



**CITY COUNCIL AGENDA  
November 2, 2015**

**6:00 p.m.**

**Closed session as provided by Section 2.2-3712 of the Virginia Code**

*Second Floor Conference Room* (Consultation with legal counsel regarding: negotiation of terms and conditions for co-located City-County General District Courts, and potential City liability for proposed operations at the Ivy Material Utilization center.)

**7:00 p.m.**

**Regular Meeting**

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

*Council Chambers*

**AWARDS/RECOGNITIONS  
ANNOUNCEMENTS**

**MATTERS BY THE PUBLIC**

Public comment permitted for the first 12 speakers who sign up before the meeting (limit 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 October 19
- b. APPROPRIATION: Runaway Emergency Shelter Program Grant – \$212,000 (2<sup>nd</sup> of 2 readings)
- c. APPROPRIATION: Charlottesville Affordable Housing Fund – \$331,450.68 (1<sup>st</sup> of 2 readings)
- d. APPROPRIATION: Virginia Department of Health Special Nutrition Program Child and Adult Care Food Program – \$32,000 (1<sup>st</sup> of 2 readings)
- e. RESOLUTION: Donated Funds to First Tee of the Virginia Blue Ridge – \$20,491 (1<sup>st</sup> of 2 readings)
- f. RESOLUTION: Charlottesville-Albemarle Health Department Carry Over Request – \$26,575.37 (1<sup>st</sup> of 1 reading)
- g. RESOLUTION: Purchase of Parcel of Land for Greenbelt Trail (1<sup>st</sup> of 1 reading)
- h. RESOLUTION: Rename Bent Creek Road (City Portion) to 5th Street Station Parkway (1<sup>st</sup> of 1 reading)
- i. RESOLUTION: Allocation of Charlottesville Affordable Housing Fund (CAHF) for repayment of CDBG Funds – \$4,600 (1<sup>st</sup> of 1 reading)
- j. RESOLUTION: Hillsdale Right-of-Way Acquisition (1<sup>st</sup> of 1 reading)
- k. ORDINANCE: Easement to RWSA for Water Line in Towe Park (2<sup>nd</sup> of 2 readings)
- l. ORDINANCE: Specimen Tree Designation in McIntire Park (2<sup>nd</sup> of 2 readings)

**2. RESOLUTION\***

Allocation of Charlottesville Affordable Housing Fund (CAHF) for Piedmont Housing Alliance (PHA) Predevelopment Planning for Friendship Court - \$350,000 (1<sup>st</sup> of 1 reading)

**3. RESOLUTION\***

Dogwood Housing Agreement Amendment (1<sup>st</sup> of 1 reading)

**4. ORDINANCE\***

West Main Street Mixed-Use Corridors Amendment (1<sup>st</sup> of 2 readings)

**5. ORDINANCE\***

Rezoning Midland Street Parcel (1<sup>st</sup> of 2 readings)

**OTHER BUSINESS**

**MATTERS BY THE PUBLIC**

**COUNCIL RESPONSE TO MATTERS BY THE PUBLIC**

\*ACTION NEEDED

## **GUIDELINES FOR PUBLIC COMMENT**

---

**We welcome public comment;  
it is an important part of our meeting.**

**Time is reserved near the beginning and at the end of each regular City Council meeting for Matters by the Public.**

**Please follow these guidelines for public comment:**

- If you are here to speak for a **Public Hearing**, please wait to speak on the matter until the report for that item has been presented and the Public Hearing has been opened.
- Each speaker has **3 minutes** to speak. Please give your name and address before beginning your remarks.
- Please **do not interrupt speakers**, whether or not you agree with them.
- Please **refrain from using obscenities**.
- If you cannot follow these guidelines, you will be escorted from City Council Chambers and not permitted to reenter.

CITY OF CHARLOTTESVILLE, VIRGINIA.  
CITY COUNCIL AGENDA.



<b>Agenda Date:</b>	October 19, 2015
<b>Action Required:</b>	Appropriation
<b>Presenter:</b>	Rory Carpenter, Community Attention
<b>Staff Contact:</b>	Rory Carpenter, Community Attention Leslie Beauregard, Assistant City Manager
<b>Title:</b>	<b>Runaway Emergency Shelter Program Grant - \$212,000</b>

**Background:** Community Attention, in partnership with Ready Kids, applied for and received a continuation grant from the Department of Health and Human Services Administration for Children and Families in the amount of \$200,000 in federal funds and \$22,222 in local matching funds. The local match will be met with a transfer of \$12,000 from Community Attention for a total appropriation of \$212,000. An in-kind match of \$10,222 from Ready Kids, to provide Runaway Emergency Shelter Program services will be applied to the grant as well. This is the fifth grant year of the partnership.

**Discussion:** The funds support services that provide emergency shelter, counseling and after care services for youth in crisis for the purpose of keeping them safe and off the streets, with a goal of reunification with family. Funded services will include: emergency shelter available 24 hours per day, 7 days a week; individual and family counseling to help resolve conflict and develop new communication skills to facilitate reunification with the family; and additional support services that help youth build meaningful connections with their community and encourage positive youth development.

**Alignment with City Council's Vision and Strategic Plan:** Approval of this agenda item aligns directly with Council's vision for Charlottesville to be **America's Healthiest City** and contributes to their 2012-2014 priority to *Provide a comprehensive support system for children* and it aligns with the goals and objectives of the City's Strategic Plan:

**Goal 2: Be a safe, equitable, thriving and beautiful community**

- 2.4. Ensure families and individuals are safe and stable

Community Attention's programs, including the Runaway Emergency Shelter Program, provide residential and community based services that prevent delinquency and promote the healthy development of youth.

**Community Engagement:** In order to increase prevention services, R.E.S.P. staff dramatically increased outreach efforts, particularly in area schools. Since September

30, 2011, R.E.S.P. reached 773 youth through a variety of outreach activities including presentations to health classes and tabling's during lunch.

**Budgetary Impact:** There is a local match that Community Attention and Ready Kids will provide (cash match of \$12,000 – Community Attention and in-kind match \$10,222 – Ready Kids). This grant will be appropriated into a grants fund.

**Recommendation:** Staff recommends approval and appropriation of funds.

**Alternatives:** If the funds are not appropriated, the grant would not be received and the Runaway Emergency Shelter Program services would not be provided.

**Attachments:** N/A

**APPROPRIATION.**  
**Runaway Emergency Shelter Program**  
**\$212,000.**

**WHEREAS**, the City of Charlottesville has been awarded \$200,000 from the Department of Health and Human Services Administration for Children and Families with cash match of \$12,000 provided by Community Attention and in-kind match of \$10,222 provided by Ready Kids;

**WHEREAS**, the funds will be used to operate the Runaway Emergency Shelter Program through a partnership between Community Attention and Children, Youth and Family Services/Ready Kids. The grant award covers the period from September 30, 2015 through September 29, 2016;

**NOW, THEREFORE BE IT RESOLVED** by the Council of the City of Charlottesville, Virginia, that the sum of \$212,000 is hereby appropriated in the following manner:

**Revenue – \$212,000**

\$200,000	Fund: 211	Internal Order: 1900256	G/L Account: 431110
\$ 12,000	Fund: 211	Internal Order: 1900256	G/L Account: 498010

**Expenditures - \$212,000**

\$ 99,026	Fund: 211	Internal Order: 1900234	G/L Account: 519999
\$ 92,000	Fund: 211	Internal Order: 1900234	G/L Account: 530010
\$ 20,974	Fund: 211	Internal Order: 1900234	G/L Account: 599999

**Transfer - \$12,000**

\$ 12,000	Fund: 213	Cost Center: 3413001000	G/L Account: 561211
-----------	-----------	-------------------------	---------------------

**BE IT FURTHER RESOLVED**, that this appropriation is conditioned upon the receipt of \$200,000 from the Department of Health and Human Services Administration for Children and Families.

*This page intentionally left blank.*

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



<b>Agenda Date:</b>	November 2, 2015
<b>Action Required:</b>	Approval of Appropriation
<b>Staff Contacts:</b>	Kathy McHugh, Housing Development Specialist
<b>Presenter:</b>	Kathy McHugh, Housing Development Specialist
<b>Title:</b>	<b>Appropriation of Funds - \$331,450.68 to the Charlottesville Affordable Housing Fund (CP-084)</b>

**Background:** The City received funds that need to be appropriated. The developer of *The Uncommon* at 1000 West Main (d.b.a. Campus Investors Charlottesville 1000 West Main, LLC) elected to make a cash contribution of \$331,450.68 as allowed by the Affordable Dwelling Unit Ordinance per Charlottesville City Code Section 34-12.

**Discussion:** The cash contribution received from Campus Investors Charlottesville 1000 West Main, LLC will need to be appropriated to the Charlottesville Affordable Housing Fund (CP-084).

**Community Engagement:** There has been no direct community engagement on this issue, as this payment was made to satisfy the requirements of Charlottesville City Code Section 34-12.

**Alignment with City Council Vision and Strategic Plan:** Approval of this item aligns with the City Council Vision of ‘Quality Housing for All’ and with the Strategic Plan Goal 1.3 to “Increase affordable housing options.”

**Budgetary Impact:** This will have a positive impact on the Charlottesville Affordable Housing Fund, but will not directly impact the budget.

**Recommendation** Staff recommends approval of the appropriation.

**Alternatives:** There is no alternative for appropriation of the funds received from the Affordable Dwelling Unit payment, as these must be appropriated to the Charlottesville Affordable Housing Fund per City Code 34-12(d)(2).

**Attachments:** N/A

**APPROPRIATION**  
**Charlottesville Affordable Housing Fund**  
**\$331,450.68**

**WHEREAS**, the City of Charlottesville has received funding from Campus Investors Charlottesville 1000 West Main, LLC on behalf of 1000 West Main Street (\$331,450.68) as its Affordable Dwelling Unit payment as required by the Zoning Ordinance Section 34-12; and

**WHEREAS**, the Affordable Dwelling Unit payment must be paid into the City's Affordable Housing Fund pursuant to Section 34-12(d)(2); and

**NOW, THEREFORE BE IT RESOLVED** by the Council of the City of Charlottesville, Virginia, that the sum of \$331,450.68, be received as payment from Campus Investors Charlottesville 1000 West Main, LLC, to be appropriated as follows:

**Revenues**

\$331,450.68 Fund: 426

Project: -CP-084

G/L Code: 451020

**Expenditures**

\$331,450.68 Fund: 426

Project: CP-084

G/L Code: 599999



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



Agenda Date:	November 2, 2015
Action Required:	Approval and Appropriation
Presenter:	Riaan Anthony, Park and Recreation Management Specialist
Staff Contacts:	Riaan Anthony, Park and Recreation Management Specialist
<b>Title:</b>	<b>Virginia Department of Health Special Nutrition Program Child and Adult Care Food Program - \$32,000</b>

**Background:**

The City of Charlottesville, through Parks and Recreation, has received approval for reimbursement up to \$32,000 from the Virginia Department of Health-Special Nutrition Program to provide free dinner to children 18 and under attending our drop-in afterschool programs through their Child and Adult Care Food Program

**Discussion:**

Charlottesville Parks and Recreation will operate an afterschool meals program for 36 weeks, during the course of the regular school year. There are currently 4 locations, Friendship Court, Greenstone on 5<sup>th</sup>, South First Street and Westhaven Community Centers that serve children 18 years and under. An educational/enrichment component is planned along with dinner. Dinner will be served from 4:00-7:00 p.m. at various locations. The Virginia Department of Health-Special Nutrition Program provides a free nutritious dinner for these children. Most of the children served receive free or reduced meals during the school year. Over 350 children will be served each week during the months of September-May. This program was piloted in the Spring of 2014.

The \$32,000 appropriation covers the cost of food for the Child and Adult Care Food Program. The dinners are purchased through the City of Charlottesville School Food Service. The Parks and Recreation Department pays the bills to the City of Charlottesville Food Service and is then reimbursed by the Virginia Department of Health Special Nutrition Programs.

**Community Engagement:**

N/A

**Alignment with City Council's Vision and Strategic Plan:**

Approval of this agenda item aligns directly with Council's vision for Charlottesville to be America's Healthiest City and it contributes to Goal 2 of the Strategic Plan. Be a safe, equitable, thriving, and beautiful community. Children will receive a nutritious dinner, hopefully replacing a meal that did not exist or providing a healthier balanced option for them.

**Budgetary Impact:**

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

**Recommendation:**

Staff recommends approval & appropriation of funds

**Alternatives:**

If money is not appropriated, the free dinner program will not be offered to youth, most of which receive free or reduced meals during the school year.

**APPROPRIATION.**

**Virginia Department of Health Special Nutrition Program  
Child and Adult Care Food Program  
\$32,000**

**WHEREAS**, the City of Charlottesville, through Parks and Recreation, has received approval for reimbursement up to \$32,000 from the Virginia Department of Health Special Nutrition Program to provide free dinner to children attending select drop-in afterschool centers; and

**WHEREAS**, the grant award covers the period from period October 1, 2015 through September 30, 2016;

**NOW, THEREFORE BE IT RESOLVED** by the Council of the City of Charlottesville, Virginia that the sum of \$32,000 received from the Virginia Department of Health Special Nutrition Program is hereby appropriated in the following manner:

**Revenue – \$ 32,000**

Fund: 209                      Internal Order: 1900258                      G/L Account: 430120

**Expenditures - \$32,000**

Fund: 209                      Internal Order: 1900258                      G/L Account: 530670

**BE IT FURTHER RESOLVED**, that this appropriation is conditioned upon the receipt of \$32,000 from the Virginia Department of Health Special Nutrition Program.

*This page intentionally left blank.*

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



Agenda Date:	November 2, 2015
Action Required:	Resolution
Presenter:	Brian Daly, Director, Parks and Recreation
Staff Contacts:	Brian Daly, Director, Parks and Recreation
<b>Title:</b>	<b>Allocation of Previously Donated Funds - The First Tee of the Virginia Blue Ridge - \$20,491</b>

**Background:**

Following the 2013 programming season, the City of Charlottesville mutually agreed to terminate its Chapter License Agreement with The First Tee to operate The First Tee of Charlottesville Chapter. The agreement was formally terminated December 1, 2013. At that time it was anticipated that a new non-profit organization would be formed in the community which would seek to re-establish The First Tee within the community; and possibly seek the use of Meadowcreek Golf Course through a formal facility use agreement.

From 2007 through 2012, Farmington Country Club hosted an annual fundraising golf tournament, the proceeds of which were donated to the City and held in a donation account titled the Farmington Gift Guide. Directives were established and agreed upon by the City and Farmington outlining specific items for which those funds could be expended, and specific circumstances and items for which those funds could not be expended. At the time of the termination of the Chapter License Agreement, the balance in the gift guide account was \$20,491. That balance remains today in the gift guide account. A copy of those directives is included as Attachment 1.

**Discussion:**

A new chapter of The First Tee has recently been formed within the community titled The First Tee of the Virginia Blue Ridge (T.F.T.V.B.R.). The Board of Directors of T.F.T.V.B.R., along with the President of Farmington Country Club, have respectfully requested that the previously donated funds be returned to the new chapter for use as initially intended; and to assist with scholarships. The First Tee National School Program will begin in the Charlottesville City Schools in March of 2016 and the new chapter intends to begin regular programming in April of 2016. Additionally, staff is currently negotiating the terms of a use agreement with T.F.T.V.B.R. for use of the facilities at Meadowcreek Golf Course. Copies of the letters requesting the return of the funds are included as Attachments 2 and 3.

The new chapter (T.F.T.V.B.R.) is awaiting its final 501(c)3 approval documents from the Internal Revenue Service and anticipates those approvals to be received prior to the end of the calendar year. In order to facilitate the return of the previously donated funds, The First Tee of Richmond & Chesterfield has agreed to hold the funds until the final I.R.S. approvals have been

received.

**Alignment with City Council's Vision and Strategic Plan:**

This is supportive of the City Council Vision Element entitled a Center for Lifelong Learning and America's Healthiest City; and aligns with the Strategic Plan under Goal 2: Be a safe, equitable, thriving and beautiful community and Goal 5 to Foster Strong Connections by Building collaborative partnerships.

**Community Engagement:**

No specific community engagement has taken place regarding this item.

**Budgetary Impact:**

There is no budgetary impact to the General Fund as these funds were previously donated and have been held since 2013.

**Recommendation:**

Staff recommends approval of the resolution allocating these funds to the First Tee of the Virginia Blue Ridge.

**Alternatives:**

Council could decide to not allocate the funds and provide direction to staff for a different course of action.

**Attachments**

Attachment 1 – Farmington Gift Guide Directives

Attachment 2 – Letter from The First Tee of the Virginia Blue Ridge

Attachment 3 – Letter from Farmington Country Club

Attachment 4 – Chapter Termination Notification documents from The First Tee National Office, dated May 2 and November 25, 2013 respectively.

## **RESOLUTION.**

### **Allocation of Previously Donated Funds to The First Tee of the Virginia Blue Ridge \$20,491.**

**WHEREAS**, Farmington Country Club held a fundraising golf tournament for many years, the proceeds of which were donated to the City for The First Tee of Charlottesville, to be used within the directives mutually agreed upon, and

**WHEREAS**, the City terminated its Charter with The First Tee in 2013; and the balance of the donated funds from Farmington Country Club have been held and not used since that time, and

**WHEREAS**, a new chapter of The First Tee has formed in the community and along with Farmington Country Club, requested the return of the donated funds to the new chapter: The First Tee of the Virginia Blue Ridge, and

**WHEREAS**, The First Tee of Richmond and Chesterfield as agreed to hold said funds until final non-profit status is approved by the Internal Revenue Service for the First Tee of the Virginia Blue Ridge; therefore;

**NOW, THEREFORE BE IT RESOLVED** that the City Council of Charlottesville Virginia allocates the balance of the Farmington Gift Guide donation account, in the amount of \$20,491 to The First Tee of Richmond and Chesterfield; to be provided to The First Tee of the Virginia Blue Ridge upon their receipt of non-profit status.

## Directions for use of funds from The First Tee Invitational Tournament At Farmington Country Club

Farmington Country Club sponsored and hosted The First Tee Invitational Golf Tournament in July of 2007 and May of 2008 and plans on continuing on a yearly basis. The net revenues from this tournament will be donated to the First Tee of Charlottesville and be placed in a Gift Guide Account with the City of Charlottesville. The following will detail an approved list of expenses these donations may be used for and list some specific items that it may not be used for (without the described approval).

The objective of Farmington Country Club's participation is to raise money to enhance the operation of The First Tee of Charlottesville by providing funds to offset expenses that are not directly required by the contract between The First Tee and the City of Charlottesville.

The items listed below will have annual budget amounts established and approved by a majority vote of the Advisory Board of Directors of The First Tee of Charlottesville at a meeting in which a quorum is present (at least 7 of the 12 members present). The Advisory Board may add items to the approved expense list only by a positive vote of a majority of all Board members (7 of the 12 members).

The funds may be used for only the following items, unless additional items are added as provided above:

- Expenses associated with coach training
- Providing scholarships (free access) to the local programs
- Expenses (partial or full) for Board Members to attend The First Tee Annual Meeting.
- Provide extra or expanded training materials to participants
- Provide golf equipment to participants
- Provide prizes or incentives for participants
- Help offset cost for local participants to attend approved field trips.
- Establish a local chapter College Scholarship Fund
- Provide funds for local participants who qualify to attend any approved local, regional or national The First Tee events
- Help offset cost for local participants to attend the local Annual Awards Banquet
- Expenses directly related to production and execution of The First Tee Invitational at Farmington.
- Expenses associated with sponsoring The First Tee National School Program in the Charlottesville City School System and The Albemarle County School System.




The following are items or expenses that funds from The First Tee Invitational may not be used for unless specifically approved by Farmington Country Club and the Advisory Board of Directors by positive vote of 7 of the 12 members.

- Build or purchase any item or structure that will be or could become owned by the City of Charlottesville
- Pay or offset any expenses of The First Tee of Charlottesville that the City of Charlottesville is obligated to pay as set forth in the First Tee Chapter Formation and Facility Agreement between World Golf Foundation Inc., by and through its division, The First Tee, and the City Of Charlottesville signed and dated August 20, 2004.
- Reduce or reimburse any expense of Meadow Creek Golf Course that is not directly related to The First Tee of Charlottesville.

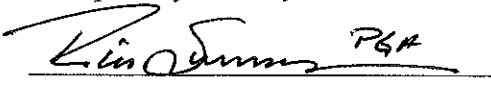
An accounting of the receipts and disbursements pertaining to the funds donated by or thru Farmington Country Club to The First Tee of Charlottesville will be made available by the City of Charlottesville to The Advisory Board of Directors on a monthly basis and to Farmington Country Club upon request.

Farmington Country Club is not obligated to continue to raise money for the First Tee of Charlottesville in the future; however any future donations by or through Farmington Country Club will be subject to the provisions of this document.

Accepted by Farmington Country;

  
\_\_\_\_\_  
Signature  
PHILLIP R. KIESTLER Title General Manager Date 1/23/09

Accepted by the City Of Charlottesville

  
\_\_\_\_\_  
Signature  
Rion Summers, PGA Title Director of Golf Date 1-23-09

8/19/2015

Mark Brown  
271 Blue Springs Lane  
Charlottesville VA, 22903

Mr. Brian Daly  
501 E. Main Street  
Charlottesville VA, 22902  
Dear Mr Daly,

Over 10 years ago, the City of Charlottesville formed and successfully managed a chapter of The First Tee. Many of the young people in our community benefited greatly from the works of that chapter.

Several years ago, it was mutually decided that the growth and future direction of the chapter could be best managed under an independent organization. Toward that end, a new independent Board of Directors has been formed comprised of well-respected members of our community. The State of Virginia has re-instated the chapter's incorporation, and we are well on our way to receiving our formal charter from The First Tee National. Most importantly, we have hired a new Executive Director whom we are confident will take the strong foundation established by the city and grow it into a tremendous asset for our multi-county community.

According to our records, the city has maintained an account that was funded by the transfer of funds from The First Tee Invitational Tournament held at Farmington Country Club. This fund, the Farmington Gift Guide, was intended to finance the facility agreement with Meadowcreek Golf Course and be used to cover the costs associated with The First Tee classes. The balance in that fund is \$20,941.

The new board of The First Tee requests that those funds be transferred back to the newly formed chapter of The First Tee. The funds will be used to support the new facilities agreement with Meadowcreek Golf course. We are working with The Parks and Recreation Department to finalize this agreement.

The funds may be sent to : The Blue Ridge Youth Golf Foundation, PO Box 6786, Charlottesville Va, 22906.

The board of The First Tee would like to thank the City of Charlottesville for their leadership over the years and we look forward to working together as we move to the next stage in the life of the chapter.

Best Regards,



Mark Brown  
President – The First Tee - Virginia Blue Ridge



FARMINGTON COUNTRY CLUB

September 28, 2015

Mr. Brian Daly  
Director, Charlottesville Parks & Recreation Department  
501 East Main Street  
Charlottesville, VA 22902

Dear Mr. Daly:

In 2006 Farmington Country Club began hosting a golf tournament for the sole purpose of raising funds to assist The First Tee of Charlottesville ("TFTOC", a program in the city parks and recreation department) to provide items and services not called for in the city's contract with The First Tee (National). An agreement known as The Farmington Gift Guide, which spelled out the items that these funds could and could not be used for, was agreed upon and executed. These funds were placed in the custody of The City of Charlottesville in good faith to be used as agreed upon.

When Charlottesville City Council chose to discontinue funding for TFTOC after the 2013 programming year, there was a balance of **\$20,491.42** remaining in The Farmington Gift Guide.

Now, there is a new Chapter of The First Tee being organized which will be known as The First Tee of the Blue Ridge ("TFTOTBR"). This is a stand-alone chapter which will have their own 501(c)(3) non-profit foundation. TFTOTBR will also have an independent Board of Directors and will serve a much larger geographic area than the former TFTOC. Farmington Country Club wishes to continue to support this excellent youth development program.

During the process of establishing this new foundation, funds are being held by The First Tee of Richmond & Chesterfield ("TFTORC"), one of the largest and most well established The First Tee chapters in the country.

In order to clean up the records of the City of Charlottesville and The Farmington Gift Guide, **Farmington Country Club requests that those funds remaining in the custody of the City be remitted to: The First Tee of Richmond & Chesterfield, 7501 Boulders View Drive, Suite 120, Richmond, VA 23225, Attn: Brent Schneider.** TFTORC will hold these funds in their custody for the use of TFTOTBR.

Thank you for your consideration in this matter.

Sincerely,

Matt Wilkinson, President  
Farmington Country Club

cc: The First Tee of the Blue Ridge



May 2, 2013

HONORARY  
CHAIR

George W. Bush

---

Mr. Brian Daly  
Director  
Charlottesville Parks & Recreation  
City of Charlottesville  
P. O. Box 911  
Charlottesville, VA 22902

FOUNDING  
PARTNERS

LPGA  
Masters Tournament  
PGA of America  
PGA TOUR  
USGA

---

Re: Termination of Chapter License for The First Tee of Charlottesville

Dear Brian:

The First Tee and the City of Charlottesville, Virginia, entered into The First Tee Chapter Formation and Facility Development Agreement dated August 20, 2004 ("Chapter License Agreement") to operate as The First Tee of Charlottesville. We have appreciated the City's efforts to establish and operate The First Tee Life Skills & Golf Experience to impact young people in your community.

FOUNDING  
CORPORATE PARTNER

Shell Oil Company

---

Over the past several months, we have discussed whether the City will be in a position to continue funding The First Tee Charlottesville beyond June 30 of this year, and how the City as a government chapter can meet the increased demands of The First Tee home office to expand programs beyond the City limits to impact more young people in your area.

LEGACY  
PARTNER

Johnson & Johnson

We have received word that the City has decided to allow the program to operate through December 1 of this year but not thereafter. We understand from your City program staff that local donors are ready, willing and able to provide the City with funding to pay certain program expenses through December 1. This would not disrupt programs for young people and give The First Tee home office a chance to establish a new chapter organization and discuss how the City might continue as a collaborating partner.

As a result of the foregoing, this is notice that the Chapter License Agreement is terminated by mutual agreement as of December 1, 2013.

Please know that The First Tee home office is committed to continuing The First Tee program in Charlottesville, Albemarle County and surrounding areas, although it will be under a different licensing structure established by the home office. The City would no longer serve as the licensed chapter, but the City could continue as a

collaborating partner to provide access and use of its golf facilities under a Facility Use Agreement as approved by the City in each instance.

Please feel free to contact Sue Parson with any questions or comments about this year's programs or making a smooth transition for The First Tee of Charlottesville.

Sincerely,



Kelly A. Martin  
Chief Operating Officer

cc: Sue Parson, Director, Central Atlantic Region Affairs  
John Sapora, Vice President, Legal Services



November 25, 2013

GEORGE H. W. BUSH  
Honorary Chairman

Mr. Brian Daly  
Director  
Charlottesville Parks & Recreation  
City of Charlottesville  
P. O. Box 911  
Charlottesville, VA 22902

FOUNDING  
PARTNERS

LPGA

Re: Termination of Chapter License for The First Tee of Charlottesville

Masters Tournament

Dear Brian:

PGA of America

This letter is in follow-up to my May 2 notice letter regarding termination of the City's chapter license to operate at The First Tee of Charlottesville effective November 30, 2013.

PGA TOUR

USGA

As a result of the license termination, please ensure that City representatives, golf facilities and others refrain from using The First Tee of Charlottesville trademarks and that the City arranges to wind up any chapter financial or operational matters with donors, sponsors and vendors. Please also take down any chapter social media pages and cease all fundraising and marketing activities. The home office will post a message on the MembersFirst website domain regarding the transition. In these chapter license transitions, The First Tee home office staff are the only authorized representatives to speak on behalf of The First Tee in the Charlottesville area and will direct any actions taken by individuals desiring to continue The First Tee programs.

Please convey to the City officers, commissioners and staff our heartfelt gratitude and appreciation for their impact on young people through The First Tee of Charlottesville over the last 10 years.

Sincerely,

Kelly A. Martin  
Chief Operating Officer

cc: Phillip Seay, Chapter Executive Director  
Sue Parson, Director, Central Atlantic Region Affairs  
John Sapora, Vice President, Legal Services

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



Agenda Date:	November 2, 2015
Action Required:	Approved Authorization Resolution
Presenter:	Dr. Denise Bonds, Director, Thomas Jefferson Health District
Staff Contacts:	Leslie Beauregard, Assistant City Manager
Title:	Charlottesville-Albemarle Health Department Carry Over Request - \$26,575.37

**Background:**

The F.Y. 2015 year-end settlement process for the Charlottesville-Albemarle Health Department (C.A.H.D.) resulted in a \$26,575.37 surplus to be potentially returned to the City. This resulted from unexpected personnel turn-over savings. Dr. Denise Bonds, Health Department Director, is requesting the City’s permission to carry over those surplus funds into the current year’s Health Department budget to cover the costs they will incur due to the following:

- 2% or 4% salary effective 8/10/2015
- Salary compression pay increase for eligible employees

**Discussion:**

The State of Virginia Acts of Assembly authorized a 2% or 4% salary increase for classified and wage employees effective 8/10/2015 and a compression adjustment of \$65 per year for employees with over five years of service. This is the first pay raise for State employees since 2013. This salary increase was not anticipated and thus was not included in last year’s request.

**Alignment with City Council’s Vision and Strategic Plan:**

Approval of this agenda item aligns directly with Council’s vision for Charlottesville to be **America’s Healthiest City**. This funding will support local public health personnel who provide exceptional public health services to the Charlottesville community through multiple programs, including clinical preventive services (family planning, immunizations, WIC nutrition, STI clinics, refugee health), communicable disease control and prevention, environmental health services, community health assessment, and health promotion and education (Improving Pregnancy Outcomes Workgroup, Move2Health, Tobacco Use Control Coalition).

**Community Engagement:**

Health Department staff work to engage many community organizations, the public, and hard-to-reach populations. An example of a population-based effort is the ongoing implementation the collaborative Community Health Improvement Plan (C.H.I.P.). One of the issues identified in the C.H.A./C.H.I.P. was obesity and we are now working with community partners to increase access to local produce through the Fresh Farmacy program. An example of a patient-based effort is our W.I.C. clinic provided at the Westhaven Clinic.

**Budgetary Impact:**

This expenditure refund would come back as revenue (refund of prior year's expenditures) to the General Fund in this year's budget (F.Y. 2016). There would, however, be no direct impact on the City's appropriated budget this year, as the \$26,575.37 has already been appropriated and accounted for as expenditure in last year's budget (F.Y. 2015).

**Recommendation:**

Staff recommends approval of the Health Department's request to use F.Y. 2015 surplus local funds of \$26,575.37. The County received a similar request.

**Alternatives:**

The only alternative is to deny approval of this request. The Health Department would then have to return the funds to the City.

**Attachments:**

N/A



**RESOLUTION.**

**Authorization of Carryover for Charlottesville-Albemarle Health Department  
\$26,575.37**

**NOW, THEREFORE BE IT RESOLVED** by the Council of the City of Charlottesville, Virginia, that the Charlottesville-Albemarle Health Department is authorized to carry over the sum of \$26,575.37 from Fiscal Year 2015 for the above-stated purpose.

*This page intentionally left blank.*

CITY OF CHARLOTTESVILLE, VIRGINIA  
CITY COUNCIL AGENDA



Agenda Date:	November 2, 2015
Action Required:	Approval of Resolution to Purchase Property
Presenter:	Brian Daly, Director of Parks & Recreation
Staff Contacts:	Chris Gensic, Trails Planner
Title:	<b>Purchase of Parcel of Land for Greenbelt Trail</b>

**Background:**

Ms. Marie Braxton, has offered to sell the City a portion of her property, approximately 3,000 square feet in area, at 505 Rougemont Avenue. Pollocks Branch Creek runs through this parcel, as shown on the attached map. Ms. Braxton has agreed to sell the parcel of land for \$8,500. The Assessor's Office has valued the land at \$7,300.

**Discussion:**

Acquisition of the tract of land will provide a connection to the greenbelt trail in Jordan Park. The title search did not reveal any significant problems and Mr. Dan Frisbee, Water Resources Specialist with the City, has not indicated there are any environmental concerns. Public Utilities staff confirmed the absence of City utility lines in the parcel of land to be acquired.

**Alignment with Council Vision Areas and Strategic Plan:**

This acquisition aligns with Council's Vision of A Green City by helping create a community with a vibrant urban forest, and an extensive natural trail system, along with healthy rivers and streams, and the Strategic Plan Goal 2.5 of providing natural and historic resources stewardship by allowing the City to better manage the creek and forest area along Pollocks Branch.

**Community Engagement:**

The creation of a trail along Pollock's Branch is shown in the publicly adopted comprehensive plan, the bicycle and pedestrian plan, and was also discussed at public meetings during the Walkable Watershed and Strategic Investment Area public meetings. Acquisition of this piece of property will allow for construction of the Pollocks Branch greenway and trail.

**Budgetary Impact:**

This acquisition will require \$8,500 plus the costs of the survey plat, and title insurance fees from the parkland acquisition fund.

**Recommendation:**

Staff recommends approval of the acquisition.

**Alternatives:**

The City could choose not to acquire the property, but seek a trail easement instead. However, an easement will not allow for natural resource management along Pollocks Branch Creek.

**Attachments:**

Signature Resolution; Purchase Agreement; Plat; Map

## **RESOLUTION**

**BE IT RESOLVED** by the Council for the City of Charlottesville, Virginia, that the City Manager is hereby authorized to sign the following document, in form approved by the City Attorney or his designee.

Purchase Agreement between the City of Charlottesville and Marie Braxton for the purchase by the City of a parcel of land on Rougemont Avenue for greenbelt trail purposes.

*This page intentionally left blank.*

**AGREEMENT  
FOR THE SALE/ PURCHASE OF LAND  
Portion of 505 Rougemont Avenue (Parcel X)**

**THIS AGREEMENT** is made as of the \_\_\_\_\_ day of \_\_\_\_\_, 2015, between **MARIE A. BRAXTON**, (together, hereinafter referred to as “Seller”), and the **CITY OF CHARLOTTESVILLE, VIRGINIA**, a political subdivision of the Commonwealth of Virginia, (hereinafter “Seller”, or “City”) whose address is P.O. Box 911, Charlottesville, Virginia, 22902.

**WITNESSETH:**

**WHEREAS**, Seller is the fee simple owner of the following described land (hereinafter, the “Property”), to wit:

All that certain tract or parcel of land, with improvements thereon and appurtenances thereunto pertaining, situated in the City of Charlottesville, Virginia, consisting of approximately 3,000 square feet, more or less, as more particularly shown as Parcel X on the attached plat made by Draper Aden Associates, dated September 14, 2015 (the “Plat”), being a portion of the same Property acquired by Seller by deed dated May 11, 2012, recorded among the land records of the City of Charlottesville as Instrument #2012002067; and

**WHEREAS**, Seller has agreed to sell to the City for the purchase price of Eight Thousand Five Hundred Dollars (\$8,500.00) the Property and all improvements thereon and appurtenances thereto belonging, and Purchaser has agreed to purchase said Property from Seller, subject to the conditions outlined below;

**NOW, THEREFORE**, in consideration of the premises and the mutual covenants contained herein, Seller and Purchaser do hereby set forth their agreement as follows:

**I. TERMS AND CONDITIONS**

The City’s obligations under this Agreement are expressly contingent upon all of the following conditions being met:

- (a) Title Examination. City’s receipt of the results, satisfactory to it in its sole discretion, of a title examination to be performed by City at its own expense, and any other documents required by City’s title insurer to ensure the City can obtain title insurance on the Property.

If the title examination reveals a title defect of a character that can be remedied through legal action or otherwise within a reasonable period of time, then Seller shall bear the expense of such action and shall promptly cure such defect. If the defect is not cured within 60 days after Seller receives notice of the defect, then Purchaser shall have the right to terminate this Agreement, in its sole discretion, and all such deposits, if any, shall be returned to the Purchaser and there shall be no further obligations between the parties

herein. In the event that Purchaser waives the defect and proceeds to settlement there shall be no reduction in the purchase price.

- (b) Purchaser's Study Period. Purchaser shall have a reasonable period of time from the date this Agreement is executed by both parties to conduct any necessary environmental studies. Such studies include the City's receipt of the results of an environmental review by City staff, and if deemed necessary by the City, a Phase I Environmental Assessment and Report (Phase I Report) conducted and prepared by an environmental engineering and inspection company selected by City at City's expense and such other testing and reports as may be reasonably required by City or recommended in the Phase I Report. Such Phase I report may include the results of testing for any underground or aboveground storage tanks located on the Property.

Purchaser and any of its agents shall have the right to enter onto the Property at all reasonable times for the purpose of conducting such studies of the property as are permitted under the Agreement.

If during Purchaser's study period, Purchaser notifies Seller in writing that such purchase is not practicable, within the City's sole discretion, then Purchaser may terminate this Agreement and receive a refund of any deposits and the parties shall have no further liability or obligations herein.

- (c) General Warranty Deed. The Purchaser shall prepare the proposed General Warranty Deed, and deliver it to Seller (by facsimile, e-mail, or first class regular mail) for review at least ten (10) days prior to Closing.
- (d) City Council Approval. Seller's agreement to sell the Property shall be submitted to the Charlottesville City Council for approval by resolution. If City Council rejects the terms of the sale/purchase of this land, for whatever reason, this agreement shall be null and void and each party shall be relieved of all obligations under this agreement.
- (e) Sanitary Sewer Easement. Purchaser and Seller agree that the deed of conveyance shall include reservation of an easement, twenty feet (20') in width, by the Seller for the maintenance and repair of an existing sewer lateral line and associated facilities (clean-out pipe) that are currently located on the Property. The maintenance and repair of this lateral line and clean-out pipe shall be the permanent responsibility of the Seller, or any future owner of the property addressed as 505 Rougemont Avenue.
- (f) Releases. Seller shall be responsible for obtaining recordable releases of the existing liens on the Property, and such releases must be acceptable to the Purchaser and its title insurer. All costs to record the releases shall be the responsibility of the Seller.

Each of the foregoing conditions is, and is intended by each of the parties to be, a condition precedent to the obligation of either party to proceed to Closing. City or Seller may elect not to proceed to Closing, without liability or penalty, if one or more of the above-referenced contingencies and/or conditions are not fulfilled to their satisfaction, which approval will not be unreasonably withheld, by delivering written notice to the other party.



## **II. CLOSING**

- (a) Closing will take place in the Office of the City Attorney in City Hall (605 East Main Street, City Hall, Charlottesville, Virginia) within sixty (60) days of City Council approval, or as soon thereafter as all conditions of Section I of this agreement have been met to the satisfaction of both parties.
- (b) Upon satisfaction of all of the terms and conditions of this Agreement, the Seller at Closing shall deliver and convey to City, by General Warranty Deed in a form acceptable to City, marketable fee simple title to the Property free and clear of any and all liens and encumbrances, subject only to standard permitted exceptions and existing easements of record which do not materially and adversely affect the use of the Property for Purchaser's intended purposes or render title unmarketable. Seller shall deliver possession of the Property to the City as of the date of Closing.
- (c) At the Closing, Seller shall also deliver to City all documents reasonably requested by City, including, without limitation, FIRPTA Affidavit, Virginia Non-Resident Reporting Form (R-5E), and an Owner's Affidavit to Mechanic's Liens and Possession reasonably acceptable to City's title company. Seller shall submit a completed W-9 form (provided by City) to the City at least five (5) days prior to Closing in order to allow timely wire transfer of purchase price money, or issuance of a check, less deductions.
- (d) Seller's costs: (1) Fee for preparation of other Seller's documents required hereunder; (2) Grantor's tax related to recordation of General Warranty Deed; and (3) recordation costs related to lien releases.
- (e) City's costs: (1) Recordation cost of General Warranty Deed, and (2) title insurance examination and premium.

## **III. OTHER TERMS**

This agreement is further contingent upon the following:

- (a) If applicable, Seller shall pay any and all pro-rated real estate taxes accrued and/or due on the Property up to and through the date of Closing. Prior to Closing, Seller shall pay all deferred taxes, penalties and interest, if any, existing, owed or outstanding with respect to the Property. If Seller prefers, such delinquent taxes and fees may be deducted from the purchase price at Closing.
- (b) From the date of this Agreement through Closing, risk of loss or damage to the property by fire, windstorm, casualty or other caused is assumed by the Seller. From the date of this Agreement Seller shall not commit, or suffer any other person or entity to commit, any waste or damage to the Property or any appurtenances thereto, From the date of this Agreement, Seller shall not permit the manufacture, use, storage or disposal of hazardous wastes and/or toxic substances on or in the Property or in or near any adjoining waterways or drainage ditches.

- (c) No transfer or assignment of any rights or obligations hereunder shall be made by anyone having an interest herein, without the advance written consent of all other persons or entities having an interest herein. No failure on the part of Purchaser to enforce any of the terms or conditions set forth herein shall be construed as or deemed to be a waiver of the right to enforce such terms or conditions. The acceptance or payment of any sums by the Purchaser, and/or the performance of all or any part of this Agreement by the Purchaser, for or during any period(s) following a default or failure by the Seller, shall not be construed as or deemed to be a waiver by the City of any rights hereunder, including, without limitation, the Purchaser's right to terminate this Agreement.
- (d) This Agreement shall be governed and interpreted by the laws of the Commonwealth of Virginia.
- (e) This Agreement is binding upon the parties hereto and their respective heirs, personal representatives, successors and assigns.
- (f) This Agreement contains the final agreement between the parties hereto, and they shall not be bound by any terms, conditions, oral statements, warranties or representations not contained herein.

**WITNESS** the following signatures:

**MARIE A. BRAXTON, Seller**

\_\_\_\_\_

Date signed: \_\_\_\_\_

**CITY OF CHARLOTTESVILLE, VIRGINIA, Purchaser**

By: \_\_\_\_\_  
Maurice Jones, City Manager

Date signed: \_\_\_\_\_

Approved as to Form:

\_\_\_\_\_  
S. Craig Brown  
City Attorney

Attachment: Plat of Property

MINOR DIVISION  
TAX MAP 26-87  
CHARLOTTESVILLE, VIRGINIA

140' to  
Hartmans Mill Road

Rougemont Avenue  
(50' Right-of-Way)

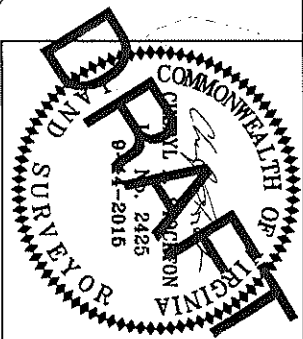
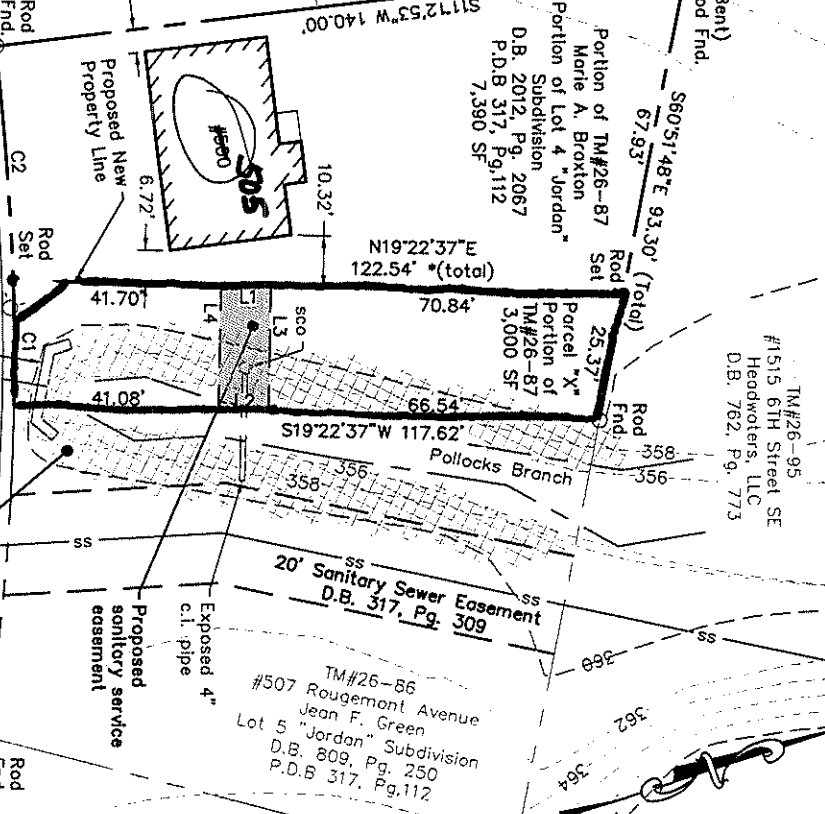
Steep Slopes approx.  
Location shown  
per GIS



SHEET 3 OF 3

LINE	BEARING	DISTANCE
L1	N19°22'37"E	10.00'
L2	S19°22'37"W	25.00'
L3	S70°37'23"E	25.00'
L4	S70°37'23"E	25.00'

CURVE	RADIUS	ARC LENGTH	DELTA ANGLE	CHORD LENGTH	CHORD BEARING
C1	507.64'	25.01'	2°49'24"	25.01'	N72°02'04"W
C2	507.64'	47.30'	5°20'20"	47.29'	N76°06'56"W

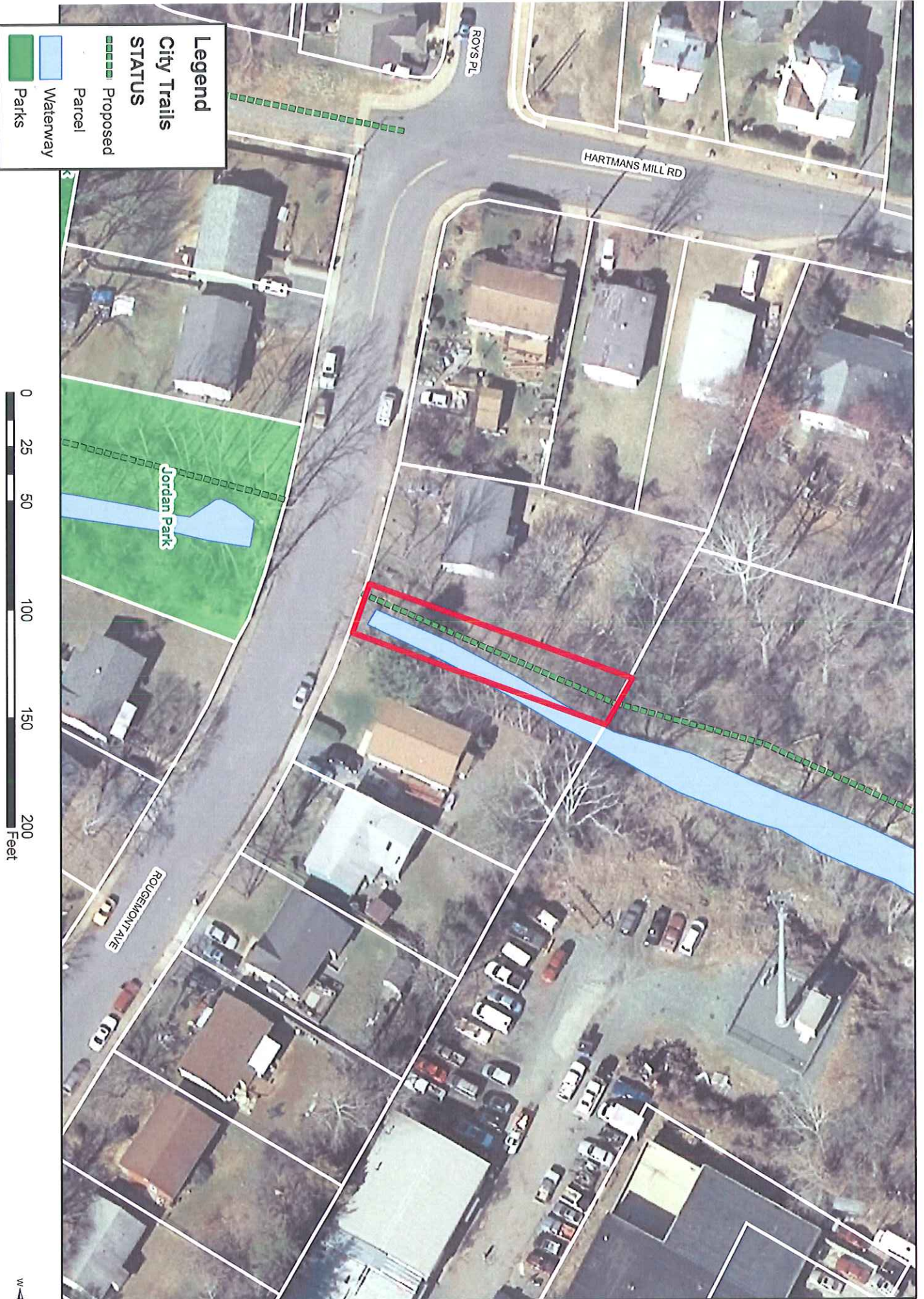


**Draper Aden Associates**  
Engineering • Surveying • Environmental Services  
700 Harris Street, Suite E  
Charlottesville, VA 22903  
434-295-0700 Fax: 434-295-2105

Blacksburg, VA  
Richmond, VA  
Hampton Roads, VA

DRAWN MJL  
CHECKED CAS  
SCALE 1"=30'  
DATE 9-14-2015  
PROJECT: C15125C-01S

**Proposed acquisition of ~3,000 sq. ft. of 505 Rougemont property along Pollock's Branch near Jordan Park - zoned R1-S**



CITY OF CHARLOTTESVILLE, VIRGINIA  
CITY COUNCIL AGENDA



Agenda Date:	November 2, 2015
Action Required:	Approval of Resolution
Presenter:	S. Craig Brown, City Attorney
Staff Contacts:	S. Craig Brown, City Attorney
Title:	<b>Re-name Bent Creek Road (City Portion) to 5<sup>th</sup> Street Station Parkway</b>

**Background:** Bent Creek Road, located off 5<sup>th</sup> Street Extended, is a roadway that begins in the City and crosses into Albemarle County. It is the entrance road leading to the new shopping center under construction in Albemarle County. 5<sup>th</sup> Street Station Ventures LLC, the developer, has asked for the entire roadway, from 5<sup>th</sup> Street Extended to the shopping center to be named “5<sup>th</sup> Street Station Parkway”. The County of Albemarle will be considering the same request to re-name Bent Creek Road at an upcoming Board of Supervisors meeting.

