



CITY COUNCIL AGENDA
October 6, 2014

6:00 p.m. – 7:00 p.m. **Closed session as provided by Section 2.2-3712 of the Virginia Code**
(Boards and Commissions; Acquisition of Utility Easements in Steeplehill Street.)

CALL TO ORDER *Council Chambers*
PLEDGE OF ALLEGIANCE
ROLL CALL

AWARDS/RECOGNITIONS World Habitat Day; Domestic Violence Awareness Month
ANNOUNCEMENTS

MATTERS BY THE PUBLIC Public comment will be permitted for the first 12 speakers who sign up in advance of the meeting (limit of 3 minutes per speaker) and at the end of the meeting on any item, provided that a public hearing is not planned or has not previously been held on the matter.

COUNCIL RESPONSE TO MATTERS BY THE PUBLIC

- 1. CONSENT AGENDA*** (Items removed from consent agenda will be considered at the end of the regular agenda.)
- a. Minutes for September 15
 - b. APPROPRIATION: Greenstone on 5th Sponsorship Agreement for Enhanced Police Coverage – \$84,194 (2nd of 2 readings)
 - c. APPROPRIATION: State Criminal Alien Assistance Program (SCAAP) Grant for \$6,629 (2nd of 2 readings)
 - d. APPROPRIATION: Reprogramming of \$104,469.45, Appropriation and Allocation of \$750.00 & Future Allocations – Charlottesville Affordable Housing Fund (1st of 2 readings)
 - e. APPROPRIATION: 2014 Edward Byrne Memorial Justice Assistance Grant – \$27,050 (1st of 2 readings)
 - f. RESOLUTION: Loan Extension Request for Lewis & Clark Exploratory Center – \$130,000 (1st of 1 reading)
 - g. RESOLUTION: Surplus Equipment Trailer Donation to the Charlottesville Albemarle Rescue Squad (CARS) (1st of 1 reading)
 - h. RESOLUTION: Permeable Asphalt Stormwater Management at Human Services Building (909 East Market Street) Transfer of Funds – \$21,970 (1st of 1 reading)
 - i. RESOLUTION: Capital Improvement Program Contingency Account Funds Transfer for Roundabout at McIntire/Harris Intersection Feasibility Study – \$44,836 (1st of 1 reading)
 - j. RESOLUTION: Approval of Employment of Outside Counsel (1st of 1 reading)
 - k. ORDINANCE: Abandon Gas Line Easement – Lochlyn Hills (2nd of 2 readings)
- 2. PUBLIC HEARING / ORDINANCE*** Abandonment of Sanitary Sewer Easements – Rock Creek Road Neighborhood (1st of 2 readings)
- 3. PUBLIC HEARING / ORDINANCE*** Changes to Neighborhood Development Services Fee Schedule (1st of 2 readings)
- 4. RESOLUTION*** Allocation of Charlottesville Affordable Housing Fund (CAHF) Assistance for Low Income Housing Tax Credit Support of Carlton Views – \$950,000 (1st of 1 reading)
- 5. REPORT** Healthy Eating Active Living (HEAL) Update

OTHER BUSINESS
MATTERS BY THE PUBLIC

*ACTION NEEDED

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CITY OF CHARLOTTESVILLE, VIRGINIA
CITY COUNCIL AGENDA



Agenda Date:	September 15, 2014
Action Required:	Approve appropriation for sponsorship agreement
Presenter:	Lieutenant C. S. Sandridge, Police Department
Staff Contacts:	Lieutenant C. S. Sandridge, Police Department
Title:	Greenstone on 5th Corporation Sponsorship Agreement for Enhanced Police Coverage - \$84,194

Background: Greenstone on 5th Corporation would like to enter into a Sponsorship Agreement whereby a donation will be made to the Charlottesville Police Department for \$84,194 to support enhanced police coverage within and adjacent to Greenstone on 5th Apartments. This donation will be received in four equal quarterly installments to be received during F.Y. 15. The installments to be received at the beginning of the months: July, October, January, and April.

Discussion: Enhanced coverage involves police officers being assigned to public patrol duties in the sponsored coverage area in addition to those officers who could be assigned within normal budgetary constraints. Acceptance of the donation under this arrangement will not require officers to be pulled away from other areas of coverage within the City. Even in these circumstances the Chief will have full authority to deploy the officers elsewhere to meet operational necessities.

Alignment with Council Vision Areas and Strategic Plan: This agreement supports **Goal 2** of the Strategic Plan: **Be a safe, equitable, thriving and beautiful community**. It provides for extra Police presence in the agreed upon area, increasing visibility and response times. It also supports **Goal 5: Foster Strong Connections**, by allowing additional time in this neighborhood for Officers and the Community to interact.

Community Engagement: n/a

Budgetary Impact: This Sponsorship agreement is a donation that will cover all costs associated with the added security, with no cost to the City.

Recommendation: Staff recommends approval and appropriation funds.

Alternatives: The alternative is not to approve this appropriation, which would result in the inability to provide enhanced coverage to the sponsored coverage area.

Attachments: None

APPROPRIATION.
Greenstone on 5th Sponsorship Agreement for Enhanced Police Coverage.
\$84,194.

WHEREAS, the City of Charlottesville has entered into an agreement with Greenstone on 5th Corporation to fund enhanced police coverage for the area of Greenstone on 5th Apartments, including salary, equipment, technology and related administrative expenses associated with provisions of such enhanced coverage.

NOW, THEREFORE BE IT RESOLVED by the Council of the City of Charlottesville, Virginia, that the sum of \$84,194, to be received as a donation from Greenstone on 5th Corporation.

Revenues

\$84,194	Fund: 105	Internal Order: 2000113	G/L Account: 451999
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Expenditures - \$84,194

\$75,775	Fund: 105	Internal Order: 2000113	G/L Account: 510060
\$8,419	Fund: 105	Internal Order: 2000113	G/L Account: 599999

**CITY OF CHARLOTTESVILLE, VIRGINIA
CITY COUNCIL AGENDA**



Agenda Date:	September 15, 2014
Action Required:	Approval and Appropriation
Staff Contacts:	Leslie Beauregard, Director, Budget and Performance Management
Presenter:	Leslie Beauregard, Director, Budget and Performance Management
Title:	State Criminal Alien Assistance Program (S.C.A.A.P.) Grant for 2014-AP-BX-0215 - \$6,629

Background: The City of Charlottesville has received the State Criminal Alien Assistance Program Grant (S.C.A.A.P.), on behalf of the Charlottesville Albemarle Nelson Regional Jail, in the amount of \$6,629. These are federal funds to reimburse the Charlottesville Albemarle Nelson Regional Jail for F.Y. 2014 expenses of housing alien inmates. Albemarle County is appropriating funds received under the same program that will also be passed through to the Regional Jail.

Discussion: The State Criminal Alien Assistance Program (S.C.A.A.P.) provides federal payments to states and localities that incurred correctional officer salary costs for incarcerating certain undocumented criminal aliens. The award amount is based on the number of undocumented persons incarcerated at the Charlottesville Albemarle Nelson Regional Jail. As this is not a one-time grant, the Jail will receive future payments from the City as they are granted.

Community Engagement: N/A

Alignment with Council Vision Areas and Strategic Plan: Smart, Citizen-Focused Government -- Acceptance of these funds will support quality services at our Regional Jail and will help ensure that services are provided in the most efficient and cost effective way to citizens.

Budgetary Impact: There is no budgetary impact as 78% of these funds will be passed through directly to the Regional Jail. The remaining 22% will be sent to Justice Benefits, Inc., which provides administrative support for the regional jail.

Recommendation: Approve and appropriate funds to the Regional Jail

Alternatives: N/A

APPROPRIATION.
State Criminal Alien Assistance Program (S.C.A.A.P.) Grant for 2014.
\$6,629.

WHEREAS, the State Criminal Alien Assistance Program (S.C.A.A.P.) grant, providing federal payments for correctional officer salary costs incurred for incarcerating certain undocumented criminals has been awarded the City of Charlottesville, on behalf of the Albemarle-Charlottesville-Nelson Regional Jail, in the amount of \$6,629.

NOW, THEREFORE BE IT RESOLVED by the Council of the City of Charlottesville, Virginia that a total of \$5,171 be appropriated and passed through to the Albemarle-Charlottesville-Nelson Regional Jail and \$1,458 be appropriated and passed through to Justice Benefits, Inc.

Revenues

\$6,629	Fund: 211	Internal Order: 1900215	G/L Account: 431110
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Expenses

\$5,171	Fund: 211	Internal Order: 1900215	G/L Account: 530550
\$1,458	Fund: 211	Internal Order: 1900215	G/L Account: 530670

BE IT FURTHER RESOLVED, that this appropriation is conditioned upon the receipt of \$6,629 from the U. S. Bureau of Justice Assistance.

**CITY OF CHARLOTTESVILLE, VIRGINIA
CITY COUNCIL AGENDA**



Agenda Date:	October 6, 2014
Action Required:	Adoption of Re-Programming / Appropriation & Allocation
Presenter:	Kathy McHugh, Housing Development Specialist Neighborhood Development Services (NDS)
Staff Contacts:	James E. Tolbert, NDS Director Kathy McHugh, NDS Housing Development Specialist
Title:	Reprogramming of \$104,469.45, Appropriation and Allocation of \$750 & Future Allocations -Charlottesville Affordable Housing Fund

Background:

Various funds left over from several older projects that were funded with the Charlottesville Affordable Housing Fund (CAHF) need to be reprogrammed, as the agreements have either expired (with insufficient balances to further program objectives) and/or these funds are no longer needed. The following is a list of funds requiring reprogramming by year, description and amount.

Program Year	Description of Funds	Reprogram for General CAHF Use
08-09	AHIP Rehabilitation / Handicap Accessibility	\$904.16
08-09	PHA Foreclosure Prevention	\$480.08
10-11	Elliott Avenue Site Work	\$23,116.25
11-12	CALM – Planning Grant for 991 5 th Street S.W.	\$1,697.75
13-14	Virginia Supportive Housing – Housing Vouchers for the Crossings at 4 th & Preston	\$72,879.00
13-14	CHRA Administration - Housing Vouchers for the Crossings at 4 th & Preston	\$5,392.21
	TOTAL	\$104,469.45

In addition, the City has received an anonymous private donation of \$750.00. The donor has specifically requested that the funding be placed in the CAHF.

Discussion:

Staff has reviewed older agreements and projects funded with CAHF to determine reprogramming needs. Further, the recent donation of funds by an anonymous donor requires allocation into CAHF.

For future instances involving contributions / donations and/or loan repayments that should be allocated into the CAHF (by virtue of a specific request or funds originated from a CAHF loan), such revenue should automatically be appropriated into the CAHF (CP-084) and shall not be deemed to expire until further action by City Council.

Alignment with Council Vision Areas and Strategic Plan:

Approval of this agenda items aligns directly with the City Council Vision for Charlottesville to provide quality housing opportunities for all. Further, objective 4.9 of the Comprehensive Plan states that the City will continue to dedicate funds annually to support strategic initiatives for affordable and mixed use housing and existing housing rehabilitation and repair. The proposed action also aligns with the Strategic Plan at goal 1.3 which speaks to increases affordable housing options. Future increases in supported affordable housing options will be tracked and reported.

Community Engagement:

There has been no specific outreach and/or community engagement for this action as it is not particularly applicable for this action.

Budgetary Impact:

Reprogramming funds will free these up for other affordable housing efforts. The donation of \$750.00 into CAHF will only increase the City's ability to address other housing needs. As to automation of future contributions / donations and/or loan repayments, this housekeeping measure would only enhance the CAHF budget and would eliminate the need to come back to Council to have funds allocated in the future.

Recommendation:

Staff recommends approval of the attached appropriation.

Alternatives:

None, as all funds have either been previously designated for affordable housing and/or have been specifically requested to be placed in CAHF by a private donor. Council could elect not to have future contributions / donations and/or loan repayments allocated into the CAHF; however, given the number of issues that must go before City Council, this would help reduce that burden slightly and funds would not be expended without Council's approval/appropriation.

Attachments:

Appropriation

**APPROPRIATION
REPROGRAMMING & ALLOCATION OF FUNDS
CHARLOTTESVILLE AFFORDABLE HOUSING FUND ACCOUNT**

WHEREAS, Council has previously approved the appropriation of certain sums to specific projects from the Charlottesville Affordable Housing Fund (CAHF); and

WHEREAS, these funds have not been spent and need to be reprogrammed, and therefore,

BE IT RESOLVED by the Council of the City of Charlottesville, Virginia that prior appropriations made to the following projects are hereby re-programmed / re-appropriated into the CAHF.

Program Year	Description of Funds	Reprogram for General CAHF Use
08-09	AHIP Rehabilitation / Handicap Accessibility	\$904.16
08-09	PHA Foreclosure Prevention	\$480.08
10-11	Elliott Avenue Site Work	\$23,116.25
11-12	CALM – Planning Grant for 991 5 th Street S.W.	\$1,697.75
13-14	Virginia Supportive Housing – Housing Vouchers for the Crossings at 4 th & Preston	\$72,879.00
13-14	CHRA Administration - Housing Vouchers for the Crossings at 4 th & Preston	\$5,392.21
	TOTAL	\$104,469.45

BE IT FURTHER RESOLVED by the Council of the City of Charlottesville, Virginia that the anonymous private donation of \$750.00 is appropriated and allocated to the CAHF.

BE IT FURTHER RESOLVED by the Council of the City of Charlottesville, Virginia that revenue from future contributions/donations and/or loan repayments should automatically be appropriated into the CAHF (CP-084) and shall not be deemed to expire until further action by City Council.

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CITY OF CHARLOTTESVILLE, VIRGINIA.
CITY COUNCIL AGENDA.



Agenda Date:	October 6, 2014
Action Required:	Appropriate Grant Funds
Presenter:	Lieutenant C. S. Sandridge, Charlottesville Police Department
Staff Contacts:	Lieutenant C. S. Sandridge, Charlottesville Police Department Leslie Beauregard, Director, Budget and Performance Management
Title:	2014 Edward Byrne Memorial Justice Assistance Grant (J.A.G.) - \$27,050

Background: The U.S. Department of Justice, Office of Justice Program's Bureau of Justice Assistance has awarded the City of Charlottesville a 2014 Edward Byrne Memorial Justice Assistance Grant (J.A.G.) in the amount of \$27,050 with no local match required.

Discussion: The U.S. Department of Justice (D.O.J.) provides funding for the Edward Byrne Memorial Justice Assistance Grant to assist state and local law enforcement with a broad range of activities. The Charlottesville Police Department will utilize this funding to purchase approved physical fitness equipment.

Alignment with Council Vision Areas and Strategic Plan: This funding will support Goal 2 of the Strategic Plan, to be a safe, equitable, thriving, and beautiful community, specifically objective 2.2, to consider health in its policies and programs. The funding will be used to purchase physical fitness equipment for the Police Department. It is beneficial for employees to be in good physical health. Physical fitness cuts down on injuries, aides in reducing stress, and helps to lower health care costs. The challenges faced by those working varied shifts and days off can be offset by having a facility available to them at any hour in an easily accessible location.

Community Engagement: N/A

Budgetary Impact: The funds will be expensed and reimbursed to a Grants Fund.

Recommendation: Staff recommends approval and appropriation of grant funds.

Alternatives: The alternative is to not approve this project and not purchase the equipment

Attachments: N/A

APPROPRIATION.

**2014 Edward Byrne Memorial Justice Assistance Grant (J.A.G.)
Grant # 2014-DJ-BX-0921.
\$27,050.**

WHEREAS, the City of Charlottesville, through the Police Department, has received the U.S. Department of Justice, Office of Justice Programs' Bureau of Justice Assistance 2014 Edward Byrne Memorial Justice Assistance Grant (J.A.G.) in the amount of \$27,050 to be used for approved law enforcement equipment.

WHEREAS, the grant award covers the period from period October 1, 2013 through September 30, 2017

NOW, THEREFORE BE IT RESOLVED by the Council of the City of Charlottesville, Virginia, that the sum of \$27,050, received from the U.S. Department of Justice, Office of Justice Programs' Bureau of Justice Assistance, is hereby appropriated in the following manner:

<u>Revenue</u>			
\$ 27,050	Fund: 211	I/O: 1900233	G/L: 431110 Federal Grants
<u>Expenditure</u>			
\$ 27,050	Fund: 211	IO: 1900233	G/L: 520990 Other Supplies

BE IT FURTHER RESOLVED, that this appropriation is conditioned upon the receipt of \$27,050 from the U.S. Department of Justice, Office of Justice Programs' Bureau of Justice Assistance.

**CITY OF CHARLOTTESVILLE, VIRGINIA
CITY COUNCIL AGENDA**



Agenda Date:	October 6, 2014
Action Required:	Approve Resolution
Presenter:	Chris Engel, Director of Economic Development
Staff Contacts:	Maurice Jones, City Manager Chris Engel, Director of Economic Development
Title:	Loan Extension Request for The Lewis & Clark Exploratory Center of Virginia, Inc. - \$130,000

Background/Discussion: At its April 15, 2013 meeting City Council approved a loan in the amount of One hundred thirty thousand dollars (\$130,000) to The Lewis & Clark Exploratory Center of Virginia, Inc. (“Lewis & Clark”) to assist in the completion of their new visitor center located at Darden Towe Park. The loan was interest free for a period of 6 months. The county of Albemarle made a similar loan to Lewis & Clark at the same time.

