



Office of the Town Manager
Frank Cassidy

Warrenton Town Council
Carter Nevill, Mayor
Heather Sutphin, Ward 1
William Semple, Ward 2
Brett Hamby, Ward 3
James Hartman, Ward 4 Vice Mayor
Eric Gagnon, Ward 5
Paul Mooney, At Large
David McGuire, At Large

STAFF REPORT

Council Meeting Date:	October 14, 2025
Agenda Title:	Main St Discussion- Timelines, Sidewalk Café, Sanitation
Requested Action:	Information/Discussion
Department / Agency Lead:	Town Manager, Project Manager, Public Works
Staff Lead:	Frank Cassidy, Michael Wharton, John Ward

EXECUTIVE SUMMARY

At the November Council meeting, Staff presented and was given the “green light” to proceed with the Main Street improvements project, Concept B. This concept included the “bump out” of the sidewalk between Culpeper and Second St, sidewalk improvements, and ADA improvements, and paving. In November of 2024, then April 2025 staff was directed to proceed with the concept of the sidewalk cafes in this area and along First St. The overall goal is to develop a walkable environment, with outside dining opportunities while providing public spaces for public use. These are fundamental aspects of good community developments and supported by entities like Strong Towns.

During these discussions, in February of 2025 staff were also directed to work on improving our sanitation program. First and foremost, getting our operations in line with our ordinance. As to Main St, this means maintaining service, but we need to designate commercial pickups versus residential pickups. This also includes a concept we have been working on for a couple years now to provide a central location, dumpster for Main St businesses for pick up.

The sidewalk café concept has been set up and used by Elles, Licorice Pizza, Molly's and Denim and Pearls; For the most part we have received positive feedback with many issues being the ugliness of the traffic barricades, access to retail windows, and some confusion in the walking path. These are all associated with the temporary set-up to do this work. No fees have been charged to date given the trial nature of this project as well as the temporary configuration.

Main Street Improvements

In January 2025, staff started working with designers to take the approved concept and develop the plans for the Main Street improvements from Court Street to Fifth Street. By July 2025, the designer submitted 90% plans to VDOT for review and received minor comments back in August 2025. After the comments were addressed, the designer submitted the final design to VDOT for approval on September 24, 2025. At this moment, VDOT and Town staff are reviewing the final design, with final approval estimated in early December 2025. The construction phase of Main Street from Court to Fifth is planned to start in January 2026. We estimate it will take approximately seven months to complete.

Courthouse Square

The Town performed a study at the Courthouse Square intersection in March of 2024. During the study, the intersection was converted into a 3-way stop. The study was a success, and the intersection was permanently changed to a 3-way stop.

In the FY-26 budget, the Town Council allocated \$40,000 to hardscape the intersection with medians, curbs, upgrade ADA ramps and install a pedestrian refuge island at Alexandria Pike. The purchase order has been issued, and work is scheduled to begin in October of 2025. The work will take approximately three weeks to complete.

SGR Paving

The Town applied for State of Good Repair projects in October 2023. This project was submitted as part of the continuing resurfacing projects within Town limits based upon the conditions of roadways and the availability of funds through VDOT. The Town was awarded these projects on July 31, 2024.

The contractor has started the ADA upgraded on September 22, 2025. The ADA improvement limits will be on Falmouth Street/ Main Street from Falmouth Court to Sixth Street and on Alexandria Pike from Courthouse Square intersection to John E. Mann. This work will take about four weeks to complete. Once the ADA Ramps are completed, the contractor will start working on replacing the broken sidewalks and curbs at the same limits as stated above. Then after the Main Street Improvement is completed. The paving contractor will mobilize paving the entire roadway along Falmouth Street, Main Street and Alexandria Pike from Falmouth Court to John E. Mann. The paving operation will be performed during nighttime hour to less the impact on businesses and traffic. The paving is expected to start in summer of 2026 and last no longer than two weeks to complete.

Sanitation- Historic District

Staff is working on refining our sanitation program to get in line with our existing ordinance and provide better service to our Main St, CBD customers. To do this, the plan is to provide a Town dumpster on each side of Main St and identify commercial accounts. This plan has been discussed for several years and we will be implementing this as part of the Main St projects. This s will start on the north side of Main St with the dumpster in the Town Parking lot behind he Post Office. The pad has been poured, staff will be installing the required fence, installing the dumpster and working with the area customers on implementing the program. We have requested the current dumpster, paid for and serving Denim and Pearls to be removed as this is on Town Property and does not meet the goals of the Main St sanitation program. We will be incorporating this program starting in November to coincide with the rest of the improvements. Fees will be determined once the program is worked out. The goals are to separate commercial accounts from residential, continue to provide the service to this district as per our ordinance, provide a designated area for pick up to limit trash on Main St, and to make our processes more efficient.

Public Outreach

Our outreach for this project will be in several formats to include walking Main St and handing out information while discussing the options; social media and media posts; public forums; and receiving surveys. A brochure and outreach were started the week of September 22, 2025. Town Staff will continue to stay engaged and address and work through any concerns.

BACKGROUND

Our Project Manager presents concepts for the proposed upgrades to the sidewalks along Main St. These will increase the width of the sidewalks, install bump-outs, and ADA improvements. These will assist with implementation of the sidewalk café program.

The approved Concept B will be moving forward.

The attached Brochure outlines the next steps and process for discussion.

STAFF RECOMMENDATION

Continue to work on the Main St improvements, Concept B. Continue to refine the Sidewalk Café provisions and Main St sanitation program.

Service Level/Collaborative Impact

Continuing collaboration with businesses and managing the project.

Policy Direction/Warrenton Plan 2040

Economic and Fiscal Resilience Goals

E-1: Grow a strong, diversified, and resilient economy that supports residents and businesses alike.

E-3: Promote Warrenton as a cultural, entertainment, and arts center.

E-5: Be proactive in the Town's economic development.

Transportation and Circulation Goals

T-2: Enhance the traveling experience by creating great streets.

T-3: Promote livability in the Town by creating great places where residents and visitors feel welcome and safe.

Fiscal Impact

Main St improvements are part of VDOT revenue share funding

Legal Impact

Required insurance forms required by applicants and legal review of the drafted application.

ATTACHMENTS

1. Copies Main street Improvements
2. Recent emails outlining the timelines
3. Attachments relative to the project