



BERRYVILLE AREA DEVELOPMENT AUTHORITY

MEETING AGENDA

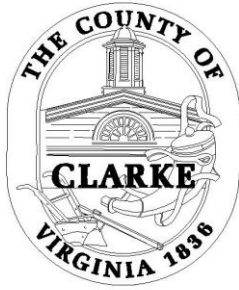
Wednesday, May 26, 2021

7:00pm

**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 – April 28, 2021 Meeting**
- 4. Discussion, Berryville Area Plan Five-Year Review Resolution**
- 5. Other Business**
- 6. Adjourn**

NEXT SCHEDULED MEETING – Wednesday, June 23, 2021 (7:00PM)



BERRYVILLE AREA DEVELOPMENT AUTHORITY

DRAFT MINUTES - REGULAR MEETING

Wednesday, April 28, 2021 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, April 28, 2021.

ATTENDANCE

Authority Members Present: Diane Harrison, Allen Kitselman, Tom Parker, Kathy Smart; David Weiss

Authority Members Participating Electronically: George L. Ohrstrom, II (due to health reasons associated with the current pandemic)

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

Mr. Stidham called the meeting to order at 7:00PM.

ORGANIZATIONAL MEETING

Mr. Stidham opened the floor for nominations for Chair for 2021. Mr. Ohrstrom nominated Mr. Kitselman, seconded by Mr. Parker. There were no further nominations.

The Authority voted to elect Allen Kitselman as Chair for 2021.

Yes: Harrison, Ohrstrom (moved), Parker (seconded), Smart, Weiss

No: None

Abstained: Kitselman

Chair Kitselman opened the floor for nominations for Vice-Chair for 2021. Mr. Weiss nominated Mr. Ohrstrom, seconded by Ms. Smart. There were no further nominations.

The Authority voted to elect George L. Ohrstrom, II as Vice-Chair for 2021.

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

No: None

Abstained: Ohrstrom

ADOPTION OF 2021 MEETING SCHEDULE

Mr. Stidham presented the 2021 meeting schedule and noted that the November and December meetings are proposed to be combined into one meeting on December 1 to avoid holiday conflicts.

Chair Kitselman and Ms. Smart both noted that they will not be available to attend the July 28 meeting.

The Authority voted to approve the 2021 meeting schedule as presented.

Yes: Harrison, Kitselman, Ohrstrom (moved), Parker (seconded), Smart, Weiss

No: None

APPROVAL OF AGENDA

The Authority voted to approve the agenda as presented.

Yes: Harrison, Kitselman, Ohrstrom, Parker, Smart (seconded), Weiss (moved)

No: None

APPROVAL OF MINUTES

Ms. Smart noted a small correction but could not remember where it was located. Ms. Harrison stated that it was in one of her comments on Page 5 of 10, fourth full paragraph, second line – the word “leaving” should be “leaning.”

The Authority voted to approve the minutes of the October 28, 2020 meeting as amended.

Yes: Harrison (seconded), Kitselman, Ohrstrom (moved), Parker, Smart, Weiss

No: None

DISCUSSION, BERRYVILLE AREA PLAN FIVE-YEAR REVIEW RESOLUTION

Mr. Stidham reviewed this agenda item for the Authority and noted that it is a discussion-only topic with no required action. He stated that we have reached the five-year anniversary of the adoption of the 2015 Berryville Area Plan and noted that the requirements of Code of Virginia §15.2-2230 were added to the Plan at that time. He said that this State code section requires localities to review their comprehensive plans at least once every five years to determine whether it is advisable to amend the plan. He noted that implementing component plans such as the Berryville Area Plan are included in this requirement. He added that State code does not require a plan to be amended or establish a timeframe by which it must be amended – only formal action to decide whether the plan needs to be amended is required. He cited the language from the current Berryville Area Plan that describes different recommended approaches to a five-year review resolution. He also cited the Plan’s recommended factors to be evaluated in conducting a plan review. He said that since the current Plan was adopted in May 2016, the Authority would need to adopt a five-year review resolution at the May 26 meeting to ensure compliance with this State code section. He said that Authority members should discuss this resolution tonight and ask Staff any questions they may have. He added that Staff is looking for direction so that a draft resolution can be prepared for the May 26 meeting. He noted that since the Plan underwent an extensive review in 2015, the Authority could consider a limited review that focuses on changes that have occurred over the past five years and on providing direction to inform a future update of the Town-County Annexation Area Agreement. He cited examples that were provided in the Staff memo. He said that if the Authority wants to consider a focused update of the Plan, the resolution could include some of these items in a bulleted list to provide an initial scope for the Plan review. He added that this approach was taken with the County’s update of its Comprehensive Plan and noted that a copy of the five-year review resolution for this project was included in the meeting packet as an example. He also said that the five-year resolution that the Authority adopts does not have to be acted on by the governing bodies but will be provided to them for informational purposes.

