MINUTES

COUNCIL DOWNTOWN MASTER PLAN COMMITTEE

Wednesday, January 8, 2025 – 4:00pm
City Hall Council Chambers

Members Present:	Gary Daniel, Chair, Council Member Pamela Holder, Council Member Billy Parrish, Heart of Brevard Representative Nicole Bentley, Executive Director, Heart of Brevard Parker Platt, At-Large Member Mayor Maureen Copelof, Ex-Officio
Members Absent:	Lee McMinn, Citizen Member
Staff Present:	Wilson Hooper, City Manager Paul Ray, Planning Director Aaron Bland, Assistant Planning Director Stephanie Holland, Planner David Todd, Assistant City Manager Selena Coffey, Assistant to the City Manager
Guests:	None
Media:	None

A. Welcome & Call to Order

Committee Chair Gary Daniel welcomed everyone and called the meeting to order at 4:02pm.

B. Certification of Quorum

Quorum was certified by Assistant to the City Manager Selena Coffey.

C. Approval of Agenda

Mr. Wilson asked that Item F, Barber Shop Outdoor Dining Lease, be removed from the agenda. Ms. Holder moved, seconded by Ms. Bentley to approve the agenda as amended. The motion carried unanimously.

D. Approval of Minutes

Ms. Bentley motioned, seconded by Ms. Holder to approve the minutes of the December 11, 2024 meeting. The motion carried unanimously.

E. Application for Public Art: Looking Glass Realty Proposed Mural Art Project

Ms. Bentley presented a request from Looking Glass Realty for a mural to be created on the backside of Looking Glass Realty, facing into the City-owned Jordan parking lot. She noted that the business has been making improvements to their building and they would like to hire an artist to paint a mural on half of the wall as presented in the application, which was shared with the Committee.

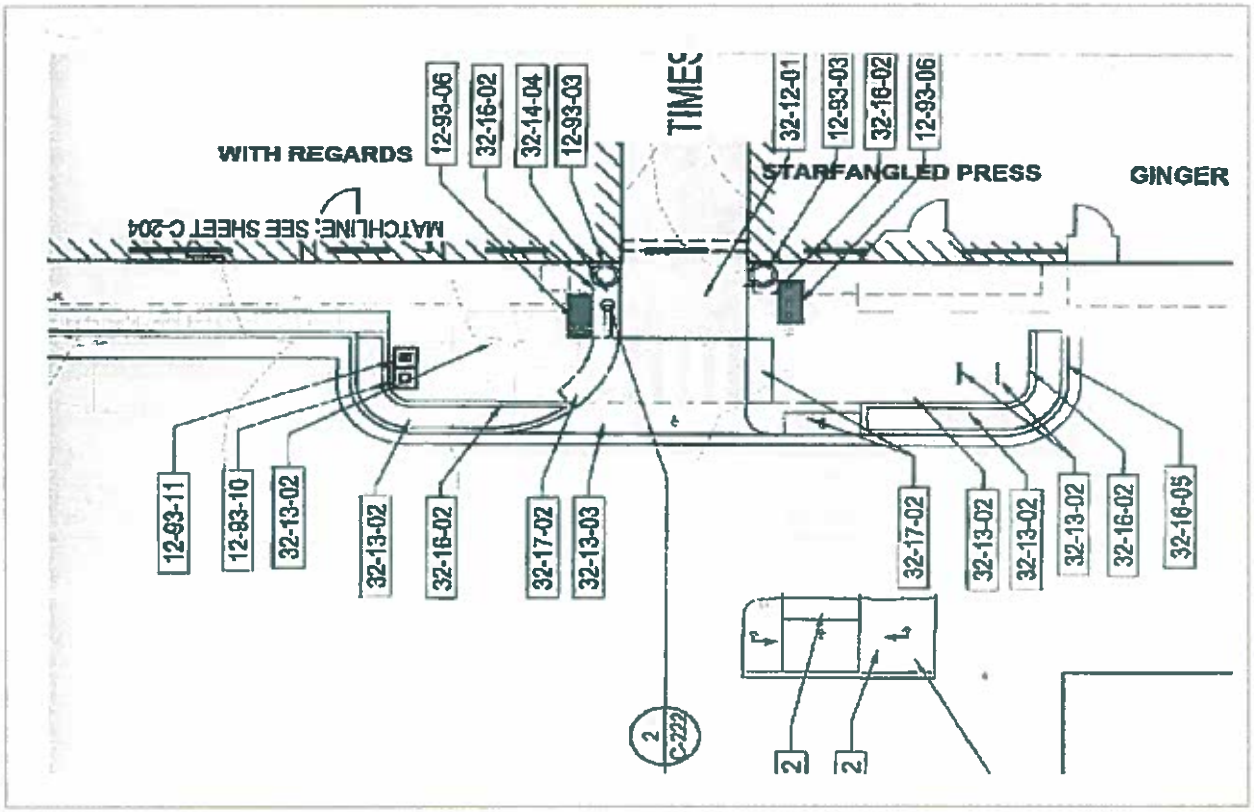
The Committee discussed the application and proposal, primarily focusing on whether the electrical panels could be covered by the mural. Some Committee members had questions about the mural, which Ms. Bentley answered during her presentation. City staff noted that the meters cannot be obstructed/painted due to regulations.

