



**CITY COUNCIL AGENDA**  
**Monday, December 17, 2018**

**3:30 p.m.**

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

*Second Floor Conference Room (Personnel Matters - Boards & Commissions; Interviews for Clerk of Council/Chief of Staff; Legal Consultation)*

**6:30 p.m.**

**Regular Meeting - CALL TO ORDER**

*Council Chambers*

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

**ANNOUNCEMENTS**

**PROCLAMATIONS**

**1. CONSENT AGENDA\***

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

- a. Minutes – December 3, 2018 and December 5, 2018 Council Meetings, December 6, 2018 Work Session
- b. APPROPRIATION: VDOT Recreational Access Grant – McIntire Park Bicycle and Pedestrian Bridge - \$125,000 (2<sup>nd</sup> of 2 readings)
- c. APPROPRIATION: 2018 Edward Byrne Memorial Justice Assistance Grant (JAG) - \$26,044 (2<sup>nd</sup> of 2 readings)
- d. APPROPRIATION: 2019 Aid to Localities Funding for Fire Programs - \$150,480 (2<sup>nd</sup> of 2 readings)
- e. APPROPRIATION: Year End Appropriation for FY2018 (2<sup>nd</sup> of 2 readings)
- f. APPROPRIATION: Certified Local Government (CLG) grant funding for Little High Neighborhood National Register nomination - \$33,714 (1<sup>st</sup> of 2 readings)
- g. APPROPRIATION: Reimbursement of Funds for Portland State University ADU Program - \$5,000 (1<sup>st</sup> of 2 readings)
- h. APPROPRIATION: Reimbursement of Funds for Public Works Summit - \$400 (1<sup>st</sup> of 1 reading)
- i. RESOLUTION: Funding for Kwanzaa Program at Jefferson School African-American Heritage Center - \$4,500 (1<sup>st</sup> of 1 reading)
- j. RESOLUTION: Designation of Carlton Views III as Revitalization Area (1<sup>st</sup> of 1 reading)

**CITY MANAGER RESPONSE TO COMMUNITY MATTERS (FROM PREVIOUS MEETINGS)**

**COMMUNITY MATTERS**

Public comment is provided for up to 16 speakers at the beginning of the meeting (limit 3 minutes per speaker.) Pre-registration is available for up to 8 spaces, and pre-registered speakers are announced by noon the day of the meeting. The number of speakers is unlimited at the end of the meeting.

**2. ORDINANCE\*:**

Rezone Properties on Carlton Avenue and Franklin Street (Carlton Views) to Planned Unit Development (2<sup>nd</sup> of 2 readings)

**3. REPORT:**

Comprehensive Plan Update

**OTHER BUSINESS**

**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 public comment.**

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

- Each speaker has **3 minutes** to speak. Please give your name and place of residence before beginning your remarks.
- Please **do not interrupt speakers**, whether or not you agree with them. **Speaking from the audience is not permitted** without first being recognized by the Chair.
- Please **refrain from using obscenities**.
- 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.
- If you cannot follow these guidelines, you will be asked to leave City Council Chambers and will not be permitted to re-enter.

## **NOTICE OF SPECIAL MEETING**

A SPECIAL MEETING OF THE CHARLOTTESVILLE CITY COUNCIL WILL BE HELD ON Monday, December 3, 2018, AT 4:30 p.m. AT THE southwest corner of Park Street and East High Street in Charlottesville, Virginia on the grounds on the Albemarle County Courthouse.

### **THE PROPOSED AGENDA IS AS FOLLOWS:**

Announcement of an Agreement between Albemarle County and the City of Charlottesville concerning construction of a new General District Courts complex and a parking structure that will serve both localities.

BY ORDER OF THE CITY COUNCIL

BY Brian Wheeler

### **SOUTHWEST CORNER OF PARK ST AND EAST HIGH ST – December 3, 2018**

Council met in special session on this date with the following members present: Ms. Walker; Ms. Hill; Dr. Bellamy; Ms. Galvin; and Mr. Signer. They were joined by the members of the Albemarle Board of Supervisors.

Ms. Walker called the meeting to order at 4:35 p.m.

Ms. Ann Mallek, chair of the Albemarle Board of Supervisors, and Ms. Walker shared a joint announcement of an agreement reached between Albemarle County and the City of Charlottesville concerning construction of a new General District Courts complex and a parking structure that will serve both localities.

The specifics of the agreement were to be brought before Council for approval at their regular meeting that evening.

Ms. Walker adjourned the meeting at 4:43 p.m.

## NOTICE OF SPECIAL MEETING

A SPECIAL MEETING OF THE CHARLOTTESVILLE CITY COUNCIL WILL BE HELD ON Monday, December 3, 2018, AT 5:30 p.m. IN THE Second Floor Conference Room.

THE PROPOSED AGENDA IS AS FOLLOWS:

Closed session as provided by Section 2.2-3712 of the Virginia Code  
(Legal Consultations; Acquisitions of Real Property; and Personnel)

BY ORDER OF THE CITY COUNCIL

BY Brian Wheeler

### **SECOND FLOOR CONFERENCE ROOM – December 3, 2018**

Council met in special session on this date with the following members present: Ms. Walker; Ms. Hill; Dr. Bellamy; Ms. Galvin; and Mr. Signer.

Ms. Walker called the meeting to order at 5:34 p.m.

On motion by Ms. Hill, seconded by Dr. Bellamy, Council voted, (Ayes: Ms. Walker; Ms. Hill; Dr. Bellamy; Ms. Galvin; and Mr. Signer. Noes: None. Absent: None.) to meet in closed session as authorized by Va. Code Sec. 2.2-3712, specifically:

As authorized by Virginia Code Sec. 2.2-3711(A)(1) for the consideration of specific prospective candidates to be employed as Chief of Staff / Clerk of the Charlottesville City Council; and

As authorized by Virginia Code Sec. 2.2-3711(A)(3) for the consideration of the acquisition of real property located adjacent to Jordan Park in the City of Charlottesville where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body; and

As authorized by Virginia Code Sec. 2.2-3711(A)(8) for consultation with legal counsel concerning procedural requirements for enactment of a multijurisdictional agreement.

On motion by Ms. Hill, seconded by Mr. Signer, Council certified by the following vote (Ayes: Ms. Walker; Ms. Hill; Dr. Bellamy; Ms. Galvin; and Mr. Signer. Noes: None. Absent: None) that to the best of each Council Member's knowledge, only public business matters lawfully exempted from the open meeting requirements of the Virginia Freedom of Information Act and identified in the motion convening the closed session were heard, discussed or considered in the closed session.

Ms. Walker adjourned the meeting at 6:20 p.m.

**COUNCIL CHAMBERS - December 3, 2018**

Ms. Walker called the meeting to order at 6:30 p.m.

**ROLL CALL**

Council met in regular session on this date with the following members present: Dr. Bellamy, Ms. Hill, Ms. Walker, Mr. Signer, Ms. Galvin.

**CONSENT AGENDA**

- a. **Minutes – November 19, 2018 Council Meeting and November 26, 2018 Work Session**
- b. **APPROPRIATION: Urban Construction Initiative Annual Meeting - \$2,064.02 (2nd reading)**

[Urban Construction Initiative Annual Meeting](#)

- c. **APPROPRIATION: Special Nutrition Program Food Grant - \$32,000 (2nd reading)**

[Special Nutrition Program Food Grant](#)

- d. **APPROPRIATION: Community Forest Grant for Land Acquisition at Ragged Mountain - \$600,000 (2nd reading)**

[Community Forest Grant for Land Acquisition at Ragged Mountain](#)

- e. **APPROPRIATION: City Schools Check and Connect Student Engagement Grant - \$62,691 (2nd reading)**

[City Schools Check and Connect Student Engagement Grant](#)

- f. **APPROPRIATION: Drug Treatment Court Administration Grant - \$293,745 (2nd reading)**

[Drug Treatment Court Administration Grant](#)

- g. **APPROPRIATION: Runaway Emergency Shelter Program Grant - \$209,444 (2nd reading)**

[Runaway Emergency Shelter Program Grant](#)

- h. **APPROPRIATION: Charlottesville Affordable Housing Fund repayment of Substantial Rehab loan - \$28,282 (2nd reading)**

[Charlottesville Affordable Housing Fund repayment of Substantial Rehab loan](#)

- i. **APPROPRIATION: Charlottesville Affordable Housing Fund repayment of Substantial Rehab loan - \$23,478.94 (2nd reading)**

[Charlottesville Affordable Housing Fund repayment of Substantial Rehab loan](#)

- j. **APPROPRIATION: Water Street Parking Garage Supplemental Appropriation - \$977,155 (2nd reading)**

[Water Street Parking Garage Supplemental Appropriation](#)

- k. **APPROPRIATION: VDOT Recreational Access Grant - McIntire Park Bicycle and Pedestrian Bridge - \$125,000 (Carried)**

[VDOT Recreational Access Grant - McIntire Park Bicycle and Pedestrian Bridge](#)

- l. **APPROPRIATION: 2018 Edward Byrne Memorial Justice Assistance Grant (JAG) - \$26,044 (Carried)**

[2018 Edward Byrne Memorial Justice Assistance Grant](#)

- m. **APPROPRIATION: 2019 Aid to Localities Funding for Fire Programs - \$150,480 (Carried)**

[2019 Aid to Localities Funding for Fire Programs](#)

- n. **RESOLUTION: East High Streetscape Concept**

[East High Streetscape Concept](#)

- o. **ORDINANCE: Quitclaim Gas Easement in North Berkshire Road to VDOT (2nd reading)**

[Quitclaim Gas Easement in North Berkshire Road to VDOT](#)

- p. **ORDINANCE: Quitclaim Gas Easement in Dunlora Subdivision to VDOT (2nd reading)**

[Quitclaim Gas Easement in Dunlora Subdivision to VDOT](#)

**q. ORDINANCE: Quitclaim Gas Easement in Hollymead Towncenter Subdivision to VDOT (2nd reading)**

[Quitclaim Gas Easement in Hollymead Towncenter Subdivision to VDOT](#)

On motion by Ms. Galvin, seconded by Ms. Hill, CONSENT AGENDA was Approved. (Ayes: Dr. Bellamy, Ms. Hill, Ms. Walker, Mr. Signer, Ms. Galvin; Noes: None.)

Ms. Walker announced that item six on the original agenda, an amendment to the Charlottesville-Albemarle Convention & Visitors Bureau operating agreement, would not be discussed and will return to a meeting in January 2019.

**COMMUNITY MATTERS**

Mr. Bill Emory called on Council to defer the Carlton Views Planned Unit Development until more planning specifics are determined for this area of the City.

Mr. Mark Kavitt provided feedback on a proposed development on Nassau Street. He also raised concerns about the Carlton Views Planned Unit Development. He said an opportunity had been missed to make this a quality project. He asked that the project be sent back to the Planning Commission.

Mr. Michael Payne provided input on the Carlton Views Planned Unit Development. He said he supported the project and its contribution to affordable housing goals. He noted that he lives nearby and he does want it 'in his backyard.' He also encouraged improved access to public transit.

Mr. Robert Woodside thanked Council for their work. He praised each councilor individually for their specific contributions.

Ms. Rosia Parker asked Mr. Mike Murphy about a pedestrian crossing on West Main Street which she said was still not complete. Ms. Parker also asked about the status of plaques recognizing the slave auction block in Court Square. Ms. Galvin said she would follow up with Dr. Andrea Douglas.

Mr. Mark Briggs informed Council that the Carlton Views development is a place where he almost lost his life. He reported numerous construction deficiencies which he said were health risks. As a resident, he said he has brought these concerns to management in a constructive manner. He said he hopes the apartments can be fixed and the problem can be resolved in a positive way.

Dr. Bellamy and Ms. Walker responded to Mr. Briggs. Dr. Bellamy said he had been informed that previous management companies were not responsive to resident concerns. Dr. Bellamy said it was important to get resident feedback as Council reviews affordable housing

initiatives. Ms. Walker said people deserve quality housing, that they should not have to deal with mold and asthma issues.

Mr. Jordan McNeish spoke about 'harm reduction' and ways to help people struggling with addiction by distributing naloxone and sterile syringes. He said naloxone had saved his life.

Ms. Walker asked if this was something that could be discussed at the upcoming behavioral health work session? Mr. Murphy said it could be discussed by Council at that meeting and that the mental health coalition had discussed best practices for substance abuse in the past. Dr. Bellamy commented that he thought it should be revisited and that he thought it was important to have a syringe exchange program in the community at a minimum.

Ms. Walker commented that a lot of people think they know what addiction is all about, but that you get a very different perspective when you work in that community, as she has, as a substance abuse counselor.

Ms. Galvin asked Mr. Murphy if model ordinances and resolutions could be brought to the behavioral health work session to address naloxone and syringe exchanges? Mr. Murphy said some materials would be brought together for Council's consideration.

Mr. Signer said addiction and mental illness don't discriminate and that he was pleased we have implemented some therapeutic approaches in the City, such as the mental health docket in the courts. He said he supports further work in this area.

Ms. Morgan Hopkins said she co-founder of Jefferson Area Harm Reduction. She said they do not have a sufficient supply of naloxone and sterile syringes to distribute. She said the community should follow Richmond's lead with a syringe exchange program.

Dr. Bellamy asked if all police and fire personnel carry naloxone? Mr. Murphy said he would check on the exact implementation by the City's first responders and report back to Council.

Mr. Peter Krebs spoke on behalf of the Piedmont Environmental Council. He thanked the City for the joint agreement announced earlier in the day on the future of the local courts and the keeping of Albemarle County courts downtown. He also thanked the City, the University of Virginia School of Architecture, the Charlottesville Area Community Foundation, the Thomas Jefferson Planning District Commission, and the Move to Health Coalition and PEC's members for supporting the visit of Charles Brown and his talk entitled "Walking and Biking Toward Equity."

Ms. Nancy Carpenter spoke about the Carlton Views Planned Unit Development. She called for members of Council to observe and support witness testimony in the James Alex Fields, Jr. trial. She said she does not think some members of Council have adequately apologized for August 2017.



Ms. Walker responded that she does not plan on going to the trial. She said she was there in August 2017 and she doesn't feel like she needs a reminder.

Dr. Bellamy said he spoke to a number of the victims frequently.

Ms. Kat Maier said she was there to advocate for some of her clients who live at Carlton Views and for their health and safety. She said public health and the environment were important topics and she was happy to see Council taking these matters seriously. She asked Council to have a vision for affordable housing that ensures we get buildings of integrity and health homes.

Dr. Walt Heineke said the August 2017-related trial continued to raise questions in his mind about where we go next as a community and how we address racial inequality. He said Council's recent commitment to affordable housing was a good step. He asked that those at 30 percent of area median income get a priority focus.

Ms. Joan Fenton spoke as chair of the Downtown Business Association of Charlottesville. She said DBAC is running a coat drive for students in city and county schools. She thanked Council for the marketing grant and that she believes it has been a great success. She said it has helped DBAC raise funds to light the entire Downtown Mall for the holiday.

Mr. Louis Schultz spoke to Council about the Dillon Rule and the limits it places on local government authority. He said the Charter amendment on the agenda tonight was a good example of those limits. He said other specific limits on local government are included in laws passed by the General Assembly such as those governing the terms for 'employment agreements,' specifically agreements he said the City had with Police Chief RaShall Brackney, former chief Al Thomas, current Interim City Manager Mike Murphy, and former City Manager Maurice Jones. He asked for City Attorney John Blair to address this matter.

Mr. Brad Slocum spoke about climate change initiatives in the City. He said while the timeline for greenhouse gas emission reductions provided by staff at the last meeting was straightforward, there was nothing specific about the vulnerability assessment. He said he wants to know how the City will deal with the increase in natural disasters and refugees.

Ms. Gloria Beard asked Council about the plans for the redevelopment of Friendship Court which were shared at a recent work session. Ms. Walker and Ms. Galvin provided responses about the design of green spaces and community gardens. Ms. Galvin said the residents were committed to keeping the community garden as the neighborhood is redeveloped.

Mr. Ben Baker said a major challenge facing the City is related to growth and the availability of adequate affordable housing. He encouraged Council to be very thoughtful on these topics when it reviews the draft update to the Comprehensive Plan later this month. He praised the Planning Commission for their work and urged Council to follow their recommendations.

## **PUBLIC HEARING /RESOLUTION\*: Proposed City Charter Amendment on City Council Compensation**

### [Proposed City Charter Amendment on City Council Compensation](#)

Mr. John Blair, City Attorney, shared background on the Charter Amendment proposal related to Council salaries. He said the proposal before Council was based in part on the City of Alexandria which allows their Council to set its own salaries, but ties it to state law. The proposed Charter amendment for Charlottesville would not be tied to limitations under state law.

Ms. Walker opened the public hearing.

Mr. Paul Long said he is opposed to a pay increase for City Council. He said if the City was to go to the General Assembly to seek a Charter amendment, he would like it to be to implement a 'strong Mayor' form of government and to have ward-based elections and the addition of two at-large members of Council. He added he was not happy with funds allocated to previous employees Al Thomas and Maurice Jones as part of their departure agreements.

Ms. Marcia Geyer said it was important for members of Council to receive adequate salaries and that it was not happening yet. She suggested a base salary of \$49,500 be considered with annual adjustments indexed to inflation.

Dr. Walt Heineke said he supports Mr. Long's proposal for an elected 'strong Mayor.' He said when it comes to Council compensation, an increase would open up service to other people in the community. He asked if an increase could be indexed to an individual member's personal income (outside of Council service).

Mr. Louis Shultz said the language in the proposed Charter amendment also includes language changing the City's elections from May to November. He pointed out the City has had elections in November for some time. He said that is problematic because of subsequent changes to state law. He said Council should appeal to the courts to resolve this issue. He questioned whether Council had the authority to act at all today and that is may be acting unconstitutionally.

Ms. Seena McGill said there should be a cap in the proposal on Council salaries otherwise the General Assembly will not give it favorable consideration as it would become a precedent. She said she agrees a salary increase would help other people consider running for office. She suggested 50 percent AMI would be a good benchmark based upon 20 hours a week of work.

Ms. Walker closed the public hearing.

Ms. Galvin said it should be clear if the expectations were for this to be a part-time job? She said there has been an increase in additional duties.

Dr. Bellamy said he did not think anyone would want to make a career out of this position. He said he believes everyone spends far more than 20 hours a week serving as a member of Council. He said increasing salaries is the only way to get different people on Council. He noted

that he and Ms. Walker were only the seventh and eighth African-Americans to ever serve on Council.

Mr. Blair provided some benchmark salaries associated with 80 percent annual median incomes.

Mr. Signer said there had been a lively discussion about governmental reform as well as the type of City Manager Council wants to hire. He said this Council had discussed having four staff to support its work. He said he thought it was important to focus on getting the City Manager in place and to get the support staff in place first. He said Council's expanded staff could even serve as alternates at some public body meetings where representation is required or desired.

Dr. Bellamy questioned how the City Manager decision related to Council salaries and getting people with a broader variety of backgrounds running for Council?

Mr. Signer said he thought Council was unintentionally creating a work load problem with the numerous work sessions it is holding. He said hopefully the new City Manager will alleviate Council from needing to have so many work sessions.

Ms. Walker said previous Councils had members working very hard and a large number of hours every week. The compensation, she said, is still not reflective of the work Council has to do. She said many community members don't have the flexibility in their job schedules which is required for Council service today.

Ms. Hill said that the current proposal is very open-ended. She asked for more clarity on how salaries would be calculated.

Ms. Hill asked Mr. Blair to share his perspective on Dr. Heineke's proposal to index salaries related to their other incomes.

Ms. Hill said there are a lot of details that would have to be considered even if this moves forward tonight. She said the salary figures being discussed are more than some City staff members make for what has been expected to be a part-time position.

Ms. Walker said members of Council take on a very heavy workload.

Ms. Hill said she did not feel like there was enough information in front of her at this time to make a decision on the Charter amendment.

Mr. Blair described what would happen should a legislator not introduce the Charter amendment to the General Assembly.

On motion by Dr. Bellamy, seconded by Ms. Galvin, Council authorized (Ayes: Ms. Walker; Dr. Bellamy; and Ms. Galvin. Noes: Ms. Hill; and Mr. Signer.) that a request be made of state legislators to amend the City Charter so allow City Council to set its own compensation.

**REPORT: Presentation of FY2018 Financial Audit by City Auditors**[Presentation of FY2018 Financial Audit by City Auditors](#)

Mr. Chris Cullinan, Director of Finance, introduced the City's auditor, Mr. John Aldridge with Brown, Edwards & Company, who provided an overview of the City's audit completed for FY 2018.

Mr. Aldridge noted the City received a clean audit as noted in the opinion letter.

Ms. Galvin asked about the relationship between a good audit and the City's bond rating? Mr. Cullinan said those two things go hand in glove. He said the audit verifies the City is following the bond rating guidelines.

**PUBLIC HEARING/ APPROPRIATION\*: Year End Appropriation (Carried)**[Year End Appropriation](#)

Mr. Cullinan shared the year end financial results. For the fiscal year ending June 30, 2018 (fiscal year 2018), the City's General Fund ended with a positive surplus of \$4,701,082 or 2.7 percent within budget. Revenues performed better than expected while City departments spent less than budgeted.

