

# *Get On Board!*

## **Parksley Downtown Revitalization Project Management Committee Meeting**

November 1, 2018  
5:30 – 7:30 p.m.  
Town Office, Parksley



### **MEETING AGENDA**

1. Call to Order
2. Minutes of the October 4, 2018 Meeting
3. Committee Attendance Record
4. Economic Restructuring Plan
  - Updates on ERP Project Progress – *Participants will provide updates on projects listed in the ERP*
5. Physical Improvement Plan
  - Downtown Revitalization Projects: Continued Development
  - Blight Identification and Removal or Remediation Plan Report
  - Façade Improvement Program Guidelines Report
  - Physical Improvement Plan Consultant Hiring
6. Discuss schedule, next steps, and responsibilities for project
7. Adjourn

### *Community Vision Statement:*

*Parksley is a historic railroad town centrally located to water-access and regional attractions on Virginia's Eastern Shore. The walkable town square offers unique shops, restaurants, museums, memorials, and a year-round Farmers Market. Victorian homes dot the town's tree-lined streets. A state-of-the-art library and cultural center provide modern conveniences and genealogy research activities. Parksley's historic charm and Southern hospitality make it a great place to live, work, and play.*

# Parksley Downtown Revitalization: Get On Board!

Parksley Downtown Revitalization Project Management Team Meeting Minutes

October 4, 2018

Town Office, Parksley, VA

## **Management Team Members Present:**

Wayne Marshall Jr., Mayor  
Letitia Greer, Town of Parksley  
Ellen Johnson, ES Railway Museum  
Paul Muhly, Accomack County Supervisor

## **Management Team Members Absent:**

Billy Graham, Business Owner  
Cara Burton, ES Public Library  
Dana Bundick, Resident  
Elaine Meil, A-NPDC  
Frank Russell, Town Council  
John Aigner, A-NPDC  
Mark Bowden, Accomack County  
Harris Phillips, Business Owner/Acc. Co.  
Supervisor  
Tim Valentine, Business Owner

## **Other Attendees Present:**

Dan Matthews, Town Council  
Julie Nash, Town Council  
Curt Smith, A-NPDC  
Shannon Alexander, A-NPDC  
Jeff Stauffer, Taste of Eden Farmers Market

## **The meeting was called to order at 5:33 pm.**

Curt Smith initiated introductions and followed with a review of the agenda.

## **Minutes of September 6, 2018**

No edits were suggested to the meeting minutes.

## **Staff Update**

### ***Committee Attendance Record –***

The attendance record was presented.

## **Economic Restructuring Plan (ERP)**

### ***Updates on ERP Project Progress—***

The following activities were reported as progress towards implementation of the ERP since the August meeting. These activities will be reported to DHCD to demonstrate that the group is working diligently to implement the ERP:

- Rail car improvements completed in October (painting, etc.).
- New signs installed at Paint It Pretty October 5, 2018.
- Painted façade at Town square building under new ownership.
- New banners hung on lamp posts around downtown during September

Participants were reminded to track all downtown revitalization expenditures, including for the Parksley Golden Spike Festival, as match for CDBG grant and façade improvement funding.

### **Physical Improvement Plan**

#### ***Downtown Revitalization Project Mapping Session—***

Curt provided a brief review of the main sites and projects included in the maps that were emailed to the Committee in September.

Brief discussion ensued regarding plans for the area between Jaxon’s and the new library. It was recommended that VDOT be contacted to request guidance for traffic calming alternatives for the alleyway. It was noted that Frank Russell previously sought such recommendations from VDOT. Curt agreed to follow up with Frank on the matter.

Curt will speak with property owners regarding the potential parking lot across from the Post Office.

Discussion ensued regarding the former Maddox Auto Store property. It was noted that this will become an increasingly visible and critical downtown property once the library opens. It was proposed that the property may need to be included in the project, as there have been improvements implemented in the last two years. No action was taken by the Committee.

Discussion ensued regarding “L: Wayfinding Signage”. It was noted that there is a base for a sign that had removed along Adelaide Avenue along the northern end of the Town Square. Dan Matthews agreed to check on permission of that location and report back to the Committee.

