



CITY OF HENDERSONVILLE DOWNTOWN ADVISORY BOARD

Downtown Program Office | 125 Fifth Avenue West, Suite 200 | Hendersonville NC
28792



Tuesday, October 12, 2021 – 4:00 PM

AGENDA

1. CALL TO ORDER

2. PUBLIC COMMENT

3. APPROVAL OF AGENDA

4. APPROVAL OF MINUTES

A. Approval of September 2021 Downtown Advisory Board Minutes

5. NEW BUSINESS

A. 317 & 317 7th Avenue E Façade Grants

Proposal for updates on 317 and 319 7th Avenue E

We currently have used all 7th Avenue facade grant funds, however since we can make a budget adjustment.

These buildings will also receive a credit for new awnings as a part of the 7th Avenue Streetscape (quote for awning replacement included).

The Community Character Team voted to recommend the Downtown Advisory Board request a budget amendment of \$5000 from the 7th Avenue Fund Balance to support this Façade Grant.

B. Downtown Advisory Board TDA Appointment

6. OLD BUSINESS

A. 7th Avenue Streetscape Update

7. OTHER BUSINESS / STAFF UPDATES

A) Downtown Events Update

B) Project update: Sidewalk Mural, Pivot Grants, Employee Training Program

8. ADJOURNMENT

The City of Hendersonville is committed to providing accessible facilities, programs and services for all people in compliance with the Americans with Disabilities Act (ADA). Should you need assistance or an accommodation for this meeting please contact the City Clerk no later than 24 hours prior to the meeting at 697-3005.



CITY OF HENDERSONVILLE DOWNTOWN ADVISORY BOARD

Downtown Program Office | 125 Fifth Avenue West, Suite 200 | Hendersonville NC 28792



Tuesday, September 14, 2021 – 4:00 PM

MINUTES

1. CALL TO ORDER

In attendance: Caroline Gunther, Carole Sitzler, Jaret Bellmund, Mark Pavao, Matthew Hickman, Rebecca Ayers, Chris Cormier, John Ryan, Walt Slagel, Julie Buckman, Jerry Fitzgerald, Lyndsey Simpson

Absent: Matt Johnes, Patsy DuPre, Anthony McMinn

Staff present: Jamie Carpenter, Meredith Friedheim, Tasha Roby, Lew Holloway

Public present: Fred Nace (virtually)

Vice Chair Matthew Hickman ran the meeting. Caroline Gunther was unavailable at the beginning of the meeting.

2. PUBLIC COMMENT

Vice Chair Matthew Hickman asked if there were any public comments. Fred Nace commented that he has been watching the parking garage demolition and future construction.

3. APPROVAL OF AGENDA

Jared Bellmund made a motion to approve the agenda. John Ryan seconded. A roll call vote was taken: Caroline Gunther, Carole Sitzler, Jaret Bellmund, Mark Pavao, Matthew Hickman, Rebecca Ayers, Chris Cormier, John Ryan, Walt Slagel, Julie Buckman, Jerry Fitzgerald all voted in favor.

No one opposed.

4. APPROVAL OF MINUTES

1. Approval of August Downtown Advisory Board Minutes

John Ryan made a motion to approve the minutes from August 2021. Becky Ayers seconded. Caroline Gunther, Carole Sitzler, Jaret Bellmund, Mark Pavao, Matthew Hickman, Rebecca Ayers, Chris Cormier, John Ryan, Walt Slagel, Julie Buckman, Jerry Fitzgerald, voted in favor.

There were no votes opposed.

5. NEW BUSINESS

1. Facade Grant Application for 430 N Main Street

A façade grant application was submitted by Dennis Dunlap for work on the Dugout. Some of the work had already been completed, but still work remained. J. Carpenter noted that the grant policy says it has to go to work that has not begun yet, but the board can make the final determination. After discussion, the board decided they would like to proceed granting the full amount of \$3000 rather than a partial grant, and retroactively cover the work already completed. Becky Ayers made a motion to make a full grant for \$3000. Mark Pavao seconded.

