

MINUTES

COUNCIL DOWNTOWN MASTER PLAN COMMITTEE

Thursday, December 2, 2021 – 9:00 AM

City Hall Council Chambers

Members Present: Maureen Copelof, Chair, Council Member
Gary Daniel, Vice Chair, Council Member (left at 10:00 am)
Jim Fatland, City Manager (left at 9:33 am)
Paul Ray, Planning Director
Billy Parrish, Heart of Brevard Representative
Nicole Bentley, Heart of Brevard Executive Director
Lee McMinn, Citizen Member

Absent: Parker Platt, Council Appointed At-Large Member

Staff Present: Aaron Bland, Assistant Planning Director
Katherine Buzby, Planner
Denise Hodsdon, Executive Assistant

Guests: Wes Dickson – Sycamore Cycles
Melanie Spreen, Project Manager
Stephanie Livingston and Jason Smit – Arbor Land Design
Vicki Eastland, Land of Sky
Lonnie Watkins and Eric Lovedahl, NCDOT (via Zoom)
Mark Burrows, Blue Zones Project

A. Welcome & Call to Order

Committee Chair Maureen Copelof welcomed everyone and called the meeting to order at 9:00 AM.

B. Certification of Quorum

Quorum was certified by Executive Assistant Denise Hodsdon.

C. Approval of Agenda

Motion by Mr. Daniel, seconded by Mr. Ray to approve the agenda as presented. The motion carried unanimously.

D. Approval of Minutes of November 18, 2021 Meeting

Motion by Mr. Daniel, seconded by Mr. Fatland to approve the minutes of the November 18, 2021 meeting as presented. The motion carried unanimously.

E. Update re Wes Dickson/Sycamore Cycles Requests

1. Loading Zone & Parking Along Probart Street

Mr. Fatland reported that he met with Wes Dickson and John Nichols onsite to look at the parking situation on Probart Street and the feasibility of making Probart a one-way street. He said that after reviewing it, he thinks that moving parking to one side of Probart might accommodate that. He briefed Paul Ray about the onsite visit and asked Mr. Ray to look at what it would take to make some of these ideas happen.

Mr. Ray reported that he and Aaron Bland went out there several times and took measurements and photographs. Mr. Bland presented some options that they think could be solutions for moving the parking and adding a loading zone for the committee's review and discussion. Mr. Bland noted that the road is only 21 feet wide so there is not room for three vehicles and there is a utility pole with a transformer near the Sycamore Cycles building. He and Mr. Ray feel that the best option for a loading zone would be in front of the old Exchange Building as it is in the middle of the block and away from stop signs, and it would allow for people to go around any vehicle that is there and not clog the entrances and exits of the street. They think everything on one side is probably the best way to think about this and we want to keep things away from the intersections.

Mr. Fatland asked what action Council would have to take if this committee recommends a certain parking/loading zone plan. Mr. Ray said we would have to amend our traffic schedule before City Council. It would not have to go to the Planning Board first; a recommendation from this committee is sufficient to go to City Council and it would require a public hearing.

Following review and discussion of the options, motion by Mr. Daniel, seconded by Mr. Parrish to recommend the scenario with parking on the south side of the street and the loading zone at midblock as depicted in the attached photo. The motion carried unanimously. Staff will discuss the recommendation with the occupants of the Harris building and it will go to City Council for public hearing on December 20th.

2. Dumpsters

At the last meeting Mr. Dickson offered a location at the back of his parking lot next to the alley for centralized waste management. Mr. Fatland had suggested that the City could possibly lease the dumpster location and put a regular dumpster on it initially as a pilot program and then if we decide to go to the inground dumpsters, we would already have a lease in place to make those improvements. He said Staff has looked at

the location offered by Sycamore Cycles. There is some question as to whether the city trucks can get to the dumpsters if placed in that location and there was consensus that input is needed from the Public Works Department before a decision can be made about the feasibility of this location.

F. Times Arcade Alley 60% Design Review

Melanie Spreen reported that the team has taken the masterplan-level design and have been working on developing the construction documents and design for the Times Arcade Alley. She explained that this presentation is the 60% Design Set and they are bringing it to the committee to overview some of the aspects that have evolved and now that we have had a survey completed of this property it is a lot easier to understand what is happening. She informed the committee that next week they will be meeting with the property and business owners that are directly adjacent to and impacted by this project. They have not yet seen this or had any input, but will have that opportunity next week. The intent, based on our schedule was to have this meeting and then in January have 90% completion, and then be ready to go to bid and construction in early spring.

Stephanie Livingston and Jason Smit of Arbor Land Design gave an overview of the project and a copy of their presentation is attached. Ms. Livingston explained that some of the main features of the Master Plan that they are bringing into this design are the entrance seating area; the idea of a pedestrian-oriented design through pavers; lighting and safety; furniture; and stormwater and utility improvements.

Ms. Livingston reviewed what happened in the 30% Design Phase. She noted that the alley is a 10-foot right-of-way and everything outside of the right-of-way is private property. She then explained that the 60% Design shows the public improvements, the improvement at Main Street for the seating area, and improvements to the private parking area. She said that alternations could be made if necessary, depending on what sort of private space is involved in this. Ms. Spreen explained that the intent with the parklet is that, even though it is on private property, there would be an agreement so the City would be maintaining that and have long-term maintenance and liability associated with that as a public space.

Mr. Smit discussed suggested products for pavers, furniture, arches, signs, lighting and landscaping. He noted that they are looking at solutions for the Jordan Street end of the alleyway in order to improve safety for pedestrians on Jordan Street.

Ms. Livingston reported that they recently had a meeting with Duke Energy to explore opportunities of what might be possible to clean up or bury some or all of the utilities in the alley. Duke is reviewing the options and will get back to us in January. They have also started conversations with Comporium. She said while looking at stormwater, the gas lines weave through the alley and it makes it difficult to get the storm lines in there. They have talked with Dominion regarding gas lines and have requested design and cost information from them.

