



BERRYVILLE AREA DEVELOPMENT AUTHORITY

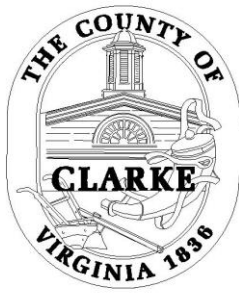
MEETING AGENDA

Wednesday, February 22, 2023, 6:00pm

**Berryville – Clarke County Government Center Main Meeting Room
101 Chalmers Court – Berryville, Virginia**

- 1. Call to Order – Allen Kitselman, Chair**
- 2. Approval of Agenda**
- 3. Approval of Minutes – January 25, 2023 Meeting**
- 4. Visioning Session – Berryville Area Plan update**
 - A. Process overview
 - B. Issue identification
 - C. Next steps
- 5. Other Business**
- 6. Adjourn**

NEXT MEETING – Wednesday, March 22, 2023 (6:00PM)



BERRYVILLE AREA DEVELOPMENT AUTHORITY

DRAFT MINUTES - REGULAR MEETING

Wednesday, January 25, 2023 at 7:00PM

Berryville-Clarke County Government Center – Main Meeting Room
101 Chalmers Court – Berryville, Virginia

A meeting of the Berryville Area Development Authority (BADA) was held on Wednesday, January 25, 2023.

ATTENDANCE

Authority Members Present: Diane Harrison; John Hudson; Allen Kitselman; Kathy Smart; David Weiss

Authority Members Absent: George L. Ohrstrom, II

Staff Present: Christy Dunkle, Berryville Assistant Town Manager; Brandon Stidham, County Planning Director

Ms. Dunkle called the meeting to order at 7:02PM.

ORGANIZATIONAL MEETING

Ms. Dunkle opened the floor to nominations for Chair for 2023. Mr. Weiss nominated Mr. Kitselman and there were no further nominations.

The Authority voted 5-0-1 to elect Mr. Kitselman as Chair for 2023.

Yes: Harrison, Hudson (seconded), Kitselman, Smart, Weiss (moved)

No: None

Absent: Ohrstrom

Chair Kitselman nominated Mr. Ohrstrom for Vice-Chair and there were no further nominations.

The Authority voted 5-0-1 to elect Mr. Ohrstrom as Vice-Chair for 2023.

Yes: Harrison, Hudson, Kitselman (moved), Smart (seconded), Weiss

No: None

Absent: Ohrstrom

APPROVAL OF AGENDA

The Authority voted 5-0-1 to approve the agenda as presented.

Yes: Harrison (moved), Hudson (seconded), Kitselman, Smart, Weiss

No: None

Absent: Ohrstrom

APPROVAL OF MINUTES

The Authority voted 5-0-1 to approve the minutes of the May 11, 2022 meeting as presented.

Yes: Harrison, Hudson, Kitselman, Smart (moved), Weiss (seconded)

No: None

Absent: Ohrstrom

APPROVAL OF 2023 MEETING DATES

Mr. Stidham asked the members if they were interested in changing the 7:00PM start time for meetings. Ms. Harrison and Chair Kitselman both stated that an earlier start time would be better for them. Mr. Hudson said they may want to consider changing the time if the Authority's workload increases to meetings every month. Ms. Dunkle suggested 6:00PM and members indicated that this would work for them.

The Authority agreed by consensus to approve the 2023 meeting dates with a new meeting start time of 6:00PM.