Caroline Gunther, Carole Sitzler, Jaret Bellmund, Mark Pavao, Matthew Hickman, Rebecca Ayers, Chris Cormier, John Ryan, Walt Slagel, Julie Buckman, Jerry Fitzgerald, voted in favor.

There were no votes opposed.

2. Economic Vitality Team Proposal

J. Carpenter updated the board on the recent Downtown Economic Vitality team discussions regarding downtown employee training. A proposal is being submitted on behalf of the Friends of Downtown (nonprofit) to the City of Hendersonville for consideration of the American Rescue Plan funds.

6. OTHER BUSINESS

1. Downtown Staff Update:

Construction & major projects:

Parking Garage demolition to begin in next week, starting with demolition of 432 N Church Street.

7th Avenue Streetscape is open for bids currently.

Upcoming events:

Rhythm & Brews: Sept 16, October 21

Bear Auction: Online now and in person conclusion October 16

Mural project

Staff updated on downtown projects, including announcing the Friends of Downtown Hendersonville have received \$25,000 from Duke Energy Foundation for expanding the Pivot Grants. Craig DeBrew with Duke Energy will be meeting to take a check presentation photo on Main Street and the board is invited.

In 2021, the Friends of Downtown have received \$35,000 in project grant funding, in addition to grant support for the Farmers Market double SNAP program.

7. ADJOURNMENT

Autison Inc dba Asheville Retractable

77 Reeds Way
Flat Rock, NC 28731
+1 8285131388

Estimate**ADDRESS**

City of Hendersonville Community
Development
125 5th Ave W, Suite 200
Hendersonville, NC 28792

SHIP TO

City of Hendersonville Community
Development
125 5th Ave W, Suite 200
Hendersonville, NC 28792

ESTIMATE #	DATE	EXPIRATION DATE
2590	08/20/2021	10/29/2021

SALES REP

Thomas

DESCRIPTION	QTY	AMOUNT
Job Location: 317 & 319 7th Ave. E 1- Canopy 31' wide 7'6" in projection 1- Canopy 45' wide 7'6" in projection Number of overhead arms: per engineer Color of unit: White Bronze Clear Anodized 8" Tall gutter fascia Drain scoops off front gutter Attachment to brick building: per engineer Take down and disposal of existing cover with posts Install new units on City of Hendersonville's approval Price Includes: Engineered drawings and permit fees	1	19,950.00T

A 50% deposit is required to put your project in progress,
and the remaining balance will be due upon installation.

Please note that any amounts paid with a credit card will
be subject to a 2.5% convenience fee.

SUBTOTAL	19,950.00
TAX	1,346.63
TOTAL	\$21,296.63

Accepted By

Accepted Date

This is a legally binding contract describing work to be done and the financial responsibility of the customer.
By signing or using "Pay Invoice" you agree to the deposit and the final payment when the work described has been completed. All materials remain property of Autison Inc. until completely paid for by the customer.

**FACADE GRANT APPLICATION**

145 Fifth Avenue E. ~ Hendersonville, NC ~ 28792

Phone (828) 233-3216 ~ Fax (828) 697-6185

www.cityofhendersonville.org

DOWNTOWN HENDERSONVILLE

The following are required to constitute a complete application:

- ~ This form including the property owner's signature.
- ~ Attachments such as sketches, photos, site plan, etc., necessary to clearly explain the project.
- ~ Copies of a cost estimate for labor and materials.

Date

9-29-21

Address of Property

317 7th Ave East

Property Owner: Name

Lyle Chariff

Address

720 B Grove St Hendersonville NC 28792

Phone

388-0859

Applicant Name (if other than owner)

Dunkap Construction Co

Address

720 B Grove Street Hendersonville NC 28792

Phone

388-0859

Anticipated Project Cost (evidence is required);

32,600

Anticipated Project
Start Date:~~9-29-21~~ Nov 21Anticipated Project
Completion Date:

Jan 22

Details of proposed work: (attach additional papers if needed).

