



**CITY COUNCIL AGENDA  
August 3, 2020**

**Members**  
Nikayah Walker, Mayor  
Sena Magill, Vice Mayor  
Heather D. Hill  
Michael K. Payne  
J.Lloyd Snook, III

**5:30 p.m. Closed session as provided by Sections 2.2-3711 and 2.2-3712 of the Virginia Code  
(Legal consultation, boards and commissions)**

**6:30 p.m. Regular Meeting**

Virtual/electronic meeting. Register at [www.charlottesville.gov/zoom](http://www.charlottesville.gov/zoom)

**CALL TO ORDER**

**MOMENT OF SILENCE**

**ROLL CALL**

**AGENDA APPROVAL**

**ANNOUNCEMENTS**

**RECOGNITIONS/PROCLAMATIONS**

**BOARD/COMMISSION APPOINTMENTS**

1. Report: Boards & Commissions (oral report from City Council)

**CONSENT AGENDA\***

2. Ordinance: Amending Section 2-6 of Chapter 2 (Administration) of the Code of the City of Charlottesville, to add June 19 as an Official City Holiday (2nd reading)
3. Ordinance: Flint Hill Planned Unit Development (PUD): consideration of a rezoning application, critical slope waiver, and right-of-way realignment (2nd reading)
  - a. Ordinance: Ordinance to amend and re-enact the Zoning Map for the City of Charlottesville, to reclassify certain property from R-1S to Planned Unit Development ("Flint Hill PUD")
  - b. Ordinance: An Ordinance closing, vacating and discontinuing portions of Flint Drive and Keene Court within the area of the proposed Flint Hill PUD
  - c. Resolution: Resolution granting a Critical Slope Waiver for a development project described in Rezoning Application ZM20-00001 ("Flint Hill Planned Unit Development")
4. Appropriation: Virginia Housing Solutions Program Supplemental COVID-19 Grant Award - \$243,276 (2nd reading)
5. Appropriation: Emergency Food and Shelter Program-C.A.R.E.S. act funding - \$7,099 (2nd reading)
6. Appropriation: Open Society Foundation Emma Lazarus Campaign on Cities Grant - \$250,000 (2nd reading)
7. Appropriation: Safe Routes to School Non-Infrastructure Grant Award - \$95,000 (1st of 2 readings)
8. Appropriation: Community Development Block Grant Coronavirus (CDBG-CV) Funding, FY 20-21 - \$246,699 (1st of 2 readings)

9. Appropriation: Office of the Registrar CARES funding for 2020 Presidential election - \$64,229 (1st of 2 readings)
10. Appropriation: BAMA Works Grant for Supporting Aspirations-Improving Resiliency for Vulnerable Families - \$6,000 (1st of 2 readings)
11. Resolution: Emergency Communications Center request to retain funds - \$463,074 (1 reading)
12. Resolution: Honorary street naming request - Black Lives Matter Avenue

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

**COMMUNITY MATTERS** Public comment for up to 16 speakers (limit 3 minutes per speaker). Pre-registration available for up to 8 spaces; pre-registered speakers announced by Noon the day of the meeting. Additional public comment period at end of meeting. Public comment will be conducted through electronic participation as City Hall is closed to the public. Participants can register in advance at [www.charlottesville.org/zoom](http://www.charlottesville.org/zoom).

### **ACTION ITEMS**

13. Ordinance: Rezoning property at 909 Landonia Circle from B-1 (Business / Commercial) to B-2 (Business / Commercial) (1st of 2 readings)
14. Appropriation: Belmont Bridge Replacement Project – \$15,263,257.41 (1st of 2 readings)

### **GENERAL BUSINESS**

15. Report: JAUNT initiatives update from Brad Sheffield (oral presentation)

### **OTHER BUSINESS**

### **MATTERS BY THE PUBLIC**

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



Agenda Date:	July 20, 2020
Action Required:	Ordinance Amendment
Staff Contacts:	John Blair, City Attorney
Presenters:	Mayor Nikuyah Walker John Blair, City Attorney
<b>Title:</b>	<b>Amend Section 2-6 of the Charlottesville City Code</b>

**Background:**

On January 4, 1971, the Charlottesville City Council enacted City Code Section 2-189.1 codifying the legal holidays observed by the City of Charlottesville.

The City Council establishes the legal holidays observed by the City of Charlottesville in Charlottesville City Code Section 2-6. A legal holiday results in the closure of the City of Charlottesville’s offices for business on the designated day.

The City Council last amended the City’s official holiday schedule on July 1, 2019, by adding March 3, Liberation and Freedom Day, as a holiday and removed April 13, the observance of Thomas Jefferson’s birthday, as a holiday.

**Discussion:**

On January 1, 1863, President Abraham Lincoln issued the Emancipation Proclamation to free enslaved people in states that were in rebellion against the United States. Due to the rebellion, many enslaved individuals did not experience freedom upon the issuance of the Emancipation Proclamation.

United States Major General Gordon Granger arrived in Galveston, Texas on June 18, 1865. On June 19, 1865, General Granger read aloud General Order 3 which stated, “The people of Texas are informed that in accordance with a Proclamation from the Executive of the United States, all slaves are free...” Formerly enslaved individuals immediately celebrated their freedom.

On June 19, 1866, formerly enslaved individuals gathered in Galveston, Texas to celebrate the first anniversary of their freedom. This celebration became an annual tradition, and it is now celebrated as Juneteenth. Juneteenth celebrates Black freedom and achievement. It is a day to celebrate formerly enslaved individuals, subjected to inhumane and evil conditions, gaining their freedom and to honor their contributions to this nation.

The celebration of Juneteenth as an official government holiday began in Texas in 1980.

Governor Northam recently stated that he intends to introduce legislation to make Juneteenth an official state holiday in Virginia in 2021.

**Budgetary Impact:**

An additional city holiday would have a budgetary impact of approximately \$62,500 in Fiscal Year 2021 if the Council adopts the proposal to make June 19 an official City holiday.

**Attachments:**

Proposed Ordinance Adding June 19 as an Official City Holiday



**AN ORDINANCE  
AMENDING SECTION 2-6  
OF CHAPTER 2 (ADMINISTRATION)**

**WHEREAS**, on January 1, 1863, President Abraham Lincoln issued Proclamation 95, known as the “Emancipation Proclamation” which freed enslaved people in states “in rebellion against the United States”; and

**WHEREAS**, the Emancipation Proclamation was not enforced in many areas of the United States then in rebellion; and

**WHEREAS**, on June 19, 1865, United States Major General Gordon Granger read General Order Number 3 to the residents of Galveston, Texas; and

**WHEREAS**, General Order Number 3 stated, “The people of Texas are informed that in accordance with a Proclamation from the Executive of the United States, all slaves are free” and formerly enslaved people celebrated upon General Granger’s statement; and

**WHEREAS**, on June 19, 1866, formerly enslaved individuals celebrated the first anniversary of General Granger’s statement by establishing the holiday now known as Juneteenth; and

**WHEREAS**, Juneteenth is a celebration of Black freedom and achievement that the Charlottesville City Council desires to celebrate on an annual basis.

**NOWE, THEREFORE, BE IT ORDAINED** by the Council for the City of Charlottesville, Virginia, that:

Section 2-6 of Chapter 2 of the Code of the City of Charlottesville (1990) is amended as follows:

**Sec. 2-6. - Legal holidays.**

In each year, the first day of January (New Year's Day), the third Monday in January (Martin Luther King, Jr. Day), the third Monday in February (George Washington Day), the third day of March (Freedom and Liberation Day), the last Monday in May (Memorial Day), the nineteenth day of June (Juneteenth), the fourth day of July (Independence Day), the first Monday in September (Labor Day), the eleventh day of November (Veterans Day), the fourth Thursday in November (Thanksgiving Day), the Friday after the fourth Thursday in November, the twenty-fifth day of December (Christmas Day) or, whenever any of such days shall fall on Saturday, the preceding Friday shall be a legal holiday, and whenever such days shall fall on Sunday, the Monday next following such day shall be a legal holiday.

CITY OF CHARLOTTESVILLE, VIRGINIA  
CITY COUNCIL AGENDA



Agenda Date:	July 20, 2020
Action Requested:	Consideration of a Rezoning Application, Critical Slope Waiver, and ROW realignment
Presenter:	Matt Alfele, AICP, City Planner
Staff Contacts:	Matt Alfele, AICP, City Planner
Title:	<b>Flint Hill PUD - ZM-20-00001, P20-0008 &amp; P20-0011</b>

**Background:**

Charlie Armstrong (of Belmont Station, LLC, landowner) has 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 thirteen (13) parcels of land: 100 – 109 Keene Ct., 304 – 306 Flint Dr., and a portion of 306 Camellia Dr. (Tax Map 200259310, 200259301, 200259290, 200259280, 200259270, 200259260, 200259370, 200259380, 200259350, 200259340, 200259330, 200259320, and a portion of 200196000) (together, the “Subject Property” totaling 9.81 acres). The application proposes to change the zoning classification of the Subject Property from “R-1S” (Residential Small Lots) to “PUD” (Planned Unit Development) subject to proffered development conditions. In addition, the proposed improvements associated with the rezoning will impact critical slopes on-site as defined by Section 34-1120(b)(2). The PUD referred to as “Flint Hill PUD” would allow up to sixty units split between seven rows townhouses and two multifamily units at an approximate density of six dwelling units per acre (DUA) and the following proffered conditions:

**(i) Density:** There shall be a maximum of 60 residential units within the area of the Subject Property;

**(ii) Affordable dwelling units:**

**(a):** The Landowner shall cause a minimum 15% of the residential units constructed within the area of the Subject Property to be affordable to households having income between 25% and 60% of area median income (as defined in City Code 34-12(c) and 34-12(g)), with such affordability guaranteed for a period of at least thirty (30) years by deed restrictions recorded by the Landowner within the land records of the Charlottesville Circuit Court, which deed restrictions shall include, at a minimum, a first right of refusal for the Landowner to repurchase the property, appreciation-sharing provisions, and forgivable and/or no-interest mortgages from the Landowner or Landowner’s designee to a qualified home buyer (“Affordable Dwelling Units, or “ADUs”).

**(b):** During home construction within the Project, the ADUs shall be provided incrementally such that at least 1 ADU shall be under construction prior to the issuance of every 10th Certificate of Occupancy. At the Landowner’s option, if the Landowner conveys to Greater Charlottesville Habitat for Humanity (“Habitat”), by recorded deed, any lot(s) within the Subject Property, then:

**(i)** the conveyed lot(s) shall be deemed ADUs that are “under construction” as of the date of recordation of the deed of conveyance from Landowner to Habitat containing the deed restrictions referenced in paragraph 2.a., above; and

**(ii)** the deed restrictions shall include a covenant requiring that, if any of the initial homeowners of the ADUs sell or otherwise transfer ownership of the ADU to a person other than Habitat or a qualifying heir, within the first thirty (30) years following issuance of a certificate of occupancy for the unit sold or transferred, then Habitat will use any appreciation-sharing proceeds from the sale or transfer of that ADU for construction of a replacement affordable dwelling unit within the City of Charlottesville and shall document such use of the appreciation-sharing proceeds, and shall make such documentation available to the City’s zoning administrator upon request.

**Key Features and Material Representations** about the Specifics of the Proposed PUD Development: The PUD Development Plan for this proposed development includes the following key components and the applicant’s representations as to the elements that will be included within the development:

- 7 rows of townhouses, in the general or approximate locations depicted within the PUD Development Plan, with architectural elements as follows: three story townhouses with traditional and modern facades illustrated in the PUD application materials (Supplemental Information Packet dated May 1, 2020).
- 2 multifamily dwellings, in the general or approximate locations depicted within the PUD Development Plan, with no architectural elements other than a height of two stories.
- A use matrix that allows residential and related uses such as single-family attached, townhouses, family day home, and residential treatment facilities up to 8 residents; non-residential uses such as house of worship, ball fields, and swimming pools
- The proposed PUD Use Matrix allows MFD, SFA, SFD, TH and Duplexes by-right. Separately, the PUD narrative states that “the development will provide both single family attached (SFA) and neighborhood-scale condominium housing types (MFD). Among those housing types will be several subtypes of various square footages, widths, styles and price points; rear-alley-loaded garage townhomes, and proffered ADUs to guarantee affordability and variety.” (PUD Development Plan dated May 1, 2020 page 7)
- The PUD narrative states an Architectural Review Board will be established by the homeowner association to create a coordinated architectural style.
- A private road to access townhouses to the northeast of Flint Drive. These lots will be landlocked as they will not have frontage on a City maintained road.
- Approximately 5 acres of open space, in the general or approximate location(s) depicted with the PUD Development Plan. Among other specific promises, the

applicant is promising to preserve roughly half of existing trees, streams, and sensitive topography on site.

- Sheltered 5' sidewalks located along Keene Court and Flint Drive; natural trails dedicated for public use within the development site to provide access to open space.
- On-street parking generally located as depicted within the PUD Development Plan. Including parking at the end of Keene Court that will be maintained by the City.
- Rear loaded parking behind townhouses constructed on Flint Drive.
- No on-site parking for the two (2) MFD at the end of Keene Court. All parking will be provided on the street and maintained by the City.
- A teardrop layout of Keene Court.
- A preliminary landscape plan (within the Supplemental Information Packet dated May 1, 2020) with screening to the east and west of the site and general location of street trees.
- No phasing. The PUD is proposed to be developed all at once.

To develop the PUD as proposed, Belmont Station, LLC is requesting a waiver from Section 34-1120(b) of the City Code (Critical Slope Ordinance). Improvements specific to areas where critical slopes would be impacted should the waiver be approved include portions of lots 15, 16, 19 through 27, lots A and B, open space, and parking on Flint Drive. Existing critical slopes areas located on this Property include 2.65 acres or 27 percent of the site. The applicable definition of "critical slope" is as follows:

Any slope whose grade is 25% or greater, **and** (a) a portion of the slope has a horizontal run of greater than 20 feet, and its total area is 6,000 SF or greater, **and** (b) a portion of the slope is within 200 feet of a waterway. See City Code Sec. 34-1120(b)(2).

In addition, Belmont Station, LLC is requesting City Council vacate the ROW for Flint Drive and Keene Court. This vacation is requested to facilitate the replating of Flint Drive and Keene Court to match the layout within the PUD Development Plan. The application for vacating the ROW can be found as attachment X. Under the new procedure for consideration of application for street or alley closings, staff reviewed the application as part of the rezoning process and proffered development based on the -1.5 points on the scoring rubric and outlined in the policy Part (One)(4)(a).

Additional analysis based on Part (Three)(C):

**i. Will vacating the street or alley impede any person's access to his property, or otherwise cause irreparable damage to the owner of any lot shown on the original subdivision plat?** Staff finds that access will not be impacted as the new streets will be plated in the general location as the existing paper streets.

**ii. Are there any public utilities currently located in the area proposed to be vacated? If so, is the applicant offering to allow the City to reserve a public utility easement?** No utilities are currently in the existing paper streets.

**iii. Will vacation of the street or alley result in an adverse impact on traffic on nearby public streets, or result in undesirable circulation conditions for vehicular movements in and through the subdivision?** Staff finds vacating and replating the streets in the general location will have no adverse impacts.

## **Discussion:**

The Planning Commission held a virtual joint Public Hearing with City Council on June 9, 2020 on this matter. During the discussion, Planning Commission gave a favorable impression of the proposed development as a whole with specific support of the affordable housing proffer. They also raised concerns with aspects of the proposed development. These concerns related to:

- An HOA and Architectural Review Board for the development that could impact the affordable units.
- The Open Space is not usable for active recreation and the center of Keene Court will be a stormwater detention facility.
- Why the majority of the Open Space was no longer being proffered as a City Park (this was a proffer from the 2019 application).
- The nature of the Critical Slope application process as it relates to detailed engineering. The Critical Slope application is required to be heard at the same time as the rezoning request and that process does not allow for more detailed engineering documents to be created.

## **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:**

On January 22, 2020 the applicant held a community meeting at Cherry Avenue Christian Church as part of the FSNA monthly meeting. The applicant gave an overview of the project as it related to the need for a rezoning. The meeting was well attended, but a majority did not comment on the project. Below are the concerns that were raised:

- The density is too high. The City does not have the infrastructure to support more development (roads, sidewalks...)
- Traffic will be a problem.
- Parking will be a problem and will impact the surrounding neighborhood.
- The development could change the character of the neighborhood.
- The number of units and type of development in this area is not appropriate. The development should include a mix of single family homes, duplexes and townhouses.
- Concerned about construction noise and environmental damage.

On June 9, 2020 the Planning Commission held a virtual joint Public Hearing with City Council. ten (10) members of the public spoke and expressed the following:

- Support for the development as it will create affordable units for a long period of time.
- Support for the affordable aspect at the 25% and 60% AMI.
- The development should have more units with a higher density to create more affordable units.

- Supports for the partnership with Habitat for Humanity as a path to home ownership within the development.
- Traffic and parking will be a problem and the development should not be at this density.

Staff received a number of emails regarding this project and they have been forwarded to Planning Commission and City Council.

**Budgetary Impact:**

This has no impact on the General Fund.

**Recommendations:**

The Planning Commission took the following action:

Critical Slope Application (P20-0008)

Mr. Solla-Yates moved to recommend approval of the critical slope waiver for Tax Map and Parcel 200259310, 200259301, 200259290, 200259280, 200259270, 200259260, 200259370, 200259380, 200259350, 200259340, 200259330, 200259320, and 200196000, as requested, with the following conditions:

- 1.“The Applicant shall design SWM measures to provide as much water quality treatment on site as the Applicant deems practical given the constraints of the site, with a minimum of 75% of the required treatment occurring on site.”
- 2.“The Applicant shall provide chain link supported silt fence above critical slope areas for enhanced protection of slopes during construction.”
- 3.“In the onsite biofilter the Applicant shall provide an additional one foot depth of gravel sump across the bottom of the biofilter, above and beyond what is required in standard design, to provide the opportunity for additional stormwater storage and potential for additional infiltration and groundwater recharge.”

Ms. Green seconded the motion

- Ms. Dowell, Yes
- Mr. Lahendro, Yes
- Mr. Solla-Yates, Yes
- Mr. Stolzenberg, Yes
- Mr. Heaton, Yes
- Mr. Mitchell, Yes
- Ms. Green, Yes

The motion passed 7 - 0 to recommend approval of the critical slope waiver application to City Council.

Rezoning Application (ZM-20-00001)

Mr. Solla-Yates moved to recommend that City Council should approve ZM20-00001, including the critical slope waiver requested in P20-00011, on the basis that the streets proposed within the PUD Development are laid out in a manner substantially in accord with the Comprehensive Plan, and approval of the proposed PUD Development is consistent with the Comprehensive Plan and will serve the public necessity, convenience, general welfare and good zoning practice.

Ms. Dowell seconded the motion

Ms. Dowell, Yes  
Mr. Lahendro, Yes  
Mr. Solla-Yates, Yes  
Mr. Stolzenberg, Yes  
Mr. Heaton, Yes  
Mr. Mitchell, Yes  
Ms. Green, Yes

The motion passed 7 - 0 to recommend approval of the rezoning application to City Council.

**Alternatives:**

City Council has several alternatives after holding a Public Hearing for the road closure request:

- (1) by motions, provide approvals as outlined in the attached Procedural Memo from the City Attorney's Office;
- (2) by motion, take action to deny the attached ordinance granting the Rezoning, Street Vacation and Critical Slope Waiver;
- (3) by motion, request changes to the attached ordinances, and then approve the Rezoning Street Vacation, and Critical Slope Waiver; or
- (4) by motion, defer action on the Rezoning, Street Vacation, and Critical Slope Waiver.

**Attachments:**

- A. Rezoning Ordinance
- B. Street Closing Resolution
- C. Critical Slope Waiver Resolution
- D. Street Closure Application and Scoring Rubric (P20-0011)
- E. PUD Development Plan Dated May 1, 2020 and Supplemental Materials Dated May 1, 2020
- F. Signed Proffer Statement Dated June 26, 2020

Link to the Staff Report(s) and background information from the June 9, 2020 Planning Commission meetings: <https://www.charlottesville.gov/1077/Agendas-Minutes>



**ORDINANCE  
TO AMEND AND RE-ENACT THE ZONING MAP FOR THE CITY OF CHARLOTTESVILLE,  
TO RECLASSIFY CERTAIN PROPERTY FROM R-1S TO PLANNED UNIT DEVELOPMENT  
("FLINT HILL PUD")**

**WHEREAS**, Belmont Station, LLC ("Landowner"), by its member Charlie Armstrong, has rezoning application ZM20-00001 ("Application") seeking a change in the zoning district classification for certain land identified on the City of Charlottesville's 2019 Tax Map 20 as Parcels 200259310, 200259301, 200259290, 200259280, 200259270, 200259260, 200259370, 200259380, 200259350, 200259340, 200259330, 200259320, and a portion of Parcel 200196000, having frontage on the unimproved portions of Flint Drive and Keene Court and, having, in the aggregate, an area of approximately 9.81 acres/ 427,323 square feet (collectively, the various parcels of land are referred to herein as the "Subject Property"), with such rezoning to be subject to certain proffered development conditions dated June 26, 2020 ("Proffers") and submitted as part of the Application; and

**WHEREAS**, the purpose of the rezoning application is to allow a specific development project identified within: a written PUD Development Plan, dated May 1, 2020, the Proffers, and supplemental application materials dated May 1, 2020, describing details of a planned residential development named "Flint Hill PUD"—this development project will provide townhouse dwelling and multifamily units, with accessory dwelling units allowed, up to a total of not more than 60 dwelling units within the PUD, in the aggregate—of both single family attached (SAF) and neighborhood-scale condominium housing types (MFD). Among those housing types will be several subtypes of various square footages, widths, styles and price points; rear-alley-loaded garage townhomes, and proffered ADUs to guarantee affordability and variety; 5.01 acres of open space, effectively preserving sixty percent (60%) of existing trees, streams and sensitive topography within the PUD, including preservation of wetlands and stream buffer areas along Moore's Creek and tributary streams 1 and 2; rear loaded parking behind units constructed on Flint Drive; sheltered 5-foot-wide sidewalks along Keene Court and Flint Drive; natural trails; and such development further subject to matters set forth within (i) a resolution of this Council granting a waiver of critical slopes regulations for the development under certain conditions, as requested in Application P20-0008, and (ii) an ordinance adopted by this Council vacating Keene Court and Flint Drive for the development under certain conditions, as requested within Application P20-0011 (collectively, the foregoing describe the specific "Project"); and

**WHEREAS**, a joint public hearing on the proposed rezoning of the Subject Property was held before the Planning Commission and City Council on June 9, 2020, following notice to the public and to adjacent property owners as required by law; and

**WHEREAS**, on June 9, 2020, following the joint public hearing, the Planning Commission voted to recommend that City Council should approve the proposed rezoning for the Project; and

**WHEREAS**, City Council has considered the details of the specific Project represented within: the Landowner's various application materials; the Staff Reports relating to the application materials; 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 require the proposed rezoning; that both the existing zoning classification (R-1S) and the proposed PUD zoning classification (subject to 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, in order to allow the development of the Project described above within this Ordinance, the Zoning Map incorporated in



ZM20-00001

Section 34-1 of the Zoning Ordinance of the Code of the City of Charlottesville, 1990, as amended, shall be and hereby is amended and reenacted as follows:

*Section 34-1. Zoning District Map.* Rezoning from R-1S to PUD, land identified on the City of Charlottesville's 2020 Tax Map 20 as Parcels 200259310, 200259301, 200259290, 200259280, 200259270, 200259260, 200259370, 200259380, 200259350, 200259340, 200259330, 200259320, and a portion of Parcel 200196000, consisting, collectively, of 9.81 acres, or 427,323 square feet, subject to the PUD Development Plan dated XXX and also subject to the Proffers dated XXX, which were tendered by the Landowner in accordance with law and are hereby accepted by this City Council:

### Approved Proffers

The use and development of the Subject Property shall be subject to the following development conditions voluntarily proffered by the Landowner, which conditions shall apply in addition to the regulations otherwise provided within the City's zoning ordinance:

1. There shall be a maximum of 60 residential units within the area of the Subject Property.
2. Affordable Dwelling Units:
  - a. The Landowner shall cause a minimum 15% of the residential units constructed within the area of the Subject Property to be affordable to households having income between 25% and 60% of area median income (as defined in City Code 34-12(c) and 34-12(g)), with such affordability guaranteed for a period of at least thirty (30) years by deed restrictions recorded by the Landowner within the land records of the Charlottesville Circuit Court, which deed restrictions shall include, at a minimum, a first right of refusal for the Landowner to repurchase the property, appreciation-sharing provisions, and forgivable and/or no-interest mortgages from the Landowner or Landowner's designee to a qualified home buyer ("Affordable Dwelling Units, or "ADUs").
  - b. During home construction within the Project, the ADUs shall be provided incrementally such that at least 1 ADU shall be under construction prior to the issuance of every 10th Certificate of Occupancy. At the Landowner's option, if the Landowner conveys to Greater Charlottesville Habitat for Humanity ("Habitat"), by recorded deed, any lot(s) within the Subject Property, then:
    - i. the conveyed lot(s) shall be deemed ADUs that are "under construction" as of the date of recordation of the deed of conveyance from Landowner to Habitat containing the deed restrictions referenced in paragraph 2.a., above; and
    - ii. the deed restrictions shall include a covenant requiring that, if any of the initial homeowners of the ADUs sell or otherwise transfer ownership of the ADU to a person other than Habitat or a qualifying heir, within the first thirty (30) years following issuance of a certificate of occupancy for the unit sold or transferred, then Habitat will use any appreciation-sharing proceeds from the sale or transfer of that ADU for construction of a replacement affordable dwelling unit within the City of Charlottesville and shall document such use of the appreciation-sharing proceeds, and shall make such documentation available to the City's zoning administrator upon request.

**BE IT FURTHER ORDAINED THAT**, in the event the layout of the streets within the Flint Hill PUD, including, without limitation, the "teardrop" design of Keene Court (as depicted within the concept plan component of the Flint Hill PUD Development Plan) cannot be designed and constructed in accordance with provisions of applicable City ordinances and the City's Standards and Design Manual, then the Landowner shall be required to obtain City Council's approval of an

Attachment A

ZM20-00001

amended PUD Development Plan, showing a different street layout, prior to obtaining any preliminary or final site plan or subdivision approval for the Project.

**AN ORDINANCE  
CLOSING, VACATING AND DISCONTINUING  
PORTIONS OF FLINT DRIVE AND KEENE COURT  
WITHIN THE AREA OF THE PROPOSED FLINT HILL PUD**

**WHEREAS**, as permitted by Virginia Code Sec. 15.2-2006, the owner of certain land adjacent to portions of Flint Drive and Keene Court has petitioned City Council to alter or vacate those public rights-of-way (Application P20-0011) in order to allow development of a specific development project described in rezoning application ZM20-00001, referred to as the proposed Flint Hill Planned Unit Development (together, hereinafter, the applicable portions of Flint Drive and Keene Court are referred to as the “Subject Rights-of-Way”); and,

**WHEREAS**, following notice to the public pursuant to Virginia Code §15.2-2006, a public hearing by the City Council was held on July 20, 2020 and,

**WHEREAS**, this Council finds and determines that Application P20-0011 should be conditionally granted in order to allow for development of the proposed Flint Hill PUD;

**NOW, THEREFORE, BE IT ORDAINED** by the Council of the City of Charlottesville, Virginia that the City hereby authorizes the vacation of the following portions of Flint Drive and Keene Court described, to wit:

- (1) The portion of Flint Drive having frontage along the land referenced as City tax parcel identification numbers 200259380 and 200259350; and
- (2) Keene Court, from its intersection with Moseley Drive to its terminus at the cul-de-sac that currently forms the frontage of land referenced as City tax parcel identification numbers 200259320, 200259310, 200259301, and 200259290.

**PROVIDED, HOWEVER**, that the vacation of the Subject Rights-of-Way is hereby expressly conditioned upon approval of the Flint Hill Planned Unit Development (“PUD”) as proposed within rezoning application ZM20-00001, and upon commencement of development of the Flint Hill PUD, as evidenced by issuance of a building permit for construction of residential dwellings within the development, within thirty-six (36) months from the date this Ordinance is approved by City Council. The landowner’s failure to commence development of the Flint Hill PUD within this specified period of time shall render vacation of the Subject Rights-of-Way, at the option of City Council, void.

**RESOLUTION  
GRANTING A CRITICAL SLOPE WAIVER  
FOR A DEVELOPMENT PROJECT DESCRIBED IN  
REZONING APPLICATION ZM20-00001 (“FLINT HILL PLANNED UNIT  
DEVELOPMENT”)**

**WHEREAS**, Belmont Station, LLC (“Landowner”), by its member Charlie Armstrong, has filed three related applications (“Applications”): one seeking a rezoning (Application ZM18-00003) in order to change the zoning district classification for property identified on the City of Charlottesville’s 2019 Tax Map 20 as Parcels 200259310, 200259301, 200259290, 200259280, 200259270, 200259260, 200259370, 200259380, 200259350, 200259340, 200259330, 200259320, and a portion of Parcel 200196000 (collectively, the various parcels are referred to herein as the “Subject Property”); the second, a request for a critical slope waiver (Application P20-0008), to allow for the specific development project described in the rezoning application (“Project”); and the third (Application P20-0011), to request vacation of Keene Court and Flint Drive to accommodate the Project; and

**WHEREAS**, the purpose of the rezoning application is to allow construction of a specific planned residential development within the Subject Property, described and referred to within an Ordinance of City Council approving Application ZM20-00001, and this specific Project cannot be developed without City Council’s approval of the requested Critical Slopes Waiver; and

**WHEREAS**, on June 9, 2020, the Planning Commission considered the requested Critical Slope waiver and voted to recommend that the Critical Slopes Waiver be granted; and

**WHEREAS**, based on the representations, information, and materials included within the materials submitted by the Landowner with its various Applications, including its Application for a Critical Slopes Waiver; and upon consideration of the information and analysis set forth within the Staff Report(s), the factors set forth in City Code §34-1120(b), this City Council finds and determines pursuant to City Code Sec. 34-1120(b)(6)(d.)(i) that the benefits of allowing disturbance of critical slopes in connection with the Project outweigh the public benefits of the undisturbed slopes;

**NOW, THEREFORE, BE IT RESOLVED** by the Council of the City of Charlottesville, **THAT** the request by the Landowner for a waiver of the critical slopes requirements (Application P20-0008) is **GRANTED** for and in connection with the above-referenced Project, subject to the Landowner’s compliance with the following conditions in its use and development of the Land for construction of the Project:

Critical Slope Waiver Conditions

1. The Applicant shall design SWM measures to provide as much water quality treatment on site as the Applicant deems practical given the constraints of the site, with a minimum of 75% of the required treatment occurring on site.

2. The Applicant shall provide chain link supported silt fence above critical slope areas for enhanced protection of slopes during construction.
3. In the onsite biofilter the Applicant shall provide an additional one foot depth of gravel sump across the bottom of the biofilter, above and beyond what is required in standard design, to provide the opportunity for additional stormwater storage and potential for additional infiltration and groundwater recharge.

