

ACTIONS
Board of Supervisors Meeting of February 7, 2018

February 8, 2018

<u>AGENDA ITEM/ACTION</u>	<u>ASSIGNMENT</u>	<u>VIDEO</u>
<p>1. Call to Order.</p> <ul style="list-style-type: none"> Meeting was called to order at 1:01 p.m., by the Chair, Ms. Mallek. All BOS members present. Also present were Jeff Richardson, Greg Kamptner, Claudette Borgersen and Travis Morris. 		Link to Video
<p>4. Adoption of Final Agenda.</p> <p><u>Ann Mallek:</u></p> <ul style="list-style-type: none"> Added discussion of Continuation of Winery Legislative Workgroup. Pulled Consent Agenda Item #8.4 from the agenda. By a vote of 6:0, ADOPTED the final agenda. 		
<p>5. Brief Announcements by Board Members.</p> <p><u>Rick Randolph:</u></p> <ul style="list-style-type: none"> Announced that the Shelter for Help in Emergency would be holding their benefit concert. Announced that he visited the State Legislature and reported on the Senate Committee for Local Government. <p><u>Liz Palmer:</u></p> <ul style="list-style-type: none"> Reported on the Yancey Work Group's public outreach for the community event, held on Saturday, January 27. <p><u>Norman Dill:</u></p> <ul style="list-style-type: none"> Announced that the Pantops Safety Station was foundationally complete and are looking for volunteers. <p><u>Ann Mallek:</u></p> <ul style="list-style-type: none"> Announced that the Tourism Bill carried by Senator Deeds and the Sidewalk Snow Removal Bill both made it through committee and will go through to the full Senate. 		
<p>6. Proclamations and Recognitions:</p> <p>a. Certified Public Finance Officer Award.</p> <ul style="list-style-type: none"> Chair presented Certificate to Lisa Breeden. <p>b. Go Green Virginia.</p> <ul style="list-style-type: none"> Chair presented award to Andy Lowe. <p>c. Recognition of Diantha McKeel.</p> <ul style="list-style-type: none"> Recognized Supervisor Diantha McKeel for serving as Chair. 		
<p>7. From the Public: Matters Not Listed for Public Hearing on the Agenda.</p> <ul style="list-style-type: none"> <u>Thomas Seitz</u>, County resident spoke on County Annexation and the Revenue Sharing Agreement with the City of Charlottesville. <u>Dr. Denise Bonds</u>, Health Director of the Thomas Jefferson Health District provide overview of the Health Department. 		

	<ul style="list-style-type: none"> • <u>Rebecca Schmidt</u>, Population Health and Outreach Manager, provided Board with copy of the MAPP2Health report. • <u>Neal Williamson</u>, spoke towards consent agenda item 8.4. 		
8.2	FY 2018 Appropriations. <ul style="list-style-type: none"> • ADOPTED Resolution to approve #2018062, #2018063, #2018064, #2018065, #2018066, #2018067, and #2018068 appropriations for local government and school division projects. 	<u>Clerk:</u> Forward copy of signed resolution to OMB and County Attorney's office. (Attachment 1)	
8.3	ZTA2018-02 Commercial and Industrial Zoned Properties Not Served By Public Water. <ul style="list-style-type: none"> • ADOPTED resolution of intent to amend the Zoning Ordinance regulations and ENDORSED the public process outlined by staff. 	<u>Clerk:</u> Forward copy of signed resolution Community Development and County Attorney's office. (Attachment 2)	
8.4	ZTA2018-01 and ZMA2018-01 Entrance Corridor Overlay District. <ul style="list-style-type: none"> • Pulled from agenda. 		
9.	Work Session: Community Development 2018-2019 Work Program. <ul style="list-style-type: none"> • Held. 		
10.	Work Session: Electoral Board and Registrar-Proposed New Voting Precincts and Voting Locations. <ul style="list-style-type: none"> • By a vote of 6:0, APPROVED the following: changes in voting precincts: <ul style="list-style-type: none"> • The merger of the existing Belfield precinct with the existing Jack Jouett precinct. • The division of Brownsville and Crozet precincts into three: Crozet, Brownsville and Mechums River. • The division of Cale Precinct into two precincts, Cale and Biscuit Run (western part current Cale). • The division of Free Bridge Precinct in to two precincts - Free Bridge and Pantops; and • DIRECTED staff to bring a proposed ordinance back to the Board to implement the changes at a future Board meeting. 	<u>Registrar:</u> Proceed as directed. <u>Clerk:</u> Schedule on agenda when ready.	
11.	Parks & Recreation Needs Assessment Update. <ul style="list-style-type: none"> • RECEIVED. 		
	Recess. <ul style="list-style-type: none"> • At 3:41 p.m., the Board recessed and reconvened at 3:52 p.m. 		
12.	Department of Social Services Annual Report. <ul style="list-style-type: none"> • RECEIVED. 		
13.	Bright Stars Annual Report for FY17. <ul style="list-style-type: none"> • RECEIVED. 		
14.	2018 Real Estate Reassessments. <ul style="list-style-type: none"> • RECEIVED. 		
15.	Albemarle-Charlottesville Criminal Justice/Mental Health Linkage Study. <ul style="list-style-type: none"> • RECEIVED. 		
16.	Closed Meeting.		