Mr. Cullinan said the fiscal year 2018 actual revenues were \$1,993,071 over budget or 1.2 percent over the adopted budget.

Mr. Cullinan said staff proposed allocating the surplus as follows: \$1 million for Citywide Reserve/Unplanned Expenses; a transfer to Retirement Fund of \$500,000; and \$3.2 million for affordable housing redevelopment.

Ms. Walker opened the public hearing.

Dr. Walt Heineke recommended Council allocate a portion of the surplus to support the work of the Human Rights Commission.

Mr. Mark Kavitt recommended the surplus be used to reduce real estate property taxes, especially for seniors.

Ms. Walker closed the public hearing.

Mr. Signer said the meetings with staff last week were very helpful. He said it was important to be clear with the public that \$3.2 million is slated for affordable housing, and specifically redevelopment.

Ms. Walker said she had asked Mr. Murphy to consider how the surplus could be used to address salary compression issues. She also noted her position as a City employee would not be impacted by such a proposal.

Ms. Hill encouraged staff to pay attention to salary issues as part of the upcoming budget.

Ms. Galvin said other localities use surplus funds to support down payment assistance programs for their employees.

Mr. Murphy said the FY2019 budget does address compression in several ways. First, by recognizing the living wage adjustments. Second by the 3 percent COLA approved by Council. He said he understood Council's intent was to have a \$15/hr. minimum wage in FY 2020 and that other compression issues would need to be addressed. He said some employees have also provided Council feedback about their classifications, roles, and appropriate market salaries for their jobs.

Ms. Walker asked how much money was allocated last year related to compression. Assistant City Manager Leslie Beauregard said about \$160,000 was allocated towards compression issues.

Ms. Walker said employees have provided her significant feedback on this issue. She noted that she thought Parks & Recreation and Public Works employees were probably the lowest paid. She also said support should be given to our social service workers.

Mr. Signer suggested some of the surplus, for example \$500,000 to \$1 million, could instead be used to support salary adjustments.

Ms. Walker said she would also support earmarking some of the surplus towards city employee compensation. Dr. Bellamy said he could support that so long as the affordable housing funds were not diminished.

Mr. Murphy reminded Council these were one-time funds and that they were considering setting them aside for recurring salary expenses.

Council reached consensus to carry the year end appropriation recommendations forward, as presented, to the December 17, 2018 consent agenda.

**ORDINANCE\*: Rezone Properties on Carlton Avenue and Franklin Street (Carlton Views) to Planned Unit Development (Carried)**

[Rezone Properties on Carlton Avenue and Franklin Street \(Carlton Views\) to Planned Unit Development](#)

Mr. Matt Alfele, City Planner, provided the staff report related to ZM-18-00002 Carlton Views PUD.

Mr. Alfele invited the applicant to give a presentation on the development.

Developer Kevin Wood gave a presentation to Council.

Ms. Galvin asked what parts of the development would be dedicated to a plaza or open space? Mr. Wood responded they are not close to programming that space until the site plan phase and after the tax credits are approved.

Ms. Galvin asked about the integration of onsite management and engagement of residents? Mr. Wood said he anticipates onsite management will come with the increase of units in the development and at that time there will be full-time staff on site.

Ms. Walker asked how the developer intends to respond to resident complaints?

Dr. Bellamy suggested the project should be deferred. He asked for additional information related to the programming and location of open space.

Mr. Wood said that would be difficult because of the tight timeline for the tax credit application, which requires the rezoning to be in place up front.

Ms. Galvin said numerous adjustments have been made in various phases of this project to improve the streetscape, building placement, etc. She said this is one team building new affordable housing in the City and it is being done in a thoughtful manner with respect to urban design. She said it is hard to deny the project when only the open space details haven't been ironed out.

Ms. Galvin said that, as a result, she could support the project. She added it is one of the more cohesive developments in the City.

Ms. Walker said she has expressed concerns about the quality of the housing and past management, but that the City needs to ensure that quality and healthy homes are being built. With respect to open space, there are children in the development, and the developers will have to plan accordingly. She said this is not a project she can support.

Dr. Bellamy reiterated his wish that the application be deferred.

Ms. Hill said it was hard to turn away from affordable housing units being built in the city. She said these are opportunities that do not come up very often.

Ms. Galvin noted this is a smaller 5 acre site as compared to Friendship Court at 12 acres. She said the housing density would be the same and these developers have taken on major industrial cleanup.

Mr. Signer expressed concern about a pattern of 3-2 votes by Council with Ms. Walker and Dr. Bellamy in the minority. He said he didn't want to perpetuate that with a vote on this project.

Council reached consensus to place the item on the December 17, 2018 agenda as an action item.

**ORDINANCE\*: Amendment to Charlottesville-Albemarle Convention & Visitors Bureau Operating Agreement (Carried)**

[Amendment to Charlottesville-Albemarle Convention & Visitors Bureau Operating Agreement](#)

**REPORT: Welcoming Greater Charlottesville**

[Welcoming Greater Charlottesville](#)

Mr. Russ Linden provided Council with a presentation on the Welcoming Charlottesville initiative.

Mr. Linden said a new initiative Welcoming Charlottesville is pursuing relates to identification cards. While not government issued, it is a community-based ID card program. It has symbolic value and promotes inclusiveness. It creates opportunities for law enforcement to have more positive interactions with refugees and immigrants which can also lead to increased public safety outcomes. Two local churches have offered support for the program.

Mr. Linden said one ask of the City would be to notify employees about the program and look for in-kind marketing opportunities such as the utility bill inserts.

Dr. Bellamy commended Mr. Linden and the Welcoming Charlottesville committee for taking the initiative to bring forward the ID program.

Mr. Signer shared his support and appreciation for the Welcoming Charlottesville initiatives.

Ms. Galvin said she would support the in-kind publicity by the City.

Ms. Walker said she initially had some concern about resident safety and data collection matters. She said it would have to be a community effort demonstrating acceptance of these IDs so that people are not targeted in some way. Mr. Linden pointed out the churches would not be subject to Freedom of Information Act requests.

**OTHER BUSINESS**

On motion by Ms. Hill, seconded by Mr. Signer, Council approved (Ayes: Dr. Bellamy, Ms. Hill, Ms. Walker, Mr. Signer, Ms. Galvin; Noes: None.) [the memorandum of agreement](#) to facilitate the expansion, renovation, and efficient and safe operation of the Albemarle Circuit Court, the Albemarle General District Court, and the Charlottesville General District Court.

**MATTERS BY THE PUBLIC**

Mr. Michael Payne said it was important to give further consideration to the Carlton Views project and affordable housing.

Mr. Bill Emory asked for clarification as to what would happen next for Carlton Views. He said it would be good for members of Council to get additional information.

Ms. Galvin asked Mr. Blair how much site plan could change in advance of the next meeting? Mr. Blair said the site plan process is separate, but if Ms. Galvin is referring to the existing submittals and plans, there is some leeway. He said there is precedent for some adjustments to be made in these cases. Changes that completely alter what has been advertised or changes the intensity significantly could be problematic.

Ms. Walker asked if city funding could be allocated to help get the public spaces desired at Carlton Views? Ms. Galvin said she was not sure where those public spaces would be on the site or how a public park might be designated. Council expressed interest in having feedback from Parks & Recreation.

Ms. Walker adjourned the meeting at 11:26 p.m.



## NOTICE OF SPECIAL MEETING

A SPECIAL MEETING OF THE CHARLOTTESVILLE CITY COUNCIL WILL BE HELD ON Wednesday, December 5, 2018, AT 2:45 p.m. IN THE City Manager's Office, Second Floor, Charlottesville City Hall, 605 E. Main Street, Charlottesville, VA.

### THE PROPOSED AGENDA IS AS FOLLOWS:

Closed session as provided by Section 2.2-3712 of the Virginia Code  
(Personnel)

BY ORDER OF THE CITY COUNCIL

BY Brian Wheeler

### **SECOND FLOOR CONFERENCE ROOM – December 5, 2018**

Council met in special session on this date with the following members present: Ms. Walker; Ms. Hill; Dr. Bellamy; Ms. Galvin; and Mr. Signer.

Ms. Walker called the meeting to order at 3:11 p.m.

On motion by Ms. Hill, seconded by Ms. Walker, Council voted, (Ayes: Ms. Walker; Ms. Hill; Dr. Bellamy; Ms. Galvin; and Mr. Signer. Noes: None. Absent: None.) to meet in closed session as authorized by Va. Code sec. 2.2-3712, specifically: Virginia Code sec. 2.2-3711 (A) (1) for the purpose of interviewing specific prospective candidates for employment as the Chief of Staff/Clerk of the Charlottesville City Council.

On motion by Ms. Hill, seconded by Dr. Bellamy, Council certified by the following vote (Ayes: Ms. Walker; Ms. Hill; Dr. Bellamy; Ms. Galvin; and Mr. Signer. Noes: None. Absent: None.) that to the best of each Council Member's knowledge, only public business matters lawfully exempted from the open meeting requirements of the Virginia Freedom of Information Act and identified in the motion convening the closed session were heard, discussed or considered in the closed session.

Ms. Walker adjourned the meeting at 4:50 p.m.

**NOTICE OF SPECIAL MEETING**

A SPECIAL MEETING OF THE CHARLOTTESVILLE CITY COUNCIL WILL BE HELD ON Thursday, December 6, 2018, AT 5 p.m. IN City Space, 100 Fifth Street, NE, Charlottesville, Virginia 22902.

THE PROPOSED AGENDA IS AS FOLLOWS:

Budget work session related to FY 2020 budget development and FY 2020-2024 Capital Improvement Program

BY ORDER OF THE CITY COUNCIL

BY Brian Wheeler

**CITY SPACE  
December 6, 2018**

Council met in special session on this date with the following members present: Ms. Walker; Ms. Hill; Ms. Galvin; and Mr. Signer. Dr. Bellamy was absent.

Ms. Walker called the meeting to order at 5:06 p.m.

**Work session related to FY 2020 Budget Development**

Mike Murphy, Interim City Manager, provided an update on the meeting agenda. He introduced Assistant City Manager, Leslie Beauregard, who provided an overview on the key dates in the FY 2020 budget calendar.

Ms. Beauregard reviewed the budget guidelines with Council:

1. Annually review major local tax rates.
2. Develop operational budgets within projected available revenues.
3. Focus on Council's Strategic Plan Goals
4. Continue to incorporate the use of performance measures to assist in making decisions that support budget priorities related to City's Strategic Plan.
5. Continue the strong commitment to education by allocating up to 40 percent of new City real estate and property tax revenue to schools.
6. Invest strategically in employees by providing adequate pay, benefits, training, technology resources, support, and appreciation.
7. Annually review the living wage ordinance "so that every City contract for the provision of non-professional services will require that the contractor pay each employee assigned to perform services a living wage equal to no less than the lowest starting salary for City employees."
8. Fund no new programs or major expansion of existing programs without fully offsetting revenues or reductions in expenditures.
9. Balance reinvestment in the City's existing infrastructure and facilities and creation of new opportunities for investing in the future of the City.

10. Transfer at least 3 percent of general fund expenditures to the Capital Improvement Fund (CIP).
11. Budget a reserve for Council Strategic Initiatives.
12. Budget a Fund Balance Target Adjustment pool of funds to help ensure that the City continues to meet the important financial policy of maintaining an unappropriated fund balance in the General Fund.

Ms. Galvin asked if changes could be made to the budget guidelines? Ms. Beauregard responded that Council could make changes. Ms. Galvin suggested harnessing funds housing programs through a dedicated and sustainable funding stream that would earmark funds for the Charlottesville Affordable Housing Fund. She suggested the city capture a revenue growth differential in real estate property tax in certain high growth corridors, something she said would be referred to as a “Synthetic TIFF.” Ms. Galvin suggested 30 percent of the revenue could be earmarked from the growth corridors of the West Main, Preston, Water, and Emmet Street corridors. She added the Housing Advisory Committee’s policy group had endorsed the idea.

Mr. Murphy responded that new information was being presented at the meeting that included more than \$32.5 million in funding for affordable housing, which Council would also want to consider.

Ms. Beauregard reviewed the long term financial policies with Council:

1. Maintain a minimum General Fund balance of at least 14 percent of General Fund budget.
2. Maintain a minimum Downturn Reserve Fund balance of no less than 3 percent of General Fund budget.
3. Maintain sufficient working capital in the utilities funds (Water, Wastewater and Gas).
4. Stabilize all non-general funds by ensuring they have a positive fund balance.
5. Debt service as a percentage of the general fund total expenditure budget has a ceiling of 10 percent, with a target of 9 percent.
6. Transfer 1-cent of the meals tax revenue to the Debt Service Fund to be used for debt service.

Mr. Ryan Davidson, Sr. Budget and Management Analyst, provided Council with an overview of the FY 20-24 Capital Improvement Plan. The plan includes a proposed \$34.25 million in FY 2020 and \$124.5 Million over a five year period. There are over \$109.5 million in unfunded capital requests.

Mr. Davidson said the projects for City Schools included \$18.8 million over the five-year period. He also reviewed proposed funding for facilities, public safety, transportation, ADA updates, parks and recreation.

Ms. Galvin asked if funding for the Elliott Street streetscape was included? Mr. Murphy said it was not, and that the anticipated cost of that project is \$1.2 million.

Ms. Hill asked for examples of the Downtown Mall infrastructure repairs staff was planning to include in the proposal. Mr. Brian Daly, director of Parks and Recreation, responded with some specific examples.

Mr. Murphy provided Council with an overview of the affordable housing initiatives in the budget that is under development. He said staff recommendations followed up on the recent presentations from both the Charlottesville Redevelopment and Housing Authority and the Piedmont Housing Alliance.

He said \$32.52 million in affordable housing funding was included over the 5 year period:

- \$15M - Public Housing Redevelopment
- \$6.12M - Friendship Court Infrastructure Improvements
- \$4.4M - Friendship Court Redevelopment Phase I
- \$4.5M – Supplemental Rental Assistance
- \$2.5M – Housing Rehabilitation

Mr. Murphy said investments at this level would challenge support for compensation initiatives and available cash revenues. He said private philanthropy was also going to contribute a great deal to these projects. He asked Council to consider potential Memorandums of Understanding, changes to the CRHA board, and measurements of sustainability.

Ms. Walker said she was concerned that neither the Piedmont Housing Alliance nor CRHA are City entities, and in the case of PHA they could decide to do other things with their property in the future. Given the amount funding being discussed, she said City needs to make sure the relationship is stronger than an MOU with PHA.

Ms. Walker asked how we ensure the housing rehabilitation funds are long-term investments? Mr. Murphy responded with information on the limitations government faces controlling long-term home occupancy.

Mr. Davidson shared some of the major unfunded projects which total \$109.5 million in requests.

Ms. Hill asked what would not be included in McIntire Park. Mr. Daly responded with highlights of the \$6 million in unfunded projects. He said the City has not committed to any funding of the McIntire Botanical Garden. The projects contemplated that would support the park, such as parking areas, utilities, and restrooms, are currently unfunded.

Ms. Hill asked about the Meadowcreek Valley Trail Railroad Tunnel. Mr. Daly said that \$1.46 million project was unfunded.

Ms. Hill asked about sidewalk priorities and the \$3 million in projects that are unfunded. Mr. Murphy said the list included some priority projects and some that have not previously been identified as priorities.

Ms. Hill asked about other potential funding sources for the Elliott Avenue streetscape? She asked where it falls on the priority list? Mr. Tony Edwards, Neighborhood Development Services, responded that the initial funding was just for the design, not the right-of-way acquisition or construction.

Ms. Krisy Hammil, Sr. Budget and Management Analyst, highlighted for Council the different ways the CIP is funded. She said the debt projections are based on 1.5 percent growth, or an \$825,000 per year increase in debt service through FY 2026. Projections comply with the 10 percent debt policy limit, but the 9 percent target is exceeded beginning in FY23. The General Fund cash contribution increases from \$5.3M in FY19 to \$7.9M in FY24.

Mr. Davidson reviewed rough estimates of what different tax increases would contribute to the operational budget were they to be adjusted by Council. For example, a \$0.01 increase on the real estate property tax rate (currently \$0.95) would generate an additional \$757,704 in revenues. Per current policy, 40 percent of any new property tax revenue – both real estate and personal property – is dedicated to the City’s transfer of new revenues to the City Schools.

Mr. Murphy described for Council other issues to be considered as part of the FY 2020 budget, such as compensation, departmental operational budgets, and the school operational budget. Mr. Murphy pointed out that the City is now losing police officers to neighboring localities and a significant adjustment in compensation may be necessary for recruitment and retention of officers.

Ms. Hill asked what investments might be needed for maternity and paternity benefits? She asked where funds would come from to adjust the operational budget for compensation?

Mr. Murphy said salary adjustments needed across the organization, including moving the living wage to \$15.00/hr., were in the range of \$3.3 million. Mr. Murphy said Council would have to evaluate its priorities to accomplish these adjustments.

Mr. Signer asked what staff’s approach would be if revenues were not increased? He suggested across the board cuts could be considered at some level.

Ms. Walker asked staff to consider implementation of an employee sick bank which she said would be low cost and offer high value to employees.

Ms. Galvin said she wanted to focus her evaluation on five major categories of need: safety; infrastructure; education; asset management; and housing.

Ms. Walker asked that options for a bond referendum be considered as part of the budget.

Ms. Galvin asked for more specifics on what was included in the affordable housing funds. Mr. Murphy described the phase one support for Friendship Court. He described the CRHA projects which would receive support including Crescent Halls, and the additional funding private philanthropy could help accomplish. Mr. Murphy said he thought \$15 million was adequate for public housing redevelopment at this stage.

Ms. Galvin expressed support for including the Elliott Avenue streetscape project.

Ms. Walker invited members of the public to share their input.

Mr. John Hall said he thought with respect to affordable housing attention should be given to the tenants and stewardship, programs to foster pride of ownership.

Mr. John Gaines asked for feedback on a June 4, 2018 memo he provided Council and for which he said he did not receive a response. He suggested Council donate a portion of their salaries towards affordable housing. He said the revenue sharing funds from Albemarle County should go towards housing. He added Council should tackle gentrification and the safety of neighborhood streets. He asked Council to resume their neighborhood forums.

Ms. Anne Marie Hohenberger said she wanted Council to support the streetscape project for Elliott Avenue. She said there are safety issues with the growing number of residences and businesses.

Mr. Ned Michie said he was president of the Greenbrier Neighborhood Association and on the board of the Rivanna Trails Foundation. He called for support of the Meadowcreek Valley Trail Railroad Tunnel. He said trails and greenways contribute positively to social equity.

Mr. Tom Connant spoke in support of the trail investments in the Greenbrier neighborhood.

Ms. Joan Chapman spoke in favor of Meadowcreek Valley trail plans.

Mr. Jason Halbert said he applauded the transparency being applied to the neighborhood CIP projects and the prioritization list.

Mr. Sayed [last name?] said he was a refugee and in his apartment complex there are not safe places to walk and he supports a trail being built to Greenbrier Elementary School.

Ms. Emily Dreyfus of Legal Aid Justice Center thanked Council for its work to move forward on affordable housing. She serves on the CRHA redevelopment committee. She said the short-term funds for CRHA are promising but she is concerned about years three and four in the plan. She said the immediate needs at Crescent Halls are the top priority.

Mr. John Hall said Stribling Avenue needed investments in sidewalks and crosswalks.

Ms. Joy Johnson said public housing residents understand market rate units are a part of the redevelopment picture. She said maintenance needs will also have to be funded on a parallel track while redevelopment is being pursued. She called for a planner on City staff to be assigned to the redevelopment effort.

Ms. Walker adjourned the meeting at 7:14 p.m.

*This page intentionally left blank*

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



<b>Agenda Date:</b>	December 3, 2018
<b>Action Required:</b>	Appropriation
<b>Presenter:</b>	Chris Gensic, Parks and Recreation
<b>Staff Contacts:</b>	Chris Gensic, Parks and Recreation Brian Daly, Parks and Recreation Ryan Davidson, Office of Budget and Performance Management
<b>Title:</b>	<b>VDOT Recreational Access Grant – McIntire Park Bicycle and Pedestrian Bridge - \$125,000</b>

**Background:**

The City of Charlottesville, through Parks and Recreation, has received a grant from the Virginia Department of Transportation (VDOT) through the Recreational Access Program to assist with the construction of a bicycle and pedestrian bridge over a creek in the north end of the park. The match for this project comes from the McIntire Park Implementation Fund.

**Discussion:**

The City of Charlottesville has created a plan for the conversion of McIntire Park from the old golf course into a community park with a botanical garden, skate park, and picnic shelter. A major part of the effort is to provide a system of trails that allow access into and through the park from many directions. This bridge will allow patrons to access the south side of the park from Melbourne Avenue, and vice versa. There is another bridge proposed in the overall park plan but it is not going to accommodate bicycles or maintenance vehicles, which this bridge will support. This bridge is being built with steel beams salvaged from an old highway bridge in Waynesboro to save money and re-use the steel beams in an environmentally conscious manner. The VDOT Recreational Access funding will supplement the CIP budget for implementation of the park plan, and save the City \$75,000 that can be used to further implement the park plan. Bridge Maintenance will be included in the Parks Operation budget into the future. The bridge construction will cost approximately \$125,000 and the engineering and design fees have already been paid.