# PETITION TO CLOSE A STREET OR ALLEY

Please Return To: Department of Neighborhood Development Services  
PO Box 911, City Hall, Charlottesville, Virginia 22902  
Telephone (434) 970-3182 Fax (434) 970-3359



RECEIVED  
JAN 13 2020

**FEE: A filing fee of \$100.00 made payable to the City of Charlottesville.**

## A. PETITIONER INFORMATION

Petitioner Name: Belmont Station LLC NEIGHBORHOOD DEVELOPMENT SERVICES

Petitioner Mailing Address: 142 South Pantow Drive

Does Petitioner currently own property adjacent to the area requested to be closed? yes If no, please explain \_\_\_\_\_

Petitioner Phone Number(s):

Work: 434-245-0894

Fax: 434-245-0895

Home: \_\_\_\_\_

Email: Charles.A@southern-developments.com

## B. ADDRESSES OF PROPERTY OWNERS ADJACENT TO THE STREET/ALLEY (use back of form if necessary)

Property Owner Name	Mailing Address	City Tax Map and Parcel #
<u>none</u>	_____	_____
_____	_____	_____
_____	_____	_____

## C. PETITIONER'S REQUEST

- That, pursuant to the provisions of Section 15.2-2006 of the Code of Virginia (1950), as amended, the said Petitioner(s) apply for the vacating, closing and discontinuance of a certain street or alley, situated in the City of Charlottesville, Virginia, as described below as follows: (Provide name, right-of-way width and length of streets or alleys being closed)
  - Keene Ct. 56' R/W and portion of Flint Dr. 56' R/W. (See Attached exhibit)
  - R/W to be adjusted per rezoning plan for Flint Hill.
- Confirm that no inconvenience will result to any person by reason of said closing, vacation and discontinuance of the said street or alley. Include details in narrative.
- That land owners along and adjacent to said street or alley desire and request the street or alley to be closed. Attach letters of approval or signatures of approval from adjacent property owners.
- Attach a copy of the city real property tax map showing the portion of the street or alley to be vacated with the square footage clearly indicated.
- Applicant must provide copies of a title search and opinion performed by an attorney or licensed title company of the property in question and the alley to the original dedication of the alley or street. Highlight on the deed when the street or alley was created. The deed information is available at the City Circuit Courthouse (315 E. High Street).
- Applicant must review the attached closing policy prior to submission of this form and attach a narrative which addresses the objectives outlined in that policy to include specific information as to why an alley closing is being requested.

Respectfully Submitted,

[Signature]  
Signature of Petitioner(s)

Charles Armeroy, Member  
Print

The review process typically takes two months. Following the review, valid applications will be forwarded to a joint Planning Commission and City Council Public Hearing and then to City Council for two readings.

### FOR OFFICE USE ONLY (Sign Posting)

I certify that the sign(s) as required by Section 31-271 of the City Code (Zoning Ordinance) as amended has been posted on the following date:

\_\_\_\_\_

Signature \_\_\_\_\_

Date Paid: 1/13/2020

Amt. Paid: \$100<sup>00</sup>

Check #: 671

Recorded by: [Signature]

P20-0011

Attachment D

**BELMONT STATION, LLC**  
142 SOUTH PANTOPS DRIVE  
CHARLOTTESVILLE, VA 22911  
434-245-0894  
434-245-0895 (FAX)

---

DATE: January 13, 2020  
TO: John C. Blair, III, Charlottesville City Attorney  
FROM: Lois Haverstrom, General Counsel  
RE: Street Vacation Application – Flint Hill Subdivision

---

Dear Mr. Blair:

This attorney letter is in support of the application to vacate a portion of an unimproved “paper” street known as Flint Drive and Keene Court, as shown on a plat titled Subdivision Plat of Addition Eight, Azalea Gardens, Charlottesville, Virginia by Thomas D. Blue, dated December 26, 1967, revised January 25, 1968, as recorded in the Clerk’s Office of the Circuit Court of the City of Charlottesville, Virginia, as Deed Book 296, Page 531 (Plat copy enclosed). An illustration of the area proposed to be vacated is highlighted in yellow on the attached Plat, and the property owned by Belmont Station, LLC is highlighted in pink. The vacation of these paper streets will support the subdivision application being made by Belmont Station, LLC for a new subdivision in this area to be known as Flint Hill, as illustrated on Exhibit A and B for the Right of Way Vacation.

I have reviewed the title to this property in relation to the streets to be vacated. The proposed vacation will not impede or alter access for any other lot owner. Further, the street areas to be vacated are not currently improved or used for ingress or egress by anyone. Belmont Station, LLC is the owner of all of the contiguous land. A copy of the owners deed is also enclosed.

Let me know if there are any questions or concerns. I can be reached at 434-245-0894, extension 109, or, my e-mail address is [Lhaverstrom@southern-development.com](mailto:Lhaverstrom@southern-development.com). Thank you.

Sincerely,



Lois A. Haverstrom  
General Counsel

Encl. Copy of the Plat at Deed Book 295, Pages 531 – 532  
Copy of the Owner; Deed. Instrument Number 2019-00000355  
Exhibit A and B for Right of Way Vacation



BOOK 295 PAGE 531

CITY PLANNING COMMISSION

*Thomas A. Blue*  
Chairman

*R.C. Brown*  
Secretary

Feb. 13, 1968  
date

Approval is invalid if plat is not recorded within six (6) months from this date.

CERTIFICATION:

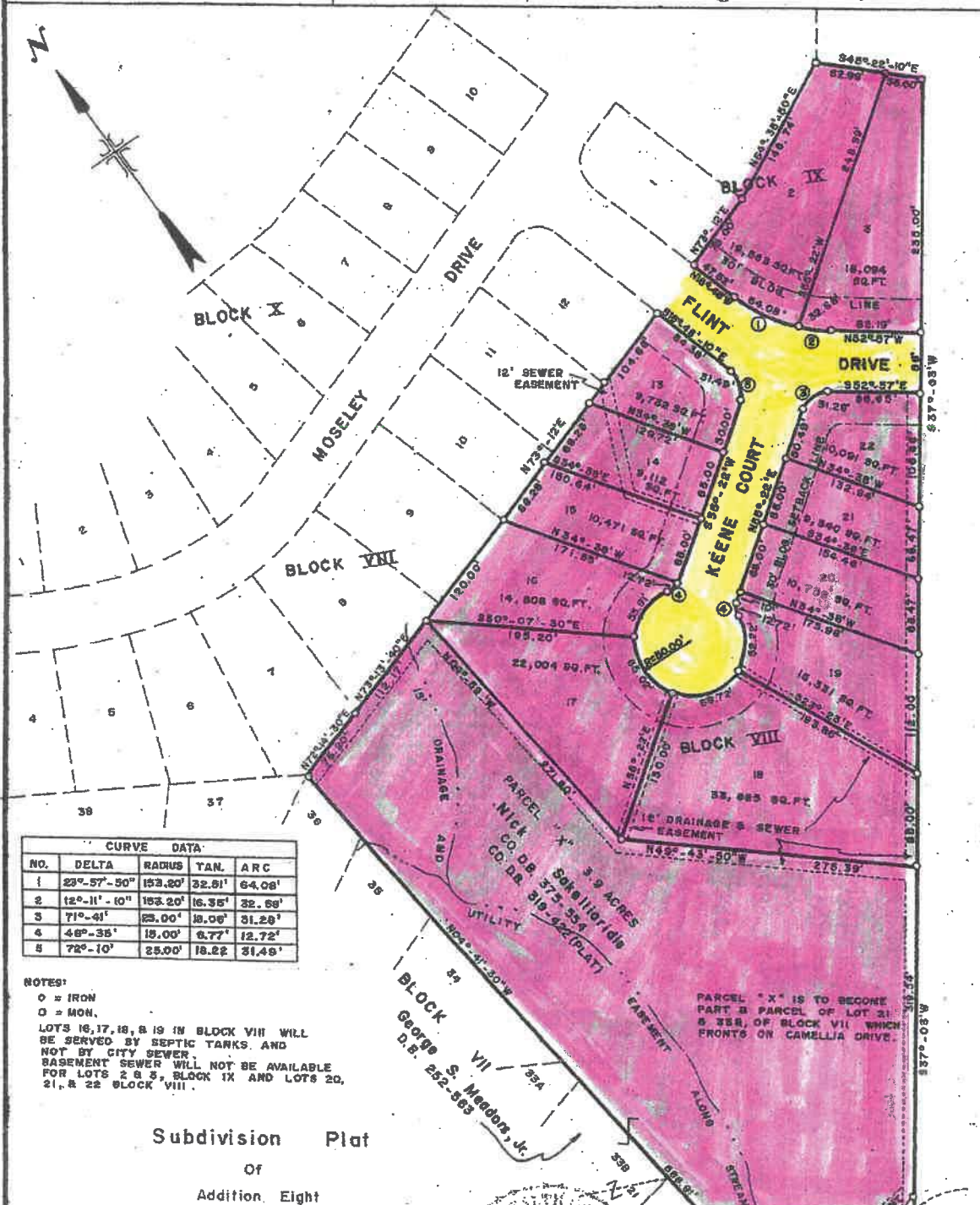
This is a correct and accurate plat.

*Thomas A. Blue*

OWNER'S APPROVAL:

This subdivision is made with the consent of the undersigned owners, proprietors, and/or trustees. All roads and streets, if not previously dedicated, are hereby tendered for dedication to public use.

*Richard S. Adams*



CURVE DATA				
NO.	DELTA	RADIUS	TAN.	ARC
1	23°-57'-50"	153.20'	32.81'	64.08'
2	12°-11'-10"	153.20'	16.35'	32.08'
3	71°-41'	23.00'	18.00'	31.28'
4	48°-35'	18.00'	6.77'	12.72'
5	72°-10'	25.00'	18.22'	31.48'

NOTES:

○ = IRON  
 ○ = MON.  
 LOTS 16, 17, 18, & 19 IN BLOCK VIII WILL BE SERVED BY SEPTIC TANKS AND NOT BY CITY SEWER. BASEMENT SEWER WILL NOT BE AVAILABLE FOR LOTS 2 & 3, BLOCK IX AND LOTS 20, 21, & 22 BLOCK VIII.

Subdivision Plat

Of  
 Addition, Eight



BOOK 295 PAGE 532

VIRGINIA:-

In the Clerk's Office of the Corporation  
Court of the City of Charlottesville

The foregoing instrument of writing, together with certificate  
of acknowledgment thereto annexed, was presented and admitted to record  
on the 21st day of February, 1968, at 10:50 o'clock, A. M.

Teste:-

H. Stuart Hammons Jr., Clerk.

\*\*\*\*\*

CITY OF CHARLOTTESVILLE  
Liezelle Agustin Dugger  
CLERK OF COURT  
Charlottesville, VA 22902



60 2019 00000355

Instrument Number: 2019- 00000355

As

Deed of Bargain & Sale

Recorded On: February 06, 2019

Parties: MOSELEY GARDENS LLC

To

BELMONT STATION LLC

Recorded By: WOODS ROGERS PLC

Num Of Pages:

Comment: 200259260, 200259270

**\*\* Examined and Charged as Follows: \*\***

	Tax Amount	Consideration Amount	RS#/CS#			
Deed of Bargain & Sale	6.50			10 or Fewer Pages	14.50	Deed Processing Fee 036 20.00
Transfer Fee 212	1.00					
<b>Recording Charge:</b>	<b>42.00</b>					
038 Transfer Tax Grantor	2,708.00	812,400.00		038 State Grantor Tax	0.00	214 Grantee City Tax 677.00
				039 State Grantee Tax	2,031.00	220 Grantor City 0.00
				213	0.00	223 0.00
039 Transfer Tax Grantee	812.50	812,400.00		038 State Grantor Tax	406.25	214 Grantee City Tax 0.00
				039 State Grantee Tax	0.00	220 Grantor City 406.25
				213	0.00	223 0.00
<b>Tax Charge:</b>	<b>3,520.50</b>					

**\*\* THIS PAGE IS PART OF THE INSTRUMENT \*\***

I hereby certify that the within and foregoing was recorded in the Register of Deeds Office For: CITY OF CHARLOTTESVILLE, VA  
File Information:

**Record and Return To:**

Document Number: 2019- 00000355

WOODS ROGERS PLC

Receipt Number: 29461

Recorded Date/Time: February 06, 2019 03:34:55P

CHARLOTTESVILLE VA 22902

Book-Vol/Pg:

Cashier / Station: J Moats / Cash Workstation 2



THE COMMONWEALTH OF VIRGINIA - CITY OF CHARLOTTESVILLE

I certify that the document to which this authentication is affixed is a true copy of a record in the Clerk's Office of the Circuit Court for the City of Charlottesville, Virginia and that I am the custodian of that record

*Liezelle Agustin Dugger*  
Liezelle Agustin Dugger - Clerk of Court

CLERK OF COURT - CIRCUIT COURT - CITY OF CHARLOTTESVILLE, VA

Attachment D

2019 00000355

PREPARED BY: John A. Dezio, Atty.  
VSB#07678  
2350 Commonwealth Dr., #C  
Charlottesville, VA 22901

Tax Map: 200259260  
Tax Map: 200259270  
Tax Map: 200259280  
Tax Map: 200259290  
Tax Map: 200259301  
Tax Map: 200259310  
Tax Map: 200259320  
Tax Map: 200259330  
Tax Map: 200259340  
Tax Map: 200259350  
Tax Map: 200259370  
Tax Map: 200259380  
Assessed Value: \$812,400.00  
Consideration: \$600,000.00

*Title Insurance: Old Republic National Title Insurance Company*

THIS DEED made this 25<sup>th</sup> day of January, 2019, by and between MOSELEY GARDENS, LLC, a Virginia limited liability company, formerly incorrectly identified on record as MOSLEY GARDENS, LLC, a Virginia limited liability company, Grantor, and BELMONT STATION, LLC, a Virginia limited liability company, Grantee, whose address is 170 South Pantops Drive, Charlottesville VA 22911 ;

WITNESSETH:

That for and in consideration of the sum of SIX HUNDRED THOUSAND AND NO/100 DOLLARS (\$600,000.00), cash in hand paid to the Grantor by the Grantee, the receipt of which is hereby acknowledged, the Grantor does hereby GRANT, BARGAIN, SELL and CONVEY with GENERAL WARRANTY OF TITLE and ENGLISH COVENANTS OF TITLE, unto the said BELMONT STATION, LLC, a Virginia limited liability company, Grantee, all that certain lot or parcel of land situated in the City of Charlottesville, Virginia, and more particularly described on the attached Schedule A.

The property hereby conveyed is subject to any and all easements, restrictions, reservations and conditions contained in duly recorded deeds, plats and other instruments constituting constructive notice in the chain of title to the above described property, which have not expired by

a time limitation contained therein or have not otherwise become ineffective, and to any lien inchoate or otherwise, for real estate taxes or assessments, not yet due and payable.

IN WITNESS WHEREOF, Moseley Gardens, LLC, a Virginia limited liability company, has caused its name to be signed hereto to Richard L. Beyer, its Manager.

Moseley Gardens, LLC

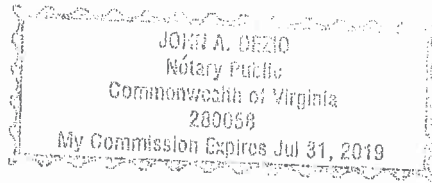
BY: [Signature]  
Richard L. Beyer, Manager

COMMONWEALTH OF VIRGINIA  
~~CITY/COUNTY OF~~ Albemarle, to-wit:

The foregoing Deed was acknowledged before me this 30<sup>th</sup> day of January, 2019, by Richard L. Beyer, Manager.

[Signature]  
Notary Public

My commission expires: 7/31/19  
My commission ID Number: 280058



[SCHEDULE A FOLLOWS]

**Schedule A**

All those certain lots or parcels of land, with improvements thereon and appurtenances thereto, situated in the City of Charlottesville, Virginia, on Flint Drive and Keene Court, shown as Lots 13 through 22, inclusive, of Block VIII, and Lots 2 and 3, Block IX, Addition Eight, Azalea Gardens Subdivision, on a plat by Thomas D. Blue, Civil Engineer & Land Surveyor, dated December 26, 1967, last revised January 25, 1968, and recorded in the Clerk's Office of the Circuit Court of the City of Charlottesville, Virginia, in Deed Book 295, page 531.

This is a portion of the property conveyed to Moseley Gardens, LLC, a Virginia limited liability company, by deed of R. L. Beyer Construction, Inc., a Virginia corporation, dated June 23, 2010, recorded July 13, 2010, in the Clerk's Office of the Circuit Court of the City of Charlottesville, Virginia, as Instrument Number 2010002488. In said deed the name of Moseley Gardens, LLC, was incorrectly spelled as Mosley Gardens, LLC.

There is conveyed herewith all rights of way, easements and other rights of Moseley Gardens, LLC, to the platted but unimproved Keene Court and Flint Drive Roadways.

C:\Users\Jenn Henderson\Desktop\UAD FILES\M\Moseley Gardens, LLC 18-258\Deed.rtf

Attachment D

Prepared by: Lois A. Haverstrom, VSB #43712  
A Portion of Parent Tax Map Parcel: (Right-of-Way. No TMP)  
Consideration: \$10.00  
Assessed Value: \$0.00

**This deed is exempt from recordation taxes imposed by Virginia Code Section 58.1-802 pursuant to Virginia Code Section 58.1-811(C0(4))**

**THIS SPECIAL WARRANTY DEED** made this \_\_\_\_ day of \_\_\_\_\_, 2019, by and between the **CITY OF CHARLOTTESVILLE, VIRGINIA**, a municipal corporation and political subdivision of the Commonwealth of Virginia, GRANTOR, and, **BELMONT STATION, LLC**, a Virginia limited liability company, GRANTEE, whose address is 170 South Pantops Drive, Charlottesville, Virginia, 22911.

**WITNESSETH:**

**THAT** for and in consideration of the sum of TEN DOLLARS (\$10.00), and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, GRANTOR does hereby GRANT, BARGAIN, SELL and CONVEY with SPECIAL WARRANTY OF TITLE unto the GRANTEE, the real property described as:

All that certain lot or parcel of land, with improvements thereon and appurtenances thereto, situated in the City of Charlottesville, shown as Keene Court, and a portion of Flint Drive on the Right-of-Way Vacation exhibit, attached hereto and made a part hereof as Exhibit A ("Property"); BEING, a portion of the property conveyed to the GRANTOR by dedication on a Plat titled: "Subdivision Plat of Addition Eight, Azalea Gardens, Charlottesville, Virginia, dated December 26, 1967, as revised January 26, 1968, as recorded in the Clerk's Office of the Circuit Court of the City of Charlottesville, Virginia in Deed Book 295, Page 531 ("Plat"). **[DRAFTING NOTE – Awaiting title search to make sure the property description is accurate. Ordered from Republic 3/26/19]**

GRANTEE and GRANTOR acknowledge that the Property, as previously dedicated to the City on the Plat, was for use as public streets, but said streets were never improved, developed or otherwise open to the public for use in the Property location shown on Exhibit A.

Attachment D

GRANTOR makes no guarantee, representation or warranty regarding the condition of the Property herein conveyed and expressly disclaims any and all obligation and liability to GRANTEE, regarding any physical or environmental defects which may exist with respect to the property.

GRANTEE specifically acknowledges and agrees that it hereby waives, releases and discharges any claim that it has, might have had, or, may have against the City with respect to the condition of the Property, either patent to latent, its ability or inability to develop the Property, the actual or potential income or profits to be derived from the Property, the compliance with any federal, state or local environmental protection, pollution, or land use laws, rules, regulations or requirements, and any other state or local acts or ordinances which exist with respect to the Property.

GRANTEE is the property owner of the parcels immediately adjoining and contiguous to the area vacated by this deed.

GRANTEE hereby reserves to the GRANTOR an easement for all existing City utility lines or drainage improvements currently located with the Property vacated by the deed.

This conveyance is made expressly subject to all easements, conditions, restrictions, reservations, and other matters contained in duly recorded deeds, plats, and other instruments constituting constructive notice in the chain of title to the property herein conveyed, which have not expired by a time limitation therein contained or otherwise become ineffective.

By ordinance adopted \_\_\_\_\_, 2019, the Mayor of the City of Charlottesville was authorized to sign this deed on behalf of the City of Charlottesville, Virginia.

[SIGNATURES AND NOTARY BLOCKS FOLLOW ON PAGE 3]

WITNESS the following signatures and seals.

**GRANTOR:**

CITY OF CHARLOTTESVILLE, VIRGINIA

By: \_\_\_\_\_  
Print Name: \_\_\_\_\_  
Title: Mayor

COMMONWEALTH OF VIRGINIA  
CITY OF CHARLOTTESVILLE:

The foregoing deed was acknowledged before me, a Notary Public in and for the aforesaid City and Commonwealth, by \_\_\_\_\_, as Mayor of the City of Charlottesville, Virginia, on this \_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
Notary Public  
Registration # \_\_\_\_\_

**GRANTEE:**

BELMONT STATION, LLC

By: \_\_\_\_\_  
Frank T. Ballif, as Manager

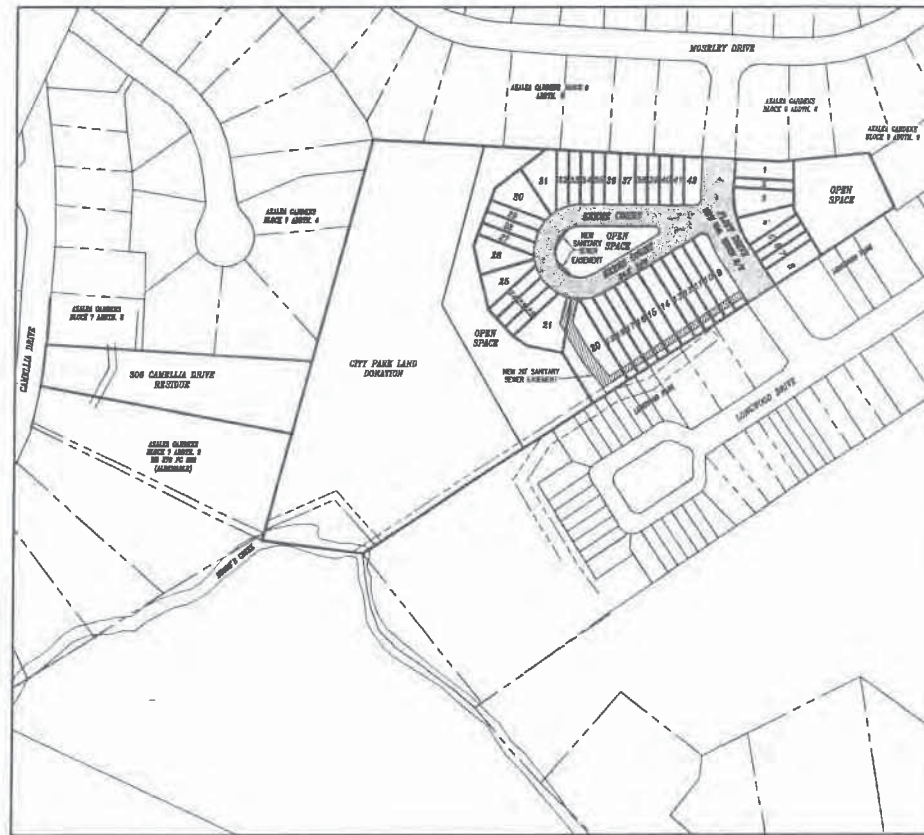
COMMONWEALTH OF VIRGINIA  
COUNTY OF ALBEMARLE:

The foregoing deed was acknowledged before me, a Notary Public in and for the aforesaid County and Commonwealth, by Frank T. Ballif, as Manager on behalf of Belmont Station, LLC, a Virginia limited liability company, on this \_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
Notary Public  
Registration # \_\_\_\_\_



## RIGHT-OF-WAY VACATION AND DEDICATION EXHIBIT



**EXHIBIT A**  
EXISTING PLAT

**EXHIBIT B**  
PROPOSED PLAT

**NOTE:**

Applicant is requesting city council vacate Keene Court, a portion of Flint Drive, and sewer easements, shown as hatched areas on Exhibit A. New road and sanitary easements will be dedicated on proposed plat as shown on Exhibit B.



February 7th, 2019

Flint Hill  
Charlottesville, Virginia

Roudabush, Gale & Associates, Inc.  
Charlottesville, Virginia

Attachment D

Attachment D

City of Charlottesville - Alley, Paper Street, and ROW Scoring Rubric						
Alley: Flint Drive and Keene Court						
Criteria	3	2	1	Raw Score	Weight	Weighted Score
<b>Increase rear access for potential ADU</b>	[(Number of ADU* Possible or Existing) / (Number of Parcels) x 100] greater than 66%	[(Number of ADU* Possible or Existing) / (Number of Parcels) x 100] Greater than 33% but less than 66%	[(Number of ADU* Possible or Existing) / (Number of Parcels) x 100] less than 33%	0	x 0.25 =	0
<b>Reduction of driveways from primary street</b>	Street that alley will act as an alternate route to has sidewalks and 30+% of properties have driveways	Has driveways and sidewalks on street that alley will act as an alternative route	No sidewalks or driveways on street that alley will act as an alternative route	0	x 0.2 =	0
<b>Bicycle and Pedestrian Circulation</b>	Provides alternative route to existing route on street with AADT** > 1000	Alley acts as parallel route to existing route on street	Walkable	0	x 0.15 =	0
<b>Vehicular access to rear of lot</b>	Through type alley	Dead end but drivable	Not drivable	0	x 0.1 =	0
<b>Reduction of on-street parking demand</b>	Reduce 2 or more cars per block	Reduce 1 car per block	No reduction	0	x 0.1 =	0
<b>Greenway Connectivity</b>	Alley connects to pedestrian route within 350' of recreation areas, parks, and trails	Alley connects to pedestrian route within 700' of recreation areas, parks, and trails	Alley does not connect with or route is greater than 700' of recreation areas, parks, and trails	0	x 0.1 =	0
<b>Utility route</b>	Existing utilities	Through type alley without existing utilities or has overhead utilities crossing alley	Dead end alley without existing utilities	0	x 0.1 =	0
<b>Closure is part of a proposed development or replatting</b>	If an alley, paper street, ROW, or street, is to be closed as part of proposed development requiring a site plan; and/or replatted in a different configuration (-1.5 points)			-1.5	=	-1.5
<b>Final Score (Sum of all weighted scores)</b>						-1.5

ADU\* Accessory Dwelling Unit  
 AADT\*\* Average Annual Daily Traffic

Attachment E

Flint Hill PUD Development Plan MAY 1, 2020

TABLE OF CONTENTS PUD Development Plan (Sec. 34-517)

This PUD Development Plan (Pages 1 through 8) meets the requirements of Charlottesville City Code Section 34-517(a). The below table of contents lists PUD requirements and references where in the PUD Development Plan the requirements are illustrated or described.

Contents:

- 34-517(a)(1) A survey plat describing and depicting the entire land area to be included within the PUD development site, including identification of present ownership, existing zoning district classification(s) of the parcel(s) to be included within the PUD. Page 2: Existing Conditions
34-517(a)(2) A narrative statement of how the objectives described within section 34-490 are met by the proposed PUD. Page 7: Narrative
34-517(a)(3) A conceptual development plan, supporting maps, and written or photographic data and analysis which show: a. Location and size of existing water and sanitary and storm sewer facilities and easements; Page 2: Existing Conditions
b. Layout for proposed water and sanitary sewer facilities and storm drainage facilities; Page 4: Land Use Plan
c. Location of other proposed utilities; Page 4: Land Use Plan
d. Location of existing and proposed ingress and egress from the development; Page 4: Land Use Plan
e. Location and size of existing and proposed streets; Page 4: Land Use Plan.
f. Location of existing and proposed pedestrian and bicycle improvements, including connections to nearby schools; Page 4: Land Use Plan. Note: City sidewalks and bicycle lanes provide pedestrian and bicycle connectivity to Jackson Via elementary school Via Longwood Drive and Harris Road.
g. An inventory, by tax map parcel number and street address, of all adjacent parcels within a five hundred-foot radius of the perimeter of the PUD, indicating the existing zoning district classification of each. Page 1: Cover Page
h. A site inventory of the significant natural, environmental and cultural features of a site, including at a minimum, historic landmarks contained on any state or federal register; vegetation, existing trees of eight-inch caliper or greater; wetlands, topography, shown at intervals of five (5) feet or less, critical slopes, and other, similar characteristics or features, and a plan for preserving, protecting, utilizing and/or incorporating such features into the design and function of the proposed PUD. Page 2: Existing Conditions; and Page 3: Environmental Features; and Page 4: Land Use Plan
34-517(a)(4) A proposed land use plan. Such plan will identify: a. Proposed land uses and their general locations, including without limitation, building and setbacks; Page 4 : Land Use Plan; and Pages 5-6: Use Matrix
b. Proposed densities of proposed residential development; Page 8: Proffers
c. Location and acreage of required open space; Page 4: Land Use Plan
d. Square footage for non-residential uses; Non-residential uses are not proposed.
e. Maximum height of buildings and structures in area of PUD. Page 7: Narrative
34-517(a)(5) A general landscape plan which focuses on the general location and type of landscaping to be used within the project as well as the special buffering treatment proposed between project land uses and adjacent zoning districts; Page 4: Land Use Plan.
34-517(a)(6) Phasing plan if needed. Each phase shall individually meet the requirements of this section. Phasing is not proposed.
34-517(a)(7) A statement from the city public utilities department verifying whether water and sewer infrastructure capacity does or does not exist for the proposed land use(s). In a previous application a statement was provided from the city public utilities department that water and sewer infrastructure capacity does exist for the proposed uses. Water is available via a 6" water main in Flint Drive off Longwood Drive and an 8" water main in Flint Drive off Moseley Drive. Sanitary sewer is available via an 8" sewer line behind lots along Longwood Drive.
34-517(a)(8) A statement from the fire marshal verifying whether adequate fire flow services does or does not exist for the proposed land use(s). The fire flow tests have been provided and approved by the fire marshal.