**Discussion:** NDS staff members have reviewed the request to change the name of Bent Creek Road to 5<sup>th</sup> Street Station Parkway, and confirmed that there is no conflict with the E-911 addressing system. There are no businesses on the City portion of Bent Creek Road that would be affected by the name change.

5<sup>th</sup> Street Station Ventures LLC has also acquired enough land on either side of the City portion of Bent Creek Road to widen the right-of-way to 85 feet, which will include new sidewalks and turn lanes, as well as improvements to the 5<sup>th</sup> Street/Bent Creek Road intersection. The City Engineer has reviewed and approved the Road Improvement Plan and has no objection to the proposed name change. The attached letter from the developer’s attorney provides more detail on how the City benefits from having this roadway improved and connected to the Albemarle County portion, including extending the roadway from the shopping center to Avon Street just south of the City limits.

**Alignment with City Council’s Vision and Strategic Plan:**

Changing the name of Bent Creek Road would support Council’s vision for “A Connected Community” by improving the regional transportation system and helping the public to more easily navigate our community. It contributes to Goal 2 (*Be a safe, equitable, thriving and beautiful community*), Objective 2.3 (*Provide reliable and high quality infrastructure*) of the Strategic Plan.

**Community Engagement:**

There has been no significant community engagement on this request.

**Budgetary Impact:**

The re-naming of the road will require new signage, but has no significant impact on the General Fund.

**Recommendation:**

Staff recommends approval of the request to re-name Bent Creek Road to 5<sup>th</sup> Street Station Parkway, conditioned upon Albemarle County choosing the same name for the portion of the roadway that is located in the County.

**Alternatives:**

Council could choose to retain Bent Creek Road as the name, or suggest other possible names. However, the road name should be consistent for the entire length of the road in order to comply with the E-911 addressing standards.

**Attachments:**

Resolution  
Plat Showing the City section of Bent Creek Road  
Letter from Developer's Attorney to the City

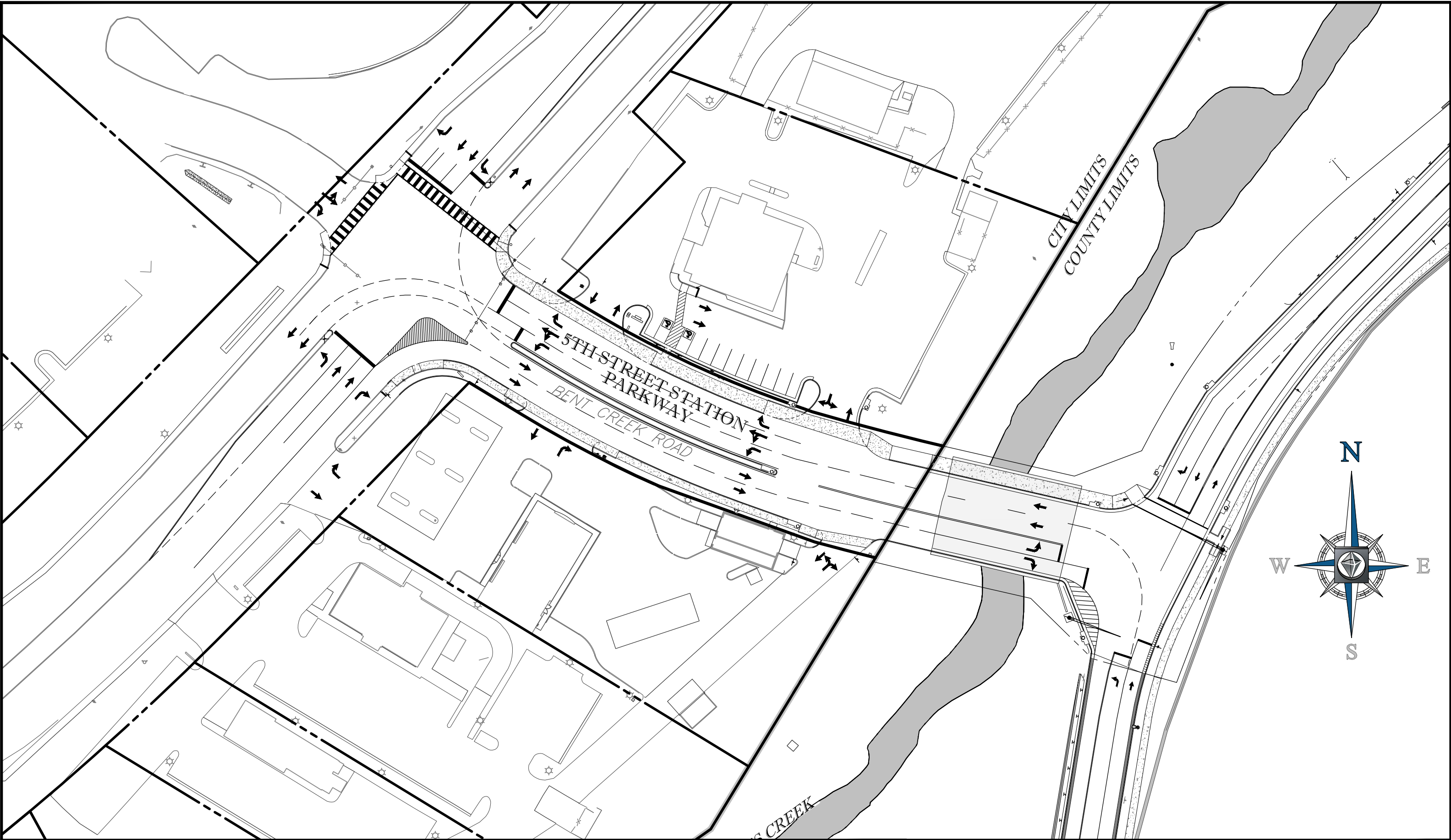
**RESOLUTION  
RENAMING THAT PORTION OF BENT CREEK ROAD  
IN THE CITY OF CHARLOTTESVILLE  
TO 5<sup>TH</sup> STREET STATION PARKWAY**

**WHEREAS**, the 5<sup>th</sup> Street Station Ventures, LLC has requested the City to re-name Bent Creek Road to 5<sup>th</sup> Street Station Parkway to better define the new traffic pattern in that area, as shown on the attached drawing dated October 13, 2015; and

**WHEREAS**, Bent Creek Road, located partly in the City and partly in Albemarle County, is being extended and improved from 5<sup>th</sup> Street Extended in the City to a new shopping center located in the County of Albemarle; and

**WHEREAS**, City staff have reviewed and approved the request, citing improvements to the City portion of Bent Creek Road, such as a widened roadway with new sidewalks and turn lanes, and having no impact on the property owners adjoining Bent Creek Road; now, therefore

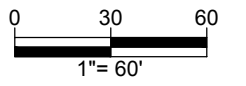
**BE IT RESOLVED** by the Council of the City of Charlottesville, Virginia that the portion of the City street currently named “Bent Creek Road” that runs from 5<sup>th</sup> Street Extended to the City-County boundary line shall hereinafter be officially named “5<sup>th</sup> Street Station Parkway”; provided, however, that a similar request to re-name Bent Creek Road to 5<sup>th</sup> Street Station Parkway is approved by the Albemarle County Board of Supervisors.



5TH STREET STATION  
CHARLOTTESVILLE, VA



**BOHLER**<sup>TM</sup>  
**ENGINEERING**  
28 BLACKWELL PARK LANE, SUITE 201 WARRENTON, VA 20186  
PHONE: (540) 349-4500 FAX: (540) 349-0321



PROPOSED ROAD NAME EXHIBIT

SCALE: 1" = 60'	DATE: 10/13/2015	CAD ID: XP	PROJECT NUMBER: V122001
--------------------	---------------------	---------------	----------------------------



# WILLIAMS MULLEN

Direct Dial: 434.951.5709  
vlong@williamsmullen.com

September 29, 2015

Tony Edwards, Development Services Manager  
Neighborhood Development Services  
610 East Market Street  
P.O. Box 911  
Charlottesville, VA 22902

Re: Bent Creek Road Name Change Request

Dear Mr. Edwards:

On behalf of 5<sup>th</sup> Street Station Ventures, LLC, and Avon Holdings, LLC, the owners and developers of the 5<sup>th</sup> Street Station Shopping Center (the "Owners"), I would like to formally request the City's approval of the renaming of Bent Creek Road to 5<sup>th</sup> Street Station Parkway. Bent Creek Road is a short section of roadway that intersects with 5<sup>th</sup> Street in the southern portion of the City of Charlottesville and extends into the land that is currently being developed as 5<sup>th</sup> Street Station within Albemarle County. 5<sup>th</sup> Street Station is an 81 acre shopping center with retailers such as Wegmans, Dicks Sporting Goods, Field and Stream, and Panera Bread. These are just few of the coming tenants with stores opening as soon as the fall of 2016.

In preparation for the grand opening of Wegmans, the first tenant of the site, we must prepare for the interest this shopping center will create and the resulting volume of traffic coming from the City into and through the site. Although most of the site is located in Albemarle County, Bent Creek Road in the City of Charlottesville is the entrance to the Shopping Center from 5<sup>th</sup> Street, and the development will extend the public connector road through the site to connect with Avon Road to the east. The entrance and public connector road are part of an overall system that will open up new traffic patterns for cars, public transit, bikes and pedestrians, enhancing the grid network of the City and County for area residents. With over 30,000 cars projected to use this roadway each day, our goal is to create wayfinding signs and road names that make it easy and safe for people to reach 5<sup>th</sup> Street Station for shopping, dining and other needs without creating any adverse traffic impacts on surrounding City and County roads.

The Shopping Center property is located behind commercial properties fronting on 5<sup>th</sup> Street, making it difficult and confusing for those unfamiliar with the site to locate and access it. Absent effective wayfinding solutions, there is greater potential for traffic congestion and accidents. While proposed signs will help guide vehicles into the site, the proposed new road name of 5<sup>th</sup> Street Station Parkway will strengthen the overall wayfinding system for this section of Charlottesville and Albemarle County by reaffirming the intersections at 5<sup>th</sup> Street and Avon Road as the entrances to the site.

Because this road extends from the City into the County, this name change request is being submitted concurrently to both localities for review to ensure the new road name is coordinated. The proposed road name has been cleared as acceptable by both the City and County staff, subject to approval by the County Board of Supervisors and City Council. The Owners are the only property



# WILLIAMS MULLEN

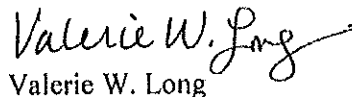
owners through which the road travels, as these entities own the property surrounding the County portions of the road and have purchased the frontages in the City portion of the road to make road improvements necessary for the development. The Owners acknowledge that they are fully responsible for the cost of new signage associated with changing the name of Bent Creek Road.

5<sup>th</sup> Street Station is a unique project that will benefit the City and the County in a variety of ways. The most important benefit is quality jobs creation -- Wegmans alone will employ hundreds of local citizens and offers generous wages. In addition, the public connector road will create transit stops and routes, providing area residents with convenient access to a variety of retail options that have not been available for the southern neighborhoods of Charlottesville and the adjacent areas in the County. The project provides funds for new trails that will extend and improve the City and County trail system. The Owners have set aside funds for a pedestrian bridge that would provide pedestrian access to the Shopping Center for residents of the Willoughby neighborhood, should they deem that option desirable.

As a part of the development, the Owners have undertaken the colossal effort to appropriately mitigate a former landfill site on the property in consultation with the Virginia Department of Environmental Quality. Through years of erosion along the stream banks of Moore's Creek, trash from the landfill was adding debris and pollution to this waterway. As a direct result of the project, the health of Moore's Creek is now being improved. Stream bank stabilization is scheduled in other areas where erosion has occurred, exposed utility lines have been repaired, invasive species are being removed, and living walls have been created as a natural method of habitat restoration.

Thank you for your consideration of this roadway name change request. 5<sup>th</sup> Street Station Parkway will be an exciting and important transportation link that will benefit the community in many ways by opening access to trails, bike lanes, public transportation, and high quality jobs and retail opportunities.

Sincerely,



Valerie W. Long

## OWNERS:

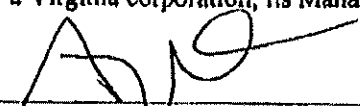
**5<sup>th</sup> St. Station Ventures, LLC,**  
a Delaware limited liability company

By: 5<sup>th</sup> Street Station Ventures Manager, LLC,  
a Georgia limited liability company, its Manager

By:   
Stephen D. Collins, Manager

**Avon Holdings, LLC**  
a Virginia limited liability company

By: River Bend Management, Inc.,  
a Virginia corporation, its Manager

By:   
Andrew J. Dondero, Vice President  
and Authorized Officer

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



<b>Agenda Date:</b>	November 2, 2015
<b>Action Required:</b>	Approve Resolution
<b>Presenter:</b>	Kathy McHugh, Housing Development Specialist
<b>Staff Contacts:</b>	Kathy McHugh, Housing Development Specialist Tierra Howard, Grants Coordinator
<b>Title:</b>	<b>Allocation of Charlottesville Affordable Housing Fund (CAHF) for repayment of CDBG Funds - \$4,600</b>

**Background:**

In July 2015, Carolyn Meyers, U.S. Housing and Urban Development (HUD) Representative for the City’s Community Development Block Grant (CDBG) program, completed a limited review monitoring of the City’s CDBG program. She specifically reviewed the FY 13-14 Public Service projects. Based on that review, HUD determined that \$4,600 in Public Service funds spent on participant stipends was an ineligible cost. This equates to roughly 7% of the total Public Services budget. The ineligible costs are as follows:

<b>Program</b>	<b>Amount of Ineligible Cost</b>
Youth internship program (P-00001-02-63)	\$1,050.00
Computers for kids, includes \$300 gift cards for kids and \$1,000 for summer program (P-00001-02-64)	1,300.00
Career training for welfare recipients, includes stipend of \$200 for each participants. (P-00001-02-66)	2,250.00
<b>TOTAL</b>	<b>\$4,600.00</b>

**Discussion:**

The City had received previous guidance from HUD stating that CDBG funds could be used for stipends in response to questions about a specific job training project. Based on this guidance, City staff allowed stipends to be used for similar job training projects over a period of several years. HUD has now requested repayment of funds used for this purpose in FY 13-14 and has also advised that they must provide written approval for the future use of stipends (in advance) on a case by case basis. Further, it should be noted that all future Public Service project budgets will be submitted to HUD for review and confirmation of cost eligibility. This should alleviate the chance of something like this happening in the future.

**Alignment with Council Vision Areas and Strategic Plan:**

Approval of this agenda items aligns indirectly directly with the City Council Vision for Charlottesville to provide quality housing opportunities for all. The proposed action also aligns indirectly with the Strategic Plan at goal 1.3 which speaks to increasing affordable housing options.

**Community Engagement:**

There has not been any community engagement on this matter; however, the CDBG task force will be consulted on future use of reprogrammed funds.

**Budgetary Impact:**

HUD is requiring the \$4,600 in ineligible costs to be repaid from non-federal sources. On August 16, 2010, Council appropriated \$70,000 from the Charlottesville Affordable Housing Fund (CAHF) for 'Miscellaneous' expenses. There is just over \$15,000 remaining from this appropriation, which could be used for the repayment. Given the need to ensure the future viability of the CDBG program (which is used to support various housing and community development efforts), these funds could be used for the repayment in general consistency with use of CAHF for affordable housing related purpose. Once the funds are repaid, HUD has further advised that the City of Charlottesville will be able to reprogram the \$4,600 into future CDBG projects. In essence, the City is required by regulation to spend the repayment on eligible activities.

**Recommendation:**

Staff recommends approval of the attached resolution, as continued viability of the CDBG program is important to the City's affordable housing efforts overall.

**Alternatives:**

There are no viable alternatives to the repayment of funds as requested by HUD; however, Council could elect to use other non-federal funds instead of those allocated to the CAHF.

**Attachments:**

Resolution

**RESOLUTION**  
**Allocation of Charlottesville Affordable Housing Fund (CAHF) for**  
**Community Development Block Grant (CDBG) Repayment to the U.S. Department of**  
**Housing and Urban Development**  
**\$4,600**

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Charlottesville, Virginia that the sum of \$4,600 be allocated from previously appropriated funds in the Charlottesville Affordable Housing Fund for repayment of CDBG funds to HUD.

**Transfer from:**

\$4,600      Fund: 426                      Project: CP-084                      G/L Account: 561218

**Transfer to:**

\$1,050	Fund: 218	WBS: P-00001-02-63	G/L Account: 451050
\$1,300	Fund: 218	WBS: P-00001-02-64	G/L Account: 451050
\$2,250	Fund: 218	WBS: P-00001-02-66	G/L Account: 451050

**Expense:**

\$1,050	Fund: 218	WBS: P-00001-02-63	G/L Account: 540368
\$1,300	Fund: 218	WBS: P-00001-02-64	G/L Account: 540368
\$2,250	Fund: 218	WBS: P-00001-02-66	G/L Account: 540368

*This page intentionally left blank.*

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



Agenda Date:	November 2, 2015
Action Required:	Council vote on resolution
Presenter:	Alex Ikefuna, Director of Neighborhood Development Services
Staff Contacts:	Alex Ikefuna, Director of Neighborhood Development Services Maurice Jones, City Manager
<b>Title:</b>	<b>Hillsdale Drive Right of Way Acquisition Resolution</b>

**Background:**

In 2005, the City entered into an agreement with the Virginia Department of Transportation (VDOT) to participate in the Urban Construction Initiative (“First Cities”) Program (UCI). Through this program, the City is responsible for administering its urban system construction program – design, right-of-way acquisition, utility relocation, and construction.

The design and construction of the Hillsdale Drive Extension is the City’s most recent UCI project. Once completed it is expected to relieve pressure on the Route 29 corridor by attracting motorists who are traveling from northern Albemarle County into the City. Although it has been in the planning stages for many years, the project is now part of the Route 29 Solutions program. Project completion is scheduled for October of 2017.

**Discussion:**

Right of Way is the phase of the roadway project that “includes the work necessary to appraise and acquire project right of way, relocate individuals or businesses, and revise or relocate utilities.” Representatives from the City and VDOT have recently discussed transferring the responsibility of acquiring the right of way needed for the project from the City to VDOT. Both sides believe the transfer will allow the City to focus on completing the final design of the road in the first quarter of 2016.

The draft resolution will authorize VDOT to expand its existing scope of services for right of way acquisition on Hillsdale Drive Extension to include acquisition of the necessary permanent and temporary easements and fee simple rights of way on all parcels necessary for the project. VDOT has worked with the City to acquire the necessary right of way from the United States Postal Service. Draft deeds are currently being reviewed by City staff. This proposed resolution expands VDOT’s scope to include acquisition of the remaining parcels by March 30, 2016 with the intention of advertising for the construction of the project in the first quarter of next year.

Key points of the attached draft resolution and Appendix A-1 are as follows:

- VDOT will acquire the necessary right of way and easements in accordance with Federal and State policies and regulations, including if necessary, the use of condemnations, by March 30, 2016.
- The City shall promptly notify VDOT of any desired plan revisions that may impact right of way and easements and reach agreement with the VDOT on these desired plan revisions prior to plan changes being incorporated
- Plan revisions requested by the Department as a result of the right of way acquisition process shall be completed and delivered to VDOT within 5 calendar days from the date requested.

**Budgetary Impact:**

The estimated cost of reimbursement for those services, nearly \$500,000 will be paid for out of the project's budget.

**Alignment with City Council's Vision and Priority Areas:**

***A Connected Community***

The City of Charlottesville is part of a comprehensive, regional transportation system that enables citizens of all ages and incomes to easily navigate our community. An efficient and convenient transit system supports mixed use development along our commercial corridors, while bike and pedestrian trail systems, sidewalks, and crosswalks enhance our residential neighborhoods. A regional network of connector roads helps to ensure that residential neighborhood streets remain safe and are not overburdened with cut-through traffic.

**Community Engagement:**

The City has held a series of public meetings on the Hillsdale Drive Extension project.

**Attachments:**

Hillsdale Drive Extension Right of Way Acquisition Resolution

Urban Construction Initiative Project Services Agreement

Hillsdale Drive Extension Appendix 1-A to Project Services Agreement



## **RESOLUTION**

**BE IT RESOLVED** by the Council for the City of Charlottesville, Virginia, that the City Manager is hereby authorized to sign the following document, in form approved by the City Attorney or his designee.

Project Services Agreement between the City and the Virginia Department of Transportation (VDOT) for VDOT to perform right of way and easement acquisition in connection with the Hillsdale Drive project (U000-104-119, RW-201).

*This page intentionally left blank.*

**CITY of CHARLOTTESVILLE**  
**URBAN CONSTRUCTION INITIATIVE**  
**PROJECT SERVICES AGREEMENT**

THIS AGREEMENT, made and executed in triplicate on this the \_\_\_ day of \_\_\_\_\_, 2015, between the Commonwealth of Virginia, Department of Transportation, hereinafter referred to as the "DEPARTMENT" and the City of Charlottesville, hereinafter referred to as the "CITY."

WHEREAS, the CITY has, in accordance with Section 33.2-362 of the Code of Virginia 1950, as amended, expressed its desire to administer its Urban System Construction Program; and,

WHEREAS, the CITY and the DEPARTMENT have entered into an agreement dated May 16, 2005 for the Administration of the Urban System Construction Program; and,

WHEREAS, the CITY may enter into separate agreements with the DEPARTMENT so that the DEPARTMENT may provide services to assist the CITY in the administration of specific projects as may be mutually agreed; and

WHEREAS, the CITY has requested that the DEPARTMENT perform and complete the acquisition of rights of way and all necessary easements and all ancillary activities the DEPARTMENT has agreed to perform such work, as specified in Appendix A-1.

NOW THEREFORE, in consideration of the promises and mutual covenants and agreements contained herein, the parties hereto agree as follows:

A. The DEPARTMENT shall:

1. Complete said work as identified in Appendix A-1, advancing such work diligently and in an expedited fashion.
2. Provide all checks, including, but not limited to land acquisition payments, relocation payments, utility relocation costs, payments to the Clerk of the Circuit Court for recordations, attorney's fees, title examinations and closings, etc.
3. Charge all related costs to the Project UPC

B. The CITY shall:

1. Provide VDOT with revised ROW plans as a result of the right of way acquisition process within 5 business days of receiving the request from VDOT.
2. Promptly notify the DEPARTMENT of any desired plan revisions that may impact right of way and easements and reach agreement with the DEPARTMENT on these desired plan revisions prior to plan changes being incorporated.

C. This agreement may be terminated by either party upon 60 days advance written notice.

Eligible expenses incurred through the date of termination shall be reimbursed to the DEPARTMENT subject to the limitations established in this Agreement.

THIS AGREEMENT, when properly executed, shall be binding upon both parties, their successors, and assigns.

THIS AGREEMENT may be modified in writing by mutual agreement of both parties.

IN WITNESS WHEREOF, each party hereto has caused this Agreement to be executed in triplicate in its name and on behalf of its duly authorized officer as of the day, month, and year first herein written.

**CITY OF CHARLOTTESVILLE, VIRGINIA:**

\_\_\_\_\_  
CITY Manager (Print Name)                      (Signature)                      Date

\_\_\_\_\_  
Witness (Print Name)                      (Signature)                      Date

Note: The official signing for the CITY must attach a certified copy of his or her authority to execute this agreement.

**COMMONWEALTH OF VIRGINIA, DEPARTMENT OF TRANSPORTATION:**

\_\_\_\_\_  
Chief of Policy                      Date  
Commonwealth of Virginia  
Department of Transportation

\_\_\_\_\_  
Signature of Witness                      Date

**Attachment:** Appendix A-1

Approved By:

\_\_\_\_\_  
Director, Budget and Performance Management

**Appendix A-1**

**PROJECT SERVICES AGREEMENT**

Project: Hillsdale Drive  
U000-104-119, RW-201  
UPC: 60233  
Admin UPC: 0000077835  
City of Charlottesville

Scope: The Virginia Department of Transportation Special Projects Section (VDOT) agrees to oversee the performance of Right of Way acquisition services and Utility Adjustments for the City of Charlottesville. All work will be completed in accordance with Federal and State laws and regulations, including but not limited to the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended (the "Uniform Act") and Titles 25.1, and 33.2 of the 1950 Code of Virginia, as amended and the, VDOT Right of Way and Utilities Division’s Manual of Instructions. These services are in addition to the previous scope of services agreed to and in process for the acquisition of permanent easements on the United States Postal Service (USPS) parcel. The CITY shall promptly notify the DEPARTMENT of any desired plan revisions that may impact right of way and easements and reach agreement with the DEPARTMENT on these desired plan revisions prior to plan changes being incorporated. Plan revisions requested by the Department as a result of the right of way acquisition process shall be completed and provided to the DEPARTMENT within 5 business days from the date requested. for the DEPARTMENT will provide checks, including, but not limited to land acquisition payments, relocation payments, utility relocation costs, payments to the Clerk of the Circuit Court for recordings, attorney’s fees, title examinations and closings, etc.

Estimated Cost:	<u>Task</u>	<u>Estimated Costs</u>
	Appraisals	by City Consultant
	Negotiations	"
	Relocation	"
	Consultant PM	"
	Consultant total	"
	VDOT Titles and Closing	\$25,000
	VDOT PM & Oversight	\$200,000
	Direct Labor Charges - Sub-Total	\$225,000
	VDOT Additive Rate-123.77%	\$278,482
	<b>TOTAL</b>	<b>\$503,482</b>

\*Total cost is an estimate based on the scope of work defined above. The City will be billed for actual costs by the Consultant. The budget will be monitored regularly and any discrepancy from this estimate will be discussed with the City prior to additional costs being incurred.

**Schedule:** VDOT will acquire the necessary right of way and easements in accordance with Federal and State policies and regulations, *including the use of condemnations*, by March 30, 2016.

**I concur with the information provided in this scope/fee proposal.**

**City of Charlottesville:** \_\_\_\_\_  
City Manager

**VDOT:** \_\_\_\_\_  
Culpeper District Engineer or designee

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



Agenda Date:	October 5, 2015
Action Required:	Ordinance
Presenter:	Brian Daly, Parks and Recreation Department Director
Staff Contacts:	Craig Brown, City Attorney Brian Daly, Parks and Recreation Department Director
<b>Title:</b>	<b>Proposed Easement to Rivanna Water &amp; Sewer Authority – Darden Towe Park</b>

**Background:**

The Rivanna Water and Sewer Authority is in the process of installing flow meters across the network of water supply in the City and Albemarle County. This easement is for a small area of Darden Towe Park along a main water distribution line where the line crosses jurisdictional boundaries to better allocate proportional water use in the City and the County.

**Discussion:**

The installation of these meters is one component to better allocate proportional use of the water supply per the four party agreement. Units are being installed where ever a main distribution lines crosses jurisdictional lines; and are is designed to measure amount of water being distributed to the county. Similar units measure how much is going into the City of Charlottesville so that cost sharing can be determined. There are multiple units being installed in multiple locations in the region, however this easement is required due to its location within Darden Towe Park, which is jointly owned by the City and Albemarle County.

**Alignment with City Council’s Vision and Strategic Plan:**

The granting of this easement support the City Council’s “Green City” and “America’s Healthiest City” visions.

**Community Engagement:**

No specific community engagement was conducted prior to consideration of granting of this easement. The location of this easement within Darden Towe Park does not impact any current recreational facility or future facility development.

**Budgetary Impact:**

This report has no impact on the General Fund.

**Recommendation:**

Staff recommends granting of this easement to the Rivanna Water and Sewer Authority at Darden Towe Park.

**Attachments:**

Attachment 1  
Attachment 2

Ordinance  
Deed of Easement



## ATTACHMENT 1

### **AN ORDINANCE GRANTING A PERMANENT EASEMENT TO THE RIVANNA WATER AND SEWER AUTHORITY FOR THE INSTALLATION OF WATER LINE FACILITIES IN DARDEN TOWE PARK**

**WHEREAS**, the Rivanna Water and Sewer Authority (“RWSA”) has requested the City of Charlottesville (“City”) to grant a permanent easement across a portion of Darden Towe Park, located in the County of Albemarle on Stony Point Road and jointly owned by the City and the County of Albemarle, as shown on the attached plat dated May 12, 2015; and,

**WHEREAS**, the proposed easement will allow for the installation and maintenance of water line facilities to serve Towe Park; 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 conveyance of this easement; and

**WHEREAS**, City staff have reviewed the request and have no objection to the conveyance of said easement to RWSA.

**NOW, THEREFORE, BE IT ORDAINED** by the Council of the City of Charlottesville, Virginia that the Mayor is hereby authorized to execute a Deed of Easement and such other documents as may be requested by RWSA, in form approved by the City Attorney, to convey the above-described easement to the Rivanna Water and Sewer Authority.

## ATTACHMENT 2

This document was prepared by:  
Rivanna Water and Sewer Authority  
695 Moores Creek Lane  
Charlottesville, Virginia 22902

Tax Map and Parcel Number 06200-00-00-02300

This **DEED OF EASEMENT**, made this \_\_\_\_ day of \_\_\_\_\_, 2015 by and between the **CITY OF CHARLOTTESVILLE, VIRGINIA AND THE COUNTY OF ALBEMARLE, VIRGINIA**, Grantor (collectively, the “Property Owner”) and **RIVANNA WATER AND SEWER AUTHORITY**, a body politic and corporate created pursuant to the Virginia Water and Waste Authorities Act, whose address is 695 Moores Creek Lane, Charlottesville, Virginia 22902, Grantee (the “Authority”).

### WITNESSETH:

WHEREAS, the Property Owner has agreed to grant the Authority the easement shown on the plat attached hereto and recorded herewith entitled “PLAT SHOWING A RWSA PERMANENT WATERLINE EASEMENT TO BE ACQUIRED BY RIVANNA WATER AND SEWER AUTHORITY ON TRACT A OF THE LAND OF CITY OF CHARLOTTESVILLE, VIRGINIA AND THE COUNTY OF ALBEMARLE, VIRGINIA, RIVANNA MAGISTERIAL DISTRICT, ALBEMARLE COUNTY, VIRGINIA”, prepared by Rinker Design Associates, P.C., dated May 12, 2015 (the “Plat”); and

WHEREAS, as shown on the Plat, the proposed easement crosses a portion of the property conveyed to Property Owner by deed recorded in the Clerk’s Office of the Circuit Court of the County of Albemarle in Deed Book 872, page 1, and Property Owner is the fee simple owner of the said property as of the date hereof.

NOW, THEREFORE, for and in consideration of the sum of ONE DOLLAR (\$1.00) and other good and valuable consideration, the receipt of which is hereby acknowledged, Property Owner

does hereby GRANT and CONVEY with SPECIAL WARRANTY of TITLE unto the Authority a perpetual right of way and easement to construct, install, operate, maintain, repair, replace, relocate and extend a water line consisting of pipes, equipment, and appurtenances to such pipes and equipment, over, under and across the real property of Property Owner located in the County of Albemarle, Virginia, and to access any other adjacent easement held by the Authority, the location and width of the easement hereby granted and the boundaries of the property being more particularly described and shown on the Plat as “RWSA Permanent Water Line Esmt. (Hereby Granted)” (the “Easement”). Reference is made to the Plat for the exact location and dimensions of the Easement hereby granted and the property over which the same crosses.

#### Easement Obstructions

Property Owner, its successors or assigns, agree that trees, shrubs, fences, buildings, overhangs or other improvements or obstructions shall not be located within the Easement; provided, however, Property Owner shall be permitted to (i) retain the asphalt walking path existing as of the date of this Easement (the “Existing Park Improvement”) and (ii) install additional Park improvements (“Additional Park Improvements”, and together with the Existing Park Improvement, the “Park Improvements”) within the Easement which do not interfere with any activities reasonably necessary to allow the Authority to maintain, repair or replace the pipe, meter vault, and structures within the meter vault to be installed by the Authority within the Easement or to read the meter within the vault. The Easement shall include the right of the Authority to cut any trees, brush and shrubbery, remove obstructions, including any Park Improvements, and take other similar action reasonably necessary to provide economical and safe water line construction, installation, operation, maintenance, repair, replacement, relocation and extension. Following the removal of the Existing Park Improvement, the Authority shall restore said improvement as nearly as practical to the same condition as prior to such removal, but otherwise the Authority shall have no responsibility to Property Owner, its successors or assigns, to replace or reimburse the cost of trees, brush, shrubbery,

or other obstructions or Park Improvements located in the Easement if cut or removed or otherwise damaged.

#### Easement Access and Maintenance

As part of the Easement, the Authority shall have the right to enter upon the above-described property within the Easement for the purpose of installing, constructing, operating, maintaining, repairing, replacing, relocating and extending the above-described water line and appurtenances thereto, within the Easement; and in addition, the Authority shall have the right of ingress and egress thereto as reasonably necessary to construct, install, operate, maintain, repair, replace, relocate and extend such water lines. If the Authority is unable to reasonably exercise the right of ingress and egress over the right-of-way, the Authority shall have the right of ingress and egress over the property of Property Owner adjacent to the right-of-way, and shall restore surface conditions of such property adjacent to the right-of-way as nearly as practical to the same condition as prior to the Authority's exercise of such right.

#### Excavation

Whenever it is necessary to excavate earth within the Easement, the Authority agrees to backfill such excavation in a proper and workmanlike manner so as to restore surface conditions as nearly as practical to the same condition as prior to excavation and consistent with the provisions of the section titled "Easement Obstructions" above, including restoration of such paved surfaces as may be damaged or disturbed as part of such excavation.

#### Ownership of Facilities

The facilities constructed within the Easement shall be the property of the Authority, its successors and assigns, which shall have the right to inspect, rebuild, remove, repair, improve and make such changes, alterations and connections to or extensions of its facilities within the boundaries of the Easement as are consistent with the purposes expressed herein.

**WITNESS** the following signatures and seals:

PROPERTY OWNER:

CITY OF CHARLOTTESVILLE, VIRGINIA

\_\_\_\_\_(SEAL)

Name: Maurice Jones

Title: City Manager

COMMONWEALTH OF VIRGINIA

CITY/COUNTY OF \_\_\_\_\_, to wit:

The foregoing instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 2015, by Maurice Jones, City Manager, on behalf of the City of Charlottesville, Virginia, Property Owner.

\_\_\_\_\_  
Notary Public

My Commission Expires: \_\_\_\_\_

Commission No.: \_\_\_\_\_

Approved as to form:

By: \_\_\_\_\_  
City Attorney

PROPERTY OWNER:

COUNTY OF ALBEMARLE, VIRGINIA

By: \_\_\_\_\_ (SEAL)  
Thomas C. Foley, County Executive

COMMONWEALTH OF VIRGINIA

CITY/COUNTY OF \_\_\_\_\_, to wit:

The foregoing instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 2015, by Thomas C. Foley, County Executive, on behalf of the County of Albemarle, Virginia, Property Owner.

\_\_\_\_\_  
Notary Public

My Commission Expires: \_\_\_\_\_

Commission No.: \_\_\_\_\_

Approved as to form:

By: \_\_\_\_\_  
County Attorney

AUTHORITY:

RIVANNA WATER AND SEWER AUTHORITY

By: \_\_\_\_\_(SEAL)  
Thomas L. Frederick, Jr., Executive Director

COMMONWEALTH OF VIRGINIA  
COUNTY OF ALBEMARLE, to wit:

The foregoing instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 2015, by Thomas L. Frederick, Jr. as Executive Director of Rivanna Water and Sewer Authority.

\_\_\_\_\_  
Notary Public

My Commission Expires: \_\_\_\_\_ Commission No.: \_\_\_\_\_

*This page intentionally left blank.*



CITY OF CHARLOTTESVILLE, VIRGINIA  
CITY COUNCIL AGENDA



Agenda Date:	October 19, 2015
Action Required:	Public Hearing/Ordinance
Presenter:	Doug Ehman, Parks Division Manager, Parks and Recreation
Staff Contacts:	Doug Ehman, Parks Division Manager, Parks and Recreation
Title:	<b>Designation of Trees per the Tree Conservation Ordinance</b>

**Background:**

On November 4, 2013 the City Council passed a tree conservation ordinance that permitted the designation of public or private trees as protected under one of four categories:

1. Heritage tree means any tree that has been individually designated by city council to have notable historic or cultural interest.
2. Memorial tree means any tree that has been individually designated by city council to be a special commemorating memorial.
3. Specimen tree means any tree that has been individually designated by city council to be notable by virtue of its outstanding size and quality for its particular species.
4. Street tree means any tree that has been individually designated by city council and which grows in the street right-of-way or on private property as authorized by the owner and placed or planted there by the local government.

Attached are four trees forwarded for designation under this program. All are large white oaks found in East McIntire Park, two in proximity to the proposed skate park and two near the top of the hill. A map is attached and these are trees 1-4. All four are proposed for designation as specimen trees.

Pursuant to section 18-9(b)(2) Council is required to conduct a public hearing on these requests and pass an ordinance if the designation is to be given. The Tree Commission and City Arborist findings along with the original applications and departments of Neighborhood Development Services and Public Works reviews are attached.

**Discussion:**

In 2012 the Tree Commission began to work, in earnest, on a tree conservation ordinance that would afford protection to trees that had a unique or unusual set of attributes or conditions. After working extensively with the City Attorney, individuals and organizations such as the Tree Stewards and a careful and thoughtful review of the Commonwealth enabling legislation a proposed ordinance was forwarded to City Council and approved November 4, 2013.

The program is voluntary in nature and requires that all public tree nominations originate with the Tree Commission while private trees may only be nominated only by the owner of the property on which the tree resides. The nomination then undergoes a review by the City Arborist as to condition and verification of species, Neighborhood Development Services to determine if the tree could be impacted by any anticipated development and Public Works for an assessment of impact from any known or anticipated maintenance or construction activity. The Tree Commission then considers all these findings and makes a determination whether or not to forward the nomination to the City Council on a quarterly basis. The four nominations requested for consideration have been through this exhaustive process.

The provisions of this ordinance, pursuant to the enabling legislation, shall not apply to:

- (1) Work conducted on federal or state property;
- (2) Emergency work to protect life, limb or property;
- (3) Routine installation, maintenance and repair of cable and wires used to provide cable television, electric, gas or telephone service;
- (4) Activities with minor effects on trees, including but not limited to, home gardening and landscaping of individual homes; and
- (5) Commercial, silvicultural or horticultural activities, including but not limited to planting, managing, or harvesting forest or tree crops.

Upon designation the ordinance notes that:

A property owner shall undertake reasonable efforts to preserve and protect any trees designated pursuant to this article. No heritage, memorial, specimen or street tree may be removed or intentionally damaged in a way that could destroy the tree unless authorized by city council. City council may authorize the removal or other action upon making a determination that: (i) there is an overriding need for public improvements which necessitate removal of the tree; or (ii) not removing the tree will cause severe hardship to the property owner.

Any person or entity that knowingly violates any provision of this article shall be subject to a civil penalty not to exceed two thousand five hundred dollars (\$2,500.00) for each violation. Civil penalties shall be imposed by the issuance of a civil summons returnable in the general district court

**Alignment with Council Vision Areas and Strategic Plan:**

The initiative 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:**

There has been no extensive community engagement on these four proposed designations; however, during the master planning process for East McIntire Park the community was adamant about the preservation of large specimen trees such as this.

**Budgetary Impact:**

There is not anticipated budgetary impact.

**Recommendation:**

The Tree Commission recommends and requests that these four trees be designated as requested and staff can find no reason that should not occur.

**Alternatives:**

Council could take no action on the designation of these trees.

**Attachments:**

Attachment 1	Tree Number 1 East McIntire Park application
Attachment 2	Tree Number 1 East McIntire Park NDS review
Attachment 3	Tree Number 1 East McIntire Park Public Works review
Attachment 4	Tree Number 1 East McIntire Park City Forester review
Attachment 5	Tree Number 1 East McIntire Park Tree Commission Review
Attachment 6	Tree Number 2 East McIntire Park application
Attachment 7	Tree Number 2 East McIntire Park NDS review
Attachment 8	Tree Number 2 East McIntire Park white oak Public Works review
Attachment 9	Tree Number 2 East McIntire Park white oak City Forester review
Attachment 10	Tree Number 2 East McIntire Park white oak Tree Commission Review
Attachment 11	Tree Number 3 East McIntire Park application
Attachment 12	Tree Number 3 East McIntire Park NDS review
Attachment 13	Tree Number 3 East McIntire Park Public Works review
Attachment 14	Tree Number 3 East McIntire Park City Forester review
Attachment 15	Tree Number 3 East McIntire Park Tree Commission Review
Attachment 16	Tree Number 4 East McIntire Park application
Attachment 17	Tree Number 4 East McIntire Park NDS review
Attachment 18	Tree Number 4 East McIntire Park Public Works review
Attachment 19	Tree Number 4 East McIntire Park City Forester review
Attachment 20	Tree Number 4 East McIntire Park Tree Commission Review
Attachment 21	Map of East McIntire Park Tree 1-4 locations

**ORDINANCE**  
**DESIGNATING CERTAIN TREES AS PROTECTED TREES**  
**UNDER THE CITY'S TREE CONSERVATION ORDINANCE**

**WHEREAS**, the City of Charlottesville (the City) adopted a Tree Conservation Ordinance on November 4, 2013 to preserve certain significant trees within the City of Charlottesville; and

**WHEREAS**, per Section 18-5 *et seq.* of the City Code (Tree Conservation Ordinance), the City Arborist and Tree Commission may make recommendations to Council on a quarterly basis to consider designation of certain trees as Heritage, Memorial, Specimen, or Street trees; and

**WHEREAS**, the Tree Commission has nominated and recommends that four (4) White Oak trees in McIntire Park be designated as Specimen Trees, and the City Arborist concurs with the recommendation; and

**WHEREAS**, City Council has considered the report and recommendation of the City Arborist and the Tree Commission, and conducted a public hearing on October 19, 2015; now, therefore,

**BE IT ORDAINED** by the Council for the City of Charlottesville that the above-described White Oak trees, located in McIntire Park, located as shown on the attached map, are hereby designated as Specimen Trees.

# ATTACHMENT 1

## Tree Conservation - Nomination Form

In November 2013, Charlottesville City Council adopted the Tree Conservation Ordinance regulating the preservation and removal of Heritage, Specimen, Memorial and Street Trees, (Chapter 18 (Parks and Recreation), Article II, Tree Conservation) in order to secure protection for a portion of the City's urban forest and the ecosystem services that this forest provides.

The ordinance can be used to protect individual trees on public land, or privately owned individual trees that property owners voluntarily agree to safeguard. Individual property owners and the Tree Commission may nominate trees. Four categories of trees can be considered: **specimen, heritage, memorial, and street trees**. As defined by Virginia State law, specimen trees are those that are notable in their size and quality for their species. Heritage trees have historical or cultural interest. Memorial trees can be designated to commemorate a person, group or life event. Street trees are those that have been planted by the City within a public right-of-way on public or private land. The Tree Commission reviews and City Council decides if nominated trees are worthy of this special status.

