parking options; plan for All-segment workshop and public event #2 and public walking tour and DAC role;  <b>Outcome:</b> DAC provides additional feedback on refined schematic design  <b>Materials:</b> Alignment map, detailed design drawings, data (e.g., parking, collision, etc.)</p>
	<p><b>All-Segment Workshop</b> <i>September 28, 2017</i></p>	<p><b>All-Segment Workshop</b>  <b>Topic:</b> DAC and SDOT report back to segment participants how SDOT used their feedback to refine the project design; share design (i.e. 60% design)</p>
	<p><b>Public Event #2</b> <i>October 12, 2017</i></p>	<p><b>Topic:</b> DAC members and project staff share update on DAC process and schematic design (i.e. 60% design) refinements and how information obtained from business and property owners and the public has been incorporated and solicits public feedback. Provide public with map of self-guided corridor walking tour.</p>
	<p><b>Self-Guided Walking Tour</b> <i>October 14, 2017</i></p>	<p><b>Topic:</b> Self-guided walking tour of the corridor to share latest design (i.e. 60% design)  <b>Outcome:</b> Public gets an up-close view of the project corridor  <b>Materials:</b> Tour map, station displays, segment maps of design, comment cards</p>
	<p><b>DAC Meeting #7</b> <i>October 26, 2017</i></p>	<p><b>Topic:</b> Debrief from All-segment workshop, Public Event #2 and Public Corridor tour. Hear from project team on progress on design development (i.e. 90% design) and provide additional feedback.  <b>Outcome:</b> DAC reviews updated design and stakeholder and public comments and provides additional feedback  <b>Materials:</b> Summary of input from All-segment workshop, Public Event #2 and Public Walking Tour</p>

<b>DAC Meeting #8</b> <i>November 16, 2017</i>	<b>Topic:</b> SDOT presents latest design (i.e. 90% design); discuss outstanding design concerns; initial construction impacts discussion <b>Outcome:</b> DAC offers additional feedback on design and construction mitigation <b>Materials:</b> Refined design development documents, standard construction practices
<b>DAC Meeting #9</b> <i>January 11, 2018</i>	<b>Topic:</b> Preview construction; share impact mitigation plans; preview public event plan <b>Outcome:</b> DAC offers additional feedback on design and construction mitigation <b>Materials:</b> Design documents
<b>Public Event #3</b> <i>January 18, 2018</i>	<b>Topic:</b> SDOT presents final design (i.e. 100% design) to public; cues up construction <b>Outcome:</b> Gather public concerns about construction <b>Materials:</b> Display boards, maps, comment cards
<b>DAC Meeting #10</b> <i>February 1, 2018</i>	<b>Topic:</b> Debrief from public event and discuss feedback; discuss plans for construction outreach and continuing lines of communication; close DAC process and thank members <b>Outcome:</b> Gather final DAC thoughts and celebrate process and final design