500' radius for adjacent properties

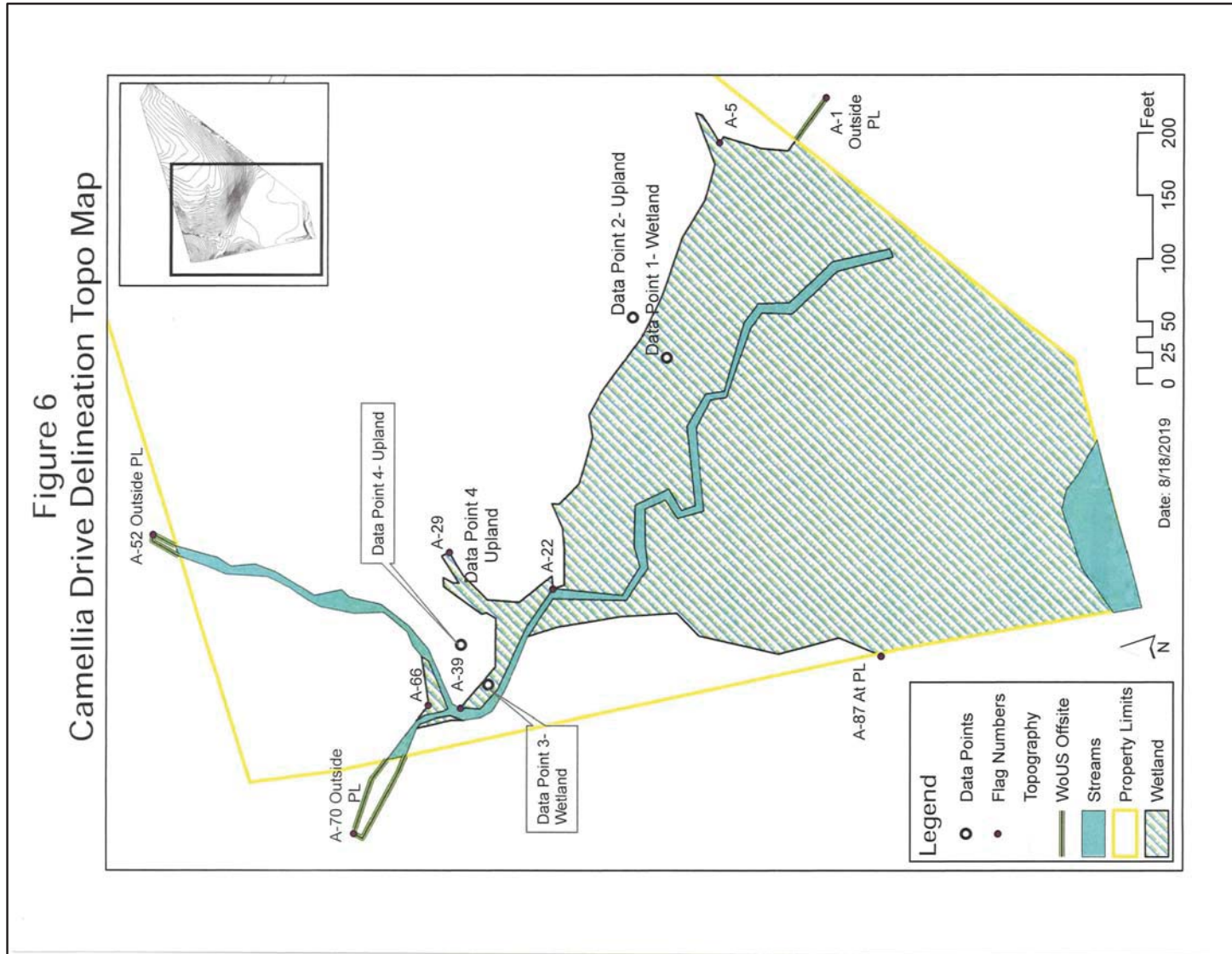
Table with multiple columns: Owner, Address, City / State, Zip, Property Address. Lists numerous adjacent properties with owner names, addresses, and geographic coordinates.



Attachment E  
Existing Conditions



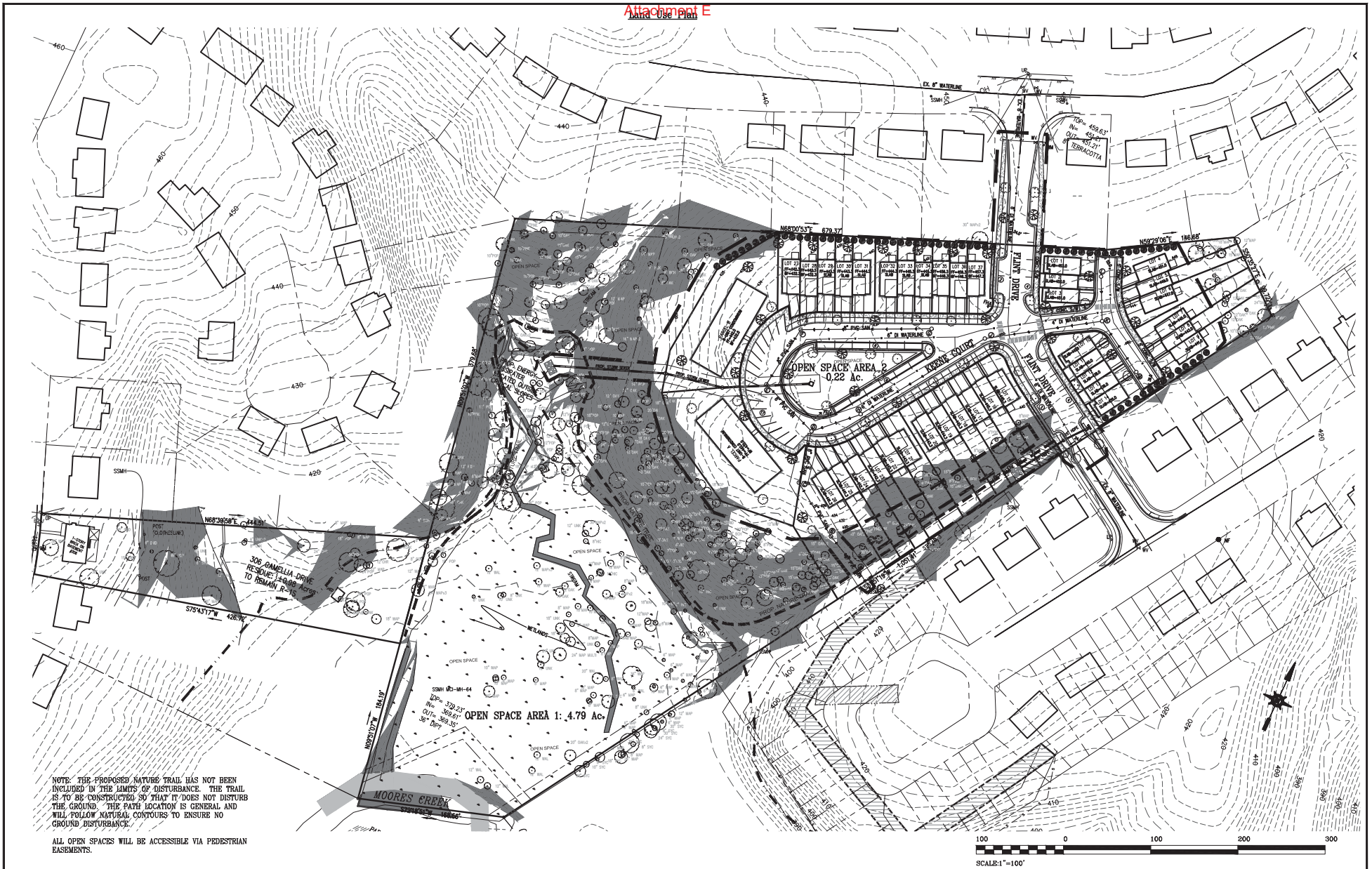
ENVIRONMENTAL FEATURES



SOURCE: BY ECOMETRICS ON BEHALF OF WILD GINGER FIELD SERVICES, DATED, AUGUST 20, 2019



Attachment E  
Land Use Plan



JUNE 15, 2020  
Page 4 of 8

NOTE: THIS SHEET HAS BEEN UPDATED FROM THE MAY 1, 2020 SUBMITTAL TO INCLUDE THE STREET TREES AS DEPICTED ON THE LANDSCAPE PLAN FOUND IN THE SUPPLEMENTAL MATERIALS DATED MAY 1, 2020

Flint Hill  
Charlottesville, Virginia

Roudabush, Gale & Associates, Inc.  
Charlottesville, Virginia

Attachment E  
Matrix of Use Types—Flint Hill PUD

**Matrix Use Legend**

A =	Accessory use
B =	By-right use
P =	Special-use permit
S =	Special-use permit
T =	Temporary use permit

Use Types	Flint Hill PUD	Existing Zoning - R-15 (for reference)
<b>RESIDENTIAL AND RELATED USES</b>		
Accessory apartment, internal	P	P
Accessory apartment, external	P	P
Accessory buildings, structures and uses	B	B
Adult assisted living		
1—8 residents	B	B
Greater than 8 residents		
Adult day care		
Amateur radio antennas, to a height of 75 ft.	B	B
Bed-and-breakfast:		
Homestay	B	B
B & B		
Inn		
Boarding: fraternity and sorority house		
Boarding house (rooming house)		
Convent/monastery	S	S
Criminal justice facility		
Dwellings:		
Multi-family	B	
Single-family attached	B	
Single-family detached	B	B
Rowhouse/Townhouse	B	
Two-family	B	
Family day home		
1—5 children	B	B
6—12 children	S	S
Home occupation	P	P
Manufactured home park		
Night watchman's dwelling unit, accessory to industrial use		
Nursing homes		
Occupancy, residential		
3 unrelated persons	B	B
4 unrelated persons	B	B
Residential density (developments)		
Maximum of 60 units in the PUD	B	
22—43 DUA		
44—64 DUA		
65—87 DUA		
88—200 DUA		
Residential treatment facility		
1—8 residents	B	B
8+ residents		
Shelter care facility		
Single room occupancy facility		
Temporary family health care structure	T	T

Use Types	Flint Hill PUD	FLINT HILL Existing Zoning - R-15 (for reference)
<b>NON-RESIDENTIAL: GENERAL and MISC. COMMERCIAL</b>		
Access to adjacent multifamily, commercial, industrial or mixed-use development or use		
Accessory buildings, structures and uses		
Amusement center		
Amusement enterprises (circuses, carnivals, etc.)		
Amusement park (putt-putt golf; skateboard parks, etc.)		
Animal boarding/grooming/kennels:		
With outside runs or pens		
Without outside runs or pens		
Animal shelter		
Art gallery:		
GFA 4,000 SF or less		
GFA up to 10,000 SF		
Art studio, GFA 4,000 SF or less		
Art workshop		
Assembly (indoor)		
Arena, stadium (enclosed)		
Auditoriums, theaters		
Houses of worship	B	B
Assembly (outdoor)		
Amphitheater		
Stadium (open)		
Temporary (outdoor church services, etc.)	T	T
Assembly plant, handcraft		
Assembly plant		
Automobile uses:		
Gas station		
Parts and equipment sales		
Rental/leasing		
Repair/servicing business		
Sales		
Tire sales and recapping		
Bakery, wholesale		
GFA 4,000 SF or less		
GFA up to 10,000 SF		
Banks/ financial institutions		
Bowling alleys		
Car wash		
Catering business		
Cemetery	S	S
Clinics:		
Health clinic (no GFA limit)		
Health clinic (up to 10,000 SF, GFA)		
Health clinic (up to 4,000 SF, GFA)		

Attachment E  
Matrix of Use Types-Flint Hill PUD

Use Types	FLINT HILL	
	Flint Hill PUD	Existing Zoning - R-1S (for reference)
Public health clinic		
Veterinary (with outside pens/runs)		
Veterinary (without outside pens/runs)		
Clubs, private	S	S
Communications facilities and towers:		
Antennae or microcells mounted on existing towers established prior to 02/20/01	B	B
Attached facilities utilizing utility poles or other electric transmission facilities as the attachment structure	B	B
Attached facilities not visible from any adjacent street or property	B	B
Attached facilities visible from an adjacent street or property		
Alternative tower support structures		
Monopole tower support structures		
Guyed tower support structures		
Lattice tower support structures		
Self-supporting tower support structures		
Contractor or tradesman's shop, general		
Crematorium (independent of funeral home)		
Data center		
Daycare facility	S	S
Dry cleaning establishments		
Educational facilities (non-residential)		
Elementary	S	S
High schools	S	S
Colleges and universities	S	S
Artistic up to 4,000 SF, GFA		
Artistic up to 10,000 SF, GFA		
Vocational, up to 4,000 SF, GFA		
Vocational, up to 10,000 SF, GFA		
Electronic gaming café		
Funeral home (without crematory)		
GFA 4,000 SF or less		
GFA up to 10,000 SF		
Funeral homes (with crematory)		
GFA 4,000 SF or less		
GFA up to 10,000 SF		
Golf course		
Golf driving range		
Helipad		
Hospital		
Hotels/motels:		
Up to 100 guest rooms		
100+ guest rooms		
Laundromats		
Libraries		B
Manufactured home sales		

Use Types	FLINT HILL	
	Flint Hill PUD	Existing Zoning - R-1S (for reference)
Microbrewery		
Mobile food units		
Movie theaters, cineplexes		
Municipal/governmental offices, buildings, courts	S	S
Museums:		
Up to 4,000 SF, GFA		
Up to 10,000 SF, GFA		
Music halls		
Offices:		
Business and professional		
Medical		
Philanthropic institutions/agencies		
Property management		
Other offices (non-specified)		
Outdoor storage, accessory		
Parking:		
Parking garage		
Surface parking lot	A	
Surface parking lot (more than 20 spaces)	A	
Temporary parking facilities	A	
Photography studio		
Photographic processing; blueprinting		
Radio/television broadcast stations		
Recreational facilities:		
Indoor: health/sports clubs; tennis club; swimming club; yoga studios; dance studios, skating rinks, recreation centers, etc.		B
Outdoor: Parks, playgrounds, ball fields and ball courts, swimming pools, picnic shelters, etc.	B	B
Outdoor: Parks, playgrounds, ball fields and ball courts, swimming pools, picnic shelters, etc. (private)	B	S
Restaurants:		
Dance hall/all night		
Drive-through windows		
Fast food		
Full service		
24-hour		
Taxi stand		
Towing service, automobile		
Technology-based businesses		
Transit facility		
Utility facilities	S	S
Utility lines	B	B

**Matrix Use Legend**

A = Any use
B = By-right use
P = Planned use permit
S = Special use permit
T = Temporary use permit



Attachment E  
Narrative per Sec. 34-517(2)

Narrative Project Description  
Flint Hill PUD  
MAY 1, 2020

Flint Hill is a PUD on Flint Drive adjacent to the Longwood PUD. The PUD is intended to provide increased density and housing affordability, and meets the objectives in Sec. 34-490 of the Planned Unit Development ordinance as follows:

1. To encourage developments of equal or higher quality than otherwise required by the strict application of zoning district regulations that would otherwise govern;

*This proposal is of equal or higher quality than otherwise required by the strict application of zoning district regulations that currently govern because it proposes to provide higher density and more affordable housing options than would be built on the existing platted, but unbuilt, 13 parcels that make up the project. If built by-right, the existing 13 parcels would be large single-family homes on large lots that cost substantially more than what will be provided in the proposed PUD. In addition to the natural increase in affordability provided by townhomes versus single-family homes, the developer is proffering additional deed-restricted affordable housing that will remain affordable even if the market prices of other homes rise.*

*The PUD also proposes a large parcel of open space along Moore's Creek for preservation, conservation, and/or passive recreation uses, and proposes to construct a pocket park or rain garden in a central open space within the PUD.*

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

*The proposed arrangement of buildings avoids the large areas of steep slopes, avoids the riparian areas along Moore's creek, builds on an upland area already subdivided for development long ago, and preserves large areas of open space providing efficient, attractive, flexible and environmentally sensitive design.*

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;

*The development will provide both single family attached and neighborhood-scale condominium housing types. Among those housing types will be several subtypes of various square footages, widths, styles and price points; rear-alley-loaded garage townhomes; and proffered ADUs to guarantee affordability and variety.*

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

*The proposed PUD clusters the new housing on approximately 4 upland acres of the site and preserves approximately half the site.*

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

*The proposed PUD will be cohesive and unified in its form and function, and will have a homeowners association to assure its long-term success.*

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

*The project will have building sizes very similar to what was built in the adjacent Longwood PUD. The PUD also causes 306 Camellia Drive to remain as a large 1-acre lot, consistent with development patterns along that street. Maximum building height in the PUD shall be 35'.*

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

*The proposed PUD preserves the trees, streams, and sensitive topography on roughly half of the site, a significant achievement in a development that also provides appropriate density and significant affordability.*

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; and

*The proposed PUD will have coordinated architectural styles, governed by an Architectural Review Board that is part of the homeowners association.*

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

*The proposed PUD provides coordinated road and pedestrian linkages via a new road and sidewalks that will connect Moseley Drive to Longwood Drive. The PUD will also provide for trail connections to Moore's Creek and the adjacent Longwood Park owned by the City.*

10. To facilitate access to the development by public transit services or other single-vehicle-alternative services, including, without limitation, public pedestrian systems.

*The proposed PUD will have the public pedestrian systems mentioned above. It is located only one block from Charlottesville Area Transit (CAT) Route 4. In addition, the construction of the road and new sidewalks on Flint Drive will connect Moseley Drive to Longwood Drive, allowing pedestrians, particularly students that live on Garden Dr, Camellia Dr, Shasta Ct, Hilton Dr, and Moseley Dr, to walk to Jackson Via Elementary School and the Food Lion shopping center on neighborhood streets, spending less time walking along Harris Rd, a busier street.*

Attachment E  
**Proffer Conditions**

BEFORE THE CITY COUNCIL OF THE CITY OF CHARLOTTESVILLE, VIRGINIA IN RE: PETITION FOR REZONING (City Application No. ZM20-00001) STATEMENT OF FINAL PROFFER CONDITIONS  
For the Flint Hill PUD Dated as of June 26, 2020

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

The undersigned limited liability company is the owner of land subject to the above-referenced rezoning petition ("Subject Property"). The Owner/Applicant seeks to amend the current zoning of the property subject to certain voluntary development conditions set forth below. In connection with this rezoning application, the Owner/Applicant seeks approval of a PUD as set forth within a PUD Development Plan, pages 1 through 8, dated May 1, 2020.

The use and development of the Subject Property shall be subject to the following development conditions voluntarily proffered by the Landowner, which conditions shall apply in addition to the regulations otherwise provided within the City's zoning ordinance:


1. There shall be a maximum of 60 residential units within the area of the Subject Property.
2. Affordable Dwelling Units:
  - a. The Landowner shall cause a minimum 15% of the residential units constructed within the area of the Subject Property to be affordable to households having income between 25% and 60% of area median income (as defined in City Code 34-12(c) and 34-12(g)), with such affordability guaranteed for a period of at least thirty (30) years by deed restrictions recorded by the Landowner within the land records of the Charlottesville Circuit Court, which deed restrictions shall include, at a minimum, a first right of refusal for the Landowner to repurchase the property, appreciation-sharing provisions, and forgivable and/or no-interest mortgages from the Landowner or Landowner's designee to a qualified home buyer ("Affordable Dwelling Units, or "ADUs").
  - b. During home construction within the Project, the ADUs shall be provided incrementally such that at least 1 ADU shall be under construction prior to the issuance of every 10th Certificate of Occupancy. At the Landowner's option, if the Landowner conveys to Greater Charlottesville Habitat for Humanity ("Habitat"), by recorded deed, any lot(s) within the Subject Property, then:
    - i. the conveyed lot(s) shall be deemed ADUs that are "under construction" as of the date of recordation of the deed of conveyance from Landowner to Habitat containing the deed restrictions referenced in paragraph 2.a., above; and
    - ii. the deed restrictions shall include a covenant requiring that, if any of the initial homeowners of the ADUs sell or otherwise transfer ownership of the ADU to a person other than Habitat or a qualifying heir, within the first thirty (30) years following issuance of a certificate of occupancy for the unit sold or transferred, then Habitat will use any appreciation-sharing proceeds from the sale or transfer of that ADU for construction of a replacement affordable dwelling unit within the City of Charlottesville and shall document such use of the appreciation-sharing proceeds, and shall make such documentation available to the City's zoning administrator upon request.

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 requests that the Subject Property be rezoned as requested, in accordance with the Zoning Ordinance of the City of Charlottesville.

Respectfully submitted this 26th day of June, 2020.

Owner:  
Belmont Station, LLC

Owner's Address:  
142 South Pantops Drive Charlottesville, VA 22911

By:   
Charles Armstrong, Member

Attachment E  
SUPPLEMENTAL INFORMATION REQUESTED BY STAFF  
IN ADDITION TO PUD DEVELOPMENT PLAN CONTENTS

**OWNER:**  
BELMONT STATION, LLC

**DEVELOPER:**  
BELMONT STATION, LLC

**DESIGN:**  
ROUDABUSH, GALE & ASSOCIATES

**SOURCE OF BOUNDARY SURVEY:**  
PLAT OF RECORD

**SOURCE OF TOPOGRAPHY:**  
EXISTING TOPOGRAPHY PROVIDED BY ROUDABUSH, GALE & ASSOCIATES DEC, 2018

THE PROPERTY IS LOCATED IN ZONE X AS SHOWN ON FEDERAL EMERGENCY MANAGEMENT AGENCY FLOOD INSURANCE MAP NUMBER 51003C0288D, DATED 02-04-2055

**MAXIMUM BUILDING HEIGHT:**  
35' IN HEIGHT

**DENSITY:**  
5.3 UNITS/ACRE

**CURRENT USE:**  
VACANT LOTS

**PROPOSED USE:**  
UP TO 37 RESIDENTIAL TOWNHOMES & 16 CONDOMINIUM DWELLING UNITS: 53 TOTAL UNITS (MAX DENSITY OF 60 UNITS PER PROPPERS TO ALLOW FLEXIBILITY AND POTENTIAL FOR ACCESSORY APARTMENTS)

**OPEN SPACE OWNERSHIP:**  
ALL OPEN SPACE TO BE OWNED AND MAINTAINED BY A HOME OWNERS ASSOCIATION

**LIGHTING:**  
NO LIGHTING FIXTURES SHALL EXCEED 3000 LUMENS.

**BUILDING SETBACKS:**  
FRONT: 0'  
SIDE: 0'  
REAR: 10'

\*10' MIN BETWEEN ROWS OF TOWNHOUSES  
18' MINIMUM DRIVEWAY LENGTH

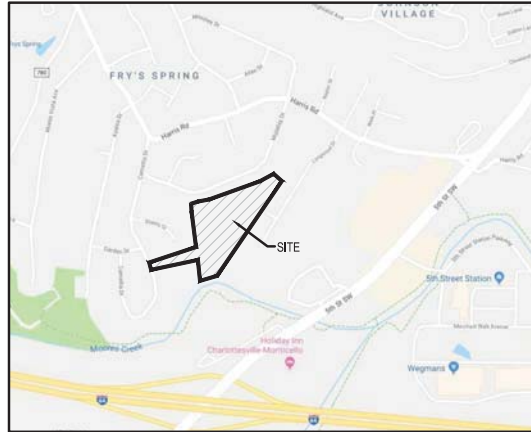
**LAND USE SUMMARY**

TOTAL SITE AREA:	9.81 Ac. (100%)
306 CAMILLA DR	±0.97 Ac. (9.9%)
LOT AREA:	±2.86 Ac. (29.2%)
RIGHT-OF-WAY AREA:	±0.86 Ac. (8.7%)
PRIVATE RIGHT-OF-WAY AREA:	±0.12 Ac. (1.1%)
OPEN SPACE AREA:	±5.01 Ac. (51.1%)

306 CAMILLA DRIVE TO REMAIN R-1S

**TRAFFIC STUDY:**  
RESIDENTIAL CONDOMINIUM/TOWNHOUSE TRIPS PER DAY (TPD) = 7  
MAXIMUM DENSITY 60 UNITS \* 7 TPD = 420 EXTRA TPD  
½ TPD (210) ON MOSELEY DRIVE AND ½ TPD (210) ON LONGWOOD DRIVE  
ITE (230) RESIDENTIAL CONDOMINIUM/TOWNHOMES R<sup>2</sup> = 0.76  
 $Ln(T) = 0.80Ln(X) + 0.26$ , NUMBER OF UNITS, AM PEAK HOUR WEEKDAY  
T = 34 TRIP PER DAY

Vicinity Map



SCALE 1" = 500'

**SHEET INDEX**

1. COVER
2. CRITICAL SLOPES PLAN
3. FIRE TRUCK AUTOTURN 1
4. FIRE TRUCK AUTOTURN 2
5. FIRE TRUCK AUTOTURN 3
6. FIRE TRUCK AUTOTURN 4
7. LANDSCAPE PLAN
8. MASSING PLAN I
9. MASSING PLAN II
10. MASSING PLAN III
11. OPEN SPACE PLAN
12. PARKING PLAN
13. PEDESTRIAN PLAN
14. PRELIMINARY BMP PLAN
15. PRELIMINARY PLAT
16. TREE SURVEY
17. TREE SURVEY
18. TREE SURVEY
19. UTILITY PLAN
20. LOD EXHIBIT

Critical Slope Map: Zoning

Critical Slope Map: Subdivision

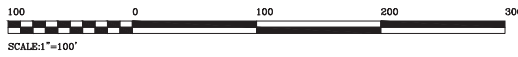


(34-1120)(2)

DEFINITION OF CRITICAL SLOPE. A CRITICAL SLOPE IS ANY SLOPE WHOSE GRADE IS 25% OR GREATER AND:

- A. A PORTION OF THE SLOPE HAS A HORIZONTAL RUN OF GREATER THAN TWENTY (20) FEET AND ITS TOTAL AREA IS SIX THOUSAND (6,000) SQUARE FEET OR GREATER; AND
- B. A PORTION OF THE SLOPE IS WITHIN TWO HUNDRED (200) FEET OF ANY WATERWAY AS IDENTIFIED ON THE MOST CURRENT CITY TOPOGRAPHICAL MAPS MAINTAINED BY THE DEPARTMENT OF NEIGHBORHOOD DEVELOPMENT SERVICES.

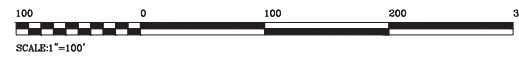
0.33 AC OF CRITICAL SLOPE DISTURBANCE  
0.18 AC DISTURBANCE FOR PUBLIC INFRASTRUCTURE



(29-3)

CRITICAL SLOPE REFERS TO THE PORTION OF A LOT THAT HAS A GRADE IN EXCESS OF TWENTY-FIVE (25) PERCENT.

0.47 AC OF CRITICAL SLOPE DISTURBANCE  
0.25 AC DISTURBANCE FOR PUBLIC INFRASTRUCTURE



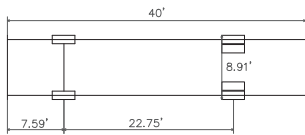
NOTE: THE LIMITS OF DISTURBANCE SHALL BE STAKED BY A LICENSED SURVEYOR. TREE PROTECTION FENCING SHALL BE APPLIED 1' OFF OF LIMITS OF DISTURBANCE WITH WIRE SUPPORTED SILT FENCE 3' OFF OF THE LIMITS OF DISTURBANCE. SEE SHEET 20 FOR DETAILS.  
ENERGY DISSIPATER OUTLET SHALL NOT RELEASE FLOW ABOVE CRITICAL SLOPES.

LINETYPE LEGEND

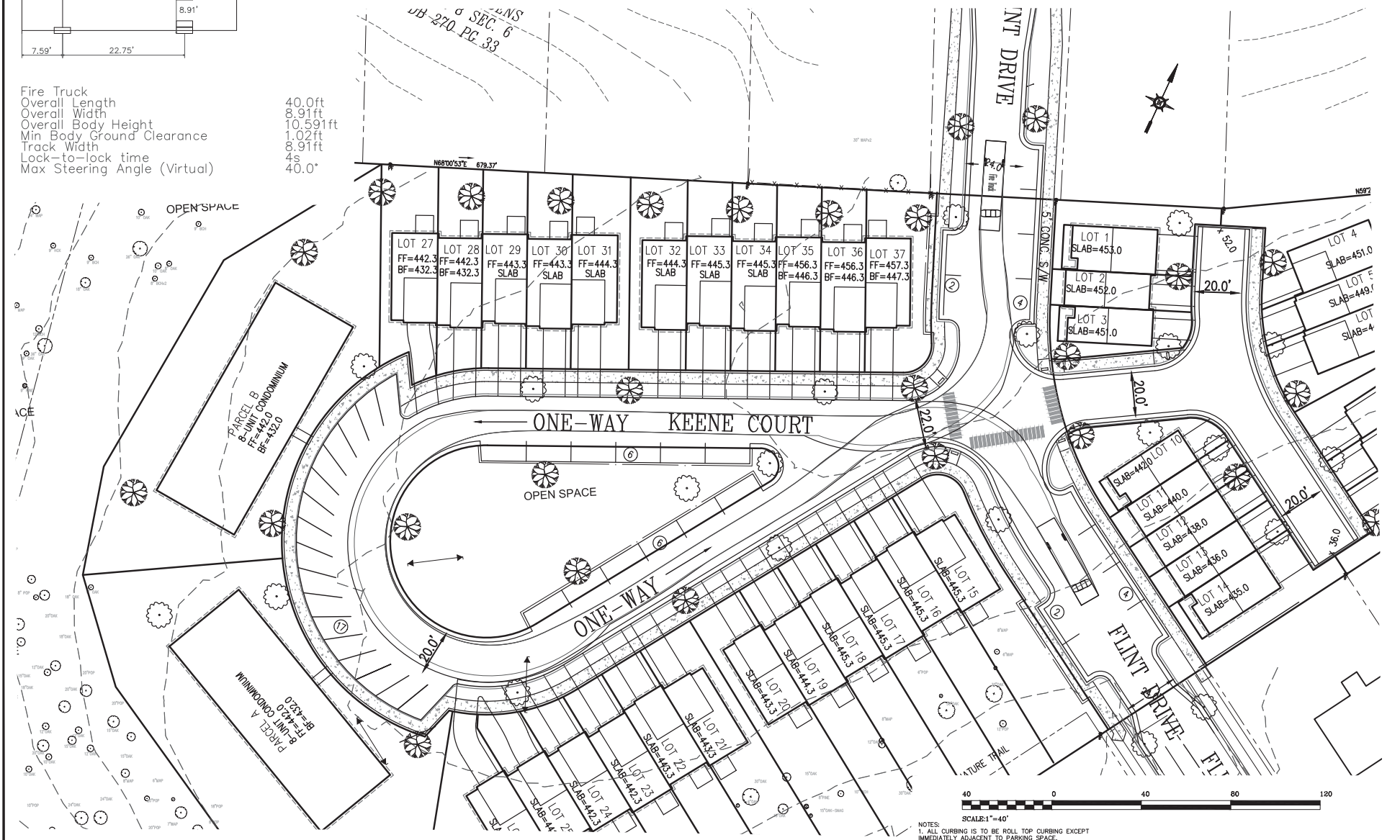
LIMITS OF DISTURBANCE	---
DISTURBED CRITICAL SLOPES	▨



Attachment E  
Firetruck Autoturn 1



Fire Truck  
Overall Length 40.0ft  
Overall Width 8.91ft  
Overall Body Height 10.591ft  
Min Body Ground Clearance 1.02ft  
Track Width 8.91ft  
Lock-to-lock time 4s  
Max Steering Angle (Virtual) 40.0°