DISCUSSION – WORK PLAN ITEMS FOR 2023

Ms. Dunkle said the primary work item is the update of the 2015 Berryville Area Plan. Mr. Stidham stated that the Authority initiated consideration of the Area Plan by adoption of a resolution in May 2021. He said the resolution contained a list of key issues to evaluate as part of the review process. He suggested that before any text is drafted, the Authority should have a visioning session to discuss the issues. He noted that a similar session was held when the County Planning Commission updated the County Comprehensive Plan in 2013. He said that the Commission started with a list of issues and each commissioner provided their own issues of importance to add to the list. He added that commissioners discussed how they wanted each issue to be addressed in the Plan update process. He also said that this process could take multiple sessions but would provide direction to Staff in drafting the initial revised text. Chair Kitselman asked if the list from the May 2021 resolution would be a starting point and Mr. Stidham replied yes. Chair Kitselman asked if this resolution could be emailed to the Authority. Mr. Stidham replied yes and recommended the members also review the current Area Plan to develop their own list of important issues to be addressed. Mr. Weiss said that this process worked well with the County Planning Commission and enabled them to get all of their issues on the table.

Mr. Stidham said that he did not think there are any upcoming applications for review so the Authority can plan on meeting February 22 for this visioning session.

Mr. Weiss asked if Staff could provide a synopsis of the status of pending applications when meetings are cancelled. Ms. Dunkle asked if he was requesting this for the Friant matter specifically. Mr. Weiss said he had that matter on his mind but noted that in general, it is difficult to remember the status of applications when a long time passes between meetings. He gave an example of the warehouse site plan from 2022 that was delayed and noted that a synopsis for that application could be that the Virginia Department of Environmental Quality (DEQ) review was still pending. Mr. Hudson said this would be helpful because Authority members do not discuss these applications every day. Ms. Dunkle said that the Friant matter has been delayed because she has received no communication from the developer. Mr. Weiss said that no

communication from the applicant is also important information to convey. Mr. Stidham noted that in order for the Friant property developers to obtain a density bonus, they needed to provide a traffic plan that would have to cross the Bel Voi property that is in separate ownership. Chair Kitselman said that if it is something in the pipeline that the Authority is expecting, it would make sense to get an update.

Mr. Stidham noted one minor work plan item to update the Authority's by-laws and also an electronic meeting policy.

OTHER BUSINESS

Ms. Dunkle provided an update on projects that received American Rescue Plan Act (ARPA) funds including utility work on Josephine Street and a stormwater project on Virginia Avenue. She said they have \$250,000 set aside for the façade grants that 15 business owners on Main Street, Crow Street, and Church Street took advantage of. She said it was a good program in that all of the \$250,000 has been spoken for, and participants have until December of this year to complete the work. She added that the grants can be used for signage, fencing, porches, plaster, roofs, and the like. She said grants were also given to the Barns of Rose Hill, John H. Enders Fire Company and Rescue Squad, and Habitat for Humanity. She noted they have done sanitary sewer evaluations to identify vulnerable spots. Ms. Harrison said they will continue the project on North Church Street to Bundy Street in addition to Josephine Street and Virginia Avenue. Mr. Weiss congratulated Ms. Dunkle on the Smart Scale funding for East Main Street and she noted it is \$4.1 million for the first phase of the project.

Mr. Weiss noted that the Town and County have agreed on the remaining work to complete Jack Enders Boulevard for public road acceptance. He said there is pipe and curbing work to be done along with paving in the spring.

Ms. Dunkle also noted the water treatment plant upgrade project and new police radios as other projects.

Mr. Weiss noted that the County did not receive any Smart Scale funding for safety improvements at the Route 7/Route 601 intersection in spite of Loudoun County contributing \$500,000 and the Virginia Department of Transportation (VDOT) assembling the application for the County. Mr. Stidham noted that VDOT originally proposed an RCUT intersection that would have forced U-turns going up and down the mountain but the County pushed back on that design.

ADJOURN

There being no further business and on a motion from Ms. Smart, seconded by Mr. Hudson, Chair Kitselman adjourned the meeting at 7:18PM.

Allen Kitselman, Chair

Brandon Stidham, Clerk



BERRYVILLE AREA DEVELOPMENT AUTHORITY

TO: Berryville Area Development Authority (BADA) members

FROM: Brandon Stidham, Planning Director
Christy Dunkle, Community Development Director

RE: Visioning session -- Berryville Area Plan update

DATE: February 14, 2023

To kick off our work to review and update the Berryville Area Plan, the Authority will hold a visioning session at the next meeting to be held on **Wednesday, February 22 at 6:00PM (NOTE THE NEW MEETING TIME!)**. The goals of the visioning session are to familiarize the members with the review process, to evaluate the current list of issues in the five-year review resolution and add to and/or modify these issues, and to identify next steps in the review process.

