

<p style="text-align: center;">ACTIONS Board of Supervisors Meeting of November 14, 2018</p>		
		November 16, 2018
<u>AGENDA ITEM/ACTION</u>	<u>ASSIGNMENT</u>	<u>VIDEO</u>
1. Call to Order. <ul style="list-style-type: none"> Meeting was called to order at 2:01 p.m., by the Chair, Ms. Mallek. All BOS members were present. Also present were Greg Kamptner, Claudette Borgersen, Travis Morris and Jeff Richardson. 		
2. Action Item: Project Knight Rider. <ul style="list-style-type: none"> By a vote of 6:0, ADOPTED Resolution to approve the Letter of Intent and the Term Sheet pertaining to the business expansion of Perrone Robotics, Inc. 	<u>Clerk:</u> Forward copy of signed resolution to Economic Development and the County Attorney's office. (Attachment 1)	
At 2:09 p.m. the meeting continued in the County Office Building parking lot for the Economic Development announcement.		
3. ZMA201500007 – Brookhill Proffer Amendments. <ul style="list-style-type: none"> By a vote of 6:0, APPROVED request to waive the requirement of a public hearing. 		
4. ZTA 2017-01 Transient Lodging (aka Home Stays). <ul style="list-style-type: none"> DIRECTED staff to schedule a work session with the Planning Commission and draft the ordinance. 	<u>Bart Svoboda:</u> Proceed as directed.	
5. Biscuit Run Master Plan. <ul style="list-style-type: none"> DIRECTED staff to schedule a public hearing to consider the approval of the master plan. 	<u>Clerk:</u> Schedule on future agenda and advertise in Daily Progress.	
6. Closed Meeting. <ul style="list-style-type: none"> At 5:04 p.m., the Board went into Closed Meeting pursuant to Section 2.2-3711(A) of the Code of Virginia: Under Subsection (1), to discuss and conduct the annual performance review of the County Executive; and Under Subsection (3), to discuss and consider the disposition of real property in the City of Charlottesville related to court facilities, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the County; and Under Subsection (6), to discuss and consider the investment of public funds for infrastructure improvements in Crozet, and broadband deployment within a public utility's service area in the County, where bargaining is involved and where, if made public initially, would adversely affect the financial interest of the County; and Under Subsection (8), to consult with and be briefed by legal counsel and staff regarding 		Link to video

	specific legal matters requiring legal advice relating to the negotiation of an agreement for, and the possible relocation of, court facilities.		
7.	<p>Certify Closed Meeting.</p> <ul style="list-style-type: none"> At 6:12 p.m., the Board reconvened into open meeting and certified the closed meeting. 		
11.	<p>Adoption of Final Agenda.</p> <ul style="list-style-type: none"> Diantha McKeel requested to add to the final agenda under <i>From the Board: Committee Reports and Matters Not Listed on the Agenda</i> a discussion regarding adding local authority for decisions about statues and monuments to the legislative packet. By a vote of 6:0, ADOPTED the final agenda as amended. 		
13.	<p>Brief Announcements by Board Members.</p> <p><u>Ned Gallaway:</u></p> <ul style="list-style-type: none"> Announced a community open house at Woodbrook Elementary School on November 19, 2018 from 6:30 p.m. – 7:30 p.m. <p><u>Diantha McKeel:</u></p> <ul style="list-style-type: none"> Read an excerpt from and editorial in the <i>Richmond Times</i> by Governor Northam regarding the press. <p><u>Rick Randolph:</u></p> <ul style="list-style-type: none"> Noted that Governor Northam spoke in Hot Springs VA about the challenges of broadband access in Virginia and encouraged citizens to write to the General Assembly. <p><u>Norman Dill:</u></p> <ul style="list-style-type: none"> Announced that Albemarle County received the Virginia Green Governance Award. <p><u>Ann Mallek:</u></p> <ul style="list-style-type: none"> Mentioned the book <i>Welcome to the Country</i>. 		
14.	<p>From the Public: Matters Not Listed for Public Hearing on the Agenda.</p> <ul style="list-style-type: none"> <u>The following individuals spoke in regards to access to affordable housing:</u> <ul style="list-style-type: none"> Michael Firkaly Vicki Bravo Sarah Kelly Sharon Utz Mary Jane Pudhorodsky Ken Horne <u>The following individuals spoke in regards to the confederate statue on Albemarle County property:</u> <ul style="list-style-type: none"> Nancy Carpenter David Plunkett Matthew Christensen Rebecca Berlin Matthew Owens 		

	<ul style="list-style-type: none"> • Andrea Douglas • Don Gathers • Rob Orlando • Tom Oliver spoke in support of additional funding for storm water maintenance 		
15.1	<p>Fiscal Year 2019 County of Albemarle and State Health Department Local Government Agreement.</p> <ul style="list-style-type: none"> • ADOPTED Resolution to approve the FY 19 County of Albemarle and State Health Department Local Government Agreement and AUTHORIZED the County Executive to execute that Agreement after it is approved as to form by the County Attorney. 	Clerk: Forward copy of signed resolution to County Attorney's office. (Attachment 2)	
15.2	<p>Yancey School Community Center: Memorandum of Agreement with JABA.</p> <ul style="list-style-type: none"> • ADOPTED Resolution approving the Memorandum of Agreement. 	Clerk: Forward copy of signed resolution to Facilities and Environmental Services and County Attorney's office. (Attachment 3)	
15.3	<p>Yancey School Community Center Memorandum of Agreement with PVCC.</p> <ul style="list-style-type: none"> • ADOPTED Resolution approving the Memorandum of Agreement. 	Clerk: Forward copy of signed resolution to Facilities and Environmental Services and County Attorney's office. (Attachment 4)	
15.4	<p>Ordinance to Amend County Code Chapter 8, Licenses.</p> <ul style="list-style-type: none"> • SET public hearing to consider adoption of the attached proposed ordinance on February 13, 2019. 	Clerk: Schedule on February 13, 2019 agenda and advertise in Daily Progress.	
15.5	<p>SDP201800036 Oak Hill Convenience Store - Special Exception to Disturb Buffers.</p> <ul style="list-style-type: none"> • ADOPTED Resolution to approve the Special Exception to permit disturbance of the buffers. 	Clerk: Forward copy of signed resolution to Community Development and County Attorney's office. (Attachment 5)	
15.6	<p>Resolution to accept road(s) in the Old Trail Upper Ballard Field Subdivision into the State Secondary System of Highways.</p> <ul style="list-style-type: none"> • ADOPTED resolution. 	Clerk: Forward copy of signed resolution to Community Development and County Attorney's office. (Attachment 6)	
16.0	<p>Community Remembrance Project Update.</p> <ul style="list-style-type: none"> • DIRECTED staff to: <ol style="list-style-type: none"> 1. Proceed with development and implementation of the proposed Community Remembrance Projects 2. Present an appropriation request for funding of these projects, not to exceed a total of \$50,000, at a future date 	Siri Russell: Proceed as Directed	
17.	<p>Pb. Hrg.: SP20180004 – Peabody School.</p> <ul style="list-style-type: none"> • By a vote of 6:0, ADOPTED the resolution, as amended, to approve the special use permit. 	Clerk: Forward copy of signed resolution to Community Development and County Attorney's office. (Attachment 7)	
	<p>Recess. At 8:21 p.m., the Board recessed and reconvened at 8:34 p.m.</p>		