Ms. Livingston reviewed the preliminary cost estimate for this project. The total estimate is \$526,843.20, but she noted that they pulled out items that were directly related to stormwater as it will come from separate funding. The cost estimate for stormwater is \$174,548, leaving a balance of \$352,295 for the remaining portion of the project. She explained that this is a 60% estimate that includes everything in the 60% Design, but it still has to be refined further following conversations with utility providers. It was noted that this plan and estimate is for just the alley with a seating area on private property in the alley and does not include anything on Main Street. Ms. Copelof noted that the stormwater portion of the project will be funded by American Rescue Plan funds so we have the funding to move forward with that. However, we do not currently have enough funding for the rest of the project, so we will need to break the cost down and find what items could be delayed a year, such as the arches and columns, until we have more money.

Next steps are to continue talks with NCDOT, meet with Stakeholders on December 9th, and complete the 90% Design and Cost Estimate in January.

G. Set Date for Next Meeting

The next meeting of the Council Downtown Master Plan Committee was scheduled for January 6, 2022 at 9:00 am.

H. Adjourn

There being no further business, the meeting was adjourned at 10:43 AM.

X Maureen Copelof
Maureen Copelof
Chair, Council Member

Minutes Approved - February 9, 2022

X Denise Hodsdon
Denise Hodsdon
Executive Assistant



TIMES ARCADE ALLEY

60% Design
12.02.2021



Overview

- Master Plan Review
- Project Schedule
- 30% Design
 - Option A (Public + Private)
 - Option B (Public Only)
- 60% Design
- Utilities
- Cost Estimate
- Next Steps



MASTER PLAN REVIEW



Master Plan Review

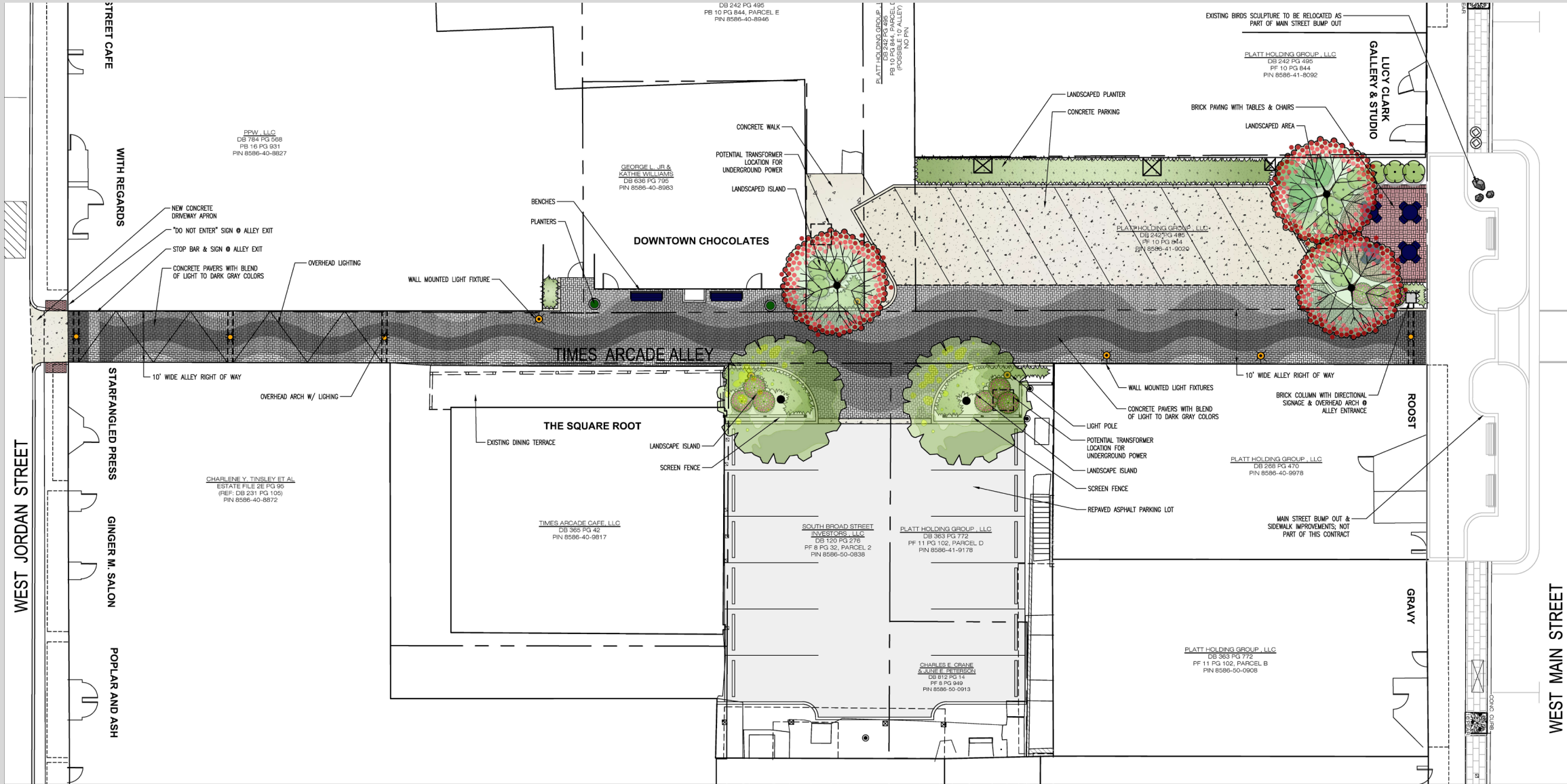
- **Process**
 - Supported by Blue Zones
 - Approved by Downtown Master Plan Committee
 - Adopted by City Council
- **Key Alley Features**
 - Entrance Seating Area
 - Pedestrian-Oriented Design (pavers, lighting, safety features)
 - Stormwater Improvements
 - Other Utility Improvements



PROJECT SCHEDULE



30% DESIGN



STREET CAFE

WITH REGARDS

STARFANGLED PRESS

GINGER M. SALON

POPLAR AND ASH

WEST JORDAN STREET

WEST MAIN STREET

PRIV. LLC
DB 784 PG 568
PB 16 PG 931
PIN 8586-40-8927

NEW CONCRETE DRIVEWAY APRON
"DO NOT ENTER" SIGN @ ALLEY EXIT
STOP BAR & SIGN @ ALLEY EXIT
CONCRETE PAVERS WITH BLEND OF LIGHT TO DARK GRAY COLORS

