

BERRYVILLE AREA DEVELOPMENT AUTHORITY
MINUTES—REGULAR MEETING
May 27, 2015 – 7:00 pm
Berryville-Clarke County Government Center – Main Meeting Room
101 Chalmers Court – Berryville, Virginia

A regular meeting of the Berryville Area Development Authority (BADA) was held on Wednesday, May 27, 2015. The meeting was called to order at 7:06PM.

ATTENDANCE

Authority members present: Allen Kitselman, Chair; Kathy Smart; Frank Lee; Wingate Mackay-Smith

Authority members absent: George L. Ohrstrom, II; Douglas Shaffer

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

APPROVAL OF AGENDA

The Authority voted to approve the agenda as presented.

Yes: Kitselman, Lee (seconded), Smart (moved), Mackay-Smith

No: No one

Absent/Not Voting: Ohrstrom, Shaffer

APPROVAL OF MINUTES

The Authority voted to approve the April 22, 2015 meeting minutes.

Yes: Kitselman, Lee, Smart (seconded), Shaffer, Mackay-Smith (moved)

No: No one

Absent/Not Voting: Ohrstrom, Shaffer

BERRYVILLE AREA PLAN UPDATE

Mr. Stidham provided an overview of the draft section of Chapter IV on the Potential Future Growth Areas. He noted that the section describes the three Growth Areas that the BADA identified for consideration several meetings ago and that no changes are proposed to the Growth Areas at this time. He said that this section provides a general description of the location and approximate size of each Growth Area, potential development constraints that are known at this time, potential land uses, and recommendations on a time frame for detailed study of each Growth Area for potential conversion to a new annexation area. Mr.

Stidham noted that the section includes a brief list of factors to use in evaluating whether a Growth Area should be converted to a potential annexation area.

Mr. Stidham also noted that Ms. Mackay-Smith had specific concerns about the impact of the Southern Future Growth Area on the adjacent Milton Valley Farm which is in permanent conservation easement. He stated that there is language on Page 2 of the draft recognizing the conservation easement as a development constraint and recommending provision of buffer areas and screening to mitigate any adverse impacts. He noted that Ms. Mackay-Smith would like to strengthen this language to provide additional protections for Milton Valley Farm. Ms. Mackay-Smith stated that the County has long worked to preserve the rural nature of the County through the easement program and other efforts and that the Town's future expansion may result in potential conflicts. She said that it is important to include language now as to how the Town and County can address these future conflicts. Mr. Lee agreed that special consideration should be given to protecting conservation easement properties from encroaching development. Mr. Stidham noted that special consideration may also need to be given to protecting existing agricultural operations as well. He also suggested that Staff add language to the previous section of Chapter IV dealing with the creation of new annexation areas that would emphasize defining how outer boundaries of future Growth Areas would mitigate impact on existing uses on adjoining County lands.

Mr. Stidham directed members to the recommendations section for each Growth Area where timeframes for further evaluation are provided, and he asked the members whether specific time ranges should be included to describe "short-term" and "long-term." Mr. Stidham suggested "short-term" could be within the next 5 years and "long-term" could be 15-20 years. Ms. Mackay-Smith said that it depends on the overall vision for growth. Mr. Lee said that the state of the economy is also a key factor in determining how development will occur and that it may be difficult to establish a specific time range. Ms. Mackay-Smith said that setting a specific time range would be for planning purposes. She also cautioned that the cost of development should be monitored closely as Warren County's cost of paying for new development has recently produced a budget deficit. Mr. Stidham said that future evaluation of the two residential Growth Areas would include a fiscal impact evaluation by a land planning consultant as an input in determining whether to create a new annexation area.