Instructions: Please complete and fill in (spaces expand) all applicable and highlighted sections and mail or drop off to: Parks Division, Attn: Exceptional Tree Nomination, 1300 Pen Park Road, Charlottesville, VA, 22911, or email to [ehman@charlottesville.org](mailto:ehman@charlottesville.org).

Application Number: 005

Date Received: 07/27/2015

**Nominator:** Name (Print) Elizabeth Waters  
E-Mail: bitsywaters420@gmail.com  
Phone: 434-293-9646  
Signature:

**Tree to be nominated:**

Address: East McIntire Park, Oak Tree #1

Location description (if address unknown: Please include sketch below if needed). Sent under separate cover

Common name or Latin name of tree (if known): Eastern White Oak, Quercus Alba

GPS N:38.04538 W: 78.47754 This large white oak tree is located just outside the old swimming area fence adjacent to the former golf course building. It would have been located southwest of the old Mason family home. It can be found on a map prepared by Tree Commission member John Schmidt using a Drapen Aden base map and is identified as tree #1.

Category of Tree (check one): Public:  Private (If selected see added requirements below)

Designation Requested (check one):

**Heritage tree** means a tree that has notable historic or cultural interest.

**Memorial tree** means a tree that is intended to be a special commemorating memorial.

**Specimen tree** means a tree that is notable by virtue of its outstanding size and quality for its particular species.

**Street tree** means a tree that grows in the street right-of-way or on private property as authorized by the owner and placed or planted there by the local government.

Statement that supports requested designation (You may attach additional information)

This is one of the finest specimen oak trees located in McIntire Park. It is located to the front of the park and is visible from the 250 By-Pass. The tree should be eligible as either a heritage or specimen tree, but because of its size and condition, the specimen tree designation is recommended.

East McIntire Park, located north of the 250 By-Pass and west of the Norfolk Southern railway track is home to a collect of specimens oak trees that date to the late 19th century when this land was part of a home and farm complex that belonged to the Mason family. In the 1920s, the Mason Farm was purchased with the assistance of philanthropist Paul Goodloe McIntire to become a large central park for the City of Charlottesville.

A full description of the history of this landscape can be found in a 2011 Historic American Landscape Survey commissioned by the VA Department of Historic Resources. VDHR #104-5139. The study indicates the Mason home was situated within a grove of trees and there was "a grove of old-growth hardwood trees growing along the central ridge" of the property.(pg.19) An aerial photo from July 1937 shows the old hardwood grover as well as the large cluster of trees closer to the 250 By-Pass (pg. 57)

The VDHR study refers to a 2008 survey of the property conducted by a team of students from the U. of Virginia that identified several possible champion tree candidates among the collection of old growth oaks located in the Park. It is likely that this proposed tree and others being nominated for protection in East McIntire were part of or early descendants of these original trees.

If **Private Tree** the following information must also be received or the nomination cannot be processed:

Owner:            Name (Print)   
                      E-Mail:   
                      Phone:

**If Private Tree:                      Requested                      Received**

Owner Affidavit:                      \_\_\_\_\_                      \_\_\_\_\_

NDS Review:                              \_\_\_\_\_                      \_\_\_\_\_

Public Works Review:                      \_\_\_\_\_                      \_\_\_\_\_

**All Nominations:                      Assigned                      Returned**

Arborist Report Received:                      \_\_\_\_\_                      \_\_\_\_\_

Commission Report Received:                      \_\_\_\_\_                      \_\_\_\_\_

Recommendation Formulated:                      \_\_\_\_\_                      \_\_\_\_\_

Action to Forward:                              \_\_\_\_\_                      \_\_\_\_\_

Council Action Date:                      \_\_\_\_\_

Nominator Notified:                      \_\_\_\_\_

Owner Notified:                              \_\_\_\_\_

Loaded in GIS:                                \_\_\_\_\_

ATTACHMENT 2

Tree Conservation - NDS Report (Fillable fields expand)

Application Number: 005

Date Received: 7/27/2015

Date Assigned: 8/31/15

Date Returned: 9/11/15

Nominator: Name (Print): Elizabeth Waters  
E-Mail: bitywaters420@gmail.com  
Phone: 434-293-9646  
Signature: \_\_\_\_\_

Please place address, description and location sketch of tree in box

East McIntire Park, Oak Tree #1, GPS N:38.04538 W: 78.47754, This large white oak tree is located just outside the old swimming area fence adjacent to the former golf course building. It would have been located southwest of the old Mason family home. It can be found on a map prepared by Tree Commission member John Schmidt using a Drapen Aden base map and is identified as tree #1. Location map sent under separate cover

Common Name or Latin Name of Tree (if known) Eastern White Oak, Quercus Alba

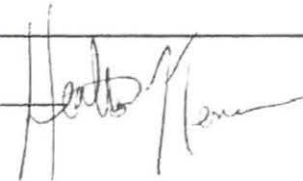
Are there any current, anticipated or

pending site, subdivision or similar development plans that could impact this tree? \_\_\_\_\_ If yes please detail below:

Charlottesville Parks and Recreation Department has submitted a site plan amendment application to Neighborhood Development Services with plans detailing an update to McIntire Skate Park as a follow up to the approved McIntire Park East Master Plan. The plan is currently in the departmental review stage. The plan denotes that during construction, measures are being taken to protect the existing tree grove, where East McIntire Tree #1 is located. Specifically, the plan states tree protection fencing shall entirely enclose the existing tree grove as indicated with means of access provided only for City mowing crews. Construction/demolition activities will not commence until the tree protection installation has been provided and approved by the City Parks Division Manager and engineer of record

Name (Printed) Heather Newmyer, City Planner

Signature: \_\_\_\_\_



Date: 9/11/15



ATTACHMENT 3

Tree Conservation-Public Works Report (all fields expand)

Application Number: 005

Date Received: 7/27/2015

Date Assigned: 8/31/15

Date Returned: \_\_\_\_\_

Nominator: Name: Elizabeth Waters  
E-Mail: bitywaters420@gmail.com  
Phone: 434-293-9646  
Signature: \_\_\_\_\_

Address of tree/and or description of location: East McIntire Park, Oak Tree #1, GPS N:38.04538 W: 78.47754

Add location sketch if needed:

This large white oak tree is located just outside the old swimming area fence adjacent to the former golf course building. It would have been located southwest of the old Mason family home. It can be found on a map prepared by Tree Commission member John Schmidt using a Drapen Aden base map and is identified as tree #1. Location map sent under separate cover

Common Name or Latin Name of Tree (if known) Eastern White Oak, Quercus Alba

Is there any roadwork, sidewalk, utility or rights-of-way work now active, planned or anticipated, that could impact this tree? No

No known utilities on attached plat except Gas Mains. Should work be required in the future on the Gas Main(s) for maintaining Public Safety or for any other reasons deemed necessary by Utilities, the City would utilize the exemptions provided for in the Tree Preservation Ordinance (Sec. 18-11) or any other exemptions allowable.

Name: Lauren Hildebrand  
Director of Utilities

Signature: \_\_\_\_\_



Date: September 14, 2015

ATTACHMENT 4

Tree Conservation - Arborist Report (all fields are fillable and expand)

Application Number: 005

Date Received: 7/27/2015

Date Assigned: 8/31/15

Date Returned: 9/14/2015

Verification of Information: Common Name: White Oak Genus/Species: Quercus Alba

DBH in inches: 51 Height in feet: 80 Average Crown Spread in feet: 110

General Condition: Poor  Good  Excellent

Narrative assessment, please note pluses and minuses of nominated trees:

tree rates 70 out of 100.

Overall in healthy condition -has a lean to the north, and has experienced some previous storm damage causing a ripped leader on the main trunk which has a decay column associated with this damage.

Designation Requested: Specimen

Is there any condition(s) that would preclude the tree's inclusion in the designated category requested?

none

Name (Printed) Timothy A. Hughes

Signature: TAH

Date: 9/9/2015

# ATTACHMENT 5

## Tree Conservation – Tree Commission Evaluation Form (all fields expand)

Application Number: 005 (EW#1)

Date Received: 7/27/2015

Date Assigned: 8/31/15

Date Returned:

Verification of Information:

Common Name: Eastern White Oak Genus/Species: Quercus Alba

Location: East McIntire Park, Oak Tree #1, GPS N:38.04538 W: 78.47754

Public: \* Private:

DBH in inches: 49

Height in feet: 140

Average Crown Spread in feet: 120

General Condition: Poor Good Excellent

Designation Requested: Specimen

Narrative assessment, summary and recommendation:

This is a very large, free standing specimen tree with balanced branching all around located in the Eastern portion of McIntire Park. It leans slightly to the north.

The tree is located within one of the original oak groves documented to have been part of the Mason Farm which was on this property in the late 19th and early 20th centuries before it was acquired for city parkland. According to historical reports it is located in the vicinity of the site of the original Mason home. The tree is estimated to be between 150 and 200 years old. Full documentation of the history of this landscape can be found in a 2011 Historic American Landscape Survey commissioned by the VA Department of Historic Resources, VDHR #104-5139.

This tree is one of the remaining signature components of the cluster of large trees adjacent to East McIntire Park's boundary with the 250 By-Pass. It is located in close proximity to the proposed new skate park and will require careful protection during construction.

Recommend for designation.

Name:

Signature:

Date:

# ATTACHMENT 6

## Tree Conservation - Nomination Form

In November 2013, Charlottesville City Council adopted the Tree Conservation Ordinance regulating the preservation and removal of Heritage, Specimen, Memorial and Street Trees, (Chapter 18 (Parks and Recreation), Article II, Tree Conservation) in order to secure protection for a portion of the City's urban forest and the ecosystem services that this forest provides.

The ordinance can be used to protect individual trees on public land, or privately owned individual trees that property owners voluntarily agree to safeguard. Individual property owners and the Tree Commission may nominate trees. Four categories of trees can be considered: **specimen, heritage, memorial, and street trees**. As defined by Virginia State law, specimen trees are those that are notable in their size and quality for their species. Heritage trees have historical or cultural interest. Memorial trees can be designated to commemorate a person, group or life event. Street trees are those that have been planted by the City within a public right-of-way on public or private land. The Tree Commission reviews and City Council decides if nominated trees are worthy of this special status.

Instructions: Please complete and fill in (spaces expand) all applicable and highlighted        sections and mail or drop off to: Parks Division, Attn: Exceptional Tree Nomination, 1300 Pen Park Road, Charlottesville, VA, 22911, or email to [ehman@charlottesville.org](mailto:ehman@charlottesville.org).

Application Number: 006

Date Received: 7/27/15

**Nominator:** Name (Print) Elizabeth Waters  
E-Mail: bitsywaters420@gmail.com  
Phone: 434-293-9646  
Signature:           

**Tree to be nominated:**

Address: East McIntire Tree #2 GPS N: 38.04513 W: 78.47739

Location description (if address unknown: Please include sketch below if needed). This is a large oak located inside the current fencing around the old swimming area in East McIntire Park. It is within the planning area for the new skate park and requires very careful protection during the construction process.

Common name or Latin name of tree (if known): Eastern White Oak

Category of Tree (check one): Public:  Private (If selected see added requirements below)

Designation Requested (check one):

**Heritage tree** means a tree that has notable historic or cultural interest.

**Memorial tree** means a tree that is intended to be a special commemorating memorial.

**Specimen tree** means a tree that is notable by virtue of its outstanding size and quality for its particular species.

**Street tree** means a tree that grows in the street right-of-way or on private property as authorized by the owner and placed or planted there by the local government.

Statement that supports requested designation (You may attach additional information)

This is one of the finest specimen oak trees in East McIntire Park and deserves protection and great care when the new skate park is contracted.

East McIntire Park, located north of the 250 By-Pass and west of the Norfolk Southern railway track, is home to a collection of specimen oak trees that date to the late 19th century when this land was part of a home and farm complex that belonged to the Mason family. In the 1920s, the Mason Farm was purchased with the assistance of philanthropist Paul Goodloe McIntire to become a large central park for the City of Charlottesville.

A full description of the history of this landscape can be found in a 2011 Historic American Landscape Survey commissioned by the VA Department of Historic Resources, VDHR #104=5139. The study indicates the Mason home was situated within a grove of trees and there was "a grove of old-growth hardwood trees growing along the central ridge" of the property. (pg19) An aerial photo from July 1937 shows the old hardwood grove as well as the large cluster of trees closer to the 250 By-Pass. (pg. 57.)

The VDHR study refers to a 2008 survey of the property conducted by a team of students from the U. of Virginia that identified several possible champion tree candidates among the collection of old growth oaks located near the center of the Park. It is likely that this proposed tree and others being nominated for protection in East McIntire, were part of or early descendants of these original groves.

Of all the trees nominated for protection, this one is closest to the front of the park and most visible from the 250 By-Pass. It should be eligible as either a heritage or specimen tree, but because of its size and condition, it is being nominated as a specimen tree.

If **Private Tree** the following information must also be received or the nomination cannot be processed:

Owner: Name (Print)

E-Mail: \_\_\_\_\_

Phone: \_\_\_\_\_

**If Private Tree:            Requested            Received**

Owner Affidavit:            \_\_\_\_\_            \_\_\_\_\_

NDS Review:                \_\_\_\_\_            \_\_\_\_\_

Public Works Review:      \_\_\_\_\_            \_\_\_\_\_

**All Nominations:            Assigned            Returned**

Arborist Report Received:    \_\_\_\_\_            \_\_\_\_\_

Commission Report Received: \_\_\_\_\_            \_\_\_\_\_

Recommendation Formulated: \_\_\_\_\_            \_\_\_\_\_

Action to Forward:            \_\_\_\_\_            \_\_\_\_\_

Council Action Date:        \_\_\_\_\_

Nominator Notified:        \_\_\_\_\_

Owner Notified:            \_\_\_\_\_

Loaded in GIS:                \_\_\_\_\_

ATTACHMENT 7

Tree Conservation - NDS Report (Fillable fields expand)

Application Number: 006

Date Received: 7/27/15

Date Assigned: 8/31/15

Date Returned: 9/11/15

Nominator: Name (Print): Elizabeth Waters  
E-Mail: bitsywaters420@gmail.com  
Phone: 434-293-9646  
Signature: \_\_\_\_\_

Please place address, description and location sketch of tree in box

East McIntire Tree #2 GPS N: 38.04513 W: 78.47739 Location sketch sent underseparate cover

Are there any current, anticipated or pending site, subdivision or similar development plans that could impact this tree? Yes If yes please detail below:

Charlottesville Parks and Recreation Department has submitted a site plan amendment application to Neighborhood Development Services with plans detailing an update to McIntire Skate Park as a follow up to the approved McIntire Park East Master Plan. The plan is currently in the departmental review stage. The plan denotes that during construction, measures are being taken to protect the existing tree grove, where East McIntire Tree #2 is located. Specifically, the plan states tree protection fencing shall entirely enclose the existing tree grove as indicated with means of access provided only for City mowing crews. Construction/demolition activities will not commence until the tree protection installation has been provided and approved by the City Parks Division Manager and engineer of record.

Name (Printed)Heather Newmyer, City Planner

Signature: 

Date: 9/11/15

ATTACHMENT 8

Tree Conservation-Public Works Report (all fields expand)

Application Number: 006

Date Received: 7/27/15

Date Assigned: 8/31/15

Date Returned: \_\_\_\_\_

Nominator: Name: Elizabeth Waters  
E-Mail: bitywaters420@gmail.com  
Phone: 434-293-9646  
Signature: \_\_\_\_\_


Address of tree/and or description of location: East McIntire Tree #2 GPS N: 38.04513 W: 78.47739  
Sketch sent under separate cover

Add location sketch if needed:

Is there any roadwork, sidewalk, utility or rights-of-way work now active, planned or anticipated, that could impact this tree? No

No known utilities on attached plat except Gas Mains. Should work be required in the future on the Gas Main(s) for maintaining Public Safety or for any other reasons deemed necessary by Utilities, the City would utilize the exemptions provided for in the Tree Preservation Ordinance (Sec. 18-11) or any other exemptions allowable.

Name: Lauren Hildebrand  
Director of Utilities

Signature: 

Date: September 14, 2015



ATTACHMENT 9

Tree Conservation - Arborist Report (all fields are fillable and expand)

Application Number: 006

Date Received: 7/27/15

Date Assigned: 8/31/15

Date Returned: 9/14/2015

Verification of Information: Common Name: White Oak Genus/Species: Quercus Alba

DBH in inches: 45 Height in feet: 115 Average Crown Spread in feet: 93

General Condition: Poor  Good  Excellent

Narrative assessment, please note pluses and minuses of nominated trees:

East McIntire Tree #2 GPS N: 38.04513 W: 78.47739

Tree rates 90 out of 100

Excellent specimen -would benefit from a professional pruning

Designation Requested: Specimen

Is there any condition(s) that would preclude the tree's inclusion in the designated category requested?

none

Name (Printed) Timothy a. Hughes

Signature: TAH

Date: 9/9/2015

# ATTACHMENT 10

## Tree Conservation – Tree Commission Evaluation Form (all fields expand)

Application Number: 006 [EW#2]

Date Received: 07/27/15

Date Assigned: 8/31/15

Date Returned:

Verification of Information:

Common Name: Eastern White Oak Genus/Species: Quercus alba

Location: East McIntire Tree #2 GPS N: 38.04513 W: 78.47739 [47754 on EW nom]

Public: \* Private:

DBH in inches: 45 Height in feet: 140 Average Crown Spread in feet: 90

General Condition: Poor Good Excellent

Designation Requested: Specimen

Narrative assessment, summary and recommendation:

This is a large specimen oak tree located within East McIntire Park in a cluster of other large trees near the old swimming complex. Despite the proximity of other trees, the tree is well developed.

The tree is located within one of the original oak groves documented to have been part of the Mason Farm which was on this property in the late 19<sup>th</sup> and early 20<sup>th</sup> centuries before it was acquired for city parkland. According to historical reports it is located in the vicinity of the site of original Mason home and farm complex. The tree is estimated to be between 150 and 200 years old and is in excellent condition. Full documentation of the history of this landscape and these trees can be found in a 2011 Historic American Landscape Survey commissioned by the VA Department of Historic Resources, VDHR #104-5139.

This tree is one of the remaining signature components of the cluster of large trees adjacent to East McIntire Park's boundary with the 250 By-Pass. It is located in very close proximity to the proposed new skate park and will require careful protection during construction.

Recommend for designation.

Name:

Signature:

Date:

# ATTACHMENT 11

## Tree Conservation - Nomination Form

In November 2013, Charlottesville City Council adopted the Tree Conservation Ordinance regulating the preservation and removal of Heritage, Specimen, Memorial and Street Trees, (Chapter 18 (Parks and Recreation), Article II, Tree Conservation) in order to secure protection for a portion of the City's urban forest and the ecosystem services that this forest provides.

The ordinance can be used to protect individual trees on public land, or privately owned individual trees that property owners voluntarily agree to safeguard. Individual property owners and the Tree Commission may nominate trees. Four categories of trees can be considered: **specimen, heritage, memorial, and street trees**. As defined by Virginia State law, specimen trees are those that are notable in their size and quality for their species. Heritage trees have historical or cultural interest. Memorial trees can be designated to commemorate a person, group or life event. Street trees are those that have been planted by the City within a public right-of-way on public or private land. The Tree Commission reviews and City Council decides if nominated trees are worthy of this special status.

Instructions: Please complete and fill in (spaces expand) all applicable and highlighted        sections and mail or drop off to: Parks Division, Attn: Exceptional Tree Nomination, 1300 Pen Park Road, Charlottesville, VA, 22911, or email to [ehman@charlottesville.org](mailto:ehman@charlottesville.org).

Application Number: 007

Date Received: 7/27/15

**Nominator:** Name (Print) Elizabeth Waters  
E-Mail: bitsywaters420@gmail.com  
Phone: 434-293-9646  
Signature:           

**Tree to be nominated:**

Address: East McIntire Tree #3

Location description (if address unknown: Please include sketch below if needed). This tree is located in a large open area near the crest of the knoll in the middle of East McIntire Park. GPS N:38.04572, W: 47558

Common name or Latin name of tree (if known): White Oak

Category of Tree (check one): Public:  Private (If selected see added requirements below)

Designation Requested (check one):

**Heritage tree** means a tree that has notable historic or cultural interest.

**Memorial tree** means a tree that is intended to be a special commemorating memorial.

**Specimen tree** means a tree that is notable by virtue of its outstanding size and quality for its particular species.

**Street tree** means a tree that grows in the street right-of-way or on private property as authorized by the owner and placed or planted there by the local government.

Statement that supports requested designation (You may attach additional information)

) This is a "field oak" or "wolf tree", free standing in what was formerly the East McIntire golf course. Because it has had no competition, it is fully developed and is one of the largest trees in the park. It stands out as a landmark on the landscape. It's location would have been in close proximity to the original Mason home on the property. It could be eligible as either a specimen or heritage tree but given its size, symmetry and excellent health the specimen tree category has been chosen.

East McIntire Park, located north of the 250 By-Pass and west of the Norfolk Southern railway track, is home to a collection of specimen oak trees that date to the late 19th century when this land was part of a home and farm complex that belonged to the Mason family. In the 1920s, the Mason Farm was purchased with the assistance of philanthropist Paul Goodloe McIntire to become a large central park for the City of Charlottesville.

A full description of the history of this landscape can be found in a 2011 Historic American Landscape Survey commissioned by the VA Department of Historic Resources, VDHR #104=5139. The study indicates the Mason home was situated within a grove of trees and there was "a grove of old-growth hardwood trees growing along the central ridge" of the property. (pg19) An aerial photo from July 1937 shows the old hardwood grove as well as the large cluster of trees closer to the 250 By-Pass. (pg. 57.)

The VDHR study refers to a 2008 survey of the property conducted by a team of students from the U. of Virginia that identified several possible champion tree candidates among the collection of old growth oaks located near the center of the Park. It is likely that this proposed tree and others being nominated for protection in East McIntire, were part of or early descendants of these original groves.

If **Private Tree** the following information must also be received or the nomination cannot be processed:

Owner: Name (Print)   
E-Mail:

Phone:

<b>If Private Tree:</b>	<b>Requested</b>	<b>Received</b>
Owner Affidavit:	_____	_____
NDS Review:	_____	_____
Public Works Review:	_____	_____

<b>All Nominations:</b>	<b>Assigned</b>	<b>Returned</b>
Arborist Report Received:	_____	_____
Commission Report Received:	_____	_____
Recommendation Formulated:	_____	_____
Action to Forward:	_____	_____
Council Action Date:	_____	

Nominator Notified: \_\_\_\_\_

Owner Notified: \_\_\_\_\_

Loaded in GIS: \_\_\_\_\_

ATTACHMENT 12

Tree Conservation - NDS Report (Fillable fields expand)

Application Number: 007

Date Received: 7/27/15

Date Assigned: 8/31/15

Date Returned: 9/11/15

Nominator: Name (Print): Elizabeth Waters  
E-Mail: bitywaters420@gmail.com  
Phone: 434-293-9646  
Signature: \_\_\_\_\_

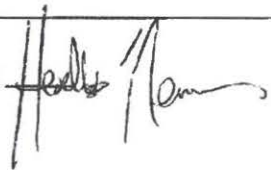
Please place address, description and location sketch of tree in box

East McIntire Tree #3 This tree is located in a large open area near the crest of the knoll in the middle of East McIntire Park. GPS N:38.04572, W: 47558 Location sketch sent under separate cover

Are there any current, anticipated or pending site, subdivision or similar development plans that could impact this tree? No If yes please detail below:

[Empty box for detailing development plans]

Name (Printed) Heather Newmyer, City Planner

Signature: 

Date: 9/11/15

# ATTACHMENT 13

## Tree Conservation-Public Works Report (all fields expand)

Application Number: 007

Date Received: 7/27/15

Date Assigned: 8/31/15

Date Returned: \_\_\_\_\_

Nominator: Name: Elizabeth Waters  
E-Mail: bitsywaters420@gmail.com  
Phone: 434-293-9646  
Signature: \_\_\_\_\_

Address of tree/and or description of location: East McIntire Tree #3 This tree is located in a large open area near the crest of the knoll in the middle of East McIntire Park. GPS N:38.04572, W: 47558 Location sketch sent under separate cover

Add location sketch if needed:

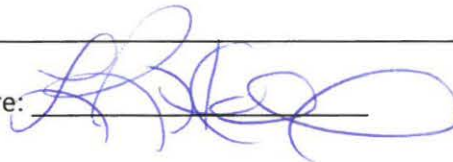
Sent under separate cover

Is there any roadwork, sidewalk, utility or rights-of-way work now active, planned or anticipated, that could impact this tree? No

No known utilities on attached plat except Gas Mains. Should work be required in the future on the Gas Main(s) for maintaining Public Safety or for any other reasons deemed necessary by Utilities, the City would utilize the exemptions provided for in the Tree Preservation Ordinance (Sec. 18-11) or any other exemptions allowable.

Name: Lauren Hildebrand  
Director of Utilities

Signature: \_\_\_\_\_



Date: September 14, 2015



# ATTACHMENT 14

## Tree Conservation - Arborist Report (all fields are fillable and expand)

Application Number: 007

Date Received: 7/27/15

Date Assigned: 8/31/17

Date Returned: 9/14/2015

Verification of Information: Common Name: White Oak Genus/Species: Quercus alba

DBH in inches: 58 Height in feet: 65 Average Crown Spread in feet: 123

General Condition: Poor  Good  Excellent

Narrative assessment, please note pluses and minuses of nominated trees:

Tree rates 70 out of 100.

Very healthy white oak with spreading habit. Shows past storm damage on some large branches but follow-up pruning looks good.

Designation Requested: Specimen

Is there any condition(s) that would preclude the tree's inclusion in the designated category requested?

none

Name (Printed) Timothy A. Hughes

Signature: TAH

Date: 9/9/2015

## ATTACHMENT 15

### Tree Conservation – Tree Commission Evaluation Form (all fields expand)

Application Number: 007 [EW#3]

Date Received: 7/27/15

Date Assigned: 8/31/15

Date Returned:

Verification of Information:

Common Name: White Oak Genus/Species: Quercus alba

Location: East McIntire Tree #3 This tree is located in a large open area near the crest of the knoll in the middle of East McIntire Park. GPS N:38.04572, W: 47558 Location sketch sent under separate cover

Public: \* Private:

DBH in inches: 58 Height in feet: 100 Average Crown Spread in feet: 120

General Condition: Poor Good Excellent

Designation Requested: Specimen

Narrative assessment, summary and recommendation:

This is a large white oak located on the central knoll in the East Side of McIntire Park. It is an almost fully independent tree, or wolf tree, symmetrically developed on all sides. Its branches have a wide reach giving it a particularly broad canopy for a tree of its size. There is some modest die-back at the top. It is nominated as a specimen tree but could be eligible as a heritage tree given the history of the park.

East McIntire Park, located north of the 250 By-Pass and west of the Norfolk Southern railway track, is home to a collection of specimen oak trees that date to the late 19th century when this land was part of a home and farm complex that belonged to the Mason family. In the 1920s, the Mason Farm was purchased with the assistance of philanthropist Paul Goodloe McIntire to become a large central park for the City of Charlottesville. A full description of the history of this landscape can be found in a 2011 Historic American Landscape Survey commissioned by the VA Department of Historic Resources, VDHR #104=5139. The study indicates the Mason home was situated within a grove of trees and there was “a grove of old-growth hardwood trees growing along the central ridge” of the property (pg. 19). An aerial photo from July 1937 shows the old hardwood grove as well as the large cluster of trees closer to the 250 By-Pass. (pg. 57).

The VDHR study refers to a 2008 survey of the property conducted by a team of students from the U. of Virginia that identified several possible champion tree candidates among the collection of old growth oaks located near the center of the Park. It is likely that this proposed tree and others being nominated for protection in East McIntire, were part of or early descendants of these original groves.

Name:

Signature:

Date:

# ATTACHMENT 16

## Tree Conservation - Nomination Form

In November 2013, Charlottesville City Council adopted the Tree Conservation Ordinance regulating the preservation and removal of Heritage, Specimen, Memorial and Street Trees, (Chapter 18 (Parks and Recreation), Article II, Tree Conservation) in order to secure protection for a portion of the City's urban forest and the ecosystem services that this forest provides.

The ordinance can be used to protect individual trees on public land, or privately owned individual trees that property owners voluntarily agree to safeguard. Individual property owners and the Tree Commission may nominate trees. Four categories of trees can be considered: **specimen, heritage, memorial, and street trees**. As defined by Virginia State law, specimen trees are those that are notable in their size and quality for their species. Heritage trees have historical or cultural interest. Memorial trees can be designated to commemorate a person, group or life event. Street trees are those that have been planted by the City within a public right-of-way on public or private land. The Tree Commission reviews and City Council decides if nominated trees are worthy of this special status.

Instructions: Please complete and fill in (spaces expand) all applicable and highlighted sections and mail or drop off to: Parks Division, Attn: Exceptional Tree Nomination, 1300 Pen Park Road, Charlottesville, VA, 22911, or email to [ehman@charlottesville.org](mailto:ehman@charlottesville.org).

Application Number: 008

Date Received: 7/27/15

**Nominator:** Name (Print) Elizabeth Waters  
E-Mail: bitsywaters420@gmail.com  
Phone: 434-293-9646

Signature:                     

### Tree to be nominated:

Address: East McIntire Park, Tree #4

Location description (if address unknown: Please include sketch below if needed). This is a large white oak located toward the rear of the former McIntire Park gold course. It is free standing giving it space to become a large, symmetrically developed tree. GPS: N: 38.04659. W:78.47449

Common name or Latin name of tree (if known): White Oak, Quercus alba

Location Sketch sent under separate cover.

Category of Tree (check one): Public:  Private (If selected see added requirements below)

Designation Requested (check one):

**Heritage tree** means a tree that has notable historic or cultural interest.

**Memorial tree** means a tree that is intended to be a special commemorating memorial.

**Specimen tree** means a tree that is notable by virtue of its outstanding size and quality for its particular species.

**Street tree** means a tree that grows in the street right-of-way or on private property as authorized by the owner and placed or planted there by the local government.

Statement that supports requested designation (You may attach additional information)

This is a very large white oak tree located at the northern edge of the historic hardwood grove in East McIntire Park. Because of its size and condition, it is being nominated as a specimen tree, although it could also be eligible as a heritage tree.

East McIntire Park, located north of the 250 By-Pass and west of the Norfolk Southern railway track, is home to a collection of specimen oak trees that date to the late 19th century when this land was part of a home and farm complex that belonged to the Mason family. In the 1920s, the Mason Farm was purchased with the assistance of philanthropist Paul Goodloe McIntire to become a large central park for the City of Charlottesville.

A full description of the history of this landscape can be found in a 2011 Historic American Landscape Survey commissioned by the VA Department of Historic Resources, VDHR #104=5139. The study indicates the Mason home was situated within a grove of trees and there was "a grove of old-growth hardwood trees growing along the central ridge" of the property. (pg19) An aerial photo from July 1937 shows the old hardwood grove as well as the large cluster of trees closer to the 250 By-Pass. (pg. 57.)

The VDHR study refers to a 2008 survey of the property conducted by a team of students from the U. of Virginia that identified several possible champion tree candidates among the collection of old growth oaks located near the center of the Park. It is likely that this proposed tree and others being nominated for protection in East McIntire, were part of or early descendants of these original groves.

This tree is probably one of the finest specimens remaining in the location of the old hardwood grove.

If **Private Tree** the following information must also be received or the nomination cannot be processed:

Owner:            Name (Print)

E-Mail:

Phone:

<b>If Private Tree:</b>	<b>Requested</b>	<b>Received</b>
Owner Affidavit:	_____	_____
NDS Review:	_____	_____
Public Works Review:	_____	_____

<b>All Nominations:</b>	<b>Assigned</b>	<b>Returned</b>
Arborist Report Received:	_____	_____
Commission Report Received:	_____	_____
Recommendation Formulated:	_____	_____
Action to Forward:	_____	_____
Council Action Date:	_____	

Nominator Notified: \_\_\_\_\_

Owner Notified: \_\_\_\_\_

Loaded in GIS: \_\_\_\_\_

ATTACHMENT 17

Tree Conservation - NDS Report (Fillable fields expand)

Application Number: 008

Date Received: 7/27/15

Date Assigned: 8/31/15

Date Returned: 9/11/15

Nominator: Name (Print): Elizabeth Waters  
E-Mail: bitywaters420@gmail.com  
Phone: 434-293-9646  
Signature: \_\_\_\_\_

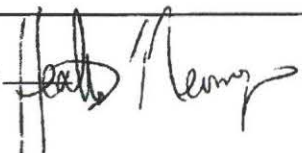
Please place address, description and location sketch of tree in box

East McIntire Park, Tree #4 This is a large white oak located toward the rear of the former McIntire Park gold course. It is free standing giving it space to become a large, symmetrically developed tree. GPS: N: 38.04659. W:78.47449 Location sketch sent under separate cover

Are there any current, anticipated or pending site, subdivision or similar development plans that could impact this tree? No If yes please detail below:

[Empty box for detailing development plans]

Name (Printed) Heather Newmyer, City Planner

Signature: 

Date: 9/11/15

ATTACHMENT 18

Tree Conservation-Public Works Report (all fields expand)

Application Number: 008

Date Received: 7/27/15

Date Assigned: 8/31/15

Date Returned: \_\_\_\_\_

Nominator: Name: Elizabeth Waters  
E-Mail: bitsywaters420@gmail.com  
Phone: 434-293-9646  
Signature: \_\_\_\_\_

Address of tree/and or description of location: This is a large white oak located toward the rear of the former McIntire Park gold course. It is free standing giving it space to become a large, symmetrically developed tree. GPS: N: 38.04659. W:78.47449

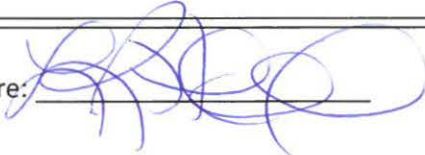
Add location sketch if needed:

Location Sketch sent under separate cover

Is there any roadwork, sidewalk, utility or rights-of-way work now active, planned or anticipated, that could impact this tree? No

No known utilities on attached plat except Gas Mains. Should work be required in the future on the Gas Main(s) for maintaining Public Safety or for any other reasons deemed necessary by Utilities, the City would utilize the exemptions provided for in the Tree Preservation Ordinance (Sec. 18-11) or any other exemptions allowable.

Name: Lauren Hildebrand  
Director of Utilities

Signature: 

Date: September 14, 2015



# ATTACHMENT 19

## Tree Conservation - Arborist Report (all fields are fillable and expand)

Application Number: 008

Date Received: 7/27/15

Date Assigned: 8/31/15

Date Returned: 9/14/2015

Verification of Information: Common Name: white oak Genus/Species: Quercus alba

DBH in inches: 52 Height in feet: 95 Average Crown Spread in feet: 98

General Condition: Poor  Good  Excellent

Narrative assessment, please note pluses and minuses of nominated trees:

Tree rates 90 out of 100

Excellent specimen of the species- very healthy

Designation Requested: specimen

Is there any condition(s) that would preclude the tree's inclusion in the designated category requested?

none

Name (Printed) Timothy A. Hughes

Signature: TAH

Date: 9/9/2015

## ATTACHMENT 20

### Tree Conservation – Tree Commission Evaluation Form (all fields expand)

Application Number: 008 [EW#4]

Date Received: 7/27/15

Date Assigned: 8/31/15

Date Returned:

Verification of Information:

Common Name: White Oak Genus/Species: Quercus alba

Location: This is a large white oak located toward the rear of the former McIntire Park gold course. It is free standing giving it space to become a large, symmetrically developed tree. GPS: N: 38.04659. W:78.47449

Public: \* Private:

DBH in inches: 51 Height in feet: 100 Average Crown Spread in feet: 120

General Condition: Poor Good Excellent

Designation Requested: Specimen

Narrative assessment, summary and recommendation:

This is another free standing, wolf or field tree, fully developed and very large. It is located at the northern end of East McIntire Park in the vicinity of the hardwood grove documented on this site prior to the time it became a city park. It is nominated as a specimen tree but would be eligible as a heritage tree as well given the history of the site.

East McIntire Park, located north of the 250 By-Pass and west of the Norfolk Southern railway track, is home to a collection of specimen oak trees that date to the late 19th century when this land was part of a home and farm complex that belonged to the Mason family. In the 1920s, the Mason Farm was purchased with the assistance of philanthropist Paul Goodloe McIntire to become a large central park for the City of Charlottesville. A full description of the history of this landscape can be found in a 2011 Historic American Landscape Survey commissioned by the VA Department of Historic Resources, VDHR #104=5139. The study indicates the Mason home was situated within a grove of trees and there was “a grove of old-growth hardwood trees growing along the central ridge” of the property (pg. 19). An aerial photo from July 1937 shows the old hardwood grove as well as the large cluster of trees closer to the 250 By-Pass (pg. 57).

The VDHR study refers to a 2008 survey of the property conducted by a team of students from the University of Virginia that identified several possible champion tree candidates among the collection of old growth oaks located near the center of the Park. It is likely that this proposed tree and others being nominated for protection in East McIntire, were part of or early descendants of these original groves.

This tree appears to be in excellent health and is one of the true specimens located in the east side of the park.

Name:

Signature:

Date:



CITY OF CHARLOTTESVILLE, VIRGINIA  
CITY COUNCIL AGENDA



Agenda Date:	November 2, 2015
Action Required:	Approval of Resolution
Presenter:	Kathy McHugh, Housing Development Specialist
Staff Contacts:	Kathy McHugh, Housing Development Specialist
<b>Title:</b>	<b>Allocation of Charlottesville Affordable Housing Fund (CAHF) for Piedmont Housing Alliance (PHA) Predevelopment Planning for Friendship Court - \$350,000</b>

**Background:**

The Piedmont Housing Alliance (PHA) has requested \$350,000 in CAHF assistance for predevelopment expenses related to resident engagement, planning and preliminary site design for the redevelopment of Friendship Court, a 150 multi-family rental property currently owned by the National Housing Trust/Enterprise Preservation Corporation (NHT/E) as the managing partner and PHA as the minority partner.

This request is being made in advance of the expiration of the initial Low Income Housing Tax Credit (LIHTC) compliance period which expires in October 2018. As detailed in the PHA request, NHT/E and PHA initially partnered together to acquire and renovate this property in 2002 to preserve the existing units which were at a risk of converting to market rate housing. At the end of the initial compliance period, PHA will have the right to purchase the property and they plan to exercise this option and be in a position to move forward immediately with redevelopment.

The resources necessary to acquire the property would likely come from one of two financing options. With funding support of this proposed planning effort, PHA would expect to be in a position to close on the acquisition as part of the larger financing for the redevelopment project. Under this scenario, the acquisition cost would be the equivalent of the “land” line item in a typical real estate development budget and the source of funds would be the debt and equity that finance the larger project. The second option would come into play in the event that the planning for the project was substantially complete, but PHA is not quite ready to close on the larger project financing. That option would include a bridge loan meant to acquire the property and complete the project planning and financing.

In order to consider options for acquisition and redevelopment of this 11.75 acre property in advance of the October 2018 deadline, PHA would use CAHF funds for a market study and to engage a notable planning team consisting of Stantec’s Urban Places Group (inclusive of Marc Norman) and Studio O (Liz Ogbu). The proposed plan would utilize the HUD Choice Neighborhood’s planning model which emphasizes integrating social service, health, safety,

education, workforce readiness, and similar dimensions of social and economic transformation into the bricks-and-mortar planning. This effort would include extensive resident and community engagement that would help shape a highly visual master plan document, inclusive of supporting documentation reflective of public comment and involvement throughout this process.

### **Discussion:**

Staff has worked closely with PHA over the past couple of months to clarify specifics of the PHA proposal and will attempt to provide a basic overview herein. The proposal package has been provided as an attachment for reference and additional detail beyond which is feasible to include herein. The approach presented by PHA is to contract separately for: 1) a **market study/analysis** of the Friendship Court property (\$30,000); 2) development of a **Master Plan for Redevelopment** (\$260,000); and 3) **support services** to augment the development program and ensure that authentic engagement with the community is integrated throughout the planning process (\$60,000).

1. The **market study/analysis** will provide the basis for future development and financing options and will support the master plan as it will need to identify dynamics for market rate units (helping to create a future mixed income neighborhood), such as consumer preferences (by age, race, household size and lifestyle), mix of housing types, density levels, unit sizes, rent/price points, absorption and other factors. A firm to do this work has not yet been identified.
2. The development of a **Master Plan for Redevelopment** will require the majority of funding requested herein. This work would entail the following four basic elements, along with four on site visits to include multiple meetings, tours, workshops, and brainstorming/planning/design work sessions with a variety of stakeholders including resident/community groups, property owners from the area, local affordable housing representatives, neighborhood association representatives, elected officials, faith based organizations, support service providers, City staff, and others as identified. This work is proposed to be done by Stantec (proposal and qualifications included with the PHA proposal).
  - a. Program development including: 1) an analysis of existing resident needs that will shape replacement housing (e.g., unit sizes, unit types, ADA, other special needs and resident preferences); 2) integration of market study/analysis data, retail assessment and other market based components to inform the market drive project elements; 3) identification of public realm opportunities to provide a continuum and hierarchy of public spaces as well as opportunities for public art focused on telling the story of the current residents and site's history inclusive of the larger neighborhood; 4) development feasibility to include land valuation, pro-forma development and analysis of return on investment thresholds based on industry standards; and 5) an analysis of related program elements such as parking, need for resident and community spaces / services, and onsite amenities.
  - b. Urban design analysis including street character, character defining site features, neighborhood context, neighborhood amenities, cost/benefit of rehab versus demo/new construction, environmental enhancement opportunities, and zoning issues.
  - c. Engineering, transportation and sustainability analysis including traffic analysis as well as

recommendations for pedestrian facilities, analysis of bus services, analysis of biking facilities, review of existing utilities, analysis of soil / site conditions, recommendations for sustainable stormwater management, and cost estimates for transportation/utilities infrastructure investments.

- d. Master Plan to include vision of Friendship Court, urban design framework, site development options, illustrative digital models/sketches, preferred option(s), phasing strategy, and support documents.
3. The **support services** to augment the Master Plan program and ensure that authentic engagement with the community is integrated throughout the planning process will include the following elements. Studio O (Liz Ogbu) has been identified to carry out this work (proposal and qualifications provided in the PHA proposal).
    - a. Program development to focus on: i) user and stakeholder research to include in-context research and interviews, community inclusion activities, and existing space exploration to understand core needs and desires among primary stakeholders, how stakeholders feel about Friendship Court, what are the assets of Friendship Court and its residents and what are the barriers to change ii) data synthesis insights to enable a more qualitative framing around research by Stantec on elements such as unit sizes, unit types, PHA policies and other factors involved with identification of replacement housing and iii) ideation to connect insights to opportunities for building capacity and nurturing community.
    - b. Urban design analysis for the overall project focused on leveraging insights from the qualitative research to inform program principles.
    - c. Master Plan collaboration to include a visual compendium of context research, user stories, and qualitative insights.
    - d. Fully integrated community engagement creating opportunities for intentional listening and authentic engagement with the community.

PHA has identified this team after reviewing proposals from three firms. In consideration of pricing, qualifications of the consulting team, and the proposed approach, PHA determined that the Stantec / Studio O proposal best embodied the approach envisioned in the principles for redevelopment of Friendship Court, as adopted by the PHA Board of Directors and attached hereto in the PHA proposal. In addition to looking at hiring a consultant, PHA has committed to organizational changes as well as hiring two new staff positions to support master redevelopment planning efforts and community engagement at Friendship Court. These include a Community Organizer and Community Center Coordinator. PHA advises that this will increase their annual staffing costs for Friendship Court, requiring roughly \$40,000 of additional expenses (above the \$80,000 of current costs). None of the requested CAHF dollars would be used to support these operations and staffing expenses.

PHA is committed to maintaining 150 units of supported affordable housing as well as the Section 8 Project Based Vouchers that support these units over the long term. While this is contingent upon a number of things happening, the long term affordability would also be safeguarded by the extended use requirements that are part of any allocation under the LIHTC program. In looking at redevelopment based on a market viable mixed income approach of roughly 70% market rate to 30% affordable housing, it is unlikely that this number will increase

(i.e., such a ratio would require a minimum of 350 market rate units or 500 total units at this site); however, the redevelopment of this property will preserve current units as well as create additional market rate units within the Strategic Investment Area (SIA). This noted, the PHA board is committed to providing housing that supports a range of incomes from the 150 supported affordable units (capped at 60% AMI) to workforce housing focused on 80 – 120% AMI.

The overall predevelopment plan/budget will require \$1,350,000 and will include all costs necessary to advance to final site plan approval. To pay for these costs PHA has already secured a Donovan Foundation matching grant of \$500,000 and PHA is in the process of identifying other sources to match these funds – providing a total of \$1 million additional dollars to accomplish the other predevelopment work identified in the PHA proposal. Information regarding these other grants is not currently available for public release; however, PHA is actively working with five other foundations and is hopeful that future funding announcements will be forthcoming soon to secure full funding to match the Donovan Foundation grant. Additionally, Barbara Brown-Wilson (PHA board / UVA Assistant Professor of Urban and Environmental Planning) is in the process of working with her colleagues across disciplines at the University to identify appropriate metrics, develop a plan for collecting baseline data in partnership with residents and the PHA design team, and create a dashboard to create transparency and accountability in the process. The proposed effort would create a baseline of data for health, wellness, economic stability, educational attainment, environmental impact and job status that support master plan efforts and provide a basis of comparison for future measures to determine the impact of redevelopment efforts (see letter included with PHA proposal).

In addition to the planning effort proposed herein, PHA has also advised of their intent to help facilitate economic opportunities for Friendship Court residents. While not funded or specifically included in the proposed planning effort, PHA advises that they are in early discussions with Martin Horn, Inc., to craft a job training program with the goal of training and employing Friendship Court residents in skilled trades and employing those trained in the redevelopment of their community (see letter from Martin Horn included with the PHA proposal). PHA recognizes that such an effort will require future partnership with the City and others; however, they are committed to trying to make this work. Again, much depends upon this initial planning effort as it sets the stage for and creates the means by which acquisition and redevelopment can occur.

### **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. The proposed action also aligns with the Strategic Plan at goal 1.3 which speaks to increasing affordable housing options.

The proposed effort is also supported by objectives 5.5, 5.7 and 8.6 of the housing chapter of the Comprehensive Plan.