OVERHEAD LIGHTING

10' WIDE ALLEY RIGHT OF WAY

OVERHEAD ARCH W/ LIGHTING

CHARLENE Y. TINSLEY ET AL
ESTATE FILE 2E PG 95
(REF: DB 231 PG 105)
PIN 8586-40-8972

TIMES ARCADE CAFE, LLC
DB 365 PG 42
PIN 8586-40-8817

THE SQUARE ROOT

EXISTING DINING TERRACE

DOWNTOWN CHOCOLATES

GEORGE L. JR. & KATHIE WILLIAMS
DB 630 PG 795
PIN 8586-40-8963

CONCRETE WALK
POTENTIAL TRANSFORMER LOCATION FOR UNDERGROUND POWER
LANDSCAPED ISLAND

BENCHES
PLANTERS

WALL MOUNTED LIGHT FIXTURE

DB 242 PG 485
PB 10 PG 844, PARCEL E
PIN 8586-40-8946

PLATT HOLDING GROUP, LLC
PB 10 PG 844, PARCEL C
(POSSIBLE TO ALLEY)
NO PIN

LANDSCAPED PLANTER
CONCRETE PARKING

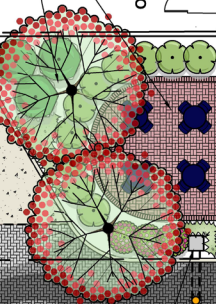
PLATT HOLDING GROUP, LLC
DB 242 PG 485
PF 13 PG 844
PIN 8586-41-9020

EXISTING BIRDS SCULPTURE TO BE RELOCATED AS PART OF MAIN STREET BUMP OUT

PLATT HOLDING GROUP, LLC
DB 242 PG 485
PF 10 PG 844
PIN 8586-41-8082

BRICK PAVING WITH TABLES & CHAIRS
LANDSCAPED AREA

LUCY CLARK GALLERY & STUDIO



TIMES ARCADE ALLEY

10' WIDE ALLEY RIGHT OF WAY

WALL MOUNTED LIGHT FIXTURES
CONCRETE PAVERS WITH BLEND OF LIGHT TO DARK GRAY COLORS

LIGHT POLE
POTENTIAL TRANSFORMER LOCATION FOR UNDERGROUND POWER
LANDSCAPE ISLAND

SCREEN FENCE
REPAVED ASPHALT PARKING LOT

PLATT HOLDING GROUP, LLC
DB 288 PG 470
PIN 8586-40-9978

BRICK COLUMN WITH DIRECTIONAL SIGNAGE & OVERHEAD ARCH @ ALLEY ENTRANCE

ROOST

MAIN STREET BUMP OUT & SIDEWALK IMPROVEMENTS; NOT PART OF THIS CONTRACT

SOUTH BROAD STREET INVESTORS, LLC
DB 120 PG 278
PF 8 PG 32, PARCEL 2
PIN 8586-50-0339

PLATT HOLDING GROUP, LLC
DB 363 PG 772
PF 11 PG 102, PARCEL D
PIN 8586-41-9178

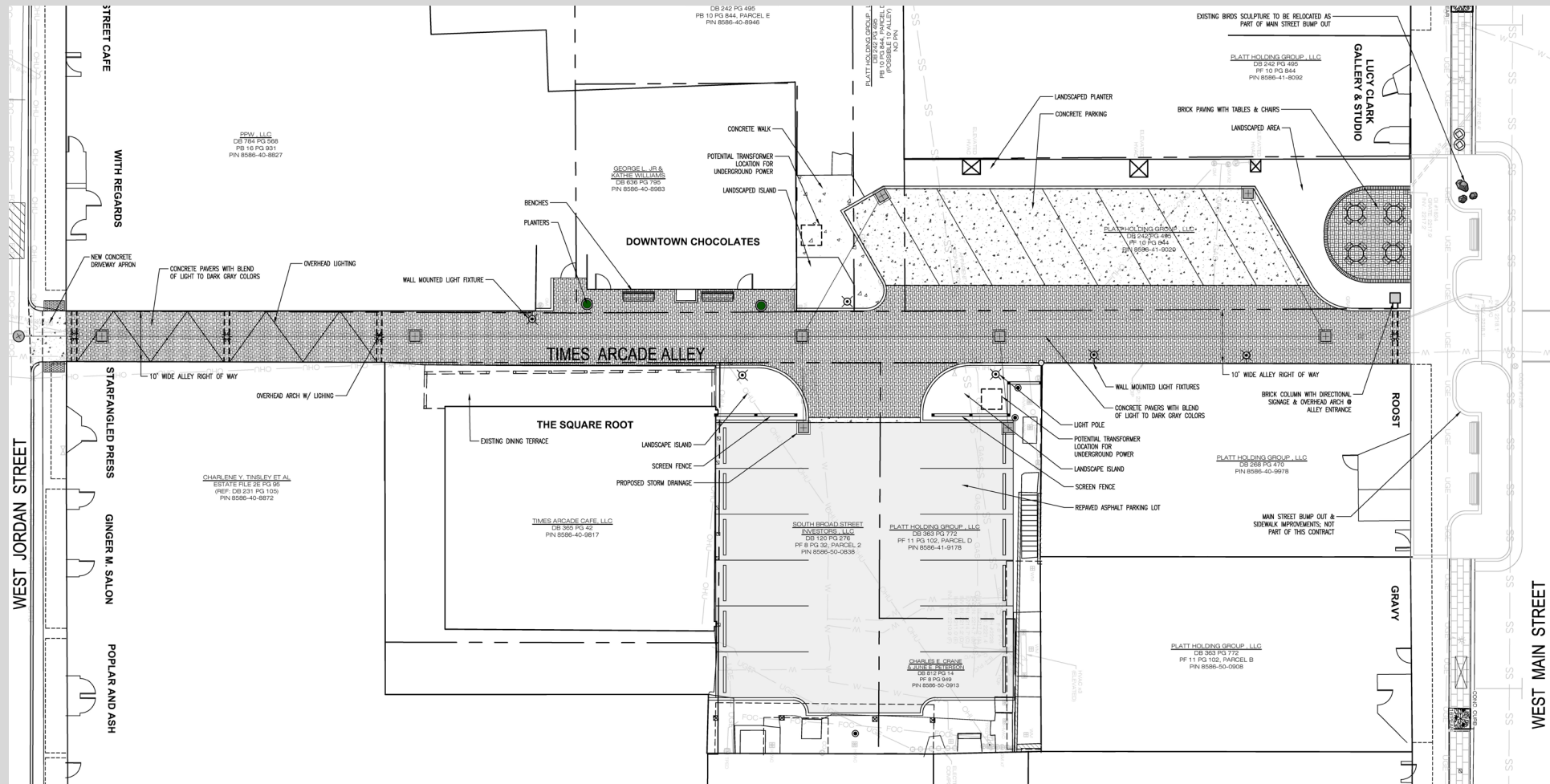
CHARLES E. CRANE & JUNE E. ZELTZBERG
DB 812 PG 14
PF 9 PG 849
PIN 8586-50-0913