The current (2015) Area Plan was adopted in May 2016 following a multi-year project to do a cover-to-cover evaluation and rewrite which had not been conducted since the first Area Plan adoption in 1992. For your reference and background information, the following documents are enclosed which illustrate efforts to scope out the previous review process:

- Excerpt from May 22, 2012 BADA minutes. The previous review process also began with a visioning session – in this case a joint meeting between the BADA and the Town Planning Commission which was moderated by a consultant (Milton Herd). Both bodies received background information on the review process and state code requirements, and the consultant moderated an issue identification session which resulted in the creation of a list of 25 items to be addressed. The action item from this meeting was to have Staff prepare a “road map” for the upcoming work on the Area Plan.
- Policy questions summary report. In the summer of 2012, Staff held separate workshops with the Town and County planning commissions to get their input on a series of policy questions designed to generate guidance for the Area Plan update. The policy questions addressed both procedural such as the effectiveness of the Area Plan’s form and function, and substantive questions such as what key issues need to be addressed in the update process. The attached summary report includes the responses from both commissions.
- Scope of Work for the Berryville Area Plan Update. This document was produced by Staff in 2012 as the “road map” for the update process work plan. As noted from the comments in the previous two documents, an emphasis was placed on rewriting and reorganizing the

Area Plan to make it more readable and user-friendly in addition to updating statistical information and the Area Plan's goals and objectives. Staff is not anticipating a comprehensive rewrite in this update project and does not expect the work plan to be as complex. However, Staff encourages members to suggest any of the approaches used in the 2012 to be included in the work plan for this project if you think they would add value to the process.

Regarding issue evaluation, the Authority can begin by reviewing the list of issues referenced in the 2019 five-year review resolution (copy enclosed). Staff encourages members to generate their own list of issues to add to this list along with any questions or concerns that may help to modify or expand the issues in the review resolution. Additional issues identified by Staff for the Authority's consideration include:

- Evaluate the land use designations used in the Area Plan (see Chapter II) and determine whether they need to be modified.
- Review existing sub-areas to determine whether any changes need to be made to their boundaries (including whether to group similar sub-areas) and to their land use recommendations. This would be in addition to evaluating the build-out status of sub-areas to determine whether any can be removed from the Area Plan.
- Evaluate whether the Area Plan's land use recommendations are still supported by the Town's current and future water and sewer capacities. This issue was not evaluated in conjunction with the previous Area Plan update.

Following the visioning session, Staff will use the issues list and comments from the Authority to develop a project work plan and draft timeline for completion to be presented at a future meeting.

If you have questions or concerns prior to the meeting, please do not hesitate to contact us.

EXCERPT FROM MAY 22, 2012 BADA MEETING MINUTES

ATTENDANCE:

Authority members present: Allen Kitselman, Chair; George Ohrstrom, Vice Chair, Jerry Boyles, Ann Phillips, Frank Lee and Kathy Smart.

Staff present: Christy Dunkle, Berryville Assistant Town Manager; Brandon Stidham, County Planning Director.

Others present: Michael Hobert, BAP Update Committee member, Milt Herd, Consultant; Martha Shickle, NSVRC

DISCUSSION

Chair Kitselman stated the Development Authority had been asked to participate in a meeting with the Berryville Planning Commission to kick off the review of the Berryville Area Plan. Ms. Dunkle introduced Milt Herd and Martha Shickle who would be participating in the discussion.

Mr. Herd gave a presentation on several topics including an overview of the plan review, events and trends, a review of state legislative changes, a review of town and county planning policies, and identification of major issues. A group discussion of the issues followed the presentation.

