

MINUTES
PLANNING COMMISSION REGULAR MEETING
Tuesday, March 8, 2016

I. PLANNING COMMISSION PRE-MEETING (Beginning at 4:30 p.m.)

Location: NDS Conference Room, Charlottesville City Hall, 2nd Floor

Members Present: Chairman John Santoski, Commissioners Lisa Green, Taneaia Dowell, Kurt Keesecker, Genevieve Keller, Jody Lahendro

Call to Order: the meeting was called to order by Chair Santoski at 5:10 p.m.

No discussion on Planning Commission matters took place.

Adjournment: At 5:25 p.m. the Chair adjourned the meeting in order to reconvene in City Council Chambers at 5:30 to continue with the Commission's regular monthly agenda.

II. ADMINISTRATIVE AGENDA (Beginning at 5:30 p.m.)

Location: City Council Chambers, Charlottesville City Hall, 2nd Floor

Members Present: Chairman John Santoski, Commissioners Lisa Green, Kurt Keesecker, Genevieve Keller, Taneaia Dowell, Jody Lahendro, and Corey Clayborne.

City Councilors –Bob Fenwick

Call to Order: the meeting was called to order by Chairman Santoski at 5:30 p.m.

A. COMMISSIONERS' REPORTS:

Chairman Santoski welcomed Corey Clayborne to the Commission

Commissioner Lahendro reported that he attended the February 17th meeting of the Parks and Recreation Advisory Committee where they discussed a request from the Van Yahres family, summer programs taking place at public housing sites, an update on the Tonsler Park project and progress on the Ragged Mountain Trails project. He was not able to attend the Tree Commission so did not have a report.

Commissioner Green asked for further details on the Trails project which Mr. Lahendro provided.

Commissioner Keller reported attended the PLACE meeting in February where there was a presentation by Rachael Lloyd on a new tool that the Commission may consider refining for its use. The Commission may want to think about having her present at a future work session. Ms. Keller also attended the Developer's roundtable noting it was valuable to gain the perspective of the side of the developer. She noted that the Vortex project did not have a complete report out due to snow but an overview of what occurred was shared and those involved provided service to the 10th and Page residents by shoveling snow.

Commissioner Dowell reported that the Community Development Block Grant Task Force met throughout the months of January and February and the outcome of their work will be presented by Ms. Howard this evening.

Commissioner Keesecker reported the BAR met in February 2016 and he outlined the Orzo restaurant site, The Atlantic project and the Blue Moon site as projects of interest to the commission and provided a status report on each. He plans to attend the Master Planning Council meeting next week where UVA will provide a presentation on work they are proposing on the Ivy Corridor.

Commissioner Green noted that she missed the MPO joint meeting and that she would be attending the CTAC meeting on April 6th. She noted that there are open positions for City residents on this committee and application information is available on the City website.

UNIVERSITY REPORT: No Report

Chairman's Report – Commissioner Santoski noted that he was also not able to attend the MPO joint meeting.

DEPARTMENT OF NDS: Missy Creasy, Planning Manager provided an overview on the status of the West Main zoning and streetscape projects. She also noted that the Streets that Work project will have a community open house on March 24th from 7-9 in Cityspace on the final draft of the report and that on April 16th from 10-2pm there will be a demonstration project on 2nd Street showing measures outlined in the STW plan. Attendance at both was encouraged.

C. MATTERS TO BE PRESENTED BY THE PUBLIC NOT ON THE FORMAL

Lori Sweller stated that she is here this evening to request the initiation of a zoning text amendment. She is here on behalf of Verizon but it would benefit other carriers and wireless users. Verizon is trying to expand the capacity of data transmission and doing so with a small cells project. Her firm has worked on over 70 agreements and they are only one of five firms in the state working on these. Small cells are a way to add capacity to highly populated areas. In 2014 when the project began they approached forty-three localities to determine the regulations for small cells and in seven localities we worked for smooth implementation of small cells. Only in Charlottesville does there remain an impediment to small cells. We have planned 16 projects in 2015-16 but many of those cannot be constructed because the ordinance has a prohibition on

microcells and on buildings that are not over 40 feet tall. She presented a visual to show that the typical small cell is two feet tall and photo simulation examples of two sites and what the small cells would look like. In summary, she would like to request the zoning initiation and is willing to help in any way she can.

CONSENT AGENDA

(Items removed from the consent agenda will be considered at the end of the regular agenda)

1. Minutes - February 9, 2016 – Pre meeting
2. Minutes - February 9, 2016 – Regular meeting

Commissioner Green moved to approve the Consent Agenda, seconded by Commissioner Dowell motion passes 6-0.