Since that time, Lewis & Clark has requested a series of extensions on the due date of the original loan which was granted by the City Council.

In a recent letter to the Economic Development Authority, which coordinated and issued the loan, Lewis & Clark has requested another six month extension on the due date of the original loan.

Lewis & Clark indicated they had made a similar request of the County.

Community Engagement: N/A

Alignment with City Council’s Vision and Priority Areas: Approval of this agenda item aligns directly with Council’s vision for **C’ville Arts and Culture**.

Budgetary Impact: This item has no direct budgetary impact other than delaying the repayment of the One hundred thirty thousand dollars (\$130,000) to the Strategic Investment Fund.

Recommendation: Staff recommends that Council approve a resolution extending the due date of the loan to April 30, 2015.

Alternatives: N/A

Attachments: Letter to Economic Development Authority dated September 4, 2014

RESOLUTION

Proposed Loan Extension for The Lewis & Clark Exploratory Center of Virginia, Inc.

BE IT RESOLVED by the City Council of the City of Charlottesville that the due date for funds previously transferred from the City's Strategic Investment Fund to the Charlottesville Economic Development Authority (CEDA) for the purpose of a loan to The Lewis & Clark Exploratory Center of Virginia, Inc.; be extended to April 30, 2015.

BE IT FURTHER RESOLVED by the City Council of the City of Charlottesville that once the funds have been repaid to CEDA, \$130,000 will be returned to the City's Strategic Investment Fund.

Located in Darden Towle Park

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the Home Front Chapter

September 4, 2014

BY HAND DELIVERY

Chris Engle, Director
Office of Economic Development
City of Charlottesville
City Hall - 610 East Market Street
Charlottesville, VA 22902

Re: Note to the Economic Development Authority of
the City of Charlottesville, Virginia, dated April 30, 2013, in
the face amount of \$130,000.00

Dear Mr. Engle:

Pursuant to paragraph 1 of the above note, the Lewis & Clark Exploratory Center of Virginia, Inc. respectfully requests that the date by which the Principal Amount Outstanding shall be due and payable in the above be extended for an additional six months to April 30, 2014.

Despite our best efforts, working with helpful County staff and our own contractor, the site work is not complete and we are not yet in a position to get a certificate of occupancy, which precludes opening and the substantial ability to fundraise resulting from opening. Accordingly, the revenues both from operations and additional fundraising from being open have not yet occurred.

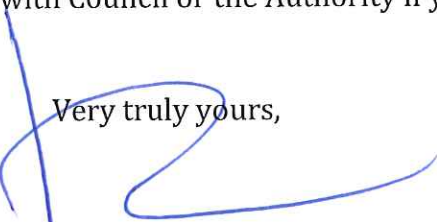
We are pleased to be featured under Historic Sites in the Daily Progress. I have attached a copy of that page. Please know that our commitment to this important project remains firm and we are excited about our upcoming opening!

We have also requested extra time from the County Economic Development Authority.

We would be glad to meet with Council or the Authority if you wish.

Thank you.

Very truly yours,



Francis McQ. Lawrence

Cc: S. Craig Brown, Esquire

John C. Lowry, County of Albemarle Economic Development Authority

Lewis & Clark Exploratory Center Board of Directors

Alexandria Searls, Executive Director

CONTINUED FROM PAGE 19

Gibbons Local History Center is open by appointment Tuesday through Saturday and 10 a.m. to noon every third Saturday. 233 Fourth St. NW. Entrance is on Commerce Street, one block north of West Main Street. 260-8720; www.jeffschoolheritagecenter.org.

Leander McCormick Observatory. 600 McCormick Road on Observatory Hill. Open to the public for two hours on the first and third Friday nights of the month (except holidays). Weather permitting, visitors can view celestial objects through the historic McCormick telescope and two smaller telescopes. The observatory is open to educational groups on the second and fourth Friday nights of the month, but advance reservations are required. 924-7494; www.astro.virginia.edu.

Lewis and Clark Exploratory Center. The center, located at Darden Towe Park, pays homage to the Lewis and Clark Ex-

pedition, which had its impetus in Albemarle County. Meriwether Lewis was from Albemarle, as was Thomas Jefferson, who commissioned the trip to find a route to the Pacific Ocean. The center is currently closed for regular public activities while a permanent facility is being built. However, there are special boat tours as fundraisers for the new building. These tours include a 55-foot-long keelboat and two pirogues, all replicas of the flotilla that took Lewis and Clark up the Missouri. The new center, which is tentatively scheduled to open later this year, will include hands-on activities for all ages, exhibition space, a café, an outdoor classroom, trails and a pedestrian ferry across the river. 979-2425; www.lewisandclarkvirginia.org.

Michie Tavern. 683 Thomas Jefferson Parkway near Monticello. Once was a stop on a stagecoach route, and dates back to 1784. Originally located in the Buck Mountain area of Albemarle, it was moved 17 miles and reopened in its pres-

ent location in 1928. A Virginia Historic Landmark, the house, restaurant and shops are open daily except for Christmas and New Year's Day. Self-guided tours of the oldest section of the house are offered from 9 a.m. to 4:20 p.m. Admission is \$6, \$5 for seniors, AAA members and active military, and \$2 for children 6 to 11. Short and long guided tours are available for groups of 20 to 25. Tour fee discounts apply to adults also eating in the Ordinary. The Ordinary serves meals from 11:30 a.m. to 3 p.m. November through March and 11:15 a.m. to 3:30 p.m. April through October. Southern fried chicken, pork barbecue, stewed tomatoes, cornbread and biscuits are among the favorites. Buffet costs \$17.50, \$10.95 for ages 12 to 15 and \$6.95 for ages 6 to 11; active military receive a \$4 discount. The General Store, inside the Meadow Run Grist Mill (circa 1797), is open from 9:30 a.m. to 5:30 p.m. daily. The Tavern Gift Shop, next to the Ordinary, is open from 9 a.m. to

5 p.m. A metal smith shop and toy shop are open seasonally from 11 a.m. to 4 p.m. 977-1234 www.michietavern.com.

Monticello. Thomas Jefferson's home, at 931 Thomas Jefferson Parkway (Route 53) in Albemarle County, is Central Virginia's most famous landmark. The gates are open from 8:30 a.m. to 6 p.m. Open every day except Christmas. For more information, turn to page 10. 984-9800; www.monticello.org.

Montpelier. The historic home of President James Madison is at 11407 Constitution Highway (Route 20), four miles south of the town of Orange. Open Tuesday through Sunday, plus Monday federal holidays. Closed the first two weeks of January Thanksgiving and Christmas. For more information, turn to page 12. (540) 672-2728; www.montpelier.org.

Oak Ridge Estate. Located at 2300 Oak Ridge Road in Arlington (near Lovingston), the estate has gone through various owners since its start as a nine-room Federal-style house.



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**CITY OF CHARLOTTESVILLE, VIRGINIA.
CITY COUNCIL AGENDA.**



Agenda Date:	October 6, 2014
Action Required:	Approve Resolution
Presenter:	Battalion Chief Rogers, Fire Department
Staff Contacts:	Battalion Chief Rogers, Fire Department
Title:	Donation of Surplus Equipment Trailer to the Charlottesville Albemarle Rescue Squad (CARS)

Background: The Charlottesville Albemarle Rescue Squad has requested the donation of a surplus enclosed trailer that used to serve as a hazardous materials response trailer. This 16' 2005 Danzer trailer has since been replaced in the hazardous materials response fleet, the equipment it once carried was condensed onto other response units. The trailer does have an emergency lighting package, and internal wiring run for connection to an external generator.

Discussion: This surplus trailer was once used to house the primary liquid spill response supplies for the hazardous materials team; it then served as the primary mass decontamination supply trailer once the spill supplies were reallocated to other apparatus. Under the Fire Department's current response model the decontamination supplies have been incorporated into another trailer. This surplus trailer is no longer needed as a response trailer by the Department. No other City departments requested the use of the trailer. The Rescue Squad plans to utilize the trailer to store and transport specialized emergency response equipment within the Charlottesville area.

Alignment with City Council's Vision and Priority Areas: The donation of this trailer aligns with Council's vision for Charlottesville to be America's Healthiest City. It contributes to Goal 2 of the Strategic Plan, Be a safe, equitable, thriving and beautiful community, and objective 2.1, to provide an effective and equitable public safety system.

Budgetary Impact: This has no impact on the General Fund if donated.

Recommendation: Staff recommends approval is the resolution authorizing the donation.

Alternatives: If the request to donate is not approved, staff recommends the trailer be turned over to Purchasing for sale/disposal as surplus property.

Attachments: N/A

RESOLUTION.

Donation of Surplus Trailer to Charlottesville Albemarle Rescue Squad.

NOW, THEREFORE BE IT RESOLVED by the City Council of the City of Charlottesville that a surplus 16' storage trailer operated by the Fire Department will be donated to the Charlottesville Albemarle Rescue Squad.

**CITY OF CHARLOTTESVILLE, VIRGINIA.
CITY COUNCIL AGENDA.**



Agenda Date:	October 6, 2014
Action Required:	Adoption of Resolution
Presenter:	Dan Sweet – Stormwater Utility Administrator
Staff Contacts:	Leslie Beauregard, Director, Budget and Performance Management Dan Sweet – Stormwater Utility Administrator
Title:	Permeable Asphalt Stormwater Management at Human Services Building (909 East Market Street) – Transfer of Funds – \$21,970

Background:

An opportunity was identified to incorporate an area of permeable asphalt that provides stormwater management into a site improvement project for the Department of Human Services at 909 East Market Street. The cost of this addition to the 909 East Market Street site upgrade project is \$21,970, which staff is recommending be transferred from the Stormwater Fund F.Y. 2015 operating budget into the existing project account in the capital fund.

Discussion:

The area identified for installation of permeable asphalt was slated for installation of conventional asphalt to improve accessibility to the entrance of the Human Services building at 909 East Market. Department of Public Works staff identified an opportunity to install permeable asphalt instead of conventional asphalt to provide stormwater management and the associated nutrient reductions eligible for credit in the City's Chesapeake Bay Total Managed Daily Loads (T.M.D.L.) pollutant reductions required as a component of the City's Municipal Separate Storm Sewer System (M.S.4) permit. The opportunity to incorporate this innovative stormwater management strategy into the larger site improvement package is a cost effective strategy for regulatory compliance.

Alignment with Council Vision Areas and Strategic Plan:

The project supports City Council's "Green City" vision. It contributes to Goal 2 of the Strategic Plan, Be a safe, equitable, thriving, and beautiful community, and objective 2.5, to provide natural and historic resources stewardship.

Community Engagement:

Not Applicable

Budgetary Impact:

The funds to be transferred to the project account have already been appropriated as part of the Stormwater Utility F.Y. 15 adopted budget.

Recommendation:

Staff recommends approval of this resolution.

Alternatives:

Not Applicable

Attachments:

Not Applicable

RESOLUTION.

Transfer of Funds.

**Permeable Asphalt Stormwater Management at Human Services Building
(909 East Market Street).**

\$21,970.

NOW, THEREFORE BE IT RESOLVED by the Council of the City of Charlottesville, Virginia that the following is hereby transferred in the following manner:

Transfer From

\$21,970 Fund: 641 Cost Center: 6411001000 G/L Account: 561213

Transfer To

\$21,970 Fund: 213 WBS: P-00805 G/L Account: 498010

\$21,970 Fund: 213 WBS: P-00805 G/L Account: 599999

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**CITY OF CHARLOTTESVILLE, VIRGINIA.
CITY COUNCIL AGENDA.**



Agenda Date:	October 6, 2014
Action Required:	Adoption of Resolution
Presenter:	Jim Tolbert, A.I.C.P., Director, N.D.S.
Staff Contacts:	Jim Tolbert, A.I.C.P., Director, N.D.S.
Title:	Transfer of Funds from Capital Improvement Program Contingency Account for Feasibility Study for Roundabout at McIntire/Harris Intersection - \$44,836

Background: For several years Mr. Keith Woodard, owner of McIntire Plaza, has asked the City to explore the feasibility of a roundabout at the intersection of McIntire and Harris Street. He believes that it will facilitate the flow of traffic as well as improve access to McIntire Plaza. This agenda item proposes a transfer of \$44,836 from the Capital Improvement Program Contingency Account to accomplish this, should Council choose to do so.

Discussion: Using one of our on-call engineering contract staff has received a proposal for a feasibility study from Rummel, Klepper, and Kahl, L.L.P. (R.K. & K.). Because of all of the traffic study data done for the interchange project as well as the existing traffic model, staff felt that it would be most efficient to request a proposal from them. The proposal is attached. It includes five key tasks as outlined below.

- Task 1 Develop No-Build V.I.S.S.I.M. Traffic Model
- Task 2 Perform Future No-Build Analysis

- Task 3 Conceptual Design Development
- Task 4 Perform Future Build Analysis
- Task 5 Develop Feasibility Study Report

R.K. & K. proposes to perform this work for a not to exceed fee of \$44,836. This is less than the amount we had estimated and given to Council at a previous meeting.

Alignment with Council Vision Areas and Strategic Plan: It does not directly align with any specific work items of the Strategic Plan.

Community Engagement: There has been no direct community engagement on the specific improvement. However, this intersection has been discussed at many meetings regarding the 250 Interchange Project and it was also discussed at a meeting with McIntire Plaza businesses on September 23, 2014.

Budgetary Impact: The cost of this contract is a not to exceed amount of \$44,836. Staff proposes to fund this project from the Capital Contingency with the suggestion to repay the funds from the Old Lynchburg Road project when it is closed out.

Recommendation: Staff recommends approval of the resolution to allocate the funding and agree to contract with R.K. & K. for a roundabout feasibility study for the McIntire/Harris intersection.

Alternative: One alternative is for Council not to approve the funding allocation. Other alternatives will arise from the feasibility study.

Attachment: R.K. & K. Task Order.

RESOLUTION.

**Transfer of Funds from Capital Improvement Program Contingency Account
for Feasibility Study for Roundabout at McIntire/Harris Intersection.
\$44,836.**

NOW, THEREFORE BE IT RESOLVED by the Council of the City of Charlottesville, Virginia that the following is hereby transferred in the following manner:

Transfer From - \$44,836

Fund: 426 Cost Center 1601001000 WBS: CP-080 G/L Account: 599999

Transfer To - \$44,836

Fund: 426 Cost Center 3901221000 WBS: SS-010 G/L Account: 599999

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CITY OF CHARLOTTESVILLE, VIRGINIA
CITY COUNCIL AGENDA



Agenda Date:	October 6, 2014
Action Required:	Yes (One reading Resolution)
Presenter:	Consent Agenda
Staff Contacts:	Craig Brown, City Attorney
Title:	Approval of Employment of Outside Counsel

Background: The City has utility lines in Steephill Street, a platted right-of-way in the Woolen Mills neighborhood between East Market Street and Chesapeake Street. Our files indicate that City staff historically has considered it to be a dedicated but unaccepted street, but the original 1887 subdivision plat indicates that the street was intended to be private, for the benefit of the lots shown on the plat. Since we had no documentation of easements for the utility lines, outside counsel was retained to perform legal research regarding the street. The local law firm of Boyd and Sipe was selected for that assignment. To date they have been paid \$1,000 for their work.

Discussion: City Code sec. 2-213 (d) provides that “The city council may authorize the city attorney to retain such legal counsel as it deems necessary to assist him [or her] on legal matters for the city.” Historically, outside counsel has been retained through the City Attorney’s Office without a formal vote of City Council, as long as funds were available within the City’s approved budget for legal services. In this instance, however, members of Council and this Office have received multiple Freedom of Information Act requests premised on the assumption that formal written approval is required. A resolution ratifying and approving the retention of the firm of Boyd and Sipe for the purpose of researching matters related to Steep Hill Street is attached for Council’s consideration. It is our hope that passage of this Resolution will allow us to return our attention to more substantive matters.

Budgetary Impact: All expenses associated with the retention of this law firm can be paid from the approved budget for the City Attorney’s Office.

Recommendation: Adoption of the attached Resolution.

Attachments: Resolution

**A RESOLUTION
AUTHORIZING THE RETENTION OF OUTSIDE LEGAL COUNSEL**

BE IT RESOLVED by the Council for the City of Charlottesville, Virginia that the retention of the law firm of Boyd and Sipe for the purpose of researching issues related to Steephill Street is hereby ratified and approved.

CITY OF CHARLOTTESVILLE, VIRGINIA
CITY COUNCIL AGENDA



Agenda Date:	September 15, 2014
Action Required:	Approval of Ordinance (1 st reading) after Public Hearing
Presenter:	Lauren Hildebrand, Public Utilities Director
Staff Contacts:	Lauren Hildebrand, Public Utilities Director Philip Garber, Chief Gas Engineer
Title:	Release of Portion of Gas Line Easement in Lochlyn Hills Subdivision

Background: Bramante Homes, Inc., the owner of Lot 21 in the Lochlyn Hills Subdivision in Albemarle County, has asked the City to release a portion of a natural gas easement the City acquired in May 2014. The house under construction on that lot has a freestanding garage that will encroach into the gas easement area. The gas easement was originally expected to be 12 feet in width, and the developer designed the building plan using the 12' easement dimension instead of the eventual easement width of 15 feet. The developer is asking the City to release that portion (approximately 1 foot of the northern side of the 15' wide easement) of the subject easement, thereby resolving the encroachment problem.