Mr. Hobert noted that there is a trend away from development of large homes and that the community will need smaller housing in order to maintain population. Ms. Shickle added that there is a philosophical shift away from living in large homes and a return to traditional neighborhoods.

Mr. Ohrstrom stated that there is a need for the County and Town to diversify revenue sources without compromising local planning concepts. He added that the current transportation model is broken and that we need to learn how to grow revenue sources. Ms. Kemp added that we need to protect and grow our local service businesses in order to encourage walkability and is concerned about the Town losing its pharmacy. Mr. Ferebee stated that he believes if there is a demand in the future for large homes, the housing industry will build them.

Ms. Dunkle raised the issue of the County's death rate exceeding the birth rate and what that might mean for the County and Town's future. Mr. Ferebee questioned whether we have a sustainable growth model in place. Mr. Herd replied that there should be a notion of capacity when planning for future growth – whether there are utilities, infrastructure and land to support expected growth. Mr. Hobert asked about the legality of how we allocate utility capacity, e.g., reserving capacity for specific use types versus allowing a “first come, first served” approach.

Mr. Herd posed the question of whether residential development and economic development are really different. Mr. Ohrstrom noted that it typically costs more to serve residential development than is brought in with residential tax revenue. Mr. Ferebee stated that we need to look at whether our housing supply will cover us before adding new development. Mr. Kitselman added that the challenge to the Town Planning Commission is how to allow increased density and mixed use in the Town's undeveloped areas – the “hole in the donut.” Ms. Canterbury stated

that we currently have empty store fronts to deal with, and Mr. Lee added that we need a more viable downtown to increase walking traffic.

Ms. Dunkle asked whether the Metrorail expansion in Loudoun County would affect Clarke County. Mr. Herd replied that it should over the long term by providing increased urban access to and from rural areas. Mr. Ohrstrom added that he believes the number infill projects will increase over the next 15 years, and Ms. Kemp added that urban areas are more affordable. Mr. Herd noted that from 1995-2005, Loudoun County's population increased by 100,000 residents but the amount of farming doubled. He added that this could be used as a model for promoting the County's agricultural industry. He also noted that promoting tourism should be a big goal for the County and Town.

Mr. Ohrstrom stated that the County will not be a major commercial or residential center and that it has backed into the agri-tourism industry. Mr. Ferebee added that we should leverage resources from adjacent counties since we cannot compete directly with them. Ms. Canterbury added that we should encourage local shopping so that citizens will not go outside of the County for their retail needs. Ms. Dunkle noted that the County's special event permitting process could be an impediment to tourism efforts.

Mr. Herd then recapped the issues discussed, emphasizing the need to perform a capacity analysis of infrastructure to support future growth and development as well as to identify and select a development pattern to support the community's economic development goals. Mr. Boyles stated that high speed internet capacity and availability is also critical to economic development. Ms. Smart added that the City of Winchester has telework/hotspot facilities available for those that do not have high-speed internet in their homes and that this could be considered as a model. Ms. Canterbury noted that she drives 50 miles each way to work and wants the same conveniences that everyone else does but in less time. She asked what our population will look like in the future and what will they find attractive or need.

Ms. Shickle noted that the NSVRC has items in their current work plan that can help address some of the issues presented. She added that they could plan on fast-tracking the data collection to support these items and also noted that they manage the Ridesharing program which could help contribute to the community planning effort.

Mr. Herd concluded the meeting by referencing the following issues he recorded on a flip chart during the evening's discussions:

Major Issues and Ideas Identified

1. There is a trend away from "super-size" housing, which may reflect demographic, economic and philosophical changes, and which suggest the need for smaller houses to meet the new type of demand. This trend may be temporary, however.
2. There is a need for the county and the town to diversify revenue sources without changing "who we are."

