MINUTES

COUNCIL DOWNTOWN MASTER PLAN COMMITTEE

Monday, March 18, 2024 – 10:00 AM
City Hall Council Chambers

Members Present:	Gary Daniel, Chair, Council Member Pamela Holder, Vice Chair, Council Member Nicole Bentley, Exec Dir. Heart of Brevard Billy Parrish, HOB Representative Lee McMinn, Citizen Member Parker Platt, At-Large Member (Arrived 10:03 AM)
Staff Present:	Wilson Hooper, City Manager Alex Shepherd, Assistant to the City Manager Becky McCann, Communications Coordinator Emily Brewer, Planner
Guests:	Monica Driscoll, Kevin Gallo

A. Welcome & Call to Order

Committee Chair Gary Daniel welcomed everyone and called the meeting to order at 10:00 AM.

B. Certification of Quorum

Quorum was certified by Assistant to the City Manager Alex Shepherd.

C. Approval of Agenda

Motion by Mr. McMinn, seconded by Ms. Bentley to approve the agenda as presented. The motion carried unanimously.

D. Approval of Minutes of February 14, 2024 Meeting

Motion by Mr. Parrish, seconded by Mr. McMinn to approve the minutes of the February 14, 2024 meeting as presented. The motion carried unanimously.

E. Times Arcade Alley Update

Mr. Hooper informed the committee that Duke Energy has repeatedly canceled, causing the project to proceed out of order and in a manner more disruptive to alley residents. He noted that for two consecutive Mondays, Duke Energy had canceled their work.

Ms. Bentley mentioned that Duke Energy is considering rescheduling the work for nighttime, but they are encountering difficulty due to the temporary power pole obstructing the alley. She added that Mr. Shook has been coordinating with Square Root to provide a generator, and if the work occurs at night, it will be more challenging to coordinate these efforts.

Mr. Hooper reported water intrusion in the Platt Building due to rain, attributed to the project's incomplete status. He stated that the construction crew has promised to return and attempt to divert water away from the building's foundation. Despite this issue, the project is progressing well, and there have been no changes to the expected completion date.

Mr. Parrish asked when the completion date is.

Mr. Hooper said towards the end of May.

Mr. Parrish commented on the messy appearance of the job site, noting that cones were lying on their sides.

Ms. Bentley explained that the wind had blown the cones down and expressed concern about the amount of red clay being tracked into their business. She suggested contacting the construction company to discuss the possibility of pressure washing or cleaning up the red clay to prevent further tracking into the restaurant.

Mr. Hooper agreed to reach out to them regarding this matter.

F. Bike Corral Update

Mr. Hooper said NCDOT has pushed back on our request to place the bike racks in the hashed area. They cited a number of different concerns, including sightlines and whether the bike racks are breakaways. Mr. Hooper mentioned that one alternative we could pursue, although he is not recommending it, is to place a bike rack in a parking space instead.

Mr. Parrish asked if there was another spot where the bike corral could go, perhaps around the corner.

Mr. Hooper said he knows the committee previously had conversations about hiring a firm to consult with us on where we should place downtown amenities like bike racks, but after an investigation, we found out that it was too expensive. He said we are going to focus on the wayfinding signage portion of that proposal instead.

Mr. Parrish mentioned the interesting part regarding bike racks is that bicyclists want to see their bikes.

G. Sidewalk Usage Policy Update

Ms. Brewer said we brought a discussion to the committee in February and received a lot of feedback. However, we still have some outstanding questions on insurance and liability that we are trying to work through. Mr. Luebbe and I are meeting with the North Carolina League of Municipalities to go over some of the more technical aspects. We think we are going to make some significant changes to our policy to ensure we are fully covered. This will include requiring every store to obtain a permit, even if they have merchandise on the sidewalk, to ensure they have the proper insurance. We will also review our hold harmless agreement to ensure it is fully up to date and comprehensive.

Mr. Daniel said he has always been a proponent of outdoor dining personally. He mentioned that one of our restaurants is having an issue with their outdoor dining tables and planters outside. His suggestion to them was to get rid of their planters, but he asked if there is any way we could have flexibility on outdoor dining.

Ms. Brewer said unfortunately, we have a strict agreement with NCDOT regarding sidewalk dining. While we don't have a strict agreement on sidewalk usage in general, for outdoor dining, we must follow their guidelines.

Mr. Parrish asked if the requirement is for five feet or four feet.

Ms. Brewer clarified that it's five feet.

Mr. McMinn mentioned that the tables have been there for twenty years and asked why they are just now a problem.

Ms. Bentley suggested if there's any way to grandfather them in.

Ms. Brewer explained that we can't grandfather them in because the restriction is in our agreement.

Mr. McMinn asked about the enforcement mechanism.

Ms. Brewer said there is a fine, but she couldn't remember the details.

H. Public Comment

No comments were noted.

I. Set Date for Next Meeting

The next meeting of the Council Downtown Master Plan Committee was scheduled for Wednesday, April 10, 2024 at 4:00 PM.

J. Adjourn

There being no further business, the meeting was adjourned at 10:20 AM.

Minutes Approved - April 10, 2024

X
Gary Daniel
Chair, Council Member

X
Alex Shepherd
Assistant to the City Manager