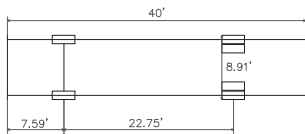


MAY 1, 2020

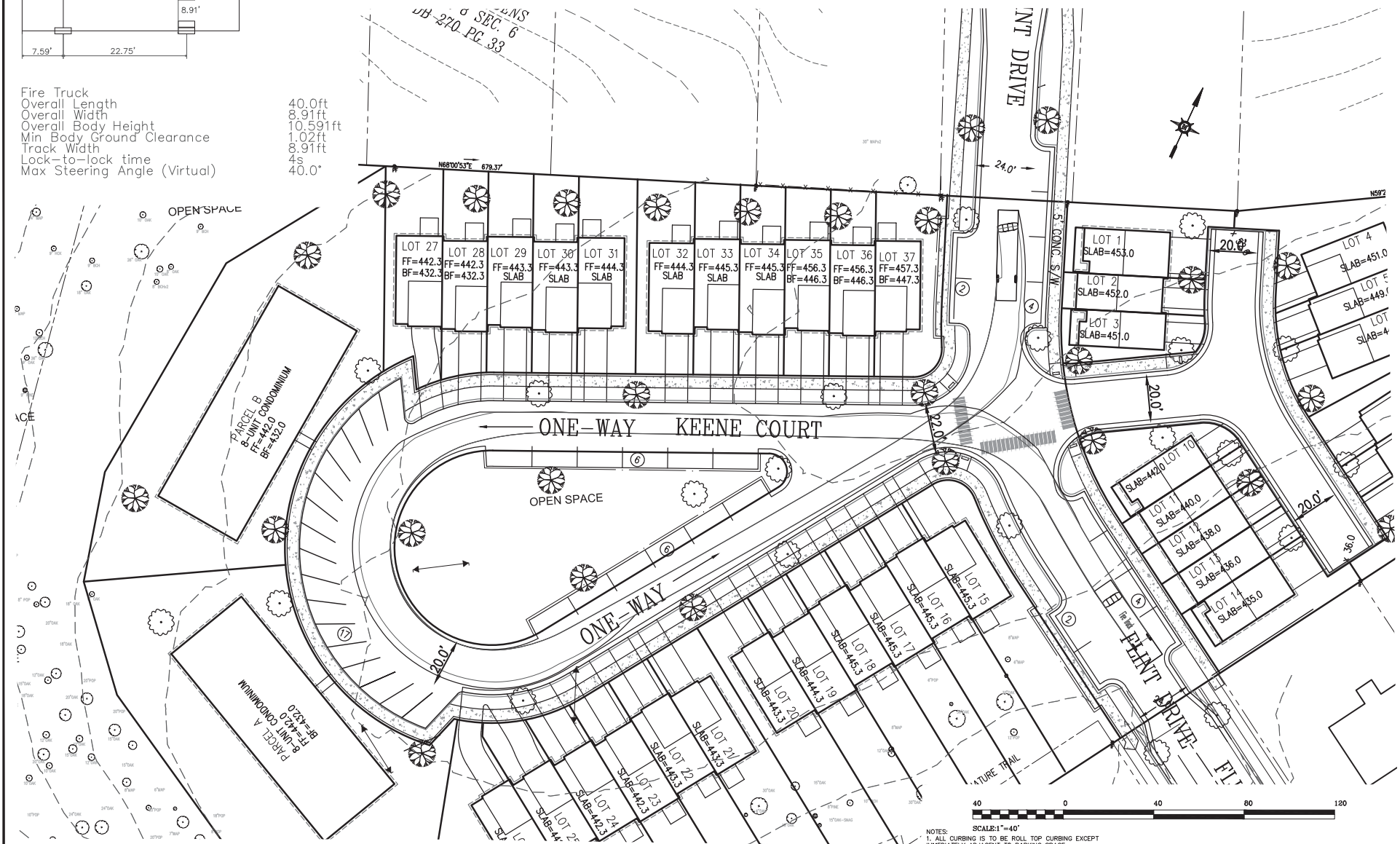
Flint Hill  
Charlottesville, Virginia

Roudabush, Gale & Associates, Inc.  
Charlottesville, Virginia

Attachment E  
Firetruck Autoturn 2



Fire Truck  
Overall Length 40.0ft  
Overall Width 8.91ft  
Overall Body Height 10.591ft  
Min Body Ground Clearance 1.02ft  
Track Width 8.91ft  
Lock-to-lock time 4s  
Max Steering Angle (Virtual) 40.0°

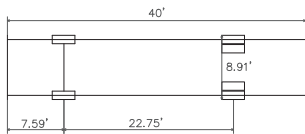


MAY 1, 2020

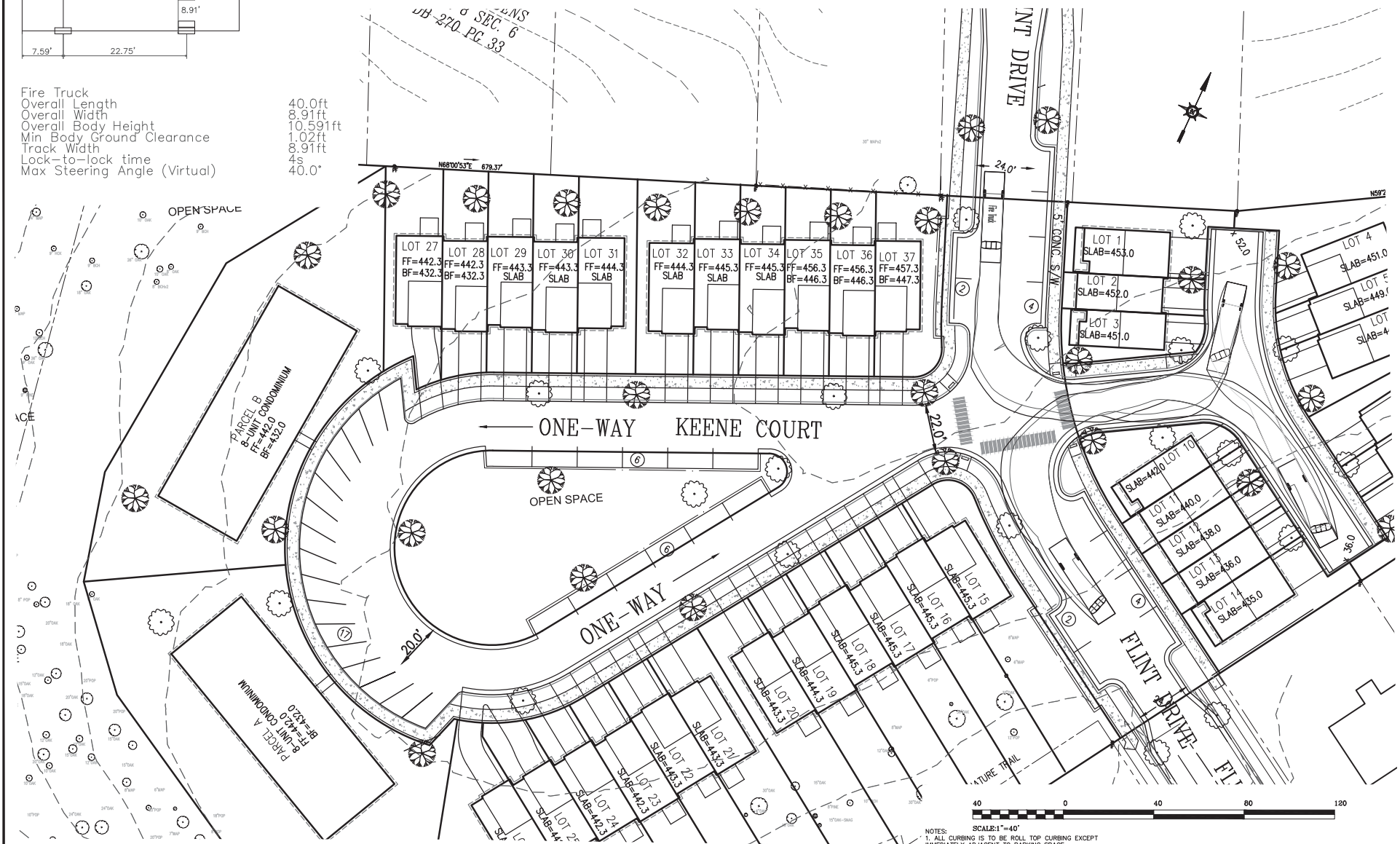
Flint Hill  
Charlottesville, Virginia

Roudabush, Gale & Associates, Inc.  
Charlottesville, Virginia

Attachment E  
Firetruck Autoturn 3



Fire Truck  
Overall Length 40.0ft  
Overall Width 8.91ft  
Overall Body Height 10.591ft  
Min Body Ground Clearance 1.02ft  
Track Width 8.91ft  
Lock-to-lock time 4s  
Max Steering Angle (Virtual) 40.0°



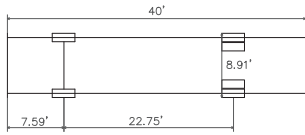
MAY 1, 2020

Flint Hill  
Charlottesville, Virginia

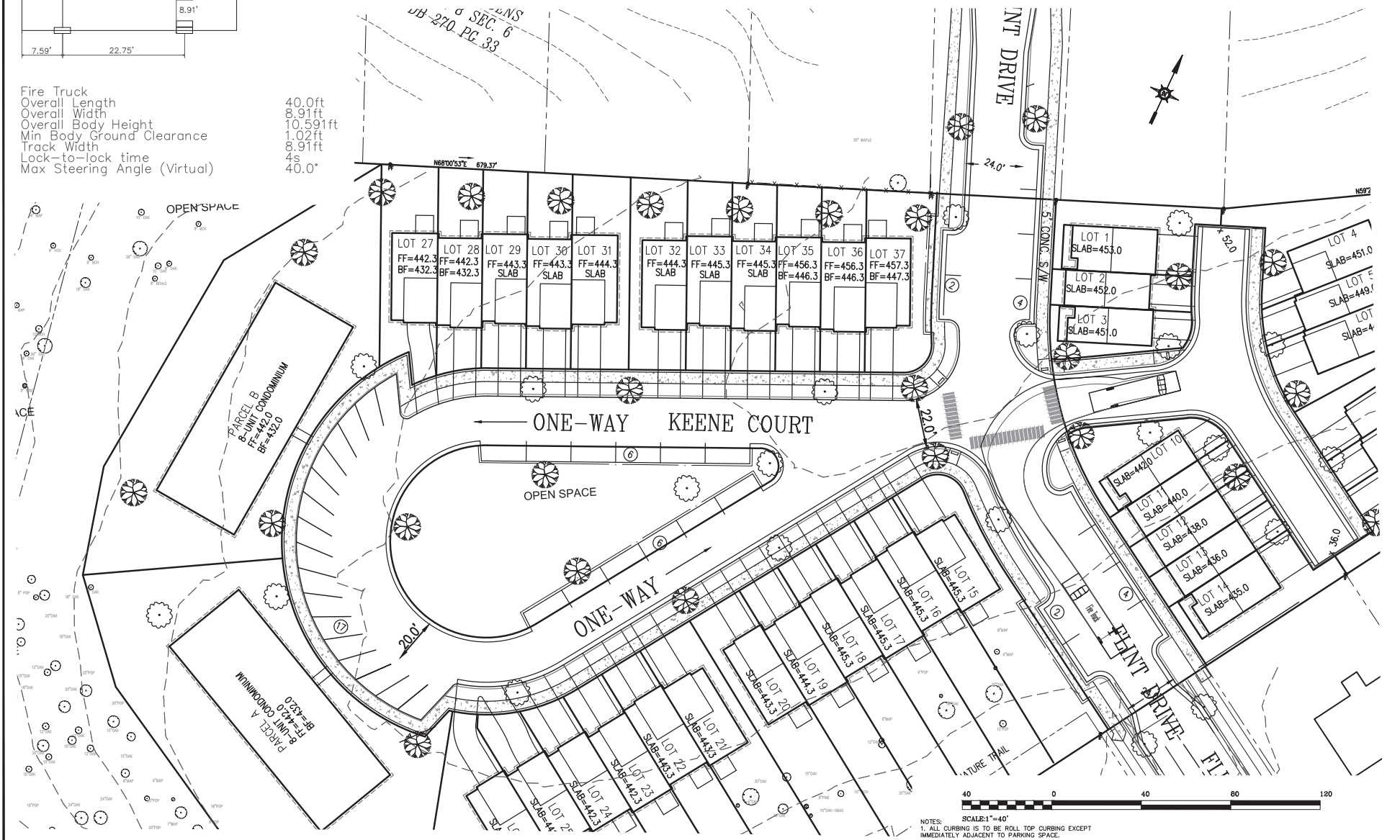
Roudabush, Gale & Associates, Inc.  
Charlottesville, Virginia



Attachment E  
 Firetruck Autoturn 4



Fire Truck  
 Overall Length 40.0ft  
 Overall Width 8.91ft  
 Overall Body Height 10.591ft  
 Min Body Ground Clearance 1.02ft  
 Track Width 8.91ft  
 Lock-to-lock time 4s  
 Max Steering Angle (Virtual) 40.0°



MAY 1, 2020

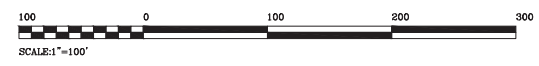
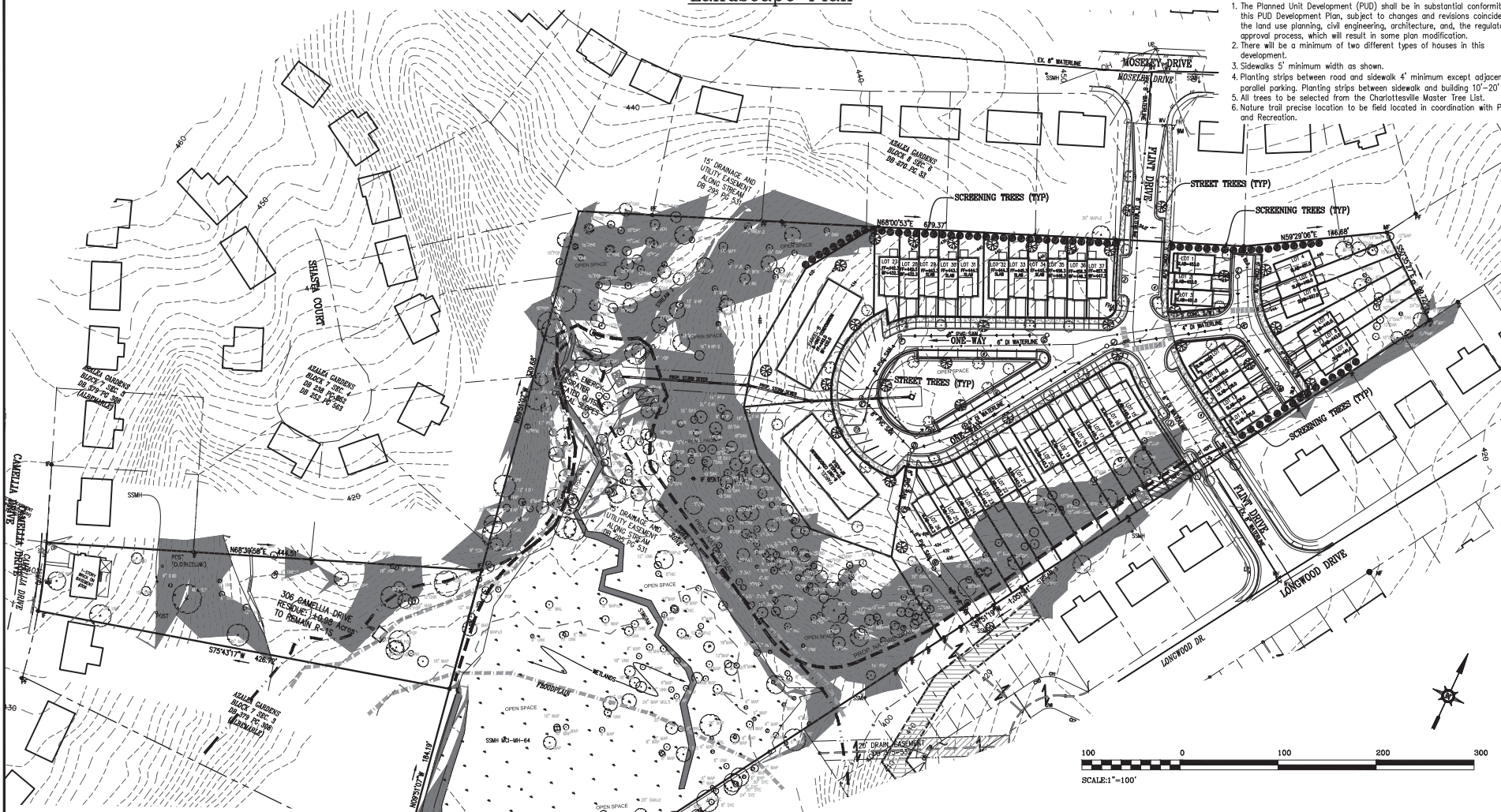
Flint Hill  
 Charlottesville, Virginia

Roudabush, Gale & Associates, Inc.  
 Charlottesville, Virginia



## Attachment E Landscape Plan

- Notes:**
1. The Planned Unit Development (PUD) shall be in substantial conformity to this PUD Development Plan, subject to changes and revisions coincident with the land use planning, civil engineering, architecture, and, the regulatory approval process, which will result in some plan modification.
  2. There will be a minimum of two different types of houses in this development.
  3. Sidewalks 5' minimum width as shown.
  4. Planting strips between road and sidewalk 4' minimum except adjacent to parallel parking. Planting strips between sidewalk and building 10'-20' typical.
  5. All trees to be selected from the Charlottesville Master Tree List.
  6. Nature trail precise location to be field located in coordination with Parks and Recreation.



Key	Quantity	Botanical Name	Common Name	Size / Cal.	Canopy	Total Canopy	Remarks
<b>CANOPY TREES</b>							
CO	21	<i>Celtis laevigata</i>	Hackberry	2"	572	12,012	
TP	30	<i>Liriodendron tulipifera</i>	Tulip Poplar	2"	387	11,610	
QP	16	<i>Quercus phellos</i>	Willow Oak	2"	370	5,920	
SW	71	<i>Mitrica cerifera &amp; cvs</i>	Southern Waxmyrtle	2"	44	3,124	
<b>Canopy Grand Total</b>						<b>32,666</b>	

**MOORE'S CREEK**  
 BOUNDARY LINE IS CENTER OF  
 MOORE'S CREEK AS IT MEANDERS.  
 THIS SHOWN FROM 'A' TO 'B' FOR  
 PROPERTY RECORD PURPOSES.







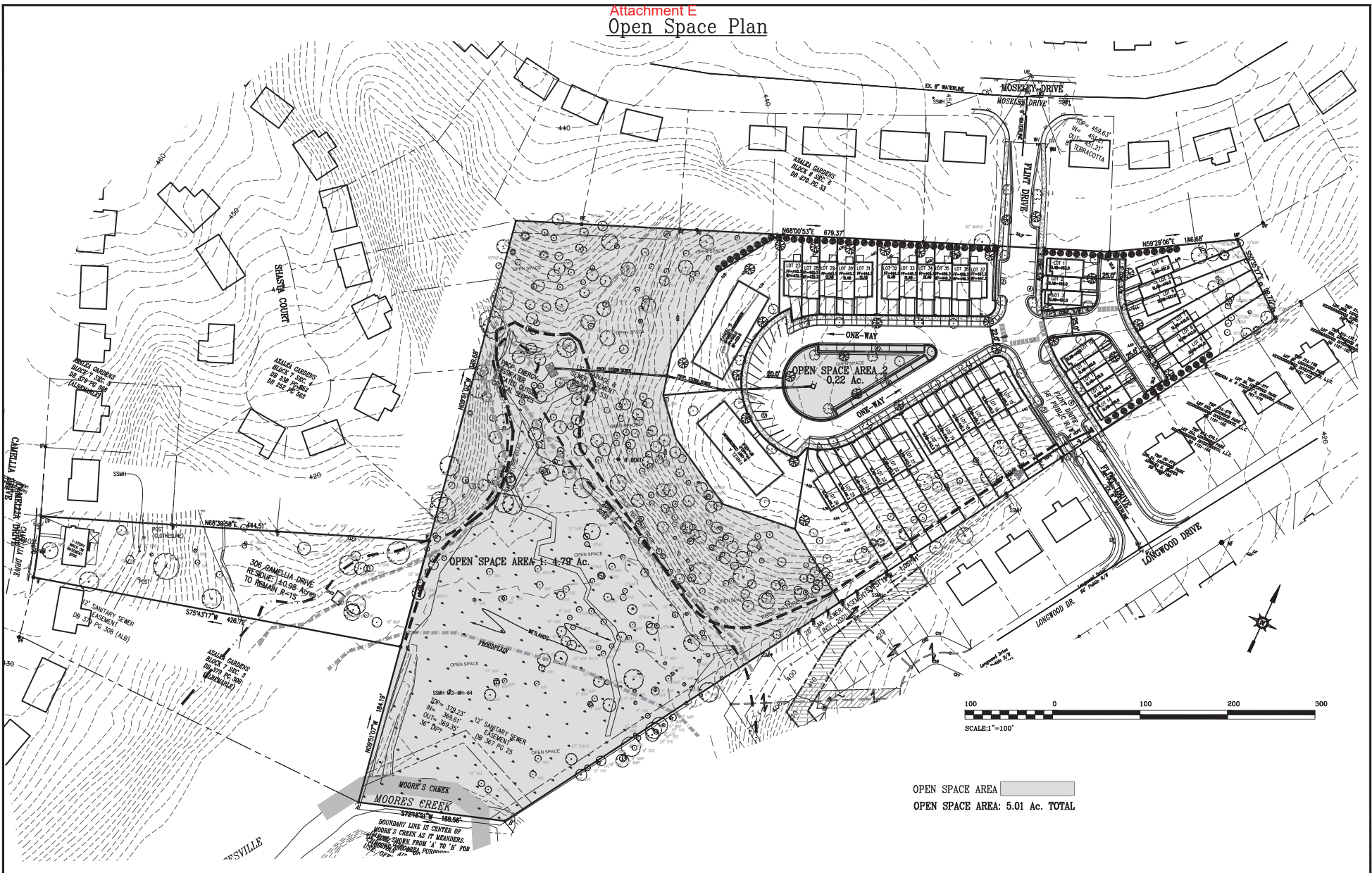








Attachment E  
Open Space Plan



MAY 1, 2020

Flint Hill  
Charlottesville, Virginia

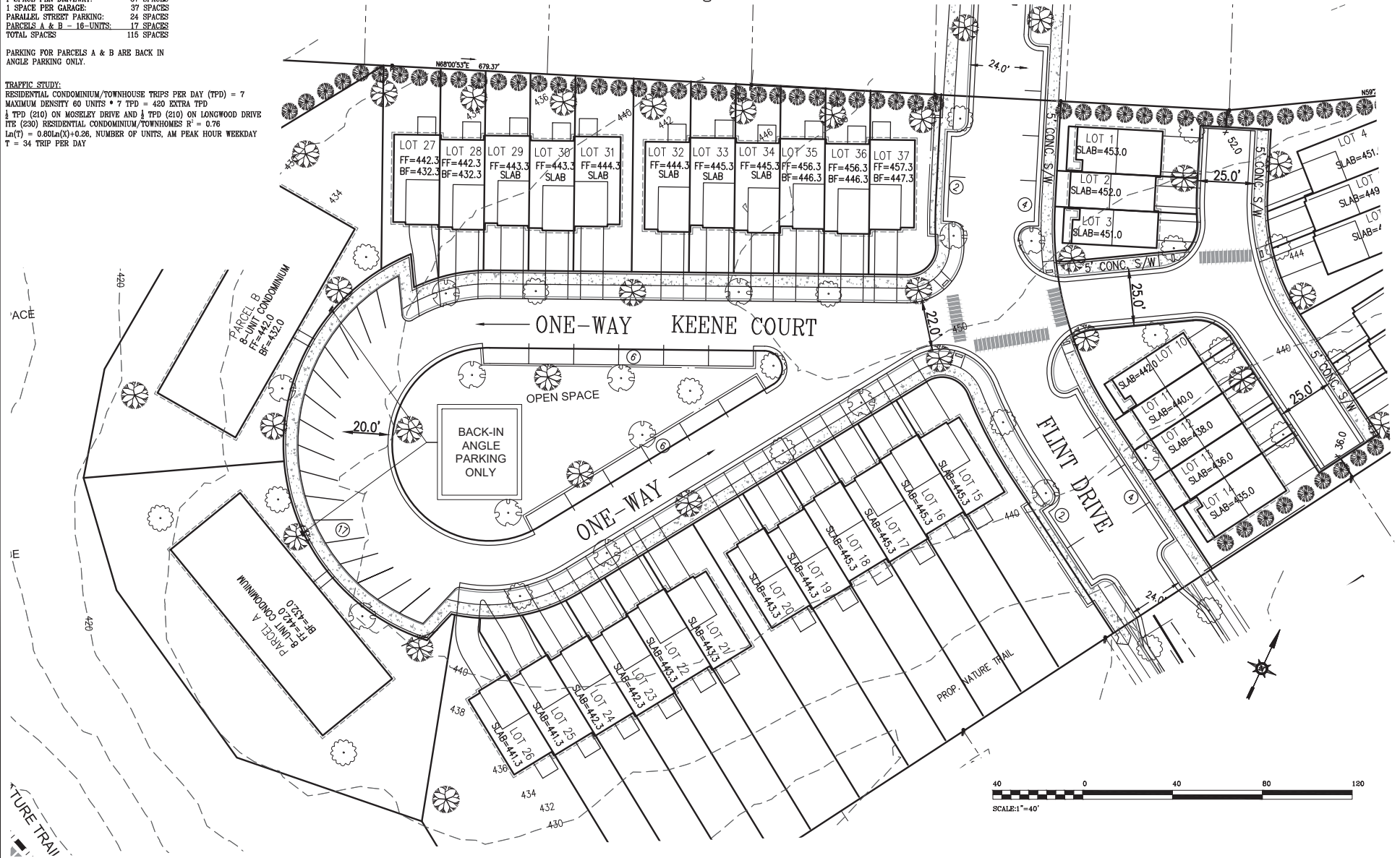
Roudabush, Gale & Associates, Inc.  
Charlottesville, Virginia

Attachment E  
Parking Plan

**PARKING PLAN**  
 1 SPACE PER DRIVEWAY: 37 SPACES  
 1 SPACE PER GARAGE: 37 SPACES  
 PARALLEL STREET PARKING: 24 SPACES  
 PARCELS A & B - 16 UNITS: 17 SPACES  
 TOTAL SPACES: 115 SPACES

PARKING FOR PARCELS A & B ARE BACK IN  
 ANGLE PARKING ONLY.

**TRAFFIC STUDY:**  
 RESIDENTIAL CONDOMINIUM/TOWNHOUSE TRIPS PER DAY (TPD) = 7  
 MAXIMUM DENSITY 60 UNITS \* 7 TPD = 420 EXTRA TPD  
 1/2 TPD (210) ON MOSELEY DRIVE AND 1/2 TPD (210) ON LONGWOOD DRIVE  
 ITE (230) RESIDENTIAL CONDOMINIUM/TOWNHOMES R<sup>2</sup> = 0.76  
 Ln(T) = 0.60Ln(X)+0.26, NUMBER OF UNITS, AM PEAK HOUR WEEKDAY  
 T = 34 TRIP PER DAY



MAY 1, 2020

Flint Hill  
 Charlottesville, Virginia

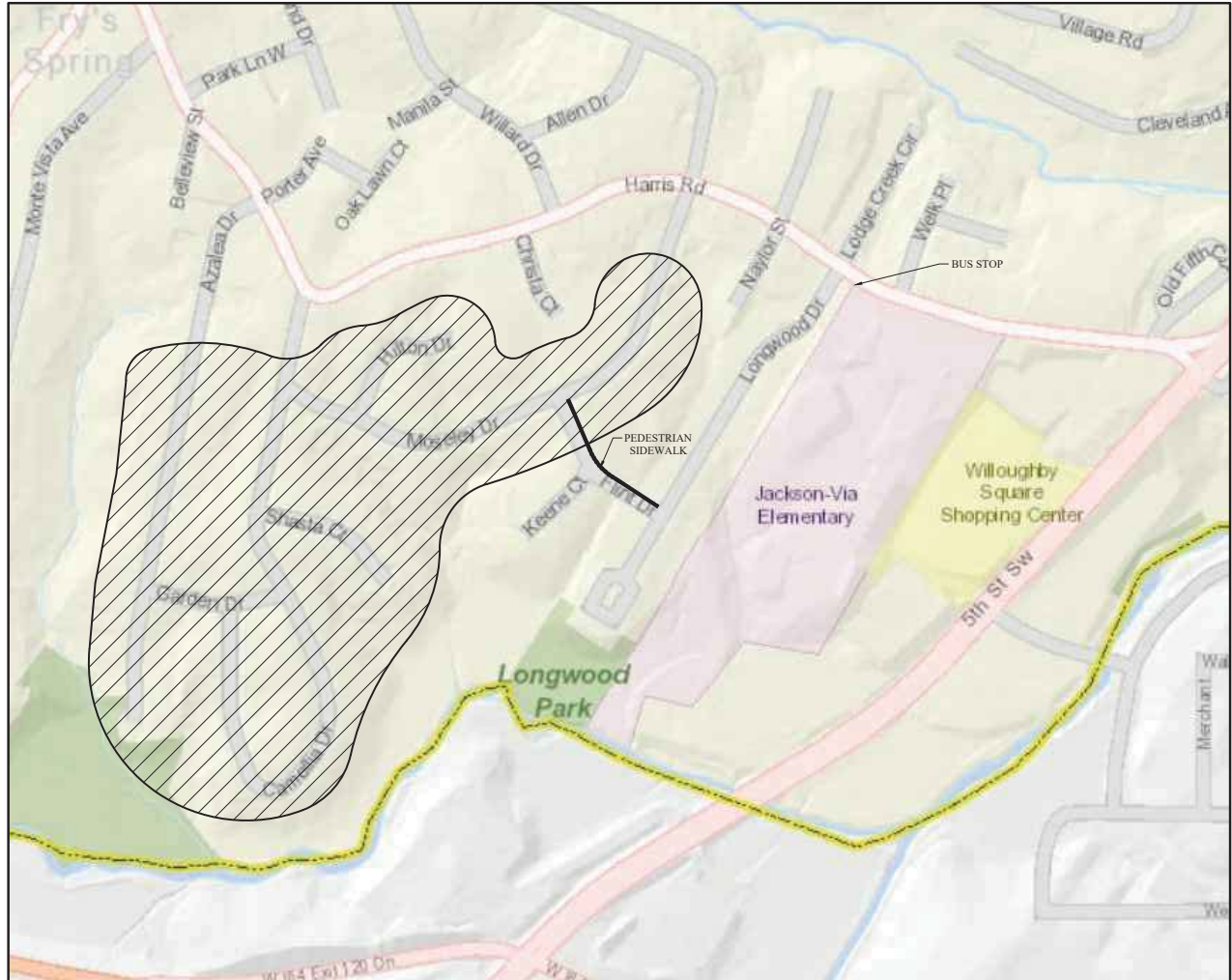
Roudabush, Gale & Associates, Inc.  
 Charlottesville, Virginia

## Attachment E Pedestrian System

**PEDESTRIAN ACCESS FROM AZALEA DRIVE AND SURROUNDING NEIGHBORHOOD**

THE CONNECTION OF MOSELEY DR AND LONGWOOD DR WILL DECREASE THE AMOUNT OF TIME THAT MANY STUDENTS WILL SPEND ON HARRIS ROAD WHILE WALKING TO JACKSON-VIA ELEMENTARY SCHOOL. THERE ARE APPROXIMATELY 130 HOUSES THAT RESIDE IN THE SHADED AREA PROVIDED ON THIS SHEET.

THE CLOSEST BUS STOP IS AT THE INTERSECTION OF LONGWOOD DRIVE AND HARRIS ROAD. CTS ROUTE 4 IS APPROXIMATELY 1,400 FT AWAY FROM THIS PLANNED UNIT DEVELOPMENT.