3. There is a need to grow our revenue sources together.
4. We need local stores *to be able* to walk to (we talk about “walkability”, but land uses need to be laid out so as to actually be walkable).
5. Is our growth management model sustainable?
6. Utility and land capacity – do we have enough? Too much? What’s the proper amount? There are policy/legal limitations – how do you or can you, reserve utility capacity for economic development activities?
7. Do we need to expand the Berryville Area Plan area?
8. How can the Town direct development to sites with potential mixed-use/density? We are the “hole in the donut” – how do we infill it?
9. There are lots of empty storefronts right now.
10. Reward developers with density for LEED, and other desirable features.
11. What will be the effect of the Metro Rail extension to Dulles Airport and eastern Loudoun County? (The group discussed the prospects of this, as whether it would stimulate growth in Clarke, whether it would exacerbate the “bedroom” community character, or whether it would not have much effect. No firm agreement was reached about the answer to those questions).
12. What is the future of the local agricultural economy? What is the future of the local tourism industry? We have an opportunity to benefit/tap the surrounding population in neighboring counties to feed both of these industries in Clarke County.
13. Encourage local people to shop local.
14. There’s some concern about the discouraging effect of increased permitting requirements for economic activity like “events” (size limits, public health requirements, etc.), especially from state government like the Virginia Department of Health, but also County.
15. Internet infrastructure – what do we need? What can we get? We have fiber lines along the Railroad.
16. Business incubators and telecommuting centers offer potential benefits (one participant noted a trend away from telecom centers due to security concerns on the part of companies).

17. Local services for out-commuters – they’ll still drive to work – the trade-offs are still worth it to them. They want a more attractive community where they live; thus we should encourage beautification efforts.
18. The Regional Commission has priority in its work plan for Berryville bike planning, and also could help promote ride sharing.
19. This community can use surrounding communities as an asset, and not just be the “hole in the donut” – how do we coordinate with surrounding communities for mutual benefit?
20. Small-scale tourism is good, too – daily trips, etc., not just the big events.
21. Plan implementation is the big issue – the current policies and strategy are basically solid.
22. Education for organic farmers – Lord Fairfax Community College – related value-added services and products – need to promote these more.
23. Small business incubator for agriculture.
24. High-speed communications is key to future economic development.
25. Agriculture and tourism are still are key economic industries for the future and the major focus of our strategy. (those present affirmed broad consensus support for this idea).

The discussion concluded with the decision to have town and county planning staff prepare a “road map” for the upcoming work on the comp plan elements – tasks, schedule, etc., recognizing that this effort will be an update, not a total rewrite or overhaul. Updating the basic numerical data should be the first task. It was also noted that the Area Plan has a lot of detail (it is “dense”) and thus the update could include some simplification of the document.

BERRYVILLE AREA PLAN POLICY QUESTIONS SUMMARY REPORT RESPONSES FROM TOWN AND COUNTY PLANNING COMMISSION MEMBERS

The following report summarizes responses by the Town of Berryville and Clarke County Planning Commissions to policy questions that were generated by Staff regarding the form and function of the Berryville Area Plan (BAP). This report is intended to provide guidance to the Berryville Area Development Authority (BADA) as they begin work on updating the BAP.

The Town Planning Commission provided comments on the questions at their meeting on July 24, 2012. The County Planning Commission provided comments at their meeting on September 4, 2012.

Procedural Policy Questions

- **Has the Berryville Area Plan (BAP) functioned consistently as originally designed? If not, what elements are inconsistent or problematic?**

Both the Town and County Commission members noted that the BAP is overly complicated and is difficult to read and use. County Commission members indicated that the BAP fails to adapt to changing development as it occurs, that the information and diagrams are antiquated and that there should be an obligatory 5 year review and update of the BAP as opposed to periodic additions of text.

- **Is the BAP user-friendly for elected and appointed officials, the general public, developers, and other stakeholders? If not, how should the BADA and staff edit the document so that it is more user-friendly?**

Both the Town and County Commission members agreed that the BAP is not user-friendly. The language is not simple and straightforward and the document should be rewritten. County Commission members noted that the document is excessively complex and that some of the subareas should be consolidated along with developing more clear and concise definitions for the subareas. The permit review process should also be included and the full BAP should be placed on both the Town and County websites with all maps and charts.