Discussion ensued about the parking area in the Town Square potentially to be removed and grassed. It was noted that the area in front of the Farmers Market would be ideal to remain as parking for convenience to customers, approximately 50% of whom are elderly. Star Transit has hung signs and using the area near the Farmers Market as a transfer station instead of just a stop as of September 2018. No major objections to this proposal were heard and Curt will make the adjustment on the preliminary downtown master plan map.

Designating parking spots near the new memorial in Town Square for Military Veterans was proposed.

Outdoor stage ideas were presented, reviewed, and discussed. Curt will look into Crisfield pavilions as potential examples as requested by the group. Curt will also seek costs from the Town of Exmore for their new stage.

It was requested that the parcels down the street from the Shirt Factory be included in the defined downtown area. Specifically, the parcel with the Tax Service and the parcel with the Confederate Monument should be included. It was determined that neither property would be defined as physically blighted and therefore would not be eligible for

participation in the façade improvement program. Discussion ensued and it was agreed that the boundaries be adjusted to include those properties.

Curt reviewed five additional projects that were not included on the map during the September meeting. The Committee decided to add project locations for enhancing existing sidewalks and new landscaping. The Committee decided not to add locations for playground equipment, installation of decorative banners or flags on light posts as this was recently completed in September, 2018 and repainting existing crosswalks and curbs.

Enhance Existing Sidewalks and Build New Sidewalks – Reviewed map that identified parcels with needed construction of sidewalks and where existing sidewalks need repairs. Transportation Alternatives Program with VDOT requires 25% match. It was recommended that the Town pursue these funds for the majority of sidewalk needs, rather than DHCD, and focus on only the highest priority areas as DHCD funding will be very limited. The Committee requested that sidewalk projects along Bennett Street be prioritized. Specifically, repairs or replacement on the north side in front of the library and new sidewalks on the south side of Bennett. Needed repairs beside the firehouse on Dunne Avenue were prioritized as well.

Following discussion of downtown projects, the updated list of projects is summarized in the following table and maps:

Map #	Identified Priority Project	Preliminary Preferred Location	Comments/Concerns
A	Public Stage	In parking lot, roughly between railway museum and farmer's market	- Must consider egress for emergency situations - Must have adequate electrical capabilities for concerts - Convert blighted parking lot to grassy area
B	Authentic Railcar	Adjacent to current gazebo	To be used for small business
C	Railcar Kit(s)	Adjacent to current gazebo or across the parking lot in grass by railroad	To be used for lodging or business. To be competitive, must show a plan to attract business owners.
D	Water Fountain/ Splash Pad	In current gazebo area	Safety, water efficiency and cost concerns noted
E	Informational Kiosk	Current gazebo area	
F	Public Outdoor Art Displays	Jaxon's Russell's Bridal, & Parksley Art Gallery façades	Sculptures, signs, etc.
G	Upgraded Pedestrian Corridor	Vacant parcels along Dunne Avenue connecting to library	
H	Build New Sidewalks	Various downtown locations	Fill priority sidewalk gaps in highest pedestrian use areas
I	Establish New Crosswalks	-Four-way crosswalk at Cassatt Ave & Bennett St -Cassatt Ave at Catherine St -Cassatt Ave at Mary St	Preference would be to use decorative pavers for crosswalks instead of paint
J	Traffic Calming Techniques on Roads	Roadway between library & Dunne Ave	
K	Establish Additional Parking	In parcel behind gas station and/or beside old shirt factory	
L	Wayfinding Signage	-Corner of Bennett St & Dunne Ave -Intersection of Bennett St & library parking lot -Corner of Cassatt Ave & Adelaide St (potentially use existing old signage base)	
M	Historical Interpretive Signage	-New grassy area by farmer's market/new stage --Former ballfield	