Discussion: Phil Garber, Chief Gas Engineer in Public Utilities, has examined the plat and inspected the location of the easement. He has no objection to releasing the requested 1 foot by 23.5 feet portion of the easement since the City will still be able to easily access the gas line for maintenance and repair.

Alignment with Council Vision Areas and Strategic Plan: Not applicable.

Community Engagement: A public hearing is required by law to give the public an opportunity to comment on the proposed conveyance of a property interest. Notice of such public hearing was advertised in the local newspaper at least 7 days in advance of the public hearing.

Budgetary Impact: There is no budgetary impact.

Recommendation: Staff recommends approval of the ordinance to release the above-referenced portion of the gas line easement by quitclaim deed.

Attachments:

Proposed Ordinance
Proposed Quitclaim Deed and Plat

**AN ORDINANCE
AUTHORIZING THE RELEASE OF A PORTION
OF A NATURAL GAS EASEMENT ACQUIRED BY THE CITY
ACROSS PROPERTY IN THE LOCHLYN HILLS SUBDIVISION
IN ALBEMARLE COUNTY**

WHEREAS, Bramante Homes, Inc. is the owner of property located in the Lochlyn Hills subdivision in Albemarle County, designated as County Tax Map Parcel 061A0-06-1A-02100; and

WHEREAS, Bramante Homes, Inc. has requested the release of the northern one foot (1') of the fifteen foot (15') easement acquired by the City by deed of easement dated May 8, 2014, of record in the Albemarle County Clerk's Office in Deed Book 4491, Pages 230-236, in order to resolve an encroachment issue related to the house and garage being constructed on the above-described parcel; and

WHEREAS, the City's Director of Public Utilities and Chief Gas Engineer have reviewed the request and determined that the release of the above-described portion of the natural gas easement will not affect the City's ability to maintain and repair the existing gas line, and they have no objection to said release; and

WHEREAS, in accordance with Virginia Code Sec. 15.2-1800(B), a public hearing was held to give the public an opportunity to comment on the release of one foot (1') of the existing gas line easement; now, therefore,

BE IT ORDAINED by the Council of the City of Charlottesville, Virginia that the Mayor is hereby authorized to execute a Quitclaim Deed, in form approved by the City Attorney, to release a portion of the City's natural gas easement across Albemarle County Tax Map Parcel 061A0-06-1A-02100 in the Lochlyn Hills subdivision.

This deed is exempt from state recordation taxes imposed by Virginia Code §58.1-802 pursuant to Virginia Code §58.1-811(C)(4).

THIS QUITCLAIM DEED made this _____ day of _____, 2014, from the **CITY OF CHARLOTTESVILLE, VIRGINIA**, a municipal corporation and political subdivision of the Commonwealth of Virginia (hereinafter, the "CITY"), Grantor, to **BRAMANTE HOMES, INC.**, Grantee, hereinafter "BRAMANTE HOMES", whose address is _____.

WITNESSETH:

WHEREAS, BRAMANTE HOMES is the owner of certain real property in the County of Albemarle, Virginia, designated on County Real Estate Tax Maps as TMP 061A0-06-1A-02100 ("Subject Property"), shown and described on the attached plat entitled "PLAT SHOWING A ONE-FOOT WIDE BY 23.50' LONG PORTION OF AN EXISTING 15-FOOT WIDE GAS LINE EASEMENT ACROSS LOT 21 LOCHLYN HILL, PHASE A1" prepared by Kirk Hughes & Associates, dated August 6, 2014, last revised August 8, 2014 (the "Plat"); and

WHEREAS, by that certain Deed of Easement dated May 8, 2014 from Lochlyn Hill Development Group, LLC to the CITY, of record in the Albemarle County Circuit Court Clerk's Office in Deed Book 4491, Pages 230-236, the CITY was conveyed a perpetual easement and right of way (the "Gas Easement") for the installation, maintenance, operation, repair, replacement and extension of natural gas facilities across the Subject Property in the Lochlyn Hills Subdivision; and

WHEREAS, BRAMANTE HOMES, the current owner of the Subject Property, wishes to have that portion of the existing Gas Easement that crosses the Subject Property on the Plat, shown as a cross-hatched area, one foot (1') in width and 23.50 feet in length, on the attached Plat, quitclaimed by the CITY in order to resolve certain structural encroachments within the Gas Easement; and

WHEREAS, the CITY has agreed to quitclaim the portion of the Gas Easement shown on the Plat, as requested by Grantee, after holding a public hearing, advertised in accordance with Virginia Code Sec. 15.2-1800(B), and adoption of an Ordinance by the Charlottesville City Council on _____, 2014.

WITNESSETH:

NOW, THEREFORE, in consideration of the sum of ONE DOLLAR (\$1.00), receipt of which is hereby acknowledged, the CITY does hereby RELEASE and forever QUITCLAIM all its right, title and interest in and to the northerly one foot (1') of the Gas Easement, shown as a cross-hatched area on the attached Plat. The remainder of the Gas Easement shall be unaffected by this Quitclaim Deed, and remain in full force and effect.

IN WITNESS WHEREOF, the City of Charlottesville has caused this deed to be executed by its Mayor, pursuant to an ordinance adopted by City Council on _____, 2014.

WITNESS the following signatures and seals:

GRANTOR:

CITY OF CHARLOTTESVILLE, VIRGINIA

By: _____
Satyendra Singh Huja, Mayor

APPROVED AS TO FORM:

S. Craig Brown, City Attorney
City of Charlottesville, Virginia

COMMONWEALTH OF VIRGINIA
CITY OF CHARLOTTESVILLE

The foregoing instrument was acknowledged before me this _____ day of _____, 2014 by Satyendra Singh Huja, Mayor, on behalf of the City of Charlottesville, Virginia.

NOTARY PUBLIC
Registration #: _____
My commission expires: _____

GRANTEE:

BRAMANTE HOMES, INC.

By: _____

Title: _____

COMMONWEALTH OF VIRGINIA

CITY/COUNTY OF _____

The foregoing instrument was acknowledged before me this _____ day of
_____, 2014 by _____,
_____ on behalf of BRAMANTE HOMES, Inc.

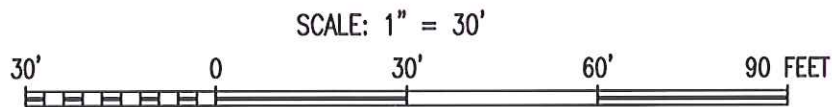
NOTARY PUBLIC

Registration #: _____

My commission expires: _____



PLAT SHOWING A
ONE-FOOT WIDE BY 23.50' LONG PORTION
OF AN
EXISTING 15-FOOT WIDE GAS LINE EASEMENT
ACROSS
LOT 21
LOCHLYN HILL, PHASE 1A
GRANTED TO THE CITY OF CHARLOTTESVILLE, VIRGINIA
AND RECORDED IN
ALBEMARLE COUNTY DEED BOOK 4491, PAGE 230, 236 (PLAT)
TO BE ABANDONED
AS SHOWN HEREON
RIO MAGISTERIAL DISTRICT
ALBEMARLE COUNTY, VIRGINIA
AUGUST 6, 2014
AUGUST 8, 2014 (REVISED)



KIRK HUGHES & ASSOCIATES
LAND SURVEYORS AND PLANNERS
220 EAST HIGH STREET
CHARLOTTESVILLE, VA. 22902
(434) 296-6942

C:\UDD\SURVEYS\LOCHLYN HILL\LOT_21\LH-21 CITY GAS ABANDONED PLAT.DWG
FILE: 2013-138, WO: 2014-127

NORTH

PROPERTY OWNER

D.B. 4476, PG. 197, 243 (PLAT)

LOCHLYN HILL LANE
57' R/W

VARIABLE WIDTH
DRAINAGE EASEMENT
D.B. 4476, PG. 197, 243 (PLAT)

TMP 061A0-06-1A-02100
BRAMANTE HOMES, INCORPORATED
D.B. 4501, PG. 231
D.B. 4476, PG. 197, 243 (PLAT)
LOT 21
PHASE 1A

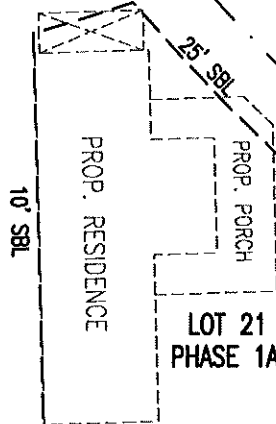
15' UTILITY EASEMENT
D.B. 4476, PG. 197, 243 (PLAT)
AND

15' V.E.P.CO. EASEMENT
D.B. 4493, PG. 381, 388 (PLAT)

LOCHLYN HILL DRIVE
54' R/W

15' V.E.P.CO. EASEMENT
D.B. 4493, PG. 390, 396 (PLAT)
AND
15' CITY OF CHARLOTTESVILLE
GAS EASEMENT
D.B. 4491, PG. 230, 236 (PLAT)

TMP 061A0-06-1A-01400
ECHELON HOMES LLC
D.B. 4476, PG. 301
LOT 14
PHASE 1A



15' UTILITY EASEMENT
D.B. 4476, PG. 197, 243 (PLAT)
AND
15' V.E.P.CO. EASEMENT
D.B. 4493, PG. 390, 396 (PLAT)

LOT 21
PHASE 1A

PROP. GARAGE

6' V.E.P.CO. EASEMENT
D.B. 4493, PG. 381, 388 (PLAT)
AND
6' CITY OF CHARLOTTESVILLE
GAS EASEMENT
D.B. 4491, PG. 222, 228 (PLAT)

PORTION OF
GAS EASEMENT
TO BE ABANDONED

20' DRAINAGE EASEMENT
D.B. 4476, PG. 197, 243 (PLAT)

TMP 061A0-06-1A-01900
DICKERSON HOMES AND
DEVELOPMENT, LLC
D.B. 4481, PG. 146
LOT 19
PHASE 1A

6' V.E.P.CO. EASEMENT
D.B. 4493, PG. 381, 388 (PLAT)
AND
6' CITY OF CHARLOTTESVILLE
GAS EASEMENT
D.B. 4491, PG. 230, 236 (PLAT)

20' ACCESS EASEMENT
D.B. 4476, PG. 197, 243 (PLAT)

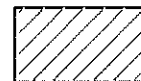
TMP 061A0-06-1A-02000
DICKERSON HOMES AND
DEVELOPMENT, LLC
D.B. 4481, PG. 146
LOT 20
PHASE 1A

LINE DATA:

NO.	BEARING	DISTANCE
L1	S 22°01'39" W	1.00'
L2	N 67°58'21" W	23.50'
L3	N 22°01'39" E	1.00'
L4	N 67°58'21" W	18.25'

LEGEND:

- SBL = SETBACK LINE
- R/W = RIGHT OF WAY
- PROP. = PROPOSED
- D.B. = DEED BOOK
- PG. = PAGE



= AREA TO BE ABANDONED

CURVE DATA:

NO.	DELTA	RADIUS	ARC	TANGENT	CH. BEARING	CHORD
C1	01°23'02"	327.00'	7.90'	3.95'	N 40°17'55" E	7.90'

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CITY OF CHARLOTTESVILLE, VIRGINIA
CITY COUNCIL AGENDA



Agenda Date:	October 6, 2014
Action Required:	Yes (Public Hearing and First Reading of Ordinance)
Presenter:	Lauren Hildebrand, Director of Utilities, Public Utilities Division
Staff Contacts:	Lauren Hildebrand, Director of Utilities, Public Utilities Division
Title:	Abandonment of Sanitary Sewer Easements - Rock Creek Road Neighborhood

Background: In 2011 the City was granted permanent easements for installation of new sanitary sewer lines across multiple properties in the Rock Creek Road neighborhood. The new sewer lines replaced portions of the existing sewer lines, which were covered by easements acquired by the City at various times in the past (1956, 1959, 1970, and 1980). There are twenty (20) properties where portions of the original easements can be abandoned because the new sewer lines follow a different route. Several property owners have requested the release of those portions of the original easement which are no longer necessary.

Discussion: Attached are drawings showing the locations of the easements to be abandoned. If approved, the City Attorney's Office will draft quitclaim deeds (substantially the same as the attached sample deed) to release the City's rights in the original sewer easements across these twenty (20) properties. The Public Utilities Division has confirmed that the subject easements are no longer needed, and have provided plats suitable for recordation for each property.

Community Engagement: A public hearing is required by law to give the public an opportunity to comment on the proposed conveyance of a property interest. Notice of such public hearing was advertised in the local newspaper at least 7 days in advance of the public hearing. All of the affected property owners have been notified by letter of this public hearing and given an opportunity to offer comments or ask questions about the process.

Alignment with City Council's Vision and Priority Areas: Not applicable.

Budgetary Impact: None.

Recommendation: Approve the ordinance abandoning portions of the existing sewer easements.

Attachments: Proposed Ordinance; Drawings; Sample Deed.

**AN ORDINANCE
AUTHORIZING THE ABANDONMENT OF
PORTIONS OF SANITARY SEWER EASEMENTS
GRANTED TO THE CITY IN THE ROCK CREEK ROAD NEIGHBORHOOD**

WHEREAS, in 1956, 1959, 1970 and 1980 the City acquired certain permanent easements for installation of sanitary sewer lines across multiple properties along Rock Creek Road and 5th Street, S.W., designated on City Real Estate Tax Map 22B as Parcels 302, 303, 336, 337, 338, 339, 340, 341 and 342 and on Tax Map 24 as Parcels 106, 107, 108, 112, 113, 114, 115, 116, 116.1, 117 and 120 (“Subject Properties”); and

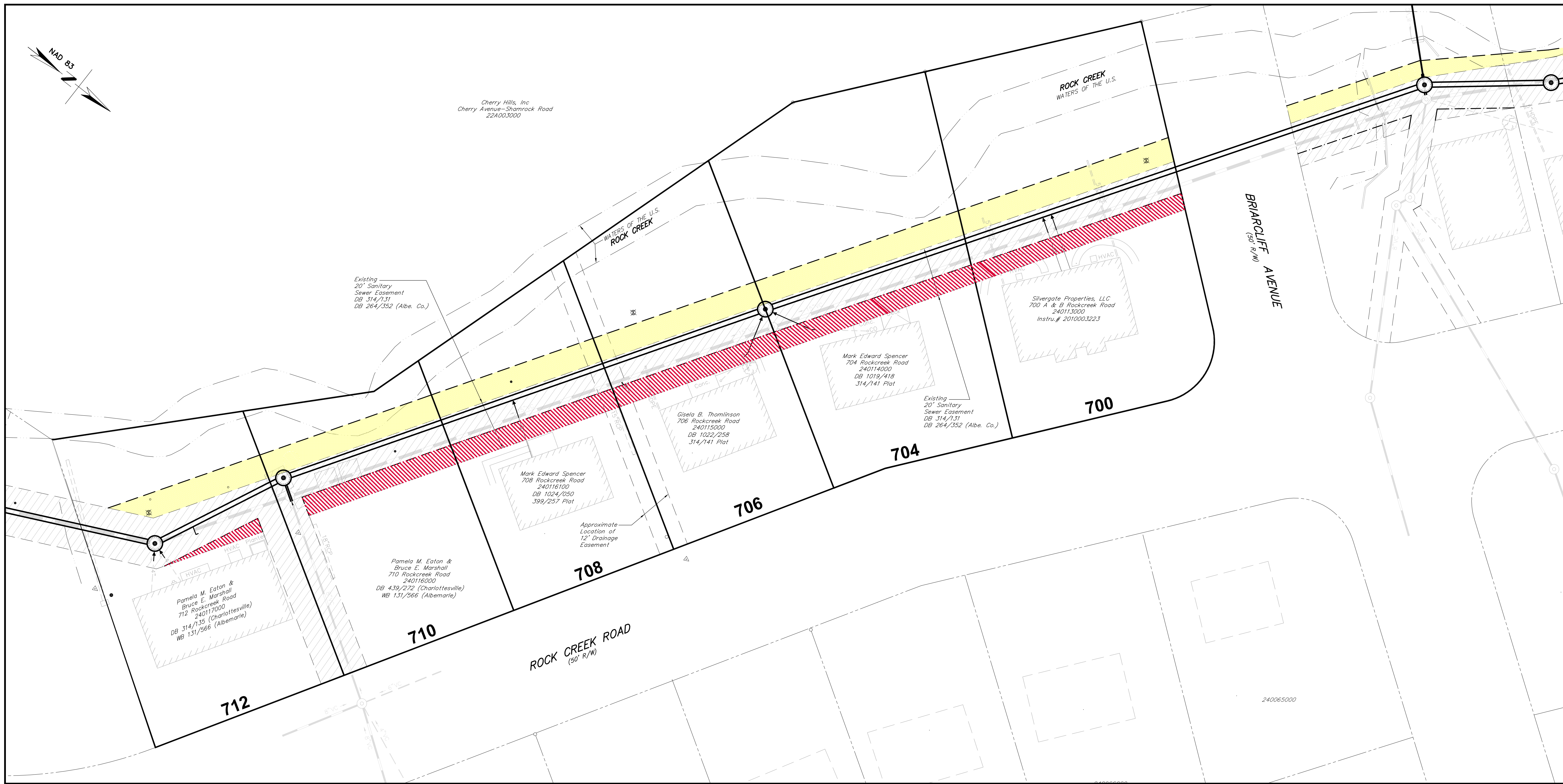
WHEREAS, in 2011 the City undertook a major sanitary sewer project to replace portions of the existing sewer lines along Rock Creek Road, and acquired permanent easements for the new sewer lines; and

WHEREAS, several property owners have requested abandonment of those portions of the original permanent sewer easements which now serve no useful purpose; and

WHEREAS, the Director of Public Utilities has reviewed the request and determined that the City no longer has a need for certain portions of the above-described original easements; and

WHEREAS, in accordance with Virginia Code Sec. 15.2-1800(B), a public hearing was held to give the public an opportunity to comment on the abandonment of portions of these easements; now, therefore,

BE IT ORDAINED by the Council of the City of Charlottesville, Virginia that the Mayor is hereby authorized to execute Quitclaim Deeds, in form approved by the City Attorney, to abandon portions of the original sanitary sewer easements across the Subject Properties acquired by the City that are now unnecessary for the maintenance and repair of the City sanitary sewer system.