# Attachment E Preliminary BMP/Stormwater Management Plan

Project Name: **Flint Hill**      CLEAR ALL      data input cells  
 Date: **12/23/2019**      constant values  
 BMP Design Specifications List: 2013 Draft Stds & Specs      calculation cells  
 final results

## Site Information

### Post-Development Project (Treatment Volume and Loads)

#### Land Cover (acres)

	A Soils	B Soils	C Soils	D Soils	Totals
Forest/Open Space (acres) – undisturbed, protected forest/open space or reforested land	3.84	2.07			5.91
Managed Turf (acres) – disturbed, graded for yards or other turf to be mowed/managed		2.07			2.07
Impervious Cover (acres)		2.03			2.03
<i>* Forest/Open Space areas must be protected in accordance with the Virginia Runoff Reduction Method</i>					10.01

#### Constants

Annual Rainfall (inches)	43
Target Rainfall Event (inches)	1.00
Total Phosphorus (TP) EMC (mg/L)	0.25
Total Nitrogen (TN) EMC (mg/L)	1.86
Target TP Load (lb/acre/yr)	0.41
P <sub>1</sub> (unitless correction factor)	0.90

#### Runoff Coefficients (Rv)

	A Soils	B Soils	C Soils	D Soils
Forest/Open Space	0.02	0.03	0.04	0.05
Managed Turf	0.15	0.20	0.22	0.25
Impervious Cover	0.95	0.95	0.95	0.95

### Post-Development Requirement for Site Area

TP Load Reduction Required (lb/yr)	1.56
------------------------------------	------

## Drainage Area A

### Drainage Area A Land Cover (acres)

	A Soils	B Soils	C Soils	D Soils	Totals	Land Cover Rv
Forest/Open Space (acres)					0.00	0.00
Managed Turf (acres)		0.54			0.54	0.20
Impervious Cover (acres)		1.20			1.20	0.95
<b>Total</b>					<b>1.74</b>	

### 6. Bioretention (RR)

6.a. Bioretention #1 or Micro-Bioretention #1 or Urban Bioretention (Spec #9)	40	0.54	1.20	0	1,812	2,718	4,530	25	0.00	2.84	1.56	1.28
6.b. Bioretention #2 or Micro-Bioretention #2 (Spec #9)	80			0	0	0	0	50	0.00	0.00	0.00	0.00

### STORMWATER NARRATIVE:

THE WATER QUANTITY PORTION WILL USE THE ENERGY BALANCE EQUATION TO PROVIDE CHANNEL PROTECTION AND FLOOD PROTECTION. THE TOTAL DISTURBED LAND AREA FOR THE PROJECT IS 4.10 AC WHICH INCLUDES THE ROADS TO BE BUILT TO MOSLEY DRIVE AND LONGWOOD DRIVE. THERE WILL BE THREE DISCHARGE POINTS FOR THIS DEVELOPMENT AND ALL POINTS WILL BE SHOWN TO PROVIDE AN ADEQUATE CHANNEL TO THE 100-YR FLOODPLAIN.

THE WATER QUALITY PORTION OF THE DEVELOPMENT WILL USE A LEVEL 1 BIOPILTER AT THE CENTER OF THE OPEN SPACE IN THE CUL-DE-SAC AREA AND/OR OTHER APPROVED PRACTICES AS NECESSARY. THE APPLICANT WILL TREAT AS MUCH OF THE STORMWATER ON SITE AS IS TECHNICALLY AND ECONOMICALLY FEASIBLE, AS DETERMINED BY THE APPLICANT, WITHIN REASON, BUT THE SWM CONCEPT DOES NOT PRECLUDE THE PURCHASE OF NUTRIENT CREDITS IF THAT BECOMES NECESSARY.

IN THE SCENARIO PROVIDED ABOVE WE WOULD BE PRODUCING 1.56 LBS/YR OF PHOSPHOROUS AND TREATING 100% ONSITE OF PHOSPHOROUS. OTHER BMP METHODS WILL BE EXPLORED BY THE APPLICANT AND COULD RESULT IN HIGHER ONSITE TREATMENT.

## Site Results (Water Quality Compliance)

Area Checks	D.A. A	D.A. B	D.A. C	D.A. D	D.A. E	AREA CHECK
FOREST/OPEN SPACE (ac)	0.00	0.00	0.00	0.00	0.00	OK
IMPERVIOUS COVER (ac)	1.20	0.00	0.00	0.00	0.00	OK
IMPERVIOUS COVER TREATED (ac)	1.20	0.00	0.00	0.00	0.00	OK
MANAGED TURF AREA (ac)	0.54	0.00	0.00	0.00	0.00	OK
MANAGED TURF AREA TREATED (ac)	0.54	0.00	0.00	0.00	0.00	OK
AREA CHECK	OK	OK	OK	OK	OK	

Site Treatment Volume (ft<sup>3</sup>) = 9,007

### Runoff Reduction Volume and TP By Drainage Area

	D.A. A	D.A. B	D.A. C	D.A. D	D.A. E	TOTAL
RUNOFF REDUCTION VOLUME ACHIEVED (ft <sup>3</sup> )	1,812	0	0	0	0	1,812
TP LOAD AVAILABLE FOR REMOVAL (lb/yr)	2.85	0.00	0.00	0.00	0.00	2.85
TP LOAD REDUCTION ACHIEVED (lb/yr)	1.56	0.00	0.00	0.00	0.00	1.56
TP LOAD REMAINING (lb/yr)	1.28	0.00	0.00	0.00	0.00	1.28
NITROGEN LOAD REDUCTION ACHIEVED (lb/yr)	13.02	0.00	0.00	0.00	0.00	13.02

### Total Phosphorus

FINAL POST-DEVELOPMENT TP LOAD (lb/yr)	5.66
TP LOAD REDUCTION REQUIRED (lb/yr)	1.56
TP LOAD REDUCTION ACHIEVED (lb/yr)	1.56
TP LOAD REMAINING (lb/yr)	4.10
REMAINING TP LOAD REDUCTION REQUIRED (lb/yr)	0.00

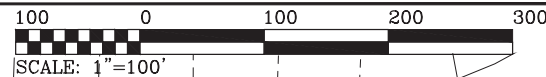
\*\* TARGET TP REDUCTION EXCEEDED BY 0.01 LB/YEAR \*\*

### Total Nitrogen (For Information Purposes)

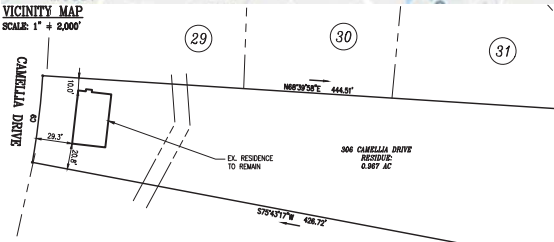
POST-DEVELOPMENT LOAD (lb/yr)	40.49
NITROGEN LOAD REDUCTION ACHIEVED (lb/yr)	13.02
REMAINING POST-DEVELOPMENT NITROGEN LOAD (lb/yr)	27.47



Attachment E  
Preliminary Plat



Curve	Length	Radius	Delta	Chord	Tangent	Chord Bearing
C1	20.35'	12.50'	93°17'48"	18.18'	13.24'	S 18°58'15" W
C2	35.36'	77.50'	26°08'27"	35.05'	17.99'	N 52°32'54" E
C3	224.95'	92.00'	140°05'43"	172.96'	253.42'	S 17°18'56" E
C4	59.18'	77.50'	43°45'18"	57.76'	31.12'	N 55°32'35" E
C5	21.73'	12.50'	89°36'43"	19.10'	14.79'	N 83°28'16" E
C6	41.30'	205.74'	11°30'50"	41.28'	204.74'	S 52°28'47" E
C7	159.07'	43.00'	211°57'13"	82.88'	150.19'	N 40°21'27" W
C8	20.87'	8.00'	148°02'47"	15.38'	27.94'	S 40°21'27" E
C9	70.27'	822.88'	6°27'46"	70.23'	35.17'	N 10°10'25" W
C10	98.58'	152.00'	38°24'19"	94.96'	49.89'	S 40°02'33" E
C11	4.41'	13.00'	19°25'09"	4.38'	2.22'	N 69°17'37" E
C12	13.83'	18.50'	42°49'02"	13.51'	7.25'	N 71°02'26" W
C13	14.16'	121.50'	6°40'31"	14.15'	7.09'	S 25°14'42" E
C14	58.92'	90.00'	36°14'14"	55.98'	28.45'	S 40°01'34" E
C15	18.82'	18.24'	62°13'54"	18.86'	11.01'	N 89°46'17" W
C16	9.40'	18.50'	29°08'02"	9.30'	4.80'	S 45°02'24" W



**OWNER'S APPROVAL**  
THE DIVISION OF THE LAND DESCRIBED IS WITH THE FREE CONSENT OF AND IN ACCORDANCE WITH THE DESIRES OF THE UNDERSIGNED OWNER, TRUSTEES, OR PROPRIETORS, ANY REFERENCE TO FUTURE POTENTIAL DEVELOPMENT IS TO BE DEEMED AS THEORETICAL ONLY. ALL STATEMENTS AFFIXED TO THIS PLAT ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE.

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_  
CITY SUBDIVISION AGENT

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_  
CHAIR, CITY PLANNING COMMISSION

COMMONWEALTH OF VIRGINIA - CITY/COUNTY OF: \_\_\_\_\_  
TO WIT: THE FOREGOING INSTRUMENT WAS ACKNOWLEDGED BEFORE ME THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 20\_\_

SIGNATURE OF NOTARY PUBLIC \_\_\_\_\_  
REG. NO.: \_\_\_\_\_  
MY COMMISSION EXPIRES: \_\_\_\_\_

- THIS PLAT HAS BEEN PREPARED WITHOUT THE BENEFIT OF A TITLE REPORT AND DOES NOT THEREFORE NECESSARILY INDICATE ALL ENCUMBRANCES ON THE PROPERTY SHOWN HERON.
- OWNER OF RECORD: BELMONT STATION, LLC
- SOURCE OF TITLE: INSTRUMENT NUMBER 2018-355.
- THE AREA SHOWN HEREON IS LOCATED IN ZONE "R" AREA DETERMINED TO BE OUTSIDE THE 100' ANNUAL CHANCE FLOOD PLAIN, EXCEPT FOR A PORTION THAT APPEARS TO FALL IN ZONE "AE" AS SHOWN ON FEMA MAP NO. 51002022890. THIS DETERMINATION HAS BEEN MADE BY GRAPHIC METHODS, NO ELEVATION DATA HAS BEEN PERFORMED AS A PORTION OF THIS PROJECT.
- BOUNDARY DATA SHOWN IS TAKEN FROM A BOUNDARY SURVEY PREPARED BY ROURABUSH, GALE AND ASSOCIATES DATED DECEMBER 3, 2018.
- SUBJECT PARCEL IS ZONED R-1S.
- SETBACKS PER CURRENT ZONING ARE: 25' FRONT, 10' SIDE AND 25' REAR.
- PROPOSED USE IS RESIDENTIAL TOWNHOMES.
- ALL PROPERTY CORNERS WILL BE MONUMENTED WITH IRON PINS UNLESS NOTED OTHERWISE.
- WATERLINE AND SANITARY SEWER EASEMENTS ARE PUBLIC AND SHALL BE DEDICATED TO AND MAINTAINED BY THE CITY OF CHARLOTTEVILLE UTILITIES DIVISION.
- ALL DRAINAGE EASEMENTS ARE PRIVATE AND ARE TO BE MAINTAINED BY THE HOMEOWNERS' ASSOCIATION TO BE NAMED AT A LATER DATE.
- STORM WATER MANAGEMENT EASEMENTS ARE PRIVATE AND SHALL BE MAINTAINED BY THE HOMEOWNERS' ASSOCIATION TO BE NAMED AT A LATER DATE.
- KIRKWOOD COURT AND FLINT DRIVE ARE PUBLIC RIGHTS OF WAY AND SHALL BE DEDICATED TO PUBLIC USE.
- EACH PARCEL CREATED BY THIS SUBDIVISION PLAT CONTAINS A BUILDING SITE THAT COMPLIES WITH THE REQUIREMENTS OF THE CITY OF CHARLOTTEVILLE'S ZONING, WATER PROTECTION AND SUBDIVISION ORDINANCES.

- |   |  |    |   |    |   |
|---|--|----|---|----|---|
| 1 | PARCEL 200259210<br>SHOWALTER, JONATHAN M & CARLEIGH W<br>ZONE: R-1S | 10 | PARCEL 214138000<br>NEIGHBORHOOD INVESTMENTS, LLC<br>ZONE: R-2    | 19 | PARCEL 200271300<br>ARMSTRONG, JOSHUA & ANNALIE<br>ZONE: PUD        |
| 2 | PARCEL 200259220<br>WILSON, JEFFREY M & RUTHANN L<br>ZONE: R-1S      | 11 | PARCEL 200277000<br>GOODSON, STANLEY A & BRENDA M TR<br>ZONE: R-2 | 20 | PARCEL 200271200<br>MCDONNELL, JUSTIN R & HEATHER M<br>ZONE: PUD    |
| 3 | PARCEL 200259230<br>WICKLINE, HAROLD E<br>ZONE: R-1S                 | 12 | PARCEL 200276100<br>NEIGHBORHOOD INVESTMENTS, LLC<br>ZONE: R-2    | 21 | PARCEL 200271100<br>RUTKOWSKI, AUGUST J & MELANIE<br>ZONE: R-2      |
| 4 | PARCEL 200259240<br>MORRIS, AMOS E JR & MILDRED K<br>ZONE: R-1S      | 13 | PARCEL 200276000<br>NEIGHBORHOOD INVESTMENTS, LLC<br>ZONE: R-2    | 22 | PARCEL 200270400<br>COPALAN, VARUN & NARAYAN, SHEELA M<br>ZONE: PUD |
| 5 | PARCEL 200259250<br>SPENCER, JOYCE P<br>ZONE: R-1S                   | 14 | PARCEL 200275000<br>CARVER, ARIANNA R<br>ZONE: R-2                | 23 | PARCEL 200270300<br>ISAC, SHAWN L & KRISTA M<br>ZONE: PUD           |
| 6 | PARCEL 200259360<br>OWKEY, JUDITH A<br>ZONE: R-1S                    | 15 | PARCEL 200274000<br>NEIGHBORHOOD INVESTMENTS, LLC<br>ZONE: R-2    | 24 | PARCEL 200270200<br>METZGER, JUSTIN C & MAUREEN J<br>ZONE: PUD      |
| 7 | PARCEL 21A099800<br>GAO, JIARNG<br>ZONE: R-1S                        | 16 | PARCEL 200273500<br>GOODSON, BRENDA M & STANLEY A TR<br>ZONE: R-2 | 25 | PARCEL 200270100<br>SOUBRA, CHARP P<br>ZONE: PUD                    |
| 8 | PARCEL 21A099700<br>HAYES, CHARLES W & ROSEMARY A<br>ZONE: R-1S      | 17 | PARCEL 200272000<br>NEIGHBORHOOD INVESTMENTS, LLC<br>ZONE: R-2    | 26 | PARCEL 200278000<br>CITY OF CHARLOTTEVILLE<br>ZONE: R-2             |
| 9 | PARCEL 21A099500<br>WADLER, JAMIE CLARE<br>ZONE: R-1S                | 18 | PARCEL 200271400<br>BUSTOS, FRANCIS P & CHRISTINA C<br>ZONE: PUD  | 27 | PARCEL 200196000<br>MEADOWS, GEORGE S JR & FRANCES B<br>ZONE: R-1S  |

ORIGINAL AREA	4.832 AC
TMP 20-196	4.209 AC
LOTS 2, 3 & 13-22	0.789 AC
RIGHT OF WAY	9.810 AC
TOTAL	9.810 AC
NEW RESIDENTIAL LOTS	2.860 AC
OPEN SPACE	5.014 AC
PUBLIC RIGHT OF WAY	0.946 AC
PRIVATE RIGHT OF WAY	0.123 AC
359 CAMPELLA DR. RESERVE	0.967 AC
TOTAL	9.810 AC

Flint Hill  
Charlottesville, Virginia

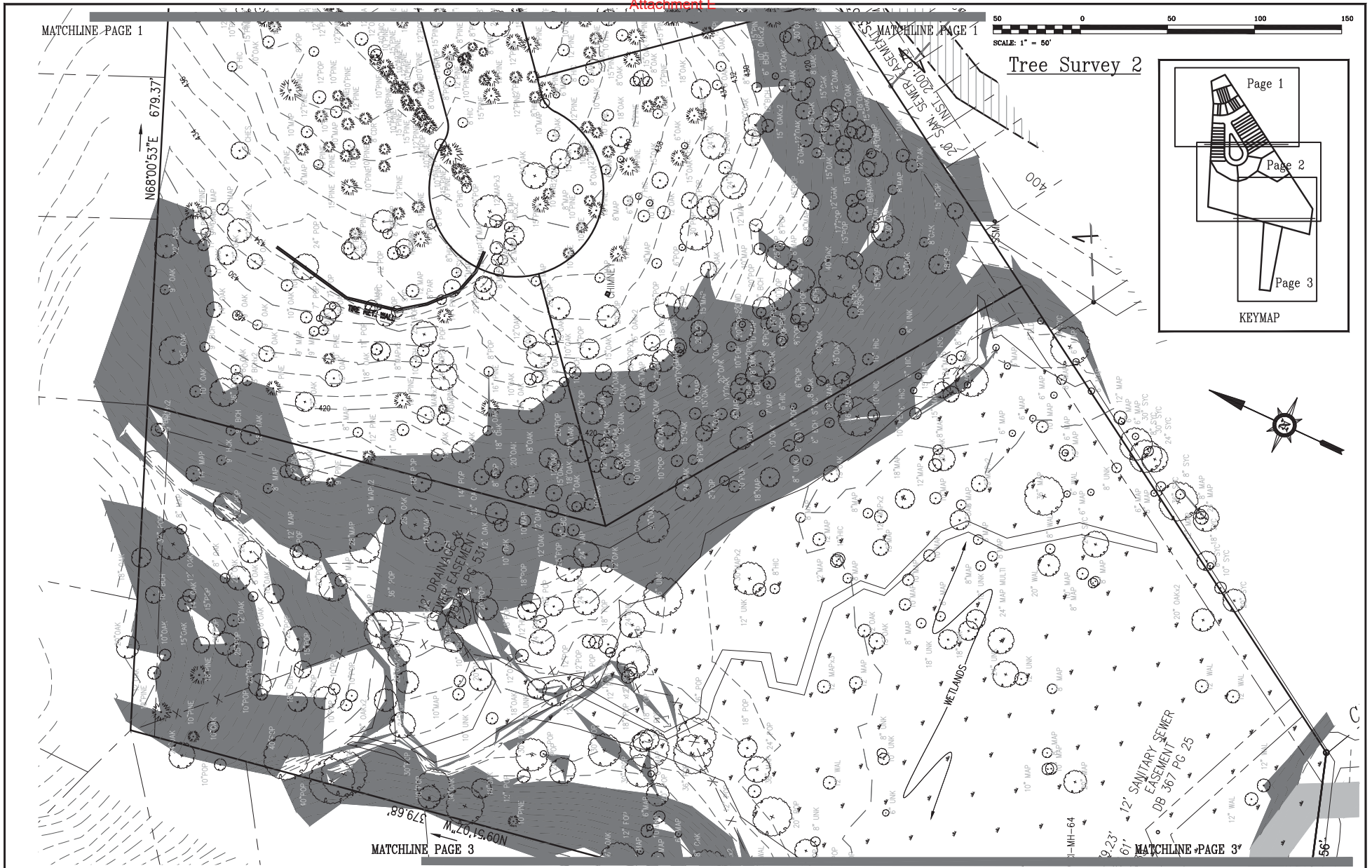
Rourabush, Gale & Associates, Inc.  
Charlottesville, Virginia

MAY 1, 2020

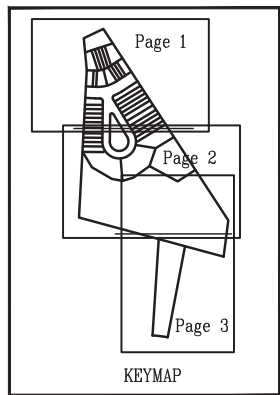
# Tree Survey 1



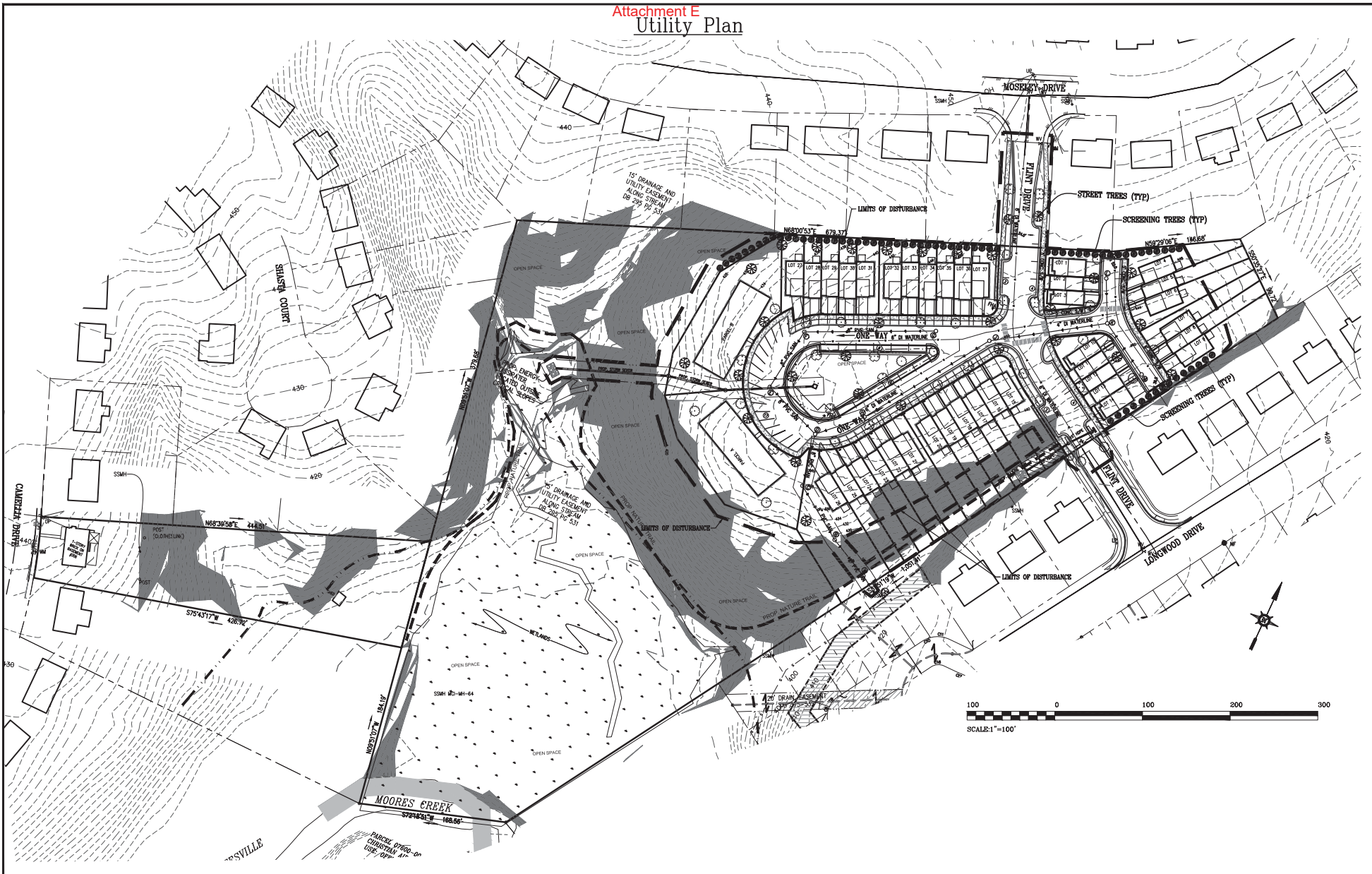




Tree Survey / 3



Attachment E  
Utility Plan



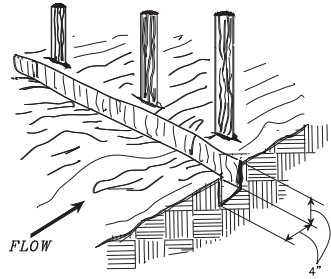
MAY 1, 2020

Flint Hill  
Charlottesville, Virginia

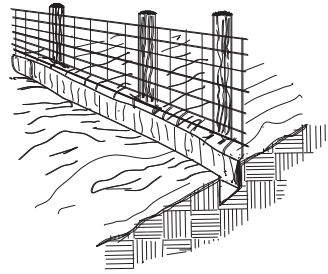
Roudabush, Gale & Associates, Inc.  
Charlottesville, Virginia



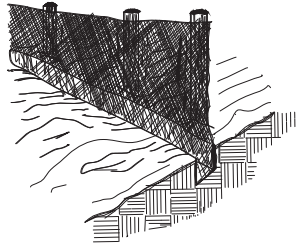
1. SET POSTS AND EXCAVATE A 4"x4" TRENCH UPSLOPE ALONG THE LINE OF POSTS.



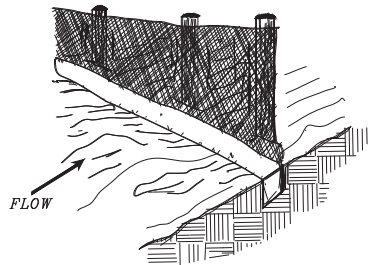
2. STAPLE WIRE FENCING TO THE POSTS.



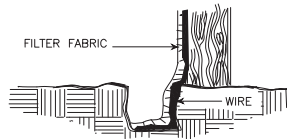
3. ATTACH THE FILTER FABRIC TO THE WIRE FENCE AND EXTEND IT INTO THE TRENCH.



4. BACKFILL AND COMPACT THE EXCAVATED SOIL.

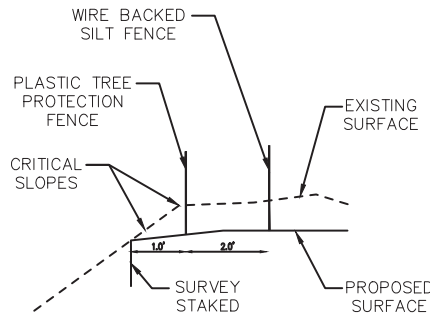


EXTENSION OF FABRIC AND WIRE INTO THE TRENCH.



WIRE BACKED SILT FENCE DETAIL (3-05-A1)

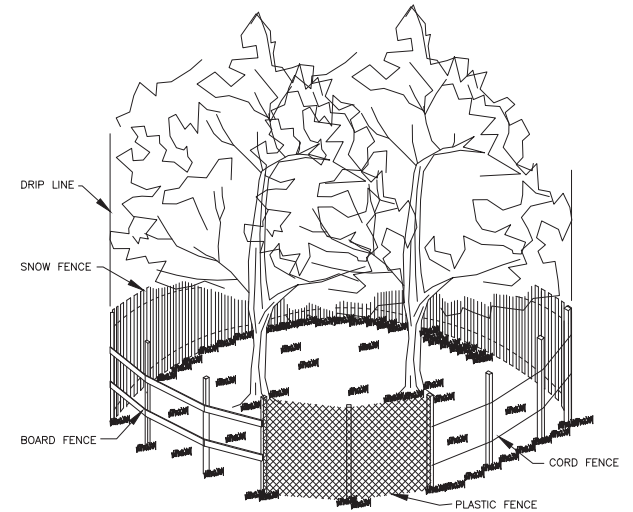
NOT TO SCALE



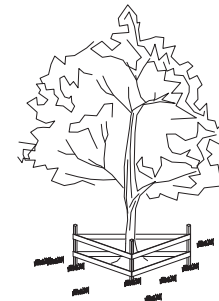
LIMITS OF DISTURBANCE DETAIL

NOT TO SCALE

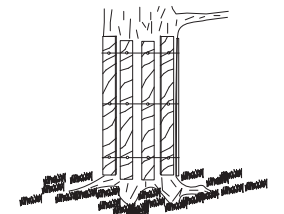
NOTE: LIMITS OF DISTURBANCE SHALL BE STAKED BY SURVEYOR. TREE PROTECTION SHALL BE PLACED 1' OFF OF THE LIMITS OF DISTURBANCE. WIRE SUPPORTED SILT FENCE (SUPER SILT FENCE) SHALL BE PLACED 3' OFF OF LIMITS OF DISTURBANCE WHEREVER THE LATEST EROSION AND SEDIMENT CONTROL HANDBOOK DICTATES THAT SILT FENCE SHOULD BE PLACED. CRITICAL SLOPES OUTSIDE OF THE LIMITS OF DISTURBANCE SHALL NOT BE DISTURBED.



CORRECT METHODS OF TREE FENCING



TRIANGULAR BOARD FENCE  
(placed at dripline)



CORRECT TRUNK ARMORING

TREE PROTECTION FENCING DETAIL (3-38-2)

NOT TO SCALE

\*REFERENCE VIRGINIA EROSION AND SEDIMENT CONTROL HANDBOOK (VESCH) FOR DETAILS REGARDING INDIVIDUAL CONTROL MEASURES.



BEFORE THE CITY COUNCIL OF THE CITY OF CHARLOTTESVILLE, VIRGINIA  
IN RE: PETITION FOR REZONING (City Application No. ZM20-00001)  
STATEMENT OF FINAL PROFFER CONDITIONS  
For the Flint Hill PUD  
Dated as of June 26, 2020

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

The undersigned limited liability company is the owner of land subject to the above-referenced rezoning petition ("Subject Property"). The Owner/Applicant seeks to amend the current zoning of the property subject to certain voluntary development conditions set forth below. In connection with this rezoning application, the Owner/Applicant seeks approval of a PUD as set forth within a PUD Development Plan, pages 1 through 8, dated May 1, 2020.

The use and development of the Subject Property shall be subject to the following development conditions voluntarily proffered by the Landowner, which conditions shall apply in addition to the regulations otherwise provided within the City's zoning ordinance:

1. There shall be a maximum of 60 residential units within the area of the Subject Property.
2. Affordable Dwelling Units:
  - a. The Landowner shall cause a minimum 15% of the residential units constructed within the area of the Subject Property to be affordable to households having income between 25% and 60% of area median income (as defined in City Code 34-12(c) and 34-12(g)), with such affordability guaranteed for a period of at least thirty (30) years by deed restrictions recorded by the Landowner within the land records of the Charlottesville Circuit Court, which deed restrictions shall include, at a minimum, a first right of refusal for the Landowner to repurchase the property, appreciation-sharing provisions, and forgivable and/or no-interest mortgages from the Landowner or Landowner's designee to a qualified home buyer ("Affordable Dwelling Units, or "ADUs").
  - b. During home construction within the Project, the ADUs shall be provided incrementally such that at least 1 ADU shall be under construction prior to the issuance of every 10th Certificate of Occupancy. At the Landowner's option, if the Landowner conveys to Greater Charlottesville Habitat for Humanity ("Habitat"), by recorded deed, any lot(s) within the Subject Property, then:
    - i. the conveyed lot(s) shall be deemed ADUs that are "under construction" as of the date of recordation of the deed of conveyance from Landowner to Habitat containing the deed restrictions referenced in paragraph 2.a., above; and
    - ii. the deed restrictions shall include a covenant requiring that, if any of the initial homeowners of the ADUs sell or otherwise transfer ownership of the ADU to a person other than Habitat or a qualifying heir, within the first thirty (30) years following issuance of a certificate of occupancy for the unit sold or transferred, then Habitat will use any appreciation-sharing proceeds from the sale or transfer of that ADU for construction of a replacement affordable dwelling unit within the City of Charlottesville and shall document such use of the appreciation-sharing proceeds, and shall make such documentation available to the City's zoning administrator upon request.

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 requests that the Subject Property be rezoned as requested, in accordance with the Zoning Ordinance of the City of Charlottesville.