Map #	Identified Priority Project	Preliminary Preferred Location	Comments/Concerns
N	Upgrade Existing Street Lighting	-Vacant parcel adjacent to Club Car Café -Bennett St side of Jaxon's	
O	Vehicle Charging Stations	Near police station or in library parking lot	
P	Enhance Existing Sidewalks	-Bennett Street in front of the library -Beside firehouse	
Q	New Landscaping	-Adjacent to police station -Around the Town Office -Any area of the parking lot removed	



**Figure 1** – Preliminary Conceptual Projects for Entire Downtown Parksley Area



- |   |   |   |                                     |
|---|---|---|-------------------------------------|
| <b>A</b> Public Stage                             | <b>F</b> Public Outdoor Art (sculptures, signs, etc.) | <b>K</b> Establish Additional Parking       | <b>P</b> Enhance Existing Sidewalks |
| <b>B</b> Authentic Railcar (for small business)   | <b>G</b> Upgraded Pedestrian Corridor                 | <b>L</b> Wayfinding Signage                 | <b>Q</b> New Landscaping            |
| <b>C</b> Railcar Kit(s) (for lodging or business) | <b>H</b> Build New Sidewalks                          | <b>M</b> Historic Interpretive Signage      | <b>—</b> Downtown Boundary          |
| <b>D</b> Water Fountain/Splash Pad                | <b>I</b> Establish New Crosswalks                     | <b>N</b> Upgrade Existing Street Lighting   |                                     |
| <b>E</b> Informational Kiosk                      | <b>J</b> Traffic Calming Techniques On Roads          | <b>O</b> Electric Vehicle Charging Stations |                                     |



**Figure 2 – Preliminary Conceptual Projects for Parksley Town Square Area**



- |   |   |   |                                     |
|---|---|---|-------------------------------------|
| <b>A</b> Public Stage                             | <b>F</b> Public Outdoor Art (sculptures, signs, etc.) | <b>K</b> Establish Additional Parking       | <b>P</b> Enhance Existing Sidewalks |
| <b>B</b> Authentic Railcar (for small business)   | <b>G</b> Upgraded Pedestrian Corridor                 | <b>L</b> Wayfinding Signage                 | <b>Q</b> New Landscaping            |
| <b>C</b> Railcar Kit(s) (for lodging or business) | <b>H</b> Build New Sidewalks                          | <b>M</b> Historic Interpretive Signage      | <b>—</b> Downtown Boundary          |
| <b>D</b> Water Fountain/Splash Pad                | <b>I</b> Establish New Crosswalks                     | <b>N</b> Upgrade Existing Street Lighting   |                                     |
| <b>E</b> Informational Kiosk                      | <b>J</b> Traffic Calming Techniques On Roads          | <b>O</b> Electric Vehicle Charging Stations |                                     |



***Blight Identification and Removal or Remediation Plan Report -***

Curt presented the final list and a map of physically-blighted buildings from the Downtown Blight Working Group.

Discussion ensued regarding the former T-Shirt factory buildings. The initial exterior structural inspections identified major potential issues that would make the property ineligible for the façade improvement program and potentially prohibitive for redevelopment. If the property owner desired to have the buildings demolished, the costs should be sourced from an alternative grant (DHCD Industrial Revitalization Fund). It was noted that a cost estimate is needed for the demolition work for this and several additional properties.

Discussion ensued as to whether the Town has the power to condemn the buildings and move forward with demolition work. Curt indicated that the Town could adopt an ordinance to enforce the Property Maintenance Code included in the Code of VA although he learned that other VA localities have not done so due to various reasons. Paul Muhly indicated that he would talk to the Accomack County attorney about options for the T-Shirt factory and other buildings. It was noted that the Town needs to look into legal abilities with regards to buildings in disrepair that impact safety and adjacent properties.

***Facade Improvement Program Guidelines Report -***

Curt distributed the project fact sheet and the non-binding agreement that needs to be distributed to the identified eligible property owners.

Curt indicated that the Committee will need to select two buildings to have an architect design façade improvements and cost estimates during the planning grant stage.

Curt will continue to work with the FIP working group (Wayne, Frank, Paul) to solicit participation, but additional assistance will be needed from the entire group. Curt indicated that he would be hosting a booth at the upcoming Parksley Festival to inform the public about the downtown revitalization project.