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 Richmond, VA
 800 Villa Park Drive
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 www.daa.com

EASEMENT ABANDONEMENT
VALLEY ROAD COLLECTOR SEWER
 CITY OF CHARLOTTESVILLE, VIRGINIA

DESIGNED BY:	MSH
DRAWN BY:	HLJ
CHECKED BY:	TSC
SCALE:	NOT TO SCALE
DATE:	MAY 14, 2014
PROJECT NUMBER:	C10162C-02
1 OF 2	

EXHIBIT SHOWING PORTION(S) OF EXISTING SANITARY SEWER EASEMENT TO BE ABANDONED ACROSS 700, 704, 706, 708, 710 & 712 ROCK CREEK ROAD

- LIMITS OF EXISTING SANITARY SEWER EASEMENT
- AREA OF EXISTING EASEMENT TO BE ABANDONED
- NEW PERMANENT SANITARY SEWER EASEMENT

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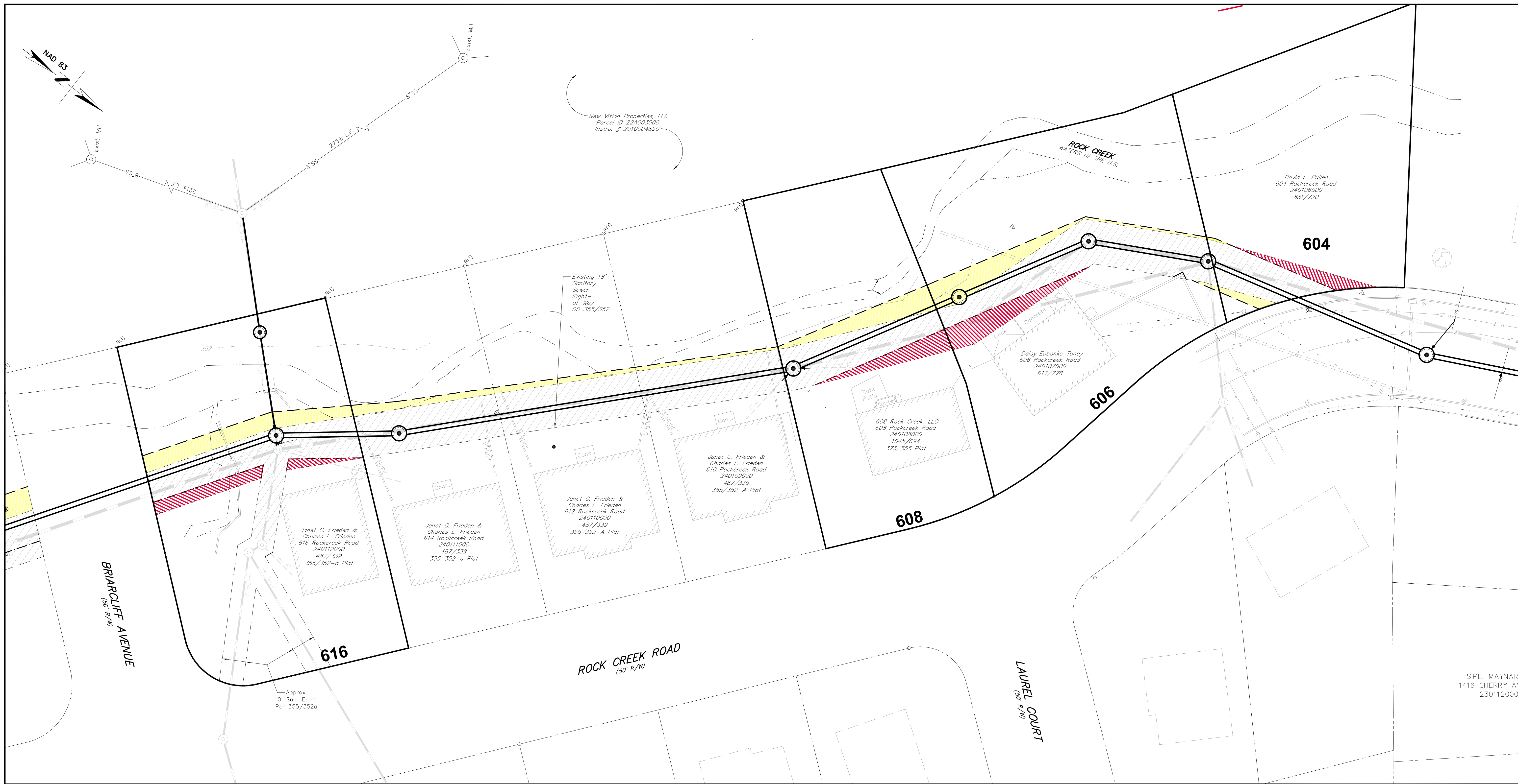
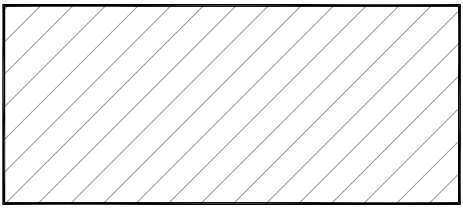
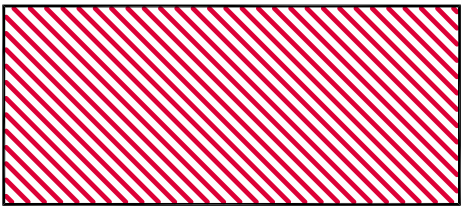
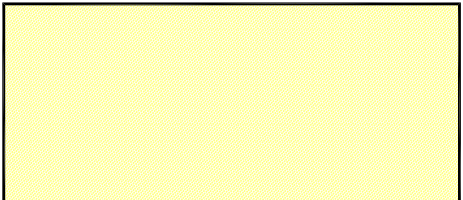


EXHIBIT SHOWING PORTION(S) OF EXISTING SANITARY SEWER EASEMENT TO BE ABANDONED ACROSS 604, 606, 608, & 616 ROCK CREEK ROAD

-  LIMITS OF EXISTING SANITARY SEWER EASEMENT
-  AREA OF EXISTING EASEMENT TO BE ABANDONED
-  NEW PERMANENT SANITARY SEWER EASEMENT

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EASEMENT ABANDONMENT
 VALLEY ROAD COLLECTOR SEWER
 CITY OF CHARLOTTESVILLE, VIRGINIA

REVISIONS
DESIGNED BY: MSH
DRAWN BY: HLJ
CHECKED BY: TSC
SCALE: NOT TO SCALE
DATE: MAY 14, 2014
PROJECT NUMBER: C10162C-02
2 OF 2

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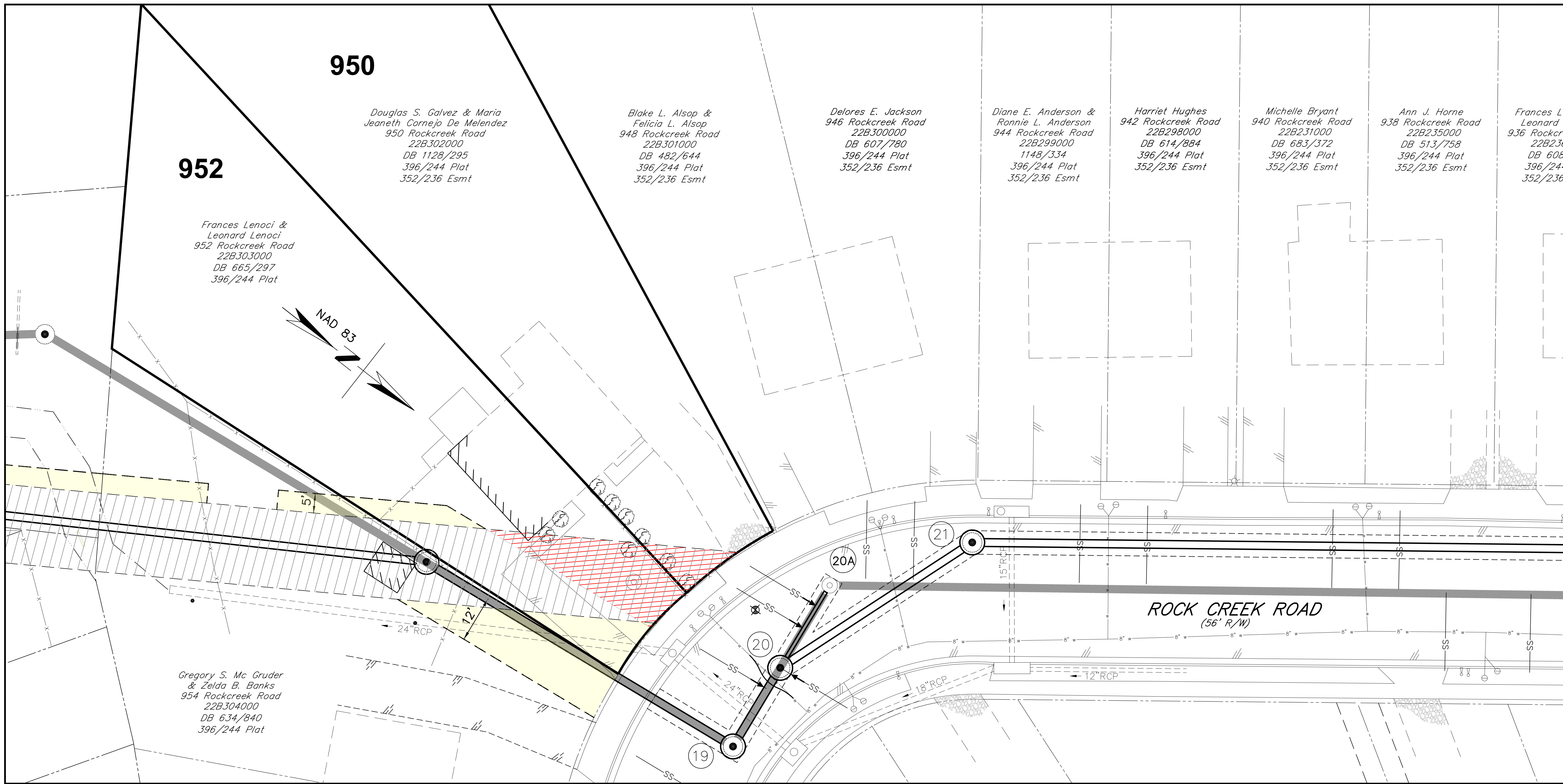
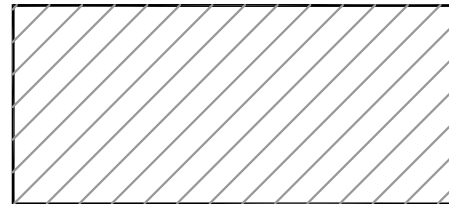
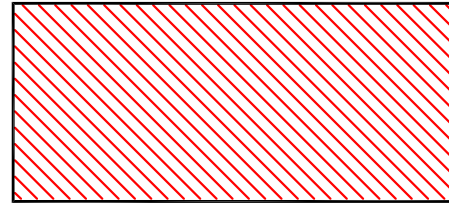



EXHIBIT SHOWING PORTION(S) OF EXISTING SANITARY SEWER EASEMENT TO BE ABANDONED ACROSS 950 & 952 ROCKCREEK ROAD

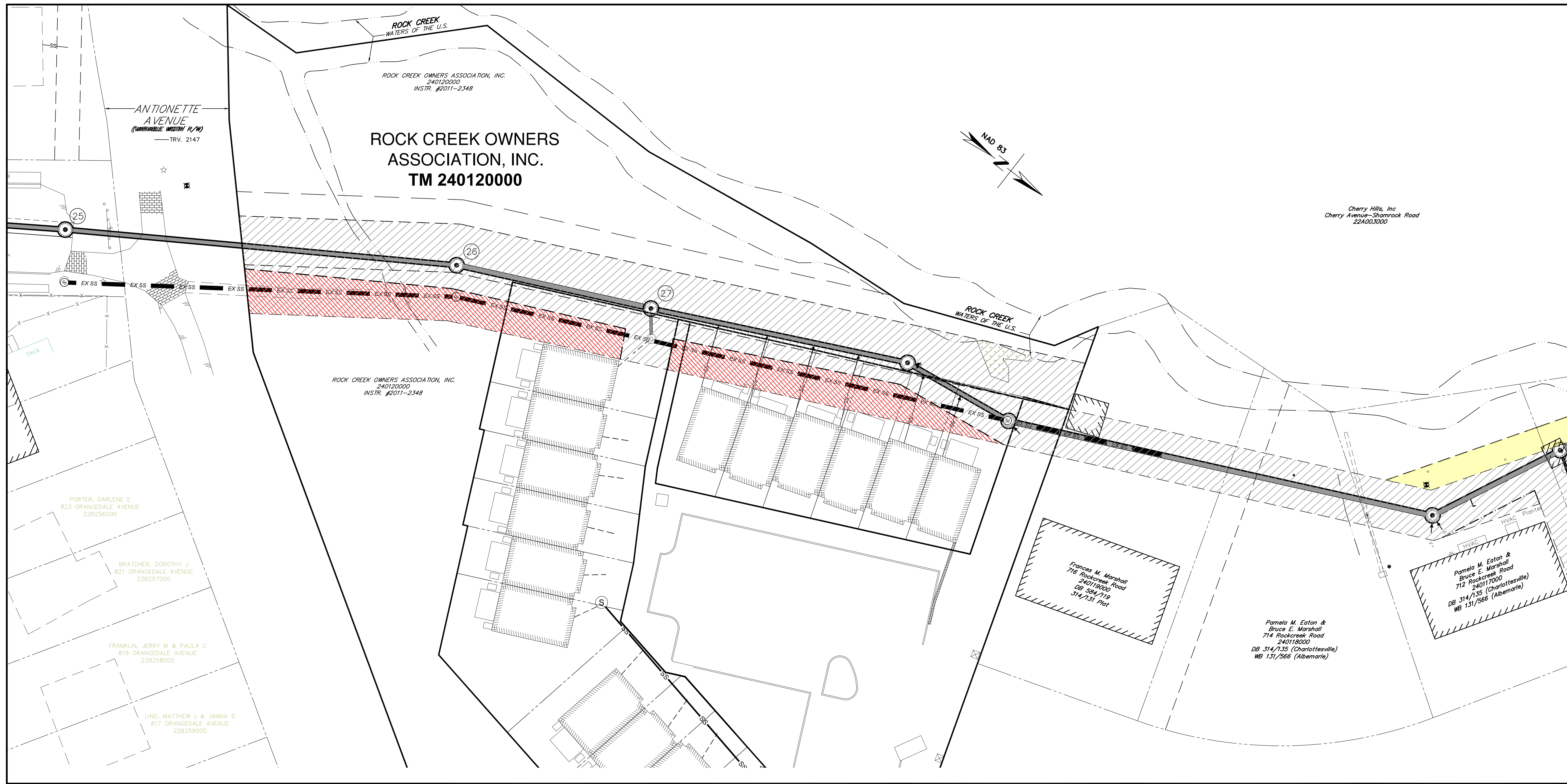
-  LIMITS OF EXISTING SANITARY SEWER EASEMENT
-  AREA OF EXISTING EASEMENT TO BE ABANDONED
-  NEW PERMANENT SANITARY SEWER EASEMENT

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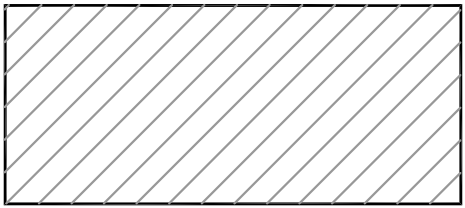
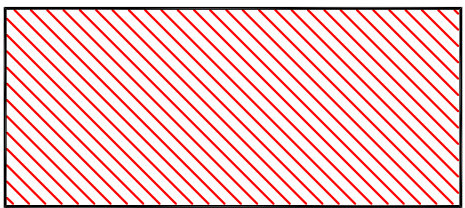
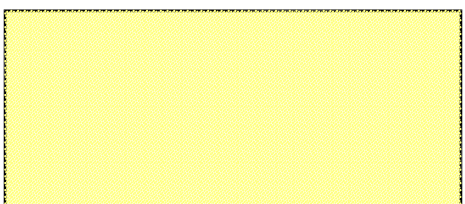
EASEMENT ABANDONEMENT
VALLEY ROAD COLLECTOR SEWER
 CITY OF CHARLOTTESVILLE, VIRGINIA