Respectfully submitted this 26th day of June, 2020.

Owner:  
Belmont Station, LLC

Owner's Address:  
142 South Pantops Drive  
Charlottesville, VA 22911

By:   
Charles Armstrong, Member

CITY OF CHARLOTTESVILLE, VIRGINIA  
CITY COUNCIL AGENDA



Agenda Date:	July 20, 2020
Action Required:	Approval and Appropriation
Presenter:	Kaki Dimock, Director, Human Services
Staff Contacts:	Kaki Dimock, Director, Human Services
Title:	<b>Virginia Housing Solutions Program Supplemental COVID-19 Grant Award (\$243,276)</b>

**Background:**

The Department of Human Services in coordination with the Thomas Jefferson Area Coalition for the Homeless (T.J.A.C.H.) and the Service Provider Council (S.P.C.), applied for and received a grant from the Virginia Department of Housing and Community Development. A supplemental award of \$243,276 for emergency shelter operation expenses related to COVID-19 global pandemic has been provided.

**Discussion:**

The City of Charlottesville has staff from Human Services and Social Services taking a leadership role in the governance of T.J.A.C.H. V. H. S P. is an important resource in our community's efforts to end homelessness. The grant provides services in several points along the local continuum of services including coordinated assessment, emergency low barrier shelter, rapid re-housing and housing navigation, case management, and coalition coordination.

This supplemental award must be used for costs associated with emergency shelter operations including case management and supportive services, maintenance, rent, supplies, utilities, transportation and administrative costs, capped at 5%.

**Community Engagement:**

The original grant and plan are the product of extensive engagement of the service provider community for persons experiencing homelessness. This partnership is reflective of the city's recommended governance model for T.J.A.C.H. and the priority requests of the Interfaith Movement Promoting Action by Congregations Together (IMPACT).

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

This grant advances the City of Charlottesville's Strategic Plan Goal #1 of an inclusive community of self-sufficient residents. Specifically, it will facilitate the objective of increasing affordable housing options.

**Budgetary Impact:**

This grant will be entirely State, and Federal pass-through funds. No local match is required. There is no budget impact for the City of Charlottesville. All funds will be distributed to sub-recipients for service provision.

**Recommendation:**

Staff recommends approval and appropriation of grant funds.

**Alternatives:**

Council may elect to not accept the funds and the community will not have the capacity to administer the following services to persons experiencing a housing crisis during this global pandemic.

**Attachments:**

Supplemental amendment and appropriation are attached.

**APPROPRIATION**  
**V. H. S. P. Grant \$34,457**

**WHEREAS**, The City of Charlottesville, through the Department of Human Services, has received the V. H. S. P. Grant from the Virginia Department of Housing and Community Development in the amount of \$243,276.

**NOW, THEREFORE BE IT RESOLVED** by the Council of the City of Charlottesville, Virginia that the sum of \$243,276 is hereby appropriated in the following manner:

Revenues  
\$243,276      Fund: 209      IO: 1900352      G/L: 430127 State COVID

Expenditures  
\$243,276      Fund: 209      IO: 1900352      G/L: 530550 Contracted Services

**BE IT FURTHER RESOLVED**, that this appropriation is conditioned upon receipt of \$243,276 in funds from the Virginia Department of Housing and Community Development.

CITY OF CHARLOTTESVILLE, VIRGINIA  
CITY COUNCIL AGENDA



Agenda Date:	July 20, 2020
Action Required:	Approve appropriation
Presenter:	Kaki Dimock, Director, Department of Human Services
Staff Contacts:	Sue Moffett, Assistant Director, Department of Social Services
Title:	Emergency Food and Shelter Program-C.A.R.E.S. act funding

**Background:**

The Emergency Food and Shelter Program (E.F.S.P.) Local Board in Charlottesville allocated the City of Charlottesville Department of Human Services \$7,099 from the Corona Virus Relief Fund (C.A.R.E.S. Act).

This funding supports the cost of alternate lodging for community members who must quarantine or isolate due to COVID-19 and are unable to return to their usual place of residence. Funds will be prioritized to support alternative housing options for people that test positive for the disease at testing initiatives.

**Discussion:**

The Emergency Food and Shelter Program (E.F.S.P) is a federally funded program administrated by F.E.M.A. Authorized by the McKinney-Vento Homeless Assistance Act of 1987 (P.L. 100-77; reauthorized under P.L. 100-628). E.F.S.P. supplements and expands ongoing work of local social service organizations, both nonprofit and governmental.

The C.A.RE.S. Act Corona virus relief fund was established to mitigate the impact of the corona virus pandemic. The C.A.R.E.S. Act requires that the payments from the Coronavirus Relief Fund only be used to cover expenses that—

- are necessary expenditures incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID–19);
- were not accounted for in the budget most recently approved as of March 27, 2020 (the date of enactment of the C.A.R.E.S. Act) for the State or local government; and
- are incurred between March 1, 2020, and December 30, 2020.



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

This appropriation request is aligned with the City Council’s vision, which includes being flexible and progressive in anticipating and responding to the needs of our citizens, and supporting self-sufficiency of residents.

**Community Engagement:**

The Department of Human Services in collaboration with other Regional Emergency Operation Center partners: The Department of Social Services, The Thomas Jefferson Area Health District, and the Thomas Jefferson Area United Way; is working to meet the shelter and support needs for vulnerable community members impacted by COVID 19.

**Budgetary Impact:**

There are no general funds required or being requested.

**Recommendation:**

Staff recommends approval and appropriation of these funds.

**Alternatives:**

We may not be available to meet the isolation and quarantine needs of our community members if the appropriation is not approved.

**Attachments:**

Appropriation

**APPROPRIATION**  
**Emergency Food and Shelter Program \$7,099**

**WHEREAS**, the Charlottesville Department of Human Services has receives \$7,099 from the Emergency Food and Shelter Program-C.A.R.E.S. Act funding,

**NOW, THEREFORE BE IT RESOLVED** by the Council of the City of Charlottesville, Virginia that the sum of \$7,099 is hereby appropriated in the following manner:

Revenues			
\$7,099	Fund: 210	IO: 1900367	G/L: 451022 Other Grant Funding

Expenditures			
\$7,099	Fund: 210	IO: 1900367	G/L: 530550 Contracted Services

**BE IT FURTHER RESOLVED**, that this appropriation is conditioned upon receipt of \$7,099 from the Emergency Food and Shelter Program – C.A.R.E.S. Act funding.

CITY OF CHARLOTTESVILLE, VIRGINIA  
CITY COUNCIL AGENDA



Agenda Date:	July 20, 2020
Action Required:	Approval and Appropriation
Presenter:	Kaki Dimock, Director, Human Services
Staff Contacts:	Kaki Dimock, Director, Human Services
<b>Title:</b>	<b>Open Society Foundation Emma Lazarus Campaign on Cities Grant Appropriation (\$250,000)</b>

**Background:**

The Department of Human Services in coordination with Albemarle County Office of Equity and Inclusion has been awarded a \$250,000 grant from the Emma Lazarus Campaign on Cities, a project of the Open Society Foundation, to provide emergency financial assistance to community members of Charlottesville and Albemarle County that are ineligible for federal stimulus relief from June 1, 2020 through December 31, 2020.

**Discussion:**

Based on requirements of the grant award, direct financial assistance, in the form of prepaid cards, will be provided to members of the Charlottesville and Albemarle community that identify as undocumented, immigrant, migrant or domestic workers. Priority will be determined by the following criteria:

- severe economic risk
- households with children under 18 years of age
- medical vulnerability

Screening for eligibility and distribution of direct financial assistance will be provided by community partners with pre-existing trusting relationships with this population. Data will be collected in the aggregate only, ensuring that no personal information is shared with city or county staff managing implementation.

These funds will be matched by \$50,000 in Department of Human Services funds that were previously appropriated.

**Community Engagement:**

City and county staff have met regularly with service providers focusing on improving the well-being of undocumented, immigrant, migrant and domestic workers to ensure that implementation could be achieved in partnership. Decisions around data collection, screening criteria, and government engagement were informed by community service providers with direct knowledge of the needs, conditions, and fears of the targeted population.

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

This grant advances the City of Charlottesville’s Strategic Plan Goal #1 of an inclusive community of self-sufficient residents. .

**Budgetary Impact:**

This grant will be private foundation funds. Local match was appropriated from the Department of Human Services Fund Balance on May 18, 2020. There is no budget impact for the City of Charlottesville. All funds will be distributed to sub-recipients for service provision.

**Recommendation:**

Staff recommends approval and appropriation of grant funds.

**Alternatives:**

Council may elect to not accept the funds and the community will not have the capacity to provide emergency financial relief to community members ineligible for the federal stimulus relief.

**Attachments:**

Supplemental amendment and appropriation are attached.

**APPROPRIATION**  
**O.S.F. Emma Lazarus Campaign on Cities Grant Award (\$250,000)**

**WHEREAS**, The City of Charlottesville, through the Department of Human Services, has received the Emma Lazarus Campaign on Cities grant award from the Open Society Foundation in the amount of \$250,000.

**NOW, THEREFORE BE IT RESOLVED** by the Council of the City of Charlottesville, Virginia that the sum of \$250,000 is hereby appropriated in the following manner:

Revenues			
\$250,000	Fund: 210	IO: 1900359	G/L: 451022 Other Grant Funding

Expenditures			
\$250,000	Fund: 210	IO: 1900359	G/L: 530550 Contracted Services

**BE IT FURTHER RESOLVED**, that this appropriation is conditioned upon receipt of \$250,000 in funds from the Open Society Foundation Emma Lazarus Campaign on Cities.

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



<b>Agenda Date:</b>	August 3, 2020
<b>Action Required:</b>	Appropriation of Grant Funds
<b>Presenter:</b>	Amanda Poncy, Bicycle and Pedestrian Coordinator
<b>Staff Contacts:</b>	Amanda Poncy, Bicycle and Pedestrian Coordinator; Kyle Rodland, Safe Routes to School Coordinator
<b>Title:</b>	<b>Safe Routes to School Non-Infrastructure Grant Award - \$95,000</b>

**Background:**

This is the 5<sup>th</sup> year that the Virginia Department of Transportation (VDOT) has awarded the City of Charlottesville with a Safe Routes to School (SRTS) Non-Infrastructure (Activities and Programs) Grant. This \$76,000 grant will be used to fund education, encouragement, evaluation and enforcement programs related to Safe Routes to School. The Non-Infrastructure Grant will also be used to fund a full-time SRTS coordinator who works within the school division to promote and facilitate Safe Routes to School activities.

Last year, the city received a non-infrastructure grant in the amount of \$74,500 to fund a full-time coordinator and associated program budget to manage, train, and expand Safe Routes to School programming city-wide. The grant provides for a dedicated champion to work within schools to provide education, encouragement and evaluation activities needed to support active transportation for K-8 students.

**Discussion:**

As part of the grant application, the City was required to update the Safe Routes to School (SRTS) Activities and Programs Plan (APP), a written document that outlines a community's intentions for enabling and encouraging students to engage in active transportation (i.e. walking or bicycling) as they travel to and from school. The plan details the number of students living within ¼ to 2 miles of their school and demonstrates the potential benefits that can be accrued from a coordinate SRTS program (nearly 30% of students live within ½ mile of school and nearly 70% live within 1 mile of school). The SRTS APP was originally created through a team-based approach that involved key community stakeholders and members of the public in both identifying key behavior-related to barriers to active transportation and, using the four non-



infrastructure related E's (education, encouragement, enforcement and evaluation) to address them.

The APP update reflects minimal changes from last year's plan, but emphasizes lessons learned since our Coordinator was hired in October 2016. The following short-term recommendations were developed to enhance the program:

- Institute bike riding, repair, and safety curriculum (Education)
- Develop a division-wide SRTS website and newsletter (Education)
- Facilitate biking and walking incentive program (Encouragement)
- Regularly host walk- and bike-to-school days (Encouragement)
- Consistently host annual Bicycle Rodeos (Encouragement)
- Conduct bike safety checks (Enforcement)
- Expand the bike helmet give-away program (Enforcement)
- Administer student travel tallies (Evaluation)
- Keep records of participation in workshops, biking and walking trains, bike rodeos, afterschool clubs, and other events (Evaluation)

The SRTS Activities and Programs Plan will continue to serve as a guiding document to assist in promoting, encouraging, and enabling walking and bicycling to school. The \$76,000 grant will allow the City to continue to fund a full-time Safe Routes to School Coordinator and the supplies needed to implement the recommendations included in the APP.

The grant requires a 20% match in the amount of \$19,000. Of that amount \$15,400 will be funded by the Public Works Engineering Operating Budget. An additional \$3,600 will be provided as an in-kind donation of bicycle maintenance. For the 2019-2020 school year, the program received approximately \$10,000 in local in-kind and we anticipate being able to secure that level of match again for the 2020 – 2021 school year.

As a reimbursable grant, costs will be incurred by Public Works and reimbursed by VDOT.

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

This initiative supports Council's Vision to be a "Connected Community" ("the City of Charlottesville is part of a comprehensive, regional transportation system that enables citizens of all ages and incomes to easily navigate our community") and "America's Healthiest City" ("we have a community-wide commitment to personal fitness and wellness, and all residents enjoy our outstanding recreational facilities, walking trails, and safe routes to schools").

In addition, the project contributes to Goals 1 and 3 of the Strategic Plan, to be an inclusive, self-sufficient community and a healthy and safe city.

The initiative further implements recommendations within the Comprehensive Plan (2013), Bicycle and Pedestrian Master Plan (2015) and supports the City's Healthy Eating Active Living (HEAL) Resolution.

### **Community Engagement:**

This grant application implements one of the programming recommendations included in the Bicycle and Pedestrian Master Plan (adopted 2015), which included significant public involvement. Further, city staff from Neighborhood Development Services worked with staff from the Thomas Jefferson Health District and Charlottesville City Schools (Physical Education and Pupil Transportation) to create a Safe Routes to School Task Force in 2016 that was responsible for outlining elements of a city-wide Safe Routes to School Activities and Programs Plan (APP). The task force included representatives from city schools, community organizations, multiple city departments (NDS, Public Works, Parks and Recreation), as well as health and enforcement disciplines. The APP was developed by the task force with input from parents (via Parent Survey) and further discussed/refined at public meeting in February 2016. The Bicycle and Pedestrian Advisory Committee provided feedback on the APP annually. A parent survey will be conducted in the 2020-2021 school year to better understand some of the barriers and challenges of walking and biking school.

### **Budgetary Impact:**

There is no impact to the General Fund. The total grant appropriation is \$95,000 which will be recorded and expensed from a grant fund. The grant requires a 20% match of \$19,000 (cash or in-kind donations are acceptable). \$15,400 of the City match will come from funds previously appropriated as part of the FY 2021 PW Operating Budget, and local in-kind donations will cover the remainder (\$3,600).

### **Recommendation:**

Staff recommends approval and appropriation of the grant funds.

### **Alternatives:**

If grants funds are not appropriated, Safe Routes to School programming will continue in an ad-hoc fashion with assistance from community partners and parent volunteers.

### **Attachments:**

Safe Routes to School Activities and Programs Plan <http://www.charlottesville.org/departments-and-services/departments-h-z/neighborhood-development-services/transportation/bicycle-and-pedestrian/safe-routes-to-school>

Appropriation

**APPROPRIATION**

Safe Routes to School Program (SRTS) Non-Infrastructure Grants  
**\$95,000**

**WHEREAS**, the Safe Routes to School Program (SRTS) non-infrastructure grant, providing Federal payments for **education, encouragement, evaluation and enforcement** programs to promote safe walking and bicycling to school has been awarded the City of Charlottesville, in the amount of \$76,000;

**WHEREAS**, the SRTS program is a 80% reimbursement program requiring a 20% match from the City, of which \$15,400 will come from Public Works and the remainder will be in-kind contributions;

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

**REVENUE**

\$76,000	Fund: 209	Cost Center: 3901008000	G/L Account: 430120
\$15,400	Fund: 209	Cost Center: 3901008000	G/L Account: 498010

**EXPENDITURES**

\$67,400	Fund: 209	Cost Center: 3901008000	G/L Account: 519999
\$24,000	Fund: 209	Cost Center: 3901008000	G/L Account: 599999

**TRANSFER FROM**

\$15,400	Fund: 105	Cost Center: 2401003000	G/L Account: 561209
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**BE IT FURTHER RESOLVED**, that this appropriation is conditioned upon the receipt of \$76,000 from the Virginia Department of Transportation.

CITY OF CHARLOTTESVILLE, VIRGINIA  
CITY COUNCIL AGENDA



Agenda Date:	August 3, 2020
Action Required:	Appropriation and Approval
Presenter:	Erin Atak, Grants Coordinator
Staff Contacts:	Erin Atak, Grants Coordinator
<b>Title:</b>	<b>Approval and Appropriation of CDBG-CV Budget Allocations for FY 2020-2021</b>

**Background:**

The City of Charlottesville is eligible to receive \$246,699 in Community Development Block Grant Coronavirus (CDBG-CV) funding from the United States Department of Housing and Urban Development (HUD) through the Coronavirus Aid, Relief, and Economic Security Act (CARES Act), Public Law 116-136; to respond to the growing effects of the historic public health crisis. Minutes from meetings are attached which outline the recommendations made from the CDBG/HOME Taskforce, and the Planning Commission. It is important to note that all projects underwent an extensive review as a result of the RFP process. The administering department for these funds is the City of Charlottesville's City Manager's Office.

**Discussion:**

CDBG-CV funding is separate from the regular, annual CDBG funds that the City receives every year. In May 2020, the City of Charlottesville advertised a Request for Proposals (RFP) based on [HUD](#) guidance regarding eligible CDBG-CV activities, and the Council priorities set on September 16, 2019. The Council priorities were for affordable housing (priority for persons who are 0-50 percent AMI, including but not limited to low income housing redevelopment), support for the homeless and those at risk of homelessness, workforce development (including but not limited to efforts to bolster Section 3 training opportunities and partnerships with the City's GO programs, support for programs that aid in self-sufficiency, including but not limited to quality childcare), microenterprise assistance, and mental health and substance abuse services. HUD has waived certain standard procedures, including the timeframe for community engagement. The City received five CDBG-CV public service applications totaling \$304,324 and one CDBG-CV economic development application totaling \$98,640. One of the five CDBG-CV public service applications was submitted late and was not considered for scoring in accordance with the program guidelines. A summary of applications received is included in this packet.

On June 11 and June 15, 2020, the CDBG/HOME Task Force reviewed and recommended two public service projects for funding and the Strategic Action Team reviewed and recommended one economic development project for funding.

CDBG and HOME Project Recommendations for FY 2020-2021:

The CDBG-CV program total has an estimated \$246,699 for the 2020-2021 program year. Entitlement funds were divided into three categories: Public Services, Economic Development, and Administrative/Planning to respond to the growing effects of the coronavirus.

All applications for potential funding must be able to demonstrate that the program/project to be conducted meets federal income requirements that benefit low to moderate income individuals. Additionally, applications must clearly demonstrate project/program readiness or that the project or program that the funding is being requested for will be ready to begin providing services immediately after July 1, 2020. Potential applicants are required to demonstrate sufficient organizational capacity and fully meet projected outcomes in previous grant years. Staff organizational capacity scores are not included into the final total score averages.

The eligibility of all subrecipients, pursuant to HUD guidelines, will be verified prior to contract award on-line at System for Award Management (SAM). In addition to City requirements, the subrecipient will comply with Section 3, and Davis-Bacon requirements.

Economic Development – In accordance to [\*HUD's Quick Guide to CDBG Eligible Activities to Support Infectious Disease Response\*](#), \$98,679.60 in FY 20-21 CDBG-CV funds were set aside for Economic Development activities in accordance with Council CDBG priorities. Members of the Strategic Action Team reviewed one application for Economic Development and made a recommendation of \$98,679.60 to the Community Investment Collaborative (CIC). Funds are proposed to be used to administer 24 grants and technical support to eligible microenterprises. Grants will help businesses cover expenses including rent, payroll, replacing inventory, etc. Technical support will help owners access services to adapt to the economic environment: support in bringing businesses online, financial planning, additional cleaning, etc.

Public Service Programs – \$98,679.60 in FY 20-21 CDBG-CV funds were set aside for Public Service Program activities. The CDBG/HOME Task Force has recommended two public service programs. Programs were evaluated based on [\*HUD's Quick Guide to CDBG Eligible Activities to Support Coronavirus and Other Infectious Disease Response\*](#) and City Council CDBG priorities. Programs were also evaluated based upon metrics included in the RFP evaluation scoring rubric. Funding will enable the organizations to prevent and respond to the spread of infectious diseases such as the coronavirus.

The Taskforce made a funding recommendation of \$49,661.78 for the Thomas Jefferson Health District for COVID-19 Outreach, Testing, and Linkage to Care. Estimated benefits include hiring two full-time Community Health workers to engage priority populations in COVID-19 prevention, act as liaison for testing and wrap around services, and inform the health department's COVID-19 strategy.

The Taskforce also made a funding recommendation of \$49,017.82 for the Thomas Jefferson Area Coalition (TJACH) for the COVID-19 Homeless Prevention Response. Estimated benefits include providing rental and utility assistance to 25 households under 30% of AMI at imminent risk of



homelessness due to income loss from COVID-19 and hiring one additional staff person to assist with homeless prevention assistance

Administration and Planning: To pay for the costs of staff working with CDBG-CV projects, citizen participation, and other grant related costs directly related to CDBG-CV funds, \$49,339.80 is budgeted.

On July 14, 2020, the Planning Commission held a public hearing and reviewed the CDBG/HOME Taskforce CDBG-CV proposed budget. The motion passed unanimously with Planning Commission supporting the Taskforce recommendations for City Council approval on August 3<sup>rd</sup> 2020. No public comments were received during the public hearing.

**Community Engagement:**

A request for proposals was held for economic development, public facilities, and public service programs. Applications received were reviewed by the CDBG Task Force or the Strategic Action Team (SAT). Eleven interested applicants inquired about the program, and a total of six applicants submitted a final application for review.

Members of the public were given the opportunity to voice their opinions during the HUD authorized expedited 5-day public comment period between April 28, 2020 through May 4, 2020, on May 18, 2020 at the virtual City Council Public Hearing, the virtual June 11, 2020 Strategic Action Team Subcommittee meeting, the virtual June 15, 2020 CDBG/HOME Taskforce meeting, the virtual July 14, 2020 Planning Commission. HUD authorized an expedited 5-day public comment period on April 2, 2020 to prevent, prepare for, and respond to the coronavirus with the goal to quickly appropriate funds to eligible activities.

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

Approval of this agenda item aligns directly with Council’s vision for Charlottesville to have **Economic Sustainability, A Center for Lifelong Learning, Quality Housing Opportunities for All, and A Connected Community**. It contributes to variety of Strategic Plan Goals and Objectives including: Goal 1: Inclusive, Self-sufficient Community; Goal 3: Beautiful Environment; Goal 4: Strong, Diversified Economy; and Goal 5: Responsive Organization.

**Budgetary Impact:** None

**Recommendation:** Staff recommends approval of the proposed CDBG-CV funding recommendations. Funds included in this budget will not be spent until after HUD authorizes the approved FY 2021 amended Action Plan.

**Alternatives:**

City Council may reappropriate the funds among the scored public service and economic development applicants. Staff recommends taking into consideration the RFP application scores if funds are to be reappropriated.

**Attachments:**

HUD's *Quick Guide to Eligible CDBG Activities to Support Coronavirus and Other Infectious Disease Response*

Appropriation Resolution for CDBG funds

2020-2021 Proposed CDBG-CV Budget

Summary of RFPs submitted

RFP Scoring Template

Minutes from CDBG Task Force meetings

## Quick Guide to CDBG Eligible Activities to Support Coronavirus and Other Infectious Disease Response

### REVISED April 6, 2020

Grantees should coordinate with local health authorities before undertaking any activity to support state or local pandemic response. Grantees may use Community Development Block Grant (CDBG) funds for a range of eligible activities that prevent and respond to the spread of infectious diseases such as the coronavirus.

### Examples of Eligible Activities to Support Coronavirus and Other Infectious Disease Response

<i>For more information, refer to applicable sections of the Housing and Community Development Act of 1974 (for State CDBG Grantees) and CDBG regulations (for Entitlement CDBG grantees).</i>	
<b>Buildings and Improvements, Including Public Facilities</b>	
Acquisition, construction, reconstruction, or installation of public works, facilities, and site or other improvements. <i>See section 105(a)(2) (42 U.S.C. 5305(a)(2)); 24 CFR 570.201(c).</i>	Construct a facility for testing, diagnosis, or treatment.
	Rehabilitate a community facility to establish an infectious disease treatment clinic.
	Acquire and rehabilitate, or construct, a group living facility that may be used to centralize patients undergoing treatment.
Rehabilitation of buildings and improvements (including interim assistance). <i>See section 105(a)(4) (42 U.S.C. 5305(a)(4)); 24 CFR 570.201(f); 570.202(b).</i>	Rehabilitate a commercial building or closed school building to establish an infectious disease treatment clinic, e.g., by replacing the HVAC system.
	Acquire, and quickly rehabilitate (if necessary) a motel or hotel building to expand capacity of hospitals to accommodate isolation of patients during recovery.
	Make interim improvements to private properties to enable an individual patient to remain quarantined on a temporary basis.
<b>Assistance to Businesses, including Special Economic Development Assistance</b>	
Provision of assistance to private, for-profit entities, when appropriate to carry out an economic development project. <i>See section 105(a)(17) (42 U.S.C. 5305(a)(17)); 24 CFR 570.203(b).</i>	Provide grants or loans to support new businesses or business expansion to create jobs and manufacture medical supplies necessary to respond to infectious disease.
	Avoid job loss caused by business closures related to social distancing by providing short-term working capital assistance to small businesses to enable retention of jobs held by low- and moderate-income persons.
Provision of assistance to microenterprises. <i>See section 105(a)(22) (42 U.S.C. 5305(a)(22)); 24 CFR 570.201(o).</i>	Provide technical assistance, grants, loans, and other financial assistance to establish, stabilize, and expand microenterprises that provide medical, food delivery, cleaning, and other services to support home health and quarantine.

<b>Provision of New or Quantifiably Increased Public Services</b>	
<p>Following enactment of the CARES Act<sup>1</sup>, the public services cap<sup>2</sup> has no effect on CDBG-CV grants and no effect on FY 2019 and 2020 CDBG grant funds used for coronavirus efforts.</p> <p><i>See section 105(a)(8) (42 U.S.C. 5305(a)(8)); 24 CFR 570.201(e).</i></p>	Carry out job training to expand the pool of health care workers and technicians that are available to treat disease within a community.
	Provide testing, diagnosis or other services at a fixed or mobile location.
	Increase the capacity and availability of targeted health services for infectious disease response within existing health facilities.
	Provide equipment, supplies, and materials necessary to carry-out a public service.
	Deliver meals on wheels to quarantined individuals or individuals that need to maintain social distancing due to medical vulnerabilities.
<b>Planning, Capacity Building, and Technical Assistance</b>	
<p>States only: planning grants and planning only grants.</p> <p><i>See section 105(a)(12).</i></p>	Grant funds to units of general local government may be used for planning activities in conjunction with an activity, they may also be used for planning only as an activity. These activities must meet or demonstrate that they would meet a national objective. These activities are subject to the State’s 20 percent administration, planning and technical assistance cap.
<p>States only: use a part of to support TA and capacity building.</p> <p><i>See section 106(d)(5) (42 U.S.C. 5306(d)(5)).</i></p>	Grant funds to units of general local government to hire technical assistance providers to deliver CDBG training to new subrecipients and local government departments that are administering CDBG funds for the first time to assist with infectious disease response. This activity is subject to the State’s 3 percent administration, planning and technical assistance cap.
<p>Entitlement only: data gathering, studies, analysis, and preparation of plans and the identification of actions that will implement such plans. <i>See 24 CFR 570.205.</i></p>	Gather data and develop non-project specific emergency infectious disease response plans.

### Planning Considerations

Infectious disease response conditions rapidly evolve and may require changes to the planned use of funds:

- CDBG grantees must amend their Consolidated Annual Action Plan (Con Plan) when there is a change to the allocation priorities or method of distribution of funds; an addition of an activity not described in the plan; or a change to the purpose, scope, location, or beneficiaries of an activity (24 CFR 91.505).
- If the changes meet the criteria for a “substantial amendment” in the grantee’s citizen participation plan, the grantee must follow its citizen participation process for amendments (24 CFR 91.105 and 91.115).
- Under the CARES Act, CDBG grantees may amend citizen participation and Con Plans concurrently in order to establish and implement expedited procedures with a comment period of no less than 5-days.

### Resources

The Department has technical assistance providers that may be available to assist grantees in their implementation of CDBG funds for activities to prevent or respond to the spread of infectious disease. Please contact your local CPD Field Office Director to request technical assistance from HUD staff or a TA provider.

- Submit your questions to: [CPDQuestionsAnswered@hud.gov](mailto:CPDQuestionsAnswered@hud.gov)
- Coronavirus (COVID-19) Information and Resources: <https://www.hud.gov/coronavirus>
- CPD Program Guidance and Training: <https://www.hudexchange.info/program-support/>

<sup>1</sup> On March 27, 2020, President Trump approved the Coronavirus Aid, Relief, and Economic Security Act (Public Law 116-136) (CARES Act). The CARES Act makes available \$5 billion in CDBG coronavirus response (CDBG-CV) funds to prevent, prepare for, and respond to coronavirus.

<sup>2</sup> Section 105(a)(8) of the HCD Act caps public service activities at 15 percent of most CDBG grants. Some grantees have a different percentage cap.

**APPROPRIATION OF FUNDS FOR  
THE CITY OF CHARLOTTESVILLE'S 2020-2021  
COMMUNITY DEVELOPMENT BLOCK GRANT CORONAVIRUS - \$246,699**

**WHEREAS**, the City of Charlottesville has been advised of the approval by the U.S. Department of Housing and Urban Development of a Community Development Block Grant Coronavirus (CDBG-CV) authorized by the Coronavirus Aid, Relief, and Economic Security Act (CARES Act) to respond to the growing effects of the historic public health crisis for the fiscal year in the total amount of **\$246,699**.

**WHEREAS**, City Council has received recommendations for the expenditure of funds from the CDBG/HOME Task Force, the Strategic Action Team (SAT), and the Planning Commission; and has conducted a public hearing thereon as provided by law; now, therefore;

**BE IT RESOLVED** by the City Council of Charlottesville, Virginia, that the sums hereinafter set forth are hereby appropriated from funds received from the aforesaid grant to the following individual expenditure accounts in the Community Development Block Grant Coronavirus Fund for the respective purposes set forth; provided, however, that the City Manager is hereby authorized to transfer funds between and among such individual accounts as circumstances may require, to the extent permitted by applicable federal grant regulations.

**ECONOMIC DEVELOPMENT**

Community Investment Collaborative – COVID-19 Grants	\$98,679.60
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**PUBLIC SERVICE PROGRAMS**

TJACH – COVID-19 Homeless Prevention Response	\$49,017.82
Thomas Jefferson Health District – COVID-19 Outreach	\$49,661.78

**ADMINISTRATION AND PLANNING:**

Admin and Planning	\$49,017.82
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<b>TOTAL</b>	<b>\$246,699</b>
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**BE IT FURTHER RESOLVED** that this appropriation is conditioned upon the receipt of \$246,699 from the Department of Housing and Urban Development authorized by the CARES Act. Funds authorized will be used to prevent, prepare for, and respond to the coronavirus (COVID-19).