18.	<u>Pb. Hrg.: SP201800007 – 1895 Avon Street Extended.</u> <ul style="list-style-type: none"> By a vote of 6:0, ADOPTED Resolutions to approve SP201800007. By a vote of 6:0, ADOPTED Resolution to approve the Special Exception request with conditions as contained therein. 	<u>Clerk:</u> Forward copy of signed resolution to Community Development and County Attorney's office. (Attachment 8) (Attachment 9)	
19.	<u>Pb. Hrg.: SP201800008 – 1895 Avon Street Extended – Detailing.</u> <ul style="list-style-type: none"> By a vote of 6:0, ADOPTED Resolutions to approve SP201800008. 	<u>Clerk:</u> Forward copy of signed resolution to Community Development and County Attorney's office. (Attachment 10)	
20.	<u>Pb. Hrg.: SP201800010 – Art Studio.</u> By a vote of 6:0, ADOPTED Resolution to approve SP201800010 with conditions.	<u>Clerk:</u> Forward copy of signed ordinance to Community Development and County Attorney's office. (Attachment 11)	
21.	From the Board: Committee Reports and Matters Not Listed on the Agenda. <u>Diantha McKeel:</u> <ul style="list-style-type: none"> Requesting adding language to the Albemarle County Legislative Package to give controlling Authority over County Property to the County. CONSENSUS to add item to the legislative package. <u>Ann Mallek:</u> <ul style="list-style-type: none"> Mentioned that funding is complete for renovation of the Blue Ridge Tunnel. <u>Liz Palmer:</u> <ul style="list-style-type: none"> Provided a Rivanna Water and Sewer Authority update. <u>Norman Dill:</u> <ul style="list-style-type: none"> Mentioned the need for affordable housing in Albemarle County. 		
22.	From the County Executive: Report on Matters Not Listed on the Agenda. <ul style="list-style-type: none"> Trevor Henry thanked the Board for holding the Veterans Day ceremony at the County Office Building and thanked Ms. Palmer, Mr. Gallaway and Ms. McKeel for attending the ceremony. 		
23.	Adjourn to December 4, 2018, 9:00 a.m., Room 241. <ul style="list-style-type: none"> The meeting was adjourned at 10:11 p.m. 		

ckb/tom

Attachment 1 – Resolution to Approve the Letter of Intent and the Term Sheet Pertaining to the Business Expansion of Perrone Robotics, Inc.

Attachment 2 – Resolution to Approve the FY19 Agreement Between the County of Albemarle and the Commonwealth of Virginia Department of Health

Attachment 3 – Resolution Approving a Memorandum of Agreement Between the County of Albemarle and the Jefferson Area Board for Aging

Attachment 4 – Resolution Approving a Use Agreement Between the County of Albemarle and Piedmont Virginia Community College

Attachment 5 – Resolution to Approve Special Exception for SDP 2018-36 Oak Hill Convenience Store

Attachment 6 – Resolution to Add the Street(S) in Old Trail Upper Ballard Field,

Attachment 7 – Resolution to Approve SP 2018-04 Peabody School

Attachment 8 – Resolution to Approve SP 2018-07 1895 Avon Street Extended (Albemarle Limousine)
Attachment 9 – Resolution to Approve SP 2018-08 1895 Avon Street Extended (Virginia Auto Detailing)
Attachment 10 – Resolution to Approve SP Special Exception to Modify Minimum Yard Requirements for 1895
Avon Street Extended
Attachment 11 – Resolution to Approve SP 2018-10 Art Studio (Painting)

**RESOLUTION TO APPROVE THE LETTER OF INTENT AND THE TERM SHEET
PERTAINING TO THE BUSINESS EXPANSION OF PERRONE ROBOTICS, INC.**

WHEREAS, the Board of Supervisors finds that it is in the best interest of the County to support the Letter of Intent attached hereto and the Term Sheet pertaining to the business expansion of Perrone Robotics, Inc.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of Albemarle County, Virginia hereby approves the above-referenced Letter of Intent and the Term Sheet and authorizes the Chair to sign the Letter of Intent on behalf of the County once it has been approved as to substance and form by the County Attorney; and

BE IT FURTHER RESOLVED that a performance agreement implementing the Term Sheet be presented to the Board for its consideration and action on or before its regular meeting on December 5, 2018.

[PERRONE ROBOTICS LETTERHEAD]

October __, 2018

The Board of Supervisors of Albemarle County
401 McIntire Road
Charlottesville, VA 22902

JAUNT, Inc.
104 Keystone Place
Charlottesville, VA 22902-6200

Re: Autonomous Shuttle Program

Ladies and Gentlemen:

This letter of intent ("**LOI**") by and among the County of Albemarle, Virginia (the "**County**"), JAUNT, Inc. ("JAUNT") and Perrone Robotics, Inc. ("**Perrone Robotics**") sets forth the understanding of the parties relating to an autonomous shuttle development, testing, operation and services program (the "**Program**") and the principles and understandings on the basis of which the parties will proceed to organize and plan the Program and negotiate the proposed agreement(s) among the parties under which the parties will implement and operationalize the Program.