***Physical Improvement Plan Consultant Hiring -***

Curt requested that 2-3 volunteers agree to serve on a consultant interview subcommittee. Wayne, Dan, and Letitia were approved as the subcommittee.

Ellen Johnson agreed to reach out to David Beringer about the potential to have architectural drawings done. Curt agreed to contact John Crockett with ESCC and Salisbury University about students capable of doing design work. Wayne agreed to reach out to John Chamberlain from Beacham Construction. Ellen will solicit potential assistance from the VA Cooperative Extension. Dan is to reach out to licensed architect that lives in Chincoteague, Laura Lint.

**Schedule, next steps, and project responsibilities**

It was reported that the first of two public hearings would not be held during the October Town Council meeting due to an advertising issue. Instead the first public hearing will be held during the November 12 Town Council meeting meeting. The next Committee meeting will be on November 1.

The meeting adjourned at 7:47 pm.

**Post-Meeting Action Items**

- **EVERYONE: IDENTIFY SPECIFIC EXAMPLES FOR ALL DOWNTOWN PROJECTS AND COMPILE AS MUCH INFORMATION AS POSSIBLE REGARDING COSTS, ETC. AND BRING TO NOVEMBER 1 COMMITTEE MEETING**
- Shannon Alexander - Follow up with Tesla about electric car charging stations and reach out to alternative company as well. Research who pays for the electricity used at charging stations.
- Curt Smith, Frank Russell, Paul Muhly, Wayne Marshall, Letitia Greer and all other Committee members/partners - Reach out to blighted buildings property owners and supply Participation Statement of Interest form and information packet, Curt will email digital versions to the Town.
- Frank Russell – provide previous traffic calming recommendations provided by VDOT for the road between the back of Jaxons and the library. Curt to contact VDOT for new recommendations if Frank unable to locate previous recommendations.
- Paul Muhly - Look into County and Town legal options for dealing with derelict structures and potential demolitions.
- Dan Matthews - Check into permissions about use of existing sign base on Adelaide.
- Ellen Johnson – solicit potential assistance for architectural drawings and cost estimates from David Beringer and contact VA Cooperative Extension to explore possibility of providing design assistance
- Dan Matthews – solicit potential assistance from Laura Lint of Chincoteague for architectural drawings and cost estimates
- Curt Smith & Letitia Greer - Put out RFP for consultant.
- Letitia Greer – advertise first public hearing for November 1