- **Has the Berryville Area Development Authority (BADA) and associated review processes functioned consistently as originally designed? If not, what elements have proven to be inconsistent or problematic?**

Both the Town and County Commission members agreed that the BADA and associated review processes have not functioned consistently as originally designed. Town Commission members stated that the BAP is confusing because it does not clearly establish which jurisdiction/agency is responsible for different aspects of the review process. County Commission members commented that the permitting process needs to be simplified as the multiple required approvals (review by BADA then review and approval by Town/County governing bodies) can bog down the process and discourage permit seekers. They also noted that reviews/approvals should be

limited to requirements stipulated in state statutes and local ordinances, and that demands over and above legal requirements are a direct reason why the BAP has fallen below original projections.

Substantive Policy Questions

- **What key issues should the BADA focus on as the Plan is reviewed and updated?**

Town Commission members identified the following issues:

- Need for senior housing in a variety of types (e.g., cottages, apartments, townhomes)
- Need for upscale attached housing
- Need for working class housing types
- Infill and redevelopment options in specific sub-areas

County Commission members identified the following issues:

- Future growth
- Significant attention to economic development (including zoning changes from residential to commercial or industrial)
- Reduce the number of subareas to allow creativity/flexibility
- Strongly consider use of form-based zoning ordinances to encourage developments that fit the scale and design of the community
- Include input from young professionals and the business community
- Address age-oriented issues
- **Statistics:** Population changes relevant to the categories currently in the BAP (Numbers, ages, incomes) that will influence the planning goals of the future. Fluctuations may impact upon goals. This research takes time.
- **Simplification:** The document is very complex, with too many sub-areas, and too many definitions that are already contained in the County/Town Zoning Ordinances. All redundancies should be eliminated, with sub-areas combined where possible.
- **Marketability:** Understand that to attract any type of desirable development, what the Berryville Area has to offer must be “market competitive”. Currently, not only is the permit process slow, burdensome and tedious, the fees charged, including availability (“tap”) fees, are far above those charged in neighboring counties for an identical “product”. This issue should be addressed. Also recognize the need to go beyond a one industry tax base.

- **Is there sufficient developable land in the annexation areas to accommodate growth over the next 10-20 years? If not, should new areas be considered for annexation?**

Town Commission members indicated that the annexation areas should be expanded. County Commission members stated that there is sufficient land for residential uses but insufficient land for commercial and industrial development. Redevelopment opportunities should be considered. Additional land should also be considered even if the land chosen does not need to be immediately incorporated into the BAP. Areas on the east side of US 340 and south of the

current industrial park should be examined for future commercial/industrial expansion. The area at the intersection of US 340 and Route 7 should also be considered for future innovative development.

- **Are there development types that may be needed in the future that are not currently contemplated among the 27 sub-areas?**

Town and County Commission members stated that new development types are needed as residential development has centered on single-family homes.

County Commissioners added that as Clarke's population continues to age – with **16.6% being 65 years or older** (vs. the Virginia average of **12.5%** - U.S. Census 2011), the lack of affordable housing options for younger couples is being felt. Areas where condominiums and/or townhomes can be built should be examined either by re-defining existing undeveloped residential areas in the Berryville Area or adding some new areas which could, for example, receive TDRs from outlying county areas, reducing the number of DURs outstanding in the county. Diverse housing types would help the County attract the next generation of creative thinkers and doers to enable the County to retain vitality and progressive thinking. The Commissions and BADA should be proactive and specify where and how this is to occur.

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SCOPE OF WORK FOR BERRYVILLE AREA PLAN (BAP) UPDATE

Task 1 – Visioning and Updating of Statistical Data

1A – Visioning

Summary:

A joint workshop was held with the Berryville Planning Commission on May 22. The session was moderated by Milton Herd to discuss key inputs into the update process as well as to begin identifying challenges to be addressed with the update.