Vice-Chair Ohrstrom said that the Authority should consider a blanket resolution stating that the review should incorporate the Census data, the Southeastern Collector Study, and other items so that we have as much data available for the review at a later date. Ms. Smart replied that it sounds like he is recommending some version of a bulleted list approach and said that this is a good idea. Mr. Stidham noted that ensuring all Census data is available would help Staff to determine when to start the Plan review project. He also asked if members are comfortable with Staff assembling a draft resolution as recommended by Vice-Chair Ohrstrom along with items from the Staff memo. Chair Kitselman agreed and noted that the Southeastern Collector Study issue should be featured prominently. Ms. Harrison said that this issue at the top of her list and Chair Kitselman added that this is at the top of the Town's list. Mr. Stidham said that the May 26 meeting packet will contain this draft resolution and that we can wordsmith a final version at the meeting. Chair Kitselman asked if Town Staff has any concerns. Ms. Dunkle said that the bulleted list is exactly what needs to be discussed and she noted that the economic development scheme under the Town-County memorandum of understanding should also be explored.

OTHER BUSINESS

Ms. Dunkle said that the Town Planning Commission has been reviewing the Business Park (BP) zoning district for some modifications that they are considering and distributed copies to the members. She said that this is the only zoning district in the Town Zoning Ordinance that uses the North American Industry Classification System (NAICS) and that the codes can be very specific. She said that the Commission was interested in medical and recreational uses and educational opportunities. She also said that government uses were being considered with the County looking for a future human services building and possible need for a Division of Motor Vehicles (DMV) office. Mr. Weiss noted that the County is not currently evaluating or involved in determining in the location of a new DMV office. Ms. Dunkle noted that this was just a topic of discussion by the Commission. Chair Kitselman said that it makes sense and should be discussed. Mr. Stidham asked about the uses that are highlighted on the list of prohibited uses. Ms. Dunkle replied that she marked the ones to be moved or deleted.

Ms. Smart asked what the County's height limit on wind turbines is. Mr. Stidham replied that he would check the Ordinance tomorrow and email her with the information.

ADJOURN

There being no further business, Chair Kitselman adjourned the meeting at 7:22PM.

Allen Kitselman, Chair

Brandon Stidham, Clerk



BERRYVILLE AREA DEVELOPMENT AUTHORITY

TO: Berryville Area Development Authority (BADA) members

FROM: Brandon Stidham, Planning Director
Christy Dunkle, Assistant Town Manager

RE: Berryville Area Plan Five-Year Review Resolution

DATE: May 18, 2021

Attached for your consideration is a draft Resolution to Initiate Review of the 2015 Berryville Area Plan.

As discussed at the April meeting, May marks the five-year anniversary of the adoption date of the current Berryville Area Plan. In order to comply with Code of Virginia requirements, the BADA will need to take formal action in the form of a resolution at the May 26 meeting on whether or not to initiate a review of the Berryville Area Plan. Members expressed an interest at the April 28 meeting to initiate a review which would not begin until next year following release of all Census 2020 data and contingent upon Staff workloads. Members also wanted the draft resolution to contain some of the issues identified in Staff's April 8 memo in order to establish an initial scope for the review. The attached resolution was drafted to reflect the members' April 28 discussion. Staff is looking for the BADA to take formal action on the resolution at this month's meeting.

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

DRAFT

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.

DRAFT

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 Kitselman, Chair