Lastly, preservation of affordable units as well as development of mixed use / income communities was envisioned throughout the Strategic Investment Area (SIA) Plan. It may well be the case that the redevelopment of Friendship Court will be the first major development project in the SIA area and the proposed planning assistance will help facilitate this project in a way that is equitable for current residents. There are multiple references within the SIA plan that are supportive and/or directed to the proposed planning effort to support redevelopment of



Friendship Court. These include, but are not limited to, the following goals, principles, and vision plan elements. Note that these are also consistent with the HUD Choice Neighborhood's planning model that provides the basis for the PHA approach (encompassing social service, health, safety, education, workforce readiness, and similar dimensions of social and economic transformation into the bricks-and-mortar planning).

- Project goal #1 on p. I-4 includes rebuilding and preserving assisted housing.
- Project goal #4 on p. I-4 includes addressing housing decay, health disparities, etc.
- Guiding principles #3 and 4 on p. I-4 include promoting mixed income residential development without displacement of current residents, as well as focus and coordination of private and public investment to increase among other things – housing opportunities.
- The vision plan on p. III-2 includes design goals for adding new residential units to the SIA to increase the City tax base, to increase opportunities for affordable housing as well as a mixture of units types/prices and promotion of a mixed income communities to provide a critical mass of residents to support additional retail.
- Also in the vision plan p. III-25, to achieve mixed use/mixed income neighborhood goals, the plan recommends a mix of building types, including mixed use buildings and a mix of housing affordability. The SIA, particularly Garrett Street and Elliott Ave were historically a mixed use community to allow residents to live near their work.
- P. III-26 (spaces for neighborhood interaction) In addition to providing for a variety of housing typologies and units for people at different incomes, another essential component is a variety of thoughtfully designed and enclosed open spaces available to the entire community.
- P. III-27 (housing types) The plan proposes a variety of housing types in order to increase choice with regard to living arrangements for all residents. Downtown Charlottesville currently lacks options for urban housing such as row houses and small multi-family buildings. The SIA plan includes a combination of small multi-family buildings, urban townhouses and mid-rise multi-family buildings.
- P. III-29 (housing types) The plan recommends that the City encourage clustering of social services providers and start-up businesses within the SIA as well as purchasing or renting space for a satellite branch of the workforce center within or in close proximity to the SIA.
- P. III-34 - 35 (key actions phase 1- near term and Phase 2 – medium term) 4 buildings at Friendship Court redeveloped with commercial mixed use at street level and residential units above. Also, begin first phase of park system at Friendship Court centered around Pollocks Branch and continue these over a 5 to 10 year period.
- P. III-36 (key actions phase 3 long term) PHA/NHT redevelop Friendship Court Property
- P. IV-8 (development economics) Aside from possible social goals or concerns, the economic balance in finding the optimum mix of incomes relates to providing enough market rate homes to offset the costs of helping pay for non-market rate units without undercutting the viability of the market rate units. A variety of experiences around the country suggest that this balance typically ranges from 60 to 80 percent market to 20 to 40 percent non-market. For Charlottesville, a recent

civic study suggests that the appropriate balance approximates a 70 percent market / 30 percent non-market ratio (per the CRHA MOU Report dated November 6, 2011). There are 83 existing public housing units (First and Sixth Street) that are candidates for replacement not including Crescent Halls that may be renovated. Assuming a one-for-one replacement, if a mixed-income community is to be established at a 70:30 suggested mixed-income ratio, 194 new market rate housing units would need to be added (total of 277 units). If the 150 subsidized units at Friendship Court were also replaced one-for-one, a market rate component for Friendship Court would comprise 350 units. Combined, this suggests 233 replacement public / subsidized units and 544 market rate units totaling approximately 775 units.

- P. IV-8 (Properties with Potential for Development ) The IX site, Friendship Court, and CRHA sites at 6<sup>th</sup> Street and S. 1<sup>st</sup> Street form the core of the study area and provide the most potential for development.

- P. V-8 (recommendations and implementation) – There are recommendations for both residential and affordable housing, including the need to integrate planning efforts with community services that reinforce the neighborhoods, including schools, open space, recreational opportunities, job and social services.

- V-21 (recommendations and implementation) – There are recommendations for providing public accesses to interior sub-lots by extending 4<sup>th</sup> Street through Friendship Court and the IX Property to Elliott Avenue.

### **Community Engagement:**

This request will help facilitate community engagement for the proposed planning effort; however, PHA has previously attempted to engage residents at Friendship Court to talk about the implications of the SIA planning effort, as well as redevelopment issues. Unfortunately such efforts have been poorly attended by residents heretofore. Regardless, PHA recognizes the need for a dramatic increase in their commitment which includes staffing changes and the need for professional assistance to foster the resident/community engagement necessary to successfully identify a redevelopment plan that can be financially underwritten, as well as supported by residents.

In addition to the limited resident engagement previously attempted, PHA formally announced their intent to move forward with Friendship Court redevelopment at a breakfast meeting at the Omni Hotel on September 21, 2015. The media coverage surrounding this event provided PHA with a platform to publically announce acquisition / redevelopment intentions for Friendship Court, but also created additional opportunities for them to engage with various community leaders who reached out afterward to express concerns over the need to involve residents and to provide opportunities for community engagement.

As noted in the PHA proposal (attached), the proposed planning effort will include “effective engagement with residents and the larger community – to build shared understanding, trust and support for an achievable plan that builds a community and the neighborhood around it.” With the assistance of Studio O (Liz Ogbu), the proposed approach “views creating opportunities for intentional listening and authentic engagement with the community as fundamental to its process.”

Lastly, it should be noted that PHA has also advised of their intent to form an

advisory committee that will provide a formal structure for the Board to solicit advice and support from the community. Among others, this will include various City staff, providing a means by which the City can monitor and participate in any future planning and redevelopment efforts.

**Budgetary Impact:**

The proposed project will require approximately \$350,000 from currently unallocated CAHF funds.

**Recommendation:**

Staff fully recognizes the need for master planning to identify the best approach to redevelop Friendship Court and to preserve the 150 units of supported affordable housing at this location. To this end, staff recommends approval of the attached resolution.

**Alternatives:**

Council could elect not to fund this proposal or to fund it at a lesser amount; however, not funding and/or reductions to funding would potentially negatively impact PHA's ability to carry out the master planning and community engagement necessary move this project forward.

**Attachments:**

PHA Proposal/Funding Request  
Resolution

**RESOLUTION**  
**Allocation of Charlottesville Affordable Housing Fund (CAHF) for**  
**Piedmont Housing Alliance Master Planning for Redevelopment of Friendship Court**  
**\$350,000**

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Charlottesville, Virginia that the sum of \$350,000 be allocated from previously appropriated funds in the Charlottesville Affordable Housing Fund to the Piedmont Housing Alliance for the purpose of providing funds for Friendship Court Master Planning for Redevelopment efforts.

Fund: 426

Project: CP-084

G/L Account: 599999

Piedmont Housing Alliance \$350,000

**Resident Engagement and Pre-development Planning for Friendship Court  
Future:  
High-Impact, Inclusive Housing and Community Development Opportunities**

Piedmont Housing Alliance - October 2015

**Proposal Description**

Piedmont Housing Alliance requests \$350,000 from the City of Charlottesville to fund a program of resident engagement, planning and preliminary site design for the redevelopment of Friendship Court. Our goal is to create a world-class community at Friendship Court, at the heart of the Strategic Investment Area. Specifically, funds will be used for pre-development expenses, from resident engagement to site plan approval. The outcome for these funds will be a strategy for redevelopment with residents at its core and a plan for high-quality, mixed-income housing and high-impact community and economic development opportunities for current and future residents of the neighborhood.

**Piedmont Housing Alliance's Long-Term Commitment to Friendship Court**

Friendship Court includes 150 apartments on 11.75 acres in the heart of Charlottesville's downtown and in the middle of the City's Strategic Investment Area (SIA). Formerly known as Garrett Square, the property was built in 1978 with project-based Section 8 assistance. In 2002, Piedmont Housing Alliance and National Housing Trust/Enterprise Preservation Corporation (NHT/E) partnered to acquire and renovate the property, preserving this important community of affordable housing then at risk of conversion to market rate housing. Since then, Piedmont Housing has been a minority partner in the ownership of the property, coordinating services for the 150 families and 266 children who reside there. As a minority partner, we have had no active part in the management or operation of the property.

In 2018, that will change, as Piedmont Housing will become the managing partner, and will have decision-making authority with regard to property management, services, and the business affairs of the partnership, and will have the opportunity to acquire the property.

This provides us with a unique opportunity to work with residents, neighbors, stakeholders, and the City over the next three years to create an inclusive, vibrant vision for the future of Friendship Court. While its residents have economic challenges, with 96% single parent households and a median household income of \$10,800, Friendship Court is home to a vibrant community and resilient families with valuable life experiences that will guide the design for a brighter future.

Preservation of the 150 affordable housing units and the accompanying Section 8 project-based rent subsidies that make those units affordable to the families now living at Friendship Court is our top priority. Our commitment is to keep those units affordable over the long term and at least as long as the extended use requirements that are part of any allocation under the LIHTC program.

Creating an array of housing choices is also a priority for Piedmont Housing. In the planning process, we will explore opportunities to create new affordable and work force housing as well as market rate housing on the site.

### Strategic Plan, Guiding Principles, and National Best Practices

Piedmont Housing Alliance's Strategic Plan, 2014-2017, includes four strategic goals, one specifically addressing the future of Friendship Court. It calls for a world-class planning effort for the redevelopment of Friendship Court that ensures preservation of affordable units, long-term affordability, and greater opportunity for current and future residents. Piedmont Housing Alliance's Board of Directors and senior leadership seek to develop a broad-based, long-term plan for Friendship Court that is informed by guiding principles, best practices, community needs and resources, and, most importantly, residents' voices.

Earlier this year, Piedmont Housing began with an internal process to plan for the redevelopment of the site in 2018 and beyond. Over the past six months, our Board of Directors has participated in a series of facilitated meetings, toured Friendship Court, visited redeveloped communities in Alexandria and Washington, DC, and invited experts to share best practices from successful community redevelopments around the country.

We have also begun meeting with resident leaders to talk about the future of Friendship Court and how we get from here to there. We are committed to real and substantive input from residents and others in the community.

We believe that the future of the property is in mixed-income and mixed-use development, to create housing opportunities and stronger connections between residents and the surrounding community and economy. Given the importance of this project to the families of Friendship Court, the SIA, and the City, we have consulted with experts in the community development field, including NeighborWorks, Enterprise Community Partners, and others.

### Implementation from Resident Engagement to Site Plan Approval

Piedmont Housing Alliance has sought and attracted a world-class team of community development experts to work with us and with the community on this important project.

The proposed team of consultants are nationally and internationally recognized, award-winning experts in community engagement, affordable housing, urban planning, housing finance, architecture and design.

*Liz Ogbu, Founder and Principal, Studio O*

<http://lizogbu.com/about-6/>

Liz Ogbu is a Harvard-trained architect and expert on sustainable design and spatial innovation in challenged urban environments globally. She is a designer, urbanist, and social innovator. From designing shelters for immigrant day laborers in the U.S. to leading a design workshop at the Clinton Global Initiative Annual Meeting and work in Africa and throughout the global South, Ogbu has a long history of engagement in design for social impact. Currently, she has her own multidisciplinary consulting practice that works with nonprofits, municipalities, and companies to tackle social problems through creative transformations of places, systems, and communities. Her clients include the Nike Foundation, Jacaranda Health, and Pacific Gas & Electric. She has been actively involved in shaping two of the world's leading public interest design nonprofits. In 2011, she was part of the inaugural class of Innovators-in-Residence at IDEO.org, dedicated to fostering global poverty reduction through design and innovation. Prior to that, she was Design Director at Public Architecture, a national nonprofit mobilizing designers to create social change. In addition, Ogbu has a long commitment to bringing social impact work into the classroom where her courses and research explore opportunities at the intersection of design, innovation, and community engagement. She has taught at the California College of the Arts, most recently holding an appointment as the inaugural Scholar in Residence at the school's Center for Art and Public Life. She is also on faculty at UC Berkeley and Stanford's d.school. She earned her Bachelor of Arts in architecture from Wellesley College and Master of Architecture from the Graduate School of Design at Harvard University.



*Marc Norman, Loeb Fellow, Harvard Graduate School of Design*

<http://marcnorman.net/contact/>

Marc Norman is an urban planner and organizational leader with a 20 year career at the intersection of development, finance, design, planning, and cultural programming. He has developed or financed over 2,000 units totaling more than \$400 million in total development costs. Norman has worked for for-profit and non-profit organizations throughout the country, and is committed to community development and affordable housing. Currently a Loeb Fellow with the Harvard Graduate School of Design, he spent the last three years as Director and Professor of Practice at UPSTATE: A Center for Design Research and Real Estate at Syracuse



University School of Architecture, where he taught courses on real estate and housing policy and implemented related initiatives in collaboration with City, State and University partners. Prior to that, he was Vice President of Deutsche Bank (DB) Community Development Finance Group. Norman has degrees in Political Economics (U.C. Berkeley, B.A. 1989) and Urban Planning (UCLA, M.A. 1992). His current work focuses on public/private development potential for communities, with the approach that cities are places of vibrant communities that nurture creativity. He is experienced in working in partnership to foster innovative approaches to the making and remaking of cities, elevating debates about the urban condition to assert the role of design, planning and development of the best practices in the building of great places and strong communities. His work utilizes design research, analysis, engagement and partnerships to demonstrate how design, policy, finance and development of the built environment enrich our collective quality of life.

*David D. Dixon, FAIA, Senior Principal, Urban Places Group Leader, Stantec*

*<http://www.stantec.com/about-us/people/d/dixon-david.html>*



David Dixon is nationally recognized for his planning and urban design work. Dixon has overseen projects resulting in more than 30 national awards, including 4 Planning Excellence Awards from the American Planning Association in 5 years, and the APA's 2013 Excellence in Planning Award for a firm or design practice. He is a 2007 recipient of the Thomas Jefferson Award for Public Architecture from the American Institute of Architects. Dixon and his firm bring a long and successful track record of conducting informed, focused community conversations that resolve difficult and controversial issues, from their experiences creating Choice Neighborhood Transformation Plans (Columbus, OH, San Antonio, TX, Baltimore, MD, and other cities), working with public and affordable housing residents as well as neighbors to create new mixed-income communities (ranging from Cabrini-Green in Chicago to current and recent work in Boston, Baltimore, and Alexandria), and working with earlier HOPE VI redevelopments. Other notable projects he and his team have worked on include the post-Katrina citywide master plan for New Orleans, plans to create urban downtowns for suburbs in Ohio and Georgia, and urban corridor redevelopment plans in Atlanta and Philadelphia. The Stantec work plan is based on five core understandings: 1) most critical to this effort will be an effective resident and community engagement process that builds shared understanding and support for an achievable plan; 2) an efficient, results-oriented planning process is essential to successful plan implementation; 3) a successful housing redevelopment master plan begins with a thorough understanding of the diverse factors that will shape a new housing program; 4) the master plan will benefit significantly from experience in designing and building, as well as planning, mixed-income housing; 5) while focusing on the Friendship Court site, the plan will include



residents, neighbors and the City to frame a vision that identifies potential synergies between the site's redevelopment and opportunities for the surrounding neighborhood.

### Measurable Outcomes

The redevelopment of Friendship Court by way of a resident-centered process of engagement, planning and design has the potential to serve as a model for the redevelopment of low-income communities across the country. To truly create a model, we will have to quantify and measure the outcomes of the work. To do this, we have enlisted the aid of the School of Architecture at the University of Virginia. Barbara Brown Wilson, Assistant Professor of Urban and Environmental Planning, is working with her colleagues across disciplines at the University to identify appropriate metrics, develop a plan for collecting baseline data in partnership with residents and our design team, and create a dashboard for to create transparency and accountability in the process (see attached). Metrics may include health and wellness, economic stability, educational attainment, environmental impact and job status.

The impact of our work at Friendship Court will not be measured primarily by the plans we draw or the buildings we construct, but by the impact we have on the lives of residents of the community. Our work with UVA School of Architecture will help to assure that we have just such measurable outcomes.

### Jobs

For many families at Friendship Court, the most sought-after impact of redevelopment will be a good, well-paying job. Piedmont Housing is eager to work with the City and the private sector to create those jobs. We are in early discussions with Martin Horn, Inc., a local general contractor with deep roots in Charlottesville to craft a job training program with the goal of training and employing Friendship Court residents in skilled trades and employing those trained in the redevelopment of their community (see attached).

Such an effort will require a partnership with the City and others with the experience and resources to provide such training, as the scope of such a program is beyond the capabilities of Piedmont Housing alone. We look forward to working with the City and others to make such a program work.

### Organizational Capacity

Piedmont Housing Alliance's mission is to create housing opportunities and build community through education, lending, and development. For more than 30 years, Piedmont Housing Alliance has been delivering effective solutions for the complex challenges of affordable housing. Our education, counseling and coaching programs teach crucial personal financial skills, help families to build assets and good credit, and guide families on the path to home ownership. Our lending program makes home

ownership an affordable reality through down payment and closing cost assistance, keeps people safe in their homes with home repair funds, and provides gap financing for the development of more affordable housing. Our project development program builds homes that are affordable for low-income renters and homebuyers, and we currently own or manage 364 affordable rental homes for area families.

Piedmont Housing has developed or rehabilitated more than 450 affordable homes – including 71 affordable single family homes for sale and 395 affordable rental units – using a variety of federal, state and local financing, often in combination. We currently manage 214 affordable apartments in Charlottesville and Albemarle County, and we own interests in an additional 150 project-based Section 8 units. Piedmont Housing is the only state-certified Community Housing Development Organization (“CHDO”) in Charlottesville and Albemarle. We participate in and have substantial expertise in the Low Income Housing Tax Credit (“Tax Credit”) program, and have developed strong relationships with the financing and tax credit professionals at state agencies and statewide funding partners. In our property management sphere, Piedmont Housing Alliance is a certified Housing Management Agency, with management professionals who operate using Best Management Practices for Housing Management.

Piedmont Housing Alliance is led by CEO Frank Grosch, a real estate executive with more than 25 years of experience in project finance, development and corporate management. His projects have included affordable, market rate, mixed-income and senior rental; mixed-use; for-sale residential and condominium projects.

### **Proposed Budget**

Over the next 36 months (October 2015 – 2018), Piedmont Housing Alliance will work to plan, finance, and implement a world-class community redevelopment for the Friendship Court neighborhood. No element is more important to the success of the project than the community engagement that puts residents’ voices at the heart of the process. Building on our relationships with community leaders and resident families, our strategic plan and guiding principles, and national best practice models, our pre-development process will begin with community engagement and land planning, and proceed through required elements for site plan approval.

#### **Resident Engagement and Pre-development Planning Budget:**

Stantec (including Marc Norman)	\$260,000
Liz Ogbu	60,000
Market study (estimate)	<u>30,000</u>
<b>Total: Resident Engagement and Pre-development Planning</b>	<b>\$350,000</b>

Our overall predevelopment budget (including the funding requested of the City of Charlottesville) is as follows:

Resident Engagement and pre-development planning (see above)	\$350,000
Civil engineering	150,000
Architecture	400,000
Approvals	50,000
Communications	50,000
Legal	100,000
Survey, phase 1, soils, other studies	100,000
Financing and related costs	<u>150,000</u>
Total budgeted predevelopment expenses	<b>\$1,350,000</b>

Sources of Funding:

City of Charlottesville	\$350,000
Donovan Foundation	500,000
Other local and national foundations	<u>500,000</u>
Total funding for predevelopment expenses	<b>\$1,350,000</b>



- Tel 434.293.6171 Fax 434.971.7450
- 210 Carlton Road, Charlottesville, VA 22902
- www.martinhorn.com Class A Contractor License #898A

**We Build Stuff.**

October 15, 2015

Frank Grosch  
CEO  
Piedmont Housing Alliance  
1215 East Market Street  
Charlottesville, VA 22902

Dear Frank:

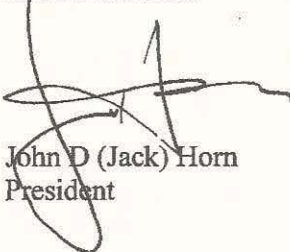
As you know, we have been working for some months now on the outline of program to provide training and employment opportunities to Friendship Court residents in connection with the proposed redevelopment of that property.

Our discussions have been based on a program developed by the Seattle Housing Authority, Seattle area trade unions and Seattle contractors to train and employ public housing residents in skilled trades in the redevelopment of Seattle public housing sites.

We are still in the early stages, and most certainly will need the assistance of the City to make this work, but we at Martin Horn are eager to work with you to create meaningful job training and employment opportunities for Friendship Court residents as part of the redevelopment of that site.

Best regards,

Martin Horn Inc



John D (Jack) Horn  
President

Dear Frank,

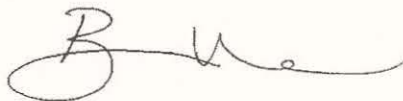
Per our conversation yesterday, I just wanted to reiterate the collective enthusiasm from researchers across the University of Virginia for crafting a longitudinal study to measure the resident impacts of the Friendship Court redevelopment. Top researchers from the Urban and Environmental Planning Program, Sociology, Medicine, Global Development Studies, and Education have all expressed deep interest in meaningful contributions. Further, the Institute for Environmental Negotiation, the Center for Community Design and Research, the Center for Design and Health, the Center for Cultural Landscapes, and the Thriving Cities Project are all willing to contribute to the effort. Honestly, the interest is overwhelmingly enthusiastic, so our main challenge will be identifying the critical components and crafting a study that hones in on exactly what skills we need at the table long term. Although it will become clearer what outcomes are most pertinent to track as the resident definitions of success for the project begin to emerge, I would imagine we could track health data, economic data, educational data, environmental data, as well as some more qualitative measures about general well being, social capital, etcetera.

In terms of process, we would like to identify the appropriate metrics of evaluation in partnership with resident leadership if at all possible. Ideally, we would work with you all to hire a team of youth as researchers to collect most of the data that we cannot get from existing sources. I've spoken with Liz Ogbu, from your design team, about the opportunity for a resident-led outcome based design process and she is also enthusiastically in support of finding opportunities to craft her data collection efforts in tandem with ours.

We have applied for an internal grant that would fund several of our classes to be involved with baseline data collection, and to help develop a dashboard that the community could use as a tool for accountability throughout the process. We will need to continue to raise the funds to complete a full longitudinal study. As you know, many foundations are very interested in more rigorous measurement of community engaged design practices; associated with such a compelling project as Friendship Court, I am confident we can be successful. In the next few weeks, I will coordinate a meeting with interested faculty to discuss community engagement ethics and protocol, strategize about next steps in terms of resident engagement, and identify existing data sets from which we might draw so as to limit the disturbance of the residents as much as possible. I would love to have you join us, if you would like to be present.

Thank you so much for your vision in this truly exceptional, resident-led project, and for letting the University of Virginia play a small role in chronicling its impacts.

Sincerely,



Barbara Brown Wilson  
Assistant Professor  
Urban and Environmental Planning  
School of Architecture  
t. 434.924.4779



## PIEDMONT HOUSING ALLIANCE

### Principles for Redevelopment of Friendship Court

Piedmont Housing Alliance's core values are **home, opportunity, community, and respect**. These core values reflect an ethic that those inside and outside of Piedmont Housing Alliance can come to expect from the leadership and staff in all of our work.

As we plan for the redevelopment of Friendship Court, the Board and staff of the Piedmont Housing Alliance will live by these values. Piedmont Housing Alliance will engage residents, neighbors, and our community partners in an inclusive and respectful process. Our goal is to help develop a mixed-income, **healthy, welcoming, and environmentally responsible neighborhood with improved housing choices and quality of life for current and future residents**.

Piedmont Housing Alliance will make **financially responsible** investment choices that are **sustainable for the long run**, and will be committed to **measuring, analyzing, and communicating our results**.

The following core values and principles underlie the redevelopment of Friendship Court:

#### *HOME.*

*Everyone should have a place to call home.*

- **Current residents will be able to remain in affordable housing** at Friendship Court. Section 8 project-based assistance will be preserved to the greatest extent possible. We will strive to **minimize disruption and relocation during redevelopment**.

#### *OPPORTUNITY.*

*Housing opportunities can be the start of great things for individuals and families.*

- By design, **Friendship Court will be beautiful, healthy, and** a great place to live. New resources will **increase access to economic opportunities** for individuals and families.

#### *COMMUNITY.*

*Working together, we can build strong and vibrant communities.*

- **Planning will include real and substantive input from residents**, neighbors, and our **community partners**. Redevelopment will promote connections to the neighborhood and the larger community. Together, we will promote improved infrastructure, public services, and education for families and their children at Friendship Court.

*RESPECT.*

*All people deserve to be treated with compassion and respect.*

- **Redevelopment** will build upon **the community's strengths**, promote **cultural and economic diversity**, and encourage **mutual respect** among residents.

*This page intentionally left blank.*



**QUALIFICATIONS FOR**

# Friendship Court Redevelopment Master Plan

---



Stantec's Urban Places Group | Stantec Civil Engineering | Stantec Transportation  
Zimmerman Volk Associates | Marc Norman | Studio O



226 Causeway Street  
Boston, MA 02114  
617-523-8103

August 25, 2015

Frank K. Grosch  
Executive Director  
Piedmont Housing Alliance  
1215 East Market Street, Suite B  
Charlottesville, VA 22902

Dear Frank:

We are excited to submit our revised master plan proposal for the transformation of Friendship Court into a sustainable mixed-income community of choice. We believe this proposal demonstrates a unique combination of national experience, interdisciplinary expertise, and local understanding. Equally important, it spells out the tasks needed to establish a collaborative and transparent planning process that fully engages Friendship Court residents and their neighbors.

I will serve as principal-in-charge of this master planning process, and Steve Kearney will serve as project manager. Our internal Stantec team will consist of urban designers Wei Jin and Jeff Sauser, and civil engineers Michael Paylor and Rand Postell. Liz Ogbu, founder and principal of Studio O and an expert in sustainable design, will join us to focus on creating high-quality public facilities and spaces.

Leading residential-market analysis for our team will be Laurie Volk of Zimmerman Volk Associates, the preeminent residential-market analyst for emerging and changing markets in the US. Please note that we have added Marc Norman, who will take on the market-analysis responsibilities previously assigned to W-ZHA. Marc will be a core team member, participating in each trip to the site. He will also share lead responsibility with Stantec Urban Places Group for an additional task involving development of a "menu" of human, health, social and workforce services and benefits linked to the transformation.

I have taken a very different approach in this revision. The previous numbers I provided represented initial projections before any detailed discussions of specific tasks, such as resident and community engagement. Now that I know you'll use these numbers as part of a funding request, I think the not-to-exceed budget numbers I included in this version will prove much more useful.

We look forward to working with you and welcome the opportunity to refine the proposal or discuss it further. Please do not hesitate to contact me if you have any questions.

Sincerely,

A handwritten signature in black ink, appearing to read "David D. Dixon".

David Dixon, FAIA  
Senior Principal  
Stantec's Urban Places Group  
617-654-6069  
david.dixon@stantec.com

# What's Inside

---

**1 SCOPE OF SERVICES, SCHEDULE & BUDGET**

**15 COMPARABLE EXPERIENCE**

**23 TEAM ORGANIZATION AND MEMBERS**

# Scope of Services, Schedule & Budget

---



[BALTIMORE CHOICE NEIGHBORHOODS PLAN]

## OVERVIEW

---

The core team at Stantec's Urban Places Group brings a successful track record of community-based planning to transform public housing and other low-income developments into mixed-income communities that invite all residents to return. Over the past fifteen years we have led Choice Neighborhood Transformation Plans in Columbus (OH), San Antonio, Baltimore, and Shreveport (LA); transformation planning for complex public housing developments ranging from Cabrini-Green in Chicago to developments in Alexandria (VA), Baltimore, and New Haven (CT); and HOPE VI redevelopments in Cleveland and Decatur (IL). We are currently working with developer teams seeking to transform close to 3,000 public housing units in Boston and Alexandria (VA) into mixed-income housing that invites all current residents to return.

Some recurrent themes run through all of these projects. At the same time, social dynamics, histories, individuals, resources, potential implementation strategies and other specific circumstances make each project—and the right work process—unique. Of course, we look forward to learning a great deal more about Friendship Court, its residents, and its larger context. That said, six initial observations have shaped the proposed work plan below.

**1. Inclusive, effective engagement with residents and the larger community—to build shared understanding, trust and support for an achievable plan that builds a community and the neighborhood around it—will play a critical role in this plan's success.**

- o We look forward to beginning immediately to spend the time necessary with Friendship Court's residents—getting to know them and their stories, learning about their diverse needs and aspirations and providing them with opportunities to get to know us.
- o As soon as practicable we would plan to draw in additional key stakeholders including neighbors, nearby property owners, the City, and other identified by Piedmont Housing Alliance (PHA). We want to work with PHA to bring residents and other stakeholders together to arrive at shared understandings about a wide spectrum of goals and the most effective strategies for achieving them.
- o Enabling residents and other stakeholders be informed participants will prove essential to achieving the first two points. We believe for both philosophical and practical reasons, in taking responsibility for clearly communicating what we learn throughout the process to residents and other stakeholder partners so that they have the same information on markets, financial feasibility, transportation strategies, and densities needed to create a mixed-income community without displacing current residents, and other essential information for making informed decisions together.

- o Shared knowledge is far more valuable when paired with shared experience, and we would propose a bus tour for residents and additional stakeholders to visit relevant examples of successful, higher-density, mixed-income housing in Alexandria and Washington—and/or other examples identified together with PHA.

**2. To capture the human potential of this transformation, we will embrace aspects of HUD’s Choice Neighborhoods planning model, which emphasizes integrating social service, health, safety, education, workforce readiness and similar dimensions of social and economic transformation together with bricks-and-mortar planning.** We would work with PHA and a wide spectrum of providers to identify a menu of services and related opportunities to support residents in drawing full benefit from this transition from an economically segregated to a mixed-income community.

**3. Design is not an abstract art but a social art that can serve as a powerful tool for building a community that both embodies increasingly diverse choices for how to live and promotes opportunities to celebrate shared community in the midst of this diversity.** This perspective has two primary implications for Friendship Court:

- o It means that the entire core team will need to engage in a meaningful way with residents, other stakeholders, and the client. It also means the core team will need to engage with each other and the client in brainstorming to create an urban design framework that will guide subsequent design of buildings and public spaces.
- o Urban design quality will need to encompass uses that draw people together (public spaces within the site that invite the larger community together with old and new residents?); bring principal streets to life (retail or other uses that engage pedestrians?); support recreation and other facilities that engage old and new residents together; and encourage activities that draw people together (a management structure that can organize periodic events and festivals?)

**4. A wide range of social and economic factors will shape a successful mixed-income housing program.**

- o What will existing residents need—particularly given the large number of children and families on the site? How many residents are elderly or have disabilities that shape their housing needs? Are there cultural and community preferences for certain types of housing and how this housing relates to shared play and other public spaces?
- o What will a market study reveal about who constitutes the market for workforce and market-rate housing and their needs and preferences?
- o What will be the “right” balance of affordable, workforce, and market-rate housing—based on community building, market feasibility, neighborhood context and similar factors?
- o What parameters will financial feasibility exert? For example, will structured parking (and thus higher densities) be feasible? Will new development need to rely on frame-over-podium construction or will other building types be feasible? Appropriate?

- o Does Charlottesville have particular housing needs—affordable housing for young professionals and/or empty-nesters close to downtown? People with disabilities? Downtown employees? And is Friendship Court the right place to meet these needs?
- o In addition to zoning and related regulatory factors, what City planning, design or related policies, community attitudes, neighborhood concerns, and related issues will play roles in determining housing types, density, and character?
- o Does redevelopment offer viable opportunities for retail or other market-driven uses? What types of community spaces and uses would be appropriate (a health center?) and should these facilities serve residents or residents and surrounding community?

The results of this analysis will then need to be shaped into phases that support move-once transitions for existing residents, accommodate a mix of incomes, matches available financing strategies, and create sense of place that grows incrementally. We bring a strong record of working the clients and housing, retail, and other market consultants to answer these questions early in the planning process and making this information available in a useful manner to residents, the larger community, public officials and other stakeholders as appropriate. We have had repeated success in using dialog and education to achieve the “right” plan.

**5. While this master plan addresses the Friendship Court site, we will work with the client, community, and City to frame a vision that identifies potential synergies between the site’s redevelopment and opportunities for the surrounding neighborhood, adjacent redevelopment, and nearby downtown.** We understand and often deal with the reality that while we do not want to create a master plan in a vacuum, we must respect the intent and attitudes of other property owners. We bring national leadership and expertise in framing visions for walkable, compact communities that offer expanded lifestyle choices and build economic, social and environmental value. We will work with PHA to determine achievable strategies for integrating sustainable design strategies that make efficient use of energy and water, reduce household costs for transportation and utilities, and promote healthy lifestyles with significant everyday access to recreation, healthy foods and social experiences for both the site and surrounding community..

**6. We will need to get the details of both the plan and the process right in order to make any of these points fully meaningful.** Over the years we have learned that certain details are critical for a project like Friendship Heights. The project involves intense community engagement with people for whom a great deal is at stake and who have not always been fairly engaged in planning for their own futures; complex development issues; an expectation that master planning will serve as the basis for funding, permitting, design and development; and the need for flexibility to respond to unanticipated opportunities and challenges. While we plan with diverse communities across North America, we always seek a strong local partner to play an

active role in every aspect of planning. Barring further discussion, we would look to PHA to play that role. We will work with PHA from the outset to identify critical steps and timeframes affecting timing and focus of resident and public meetings, technical research, zoning approvals, and other process elements required to meet key deadlines. Stantec's Urban Places Group will collaborate with our architectural colleagues to insure that master planning concepts embody architectural perspectives and reality checks. Perhaps most important, we believe firmly in integrating implementation strategies into every phase of master planning.

## SCOPE OF SERVICES

---

We propose these tasks and deliverables to prepare a master plan for transformation of Friendship Court into a mixed-income community that represents a livable, sustainable community of choice for people of many incomes, backgrounds, races, ages and sources of diversity.

We would begin immediately with a conference call to confirm the overall work process and set the agenda for a productive first trip. We have assumed Stantec's trips would occur every three to four weeks over an intensive four-month work period (we have found shorter, more intensive work processes to be more successful, but would look forward to establishing a project schedule with PHA). Each of these trips would include client work sessions, technical work, meetings with stakeholders, and a significant community engagement component focused toward residents but increasingly inviting in neighbors and other stakeholders to partner with residents in developing the master plan. We are of course prepared to accommodate alternate schedules as necessary based on further discussions with PHA.

### 1. Project coordination

- a. **A regular weekly coordination call with PHA built around specific agendas.** Project manager Steve Kearney would develop the agenda together with PHA and serve as a constant presence from the Stantec Urban Places team, drawing in other team members as appropriate (e.g., design, market analysis, engineering/infrastructure) and consultants contracted directly by PHA. We would circulate concise minutes identifying action items after each call. We can supplement calls with Web-based visuals to ensure accurate, efficient conversation among participants in different cities.
- b. **Supplementary conference calls and online meetings as appropriate for team collaborative planning and design or to focus on specific issues** with specific members of our and your team (e.g., development program, outreach coordination, architectural context research).
- c. **Project manager takes responsibility to provide the client, consultant team, stakeholders and community with appropriate information on a timely basis.** Examples of such information include market analyses, demographic and

development trends, transportation, feasibility of alternative development approaches, and current housing best practices. The goal is to equip all stakeholders, whether or not they have technical training, to take part knowledgeably in community-based conversations.

- d. **Regular coordination with PHA to confirm the full spectrum of public stakeholders, forums and issues to address at each stage of the work.** Note: although this scope of work does not extend to the permitting process, we look forward to working with PHA to seek out, engage, and listen respectfully to stakeholders early in the process to build early understanding and support that will set the stage for quickly turning goals into a sound plan framework that enjoys widespread, informed support.

### 2. Technical tasks

#### a. Program:

The consultant team will work with PHA to establish a specific development program (or alternative program options) for mixed-income housing, retail, parking, open space, resident and community services, and other project elements that merges three types of analysis:

- i. **Analysis of existing residents' needs** including unit sizes, unit types (e.g., direct access to play areas, senior housing), ADA and other special needs requirements, resident housing preferences, PHA policies, and other factors that will shape the program for replacement housing provided by PHA.
- ii. **Analysis for additional program.** We believe deeply in the importance of sound market analysis of market-driven project elements. It forms the basis for developing an achievable vision that merits the community's understanding and support and is fully implementable. We understand that you intend to contract for housing analysis directly, and we have asked Marc Norman to supplement this with additional analysis of retail and other market-based, non-housing uses. We look forward to identifying additional resident services and amenities, social services, and potential additional program elements (a neighborhood health center, for example) with PHA:
  1. **Residential market analysis.** Understanding your intent to contract directly for an analysis of the market-rate housing markets, we want to indicate the types of information this analysis could provide that would support the master plan. We customarily work with Zimmerman/Volk Associates (ZVA) to conduct an analysis of residential market opportunities for the site. ZVA's methodology looks primarily at long-term demographic trends rather than current "comps." This method has proven highly successful in predicting future demand, in both emerging and maturing markets, as national housing preferences have undergone major changes, driven by demographics, in the last two decades. This analysis identifies:
    - a. the market position that promotes the strongest absorption of market-rate housing over the first five to seven years [ZVA does not believe longer-range projections can offer sufficient reliability to be accurate for planning purposes].

- b. types of potential market-rate households, breaking them down by age, race, household size, and lifestyle preference.
- c. The optimum mix of housing types, including the best mix of rental and ownership units, and densities based on market preferences
- d. Optimum unit sizes, configurations, mix, and rents/price points based on market preferences
- e. Projected absorption of rental and ownership housing over five to seven years
- f. Appropriate community and unit amenities.

Note: while ZVA will also profile demand for “workforce housing” (below-market-rate price points,) the market for these units is generally shaped by policy and other extra-market considerations. We will work with PHA to determine the extent and mix of housing types for this component.

- 2. **Retail assessment.** Marc Norman (MN) will use existing data, interviews with brokers and others familiar with retail markets, and interviews with local retailers to identify the extent and type of retail that could succeed as part of Friendship Court’s redevelopment. He will also assess feasibility to identify subsidies that may be necessary to attract and support retailers in getting started at the site.
- 3. **Additional market-based components.** MN will work with PHA to identify office or other commercial uses and to detail the amount and type of these uses that could be successful as part of redevelopment. He will also assess feasibility to identify subsidies that may be needed to attract and support these uses in getting started at the site.
- iii. **Public realm.** We understand that PHA intends to contract with Liz Ogbu (LO) directly to address public realm opportunities offered by redevelopment. We look forward to collaborating with her on all aspects of the master plan, with a particular emphasis on creating a variety of spaces measured on three scales:
  - 1. A **continuum** from fully private and semi-private (oriented to individual and groups of residents), to semi-public (oriented toward all residents of the site), to public (oriented toward residents and the larger community).
  - 2. A **hierarchy** from the least interactive spaces (courtyards, places to people-watch) to the most interactive places programmed and designed to invite interaction among all residents (a neighborhood square) and with the larger community (a place programmable for community-wide festivals and events).
  - 3. “Public art” that tells the stories of current residents, the site’s history, the spirit of a mixed-income community, the larger neighborhood, Charlottesville, and/or other **expressions of identity and place.**

Note: while “public realm” primarily refers to outdoor spaces, we also use the term to refer to indoor spaces that can be programmed by the community and/or used in conjunction with outdoor public realm.

- iv. **Development feasibility.** MN will project the operating performance of each land use and the project as a whole. He will estimate land value on the basis of interviews and property tax records. He will prepare a 10-year proforma for the Friendship Court redevelopment plan to determine whether it is feasible from a

private developer’s perspective. The adequate return-on-investment threshold will be based on industry standards. To the extent that the project does not satisfy the minimum private investment yield threshold, MN will identify the amount of subsidy need to reach feasibility and work with PHA to identify public/private strategies for closing the gap.

- v. **Analysis of related program elements** by a variety of Stantec disciplines and PHA:
  - 1. Parking (parking ratios for different resident groups and unit sizes? feasibility of structured parking? parking below units? other alternatives to surface parking?)
  - 2. Resident and community spaces and services (wellness center? space for HHS services? meeting and activity spaces?)
  - 3. Onsite amenities (pool? gym? retail? other?)
- b. **Urban design analysis.** We will review existing documentation and meet with PHA, City staff, other key stakeholders as appropriate, and tour the site, adjacent neighborhoods and city to develop an urban design foundation for subsequent work. Our analysis would include:
  - i. Street character, using a “Complete Streets” approach that emphasizes walking, and biking).
  - ii. Site analysis including topography, mature trees and other character-defining site features, views, adjacent character, and similar elements that may help shape the site’s planning and design.
  - iii. Neighborhood context that may help shape the site’s planning and design, including architectural character, density, height, massing, setback, building character and other visible expressions of existing character.
  - iv. Neighborhood amenities supporting existing and future development, such as retail, schools, and parks. The study area seems particularly deficient in parks and recreation spaces compared to other areas of the city; this may be a focus for redevelopment concepts.
  - v. The costs/benefits of renovation versus demolition and new construction
  - vi. Opportunities to enhance environmental performance, including on-site and/or in-street stormwater infiltration/retention/filtration and access/urban design approaches that minimize need for automobile usage.
  - vii. Analysis of existing zoning and identification of proposed modifications. We look forward to meeting with City staff and neighborhood residents to understand precedents for granting variances or otherwise departing from conventional zoning in cases where different zoning approaches may produce community benefits.

- c. **Engineering, transportation, and sustainability analysis.** We anticipate that the master plan will not require significant transportation/traffic, utility or other engineering support. However, we do believe it can benefit from support in these areas:



- i. Traffic analysis comparing existing conditions to projected development scenarios; resulting recommendations for any required mitigation of impacts to existing streets and/or stakeholders.
- ii. Recommendations for potential pedestrian improvements such as signalized crosswalks.
- iii. Analysis of existing bus services and recommendations for service enhancement.
- iv. Analysis of existing biking facilities and recommendations for enhancement.
- v. Review of existing utilities and determination of potential upgrades/new infrastructure needed for redevelopment.
- vi. Due-diligence analysis of soil conditions and/or other site issues that may affect redevelopment.
- vii. Recommendations for sustainable stormwater-management strategies such as incorporating rain gardens into site and street design, and/or enhancing on-site stormwater retention.
- viii. Cost estimates for potential transportation and/or utilities infrastructure investments.
- ix. Presenting analysis and recommendations in public meetings and discussions with City staff and/or other stakeholders.

**d. Master Plan.** We envision a highly visual master plan document of 24 to 30 pages, written in nontechnical language but supported by memoranda documenting resident comments and technical findings. We will shape vision elements and plan strategies with an eye toward market drivers and implementation mechanisms from the start. This approach will help us weave implementation into the planning and community-engagement process from the start rather than turning to it late in the process as a final task. The master plan will include:

- i. A community-based Friendship Court **vision** that integrates resident and community needs, aspirations, and values; urban design analysis, market and other program factors; engineering-related parameters; and input from the City and, as appropriate, other stakeholders
- ii. An **urban design framework** that sets out defining planning and design elements, including:
  1. Configuration and location of housing; public realm spaces; retail; streets, pedestrian ways and squares; parking and other site development elements
  2. Design guidelines that address building height and massing, type (e.g., courtyard buildings, mixed-use buildings), character, and relationship to the public realm (e.g., build-to lines to frame streets and other elements of the public realm, row houses with direct site access in the lower levels of multi-family buildings, location of retail, etc.); public realm and open space configuration and design; and parking (structured, integrated with buildings, curbside, surface and relationship in all cases to the public realm); and connections and relationship to the surrounding community (connecting streets, location of retail and public realm spaces).
  3. Essential **urban design elements** that reflect core resident and community values.
  4. Preservation of mature **trees and/or other signature site elements**.

- 5. Stormwater and other **sustainability planning strategies**
- iii. Site development options that explore alternative approaches to achieving the vision and framework including site layout, height, densities, open space, parking, location of retail and resident and community services, and other project elements
- iv. Illustrative digital models together with informal sketches to illustrate the character of alternative options
- v. A preferred option (or options if appropriate)
- vi. A phasing strategy
- vii. A high-quality digital or hand-drawn illustrative birds-eye view together with two to four eye-level illustrations (which are less expensive to create than digital illustrations)

## SCHEDULE

---

The proposed intensive four-month schedule is organized around four trips to Charlottesville, each three to four days long. All trips will have three primary purposes:

- o Client coordination
- o Resident, community, and other stakeholder engagement (e.g., City)
- o Team and team client work sessions

### Project startup (week 1 and 2):

- o Coordination with PHA on:
  - Initial team briefing(s) by PHA (conference call to include appropriate team members). For working purposes we will refer to Liz Ogbu as an informal member of the team; as appropriate, she will participate in team briefings, brainstorming, workshops, and other activities).
    - Confirmation of agendas and providing more detail for Trips 1 and 2 (below).
    - More detailed review of program goals (income mix, number of units) and additional program elements (such as retail, community facilities, and amenities).
  - Discussion of a potential project advisory task force—assuming one does not already exist (roles and responsibilities, membership, possible duration following master plan).
- o Confirmation of resident, City, and other stakeholder meetings for Trip 1.
- o Review of relevant previous plans and studies.
- o Team briefing.

### Trip 1: Getting started (week 2 or 3)

- o Initial coordination meetings and advance planning as needed with PHA.
- o A van/walking tour of Friendship Court, Downtown Charlottesville, and the surrounding area with PHA, the City, and any core stakeholders recommended.
- o Meeting(s) with resident leadership.
- o Initial mutual “introduction” workshop with residents, which may include a resident-led tour of Friendship Court and, if appropriate, nearby neighbors.

- Meeting(s) with City staff to review City goals, concerns, coordination with other planning initiatives, and similar topics; review City approvals process.
  - Meetings with local residential and retail market professionals.
  - Meetings with stakeholders such as:
    - Local affordable housing representatives
    - Businesses and property owners in the study area
    - Neighborhood associations
    - Elected officials
    - Charlottesville Department of Parks, Recreation and Community Facilities
    - Current or potential community and supportive service providers to public housing residents
    - Faith-based organizations
    - Others as identified by PHA
  - Kickoff meetings and workshop with Friendship Court residents, focused on identifying priority issues, needs and aspirations. Stantec will facilitate small-group breakout sessions and summarize participant input.
  - Neighborhood field survey work and broader context.
  - Team brainstorming, planning work sessions.
  - *Concluding meeting with PHA to review results of Trip 1, confirm next steps*
- Note: Potential Trip 1 or 2 field trip (bus) with residents, PHA, and possibly other stakeholders to visit examples of successful mixed-income housing developments, meet with public housing and market-rate residents, and talk with project developers. Our initial recommendation would be to visit developments in Alexandria and Washington. We would determine appropriate sites together with PHA. This trip would extend the site trip to five days for most core team members.