DESIGNED BY:	MSH
DRAWN BY:	CAS
CHECKED BY:	
SCALE:	1"=12'
DATE:	SEPT. 25, 2014
PROJECT NUMBER:	C10162C-02
2 OF 3	

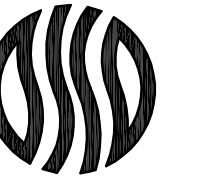
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**EXHIBIT SHOWING PORTION(S) OF EXISTING
SANITARY SEWER EASEMENT TO BE
ABANDONED ACROSS PROPERTY OF ROCK
CREEK OWNERS ASSOCIATION, INC.
TAX PARCEL 240120000**

-  LIMITS OF EXISTING SANITARY SEWER EASEMENT
-  AREA OF EXISTING EASEMENT TO BE ABANDONED
-  NEW PERMANENT SANITARY SEWER EASEMENT

Draper Aden Associates
Engineering • Surveying • Environmental Services



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Blacksburg, VA
Charlottesville, VA
Hampton Roads, VA

**EASEMENT ABANDONEMENT
VALLEY ROAD COLLECTOR SEWER**
CITY OF CHARLOTTESVILLE, VIRGINIA

REVISIONS

DESIGNED BY: MSH
DRAWN BY: CAS
CHECKED BY:
SCALE: 1"=20'
DATE: SEPT. 25, 2014
PROJECT NUMBER: C10162C-02

3 OF 3

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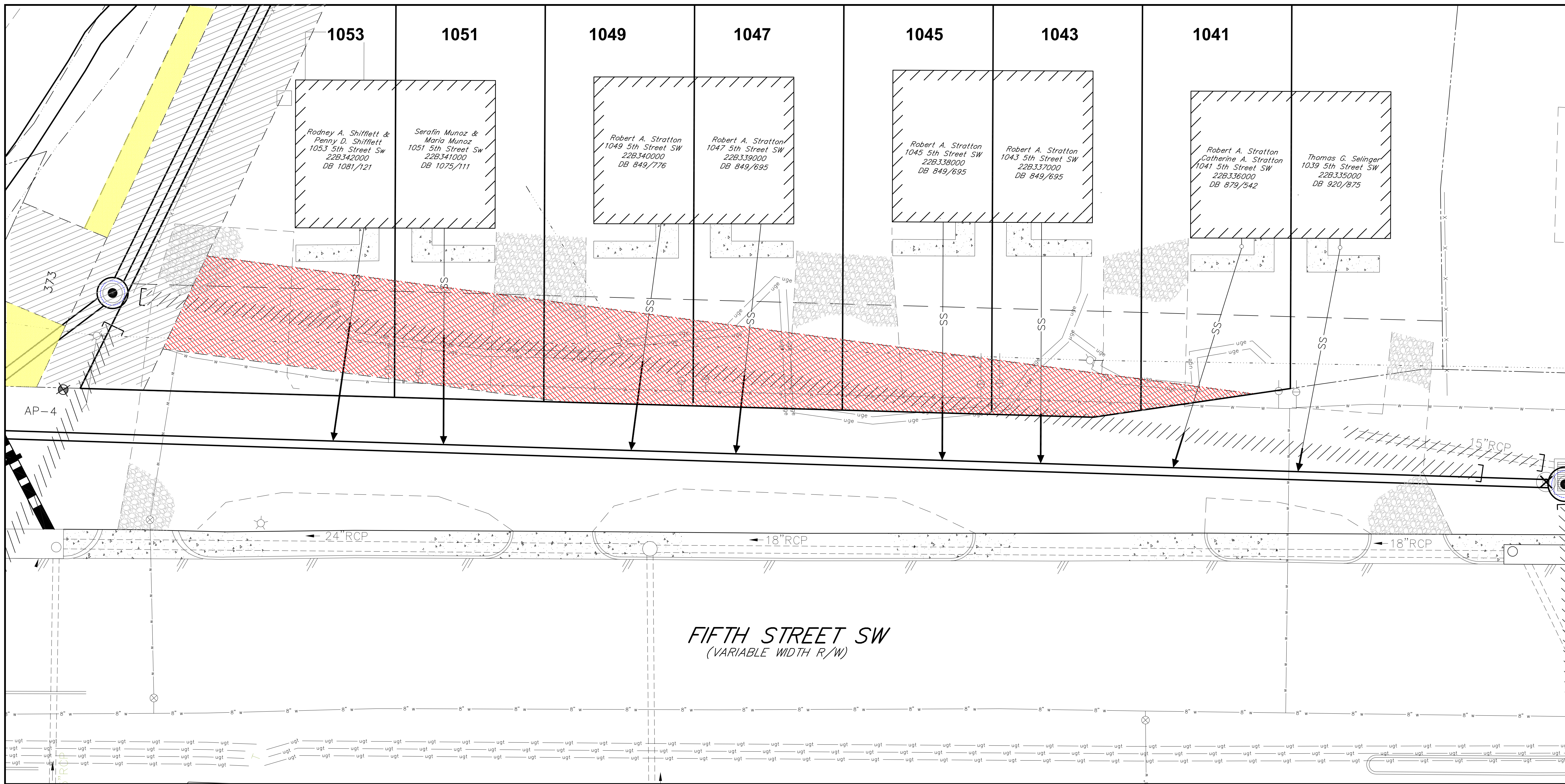
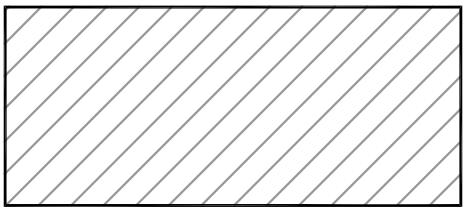
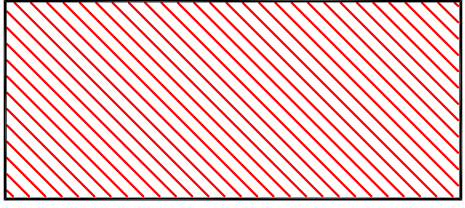



EXHIBIT SHOWING PORTION(S) OF EXISTING SANITARY SEWER EASEMENT TO BE ABANDONED ACROSS 1041, 1043, 1045, 1047, 1049, 1051, & 1053 5TH STREET SW

-  LIMITS OF EXISTING SANITARY SEWER EASEMENT
-  AREA OF EXISTING EASEMENT TO BE ABANDONED
-  NEW PERMANENT SANITARY SEWER EASEMENT

Draper Aden Associates
 Engineering • Surveying • Environmental Services
 Blacksburg, VA
 Charlottesville, VA
 Hampton Roads, VA
 Richmond, VA
 8090 Villa Park Drive
 Richmond, VA 23228
 804-264-2228 Fax: 804-264-8773
 www.daa.com

EASEMENT ABANDONEMENT
VALLEY ROAD COLLECTOR SEWER
 CITY OF CHARLOTTESVILLE, VIRGINIA

REVISIONS

DESIGNED BY: MSH
 DRAWN BY: CAS
 CHECKED BY:
 SCALE: 1"=10'
 DATE: SEPT. 25, 2014
 PROJECT NUMBER: C10162C-02

1 OF 2

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Prepared by Charlottesville City Attorney's Office
S. Craig Brown, Esq. (VSB #19286)
Tax Map Parcel _____

This deed is exempt from state recordation taxes imposed by Virginia Code §58.1-802 pursuant to Virginia Code §58.1-811(C)(4).

THIS QUITCLAIM DEED made this _____ day of _____, 2014, from the **CITY OF CHARLOTTESVILLE, VIRGINIA**, a municipal corporation and political subdivision of the Commonwealth of Virginia (hereinafter, the "CITY"), GRANTOR, to _____, GRANTEE, whose address is _____.

WITNESSETH:

WHEREAS, GRANTEE is the owner of certain real property in the City of Charlottesville, Virginia, designated on City Real Estate Tax Map ____ as Parcel ____ (the "Property"); and

WHEREAS, by Deed of Easement dated _____ from GRANTEE to the CITY, of record in the Charlottesville Circuit Court Clerk's Office as Instrument # _____, the CITY was conveyed a permanent easement and right of way (the "2011 Sewer Easement") for the construction and maintenance of sanitary sewer facilities across the Property; and

WHEREAS, the Sewer Easement replaced in part an existing sanitary sewer easement acquired by the City by instrument dated _____, and shown on the plat dated _____ attached to said instrument, the plat being of record in the Albemarle County Circuit Court Clerk's Office in Deed Book _____, Page _____ (the "Sewer Easement"), and GRANTEE has requested the City to Quitclaim and Release those portions of the Sewer Easement that are no longer necessary for access, maintenance, or repair of the new sanitary sewer facilities; and

WHEREAS, the CITY has agreed to Quitclaim certain portions of the Sewer Easement as requested by GRANTEE, after holding a public hearing, advertised in accordance with Virginia Code Sec. 15.2-1800(B), and adoption of an Ordinance by the Charlottesville City Council on _____, 2014.

WITNESSETH:

NOW, THEREFORE, in consideration of the sum of ONE DOLLAR (\$1.00), receipt of which is hereby acknowledged, the CITY does hereby RELEASE and forever QUITCLAIM all its right, title and interest in and to certain portions of the Sewer Easement, as shown on the attached plat dated _____ by Draper Aden Associates, acquired by the CITY by recordation of the 19__ plat on the Albemarle County Circuit Court Clerk's Office in Deed Book ____, Page ____.

IN WITNESS WHEREOF, the City of Charlottesville has caused this deed to be executed by its Mayor, pursuant to an Ordinance adopted by City Council on _____, 2014.

WITNESS the following signatures and seals:

GRANTOR: **CITY OF CHARLOTTESVILLE, VIRGINIA**

By: _____
Satyendra Singh Huja, Mayor

APPROVED AS TO FORM:

S. Craig Brown, City Attorney
City of Charlottesville, Virginia

COMMONWEALTH OF VIRGINIA
CITY OF CHARLOTTESVILLE

The foregoing instrument was acknowledged before me this _____ day of _____, 2014 by Satyendra Singh Huja, Mayor, on behalf of the City of Charlottesville, Virginia.

NOTARY PUBLIC
Registration #: _____
My commission expires: _____

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**CITY OF CHARLOTTESVILLE, VIRGINIA
CITY COUNCIL AGENDA**



Agenda Date: October 6, 2014

Action Required: Public Hearing, Adoption of Ordinance

Presenter: Jim Tolbert, AICP, Director, NDS

Staff Contacts: Jim Tolbert, AICP, Director, NDS
Lisa Robertson, Deputy City Attorney

Title: **Changes to Fee Schedule**

Background: Recent changes to the Code of Virginia necessitate changes to our local ordinances that govern the process for submission of site plans and subdivision plats. Effective July 1, 2014, localities cannot require an applicant to go through a preliminary approval process (for developments involving less than 50 lots) unless the applicant specifically requests a preliminary review/approval. Our current ordinances *require* applicants to obtain preliminary approvals for major subdivisions (as defined in our local ordinance) and our fee schedule is set up so that the bulk of the administrative fees are collected at the time of a preliminary application.

We are in the process of drafting the necessary local ordinance amendments; however, in the meantime, we are advising applicants that we will offer a preliminary review/ approval only if specifically requested. If there is no request, a site plan or subdivision submitted for consideration is deemed to be submitted as a proposed final plan. Until we can complete work on revised site plan and subdivision ordinance requirements, we need to clarify that any applicant seeking review of a final site plan must pay application fees in the

same total amounts as always. In addition we want to take this opportunity to adjust the fee for a temporary certificate of occupancy (TCO) to help ensure that a TCO is only used as a last resort.

Discussion: As stated above the General Assembly revised the Code of Virginia to allow applicants to move directly with final plan submittal without a preliminary plan, effective July 1, 2014. The description below outlines the process that the City Attorney's Office has recommended we follow until ordinance revisions can be completed.

**PROCEDURES EFFECTIVE JULY 1, 2014
REVIEW/APPROVAL OF SITE PLANS AND SUBDIVISION
PLANS/PLATS
(Until Zoning and Subdivision Ordinances Can be Revised/Updated)**

For SITE PLANS and SUBDIVISION PLATS:

ONE PROCESS: Application for FINAL approval of a site plan or subdivision plan/plat.

(NO preliminary review, comment, conditional approval), etc.)

ONE APPLICATION FEE – Fee for the Preliminary plus Fee for Final (as specified on current fee schedule)

ONE APPLICATION, combining all of the following

- All info/data required by City Code for proposed Preliminary Plan/Plat
- All info/data required by City Code for proposed Final Plan/Plat

“STRAIGHT LINE” REVIEW PROCESS, with END RESULT = EITHER APPROVAL OR DISAPPROVAL

1. **PC** must APPROVE or DISAPPROVE within 60 days of receipt, per procedure in Va. Code 15.2-2259

A) All **major subdivisions**

- B) All **site plans, per City Code 34-820(d)** (e.g. PUDs, SUPs, etc.)
 - C) Staff may reject and return to application within 10 days of receipt of application, for failure of application to include any required information or submission materials, but NOT for substantive review reasons (must be PC). Rejection should reference “incomplete application”.
 - D) Decision: PC may approve or deny only (Denial must specify list of items to be corrected). If denial, PC should state whether review of revised/resubmitted plats may be administrative.
 - E) NO “approved with conditions” must be denial if plan/plat has any deficiency(ies); **BUT** following a denial:
 - i. NO limit on number of times application may be revised/re-submitted before receiving final approval. **Complete re-review w/45 days of each re-submittal.**
 - ii. NO additional application fee for resubmission with corrections after a denial, if within time period referenced in 34-820(a) (90 days, for site plans) or 29-79(c)(2) (60 days for subdivisions)
2. **Admin. Review, Other Plans: City Agent** must APPROVE or DISAPPROVE **all other plans/plats** within 60 days of receipt, per procedure in Va. Code 15.2-2259. Communications must say “approved” or “disapproved”, with list of “deficiencies” and related Code references (not “comments”). Item 1(D), above, also applies to administrative reviews.

Other New Issues:

- Phasing/development agreements must be negotiated/signed **prior to APPROVAL** (i.e. written agreements stating the milestones at which public improvements will be completed prior to receipt of building permits and/or certificates of occupancy). If no agreement is in place, public improvements must be COMPLETED prior to issuance of any BUILDING PERMIT. All required bonds must be submitted prior to issuance of any permit to commence development activity. Bonded work and development agreements, together, establish the timeline for completion of bonded improvements.

- Design/construction details for Stormwater management plans must be complete **prior to APPROVAL.**
- NO PERMIT(S) authorizing any land disturbance (i.e., **foundation permits, grading permits, building permits, e&s permits, tree removal, etc.**) may be issued unless and until BOTH a site plan/subdivision plan/plat AND a stormwater management plan/e&s plan (SWPPP) have been reviewed, given FINAL APPROVAL, and required public improvements, stormwater and E&S measures have been bonded.

OPTIONAL PRELIMINARY REVIEW

WHO CAN REQUEST OPTIONAL PRELIMINARY REVIEW? Any applicant for approval of a MAJOR SITE PLAN, or any application for SITE PLAN approval for which a preliminary review is available under City Code 24-820.

WHEN DOES AN APPLICANT NEED TO DECIDE? At the time of application. If the applicant wants to go through the preliminary review process, that decision should be affirmatively stated in writing ON THE FACE OF THE APPLICATION that contains the applicant's signature. It must be the applicant's choice.

WHAT FEES/PROCEDURES APPLY? Exactly the same fees and procedures as are currently set forth within Chapters 29 (Subdivisions) and 34 (Zoning/Site Plans) for PRELIMINARY plan submission/review/procedures.

In other words: if an applicant voluntarily requests to go through the Preliminary Review/Approval Process, you may process that application the same way you were doing prior to July 1, 2014.

Other New Issues:

- Phasing/development agreements must be negotiated/signed **prior to FINAL APPROVAL** (i.e., written agreements stating the milestones at which public improvements will be completed prior to receipt of building permits and/or certificates of occupancy). If no agreement is in place, public improvements

must be COMPLETED prior to issuance of any BUILDING PERMIT. All required bonds must be submitted prior to issuance of any permit to commence development activity. Bonded work and development agreements, together, establish the timeline for completion of bonded improvements.

- Design/construction details for Stormwater management plans must be complete **prior to FINAL APPROVAL**. Preliminary site plans and subdivision plans/plats will need to incorporate specific stormwater design details.
- NO PERMITS(S) authorizing any **land disturbance** (i.e., **foundation permits, grading permits, building permits, e&s permits, tree removal, etc.**) may be issued unless and until BOTH a site plan/subdivision plan/plat AND a stormwater management plan/e&s plan (SWPPP) have been reviewed, given **FINAL APPROVAL, and required public improvements, stormwater and E&S measures have been bonded**.

To make this change effectively revenue neutral the following fees are proposed. There are some very slight increases but those are minimal.