PREAMBLE:

- A. The County, through its Economic Development Authority and its Economic Development Office, desires to promote economic development and existing business expansion within the County, and to support Perrone Robotics in its growth and desire to be anchored in the County;
- B. The County, as part of its Comprehensive Plan, desires to (i) alleviate traffic congestion in its urban areas and in the region, (ii) offer its residents environmentally clean modes of transportation, and (iii) minimize capital expenditures on garages and other transportation infrastructure;
- C. Perrone Robotics, with headquarters in Crozet, Virginia, has created high-skill jobs in the County, has developed and is commercializing its autonomous software platform for use in autonomous vehicles ranging from cars and SUVs made by premium brand car manufacturers to one of the world's largest surface mining trucks to small, mobile robots for personal and professional use;
- D. Perrone Robotics desires to develop and launch an autonomous shuttle service for County residents in collaboration with JAUNT and through a public service corporation or another appropriate entity (collectively, the "PSC") to be formed by the County, either alone or jointly with another eligible entity;
- E. JAUNT has provided transit shuttles in the County and other neighboring localities for over 40 years, and has substantial experience with operating a shuttle service;
- F. JAUNT desires to participate in a pilot autonomous shuttle program to, among other things, conduct research on the benefits of such a program to the communities and localities it serves, to achieve cost savings on future testing and launching of autonomous transit services in all the localities it serves, to understand and implement risk mitigation strategies for such autonomous transit services, promote public safety, and to eventually launch a commercial autonomous shuttle service in the County and other neighboring localities that it serves.
- G. The parties desire to enter into this letter of intent to, among other things, memorialize their understanding and agreement regarding a phased approach and planning for the Program, including the following: (i) development of a communications plan for the Program, (ii) the development and funding of autonomous shuttle for use in Crozet, Virginia and potentially elsewhere in the County, (iii) the pilot testing of a shuttle at Perrone Robotics' facility and on mutually agreed upon routes in Crozet, Virginia, (iv) the exploration of further launches of pilot projects for autonomous shuttles elsewhere in the County and in other localities served by JAUNT, (v) the potential retrofit of a JAUNT van to operate autonomously and pilot launches of such van on mutually agreed upon routes in the localities served by JAUNT, (vi) the solicitation of community feedback and advice on the Program, (vii) the coordination of a shuttle unveiling and

launch event involving press and VIPs to help draw attention to the Program, (viii) coordination of meetings among the parties and additional invited parties to discuss broader rollout and expansion of the Program using a phased approach, and (ix) the collection of data and refinement of the knowledge base regarding autonomous transit so that, in future phases of the Program, the parties can collaboratively seek funding from state and Federal sources of funding for the PSC's autonomous shuttle services in the localities served by it.

Subject to the conclusion of definitive documentation and the satisfaction of certain conditions set forth below, we propose that the parties proceed in accordance with the following principles and understandings:

1. Approval of Program; Public Announcement. The Board of Supervisors of the County has approved the issuance of a press release contemporaneously with the execution of this LOI, which release is attached hereto as Exhibit 1. The Board of Directors of Perrone Robotics has been briefed regarding the Project and has authorized the company's management to pursue it. The Board of Directors of JAUNT has been briefed regarding the Project and has authorized the company's management to pursue it. The parties intend to hold a press conference on November 14, 2018 regarding the Program.
2. Development, Funding and Testing of Autonomous Electric Shuttles.
 - a. The parties contemplate that Perrone Robotics will develop an autonomous electric shuttle, based on a Polaris Gem or other similar vehicle.
 - b. The initial testing of such shuttle will be done at Perrone Robotics test track facility in Crozet, Virginia. Once the safety and operational aspects of the shuttle have been tested, the parties contemplate that initial trial runs of the shuttle will be conducted, with the professional safety-trained driver on board, or on a mutually agreed upon route in and around Crozet, Virginia.
 - c. The parties will then consider other routes for the shuttle in and around Crozet, Virginia, with the contemplation that, once tested, the PSC would operationalize the shuttle service with the collaboration and assistance of JAUNT and Perrone Robotics.
 - d. Other related projects may include the retrofit of the JAUNT van by Perrone Robotics so that it can operate autonomously initially on Perrone Robotics' test track, and then eventually on existing and future JAUNT van routes.

- e. The parties contemplate that, at the end of the initial phase of the shuttle launch, there may be a significant number of autonomous electric-powered shuttles, autonomous gas-powered JAUNT vans and/or electric-powered buses..

3. Community Feedback; Advisory Committee; Data Collection and Knowledge Transfer; Risk Mitigation.

- a. The PSC will work with key stakeholders in the County to seek feedback regarding the testing, adoption and use of the shuttle, and the future launch of additional shuttles throughout the County. Such feedback will be shared freely with the parties to this LOI, with appropriate confidentiality safeguards.
- b. The PSC Board of Directors will be drawn from the business, technical and academic communities that have a stated interest in the adoption and commercialization of autonomous shuttle service in the County and beyond.
- c. The PSC and the parties to this LOI will also gather data regarding, among other things, usage of the shuttle, traffic flows and congestion, weather conditions, risk mitigation strategies, feasibility of other shuttle routes, energy usage, repair and maintenance costs and the like to further improve and refine transportation services within the County using autonomous shuttles.
- d. The parties intend that JAUNT, Perrone Robotics and the County will be held harmless by the PSC for any acts and omissions of employees or other resources that may be provided by JAUNT to the PSC. Further, the PSC will have insurance coverage reasonably commensurate with its risk profile from national insurance carriers so as to minimize risk to JAUNT, the County and Perrone Robotics.
- e. The parties will meet periodically during the first phase of the Program, and with the knowledge base and experience gained through the phase, plan for and collaboratively approach state and Federal sources of funding for the PSC, Perrone Robotics and JAUNT to pursue broader autonomous transit services in the localities they serve.
- f. An objective of the Program is for JAUNT to manage its existing obligations while supporting its entry into the operation and servicing of autonomous shuttle service in the localities it serves, with the further goal that the knowledge base and experience of JAUNT from the initial phase of the Program will benefit transit services in all the localities it serves.

