



Mayor Robert E. Simison

City Council Members:

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TO: Mayor Robert E. Simison
Members of the City Council

FROM: Warren Stewart

DATE: July 2, 2024

SUBJECT: City of Meridian Public Works Department Design Standards Update

REQUESTED COUNCIL DATE: July 9, 2024

I. RECOMMENDED ACTION

A. Move to:

1. Adopt the revised City of Meridian Design Standards

II. DEPARTMENT CONTACT PERSONS

Warren Stewart, City Engineer	208-489-0350
Laurelei McVey, Director of Public Works	208-489-0365

III. BACKGROUND

In Public Works, we have two sets of documents that help guide development to ensure we end up with quality, uniform infrastructure. These are the City's Supplemental Specifications and the Design Standards.

The City's Supplemental Specifications are instructions to contractors on how to build something and the Design Standards are instructions to engineers and plan designers on how to put plans together. The Design Standards cover things like locations, how many, how often etc. The Specifications cover the technical aspects of how to construct/install something. For example, the Specifications tell a contractor how to install a water valve when one is called out on the plans. The

Design Standards tell the plan designer how often to put a valve on the plans and where it should be located.

Specifications are more closely related to regulatory requirements and must be followed to ensure public health and safety are protected. Design Standards are more discretionary and reflect the preferences of the agency that owns and maintains the infrastructure.

The Design Standards are instrumental in helping the City implement our long-term utility plans in an effective and efficient manner, and keep future operation and maintenance cost down. The Design Standards are required to be formally adopted by the City Council. This process is usually done every 3-5 years to ensure our standards stay updated and relevant with changing technology and standards.

Over the years, our Design Standards review process has evolved into a robust effort that involves extensive internal and external stakeholder involvement. This process includes multiple opportunities for input and comments from the public and developers. A draft of the updated Design Standards has been placed on the City's website seeking public feedback as well as emails that were sent to developers, engineers, and planners that work regularly with the City. We also conducted specific presentations and workshops with the Builders and Contractors Association (BCA) to make them aware of the proposed changes and incorporate their feedback into the final document. Attached you will find a letter of support from the BCA related to the updated Design Standards.

IV. ALTERNATIVES

Continue to use the existing Design Standards that are out of date with current needs and practices.

V. TIME CONSTRAINTS

Timely adoption of the new Design Standards will help to address the deficiencies identified in the existing standards.

VI. LIST OF ATTACHMENTS

1. Copy of the revised Design Standards
2. Council Memo
3. Letter from the BCA

Approved for Council Agenda:  _____