	<ul style="list-style-type: none"> At 5:47 p.m., the Board went into Closed Meeting pursuant to Section 2.2-3711(A) of the Code of Virginia: Under Subsection (1), to consider appointments to boards, committees, and commissions in which there are pending vacancies or requests for reappointments. Under Subsection (8), to consult with and be briefed by legal counsel and staff regarding specific legal matters requiring legal advice relating to the entrance corridor overlay district. 	
18.	Certify Closed Meeting. <ul style="list-style-type: none"> At 6:26 p.m., the Board reconvened into open meeting and certified the closed meeting. 	
19.	Boards and Commissions: <ul style="list-style-type: none"> REAPPOINTED, Mr. Rod Gentry as the Rivanna District representative and Mr. George Ray as the Rio District representative to the Economic Development Authority with said terms to expire January 19, 2022. REAPPOINTED, Mr. David van Roijen as the Samuel Miller District representative and Mr. William Cromwell as the Rio District representative to the Equalization Board with said terms to expire December 31, 2018. APPOINTED, Mr. David Farrall as the White Hall District representative to the Equalization Board with said term to expire December 31, 2018. REAPPOINTED, Mr. William “Bill” Palmer to the Planning Commission as the University of Virginia Non-voting representative with said term to expire December 31, 2018. APPOINTED, Supervisors Diantha McKeel and Rick Randolph to the Executive Team (Southwood). 	<u>Clerk:</u> Prepare appointment/reappointment letters, update Boards and Commissions book, webpage, and notify appropriate persons.
20.	From the Public: Matters Not Listed for Public Hearing on the Agenda. <ul style="list-style-type: none"> There were none. 	
21.	Hydraulic Area Project Advisory Panel Update. <ul style="list-style-type: none"> RECEIVED. 	
22.	Development Services Advisor – Pre-Marketing Proposal. <ul style="list-style-type: none"> By a vote of 6:0, AUTHORIZED the change order to Stantec for the Predevelopment services. 	<u>Trevor Henry:</u> Proceed as directed. (Attachment 3)
23.	From the Board: Committee Reports and Matters Not Listed on the Agenda. <ol style="list-style-type: none"> Discussion: HB 1148 Landes’ bill to review revenue sharing agreements. <ul style="list-style-type: none"> Discussion not held. Discussion: Continuation of Winery Legislation Work Group. <ul style="list-style-type: none"> CONSENSUS to continue with the Work Group. <u>Ann Mallek:</u> <ul style="list-style-type: none"> Requested that the County Executive provide an update on upcoming CACVB discussions. 	