**Community Engagement:**

The master plan for McIntire Park was developed over 2 years with multiple public meetings, public hearings, and opportunities to comment in person, via email and over the telephone. The plan was approved by City Council.



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

The project supports City Council’s “America’s Healthy City” vision by providing outstanding recreational areas and walking trails, as well as the vision of being a “Connected Community”. It contributes to Goal 3 of the Strategic Plan, for a beautiful and sustainable natural and built environment, and specifically objective 3.3, to provide a variety of transportation and mobility options.

**Budgetary Impact:**

No additional City funding is being requested. The matching funds for this grant, and reminder of the funds necessary for construction will come from the McIntire Park Master Plan Implementation project funding, which was appropriated as part of previous Capital Improvement Program budgets.

**Recommendation:**

Staff recommends appropriation of grant funds.

**Alternatives:**

If grant funds are not appropriated, the bridge will have to be built with entirely local CIP funds.

**Attachments:**

Grant award letter from VDOT, location of proposed bridge.

**APPROPRIATION**

**VDOT Recreational Access Program – McIntire Park Bicycle and Pedestrian Bridge  
\$125,000**

**WHEREAS**, the City of Charlottesville, through Parks and Recreation, has been awarded \$75,000 from the Virginia Department of Transportation to construct a bicycle and pedestrian bridge at McIntire Park; and

**WHEREAS**, the match for this grant will come from the McIntire Park Implementation Fund; and

**NOW, THEREFORE BE IT RESOLVED** by the Council of the City of Charlottesville, Virginia, that the sum of \$75,000 is hereby appropriated in the following manner:

**Revenue**

\$75,000      Fund: 426                      WBS: P-01005                      G/L Account: 430110

**Expenditures**

\$75,000      Fund: 426                      WBS: P-01005                      G/L Account: 599999

**Transfer from**

\$50,000      Fund: 426                      WBS: P-00207                      G/L Account: 599999

**Transfer to**

\$50,000      Fund: 426                      WBS: P-00270                      G/L Account: 599999

**BE IT FURTHER RESOLVED**, that this appropriation is conditioned upon the receipt of \$75,000 from the Virginia Department of Transportation.



## COMMONWEALTH of VIRGINIA

### *Commonwealth Transportation Board*

Shannon Valentine  
Chairperson

1401 East Broad Street  
Richmond, Virginia 23219

(804) 786-2701  
Fax: (804) 786-2940

*Agenda item # 7*

### RESOLUTION OF THE COMMONWEALTH TRANSPORTATION BOARD

October 30, 2018

#### MOTION

**Made By: Mr. Yates, Seconded By: Ms. Hynes**  
**Action: Motion Carried, Unanimously**

**Title: Recreational Access to East McIntire Park**  
**Project RECR-104-354, City of Charlottesville**

**WHEREAS**, § 33.2-1510 of the *Code of Virginia* sets forth that the General Assembly of Virginia has found and declared that it is "... in the public interest that access roads and bikeways to public recreational areas and historical sites be provided..." and sets aside highway funds for such purpose, "... [w]hen the Director of the Department of Conservation and Recreation has designated a public recreational area as such ... and recommends to the [Commonwealth Transportation] Board that an access road or bikeway be provided or maintained to that area"; and

**WHEREAS**, the Director of the Department of Conservation and Recreation (DCR) and the Commonwealth Transportation Board (CTB) have adopted a joint policy to govern the use of the Recreational Access Fund pursuant to § 33.2-1510 of the *Code of Virginia*; and

**WHEREAS**, the Charlottesville City Council has, by appropriate resolution, requested Recreational Access funds to provide bikeway access to adequately serve recreational facilities located off of Melbourne Road and said bikeway access is estimated to cost \$225,000; and

**WHEREAS**, this request is under consideration by the Director of DCR for full compliance with the provisions of § 33.2-1510 of the *Code of Virginia*; and

**WHEREAS**, it is anticipated that the Director of DCR will recommend the construction of the aforementioned access; and

**NOW, THEREFORE, BE IT RESOLVED**, that from the Recreational Access Fund \$75,000 (\$60,000 unmatched and \$15,000 matched) for bikeway construction be allocated to provide adequate access to existing and proposed facilities within East McIntire Park off of Melbourne Road in the City of Charlottesville, Project RECR-104-354, contingent upon:

1. The Director of DCR recommending the use of the Recreational Access Fund for the construction of the access roadway to the proposed new facilities within McIntire Park; and
2. All right of way, environmental assessments and remediation, and utility adjustments being provided at no cost to the Commonwealth; and
3. Execution of an appropriate contractual agreement between the City of Charlottesville (LOCALITY) and the Virginia Department of Transportation (VDOT) to provide for the:
  - a. design, administration, construction and maintenance of this project; and
  - b. payment of all ineligible project costs, and of any eligible project costs in excess of the respective allocation amount for the roadway access project from sources other than those administered by VDOT, and
  - c. provision of the required matching funds, up to \$15,000, by the LOCALITY for appropriately documented eligible project costs.

#####

## CTB Decision Brief

### Recreational Access – City of Charlottesville East McIntire Park

**Issue:** Pursuant to § 33.2-1510 of the *Code of Virginia*, the City of Charlottesville’s City Council has requested funds from the Recreational Access Program to provide adequate bikeway access to proposed new facilities within the City of Charlottesville’s East McIntire Park.

**Facts:** § 33.2-1510 of the *Code of Virginia* provides that the Commonwealth Transportation Board (CTB) shall expend from funds set aside for the construction of access roads and bikeways to public recreational areas and historical sites under this section of the *Code of Virginia*. Further, this section of the *Code of Virginia* grants the CTB the authority to construct access roads and bikeways to public recreational areas and historical sites when the governing body of the county in which the access road is to be provided passes a resolution requesting the road and when the Director of the Department of Conservation and Recreation (DCR) has designated the public recreational area as such and recommends to the CTB that an access road be provided to that area.

The City of Charlottesville owns and operates East McIntire Park and plans to develop new facilities within the 75-acre recreational area off of Melbourne Road. The proposed facilities include a new skate park, network of trails, botanical garden and conversion of a golf course to a passive use recreation area. The locality will administer the design and construction of the proposed bikeway project.

Local Assistance Division has coordinated with DCR staff to confirm support for the project. It is anticipated that the Director of DCR will designate East McIntire Park as a public recreational area and will recommend utilization of Recreational Access funds to provide adequate access to new facilities within the recreational area.

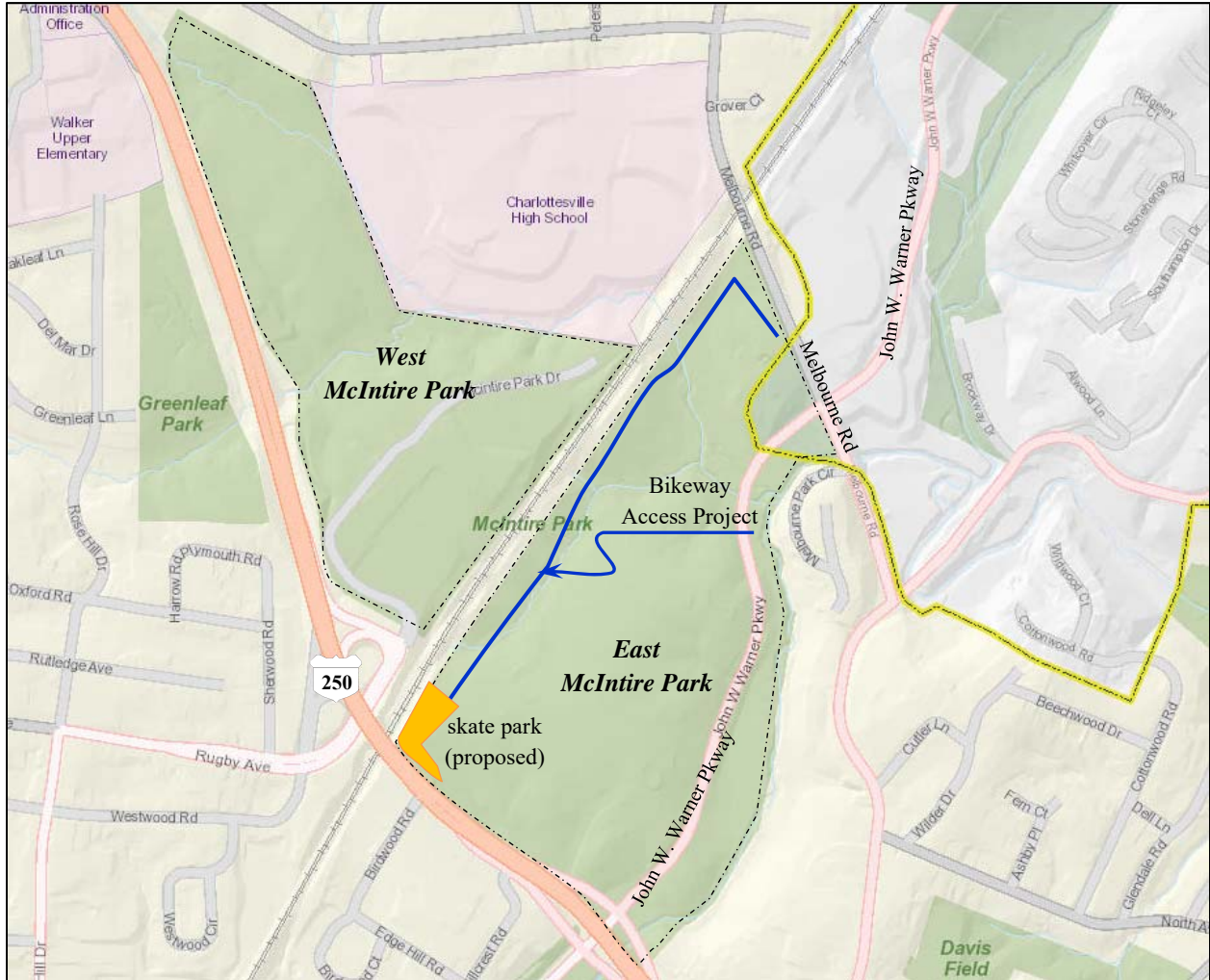
**Recommendations:** The bikeway access project recommended by staff as adequate to serve existing and proposed facilities within East McIntire Park involves construction of a 10-foot wide asphalt bikeway from Melbourne Road and continuing south, approximately 0.5 mile to the proposed skate park area. Culpeper District staff has estimated the cost of the bikeway access project to be \$225,000. The City of Charlottesville will be responsible for financial arrangements to provide for the required Recreational Access Program matching funds, as appropriate, and all project costs exceeding the state Recreational Access Program allocation to fully fund the project. VDOT recommends that Recreational Access Program funding in the maximum amount of \$75,000 (\$60,000 unmatched and \$15,000 matched) for the construction of bikeway access be approved, subject to certain contingencies.

**Action Required by the CTB:** Prior to expending funds set aside for access roads to public recreational areas and historical sites, the *Code of Virginia* specifies that the CTB shall declare by resolution that the access road project be provided. A resolution is provided for formal vote.

**Result, if Approved:** VDOT and the City of Charlottesville will proceed with the recreational access bikeway project.

**Options:** Approve, Deny, or Defer.

**Public Comments/Reaction:** None



**PROPOSED RECREATIONAL ACCESS PROJECT**  
**East McIntire Park**  
**Project RECR-104-354**  
**City of Charlottesville**

Recreational Facility/Site

Proposed facilities within the approximate 75-acre recreational area include a skate park, trail network, botanical garden and conversion of golf course to a passive use recreation area.

Estimated Traffic: 30 (bicycle) trips per day

Access Facility

Bikeway Length: 0.5 mile

Pavement Width: 10 feet

Estimated Cost: \$225,000

Proposed Allocation: \$75,000

(\$60,000 unmatched, \$15,000 matched)

**City of Charlottesville**  
**RESOLUTION**  
**VDOT Recreational Access Project Endorsement**

At a regularly scheduled meeting of the Charlottesville City Council held on June 4, 2018, on a motion by Ms. Hill seconded by Mr. Bellamy the following resolution was adopted by a vote of 5 to 0.

**Whereas**, East McIntire Park is owned and is to be developed by the City of Charlottesville as a recreational facility serving the residents of Charlottesville and adjoining localities; and

**Whereas**, the facility is in need of adequate bicycle access; and

**Whereas**, the procedure governing the allocation of recreational access funds as set forth in Section 33.2-1510 of the *Code of Virginia* requires joint action by the Director of the Department of Conservation and Recreation and the Commonwealth Transportation Board; and

**Whereas**, a statement of policy agreed upon between the said Director and Board approves the use of such funds for the construction of access facilities to publicly-owned recreational or historical areas; and

**Whereas**, the Council has duly adopted a zoning ordinance pursuant to Article 7 (Section 15.2-2280 et seq), Chapter 22, Title 15.2 of the *Code of Virginia*; and

**Whereas**, it appears to this Council that all requirements of the law have been met to permit the Director of the Department of Conservation and Recreation to designate McIntire Park as a public recreation area and further permit the Commonwealth Transportation Board to provide funds for access to this public recreation area in accordance with Section 33.2-1510 of the *Code of Virginia*; and

**Whereas**, the right of way of the proposed bicycle access is provided by the City of Charlottesville at no cost to the Virginia Department of Transportation; and

**Whereas**, the City of Charlottesville hereby guarantees that the necessary environmental analysis, mitigation, and fee simple right of way for this bikeway access project, and utility relocations or adjustments, if necessary, will be provided at no costs to the Virginia Department of Transportation, and

**Whereas**, this Council acknowledges that, pursuant to the provisions of Section 33.2-1510 of the *Code of Virginia*, this bikeway, once constructed, shall be regulated and maintained by the City of Charlottesville Department of Parks and Recreation; and

**Whereas**, the City of Charlottesville acknowledges that no land disturbance activities may occur within the limits of the proposed access project without the consent of the Department of Transportation as a condition of the use of the Recreational Access Fund.

**Whereas**, the City of Charlottesville hereby guarantees that financing of all ineligible project costs, project costs exceeding the Recreational Access Program project allocation, Recreational Access Program required locality matching funds, if applicable, and all costs exceeding the Recreational

Access Program allocation will be provided from sources other than those administered by the Virginia Department of Transportation.

**Whereas**, the City of Charlottesville hereby acknowledges that the Virginia Department of Transportation's Recreational Access Program may provide up to a maximum of \$60,000 for a bikeway access project and requires matching funding up to \$15,000 provided by the City of Charlottesville for estimated eligible project costs over \$75,000.

**Now, Therefore, Be It Resolved**, that the City Council of Charlottesville hereby requests the Director of the Department of Conservation and Recreation to designate McIntire Park as a public recreational area and to recommend to the Commonwealth Transportation Board that recreational access funds be allocated for a bikeway to serve said recreational area; and

**Be It Further Resolved**, that the Commonwealth Transportation Board is hereby requested to allocate the necessary Recreational Access Program funds to provide a suitable bikeway as hereinbefore described.

**Be It Further Resolved**, that the City Manager and/or his designee(s) be authorized to act on behalf of the City Council to execute any and all documents necessary to secure the maximum amount of funding eligible under the Recreational Access Program.

Adopted this 4th day of June, 2018  
Charlottesville, Virginia

Approved by Council  
June 4, 2018



\_\_\_\_\_  
Clerk of Council



# VDOT Recreational Access Funding East McIntire Park Bicycle/Pedestrian Bridge



Charlottesville  
High School

CHS Stadium

Melbourne Road

JW Parkway

Bridge

Botanical Garden Area

0 0.035 0.07 0.14 0.21 0.28 0.35 Miles



*This page intentionally left blank*

CITY OF CHARLOTTESVILLE, VIRGINIA  
CITY COUNCIL AGENDA



Agenda Date:	December 3, 2018
Action Required:	Appropriate Grant Funds
Presenter:	Lt. T.V. McKean, Charlottesville Police Department
Staff Contacts:	Lt. T.V. McKean, Charlottesville Police Department
<b>Title:</b>	2018 Edward Byrne Memorial Justice Assistance Grant (JAG) - \$26,044

**Background:**

The U.S. Department of Justice, Office of Justice Program's Bureau of Justice Assistance has awarded the City of Charlottesville a 2018 Edward Byrne Memorial Justice Assistance Grant (JAG) in the amount of \$26,044 with no local match required.

**Discussion:**

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

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

This funding will support Goal 2 of the Strategic Plan, to be a safe, equitable, thriving, and beautiful community. It specifically supports Goal 2.1, to provide an effective and equitable public safety system. The funding will be used to purchase forensic and personal protection equipment for the Charlottesville Police Department.

**Community Engagement:**

N/A

**Budgetary Impact:**

There is no impact to the General Fund as no local match is required for this grant. The funds will be expensed and reimbursed to a Grants Fund.

**Recommendation:**

Staff recommends approval and appropriation of grant funds.

**Alternatives:**

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

**Attachments:**

N/A

**APPROPRIATION**

**2018 Edward Byrne Memorial Justice Assistance Grant (JAG)  
\$26,044**

**WHEREAS**, the City of Charlottesville, through the Police Department, has received the U.S. Department of Justice, Office of Justice Programs' Bureau of Justice Assistance 2018 Edward Byrne Memorial Justice Assistance Grant (J.A.G.) in the amount of \$26,044 to be used for approved law enforcement equipment.

**WHEREAS**, the grant award covers the period from period October 1, 2018 through September 30, 2022

**NOW, THEREFORE BE IT RESOLVED** by the Council of the City of Charlottesville, Virginia, that the sum of \$26,044, received from the U.S. Department of Justice, Office of Justice Programs' Bureau of Justice Assistance, is hereby appropriated in the following manner:

<b><u>Revenue</u></b>			
\$ 26,044	Fund: 211	I/O: 1900320	G/L: 431110 Federal Grants

<b><u>Expenditure</u></b>			
\$ 26,044	Fund: 211	IO: 1900320	G/L: 520990 Other Supplies

**BE IT FURTHER RESOLVED**, that this appropriation is conditioned upon the receipt of \$26,044 from the U.S. Department of Justice, Office of Justice Programs' Bureau of Justice Assistance.

*This page intentionally left blank*

## CITY OF CHARLOTTESVILLE, VIRGINIA CITY COUNCIL AGENDA



Agenda Date:	December 3, 2018
Action Required:	Appropriation
Presenter:	Mike Rogers, Deputy Chief – Operations, Charlottesville Fire Dept.
Staff Contacts:	Mike Rogers, Deputy Chief – Operations, Charlottesville Fire Dept.
<b>Title:</b>	<b>Fiscal Year 2019 Fire Programs Aid to Locality Funding (Firefund) Appropriation - \$150,480.00</b>

**Background:** The Code of Virginia provides for the collection of an annual levy each fiscal period from the insurance industry. Such levy is collected by the State Corporation Commission, and the amounts collected are then transferred into the Fire Program Fund (Firefund). These aid to locality monies are then distributed to the jurisdictions to supplement the localities funding for fire service based training, training supplies, training equipment, prevention activities, and some response equipment. This is an annual allotment of funding. All usage and any carryovers are reported out to the Department of Fire Programs at the end of the fiscal period before the next fiscal period monies are granted. The City of Charlottesville has been awarded \$150,480 in these funds for FY 2019.

**Discussion:** The Aid to Locality monies are distributed annually to aid departments in their training, prevention, and equipment efforts. While the monies cannot be used to directly/indirectly supplant or replace other locality funds, they help us to provide for additional firefighting training resources, logistics, courses, and equipment as outlined in the Department of Fire Programs Aid to Locality allowable uses chart.

**Alignment with Council Vision Areas and Strategic Plan:** The Aid to Locality/Firefund allocation supports the City’s mission “We provide services that promote equity and an excellent quality of life in our community” by providing supplemental training and equipment funding for fire prevention, firefighting, hazardous materials, and technical rescue. With this additional funding being put towards these purposes we are better able to prepare our responders to deliver emergency services and/or information to the citizens, students, business community members, and guests of the City.

The assistance from this annual funding allotment also aligns with Goal 2.1, Reduce adverse impact from sudden injury and illness and the effects of chronic disease, as well as the elements within Goal 5 - A Well-managed and Responsive Organization.

**Community Engagement:** N/A

**Budgetary Impact:** There is no impact to the General Fund, as these are grant funds. The FY 2019 disbursement is slated to transfer to the City's grant fund in September.

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

**Alternatives:** If Aid to Locality funding is not appropriated, the Fire Department will not be able to utilize this supplemental funding to help support its training, prevention, and equipment efforts.

Attachments: N/A



**APPROPRIATION**

**Fiscal Year 2019 Fire Programs Aid to Locality Funding (Firefund) Appropriation  
- \$150,480**

**WHEREAS**, the Virginia Department of Fire Programs has awarded a grant to the Fire Department, through the City of Charlottesville, specifically for fire service applications;

**NOW, THEREFORE BE IT RESOLVED** by the Council of the City of Charlottesville, Virginia, that a total of \$150,480.00 be appropriated in the following manner:

**Revenues - \$150,480**

\$150,480      Fund: 209                      I/O: 1900010                      G/L Account: 430110

**Expenditures - \$150,480**

\$150,480      Fund: 209                      I/O: 1900010                      G/L Account: 599999

**BE IT FURTHER RESOLVED**, that this appropriation is conditioned upon the receipt of \$150,480 from the Virginia Department of Fire Programs.