The amounts so appropriated as grants to other public agencies and private non-profit, charitable organizations (sub-recipients) are for the sole purpose stated. The City Manager is authorized to enter into agreements with those agencies and organizations as he may deem advisable to ensure that the grants are expended for the intended purposes, and in accordance with applicable federal and state laws and regulations; and

The City Manager, the Directors of Finance or Neighborhood Development Services, and staff are authorized to establish administrative procedures and provide for mutual assistance in the execution of the programs.



Approved by Council  
August 3, 2020

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Kyna Thomas, CMC  
Clerk of Council

**2020-2021 CDBG-CV BUDGET ALLOCATIONS**  
**RECOMMENDED BY CDBG/HOME TASK FORCE and SAT: 6/11/2020, 6/15/2020**  
**RECOMMENDED BY PLANNING COMMISSION: 7/14/2020**  
**APPROVED BY CITY COUNCIL:**

**A. ECONOMIC DEVELOPMENT PROJECTS**

A. Community Investment Collaborative – Entrepreneur Scholarships \$98,679.60  
**ECONOMIC DEVELOPMENT TOTAL: \$98,679.60**

**B. PUBLIC SERVICE PROJECTS**

A. TJACH - Coordinated Entry System \$49,017.82  
B. Thomas Jefferson Health District \$49,661.78  
**SOCIAL PROGRAMS TOTAL: \$98,679.60**

**C. ADMINISTRATION AND PLANNING:**

A. Admin and Planning \$49,339.80 (20% EN)

**GRAND TOTAL: \$246,699**  
**ESTIMATED NEW ENTITLEMENT AMOUNT: \$246,699**

# CDBG-CV FY20/21 RFP Submissions

Public Services	Organization, Program Title	Project Contact	Program Description	Submittal	Funding Requested
	Office of Economic Development (OED)	Hollie Lee	GO Delivery/S.E.L.F Odyssey	On Time	\$35,000.00
	Thomas Jefferson Health District	Rebecca Schmidt	COVID-19 Outreach, Testing and Linkage to Care	On Time	\$99,323.56
	Thomas Jefferson Area Coalition for the Homeless (TJACH)	Anthony Haro	COVID-19 Homeless Prevention Response	On-Time	\$60,000.00
	Habitat for Humanity	Ruth Stone	Mortgage Forbearance Loan	Late	\$40,000.00
	Charlottesville Redevelopment and Housing Authority (CRHA)	Kathleen Glenn-Matthews	CRHA Rental Assistance Program	On Time	\$70,000.00
	<b>Total Amount of Request</b>				<b>\$304,324</b>
	<b>Total Projected Budget</b>				<b>\$98,679.60</b>
<b>Request Overage</b>				<b>\$205,644</b>	
Econ	Organization, Program Title	Project Contact	Program Description	Submittal	Funding Requested
	Community Investment Collaborative (CIC)	Stephen Davis	CIC COVID Microbusiness Grant	On Time	\$98,640.00
	<b>Total Amount of Request</b>				<b>\$98,640</b>
	<b>Total Projected Budget</b>				<b>\$98,679.60</b>
<b>Request Overage</b>				<b>(\$40)</b>	

**SCORING RUBRIC FOR CDBG-CV PROPOSALS**

**Name of Applicant:**

**Name of Project:**

	<b>Exemplary (3 Points)</b>	<b>Adequate (2 Points)</b>	<b>Needs Improvement (1 Point)</b>	<b>Missing Information (0 Points)</b>	<b>Score</b>	<b>Comments</b>
<b>Program/Project Description</b>	Provides a clear description and clearly explains how it will address a Council Priority	Provides a description that adequately explains how it will address a Council Priority	Program/project description needs improvement	Proposal does not describe how it will address a Council Priority		
<b>Program/Project Goal</b>	Provides a clear explanation of the goal. Identifies what will be provided to whom, how many. Provides demographic information of the beneficiaries and how they will meet the income guidelines	Provides an adequate explanation of the goal	Program/Project goal needs improvement. Barely identifies what will be provided to whom and how many. Barely provides demographic information and how the beneficiaries will meet the income guidelines	Goal is missing and/or not explained. Identification of beneficiaries, number of beneficiaries, demographic information, and information about how the beneficiaries will meet the income guidelines is missing		
<b>Need</b>	Clearly describes how the program will directly address the needs.	Adequately describes how the program will directly address the needs using some local	Description of need needs improvement. Only state, regional, or national data	Does not describe how the program will directly address the needs and/or		

	Provides local data to describe the needs of the community <u>and</u> the beneficiaries	data to describe the needs of the community <u>and</u> the beneficiaries	provided, data not specific to clients	does not provide data to describe the needs of the community and the beneficiaries		
<b>Outcomes</b>	Clearly explains how proposed outcomes will be meaningful, client-focused and related to the service	Adequately explains how proposed outcomes will be meaningful, client-focused and related to the service	Explanation of how proposed outcomes will be meaningful, client-focused and related to the service needs improvement	Does not explain how proposed outcomes will be meaningful, client-focused and/or related to the service		
<b>Strategies</b>	Provides evidence-based strategies for how the program/project will address the need	Adequately describes how strategies address need using researched best practices strategies at a minimum	Describes how strategies address need without information about best practices or research	Does not identify how strategies directly address need		
<b>Implementation Timeline</b>	Timeline is detailed and realistic	Timeline is adequate	Timeline is limited or not realistic	No timeline provided and information is missing		
<b>Evaluation Plan</b>	Provides a rigorous evaluation plan which informs ongoing work, explains metrics and why they are used	Provides a solid evaluation plan	Evaluates some elements of its work, but the evaluation is not thorough	Proposal does not provide an evaluation plan or the plan is insufficient		
<b>Demographic Verification</b>	Proposal clearly describes how the agency will collect and verify <u>all</u> required information	Proposal adequately describes how the agency will collect and verify all required information	Proposal describes how the agency will collect and verify <u>some</u> required information	Proposal does not describe how the agency will collect and verify any required information		



<b>Financial Benefits</b>	Proposal describes how the program fully meets two financial benefits	Proposal describes how the program fully meets one financial benefit	Proposal describes how the program <u>partially</u> meets one to two financial benefits	Proposal does not describe how the program will provide a financial benefit		
<b>Collaboration</b>	Proposal describes how the program collaborates with other organizations to achieve a common goal using defined deliverables and metrics (ex. Clear accountability, shared management, such as MOU's or formal partnership agreements)	Proposal describes formal agreements with more than two organizations describing how they cooperate, but does not share common deliverables or metrics.	Proposal describes collaboration informally with other organizations (ex. information sharing, resource sharing)	Proposal does not describe collaboration with other entities		
<b>Engagement/ Outreach Strategy</b>	Proposal describes complete outreach and engagement strategies and explains how it will serve needy and underserved populations	Proposal describes some outreach and engagement strategies and how it will serve needy and underserved populations	Proposal explains that services are available to needy and underserved populations but program/project does not conduct outreach or engagement	Proposal does not provide strategies for outreach and engagement to needy and underserved populations		
<b>Priority Neighborhood Ridge Street</b>	Proposal describes complete outreach strategies and program/project serves residents in the Priority Neighborhood	Proposal describes some outreach and program/project serves residents in the Priority Neighborhood	Proposal explains that services are available to priority neighborhood residents but program/project does not conduct outreach	Proposal does not provide strategies for outreach to priority neighborhood residents		

<b>Organizational Capacity (STAFF ONLY)</b>	Organization demonstrated sufficient capacity and fully met projected outcomes in previous grant year	Organization demonstrated adequate capacity and almost met projected outcomes in previous grant year	Organization capacity needs improvement, did not meet projected outcomes	The organization demonstrated a lack of a capacity		
<b>Organizational Capacity</b>	Proposal provides clear evidence of the capacity and ability to ensure timely performance and reporting	Proposal provides adequate evidence of the capacity and ability to ensure timely performance and reporting	Evidence of capacity and ability needs improvement. Does not address the question fully	Proposal does not provide evidence of the capacity and ability		
<b>Budget</b>	<p>Proposal clearly demonstrates:</p> <ul style="list-style-type: none"> <li>A. How requested funds will be applied to expense line items</li> <li>B. How the amount requested is reasonable</li> <li>C. That the overall program budget shows a direct relationship with proposed service items</li> </ul>	<p>Proposal provides an adequate budget. Adequately addresses A, B, and C</p>	<p>Proposed budget needs improvement and barely addresses A, B, and/or C. Proposed budget needs improvement.</p>	<p>The proposal does not demonstrate how the requested funds will be applied to expense line items, how the amount requested is reasonable, and does not show a direct relationship with proposed service items</p>		
<b>TOTAL SCORE (MAX SCORE = 42 PTS)</b>						

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## **CDBG Taskforce**

Monday, June 15th, 2020

3:30-5:00 PM

Virtual Meeting

### **AGENDA**

1. Introductions/Housekeeping/Minutes
2. Review Application Scores & Create proposal budget.
3. Other Business
4. Public Comment

### **Staff Contact:**

Erin Atak, Grants Coordinator ([atake@charlottesville.gov](mailto:atake@charlottesville.gov)), (434) 970-3093

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## CDBG Taskforce Meeting Minutes

Monday, June 15th, 2020  
 3:30-5:00 PM  
 Virtual Meeting

### AGENDA

#### 1. Introductions/Housekeeping/Minutes

City Staff member Erin Atak (EA), Grants Coordinator, begins meeting with CDBG Taskforce attendance. Meeting commences at 3:32 PM on Monday July 15, 2020.

<i>CDBG/HOME Taskforce Roster</i>	<i>Attendance</i>
<i>Howard Evergreen</i>	Present
<i>Helen Kimble</i>	Present
<i>Nancy Carpenter</i>	Present
<i>Emily Cone Miller</i>	Absent
<i>James Bryant</i>	Present
<i>Kem Lea Spaulding</i>	Present
<i>Tanea Dowell</i>	Absent
<i>Matthew Gillikin</i>	Present
<i>Olivia Gabbay</i>	Absent

*Other City Staff members present: Symia Tabron, Brenda Kelley, John Sales.*

EA begins to explain the CDBG-CV program to Taskforce members and viewers at home: The main goal of the CDBG-CV grant is to prevent, prepare for, and respond to the Coronavirus. HUD priorities are to fund activities towards infectious disease response. The City of Charlottesville was awarded \$246,699 in CDBG-CV funds authorized by the CARES Act. The CDBG-CV award is divided into three funding categories. All qualifying applicants are able to apply for public services and economic development funds. The Administrative/Planning portion of the CDBG-CV grant is

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designated for City of Charlottesville to cover all grant related expenses (ex: Davis Bacon, Section 3, Environmental Reviews, Citizen Participation, etc.)

- a. Public Service: \$98,679.60
- b. Economic Development: \$98,679.60
- c. Administrative/Planning: \$49,339.80

On June 11, 2020 the economic development CDBG taskforce subcommittee, the Strategic Action Team (SAT), convened discussed one application the City received applying for the econ funds. The SAT made a funding recommendation to award the application all \$98,679.60 to the one economic development CDBG-CV applicant.

The job of the CDBG/HOME Taskforce is to create a funding recommendation for the public services fund of the CDBG-CV grant.

## 2. Review Application Scores & Create proposal budget.

EA shares CDBG/HOME Taskforce Score Spreadsheet on screen.

### Average score rankings:

Thomas Jefferson Health District (TJHD): 33.33

Thomas Jefferson Area Coalition for the Homeless (THACH): 30

Charlottesville Redevelopment Housing Authority (CRHA): 28

Office of Economic Development (OED): 25.17

Taskforce opens for discussion:

Taskforce member Matthew Gillikin begins meeting with clarification question for city staff member Erin Atak. Question concerns Staff Organization Capacity scores for all applicants and the relation to COVID-19 situation.

City Staff Erin Atak, Grants Coordinator, clarifies to Taskforce members that Staff Organizational Capacity Scores for all organizations is not included in the final score averaging. Staff Organizational Capacity scores review previous audits, how previous invoices were processed, quarterly reports, and whether organizations were able to follow HUD protocol. With COVID-19, jurisdictions were more lenient with grading, however, City Staff cannot overlook HUD procedures and paperwork requirements. Scores were given accordingly.

Taskforce member Matthew Gillikin request additional information on CRHA's staff organizational capacity score.



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City Staff Erin Atak explains that detailed explanation is written on staff sheet of the Taskforce binder, however the CRHA applicant had to repay the City HOME and CDBG funding back to HUD in the past. The concern with the applicant is focused on the inability to spend funds in a timely manner. The concern was raised during the CRHA technical assistance meeting with CRHA staff, and was not addressed in the CDBG-CV application. Additionally, CRHA received a copy of the last CDBG/HOME audit to address concerns. Said concerns were not addressed in the application.

Taskforce member Nancy Carpenter states that CDBG-CV and CDBG funding is meant for low income people. Ms. Carpenter recounts listening to weekly calls with the National Low-Income Housing Coalition during the months of April and May. She adds that CRHA has the infrastructure to provide rental assistance as 22-23% of rental households nationwide will face risk of eviction starting July. CRHA wanting to provide housing stability for families outside of public housing is an important cause.

Staff Member Erin Atak comments to Taskforce Member Nancy Carpenter stating that CRHA application was not marked down from the lack of subject importance, but concern for administration. She reminded all taskforce members again that the staff organizational capacity score is not included into the final average score of each organization.

City Staff Housing Coordinator John Sales introduces himself to the Taskforce and provides additional information concerning the housing related applications (CRHA and TJACH). Mr. Sales also discusses the four housing initiatives being proposed for City Council on June 15, 2020. Mr. Sales notes the funding request for CRHA CDBG-CV application may not be able to serve three months' worth of rent for 50 families, and is similar to city's housing proposal.

Taskforce member Nancy Carpenter highlights the importance of housing during the COVID-19 pandemic.

Housing Coordinator provides a hypothetical breakdown of three months' worth of rent using CRHA's funding request. Grants Coordinator explains to the Taskforce that even with partial funding awarded to an organization, she would need to use the total goal amount written on the application for HUD reporting purposes.

Taskforce member Matthew Gillikin poses Housing Coordinator a question on TJACH's application and whether the applicant would be able to achieve their goal for the funding amount requested.

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Housing Coordinator replies “yes” as TJACH is proposing to partner CDBG-CV funds with outside sources. Mr. Sales elaborates and states all program proposals submitted for the CDBG-CV program appear to be important needs for the community.

Discussion continues around fair market rent prices and three-months’ worth of rent. Taskforce member Howard Evergreen notes that many residents that would be receiving assistance through the CRHA program would be living outside the fair market rate rental prices. Taskforce members note the concerns for applicant CRHA meeting the conditions of the grant.

City Staff member Symia Tabron raises a question of whether CRHA would undergo or submit another audit.

Grants Coordinator Erin Atak explains that CRHA has not submitted an audit for the CDBG-HOME program since 2015.

Taskforce member Nancy Carpenter states the importance of funding housing initiatives over other priorities such as health initiatives currently. Taskforce member James Bryant agrees and proposes to divide the \$98,679.60 among all applicants.

Taskforce member Howard Evergreen reminds the committee that the discussion on scoring is repeated each year. Scores are overlooked and there is never enough CDBG money. Mr. Evergreen reminds everyone that health priorities were included with the CDBG-CV funds specifically with the new release of the funds as an equal priority to housing. Mr. Evergreen continues and states that the scoring method cannot be disregarded.

Taskforce member Mattew Gillikin makes funding recommendation #1: Not funding OED, not funding CRHA due to hurdles identified by City Staff, fully funding TJACH to support housing initiatives at \$60,000, and give TJHD the remaining \$38,678.60.

Taskforce member Helen Kimble reminds the rest of the committee that the TJHD community health worker salary was around \$44,000 in addition to supervisory fees added on. Funding recommendation #1 would not support the cost of one community health worker. Potentially a part-time community health worker. Ms. Kimble asks City Staff whether they would be able to guarantee the living wage contract to community workers if TJHD was awarded funds.

City Staff Erin Atak states the CDBG program would not be able to dictate salary contracts for community health workers but could hold TJHD accountable for having provided a salary for community health workers in accordance to the program application.

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Taskforce member Howard Evergreen offers a counter funding recommendation #2, to either flip the recommendation #1 or give TJHD 2/3 of the funding and give TJACH 1/3 of the CDBG-CV funding in accordance to the application scores. Taskforce member Nancy Carpenter states that Mr. Evergreen makes a point about rubric indexing.

Taskforce member Matthew Gillikin proposed funding recommendation #3 to award TJHD 50% (\$49,661.78) of the funding request and award TJACH (\$49,017.82) the remaining CDBG-CV funds.

Taskforce members agree with funding proposal #3.

**Public Services CDBG-CV: \$98,679.60 (Breakdown of Funding Recommendation #3)**

Thomas Jefferson Health District: \$49,661.78

Thomas Jefferson Area Coalition for the Homeless: \$49,017.82

Office of Economic Development: \$0.00

Charlottesville Redevelopment Housing Authority: \$0.00

Funding Recommendation Approval – CDBG/HOME Taskforce Roll Call

<i>CDBG/HOME Taskforce Roster</i>	<i>Vote – Funding Recommendation of Award</i>
	<b>3</b>
<i>Howard Evergreen</i>	Approve
<i>Helen Kimble</i>	Approve
<i>Nancy Carpenter</i>	Approve
<i>Emily Cone Miller</i>	
<i>James Bryant</i>	Approve
<i>Kem Lea Spaulding</i>	Approve
<i>Tanea Dowell</i>	
<i>Matthew Gillikin</i>	Approve
<i>Olivia Gabbay</i>	

**3. Other Business**

None

**4. Public Comment**

None

*Meeting Adjourned.*

	Description	Goal	Need	Outcomes	Strategies	Implement	Eval	Demogr	Financial	Collab	Engage	PN	STAFF Org	Org Capa	Budget	Subtotal	Total Score	Final Average
<b>CRHA</b>																		
TD																	0	
ECM		2	2	2	2	2	2	2	2	2	2	2	2	0	2	2	28	
HE		1	2	2	1	1	1	1	1	1	2	2	0	0	1	1	17	
JB		2	3	3	2	3	2	2	2	3	2	2	2	0	2	2	32	
HK		2	2	2	3	1	2	0	0	2	1	2	2	0	1	2	22	
MG		2	3	3	3	3	3	2	3	3	3	3	2	0	2	3	38	
NC		2	2	2	2	3	3	2	3	2	2	2	2	0	1	3	31	
OG																	0	
KLS																	0	168
																	0	28
<b>TJHD</b>																	0	
TD																	0	
ECM		3	3	3	3	2	2	2	2	2	2	2	2	3	2	2	32	
HE		3	3	3	3	3	3	2	1	3	3	3	2	3	3	3	38	
JB		3	3	3	2	2	2	2	2	2	3	2	2	3	3	3	34	
HK		3	3	2	3	2	2	2	2	3	2	3	3	3	3	2	35	
MG		1	3	2	2	2	3	2	2	2	3	2	2	3	3	3	32	
NC		1	3	2	2	2	3	1	2	2	3	2	2	3	2	2	29	
OG																	0	
KLS																	0	200
																	0	33.33333
<b>TJACH</b>																	0	
TD																	0	
ECM		3	3	3	2	2	2	2	2	2	2	2	2	3	2	2	31	
HE		1	1	1	1	2	2	2	1	1	2	2	0	3	1	0	17	
JB		2	2	2	2	2	2	2	2	3	3	3	2	3	3	2	32	
HK		3	2	2	2	3	2	1	3	2	2	2	1	3	1	2	28	
MG		3	3	3	3	3	2	3	3	3	3	3	1	3	3	2	38	
NC		3	2	3	3	2	3	3	3	2	3	2	0	3	3	2	34	
OG																	0	
KLS																	0	180
																	0	30
<b>OED</b>																	0	
TD																	0	
ECM		2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	28	
HE		1	1	1	1	1	1	1	2	1	2	1	0	2	1	1	15	
JB		3	3	3	3	2	3	2	3	2	2	2	2	2	2	2	34	
HK		3	1	2	3	2	1	1	2	0	2	2	0	2	3	1	23	
MG		3	3	3	3	2	1	2	3	2	2	3	1	2	3	3	34	
NC		1	2	2	1	1	2	1	2	1	1	2	0	2	0	1	17	
OG																	0	
KLS																	0	151
																	0	25.16667
<b>Econ Scores below</b>																		
<b>CIC</b>																		
EG		2	3	3	3	2	3	2	3	2	2	3	0	2	3	2	33	
KL		3	3	3	3	2	3	2	3	3	3	3	2	2	3	3	39	
SM		3	3	2	2	2	3	2	3	2	2	3	1	2	3	2	33	
DK		3	3	3	3	1	2	3	3	1	2	3	0	2	2	3	32	
LS		2	2	2	2	2	2	2	2	2	2	2	0	2	2	2	26	163
																	0	32.6

CITY OF CHARLOTTESVILLE, VIRGINIA  
CITY COUNCIL AGENDA



<b>Agenda Date:</b>	August 3, 2020
<b>Action Required:</b>	Appropriation of CARES ACT Funding
<b>Presenter:</b>	Anne Hemenway, City of Charlottesville Electoral Board Chair
<b>Staff Contacts:</b>	Melissa A. Morton, Director of Elections and General Registrar City of Charlottesville Office of Voter Registration and Elections Anne Hemenway, Electoral Board Chair
<b>Title:</b>	<b>Office of Voter Registration CARES ACT funding for 2020 Presidential Election - \$64,229</b>

**Background:**

The City of Charlottesville Office of Voter Registration and Elections has received award approval for \$64,229 from the CARES ACT- (COVID-19) from the Virginia Department of Elections to use to help offset the costs associated with the 2020 Presidential Election.

**Discussion:**

The Office of Voter Registration and Elections will use the funding for costs related to the 2020 Presidential Election for items such as postage, mailings, purchase of an additional absentee hi-speed scanner, purchase of a cart to store absentee and election day ballots, office supplies, two workstations, and office and precinct supplies. COVID-19 office and precinct plans were written and implemented for the June 23, 2020 Dual Congressional Primary.

The purchase of the additional HART Verity Central package is to handle the increase of the working capacity for absentee mailed ballots scanned for pre-processing and on Election Day. Both scanners can work independently with two teams of election officers to tabulate and report numbers faster and accurately. The package includes a Cannon scanner, workstation with a monitor and printer and other related items. The purchasing cost is \$22,429.00 including shipping and handling charges. The Director of Elections and General Registrar, Electoral Board Members, and Voting Equipment Technicians will receive, inspect, and perform a functionality test on the equipment upon arrival. Training will be provided for, and by, the Director of Elections to the electoral board members, voting equipment technicians, voter registration manager, and all election officers working in the Central Absentee Precinct (CAP) prior to usage.

Due to the unknown of COVID-19, we are anticipating of the 31,000+ registered voters that half will vote by mail or in-person during the Absentee Voting period from September 18-October 31 and the other half will vote on Election Day. The \$64,229 appropriation funding will also cover the cost to



mail approximately 15,000 voters an absentee application and the ballot package, which includes two return envelopes; \$7,700.00 for postage; \$6,450.00 for a precinct scanner; \$3,054.00 all required envelopes for the ballot package; \$4,000.00 for two staff workstations, a table, precinct voter stanchions, and a secured cage; \$15,115.00 for working and training of staff, precinct election officers and CAP election officers.

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

This funding supports and contributes to Goal 5 of the Strategic Plan, a responsible organization and Goal 2, a healthy and safe city. Due to the unknown of the pandemic bringing unprecedented challenges to the voters, office staff, electoral board members, election officers and the polling places for the June Primary and will continue for the November General Elections.

**Community Engagement:**

Office of Voter Registration and Elections will provide qualified voters who request their absentee ballot by mail a pre-paid return postage envelope for their absentee ballot. Hand sanitizer stations were purchased for voters use in-person and on Election Day. Election officers, staff, electoral board members had to wear personal protective equipment (PPE) for their safety, and voters were encouraged to, but not required, to wear PPE. We will also follow and administer any recommendations and guidelines provided by the State of Virginia Governor’s Office, and Center of Disease Control and Preventions. Voters will be notified via the city’s website and media outlets of any changes related to the November General Election, including but not limited to polling place, election date, election officers, witness signatures, candidates on the ballot, etc. as soon as possible.

**Budgetary Impact:**

This has no impact on the General Fund. These funds will be appropriated to and expended from a grants fund and no local match is required. These funds will be expensed and used for Elections expenses for the 2020 Presidential Election only and will be separate from the approved fiscal year 2021 budget.

**Recommendation:**

Director of Elections and General Registrar and the City of Charlottesville Electoral Board recommends approval and appropriation of CARES ACT (COVID-19) Funding.

**Alternatives:**

There is no alternative. Funds must be used for 2020 Presidential Election or returned to the Department of Elections.

**Attachments:**

This section should list additional relevant supplemental material provided, such as appropriations, resolutions, ordinances, maps and drawings, reports, presentations, etc.

**APPROPRATION**

**Office of Voter Registration CARES ACT funding for 2020 Presidential Election**  
**\$64,229**

**WHEREAS**, the Charlottesville Office of Voter Registration and Elections has received award approval for \$64,229 from the CARES ACT from the Virginia Department of Elections to use to help offset the costs associated with the 2020 Presidential Election;

**NOW, THEREFORE BE IT RESOLVED** by the Council of the City of Charlottesville, Virginia, that the sum of \$64,229 is hereby appropriated in the following manner:

**Revenue-\$64,229**

Fund 208      Cost Center: 2301001000      I/O: 1900368      G/L Account: 430127

**Expenditures**

\$11,634 Fund 208      Cost Center: 2301001000      I/O: 1900368      G/L Account: 599999

\$7,700 Fund 208      Cost Center: 2301001000      I/O: 1900368      G/L Account: 520030

\$6,450 Fund 208      Cost Center: 2301001000      I/O: 1900368      G/L Account: 520900

\$12,535 Fund 208      Cost Center: 2301001000      I/O: 1900368      G/L Account: 520990

\$3,481 Fund 208      Cost Center: 2301001000      I/O: 1900368      G/L Account: 530210

\$22,429 Fund 208      Cost Center: 2301001000      I/O: 1900368      G/L Account: 541050

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



<b>Agenda Date:</b>	August 3, 2020
<b>Action Required:</b>	Approve appropriation
<b>Presenter:</b>	Diane Kuknyo, Director, Department of Social Services
<b>Staff Contacts:</b>	Elmona Reid, Family Services Specialist, Foster Care Prevention Sue Moffett, Assistant Director, Department of Social Services
<b>Title:</b>	BAMA Works Grant for Supporting Aspirations-Improving Resiliency for Vulnerable Families - \$6,000

**Background:**

The Charlottesville Department of Social Services has received \$6,000 from the BAMA works fund to implement an employee-designed initiative: Supporting Aspirations-Improving Resiliency for Vulnerable Families. The Foster Care Prevention Team works to help vulnerable families develop skills and resources needed for safety and stability. While poverty does not equate child neglect, the trauma of persistent poverty is a risk to child well-being as evidenced in the landmark CDC-Kaiser-Peremente Adverse Childhood Experiences (ACE) study.

<https://www.cdc.gov/violenceprevention/childabuseandneglect/acestudy/about.html>

One challenge in our work with vulnerable families is to build on their resiliency, and help them overcome the trauma of persistent poverty. The parents with whom we work see increases in household income evaporate in a cloud of rent increases and public assistance decreases. Routine “emergencies” like missing work to care for an ill child, or new tires for a 10-year-old car make budgeting for field trips, club and sports participation fees and birthday celebrations unrealistic; and saving for aspirations is impossible. Persistent poverty is isolating, and limits the economic and social mobility of the most vulnerable families in our community.

**Discussion:**

Using available budgeting tools, participating families will work to develop a budget for not only routine and necessary household expenses, but also aspirational financial goals. Supporting Aspirations funds will be used to support family celebrations- important activities that organize and stabilize family life, celebrate and reward short-term successes, and increase capacity for resiliency.

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

This appropriation request aligns with the City Council’s vision, which includes being flexible and progressive in anticipating and responding to the needs of our citizens.

**Community Engagement:**

The Department of Social Services works with community members and service providers to identify and meet the needs of the most vulnerable.

**Budgetary Impact:**

There are no additional City funds required or being requested for this initiative.

**Recommendation:**

Staff recommends approval and appropriation of these funds.

**Alternatives:**

Funds that are not appropriated will need to be returned to BAMA works.

**Attachments:**

Appropriation

**APPROPRIATION**

Supporting Aspirations-Improving Resiliency for Vulnerable Families

\$6,000

**WHEREAS**, the Charlottesville Department of Social Services has received \$6,000 from the BAMA Works Fund to implement supporting aspirations initiative for vulnerable families.

**NOW, THEREFORE BE IT RESOLVED** by the council of the City of Charlottesville, Virginia, that the sum of \$6,000 is hereby appropriated in the following manner:

**Revenue - \$6,000**

Fund 212      Cost Center: 9900000000      G/L Account: 451022

**Expenditures - \$6,000**

Fund 212      Cost Center: 3343011000      G/L Account: 540060



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



<b>Agenda Date:</b>	August 3, 2020
<b>Action Required:</b>	Approved Authorization Resolution
<b>Presenter:</b>	Sonny Saxton, Executive Director, Emergency Communications Center
<b>Staff Contacts:</b>	Letitia Shelton, Deputy City Manager
<b>Title:</b>	Charlottesville-U.V.A.-Albemarle County Emergency Communications Center Fund Balance Retention - \$463,074

**Background:**

A 1984 agreement between the County of Albemarle, City of Charlottesville, and University of Virginia, developed the joint Emergency Communications Center. An addendum in 2013, focused on operational, capital, and 800 MHz funding support, stipulated the E.C.C. may retain an additional year-end fund balance that exceeds 25% of the Center's total annual operating budget for alternative purposes, subject to the approval of the Participants.

The F.Y. 2019 year-end settlement process for the Charlottesville-U.V.A.-Albemarle County Emergency Communications Center (E.C.C.) resulted in a fund balance of \$3,061,114, which is \$1,623,074 above 25% of the E.C.C.'s total annual operating budget. Of that amount the City's share would be \$463,074, or 28.5307% of the total amount, which could potentially be returned to the City.

**Discussion:**

The E.C.C. is formally requesting that fund balance exceeding 25% of the E.C.C.'s total operating budget, or \$1,623,074, be retained by the E.C.C. The recommended usage of retained funds would be subject to additional review and approval by the E.C.C. Management Board, of which the City has representation.

The proposed recommended uses of these additional funds include:

F.Y. 21 Unfunded Capital Outlay Requests	\$578,868
Operating Contingency	\$184,255
COVID-19 Community Response and/or Critical Infrastructure	\$859,951

Similar requests have been sent to the other partners, Albemarle County and the University of Virginia, with the Albemarle County Board of Supervisors approving the request at their July 1, 2020 Board of Supervisors meeting.

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

Approval of this agenda item aligns directly with Council’s vision for Charlottesville to be **America’s Healthiest City**. This request also aligns with **Strategic Plan Goal 2: A Healthy and Safe City**, and more specifically Objective 2.3 – Improve community health and safety outcomes by connecting residents with effective resources.

### **Community Engagement:**

N/A

### **Budgetary Impact:**

There is no impact to the City’s F.Y. 21 appropriated budget as no additional funds are being requested. The funds being requested represent the City’s share of unspent funds paid to the E.C.C. as part of the City’s annual contribution in F.Y. 20. These funds would remain in the E.C.C. budget to be expended upon approval by the E.C.C. Management Board.