Type of Fee	Proposed Fee	Current Fee
Development Plan- Prelim. - Res. Non-Res.	1,300 + 20 per unit 1,000 + 20 sq. ft. per 100 sq. ft.	1,300 + 20 per unit 1,000 + 20 sf per 100 sf
Development Plan – No Prelim- Res Non-Res.	1,800 + 20 per lot 1,200 + 20 sq. ft.	
Development Plan – Final with Prelim. Comm.	750	750
Development Plan – Final with No Comm.	500	450
Development Plan – Mixed Use Prelim.	1,300+ 20 unit + 20 sq. ft. per 100 sq. ft.	n/a
Development Plan – Mixed Use No Prelim.	1,800 + 20 unit + 20 sq. per 100 sq. ft.	
Development Plan Amendment	300	250
Vacation of Recorded Plat	150	100
Min. of Subdivision Plat	250	n/a
Boundary Line Adjustment (no new lots)	100	95

Subdivision Plat if Recorded at Same Time as Development Plan is Reviewed	1,330 + 20 per lot	1,330 + 20 per lot
Temporary Certificate of Occupancy Residential Non-Residential For Landscaping Only Single Family Res.	50 per unit per month 1 per sq. ft. per month 500 per month 250 per unit	All 400 per month

The TCO fee recommendations are proposed to reflect staff concern that our fees are so low for large projects that (a) we are not covering the cost of the staff administrative effort that’s required to review and monitor the project until completion, and (b) after all of the administrative time and effort, the developer’s incentive to complete all aspects of a project before occupancy is non-existent. The current fee of \$400 per month for a temporary occupancy permit is not a disincentive when each residential unit can exceed \$2,500 per month in rent. With 100 units rented, the \$400 is a very low expense on the \$250,000 monthly income. The proposal above will provide a fee that will provide a disincentive to encourage developers to complete projects before occupancy while still allowing for unforeseen circumstances. Because sometime landscaping cannot be completed during the mid-summer or winter months we propose to keep the fee low at \$500. We also propose to reduce the single-family TCO fee to reduce the burden on homeowners and non-profits.

Community Engagement: There has been no community engagement on this item.

Alignment with Council Vision Areas and Strategic Plan: This proposal aligns with the Council Vision to be a Smart Citizen Focused Government. It does not directly relate to any Strategic Plan goal.

Budgetary Impact: The proposal is designed to be revenue neutral.

Recommendation: Staff recommends approval of the ordinance.

Alternative: Council could consider different fees than the ones proposed.

**AN ORDINANCE
 APPROVING AND ADOPTING A SCHEDULE OF FEES
 PURSUANT TO CITY CODE 34-10(a)
 APPLICABLE TO VARIOUS SERVICES AND FUNCTIONS ADMINISTERED BY THE
 CITY’S DEPARTMENT OF NEIGHBORHOOD DEVELOPMENT SERVICES,
 RELATED TO APPLICATIONS, PETITIONS, INSPECTIONS, PERMITS
 AND APPROVALS REQUIRED BY THE CITY’S ZONING ORDINANCE,
 SUBDIVISION ORDINANCE, AND BUILDING REGULATIONS.**

WHEREAS, §15.2-2241 and §15.2-2286 of the Code of Virginia (1950), as amended, provide for the collection of fees to cover the cost of making inspections, issuing permits, advertising of notices and other expenses incident to the administration of zoning and subdivision ordinances and to the filing or processing of any appeal or amendment thereto; and

WHEREAS, the Code of the City of Charlottesville (1990), as amended, provides in various places for City Council’s approval from time to time of a schedule of fees associated with other types of applications, petitions, inspections, permits and approvals administered by the City’s Department of Neighborhood Development Services (“NDS”), pursuant to Va. Code §15.2-2241(A)(9), 15.2-2286(A)(6), §36-105(C)(7) and §36-105(D); and

WHEREAS, following advertisement of this change in accordance with the requirements of Virginia Code §15.2-107 this Council has held a public hearing on the proposed NDS fee schedule;

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Charlottesville, Virginia, that the current NDS fee schedule, as supplemented by the attached chart, is hereby approved and adopted, and shall take effect upon the date of enactment.

Type of Fee	Proposed Fee (\$)	Current Fee	Additional Costs / Comments
BUILDING REGS (CHAPTER 5)			
Temporary Certificate of Occupancy			
Residential	\$50/unit per month	All \$400 per month	
Non-Residential	\$1/sq ft per month		
Landscaping Only	\$500 per month		
Single Family Res.	\$250 per unit		
ZONING (CHAPTER 34)			
Development Plan – No Preliminary			
Residential	\$1,800 + \$20 per lot	\$0	New Fee
Non-Residential	\$1,200 + \$20/sq ft		
Development Plan – Final with Preliminary			

Comments	\$750	\$750	
No Comments	\$500	\$450	
Development Plan – Mixed Use			
With Preliminary Plan	\$1,300 + \$20/unit + \$20/sf/100 sf	\$0	New Fee
No Preliminary Plan	\$1,800 + \$20 unit + \$20/sf/100 sf		
Development Plan Amendment	\$300	\$250	
Vacation of Recorded Plat	\$150	\$100	
Minor Subdivision Plat	\$250	\$0	New Fee
Boundary Line Adjustment (no new lots)	\$100	\$95	

**CITY OF CHARLOTTESVILLE, VIRGINIA
CITY COUNCIL AGENDA**



Agenda Date:	October 6, 2014
Action Required:	Approval of Resolution
Presenter:	Kathy McHugh, Housing Development Specialist
Staff Contacts:	James E. Tolbert, AICP, Director of NDS Kathy McHugh, Housing Development Specialist
Title:	Carlton Views – Low Income Housing Tax Credit Application Support & Charlottesville Affordable Housing Fund (CAHF) \$950,000

Background:

On January 8, 2014, Fountainhead Real Estate Development, LLC (Fountainhead) approached the City about supporting a Low Income Housing Tax Credit (LIHTC) application for a 70 unit apartment development adjacent to the Blue Ridge *Program for All-inclusive Care of the Elderly* (PACE) Center on Carlton Avenue. In compliance with Council adopted policy (adopted September 6, 2011), staff took the request to the HAC’s subcommittee on LIHTC projects and the group met on January 15th to discuss the project and make a recommendation to Council. Since this subcommittee is not involved with making recommendations for expenditure of Charlottesville Affordable Housing Fund (CAHF) dollars, the recommendation to support this project was based strictly on the fact that the group felt that the proposed project was appropriate in this location and that the units are needed to increase the availability of affordable housing stock in the City to meet the 2025 housing goal.

In subsequent discussions with Fountainhead, City staff explained that City Council would need to review both: 1) possible support for the LIHTC application through the Virginia Housing Development Authority (VHDA), as locality support is incorporated into the application scoring and 2) CAHF support. Staff explained that the City would only provide CAHF assistance to a non-profit partner involved with the development and that we would need to understand the partnership and the development experience of any such team that might be identified moving forward.

In February, Fountainhead formally requested assistance for a 54 unit affordable apartment development (35 one bedroom/one bath and 19 two bedroom/two bath) on Parcel C of the PACE site. Fountainhead identified Riverside Health Systems, a non-profit corporation (“Riverside”) and RealCare Advisors, LLC, an affiliate of Fountainhead (“RealCare”) as the developer of the

proposed project. Prior to the matter being considered by City Council at their March 3, 2014 meeting, Fountainhead advised that they were not going to be able to move forward at that time so the item was pulled from the agenda.

Over the past couple of months, Fountainhead has renewed their discussions with City staff and most recently have communicated their interest in pursuing a project at this location again. The players are essentially the same, with Riverside Health Systems (Riverside) and Fountainhead Properties (Fountainhead) forming a joint venture to develop, own and manage a 54 unit Affordable Housing plus Services project to be known as the Carlton Views.

Carlton Views (Phase One) will create 54 affordable housing units (39 one bedroom units and 15 2 bedroom units) as the first residential building of a phased 102-unit mixed-income mixed-use complex. Located on approximately 5.25 acres at 1337 Carlton Avenue, the site already contains the recently completed Blue Ridge PACE Center (an elderly day care center operated as a joint venture between Riverside, UVA Medical, and JABA). The second residential phase, a 48-unit market-rate building, is anticipated to follow shortly after, but no firm timeline has been provided by the developer.

Together, this development team has worked on three prior projects that involve both services (through PACE facilities) and affordable housing. Two projects in Richmond and one in Petersburg have been completed and an expansion is planned in Petersburg for 2016. The proposed development in Charlottesville would be the fifth combined effort (in one case Fountainhead developed the PACE center only) and would complement the 20,000 s.f. PACE Center on Carlton Avenue which is designed to serve approximately 200 patients.

Previously in March 2013, the Jefferson Area Board on Aging (JABA) had similarly requested financial assistance in the amount of \$500,000 from the City in support of their efforts to co-locate 32 affordable apartment units at the PACE Center site (Parcel A). Although City Council approved this request, contingent upon award of LIHTC assistance, JABA did not ultimately submit the request to VHDA, relieving the City of its obligation to that project.

Discussion:

City Council is currently being asked to support the LIHTC application for the new venture as described above and in doing so, the City would be required to sign two VHDA forms (attached) which include the locality CEO letter and revitalization area certification. Without City support, the application could still move forward, but would be less competitive, as VHDA takes locality support and acknowledgment of need into consideration when scoring applications. Additionally, local opposition to a project would result in a reduction in points, if accompanied by a legal opinion that the opposition to the proposed development does not have a discriminatory intent or effect that is in violation of the Fair Housing Act and HUD implementing regulations.

In addition, the Riverside and Fountainhead project team are also asking for CAHF assistance to finance the proposed development. Based on the request for CAHF dollars of \$950,000 out of total project costs of \$9,140,000, the leverage of private (other dollars) to City funds is slightly less than the assumptions used in the City of Charlottesville 2025 Goals for Affordable Housing

(i.e., that developers will provide 91.6% of the total costs to complement the City's 8.4%); however, these assumptions were based on data that preceded the collapse of the housing market and are considered to be optimistic and unrealistic given that City housing dollars also support housing rehabilitation and other efforts that simply don't (and realistically can't) leverage funds at such a high level. For this project, the actual breakdown is \$8,190,000 (89.6% of the total costs) to be paid by the applicant and \$950,000 (10.4%) is requested from the City.

The proposed project will add 54 units in support of the City's goal of increasing the ratio of supported affordable units to 15% of the total housing units in the City by 2025. Due to the use of LIHTC funding, the project would have a supported mechanism in place for a minimum of 30 years. The units will include features commensurate with what would be expected in market rate apartments and will be built to EarthCraft Virginia Platinum standards, so both the quality and energy efficiency will be on par with high end market rate multi-family properties in the Charlottesville area.

With the prior request by JABA for support of a 32 unit development, City Council expressed concern over the impact of concentrating more low income housing units in this area, as well as further burdening Clark Elementary School (which already has a high incidence of free and reduced lunch students). Both of these concerns are valid; however the proposed project will produce a product that has a market rate appearance (greatly improving the former H.T. Ferron concrete plant site which has become obsolete and in poor condition) and will provide affordable and nearby housing for both PACE participants and employees. A demographic analysis of the Census Tract/Block Group (included as an attachment) indicates that the impact on this area as a result of the proposed development would actually decrease the percentage of the population at 80% AMI or less from 71.3% to 65.6% (with market units). The percentage would remain virtually the same (71.6%) with the addition of the affordable units only. A map showing other nearby supported affordable housing (JABA Timberlake and Habitat's Sunrise development) is also included for review and consideration; however, the demographic analysis is strictly for the Census Tract/Block Group and does not take Timberlake (a nearby JABA affordable development) or City Walk (a nearby market rate development) into consideration.

While the LIHTC program will not allow the developer to actually restrict occupancy of the units to specific individuals, based on experience at other Affordable Housing and Services projects operated by Riverside and Fountainhead (which involve a PACE center and nearby affordable apartment living), the majority of the tenants are seniors (70 to 85 years of age). Further, most of these elderly individuals also have a disability, but can live alone due to the support provided through PACE programming. This is why 72% of the units are proposed to be only one bedroom. Accordingly, it is anticipated that only a nominal percentage of the units would be occupied by families with school age children and many of the 2 bedroom units will be occupied by a person with a disability and a caregiver (e.g., senior living with an adult child or parent living with a disabled adult child).

In recognition of the need for affordable housing by its participants, Blue Ridge PACE has agreed to provide a subsidy for PACE participants and employees. This subsidy is equal to roughly \$300/unit/month for one bedroom units and \$360/unit/month for two bedroom units. Based on rent levels of \$668 for a one-bedroom and \$800 for two-bedroom units, this will ensure

a high likelihood that many of the 54 units will be occupied by either PACE participants or employees.

The applicant has provided the City with a detailed PowerPoint presentation as to what is proposed. This report is provided as an attachment.

Alignment with Council Vision Areas and Strategic Plan:

Approval of this agenda items aligns directly with Council's vision for Charlottesville to provide Quality Housing Opportunities for All. In addition, it will further efforts to increase supported affordable housing to meet 2025 adopted goals of 15% supported affordable housing city-wide. Further, this project also aligns with the Strategic Plan as follows:

- 1.3 - Increase affordable housing options
- 2.2 - Consider health in all policies and programs (aligning health care with provision of housing for the elderly and disabled)
- 2.5 - Provide natural and historic resources stewardship (improving a former industrial site with appropriate infill development)
- 5.2 - Build collaborative partnerships (housing fund dollars are invested with non-profits with City collaboration in project development)

While not specifically requested herein, the proposed project has also been evaluated relative to the Comprehensive Plan, with the following goals/objectives supporting the project:

Goal 3 - Grow the City's housing stock for residents of all income levels

Goal 3: Objective 3.1 - Continue to work toward the City's goal of 15% supported affordable housing by 2025.

Goal 3: Objective 3.6 - Promote housing options to accommodate both renters and owners at all price points, including workforce housing.

Goal 4: Objective 4.1 - Continue to support the use of appropriate tax credit proposals submitted by private and non-profit developers within the locality to create affordable rental units, as consistent with Housing Advisory Committee policy.

Goal 5 - Support projects and public/ private partnerships (i.e., private, non-profits, private developers and governmental agencies) for affordable housing, including workforce housing and mixed-use, and mixed-income developments.

Goal 5: Objective 7 - Support housing programs at the local and regional level that encourage mixed-income neighborhoods and discourage the isolation of very low and low income households.

Goal 7 - Offer a range of housing options to meet the needs of Charlottesville's residents, including those presently underserved, in order to create vibrant residential areas or reinvigorate

existing ones.

Goal 7: Objective 7.1- To the greatest extent feasible ensure affordable housing is aesthetically similar to market rate.

Goal 8: Objective 1 - Encourage mixed-use and mixed-income housing developments.

Goal 8: Objective 8.3 - Encourage housing development where increased density is desirable and strive to coordinate those areas with stronger access to employment opportunities, transit routes and commercial services.

Goal 8: Objective 8.7 -Encourage the incorporation of green sustainable principles (e.g. LEED, EarthCraft Virginia, Energy Star, etc.) in all housing development to the maximum extent feasible both as a way to be more sustainable and to lower housing costs.

Community Engagement:

As required by the Council adopted policy, the original project (containing 70 units) was reviewed by the Housing Advisory Committee's LIHTC subcommittee and received unanimous support. Since the initial proposal did not move forward and the project changed to a 54 unit affordable development, staff subsequently provided information regarding the revised proposal to the subcommittee for a second review and comment. During this review, the subcommittee raised concerns over the price of the land; however, the group was supportive of the proposal otherwise. To determine whether the land value would impact the requested CAHF support, staff consulted with Fountainhead Properties regarding the valuation used for the land and is satisfied that the price of \$945,000 is fair. This is based on a June 2014 appraisal of \$1,245,000 (as prepared by an independent appraiser for Fulton Bank) and the fact that Fountainhead invested significantly to obtain the special use permit and to provide a common entrance (shared by PACE) as well as to extend electric, water and sewer service to the site. Based on these factors, staff believes that the subcommittee's comments regarding land price were helpful to the review process; however, this should not impact the amount of CAHF assistance being requested.

In addition, it should be noted that the development as a whole underwent a public process subsequent to the special use permit being approved. A joint public hearing between Council and the Planning Commission was held on May 20, 2013, and SUP approval was ultimately granted on September 16, 2013, subject to a requirement that a **minimum** of 30% of the units to be constructed on the site ($102 \times 30\% = 30.6$ units) would be provided to residents at 60% AMI or less. The proposal fulfills that requirement.

Budgetary Impact:

\$950,000 would be allocated from funds that will come out of Fiscal Year 15/16 Charlottesville Affordable Housing Funds upon availability after July 1, 2015 and only if there are adequate funds appropriated in the Charlottesville Affordable Housing Fund for FY 15/16.

The proposed expenditure would equate to \$17,593/unit. Prior City support for Virginia Supportive Housing for the Crossings and JABA for the Timberlake project have required \$18,333 for 60 units and \$30,771 for 26 units respectively for an average of \$24,552 per unit overall. The proposed request for \$950,000 for 54 units is consistent with prior budgetary commitments for LIHTC projects.

Recommendation:

Staff acknowledges prior Council concerns and that this project will initially provide only affordable units; however, it has been presented as a phased project that will include 48 market rate units as well. Given the adjacency of the PACE facility, the proposed project has a very specific target market and will ultimately be a mixed use/mixed income development that meets a number of our Comp Plan goals/objectives as detailed above. These goals/objectives include the mixed income/mixed use aspects of this project, as well as: 1) providing diversity in housing options (in this case accessible units with subsidies and services available); 2) supporting green efforts including certified EarthCraft Virginia construction; and 3) promotion of pedestrian/transit-oriented design. Based on these factors as well as the need to achieve the 2025 housing goal of 15% supported affordable housing, staff endorses the proposed project and recommends that City Council provide LIHTC application support (signing both the locality CEO letter and revitalization area certification) as well as \$950,000 of financial support from CAHF. Any future CAHF funding agreement would need to be provided to the non-profit partner, Riverside Health Systems.