Since the Berryville Area Plan governs designated annexation areas agreed to by the County and Town, Staff recommends that the County and Town Planning Commissions hold individual workshops to engage in general discussion about the policies governing the Berryville Area Plan. Staff will generate a basic list of policy questions for the commissions to discuss and will produce a summary report at the end of each workshop. Questions and responses can be added as the Commissions discuss the issues. The summary reports from each commission will be presented to the Berryville Area Development Authority (BADA) for use as guidance as the BADA works towards updating the BAP.

One potential input for the BADA could be a forum involving high school student leaders and representatives from colleges (e.g., Shenandoah University, Lord Fairfax Community College) to discuss how they envision their future living/working environment in the next 10 years. The deliverable would consist of a summary report from the forum to be prepared by Staff. This item has already been discussed with NSVRC Executive Director Martha Shickle as a potential regional work item.

1B – Update Statistical Data

Summary:

The BADA and Staff will work together to identify demographic, statistical, and factual information in the Plan document that needs to be updated. The BADA will also identify any new information that Staff can obtain for the update process and to target specific information inputs into the process.

Task 2 – Evaluate Current Plan Document, Identify Substantive Updates, and Develop Work Plan

Summary:

The BAP has been amended several times over the years but has not had a complete review since the document's original adoption in 1992. Below is a sample process for conducting a complete review. In addition, the Commission reports from Task 1A above should be used to provide substantive guidance as the BADA addresses the key policy issues.

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Sample Review Process

1. Discuss the general layout of the document and determine whether it is readable and user friendly or whether the format should be modified to improve on these elements.
2. Review document by chapter or groups of chapters – modify text, evaluate and update policy statements as necessary. Questions to ask when reviewing policies:
 - Is the policy still relevant (in whole or in part)? If not, does it need to be modified or eliminated?
 - If the policy is still relevant, has it been fully implemented? If not, why has implementation not occurred and how should we prioritize implementation in the coming years?
 - Are there new policies to be added? If so, will they impact the existing policies?

Possible issues/questions to be discussed with specific chapters are as follows:

- I. Planning Process
 - Is this chapter current and an accurate reflection of the planning process today?
 - Should the BADA review format be added to this chapter?
 - Is this chapter readable for the general public?
- II. Planning Goals and Objectives
 - This chapter contains nine subject areas under which the general goals and objectives are grouped. Should these subject areas be expanded into separate chapters as was done with Land Use, Transportation, and Public Facilities?
 - Are there any new sections that should be added or existing chapters that should be broken into separate new sections?
- III. Existing Community Characteristics
 - Statistical information in this chapter needs to be updated – is there any new information that should be included?
- IV. Land Use Designations
 - This chapter contains general descriptions of the land use designations used in the BAP. Are these designations sufficiently broad to include all potential types of development that could occur in the future or that the County and Town would want to facilitate?
 - Are the planning-level densities and commercial floor area ratios flexible enough to meet future needs?
- V. Planning Area Analysis
 - This chapter contains detailed planning guidance for the BAP's 27 sub-areas:
 - Are the current sub-areas still an accurate reflection of the area units that should be used for planning purposes?
 - Should some sub-areas be combined due to build-out or should their guidance language be rewritten?
 - Are the sub-areas efficiently designed for infrastructure planning purposes (e.g., water/sewer, transportation)?

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VI. Facility Impacts

- This chapter references impacts to both County and Town facilities and capital infrastructure:
 - Are the facilities and infrastructure accurately described in this chapter and backed with current statistics?
 - Should the capital needs section be updated with projects from both the County and Town capital improvement plans?
 - Are there reports or studies produced since 1992 for capital projects that should be evaluated and reflected in this chapter?
 - Should text be included to address funding for development impact on infrastructure (e.g., proffers and impact fees) or should this be directed to the County and Town Plans?

VII. Transportation

- Is this chapter in accord with the transportation plans found in the County and Town Comprehensive Plans?
- How should this chapter function to avoid being duplicative with County and Town Transportation Plans?