- g. In order to achieve efficiencies and conserve resources, the initial autonomous shuttle pilot will be run principally on weekends, with limited schedules during the weekdays. It is anticipated that Perrone Robotics and the PSC will handle the operational and scheduling aspects of the Program, in coordination with JAUNT, and that JAUNT would provide support for the PSC and Perrone Robotics' operation of the Program.. It is further anticipated that two (2) full-time safety-trained drivers, trained by Perrone Robotics and JAUNT, will participate in the pilot phase of the Program.

4. Budget; Timeline and Future Phases; Clawback.

- a. The parties contemplate that the cost of a single shuttle for the first phase of the Program will be as set forth in Exhibit 2. The County, through its Economic Development Authority, will grant to Perrone Robotics funds by not later than December 5, 2018, in the amount of \$238,000.00, subject to the terms and conditions of a separate performance agreement entered into among the County, the County's Economic Development Authority, and Perrone Robotics. JAUNT has received approval from its Board of Directors to participate in the Program, with cash and in-kind contributions as set forth in Exhibit 2. Perrone Robotics will be making cash and in-kind contributions and providing services at a discount as set forth in Exhibit 2.
- b. The performance agreement among the County, the Economic Development Authority, and Perrone Robotics will include clawback provisions to ensure that the public receives economic development value from the grant of public funds.
- c. The parties further contemplate that the schedule for the development, testing and launch of the Program will be in accordance with the timeline set forth in Exhibit 3.

5. Term. The term of the LOI will be two (2) years, unless earlier terminated by agreement of all parties.

6. Confidentiality. JAUNT and Company have previously executed that certain Confidentiality Agreement, dated as of June 22, 2018 ("**Confidentiality Agreement**"). Each of JAUNT and Perrone Robotics hereby affirms that the provisions of the Confidentiality Agreement continue to apply, and in particular to the contents of this LOI and the discussions related thereto. The County has also agreed to follow its normal protocols and processes regarding confidentiality of certain details of the Program, subject to applicable laws relating to governmental disclosures of information, including the Freedom of Information Act.

7. Other Standard Terms. The definitive development, supply and services agreement between the PSC and Perrone Robotics will contain standard terms, conditions, representations,

warranties, indemnities and other provisions customary and appropriate to a transaction of this type. The intention of the parties is for the PSC to be lawfully created on or before March 1, 2019

8. Diligence on Program. The parties agree to work diligently towards the fulfilment of the goals and objectives for the Program set forth in this LOI.

9. Governing Law. This letter of intent shall be governed by and construed in accordance with the laws of the Commonwealth of Virginia without giving effect to its principles of conflict of laws.

10. Binding Effect. This letter of intent is non-binding, with the exception of paragraphs 6, 9 and this paragraph 10, which will be fully binding upon all parties.

We believe that the parties can work expeditiously to move forward with definitive agreements to implement the principles outlined in this LOI. We look forward to working with you.

Sincerely,

Paul J. Perrone
Founder/CEO

ACCEPTED & AGREED TO:

COUNTY OF ALBEMARLE, VIRGINIA

Ann H. Mallek, Chair
Board of County Supervisors

ACCEPTED & AGREED TO:

JAUNT, INC.

Brad Sheffield
Chief Executive Officer

EXHIBIT 1

PRESS RELEASE

EXHIBIT 2**BUDGET**

Cost Items	Cost
<u>Parts</u>	
Polaris GEM e6 NEV Package	\$23,982
Solar Panels	\$3,750
Autonomy Hardware (sensors, electronics, mechanical)	\$96,920
NEV and Hardware Handling (10% markup of parts)	\$12,465
Software Licensing & Warranty Charge	\$15,194
Vehicle Logos	\$3,000
Parts - Total	\$155,312
<u>Labor</u>	
Autonomy Outfit and Testing - Raw Direct Labor Cost (Engineering/Tech/Test)	\$116,968
Autonomy Outfit and Testing - Project Management, Overhead, & Markup	\$177,059
Operations Management	\$17,129
Primary Safety Driver Operations	\$74,225
Backup Safety Driver Operations	\$7,422
Maintenance Operations	\$9,278
Communications & PR	\$6,552
Labor Total	\$408,633
<u>Insurance/Legal</u>	
Insurance Premium (6 month estimate)	\$25,000
PSC Formation	\$7,644
Insurance/Legal Total	\$32,644
Total Program Cost	\$596,589

Contributions	Cost	Entity
<u>In-Kind Contributions</u>		
NEV and Hardware Handling (10% markup of parts)	\$12,465	PRI
Software Licensing & Warranty Charge	\$15,194	PRI
Autonomy Outfit and Testing - Project Management, Overhead, & Markup	\$177,059	PRI
Operations Management	\$17,129	PRI/JAUNT
Primary Safety Driver Operations	\$74,225	JAUNT
Backup Safety Driver Operations	\$7,422	PRI
Maintenance Operations	\$9,278	PRI

Communications & PR	\$6,552	PRI
PSC Formation	\$7,644	PRI
In-Kind Contribution Total	\$326,969	

Cash Contributions

Polaris GEM e6 NEV Package	\$23,982	PRI
Vehicle Logos	\$3,000	PRI
Insurance Premium (6 month estimate)	\$25,000	JAUNT
Cash Contribution Total	\$51,982	

