BERRYVILLE AREA DEVELOPMENT AUTHORITY
REGULAR MEETING
Wednesday, December 18, 2019 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, December 18, 2019.

ATTENDANCE
Authority Members Present: Matt Bass, Allen Kitselman (Chair), Tom Parker, and Kathy Smart

Authority Member Absent: George L. Ohrstrom, II; David Weiss

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

Chair Kitselman called the meeting to order at 7:02PM.

APPROVAL OF AGENDA
The Authority voted to approve the agenda as presented.
Yes: Bass, Kitselman, Parker (seconded), Smart (moved)
No: None
Absent: Ohrstrom, Weiss

APPROVAL OF MINUTES
Mr. Bass noted that there was a lot that was said at this meeting and he thought the minutes accurately captured it. The Authority voted to approve the minutes of the September 25, 2019 meeting as presented.
Yes: Bass (moved), Kitselman, Parker, Smart (seconded)
No: None
Absent: Ohrstrom, Weiss

BOUNDARY LINE ADJUSTMENT
Jon and Christina Burge, Owners, are requesting a Boundary Line Adjustment between two parcels identified as Tax Map Parcel numbers 14A7-((14))-1A and 14A7-((14))-1B zoned DR-4 Detached Residential located on Mosby Boulevard in the Town of Berryville.

Ms. Dunkle provided an overview of this application and noted that the owner, Jon Burge, is present if there were questions. She stated that the Town Subdivision Ordinance requires that any boundary line adjustments involving plats approved under the Ordinance be approved by the administrative body. She said that she has vetted this application for conformance with Section 604 of the Ordinance and indicated that nothing is proposed to be changed regarding utility easements. She added that if the boundary line adjustment is approved, the resultant lots will have to comply with setback requirements for the district.

Chair Kitselman asked if the members had any questions. There being no further discussion, the Authority voted to approve the Boundary Line Adjustment as presented.

Yes: Bass (moved), Kitselman, Parker (seconded), Smart

No: None

Absent: Ohrstrom, Weiss

DISCUSSION – ADDRESSING ON DUNLAP AND TYSON DRIVES IN HERMITAGE PHASE V

Ms. Dunkle explained that a change in the layout of Hermitage Phase V will result in Dunlap and Tyson Drives being extended and connected into a continuous street instead of meeting at an intersection adding that street naming is being impacted as a result of this change. Following discussions with E-911 and the Post Office, Staff is recommending that 13 lots and 12 existing homes on Dunlap Drive be readdressed with new Tyson Drive address. She added that this would be approved by Town Council with a recommendation from the Authority. She also said that she discussed this with Mr. Stidham and another option could be to create a three-way intersection at either of the Norris Drive intersections and have the Tyson Drive/Dunlap Drive name transition at the intersection, preventing existing homes and lots from having to be readdressed. Mr. Stidham said that when you are assigning street names, it is acceptable to change a street name at a natural intersection such as a T-intersection. He added that ideally you would create a three-way stop condition at the intersection to indicate that a change is occurring. He noted that any time you choose a street naming convention that has an odd break, you run the risk of creating confusion and potentially impacting response times and the most important reason for street naming is for emergency response.

Ms. Smart and Mr. Bass asked for more details on the alignment and Ms. Dunkle explained referencing an exhibit of the proposed road network. Mr. Parker asked why the road layout changed and Ms. Dunkle replied that due to state regulation changes, updated stormwater management areas had to be incorporated into the subdivision design. Mr. Stidham added that the original layout was proposed prior to the Virginia Department of Environmental Quality's (DEQ) regulation of stormwater management.

Mr. Bass asked if there is any way to keep the Dunlap Drive name so that existing residents would not have to change their addresses. He then read a December 5 email from Mayor Dickinson indicating her opposition to the proposed re-addressing of existing homes and lots on Dunlap Drive and requesting that the developer be asked to redesign the subdivision to address this issue. He noted that there is also a November 27 email on the same chain from Mayor Dickinson to Gina Kaiser stating that she is doing all she can to prevent the re-addressing from happening and that the matter now lies with the BADA. He then read the email from Ms. Kaiser to Mayor Dickinson dated November 25 expressing concerns with re-addressing her property, noting that she would incur costs to change addresses and asked if there is any way to stop it. He then said that he thinks that these are real concerns and that it entails a lot to change your address on credit cards, driving licenses, and the like. Ms. Dunkle noted that the BADA is only making a recommendation on the issue and that it will ultimately be up to Town Council. Chair Kitselman said that the other side of the issue is the recommendation of E-911. Mr. Bass said that he would be resistant if he were one of the residents being asked to change their address. Mr. Stidham reiterated that if you went with the option of breaking the name at one of the new intersections, ideally you would make it a three-way stop

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condition to indicate that a change is occurring. He added that anything that introduces more decision-making and conflict points adds to emergency response times. Chair Kitselman asked if the Virginia Department of Transportation (VDOT) is involved in approving a three-way stop. Ms. Dunkle said they had not been contacted because the Town maintains those streets. Mr. Stidham explained how the lots at the intersection would be addressed. Chair Kitselman asked if E-911 has commented on this. Ms. Dunkle replied that E-911 Staff indicated that this is the best case scenario. She asked Mr. Burge for his opinion since he lives in that area. Mr. Burge replied that you could create the break at either intersection. Mr. Stidham noted that the only reason for creating a three-way stop would be for street naming purposes, otherwise you would not be considering a three-way stop. Ms. Dunkle noted that there are no existing houses at either proposed Norris Drive intersection. Mr. Parker said that we should look at the three-way stop option if there is no way for the developer to change the layout. Ms. Dunkle said that redesigning the subdivision is not really an option because of the reviews of the construction plans have already been completed. She noted that the developer dropped several lots from the original layout to accommodate the conservation area for stormwater management. Chair Kitselman asked if the three-way stop would be a redesign and Ms. Dunkle replied that she it would not be. Ms. Dunkle added that there are negatives associated with creating a stop condition and that a continuous network would be ideal. Mr. Stidham asked if the Town has had to re-address in the past and Ms. Dunkle replied that they had to do it on Bundy Street. Mr. Stidham noted that the County has to re-address private access easements when a third house is added to them and re-addressing is done internally by Staff.

Ms. Smart said that she favors creating a three-way intersection at the Norris Drive/Tyson Drive intersection. Mr. Parker said that he would favor this location as well because Tyson Drive can be a raceway at times. Members agreed by consensus to recommend creating a three-way stop condition at the Norris Drive/Tyson Drive proposed intersection.

OTHER BUSINESS
None

ADJOURN
There being no further business, Chair Kitselman asked for a motion to adjourn. Mr. Bass moved to adjourn the meeting, seconded by Ms. Smart, at 7:23PM.

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Allen Kitselman, Chair   Brandon Stidham, Clerk