VIII. Zoning

- This chapter identifies zoning districts specifically created for the Berryville Area Plan based on land use policies established with the Annexation Agreement.
- Nine land use designations are applied by the plan to Annexation Area B including Residential Districts (DR-1, DR-2, DR-4 and OPR however please note that the County removed the OPR district from their ordinance within the past five years); Commercial Districts (BC, B); Conservation/Preservation/Public (OSR, ITL). The ninth designation, BI Business Industrial, was implemented as the Business Park (BP) district.

3. Coordinate development of initial public review draft with Town and County Comprehensive Plan update processes. Staff will work with the BADA to develop progress reports for both the Town and County Planning Commissions and will also ensure that the BADA is receiving regular updates on the Commissions' progress with their Comp Plans. In the event that policy issues arise that may be conflicting between the plan development processes, Staff will recommend scheduling special joint workshops to discuss the relevant issues. The goal is to ensure that the revised BAP is presented for public review as a document that is fully coordinated with Town and County's separate Comp Plan activities.

Task 3 – Public outreach/input solicitation; finalize document, formal public hearings and adoption

Summary:

This section outlines both the informal and formal outreach/citizen comment methods to be used towards formal plan adoption.

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- Informal public comment (use with initial public review draft):
 - “Rolling-style” public workshops – Held over several days for a few hours at a time, offers public the opportunity to ask questions of staff and commissioners on an informal basis, review exhibits and maps, and leave comments on forms.
 - Post copies of initial public review draft on County and Town websites, hard copies in library
 - Companion surveys to target specific questions and comments – can be in hard copy format and online (e.g., SurveyMonkey)
- Formal public comment – public hearings for adoption

**RESOLUTION TO INITIATE REVIEW
OF THE 2015 BERRYVILLE AREA PLAN**

WHEREAS, the 2015 Berryville Area Plan was adopted by the Berryville Town Council on May 10, 2016 and by the Clarke County Board of Supervisors on May 17, 2016, and

WHEREAS, Code of Virginia §15.2-2230 requires that at least once every five years, a locality's planning commission shall review the comprehensive plan "to determine whether it is advisable to amend the plan," and

WHEREAS, the Berryville Area Plan is an implementing component plan of the 2013 Clarke County Comprehensive Plan,

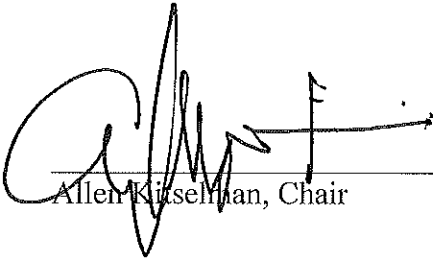
AND WHEREAS, May 2021 marks the five-year anniversary of the Plan's adoption.

NOW THEREFORE, BE IT RESOLVED that the Berryville Area Development Authority has determined that it is necessary to conduct a review of the 2015 Berryville Area Plan, and that the scope of this review shall include, but not be limited to, the following issues:

- The current Plan's goals and objectives and whether they remain relevant and current or need to be updated.
- Changes in population and demographic information as reported in the final release of 2020 Census data.
- The results of the Southeastern Collector Study (PrimeAE, April 2020).
- Cooperative economic development efforts between the Town and County.
- The build-out status of residential sub-areas (including Battlefield Estates, Hermitage Section 5, Berryville Glen, and Shenandoah Crossing) and whether these sub-areas can be removed from the Area Plan.
- The status of designated potential future growth areas.
- The impact of any updates to the County or Town Comprehensive Plans since the previous Berryville Area Plan update.
- The impact of new development projects, capital projects, or transportation improvements completed since the previous Plan update.
- Development of guidance for a future review and update of the Town-County Annexation Area Agreement.
- Any other subject not addressed or inadequately addressed by the current Plan.

BE IT FURTHER RESOLVED that the Authority intends to commence this review in 2022 following publication of all Census 2020 data and as the Authority's and Staff's workload permits.

Adopted this 26th day of May, 2021.



Allen Kirselman, Chair