## Parksley Downtown Revitalization Project Management Team ATTENDANCE RECORD

<i>Project Management Team Members</i>									
MEMBER (AFFILIATION)	SEP '17	NOV '17	DEC '17	FEB '18	MAR '18	MAY '18	AUG '18	SEP '18	OCT '18
<b>John Aigner</b> (A-NPDC)	X								
<b>Mark Bowden</b> (Accomack County)									
<b>Dana Bundick</b> (Resident)	X	X	X		X	X	X	X	
<b>Cara Burton</b> (ES Public Library)	X	X	X	X		X		X	
<b>Jim Eichelberger</b> (Town of Parksley)	X	NA	NA	NA	NA	NA	NA	NA	NA
<b>Billy Graham</b> (Business Owner)		X						X	
<b>Letitia Greer</b> (Town of Parksley)	X				X		X	X	X
<b>Ellen Johnson</b> (ES Railway Museum)		X	X			X	X	X	X
<b>Wayne Marshall</b> (Town of Parksley)		X	X	X	X		X	X	X
<b>Elaine Meil</b> (A-NPDC)									
<b>Paul Muhly</b> (Accomack County)		X	X	X	X	X	X	X	X
<b>Harris Phillips</b> (Accomack Co./Business Owner)	X	X	X		X				
<b>Frank Russell</b> (Town of Parksley/Business Owner)					X		X	X	
<b>Tim Valentine</b> (Business Owner)	X	X	X		X				
<i>Other Participants</i>									
<b>Kerry Allison</b> (ES Tourism Commission)			X						
<b>John Bates</b> (ES Railway Museum)						X			
<b>Diane Bendix</b> (ES Railway Museum)						X			
<b>Denise Bernard</b> (Town of Parksley)	X								
<b>Kellee Blake</b> (Accomack Co. Resident)							X		
<b>Jen Davis</b> (The Nature Conservancy)	X								
<b>Doug Ellis</b> (VDHCD)					X			X	
<b>Betty Farley</b> (Resident)		X	X	X	X	X			
<b>Janice Hart</b> (Business Owner)			X						
<b>Shirley Johnson</b> (Resident)			X						
<b>Alex Jovner</b> (United Methodist Church)		X							
<b>Donald Kilmon</b> (Business Owner)					X				
<b>Laura Kilmon</b> (Business Owner)					X				
<b>Kay Lewis</b> (Resident)			X						
<b>Dan Matthews</b> (Town of Parksley)		X	X	X	X		X	X	X
<b>Ron Matthews</b> (Interested Stakeholder)	X								
<b>Kathi McKorkle</b> (Resident)		X	X		X	X	X	X	
<b>Julie Nash</b> (Town of Parksley)				X		X		X	X
<b>John Parks</b> (Town of Parksley)		X	X						
<b>Robert Peters</b> (ES Railway Museum)						X			
<b>Donna Phillips</b> (Business Owner)		X	X						
<b>Deborah Russell</b> (Business Owner)							X		
<b>Jason Sams</b> (VDHCD)	X								
<b>Mike Shreves</b> (Resident)							X		
<b>Joe Stalgatis</b> (Business Owner)					X				
<b>Joe Stauffer</b> (Taste of Eden Farmers Market)									
<b>Marilynn Wohlrab</b> (Business Owner)							X	X	X
<b>Total Meeting Attendance:</b>	<b>11</b>	<b>14</b>	<b>15</b>	<b>6</b>	<b>14</b>	<b>10</b>	<b>12</b>	<b>13</b>	<b>7</b>



# A-NPDC

ACCOMACK-NORTHAMPTON PLANNING DISTRICT COMMISSION  
 PO Box 417 • 23372 FRONT STREET • ACCOMAC, VIRGINIA 23301  
 (757) 787-2936 • TOLL FREE (866) 787-3001 • FAX (757) 787-4221  
 WEBSITE: [www.a-npdc.org](http://www.a-npdc.org)

## MEMORANDUM

TO: Parksley Downtown Revitalization Project Management Committee  
 FROM: Curt Smith, Director of Planning  
 Accomack-Northampton Planning District Commission  
 DATE: October 24, 2018  
 SUBJECT: Economic Restructuring Plan

### Updates on ERP Project Progress

**Staff requests updates regarding progress recently made on projects and strategies identified in the draft ERP.**

Updates received since the ERP action plans were approved by Town Council in April are as follows:

Update	Date Update Provided
Flyers on upcoming events taking place in Parksley during May and June have been prepared and distributed – Library, Town Office, etc.	May, 2018
Historic Coca Cola street art completed	August, 2018
Jaxon’s façade painted	August, 2018
Railroad tracks cleaned and maintained	August, 2018
Bridal shop named Best Bridal Shop by Virginia Living Magazine	August, 2018
Town entrance sign re-landscaped	August, 2018
Blight removal at former grocery store	August, 2018
Rail car improvements anticipated in September/October	August, 2018
Parksley Festival returns Oct. 6	August, 2018
Pickle ball courts completed in Town Park.	September, 2018
Town Municipal Website redevelopment completed.	September, 2018
Historic Walking Tour brochure is complete and has been printed and distributed. The brochure will be published online.	September, 2018
Alleyway blighted items adjacent to Club Car Café have been cleaned out.	September, 2018
Parksley Art Gallery façade work is complete.	September, 2018
ESRM rail car improvements (painting, etc.) completed in October	October, 2018
New signs installed at Paint It Pretty during October	October, 2018





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## MEMORANDUM

TO: Parksley Downtown Revitalization Project Management Committee  
FROM: Curt Smith, Director of Planning  
Accomack-Northampton Planning District Commission  
DATE: October 24, 2018  
SUBJECT: Physical Improvement Plan

### **Downtown Revitalization Projects – Continued Development**

Staff will lead a facilitated process to identify additional details for the projects identified during the September 2018 meeting and modified during the October 2018 meeting. The objective of the session is to incorporate additional details into the Physical Improvement Plan and conceptual map for consideration by the Town Council, during public hearing, and to guide the project engineer for preliminary engineering design.