#### **Trip 2: Technical findings and visioning charrette (week 6)**

- Coordination meetings and advance planning as needed with PHA.
- Review of results of all technical tasks with PHA other stakeholders as directed by PHA (for example, the City). We assume that ZVA will participate by phone.
- Follow-up meetings with City staff and/or other stakeholders as needed.
- Any stakeholder meetings not scheduled during Trip 1.
- Resident and community charrette, following potential field trip. Note that we would work with PHA to determine the approach to integrating resident and larger community involvement (we assume that throughout the process we will hold residents-only meetings in addition to meetings open to residents and members of the larger community).
  - **Day one: overview**
    - Daytime meeting with residents to hold open discussion, review work process, review precedents.
    - Evening meeting to formally introduce the master planning process to the larger community; break into small work groups facilitated by team members and PHA to identify core opportunities and challenges.
  - **Day two: “learning”**
    - Daytime meeting with residents to review technical findings

- Evening public learning workshop with residents and the larger community to review technical findings; break into small group discussions with “technical experts” to discuss findings in areas including the housing market, transportation, sustainability, design (including density), the public realm, and/or others to be identified with PHA.
- **Day three: visioning**
  - Daytime meeting with residents to review related menu of human, health, social, and workforce benefits associated with redevelopment.
  - Evening meeting with residents and the larger community to review precedents (with associated visual-preference exercise), breaking into two sets of facilitated small-group working sessions...guiding principles followed by visioning exercise to translate visions into conceptual master plan diagrams.
- Supplementary field survey work as needed.
- Team brainstorming, planning and design work sessions.
- Concluding meeting (or call following trip) with PHA to confirm next steps.

#### **Trip 3: Master plan options (week 10)**

- Coordination meetings and advance planning as needed with PHA.
- Review of final market analysis findings.
- Follow-up meetings with City staff and/or other stakeholders as needed.
- Daytime meetings and workshop with residents and evening resident/community meetings to review vision, master plan options, develop preferred option.
- Meetings with City agencies and/or other regulatory entities.
- Team brainstorming, planning and design work sessions.
- Concluding meeting (or call following trip) with PHA to confirm next steps.

#### **Trip 4: Draft master plan (week 14)**

- Coordination meetings and advance planning as needed with PHA.
- Presentations to City and/or other key stakeholders as appropriate.
- Resident and community meetings: Daytime meeting with residents. Evening public meeting to review draft master plan.
- Meetings with City agencies and/or other regulatory entities.
- Team brainstorming, planning and design work sessions.
- Concluding meeting (or call following trip) with PHA to confirm next steps.

### **Deliverables**

- *Highly visual master plan document (24-30 pages, print and digital versions; digital version will include hyperlinks to technical findings and related supporting material).*
- *Technical memoranda documenting resident comments and technical findings.*
- Presentations and briefing materials as appropriate for each trip.

(Upset limit for budgeting purposes, work to be billed on a time-and-materials basis not to exceed numbers below, includes labor and direct expenses)

- o Stantec's Urban Places Group: \$180,000
- o Marc Norman: \$45,000
- o Additional Stantec engineering, transportation, sustainability disciplines: \$35,000
- o **Total: \$260,000**
- o Not included: potential additional field trip, printing costs for master plan or other documents for widespread public distribution

# Comparable Experience



[CHASE NEIGHBORHOODS ACTION AGENDA]

# Choice Neighborhood Planning & Implementation



While employed at Goody Clancy, Steve Kearney and David Dixon led HUD Choice Neighborhoods Initiatives at both planning and implementation stages. Working with local partners we influenced the program nationally, and in both Columbus and San Antonio, our plans led to \$30,000,000 implementation grant awards. Our experience working in complex urban environments with multiple interrelated issues, helps us recognize the distinct needs of each community in which we work.

### **Baltimore: 2010 Planning Grant, Central West Baltimore**

In partnership with Jubilee Baltimore, and with support from the housing authority and Enterprise Community Partners, we developed a vision for Central West Baltimore and created a redevelopment strategy for Pedestal Gardens, a 203-unit housing development. Our team worked with local groups to assess existing conditions and develop a transformation plan that included affordable mixed-income development; more neighborhood retail options; updated transportation choices in the neighborhood; and improved infrastructure.

### **Columbus: 2011 Planning Grant, Master Plan for the Near East Neighborhood.**

David and Steve led an interdisciplinary team that created a redevelopment and reinvestment master plan for an 800-acre neighborhood east of downtown. Our planning initiative focused first on key quality-of-life issues, including

education, health, and healthcare access; workforce development and job creation; safety; and housing options. The ten-year development strategy used a \$10 million commitment by the Ohio State University to attract nearly \$200 million in additional funding for implementation projects. We prepared the plan on an accelerated schedule so that the PACT partnership could submit an application in the 2013 funding round for implementation grants. That application ranked highest in the U.S. in its round, and implementation is currently underway.

### **San Antonio: 2011 Planning and 2012 Implementation Grants, Wheatley Courts Choice Neighborhood Initiative**

David and Steve led a team that collaborated with the San Antonio Housing Authority (SAHA) on a Choice Neighborhoods plan and an implementation grant proposal for revitalization and transformation of the Wheatley Courts housing development and surrounding neighborhood. Initially engaged by SAHA to complete a Choice Neighborhoods planning process, we encouraged SAHA to apply for an implementation grant prior to completion of the transformation plan itself. The plan identified opportunities for a mixed-income, mixed-use neighborhood and outlines strategies to improve outcomes in employment and education, health and safety, and transportation and job access. SAHA won a \$30,000,000 grant to implement the Choice Neighborhood Transformation Plan.

PROJECT
Choice Neighborhoods Plan
LOCATION
Baltimore
CLIENT
Jubilee Baltimore
STAFF
Dixon; Kearney; Volk
REFERENCE
Charles Duff City of Baltimore Development Agency 1228 N. Calvert Street Baltimore, MD 21202 410-327-7373
RESULTS
On the strength of our plan, Enterprise Community Partners joined with Jubilee Baltimore to submit a Choice Neighborhoods implementation grant application in 2013.

PROJECT
Choice Neighborhoods Planning
LOCATION
San Antonio
CLIENT
San Antonio Housing Authority
STAFF
Dixon; Kearney; Volk
REFERENCE
Kathy McCormick Real Estate Development Director Tacoma Housing Authority 1728 E. 44th St. Tacoma, WA 098404 253-284-9489
RESULTS
The housing authority won a \$30 million HUD Choice Neighborhoods grant for implementation

PROJECT
Choice Neighborhoods Plan
LOCATION
Columbus
CLIENT
PACT—Partners Achieving Community Transformation
STAFF
Dixon; Kearney; Volk
REFERENCE
Autumn R. Glover, MCRP, MPP Program Director, PACT 211 Taylor Avenue Columbus, OH 43203 614-247-8037 AGlover@eastpact.org
RESULTS
<ul style="list-style-type: none"> <li>• PACT won a \$30 million HUD Choice Neighborhoods grant for implementation.</li> <li>• More than \$200 million in public, private, and nonprofit funding has been committed for plan-area projects.</li> </ul>

*(Steve Kearney and David Dixon completed these plans while employed at Goody Clancy.)*

## Columbus: Weinland Park and University District plans



David Dixon directed a team that developed plans for several areas in the University District adjacent to the Ohio State University campus:

- a rehabilitation plan for low-income Weinland Park, dotted with former industrial sites; and
- a turnaround plan for 2.5 miles of a bars, parking, and fast-food outlets along High Street, a main commercial street and the eastern edge of the OSU campus
- design guidelines to assure high-quality new development throughout the district.

The plan and guidelines created a framework for the \$150 million South Campus Gateway development, which opened in 2005, less than five years after the plan's completion. With 900,000 square feet of housing, stores, offices and theaters, it has sparked more the \$300 million in other investment throughout the district. That figure includes more than \$80 million from public, philanthropic, and private sources committed between 2003 and 2013 to revitalization of one of the city's poorest neighborhoods, Weinland Park.

We prepared the Weinland Park plan as well, laying the foundation for this investment and guiding significant subsequent implementation. In addition to recommendations for improving resident health, education, and human services, our plan laid out an overall revitalization

framework and detailed development alternatives for key sites. Four brownfield sites in this group included the 21.5-acre Columbus Coated Fabrics (CCF) parcel, which subsequently won state funding for site clean-up.

*(David Dixon directed this plan while employed at Goody Clancy.)*

PROJECT
Weinland Park Revitalization Plan
Columbus
Campus Partners for Community Development
Dixon; Volk
Terry Foegler City Manager, City of Dublin 5200 Emerald Parkway Dublin, OH 43017 614-410-4401 tfoegler@dublin.oh.us
<ul style="list-style-type: none"> <li>• 700 units of new or rehabbed housing</li> <li>• Plans for additional housing on brownfields site</li> <li>• new elementary school and community center</li> <li>• expansion of supermarket</li> <li>• infrastructure upgrades</li> </ul>

**AWARDS:** Our planning in the University District has won six awards, including the **American Planning Association 2010 National Award for Excellence in Planning Implementation 2010**

## Alexandria: Braddock Road Station Area Planning



David Dixon led a team that worked closely with residents of a racially and economically diverse neighborhood to create a vision, redevelopment framework, and strategy for promoting significant transit-oriented development around the Braddock Road Metro Station. Our team helped reboot a stalled planning process, organizing and leading a series of workshops, a charrette, and in-depth working sessions. This program of education and consultation helped convince the community members that redevelopment could protect existing low-income residents while spinning off significant amenities like parks, neighborhood-serving retail and walkable streets, and that it could create a truly mixed-income community. The City Council adopted the plan shortly after its completion.

The City asked David and the team to produce a follow-up plan for redeveloping four aging public housing sites east of the Metro station with mixed-income, transit-oriented housing while maintaining the full public housing unit count of 365 units. The City Council subsequently established a community-based advisory group that continues to work with the City to carry out the recommendations contained in both plans, most recently focusing on design of a one-acre park funded by community-benefits fees from new development.

- Braddock Road Metro Station TOD Plan
- Braddock Road East Community Plan

Alexandria, Virginia

City of Alexandria

Dixon; Volk

To come (former director has retired)

- housing units
- new elementary school and community center
- expansion of supermarket
- infrastructure upgrades

*(David Dixon directed this plan while employed at Goody Clancy.)*

## Columbus: East Franklinton Creative District Plan



David Dixon and Steve Kearney led the team that created a far-reaching plan for turning a long-neglected, 200-acre area west of downtown into a hub of arts, specialized manufacturing, and innovation—all embedded in a robust network of housing, dining, and recreational options.

We worked with members of the community—including artists who had begun reclaiming empty industrial buildings for studios and scattered residents—to craft a realistic yet inspiring plan. Detailed market studies helped us understand demand in the residential, retail, and office markets; we pursued an urban design approach that encourages new investment to adapt to, not smooth away, the area's distinctive architectural feel; and we devised an implementation strategy that united all stakeholders behind a common vision. The plan includes protections to prevent displacement sparked by new development and rising prices.

Our recommendations address live/work artist spaces; affordable housing in other forms; stores and restaurants; creative, start-up, tech, and related small businesses; and studio and incubator space in older industrial buildings. A blueprint for rebalanced transportation encourages walking and biking while keeping vehicular traffic moving. The plan also

outlines a network of green spaces intended to enhance quality of life as the community adds up to 4,500 units of housing in three distinct neighborhoods.

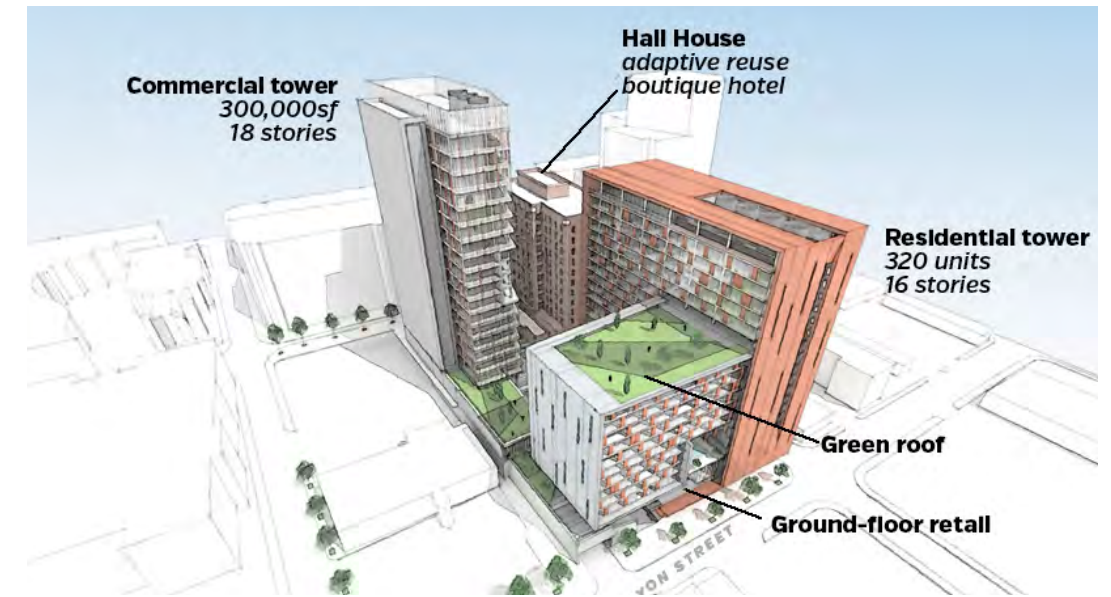
*(Steve Kearney and David Dixon completed this plan while employed at Goody Clancy.)*

<b>PROJECT</b>	East Franklin Creative District Plan
<b>LOCATION</b>	Columbus
<b>CLIENT</b>	City of Columbus
<b>STAFF</b>	Dixon; Kearney; Volk
<b>REFERENCE</b>	Vince Papsidero Deputy Director, Dept. of Development City of Columbus 50 West Gay Street Columbus OH 43215 614-645-7795
<b>RESULTS</b>	<ul style="list-style-type: none"> <li>• Completion of 100 studio spaces for artists</li> <li>• Relocation of the largest maker space in the US</li> <li>• Approximately 260 units of housing under construction at three sites</li> <li>• Partial implementation of Complete Streets recommendations that returns one-way couplets to two-way operation</li> </ul>

### AWARDS

**American Planning Association 2014 National Planning Excellence Award for Innovation in Economic Development & Planning**

## Charlotte: Hall House Site Redevelopment Plan



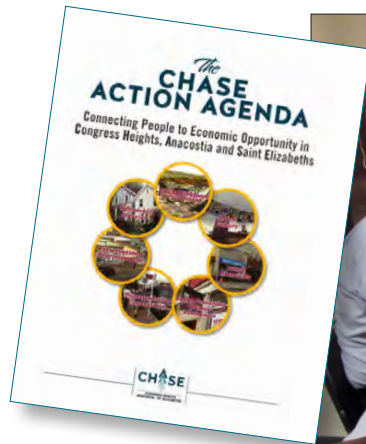
Like most housing authorities in the U.S., the Charlotte Housing Authority (CHA) has long relied on state and federal resources for a significant portion of its income. Over the past two decades that funding has shrunk, even as the need for operational and capital funds has grown. CHA controls valuable assets that could be redeveloped to generate a sustained flow of replacement funds, with the Hall House site one of its most valuable.

The 2.5-acre site consists of parking lots and a historic hotel once used as affordable senior housing but now vacant. Our plan maximizes the site's commercial attractiveness, secures 20% of the new housing as permanently affordable, and creates a significant new source of income that helps CHA continue to provide affordable housing and supportive services across the city. The plan returns the historic building to operation as a 135-room boutique hotel; adds 320 residential units; introduces 300,000SF of office space, and adds 30,000SF of ground-floor retail.

In total, our plan creates a marquee development with more than 700,000SF of mixed uses. Income from the complex will provide sustainable funding for the agency's mission. Significantly, the site would become one of the first developments in Uptown to include a significant level of affordable housing, providing residents a chance to live within walking distance of jobs and urban amenities.

<b>PROJECT</b>	Hall House Site Redevelopment Plan
<b>LOCATION</b>	Charlotte, North Carolina
<b>CLIENT</b>	Charlotte Housing Authority
<b>STAFF</b>	Dixon; Kearney; Jin
<b>REFERENCE</b>	Twyla Taylor Director of Acquisitions & Relocations Charlotte Housing Authority 400 East Boulevard Charlotte, NC 28203 703-336-7742 ttaylor@cha-nc.org
<b>RESULTS</b>	<ul style="list-style-type: none"> <li>• The housing authority created an RFP for redeveloping the site and has begun actively soliciting developers.</li> <li>• Our team helped persuade skeptical commercial abutters and a major nonprofit funder that the innovative plan would succeed in the market and spark further development on surrounding blocks.</li> </ul>

## Washington: CHASE Neighborhoods Action Agenda



Steve Kearney led the team for this initiative designed to help residents and businesses capitalize on new development set to occur over the next decade in long-neglected historically African-American neighborhoods east of the Anacostia River. Better transit, the city’s booming real estate market, and redevelopment of the St. Elizabeths Hospital site could dramatically change the CHASE neighborhoods (Congress Heights, Anacostia, and St. Elizabeths).

Shaped by neighborhood priorities identified in previous planning, the Action Agenda lays out a vision and goals for seven dimensions of life in the area—from jobs to affordable housing to arts and culture—and provides comprehensive information about services and technical support available to residents looking to improve job skills, start businesses, and protect housing affordability. It also explains services and technical advice already available to help established businesses grow. The Action Agenda will guide public actions and private investment with the goal of spreading the benefits of economic revival throughout the area, ensuring that new investment delivers meaningful economic opportunity for residents.

*Members of our project team completed this work while employed at Goody Clancy.*

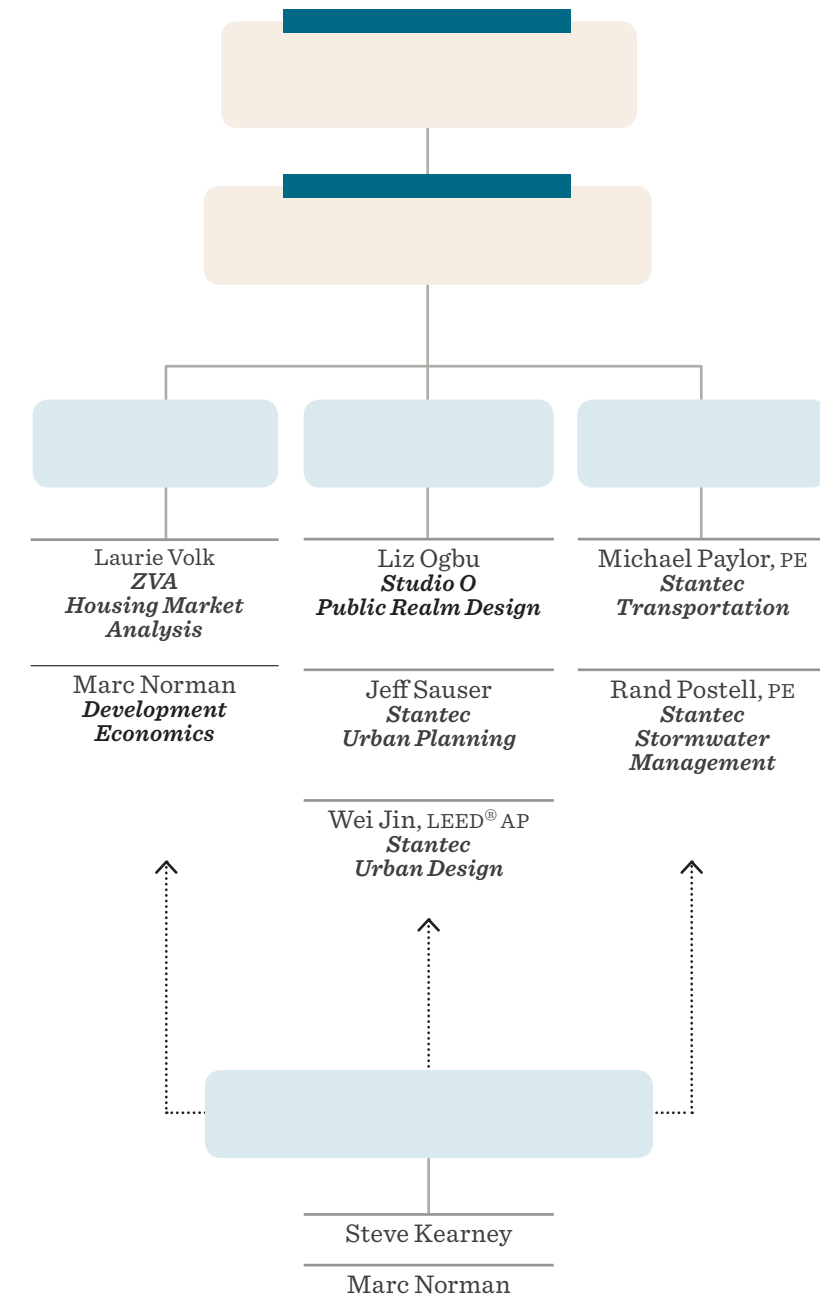
<b>PROJECT</b>	CHASE Neighborhoods Action Agenda
<b>LOCATION</b>	Washington
<b>CLIENT</b>	DC Office of Planning
<b>STAFF</b>	Kearney;
<b>REFERENCE</b>	Evelyn Kasongo Ward 8 Neighborhood Planning Coordinator 1100 4th Street, SW (Suite 650 East) Washington, DC 20024 202-442-7613 evelyn.kasongo@dc.gov
<b>RESULTS</b>	<ul style="list-style-type: none"> <li>• Creation of a detailed residents’ resource guide to public and private services and programs in jobs, education, housing.</li> <li>• Creation of design guideline and a stylebook for home owners looking to renovate in ways that incorporate modern uses into historic structures.</li> </ul>

# Team Organization & Members



[WHEATLEY COURTS CHOICE NEIGHBORHOOD PLAN]

# Team Organization







#### EDUCATION

Master of Urban Design, Harvard University, Cambridge, MA, 1974

Master of Architecture, University of Pennsylvania, Philadelphia, PA, 1972

Bachelor of Arts, Wesleyan University, Middletown, CT, 1969

#### MEMBERSHIPS

- 2006 Chair of the AIA's Regional and Urban Design Committee, co-facilitator of AIA's National Roundtables on Sustainable Design, American Institute of Architects
- 2003 President; Director, Civic Initiative for a Livable New England; Chair, Barr Foundation Transportation Planning Initiative, Boston Society of Architects

#### AWARDS

- 2013 Congress for the New Urbanism Honorable Mention, East Franklinton Creative Community District Revitalization Plan, Columbus, OH
- 2012 Congress for the New Urbanism Honorable Mention, Dublin Bridge Street Corridor Plan, Dublin, OH
- 2011 APA-Louisiana Excellence Award, New Orleans Master Plan and Comprehensive Zoning Ordinance, New Orleans, LA
- 2011 APA Award for Hard-Won Victory, New Orleans Master Plan and Comprehensive Zoning Ordinance, New Orleans, LA



## David Dixon, FAIA

SENIOR PRINCIPAL, LEADER OF STANTEC'S URBAN PLACES GROUP

#### PROJECT ROLE: PRINCIPAL-IN-CHARGE

#### REPRESENTATIVE EXPERIENCE

*Master Plan for the Near East Side, Columbus, Ohio:* Redevelopment and reinvestment master planning for an 800-acre neighborhood east of downtown Columbus that has long served as the heart of the African-American community. This resident-led plan recommended catalyst redevelopment projects, strategies for providing job training and access to jobs for residents, and health and wellness programs in coordination with the Ohio State University Medical Center.\*

*East Franklinton Creative Community District Revitalization Plan, Columbus, Ohio:* Vision and implementation plan for transforming an underutilized 200-acre neighborhood adjacent to the central business district. The project aimed to facilitate residential and commercial investment by and for creative professionals; create a framework for mixed-use redevelopment; applied a Complete Streets approach to a disconnected and car-focused street network; and included mechanisms to prevent displacement of low-income residents.\*

*Livable Claiborne Communities Plan, New Orleans, Louisiana:* Study to explore how transportation alternatives for the Claiborne Avenue Corridor can support revitalization and integrate multiple planning and economic development initiatives already underway nearby—while enabling the corridor to continue serving as a critical transportation link for the region. Responsibilities included neighborhood planning, revitalization, and urban design analysis and recommendations as well as managing subconsultants focused on economic development, real estate analysis, housing-market analysis, and sustainability.\*

*Realize Rosslyn: the Rosslyn Sector Plan Update, Arlington, Virginia:* Leadership of a multidisciplinary team that created a tactical plan to help Rosslyn overcome its auto-oriented past and become a vibrant mixed-use neighborhood that respects human scale. The plan combined significant community input and collaboration with a business improvement district and major developers to shape initiatives. These range from low-cost, high-impact steps like parklets and bike lanes to major mixed-use development projects incorporating new streets and parks.\*

*Neighborhood Transformation Plans for the San Antonio Housing Authority\*, San Antonio, Texas*

A master plan for the housing authority's Victoria Commons development and a transformation plan and implementation strategy for the neighborhood around it, including Wheatley Courts, the latter funded by and adhering to the core goals of HUD's Choice Neighborhoods program.

*Boston Sustainable Communities Partnership Brownfields Pilot: Talbot Commons and Morton Street Homes Mixed Use/TOD\*, Boston, Massachusetts*  
A two-part project with the Codman Square and Mattapan CDCs addressing multiple sites. Part one involved organizing and facilitating a workshop on transit-oriented development near the new Talbot Street commuter-

rail station. Part two involved collaboration with the Mattapan CDC on the design of new affordable housing near the new station, resulting in an achievable development concept for a 35-unit mixed-use building with ground-floor and screened parking.

*Baltimore Choice Neighborhood Transformation Plan\*, Baltimore, Maryland*  
Plan funded by a HUD's HUD Choice Neighborhoods grant program aims to transform a neighborhoods of concentrated poverty into a healthy, mixed-income neighborhoods community of long-term viability. This effort focuses equally on the plan balanced physical planning and improving plans for improving education and important supportive services for the target residents. The plan won a \$30 million implementation grant from HUD

*New Orleans Master Plan and Comprehensive Zoning Ordinance\*, New Orleans, Louisiana*  
Citywide comprehensive plan and zoning revision to provide a 20-year shared framework for moving beyond Katrina recovery to create a resilient city. Developed on a rapid schedule, with intensive public outreach and participation, the plan places special focus on creation of a citywide housing policy, an economic development plan, a flood-hazard and sustainability plan, a citizen participation structure, and implementation plans.

*Parcel 24 Mixed-Use Development\*, Boston, Massachusetts*  
Design vision for a new mixed-income urban housing project on the edge of Boston's Chinatown. Produced with the Asian CDC, the developer, and Chinatown residents after a series of community charrettes, the contextual and community-responsive design includes commercial and retail space 165 above- and below-grade parking spaces.

*Unified New Orleans Plan\*, New Orleans, Louisiana*  
Post-Katrina recovery and rebuilding plans for downtown, the Upper 9th Ward, Gentilly, and Bywater-Marigny prepared for the Greater New Orleans Foundation and the city's planning commission. Planning elements included a new downtown neighborhood, replacing a public housing development and nearby parking with a mixed-income, mixed-use, and community; a series of innovative initiatives to support downtown's emerging creative economy; replacing replacement of damaged public housing and adjacent devastated areas in the Desire and Florida neighborhoods with a new mixed-income community of more than 4,000 housing units; and a lively new neighborhood square and commercial center in Gentilly.

*Braddock Metro Area TOD Planning\*, Alexandria, Virginia*  
Creation of a vision, redevelopment framework, and strategy that to equip the City and this a racially and economically diverse neighborhood to manage significant redevelopment spurred by proximity to a Metro station. The final plan focuses on placemaking, changes to improve walkability and encourage transit use, creation of new open spaces, and economic equity. The City Council adopted the plan in 2008. Since the plan's adoption in 2008, the neighborhood has added more than 1,100 units of housing.

*Uplands Mixed-Income Neighborhood Master Plan\*, Baltimore, Maryland*  
A redevelopment plan for a new mixed-income neighborhood to replace 900 affordable housing units created in the 1950s. Created through extensive community participation, the plan accommodates a broad mix of incomes and housing types and introduces new streets, civic places and passive parks.

\*Project completed while employed at another firm



## Steve Kearney

SENIOR PLANNER AND PROJECT MANAGER,  
STANTEC'S URBAN PLACES GROUP

### PROJECT ROLE: PROJECT MANAGER

#### REPRESENTATIVE EXPERIENCE

*Dayton Mall Area Master Plan, Miami Township, Ohio:* Leads the team completing a master plan for a car-oriented district around a suburban mall. The plan will guide the local economic-development authority in a 10-year program to redevelop the area as a walkable, identifiable district with a distinctly urban feel. Building on our careful market analysis and extensive community outreach, the plan lays out goals for transformation; sets design principles to guide private development; and proposes three catalyst projects designed to galvanize investor interest and demonstrate market readiness.

*Choice Neighborhood Master Plan for the Near East Side, Columbus, Ohio:* Redevelopment and reinvestment master planning for an 800-acre neighborhood east of downtown Columbus that has long served as a the heart of the African-American community. This resident-led plan recommended catalyst redevelopment projects, strategies for providing job training and access to jobs for residents, and health and wellness programs in coordination with the Ohio State University Medical Center.\*

*East Franklinton Creative Community District Revitalization Plan, Columbus, Ohio:* Vision and implementation plan for transforming an underutilized 200-acre neighborhood adjacent to the central business district. The project aimed to facilitate residential and commercial investment by and for creative professionals; create a framework for mixed-use redevelopment; applied a Complete Streets approach to a disconnected and car-focused street network; and included mechanisms to prevent displacement of low-income residents.\*

*CHASE Action Agenda, Washington, DC:* Led creation of a neighborhood-based vision for physical and economic development in the long-neglected neighborhoods of Congress Heights, Anacostia, and St. Elizabeths. The vision offers detailed recommendations for workforce development, retail/commercial revitalization, redevelopment opportunity sites, affordable housing, and transportation. The project laid out a strategy for leveraging public and private investments, and it identified gaps and opportunities for future development.\*

*Baltimore Choice Neighborhood Transformation Plan, Baltimore, Maryland:* Led planning for both physical and supportive services/education in conjunction with HUD's Choice Neighborhoods grant program, which transform areas of concentrated poverty into healthy mixed-income neighborhoods of long-term viability.\*

*New Bern Brownfields Area-Wide Planning Pilot Program, New Bern, North Carolina:* Developed a revitalization plan for a historically African-American neighborhood that had experienced significant disinvestment. The plan outlines a community-driven framework to advance economic development and job creation and identifies ways to address environmental and public health challenges.\*

\*Project completed while employed at another firm



## Jeff Sauser

URBAN PLANNER, STANTEC'S URBAN PLACES GROUP

### PROJECT ROLE: PLANNING & URBAN DESIGN

#### REPRESENTATIVE EXPERIENCE

*Livable Claiborne Communities Plan, New Orleans, Louisiana:* Planning study to explore how transportation alternatives for the Claiborne Avenue Corridor can support revitalization of surrounding low-income neighborhoods, help integrate multiple new initiatives underway in the city, and continue to serve a critical regional transportation link. Jeff's responsibilities included neighborhood planning, revitalization, and urban design analysis and recommendations. He played a key role in analyzing demographic data and developing data visualizations to support plan recommendations.\*

*Baltimore Choice Neighborhood Transformation Plan, Baltimore, Maryland:* HUD's Choice Neighborhoods grant program aims to transform neighborhoods of concentrated poverty into healthy mixed-income neighborhoods of long-term viability. This effort focused equally on physical planning and improving education and important supportive services for the target residents.\*

*Master Plan for the Near East Side, Columbus, Ohio:* Wei contributed substantial planning and urban design support to this reinvestment master plan for an 800-acre neighborhood east of downtown that has long been as a the heart of Columbus's African-American community. The resident-led plan outlines catalyst redevelopment projects, strategies for providing job training and improving job access for residents, and health and wellness programs in coordination with the Ohio State University Medical Center.\*

*East Franklinton Creative Community District Revitalization Plan, Columbus, Ohio:* Vision and implementation plan for transforming an underutilized 200-acre neighborhood adjacent to the central business district. The project aimed to facilitate residential and commercial investment by and for creative professionals; create a framework for mixed-use redevelopment; applied a Complete Streets approach to a disconnected and car-focused street network; and included mechanisms to prevent displacement of low-income residents.\*

*CHASE Action Agenda, Washington, DC:* Supported creation of a neighborhood-based vision for physical and economic development in the long-neglected neighborhoods of Congress Heights, Anacostia, and St. Elizabeths. The vision offers detailed recommendations for workforce development, retail/commercial revitalization, redevelopment opportunity sites, affordable housing, and transportation. The project laid out a strategy for leveraging public and private investments, and it identified gaps and opportunities for future development.\*





## Wei Jin, LEED® AP

URBAN DESIGNER, STANTEC'S URBAN PLACES GROUP

### PROJECT ROLE: URBAN DESIGN

#### REPRESENTATIVE EXPERIENCE

*Master Plan for the Near East Side, Columbus, Ohio:* Wei contributed substantial planning and urban design support to this reinvestment master plan for an 800-acre neighborhood east of downtown that has long been as the heart of Columbus's African-American community. The resident-led plan outlines catalyst redevelopment projects, strategies for providing job training and improving job access for residents, and health and wellness programs in coordination with the Ohio State University Medical Center.\*

*East Franklinton Creative Community District Revitalization Plan, Columbus, Ohio:* Vision and implementation plan for transforming an underutilized 200-acre neighborhood adjacent to the central business district. The project aimed to facilitate residential and commercial investment by and for creative professionals; create a framework for mixed-use redevelopment; applied a Complete Streets approach to a disconnected and car-focused street network; and included mechanisms to prevent displacement of low-income residents.\*

*San Antonio Housing Authority Neighborhood Master Plan, San Antonio, Texas:* Wei co-lead development of the master plan for the Victoria Commons development as well as a transformation plan and implementation strategy for the neighborhood. This included planning for the authority's Wheatley Courts property, which was funded under and organized to meet the criteria of HUD's Choice Neighborhoods program.\*

*City of New Orleans Master Plan and Comprehensive Zoning Ordinance, New Orleans, Louisiana:* Wei served on the award-winning team that created a citywide comprehensive plan and zoning revision to provide a 20-year framework for moving beyond hurricane recovery to create a resilient city. Developed with intensive public outreach and participation, this effort placed special focus on creating a citywide housing policy, an economic development plan, a flood-hazard and sustainability plan, a citizen participation structure, and detailed implementation plans. Winner of a 2011 National APA Award for Hard-Won Victory and a 2011 APA Louisiana Excellence Award.\*

*Saint Paul's Quadrant & Hampton Boulevard Plans, Norfolk, Virginia:* Provided planning for revitalization of the neighborhoods surrounding Old Dominion University. The scope of the work includes establishing the neighborhoods as mixed-income districts as well as the creation of a new mixed-use district on 115 acres of underutilized land adjacent to downtown and low-income neighborhoods.\*

*New Bern Brownfields Area-Wide Planning Pilot Program, New Bern, North Carolina:* A member of the team that created a revitalization plan for a historically African-American neighborhood that had suffered significant disinvestment. The plan outlines a community-driven framework to advance economic development and job creation and identifies ways to address environmental and public health challenges.\*



## Michael Paylor, PE

SENIOR ASSOCIATE

### PROJECT ROLE: TRANSPORTATION PLANNING

#### REPRESENTATIVE EXPERIENCE

*Basic Ordering Agreement for Engineering Services for Transportation Facilities, Montgomery County, Maryland:* Michael serves as the traffic project manager for this on-call contract. Services include development of concept plans, bridge design, roadway design, design and construction plans, environmental studies, noise analysis, stormwater management, drainage design; wetland delineation, mitigation, and design; landscape architecture; traffic-control design, traffic analysis, bikeway design, sidewalk design, right-of-way acquisition services and construction inspection. Michael has also provided QA/QC of traffic engineering and maintenance of traffic in relation to bridge preservation assignments.

*White Flint Sector Plan Traffic Analysis, Montgomery County, Maryland:* Michael serves a traffic engineer for this task order with the County. He provides QA/QC review of the traffic analysis that evaluates impacts on state-maintained roadways, based on a transit-oriented development sector plan for the White Flint Area. Work includes developing Synchro analysis for more than 30 intersections and evaluating the traffic operations in the sector plan area with the assumption of full development build-out. Michael works with the SHA and the Maryland-National Capital Park and Planning Commission to develop trip projections for three phases of development using Synchro/Sim traffic to evaluate the operations in each phase and review individual, developer-produced traffic studies.

*Maryland State Highway Administration (SHA), Hanover, Maryland:* As work zone traffic-engineering team leader, Michael managed various aspects of SHA's Work Zone Safety and Mobility Program. He coordinated and oversaw SHA's Temporary Traffic Control Training Program, developed new policies, and recommended/implemented changes in existing policies. He was responsible for developing and updating SHA's Safety and Mobility Policy.\*

*North Carolina Department of Transportation, Planning and Environmental Branch, Raleigh, North Carolina:* Michael served as a transportation planner with responsibilities for preparing federally-mandated documentation demonstrating level of impact from highway projects (environmental assessment/finding of no significant impact). He managed coordination with internal and external partners/shareholders, including the highway design, structural development, and historic/architectural units; public involvement office; federal, state, and local agencies; and citizen groups to develop documentation and moderate Citizen's Informational Workshops for public discussion of proposed highway improvements.\*



**EDUCATION**

Bachelor of Science/Civil Engineering, University of Delaware, Newark, Delaware, 1977

**REGISTRATION**

Professional Engineer #21157, State of Maryland

## Rand Postel, PE

SENIOR CIVIL ENGINEER

### PROJECT ROLE: SEWER/INFRASTRUCTURE PLANNING

#### REPRESENTATIVE EXPERIENCE

*African American Museum and Cultural Center, Prince George's County, Maryland*

Rand prepared a stormwater concept plan for redevelopment of an existing warehouse utilizing green roof, pervious pavement, micro-bioretenion, and underground storage to meet environmental site design requirements.

*Lyndon Street Water-Quality Retrofit, Prince George's County, Maryland*

Rand prepared design plans and specifications for a retrofitted water-quality pond on MNCPPC parkland. Design constraints included minimizing construction-related stress on existing specimen trees, existing reforestation areas, and community garden areas.

*Low Impact Development (LID), Prince George's County, Maryland*

Rand performed detailed studies of three development sites in order to determine the feasibility, impact, and cost of developing them using LID techniques. Work was completed under an open-end contract with Prince George's County and appeared as a case study in its *LID Design Manual*.

*Nine Ponds, Prince Georges County, Maryland*

Rand prepared a stormwater-management evaluation study for redevelopment of an existing parking lot into a mixed-use complex.

*Flower Hill, Montgomery County, Maryland*

Rand designed two regional stormwater-management facilities for a development of over 1,000 residential units and an office business district.

*Suitland Gateway Condominiums, Suitland, Prince George's County, Maryland (Stormwater Design Engineer)*

Rand was provided planning, engineering, and surveying services for a new mixed-use building that will include approximately 9,000 SF of retail space and 198 workforce housing condominium units.

*Vista Gardens, Prince George's County, Maryland*

Rand prepared design plans for three stormwater-management facilities and two bio-retention facilities within a townhouse development.

*Princeton Square, Prince George's County, Maryland*

Rand designed a stormwater-management facility for a residential development of 336 townhouses.

*Melwood Springs Mitigation, Prince George's County, Maryland*

Rand performed alternatives analysis to investigate the feasibility of utilizing Low-Impact Techniques on a development that had been previously approved for use of regional stormwater management.

*Parkside, Washington, DC*

Rand oversaw design of water quality BMP including Filterra, Bay Savers, coastal plain outfall, rain barrels, and soil amendments.



## Laurie Volk

PRINCIPAL, ZIMMERMAN/VOLK ASSOCIATES

### PROJECT ROLE: HOUSING MARKET ANALYST

#### PROFILE AND EXPERIENCE

Operating continuously since 1988, Zimmerman/Volk Associates, Inc., has built a national reputation for innovative market analysis based on its proprietary target-market methodology. The firm has completed more than 450 market studies for areas ranging in size from redevelopment of half a block to establishment of a new town on several thousand acres. ZVA is recognized by the leading practitioners of the New Urbanism as the national expert on the residential market feasibility for New Urbanist communities and redevelopment. Clients range from small builders and developers to subsidiaries of Fortune 100 firms, and city, regional and state agencies. ZVA is a state-certified WBE (women's business enterprise) and a C-Corporation incorporated in New Jersey.

Laurie developed the firm's target-market analysis to help compensate for weaknesses in traditional market analysis, which lacks robust tools to capture emerging markets and changing demographics. She has pioneered the use of this analysis to help determine the market potential for downtown housing; for mixed-income, mixed-tenure stabilization of fragile low-income neighborhoods; and for new mixed-use, pedestrian-oriented traditional neighborhoods. This work has been instrumental in bringing ZVA into national prominence. Laurie herself has led more than 60 downtown studies across the U.S., in cities ranging from Petersburg, Virginia (population 32,400) to Detroit, Michigan (population 713,000).

She holds a BA degree from Duke University.

Marc Norman

**Permanent:**

424 Grand Street  
 Brooklyn, NY 11211  
 (917) 647-8944  
[marc@marcnorman.net](mailto:marc@marcnorman.net)  
<http://www.gsd.harvard.edu/#/people/marc-norman.html>

**Current:**

521 Central Avenue, #3  
 San Francisco, CA 94117  
 website: <http://marcnorman.net>

Urban planner and organizational leader with a 20 year career at the intersection of development, finance, design, planning, and cultural programming in New York and throughout the country.

**Employment**

Currently	Loeb Fellow, Harvard Graduate School of Design 2014-15
2012-2015	Professor of Practice and Director, UPSTATE: A Center for Design Research and Real Estate at Syracuse University School of Architecture
2008-2012	Vice President, Deutsche Bank (DB) Community Development Finance Group
2000- 2008	Managing Director, Duvernay + Brooks LLC, New York (D+B)
1998-2000	Senior Associate, Lehman Brothers, New York
1995-1998	Local Initiatives Support Corporation (LISC), New York Senior Program Manager, Local Initiatives Managed Assets Corp. (LIMAC, a LISC affiliate) Underwriter, New York Equity Fund (NYEF, a LISC affiliate)
1991-1995	Senior Project Manager, Skid Row Housing Trust (SRHT), Los Angeles
1991-1992	Consultant, Hamilton, Rabinovitz & Alschuler, Inc., Los Angeles
1990-1991	Assistant Planner, Community Development Commission, Los Angeles

**Strategic Planning**

- At UPSTATE: manage design fellows and staff, generate scholarly research and professional projects showing how real estate development, architecture, planning, and design can help institutions and communities be vital by sponsoring competitions, teaching courses, and running programs geared to communities, students, faculty, and practitioners in design and real estate.
- Led a team of bank partners in partnership with NYC Office of Long-term Planning and Sustainability on \$30 million Clean Heat financing initiative for multifamily properties (DB).
- Led an interdisciplinary team including Harvard, MIT, and Clinton Foundation, planning multi-unit sustainable, holistic Exemplar Community Development in Zorange, Haiti (DB).
- Structured eight HOPE VI revitalizations totaling over \$800 million in Philadelphia, Atlanta, New Orleans, Chattanooga, Birmingham, Richmond, Biloxi, and Columbus GA (D+B).
- Structured \$200 million in private bridge financing and lines of credit for public and private clients. Provided long term strategic planning for public sector clients (D+B).
- Responsibility for resource analysis, financial planning and procurement of lenders, developers, and investors for redevelopment agencies and housing authorities (D+B).
- Conducts trainings on real estate development and affordable housing finance for cities, university courses and private companies.
- Develops systems, financial models, resources analyses, RFPs, and procedures for strategic initiatives, master plans and development opportunities and engagement of project teams.

**Development**

- At Duvernay + Brooks, consultant to numerous development teams and public agencies in structuring and closing over thirty multi-phase, mixed-finance transactions in seven states.
- Responsibility for coordinating due diligence and securing financing. Primary responsibility for securing tax credit allocations and structuring bond financing in mixed finance developments totaling \$250 million.

Marc Norman

- Responsible for developer and equity investor selection process, feasibility analysis, and coordination with governmental agencies. Advised on U.S. Department of Housing and Urban Development (HUD) negotiation and structuring of rental and homeownership developments and the leveraging of public and private resources.
- Performed project management including site analysis, financial analysis, loan packaging, and selection of development team and construction management. Financing successfully secured from private and public lenders, syndication of low income housing tax credits and historic tax credits, Federal Home Loan Bank, and HUD (project-based Section 8, Supportive Housing, Shelter Plus Care, and HOPE VI).
- In partnership with New York City Housing Development Corporation, Department of Housing Preservation and Development, acted as Duvernay + Brooks' representative for negotiations on the Ellington Cooperative in Harlem, a 135 unit Cornerstone development.
- At SHRT, was responsible for the full range of development activities related to the construction and rehabilitation of more than 500 units in mixed-use developments that included retail, single room occupancy units, and artist lofts in Los Angeles.

**Lending**

- At DB, primary responsibility for structuring and funding loans to development projects and lines of credit to community development financial institutions (\$300 million closed).
- Managing Director for Duvernay + Brooks' advisory services to public agencies on lending to private sector partners, structuring of loan agreements and negotiations of development participations.
- Coordinate with legal counsel and clients on fee structures, risk management, loan terms and conditions.
- As Program Manager at LIMAC, structure of secondary market loan products, handling lending and securitization of loan portfolios. Analyzed and priced multifamily loan portfolios totaling over \$20 million.
- Developed underwriting guidelines and materials for Long Term Mortgage Program marketed to affordable housing lenders.
- Negotiated \$25 million of tax credit equity bridge loan transactions for developer clients (LIMAC).
- Formulated bond schedules and helped to structure bond issue for Habitat for Humanity (\$100 million closed).
- Prepared multimedia presentations for lenders and conducted trainings related to LIMAC multifamily loan programs for lenders and investors nationwide.

**Investment**

- Managed \$2 million social finance competition in partnership with Rockefeller Foundation and Cooper Hewitt.
- Primary responsibility at DB for identifying opportunities and underwriting investments (\$35 million).
- At Duvernay + Brooks, responsible for crafting client tax credit applications, providing strategic advice on syndication options, and coordinating closing of four to five mixed-finance transactions involving tax credits and tax exempt bonds per year. Extensive experience in underwriting and closing multifamily residential deals utilizing investment capital.
- Ten years combined experience working for tax credit investors and syndicators, DB, Lehman and NYEF.
- Experience with general partners, investors and state housing agencies in over twelve states.
- Underwritten a total of \$400 million in real estate involving the low income housing tax credit; closed over \$300 million throughout the country with for-profit and nonprofit general partners.
- Responsible for all project- and investor-related coordination and due diligence with lenders, attorneys and general partners, from letter of intent through partnership closing.