PLATT HOLDING GROUP, LLC
DB 363 PG 772
PF 11 PG 102, PARCEL B
PIN 8586-50-0908

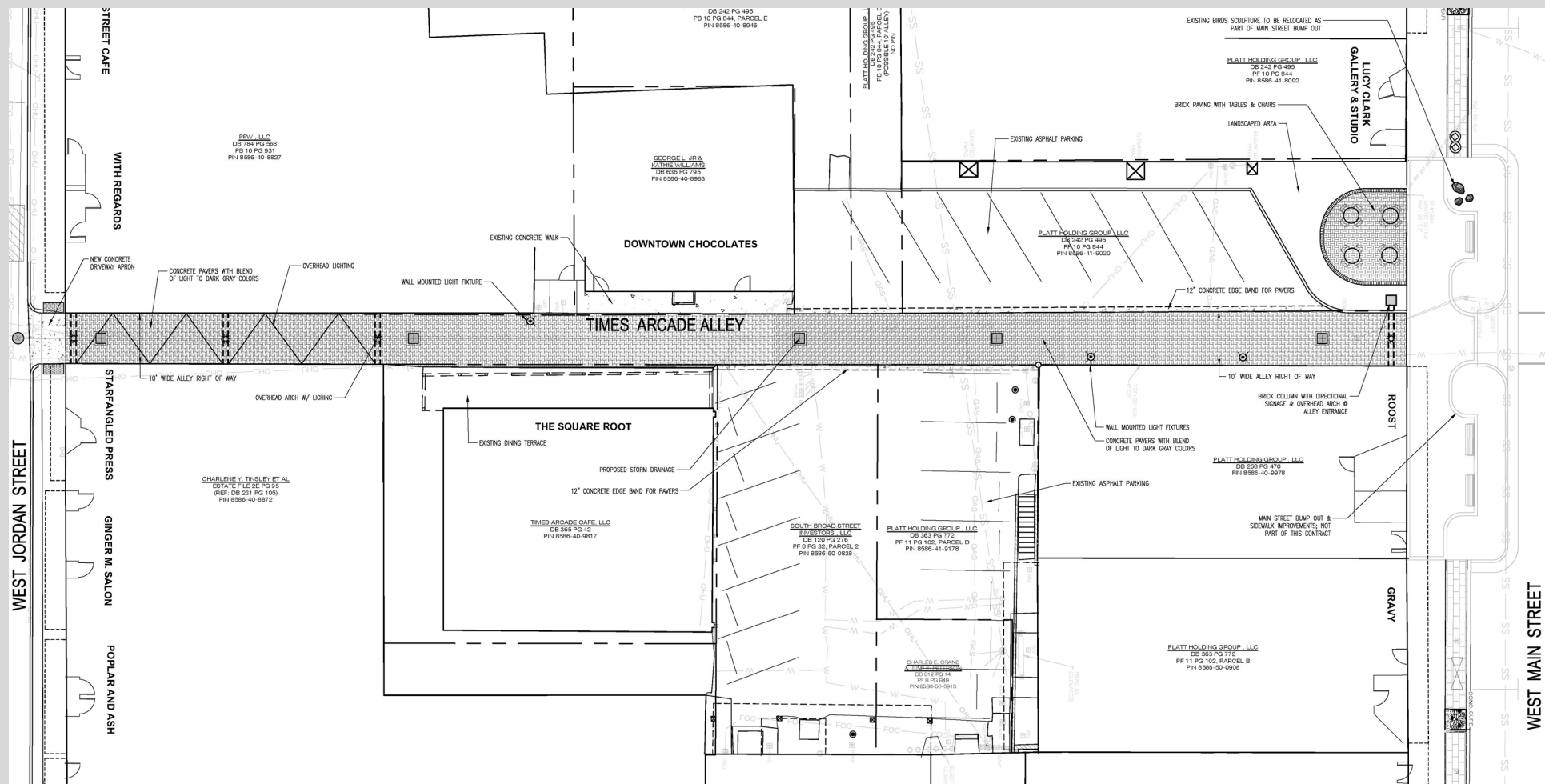
GRAVY

BIRD SCULPTURE

Option A (Public + Private)