Updates regarding prospective downtown revitalization projects are as follows:

- A. Public Stage – Staff will present various examples during the meeting. **Committee members and participants are asked to present examples or further details.**
- B. Authentic Railcar (for small business) – Staff will present various examples during the meeting. **Committee members and participants are asked to present examples or further details.**
- C. Railcar Kit(s) (for lodging or business) – Staff has been unsuccessful in communicating with the current property owner regarding this project and requests guidance or assistance from the Committee members. The cost of railcar kits start at \$4,000/each. The Committee will need to identify how many railcar kits are desired and how to fund and construct them.
- D. Water Fountain/Splash Pad – Staff will present various examples during the meeting. **Committee members and participants are asked to present examples or further details.**
- E. Informational Kiosk – **Committee members and participants are asked to present examples or further details.**
- F. Public Outdoor Art (sculptures, signs, etc.) **Committee members and participants are asked to provide examples or further details.**
- G. Upgraded Pedestrian Corridor – **Committee members and participants are asked to provide examples or further details of enhancements to the two pedestrian corridors.**
- H. Build New Sidewalks – According to VDOT records for the Hampton Roads area, one mile of new sidewalk costs between \$382,000 and \$1.2 million. In the current conceptual plan, there are only a few identified locations that would be relevant for the VDOT cost estimates that are adjacent to roads and include curb and gutter, etc. These are as follows:

*New Sidewalk Locations Adjacent to Roads:*

- Sidewalk gap in front of Paddock Auto along Bennett Street
  - Approximately 250 feet (0.05 mi) = \$19,100 to \$60,000
- Sidewalk gap at northern end of Town Square along Adelaide Street
  - Approximately 100 feet (0.02 mi) = \$7,640 to \$24,000

Other sidewalk locations are as follows:

*New Sidewalk Locations Not Adjacent to Roads* – These will be designed with cost estimates by the hired consultant.

- Two new pedestrian walkways between Dunne Avenue and Library
- Converted parking lot area
- Sidewalk gap from brick walkway to Adelaide Avenue adjacent to railroad tracks

*Sidewalks/Crosswalks at Cassatt Avenue* – Three locations were identified as crossing locations at Cassatt Avenue: Bennett Street, Catherine Street, and Mary Street. Being that VDOT will not install crosswalks where the crosswalks do not lead to ADA-compliant sidewalks, each of these areas will require sidewalk construction or enhancement. Specifically, sidewalk upgrades would be required on the west side of Cassatt Ave. at each of the three crossings and sidewalk construction would be required on the east side of Cassatt Ave. at each of the three crossings. Further, discussions will be necessary between the Town and the owner of the railroad, Canonie Atlantic, to explore the possibility of constructing pedestrian crossings in the additional locations. Canonie Atlantic is planning on the railroad being reactivated at some point in the future, so appropriate safety measurements will be necessary should the crossings be approved.

I. Establish New Crosswalks –

- Three Cassatt Avenue Crosswalks (Bennett, Catherine, and Mary Streets) - see notes for Item H above
- Intersection of Bennett Street and Dunne Avenue – upgrades would be required to the sidewalks on either side of the crosswalk to achieve ADA compliance
- Intersection of Cooke Street and Dunne Avenue - upgrades would be required to the sidewalks on either side of the crosswalk to achieve ADA compliance

J. Traffic Calming on Roads – Staff will provide an update regarding past VDOT recommendations for Hart Drive.

K. Establish Additional Parking – Staff has been unsuccessful to date with attempting to contact the property owners of the vacant parcels desired for parking.