III. JOINT PUBLIC HEARINGS (Beginning at 6:00 P.M.)

G. JOINT PUBLIC HEARINGS

- 1. Community Development Block Grant (CDBG) and HOME Funding— 4th Year Action Plan, FY 16-17:** The Planning Commission and City Council are considering projects to be undertaken in the 4th Year Action Plan of the multi-year Consolidated Plan utilizing CDBG & HOME funds for the City of Charlottesville. In Fiscal Year 16-17 it is expected that the City of Charlottesville will receive about \$376,098 in Community Development Block Grant funds and about \$60,000 in HOME funds from the Department of Housing and Urban Development HUD. CDBG funds will be used in the City to conduct pedestrian improvements in 10th and Page, Economic Development activities, and several public service projects that benefit low and moderate income citizens. HOME funds will be used to support the housing needs of low and moderate income citizens through homeowner rehabs and down payment assistance. **Report prepared by Tierra Howard, Grants Coordinator.**

Ms. Howard provided the staff report highlighting the following:

The CDBG program has an estimated \$376,098 for the 2016-2017 program year; the HOME program was expecting to be dramatically cut with the City expecting \$0 for program year 2016-2017, however HOME funding has been restored and the City is expecting to receive an estimate of \$60,000 for the 2016-2017 program year. The CDBG total reflects the \$376,098 Entitlement Grant, \$0 in Reprogramming, and \$31,759.27 in previous years' entitlement available after program income has been applied. The HOME total consists of an estimated \$60,000, which is the City's portion of the Consortium's appropriation, in addition to \$12,000 for the City's 25% required match, \$0 in Reprogramming and \$0 in program income.

Priority Neighborhood – The FY 2016-2017 Priority Neighborhood is the Block by Block area of 10th and Page. The 10th and Page Priority Neighborhood Task Force has previously recommended several projects to improve the streetscape and pedestrian safety along the 10th Street Corridor and within the 10th & Page Neighborhood. The Task Force will reconvene to discuss additional improvement projects for FY 16-17.

Economic Development – Council set aside FY 16-17 CDBG funding for Economic Development Activities. Members of the Strategic Action Team reviewed applications for Economic Development. Funds are proposed to be used to provide scholarships, technical assistance, and business support services to an estimate of 12 qualified Charlottesville businesses and at least 20 entrepreneurs hoping to launch their own micro-enterprises.

Public Service Programs – The CDBG Task Force has recommended several public service programs. Programs were evaluated based on Council’s priority for workforce development and quality childcare. Programs were also evaluated based on the number of beneficiaries served and the capacity of the agency. Funding will enable the organizations to provide increased levels of service to the community. Estimated benefits include helping 5 youth gain workforce readiness skills, helping at least 2 adults with direct employment training, providing childcare subsidies for up to 3 families, providing supportive services around accessing quality childcare for 20 children, and helping 150 recently released offenders will receive supportive services to help reduce recidivism. To the greatest extent feasible, all beneficiaries will reside within the 10th and Page Neighborhood.

Administration and Planning: To pay for the costs of staff working with CDBG projects, citizen participation, and other costs directly related to CDBG funds, \$75,019 is budgeted.

HOME Funds: The CDBG Task Force recommended funding to programs that support homeowner rehabs. Estimated benefits include 5 small homeowner rehabs. If the City receives additional HOME funds, the Task Force recommends fully funding AHIP’s request at \$180,000.

Program Income/Reprogramming: For FY 2016-2017, the City has \$31,759.27 in previous CDBG EN that has been made available through the application of received Program Income (PI) to be circulated back into the CDBG budget. The City has \$0 in HOME PI to be circulated back into the HOME budget. There are also completed CDBG and HOME projects that have remaining funds to be reprogrammed amounting to \$0 CDBG and \$0 HOME. These are outlined in the attached materials.

Adjusting for Actual Entitlement Amount: Because actual entitlement amounts are not known at this time, it is recommended that all recommendations are increased/reduced at the same pro-rated percentage of actual entitlement to be estimated. No agency will increase more than their initial funding request.

Following the report, there were no questions from Commissioners.

The Public Hearing was then opened. There being no one wishing to speak, the public hearing was closed.

Commissioner Keesecker asked after the funds are allocated, what is the measurement of success for use of the funds.

Ms. Howard noted that quarterly reports are submitted from subrecipients. She has recently updated this report to include all measures needed from HUD and those requested by the CDBG and the SAT Task Forces. Data includes beneficiary data, outcomes, and challenges faced while implementing the programs.

Commissioner Green noted that she used to be on the Task Force and she asked about the numbers noted by the projects in the materials.

Ms. Howard stated those were the scores resulting from the evaluation tool criteria. The scoring assists in communicating the quality of applications to the applicants.

Commissioner Green was concerned that funding was received by applications receiving lower scores than other. It was clarified that applications were only evaluated against others within the same funding category and the two she questioned were in different groupings.

Commissioner Lahendro asked what the Commission is being asked to vote on this evening.

Ms. Howard clarified what needed to be voted on.

Commissioner Green asked how many homes AHIP could address with these funds and did they currently have the homes identified?

Ms. Howard noted that the application noted 5 homes with the funds provided and the funds were for emergency repairs.

Commissioner Santoski asked if additional HOME funds were received, could they go to AHIP? It was noted that would occur.

Commissioner Keesecker stated that it would be interesting to map these projects in a way that could be shown on the GIS viewer to show the distribution of funds around the city.

Commissioner Green moved to approve the 2016-2017 CDBG budget allocation as recommended by the CDBG Task Force as presented in the packet materials for the March 8, 2016 Planning Commission meeting with the ability to adjust the amounts as needed per the actual entitlement allocation received from HUD. Motioned seconded by Commissioner Dowell,

Commissioner Keller noted her concern that Dominion coordinate on the 10th Street project and she noted the importance of funding for work that AHIP performs in the community.

Motion passes 7-0.

Ms. Keller motion to adjourn at 7:33 until the seconded Tuesday in April, motion passes 7-0.