Total In-Kind/Cash Contributions	\$378,951
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Net Remaining	\$217,638
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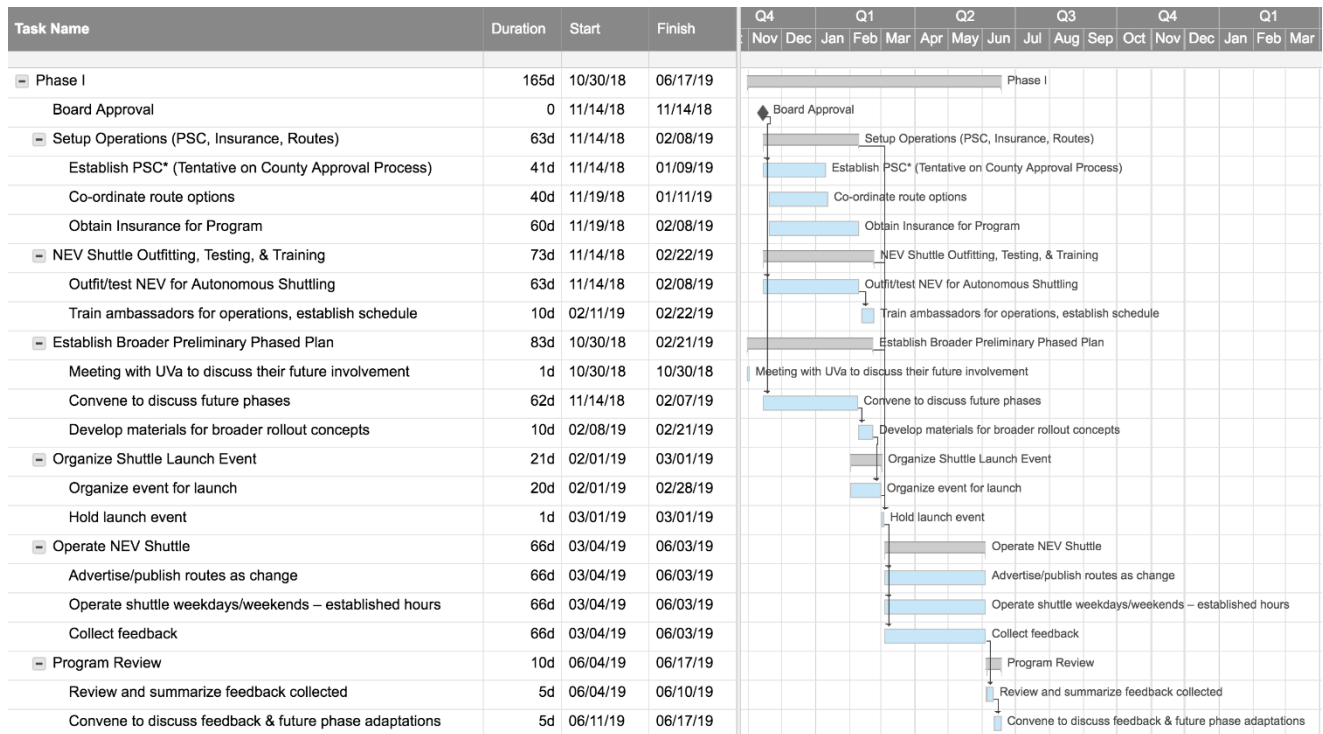
Albemarle County Funding

Solar Panels	\$3,750	County
Autonomy Hardware (sensors, electronics, mechanical)	\$96,920	County
Autonomy Outfit and Testing - Raw Direct Labor Cost (Engineering/Tech/Test)	\$116,968	County
Total County Funding	\$217,638	

Summary

Perrone Robotics - Total In-Kind/Cash Contributions	\$271,162
JAUNT - Total In-Kind/Cash Contributions	\$107,789
Albemarle County Funding	\$217,638

EXHIBIT 3
SCHEDULE
PHASE 1



Term Sheet: Perrone Robotics, Inc.

Parties:

County of Albemarle, Albemarle County Economic Development Authority, Perrone Robotics, Inc.

Purposes:

Provide a grant to Perrone for the purpose of promoting economic development by funding a project which may enable Perrone to expand its business and anchor them in Albemarle County. This project is also intended to inform County staff about impacts to long term plans, such as the Comprehensive Plan, the CIP, and the future built environment.

Project:

The project is composed of a 3-month setup, followed by a safety review prior to a 3-month pilot program by Perrone, in collaboration with JAUNT, to ultimately launch an autonomous shuttle service for County residents through a public service corporation or another appropriate entity. The setup and testing phases of the project includes Perrone acquiring an appropriate shuttle vehicle, equipping the vehicle with appropriate equipment to operate autonomously, and testing the vehicle at Perrone's test track facility in Crozet. Once the safety and operation aspects of the shuttle vehicle have been tested, initial trial runs will be conducted with a professional safety-trained driver on board as supplied by JAUNT, on one or more routes in and around Crozet. The pilot phase of the project includes the shuttle vehicle transporting members of the public on one or more selected routes in the Crozet area. Perrone will agree to donate the vehicle to the County, or the public service corporation or other entity created by the County.

County/EDA

Funding:

\$238,000.00 total funding

Legal Authority:

Virginia Code §§ 15.2-1205 (County) (power to give funds to any County-created authority), 15.2-4905(13) (EDA) (power to make grants to a business for the purposes of promoting economic development).

Mechanism:

Funds will be transferred from the County's Economic Development Fund to the EDA, which will then transfer the funds to Perrone as provided by law and in conjunction with a performance agreement among the County, the EDA, and Perrone.

Project Period:

The project period is expected to begin when the funds are transferred to Perrone, estimated to be not later than December 5, 2018, and will conclude by June 17, 2019.

Perrone

Obligations

<u>and Milestones:</u> 2019	1. Complete setup operations (insurance, routes)	February 8, 2019
	2. Complete NEV shuttle outfitting, testing, and training	February 22, 2019
	3. Complete establishing broader preliminary phased plan	February 21, 2019
	4. Shuttle launch event	On or about March 1,
	5. Complete NEV shuttle operation period	On or about June 3, 2019
	6. Complete project review	On or about June 17, 2019

County/EDA

Obligations

<u>and Milestones:</u>	1. Transfer funds to Perrone (by not later than) Create a public service corporation or other lawful entity	December 12, 2018 March 1, 2019	2.
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<u>Clawbacks:</u>	1. Failure to launch NEV shuttle operation attributable to PRI	\$238,000.00
	2. NEV shuttle operation period less than full 92-day period	\$2,587.00 per day
	3. Failure to maintain headquarters in Albemarle County for three years after the date of the agreement	\$238,000.00

Document: The elements of this term sheet will be incorporated into a single performance agreement among the parties.