**Education**

1992	University of California, Los Angeles Graduate School of Architecture and Urban Planning: Master of Arts in Urban Planning
1989	University of California, Berkeley: Bachelor of Arts in Political Economy of Industrialized Societies
1987-1988	Institut d'Etudes Politiques, Lyon, France: Urbanism, Geo-Politics

## EDUCATION

2004 **Harvard University Graduate School of Design (GSD)** | Cambridge, Ma | Master in Architecture

1998 **Wellesley College** | Wellesley, Ma | Bachelor of Arts in Architecture

## FELLOWSHIPS AND GRANTS

2003 **Selected Professions Fellowship** | American Association of University Women

2003 **Penny White Memorial Fund Travel Grant** | Harvard University GSD

2003 **Travel Grant** | Boston Women's Travel Club

1998 **Thomas J. Watson Traveling Fellowship** | Thomas J. Watson Foundation

## SERVICE

2001– **SoCA (Students of Color Association)** | Co-founder, Secretary, President | Harvard University GSD,

2004 Cambridge, Ma

## PROFESSIONAL EXPERIENCE

2012– | **Studio O** | Founder | Oakland, Ca

Providing human-centered design and strategy consulting services to companies, nonprofits, and foundations. Linking concepts of human-centered design, sustainability and community engagement to make disruptive innovations have long term viability. Recent efforts include insight and strategy development for a health and nutrition project in Bangladesh and a sustainable community development project for a historically disadvantaged San Francisco neighborhood. Also advancing an initiative to develop a new prototype for pop-up health care for the underserved in the US and UK and conducting an independent research effort on the social and spatial infrastructure of tactical urbanism. And serving as a consultant to academic programs at institutions such as Stanford and Tulane on integration human-centered design into their curriculum.

2012– 2013 | **Center for Art & Public Life at California College of the Arts** | Scholar in Residence | San Francisco, Ca

Served as the first-ever Scholar in Residence at the Center for Art & Public Life. The Center is the leading platform for community engagement at the college. Residency was focused on exploring opportunities at the intersection of design, sustainability, social innovation, and community engagement. Provided strategic insight to the Center leadership about how to amplify its efforts, more strategically engage the design disciplines, and capitalize on the growing and influential networks of social impact design. Also served as an expert advisor to community-based courses.

2011–2012 | **IDEO.org** | Global Fellow | San Francisco, Ca

Selected from over 400 applicants to be part of the inaugural class of "Innovators-in-Residence" at IDEO.org, a nonprofit dedicated to global poverty reduction through design and innovation. Key projects include "Cookstoves in Tanzania," a human-centered design strategy project to examine the habits, motivations, and aspirations of cookstove users in Tanzania and "Smartlife," a project with Unilever, Water and Sanitation for the Urban Poor and the Global Alliance for Improved Nutrition to design scalable social enterprise providing access to clean water alongside hygiene and nutrition products. Also lectured widely on design for social impact and actively contributed to HCD Connect, a web portal and associated microgrant program intended to foster and spread the human-centered design process globally.

2006 – 2011 | **Public Architecture** | Design Director | San Francisco, Ca

Part of the leadership team for Public Architecture, a design nonprofit dedicated to mobilizing design to drive social change. Directed the organization's design initiatives and consultancy practice, which creatively addressed critical environmental and social justice issues. Key projects included the "Design for Reuse Primer," an innovative USGBC-funded e-publication intended to educate and inspire mainstream material reuse; Proyecto Green, a project to develop a sustainability framework for International Planned Parenthood Federation's Bolivian affiliate; and the Day Labor Station, an award winning and internationally exhibited sustainable structure designed to accommodate day labor gatherings. Also helped direct strategic efforts for the organization's outreach, development, and 1% pro bono initiative.

2008 –2010 | **FOURM Design+Build+Educate** | Senior Designer | Oakland, Ca

Senior designer in a small Bay Area-based design build collaborative that seeks both to create a more seamless integration between art, architecture, and culture. Co-designer and builder of exhibitions undertaken by the collaborative.

Summer 2003, 2005—2006 | **SMWM (Simon Martin-Vegue Winkelstein Morris)** | Junior Designer | San Francisco, Ca

Worked on several projects both within the architecture and urban planning/design studios. Founder of monthly design criticism forum and community outreach initiative. Co-coordinator of office IDP program.

1999-2000 | **McCall Design Group** | Junior Designer | San Francisco, Ca

Managed individual high-end retail design projects from survey phase to completion of construction.

January – February 1999 | **ABBA Architects** | Apprentice | Addis Ababa, Ethiopia

Developed project drawings and participated in the conceptual phase of a design competition.

July – October 1998 | **Alero Olympio (Architect and Builder)** | Apprentice | Accra, Ghana

Collaborated in the design phase of several design-build projects.

## AWARDS AND HONORS

2014 **Aspen Ideas Festival Scholar** | Aspen Institute

2013 **Visiting Scholar** | Maryland Institute College of Art (Social Design Program)

2012 **Innovation Grant: "Popup Health"** | Autodesk

2012 **Design Vanguard** | Next City

2011 **Senior Fellow** | Design Futures Council

2009 **Holcim Global Innovation Award: "Day Labor Station"** | Holcim Foundation

2008 **Holcim Award for Sustainable Construction, Silver (North America): "Day Labor Station"** | Holcim Foundation

2008 **USGBC Research Fund Grant** | US Green Building Council

2007 **Green Giant** | Steelcase, Inc

## SERVICE

2013– **Advisory Board** | Design Futures Public Interest Design Student Leadership Forum

2010– **Advisory Board** | DSN AGNC

2008– **Board of Directors** | Satellite Affordable Housing Associates

2012 **Open Architecture Challenge Jury** | Architecture for Humanity

2011 **LEED Project Based Learning Working Group** | USGBC

2011 **Monterey Design Conference Planning Committee** | AIA, California Council

2008–  
2010 **City of San Francisco Open Space Task Force** | City of San Francisco

2010 **COTE Top Ten Jury** | AIA Committee on the Environment

2010 **Watson Fellowship Jury** | Thomas J. Watson Foundation

2008 **Dean's Diversity Initiative Task Force** | Harvard University GSD

2006 **Structures for Inclusion 6: "Expanding Design" Planning Committee** | Design Corps

## ACADEMIC EXPERIENCE

### University of California, Berkeley | Lecturer | Berkeley, Ca

Fall 2013 Graduate Seminar: Social Migrations + City Dynamics (Architecture)  
 Spring 2014 Graduate Seminar: Social Migrations + City Dynamics (Architecture)

### Stanford University d.school | Faculty | Palo Alto, Ca

Spring 2013 Undergraduate/Graduate Studio: Rebooting Government with Design Thinking

### California College of the Arts | Lecturer, Adjunct Professor | Oakland/San Francisco, Ca

Spring 2013 Undergraduate Studio: Creative Disruption (Community Arts)  
 Fall 2012 Graduate Seminar and Lab: Design Research Methods (Design)  
 Fall 2009, 2010, 2011 Undergraduate Seminar: Social Migrations and City Dynamics (Architecture/Diversity Studies)  
 Fall 2010 Undergraduate/Graduate Studio: Framing Engagement: New Models of Public Space (Architecture)  
 Fall 2008 Undergraduate/Graduate Seminar: Social Migrations + City Dynamics (Architecture)

### Harvard University Graduate School of Design Career Discovery Program | Studio Instructor | Cambridge, Ma

Summer 2004 Introductory Design Studio (Architecture)

## AWARDS

2012 **Faculty Travel Grant** | California College of the Arts  
 2012 **Faculty Research Grant** | California College of the Arts  
 2011 **Faculty Travel Grant** | California College of the Arts

## SERVICE

2011– **Center for Art and Public Life** | California College of the Arts, San Francisco, Ca  
 2010– **UrbanLab** | California College of the Arts, San Francisco, Ca

*In addition to these positions, have also served on design juries at Boston Architectural College, California College for the Art, Harvard University, Massachusetts Institute of Technology, University of Kansas, University of Toronto, and UC Berkeley.*

## WRITING

### PUBLICATIONS

2012 | **Cookstoves in Tanzania: User Insights and Opportunities** | Co-author and strategist | Client: Global Alliance for Clean Cookstoves

Electronic publication intended to illuminate the realities of daily life in Tanzania and highlight opportunities to increase demand for clean cookstoves in Tanzania and beyond.

2012 | **Guide to Multiple-Use Water Services** | Co-author and strategist | Client: Winrock International, Rockefeller Foundation

Electronic publication designed to be a communication tool to help scale up adoption of Multiple-Use Water Services, an innovative water delivery system for under-resourced environments in the Global South.

2011 | **Facility and Learning Environment Guide for Early Childhood and Elementary Schools** | Project director, co-author, editor | Client: Knowledge is Power Program (KIPP) Foundation | Partner: Cannon Design

High level document intended to educate school leaders and regional staff about design strategies and sustainable best practices that can foster high performing early childhood and elementary school learning environments.

2011 | **Evaluacion Ambiental de Sostenibilidad y Pautas** | Project director, co-author, editor | Client: International Planned Parenthood Federation | Partners: HealthxDesign, Simon & Associates

Guide for International Planned Parenthood Federation's Bolivia affiliate, CIES, that details an innovative and responsive sustainability framework. Guide includes recommendations and tools addressing issues of building infrastructure, operations, and integrated programming.

2010 | **Design for Reuse Primer** | Project director, co-author, editor | Client: US Green Building Council | Partners: U.S. EPA, California Integrated Waste Management Board, StopWaste.Org, San Francisco Department of Environment

# Proposal for Design and Social Impact Consultant for Friendship Court Master Plan

Proposed scope of work, schedule, and budget

---

## ABOUT STUDIO O

Studio O is a design and innovation firm that works with communities globally to creatively tackle wicked social problems. Founded in 2012, the practice builds on over 10 years experience in the social impact sector of its founder and principal, Liz Ogbu. From designing shelters for immigrant day laborers in the US to leading a design workshop at the Clinton Global Initiative Annual Meeting, she has a long track record of working with underserved communities to design and implement sustainable social justice projects that can have a lasting impact.

## PROJECT OBJECTIVE

For many of us, one of the most vital communities in our lives is the physical and social community in which we live. For the 500 residents of Friendship Court, that community will significantly change in the next few years. The ultimate charge of the larger project is to design and implement a new physical and programmatic reality that acknowledges and builds upon the existing assets (social, economic, physical), positively impacts the lives of residents and other stakeholders, serves as a beneficial catalyst for larger redevelopment, and – perhaps most importantly – co-powers current residents to serve as stewards of that change.

The proposed master plan represents the first step in achieving that reality. It is an opportunity to understand and articulate the context, visualize the aspiration, and create the bonds of trust and a framework for mutual exchange that will be critical to achieving that vision.

## RESEARCH AND DESIGN PROCESS

Studio O's process involves collaborations with multidisciplinary teams to use a combination of human-centered research, dynamic forms of user engagement and prototyping, systems scale thinking, and innovative design to create opportunities for impact. Some of the methods that may be deployed as part of this process include:

- **In context individual and small group conversations** that use a human-centered design lens to understand behaviors, attitudes, and activities of a spectrum of stakeholders (incl. current residents, potential future residents, local organizations, government officials, Piedmont Housing staff and board)
- **“Community Inclusion” activities** like storytelling and vision cards that provide more interactive forms for engagement and capture both needs and desires of both adults and children
- **In depth synthesis** through unpacking the compelling stories, observations, and thoughts from the exploration process and organizing them thematically into key insights that become part of the foundation of the master plan
- **Ideation and design**, which involves brainstorming potential opportunities for impact and incorporating them into the design



## SCOPE OF SERVICES

What follows is a scope of services to work in collaboration with Piedmont Housing Alliance (PHA) and Stantec for delivery of the master plan.

### 1. Project coordination

- a. A bimonthly coordination call with PHA and Stantec (including Marc Norman). (More calls may happen if necessary, such as in preparation for a trip. An regular coordination communication via email is anticipated)
- b. Supplementary conference calls and online meetings as appropriate for team collaborative planning and design or to focus on specific issues
- c. Regular coordination with PHA around stakeholder engagement.

### 2. Project Development

#### a. Program:

Studio O will collaborate with PHA and Stantec to establish a specific development program (or alternative program options) for mixed-income housing, mixed use, parking, open space, resident and community services, and other project elements. In particular, Studio O's process will focus on:

- i. **User and stakeholder research** including in-context research and interviews, community inclusion activities, and existing space exploration in order to understand in a more substantive and nuanced way what are the core needs and desires (both articulated and latent) among the primary stakeholders, how do these stakeholders feel about Friendship Court, what are the assets of Friendship Court and its residents, and what are the barriers to change.
  - ii. **Data Synthesis: Insights.** Synthesis is a method of analysis of the data that can enable a more qualitative framing around the additional research done by Stantec (and others through the market study) on elements such as unit sizes, unit types, ADA and other special needs requirements, PHA policies, and other factors that will shape the program for replacement housing provided by PHA.
  - iii. **Ideation: Opportunities for Impact.** Based on the insights from the research, design a proposition for key spaces, services, and experiences that can connect the insights to significant opportunities for building capacity and nurturing community.
- b. **Urban design analysis.** Studio O will collaborate with Stantec (including Marc Norman), PHA, and other relevant stakeholders on the development of a relevant urban design foundation for the overall project. In particular, Studio O will look for opportunities to leverage insights from the qualitative research to inform the principles at the heart of this foundation.
  - c. **Master Plan.** Studio O will collaborate with Stantec on the development of a highly visual master plan document. As part of that document, Studio O will contribute a visual compendium that highlights some of the context research, including user stories, as well as the qualitative insights that form part of the underpinning of the master plan proposal.

**Note o Community Engagement.** Studio O's process views creating opportunities for intentional listening and authentic engagement with the community as fundamental to its process. As a result, it is not listed as a separate scope of work but rather viewed as an integrated component that weaves throughout all tasks listed.

## **SCHEDULE**

Since this project is intended as a full collaboration with the Stantec team, it is anticipated that the schedule for Studio O's scope of work will run parallel with their proposal.

## **DELIVERABLES**

- Highly visual master plan document (produced in collaboration with the Stantec Team)
- Research Insights and Opportunities Document.
- Presentations and briefing materials as appropriate for each trip

## **FEES**

For this phase of work, the fees and expenses will be billed as charged. There will be an initial retainer of \$5000.

### **1. Consulting Services**

It is estimated that the overall effort will take the resources of the following personnel:

Liz Ogbu, Founder + Principal: 250 hours (@ \$200/hr)

Erin Eddins, Executive Assistant: 25 hours (@110/hr)

**Total Consultant Services Cost: \$52,750**

### **2. Other Expenses**

It is estimated that the majority of reimbursable expenses will be incurred in support of travel to Charlottesville (4 trips). Those expenses are estimated to be as follows:

Roundtrip Airfare SFO-CHO: \$2000

Airport Parking/Transportation: \$400

Accommodation: \$1625

Meals and Incidentals: \$730

Materials, meetings, and food: \$2495

**Total estimated Other Expenses: \$7250**

CITY OF CHARLOTTESVILLE, VIRGINIA  
CITY COUNCIL AGENDA



Agenda Date:	November 2, 2015
Action Required:	Approve resolution
Presenter:	Kathy McHugh, Housing Development Specialist
Staff Contacts:	Kathy McHugh, Housing Development Specialist
<b>Title:</b>	<b>Revision to Dogwood Properties of Charlottesville, LLC Loan Agreement</b>

**Background:**

Dogwood Properties of Charlottesville LLC (Dogwood) is not in compliance with the terms set forth in: 1) the Extension of Loan for Dogwood Housing Properties, 2) the Non-Recourse Promissory Note between the City and the Piedmont Housing Alliance and 3) the Promissory Note between Piedmont Housing Alliance and Dogwood Properties of Charlottesville LLC which are dated February 1, 2013 (collectively the *Loan Documents* as authorized by City Council action on August 20, 2012). This matter of non-compliance is of concern given the City's investment of \$850,000 from the Charlottesville Affordable Housing Fund (initially approved September 4, 2007 and extended for five years by Council action on August 20, 2012) to maintain these 57 rental housing units as supported affordable rental units until October 31, 2017.

City staff has worked closely with Dogwood representatives over the past couple of years to promptly identify non-compliance issues and to make recommendations to attempt to bring the loan into compliance; however, staff believes that revisions to the *Loan Documents* will be required to ensure compliance and to allow Dogwood to continue to operate these units as supported affordable units.

Piedmont Housing Alliance (as the non-profit note holder for this loan) has been involved throughout this process and been supportive of City efforts to work with Dogwood and to help identify a solution that satisfies the requirements for keeping these units as supported affordable housing, while not unduly restricting rents to the point where Dogwood cannot sustain operations.

**Discussion:**

In 2013, City staff documented seven (7) households paying more than 30% of their income for rent, one (1) over-income household (i.e., earning more than 80% AMI), and two (2) households for which no income information was provided. Although this report was due to the City on 12/31/13, it took a period of approximately seven months (i.e., June 23, 2014) to ultimately obtain this information from Dogwood. During this period, City staff worked closely with Dogwood ultimately advising them in a letter dated September 8, 2014, that we recognized the hardship associated with obtaining income information, but that this was necessary and that we would revisit the matter when the 2014 data was provided. We also suggested ways in which Dogwood could reach out to existing

tenants to ensure that income information would be provided in a more timely manner, as this appeared to be the primary reason for the delayed reporting. Subsequent to this letter, Dogwood representatives asked to meet with City staff to discuss concerns and indicated that they would like to appeal this matter to City Council to change the terms of the *Loan Documents*.

Although the meeting took place, when no appeal request was forthcoming, City staff contacted Dogwood staff in October 2014 to remind them that annual housing and income data would be due on or before December 31, 2014. Incomplete data for 2014 was ultimately provided on February 13, 2015, but unfortunately, this income data also indicated issues with non-compliance. Specifically, there were six (6) households for which no income information was provided, with one (1) household that was over-income and thirteen (13) more that are paying more than 30% of their income on rent.

The primary issue relates to the limit on percentage of income that can be charged for rent. Specifically, Housing Policy 1 (revised and adopted by Council on 10/20/14) defines affordable housing as “housing for occupant(s) at or below 80% of Area Median Income who are paying no more than 30 percent of income for Gross Housing Costs, including utilities” and while this definition was the basis for the restrictions identified in the *Loan Documents* (note that utility costs were not included in the original 2008 definition that was in place when the loan extension was approved in 2012), staff recognizes that limiting rents in this manner is creating a hardship on Dogwood operations.

Without rental subsidies (note 33.3% of those included in the last Dogwood report were receiving Housing Choice Voucher assistance), the net effect of using the *Loan Documents* leasing criteria is to significantly limit the pool of potential renters to those whose are able to sustain incomes that are high enough to support the rent necessary to make the project work and, at the same time, low enough to meet the 80% AMI income restriction. This does not provide much flexibility in selecting renters and can be detrimental to the security of those households whose incomes decrease while leasing a Dogwood unit.

Over the past several months, this matter has been placed on hold while the City and Dogwood have attempted to identify a solution that would work for both parties. To this end and to address the rent level problem as well as the issue of leasing to over income households, all involved parties have agreed that a revision to the *Loan Documents* will be needed.

In keeping with the City’s standard operating procedures for the Affordable Dwelling Unit ordinance, the use of the HUD HOME rent limits for our area is considered to be the best option for establishing rents. HOME Low rents are based on 30% of the annual income of a family whose income equals 50% AMI and HOME High rents are based on 30% of the annual income of a family whose income equals 65% AMI as determined by HUD. A review of these rents in comparison with existing Dogwood rents shows that current rents would be in compliance with this standard (without factoring in utility costs, in keeping with the 2012 standards under which this loan was originally approved).

<b>HUD Rent/Unit Size</b>	<b>Efficiency</b>	<b>1 BR</b>	<b>2 BR</b>	<b>3 BR</b>
Low HOME Rent	\$662	\$788	\$946	\$1,093
HIGH HOME Rent	\$662	\$875	\$1,038	\$1,321
2014 Dogwood Rent Range	\$615	\$550 - \$729	\$615 - \$845	\$815 - \$900

Also, a grace period for tenants who become over-income during a given leasing period should be incorporated so that these households can continue to reside in the Dogwood Property for up to twelve additional months (one year) past their current lease. While the City's standard operating procedures for the Affordable Dwelling Unit ordinance allows a grace period of up to 3 years, given that less than 2 years remain on the Dogwood *Loan Documents*, a year is thought to more appropriate in this case.

### **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. The proposed action also aligns with the Strategic Plan at goal 2.4 which speaks to ensuring that families and individuals are safe and stable.

### **Community Engagement:**

As this matter is related to compliance associated with an existing agreement, no engagement other than consultation with Dogwood and Piedmont Housing Alliance was deemed necessary.

### **Budgetary Impact:**

There will be no impact to the budget as a result of approving this revision to the Dogwood Properties of Charlottesville, LLC Loan Agreement.

### **Recommendation:**

Staff recommends approval of the attached resolution.

### **Alternatives:**

- 1) Council could elect to approve the resolution, but add the requirement of considering utility costs. To be consistent with the City's standard operating procedures for the Affordable Dwelling Unit ordinance, the maximum monthly rent would need to be reduced by a Utility Allowance, as determined by the federal guidelines titled "*Allowances for Tenant Furnished Utilities and Other Services*", published by HUD for the Charlottesville, Virginia/Central Virginia Region.

Since utilities were not considered in either the 2007 or 2012 loan approval action, this would be a new requirement; however, it would make the agreement consistent with our definition of affordable housing. At the same time, it would likely reduce the amount of rent that Dogwood could charge for some units, which creates a similar problem as the proposed change is attempting to correct.

- 2) Council could also elect not to approve this request; however, if this is decided, Dogwood would be required to take certain immediate actions. For tenant families currently paying more than 30% of 2014 gross income for rent, rents would need to be immediately adjusted to ensure compliance with the City agreement. Further, for any tenant making more than 80% AMI, arrangements would need to be made for relocation of such tenant(s) within 90 days or at the end of the current lease (whichever is later). Lastly, if documentation of these

actions is not provided to the City within 90 days, that the City require repayment of the \$850,000 loan.

This action is consistent with the current *Loan Documents*; however, it is inconsistent with the spirit and intent of the agreement to provide supported affordable housing units.

**Attachments:** Resolution

**RESOLUTION  
APPROVING REVISION TO  
DOGWOOD PROPERTIES OF CHARLOTTESVILLE LLC LOAN AGREEMENT**

BE IT RESOLVED by the City Council for the City of Charlottesville that

- 1) the City of Charlottesville's loan agreement with Dogwood Properties of Charlottesville, LLC, dated as of February 1, 2013, ("Loan Agreement") shall be revised to require the use the following rent levels for those families/households not receiving tenant based rental assistance through Housing Choice vouchers or other programs where the rent is set by other program guidelines: HUD Low HOME rent limits will be used for households with incomes at 50% AMI or less and HUD High HOME rent limits will be used for households with incomes greater than 50% but less than 80% AMI, and
- 2) the Loan Agreement be revised to provide a one year grace period for tenants who become over-income while leasing a Dogwood property, and
- 3) the City Manager is authorized to execute the revised Loan Agreement, following approval of the form of the revised Loan Agreement, consistent with the revisions authorized by this Resolution, by the City Attorney's Office.

*This page intentionally left blank.*



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

Agenda Date: November 2, 2015

Action Required: Ordinance Adoption

Presenter: Carrie Rainey, City Planner, Neighborhood Development Services

Staff Contact: Carrie Rainey, City Planner, Neighborhood Development Services

**Title: West Main Street Mixed-Use Corridors Amendment**

**Background:**

West Main Street is a dynamic corridor that is experiencing an influx of new development and redevelopment/revitalization of existing structures. Over the past few years, there have been a number of development projects both proposed and constructed along West Main Street, particularly west of the Bridge. Many of these developments have been designed to maximize height and bulk. Of the developments constructed along the corridor, many have been perceived by the public as too large, too tall, lacking in open spaces and character, and not compatible with adjacent streets and neighborhoods.

West Main Street is an Architectural Design Control District (ADC) due to its unique architectural and historic value. All properties are subject to review by the Board of Architectural Review (BAR) for any exterior construction, reconstruction, alteration, or restoration (see Section 34-275- *Certificates of appropriateness; construction and alterations of the City Code of Ordinances* for more information). In addition, no contributing structure may be demolished without BAR approval (see West Main Street Zoning Map). The ADC Guidelines, last amended on December 2, 2013, assist applicants with creating appropriate designs for projects in the corridor. The BAR utilizes the guidelines and has the discretion to determine if proposed projects are appropriate in context and detail. Under the proposed zoning amendments, review by the BAR will remain as it is today.

In addition to BAR guidance, zoning is a tool often used by communities to help guide and manage development. The proposed zoning amendments seek to alleviate the concerns revolving around development in the West Main corridor by establishing clear building envelopes, reducing allowable heights, and encouraging adaptive reuse of existing buildings with reductions in parking requirements.

The proposed zoning amendments are recommendations from a code consultant, CodeStudio, a firm that participated in the West Main Street project. The consultant team proposed a form based code, many elements of which subsequent staff review determined to be inappropriate for the West Main Street corridor. In May 2015 staff presented sections of the proposed amendments from the consultant's work which staff felt would be appropriate to incorporate into the West Main Street corridor districts. Council provided amendments to the original staff proposal, which was discussed by the Planning Commission on August 11, 2015 and October 13, 2015.

The report presented to the Commission on August 11, 2015 can be viewed at:

<http://www.charlottesville.org/departments-and-services/departments-h-z/neighborhood-development-services/development-ordinances/city-planning-commission/agendas/2015-agendas>

The report presented to the Commission on October 13, 2015 is attached to this report. The full report with attachments can be viewed at: <http://www.charlottesville.org/departments-and-services/departments-h-z/neighborhood-development-services/development-ordinances/city-planning-commission/agendas/2015-agendas>

### **Discussion:**

The Planning Commission discussed this matter at their October 13, 2015 meeting.

The topics of discussion that the Commission focused on were:

- The Commission discussed the proposed maximum heights for the new zoning districts, including whether allowing additional height was appropriate, whether appurtenances should be included within the maximum allowable height, and whether an economic impact analysis for individual parcels was necessary.
- The Commission discussed which new zoning district, West Main Street West or West Main Street East, should the parcels known as the Amtrak site (808-820 West Main Street) be placed in, or if both zoning districts should be applied to the site.
- The Commission discussed whether the proposed setback minimum (the same setback standards are proposed for both new zoning districts) was appropriate. The discussion focused on the allowance for street plantings and semi-public spaces such as plazas, and the need to maximize buildable site area and provide a closer streetwall.
- The Commission discussed whether the 200-ft threshold wherein building modulation is required was an appropriate length.

- The Commission discussed whether the bulk plane requirements should apply next to any other zoning district on any sides of a parcel in the West Main Street corridor districts, or whether limitations should be included.
- The Commission discussed the various factors associated with the proposed bicycle parking requirements presented to the Commission, as well as an alternative calculation system proposed in the staff report.
- The Commission discussed the proposed allowance for first floor residential fronting on streets other than West Main Street.
- The Commission discussed the proposed minimum floor heights and the proposed system of measuring from floor to ceiling.

**Alignment with City Council Vision Areas and Strategic Plan:**

The project supports City Council’s “Economic Sustainability” vision by encouraging mixed use and infill development, City Council’s “Green City” vision by providing additional opportunities for street trees and landscaping, and City Council’s “Smart Citizen-Focused Government” by providing ordinance amendments in response to community concerns regarding development on West Main Street. It contributes to Goal 2 of the Strategic Plan, Be a safe, equitable, thriving, and beautiful community, and objective 2.6, Engage in robust and context sensitive urban planning.

**Citizen Engagement:**

The Planning Commission held a joint public hearing with City Council on this matter at their meeting on October 13, 2015.

Several members of the public expressed support for the proposed zoning amendments:

- One speaker noted the strong community consensus for lower building heights and personally supports the proposed amendments.
- One speaker noted support of the proposed amendments and urged a careful balance between complementing the historic structure rather than overshadowing it.
- One speaker noted support of the proposed amendments but suggested the addition of a diagram to help with understanding bicycle parking requirement.

Several members of the public expressed concern regarding the proposed zoning amendments:

- Several speakers representing Midway Manor noted concerns with redevelopment of the parcel under the proposed zoning amendments and indicated a preference to rezone Midway Manor to a different zoning district.
- Several speakers noted concern with public advertisement procedures, indicating they or their clients owning property on the West Main Street corridor but not residing in the

City were not aware of the West Main Street project before notices for the public hearing were received.

- One speaker outlined a potential building configuration study undertaken for a client interested in several parcels along West Main Street. The speaker noted the client was not able to achieve the desired number of units under the proposed amendments.

**Budgetary Impact:**

No direct budgetary impact is anticipated as a direct result of amending the West Main Street Mixed Use Corridor districts.

**Recommendation:**

The Commission took the following action:

Ms. Keller moved to recommend approval of this application to amend West Main Street Mixed Use Corridor districts with the following modifications on the basis that the proposal would serve the interests of the general public welfare and good zoning practice. This recommendation is based on *Sec. 34-42(2) Whether the proposed amendment will further the purposes of this chapter and the general welfare of the entire community* and *Sec. 34-42(3) Whether there is a need and justification for the change.*

The modifications issued by the Commission:

- (1) setback zone for each corridor will be zero (0) to twenty (20) feet,
- (2) Bulk plane requirements will be specific to the rear and adjacent to low density residential districts,
- (3) maximum building width requiring modulation will be one hundred (100) feet,
- (4) façade modulation will be amended to building and material modulation,
- (5) bicycle parking requirements to be replaced with the APBP recommended requirements,
- (6) addition of bicycle parking layout representation,
- (7) addition of lodging as a category to the staff recommended parking regulations following the APBP guidelines,
- (8) site known as Amtrak will be entirely placed in the West Main Street East district (as shown in proposed zoning map brought forward to the Commission),
- (9) first floor residential will not be allowed to front West Main Street,
- (10) minimum first floor height will be fifteen (15) feet, measured floor to floor, with no minimum requirements for other floor heights, and
- (11) appurtenances as recommended by staff, with clarification that the appurtenance area to be useable but not habitable.

Ms. Green seconded the motion. The Commission voted 5-2 to recommend approval of the rezoning application to amend the West Main Street Mixed Use Corridor districts.

During staff's revision of the zoning amendments per the Commission's motion, it was noted that the new setback directed by the Commission will exempt developers from planting streetscape trees, per Section 34-870(a)(1). Public input during the West Main Street project has indicated that street trees are an important and desired element on the corridor.

Staff recommends that the setback minimum be modified to five (5) feet for both the West Main Street West and West Main Street East districts to eliminate the use of this waiver on West Main Street while still maintaining a minimum setback similar to the zero (0) minimum recommended by the Commission. Council may also want to consider the recommended minimum provided by the consultant team on the West Main Street project, ten (10) feet.

**Alternatives:**

City Council has several alternatives:

- (1) by motion, take action to approve the attached ordinance for rezoning (as recommended by the Planning Commission);
- (2) by motion, take action to approve the attached ordinance for rezoning with the staff proposed revision to minimum setback requirements;
- (3) by motion, take action to approve the attached ordinance for rezoning with a new revision to minimum setback requirements;
- (4) by motion, take action to deny the attached ordinance for rezoning; or
- (5) by motion, defer action on the attached ordinance for rezoning.

**Attachment:**

Proposed zoning amendments to ordinance per Planning Commission resolution  
Proposed zoning amendments to zoning map per Planning Commission resolution  
Staff Report dated October 1, 2015

**NOTES FOR REVIEWING PROPOSED ORDINANCE:**

Black text: represents proposed zoning text recommended by staff to Planning Commission. **Blue text: indicates current zoning text incorporated into staff's recommendations to the Planning Commission**

**Red text: represents the Planning Commission's recommended changes (additions or deletions) for consideration by City Council**

**ORDINANCE**

TO REPEAL THE PROVISIONS OF CITY CODE CHAPTER 34  
ARTICLE VI (MIXED USE CORRIDOR DISTRICTS)  
DIVISION 1 (GENERAL), SECTIONS 34-541(4) (West Main North Corridor) AND 34-  
541(5)(West Main South Corridor), and corresponding changes to DIVISION 16 (USE  
MATRIX), Section 34-796  
AND ALSO TO REPEAL THE PROVISIONS OF CHAPTER 34, ARTICLE VI, DIVISION 5  
(Regulations—West Main Street North Corridor (“WMN”)) and  
DIVISION 6 (Regulations—West Main Street South Corridor (“WMS”))  
AND TO AMEND AND RE-ENACT SUCH PROVISIONS TO ESTABLISH  
ZONING REGULATIONS FOR TWO NEW ZONING DISTRICTS, TO BE KNOWN AS THE  
WEST MAIN WEST (“WMW”) AND WEST MAIN EAST (“WME”)  
CORRIDOR DISTRICTS, AND ALSO TO AMEND THE ZONING MAP REFERENCED IN  
34-1(1) AND TO AMEND THE PROVISIONS OF SEC. 34-SEC. 34-796 (Use Matrix—Mixed  
use corridor districts), SEC. 34-1101 (Appurtenances) and SEC. 34-1200 (Definition of  
“building height”) AND TO ADD  
A NEW SEC. 34-881 (Bicycle Parking for WME and WMW zoning districts)

**WHEREAS**, by motion, the Charlottesville City Planning Commission initiated ZT15-00007, proposing consideration certain zoning text amendments, and amendment of the City's zoning map, to repeal the mixed use zoning district classifications referred to as “West Main North Corridor” (WMN) and “West Main South Corridor” (WMS), and the zoning text regulations for those districts, and to establish in their place two new zoning district classifications, “West Main West Corridor” (WMW) and “West Main East Corridor” (WME) along with zoning text regulations for the new districts and a zoning map amendment reclassifying certain parcels of land from the WMN and WMS districts to the new WMW and WME districts, as shown on a map dated July 28, 2015 (collectively, the “Proposed Rezoning”); and

**WHEREAS** the Planning Commission’s motion stated that the Proposed Rezoning is required by the public necessity, convenience, general welfare or good zoning practice; and,

**WHEREAS**, legal notice of a public hearing of the Proposed Rezoning to be conducted on October 13, 2015 was advertised in accordance with Va. Code Sec. 15.2-2204, notice of the Proposed Rezoning was given to property owners as required by law, and joint public hearing on the Proposed Rezoning was held before the Planning Commission and City Council on October 13, 2015; and

**WHEREAS**, on October 13, 2015 the Planning Commission voted to recommend to City Council that the Proposed Rezoning should be approved; and

**WHEREAS**, this Council finds and determines that the public necessity, convenience, general welfare or good zoning practice requires the Proposed Rezoning; that the Proposed Rezoning is reasonable; and that the Proposed Rezoning is consistent with the Comprehensive Plan; now, therefore,

**BE IT ORDAINED** by the Council of the City of Charlottesville that Chapter 34 (Zoning) is hereby amended and re-ordained, as follows:

**1. Article I (Administration), Section 34-1(1) is amended as follows:**

Effective as of the date of adoption of this ordinance, the zoning district map referenced in Sec. 34-1(1) is hereby amended and readopted, to reflect amendments changing the zoning district classifications of property along West Main Street from “WMN” and “WMS” to new classifications of “WMW” and “WME”, as shown on the proposed amended Zoning Map dated July 28, 2015.

**2. Article VI (Mixed Use Districts), Sections 34-541(4) and 34-541(5) are hereby repealed, and the following provisions are enacted in their place:**

Sec. 34-541. - Mixed use districts—Intent and description.

.... (4)*West Main Street West Corridor*. The land use and lots on West Main Street west of the railroad bridge are generally larger in size than those east of the bridge. The West Main West district is established to provide the opportunity for large-scale redevelopment with respect to established patterns of commercial and residential development along West Main Street and neighborhoods in close proximity. Within this district, one of the primary goals is to provide a walkable, mixed use “main street” setting that encourages vibrant pedestrian activity. The following streets shall have the designations indicated:

- (a) Where only one street abuts a lot, that street is considered the primary street.
- (b) Where more than one street abuts a lot, the following are considered primary streets:
  - (1) West Main Street
  - (2) Roosevelt Brown Boulevard
  - (3) Jefferson Park Avenue
  - (4) Wertland Street
  - (5) 10th Street NW
- (c) Where a lot with multiple street frontages on the primary streets listed in section (b) exists, each frontage is considered a primary street.
- (d) Where a lot has multiple street frontages, streets not listed in section (b) above will be considered a linking street.

.... (5) *West Main Street East Corridor*. The land use and lots on West Main Street east of the railroad bridge are smaller than those west of the bridge, containing existing buildings (including historic buildings) that have been renovated to accommodate modern commercial uses. Established buildings are located in close proximity to the street on which they front, and one of the primary goals of this district is to provide a walkable, mixed use “main street” setting that encourages vibrant pedestrian activity. Within the West Main Street East district, the following streets shall have the designations indicated:

- (a) Where only one street abuts a lot, that street is considered the primary street.
- (b) Where more than one street abuts a lot, the following are considered primary streets:
  - (1) West Main Street
  - (2) Commerce Street
  - (3) South Street
  - (4) Ridge Street
  - (5) 7th Street SW
  - (6) 4th Street NW
- (c) Where a lot with multiple street frontages on the primary streets listed in section (b) exists, each frontage is considered a primary street.
- (d) Where a lot has multiple street frontages, streets not listed in section (b) above will be considered a linking street.



**3. Article VI (Mixed Use Districts), Division 5, Sections 34-616 through 34-622 are hereby repealed, and the following provisions are enacted in their place:**

DIVISION 5. – REGULATIONS – WEST MAIN STREET WEST (“WMW”)

Sec. 34-617. – Height regulations.

(a) The height regulations shall apply to buildings and structures within the West Main Street West Corridor district:

- (1) Minimum height: 35 feet
- (2) Maximum height: 75 feet

(b) **The first floor of every building shall have a minimum height, measured floor to floor, of fifteen (15) feet.** ~~height minimums shall apply to buildings within the West Main Street West Corridor district:~~

- ~~(1) Minimum first floor height: 15 feet, measured from floor surface to ceiling~~
- ~~(2) Minimum height for all other floors: 9 feet, measured from floor surface to ceiling~~

Sec. 34-618. – Streetwall regulations.

(a) Setbacks shall be required, as follows:

- (1) *Primary street frontage:* ~~Ten (10)~~ **Zero (0)** feet minimum; twenty (20) feet maximum. At least eighty (80) percent of the building façade width of a building must be in the build-to zone adjacent to a primary street.
- (2) *Linking street frontage:* **Five (5) feet minimum; twelve (12) feet maximum.** At least forty (40) percent of the building façade width of a building must be in the build-to zone adjacent to a linking street.
- (3) *Side and rear setback, adjacent to any low density residential district:* **Twenty (20) feet, minimum.**
- (4) *Side and rear setback, adjacent to any other zoning district:* **None required.**

(b) Stepback requirement.

The maximum height of the streetwall of any building or structure shall be forty (40) feet. At the top of the streetwall height, there shall be a minimum stepback of ten (10) feet.

(c) Building width requirement.

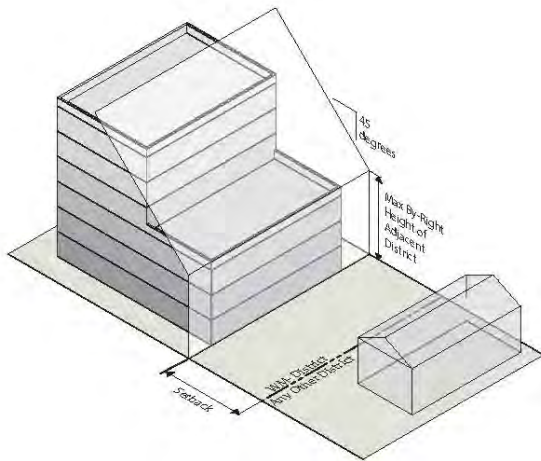
The apparent mass and scale of each building over ~~two hundred (200)~~ **one hundred (100)** feet wide shall be reduced through the use of ~~façade building and material~~ modulation and articulation to provide a pedestrian scale and architectural interest, and to ensure the building is compatible with the character of the district. This determination shall be made by the Board of Architectural Review through the Certificate of Appropriateness process.

Sec. 34-619. – Bulk plane and buffer.

(a) Bulk plane.

(1) To promote building massing compatible with adjacent districts, a bulk plane shall apply where **the rear of a lot in the West Main Street West district abuts any other zoning district, and where any side of a lot in the West Main Street West district abuts a low density residential zoning district.** No building may extend into a 45 degree angular plane projecting above the lot measured at the interior edge of any required setback, starting at a height equal to the maximum allowed height in the adjacent zoning district.

(2) The bulk plane ends at each lot line adjacent to a street right-of-way.



**(b) Buffer.**

**Along the frontage with any low density residential district, side and rear buffers shall be required, ten (10) feet, minimum, consisting of an S-1 type buffer (refer to section 34-871).**

**Sec. 34-620. - Mixed-use developments—Additional regulations.**

**No ~~ground floor residential uses or parking garage, other than ingress and egress to the garage, may front on a primary street, unless a building fronts on more than one (1) primary~~**

~~street, in which case ground floor residential uses may front on one (1) primary street. Under no circumstances, however, shall any~~ **No ground floor residential uses shall front on West Main Street.**

**Sec. 34-621. - Density.**

**Residential density shall not exceed forty-three (43) DUA; however, up to two hundred (200) DUA may be allowed by special use permit.**

**Sec. 34-622. - Additional regulations.**

**(a) Developments that occupy an entire city block shall provide courtyards and plazas accessible from adjacent public rights-of-way.**

**(b) No ground floor residential uses shall front on West Main Street.**

**(c) For uses requiring more than twenty (20) off-street parking spaces, no more than fifty percent (50%) of such required spaces shall consist of surface parking open to the sky.**

**(d) No off-street loading areas may face any public right-of-way.**

Sec. 34-623. – Parking requirements adjustment.

Article VIII, Division 3, Off-Street Parking and Loading, applies to development in this district, except that:

- (1) Parking lot buffers are required only along the edge(s) of a low density district.
- (2) No parking is required for any retail use having less than 5,000 square feet in floor area.

*Secs. 34-624—34-635. - Reserved.*

**4. Article VI (Mixed Use Districts), Division 6, sections 34-636 through 34-642 are hereby repealed, and the following provisions are hereby enacted in their place:**

DIVISION 6. – REGULATIONS – WEST MAIN STREET EAST (“WME”)

Sec. 34-637. – Height regulations.

- (a) The height regulations shall apply to buildings and structures within the West Main Street East Corridor district:

- (1) Minimum height: 35 feet
- (2) Maximum height: 52 feet

- ~~(b) The first floor of every building shall have a minimum height, measured floor to floor, of fifteen (15) feet. height minimums shall apply to buildings within the West Main Street West Corridor district:~~
- ~~a. Minimum first floor height: 15 feet, measured from floor surface to ceiling~~
  - ~~b. Minimum height for all other floors: 9 feet, measured from floor surface to ceiling~~

Sec. 34-638. – Streetwall regulations.

(a) Setbacks shall be required, as follows:

- (1) *Primary street frontage:* ~~Ten (10) feet~~ **Zero (0)** minimum; twenty (20) feet maximum. At least eighty (80) percent of the building façade width of a building must be in the build-to zone adjacent to a primary street.
- (2) *Linking street frontage:* **Five (5) feet minimum; twelve (12) feet maximum.** At least forty (40) percent of the building façade width of a building must be in the build-to zone adjacent to a linking street.
- (3) *Side and rear setback, adjacent to any low density residential district:* **Twenty (20) feet, minimum.**
- (4) *Side and rear setback, adjacent to any other zoning district:* **None required.**

(b) Stepback requirement.

The maximum height of the streetwall of any building or structure shall be forty (40) feet. At the top of the streetwall height, there shall be a minimum stepback of ten (10) feet.

(c) Building width requirement.

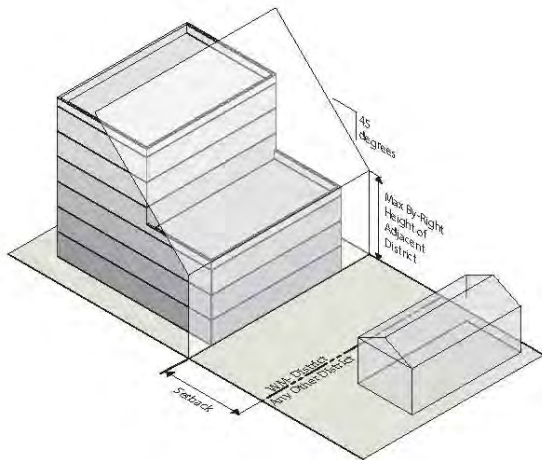
The apparent mass and scale of each building over ~~two-hundred (200)~~ **one-hundred (100)** feet wide shall be reduced through the use of ~~façade building and material~~ modulation and articulation to provide a pedestrian scale and architectural interest, and to ensure the building is compatible with the character of the district. This determination shall be made by the Board of Architectural Review through the Certificate of Appropriateness process.

Sec. 34-639. – Bulk plane and buffer.

(a) Bulk plane.

(1) To promote building massing compatible with adjacent districts, a bulk plane shall apply where **the rear of** a lot in the West Main Street East district abuts any other zoning district, **and where any side of a lot in the West Main Street East district abuts a low density residential zoning district**. No building may extend into a 45 degree angular plane projecting above the lot measured at the interior edge of any required setback, starting at a height equal to the maximum allowed height in the adjacent zoning district.

(2) The bulk plane ends at each lot line adjacent to a street right-of-way.



(b) Buffer.

Along the frontage with any low density residential district, side and rear buffers shall be required, ten (10) feet, minimum, consisting of an S-1 type buffer (refer to section 34-871).

Sec. 34-640. - Mixed-use developments—Additional regulations.

~~No ground floor residential uses or parking garage, other than ingress and egress to the garage, may front on a primary street, unless a building fronts on more than one (1) primary street, in which case ground floor residential uses may front on one (1) primary street. Under no circumstances, however, shall any~~ No ground floor residential uses shall front on West Main Street.