*This page intentionally left blank*

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



Agenda Date:	December 3, 2018.
Action Required:	Public Hearing and Council Appropriations.
Presenter:	Christopher Cullinan, Director of Finance.
Staff Contacts:	Christopher Cullinan, Director of Finance. Leslie Beauregard, Assistant City Manager.
Title:	Year End Adjustments- F.Y. 2018 and General Fund Balance Transfer.

**Background:**

After the annual financial records audit, City management makes recommendations for one-time appropriations and transfers to other funds, depending on the funds available after closing the fiscal year.

**Discussion:**

For the fiscal year ending June 30, 2018 (fiscal year 2018), the City’s General Fund ended with a positive surplus of \$4,701,082 or 2.7% within budget. Revenues performed better than expected while City departments spent less than budgeted. This result is consistent with the City’s recent financial performance:

	Revenue	Expenses	Balance Under Budget
Year ended June 30, 2018	1,993,017	2,708,065	4,701,082
Year ended June 30, 2017	6,502,691	2,438,879	8,941,570
Year ended June 30, 2016	2,924,529	3,071,050	5,995,579
Year ended June 30, 2015	1,962,858	2,353,748	4,316,606
Year ended June 30, 2014	1,566,171	1,419,986	2,986,157

A detailed discussion of revenue and expenditures performance is listed below.

## **Revenues**

The fiscal year 2018 actual revenues were \$1,993,071 over budget or 1.2% over the adopted budget. Significant revenue budget variances were as follows:

- **Real Estate Tax** was \$158,581 over budget which is right on target with the adopted budget.
- **Personal Property Taxes** were \$663,709 over budget primarily due to overall growth being more than anticipated. There has been increases in the total number of vehicles and new purchases.
- **Tax on Bank Stock** was \$373,260 over budget due to higher than anticipated deposits on hand with banks headquartered in the City.
- **Business and Professional License** were \$932,642 over budget due to primarily due to higher gross receipts of local businesses.

The City of Charlottesville has a revenue forecasting team that consists of members from Budget, Finance, Treasurer, Commissioner of Revenue, and Economic Development. This team meets on a regular basis to review budget versus actual revenue during the year. The team also monitors and tracks trends to keep management informed as revenue forecasts change.

## **Expenditures:**

Expenditures were under budget by \$2,708,065 or 1.6% of the adopted budget. Significant budget savings were as follows:

- **Commonwealth Attorney** was under budget by \$185,171 due to position vacancies.
- **Parks and Recreation** was under budget by \$655,428 due a variety of factors such as attrition and program cost savings. Approximately \$116,000, of this surplus represents funds that are continuing appropriations and will carried over to FY19.
- **Public Works** was under budget by \$486,723 primarily due to personnel attrition and vacancies.
- **Citywide Departmental Budget Savings.** City departments continue to do a very good job of monitoring their budgets which resulted in expenditures less than budget. Savings resulted from vacancies, efficiencies, and staff's constant due diligence with city tax dollars.

## **Resolution/Carryover Request:**

At each year-end, the City calculates required fund balance amounts to maintain compliance with its policies. Any additional surplus generated is earmarked for spending on one-time items in future years.

For FY2018, the City ended \$4.7 million in excess of its 17% fund balance policy. The resolution recommends that \$1,500,000 be approved and carried over to be spent as described in the memo and on Exhibit 1. The remaining surplus balance of \$3,201,082 will be reserved for Affordable Housing

Redevelopment. Additionally, the City spent approximately \$7.8 million of prior years' carry over during FY 2018 that had been earmarked for one-time expenditures. The financial statements will report an actual decline of \$3.1 million in fund balance from FY2017 to FY2018. This decline was planned, and the funds were appropriated at the end of FY2017. The City does not anticipate the decline in fund balance will have any impact on the City's bond rating as the City still in compliance with its fund balance policy and other long-term financial management policies.

Attached is Exhibit I which provides a summary of appropriations requested.

**Community Engagement:**

A public hearing will be held to discuss these year-end results and accompanying appropriation of carryover funds.

**Budgetary Impact:**

These surplus funds are being allocated as part of the year-end process and will allow for the implementation of programs that may not have otherwise been funded.

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

This resolution serves to close out and summarize the financial results of fiscal year 2018 and as such aligns with Goal 4 of the Strategic Plan, to be a well-managed and successful organization.

**Recommendation:**

Staff recommend that Council approve the attached resolution.

**Alternatives:**

Amend the Recommendations.

**Attachments:**

1. Memo- End of Year Adjustments/Exhibit I.
2. FY 2018 Year End Appropriation.

**City of Charlottesville.  
MEMO.**



**To:** Members of City Council.  
**From:** Christopher Cullinan, Director of Finance.  
Leslie Beauregard, Assistant City Manager.  
**Date:** December 3, 2018  
**Subject:** **F.Y. 2018 End of Year Adjustments**

In order to close the City's financial records for F.Y. 18 and to finalize the City's annual financial report, we would like to request that Council approve the attached resolution to adjust certain accounts. This is a normal procedure that takes place each year.

Provided below is a brief description of the items contained in the various sections of the appropriation:

- Section I - General Fund.
- Section II - Capital Projects Fund.
- Section III - Facilities Repair Fund.
- Section IV - Grants Funds.
- Section VI – School Gainsharing.

Included are names of the department or program, the amount of the adjustment and a brief discussion of the reason(s) for the appropriation.

**I. General Fund.**

(a) Departmental Appropriations – Section 1 (a).

The following appropriations are requests for carryovers of unspent funds and new requests not previously appropriated.

- Citywide Reserve/Unplanned Expenses - \$1,000,000.  
The City incurred over \$900,000 of unplanned expenses related to the one-year anniversary of the "Unite the Right" rally. The City continues to work with the Virginia Department of Emergency Management to ascertain the availability of Public Assistance from the Commonwealth to offset a portion of the unplanned expenses. At this time however, it is not known if these funds will be available. The appropriation of these funds will ensure the City is able to cover these costs and/or any unexpected costs that may occur during this

year. The City Manager is hereby authorized by this appropriation to transfer these funds as needed.

(b) Additional Transfers and Appropriations – Section 1(b).

The following appropriations are requests for transfers from the General Fund to other funds.

- Transfer to Retirement Fund - \$500,000.  
These funds will be carried over and transferred to the Retirement fund. The FY19 budget granted a 1.5% to current retirees. The budgeted annual retirement contribution only funded a 1% COLA. These funds are needed to fund the additional 0.5% COLA granted.
- Transfer to Capital Projects Fund - \$3,201,082.  
These funds will be reserved for Affordable Housing Redevelopment.

**II. Capital Projects Fund - \$100,000.**

- The sum of \$100,000 received from the schools as F.Y.18 gainsharing funds are appropriated to the Schools Lump Sum project account (SH-019, P-00993).

**III. Facilities Repair Fund - \$57,335**

- Courthouse Maintenance (P-00099) - \$25,667 - These unspent restricted court fees will be used for future court repair work or records conversion. The amount will be carried over in the Facilities Repair Fund.
- Courthouse Construction (P-00783) - \$31,668 – These unspent restricted court fees will be used for future renovations or construction projects relating to the courts and will be carried over in the Facilities Repair Fund.

**IV. Grants Fund - \$1,439**

These funds were received from outside sources and are being appropriated to be spent by the respective grants:

- \$1,439 – these funds will be used for additional qualifying State Fire Grant expenditures (1900010).

## **V. Schools Gainsharing - \$100,000.**

In 1998, the School Board and City Council entered into a gainsharing agreement. This agreement mandates that the first \$100,000 to go to facilities for School Capital Improvement Projects, the next \$100,000 is retained by the Schools in the General Fund and then any amount over \$200,000 will be shared equally (50/50) between the School Board and the City. For the year ending June 30, 2018, the Schools had an operating surplus of \$112,828. According to the formula, \$100,000 will be contributed to the City's School Lump Sum Project Fund and \$12,828 will be retained by the City Schools.

Cc: John C. Blair, II, City Attorney.



# FY 2018 Year End Appropriation

**BE IT RESOLVED** by the Council of the City of Charlottesville, Virginia, that the actions hereinafter set forth are herein authorized with respect to the accounts of the City listed herein, for the fiscal year ended June 30, 2018. The memo to Council dated December 3, 2018 is hereby made part of this appropriation.

## I. General Fund (105).

(a) Departmental Appropriations.

The following amounts shall be permitted to be carried over and expended in the General Fund's respective cost centers or internal orders in the following fiscal year:

1631001000. Citywide Reserve/Unplanned Expenses	\$ 1,000,000
---	--------------

Total Section 1 (a).	<u>\$ 1,000,000</u>
----------------------	---------------------

(b) Additional Transfers and Appropriations

9803030000. Transfer to Retirement Fund	\$ 500,000
---	------------

9803030000. Transfer to Affordable Housing Redevelopment	\$ 3,201,082
--	--------------

Total Section 1 (b).	<u>\$ 3,701,082.</u>
----------------------	----------------------

## II. Capital Projects Fund (426).

- The sum of \$100,000 received from the schools as F.Y.18 gainsharing funds are appropriated to the Schools Lump Sum project account (SH-019, P-00993).

## III. Facilities Repair Fund (107).

- Courthouse Maintenance (P-00099) - \$25,667 - These unspent restricted court fees will be used for future court repair work or records conversion. The amount will be carried over in the Facilities Repair Fund.
- Courthouse Construction (P-00783) - \$31,668 - These unspent restricted court fees will be used for future renovations or construction projects relating to the courts and will be carried over in the Facilities Repair Fund.

## IV. Grants Fund (209).

These funds were received from outside sources and are being appropriated to be spent by the respective grants:

- \$1,439 – these funds will be used for additional qualifying State Fire Grant expenditures (1900010).

## **V. Schools Gainsharing.**

In 1998, the School Board and City Council entered into a gainsharing agreement. This agreement mandates that the first \$100,000 to go to facilities for School Capital Improvement Projects, the next \$100,000 is retained by the Schools in the General Fund and then any amount over \$200,000 will be shared equally (50/50) between the School Board and the City. For the year ending June 30, 2018, the Schools had an operating surplus of \$112,828. According to the formula, \$100,000 will be contributed to the City's School Lump Sum Project Fund and \$12,828 will be retained by the City Schools.

**Exhibit 1**

**Fiscal year End 2018**

Revenue over Budget	1,993,017	
Expenditures under Budget	<u>2,708,065</u>	
Balance under Budget	<b>4,701,082</b>	-

**RECOMMENDED APPROPRIATIONS**

Additional Retirement Contribution	500,000	
Citywide Reserve/Unplanned Expenses	1,000,000	
Affordable Housing Reserve	3,201,082	
		(4,701,082)

**Surplus Fiscal Year End 2018** \$ -

**Transfer to CIP** **\$** -

Remaining Surplus 0.00

**Summary of Prior Year Results**

	Revenue	Expenses	Balance Under Budget
Year ended June 30, 2017	6,502,691	2,438,879	8,941,570
Year ended June 30, 2016	2,924,529	3,071,050	5,995,579
Year ended June 30, 2015	1,962,858	2,353,748	4,316,606
Year ended June 30, 2014	1,566,171	1,419,986	2,986,157
Year ended June 30, 2013	691,027	2,506,046	3,197,073
Year ended June 30, 2012	891,240	2,903,832	3,795,072
Year ended June 30, 2011	1,155,727	4,038,399	5,194,126
Year ended June 30, 2010	(1,215,660)	4,829,993	3,614,333

*This page intentionally left blank*

CITY OF CHARLOTTESVILLE, VIRGINIA  
CITY COUNCIL AGENDA



Agenda Date:	December 17, 2018
Action Required:	Appropriation of Funds
Presenter:	Jeff Werner, Preservation & Design Planner, Department of Neighborhood Development Services (NDS)
Staff Contacts:	Jeff Werner, Preservation & Design Planner, NDS Alex Ikefuna, Director, NDS
Title:	<b>Virginia Department of Historic Resources (DHR) 2018-2019 Certified Local Government (CLG) grant funding for Little High Neighborhood National Register nomination - \$33,714</b>

**Background:**

The City of Charlottesville through the Department of Neighborhood Development Services has been awarded \$12,000 from the Virginia Department of Historic Resources' 2018-2019 Certified Local Government Subgrant program to have completed an historic survey of the Little High neighborhood. In addition to the grant of \$12,000 from DHR, there is a local match requirement, of \$12,000, which will be met through the usage of existing Capital Improvement Program funding for new historic surveys.

The estimated cost is \$33,714. Both the \$12,000 in city funds to match the grant and the remaining \$9,714 (\$21,714) will be provided from the existing New Historic Surveys project in the City's Capital Improvement Program.

**Discussion:**

This funding will provide a comprehensive, reconnaissance-level survey of approximately 225 properties, most of which have not been previously surveyed. It will also provide a Preliminary Information Form (PIF) based on the survey results, to determine if part or all of the neighborhood would qualify for future listing as a National Register historic district.

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

Appropriation of this item aligns with Council's Vision 2025 by supporting Charlottesville Arts and Culture: **Charlottesville cherishes and builds programming around the evolving research and interpretation of our historic heritage and resources.**

This appropriation also supports **Goal 2** of the Strategic Plan: **Be a safe, equitable, thriving and beautiful community**, including: **2.5. Provide natural and historic resources stewardship, 2.6. Engage in robust and context sensitive urban planning**, and **Goal 3: Have a strong diversified economy**, including: **3.4. Promote diverse cultural tourism.**

**Community Engagement:**

In July 2017, the Little High Neighborhood Association expressed support for the historic survey. Following that, city staff reviewed the request with staff from the Virginia Department of Historic Resources, who recommended the boundaries of the survey.

**Budgetary Impact:**

No new funding is required for this project. Both the local match of \$12,000 and the additional \$9,714 in funding necessary to complete the survey (for a total of \$21,714 in City funds) will be provided from previously appropriated funding in the New Historic Surveys project.

**Recommendation:**

Staff recommends approval and appropriation of funds.

**Alternatives:**

The alternative is to not approve this project, which would be contrary to Comprehensive Plan Historic Preservation Goal 3 Incentives & Tools, 3.2 *Pursue National Register and Virginia Landmarks Register status for all future local historic districts.*

**Attachments:**

July 17, 2017 Little High Neighborhood Association letter

August 6, 2018 letter of agreement from Virginia Department of Historic Resources (DHR)

**APPROPRIATION**

**Virginia Department of Historic Resources (DHR)  
2018-2019 Certified Local Government (CLG) grant funding  
for Little High Neighborhood Historic Survey  
\$33,714**

**WHEREAS**, the City of Charlottesville, through the Department of Neighborhood Development Services, has received from the Virginia Department of Historic Resources (DHR), funding to support a historic survey for the Little High Neighborhood,

**NOW, THEREFORE BE IT RESOLVED** by the Council of the City of Charlottesville, Virginia, that the sum of \$12,000 for the fiscal year 2018-2019 received from the Virginia Department of Historic Resources (DHR) is hereby appropriated in the following manner:

**Revenue**

\$ 12,000	Fund: 209	IO: 1900321	G/L: 430120 (State/Fed Pass Thru)
\$ 21,714	Fund: 209	IO: 1900321	G/L: 498010 (Transfer from C.I.P.)

**Expenditure**

\$ 33,714	Fund: 209	IO: 1900321	G/L: 530670 (Other contractual services)
-----------	-----------	-------------	--

**Transfer**

\$21,714	Fund: 426	WBS: P-00484	G/L: 461209 (Transfer to grants)
----------	-----------	--------------	----------------------------------

**BE IT FURTHER RESOLVED**, that this appropriation is conditioned upon the receipt of \$12,000 for the fiscal year 2018-2019 from the Virginia Department of Historic Resources (DHR).

*This page intentionally left blank*



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



<b>Agenda Date:</b>	December 17, 2018
<b>Action Required:</b>	Approval of Appropriations
<b>Staff Contacts:</b>	Alex Ikefuna, Director Neighborhood Development Services
<b>Presenter:</b>	Alex Ikefuna, Director Neighborhood Development Services
<b>Title:</b>	<b>Appropriation of funds to the Charlottesville Affordable Housing Fund for the Thomas Jefferson Planning District Commission's Contribution to the Portland State University ADU Program - \$5,000.00</b>

**Background:**

In September 2018, the City of Charlottesville was accepted into Portland State University's Urban Sustainability Accelerator's Accessory Dwelling Unit Cohort program. Total cost of the City's participation was \$30,000, which was covered by CAHF administrative funds. The Thomas Jefferson Planning District Commission (TJPDC) is partnering with the City in this program.

**Discussion:**

In September 2018, two representatives from the TJPDC attended the program kick-off in Portland, Oregon; the \$5,000 submitted to the City by the TJPDC cover the cost of room and board during that trip, as well as other miscellaneous costs associated with program participation. These funds need to be returned to the CAHF.

**Community Engagement:**

There has been no direct community engagement on this issue, as the payment received from the TJPDC covers the cost of the organization's participation in the Portland State University Accessory Dwelling Unit Cohort program.

**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:**

These funds will be returned to the CAHF Administrative Fund set-aside and has no impact on the amount of funds available for affordable housing programs.

**Recommendation**

Staff recommends approval of the appropriation.

**Alternatives:**

There is no alternative for appropriation of the funds, as these funds must be returned to their original source.

**Attachments:**

N/A

**APPROPRIATION**  
**Charlottesville Affordable Housing Fund**  
**Reimbursement – Thomas Jefferson Planning District Commission Contribution the**  
**Portland State University Accessory Dwelling Unit Cohort Program**  
**\$5,000.00**

**WHEREAS**, the City of Charlottesville has received payment from the Thomas Jefferson Planning District Commission for participation in the Portland State University Accessory Dwelling Unit Cohort program (\$5,000.00);

**NOW, THEREFORE BE IT RESOLVED** by the Council of the City of Charlottesville, Virginia, that the sum of \$5,000.00 be appropriated as follows:

**Revenues:**

\$5,000.00	Fund: 426	Project: CP-084	G/L Code: 434675
------------	-----------	-----------------	------------------

**Expenditures:**

\$5,000.00	Fund: 426	Project: CP-084	G/L Code: 599999
------------	-----------	-----------------	------------------

*This page intentionally left blank*

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



Agenda Date:	December 17, 2018
Action Required:	Approve Appropriation of Public Works Summit Grant
Presenter:	Paul Oberdorfer, Director, Public Works
Staff Contacts:	Paul Oberdorfer, Director, Public Works Ryan Davidson, Senior Budget & Management Analyst, Office of Budget and Performance Management
<b>Title:</b>	<b>Appropriation of Public Works Summit Grant - \$400</b>

**Background:**

The City of Charlottesville received grant funding in the amount of \$400, from Endeavor Business Media LLC, for the Public Works Director to attend the Public Works Summit November 14-16, 2018 in Scottsdale, Arizona. The Summit hosts 50 Public Works Directors each year and offers uniquely structured boardroom case studies, interactive roundtable sessions, etc.

**Discussion:**

Appropriation of these grant funds is necessary to reimburse the City for travel expenses.

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

This project supports City Council's "Smart, Citizen-Focus Government" vision, and it contributes to Strategic Plan Goal 5: A Well-managed and Responsive Organization.

**Community Engagement:**

N/A

**Budgetary Impact:**

These grant funds will reimburse the City for travel expenses.

**Recommendation:**

Staff recommends approval and appropriation of the reimbursement funds.

**Alternatives:**

If reimbursement funds are not appropriated, the Public Works account will have less funding for other operations.

**Attachments:**

N/A

**APPROPRIATION**  
**Appropriation of Public Works Summit Grant - \$400**

**NOW, THEREFORE, BE IT RESOLVED** by the Council of the City of Charlottesville, Virginia that \$400 from Endeavor Business Media LLC is to be appropriated in the following manner:

**Revenues - \$400**

Fund: 105                      Cost Center: 2401001000                      G/L Account: 451999

**Expenditures - \$400**

Fund: 105                      Cost Center: 2401001000                      G/L Account: 530100

*This page intentionally left blank*



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



Agenda Date:	December 17, 2018
Action Required:	Approve Resolution
Presenter:	Andrea Douglas, Executive Director, Jefferson School African American Heritage Center
Staff Contacts:	Leslie Beauregard, Assistant City Manager
Title:	<b>Off Budget Funding Request – Jefferson School African American Heritage Center Kwanzaa Programming Request - \$4,500</b>

**Background:**

The Jefferson School African American Heritage Center is seeking funding in support of their Kwanzaa programming. They are trying to take advantage of an opportunity to bring an exciting group of dancers to the City – The Soweto Street Beat from Atlanta, Georgia. Funds will support the cost of honorarium, hotel for six and meals. This is a rare opportunity to expose members of our community, particularly young people, to a cultural experience they would not readily have in Charlottesville. The Soweto Street Beat Dance Theater Inc. (S.S.B.) is the only professional South African dance troupe in the United States. The Soweto Street Beat, Georgia performs dances and drumming done by the Zulu peoples. Kwanza, while derived from several different African harvest celebrations uses the traditions of this group as its core.

The total request to the City is \$4,500.

**Discussion:**

Kwanzaa is a pan-African holiday founded in the late 1960s by Dr. Maulana Karenga. At the heart of the celebration is a desire to preserve, revitalize, and promote African American culture. The first Kwanzaa celebration at J.S.A.A.H.C. was held in 2014. Prior to this, observance of the holiday was largely private since no major public event had been held since 2011. The audience for the event is largely African American. In 2014, only 40 people attended the event; last year attendance was at 175 limited largely by the size of the Heritage Center auditorium. The rapid increase in attendance in such a short period suggests that this is becoming an important event for the African American community.