ATTACHMENT 2

**RESOLUTION TO APPROVE THE FY19 AGREEMENT
BETWEEN THE COUNTY OF ALBEMARLE AND
THE COMMONWEALTH OF VIRGINIA DEPARTMENT OF HEALTH**

WHEREAS, the Board finds it is in the best interest of the County to enter into an Agreement with the Commonwealth of Virginia Department of Health for the operation of the local Thomas Jefferson Health District Health Department.

NOW, THEREFORE, BE IT RESOLVED that, pursuant to Virginia Code § 32.1-31, the Board of Supervisors of Albemarle County, Virginia hereby approves the FY 19 Agreement between the County of Albemarle and the Commonwealth of Virginia Department of Health and authorizes the County Executive to execute it on behalf of the County after it is approved as to form by the County Attorney.

**RESOLUTION APPROVING A MEMORANDUM OF AGREEMENT
BETWEEN THE COUNTY OF ALBEMARLE
AND THE JEFFERSON AREA BOARD FOR AGING**

WHEREAS, the Board finds it is in the best interest of the County to allow the Jefferson Area Board for Aging to occupy a portion of the space at the former Yancey Elementary School, located at 7625 Porters Road, Esmont, VA 22937 (TMP 128A2-00-00-01800).

NOW, THEREFORE, BE IT RESOLVED that the Albemarle County Board of Supervisors hereby authorizes the County Executive to execute a Memorandum of Agreement between the County of Albemarle and the Jefferson Area Board for Aging to allow JABA's occupancy of the designated space, once the Agreement has been approved as to substance and form by the County Attorney.

**RESOLUTION APPROVING A USE AGREEMENT
BETWEEN THE COUNTY OF ALBEMARLE
AND PIEDMONT VIRGINIA COMMUNITY COLLEGE**

WHEREAS, the Board finds it is in the best interest of the County to allow Piedmont Virginia Community College (PVCC) to occupy a portion of the space at the former Yancey Elementary School, located at 7625 Porters Road, Esmont, VA 22937 (TMP 128A2-00-00-01800).

NOW, THEREFORE, BE IT RESOLVED that the Albemarle County Board of Supervisors hereby authorizes the County Executive to execute a Use Agreement between the County of Albemarle and PVCC to allow PVCC's occupancy of the designated space, once the Agreement has been approved as to substance and form by the County Attorney.

**RESOLUTION TO APPROVE SPECIAL EXCEPTION
FOR SDP 2018-36 OAK HILL CONVENIENCE STORE**

WHEREAS, the owner of Tax Map and Parcel Number 07600-00-00-052L0 filed a request for a special exception to waive the requirements of County Code § 18-21.7(c) to disturb two required 20 foot undisturbed buffers adjacent to a residential district in conjunction with SDP 2018-36 Oak Hill Convenience Store as depicted on the pending plans under review by the County's Department of Community Development; and

WHEREAS, Albemarle County Code § 18-21.7(c) requires the maintenance of a 20 foot undisturbed buffer zone adjacent to any residential district, which may be waived by special exception.

NOW, THEREFORE, BE IT RESOLVED that, upon consideration of the foregoing, the executive summary and staff report prepared in conjunction with the application, all of the factors relevant to the special exception in County Code §§ 18-21.7(c) and 18-33.49, and the information provided at the Board of Supervisors' meeting, the Albemarle County Board of Supervisors hereby approves the special exception to authorize the waiver of County Code § 18-21.7(c) as set forth above, subject to the condition attached hereto.

* * *

SDP 2018-36 SDP 201800036 Oak Hill Convenience Store Special Exception Condition

1. Disturbance of the buffers is permitted only as it is described in the special exception request and in the areas shown on the plan entitled "Oak Hill Convenience Store Special Exception Request," prepared by Shimp Engineering, P.C. and dated October 11, 2018, which is attached hereto and incorporated herein.

The Board of County Supervisors of Albemarle County, Virginia, in regular meeting on the 14th day of November 2018, adopted the following resolution:

R E S O L U T I O N

WHEREAS, the street(s) in **Old Trail Upper Ballard Field**, as described on the attached Additions Form AM-4.3 dated **November 14, 2018**, fully incorporated herein by reference, is shown on plats recorded in the Clerk's Office of the Circuit Court of Albemarle County, Virginia; and

WHEREAS, the Resident Engineer for the Virginia Department of Transportation has advised the Board that the street(s) meet the requirements established by the Subdivision Street Requirements of the Virginia Department of Transportation.

NOW, THEREFORE, BE IT RESOLVED, that the Albemarle Board of County Supervisors requests the Virginia Department of Transportation to add the street(s) in **Old Trail Upper Ballard Field**, as described on the attached Additions Form AM-4.3 dated **November 14, 2018**, to the secondary system of state highways, pursuant to §33.2-705, Code of Virginia, and the Department's Subdivision Street Requirements; and

BE IT FURTHER RESOLVED that the Board guarantees a clear and unrestricted right-of-way, as described, exclusive of any necessary easements for cuts, fills and drainage as described on the recorded plats; and

FURTHER RESOLVED that a certified copy of this resolution be forwarded to the Resident Engineer for the Virginia Department of Transportation.

* * * * *

Report of Changes in the Secondary System of State Highways

Project/Subdivision Old Trail Upper Ballard Field

Type Change to the Secondary System of State Highways: Addition

The following additions to the Secondary System of State Highways, pursuant to the statutory provision or provisions cited, are hereby requested; the right of way for which, including additional easements for cuts, fills and drainage, as required, is hereby guaranteed:

Reason for Change: New subdivision street

Pursuant to Code of Virginia Statute: §33.2-705

Street Name and/or Route Number

◆ **Woodbourne Lane, State Route Number 1828**

Old Route Number: 0

-
- From: Route 1815, Old Trail Drive

To: 0.63 Miles West (Loop), a distance of: 0.63 miles.