**Sec. 34-641. - Density.**

**Residential density shall not exceed forty-three (43) DUA; however, up to two hundred (200) DUA may be allowed by special use permit.**

**Sec. 34-642. - Additional regulations.**

**(a) Developments that occupy an entire city block shall provide courtyards and plazas accessible from adjacent public rights-of-way.**

**(b) No ground floor residential uses shall front on West Main Street.**

**(c) For uses requiring more than twenty (20) off-street parking spaces, no more than fifty percent (50%) of such required spaces shall consist of surface parking open to the sky.**

**(d) No off-street loading areas may face any public right-of-way.**

Sec. 34-643. – Parking requirements adjustment.

Article VIII, Division 3, Off-Street Parking and Loading, applies, except that:

- (1) Parking lot buffers are required only along the edge(s) of a low density district.
- (2) No parking is required for any retail use having less than 5,000 square feet in floor area.

*Secs. 34-644—34-655. - Reserved.*

**5. Article VI (Mixed Use Districts), Division 16 (Use Matrix), Sec. 34-796 (Use matrix—mixed use corridor districts), is hereby amended as follows:**

*Amend the headings identifying the Zoning Districts, to substitute “WMW” in place of “WMS” and to substitute “WME” in place of “WMN”*

**6. Article VIII (Required Improvements), Division 3 (Off-street Parking and Loading) is hereby amended, to add a new Sec. 34-881, as follows:**

Sec. 34-881. – Bicycle parking requirements for WME and WMW zoning districts.

In the West Main Street East (WME) and West Main Street West (WMW) zoning districts, bicycle parking spaces shall be required for new buildings and developments, the addition of new enclosed floor area to an existing building, and for any change in use of any building.

(a) Required bicycle spaces.

(1) Bicycle space requirements by use.

<b>Use</b>	<b>Long Term Spaces Required</b>	<b>Short Term Spaces Required</b>
General retail	1 space per 10,000 square feet of floor area, 2 minimum	1 space per 5,000 square feet of floor area, 2 minimum
Office	1.5 spaces per 10,000 square feet of floor area, 2 minimum	1 space per 20,000 square feet of floor area, 2 minimum
Off-street parking lots and garages available to the general public either without charge or on a fee basis	1 space per 20 auto spaces, minimum requirement is 2 spaces. Unattended lots excepted	1 space per 10 auto spaces or minimum requirement is 6 spaces. Unattended lots excepted
Single family dwelling	No spaces required	No spaces required
Multi-family dwelling with private garage for each unit	No spaces required	0.1 space per bedroom, 2 minimum
Multifamily dwelling without private garage	0.5 spaces per bedroom, 2 minimum	0.1 space per bedroom, 2 minimum
Senior housing	0.5 spaces per bedroom, 2 minimum	0.1 space per bedroom, 2 minimum
Lodging (hotel, motel)	1 space for every 10 spaces of required automobile parking, 2 minimum	No spaces required
General food sales and groceries	1 space per 10,000 square feet of floor area, 2 minimum	1 space per 2,000 square feet of floor area, 2 minimum
Non-assembly cultural (library, government buildings, courts, etc.)	1.5 spaces for each 10 employees, 2 minimum	1 space per 8,000 square feet of floor area, 2

WEST MAIN STREET ZONING DISTRICT REGULATIONS  
 PROPOSED ZONING TEXT AMENDMENTS  
 Recommended by Planning Commission on October 13<sup>th</sup>, 2015  
 Page 11 of 16

		minimum
Assembly (houses of worship, theater, auditorium, outdoor assembly, etc.)	1.5 spaces for each 20 employees, 2 minimum	Spaces for 5% of maximum expected daily attendance
Health clinic/hospitals	1.5 spaces for each 20 employees or 1 space per 50,000 square feet of floor area, whichever is greater, 2 minimum	1 space per 20,000 square feet of floor area, 2 minimum
Public, parochial, and private day care centers for 15 or more children	1.5 spaces for each 20 employees, 2 minimum	1 space for each 20 students of planned capacity, 2 minimum
Public, parochial, and private nursery schools, kindergartens, and elementary schools (1-3)	1.5 spaces for each 10 employees, 2 minimum	1.5 space for each 20 students of planned capacity, 2 minimum
Public, parochial, and private elementary schools (4-6), junior high, and high schools	1.5 spaces for each 10 employees plus 1.5 spaces per each 20 students of planned capacity, 2 minimum	1 space for each 10 students of planned capacity, 2 minimum
Transit facility	Spaces for 7% of projected a.m. peak period daily ridership	Spaces for 2% of a.m. peak period daily ridership
<b>Use</b>	<b>Spaces Required</b>	<b>Short-Term/Long-Term</b>
<b>Residential</b>	<b>0.5 per unit</b>	<b>80%/20%</b>
<b>Public/Institutional</b>	<b>1 per 5,000 SF, 2 min</b>	<b>90%/10%</b>
<b>Food and drink service</b>	<b>1 per 2,500 SF, 2 min</b>	<b>80%/20%</b>
<b>Lodging</b>	<b>0.5 per guest room</b>	<b>80%/20%</b>
<b>All other commercial and industrial uses</b>	<b>1 per 2,500 SF, 2 min</b>	<b>80%/20%</b>

~~(2) In developments wherein the requirements listed in Section 34-644(a)(1) result in less than one full bicycle parking space being required for long term parking, the director of neighborhood development services may determine the appropriate percentages of short-term and long-term spaces to be applied to the development.~~

(b) Location of bicycle parking.

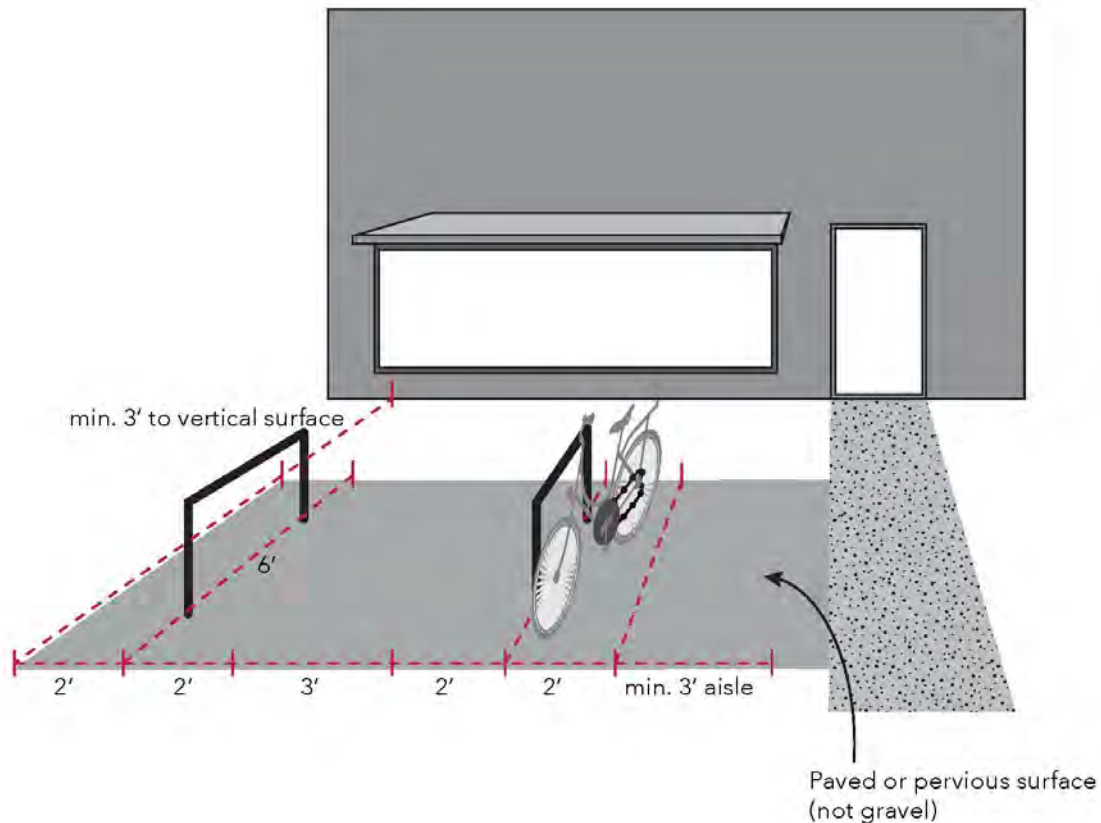
(1) Bicycle parking spaces must be located on paved or pervious, dust-free surface with a slope no greater than 3%. Surfaces cannot be gravel, landscape stone or wood chips.

(2) Bicycle parking spaces must be a minimum of two (2) feet by six (6) feet. There must be an access aisle a minimum of 3 feet in width.



- (3) Bicycle parking spaces must be placed at least three (3) feet from all vertical surfaces.
- (4) Each required bicycle parking space must be accessible without moving another bicycle, and its placement must not result in a bicycle obstructing a required walkway.
- (5) Up to 25% of bicycle parking may be structured parking, vertical parking or wallmount parking, provided there is a 5-foot access aisle for wall mount parking.
- (6) All racks must accommodate cable locks and "U" locks, must permit the locking of the bicycle frame and one wheel to the rack, and must support a bicycle in a stable position.

(c) Example layout of bicycle parking.



(d) Short-term bicycle parking.

Required short term bicycle parking shall be visible from nearby bikeways and conveniently located to the main building entrance, no further than 50 feet. Short-term bicycle parking must meet all other applicable design standards of the City.

(e) Long-term bicycle parking.

(1) Required long-term bicycle parking spaces must be located in enclosed and secured or supervised areas providing protection from theft, vandalism and weather, and must be accessible to intended users.

(2) Required long-term bicycle parking for residential uses may be located within dwelling units or within deck, patio areas or private storage areas accessory to dwelling units if documented and approved by the director of neighborhood development services.

(3) With permission of the director of neighborhood development services, long-term bicycle parking spaces for nonresidential uses may be located off-site within 300 feet of the site. The off-site parking distance is measured in walking distance from the nearest point of the remote parking area to the closest primary entrance of the use served.

**7. ARTICLE IX, Sec. 34-1101 is hereby amended and re-ordained, as follows:**

**Sec. 34-1101. - Appurtenances.**

**(a) An appurtenance to a building or structure shall not be counted in measuring the height of a building or structure.**

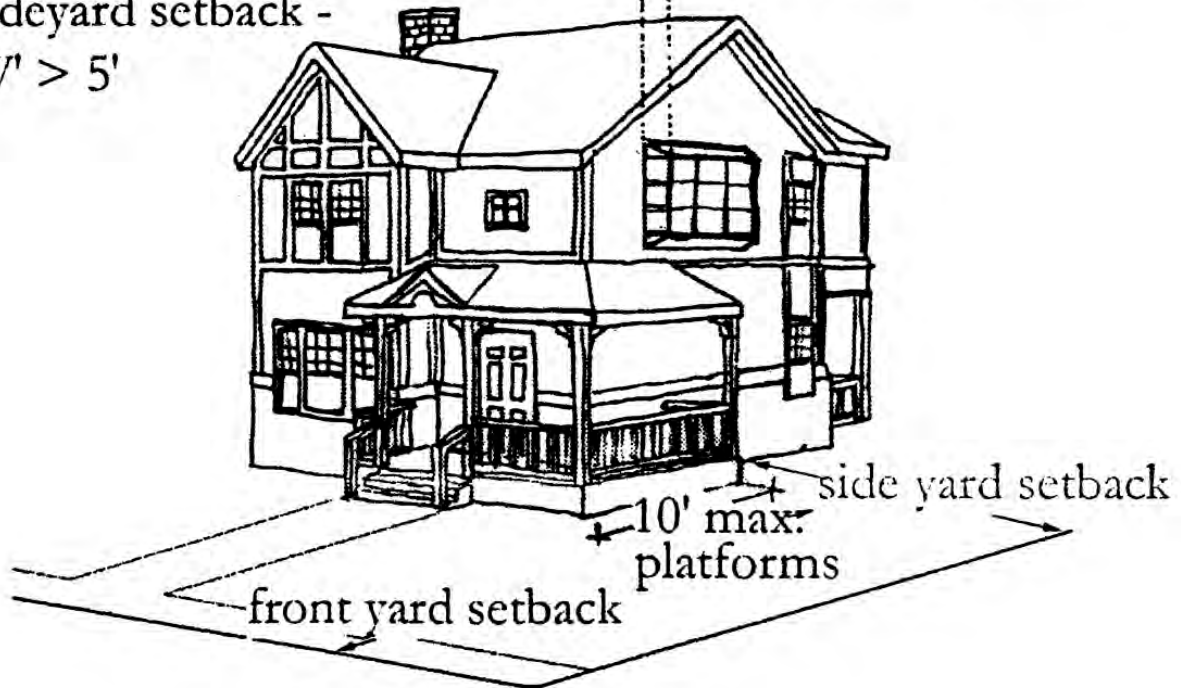
**(b) The director of neighborhood development services or planning commission may approve additions of appurtenances to buildings or structures, in excess of the maximum permitted height of the structure or roof coverage specified in paragraph (c) below, upon finding that there is a functional need for the appurtenance that cannot be met with an appurtenance having a lesser height or roof coverage, and that visible materials and colors are compatible with the building or structure to which the appurtenance is attached.**

**(c) No rooftop appurtenance shall: (i) itself measure more than sixteen (16) feet in height above the building, or (ii) cover more than twenty-five (25) percent of the roof area of a building.**

**(d) A roof top appurtenance may contain useable floor area, but such area may only be used for or as an accessory to a residential or commercial use allowed within the applicable zoning district. Within a rooftop appurtenance, no enclosed space shall be designed or used as habitable space that, for purposes of the Virginia Uniform Statewide Building Code, would receive a Residential Group R use and occupancy classification.**

**(d)(e) The following appurtenances may encroach into minimum required yards as specified:**

Chimney: required  $W'$   
sideyard setback -  $12''$  ornamental features  
 $W' > 5'$



### Appurtenances

- (1) Window sills, roof overhangs, belt courses, cornices and ornamental features may encroach into a required yard by no more than twelve (12) inches,
- (2) Open lattice-enclosed fire escapes, fireproof outside stairways, and the ordinary projections of chimneys and flues may encroach into a required rear yard by no more than five (5) feet.
- (3) Chimneys or flues being added to an existing building may encroach into a required side yard, but not closer than five (5) feet to the side lot line.
- (4) Elevator shafts and mechanical equipment which are screened in accordance with the requirements of Sec. 34-872.
- (4) (5) Handicapped ramps meeting ADA standards may encroach into a required yard.**

**(5) (6) Except as otherwise provided above:**

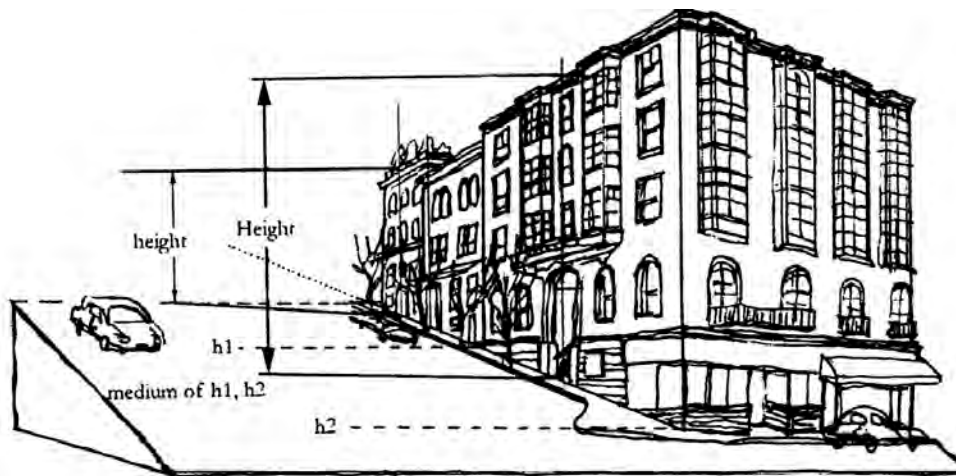
**a. Uncovered appurtenances which have a maximum floor height of three (3) feet above the finished grade may encroach into any required yard, but not closer than five (5) feet to any lot line and no more than ten (10) feet into a required front yard; however, no such appurtenance shall occupy more than thirty (30) percent of a rear yard.**

**b. Any appurtenance to a single- or two-family dwelling, having a height greater than three (3) feet above finished grade may encroach into a required front yard by up to ten (10) feet, but no closer than five (5) feet to a front lot line; however, such appurtenance shall be in compliance with the applicable side yard setback;**

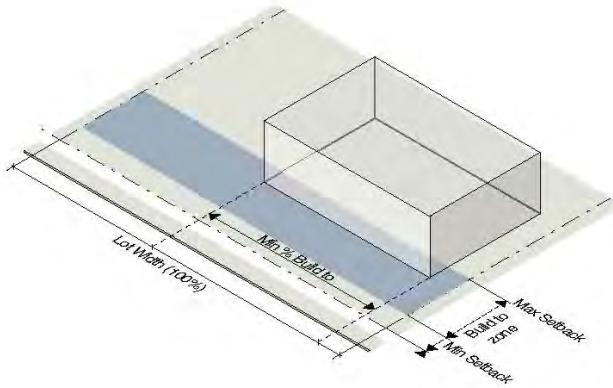
**c. No enclosed appurtenance, regardless of height (including but not limited to a screened-in porch) shall encroach into any required yard.**

**8. ARTICLE X is amended and re-ordained, to modify the definition of “building height” and to add a new definition (“build-to-zone”):**

*Building height* means the vertical distance measured from the level of the grade of the building footprint to the level of the highest point of the structure's roof surface. This distance is calculated by measuring separately the average height of each building wall, then averaging them together. The height is measured to the level of a flat roof, to the deck line of a mansard or parapet roof, and to the average height level between the eaves and ridge for gable, hip, or gambrel roofs.



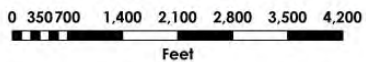
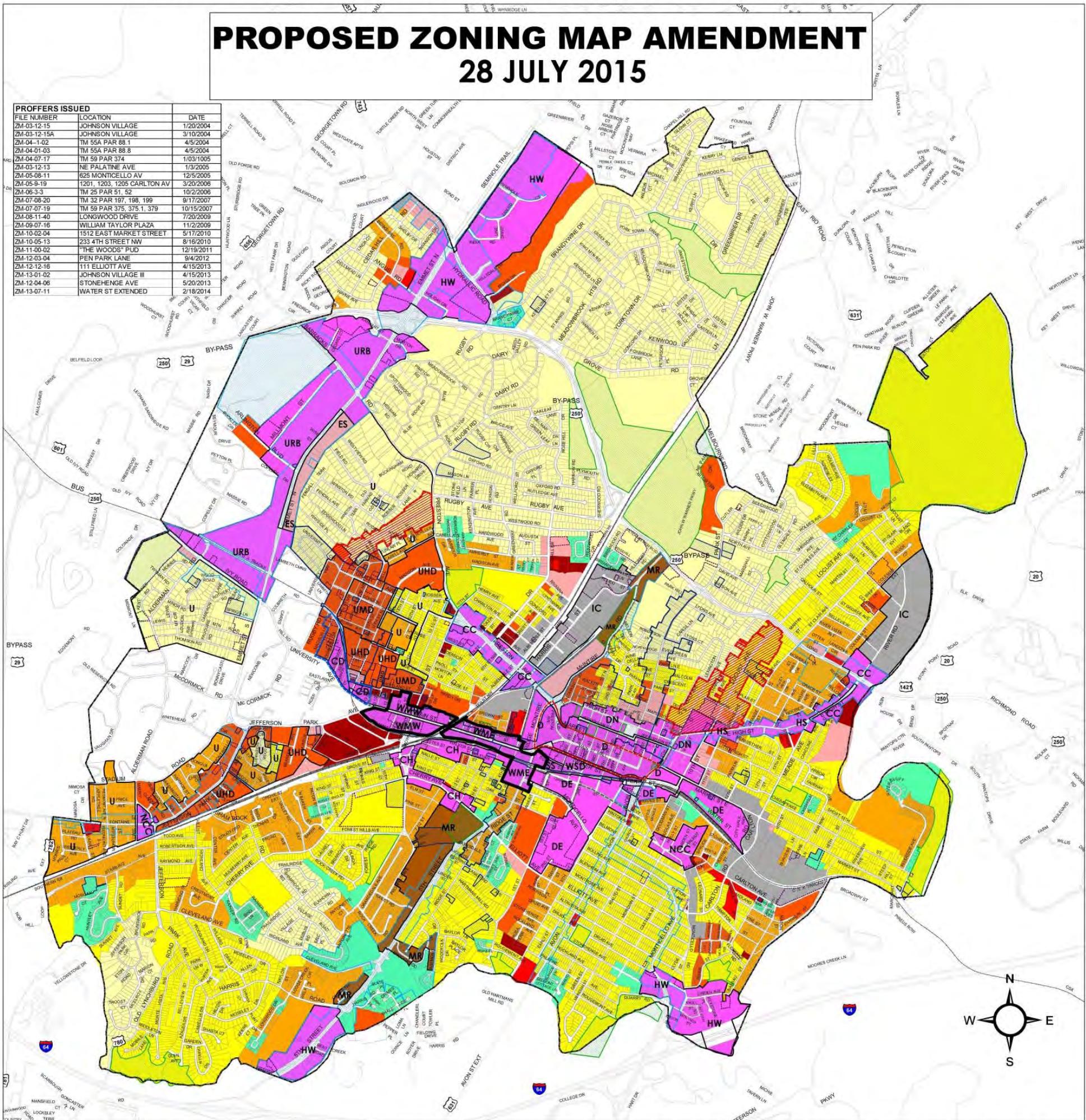
*Build-to-zone* is the area between the minimum and maximum allowable setbacks along a street frontage. A building façade may be required to maintain a minimum percentage in the build-to-zone, measured based on the width of the building divided by the width of the lot. Minor deviations such as recessed entries, recessed balconies, and architectural features are considered to be at the same setback as the building façade immediately adjacent to those features.



# CITY OF CHARLOTTESVILLE ZONING DISTRICT MAP

## PROPOSED ZONING MAP AMENDMENT 28 JULY 2015

FILE NUMBER	LOCATION	DATE
ZM-03-12-15	JOHNSON VILLAGE	1/20/2004
ZM-03-12-15A	JOHNSON VILLAGE	3/10/2004
ZM-04-1-02	TM 55A PAR 88.1	4/5/2004
ZM-04-01-03	TM 55A PAR 88.1	4/5/2004
ZM-04-07-17	TM 59 PAR 374	1/03/2005
ZM-03-12-13	NE PALATINE AVE	1/3/2005
ZM-05-08-11	625 MONTICELLO AV	12/5/2005
ZM-05-9-19	1201, 1203, 1205 CARLTON AV	3/20/2006
ZM-06-3-3	TM 25 PAR 51, 52	10/2/2006
ZM-07-08-20	TM 32 PAR 197, 198, 199	9/17/2007
ZM-07-07-19	TM 59 PAR 375, 375.1, 379	10/15/2007
ZM-08-11-40	LONGWOOD DRIVE	7/20/2009
ZM-09-07-16	WILLIAM TAYLOR PLAZA	11/2/2009
ZM-10-02-04	1512 EAST MARKET STREET	5/17/2010
ZM-10-05-13	233 4TH STREET NW	8/16/2010
ZM-11-00-02	THE WOODS' PUD	12/19/2011
ZM-12-03-04	PEN PARK LANE	9/4/2012
ZM-12-12-16	111 ELLIOTT AVE	4/15/2013
ZM-13-01-02	JOHNSON VILLAGE III	4/15/2013
ZM-12-04-06	STONEHENG AVE	5/20/2013
ZM-13-07-11	WATER ST EXTENDED	2/18/2014



Special Use Permits are identified on the map for general reference only. Refer to the original SUP file for further information.

Neighborhood Development Services  
Readopted April 6, 2009

### RESIDENTIAL

- R-1
- R-1U
- R-1S
- R-1SU
- R-2
- R-2U
- R-3
- UMD University Medium Density
- UHD University High Density
- MR McIntire-5th Residential
- Planned Unit Development

### COMMERCIAL

- B-1
- B-2
- B-3
- ES Emmet Street Commercial

### OVERLAY DISTRICTS

- Public Park Protection
- Architectural Design Control Districts and Individually Protected Properties
- Historic Conservation District
- Entrance Corridors
- Corner Parking Zone
- Parking Modified Zone
- Urban Corridor Parking Zone
- Special Use Permits

### MIXED USE

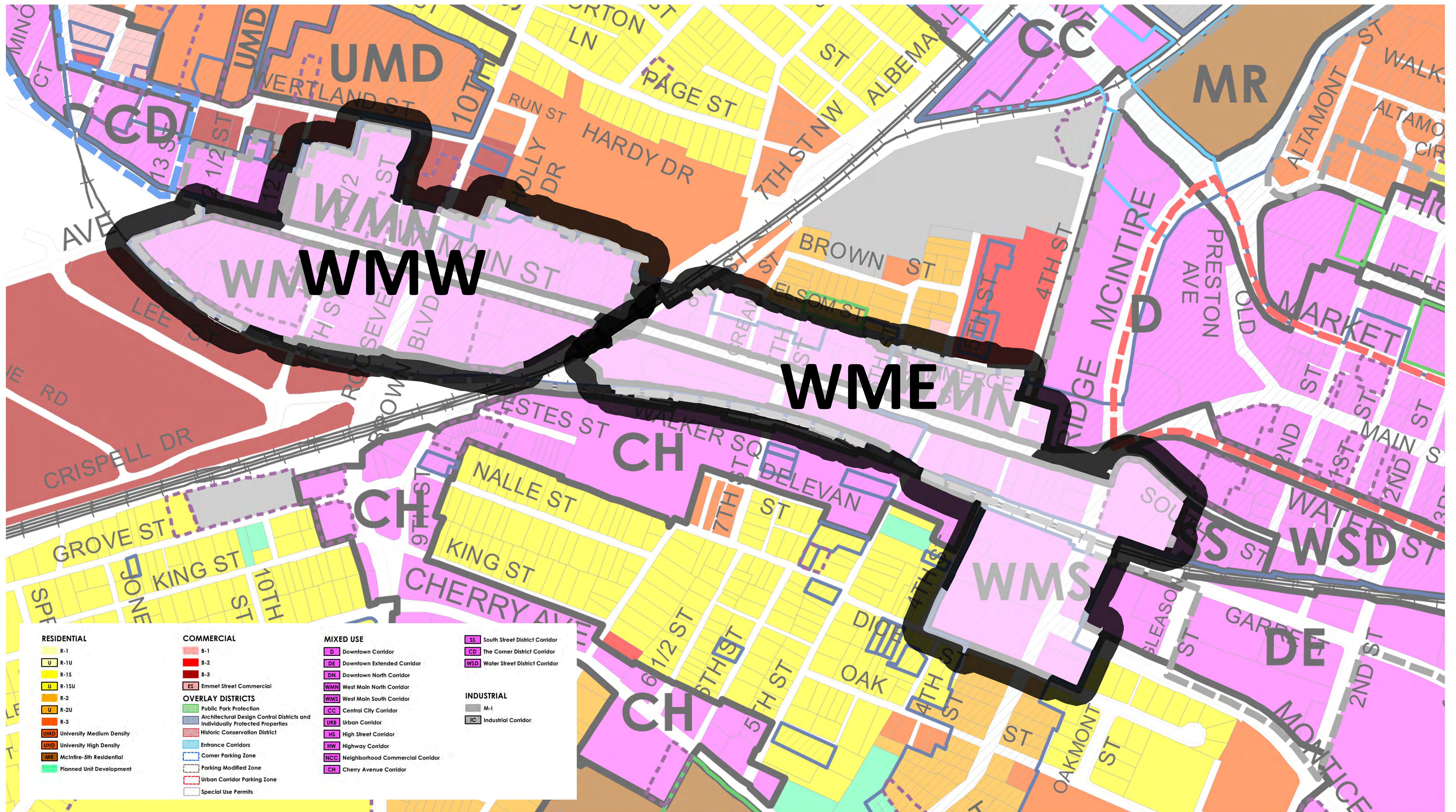
- D Downtown Corridor
- DE Downtown Extended Corridor
- DN Downtown North Corridor
- WME West Main East Corridor
- WMW West Main West Corridor
- CC Central City Corridor
- URB Urban Corridor
- HS High Street Corridor
- HW Highway Corridor
- NCC Neighborhood Commercial Corridor
- CH Cherry Avenue Corridor

### INDUSTRIAL

- M-I
- IC Industrial Corridor

### AMENDMENT DATES

July 22, 2009	January 22, 2014
October 1, 2009	February 18, 2014
November 10, 2009	September 2, 2014
November 19, 2009	December 1, 2014
October 29, 2010	June 1, 2015
November 15, 2010	July 20, 2015
June 22, 2011	October 5, 2015
September 21, 2011	
December 5, 2011	
December 19, 2011	
January 3, 2012	
February 6, 2012	
March 5, 2012	
June 11, 2012	
December 7, 2012	
April 15, 2013	
May 6, 2013	
May 20, 2013	
September 16, 2013	
November 4, 2013	
December 2, 2013	
December 16, 2013	



# PROPOSED WEST MAIN ZONING DISTRICTS

28 JULY 2015

CITY OF CHARLOTTESVILLE  
DEPARTMENT OF NEIGHBORHOOD DEVELOPMENT SERVICES  
STAFF REPORT



**REQUEST FOR A ZONING TEXT AMENDMENT  
ZT15-00007: WEST MAIN STREET MIXED-USE CORRIDORS  
AMENDMENT**

**PLANNING COMMISSION REGULAR MEETING**

DATE OF PLANNING COMMISSION MEETING: OCTOBER 13, 2015

**Author of Staff Report:** Carrie Rainey

**Date of Staff Report:** October 1, 2015

**Applicable City Code Provisions:** §34-41 (Amendments to the Zoning Ordinance), §34-616 through §34-635 (West Main Street North Corridor “WMN”), §34-636 through §34-655 (West Main Street South Corridor “WMS”), §34-796 (Use matrix- Mixed use corridor districts), §34-1101 (Appurtenances), and §34-1200 (Definitions).

**Executive Summary**

These proposed zoning text amendments would amend the West Main Street North Corridor district and West Main Street South Corridor district, the corresponding use matrix for these districts, the zoning code section pertaining to building appurtenances, modify the definition of building height, and add the definition of “build-to-zone” to the zoning code.



## **Background**

West Main Street is a dynamic corridor that is experiencing an influx of new development and redevelopment/revitalization of existing structures. Over the past few years, there have been a number of development projects both proposed and constructed along West Main Street, particularly west of the Bridge. Many of these developments have been designed to maximize height and bulk. Of the developments constructed along the corridor, many have been perceived by the public as too large, too tall, lacking in open spaces and character, and not compatible with adjacent streets and neighborhoods.

West Main Street is comprised of an eclectic mix of buildings, where the pattern of development occurring east of the bridge is of smaller scale than the pattern of development on the west side. West of the bridge, newer buildings, such as the University of Virginia Children's Hospital and The Flats residential building, are taller and larger in scale compared to their historic and contributing neighbors. East of the bridge, more historic and contributing buildings, comprised of 1-2 story businesses and restaurants, have survived, creating a lower skyline. Buildings provide an important "structure" to the public realm of the street.

The West Main Street corridor is currently comprised of two zoning districts-- the north side of West Main Street falls within the "West Main Street North Corridor" (WMN) and the south side falls within the "West Main Street South Corridor" (WMS). Both districts include minimum heights of 40' for new development but the districts vary in maximum height allowance. The maximum height of buildings is taller on the south side of the street at 70', and up to 101' with a Special Use Permit (SUP). The north side of the street includes a minimum height of 40' with a maximum height of 60', and up to 70' with a SUP.

West Main Street is an Architectural Design Control District (ADC) due to its unique architectural and historic value. All properties are subject to review by the Board of Architectural Review (BAR) for any exterior construction, reconstruction, alteration, or restoration (see Section 34-275- *Certificates of appropriateness; construction and alterations* of the City Code of Ordinances for more information). In addition, no contributing structure may be demolished without BAR approval (see West Main Street Zoning Map). The ADC Guidelines, last amended on December 2, 2013, assist applicants with creating appropriate designs for projects in the corridor. The BAR utilizes the guidelines and has the discretion to determine if proposed projects are appropriate in context and detail. Under the proposed zoning amendments, review by the BAR will remain as it is today.

In addition to BAR guidance, zoning is a tool often used by communities to help guide and manage development. The proposed zoning amendments seek to alleviate the concerns revolving around development in the West Main corridor by establishing clear building envelopes, reducing allowable heights, and encouraging adaptive reuse of existing buildings with reductions in parking requirements.

The Planning Commission held a preliminary discussion on the proposed West Main Street zoning code changes on August 11<sup>th</sup>, 2015. The report presented to the Commission on that date can be viewed at <http://www.charlottesville.org/index.aspx?page=3657>

## **Standard of Review**

As outlined in Section 34-42 of the Zoning Ordinance, the Planning Commission shall review and study each proposed amendment to determine:

1. Whether the proposed amendment conforms to the general guidelines and policies contained in the Comprehensive Plan;
2. Whether the proposed amendment will further the purposes of this chapter and the general welfare of the entire community;
3. Whether there is a need and justification for the change; and
4. When pertaining to a change in the zoning district classification of property, the effect of the proposed change, if any, on the property itself, on surrounding property, and on public services and facilities. In addition, the commission shall consider the appropriateness of the property for inclusion within the proposed zoning district, relating to the purposes set forth at the beginning of the purposes district classification.

## **Discussion**

This section provides highlights of the proposed changes to the zoning code. The draft changes to the zoning code, use matrix, and zoning map are attached to this report.

### **Zoning Districts**

Through community input and analysis, it was determined that the development character along West Main Street changes along the corridor east/west more than north/south. The railroad bridge at the mid-point between downtown and The University of Virginia demarcates an approximate dividing line between larger and smaller scale structures on West Main Street.

*See proposed update to Section 34-541 and proposed Zoning Map amendment.*

### **Buildable Envelope**

*Height-* Building height is a major concern of residents, particularly those living adjacent to proposed developments. The West Main Street corridor lies within the greater context of residential areas comprised of shorter-height houses, townhouses and apartments. West Main Street lies on a ridge that transitions to lower residential neighborhoods, which compounds the issue of height for proposed development along the corridor. In addition, a consistent theme of public comment on the project is the concern regarding the “canyon” feeling that is being created on West Main Street itself through the construction of tall buildings.

The proposed code changes include the reduction of allowable heights to a maximum height of 75 feet in West Main Street West and 52 feet in West Main Street East with no allowances for additional height through special use permit. Currently, a height of up to 101 feet is allowed in West Main Street South

with special use permit (70 feet allowed by-right), and 70 feet allowed in West Main Street North with special permit (60 feet allowed by-right). In addition, the minimum required height for both proposed zoning districts is 35 feet with a minimum first floor height of 15 feet (with all other floors being a minimum of 9 feet), while the existing required minimum height is 40 feet with a minimum of two interior floors for both existing zoning districts.

*See proposed update to Sections 34-617 and 34-637.*

Economic Vitality- The proposed code changes include a reduction in maximum allowable height for the West Main Street corridor, as described above. An economic analysis was performed by Robert Charles Lessors & Company (RCLCO) Real Estate Advisors to study the impact of this change on economic vitality of the corridor. The RCLCO analysis found that the reduction in height would not generate a net adverse fiscal impact. This analysis was performed on three sites in the corridor, chosen for both their redevelopment potential and location on West Main Street (locations of varying topography).

*See proposed update to Sections 34-617 and 34-637.*

Setback- The existing code requires 75 percent of a building in West Main Street North to be located at the property line along a primary street, with the remaining 25 percent set back no more than 12 feet. The existing code also requires buildings within West Main Street South to be within 15 to 20 feet of the property line along a primary street. The proposed code changes for both new districts specify a setback of 10 to 20 feet with at least 80 percent of the building within the build-to-zone along a primary street. The proposed code changes encourage street activation by providing space for outdoor seating and other activities, as well as plantings and bio-retention areas.

*See proposed update to Sections 34-618 and 34-638.*

Mass- Residents within adjacent residential neighborhoods are concerned about new developments that “tower” over their neighborhoods. Existing zoning does not transition to residential neighborhoods that have lower height limits. The proposed code changes include a bulk plane component that requires buildings to step down in height adjacent to other zoning districts to match the maximum allowable height in the adjacent district. In addition, a setback requirement is proposed for both proposed zoning districts that requires a minimum setback of 10 feet at 40 feet of height along any street. Currently, the setback requirement for both existing zoning districts begins at 60 feet in height.

*See proposed update to Sections 34-618, 34-619, 34-638, and 34-639.*

Building Width- Per request of Council, staff has added a section of code limiting allowable building width before a differentiation is required. Staff has provided language that is not detailed to allow the Board of Architectural Review (BAR) flexibility in determining what constitutes an adequate break based on building context. The proposed code changes state *the apparent mass and scale of each building over two-hundred (200) feet wide shall be reduced through the use of façade modulation and articulation to provide a pedestrian scale and architectural interest, and to ensure the building is compatible with the*

*character of the district.* Additional options include requiring an inset at a maximum spacing, or requiring different materials at a maximum spacing. However, these options may not achieve the desired results and limit the BAR's ability to require changes from applicants.

**Does the Planning Commission agree with the staff proposed approach in the code draft?**

*See proposed update to Sections 34-618(c) and 34-838(c).*

Appurtenances- The allowance for habitable appurtenances also contributes to building heights inappropriate to the scale and character of the corridor and adjacent districts. Current zoning code allows up to 25% of the roof area to contain an appurtenance. It has been noted in community engagement sessions that developers tend to use the appurtenance space as habitable and may consider it guaranteed "bonus" space for buildings. The definition for appurtenance in Section 34-1200 states an appurtenance is incidental to a building. Staff believes habitable space is not considered incidental, and therefore should no longer be allowed. The proposed code changes remove the ability for appurtenance space to be habitable. The proposed code change also includes the addition of elevator shafts and mechanical equipment in the list of appurtenances to provide additional clarity.

*See proposed update to Section 34-1101.*

**Parking**

Bicycle Parking- The existing zoning does not require accommodation of bicycle parking through its parking requirements. Providing requirements for bicycle parking will help encourage the use of alternative transportation for visitors and residents of new developments. The current proposed code changes include bicycle parking requirement calculations proposed by the consultant team from the West Main Street project. Per the request of the Planning Commission, staff has conducted further research into bicycle parking requirement guidelines. Staff recommends that the Planning Commission consider the guidelines on the following page from the Association of Pedestrian and Bicycle Professionals (APBP).

**APBP Bicycle Parking Requirement Guidelines**

<b>Use</b>	<b>Long Term Spaces Required</b>	<b>Short Term Spaces Required</b>
General retail	1 space per 10,000 square feet of floor area, 2 minimum	1 space per 5,000 square feet of floor area, 2 minimum
Office	1.5 spaces per 10,000 square feet of floor area, 2 minimum	1 space per 20,000 square feet of floor area, 2 minimum
Off-street parking lots and garages available to the general public either without charge or on a fee basis	1 space per 20 auto spaces, minimum requirement is 2 spaces. Unattended lots excepted	1 space per 10 auto spaces or minimum requirement is 6 spaces. Unattended lots excepted
Single family dwelling	No spaces required	No spaces required
Multi-family dwelling with private garage for each unit	No spaces required	0.1 space per bedroom, 2 minimum
Multifamily dwelling without private garage	0.5 spaces per bedroom, 2 minimum	0.1 space per bedroom, 2 minimum
Senior housing	0.5 spaces per bedroom, 2 minimum	0.1 space per bedroom, 2 minimum
General food sales and groceries	1 space per 10,000 square feet of floor area, 2 minimum	1 space per 2,000 square feet of floor area, 2 minimum
Non-assembly cultural (library, government buildings, courts, etc.)	1.5 spaces for each 10 employees, 2 minimum	1 space per 8,000 square feet of floor area, 2 minimum
Assembly (houses of worship, theater, auditorium, outdoor assembly, etc.)	1.5 spaces for each 20 employees, 2 minimum	Spaces for 5% of maximum expected daily attendance
Health clinic/hospitals	1.5 spaces for each 20 employees or 1 space per 50,000 square feet of floor area, whichever is greater, 2 minimum	1 space per 20,000 square feet of floor area, 2 minimum
Public, parochial, and private day care centers for 15 or more children	1.5 spaces for each 20 employees, 2 minimum	1 space for each 20 students of planned capacity, 2 minimum
Public, parochial, and private nursery schools, kindergartens, and elementary schools (1-3)	1.5 spaces for each 10 employees, 2 minimum	1.5 space for each 20 students of planned capacity, 2 minimum
Public, parochial, and private elementary schools (4-6), junior high, and high schools	1.5 spaces for each 10 employees plus 1.5 spaces per each 20 students of planned capacity, 2 minimum	1 space for each 10 students of planned capacity, 2 minimum
Transit facility	Spaces for 7% of projected a.m. peak period daily ridership	Spaces for 2% of a.m. peak period daily ridership

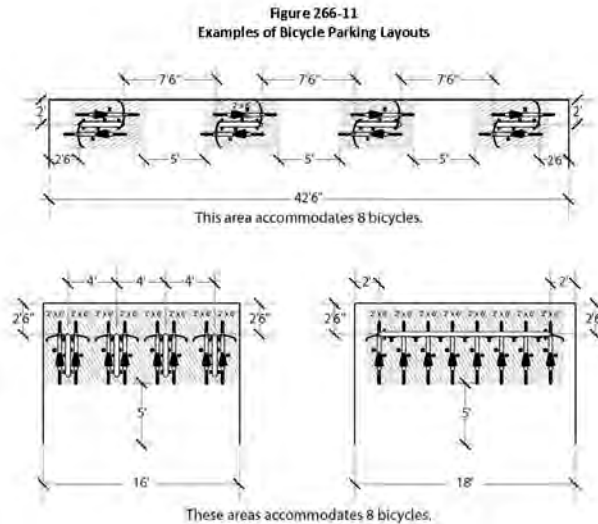
Several key differences exist between the currently proposed bicycle parking requirement calculation system and the system recommended by APBP.

1. System of calculation: The currently proposed code uses a system of percentages to designate long term vs. short term spaces within a total required amount. The APBP guidelines calculate long term and short term spaces separately based on floor area by use and require a minimum of 2 spaces. Calculating short term and long term spaces separately removes the need for proposed Sections 34-624(a)(2) and 34-644(a)(2) that allow the director of neighborhood development services to determine the appropriate percentages to be applied to short term and long term in cases where less than one full space is designated for long term parking.
2. System of uses: The currently proposed code utilizes a system of general categories in which staff would determine how a specific use is considered. The APBP system provides more detailed categories that may provide more clarity during site plan review. Staff has noted the following considerations:
  - a. Office and general retail uses are not specifically called out in the currently proposed code. Staff believes that adding these uses into the bicycle parking requirements as individual items is appropriate.
  - b. Staff believes the addition of off-street parking lots and garages to the bicycle parking requirements is a valuable addition to provide.
  - c. While the current code draft includes lodging, the APBP guidelines do not. Staff recommends adding Lodging (hotel, motel) to the standards provided from APBP above, or modifying the requirement in the currently proposed code. Staff believes the standards recommended in the currently proposed code are unrealistically high and should be modified. Alexandria, Virginia requires bicycle parking for lodging uses to be 10% of the required automobile parking. Staff believes this is an appropriate calculation for the West Main Street corridor as well. Staff recommends the bicycle parking for lodging be 100% long term. Associated uses such as restaurants or retail will be required to provide short term parking according to the standards.

Please note the following considerations when considering bicycle parking requirements:

1. The current code draft generally identifies residential use as requiring bicycle parking. While this may make sense in a corridor such as West Main Street wherein the majority of residential uses will be multi-family. However, should these standards for bicycle parking be applied citywide, staff recommends the requirements be modified to exempt single family, two family, and multi-family units with private garages from a required minimum amount of long term bicycle parking. Alternatively, the Planning Commission may wish to consider uses not particularly relevant to the West Main Street corridor at such a time that the bicycle parking standards are applied citywide.
2. Additional requirements regarding location of bicycle parking has been added to the proposed code draft to ensure the provided parking is usable, currently Sections 34-624(b)(3) and 34-644(b)(3). The additional requirement focuses on placement of racks in relationship to vertical surfaces to ensure racks are accessible and a typical bicycle can fit in the parking space.

- The Planning Commission may wish to consider the addition of example bicycle parking layout graphics to aid applicants during design. If included, staff recommends the addition of language specifying the graphics as example layouts and not the only option in meeting the requirements of the code. The following example image is found in the Portland, Oregon code of ordinances.



See proposed Sections 34-624 and 34-644.

**Which system of bicycle parking calculations does the Planning Commission want to move forward (long term and short term calculated separately, or as percentages of a total requirement)?**

**Which system of use designation does the Planning Commission want to move forward (simplified categories, or a more detailed system)? Do Planning Commissioners agree it is best to create a comprehensive bicycle parking requirement system that could be applied citywide at this time, or to focus on uses generally associated with West Main Street?**

**Does the Planning Commission agree with the additional language staff has added to the proposed code draft regarding bicycle parking location in Sections 34-624(b)(3) and 34-644(b)(3)?**

**Does the Planning Commission want to include graphics to illustrate potential bicycle parking layouts to provide clarity in the new code sections?**

Adapted Retail Spaces- In addition to requiring bicycle parking, modifying requirements for parking with small retail uses, whether existing or proposed, will encourage vibrancy and adaptive re-use on the corridor.

See proposed Sections 34-623 and 34-643.

## Uses

*District Orientation*- The reorientation of the zoning districts from north-south to east-west requires changes to the Use Matrix in Section 34-796. The existing West Main Street South (WMS) allows more height than West Main Street North (WMN), as the proposed West Main Street West (WMW) allows more height than West Main Street East (WME). Staff proposes uses that are currently found in WMS but not WMN be allowed in WMW but not WME.

On May 18<sup>th</sup>, 2015, Council requested the site collectively known as the Amtrak site (808-840 West Main Street) be placed in the West Main Street East (WME) district. The Planning Commission did not reach consensus on which new zoning district the site should be placed within at the August 11<sup>th</sup>, 2015 discussion.

*See proposed additions to Section 34-796 and proposed zoning map.*

### **What zoning designation would the Planning Commission propose to apply to the Amtrak site?**

*First Floor Residential*- The proposed form based code provided by the consultant team allows for residential use on the first floor if adequate story height is met to ensure the potential for re-use of the space as commercial if desired in the future. The existing code does not allow ground floor residential uses (see Sections 34-619 and 34-640 of the existing code, included in the proposed code attachment). Staff has suggested the consideration of amending the existing code to allow for ground floor residential with a minimum story height (which is shown in the proposed code in Sections 34-617(b) and 34-637(b)). The Planning Commission did not reach consensus on this topic at the August 11<sup>th</sup>, 2015 discussion. These sections of code are in the draft code sections as they exist today in the adopted code. The restriction on first floor residential use can be removed from the draft code sections if desired. In addition, the code may be modified to allow residential uses on the first floor of buildings with more than one street frontage, providing the residential floor area does not front on West Main Street.