Mr. Stidham asked for confirmation whether the members are comfortable with the section's format and the three current proposed Growth Areas, and the members agreed by consensus. Mr. Lee noted that apple trees were recently planted on the Byrd property at the location of the Western Growth Area, and that the owner wanted to get 20-30 years of production from the trees. He added that he advised the owner that it would be his decision whether and at what point in time the property is developed. Chair Kitselman asked the members whether language should be included regarding the possible development constraints of orchard lands due to residual chemicals in the soil. Mr. Stidham said that he could ensure that this issue is included in the study of soil suitability. He also reviewed the recommended land uses for each Growth Area and the members agreed by consensus to accept them.

Regarding remaining work on Chapter IV, Mr. Stidham stated that Staff would be replacing the existing capital project list with a guidance section on the need to evaluate public infrastructure impacts in conjunction with adding new or refining existing portions of the annexation areas.

Ms. Smart asked Staff whether we were proceeding according to schedule with the plan update process. Mr. Stidham said that we are close to finishing Chapter II with the updated sub-areas, discuss senior housing, and also determine whether to make any adjustments to the residential yield chart. Ms. Dunkle noted that Staff has developed a draft application for Plan Amendments that they will present to the BADA

at a later date. Mr. Stidham also suggested that special workshops could be scheduled if the members wanted to expedite the review process once Staff has completed the remaining draft chapters.

Ms. Mackay-Smith suggested that a special workshop might be helpful to discuss how we envision future development in the draft Plan to occur. She noted that infrastructure needs would be different depending upon the demographic of resident that we seek to attract, and that other needs should be planned for if we want to encourage tourism. She added that if we wanted to work on this in more detail, a retired planner or other professional could be hired to help with the staffing of this effort. She also suggested that representatives from related organizations and other staff such as the new director of economic development and tourism could be consulted on this effort. Ms. Dunkle reported that a regional grant had been awarded that can help with tourism efforts and the potential development of a hotel, and that efforts such as this should be prioritized.

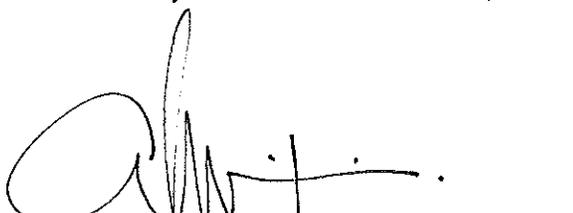
Mr. Stidham suggested that once the draft revised Plan is complete, it should be distributed to key staff members and agency/organization representatives for review and comment. After a short review period, these representatives could be invited to participate in a special workshop or community summit with the BADA to discuss it. This would give participants the opportunity to read and react to the BADA's draft and for the BADA to receive targeted feedback.

Ms. Mackay-Smith said that one of the biggest obstacles to overcome is a lack of cohesiveness due to a number of different groups working on community efforts independently rather than together towards common goals. Ms. Dunkle said in recent months it has become apparent that it is very difficult to get the word out to the community on key issues and to get accurate information to them. Ms. Mackay-Smith said that a newsletter sent out to residents would help. Mr. Lee said that there already is a quarterly town newsletter that provides general information to residents. Ms. Mackay-Smith suggested that a part-time employee who focuses on public information and outreach would be very helpful to this effort.

Ms. Mackay-Smith asked whether having a special workshop or community summit would be good idea. Mr. Stidham replied that it would be a good idea to use to solicit feedback on a completed draft Plan. Ms. Smart suggested having a public meeting for citizens after the special workshop in order to present both the draft Plan and comments from key stakeholders. Mr. Stidham said that this meeting could be held in an informal format prior to conducting required formal public hearings, and also noted that the County used this approach in reviewing the revised Comprehensive Plan. He said that Staff can develop a framework for this public input process that the members can review at an upcoming meeting.

Mr. Stidham pointed out that an updated final draft of Chapter III is included in the meeting packet for the members' reference.

There being no further business, Chair Kitselman called for a motion to adjourn the meeting. The motion was made by Ms. Smart, seconded by Mr. Lee, and approved by voice vote at 7:53PM.



Allen Kitselman, Chair



Brandon Stidham, Clerk