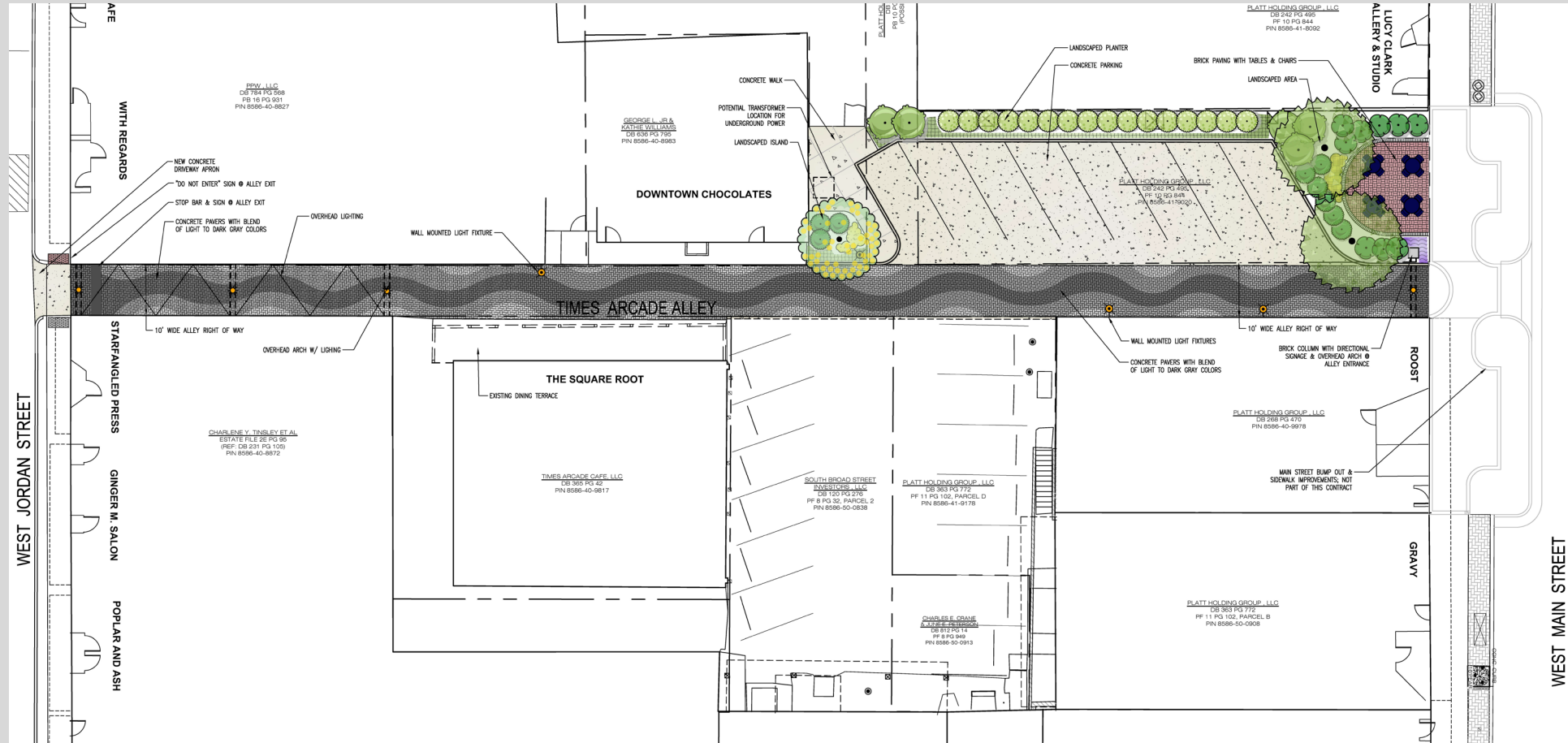
Option B (Public Only)





60% DESIGN

Overall Design





Unilock - Series Paver (or similar)

Products

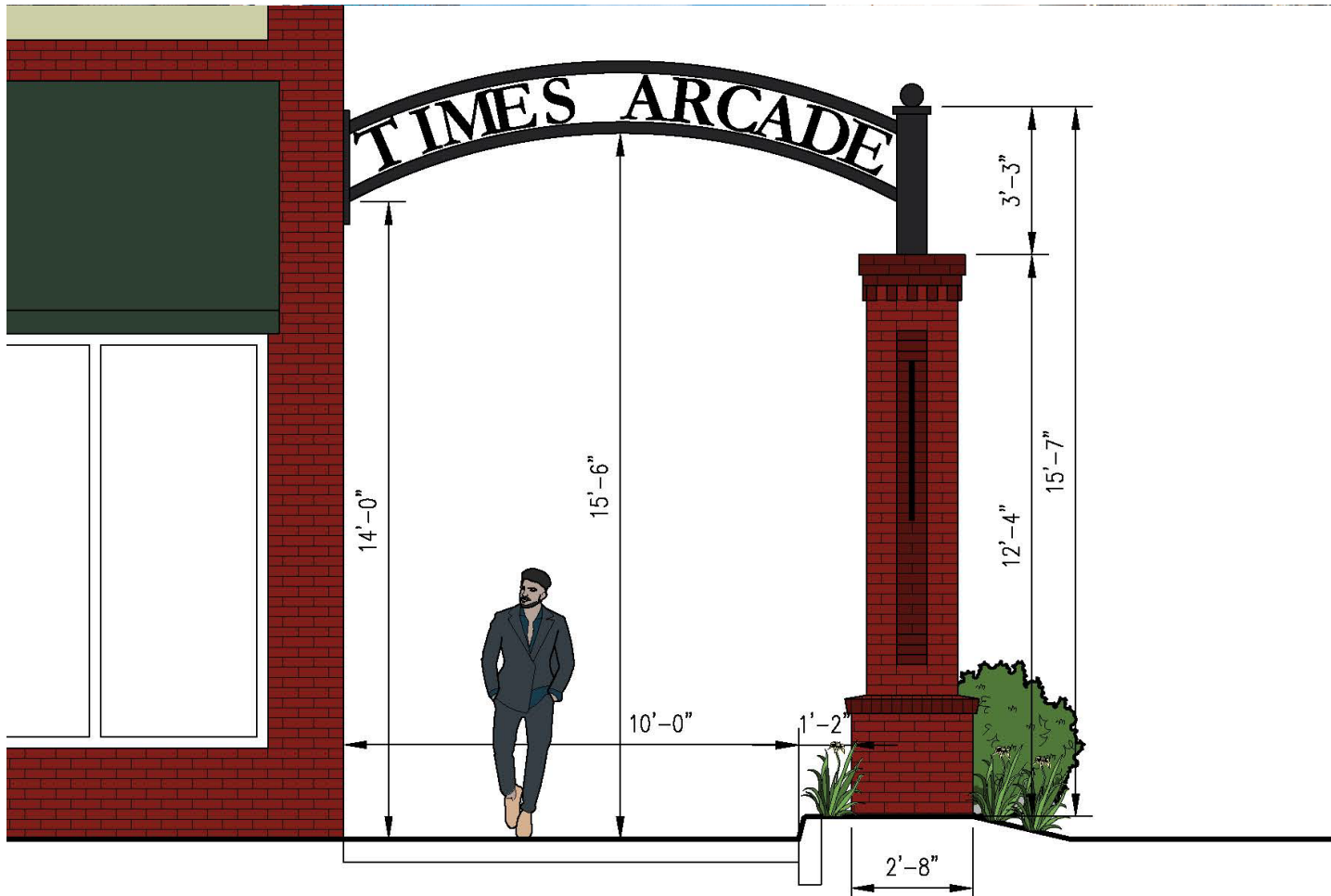
- Pavers
- Furniture
- Arches
- Signs
- Lighting
- Landscape