<ul style="list-style-type: none"> • Raised the question of who will be the County point person for the State Park System in regards to Biscuit Run. <p><u>Rick Randolph:</u></p> <ul style="list-style-type: none"> • Mentioned an editorial letter he sent out through email regarding Del. Bell's House Bill regarding Courthouse Relocation, and asked if there was majority support for it. 		
<p>24. From the County Executive: Report on Matters Not Listed on the Agenda.</p> <ul style="list-style-type: none"> • Reported that staff would continue to work toward an April Board Retreat. 		
<p>26. Adjourn to February 13, 2018, 3:00 p.m., Room 241.</p> <ul style="list-style-type: none"> • The meeting was adjourned at 7:24 p.m. 		

ckb/tom

Attachment 1 – Resolution to Approve Additional FY 18 Appropriations

Attachment 2 – Resolution of Intent

Attachment 3 – Stantec Pre-Market Phase Proposal

**RESOLUTION TO APPROVE
ADDITIONAL FY 18 APPROPRIATIONS**

BE IT RESOLVED by the Albemarle County Board of Supervisors:

- 1) That Appropriations #2018062, #2018063, #2018064, #2018065, #2018066, #2018067, and #2018068 are approved; and
- 2) That the appropriations referenced in Paragraph #2, above, are subject to the provisions set forth in the Annual Resolution of Appropriations of the County of Albemarle for the Fiscal Year ending June 30, 2018.

RESOLUTION OF INTENT

WHEREAS, the Albemarle County Zoning Ordinance requires a special use permit for uses permitted by right, not served by public water, involving water consumption exceeding four hundred (400) gallons per site acre per day in the Commercial (C-1), Commercial Office (CO), Highway Commercial (HC), Light Industry (LI), Heavy Industry (HI), and Planned Development Industrial Park (PDIP) zoning districts pursuant to Albemarle County Code §§18-22.2.2, 18-23.2.2, 18-24.2.2, 18-26.2, 18-27.2, 18-28.2, 18-29.2 ; and

WHEREAS, the Albemarle County Board of Supervisors enacted the four hundred (400) gallons per site acre per day standard for by-right permitted uses not served by public water for industrially zoned properties in 1985 and for commercially zoned properties in 1989; and

WHEREAS, it is desired to amend the regulations by specifically delineating water-consuming uses not served by public water as by-right or by special use permit rather than by water consumption.

NOW, THEREFORE, BE IT RESOLVED THAT for purposes of public necessity, convenience, general welfare, and good zoning and development practices, the Board of Supervisors hereby adopts a resolution of intent to consider amending Albemarle County Code §§18-22.2.2, 18-23.2.2, 18-24.2.2, 18-26.2, 18-27.2, 18-28.2 and any other sections of the Zoning Ordinance deemed to be appropriate to achieve the purposes described herein; and

BE IT FURTHER RESOLVED THAT the Planning Commission shall hold a public hearing on the zoning text amendment proposed by this resolution of intent, and make its recommendations to the Board of Supervisors, at the earliest possible date.



Stantec Consulting Services Inc.
226 Causeway Street 6th Floor, Boston MA 02114-2155

January 11, 2018

Trevor Henry
Director, Facilities & Environmental Services
Albemarle County
401 McIntire Road
Charlottesville, VA

By email: therry@albemarle.org

**Reference: Real Estate Advisory Services, County Development Pre-Marketing Services
Project Order 3 (Contract #2017-29)**

Dear Trevor:

Thank you for the opportunity to continue to work with you and the County. Pursuant to the directive from the Board of Supervisors following the December 20, 2017 meeting, I am pleased to submit this proposal to provide Development Pre-Marketing Services as a new project order under the prime Contract #2017-29 between Stantec Consulting Services Inc and the County of Albemarle.

Goal

The Stantec/Greystone team will conduct market testing to determine the potential for development/redevelopment of existing parcels in Albemarle County. The goal of this testing will be to identify the answers to three key questions:

1. Are there available parcels for development in Albemarle, and what are the property owners' willingness to develop/redevelop their property or partner with a developer, if the County were to participate in some manner?
2. What type of County participation would be most attractive? Would the owners likely respond to a solicitation for expressions of interest?
3. What is the development community's appetite for the Albemarle market with a County tenancy? Would the developer(s) be interested in responding to a solicitation for expressions of interest?

Scope of Work:

Task 1: Information Gathering and Prep

The Stantec/Greystone team will convene a meeting/conference call with the County staff to discuss the marketing message and objectives of the County that will be communicated to the market. We will require input from the County staff on needs and desire for civic and cultural uses. We will assemble marketing materials and talking points for our outreach in order to maintain

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Reference: Pre-Marketing Services Proposal, Real Estate Advisory Services

consistent messaging to outside parties. We will develop a brief marketing piece (maximum of two pages) about Albemarle that will include the most recent updates from the County's Rio+29 Small Area Plan initiative.