**Does the Planning Commission want to allow first floor residential? If so, are any restrictions to placement desired?**

**Does the Planning Commission want to retain the floor height minimums currently shown in the proposed code?**

## Staff Analysis

### **Conformity to the Comprehensive Plan**

Proposed changes are in conformity with the Comprehensive Plan in the following areas:

#### Land Use

**1.1:** Examine opportunities in the West Main/Ridge McIntire area.



- 2.1:** When considering changes to land use regulations, respect nearby residential areas.
- 2.3:** Encourage small businesses that enhance existing neighborhoods and employment centers.
- 5.4:** Update the zoning ordinance as needed so that it complements the City’s design guidelines and is sensitive to the history of the community. Provide for the protection of valuable historic resources.
- 5.5:** Revise the Future Land Use Map so that it represents the desired vision for the City’s future. Pay special attention to increasing the supply of affordable housing, increasing employment opportunities for all citizens, and encourage the development of mixed income neighborhoods throughout the City.

**Economic Sustainability**

- 3.3:** Encourage the development of the City’s key commercial corridors and surrounding sites (such as West Main Street, Preston Avenue and Cherry Avenue).
- 3.6:** Align zoning ordinances to facilitate economic activity in new areas of commercial opportunity identified in the updated future land use map.
- 3.4:** Proactively participate in planning and development studies such as the Small Area Plans, particularly as they relate to economic development opportunities in strategic areas throughout the City.
- 3.7:** Work to ensure that newly aligned City ordinances and regulations balance the need to promote development opportunities and competing interests.

**Transportation**

- 2.7:** Encourage businesses to provide on-site amenities such as transit shelters and bicycle storage (racks/lockers) to promote alternative transit for their workers.

**Historic Preservation and Design**

- 1.2:** Promote Charlottesville’s diverse architectural and cultural heritage by recognizing, respecting, and enhancing the distinct characteristics of each neighborhood.
- 5.2:** Recognize and respect cultural values and human resources, as well as built resources within the City’s older neighborhoods.
- 5.3:** Identify opportunities to increase intensity of use and flexibility of design in targeted areas to allow for more vibrancy and creative reuse of existing buildings.

**Intent of the Zoning Ordinance and General Welfare of the Community**

This change will modify the zoning ordinance sections related to the West Main Street corridor to better align with the community vision for the corridor. The community vision was established through a series of public meetings focused on the study of West Main Street in regards to streetscape, travel configurations, building envelopes and the corridor’s relationship to adjacent districts.

## **Need and Justification for Ordinance Change**

Through the public engagement process associated with the West Main Street plan, many participants noted that the “eclectic mix” of buildings and “small town” character of West Main Street should be retained. Factors that contribute to this characteristic include the height and mass of existing buildings, as well as the relationship between buildings and the street. The relationship between existing development and larger proposed, new development should be compatible to ensure that the community vision of West Main Street is retained. Many of the new developments along the corridor have been perceived by the public as too big, too tall, lacking in open spaces and character, and not compatible with adjacent streets and neighborhoods. The changes outline in the **Discussion** section of this report address community concerns and modify the West Main Street corridor districts to alleviate these concerns.

## **Effect on Property, Public Services and Facilities**

These changes do not affect public services and facilities within the City.

## **Public Comment**

The following information outlines specific opportunities provided for the public to provide comment on desires for land use, building height and bulk, density, and other zoning factors. A detailed account of comments received is included as an appendix to this report.

## **Input Gathered for Project Website**

Many visitors to the gowestmain.com website provided feedback through the website comment feature. While many comments were focused on the streetscape concept component of the plan, several comments received focused on the proposed zoning changes to West Main Street.

## **Input Gathered During Public Meetings**

Many participants in the public meetings provided specific comments to staff during or subsequent to the public meetings held on the Streetscape Plan and urban design analysis related to the recommended zoning changes. Public meetings were held on:

**December 7<sup>th</sup> 2013**

**February 22<sup>nd</sup> 2014**

**August 5<sup>th</sup> 2014**

## **Input Gathered During Focus Group Meetings**

On December 5<sup>th</sup> and 6<sup>th</sup> of 2013, the consultants met with several focus groups that included foundations, community representatives, City committees, business owners, developers, land owners, and City staff to discuss opportunities and concerns for the West Main Street corridor.

## **Input Gathered During Form Based Code Work Sessions**

On March 17<sup>th</sup> 2015, the consultants met with several focus groups that included the West Main Street Steering Committee, Council, the Planning Commission, PLACE Design Taskforce, Board of Architectural Review, Bicycle and Pedestrian Advisory Committee, Tree Commission, Midtown Business Association, CAT Advisory Committee, and the public to discuss the form based code proposed by the consultant team. Several components of the form based code are included in the currently proposed code amendments under review at this time.

## **Input Gathered During Council Meetings**

Council discussed the proposed code amendments twice before directing the Planning Commission to initiate a study. At both meetings, citizens spoke during Matters from the Public regarding the proposed West Main Street code amendments. These Council meetings were held on:

**May 18<sup>th</sup> 2015**

**June 15<sup>th</sup> 2015**

## **Input Gathered During Planning Commission Meeting**

The Planning Commission previously discussed the proposed code amendments for West Main Street at the **August 11<sup>th</sup> 2015** meeting. During Matters from the Public, comment on the proposed code amendments was provided by a representative from Southern Environmental Law Center.

## **Staff Recommendations**

The Planning Commission should recommend the following to City Council:

1. A course of action regarding building width specification, bicycle parking requirements, and the allowance for first floor residential. The Planning Commission may recommend the zoning amendment as it is currently drafted, recommend the incorporation of changes outlined in this memo, or recommend an alternative action.
2. The amendment of Zoning Ordinance Sections 34-616 through 34-655 (West Main Street corridors), Section 34-796 (Use matrix- Mixed use corridor districts), Section 34-1101 (Appurtenances), and Section 34-1200 (Definitions) of the Zoning Ordinance with any modifications determined under item 1 to ensure development in the West Main Street corridor aligns with community values and harmonizes with adjacent districts.

## **Suggested Motion**

1. Based on a finding that the proposed zoning text amendments will serve the public necessity, convenience, general welfare, or good zoning practice. I move to recommend approval of a zoning text amendment as proposed to Sections 34-616 through 34-655 (West Main Street corridors), Section 34-796 (Use matrix- Mixed use corridor districts), Section 34-1101 (Appurtenances), and Section 34-1200 (Definitions) of the Zoning Ordinance with the following modifications:
  - a.
  - b.
  - c.

## **Attachments**

Proposed Zoning Amendments for §34-616 through §34-635 (West Main Street North Corridor “WMN”), §34-636 through §34-655 (West Main Street South Corridor “WMS”), §34-1101 (Appurtenances), and §34-1200 (Definitions).

Proposed Use Matrix Amendments for §34-796 (Use matrix- Mixed use corridor districts)

Proposed Zoning Map Amendment

Public Input Memorandum

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

Agenda Date: November 2, 2015

Action Required: Ordinance Adoption

Presenter: Carrie Rainey, City Planner, Neighborhood Development Services

Staff Contact: Carrie Rainey, City Planner, Neighborhood Development Services

**Title: Rezoning of Unaddressed Midland Street Parcel**

**Background:**

Mark Jones acting as agent for Donnie McDaniel has submitted an application for a rezoning of an unaddressed parcel on Midland Street designated as Tax Map 56, Parcel 56.1. The applicant has requested the parcel be rezoned from R-1S residential to B-2 commercial with proffers.

The applicant has provided a series of proffers in response to concerns raised over the proposed rezoning by neighbors and staff. The proffers limit the parcel to residential uses, apply larger setbacks than traditionally required in B-2 zoning, and provide a landscape buffer with the adjacent residentially zoned property. A signed proffer statement is attached to this report.

**Discussion:**

The Planning Commission discussed this matter at their October 13, 2015 meeting.

The topics of discussion that the Commission focused on were:

- **Access:** The Commission requested information from staff regarding the access points for the parcel. Staff clarified that the determination regarding allowable access points to the parcel would be determined during the site plan review.
- **Randolph Avenue:** The Commission requested information from staff regarding whether Randolph Avenue, an un-built paper street adjacent to the parcel is buildable. Staff clarified that the question could not be answered at this time, as an applicant would need to follow City standards and obtain proper approvals to construct Randolph Avenue.

**Alignment with City Council Vision Areas and Strategic Plan:**

The project supports City Council’s “Quality Housing Opportunities for All” vision by providing a variety of housing types in the neighborhood. It contributes to Goal 1 of the Strategic Plan, Enhance the self-sufficiency of our residents objective 1.3 Increase affordable housing options; Goal 2 of the Strategic Plan, Be a safe, equitable, thriving, and beautiful community, and objective 2.6, Engage in robust and context sensitive urban planning.

**Citizen Engagement:**

The Planning Commission held a joint public hearing with City Council on this matter at their meeting on October 13, 2015. Several members of the public expressed opposition for the project:

- Some speakers felt that increased density is not appropriate for the area.
- Adjacent property owners do not want increased traffic on Midland Street. Speakers noted the lack of sidewalks and resulting necessity for families to walk in the street.
- The applicant’s existing properties were accused of being in disrepair by some speakers. Concerns were voiced regarding the potential quality of the proposed development.

**Budgetary Impact:**

No direct budgetary impact is anticipated as a direct result of rezoning the applicant’s parcel.

**Recommendation:**

The Commission took the following action:

Mr. Lahendro moved to recommend denial of this application to rezone Parcel 56.1 of Tax Map 56, on the basis that the proposal would not serve the interests of the general public welfare and good zoning practice. This denial is based on *Sec. 34-42(1) Whether the proposed amendment conforms to the general guidelines and policies contained in the comprehensive plan and Sec. 34-42(2) Whether the proposed amendment will further the purposes of this chapter and the general welfare of the entire community.*

Ms. Green seconded the motion. The Commission voted 7-0 to recommend denial of the rezoning application to rezone Parcel 56.1 of Tax Map 56.

**Alternatives:**

City Council has several alternatives:

(1) by motion, take action to deny the attached ordinance for rezoning (as recommended by the Planning Commission);

- (2) by motion, take action to approve the attached ordinance for rezoning; or
- (3) by motion, defer action on the attached ordinance for rezoning.

**Attachment:**

Ordinance

Staff Report dated October 5, 2015

Supplemental documents submitted by the applicant and provided by  
staff Final signed Proffer Statement dated October 5, 2015

**AN ORDINANCE  
APPROVING A REQUEST TO REZONE PROPERTY LOCATED AT  
THE CORNER OF MIDLAND STREET AND RANDOLPH AVENUE  
FROM R-1S (RESIDENTIAL, SMALL LOT) TO B-2 (COMMERCIAL), SUBJECT TO  
PROFFERED DEVELOPMENT CONDITIONS**

**WHEREAS**, Mr. Donnie McDaniel (“Applicant”), the Owner of vacant property at the corner of Midland Street and Randolph Avenue, designated as Parcel 56.1 on City Tax Map 56, submitted an application seeking a rezoning of such property from R-1S (Residential-Small Lot) to B-2 (Commercial) (“Application”) subject to proffered development conditions dated October 5, 2015 (“Proffers”), together, hereinafter the Application and Proffers are referred to as the “Proposed Rezoning”; and

**WHEREAS**, a joint public hearing on the Proposed Rezoning was held before the City Council and Planning Commission on October 13, 2015, following notice to the public and to adjacent property owners as required by law; and

**WHEREAS**, legal notice of the public hearing was advertised in accordance with Va. Code Sec. 15.2-2204; and

**WHEREAS**, on October 13, 2015, the Planning Commission voted to recommend denial of the Proposed Rezoning to the City Council; and

**WHEREAS**, this Council finds and determines that the public necessity, convenience, general welfare and good zoning practice requires the Proposed Rezoning; that both the existing zoning classification (R-1S Residential-Small Lot) and the proposed “B-2” zoning classification (subject to proffered development conditions) are reasonable; and that the Proposed Rezoning is consistent with the Comprehensive Plan; now, therefore,

**BE IT ORDAINED** by the Council of the City of Charlottesville, Virginia that the Zoning District Map Incorporated in Section 34-1 of the Zoning Ordinance of the Code of the City of Charlottesville, 1990, as amended, be and hereby is amended and reenacted as follows:

*Section 34-1. Zoning District Map.* Rezoning from R-1S Residential-Small Lot to B-2 Commercial, subject to the proffered development conditions dated October 5, 2015, the property located at the corner of Midland Street and Randolph Avenue, designated as Parcel 56.1 on City Tax Map 56, consisting of approximately 0.25 acre, or 10,890 square feet.



**CITY OF CHARLOTTESVILLE**  
**DEPARTMENT OF NEIGHBORHOOD DEVELOPMENT SERVICES**  
**STAFF REPORT**



**APPLICATION FOR REZONING OF PROPERTY**

**JOINT CITY COUNCIL AND PLANNING COMMISSION PUBLIC  
HEARING**

**DATE OF HEARING: October 13, 2015**  
**APPLICATION NUMBER: ZM-15-00003**

**Project Planner:** Carrie Rainey  
**Date of Staff Report:** October 5, 2015

**Applicant:** Donnie McDaniel  
**Applicant's Representative:** Mark Jones  
**Current Property Owner:** Donnie McDaniel

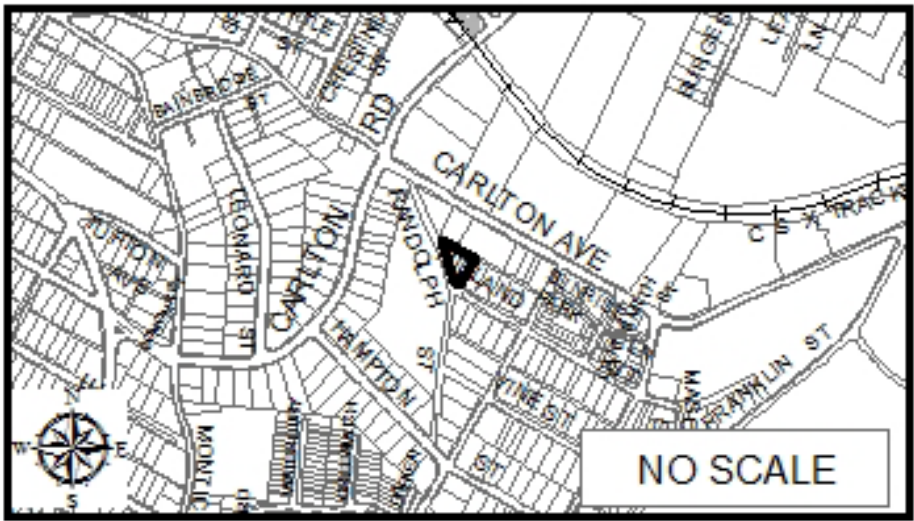
**Application Information**

**Property Street Address:** Unaddressed property at Midland Street and Randolph Avenue  
**Tax Map/Parcel #:** Tax Map 56, Parcel 56.1  
**Total Square Footage/ Acreage Site:** 0.25 acres or 10,890 square feet  
**Comprehensive Plan (Land Use Plan):** Low Density Residential  
**Current Zoning Classification:** R-1S

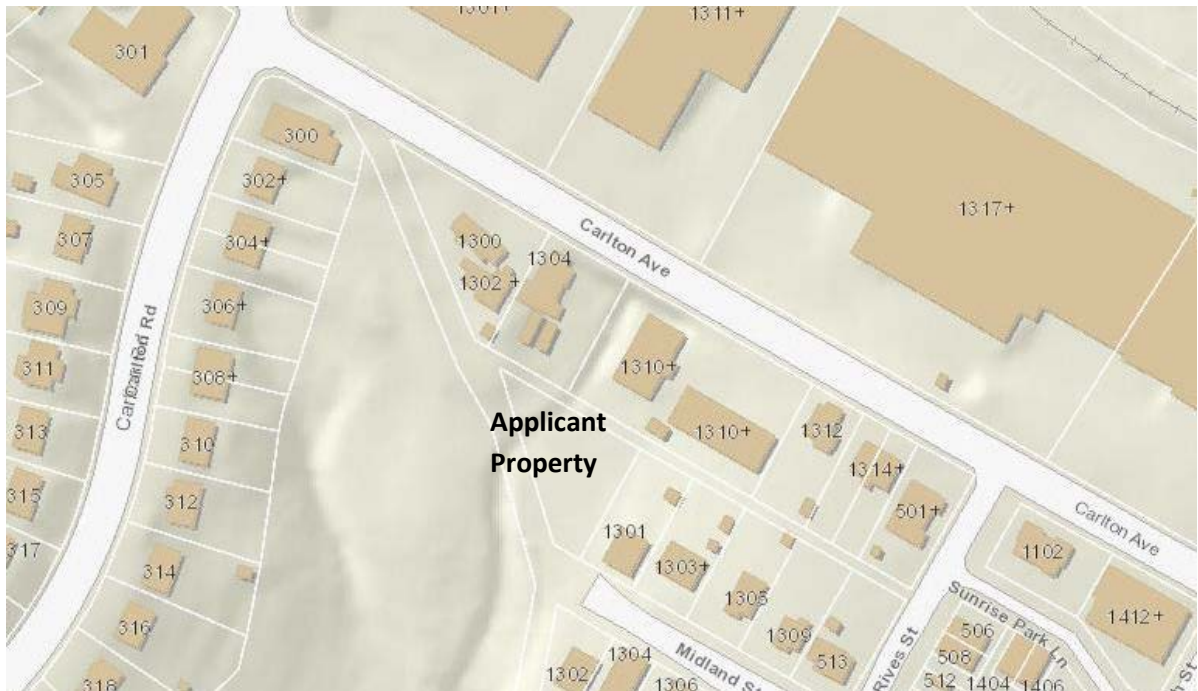
**Applicant's Request**

The applicant is seeking to rezone the parcel described above from R-1S residential to B-2 commercial with proffers to align with the applicant's adjacent properties on Carlton Avenue (TMP 560046000 and 560047000). The applicant notes the reason for seeking this change is for the future development of multi-family housing.

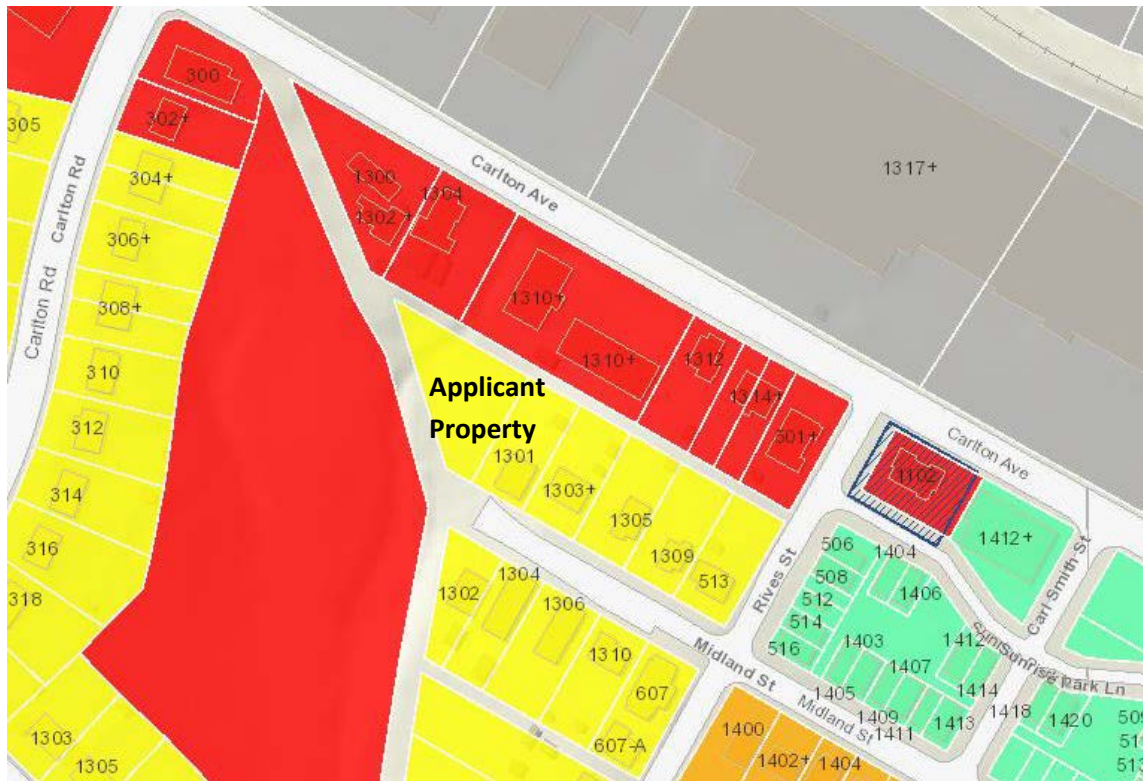
**Vicinity Map**



**Context Map 1**



## **Context Map 2**



**KEY - Yellow: R1-S, Red: B-2, Orange: R-2, Green: PUD, Grey: M-I**

Please see attachments for additional maps.

### **Rezoning Standard of Review**

Sec. 34-42. - Commission study and action.

- a. All proposed amendments shall be reviewed by the planning commission. The planning commission shall review and study each proposed amendment to determine:
  1. Whether the proposed amendment conforms to the general guidelines and policies contained in the comprehensive plan;
  2. Whether the proposed amendment will further the purposes of this chapter and the general welfare of the entire community;
  3. Whether there is a need and justification for the change; and
  4. When pertaining to a change in the zoning district classification of property, the effect of the proposed change, if any, on the property itself, on surrounding property, and on public services and facilities. In addition, the commission shall consider the appropriateness of the property for inclusion within the proposed

zoning district, relating to the purposes set forth at the beginning of the proposed district classification.

- b. Prior to making any recommendation to the city council, the planning commission shall advertise and hold at least one (1) public hearing on a proposed amendment. The planning commission may hold a joint public hearing with the city council.
- c. The planning commission shall review the proposed amendment and shall report its findings and recommendations to the city council, along with any appropriate explanatory materials, within one hundred (100) days after the proposed amendment was referred to the commission for review. Petitions shall be deemed referred to the commission as of the date of the first planning commission meeting following the acceptance of the petition by the director of neighborhood development services. Failure of the commission to report to city council within the one hundred-day period shall be deemed a recommendation of approval, unless the petition is withdrawn. In the event of and upon such withdrawal, processing of the proposed amendment shall cease without further action.

## **Project Review/Analysis**

### **Background**

The applicant has requested a rezoning of the subject property to allow for the construction of a multi-family residential building.

### **Proposed Use of the Property**

The applicant has indicated the desired use for the property is multi-family housing.

### **Zoning History**

The property was zoned B-2 business from 1949 to 1958, when the zoning was changed to R-1 residential. The zoning was changed in 2003 to R-1S residential.

### **Character and Use of Adjacent Properties**

The property is located on Midland Street at the intersection with Randolph Avenue, which is an un-built paper street. The properties to the south and east are R-1S residential. Properties north and across Randolph Avenue are B-2 commercial. The properties to the north have lower density residential uses, while the property across Randolph Avenue is vacant.

### **Effect on Surrounding Properties and Public Facilities**

Potential effects on surrounding properties include the commercial uses allowed in B-2 commercial zoning. The purpose of B-2 zoning is established by the code of ordinances to provide commercial use of limited size, primarily focused on neighborhood needs for convenience goods. The permitted uses are those that generate minimal traffic from outside

the neighborhood, and generate minimal noise, fumes, hazards, and lighting glare. However, the applicant's parcel is located at the end of a residential street with only one point of access. The applicant has provided a proffer that will limit available development to residential uses and their associated accessory uses, and prohibit all commercial uses.

Another potentially substantial effect on surrounding properties is likely to be an increase in traffic on Midland Street due to the proposed development of multi-family housing. The applicant has not specified how many units the proposed development will have. Under the desired B-2 commercial zoning, the applicant will have a by-right ability to build multi-family housing up to 21 dwelling units per acre (DUA). This translates to a maximum of five (5) units permitted based on the size of the parcel. As mentioned above, there is currently only one point of access for the applicant's property (Midland Street), although Randolph Avenue may provide access at some point in the future if constructed and accepted into the city network of streets. A traffic study would be required and reviewed by Traffic Engineering during the site plan process if the applicant moved forward with the development of multi-family housing, and these factors would be considered and appropriate mitigation (if necessary) required.

In addition, a potential effect on the surrounding properties would be the additional activity created on the parcel by developing multi-family housing on a single-family residential block. The applicant has submitted proffers that propose establishing setbacks and landscape screening buffers that mirror those required in R-3 multi-family residential developments. These setbacks are more substantial than those required under traditional B-2 multi-family developments and will provide additional separation between the proposed higher intensity use and the single-family residences.

Outdoor lighting may be another potential concern regarding multi-family housing in a low density residential area. However, any installed outdoor lighting must comply with Section 34-1003, which states that spillover from luminaries onto public roads and other properties within a low-density district shall not exceed one-half foot candle.

Regarding potential effects on public utilities, the applicant will need to supply any required upgrades or extensions to water, sanitary, and gas lines in order to provide these services to the development. These improvements will be reviewed as part of a site plan submission, and must be approved by Public Works. In addition, Midland Street will need to be extended in order to provide access to the applicant property. This extension must be completed following City standards, which includes review of design during the site plan process, periodic construction testing, and final inspections before road acceptance is granted. The applicant will likely need to install a temporary turn-around area at the new end of Midland Street per Section 29-182(e),

which indicates a temporary turn-around is required on dead end streets more than 300-feet in length.

### **Reasonableness/Appropriateness of Current Zoning**

The current zoning of the parcel is R-1S. The current zoning is appropriate in the sense that the parcel is located on a block comprised of single family homes on R-1S lots and the current uses on the commercial zoned parcels along Carlton Road behind the parcel are lower density residential.

### **Consistency with Comprehensive Plan**

The Future Land Use Plan shows the property's use as low density residential.

### **Proffers**

In response to many of the concerns raised over the proposed rezoning by neighbors and staff, the applicant has submitted a proffer statement that would restrict development on the site in several ways:

1. The applicant proposes to restrict the use of the property to single family attached, single family detached, townhouse, two family, multi-family dwellings, external and internal accessory apartments with a provisional use permit, and accessory buildings, structures, and uses related to the aforementioned uses as specified in the Use Matrix for Commercial Districts (Section 34-480).
2. The applicant proposes a required front yard setback minimum of 25 feet.  
The applicant proposes the following side yard setbacks:
  - a) Up to 21 dwelling units per acre (DUA): 1 foot/2 feet height, 10 feet min
  - b) Corner street side: 20 feet minimumThe applicant proposes a 20 feet minimum rear yard setback.
3. The applicant proposes a S-2 landscape screening buffer a minimum of ten (10) feet shall be provided between the Subject Property and each adjacent low-density residential property. If the Subject Property is developed at a density of 43 DUA or more, a twenty (20) foot minimum S-2 landscape screening buffer shall be provided between the Subject Property and each adjacent low-density residential property.

### **Questions for the Planning Commission to Discuss**

#### **Is higher density residential use appropriate for this location?**

The Planning Commission should assess whether any density beyond the current single family designation on the applicant property is appropriate for this location.

**Are additional proffers necessary to ensure appropriateness of the requested zoning category of B-2 commercial?**

The Planning Commission should assess whether the proposed proffers appropriately address potential concerns with the rezoning request, and whether additional proffers are needed to ensure compatibility with adjacent land uses.

**Public Comments Received**

Staff has received several verbal comments from members of the public regarding this project. A few comments have been in support of the allowance for multi-family housing, but all are in opposition of commercial uses. The public is concerned about the impact a more intense use will have on the neighborhood, and how traffic on Midland Street will be impacted.

**Staff Recommendation**

The applicant has proffered to allow only residential uses on the property. Staff welcomes the proffers, as commercial use is determined to not be appropriate for the applicant property location. While the Comprehensive Plan denotes the area as low density residential for future land use, staff believes that medium-density residential development is appropriate for the following reasons:

1. Staff believes a medium density residential development at the location of the applicant parcel provides an appropriate transition between the single-family residences and the existing B-2 commercial zoning along Carlton Road and Randolph Avenue. Although the existing B-2 properties are currently residential or vacant, it is possible these uses will change in the future. Some of the current residential uses on Carlton are also multi-family. In addition, the vacant parcel across Randolph Avenue is a larger parcel at 3.5 acres and will likely be developed as a use other than single-family.
2. The applicant property is relatively small (0.25 acres) and provides limited opportunity for density. This allows for five (5) units by-right. Staff believes this maximum number of units to be appropriate in a low density residential area due to the minimal impacts of noise and traffic likely to be produced.
3. Staff believes the proffer providing additional setback from the adjacent single-family residence, as well as the proffer providing S-2 landscape screening, are adequate and will provide appropriate distance and screening from the potentially more intense uses proposed on the applicant property.
4. The maximum height allowed in B-2 zoning is 45-feet, which is 10-feet more than the allowed maximum height in the adjacent R-1S residential property, which has a maximum allowed height of 35-feet. Staff believes the allowed additional height will not be in disharmony with the area.

## **Attachments**

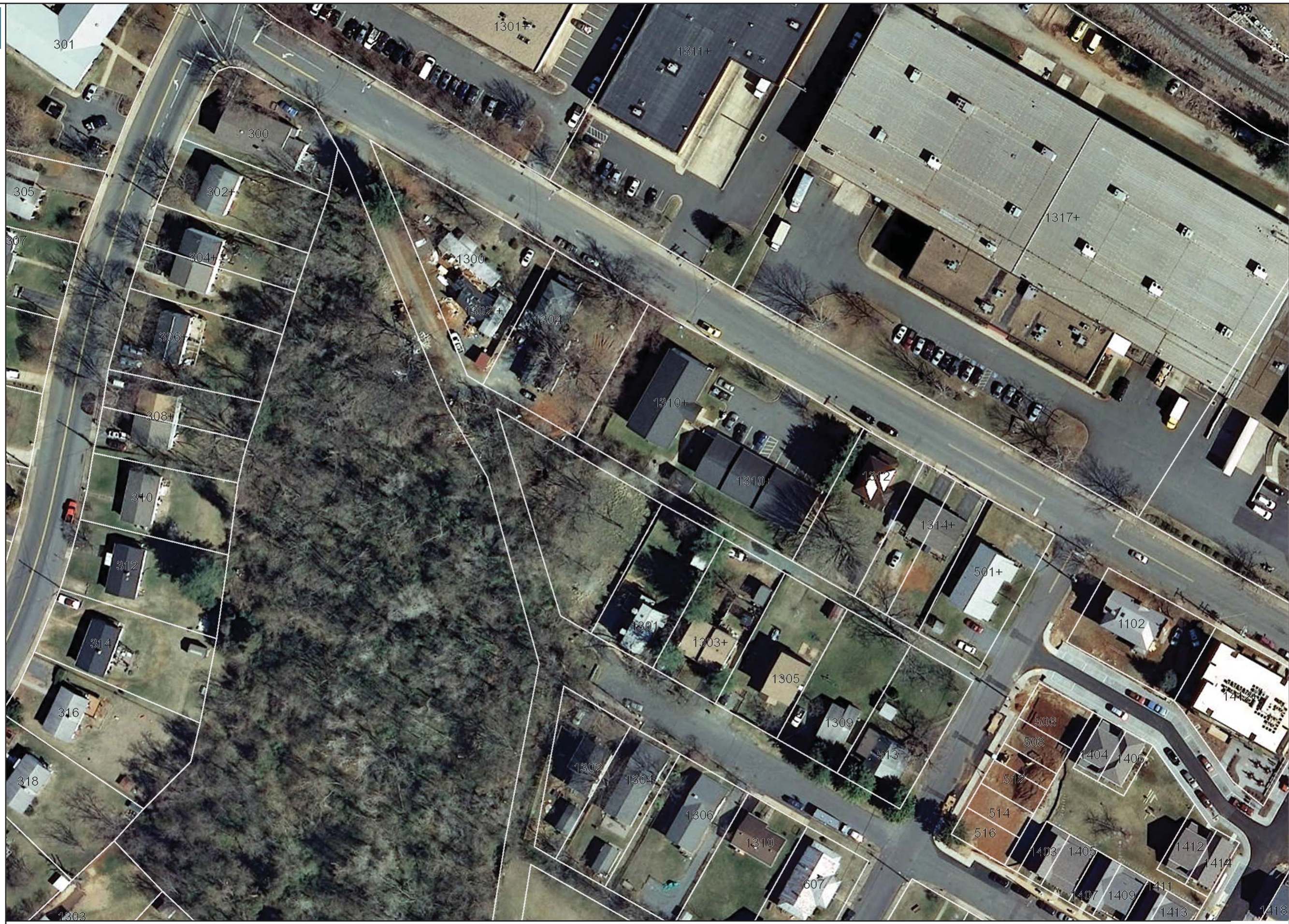
- Rezoning Application
- Proffer Statement
- Conceptual Design Layout
- Additional Maps

## **Suggested Motions**

1. I move to recommend approval of this application to rezone the parcel designated as Tax Map 56, Parcel 56.1 with the associated proffers, on the basis that the proposal would serve the interests of the general public welfare and good zoning practice.
2. I move to recommend denial of this application to rezone the parcel designated as Tax Map 56, Parcel 56.1 on the basis that the proposal would not serve the interests of the general public welfare and good zoning practice.



**Legend**  
Parcels  
Addresses



Feet  
0 20 40 60 80  
1:1,200 / 1"=100 Feet

10/2/2015

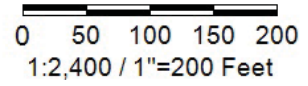


DISCLAIMER: This drawing is neither a legally recorded map nor a survey and is not intended to be used as such. The information displayed is a compilation of records, information, and data obtained from various sources, and Charlottesville is not responsible for its accuracy or how current it may be.

**Legend**  
Parcels  
Addresses



Feet



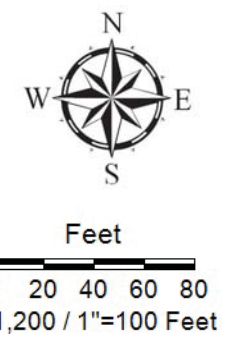
10/2/2015



DISCLAIMER: This drawing is neither a legally recorded map nor a survey and is not intended to be used as such. The information displayed is a compilation of records, information, and data obtained from various sources, and Charlottesville is not responsible for its accuracy or how current it may be.



- Legend**
- Parcels
  - Addresses
  - Sanitary Manhole
  - Sanitary Line
  - Storm Structure
  - - Storm Line
  - Water Hydrant
  - Water Line
  - Water Meter
  - Gas Meter
  - Gas Main
  - Gas Service
  - ▣ Floodway
  - ▣ Floodplain - 100 year
  - ▣ Floodplain - 500 year
  - ▣ Bodies of Water
  - Streams & Rivers
  - - Elevation Contour Lines - 2ft (2006)



10/2/2015

DISCLAIMER: This drawing is neither a legally recorded map nor a survey and is not intended to be used as such. The information displayed is a compilation of records, information, and data obtained from various sources, and Charlottesville is not responsible for its accuracy or how current it may be.



2M15-00003



### REZONING PETITION

Please Return To: City of Charlottesville  
Department of Neighborhood Development Services  
PO Box 911, City Hall  
Charlottesville, Virginia 22902  
Telephone (434) 970-3182 Fax (434) 970-3359

For a PUD please include \$2,000 application fee. For any other type of project, please include \$1,500 application fee. All petitioners must pay \$1.00 per required mail notice to property owners, plus the cost of the required newspaper notice. Petitioners will receive an invoice for these notices and approval is not final until the invoice has been paid.

I (we) the undersigned property owner(s), contract purchaser(s) or owner's agent(s) do hereby petition the Charlottesville City Council to amend the City Zoning District Map for the property described below from R1 (Current Zoning Classification) to B-2 (Proposed Zoning Classification).

Reasons for Seeking This Change FOR FUTURE DEVELOPMENT OF MULTI FAMILY HOUSING & 70% OF EXISTING PROPERTY BORDERING MR. MCDANIEL'S PROPERTY IS ZONED B-2 ALREADY.

#### Information on Property Applied for Rezoning - Please note any applicable deed restrictions

1. 195' feet of frontage on RANDOLPH AVE. (name of street) 30'0 MIDLAND
2. Approximate property dimensions: 180 feet by 126' feet.
3. Property size: 12557 (square feet or acres)
4. Present Owner: D. MCDANIEL (Name) as evidenced by deed recorded in Deed Book Number \_\_\_\_\_ Page \_\_\_\_\_, with the Clerk of the Circuit Court.
5. Mailing Address of Present Owner: 1304 CARLTON AVE SUITE 1 CHARLOTTESVILLE 22901
6. City Real Property Tax Map Number 56, Parcel(s) 056, 056, 100; Lot(s): 27, 28, 29

#### A. PETITIONER INFORMATION

Petitioner Name (Print or Type) Mark E. Jones  
 Petitioner Mailing Address: 951 BLACK CAT RD. KESWICK VA. 22947  
 Work Phone: 434-978-4454 Fax 434-973-0610  
 Home Phone: 434-260-2919 Email MARK@FLOWERSARE.US.COM  
 Does Petitioner currently own the property where the rezoning is requested? \_\_\_\_\_  
 If no, please explain I AM ACTING AS AN AGENT ON THE OWNERS BEHALF

#### B. ADJACENT PROPERTY OWNERS ADDRESSES (use additional paper if necessary)

Property Owner Name	Mailing Address	City Tax Map and Parcel #
<del>REGION 10</del>	<u>1304 CARLTON AVE</u>	<u>056 048 000</u>
<u>DONNIE MCDANIEL</u>	<u>1302 CARLTON AVE</u>	<u>056 047 000</u>
<u>?</u>	<u>1301 MIDLAND ST</u>	<u>056 056 000</u>
<u>CHILSHOLM</u>		<u>057 128 000</u>

#### C. ATTACHMENTS TO BE SUBMITTED BY THE PETITIONER

1. A sketch plan filed with this petition showing property lines of the property to be rezoned, adjoining property, buildings, land uses, zoning classifications and streets.
2. Other attachments as required by Section 34-41 or Section 34-516 of the City Code (office use: Submitted \_\_\_\_\_)
3. A rezoning petition filing fee of \$2,000 for a PUD, OR \$1,500 for all others, made payable to the City of Charlottesville; (Signature also denotes commitment to pay the invoice for the required mail and newspaper notices).

Mark E. Jones  
Signature of Petitioner(s)

**For Office Use Only (Sign Posting)**  
 I certify that the sign(s) as required by Section 31-44 of the City Code as amended has been posted on the following date: \_\_\_\_\_  
 Signature \_\_\_\_\_  
 Date Paid: 8/19/15 Amt. Paid: 1500.00 Cash/Check #: 1900 Recorded by: \_\_\_\_\_

12-5-11 2:40

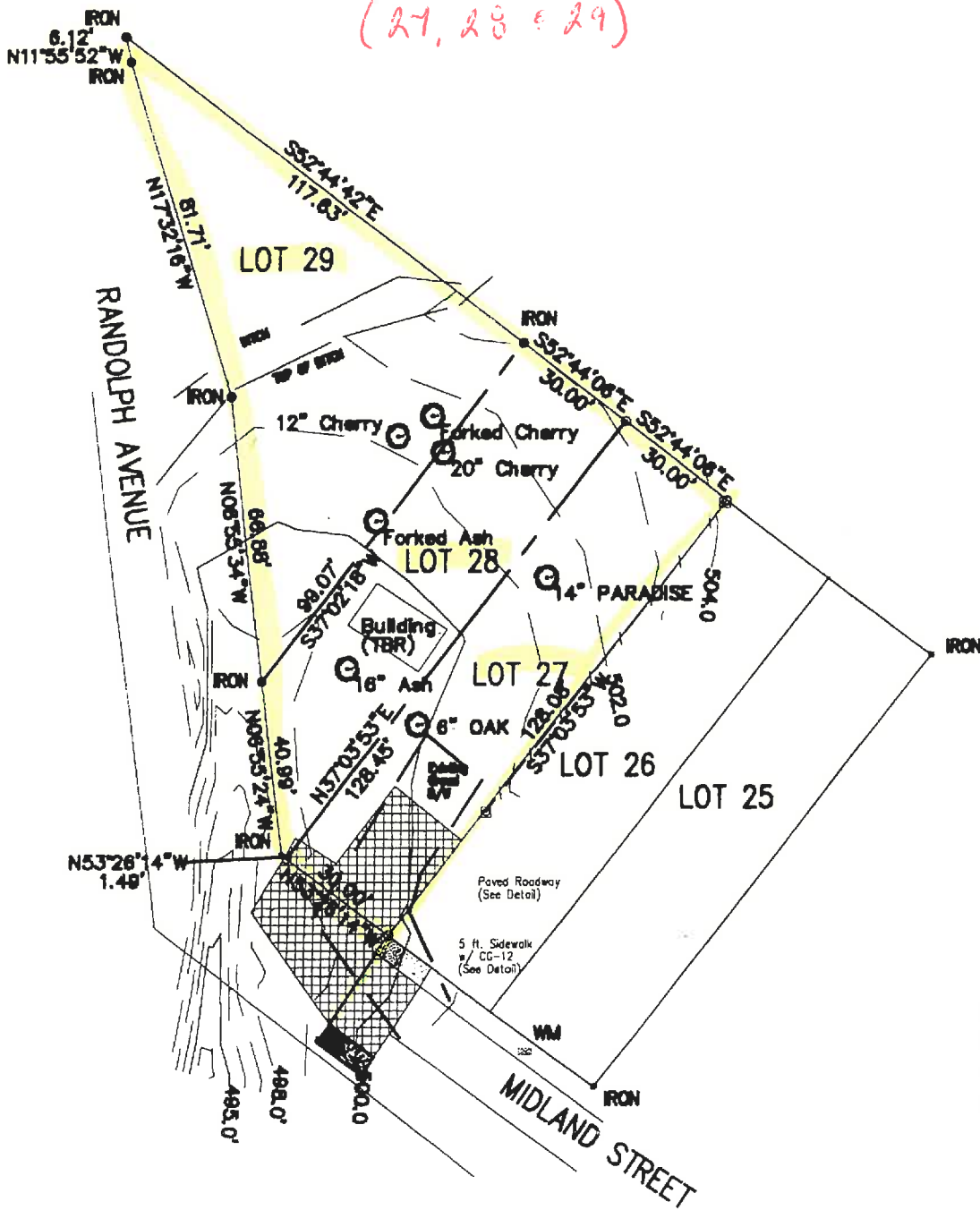
Sketch for REZONING to B-2  
(27, 28 & 29)

DONNIE Mc DANIEL

882-2225  
please call

MARK E. JONES

434-260-2919



MIDLAND STREET  
Proposed Conditions  
Consolidate Lots 27-29  
Scale 1" = 20' ft.  
May 13, 2008 (40)

SSMH  
Top=511.03'  
Inv. Out=508.25'

ENGINEER

JUSTIN SHIMP

953-6116

1430



CARLTON AVE

RANDOLPH

MIDLAND

SUNRISE  
PARK

B-2

R-1

R-1

B-2

B-2





TAX Map 56  
PARCEL 56.1



**STATEMENT OF PROFFERED DEVELOPMENT CONDITIONS**

**BEFORE THE CITY COUNCIL OF THE CITY OF CHARLOTTESVILLE, VIRGINIA  
IN RE: PETITION FOR REZONING (City Application No. ZM15-00003)  
STATEMENT OF DEVELOPMENT CONDITIONS  
PROFFERED WITH RESPECT TO THE REZONING OF PROPERTY AT MIDLAND STREET  
AND RANDOLPH AVENUE**

**TO THE HONORABLE MAYOR AND MEMBERS OF THE COUNCIL OF THE CITY OF  
CHARLOTTESVILLE:**

The undersigned individual is the owner of land, identified on City Tax Map 56 as Parcel 56.1, having frontage on Midland Street and Randolph Avenue, and having an area of approximately 10,890 square feet ("Subject Property"). The Owner/Applicant seeks to amend the current zoning district classification of the Subject Property (R-1S, low density residential) to B-2 (Commercial), subject to certain voluntary development conditions set forth below.

The Owner/Applicant hereby proffers and agrees that if the Subject Property is rezoned as requested, the rezoning will be subject to, and the Owner will abide by, the following zoning conditions, in addition to other zoning regulations and restrictions that may be required by the City's Zoning Ordinance:

**PROFFER 1.** Notwithstanding any provisions of City Code Sec. 34-480, the Subject Property is permitted to be used only for the following uses, buildings and structures:

- Accessory buildings, structures and uses
- Accessory apartment (internal or external, residential occupancy) (by provisional use permit)
- Attached communications facilities not visible from any adjacent street or property
- Family day home (1-5 children)
- Home occupations (by provisional use permit)
- Multifamily dwellings (residential occupancy)
- Residential density: 21 or fewer dwelling units per acre
- Residential density: 22-87 dwelling units per acre (by special use permit)
- Residential treatment facility (1-8 residents)
- Single-family detached dwellings (residential occupancy)
- Single-family attached dwellings (residential occupancy)
- Temporary family health care structure (by temporary use permit)
- Two family dwellings (residential occupancy)
- Townhouse dwellings (residential occupancy)

All other uses, buildings and structures are prohibited.

**PROFFER 2.** The following yards shall be required:

Required front yard: Twenty-five (25) feet, minimum

Required Side yard(s):

*Residential density up to 21 dwelling units per acre (DUA):* one (1) foot for every two (2) feet of building height; 10 feet, minimum

*Corner street side(s):* 20 feet, minimum

Required Rear yard: 20 feet, minimum.

**PROFFER 3.** A S-2 landscape screening buffer a minimum of ten (10) feet shall be provided between the Subject Property and each adjacent low-density residential property. If the Subject Property is developed at a density of 43 DUA or more, a twenty (20) foot minimum S-2 landscape screening buffer shall be provided between the Subject Property and each adjacent low-density residential property.

**NOW, THEREFORE,** by their signatures, the undersigned individuals stipulate and agree that the use and development of the Subject Property shall be in conformity with the conditions hereinabove stated, and requests that the Subject Property be rezoned as requested.

By: Donnie McDaniel  
Owner

Print Name: Donnie R. McDaniel

1304 Carlton Ave, #1  
Charlottesville, VA 22902

Date: 10-5-15

By: Mark Jones  
Applicant

Print Name: Mark Jones

Relationship to Owner: Rep.

Date: 10-5-15