Alternatives:

Council could consider approving support but not funding and/or could also consider a lower amount of funding. Council could also deny the request for support and financial assistance or actively oppose the project as long as a legal determination supports that such action does not have a discriminatory intent or effect that is in violation of the Fair Housing Act or the HUD implementing regulations. Due to the need for affordable housing in the City, denial could negatively impact efforts to increase affordable housing stock.

Attachments:

Resolution
Riverside/Fountainhead PowerPoint Presentation
VHDA Forms - Locality CEO Letter and Revitalization Area Certification
Demographic Analysis
Map showing adjacent supported affordable units within ¼ mile

RESOLUTION
Low Income Housing Tax Credit Application Support for Carlton Views
and
Charlottesville Affordable Housing Fund (CAHF) Assistance - \$950,000

BE IT RESOLVED by the City Council of the City of Charlottesville, Virginia that the City Manager is hereby authorized to sign the Locality CEO letter and Revitalization Area Certification required by Virginia Housing Development Authority (VHDA) in connection with its Low Income Housing Tax Credit (LIHTC) program application.

BE IT FURTHER RESOLVED that the sum of \$950,000 be paid by the City to the non-profit partner, Riverside Health Systems, to be used in conjunction with Low Income Housing Tax Credits (“CAHF Contribution”). Payment of the CAHF Contribution shall be made from funds available within the Charlottesville Affordable Housing Fund for Fiscal Year 2015-2016, to be paid after July 1, 2015.

Fund: 426

Project: CP-084

G/L Account: 599999

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Carlton Views



**1337 Carlton Avenue
Charlottesville, VA**

September 21st, 2014

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- II. Revitalization of Belmont-Carlton
- III. Master Plan
- IV. Affordable Housing+Services
- V. Blue Ridge PACE Partnership
- VI. Charlottesville Housing Policy
- VII. Financing
- VIII. Request for Support

Introduction

Riverside Health Systems (“Riverside”), a non-profit corporation, and **Fountainhead Properties** (“Fountainhead”), the developer of the Blue Ridge PACE Center, have formed a joint venture to develop, own, and manage **Carlton Views**, a 54-unit multifamily *Affordable Housing+Services* project.

Carlton Views is part of a proposed 102-unit mixed-income apartment complex located on approximately 5.25 acres at 1337 Carlton Avenue, adjacent to Blue Ridge PACE (the “Site”). Carlton Views will work closely with the Blue Ridge PACE Center to address part of Charlottesville’s growing demand for affordable accessible housing. The Project will benefit Charlottesville by:

- Providing existing Charlottesville residents with high-quality affordable housing
- Alleviating the taxpayer’s growing expense of providing costly municipal services
- Leveraging the community’s investment in Blue Ridge PACE and other service providers
- Promoting economic development and job creation

To help Carlton Views become a reality, Riverside and Fountainhead are requesting the following:

- Grant in the amount of \$950,000 for the construction Blue Ridge Homes
- Issuance of a City Support Letter to the VHDA
- Issuance of a City “Revitalization Letter” to VHDA

Revitalization of Belmont-Carlton

The Belmont-Carlton neighborhood is a mix of residential, commercial and light industrial uses. Historically, the section of Carlton Avenue in which Carlton Views is located was comprised of trailer parks, industrial warehouses and a concrete plant.

Revitalization of the Belmont-Carlton area began in 2004 when Habitat for Humanity purchased Sunrise Trailer Court, a 16 unit trailer park.



Revitalization of Belmont-Carlton

Armed with a vision that saw the redevelopment of Sunrise Trailer Park site as “the nucleus of a new mixed-income, multi-generational community,” Habitat redeveloped Sunrise into 66 homes and a Neighborhood Center, with another 18 market-rate apartments on the way.



Habitat for Humanity shares Carlton View’s vision for the future of the area: transforming an often-overlooked section of Belmont into a thriving mixed-use neighborhood that offers both market-rate and affordable housing.

Master Plan

Before its acquisition, the Site was an obsolete concrete plant and considered an eyesore in the community. Although the Site had many challenges, Riverside and Fountainhead saw an opportunity to build Blue Ridge PACE - an elderly-care facility that has accelerated the transformation of Belmont-Carlton.

When developing a Master Plan for the Site, Fountainhead spent time meeting with City officials and various civic leaders and quickly learned that:

- Charlottesville believes that “***mixed land use developments can enhance the economic vitality and improve the lives of Charlottesville’s residents.***”
- Like most communities, Charlottesville has an acute need for affordable housing, and an even larger ***need for affordable housing for persons with a disability.***
- City Council has expressed a ***preference for mixed-income housing to avoid creating “pockets of poverty,” – areas devoted solely to low income housing.***

Master Plan

Phase 1 has received City approval for its Plan of Development, and is currently applying for an allocation of Low-Income Housing Tax Credits.

Phase 2 is in the pre-development and design stage.

Building on the success of Habitat for Humanity at Sunrise and the strategy developed in the City's Comprehensive Plan, Carlton Views has developed a Master Plan for ***a mixed-use project that blends commercial and medical uses with housing for all income levels.***

Carlton Views is anticipated to consist of:

- *Phase 0: Blue Ridge PACE Center (complete)*
- Phase 1: Affordable Housing – 54 units
- Phase 2: Market-rate Housing – 48 units



Master Plan

CONCEPTUAL

Complete:
Blue Ridge
PACE Center

Phase 2:
48 Market
Rate Units

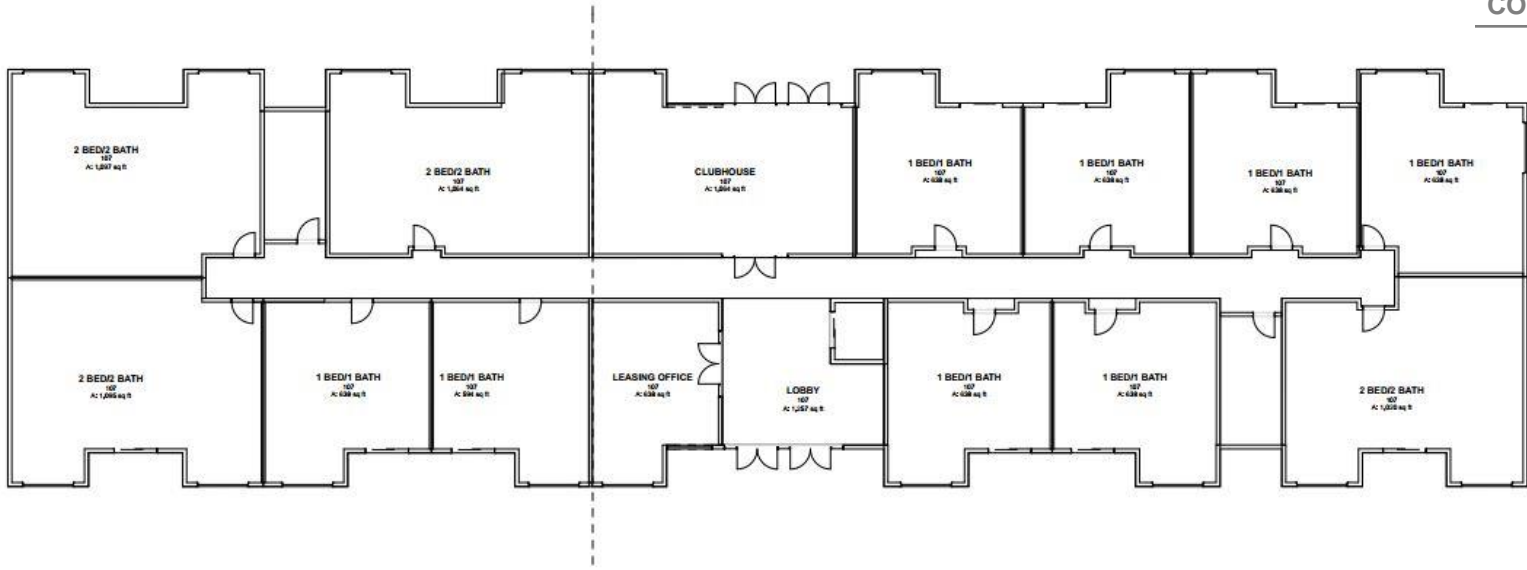
Phase 1:
54 Accessible
Affordable Units





Master Plan – Phase One

CONCEPTUAL



FIRST FLOOR LAYOUT 1
SCALE: 3/32" = 1'-0" A.200



Affordable Housing+Services

As in the rest of the country, the demand for affordable accessible housing in Charlottesville far outstrips the supply.



National housing studies estimate that 35.1 million American households have one or more persons with a disability – and the number is growing rapidly.

Typically, these households are:

- Small in size, with about 75% of households consisting of 1 or 2 persons
- Head of household more likely to be age 65+
- Less likely to house school-age children

Disability rates increase with age, from 11% for the 18-to-44 demographic, up to 52 percent for persons 65 years and older. With aging Baby Boomers, the disabled population is increasing faster than ever.

Unfortunately, the stock of accessible housing has not grown at a similar pace. While many persons with disabilities can live independently, there is a chronic shortage of housing that meet their needs.

In addition, there is a gap in the continuum of care: many that could live semi-independently, needing only occasional help or support, are unable to find (or afford) such services.

Affordable Housing+Services

One solution to this growing demand is “**Affordable Housing+Services,**” where **supportive services for the elderly and disabled are partnered with or located near affordable accessible housing.**

Service Providers such as Blue Ridge PACE provide an invaluable benefit to the community. However, their reach is often limited by an inability to provide housing – a vital component of elderly and disabled care.

The **Affordable Housing+Services** program at Carlton Views will link **accessible** affordable housing with the Service Providers of Charlottesville.

The result is a much improved quality-of-life for the resident, and a more cost-effective way for the community to care for its elderly and disabled.



Affordable Housing+Services

In partnership with the Blue Ridge PACE facility, Carlton Views will help meet Charlottesville's growing demand for affordable accessible housing. Carlton Views gives the City the ability to:

- Provide existing Charlottesville residents with high-quality affordable housing
- Alleviate the taxpayer's growing expense of providing costly municipal services
- Leverage the community's investment in Blue Ridge PACE and other service providers
- Promote economic development and job creation

The success of an Affordable Housing+Services project depends on the cooperation and participation of the **housing provider, service providers, and community and local government.**



Affordable Housing+Services

Housing Providers: Riverside and Fountainhead will form a joint venture to develop the 54 affordable units at Carlton Views. Riverside will own 10% of the joint venture, with an option to purchase the entire the project after 15 years. Fountainhead will own the remaining 90%. See Appendix for more information about Riverside and Fountainhead.

Service Providers: Carlton Views will link enhanced community-based services, including those provided by Blue Ridge PACE, JABA, JAUNT, and UVA Health System.



Blue Ridge PACE



PACE is a federally-funded comprehensive care program that enables **seniors with a disability** to receive quality healthcare and maintain as much independence as possible, regardless of income.

The program improves the quality of life for participants and caregivers by providing a unified interdisciplinary solution – including doctors, prescription management, social interaction, physical therapy, personal care and respite services.

One of Charlottesville's foremost service providers already resides at Carlton Views. Blue Ridge PACE is a joint venture formed by the University of Virginia Medical System, the Jefferson Area Board for Aging ("JABA"), and Riverside Hospital.



Keynote speaker Mark Warner at the grand opening of Blue Ridge PACE

PACE Subsidy

Like other PACE facilities, Blue Ridge PACE has identified a need for affordable, accessible housing among its participants.

To address this need, Blue Ridge PACE will provide a rent subsidy for qualified ***PACE participants and employees*** equal to the difference between:

(x) the rent that the tenant can afford to pay (defined as 30% of income)

(y) the applicable restricted rent for the apartment

While the amount is depended on income level and therefore not fixed, it is expected to average **roughly \$300 per month for 1-bedroom units and \$360 per month for 2-bedroom units.**

This PACE Subsidy will allow high-quality accessible housing to be affordable for lower-income elderly and disabled populations—especially those on the limited fixed incomes provided by pensions and Social Security.

Charlottesville Housing Policy

City Housing Policy:

“[Charlottesville] must provide sufficient housing options to ensure safe, appealing, environmentally sustainable and affordable housing for all segments and income levels...”

Carlton Views embodies the objectives set by Charlottesville’s Housing Policy and Comprehensive Plan, including the criteria for the City’s Housing Fund Grant.

The Project will:

- grow affordable housing stock, including workforce housing and mixed-use and mixed income developments
- advance goal of 15% supported affordable housing by 2025
- accommodate the housing needs of low-income persons, seniors and those with disabilities
- set aside affordable units for those with the greatest need
- promote design and build quality that is equal, or even superior, to the City’s market-rate units
- promote economic development and job creation in a neighborhood undergoing revitalization
- increase density in an area near employment, transit and services
- incorporate green, sustainable design principles, including energy efficiency 30% better than building code
- use City funds to support strategic initiatives for affordable and mixed-use housing
- provide substantial leverage of other dollars, in the form of: LIHTC proceeds, PACE subsidy, loan proceeds, and developer capital

Financing

PROJECTED FUNDING SOURCES – Carlton Views Phase 1

Low-Income Housing Tax Credit Proceeds: Primary funding for Carlton Views will be provided by investor proceeds from an allocation of Low-Income Housing Tax Credits, a federal subsidy awarded on a competitive basis to rent-restricted housing developments.

- Under the LIHTC program, properties agree to be limited to specified rent and income restrictions. To compensate for the reduced cashflow and debt capacity, LIHTC are used to raise equity in place of debt .
- The annual amount of LIHTC is very limited, and developments must compete against other worthy projects throughout the state. The extensive application process, administered by VHDA, weighs a number of factors, including: rent and income limitations, project amenities, municipal support, grants, developer experience, and other merits of the project.

Construction/Permanent Loan Proceeds: Carlton Views will obtain a loan based on future project cashflow. The amount of the loan will depend on interest rates and underwriting, but is necessarily limited due to the permanent rent restrictions.

Grants: The requested grant from the Charlottesville Housing Fund will ensure the project's feasibility, and further the causes of both mixed-income housing and disabled services in the City.

Financing

Use	Amount
Acquisition	945,000
Hard Costs	5,470,000
Soft Costs	1,610,000
Developer Fee	895,000
Reserves	220,000
TOTAL USES	9,140,000

Source	Amount
Permanent Loan	2,400,000
LIHTC Proceeds	5,645,000
Deferred Developer Fee	145,000
Grants	950,000
TOTAL SOURCES	9,140,000

Request for Support

In light of the merits of the Project and its further revitalization of Belmont-Carlton, and in keeping with Charlottesville's strategic vision for affordable housing and the care of its elderly and disabled citizens, Riverside and Fountainhead hereby request that the City lend its support to Carlton Views.

To ensure the Project's viability and its successful application for a LIHTC allocation, Riverside and Fountainhead ask that this support come in the form of:

1. Housing Fund grant of \$950,000
2. Issuance of LIHTC Support Letter
3. Issuance of "Revitalization Area" Certification

APPENDIX

Universal Design



To better serve persons with a disability, the Project will incorporate the principles of **“universal design”**.

Units will offer specific features or technologies for accessibility, such as no-step entrances, lowered kitchen counters and sinks, roll-under stoves, widened doorways, wheel-in showers and raised electrical outlets.



Quality Construction & Safety

QUALITY:

Fountainhead has found that mixed-income housing works best when there are no differences in the nature and quality of the units based on a tenant's income. Accordingly, all of the apartments in Carlton Views, **whether rent restricted or not**, will share high aesthetic and quality standards.

All units will comply with the most stringent construction standards issued by the Virginia Housing and Development Authority ("VHDA"), including quality cabinetry, wiring for cable and high-speed Internet, Earthcraft Platinum certification and energy efficient appliances.

SAFETY:

Carlton Views will be a **safe and clean environment** for its tenants. To ensure a safe environment, tenants must:

- provide proof of income
- pass a rental history screening
- pass a credit check
- pass a criminal background check

Carlton Views will have a **"zero tolerance"** policy that means applicants will be declined and tenants will be removed if they have been convicted of violent crimes, sex crimes, or manufacturing or distribution of drugs.



Tenant Base

Based on our experience with other Affordable Housing+Services projects, we anticipate that:

- Majority of tenants receiving PACE Subsidy will be between the ages of 70 and 85
- Majority of seniors with disabilities will be living alone
- Very few school-age children
- Many 2-bedroom units will be occupied by a person with a disability and a caregiver (e.g., senior living with their adult child, or parent living with a disabled adult child).



Unit Mix

Carlton Views will be mixed-income, with limitations for various units set at 40%, 50%, and 60% of Area Median Gross Income (AMGI). Below is the proposed Unit Mix by income limits.

Income Category	Unit Type	Income Limit	Unit Count
40% of AMGI	1-Bedroom	\$24,420	4
40% of AMGI	2-Bedrooms	\$29,280	2
50%	1-Bedroom	\$30,525	30
50%	2-Bedroom	\$36,600	8
60%	1-Bedroom	\$36,640	5
60%	2-Bedroom	\$43,920	5
<i>Total 1-Bedrooms</i>			39
<i>Total 2-Bedrooms</i>			15
TOTAL			54

Housing Providers

Riverside, based in Newport News, is one of Virginia's largest non-profit medical systems, with over 7,000 employees.



Fountainhead helps healthcare providers creatively finance, design, and construct high-quality medical and housing facilities.