L. Wayfinding Signage – **Committee members and participants are asked to present examples or further details.**

M. Historic Interpretive Signage – **Committee members and participants are asked to present examples or further details.**

N. Upgrade Existing Street Lighting – **Committee members and participants are asked to present examples or further details.**

- O. Electric Vehicle Charging Stations – Staff learned that Tesla is installing charging stations in Salisbury and Kiptopeke State Park. Staff have had difficulties soliciting a response from Tesla but fear that our requests are lower priority due to the proximity of the others. There are other options for establishing charging stations but they must be purchased unlike the Tesla stations. **Staff requests guidance from the Committee regarding the prioritization of this project.**
- P. Enhance Existing Sidewalks – Staff have reached out to VDOT regarding guidance for enhancements for the priority sidewalk locations along Bennett Street and Dunne Avenue, but have yet to receive a response. It is likely that the scale of these projects will not be ample for VDOT Transportation Alternatives Program (TAP) funding. This may leave two options: 1) requesting VDOT assist with upgrades under their current maintenance budget or 2) lumping these enhancements into a larger TAP grant application with the new sidewalk construction projects described in Item H.
- Q. New Landscaping – The hired consultant will be asked to include cost estimates for landscaping at the identified locations.

Table 1 will be presented during all Committee meetings with the intent that it be filled in with input from the hired consultant, ANPDC staff, and Committee members

**TABLE 1 – Downtown Revitalization Projects and Costs**

<u>Project ID***</u>	<u>Description</u>	<u>Total Cost</u>	<u>CDBG Funds</u>	<u>Non-CDBG Funds</u>	<u>Non-CDBG Source</u>
A	Public Stage				
B	Authentic Railcar (for small business)				
C	Railcar Kit(s) (for lodging or business)				
D	Water Fountain/Splash Pad				
E	Informational Kiosk				
F	Public Outdoor Art (sculptures, signs, etc.)				
G	Upgraded Pedestrian Corridor				
H	Build New Sidewalks				
I	Establish New Crosswalks				
J	Traffic Calming on Roads				
K	Establish Additional Parking				
L	Wayfinding Signage				
M	Historic Interpretive Signage				
N	Upgrade Existing Street Lighting				
O	Electric Vehicle Charging Stations				
P	Enhance Existing Sidewalks				
Q	New Landscaping				

\*\*\*see maps on pages 7 & 8

**Blight Identification and Removal or Remediation Plan Report**

Table 2 summarizes the structures identified as needing potential structural repairs.

**TABLE 2 – Structural Integrity of Physically Blighted Properties**

<u>Unique ID***</u>	<u>Property Name / Description</u>	<u>Address</u>	<u>Potential Structural Repairs Needed?</u>	<u>Inspection Notes</u>
P003	Former Shirt Factory	18554 Cassatt Ave.	YES	Likely roof leaking on Tshirt Factory that could cause major issues. Back building beside T-shirt Factory has wall bulging both in and out on back. Major structural issues
P007	Warehouse	NA	YES	Bowed roof and no foundation.
P008	White Storage Building	24248 Bennett St.	YES	Bowed roof. Foundation issues. Likely asbestos siding.
P013	Violets Stitches and Specialty's	24266 Bennett St.	MAYBE	Front right corner has bricks approximately 8' up that are slightly bulging. May need to replace/reset 2-3 bricks to resolve issue.
P015	Caribbean Market	24276 Bennett St.	MAYBE	Slight bow and cracking along west wall. Loose and fallen bricks at top of west wall in one location towards back of building.
P017	Vacant Store	24280 Bennett St.	MAYBE	Add-on on south side of building has major structural issues. Likely roof concerns.
P019	Former Barbershop	24284 Bennett St.	MAYBE	Add-on on south side of building has major structural issues. Likely roof concerns.
P020	Appliance Repairs	24286 Bennett St.	YES	Major issues with large holes in roof and foundation. Accomack County building permit issued in July 2018.
P037	Former Hotel	24316 Cooke St.	MAYBE	Likely issues, but more detailed inspection needed. Porch roof leaking and possible main roof leaking as well.
P056	Manu's Express	18473 Dunne Ave.	MAYBE	Back addition is suspect with major roof sagging. Front wall suspect.
P061	Pierre Alternations Service	18483 Dunne Ave.	MAYBE	North and South Walls showing major cracks and some sagging/bulging around windows. Northwest corner needs further inspection where apparent bricks of different size are.
P065	Parksley Shake Shop	18491 Dunne Ave.	YES OR MAYBE	Very complex situation on south wall. Need further engineer inspection and recommended solutions.