Recordation

Reference: DB 2886,

PG 146-155 Right of

Way width (feet) = 0

Street Name and/or Route Number

◆ **Woodbourne Court, State Route Number 1829**

Old Route Number: 0

-
- From: Route 1828 Woodbourne Lane

To: 0.036 Miles West To CDS, a distance of: 0.04 miles.

Recordation

Reference: DB 2886,

PG 146-155 Right of

Way width (feet) = 0

**RESOLUTION TO APPROVE
SP 2018-04 PEABODY SCHOOL**

WHEREAS, Peabody School submitted an application for a special use permit to expand the enrollment of the school and to construct an addition to the school located on Tax Map Parcel Number 076M1-00-00-01500 that was previously approved (SP 2012-30), and the application is identified as SP201800004 Peabody School ("SP 2018-04"); and

WHEREAS, on September 25, 2018, after a duly noticed public hearing, the Albemarle County Planning Commission recommended approval of SP 2018-04 with revised conditions, and staff subsequently made non-substantive changes to Condition #4 to clarify the condition for future interpretation; and

WHEREAS, subsequent to the September 25, 2018 Planning Commission meeting, the Applicant submitted a request that the Board consider a full access entrance to the site along Southern Parkway; and

WHEREAS, on November 14, 2018, the Albemarle County Board of Supervisors held a duly noticed public hearing on SP 2018-04.

NOW, THEREFORE, BE IT RESOLVED that, upon consideration of the foregoing, the staff report prepared for SP 2018-04 and all of its attachments, the information presented at the public hearing, any written comments received, and the factors relevant to a special use permit in Albemarle County Code §§ 18-20.4.2, 18-23.2.2(6), and 18-33.40, the Albemarle County Board of Supervisors hereby approves SP 2018-05, subject to the conditions attached hereto.

* * *

**SP-2018-04 Peabody School
Special Use Permit Conditions**

1. Development of the use shall be in general accord with the conceptual plan titled "Peabody School Application Plan for Special Use Permit," prepared by Collins Engineering, with the latest revision date of July 16, 2018, as determined by the Director of Planning and the Zoning Administrator. To be in general accord with the Conceptual Plan, development shall reflect the following major elements within the development essential to the design of the development:
 - Location of parking areas and turn arounds
 - Open Space
 - Landscape Buffer
 - General location of Classroom Expansion
 - General location of Amphitheater
 - General location of Sport Court Recreational Area

Minor modifications to the plan which do not conflict with the elements above may be made to ensure compliance with the Zoning Ordinance.

2. The maximum enrollment shall not exceed 240 children.
3. Notwithstanding the Application Plan dated July 16, 2018, all direct vehicular access from and to the site shall be limited to Stoney Ridge Road.
4. A sidewalk or equivalent pathway built to County or VDOT specifications, as determined by the director of Community Development, shall be constructed along Southern Parkway within one year of the completion of sidewalk(s) on adjacent parcel(s).

**RESOLUTION TO APPROVE
SP 2018-07 1895 AVON STREET EXTENDED (ALBEMARLE LIMOUSINE)**

WHEREAS, the Owner of Tax Map Parcel Number 09000-00-00-035A1 (the "Property") filed an Application for a special use permit to establish a limousine and other motor vehicle rental service, and the application is identified as SP201800007 Avon Street Extended (Albemarle Limousine) (SP 2018-07); and

WHEREAS, on September 25, 2018, after a duly noticed public hearing, the Albemarle County Planning Commission recommended approval of SP 2018-07 with revised conditions; and

WHEREAS, on November 14, 2018, the Albemarle County Board of Supervisors held a duly noticed public hearing on SP 2018-07.

NOW, THEREFORE, BE IT RESOLVED that, upon consideration of the foregoing, the staff report prepared for SP 2018-07 and all of its attachments, the information presented at the public hearing, any written comments received, and the factors relevant to the proposed use and a special use permit in Albemarle County Code §§ 18-24.2.1.25, 18-26.2, 18-26.3, and 18-33.40, the Albemarle County Board of Supervisors hereby approves SP 2018-07, subject to the conditions attached hereto.

* * *

**SP-2018-07 Avon Street Extended (Albemarle Limousine)
Special Use Permit Conditions**

1. Development and use of the Property shall be in general accord with the conceptual plan entitled "Conceptual Plan / 1895 Avon Street Extended" (hereafter "Conceptual Plan") prepared by Michael Myers, PE, CFM, dated July 18, 2018, as determined by the Director of Planning and the Zoning Administrator. To be in general accord, development and use shall reflect the following major elements shown on the Conceptual Plan:
 - a) Landscaping in the locations shown on the plan;
 - b) Screening comprised of a screen fence (sliding gate), screening fence, and landscaping;
 - c) Sidewalk along Avon Street Extended right of way;
 - d) Location of building addition and other structures; and
 - e) Location and extent of parking areas.
2. A sidewalk meeting County or VDOT specifications and designed to be consistent with any planned or existing sidewalk on adjoining properties shall be constructed to provide interparcel pedestrian connection as shown on the Conceptual Plan prior to the issuance of a Certificate of Occupancy.
3. The building mass, shape, height, and amount of architectural detail of the two-story building addition shall be similar to the perspective renderings contained in the Project Narrative, and shall be compatible with the existing building, as determined by the Director of Planning at the time of Building Permit review.
4. Any replacement landscaping along the Avon Street Extended frontage shall consist of street trees and shrubs, to be approved with the Final Site Plan.

**RESOLUTION TO APPROVE
SP 2018-08 1895 AVON STREET EXTENDED (VIRGINIA AUTO DETAILING)**

WHEREAS, the Owner of Tax Map Parcel Number 09000-00-00-035A1 (the "Property") filed an Application for a special use permit to establish an automotive detailing service, and the application is identified as SP201800008 Avon Street Extended (Virginia Auto Detailing) (SP 2018-08); and

WHEREAS, on September 25, 2018, after a duly noticed public hearing, the Albemarle County Planning Commission recommended approval of SP 2018-08 with revised conditions; and

WHEREAS, on November 14, 2018, the Albemarle County Board of Supervisors held a duly noticed public hearing on SP 2018-08.