New roofing, strip paint on brick, paint & repair brick & seal, new storefront

I, the undersigned, understand the Facade Grant must be used in the manner described in this application and the application must be reviewed by the Hendersonville Historic Preservation Commission or Downtown Economic Director prior to commencement of work. I understand that failure to comply with the approved application may result in the forfeiture of grant funds.

Owner's
Signature
AgentApplicant's
Signature

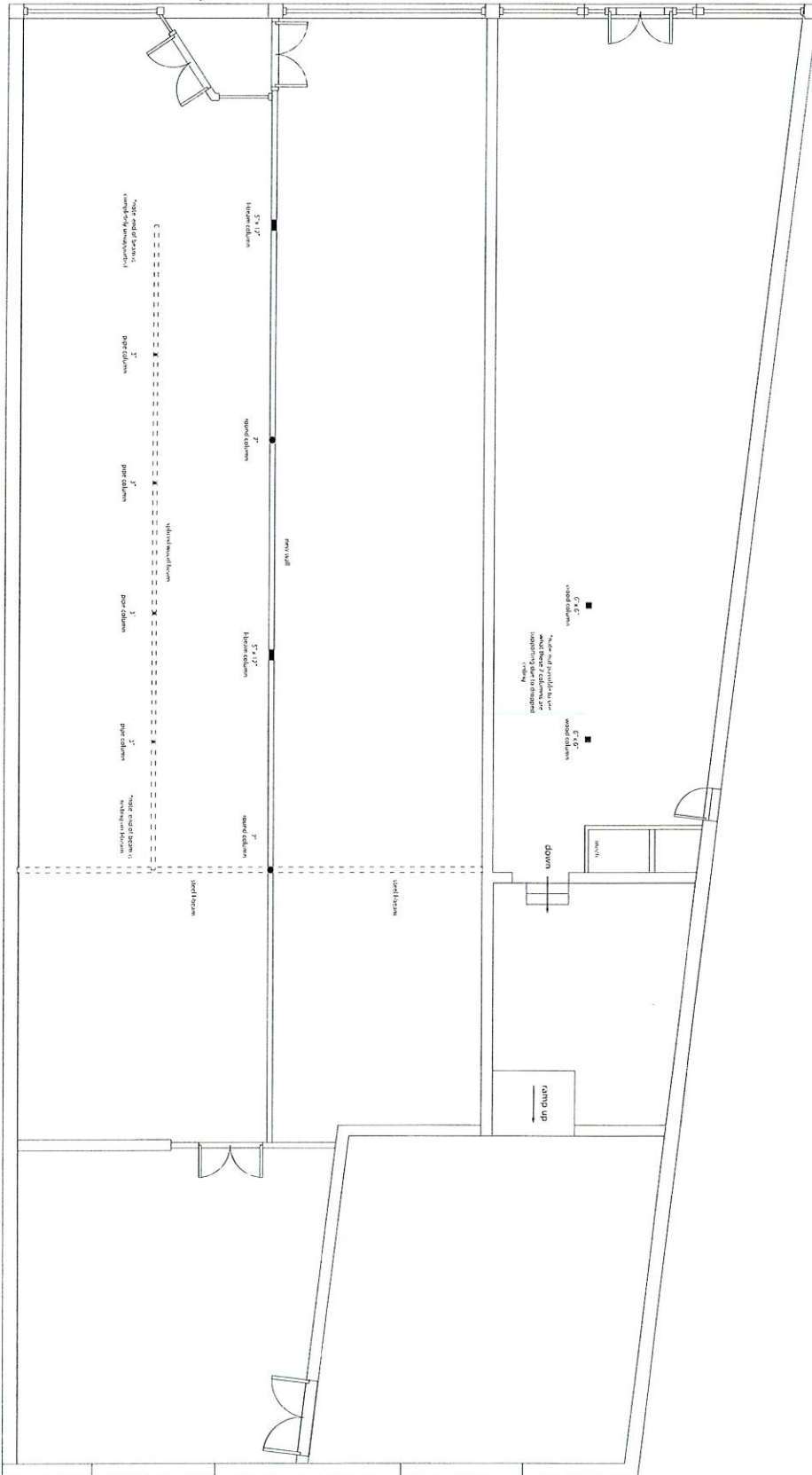
Official Use:

DATE RECEIVED: _____ BY _____

7th Ave East

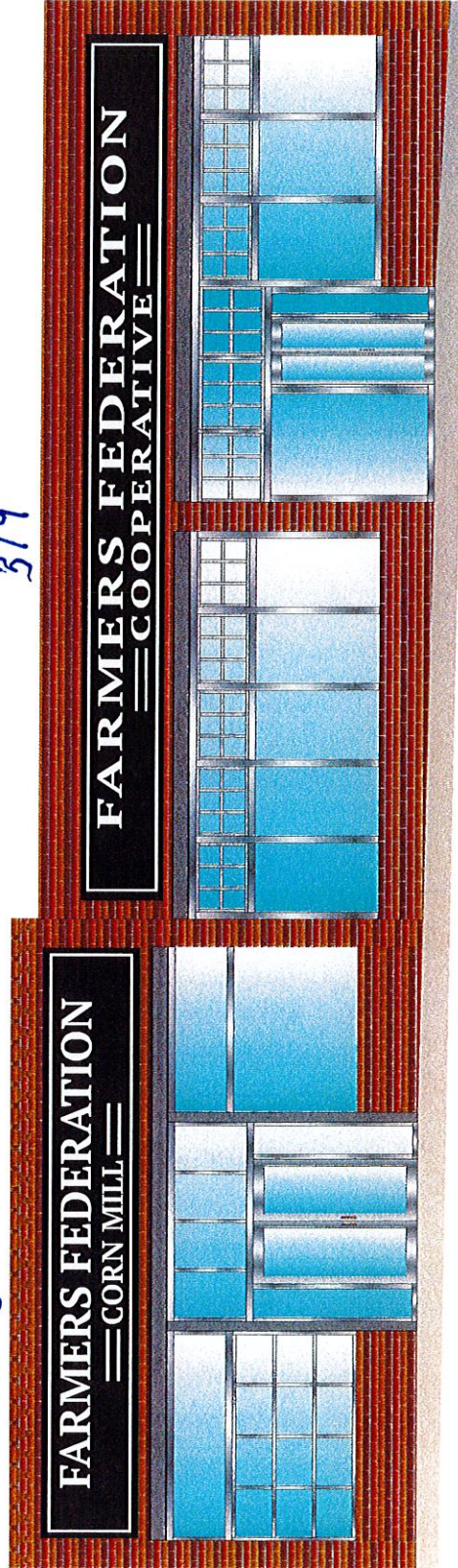
319

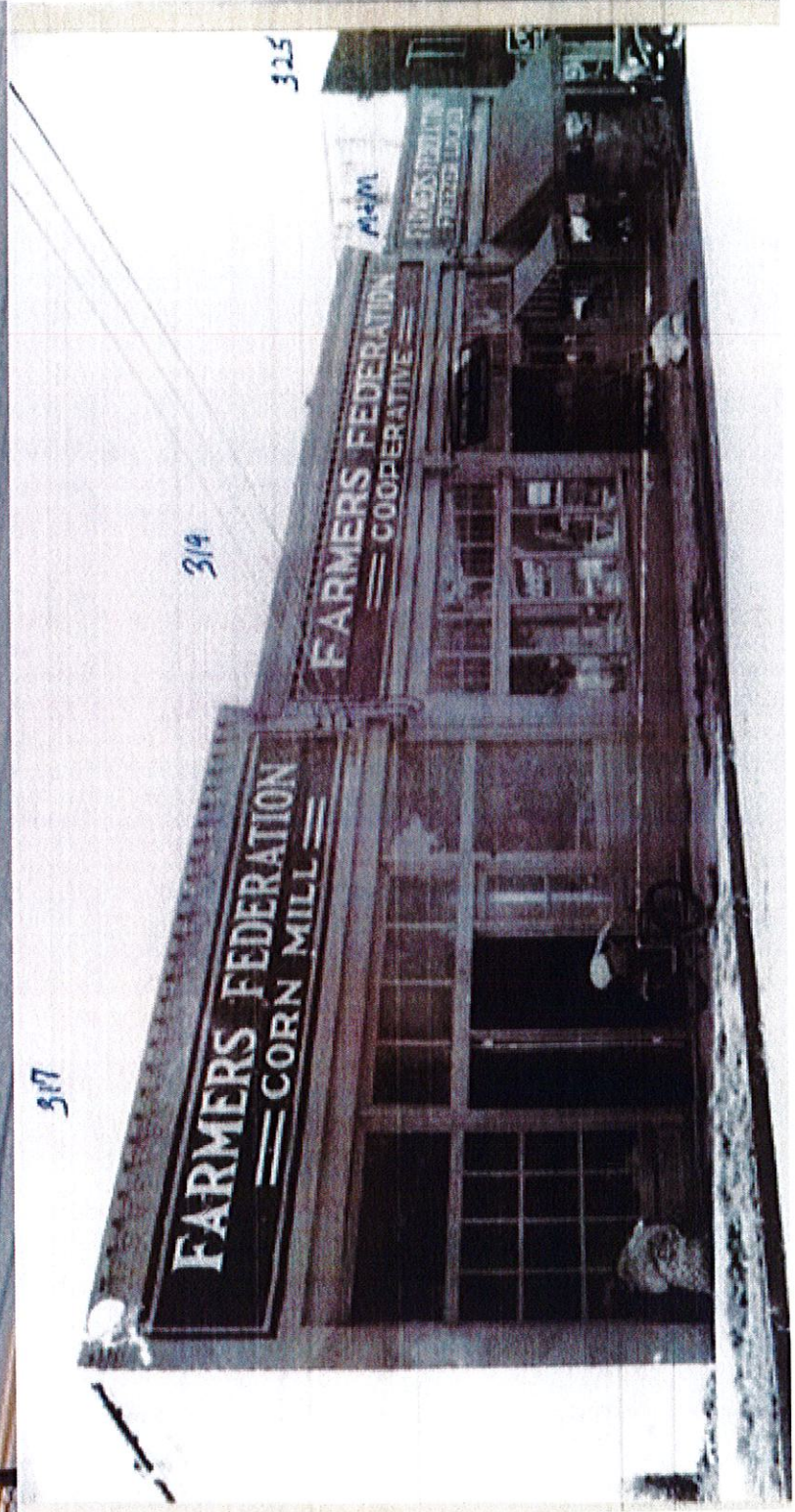
317



317

319







FACADE GRANT APPLICATION

145 Fifth Avenue E. ~ Hendersonville, NC ~ 28792

Phone (828) 233-3216 ~ Fax (828) 697-6185

www.cityofhendersonville.org

DOWNTOWN HENDERSONVILLE

The following are required to constitute a complete application:

- ~ This form including the property owner's signature.
- ~ Attachments such as sketches, photos, site plan, etc., necessary to clearly explain the project.
- ~ Copies of a cost estimate for labor and materials.

Date

9-29-21

Address of Property

319 7th Ave East

Property Owner: Name

Lyle Chariff

Address

720 B Grove St Hendersonville NC 28792

Phone

388-0859

Applicant Name (if other than owner)

Dunkin Construction Co

Address

720 B Grove Street Hendersonville NC 28792

Phone

388-0859

Anticipated Project Cost (evidence is required);

\$2,600

Anticipated Project
Start Date:

~~9-29-21~~ Nov 21

Anticipated Project
Completion Date:

Jan 22

Details of proposed work: (attach additional papers if needed).

New roofing, strip paint on brick, point & repair brick & seal, new storefront

I, the undersigned, understand the Facade Grant must be used in the manner described in this application and the application must be reviewed by the Hendersonville Historic Preservation Commission or Downtown Economic Director prior to commencement of work. I understand that failure to comply with the approved application may result in the forfeiture of grant funds.