Match Existing

Products

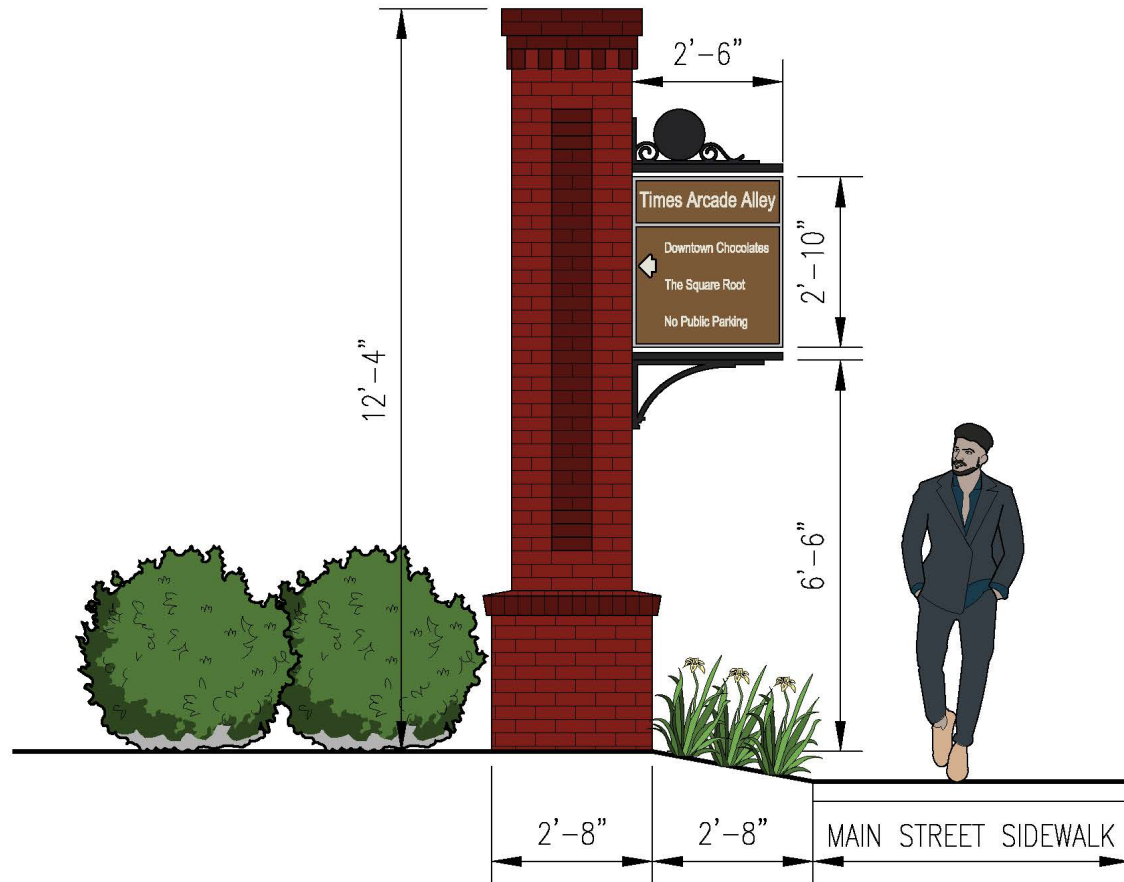
- Pavers
- Furniture
- Arches
- Signs
- Lighting
- Landscape



Arch/Column at Main Street Entrance

Products

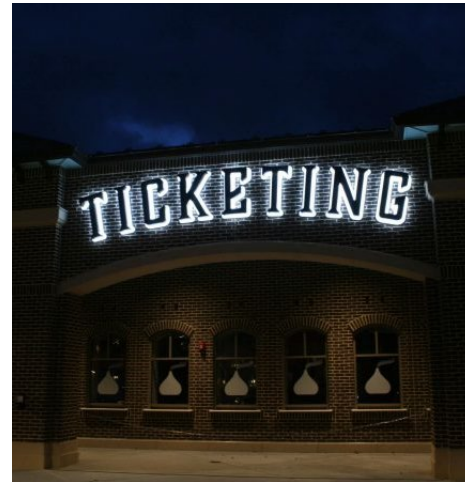
- Pavers
- Furniture
- Arches
- Signs
- Lighting
- Landscape



Sign on Arch/Column at Main Street Entrance

Products

- Pavers
- Furniture
- Arches
- Signs
- Lighting
- Landscape



Wall-Mounted, String Lights, Entry Arch

Products

- Pavers
- Furniture
- Arches
- Signs
- Lighting
- Landscape



Products

- Pavers
- Furniture
- Arches
- Signs
- Lighting
- Landscape

Maple, Fringetree, Abelia, Distylium, Holly, Anise, Mondo Grass, Daylily, Iris, Aster