NOW, THEREFORE, BE IT RESOLVED that, upon consideration of the foregoing, the staff report prepared for SP 2018-08 and all of its attachments, the information presented at the public hearing, any written comments received, and the factors relevant to the proposed use and a special use permit in Albemarle County Code §§ 18-24.2.1.2, 18-26.2, 18-26.3, and 18-33.40, the Albemarle County Board of Supervisors hereby approves SP 2018-08, subject to the conditions attached hereto.

* * *

**SP-2018-08 Avon Street Extended (Virginia Auto Detailing)
Special Use Permit Conditions**

2. Development and use of the Property shall be in general accord with the conceptual plan entitled "Conceptual Plan / 1895 Avon Street Extended" (hereafter "Conceptual Plan") prepared by Michael Myers, PE, CFM, dated July 18, 2018, as determined by the Director of Planning and the Zoning Administrator. To be in general accord, development and use shall reflect the following major elements shown on the Conceptual Plan:
 - f) Landscaping in the locations shown on the plan;
 - g) Screening comprised of a screen fence (sliding gate), screening fence, and landscaping;
 - h) Sidewalk along Avon Street Extended right of way;
 - i) Location of building addition and other structures; and
 - j) Location and extent of parking areas.
5. A sidewalk meeting County or VDOT specifications and designed to be consistent with any planned or existing sidewalk on adjoining properties shall be constructed to provide interparcel pedestrian connection as shown on the Conceptual Plan prior to the issuance of a Certificate of Occupancy.
6. The building mass, shape, height, and amount of architectural detail of the two-story building addition shall be similar to the perspective renderings contained in the Project Narrative, and shall be compatible with the existing building, as determined by the Director of Planning at the time of Building Permit review.
7. Any replacement landscaping along the Avon Street Extended frontage shall consist of street trees and shrubs, to be approved with the Final Site Plan.

**RESOLUTION TO APPROVE SPECIAL EXCEPTION
TO MODIFY MINIMUM YARD REQUIREMENTS
FOR 1895 AVON STREET EXTENDED**

WHEREAS, the Owner of Tax Map Parcel Number 09000-00-00-035A1 (the "Property") filed an Application for a special exception in conjunction with SP201800007 and SP201800008 for 1895 Avon Street Extended to modify the minimum yard requirements of County Code § 18-26.5, and more specifically to modify the disturbance buffer requirements of County Code § 18-26.5(c) and to modify the side yard setback requirements of County Code §§ 18-26.5(b) and 18-4.20(b), in order to allow grading and construction activity for off-street parking spaces within the buffer zone and setback area.

NOW, THEREFORE, BE IT RESOLVED that, upon consideration of the foregoing, the special exception request and the attachments thereto, including staff's supporting analysis included in the September 25, 2018 Planning Commission staff report, and all of the factors relevant to the special exception in Albemarle County Code §§ 1-4.20, 18-26.5 and 18-33.49, the Albemarle County Board of Supervisors hereby approves the special exception to modify the disturbance buffer requirements and side yard setback requirements for the development of the Property, subject to the conditions attached hereto.

* * *

**SP201800007 and SP201800008 1895 Avon Street Extended
Special Exception Conditions**

1. The development and use of the Property within the disturbance buffer zone and side yard setback area shall be in general accord with the Special Exception Request application materials (including Letter of Justification and Conceptual Plan) prepared and submitted by Mr. Michael Myers, PE, CFM, dated July 30, 2018. To be in general accord, the development and use of the Property within the disturbance buffer zone and side yard setback area shall reflect the following major elements in the Special Exception Request application materials:
 - a. The location and extent of the parking spaces and parking canopy;
 - b. The area of re-claimed landscaping; and
 - c. The double row of evergreen shrubs for screening the southern property boundary.

**RESOLUTION TO APPROVE
SP 2018-10 ART STUDIO (PAINTING)**

WHEREAS, the Owner of Tax Map Parcel 09000-00-00-00100 filed an application to establish an art studio as a Class B home occupation within an existing structure accessory to the dwelling located at 790 Old Lynchburg Road and the application is identified as Special Use Permit 2018-10 Art Studio (Painting) ("SP 2018-10"); and

WHEREAS, on September 4, 2018, after a duly noticed public hearing, the Albemarle County Planning Commission recommended approval of SP 2018-10 with conditions; and

WHEREAS, on November 14, 2018, the Albemarle County Board of Supervisors held a duly noticed public hearing on SP 2018-10.

NOW, THEREFORE, BE IT RESOLVED that, upon consideration of the foregoing, the staff report prepared for SP 2018-10 and all of its attachments, the information presented at the public hearing, any written comments received, and the factors relevant to a special use permit in Albemarle County Code §§ 18-5.2, 18-13.2.2(9), and 18-33.40, the Albemarle County Board of Supervisors hereby approves SP 2018-10, subject to the conditions attached hereto and all applicable performance standards in the Albemarle County Code.

* * *

SP-2018-10 Art Studio (Painting) Special Use Permit Conditions

1. The home occupation shall be conducted entirely within the studio structure.
2. No outdoor amplified sound shall be permitted in accordance with the home occupation.
3. Visitors shall be permitted by invitation only. The traffic generated by the home occupation shall not exceed more than seven (7) vehicle round trips per week, with the exception of open studio events.
4. Visitors may be permitted up to six (6) days per week between the hours of 7:00 a.m. and 8:00 p.m.
5. No more than three (3) open studio events shall be allowed per calendar year. An open studio event may be held between 10:00 a.m. and 8:00 p.m. on a single day.
6. The traffic generated by an open studio event shall not exceed more than thirty-five (35) vehicle round trips per event. Vehicles shall not be parked along the driveway to the studio shown in the Concept Plan in Attachment C of the staff report.