Kwanzaa is the last of the annual public programs directed primarily at the African American community. Since 2014, attendance has increased by 400%. This year the event has expanded to include an African market and more children’s programming. The program will also include the creation of a community quilt and feature performances by local artists and the Soweto Street Beat. Marketing for the event will largely come from word of mouth through local African American groups as well as PSAs for radio advertising to ensure we have the widest opportunity to increase audience.

**Community Engagement:**

J.S.A.A.H.C. evaluates its programs through a survey. In its most recent audience survey conducted in November 2018, (Facebook members and those who subscribe to our website), the response rate was 5%. 64% of those surveyed indicated that J.S.A.A.H.C. programming caused them to feel connected to their community while 75% indicated that J.S.A.A.H.C. programs broadened their knowledge of African American history. We will evaluate this year's program using similar survey methodologies. They will use the larger survey as a baseline to evaluate success of the program in order to try to obtain a greater sense of the impact of Heritage Center programming on the community.

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

With an emphasis on history and shared community, the Kwanzaa celebration aligns with the City's strategic objectives of respecting and nourishing community diversity and promoting community engagement.

**Budgetary Impact:**

Staff recommends that funding for \$4,500 be allocated from already appropriated funds in the Community Arts and Festivals account in the General Fund. Each year the budget includes some unallocated dollars in this account for such a request should it occur. The J.S.A.A.H.C. also anticipates raising \$800 in donations to help fund this event.

**Recommendation:**

Approve attached resolution.

**Alternatives:**

To not fund this request.

**Attachments:**

N/A

**RESOLUTION**

**Jefferson School African American Heritage Center Kwanzaa Programming Request  
\$4,500**

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Charlottesville, Virginia that the sum of \$4,500 is hereby paid from currently appropriated funds in the Community Arts and Festivals account in the General Fund to the Jefferson School African American Heritage Center:

\$4,500

Fund: 105

Cost Center: 9753005000

*This page intentionally left blank*

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



<b>Agenda Date:</b>	December 17, 2018
<b>Action Required:</b>	Resolution
<b>Staff Contacts:</b>	Alex Ikefuna, Director Neighborhood Development Services
<b>Presenter:</b>	Alex Ikefuna, Director Neighborhood Development Services
<b>Title:</b>	Designation of Carlton Views III Development Site as a Revitalization Area

**Background:**

On October 1, 2018, City Council approved awarding \$1,440,000 to support the development of Carlton Views III, the fourth and final phase of a mixed-income, mixed-use development located at 1337 Carlton Avenue. Final allocation of these project funds is contingent upon Carlton Views III, LLC being awarded Low Income Housing Tax Credits through the Virginia Housing Development Authority (VHDA).

**Discussion:**

Applications for VHDA's Low Income Housing Tax Credit (LIHTC) program are due in March 2019. To be eligible for funding, projects seeking LIHTC support must be located within a revitalization area as defined by Virginia Code 36-55.30:2.

**Community Engagement:**

HAC Allocation Subcommittee:

- Friday, June 22, 2018
- Monday, June 25, 2018

Planning Commission:

- Tuesday, May 8, 2018
- Tuesday, November 13, 2018

Community Meeting:

- March 15, 2018 at the Blue Ridge PACE Center

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

*Carlton Views III, LLC*

- Strategic Plan Goals
  - Goal 1.3: Increase affordable housing options
  - Goal 2.3: Improve community health and safety outcomes by connecting residents with effective resources (aligning health care with provision of housing for the elderly and disabled)
- Comprehensive Plan Goals
  - Goal 3: Grow the City's housing stock for residents of all income levels

- Goal 3.1: Continue to work toward the City’s goal of 15% supported affordable housing by 2025. Goal 3.6: Promote housing options to accommodate both renters and owners at all price points, including workforce housing.
- Goal 4.1: Continue to support the use of appropriate tax credit proposals submitted by private and non-profit developers within the locality to create affordable rental units, as consistent with Housing Advisory Committee policy.
- Goal 5: Support projects and public/ private partnerships (i.e., private, non-profits, private developers and governmental agencies) for affordable housing, including workforce housing and mixed-use, and mixed-income developments.
- Goal 5.7: Support housing programs at the local and regional level that encourage mixed-income neighborhoods and discourage the isolation of very low and low income households.
- Goal 7: Offer a range of housing options to meet the needs of Charlottesville’s residents, including those presently underserved, in order to create vibrant residential areas or reinvigorate existing ones.
- Goal 7.1: To the greatest extent feasible ensure affordable housing is aesthetically similar to market rate.
- Goal 8.1: - Encourage mixed-use and mixed-income housing developments.
- Goal 8.3: - Encourage housing development where increased density is desirable and strive to coordinate those areas with stronger access to employment opportunities, transit routes and commercial services.
- Goal 8.7: Encourage the incorporation of green sustainable principles (e.g. LEED, EarthCraft Virginia, Energy Star, etc.) in all housing development to the maximum extent feasible both as a way to be more sustainable and to lower housing costs.

**Budgetary Impact:**

This request has no budget impact.

**Recommendation:**

Staff recommends City Council approve the attached resolution declaring the Carlton Views PUD site as being located in a revitalization area based on the following:

1. The industrial, commercial or other economic development of such area will benefit the city or county but such area lacks the housing needed to induce manufacturing, industrial, commercial, governmental, educational, entertainment, community development, healthcare or nonprofit enterprises or undertakings to locate or remain in such area; AND
2. Private enterprise and investment are not reasonably expected, without assistance, to produce the construction or rehabilitation of decent, safe and sanitary housing and supporting facilities that will meet the needs of low and moderate income persons and families in such area and will induce other persons and families to live within such area and thereby create a desirable economic mix of residents in such area.

**Alternatives:**

City Council could choose to not support the revitalization area certification for the Carlton Views III project, which could have a negative impact on Carlton Views III, LLC’s LIHTC application.

**Attachments:**

Resolution for Carlton Views III Revitalization Area Certification

**RESOLUTION**  
**Revitalization Area Certification for Carlton Views III**

**BE IT RESOLVED** by the City Council of the City of Charlottesville, Virginia that Carlton Views III is located within a Revitalization Area, defined by the Virginia Housing Development Authority as any area that 1) the industrial, commercial or other economic development of such area will benefit the city or county but such area lacks the housing needed to induce manufacturing, industrial, commercial, governmental, educational, entertainment, community development, healthcare or nonprofit enterprises or undertakings to locate or remain in such area; AND 2) private enterprise and investment are not reasonably expected, without assistance, to produce the construction or rehabilitation of decent, safe and sanitary housing and supporting facilities that will meet the needs of low and moderate income persons and families in such area and will induce other persons and families to live within such area and thereby create a desirable economic mix of residents in such area.

*This page intentionally left blank*



CITY OF CHARLOTTESVILLE, VIRGINIA  
CITY COUNCIL AGENDA



Agenda Date:	December 3, 2018
Action Requested:	Action on a Rezoning (PUD) Application
Presenter:	Matt Alfele, City Planner
Staff Contacts:	Matt Alfele, City Planner
<b>Title:</b>	<b>ZM-18-00002 Carlton Views PUD</b>

**Background:**

Scott Collins (of Collins Engineering) on behalf of Hydro Falls, LLC, Carlton Views I, LLC, Carlton Views II, LLC, and ADC IV C'ville, LLC (landowners) have submitted an application pursuant to City Code 34-490 et seq., seeking a zoning map amendment to change the zoning district classifications of the following four (4) parcels of land: 1335 Carlton Avenue (Tax Map 56 Parcel 430), 1337 Carlton Avenue (Tax Map 56 Parcel 431), Tax Map 56 Parcel 432, and Tax Map 56 Parcel 433 (together, the "Subject Property"). The Subject Property has frontage on Carlton Avenue and apparent frontage on Franklin. The entire development contains approximately 4.855 acres or 211,483 square feet. The application proposes to change the zoning classification of the Subject Property from "M-I" (Industrial) to "PUD" (Planned Unit Development) subject to proffered development conditions. See **Attachment A** (Proffer Statement) for proffered conditions. The Proffered Development includes:

1. Maximum buildout of 154 units.
2. Maximum Non-residential square footage of 50,000.
3. Use Matrix (See **Attachment B**, Proffered Development Plan, for list of uses).
4. Maximum Building Height of 65 feet.
5. Affordable Dwelling Units (See **Attachment A**, Proffer Statement, for more detailed information).
6. Entrance Feature for Buildings that front on Carlton Avenue.
7. On-site Parking Restrictions.
8. Outdoor Lighting Restrictions.
9. Bus Stop and/or Shelter if Requested by the City of Charlottesville.
10. Preservation of Tree Canopy adjacent to Franklin Street.
11. Pedestrian Linkage within the site and to the Adjacent Neighborhood.

The PUD Development Plan for this proposed development includes the following key components: approximate location of existing buildings and building envelope for future

buildings, a phasing sequence of the development (phase 1 the PACE Center, completed, Phase 2 Carlton Views I Apartments, completed, Phase 3 Carlton Views II Apartments, Phase 4 Carlton Views III Apartments). The PUD Development Plan contains details required by City Code, including: a use matrix for each phase, setback/ yard requirements for each phase, parking calculations for residential uses, open space, landscaping, architectural elements, and signage. The City's Comprehensive Plan and Land Use Map calls for the area to be used and developed for Business and Technology uses. The Comprehensive Plan contains no residential density range for the Subject Property.

### **Discussion:**

The Planning Commission held a joint Public Hearing and discussed this matter at their May 8, 2018 and November 13, 2018 meeting.

The discussion centered on the use of a PUD to accommodate affordable housing. Commissioners were concerned that the applicant was misusing the PUD concept in order to increase density without creating a fully cohesive development. Commissioners and Councilors were also concerned that should the applicant not receive tax credits to build affordable housing, it is unknown what would be built in the final phase. ADA accessible routes within the development, lack of amenities for families with children, lack of useable green spaces, and lack of innovation in design and building placement were all concerns voiced during the Planning Commission's discussion. These concerns were weighed against the need for impactful amounts of affordable units within the City. The Commission noted the possibility of adding 52 affordable units to the City's housing stock was consistent with the Comprehensive Plan's goals.

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

If City Council approves the rezoning request, the project could contribute to *Goal 3: A Beautiful and Sustainable Natural and Built Environment, 3.1 Engage in robust and context sensitive urban planning and implementation*, and the City Council Vision of *Quality Housing Opportunities for All*.

### **Community Engagement:**

The Planning Commission held a joint Public Hearing with City Council on this matter at their meeting on May 8, 2018 and November 13, 2018.

During the May 8<sup>th</sup> Public Hearing, three members of the public spoke. All three speakers voiced concerns with parking, lack of housing type, lack of amenities for residents of the development and the surrounding neighborhood, lack of open space, and the maintenance of Carlton View I.

During the November 13<sup>th</sup> Public Hearing, four members of the public spoke. Many of the same concerns from the May 8<sup>th</sup> Public Hearing were voiced. In addition, the misuse of a PUD for the sole purpose of density was voiced. Concern with the future accessibility of tax credits for funding was raised. One member of the public spoke in support of the development. This person is a resident of Carlton View I and sees it (and any future building) as an asset to the City, but is

concerned with the management and would like the development to remain accessible to the retirement age community. It was indicated the management issues were improving.

On March 15, 2018 the applicant held a community meeting at the Blue Ridge PACE Center. The applicant gave an overview of the project as it related to the need for a rezoning. Two members of the public attended the meeting and voiced the following concerns:

- How will Phase IV (Carlton Views III) be screened from the adjacent Woolen Mills neighborhood?
- What will the architectural style of the future buildings be?
- Would any of the future phase include a small grocery store or other neighborhood amenity?
- Lighting from the development is a big concern.
- Retaining all the SUP conditions from the original development is a priority.

As of the date of this report, staff has received the following concerns through email, phone calls or in person conversations:

- Parking for the development is not adequate. Employees of the PACE Center are often forced to park on the street or in the surrounding neighborhood.
- The height from the SUP conditions was 50 feet and the new proffer statement is showing an allowed height of 65 feet. This change is concerning.
- The development is not a fully throughout PUD.

#### **Budgetary Impact:**

This has no impact on the General Fund. On October 1, 2018 City Council allocated 1.44 million from CAHF for the final phase of the development. The funds are contingent on the applicant receiving 2019 tax credits.

#### **Recommendations:**

The Planning Commission took the following action:

Mr. Mitchell moved to recommend approval of this application to rezone the subject property from M-I to PUD, on the basis that the proposal would serve the interests of the general public and good zoning practice.

Mr. Stolzenberg seconded the motion. The motion passed 5 – 2.

#### **Alternatives:**

City Council has several alternatives:

- (1) by motion, take action to approve the attached ordinance granting the Rezoning as recommended by the Planning Commission;
- (2) by motion, deny the requested Rezoning;
- (3) by motion, request changes to the City Council findings, or to the specific list of properties to be rezoned, and then by separate motion, approve the ordinance granting the Rezoning ; or
- (4) by motion, defer action on the proposed Rezoning.

**Attachments:**

- A. Ordinance
- B. Proffer Statement Dated November 13, 2018
- C. Proffered Development Plan Dated September 12, 2018
- D. Link to the Staff Report and background information from the November 13, 2018 Planning Commission meeting:  
<http://www.charlottesville.org/home/showdocument?id=63507>  
(Staff Report starts on page 44)

**AN ORDINANCE  
APPROVING A REQUEST TO REZONE FOUR PARCELS OF LAND  
LOCATED AT 1335 AND 1337 CARLTON AVENUE, AND TWO ADJACENT LOTS,  
FROM M-I (WITH A SPECIAL USE PERMIT) TO PLANNED UNIT DEVELOPMENT  
("CARLTON VIEWS PUD")**

**WHEREAS**, Carlton Views I, LLC, Carlton Views II, LLC, ADC IV C'ville, LLC, and Hydro Falls, LLC (collectively, the "Applicant") are the Owners of four parcels of land designated on City Tax Map 56 as Parcels 430, 431, 432, and 433, containing, collectively, approximately 4.855 acres, and the Applicant seeks a rezoning of such property from M-I (subject to a special use permit) to Planned Unit Development subject to proffered development conditions (hereinafter the "Proposed Rezoning"); and

**WHEREAS**, in connection with the Proposed Rezoning, the Landowners submitted: (i) a written PUD Development Plan, dated March 27, 2018, revised April 19, 2018 and September 12, 2018, titled "Carlton Views Development PUD Application Plan" (hereinafter referred to as the "PUD Development Plan"), and (ii) proffered development conditions submitted in writing to the City, dated November 13, 2018; and

**WHEREAS**, the Proposed Rezoning proposes development that is subject to the requirements of City Code §34-12 specifying a minimum number of affordable dwelling units required for a development, and the Applicant's proffered development conditions specify the Applicant's proposal for exceeding the minimum requirements of that section; and

**WHEREAS**, a joint public hearing on the Proposed Rezoning was held before the Planning Commission and City Council on November 13, 2018, following notice to the public and to adjacent property owners as required by law; and

**WHEREAS**, on November 13, 2018, following the joint public hearing, the Planning Commission voted to recommend that City Council should approve the Proposed Rezoning; and

**WHEREAS**, City Council has considered the materials included within the rezoning application, the PUD Development Plan and the proffered development conditions dated November 13, 2018, and Council has also considered the analysis within the Staff Report, comments received from the public, and the Planning Commission's recommendation; 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 (M-I, subject to a special use permit) and the proposed PUD zoning classification (subject to the PUD Development Plan and the 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 M-I to PUD four parcels of land designated on City Tax Map 56 as Parcels 432, 433, 430 (1335 Carlton Avenue), and 131 (1337 Carlton Avenue), (the "Property"), consisting of approximately 4.855 acres, or 211,483 square feet, subject to the following Proffers, which were tendered by the Applicant in accordance with law and are hereby accepted by this City Council:

**Accepted Proffers**

1. **Specific Development**—The Subject Property shall be developed in accordance with the PUD Development Plan.
2. **Provision of Accessible, Affordable Dwelling Units**--Where the PUD Development Plan indicates residential uses, the portion(s) of the Subject Property that will contain residential dwelling units shall incorporate handicapped-accessible dwelling units and affordable dwelling units, as set forth following below.
  - a. Affordable dwelling units (ADUs), as defined within the City’s Zoning Ordinance, will be provided within the PUD, as follows:
    - i. at all times: at least thirty percent (30%) of the affordable dwelling units required by the City’s Zoning Ordinance (“Required ADUs”) within the PUD shall be occupied by, or reserved for occupancy by, households having income of not more than 60% AMI; and
    - ii. at all times: at least fifteen percent (15%) of the Required ADUs within the PUD shall be occupied by, or reserved for occupancy by, households having income of not more than 40% AMI.
  - b. Handicapped-accessible units will be provided among the Required ADUs, meeting Uniform Federal Accessibility Standards (“UFAS”) standards for accessibility, or Virginia Housing Development Authority (“VHDA”) standards for universal design; specifically: at least fifteen percent (15%) of the Required ADUs within the PUD shall meet UFAS guidelines for accessibility, and at least thirty percent (30%) of the Required ADUs within the PUD shall meet VHDA guidelines for universal design.
  - c. The Landowners shall record within the land records of the Circuit Court for the City of Charlottesville one or more instruments containing covenants or restrictions assuring that the Subject Property will provide the Required ADUs referenced in Paragraph 2(a), above, for a period of not less than twenty (20) years from the date the first Required ADU is occupied by a household of persons meeting the applicable AMI requirements. The Landowners shall notify the City’s zoning administrator promptly of the date on which the first Required ADU is occupied by a household of persons meeting the applicable AMI requirements.
  - d. Administration of the Required ADUs shall be conducted in a manner such that books and records will be kept to document the following:
    - i. section 8 voucher holders will have first priority for occupancy of any available Required ADU within the PUD;
    - ii. each owner of a residential dwelling unit within the PUD shall maintain records documenting the household income of the occupants of the dwelling unit, and (as to units offered for rental at market rates) of the owner’s efforts to obtain funding or financing to facilitate the occupancy of the dwelling unit

as an ADU in accordance with the AMI levels referenced in paragraph 2(a), above; and

- iii. once per year the Landowners shall provide a written report to the zoning administrator, accompanied by evidence that the requirements of paragraphs 2(a)(ii)(1) and (2) have been satisfied.
- e. Notwithstanding the foregoing: if, on or before December 31, 2019, both of the following conditions (i) and (ii) have been satisfied, then one hundred percent (100%) of the residential dwelling units within the PUD will be affordable dwelling units (“Required ADUs”) subject to the provisions of 2(b) – (d) preceding above:
- i. federal tax credits have been approved and syndicated, AND
  - ii. permanent financing has been obtained for construction of the project as a one-hundred-percent affordable housing project.
  - iii. Further: if conditions (e)(i) and (e)(ii) are both satisfied on or before December 31, 2019, then thirty percent (30%) of the Required ADUs provided in accordance with this paragraph (e) shall be occupied by, or reserved for occupancy by, households having income of not more than 60% AMI, and fifteen percent (15%) of the Required ADUs shall be occupied by, or reserved for occupancy by, households having income of not more than 30% AMI.
3. ***Development design and features***—in addition to any requirements of the City’s zoning ordinance, subdivision ordinance, water protection ordinance, or other applicable laws or ordinances, the use and development of the Subject Property shall comply with all of the following:
- a. No building or structure within the PUD shall exceed a height of 65 feet. Building elevations demonstrating compliance with this requirement shall be included within the final site plan for the PUD development.
  - b. Each building façade that fronts on Carlton Avenue shall be designed to include a door or other entrance feature. Building elevations depicting how this requirement will be satisfied shall be included within the final site plan for the PUD development.
  - c. Within the PUD, the number of on-site parking spaces shall not exceed the minimum required by the City’s zoning ordinance; however, if additional parking spaces are required as a condition of receiving grant funding, or other financing, to support the provision of the Required ADUs, then upon presentation of documentation of such requirement to the City’s zoning administrator, a landowner may include the additional number of on-site parking spaces necessary for receipt of such funding/ financing.
  - d. All outdoor light fixtures shall be equipped with full-cutoff luminaires, and with devices for redirecting light (e.g., shields, visors, hoods, etc.) to eliminate light glare

- and block direct light spillover onto neighboring properties. Each light fixture shall be recessed to conceal the light source from all viewing positions except those positions permitted to receive illumination. Directional task lighting (e.g., floodlights, spotlights, sign lights, etc.) shall illuminate only the intended task, and no light from any fixture(s) used in such task lighting shall shine directly onto neighboring properties or roadways, nor shall any task lighting have the effect of causing an excessive amount of light to be released skyward.
- e. Upon written request from a public official of the City of Charlottesville, a landowner shall provide a location within the Subject Property at which Charlottesville Area Transit can, without charge, establish a bus stop/ shelter. The City shall bear the cost of providing, installing and maintaining the bus stop/ shelter.
  - f. The Landowners shall retain the existing tree canopy on the east side of the Subject property, adjacent to Franklin Street, within an area designated as open space for the PUD. The final site plan for the PUD development shall depict how this requirement will be satisfied.
4. Site design shall provide pedestrian linkages connecting on-site buildings, buildings on-site open space, and neighborhoods adjacent to the PUD. These pedestrian linkages shall be depicted within the final site plan proposed for the PUD development.



