



Community Development Committee

MEETING AGENDA

Berryville-Clarke County Government Center

101 Chalmers Court, Second Floor

AB Meeting Room

Regular Session

February 28, 2023

4:00 PM

Item

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1. **Call to Order**

2. **Approval of Agenda**

3. **Unfinished Business**

Update: Hogan's Alley Improvement Project

Update: Wayfinding Project

4. **New Business**

Virginia Commission for the Arts Creative Communities Partnership Grant Application

Short-term Rentals

5. **Closed Session**

6. **Other**

7. **Adjourn**

Community Development Committee
February 28, 2023

Item Title:

Hogan's Alley Improvement Project Update

Prepared By:

Jean Petti

Background/History General Information

7 October 2022, a MOU between Department of Housing and Community Development (DHCD) and Berryville Main Street was entered into for the revitalization of "Hogan's Alley" with a Community Vitality Grant (CVG) in the amount of \$7000.00, of which \$3500.00 has been disbursed. Berryville Main Street pledged \$6900.00 in matching funds. Work is required to be completed by 31 May 2023.

Findings/Current Activity

Per Community Development Director Dunkle, The ARB discussed the project in the alley and had a few questions/comments on the proposed improvements. BMS responses are included below the question.

ARB: approved planters, benches, and lights (lights pending acceptance by adjacent property owners). Scale drawing showing the location of the planters and benches requested.

BMS: Property Owner agreements: drafting letter to property owners requesting permission to install lighting (whether solar or electrical) and mural painting. Will attach copy of letter sent. Attached is scale drawing.

ARB: asked for confirmation that BMS will maintain the area including any damage/repair to the planters, benches, and lights and maintenance of plant material.

BMS: is drafting letter of intent to maintain Alley, addressed to the Town Council.

ARB: questioned whether the solar lights would work due to the lack of sun in the alley and location of solar panels.

BMS: Will work with either a lighting company or REC.

ARB: asked what the proposed treatment of both ends of the alley would be.

BMS: Camino Parking Lot: we will work with the Town to either remove the ballisters and have large, heavy planters put there, or keep the ballisters and place large planters in front of them (inside the alley). Regarding the front of the Alley, BMS will work with the Town on creating a welcoming section of the sidewalk in front of the Alley, whether through painting, re-paving, etc.

ARB: please forward the final sketch of the mural when available. Recommended mural be stylistically aligned with mural at Homespun.

BMS: We are working with a local artist on a concept for the mural. We agree that it should be something similar in alignment with Nancy's mural, as well as with the aesthetics of the Town. Once we have a few concepts, we will forward to both the ARB and Town Council for final decision.

ARB: asked if there were street lights going in as shown on the plan.

BMS: No to the street lights (they were only available when adding the sketch of benches to the drawing – could not be removed)

ARB: They were happy that something was going to be done to improve the aesthetics and safety in the area.

BMS: pleased to concur

ARB: asked if a more agricultural feel was ever discussed (e.g., barrels or metal troughs for the planters).

BMS: Will not be doing an AG feel with the planters, but perhaps down the road can add an AG element as appropriate. Open to suggestions.

Financial Considerations

If lighting is electrical rather than solar, determine who will be responsible for charges.

Schedule/Deadlines

Grant deadline 31 May 2023

Delivery of benches, etc.- ETA requested

Other Considerations

Two questions outstanding regarding items ordered:

Does unloading require a forklift?

Can materials be stored outside?

Attachments

Letters to property owners

Recommendation

TBD

Sample Motion

None at this time. Information only

Community Development Committee Item Report Summary February 28, 2023

Item Title:

Wayfinding Project Update

Prepared By:

Jean Petti

Background/History General Information

Frazier and Associates is advising our Wayfinding Advisory Group with the content, design, and placement of wayfinding signs placement in accordance with VDOT requirements.

Findings/Current Activity

The task group met last week and discussed three designs for the signage proposed by the consultant. No images have been forwarded. After discussion, the group chose a sign package and made recommendations for modifications and sent the consultant back to the drawing board. They did not give a timeframe for review of the updated material.

Financial Considerations

ARPA funded

Schedule/Deadlines

Disbursement of funding required by 31 December 2023

Other Considerations

None

Attachments

None

Recommendation

None

Sample Motion

None at this time. Information only

Community Development Committee Meeting Item Report Summary 28 February 2023

Item Title:

Virginia Commission for the Arts (VCA) Creative Communities Partnership (CCP) Grant Application

Prepared By:

Jean Petti

Background/History General Information

The Creative Communities Partnership Grant is matched by the Virginia Commission for the Arts and is targeted to supporting the arts in communities. The Town of Berryville has applied and received funds annually since 2012 with the exception of 2019. Information can be found at this link: <https://vca.virginia.gov/grant/creative-communities-partnership-grants/>

Findings/Current Activity

The subrecipient grant application deadline is 27 February 2023. A final list of applicants will be presented for review and approval

Financial Considerations

A line item totaling \$4500 is included in the proposed budget. Should the CCP grant be received, it will match the contribution by the Town.

Schedule/Deadlines

Town of Berryville's Creative Communities Partnership Grant Application, including the approved applicants and amounts, is due by 1 April 2023.

Other Considerations

None

Attachments

Grant applications will be provided

Recommendation

Review applications and recommend recipients and amounts to Council.

Sample Motion

I move that *[list recipient name(s) and grant amount(s)]* be recommended to Berryville Town Council for approval at 14 March 2023 meeting.