Owner's
Signature

Dennis Dunlop
Agent

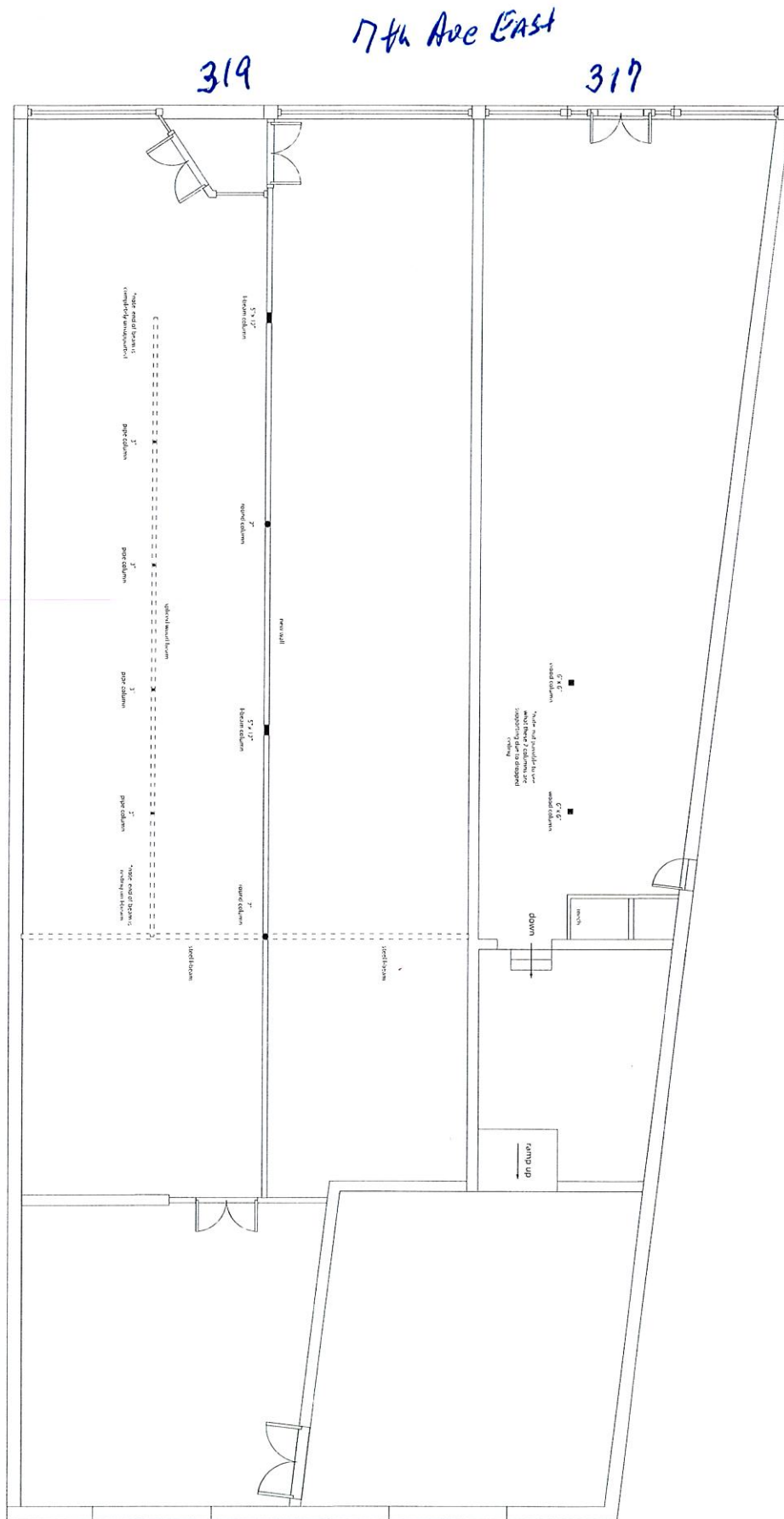
Applicant's
Signature

Dennis Dunlop

Official Use:

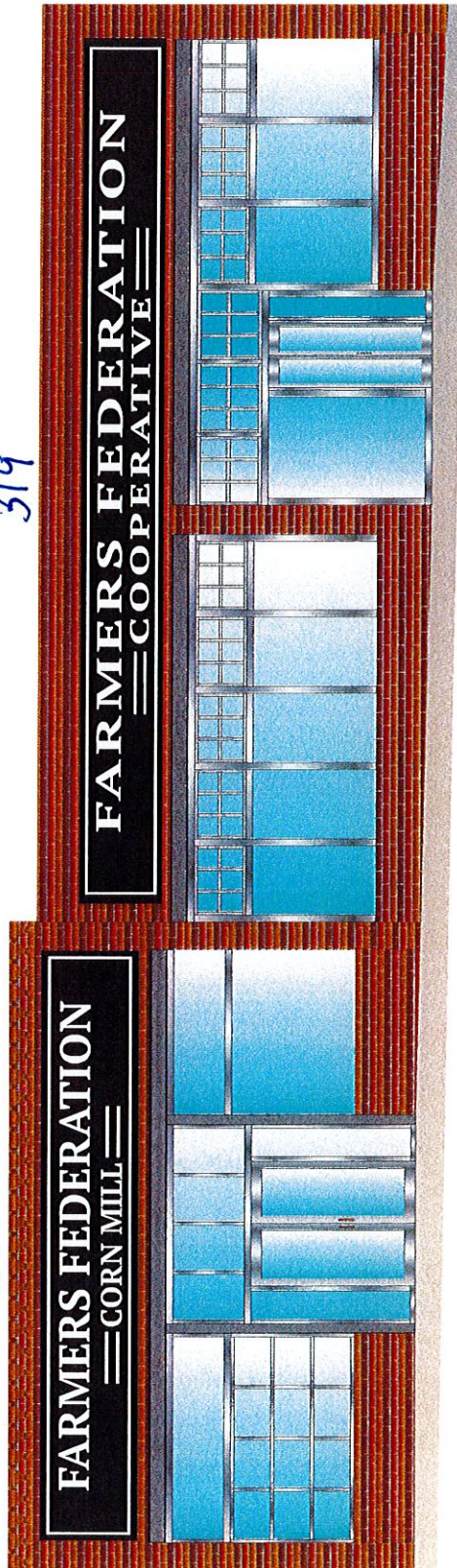
DATE RECEIVED: _____

BY _____



317

319







ESTIMATE

720B North Grove Street
Hendersonville, NC 28792
Phone: (828) 697-9598

ESTIMATE	DATE
317 7 th Avenue Facade	10/5/2021

TO

317 NC Holdings LLC
Attn: Lyle Chariff
330 7th Avenue East
Hendersonville, NC 28792

Project Description: Façade Upfit 317 7 th Avenue	AMOUNT
Remove Storefront	\$4,000.00
Furnish & Install New Storefront	\$14,000.00
Remove Paint from Brick, Point, & Seal Brick	\$10,000.00
Supervision, Overhead & Profit	\$4,600.00
<i>Thank you for your business!</i>	Total \$32,600.00

If you have any questions about this estimate, please contact our office at (828) 697-9598 or jill@dunlapconstructionnc.com



ESTIMATE

720B North Grove Street
Hendersonville, NC 28792
Phone: (828) 697-9598

ESTIMATE	DATE
319 7 th Avenue Facade	10/5/2021

TO

319 NC Holdings LLC
Attn: Lyle Chariff
330 7th Avenue East
Hendersonville, NC 28792

Project Description: Façade Upfit 319 7 th Avenue	AMOUNT
Remove Storefront	\$6,000.00
Furnish & Install New Storefront	\$24,000.00
Remove Paint from Brick, Point, & Seal Brick	\$26,000.00
Supervision, Overhead & Profit	\$8,400.00
<i>Thank you for your business!</i>	Total \$64,400.00

If you have any questions about this estimate, please contact our office at (828) 697-9598 or jill@dunlapconstructionnc.com