Riverside and RealCare have collaborated on a number of developments, including four PACE facilities and three Affordable Housing+Services projects. They are in the planning stages for three more PACE Centers, which will include an evaluation of Affordable Housing+Services options.

About Riverside

Riverside operates over 1,000 acute inpatient beds in four acute care hospitals, a psychiatric hospital and a physical rehabilitation hospital.

In addition to its hospitals, Riverside owns and operates nine long-term care facilities throughout eastern Virginia, totaling 1,028 beds, as well as intermediate care facilities, skilled home-for-adult services, and six PACE centers.

Riverside has been recognized for exceptional leadership, innovation and vision, contributions to the advancement of quality, effective health care delivery practices and structure and outstanding contributions to the community.

Riverside: PACE Expertise

Riverside is committed to the premise that *Affordable Housing+Services* projects are a cost-effective combination of affordable housing with much needed services. These projects help elderly and persons with a disability to live more stable, productive lives.

While Riverside provides services along the full continuum of care – nursing homes, intermediate care facilities, assisted living, and home care services – its greatest growth has been in the PACE program. Riverside opened six PACE Centers in the past six years, and has three more in the planning stages. Its PACE facilities now serve almost 1,000 seniors.

Of Riverside's current PACE centers, three also provide Affordable Housing+Services:

- 41 units in the Manchester District of Richmond
- 13 units in the Scott's Addition District of Richmond
- 13 units in Petersburg, with plans for an additional 28 in 2016

Riverside partnered with Fountainhead to develop four of its six PACE Centers and all 67 of its Affordable Housing+Services units.



About Fountainhead

Fountainhead specializes in the development of multi-family residential and commercial properties in urban footprints. Over the past 12 years, the company has developed over 20 projects in the Richmond, Petersburg and Charlottesville area, with total development costs in excess of \$275 million.

It has significant expertise in the development of medical and housing facilities. Its current portfolio includes four PACE facilities, three of which include Supportive Housing+Services, and has four additional facilities in the planning stage.

Capabilities

- Site selection
- Financing advisory and structuring
- Design, engineering and land use
- Construction management
- Project and facilities management



Fountainhead: PACE Portfolio

Petersburg, VA

24,000 square foot PACE center designed for ~300 participants.

12 Affordable Housing+Services apartments

28 additional Affordable Housing+Services apartments planned for 2016



Charlottesville, VA

20,000 square foot PACE center designed for ~200 participants.

54 Affordable Housing+Services apartments planned for 2015



Fountainhead: PACE Portfolio

Manchester District Richmond, VA

19,000 square foot PACE center designed for ~200 participants.

41 Affordable Housing+Services apartments.



Scott's Addition District Richmond, VA

25,000 square foot PACE center designed for ~300 participants.

13 Affordable Housing+Services apartments



Fountainhead: Affordable Housing

Miller Lofts Richmond, VA

197 affordable units funded by Low Income Housing Tax Credits (LIHTC) and tax-exempt bonds issued by Bank of America.

Total Development Cost of \$31 million.



New Manchester Flats Richmond, VA

132 mixed-income units and 50,000 sqft of commercial space.

Funded by VHDA tax-exempt bonds.

Total Development Cost of \$34 million.





Locality CEO Letter

1. General Instructions

- The letter below must be submitted under locality's letterhead.
- **NOTE TO LOCALITY:** Any change in this form letter may result in a reduction of points under the scoring system.
- **NOTE TO OWNER/DEVELOPER:** You are strongly encouraged to submit this certification to the appropriate local official at least three weeks in advance of the application deadline to ensure adequate time for review and approval.

Locality CEO Letter

Date

Jim Chandler
Virginia Housing Development Authority
601 South Belvidere Street
Richmond, Virginia 23220

VHDA Tracking Number: _____
Development Name: _____
Name of Owner/Applicant: _____

Dear Mr. Chandler:

The construction or rehabilitation of the above-named development and the allocation of federal housing tax credits available under IRC Section 42 for said development will help to meet the housing needs and priorities of _____. Accordingly, _____ supports the allocation of federal housing tax credits requested by _____ for this development.

Yours truly,

Signature

[CEO Name]

[Title]



Revitalization Area Certification

Development Name: _____

Tracking #: _____

If you have any questions, please call Jim Chandler at VHDA (804) 343-5786.

1. General Instructions

- If the Owner/Applicant completes this Certification (see instructions under 2 below), it must be included with the Reservation Application (by Application Deadline, 03/14/14). However, if the Locality CEO is required to complete this Certification (see instructions under 2 below), it must be received by VHDA no later than 4/1/14.
- Owner/Applicants are strongly encouraged to submit the Certification Letter attached (if applicable-see instructions under 2 below) to the locality CEO at least **three weeks in advance** of the 4/1/14 deadline, to ensure adequate time for review and approval by the locality.
- The Certification Letter should be on the locality's letterhead (if applicable - see instructions under 2 below).
- Any change in this Certification may result in a reduction of points under the scoring system.
- **NOTE:** The area within a redevelopment area, conservation area, or rehabilitation district (established by a city or county), shall be deemed a revitalization area without certification.
- **NOTE:** A Comprehensive Plan does not qualify as certification of a revitalization area.

2. Designation

To qualify for revitalization area points, choose one of the following:

- Evidence (submitted at Tab A of the Reservation Application) from the local housing authority or locality, that the development is located in a conservation area or redevelopment area, as defined in § 36-3 of the [Code of Virginia](#), or rehabilitation district (as established by a city or county). Evidence must include:

- a. the type of developments that are encouraged;
- b. the potential sources of funding; and
- c. services to be offered in the area

OR

- Evidence (submitted at Tab T of the Reservation Application) that the development is subject to a plan using Hope VI funds from HUD

OR

- Locality CEO certifies that the proposed development is located in an area that meets VHDA's definition of a Revitalization Area. If this option is chosen, the Owner/Applicant must have the Locality CEO complete the letter attached.

REVITALIZATION AREA CERTIFICATION

Date

Jim Chandler
Virginia Housing Development Authority
601 South Belvidere Street
Richmond, Virginia 23220

VHDA Tracking Number: _____
Development Name: _____
Development Jurisdiction: _____
Name of Owner/Applicant: _____

Dear Mr. Chandler:

I certify that the above-referenced development is located in a Revitalization Area in my jurisdiction. A "revitalization area" is any area that is (i) **either** (1) blighted, deteriorated, deteriorating or, if not rehabilitated, likely to deteriorate by reason that the buildings, improvements or other facilities in such area are subject to one or more of the following conditions- dilapidation, obsolescence, overcrowding, inadequate ventilation, light or sanitation, excessive land coverage, deleterious land use, or faulty otherwise inadequate design, quality or condition, **or** (2) the industrial, commercial or other economic development of such area will benefit the city or county but such area lacks the housing needed to induce manufacturing, industrial, commercial, governmental, educational, entertainment, community development, healthcare or nonprofit enterprises or undertakings to locate or remain in such area; **and** (ii) private enterprise and investment are not reasonably expected, without assistance, to produce the construction or rehabilitation of decent, safe and sanitary housing and supporting facilities that will meet the needs of low and moderate income persons and families in such area and will induce other persons and families to live within such area and thereby create a desirable economic mix of residents in such area.

I understand that this Certification will be used by the Virginia Housing Development Authority to determine whether the development qualifies for points available under VHDA's Qualified Allocation Plan.

CEO Signature

Title

Carlton Views - Demographic Analysis			
Census Tract 4.02 Block Group 3			
Current HUD % of Persons at or less than 80% AMI	71.3%		
HUD # of Persons at or less than 80% AMI	687		
HUD Total Number of People in Block Group	964		
New Developments	Market Rate		Affordable
Sunrise Park (Habitat) ¹	32		32
Carlton Views	48		54
Total Units	80		86
Average Household Size for Charlottesville (2012 American Community Survey)	2.37		
Total People in Proposed Developments	190		204 ¹
Block Group Population with Addition of Proposed Developments	1,358		
Block Group Population at or less than 80% AMI with Addition of Proposed Developments	891		
Proposed % of Population at or less than 80% AMI	65.6%		

¹ Of the market rate lots at Sunrise, 6 homes have been built with 4 conveyed to market rate owners. Two market rate speculation homes have also been completed and are on the market. Eight market rate lots remain unsold. There is also a building pad for another multifamily property, which will contain 18 market rate apartment units. All told, the project is scheduled for 66 units as follows:


DESCRIPTION	UNIT COUNT
Affordable Single Family Attached	16
Market Rate Single Family Attached	14
Affordable / Subsidized Rental Apartments	10
Affordable Condominium Units	6
# Units Assigned to Community Center	2
Second Large Building	18
TOTAL	66

¹ This number is likely inflated, as the majority of Carlton View units will be one bedroom and will have fewer occupants than the average household size.

Charlottesville Affordable Housing Units October 2014

ID	Name	Units
1	Hearthwood Apartments	200
2	Michie Drive	23
3	Madison Avenue	18
4	Vimita Court Apartments	16
5	Westhaven	126
6	712 Elsom Street	1
7	221 9th St SW	1
8	Midway Manor	98
9	Crescent Hall	105
10	Friendship Court	150
11	405 Levy Avenue	1
12	613 Hinton Avenue	1
13	6th Street SE	25
14	715 Ridge Street	2
15	1st Street South	58
16	905 Monticello Avenue	1
17	Monticello Vista Apartments	50
18	Mews on Litte High	39
19	Riverside Avenue	16
20	Dogwood	59
21	Habitat for Humanity	84
22	PHA	30
23	JABA	26
Total		1130


New Proposed Units

 Carlton Views: 54 units

 Quarter Mile Buffer

Existing Affordable Housing

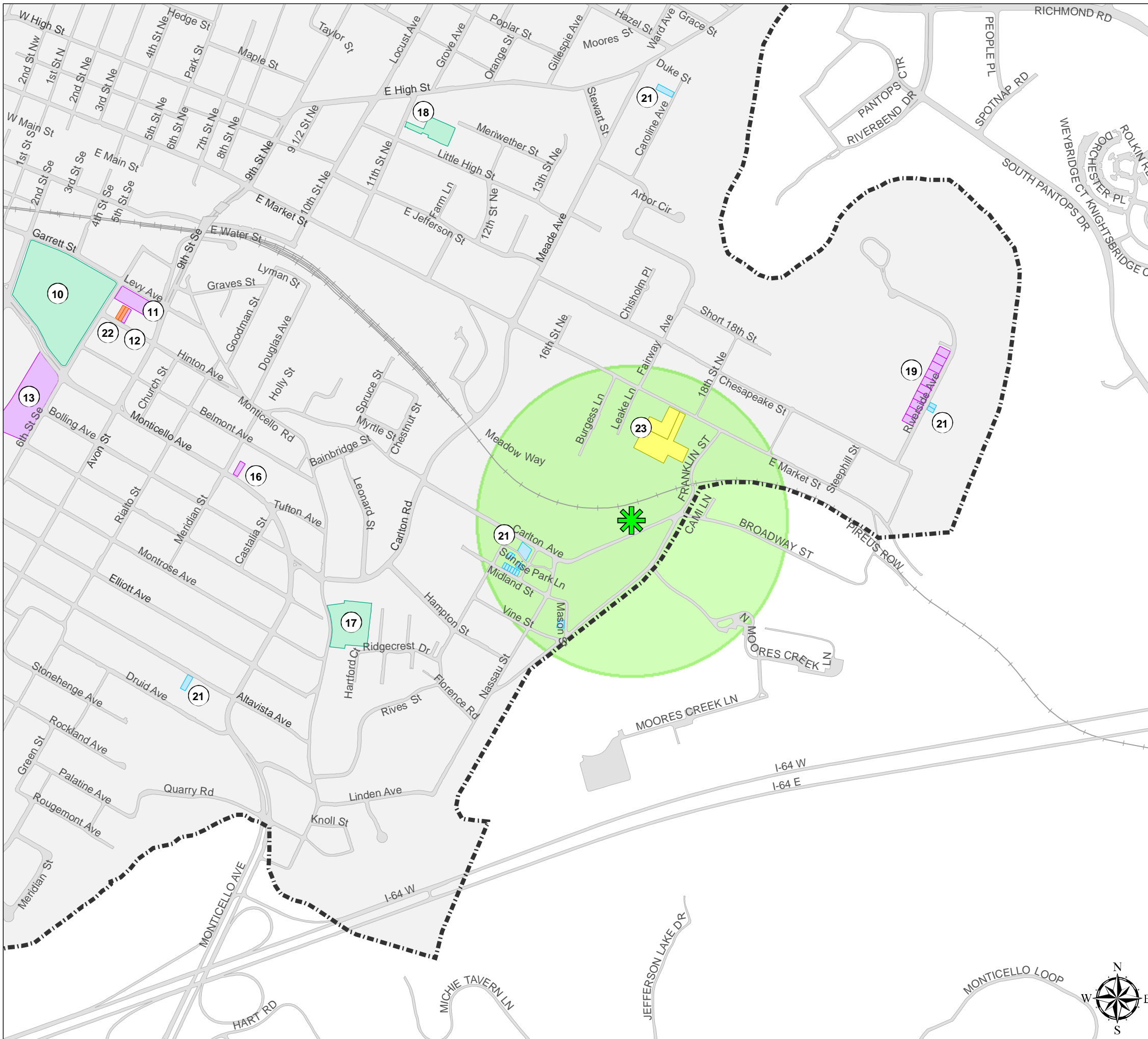
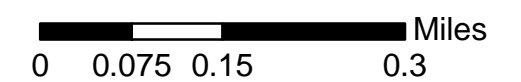
 Habitat

 Housing Authority

 JABA

 PHA

 Privately Owned



**CITY OF CHARLOTTESVILLE, VIRGINIA
CITY COUNCIL AGENDA**



Agenda Date: October 6, 2014

Action Required: N/A

Presenter: Brian Daly, Director, Parks and Recreation
David Ellis, Assistant City Manager
Galloway Beck, Director, Human Resources
Jim Tolbert, AICP, Director, NDS

Staff Contacts: Brian Daly, Director, Parks and Recreation
David Ellis, Assistant City Manager
Galloway Beck, Director, Human Resources
Jim Tolbert, AICP, Director, NDS

Title: **Healthy Eating Active Living Update**

Background: The Healthy Eating Active Living Campaign (HEAL) Cities and Town Campaign began in 2012 with a goal of assisting municipalities of developing and adopting policies that stem the obesity epidemic and create healthy, prosperous communities. Charlottesville has embraced the tenants of HEAL and is in the process of integrating those tenants into various policies that promote; access to healthy food, active communities and workplace wellness. The purpose of this item is to provide Council an update on progress that has been made in each of those areas.

Discussion:

Since integrating HEAL into the City's various policies, the following strategies have been or are taking place.

Access to Healthy Food –

- Redevelopment and Expansion of the Farmers Market – The City is currently negotiating with a vendor to expand the farmers market on Water St. This expansion will allow for an increase in locally grown and healthy food for our residents;
- Include health goals and policies related to access to healthy food in the comprehensive plan updates – These policies and goals will be included in the next comprehensive plan update;
- Currently the zoning ordinance allows small community and home gardens in all zoning districts and food sales in all retail districts. Neighborhood Development Services is currently in the process of updating the code and will explore incentives for healthy food access during this process;
- Council recently approved a master plan amendment for Rives Park to include garden plots;

Active Communities

- Complete Streets Policy – NDS is currently leading the implementation of the Streets that Work process;
- Include Health Goal and Policies related to physical activity in the Comprehensive plan updates and special area plans – Currently health goals and policies related to physical activity are indirectly included in the comprehensive plan but will be a focus in future updates and small area plans;
- Provisions that promote bikeability and walkability – The Comprehensive Plan includes an increased focus on walkability and improvements to bike infrastructure and an update to the bike pedestrian plan is underway;
- Priority to capital improvement projects that increase opportunities for physical activity – Projects such as new sidewalks, bike facilities, trails, and park improvements have been included in the FY16 CIP submissions;

Employee Wellness

- Ensure that water is readily available in all municipally-owned and operated building – All buildings have water readily accessible either through water fountains, coolers or bottled water;
- Establish a healthy vending policy – The City recently released an RFP and are currently reviewing proposals for Citywide vending machines that will focus on healthy and affordable choices;
- Convene a Workplace Wellness Committee – Since 2011 a workplace wellness

- committee has been meeting 6 times a year and provides recommendations;
- Implemented an incentive program for staff who participate in races and events that promote physical activity;
 - Participation in Move2Health
 1. City employees ranked 2nd in total minutes moved for the Fall 2013 “30 Minutes a Day” challenge;
 2. City employees ranked 1st in total minutes moved for the Summer 2014 “30 Minutes a Day” challenge;
 3. City employees currently rank #1 in the “5 Fruits and Veggies a Day” Fall 2014 challenge
 - City employees are eligible to receive free flu shots on site;
 - Free weekly yoga classes at Jefferson Madison Regional Library;
 - Various 30-day, 14-day, etc. challenges throughout the year that give employees an opportunity to work on a fitness, nutrition, or wellbeing challenge;
 - Monthly on-site nurse visits – employees can get blood pressure checks and general health counseling (our nurse visits the City Hall Annex, Public Works, and CAT each month)

Budgetary Impact: N/A

Alignment with City Council Vision and Strategic Plan: Aligns with Council’s vision of America’s Healthiest City

Community Engagement: N/A

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