During the October Committee meeting, staff were asked to research potential options for the Town of Parksley to address unsafe buildings with potential structural issues. Virginia adopted the International Property Maintenance Code 2012 edition and incorporated localities within the Commonwealth may adopt and enforce all or part of the code. Provided for reference are examples from the [City of Chesapeake](#) and the [City of Roanoke](#). More recently and locally, the Town of Onancock has scheduled a public hearing to consider adoption of a condemnation ordinance. The ordinance would grant the Town authority to remove unsafe structures and to charge expenses for that removal to the owner of the property. The Town would only act after the property owner has been provided adequate notice and opportunity to address the unsafe structure. The draft ordinance language is included below.



AN ORDINANCE TO CREATE SECTION 15-11 ARTICLE III OF THE ONANCOCK TOWN CODE IN ORDER TO ESTABLISHED A PRECEDENT FOR THE REMOVAL, REPAIR OR SECURING OF BUILDINGS AND OTHER STRUCTURES BY THE TOWN.

**SEC. 15-11 ARTICLE III. UNSAFE BUILDINGS**

**Removal, repair or securing of buildings and other structures.**

(a) The owners of property in the town shall, at such time as the town council may prescribe, remove, repair or secure any building, wall or any other structure which might endanger the public health or safety of other town residents.

(b) The town, through its own agents or employees, may remove, repair or secure any building, wall or any other structure which might endanger the public health or safety of other town residents if the owner and lien holder of such property, after reasonable notice and a reasonable time to do so, have failed to remove, repair or secure the building, wall or other structure. For purposes of this section, repair may include maintenance work to the exterior of a building to prevent deterioration of the building or adjacent buildings. For purposes of this section, reasonable notice includes a written notice (i) mailed by certified or registered mail, return receipt requested, sent to the last known address of the property owner and (ii) published once a week for two successive weeks in a newspaper having general circulation in the locality. No action shall be taken by the town to remove, repair or secure any building, wall or other structure for at least 30 days following the later of the return of the receipt or newspaper publication.

(c) If the town, through its own agents or employees, removes, repairs or secures any building, wall or any other structure after complying with the notice given under this section, the cost or expenses thereof shall be chargeable to and paid by the owner of such property and may be collected by the town in the manner taxes are collected.

(d) Every charge authorized by this section with which the owner of any such property has been assessed and which remains unpaid shall constitute a lien against such property ranking on a parity with liens for unpaid local taxes and enforceable in the same manner as provided in Code of Virginia, §§ 58.1-3940 et seq. and 58.1-3965 et seq. The town may waive such lien in order to facilitate the sale of the property. Such lien may be waived only as to a purchaser who is unrelated by blood or marriage to the owner and who has no business association with the owner. All such liens shall remain a personal obligation of the owner of the property at the time the liens were imposed.

If desired, staff recommends reaching out to the Town of Onancock and consulting with an attorney to further explore a condemnation ordinance.

**Façade Improvement Program Guidelines Report**

Staff continue to contact property owners of the 28 blighted properties eligible for participation in the FIP. There have been no completed commitment forms to date.

### **Physical Improvement Plan Consultant Hiring**

The published and advertised a Request for Proposals for technical assistance to complete all required items within the plan on October 15. Proposals were due on October 31. The consultant interview subcommittee will meet to review and score proposals and conduct interviews for the needed work.

During the October meeting, several prospective options for accomplishing design work were identified and specific Committee members and others were tasked with pursuing these options. Updates will be provided during the meeting.