Ms. Bentley made a motion to support the project and the motion was seconded by Mr. Platt. All voted in favor of recommending the project to City Council.

F. Times Arcade Alley/Jordan Street Bump-out Options

City Planner Stephanie Holland presented options for the Jordan Street bump-out as per the slides below:





Relocate Times Arcade wayfinding sign and post to Pedestrian Crossing sign position on Broad St side of alley and stack both signs on shared post.

Remove stop sign and post from the end of the alley.

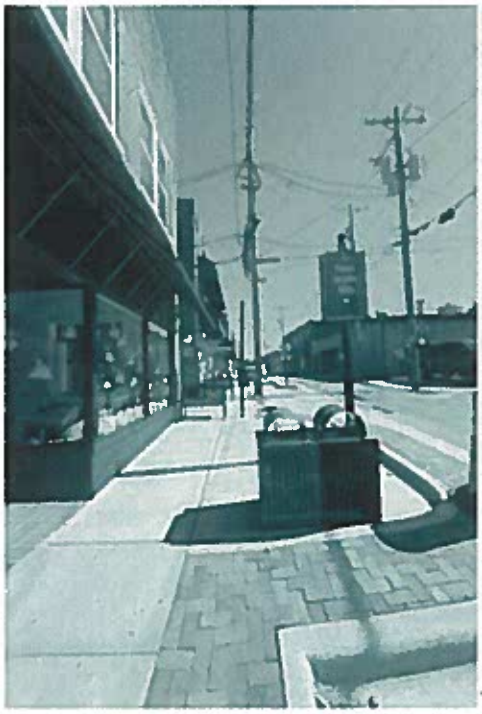
Add a stop bar at the end of the alley.

Add 3' guardrail on each side of alley.

Add truncated domes in the new pedestrian way North of the utility pole.

Paint 5' wide cross walk striping across the alley and next to the guardrails.

Benches may be turned with backs to the building.





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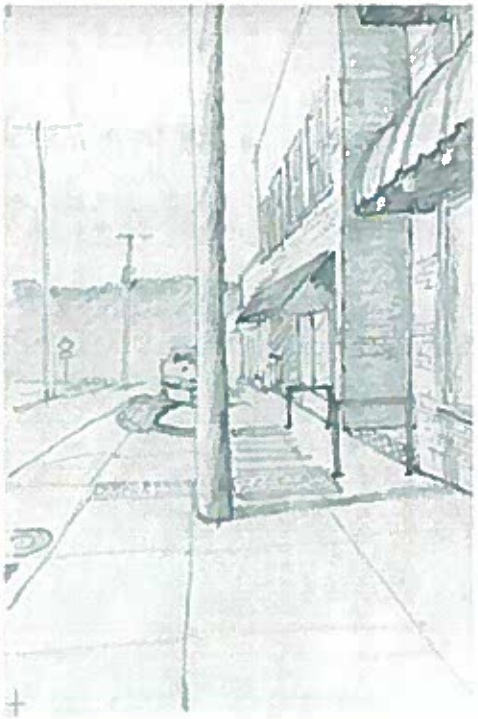
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Benches may be turned with backs to the building