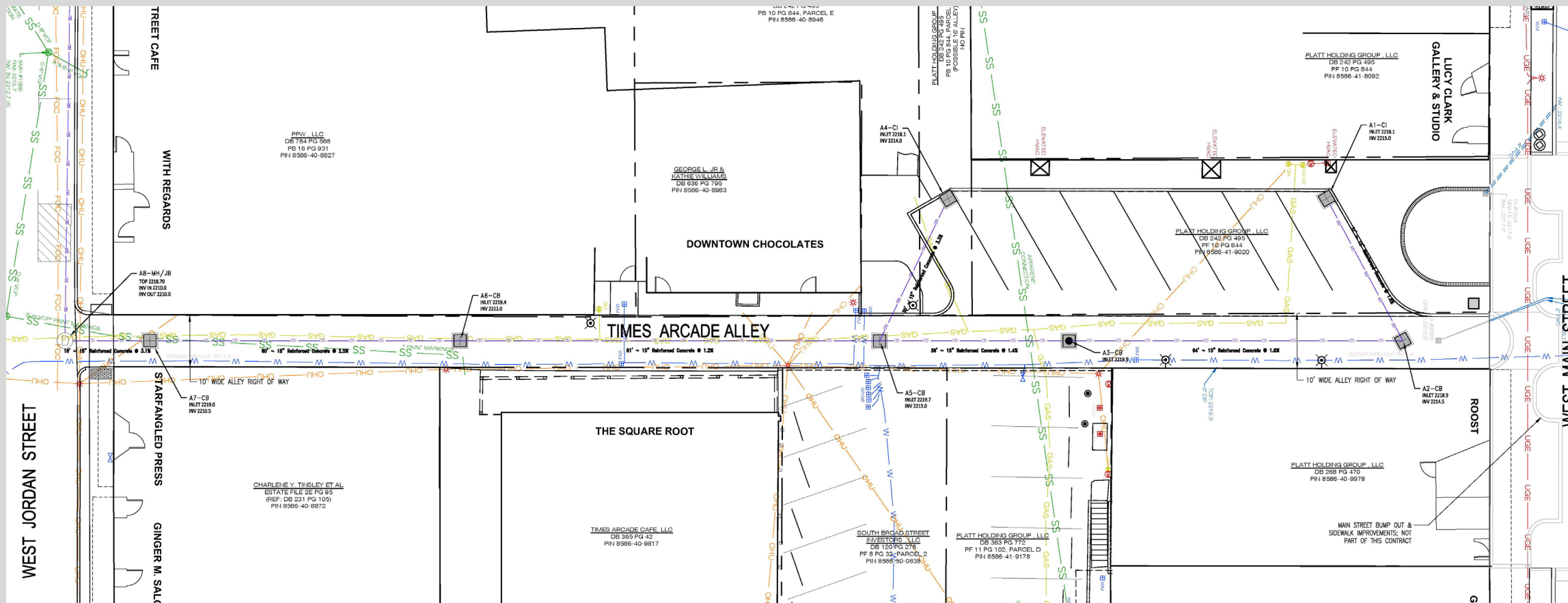
Pedestrian Safety

- Sidewalk/Driveway
 - Prioritize sidewalk in design
 - Include tactile warning strips
- Lighting
 - Locate above or in front of pedestrians
- Convex Mirrors
 - Not recommended for public intersections
 - Causes distortions and lack of reliability
- Electronic Signs
 - Similar to parking garage exit
 - Approx. \$15,000