# Attachment A

## Carlton Views Planned Unit Development

BEFORE THE CITY COUNCIL OF THE CITY OF CHARLOTTESVILLE, VIRGINIA  
IN RE: PETITION FOR REZONING (City Application No. ZM18-00002)  
STATEMENT OF PROFFERED DEVELOPMENT CONDITIONS

Dated as of November 13, 2018

Subject Property: City of Charlottesville Tax Map 56, Parcels 430, 431, 432, & 433

TO THE HONORABLE MAYOR AND MEMBERS OF THE COUNCIL OF THE CITY OF CHARLOTTESVILLE:

The undersigned individuals are all of the owners of the Subject Property (“Owner(s)”) who have petitioned the Charlottesville City Council to approve the above-referenced rezoning petition (“Proposed Rezoning”), to allow for development of a specific project, identified as the Carlton Views Planned Unit Development (“PUD”) as specifically described within a proposed PUD Development Plan dated September 12, 2018.

In furtherance of the Proposed Rezoning, the Owners hereby proffer for City Council’s consideration several voluntary development conditions, which the Owners agree are reasonable. Each of the Owners agrees that, if the Subject Property is rezoned as requested, the use and development of the Subject Property will be subject to and in accordance with the following conditions:

1. ***Specific Development***--The Subject Property shall be developed in accordance with the PUD Development Plan dated September 12, 2018 (“Development Plan”).
2. ***Provision of Accessible, Affordable Dwelling Units.*** For purposes of these proffers,
  - “60% Affordable Units” shall mean residential dwelling units within the PUD occupied by, or reserved for occupancy by, households having income of not more than sixty-percent (60%) of the area median income (“AMI”) for the area including the City of Charlottesville published annually by the United States Department of Housing and Urban Development (“HUD”), as adjusted for family size.
  - 40% Affordable Units’ shall mean residential dwelling units within the PUD occupied by, or reserved for occupancy by, households having income of not more than forty-percent (40%) of AMI.
  - “UFAS Units” shall mean dwelling unit meeting Uniform Federal Accessibility Standards (“UFAS”) standards for accessibility.
  - “Universal Design Units” shall mean dwelling units meeting Virginia Housing Development Authority (“VHDA”) standards for universal design.

## Attachment A

Except as otherwise described here, during the Income Limit Period (as defined below) where the Development Plan indicates residential uses, the portion(s) of the Subject Property that will contain residential dwelling units shall incorporate handicapped-accessible dwelling units and affordable dwelling units, as set forth following below.

- a. Affordable dwelling units will be provided within the PUD, as follows:
  - i. At least thirty percent (30%) of the residential dwelling units within the PUD shall be 60% Affordable Units (“Required ADUs”) and at least fifteen percent (15%) of the Required ADUs shall be 40% Affordable Units .
  - ii. At least fifteen percent (15%) of the Required ADUs shall be UFAS Units and at least thirty percent (30%) of the Required ADUs will be Universal Design Units.
- b. The Owners shall record within the land records of the Circuit Court for the City of Charlottesville one or more instruments containing covenants or restrictions assuring that the Subject Property will provide the Required ADUs referenced in Paragraph 2(a), above, for a period of not less than twenty (20) years from the date the first Required ADU is occupied by a household of persons meeting the applicable AMI requirements (“Income Limit Period”). The Owners shall notify the City’s zoning administrator promptly of the date on which the first Required ADU is occupied by a household of persons meeting the applicable AMI requirements.
- c. Administration of the Required ADUs shall be conducted in a manner such that books and records will be kept to document the following:
  - i. Section 8 voucher holders will have first priority for occupancy of any available Required ADU within the PUD.
  - ii. Each Owner of a residential dwelling unit within the PUD shall maintain records documenting the household income of the occupants of the dwelling unit, and of the Owner’s efforts to obtain funding or financing to facilitate the occupancy of the dwelling unit as an ADU in accordance with the AMI levels referenced in paragraph 2(a), above.
  - iii. Upon request by the City, the Owners shall provide a written report to the zoning administrator, accompanied by evidence verifying the Owner’s efforts and results in satisfying the requirements of paragraphs 2(a)(i) and (ii).
- d. Notwithstanding the foregoing, if, on or before December 31, 2019, both of the following conditions have been satisfied (“Funding Conditions”), then paragraph 2(a), above shall be replaced with the following:
  - a. Affordable dwelling units will be provided within the PUD, as

## Attachment A

follows:

- i. one hundred percent (100%) of the residential dwellings within the PUD will be 60% Affordable Units (“Maximum ADUs) and at least fifteen percent (15%) of the Maximum ADUs shall be 40% Affordable Units .
- ii. At least fifteen percent (15%) of the Maximum ADUs shall be UFAS Units and at least thirty percent (30%) of the Maximum ADUs will be Universal Design Units.

For purposes of this paragraph, the term “Funding Conditions” shall mean:

- i. an allocation of federal low income housing tax credits and syndication thereof, and
- ii. permanent and construction financing from VHDA.

3. ***Development design and features***—in addition to any requirements of the City’s zoning ordinance, subdivision ordinance, water protection ordinance, or other applicable laws or ordinances, the use and development of the Subject Property shall comply with all of the following:

- a. No building or structure within the PUD shall exceed a height of 65 feet. Building elevations demonstrating compliance with this requirement shall be included within the final site plan for the PUD development.
- b. Each building façade that fronts on Carlton Avenue shall be designed to include a door or other entrance feature. Building elevations depicting how this requirement will be satisfied shall be included within the final site plan for the PUD development.
- c. Within the PUD, the number of on-site parking spaces shall not exceed the minimum required by the City’s zoning ordinance; however, if additional parking spaces are required as a condition of receiving grant funding, or other financing, to support the provision of the Required ADUs or other permitted use outlined in the PUD rezoning application, then upon presentation of documentation of such requirement to the City’s zoning administrator, a landowner may include the additional number of on-site parking spaces necessary for receipt of such funding.
- d. All outdoor light fixtures shall be equipped with full-cutoff luminaires, and with devices for redirecting light (e.g., shields, visors, hoods, etc.) to eliminate light glare and block direct light spillover onto neighboring properties. Each light fixture shall be recessed to conceal the light source from all viewing positions except those positions permitted to receive illumination. Directional task lighting (e.g., floodlights, spotlights, sign lights, etc.) shall illuminate only the intended

## Attachment A

task, and no light from any fixture(s) used in such task lighting shall shine directly onto neighboring properties or roadways, nor shall any task lighting have the effect of causing an excessive amount of light to be released skyward.

- e. Upon written request from a public official of the City of Charlottesville, a landowner shall provide a location within the Subject Property at which Charlottesville Area Transit can, without charge, establish a bus stop/ shelter. The City shall bear the cost of providing, installing and maintaining the bus stop/ shelter.
- f. The Landowners shall retain the existing tree canopy on the east side of the Subject property, adjacent to Franklin Street, within an area designated as open space for the PUD. The final site plan for the PUD development shall depict how this requirement will be satisfied.
- g. Site design shall provide pedestrian linkages connecting on-site buildings, buildings on-site open space, and neighborhoods adjacent to the PUD. These pedestrian linkages shall be depicted within the final site plan proposed for the PUD development.

**WHEREFORE**, the undersigned Owner(s) stipulate and agree that the use and development of the Subject Property shall be in conformity with the conditions hereinabove stated, and in accordance with other applicable federal, state or local laws, ordinances, and requirements.

Respectfully submitted this 13<sup>th</sup> day of November, 2018. Each of the undersigned individuals represents and warrants that he or she has been duly authorized to execute this Proffer Statement on behalf of the Landowner and to bind the Landowner hereto.

*[Insert one signature block for **each** Landowner, listing the Landowner's legal name. If Landowner is an LLC, the individual who signs should indicate whether he or she is a "member" or a "managing member".]*

LANDOWNER: \_\_\_\_\_[*type legal name*]

Signed By: \_\_\_\_\_ [*signature of individual*]

Print Name: \_\_\_\_\_

Its: \_\_\_\_\_[*member, managing member, etc.*]

LANDOWNER: \_\_\_\_\_[*type legal name*]

Signed By: \_\_\_\_\_ [*signature of individual*]

# Attachment A

Print Name: \_\_\_\_\_

Its: \_\_\_\_\_ [*member, managing member, etc.*]

LANDOWNER: \_\_\_\_\_ [*type legal name*]

Signed By: \_\_\_\_\_ [*signature of individual*]

Print Name: \_\_\_\_\_

Its: \_\_\_\_\_ [*member, managing member, etc.*]

LANDOWNER: \_\_\_\_\_ [*type legal name*]

Signed By: \_\_\_\_\_ [*signature of individual*]

Print Name: \_\_\_\_\_

Its: \_\_\_\_\_ [*member, managing member, etc.*]

# CARLTON VIEWS DEVELOPMENT

## PUD Application Plan

City of Charlottesville, Virginia



March 27, 2018

Revision #1: April 19, 2018

Revision #2: September 12, 2018

CARLTON VIEWS PUD APPLICATION

## Table of Contents

1. Purpose and Intent
2. Project History
3. Land Use
  - a. Existing Conditions
  - b. Adjacent Properties and Uses
  - c. Comprehensive Plan
4. Public Facilities and Infrastructure
  - a. Water and Sanitary Sewer
  - b. Pedestrian and Bicycle Improvements
  - c. Transportation Improvements
  - d. Stormwater Management Improvements
5. Environmental Features and Impacts
6. Affordable Housing
7. PUD Objectives
8. General Development Plan
  - a. Development Plan
  - b. Parking
  - c. Open Space
  - d. Landscaping
  - e. Architectural Elements
  - f. Signage
  - g. Lighting

## List of Figures

1. Existing Subdivision Plat
2. Existing Zoning Map
3. Existing Conditions – Carlton Views Property
4. Existing Comprehensive Plan
5. Conceptual Updates to the Comprehensive Plan
6. City of Charlottesville GIS Map
7. Previous Use – Concrete Manufacturing Plant

## List of Tables

1. Overall Allowable Density
2. Land Use Matrix
3. Setbacks & Maximum Building Heights

## Purpose and Intent

Carlton Views Development is an existing mixed-use development located adjacent to the CSX railroad at the eastern terminus of Carlton Avenue in downtown Charlottesville, Virginia. The owner/applicants, Fountainhead Properties and its affiliates, ADC IV Charlottesville, Carlton Views I LLC, Carlton Views II LLC and Hydro Falls LLC, are requesting approval for a PUD rezoning of the parcels making up the Carlton Views/PACE Center project. This project, on 4.855 acres at 1335 Carlton Avenue, was initially approved for a Special Use Permit dated May 20, 2013 to allow up to 21 dwelling units an acre on the property, which is currently zoned M-1. The proposed PUD request would increase the allowable density on the property from 21 DUA to a maximum of 154 units (32 DUA) and increase the affordable housing requirements, while keeping similar allowable uses on the property for the M-1 zoning and maintaining the Special Use Permit conditions on the property.

The Carlton Views development is a mixed-use project that has successfully blended the commercial and medical uses of the Blue Ridge Pace Center with affordable and accessible housing for the frail elderly and disabled residents in Charlottesville. With a Housing + Services approach, supportive services for the elderly and disabled are partnered with affordable and accessible housing options located in close proximity to these services. Building on the success of the current 54-unit apartment building that is currently providing accessible and universally designed units for low-income elderly and disabled residents, the developers for the Carlton Views property is seeking to allow additional density on the property through the PUD process to construct more affordable units. The additional density will meet the objectives set by the Charlottesville Housing Policy and Comprehensive plan by growing the affordable housing stock in Charlottesville, providing a minimum of 30% affordability for the residential units for a minimum of 20 years, accommodating the housing needs for low-income seniors and those with disabilities, and increasing density in the areas near employment and transit services.

## Project History

Beginning in 2012, Fountainhead Properties and its affiliates began purchasing and developing parcels along Carlton Avenue at the site of the old H.T. Ferron concrete plant. Fountainhead had plans to develop a mixed-use project incorporating commercial and residential uses centered on the development of a PACE facility on the site.

In November 2012, ADC IV Charlottesville purchased 2.032 acres at 1335 Carlton Avenue (TM 56-43.2) and began the by-right development of the Blue Ridge PACE Center. The project was successfully completed in the summer of 2014 and is now in its third year of operation.

In May 2013, the City of Charlottesville approved a Special Use Permit permitting residential uses in the M-1 zoning district and approved residential density of 21 DUA for the 4.855 acres



## Attachment B

site. This set the stage for the phased development of multifamily buildings on the sites around the PACE Center.

In August 2014, upon completion of the PACE facility and approval of the SUP, Hydro Falls LLC exercised its purchase option on the remaining acreage and began developing the first residential phase of the project at 1337 Carlton Avenue (TM 56-43.3). This fifty-four (54) unit apartment building, known as Carlton Views I, was completed and successfully leased-up in early 2017.

The second residential phase, including a forty-eight unit building, is set to receive final site plan approval from the City and break ground in April 2018. This building, known as Carlton Views II, is expected to be completed in late 2019.

Prior to development of Carlton Views I, Parcel C (TM 56-43) was subdivided into two parcels. Carlton Views I was built on a new 1.262 acre parcel C (TM 56-43.3). The subdivision left a 1.034 acre residual parcel D (the new TM 56-43) remaining and undeveloped.

With this subdivision, Fountainhead Properties or its affiliates own and operate four contiguous properties along Carlton Avenue as follows:

<u>Tax Map</u>	<u>Parcel</u>	<u>Acres</u>	<u>Project</u>	<u>Building</u>
56-43.1	A	0.627	Carlton Views II	48 units
56-43.2	B	1.925	PACE	Commercial
56-43.3	C	1.262	Carlton Views I	54 units
56-43	D	1.034	Undeveloped	None

Figure 1 on sheet 5 shows the boundary line subdivision plats for a layout of the parcels as currently configured.



Existing Blue Ridge Pace Center

### CARLTON VIEWS PUD APPLICATION

# Attachment B

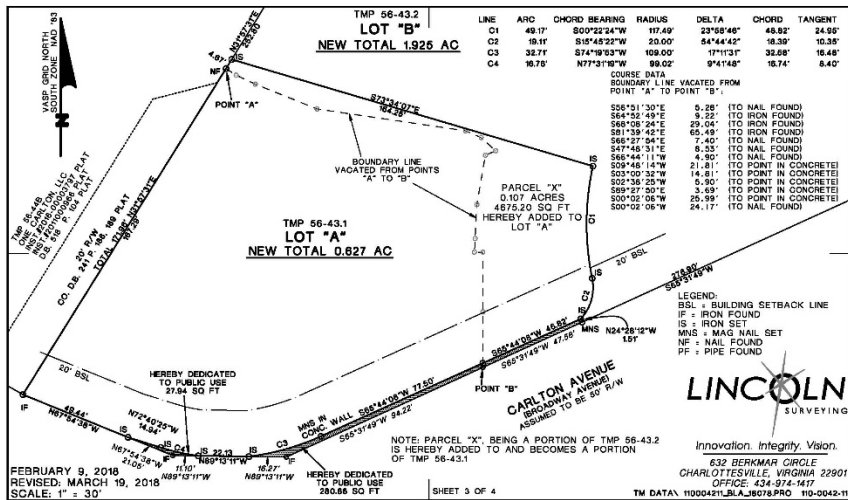
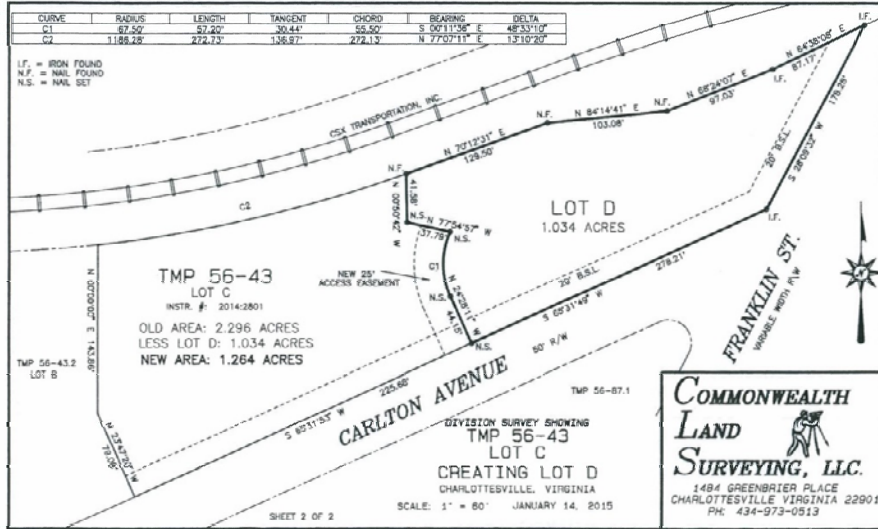
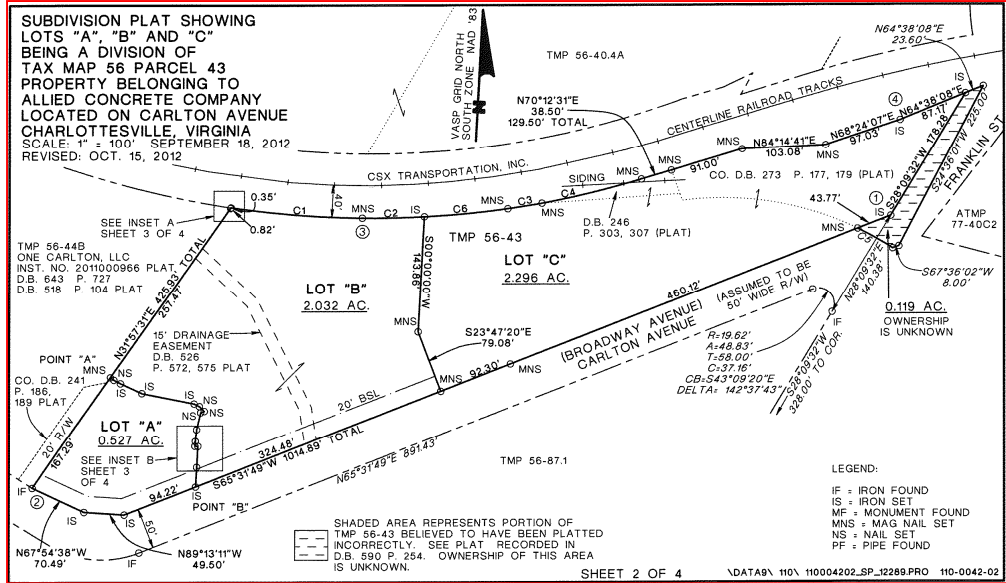


Figure 1: Existing Subdivision Plats  
 CARLTON VIEWS PUD APPLICATION

## Land Use

### Existing Conditions

The existing Carlton Views property consists of four (4) parcels comprising 4.855 acres of land. The project is bordered by the CSX Railroad to the north, commercial properties fronting Carlton Avenue to the west, and residential properties to the south and east. The four (4) properties are currently zoned M-1 (as shown below in Figure 2) and received a Special Use Permit for residential development in 2013. The Blue Ridge Pace Center was constructed in 2013 on Parcel B, and a 54-unit apartment building was completed in 2017 on parcel C. Parcel A and Parcel D are currently vacant, and the buildings and structures previously used by Allied Concrete remain on these parcels. Road improvements along Carlton Avenue, including road widening, sidewalks, planting strips, and street trees are being constructed in conjunction with each phase of the development.

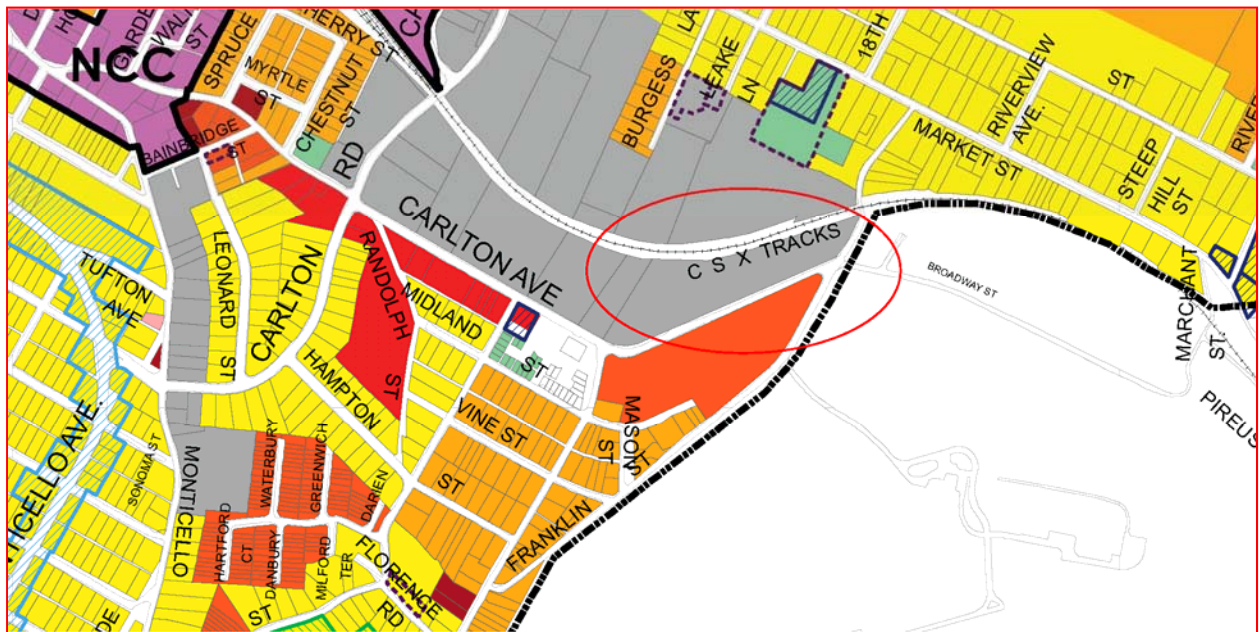


Figure 2: Existing Zoning Map

### Adjacent Properties and Uses

The Carlton Views property is located in the Belmont-Carlton neighborhood, a residential community with some industrial and commercial uses between Carlton Avenue and the Railroad tracks, see Figure 3. Across from this site is a trailer park. The Blue Ridge PACE Center, a joint venture owned by Riverside Health Systems; UVA Medical System); and JABA, Inc. located on Parcel B, is the mixed-use component of the project. The PACE center employs over 50 people in the area.