### **Recommendation:**

Staff recommends approval of the Emergency Communication Center’s request to use F.Y. 2019 surplus funds of \$463,074. Albemarle County received and approved a similar request.

### **Alternatives:**

If this request is rejected, then the Emergency Communications Center would return the City’s share of the fund balance (\$463,074) to the City as a one-time payment. However, the E.C.C. would then return to Council with a future request for the City’s share of the unfunded F.Y. 21 capital outlay costs and potential COVID-19 Community Response costs.

### **Attachments:**

- Resolution
- E.C.C. Request to Retain Funds Letter
- 2013 Addendum to the 1984 Agreement between the County of Albemarle, City of Charlottesville, and University of Virginia, Developing the joint Emergency Communications Center

**RESOLUTION**  
**Authorization of Retention of Fund Balance in Excess of 25% for Charlottesville-UVA-  
Albemarle County Emergency Communications Center**  
\$463,074

**WHEREAS**, the City of Charlottesville, Virginia, entered into an agreement on January 20, 1984, between the County of Albemarle, City of Charlottesville, and University of Virginia, to developed the joint Emergency Communications Center;

**WHEREAS**, an addendum to that agreement in January 2013, focused on operational, capital, and 800 MHz funding support, stipulated the ECC may retain an additional year-end fund balance that exceeds 25% of the Center's total annual operating budget for alternative purposes, subject to the approval of the Participants;

**NOW, THEREFORE BE IT RESOLVED** by the Council of the City of Charlottesville, Virginia, that the sum of \$463,074 be retained by the Charlottesville-UVA-Albemarle County Emergency Communications Center to be used for the purposes approved by the ECC Management Board.



# Charlottesville-UVA-Albemarle County Emergency Communications Center



June 22, 2020

Dear Charlottesville City Council Members,

The Emergency Communications Center (ECC) has been engaged in the pandemic response on multiple fronts. Following local, state, and federal disaster declarations in March, the ECC activated the Emergency Operations Center (EOC) on behalf of the communities served, as outlined in the Regional Emergency Operations Plan. Additionally, the ECC operates and maintains the 9-1-1 system for communities within the City of Charlottesville, County of Albemarle, and University of Virginia.

The EOC is supported by funding from the ECC as well as in-kind contributions, donations, and volunteers. This has placed additional financial strain on the ECC to the point that current and future year capital outlay costs have been under review. While already limiting expenditures to mission critical items, there still exists need for an additional funding source.

A 1984 agreement between the County of Albemarle, City of Charlottesville, and University of Virginia, developed the joint Emergency Communications Center. An addendum in 2013, focused on operational, capital, and 800 MHz funding support, stipulated the ECC may retain an additional year-end fund balance that exceeds 25% of the Center’s total annual operating budget for alternative purposes, subject to the approval of the Participants.

On behalf of the ECC Management Board, I am writing to formally request that fund balance exceeding 25% of the ECC’s total operating budget, or \$1,623,074, be retained by the ECC. Table 4 below provides a recommended usage of retained funds which would be subject to additional review and approval by the ECC Management Board. Per the allocation formula the Participants share for the fiscal year is: Albemarle \$848,134 or 52.2548%; Charlottesville \$463,074 or 28.5307%; University of Virginia \$311,866 or 19.2145%.

The following tables included details regarding the ECC’s FY 19 Audited Fund Balance, current and proposed uses of fund balance, and a recommended use of the fund balance exceeding 25% of the ECC’s total operating budget.

*Table 1: Audited Fund Balance as of June 30, 2019:*

<b>Audited Fund Balance June 30, 2018</b>		<b>\$ 2,772,840</b>
FY 19 Revenues	\$ 5,874,707	
FY 19 Expenditures	\$ (5,586,432)	
Net Change in Fund Balance		\$ 288,274
<b>Audited Fund Balance June 30, 2019</b>		<b>\$ 3,061,114</b>

Table 2: Existing Fund Balance Without Retained Funds

<b>Funds Requested to be Retained by ECC (Exceeding 25%)</b>		
FY 19 Adopted Operating Budget	\$	5,752,162
25% of Operating Budget	\$	1,438,041
Funds Requested to be Retained by ECC (Exceeding 25%)		\$ (1,623,074)
<b>Projected Remaining Fund Balance</b>		<b>\$ 1,438,041</b>

Planned use of existing fund balance leaves all FY 21 capital outlay requests unfunded and minimal operating contingency remaining (< 5%).

Table 3: Planned Use of Existing Fund Balance

<b>Planned Use of Existing Fund Balance</b>		
<b>Projected Remaining Fund Balance</b>		<b>\$ 1,438,041</b>
FY 20 Appropriated Use of Fund Balance		\$ (1,283,864)
Operating Contingency (2.2% of FY 21 Operating Budget)		\$ (154,176)
<b>Projected Remaining Fund Balance</b>		<b>\$ 0</b>

Table 4: Recommended Use of Fund Balance exceeding 25% of ECC's total operating budget

<b>Recommended Use of Fund Balance Exceeding 25% of ECC Total Operating Budget</b>		
<b>Participant Approval to Retain Funds per Addendum #2</b>		<b>\$ 1,623,074</b>
County of Albemarle FY 20 Share - 52.2548%	\$	848,134
City of Charlottesville FY 20 Share - 28.5307%	\$	463,074
Univeristy of Virginia FY 20 Share - 19.2145%	\$	311,866
FY 21 Capital Outlay Requests		\$ (578,868)
Operating Contingency (2.8% of FY 21 Operating Budget)		\$ (184,255)
COVID-19 Community Response and (or) Critical Infrastructure (e.g. EOC, Building, Public Safety Software, Communications)		\$ (859,951)
<b>Projected Remaining Fund Balance</b>		<b>\$ 0</b>

Thank you for considering this request and your continued support of the emergency response system.

Sincerely,



Sonny Saxton, EMT-P, ENP  
Executive Director ECC

Enclosure: ECC Participant Agreement, January 2013.

CC: Rector and Visitors of the University of Virginia  
County of Albemarle Board of Supervisors  
ECC Management Board

**ADDENDUM #2 TO AGREEMENT DATED JANUARY 20, 1984  
BY AND AMONG THE COUNTY OF ALBEMARLE, VIRGINIA,  
THE CITY OF CHARLOTTESVILLE, VIRGINIA, AND  
THE RECTOR AND VISITORS OF THE UNIVERSITY OF VIRGINIA**

This Addendum #2, dated January 1, 2013, to the Agreement dated January 20, 1984, and first amended October 10, 2002, by and among the COUNTY OF ALBEMARLE, VIRGINIA, the CITY OF CHARLOTTESVILLE, VIRGINIA, and the RECTOR and VISITORS of THE UNIVERSITY OF VIRGINIA (collectively referred to as the "Participants").

The Participants agree to the following modifications to the Agreement:

1. Section IV ("Allocation of Costs") is deleted and replaced with the following paragraphs:

a. Operating Costs. Beginning with the fiscal year commencing July 1, 2013, the Management Board shall submit the annual budget request for the Center to each Participant by January 15<sup>th</sup> of each year in a format generally in accordance with the Uniform Financial Reporting System of the Auditor of Public Accounts for the Commonwealth of Virginia. Operating costs will be allocated among the Participants in direct proportion to their respective shares of the percentage of the numbers of calls for service received by the Center. In preparing for the budget for each year, the Management Board shall obtain the actual number of calls received by the Center for the immediately preceding 12 month period of October 1 through September 30. The Management Board shall use such actual call numbers to recompute the allocation formula for each next ensuing fiscal year. The recomputation shall be made as soon after January 1 as possible to make accurate figures available to the Participants for their annual budget. A hypothetical example of the Funding Formula calculated under this section if it had applied to fiscal year 2012-2013 is attached hereto as Exhibit A. The budget shares for the Participants under the formula calculated under this section are set forth on Exhibit B attached hereto.

b. Capital Improvements Costs. Non-recurring capital items for the Center shall be submitted to each Participant as part of its Capital Improvement Plan (CIP). Capital items include (i) land acquisition, and construction of new facilities; (ii) renovations or additions to existing facilities; (iii) major studies such as facility or systems assessments, engineering or feasibility studies related to facility or system needs; and (iv) equipment requirements. Funding for capital items shall be subject to approval by the Participants. The cost for capital items for the Center shall be allocated among the Participants according to their percentage of actual calls to the Center as determined in section IV(a) above for the fiscal year such capital items are approved by a Participant; provided, however, that each Participant's percentage of cost for a capital item shall not be recomputed each year, but shall remain constant for such capital item. By way of example, the Computer Aided Dispatch System (CADS) is a capital item. The cost allocation of the CADS project is based on the cost allocation among the Participants in effect at the time that project was approved by the Participants and shall remain constant throughout such project, notwithstanding the recalculation of allocations for operating costs pursuant to section IV(a) above.

c. 800 MHz System. Notwithstanding paragraphs a and b above, the capital and operational cost allocation of the 800 MHz Public Safety Project (the 800 MHz System) was established by an Agreement dated June 27, 2003 among the Participants, with the cost allocation based on the number of radios used in the 800 MHz System by the Participants and certain third party users. The capital cost allocation of the 800 MHz System shall remain fixed pursuant to the terms of the Agreement dated June 27, 2003. The operational cost of the 800 MHz System shall continue to be recomputed each year allocating the cost to the Participants equal to the percentage of the number of radios used by each Participant in the 800 MHz System. Unless otherwise agreed to, the capital and operational cost for any communications system



which replaces the 800 MHz System will also be allocated among the Participants equal to the percentage of the number of radios used by each Participant in such replacement system.

d. Fund Balance. The Center may retain a year-end fund balance not to exceed twenty-five percent (25%) of the Center's total annual operating budget. The Management Board will, after each fiscal year audit, return to each Participant its share of any carryover funds in excess of those amounts necessary to fund the reserve fund. The return of such funds to each Participant will be prorated using the allocation formula calculated pursuant to section IV(a) above for such fiscal year. In lieu of returning such funds, the Management Board may formally request alternative uses for such carryover funds, subject to the approval of the Participants.

2. Except as amended hereby, the Agreement remains in full force and effect and the Participants hereby ratify and confirm the provisions, terms and conditions set forth in the Agreement and any amendments or addenda thereto.

WITNESS the following signatures.

COUNTY OF ALBEMARLE

Thomas C. Foley  
Thomas C. Foley, County Executive

2/21/13  
Date

Approved as to form:

G. L. P.  
County Attorney

**CITY OF CHARLOTTESVILLE**

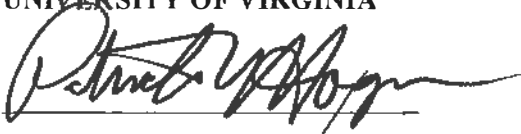
Maurice Jones  
Maurice Jones, City Manager

2-20-13  
Date

Approved as to form:

S. Craig Brown  
City Attorney

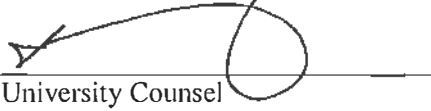
RECTOR AND VISITORS OF THE  
UNIVERSITY OF VIRGINIA



02/27/13

Date

Approved as to form:

  
University Counsel

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



<b>Agenda Date:</b>	August 3, 2020
<b>Action Required:</b>	Resolution
<b>Presenter:</b>	Alex Ikefuna, Director of NDS
<b>Staff Contacts:</b>	Alex Ikefuna, Director of NDS, Brennen Duncan, Traffic Engineer
<b>Title:</b>	Honorary Street Name Designation

**Background:** In the month of June 2020, the Council received two applications for Honorary Street Name Designations pursuant to its 2011 Policy. It also received an Honorary Street Name request via email.

**Discussion:** On July 20, 2020, staff presented the applications and recommended that the City Council consolidate Mr. Gathers' and Ms. Anderson's requests and provide direction to staff. The City Council discussed the three requests and approved staff's recommendation to consolidate the requests and approve the honorary street name. Council voted to designate 7<sup>th</sup> Street N.E., between East Market Street and East Jefferson Street "Black Lives Matter Avenue," and asked staff to present the appropriate resolution(s) at the Council's August 3, 2020 meeting.

**Alignment with City Council's Vision and Priority Areas:** Approval of this agenda item will further the City's commitment to create "a community of mutual respect" by recognizing the important contributions of African-American community members both past and present in the development of the City of Charlottesville. The location map is attached.

**Citizen Engagement:** Although there has not been any formal community engagement process, this agenda item was publicly discussed at the July 20, 2020 City Council meeting.

**Budgetary Impact:** If Council approves this request, it will cost \$748.60 for sign material and fabrication. Installation and on-going maintenance to be completed by City staff.

**Recommendation:** Staff recommends approval of the resolution to give this street an honorary designation of Black Lives Matter Avenue.

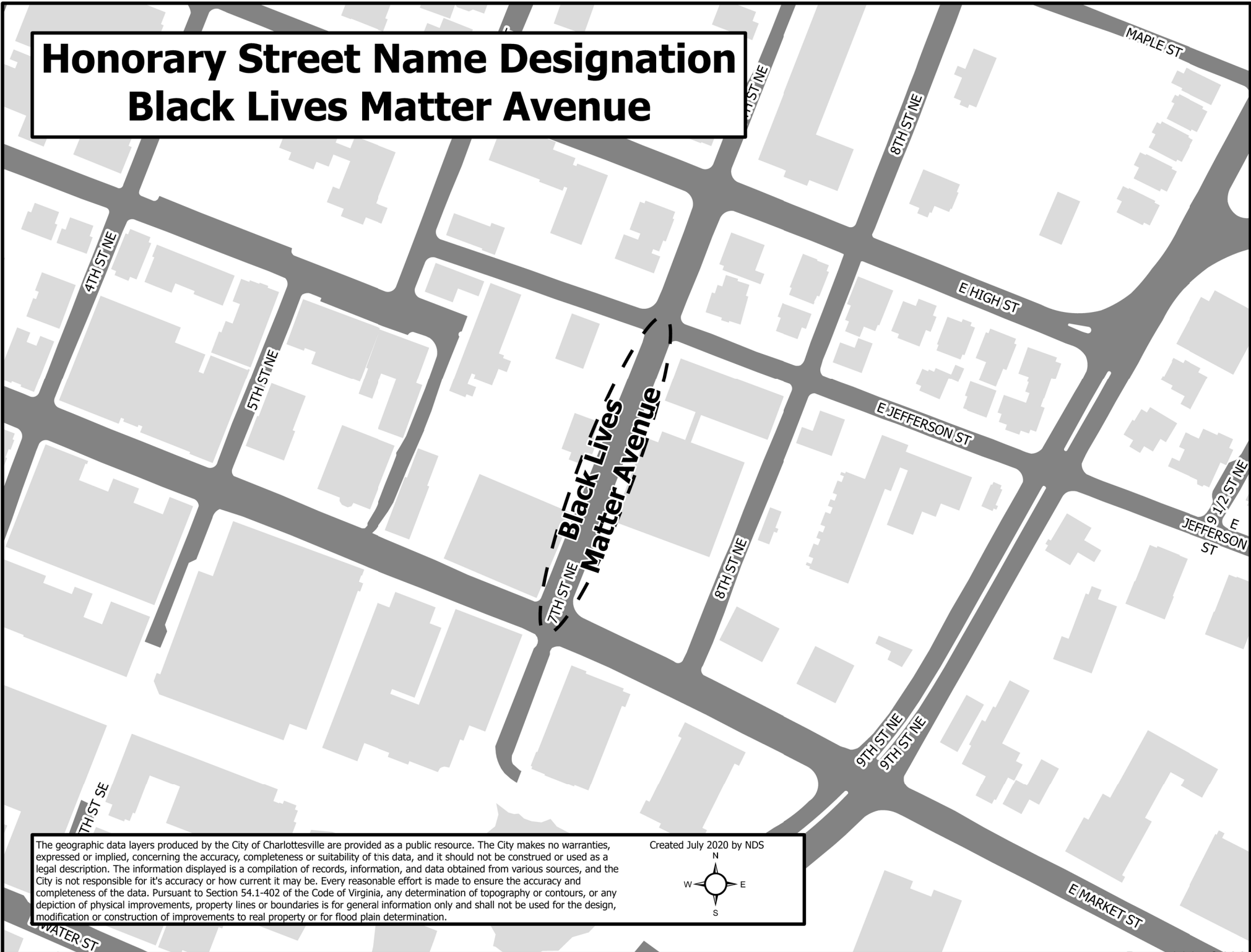
**Alternatives:** Do not make a resolution.

**Attachment:** Resolution and Location Map

**Resolution**  
**Honorary Street Name Designation –**  
**7<sup>th</sup> Street N.E., From East Market Street to East Jefferson Street**

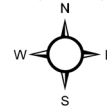
**NOW, THEREFORE BE IT RESOLVED** by the Council of the City of Charlottesville, Virginia that 7<sup>th</sup> Street, N.E., from East Market Street to East Jefferson Street shall be honorary named Black Lives Matter Avenue.

# Honorary Street Name Designation Black Lives Matter Avenue



The geographic data layers produced by the City of Charlottesville are provided as a public resource. The City makes no warranties, expressed or implied, concerning the accuracy, completeness or suitability of this data, and it should not be construed or used as a legal description. The information displayed is a compilation of records, information, and data obtained from various sources, and the City is not responsible for its accuracy or how current it may be. Every reasonable effort is made to ensure the accuracy and completeness of the data. Pursuant to Section 54.1-402 of the Code of Virginia, any determination of topography or contours, or any depiction of physical improvements, property lines or boundaries is for general information only and shall not be used for the design, modification or construction of improvements to real property or for flood plain determination.

Created July 2020 by NDS





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



<b>Agenda Date:</b>	August 3, 2020
<b>Action Required:</b>	Adoption of a Ordinance to Approve a Rezoning
<b>Presenter:</b>	Joey Winter, City Planner – NDS
<b>Staff Contacts:</b>	Joey Winter, City Planner – NDS
<b>Title:</b>	<b>ZM19-00004 – 909 Landonia Circle Rezoning</b>

**Background:**

Mr. Aaron Revere, on behalf of Long Street LLC, has submitted a Rezoning Petition for 909 Landonia Circle (the “Subject Property”). The petition proposes a change in zoning from B-1 Business to B-2 Business with a proffer. The proffer states the following shall not be permitted on the Subject Property: Amusement Center; Auditoriums, Theaters; Bowling Alleys; Clubs, Private; Dry Cleaning Establishments; Movie Theaters; Dance Hall / all night; Pharmacies >1,700 SF, GFA. The Comprehensive Land Use Map for this area calls for Low Density Residential Development.

The owner of the All-American Car Wash located at 1315 Long Street intends to modernize and expand their business which has operated at this location for over 25 years. The All-American Car Wash currently exists on two parcels fronting Long Street (Route 250 Bypass) and contains a self-serve car wash with vacuuming, an automated car wash, and a propane refilling kiosk. The owner purchased the Subject Property in 2019 and intends to expand the car wash use onto the parcel.

The expansion of the car wash onto the Subject Property requires a zoning map amendment since car wash is not a permitted use in the B-1 district. Car wash is a by-right use in the proposed new zoning district (B-2). The proposed use of the expanded All-American Car Wash will be identical to the use at the existing car wash. However, a site plan is not being proffered with this rezoning application so this owner (or any future owner) would theoretically be free to redevelop the Subject Property with a different use in the future. It is important to emphasize that the applicant has indicated that their sole intent is to develop the Subject Property as part of the expanded car wash and no other redevelopment is planned for the property.

**Discussion:**

The 2013 Comprehensive Plan’s Land Use Map indicates that the Subject Property should be the site of Low Density Residential Development which would not be consistent with this proposed rezoning. However, the 2013 Comprehensive Plan directly contradicts the stated intent of both the current zoning district (B-1) and the proposed new zoning district (B-2). Although the 2013 Comprehensive Plan’s Land Use Map calls for Low Density Residential Development in this area, the Subject Property has been zoned for business since 1991.

The change in topography between the Subject Property and the properties to the north and west creates a natural transition from commercial uses along the 250 Bypass and residential uses to the north. When the All-American Car Wash is expanded, the applicant will be required to provide sidewalk improvements along the entire frontage of the Subject Property on Landonia Circle. This will greatly increase pedestrian connectivity between residential areas to the north and west and commercial areas to the southeast. Additionally, a change in zoning from B-1 to B-2 to facilitate the expansion of a locally-owned business will align with the stated goals in Chapter 3 (Economic Sustainability) of the Comprehensive Plan.

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

This project aligns with **CHARLOTTESVILLE CITY COUNCIL VISION – 2025** by contributing to *A Connected Community* (improved pedestrian connectivity on Landonia Circle). A change in zoning from B-1 to B-2 to facilitate the expansion of a locally-owned business will align with the stated goals in *Chapter 3 (Economic Sustainability)* of the **COMPREHENSIVE PLAN**.

**Community Engagement:**

The applicant held a community meeting as required by City Code Sec. 34-41(c)(2) on February 13, 2020 at Burnley-Moran Elementary School. Two members of the public attended the meeting and were generally supportive of the applicant’s plans for the property. On July 14, 2020, the Planning Commission held a joint Public Hearing with City Council. No members of the public spoke in favor of or against this application. Staff has received no written feedback in favor of or opposed to ZM19-00004.

**Budgetary Impact:**

This has no impact on the General Fund.

**Recommendation:**

Staff recommends approval of ZM19-00004. The benefits to pedestrian connectivity, specifically the sidewalk improvements which will be required along Landonia Circle, will benefit nearby residential areas. The applicant has proffered out some of the more intense uses permitted in the proposed new zoning district (B-2). Neighbors have not raised any concerns about rezoning the Subject Property for the purpose of expanding the All-American Car Wash. The proposed zoning change would also contribute to goals of the City’s 2013 Comprehensive Plan related to Economic Sustainability.

The Planning Commission made the following recommendation at their July 14, 2020 meeting: Mr. Solla-Yates moved to recommend approval of ZM19-00004. Mr. Stolzenberg seconded the motion. The motion passed 3 – 2 to recommend approval of ZM19-00004 to City Council, with the following votes recorded:

Mr. Stolzenberg: Yes	Mr. Lahendro: No	Ms. Dowell: Absent
Mr. Solla-Yates: Yes	Ms. Green: No	Mr. Heaton: Absent
Mr. Mitchell: Yes		

During Planning Commission’s discussion of ZM19-00004, Mr. Lahendro and Ms. Green both stated that they liked the applicant’s proposal, but would be voting against a favorable recommendation due to concerns about potential redevelopment of the site as something other than a car wash in the future.

ZM19-00004

**Alternatives:**

City Council has several alternatives:

- (1) By motion(s): amend the attached Ordinance, then move to approve the Ordinance as amended; or
- (2) By motion: deny approval of the Ordinance; or
- (3) By motion: defer any action on the Ordinance.

**Attachment(s):**

A. Ordinance

B. Link to the Staff Report and background information from the July 14, 2020 Planning Commission meeting (Staff Report begins on page 64):

<https://charlottesvilleva.civicclerk.com/web/UserControls/DocPreview.aspx?p=1&aoid=495>

**ORDINANCE**  
**REZONING PROPERTY AT 909 LANDONIA CIRCLE FROM B-1**  
**(BUSINESS/COMMERCIAL) TO B-2 (BUSINESS/COMMERCIAL)**  
**SUBJECT TO A PROFFERED DEVELOPMENT CONDITION**  
**PROHIBITING CERTAIN USES OF THE PROPERTY**

**WHEREAS**, in order to facilitate a specific development project, Long Street, LLC (“Landowner”) has submitted rezoning application ZM19-00004, proposing a change in the zoning classification (“Rezoning”) of approximately 0.6790 acre of land having approximately 378 feet of frontage on Landonia Circle, designated on 2020 City Tax Map 49 as Parcel 79 and referenced as City Real Estate Parcel Identification (“REID”) No. 490079000 (the “Subject Property”), from “B-1” to “B-2”, with said rezoning to be subject to a development condition proffered by Landowner; and

**WHEREAS**, the purpose of the Rezoning is to allow a specific development project (“Project”) as described within the application materials for ZM19-00004, more specifically: modernization and expansion of a car wash business currently located on adjacent property (1315 Long Street, REID No. 490094000 and REID No. 490094100); and

**WHEREAS**, a joint public hearing on the proposed rezoning was conducted by the Planning Commission and City Council on July 14, 2020, following notice to the public and to adjacent property owners, as required by law, and following the joint public hearing, the Planning Commission voted on July 14, 2020 to recommend that City Council should approve the Proposed Rezoning for the Project; and

**WHEREAS**, this City Council has considered the details of the specific Project represented within the Landowner’s application materials for ZM19-00004; has reviewed the NDS Staff Report, public comments, the Planning Commission’s recommendation, and the Comprehensive Plan; and

**WHEREAS**, this Council finds and determines that the public necessity, convenience, general welfare and good zoning practice require the proposed rezoning; that both the existing zoning classification and the proposed zoning classification 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 all of the land designated on 2020 City Tax Map 49 as Parcel 79 (“Subject Property”), containing, in the aggregate approximately 0.6790 acre, from B-1 (Business/Commercial) to R-2 (Business/Commercial), subject to the following proffered development condition

(“Proffer”), which was tendered by the Landowner in accordance with law and is hereby accepted by this City Council:

**Accepted Proffer:**

The use and development of the Subject Property shall be subject to the following development condition voluntarily proffered by the Landowner, which condition shall apply in addition to the regulations otherwise provided within the City’s zoning ordinance:

1. Effective on the date of a rezoning of the Subject Property to the B-2 zoning district classification, all uses allowed in the B-2 zoning district shall be permitted, except for the following uses that will be restricted as shown in Table 1-1, below:

**Table 1-1:**

<b>Use Types:</b>	<b>Proffered to:</b>
Amusement Center	Not allowed
Auditoriums, Theaters	Not allowed
Bowling Alleys	Not allowed
Clubs, Private	Not allowed
Dry Cleaning Establishments	Not allowed
Movie Theaters	Not allowed
Dance Hall / all night	Not allowed
Pharmacies >1,700 SF, GFA	Not allowed

**BE IT FURTHER ORDAINED THAT** the City’s Zoning Administrator shall update the Zoning District Map to reflect the foregoing rezoning of the Subject Property subject to the proffered development conditions.

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



**Agenda Date:** August 3, 2020

**Action Required:** Appropriation

**Presenter:** Jeanette Janiczek, UCI Program Manager

**Staff Contacts:** Marty Silman, Interim Public Works Director  
Tony Edwards, Development Services Manager  
Jeanette Janiczek, UCI Program Manager

**Title:** **Belmont Bridge Replacement Project – Appropriation of \$15,263,257.41**

**Background:** On May 16, 2005, the City entered into an agreement with the Virginia Department of Transportation to participate in the Urban Construction Initiative (“First Cities”) Program (UCI). Through this program, the City is responsible for administering its urban system construction program – design, right-of-way acquisition, utility relocation, and construction. In addition, accounting of the UCI program funds must reconcile with the VDOT six-year plan. This appropriation involves the state, federal and local funds necessary to fund the City’s projects as outlined in the VDOT six-year plan.

Some state funds have been received upfront from the state based on the previously used urban allocation based on the City’s population and size. The remaining state and federal funding, however, must be spent first by the City and is later reimbursed by the Virginia Department of Transportation. Reimbursement requests are submitted to VDOT on a quarterly basis.

**Discussion:** Preliminary Engineering (PE) is the phase of the roadway project “that includes all project initiation and development activities undertaken after its inclusion in the approved State Transportation Improvement Program through the completion of (construction bid submittal). It may include preliminary Right of Way engineering and investigations necessary to complete the environmental document.” Activities include design, plan development, environmental evaluation and public participation process. Right of Way (ROW) is the phase of the roadway project that “includes the work necessary to appraise and acquire project right of way, relocate individuals or businesses, and revise or relocate utilities.” Construction is the phase of the roadway project that includes “the management of all construction activities necessary to ensure the completion of a high quality product meeting all contract specifications, and applicable federal, state, and local laws and regulations.”



To date, \$2,788,170.59 has been received in reimbursement for this project in the preliminary engineering and right of way phases. This appropriation reconciles and applies the remaining federal and state funding allocations previously awarded to the City. Additional local funding is planned for FY21 and FY22 totaling \$7,500,000 which fully funds this project based on the current engineering estimate.

Funding Allocations	Federal	State	Local	<b>GRAND TOTAL</b>
	3,181,234	14,870,194	13,048,615	<b>31,100,043</b>

Available Balance & Projected Capital Improvement Project Budget	Federal	State	Local	
			4,851,572	Available Balance
			5,000,000	Projected CIP FY21
			2,500,000	Projected CIP FY22
			<b>12,351,572</b>	

Past Reimbursements	Federal	State	Local	
	17,314	2,770,857	697,043	
	<b>17,314</b>	<b>2,770,857</b>	<b>697,043</b>	

Current Appropriation	Federal	State	Local	
	<b>3,163,920</b>	<b>12,099,337</b>		

**Current Status:** The Belmont Bridge Replacement project is currently in the Right of Way phase acquiring necessary property rights to construct the improvements as well as design of relocation of private utilities. Final design has been reviewed by City Staff as well as the Virginia Department of Transportation and comments are being addressed. Final Construction Documents, including revised final plans addressing comments, is under development with a planned advertisement date of Fall 2020.

**Alignment with City Council’s Vision Areas and Strategic Plan:** Approval of this agenda item upholds the City’s commitment to create “a connected community” by improving upon our existing transportation infrastructure. In addition, it would contribute to Goal 2 of the Strategic Plan, Be a safe, equitable, thriving, and beautiful community; Objectives 2.3. Provide reliable and high quality infrastructure and 2.6. Engage in robust and context sensitive urban planning.

**Community Engagement:** There has been significant engagement throughout project planning through a Steering Committee, project specific public meetings, coordination with City boards/commissions and public surveys. A Design Public Hearing was held on May 24, 2018 and its results were accepted by City Council on July 16, 2018. A Certificate of Appropriateness was granted by the Board of Architectural Review on August 20, 2019. A Citizen Information Meeting will be advertised and held in the coming months to discuss maintenance of traffic for both vehicles and pedestrians, construction schedule and sequencing. Progress reports, future traffic notices as well as historical meeting information can be found on [www.belmontbridge.org](http://www.belmontbridge.org).

**Budgetary Impact:** None. Appropriation is composed of the remaining state and federal allocations that are reimbursed once expended. Local funds were previously approved and funded through the CIP from FY03 to FY21 with a planned contribution in FY22.

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

**Alternatives:** N/A

**Attachments:** Appropriation

**APPROPRIATION**  
**Belmont Bridge Replacement Project –**  
**\$15,263,257.41**

**WHEREAS**, a total of \$3,163,920.41 in federal funds for the Belmont Bridge Replacement project requires appropriation;

**WHEREAS**, a total of \$12,099,337 in state funds for the Belmont Bridge Replacement project requires appropriation;

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

**Revenues**

<b>\$3,163,920.41</b>	Fund: 426	WBS: P-00436	G/L Account: 430120
<b>\$12,099,337</b>	Fund: 426	WBS: P-00436	G/L Account: 430080

**Expenditures**

<b>\$3,163,920.41</b>	Fund: 426	WBS: P-00436	G/L Account: 599999
<b>\$12,099,337</b>	Fund: 426	WBS: P-00436	G/L Account: 599999