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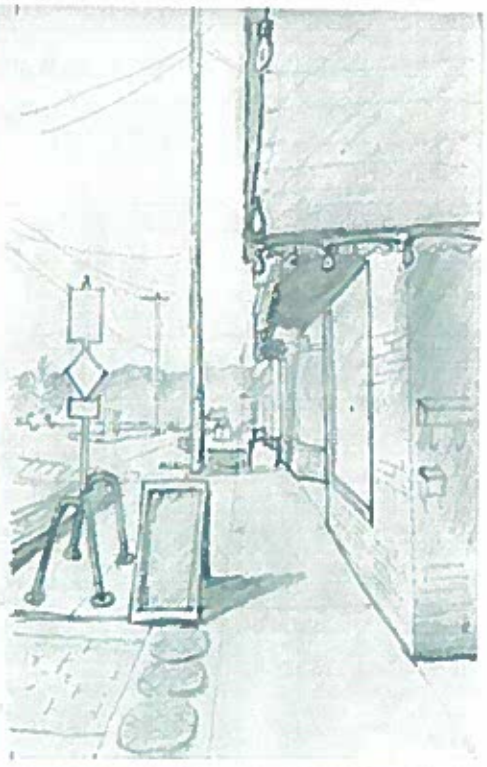
Add truncated domes in the new pedestrian way North of the utility pole

Paint 5' wide cross walk striping across the alley and next to the guardrails.

Benches may be turned with backs to the building

Install bike racks.





As Ms. Holland explained her presentation, the Committee extensively discussed various information they had received from N.C.D.O.T and the original design of this area. They then had an extensive discussion of potential new design elements to include permanent benches, improved placement of way finder signage, and improvements to guard rail

installation, truncated domes, utility pole placement, ADA issues, sidewalk width, the addition of striping for the pedestrian crosswalk, etc. There was significant discussion of the need to find ways to improve the area to benefit visually impaired pedestrians.

The Committee further discussed Duke Energy's previous unwillingness to move the utility pole and how this impacted the area. Mr. Hooper asked to hear the Committee's input as to whether it was worth the disruption if the City received agreement from Duke to move their utility pole. Ms. Copelof suggested asking the business owners for their input. Mr. Platt agreed with this approach. Ms. Copelof reiterated that the City has had a difficult time gaining agreement from Duke to move the utility pole and suggested that several of the improvements that were being discussed be implemented in the near term before continuing negotiations with Duke regarding moving the utility pole. She indicated her concern for the safety needs in the area and Committee members agreed. Mr. Daniels noted the expense for making the improvements and reiterated that Duke should have placed the utility pole in the correct location. Committee discussion continued with comments focused on the provision of ample pedestrian walking space, elimination of safety hazards, the addition of guard rails on both sides of the street, and the need for truncated domes to enhance safety. Mr. Parrish suggested that the City make the improvements that are possible while simultaneously working to get Duke's agreement to move the utility pole to its correct location.

After substantial Committee input and discussion, Mr. Hooper summarized the Committee's consensus and guidance as follows:

City staff will:

- Move forward with installing 6' guardrails on both sides
- Remove the truncated domes next to the utility pole
- Remove the signage and consolidate it on the Broad Street side of the alley
- Place benches along the guardrails
- Paint the crosswalk and a stop bar
- Add a pathway indicator for visually impaired pedestrians at the bump-out
- Rework the truncated domes to make the vehicular turning radius more effective at the street

Mr. Ray then shared that the contractor will begin the waterproofing and landscaping in the area in the near future. He noted that the contractor is waiting on cost estimates for the extra channel drain that will go in at the Square Root handicapped ramp and the plan is to cut out some of the concrete in the alleyway closest to Jordan Street to reduce the pitch towards the building. This should reduce some of the water flow in this area.

G. Public Comment – None

H. Set Date for Next Meeting

The next meeting of the Downtown Master Plan Committee was scheduled for Wednesday, February 12, 2025 at 4:00pm by motion by Mr. Platt, second by Ms. Holder, and all in favor.

I. Adjourn

There being no further business, the meeting was adjourned at 5:02pm.

Minutes Approved: February 12, 2025

X _____
Gary Daniel
Chair, Council Member

X _____
Selena D. Coffey
Assistant to the City Manager