## Attachment B

Commercial businesses are located to the west of the development, as shown in Figure 3. Storage facilities and an existing junkyard are located to the north of the development, on the other side of the railroad tracks. To the east of the development are existing residential neighborhoods and commercial and industrial properties (along Broadway Street). Figure 6, on page 8, identifies all the properties within 500 feet of the Carlton Views property, identifying the owners and uses of the property.



Figure 3: Existing Conditions – Carlton Views Property

### *Comprehensive Plan*

The Comprehensive plan, see Figure 4 on page 8, shows the Carlton Views property as Business and Technology, a continuation of uses and services from the properties to the west and north. The trailer park property is shown as high density residential, acting as a transition from the Business and Technology properties to the low density residential neighborhoods to the south and east of the property. Currently, the City of Charlottesville is working on updating the Comprehensive Plan. Preliminary discussions and mapping for the Carlton Views property illustrate this area as potentially Neighborhood Commercial, adjacent to High Density Residential properties to the south.

The proposed mixed-use development on the Carlton Views properties ties in well with the Comprehensive plan for this area. The commercial aspects of the property allow uses that will work on a neighborhood scale, and the proposed residential uses on the property are consistent with the residential development and density in the adjacent parcels.

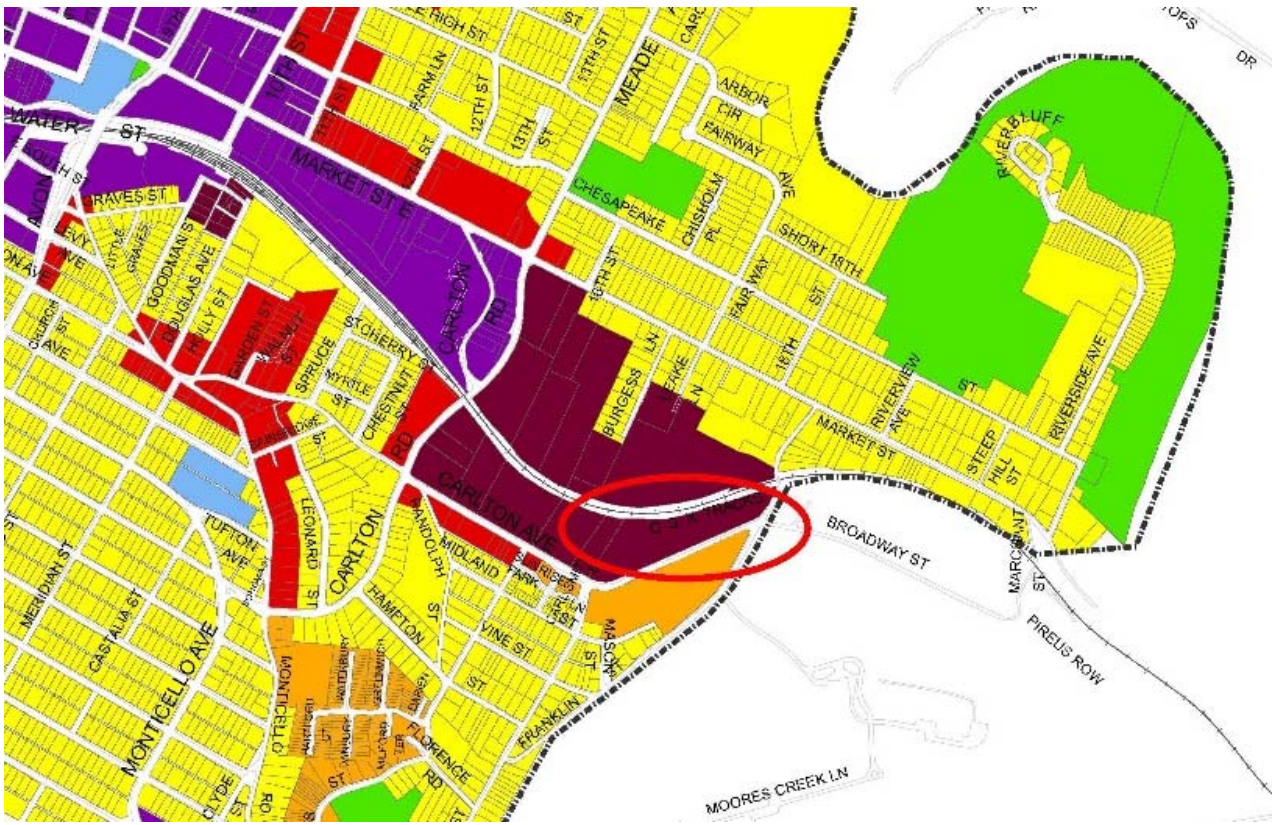


Figure 4: Existing Comprehensive Plan



Existing Carlton Views Apartment Building  
CARLTON VIEWS PUD APPLICATION



## Attachment B



Figure 6: City of Charlottesville GIS map

Parcel Id:	Tax Parcel #	Owner:	Address	Zoning
A	5600404A0	Woolen Mills Self Storage, LLC	131 Franklin St Charlottesville, VA 22902	MLTP
B	560029200	Wright Brothers Holdings, LLC	1308 E Market St Charlottesville, VA 22902	M-I
C	560028000	Wright Brothers Holdings, LLC	1308 E Market St Charlottesville, VA 22902	MLTP
D	560027000	Wright Brothers Holdings, LLC	1308 E Market St Charlottesville, VA 22902	M-I
E	560044000	One Carlton, LLC	12704 Crimson Ct, Ste 101 Henrico, VA 23233	M-I
F	560044A00	STC, LLC	1327 Carlton Ave, #A Charlottesville, VA 22902	M-I
G	560086000	My Properties, LLC	411 2 <sup>nd</sup> St NE Charlottesville, VA 22902	B-2H
H	560085100	Sunrise Park, LLC	919 W Main St Charlottesville, VA 22903	PUD
I	560085W00	Sunrise Park, LLC	919 W Main St Charlottesville, VA 22903	PUD
J	560087100	Bolton, Constance, TR & Shirley W, TR	1500 Carlton Ave, Box 67 Charlottesville, VA 22902	R-3
K	07700-00-00-040B0	Elemental Ecotech, LLC	809 Bolling Ave, Unit C Charlottesville, VA 22902	Light Industry

### CARLTON VIEWS PUD APPLICATION

## Attachment B

L	07700-00-00-040C2	Jackrabbit Partners, LLC	605 Cami Lane Charlottesville, VA 22902	Light Industry
M	07700-00-00-040C5	615 Cami Lane, LLC	615 Cami Lane Charlottesville, VA 22902	Light Industry
N	560114500	Morningstar Development, LLC	3101 Sugar Hill Lane Crozet, VA 22932	R-1SC
O	560114400	Franklin St, LLC	1845 James Monroe Pkwy Charlottesville, VA 22902	R-1SC
P	560114300	Franklin St, LLC	1845 James Monroe Pkwy Charlottesville, VA 22902	R-1SC
Q	560114200	Franklin St, LLC	1845 James Monroe Pkwy Charlottesville, VA 22902	R-1SC
R	560113000	Burgess, Lane Properties, LLC	PO Box 1054 Charlottesville, VA 22902	R-1SC
S	560109000	Jaba Timberlake Place, LLC	674 Hillsdale Dr, Ste 9 Charlottesville, VA 22901	PUD
T	560114000	Dominick, Betty Jo	1610 E Market St Charlottesville, VA 22902	R-1SC
U	560114100	Gelburd, Greg	1612 E Market St Charlottesville, VA 22902	R-1SC
V	56011500	Sam & Moose, LLC	1001 E Market St, Ste 202 Charlottesville, VA 22902	R-1SC
W	560112000	Goddin, Charles Burr	511 Moseley Dr Charlottesville, VA 22902	R-1SC
X	560110000	Emory, William	1604 E Market St Charlottesville, VA 22902	R-1SC
Y	560111000	Emory, William	1604 E Market St Charlottesville, VA 22902	R-1SC
Z	560108000	Syme, Preston Trigg, Etal, Trustees	1600 E Market St Charlottesville, VA 22902	R-1SC
AA	560107000	Childress, Connor J M & Mariel T	1516 E Market St Charlottesville, VA 22902	R-1SC
BB	560040400	Jaba Timberlake Place, LLC	674 Hillsdale Dr, Ste 9 Charlottesville, VA 22901	PUD
CC	560082000	Lombardo, Jacqueline & Joseph	313 Parkway St Charlottesville, VA 22902	R-2
DD	560081000	Redd, Bernice	1408 Midland St Charlottesville, VA 22902	R-2
EE	560079000	Linke, Robin	1412 Midland St Charlottesville, VA 22902	R-2
FF	560078000	Kitelinger, Luke	1410 Rialto St Charlottesville, VA 22902	R-2
GG	560078100	Gibson, E Wayne & Shelby	1416 Midland St Charlottesville, VA 22902	R-2
HH	560078200	Pugh, Paul & Joyce	1418 Midland St Charlottesville, VA 22902	R-2
II	560088000	Chung, Jonathan	1500 Midland St	R-2

CARLTON VIEWS PUD APPLICATION

## Attachment B

			Charlottesville, VA 22902	
JJ	560088200	Newman, Lauren	1502 Midland St Charlottesville, VA 22902	R-2
KK	560088300	Beach, Benjamin	1504 Midland St Charlottesville, VA 22902	R-2
LL	560098000	Smith, Gary	1506 Midland St Charlottesville, VA 22902	R-2
MM	560101B00	McDaniel, Donnie	1304 Carlton Ave, #1 Charlottesville, VA 22902	R-2
NN	560101A00	Ryan, Edward & Sherry	708 Franklin St Charlottesville, VA 22902	R-2
OO	560103000	Hammell, Adam & Weesner, Jillian	718 Franklin St Charlottesville, VA 22902	R-2
PP	56010500	Local Oak, LLC	PO Box 359 Keene, VA 22964	R-2
QQ	560106000	Slezak, David & Martha Loach	722 Franklin St Charlottesville, VA 22902	R-2
RR	560087000	White, John Jr	1012 Grove St Charlottesville, VA 22903	R-2
IA	560085V00	Chhetri, Keshar & Parbati	509 Nassau St Charlottesville, VA 22902	PUD
IB	560085U00	Amaya, Wendy	511 Nassau St Charlottesville, VA 22902	PUD
IC	560085T00	Brown, Latoya	513 Nassau St Charlottesville, VA 22902	PUD
ID	560085S00	Hammond, Verma Towander	515 Nassau St Charlottesville, VA 22902	PUD
IE	560085R00	Ince, Alexander	1433 Midland St Charlottesville, VA 22902	PUD
IF	560085Q00	Cunningham, Timothy	1431 Midland St Charlottesville, VA 22902	PUD
IG	560085P00	Southern Property, LLC	170 S Pantops Dr Charlottesville, VA 22911	PUD
IH	560085J00	Martinez-Fuentes, Jasmin Leticia	1420 Sunrise Park Ln Charlottesville, VA 22902	PUD
IJ	560085I00	Mayo, Rachel	1418 Sunrise Park Ln Charlottesville, VA 22902	PUD
IK	560085H00	Martin, Danna Katrice	1414 Sunrise Park Ln Charlottesville, VA 22902	PUD
IL	560085G00	Briggs, Lisa	1412 Sunrise Park Ln Charlottesville, VA 22902	PUD
IM	560086B00	Candelario, Louisa	1406 Sunrise Park Ln Charlottesville, VA 22902	PUD
IN	560086A00	Ayite, Kokou & Eya	1404 Sunrise Park Ln Charlottesville, VA 22902	PUD
IO	560086C00	Ott, Joshua	506 Rives St Charlottesville, VA 22902	PUD

CARLTON VIEWS PUD APPLICATION



## Attachment B

IP	560086D00	Yang, Steve	508 Rives St Charlottesville, VA 22902	PUD
IQ	560086F00	Southern Property, LLC	170 S Pantops Dr Charlottesville, VA 22902	PUD
IR	560086G00	Martin, John Nelson	514 Rives St Charlottesville, VA 22902	PUD
IS	560086H00	Smith, Michael Anthony	516 Rives St Charlottesville, VA 22902	PUD
IT	560085A00	Almafraji, Mohamad & Sanaa Aldolemi	1403 Midland St Charlottesville, VA 22902	PUD
IU	560085B00	Viglietta, Evan & Sally	1405 Midland St Charlottesville, VA 22902	PUD
IV	560085C00	Folley, Harold Jr & Clarissa	1407 Midland St Charlottesville, VA 22902	PUD
IW	560085D00	Allah Mohammad, Haji & Nasima Khuda	1409 Midland St Charlottesville, VA 22902	PUD
IX	560085E00	Anderson, Beverly J	1411 Midland St Charlottesville, VA 22902	PUD
IY	560085F00	Guerra, Benjamin & Maria Hernandez	1413 Midland St Charlottesville, VA 22902	PUD
IZ	5600851A0	Sunrise Park, LLC	919 W Main St Charlottesville, VA 22903	PUD

## Public Facilities and Infrastructure

### *Water and Sanitary Sewer*

The Carlton Views development extended sanitary sewer approximately 1,500 linear feet up Franklin Street and Carlton Street to serve the existing Pace Center and Phase I apartment building. This extension of the sanitary sewer also services the adjacent properties to the south and west of the development, extending sanitary sewer services to this area. The sanitary sewer was extended in 2013 and is currently operational and has the capacity for the proposed development and redevelopment of the adjacent properties.

Also in 2013, the developers of the Pace Center worked together with the City of Charlottesville Utilities department to install a 12" waterline under the railroad tracks along Franklin Street. With the installation of this 12" waterline, the overall water pressure was increased within this portion of the neighborhood for overall fire protection. Prior to the installation of the 12" waterline, and existing waterline infrastructure in the neighborhood did not meet the current fire flow requirements. The improvements to the water infrastructure not only provided the necessary fire flows for the neighborhood, it provided adequate fire protection on the property for the Pace Center and the proposed apartment buildings.

### *Pedestrian and Bicycle Improvements*

With the current development of the Carlton Views property, the streetscape along Carlton Avenue has been improved with the development. Pedestrian sidewalks and street trees have been installed along Carlton Avenue with each of the phases of development. Upon completion of the overall development, sidewalks and street trees will extend along Carlton Avenue and Franklin Street, tying into the existing pedestrian improvements within this area. A grass utility strip has also been installed between the sidewalk and the roadway to provide additional buffering for the pedestrians from the roadway.

In addition to the pedestrian improvements, Carlton Avenue has been widened along the frontage of the property. The widening of this section of Carlton Avenue is consistent with the current width of the remaining portions of Carlton Avenue, which accommodates (2) lanes of traffic, on-street parking, and bike lanes. Carlton Avenue has extended the existing shared street bicycle route down Carlton Street to the intersection of Franklin Street. This extension of the shared bicycle route helps connect downtown Charlottesville with the redevelopment projects along Broadway, as well as connecting to more of the residential neighborhoods to the north and south of Carlton Avenue. Shared bike lane pavement markings shall be added to Carlton Avenue.

## Attachment B



Picture of Carlton Avenue Streetscape



Picture of Carlton Avenue Improvements

### ***Transportation Improvements***

Carlton Views has improved the portion of Carlton Avenue from the intersection of Carlton Avenue and Nassau Street east to the intersection of Carlton Avenue and Franklin Street. The road improvements include widening, reconstruction, and overlay of Carlton Avenue along the road frontage of the property. With the widening of the roadway, both vehicular and bicycle traffic can be accommodated on this portion of the roadway, tying into the existing Carlton Avenue streets that also accommodate both vehicular and bicycle traffic. Shared bicycle lane striping shall be incorporated into the Carlton Avenue improvements. In addition, on-street parking has been designed within the streetscape improvements along this portion of the roadway.

A recent traffic study was completed in late 2016 for the proposed redevelopment of the Woolen Mills historic property located in Albemarle County. The traffic impact analysis included traffic studies along Carlton Avenue, including the Carlton Avenue/Franklin Street intersection and the Carlton Avenue/Carlton Road intersection. Both of these intersections currently operate at an acceptable level, and the additional residential units will have minimal impacts on these intersections. With the additional traffic from the Woolen Mills development project, all the main intersections around this portion of the neighborhood, including the Carlton Avenue/Carlton Road intersection and the Carlton Avenue/Franklin Street intersection still operate at the same level of services (between an A and C level of service) during the peak AM and peak PM traffic. Any additional non-residential development on the Carlton Views properties, as allowed within the use matrix, will require additional traffic studies at the site plan level.

Currently, the Carlton Views property is located on the CTS bus route, providing transit opportunities for the commercial services and residential units on the property. The transit system helps reduce the dependence on vehicular cars to access the residential units and commercial services on the property. In addition, Jaunt and other transit systems provide bus access to the Pace Center and the adjacent residential units. These transit facilities will continue to operate in this area, and ADA accessible access routes and sidewalks have been incorporated into the design of the Carlton Views development to provide access from the buildings to the transit stop locations.

### ***Stormwater Management Improvements***

Carlton Views has addressed stormwater run-off with a series of different low impact designs, including rain gardens, bio-filters, water quality swales, and underground storage tanks. These measures will continue to capture and treat the run-off from the development in accordance with city and state stormwater requirements.

### ***Environmental Features and Impacts***

Prior to the current redevelopment, the existing property was a concrete manufacturing and supply plant, as shown in Figure 7 below. Most of the site was impervious area that drained directly to Carlton Avenue, without any water quality or detention measures.



## Attachment B

No streams or wetlands are located on the property, as the site slopes from the railroad tracks down to Carlton Avenue. There is a portion of the site adjacent to Franklin street with steep slopes and existing large specimen trees. This portion of the site will be preserved, maintaining the steep slopes in this area and the wooded buffer between the development and Franklin Street. Additional information on the preservation of this area and the steep slopes can be found on the application plan that is accompanying the PUD narrative.

The redevelopment of this site has also substantially reduced the noise, light pollution, and dust from its former levels under the operation as a concrete plant. With the redevelopment, the property is also a buffer for the surrounding community from the adjacent industrial uses. The new commercial uses of the Blue Ridge PACE Center and the proposed apartment buildings will eliminate that industrial impact to the neighborhood, while upgrading light, noise and other environmental impacts to current standards. Lighting conditions and regulations that were part of the Special Use Permit will be adhered to and proffered with this PUD application.



Figure 7: Previous Use – Concrete manufacturing plant

## Affordable Housing

The residential properties at Carlton Views/PACE will incorporate affordable and accessible housing into the land use plan. Units will be set aside for low income residents earning under sixty-percent (60%) of the area median income (AMI) and extremely low income residents earning under forty percent (40%) of the area median income. In addition, a specified number of affordable units will meet UFAS requirements for accessibility and VHDA requirements for universal design.

Specific use requirements will include:

- a minimum of 30% affordable housing, defined as residents earning under 60% AMI.
- a minimum of 15% of all affordable units set aside for residents earning under 40% AMI.
- a minimum of 15% of all affordable units designed to meet UFAS guidelines for accessibility.
- a minimum of 30% of all affordable units designed to meet VHDA guidelines for universal design.

It is the intent of the developer to provide 100% affordable units on this project, provided that funding is obtained for the affordable development units. The developer shall provide documentation that they actively sought to obtain funding to create affordable units for each dwelling unit, prior to developing the dwelling unit as a market rate unit.

Each of these requirements will remain in place for no less than 20 years from the time an affordable unit is first placed in service. The affordability period shall be codified through an Extended Use Agreement or other deed restriction recorded in the land records at the Circuit Court in Charlottesville. In addition, Section 8 voucher holders will have first priority for any available units that have been designated affordable across the properties. These conditions have also been incorporated in the proffers for the PUD application.

By designing for affordability, accessibility and universal design, Carlton Views/PACE will provide much needed housing opportunity for frail elderly and disabled tenants. Residential buildings shall be comprised primarily of one and two-bedroom units. The number of bedrooms in any residential building shall not exceed three-bedrooms.