UTILITIES

Utilities



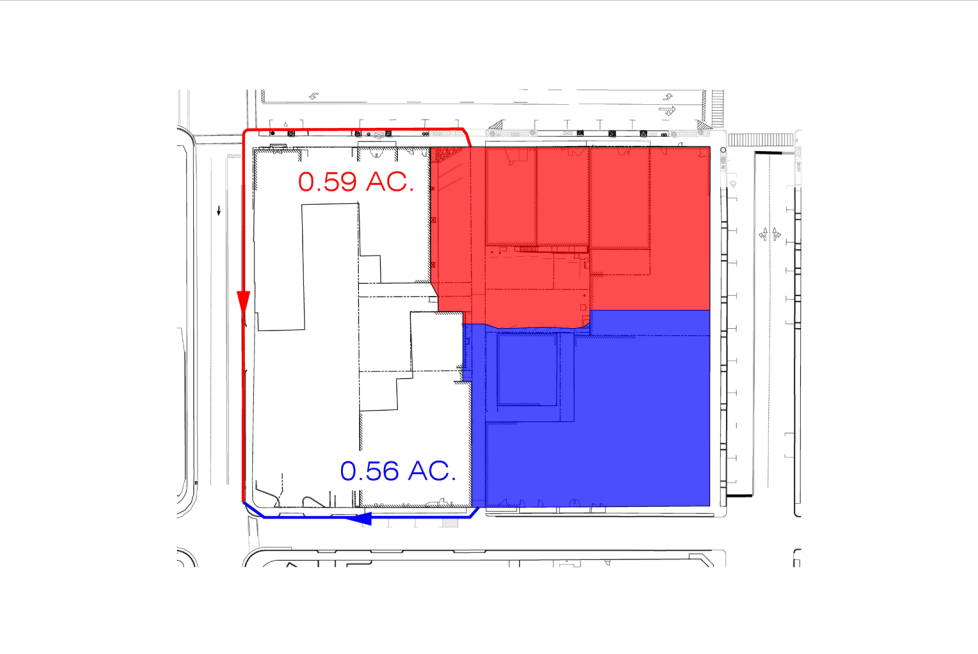


Utilities

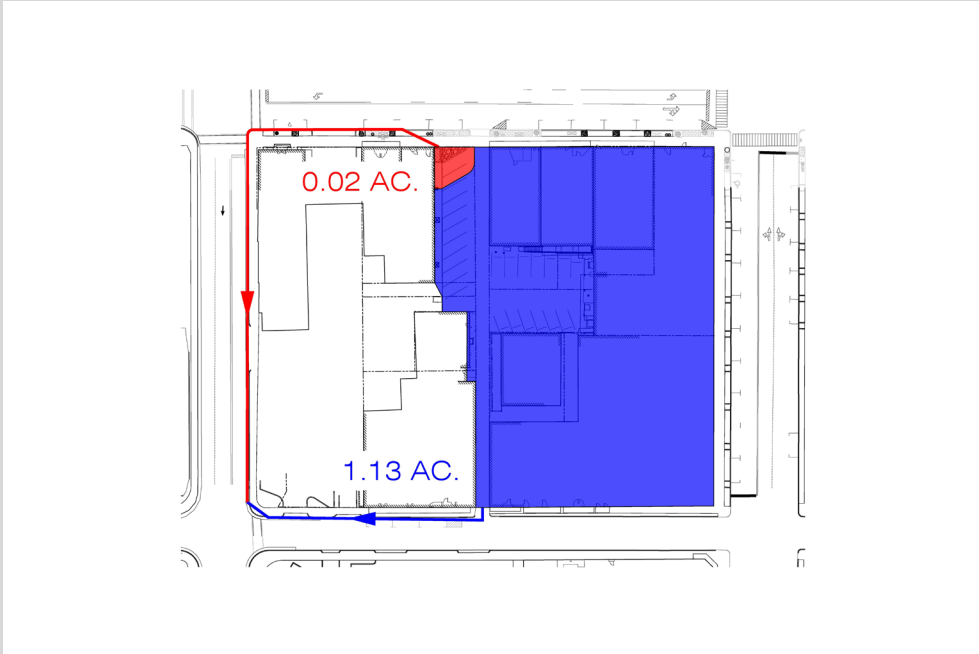
- Power (Duke)
 - designer will review options and provide cost estimate in January
- Gas (Dominion)
 - requested design and cost information
- Telecomm (Comporium)
 - requested design and cost information
- Water (City)
- Sewer (City)
 - coordinate with upgrades

Stormwater

Existing Drainage Pattern



Proposed Drainage Pattern





COST ESTIMATE

Cost Estimate

◦ Demolition	\$11,308
◦ Site Work	\$222,052
◦ Utilities	\$192,676
◦ Landscaping	\$13,000
<hr/>	
◦ SUBTOTAL	\$439,036
◦ TOTAL (20% contingency)	\$526,843

ARBOR LAND DESIGN
PRELIMINARY COST ESTIMATES
December 2, 2021
Project: Brevard - Times Arcade Alley
Arbor Job No. 21501



<u>ITEM</u>	<u>QTY</u>	<u>UNIT</u>	<u>UNIT COST</u>	<u>TOTAL</u>
A. DEMOLITON				
1 Removal of asphalt	685	SY	\$8.00	\$5,484.00
2 Removal of concrete pavement	11	SF	\$4.00	\$44.00
3 Removal of stone pavement	110	SF	\$15.00	\$1,650.00
4 Removal of chain link fence	26	LF	\$10.00	\$260.00
5 Removal of stone planter wall	1	LS	\$1,500.00	\$1,500.00
6 Removal of sculpture	1	LS	\$1,000.00	\$1,000.00
7 Removal of catch basin	2	EA	\$250.00	\$500.00
8 Removal of concrete curb	29	LF	\$30.00	\$870.00
SUBTOTAL:				\$11,308.00
B. SITE WORK				
1 Mobilization	1	LS	\$15,000.00	\$15,000.00
2 Staking	1	LS	\$10,000.00	\$10,000.00
3 Erosion Control	1	LS	\$2,400.00	\$2,400.00
4 Fine Grading	700	SY	\$5.00	\$3,500.00
5 Concrete walk	28	SY	\$60.00	\$1,680.00
6 Heavy duty concrete paving	2,095	SF	\$12.00	\$25,140.00
7 Concete pavers (vehicular)	2,687	SF	\$30.00	\$80,610.00
8 Brick pavers (pedestrian)	259	SF	\$20.00	\$5,180.00
9 Brick paver edge band	44	LF	\$30.00	\$1,320.00
10 6" concrete curb	163	LF	\$25.00	\$4,075.00
11 Tactile warning surface	1	EA	\$1,350.00	\$1,350.00
12 Painted 4" pavement marking	154	LF	\$0.50	\$77.00
13 Thermo. 24" pavement marking	10	LF	\$22.00	\$220.00
14 Brick entry column	1	EA	\$10,000.00	\$10,000.00
15 Signage	1	LS	\$4,500.00	\$4,500.00
16 Overhead arch	4	EA	\$7,500.00	\$30,000.00
17 Pedestrian safety signage	1	LS	\$15,000.00	\$15,000.00
18 Tables & chairs	4	EA	\$3,000.00	\$12,000.00
SUBTOTAL:				\$222,052.00
C. UTILITIES				
1 Buried power, cable	1	LS	\$50,000.00	\$50,000.00
2 Storm structures	8	EA	\$4,000.00	\$32,000.00
3 15" storm pipe	242	LF	\$78.00	\$18,876.00
4 18" storm pipe	233	LF	\$100.00	\$23,300.00
5 Lighting	1	LS	\$20,000.00	\$20,000.00
6 Relocate gas line	1	LS	\$30,000.00	\$30,000.00
7 Upgrade sewer line	100	LF	\$185.00	\$18,500.00
SUBTOTAL:				\$192,676.00
D. LANDSCAPING				
1 Landscaping	1	LS	\$8,000.00	\$8,000.00
2 Irrigation	1	LS	\$5,000.00	\$5,000.00
SUBTOTAL:				\$13,000.00
SUBTOTAL:				\$439,036.00
Contingency (20%)				\$87,807.20
TOTAL:				\$526,843.20

STORMWATER ONLY

1	Removal of asphalt	792	SY	\$4.24	\$3,353.53
2	Storm structures	8	EA	\$3,000.00	\$24,000.00
3	15" storm pipe	242	LF	\$77.03	\$18,641.30
4	18" storm pipe	233	LF	\$100.00	\$23,300.00
5	Relocate gas line	1	LS	\$30,000.00	\$30,000.00
6	Upgrade sewer line	100	LF	\$184.54	\$18,453.73
7	Asphalt paving	792	SY	\$35.00	\$27,708.33
				SUBTOTAL:	\$145,456.89
				Contingency (20%)	\$29,091.38
				TOTAL:	\$174,548.27

PROJECT COST LESS STORMWATER**\$352,294.93**



NEXT STEPS

Next Steps

- NCDOT Hydraulics - review following 60% plans
- NCDOT Encroachment Permits - coordination following 60% plans
- Stakeholders Meeting - 12.09.2021 @ 9AM (in person & on Zoom)
- 90% Design and Cost Estimate - week of 01.03.2022

TIMES ARCADE ALLEY

60% Design
12.02.2021