In addition, with a majority of the housing available for elderly and disabled tenants, the impacts to the existing schools in the neighborhood should be minimal. And the design of the apartments as primarily one and two-bedroom units will be self-limiting to smaller families in the community

## PUD Objectives

- 1) *To encourage development of equal or higher quality than otherwise required by the strict application of zoning district regulations that would otherwise govern.*

As a successful mixed-use, mixed-income development, Carlton Views is a vibrant addition to the Carlton/Belmont neighborhood. It provides high quality housing opportunity in a climate in which affordable housing is increasing difficult to preserve and grow.

A strict application of the Zoning Ordinance would not allow for the unit density necessary to develop additional housing on this site and would effectively prohibit the build-out of the project as initially conceived.

- 2) *To encourage innovative arrangements of buildings and open spaces to provide efficient, attractive, flexible and environmentally sensitive design.*

As an in-fill project on an abandoned site, Carlton Views epitomizes efficient, attractive and sensitive design. Approving a PUD rezoning will ensure the completion of this innovative effort, provide an appropriate level of housing density, and increase affordable housing options in close proximity to community services.

- 3) *To promote a variety of housing types, or within a development containing only a single housing type, to promote inclusion of houses of various sizes.*

Carlton Views is committed to providing affordable and accessible rental housing set aside for low-income elderly and disabled residents. As such, the majority of the units in the project will be one and two-bedroom units designed to meet UFAS accessibility requirements and/or VHDA universal design standards. There is a very limited supply of this housing type in the City of Charlottesville.

- 4) *To encourage the clustering of single-family dwellings for more efficient use of land and preservation of open space.*

Carlton Views is a multifamily development. Its higher level of density and relatively small unit size allows for land use efficiency and the preservation of landscaped and open space. The preponderance of elderly and disabled tenants without automobiles will allow for a cooperative parking arrangement, greatly reducing the number of parking spaces required to serve the residential development.

- 5) *To provide for developments designed to function as cohesive, unified projects.*

## Attachment B

Carlton Views has been organized and designed around the Blue Ridge PACE Center. The design intent is to provide accessible housing in close proximity to requisite services and to accommodate easy access across the site.

- 6) *To ensure that a development will be harmonious with the existing uses and character of adjacent property and/or consistent with the patterns of development noted with respect to such adjacent property.*

The Carlton Views/PACE project enhances the residential character along Carlton Avenue and, though higher in density than much of the neighborhood, serves to anchor the northeastern corner of the Belmont/Carlton neighborhood. It is bound to the north by the CSX railroad, to the east and west by warehouse and manufacturing uses and to the south, across Carlton Avenue, by a large trailer park.

The neighboring property at its southwest corner, across Carlton Avenue, is Sunrise Park, a successful PUD redevelopment incorporating a variety of single and multi-family housing types, including a three-story apartment building. Carlton Views is consistent with this pattern of higher density development.

- 7) *To ensure preservation of cultural features, scenic assets and natural features such as trees, streams and topography.*

The Carlton Views project is the redevelopment of an old concrete manufacturing plant for which natural topography and other features have been dramatically altered with retaining walls, storage bins and hoppers. While few natural features remain, the site and landscape design will address each buildings relationship to the street at Carlton Avenue and provide pedestrian connectivity to City sidewalks and streets.

- 8) *To provide for coordination of architectural styles internally within the development as well as in relation to adjacent properties along the perimeter of the development.*

The buildings at Carlton Views have all been imagined and developed by the same design team and reflect a coordinated design across parcels and uses. Each building incorporates clean, modern lines with a mix of brick and hardiplank cladding, modern fenestration, storefront doors, and flat rooflines.

- 9) *To provide for coordinated linkages among internal buildings and uses, and external connections at a scale appropriate to the development and adjacent neighborhoods.*

While the topography along Carlton Avenue presents challenges, the site design links sidewalks across parcels and provides for accessible crossings from each site to the PACE Center.



10) To facilitate access to the development by public transit services or other single-vehicle-alternative services, including public pedestrian systems.

The PACE Center, in coordination with Jaunt, provides transportation to and from the center for its daycare clients. In addition, the buildings at Carlton Views are within a 1/4 mile of an existing bus stop, and the owner/applicants are eager to work with CAT to provide an additional stop centered on the new development. Overall connectivity to City sidewalks and streets has been addressed in each phase of development.

## General Development Plan

### Development Plan

The Carlton Views/PACE Center project is a mixed-use project combining commercial and residential uses. The development plan contemplates a mix of uses more in line with the residential character of the neighborhood and abandons many previously permitted industrial and manufacturing uses on the site.

The development establishes medium-density residential in buildings up to four stories as the dominant land use on three of the four parcels making up the Planned Use Development (PUD). With residential uses dominant across much of the site, many uses currently permitted under the M-I zoning designation will no longer complement the residential character of the site or the surrounding neighborhood. To reflect this change in use, many of the industrial and manufacturing uses previously permitted under the M-1 zoning have been removed in favor of general commercial and retail uses. Table 2 sets forth the allowable residential and non-residential uses on the properties. Below in Table 1, the proposed maximum heights, density, and maximum non-residential square footages are included for each property. Note, the allowable density is calculated cumulatively over all four (4) parcels. Table 3 on page 21 includes the allowable setbacks for each parcel.

Phase	Project	Acreage	Dominant Land Use	Maximum Non-Residential	Maximum Residential
1	PACE	1.932	Commercial	30,000	Combined Total Units: 154 across (4) parcels
2	Carlton I	1.262	Multi-family	7,500	
3	Carlton II	0.627	Multi-family	5,000	
4	Carlton III	1.034	Multi-family	7,500	
Total		4.855		50,000	154 max.

## Attachment B

Table 2: Land Use Matrix

Use Types	Carlton Views PUD			
	PH 1 PACE	PH2 Carlton I	PH3 Carlton II	PH4 Carlton III

**RESIDENTIAL AND RELATED USES**

Accessory buildings, structures and uses	B	B	B	B
Adult assisted living				
1—8 residents	B	B	B	B
Greater than 8 residents	B	B	B	B
Adult day care	B	B	B	B
Amateur radio antennas, to a height of 75 ft.	B	B	B	B
Dwellings:				
Multifamily	B	B	B	B
Single-family attached	B	B	B	B
Single-family detached	B	B	B	B
Townhouse	B	B	B	B
Two-family	B	B	B	B
Nursing homes	B	S	S	S
Occupancy, residential				
3 unrelated persons	B	B	B	B
4 unrelated persons	B	B	B	B
Residential density (developments)	FOR DENSITY CALCULATIONS - SEE TABLE 1: OVERALL ALLOWABLE DENSITIES			
Residential treatment facility				
1—8 residents	B	B	B	B
8+ residents	S	S	S	S
Shelter care facility	S	S	S	S
Single room occupancy facility	S	S	S	S

**NON-RESIDENTIAL: GENERAL and  
MISC. COMMERCIAL**

Access to adjacent multifamily, commercial, industrial or mixed-use development or use	B	B	B	B
Accessory buildings, structures and uses	B	B	B	B
Art gallery:				
GFA 4,000 SF or less	B	B	B	B
GFA up to 10,000 SF	B	B	B	B
Art studio, GFA 4,000 SF or less	B	B	B	B

## Attachment B

Art workshop	B	B	B	B
Auditoriums, theaters	B			
Houses of worship	B			
Bakery, wholesale				
GFA 4,000 SF or less	B			
GFA up to 10,000 SF	B			
Banks/ financial institutions	B			
Clinics:				
Health clinic (no GFA limit)	B			
Health clinic (up to 10,000 SF, GFA)	B			
Health clinic (up to 4,000 SF, GFA)	B			
Public health clinic	B			
Veterinary (without outside pens/runs)	S			
Clubs, private	S			
Communications facilities:				
Attached facilities utilizing utility poles as the attachment structure	B	B	B	B
Attached facilities not visible from any adjacent street or property	B	B	B	B
Attached facilities visible from an adjacent street or property	B	B	B	B
Carrier on wheels (COW)	P			
Towers	B			
Monopole tower	B			
Data center				
>4,000	B			
<4,000	B			
Daycare facility	B			
Libraries	B	B	B	B
Museums:				
Up to 4,000 SF, GFA	B			
Up to 10,000 SF, GFA	B			
Offices:				
Business and professional	B	B	B	B
Medical	B	B	B	B
Philanthropic institutions/agencies	B	B	B	B
Property management	B	B	B	B
Other offices (non- specified)	B	B	B	B
Photography studio	B	B	B	B

## Attachment B

Photographic processing; blueprinting	B			
Radio/television broadcast stations	B			
Recreational facilities:				
Indoor: health/sports clubs; tennis club; swimming club; yoga studios; dance studios, skating rinks, recreation centers, etc. (on City-owned, City School Board-owned, or other public property)	B	B	B	B
GFA 4,000 SF or less	B	B	B	B
GFA up to 10,000 SF	B			
GFA more than 10,000 SF	B			
Restaurants:				
Full service	B			
Technology-based businesses	B			
Transit facility	B			
Utility facilities	S	S	S	S
Utility lines	B	B	B	B

### NON-RESIDENTIAL USES: RETAIL

Accessory buildings, structures and uses	B			
Consumer service businesses:				
Up to 4,000 SF, GFA	B	B	B	B
Up to 10,000 SF, GFA	B			
10,001+ GFA	B			
Farmer's market	S			
Grocery stores:				
Convenience	B	B	B	B
General, up to 10,000 SF, GFA	B			
General, 10,001+ SF, GFA	B			
Home improvement center	B			
Pharmacies:				
1—1,700 SF, GFA	B			
1,701—4,000 SF, GFA	B			
4,001+ SF, GFA	B			
Other retail stores (non- specified):				
Up to 4,000 SF, GFA	B	B	B	B
Up to 20,000 SF GFA	B			
20,000+ SF, GFA				

## Attachment B

Table 3 – Setbacks and Maximum Building Heights						
Phase	Project	Acreage	Front Setbacks	Side Yard Setbacks	Rear Yard Setbacks	Maximum Bldg Height
1	PACE	1.932	20' min.	0	0	45
2	Carlton I	1.262	20' min.	0	0	65
3	Carlton II	0.627	20' min.	0	0	65
4	Carlton III	1.034	20' min.	0	0	65
Total		4.855				

Note: Building setbacks are based on the allowable M-1 setbacks.

The application plan illustrates the proposed building and parking envelopes for the Carlton II and Carlton III parcels. Development will occur within these proposed envelopes. Structured parking under the building may be allowed within the Carlton III building envelope to achieve additional parking.

### *Parking*

The Carlton Views/PACE Center project is designed to meet the parking needs for the commercial and residential uses. A minimum of 161 spaces shall be provided on site and another 31 spaces will be created along the existing street frontage along Carlton Avenue. Additional parking spaces may be created through cooperative agreement(s) with neighboring property owners.

The PUD application is seeking a 35% reduction of the required residential parking. With many of the apartment units provided specifically for frail elderly and disabled residents, the parking spaces required for the overall development is much lower than an average apartment complex. In addition, the property is located on a transit loop with access to public transportation to the city. Other transportation services are also available with the Pace Center, which helps reduce the need and requirement of vehicular transportation. Bicycle parking will be provided with the overall development in accordance with City requirements.

The combination of the type of apartments proposed with the development and the availability of transit reduces the overall parking demands for the development. The proposed 35% reduction is for the overall residential parking on the site. The total residential parking required by the city ordinance is 154 parking spaces, and 103 residential off-street parking spaces are proposed with this development. An additional 31 on-street parking spaces (not included in the parking reduction calculations) are available along Carlton Avenue for overflow parking needs for the development. These on-street parking spaces were constructed with the overall improvements to Carlton

CARLTON VIEWS PUD APPLICATION

## Attachment B

Avenue. The parking reduction does not include any reduction in parking for the Blue Ridge Pace Center.

### *Open Space*

The proposed Carlton Views project shall incorporate a minimum of 27% open space in the proposed development plan. Currently, there is a minimum of 1.3 acres of open space proposed with the development plan, providing 27% open space over 4.855 acres. The open space areas are shown on the attached application plan. These open spaces include pocket parks, plazas, recreational areas, passive recreational areas, and landscaped areas. In addition, an open space preservation area and buffer area of 0.35 acres is proposed along the eastern property line adjacent to Franklin Street and the northeast property line along the CSX Railroad. These open space areas will protect the critically sensitive slopes on this side of the site, preserve the existing trees on the site, and provide a buffer between the development and the residential neighborhoods to the east and northeast of the property. Much of the additional open space provided through-out the project site shall include landscaped buffers, stormwater management facilities, and other open landscaped areas.



Picture of Greenspace area within existing Carlton Views I Apartments

*Landscaping*

The landscaping in the Carlton Views development shall be concentrated between the proposed development and Carlton Avenue. Attractive trees and shrubs shall be planted to enhance the proposed streetscape. Large shade street trees shall be planted within the limits of the property along Carlton Avenue at a maximum distance of 35' on center. These large street trees shall have an open planting space of 13' x 13' minimum to allow for the trees to fully develop and achieve maximum canopy size. The development plan shall include the required open space and landscaping of the front yards and lots as required per the City of Charlottesville Code of Ordinances, Chapter 34, Article VIII, Division 2 – Landscaping and Screening. In addition, an evergreen landscaping buffer shall be provided between the existing railroad and the proposed parking areas to help screen parking and lighting from the adjacent properties across the railroad tracks.

All proposed landscaping shall be provided using materials permitted in the city code ordinance and the city's list of approved plantings. Landscaping shall be designed to enhance the recreational and aesthetic value of the site and provide a continuous buffer of vegetation along the Carlton Avenue frontage. All landscaping within the public streetscape areas and open space shall be maintained by the Homeowners Association for the development.



Picture of the proposed Streetscape Landscaping



## Attachment B

The existing tree preservation area along Franklin Street shall be protected with tree protection fencing. These trees shall remain undisturbed, along with the existing critical slopes in this area.

### *Architectural Elements*

The architectural standards and guidelines for the Carlton Views development will be consistent with the Pace Center and existing apartment building currently constructed on the property. Each building shall incorporate clean, modern lines with a mix of brick and hardiplank cladding, modern fenestration, storefront doors, and flat rooflines. Windows will be vinyl architectural windows. Shutters, if installed on the houses, will be operable shutters. Wood and metal railings will be used for the porches.



Pictures of the existing Pace Center and Carlton Views Apartments



## Attachment B

### *Signage*

The signage regulations established in the City Zoning Ordinance shall govern all signage within the Carlton Views PUD.

### *Lighting*

The lighting and dark sky regulations established in the City Zoning Ordinance shall govern all lighting within the Carlton Views PUD. In addition, the site lighting shall meet the conditions of the special use permit that are proffered conditions for the PUD.

*This page intentionally left blank*

CITY OF CHARLOTTESVILLE, VIRGINIA  
CITY COUNCIL AGENDA



Agenda Date:	December 17, 2018
Action Required:	Report - Further direction by Council anticipated
Presenter:	Lisa Green, Chair, City Planning Commission Missy Creasy, NDS Assistant Director
Staff Contacts:	Missy Creasy, NDS Assistant Director Matt Alfele, City Planner
<b>Title:</b>	<b>Comprehensive Plan Draft Update</b>

**Background:**

The Code of Virginia requires that at least once every five years the Comprehensive Plan be reviewed to determine if amendments are needed (§15.2-2230). The review process for the Comprehensive Plan began with a resolution provided by City Council in September 2016 outlining timeframes for this document as well as other long range projects. The Comprehensive Plan serves to coordinate public and private development with present and future policies as may be reflected through zoning, capital improvement programs, code enforcement and other means. A secondary purpose of the Comprehensive Plan is to comply with state regulations that require local planning. In 2001 a complete revision of the Comprehensive Plan was completed. The 2006 review produced minor revisions with increased attention paid to transportation and housing. The 2013 review was also organized and conducted as an update with minor content revisions with a special focus on land use. Substantial attention was given to reorganizing and reformatting the Comprehensive Plan document. The 2013 Plan is concise and efficient, designed primarily for electronic use. While accessed and used online, a user has access to an array of supporting documents, plans, and studies which are digitally embedded throughout the Plan. It is anticipated that the current update will follow a similar format.

During the 2018 update, the majority of the chapters received staff updates to address changes since 2013 while the Commission's main focus for the update was the Land Use Map and associated narrative. Update of this portion of the plan takes into account the subsequent work needed to update code regulation for vision implementation.

## **Discussion:**

The Commission had a very robust public engagement process during this plan review as highlighted in the Community Engagement section below and documented in the process booklet. The information gathered throughout that process was used by the Commission to inform the update materials.

The Draft Land Use Map and Narrative take into account a number of considerations that the Commission feels important as the community moves into the future. The following considerations are included:

Detailed Narratives - A more detailed narrative is provided for the vision of each land use intensity than in past plans. There is additional clarity as to what elements are important for each area.

Intensity areas with transportation connections – Locations of higher intensity have been recommended near the city border to encourage a multitude of walkable uses while encouraging those entering the city to park and connect to a transportation network to navigate city resources.

Transition areas – Transition areas between intensity areas are delineated more than in past plans.

Intensity gradation - The land use intensity is not shown as a hard edge based on property lines on the map. This allows flexibility for consideration of a gradation of narratives for sites that are in transition areas.

Neighborhood Amenity - Many in the community have been supportive of the potential for a small scale amenity in residential areas and the plan contemplates the possibility for this resource.

Encouragement of a variety of housing types – the narratives speak to potential for a variety of housing types in lower intensity areas to address many stated needs concerning housing availability and affordability.

The Commission has not completed their work. The following items need further review:

Community Engagement Chapter – The Commission has been presented with a number of examples of documents used around the country and has feedback from our community including community groups. The Commission would like additional time to contemplate how best to move forward with this element.

Details for Land Use Categories – The Commission has established the framework for each intensity zone and needs to provide additional clarity on the ranges of intensity. This may include dwelling unit per acre ranges, floor area ratio ranges, use intensity ranges and/or other indicators which provide for guidance on what is envisioned for the city.

Land Use Chapter - Focus has been on the map and narrative development. That will need to be reflected in the goals and objectives in the Land use chapter to provide framework for changes needed to implement the vision.

The Commission is in the process of scheduling sessions for early 2019 to review and address items pending as well as to address feedback resulting from Council discussions.

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

The Comprehensive Plan links to all aspects of the City Council Vision. Though the document has a stronger focus on the physical aspects of the community, those directly link to all other aspects of community quality of life.

Each of the five goals of the Strategic Plan are supported by the Comprehensive Plan.

Goal 1: An Inclusive Community of Self-sufficient Residents - provides goals and objectives that support affordable housing and workforce development.

Goal 2: A Healthy and Safe City – provides goals and objectives which support emergency services

Goal 3: A Beautiful and Sustainable Natural and Built Environment – provides goals which address infrastructure, transportation, land use, natural resources, preservation and design.

Goal 4: A Strong Creative Diversified Economy – provides goals and objectives which support business, workforce and the economy.

Goal 5: A Well-Managed and Responsive Organization - provides goals and objectives which support responsive customer service and the addition of a chapter on community engagement provides for guidance on supporting this community value.

### **Community Engagement:**

Community Engagement has been a central focus of this process. The Commission began the review process with a series of workshops in May 2017 followed by attendance at multiple community events with the intent of reaching out to individuals who are not always involved in these efforts. In a parallel process, staff provided on line updates to all chapters but Land Use which were available for comment. In the fall of 2017, the Commission spent a number of months developing a draft land use map using the feedback gained from the community. It was also determined that a chapter for Community Engagement would be added into the Comp Plan update. In Spring of 2018 another series of workshops was held to gather feedback on the map and chapters. Updates were made but concern remained following a Joint City Council/Planning Commission work session in August 2018 that additional feedback would be helpful. A meeting was held on August 23, 2018 with community and neighborhood leaders to gather feedback on best practices for reaching out to individuals they interact with which resulted in valuable information. Additionally, the Mayor assisted with the construction of a survey tool that was presented to the public on-line and in person to gather additional feedback in the fall of 2018.

As materials from these events were formatted, they have been provided on line and a dedicated email address exists to capture comments. Comments have been received on line, by mail and by in

person interviews.

The Community Engagement process including the data for each engagement phase for the Comprehensive Plan is documented in detail in the booklet available here: <http://www.charlottesville.org/home/showdocument?id=63367>

**Budgetary Impact:**

To implement the vision outlined within the Comprehensive Plan, there will need to be significant code updates which will involve research and assistance beyond what can be accomplished in house. It is anticipated that funding will be needed to address the next steps. In addition, the Comprehensive Plan is one tool to guide development of the Capital Improvement Program and therefore will be regularly referenced in that process.

**Recommendation:**

The Commission recommends the following

1. Additional time be provided for the completion of the Community Engagement Chapter, Land Use Chapter, Narrative and Map
2. City Council provide guidance to the Planning Commission to direct any next steps to move to completion of the document.

**Alternatives:**

Council could chose to recommend that portions of the document move forward for public hearing. The following chapters have received review and update and could potentially move forward for adoption at this time: Community Facilities, Economic Sustainability, Urban Environmental Sustainability, Housing, Transportation, and Historic Preservation and Urban Design.

**Attachments:**

Comprehensive Plan draft materials - <http://www.charlottesville.org/departments-and-services/departments-h-z/neighborhood-development-services/comprehensive-plan-2018-update-november-draft>