Additionally, the team will work with the County to identify the key stakeholders and target developers and will conduct outreach to determine the potential response in the event of a County-issued solicitation for expressions of interest. Stakeholders/developers will include the following groups:

- County-identified landholders or developers who have expressed an interest in participating;
- Already identified landowners in/around the Rio/29 corridor;
- Other landholders along Route 29 or in relatively central areas of land that is suitable for mixed-use development; and
- Local, regional and/or national developers who have a history of projects in the greater DC / Charlottesville / Roanoke / Richmond markets.

In coordination with the County, the team will prepare a questionnaire that will help to standardize responses from the outreach effort. The team will prepare separate questionnaires for both *landowners and developers* intended to help the County identify how different stakeholders might respond in terms of willingness to offer land, desirability of a County Office Building and/or other civic, community or cultural building, and in terms of market interest for development of walkable, mixed-use projects.

Task 2: Outreach & Pre-Marketing

The Consultants will schedule and conduct in-person meetings with the identified key stakeholders and target developers, but might conduct phone outreach to regional players in order to expedite findings. As part of this effort, the Consultants will have more detailed discussions with the Rio/29 landowners with whom they met previously.

We will seek to gather the following information from the pre-marketing process:

- Interested property owner(s)
- Interested developer(s)
- For each of the above an understanding of (as applicable):
 1. general pros/cons of a target location;
 2. existing zoning and key zoning issues;
 3. comprehensive plan conformity, as relevant;
 4. the developer's need to acquire a site or partner with an owner;
 5. the need for or desirability of site assemblage;
 6. a preliminary assessment of site readiness; and
 7. the need for certain improvements/commitments by County.

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Reference: Pre-Marketing Services Proposal, Real Estate Advisory Services

The above information with key takeaways from all discussions will be summarized in a deliverable that will identify stakeholders interviewed, a summary of discussions, key takeaways from the activity, and a summary of overall recommendations. The purpose of activities conducted under this task are to inform a solicitation strategy and process such as a Request for Expressions of Interest or Request for Qualifications/Proposals. The discussions held with potential landowners or developers should help to sharpen the solicitation document with regards to the following:

1. Market constraints and opportunities;
2. The portfolio of potential options for development parcels;
3. How participants view the County tenancy as an anchor for new development;
4. How developers would use this tenancy to promote additional development and economic activity;
5. Interest/willingness to provide a "walkable, mixed-use development"; and
6. How the County should structure potential incentives or terms in order to ensure maximum participation, as well as maximum economic development potential.

We have included time to prepare a presentation and to attend and present our findings at one Board of Supervisors meeting.

Compensation:

We propose to perform the scope of work described above in accordance with the following workplan:

	Hours	Rate	Total Fee
Task 1 (allowance for 3 hours of review with County Staff)			
Stantec Real Estate	44	\$295 Principal/ \$225 PM	\$10,600
Greystone	13	\$295 Project Exec.	\$3,835
Subtotal			\$14,435
Task 2 (allowance for 8 or 9 property owners, 4 or 5 local and 4 regional developer meetings and 3 conference calls with County Staff)			
Stantec Real Estate	88	\$295 Principal/ \$225 PM	\$22,740
Greystone	44	\$295 Project Exec.	\$12,980
Subtotal			\$35,720
Total			\$50,155

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Reference: Pre-Marketing Services Proposal, Real Estate Advisory Services

Travel Budget			
Stantec Real Estate & Financial Services	3 trips x 2 ppl	\$800/trip/person	\$4,800
Greystone	3 trips x 1 ppl	\$250/trip/person	\$750
Reimbursable Expenses Budget			\$5,550

Based on the above workplan, we propose to provide the additional services as described above for a not-to-exceed fee of \$50,000 plus reimbursable travel expenses (including airfare, vehicle, lodging), which will be billed at cost, estimated at \$5,550. We will make every effort to schedule the meetings in an efficient manner in order to minimize travel costs. If this proposal meets with your approval, please sign below, and return this letter to us. Your signature will serve as our Notice to Proceed.

Sincerely,

STANTEC CONSULTING SERVICES INC.

Drew M. Leff, Principal
Phone: (617) 654-6039
Drew.Leff@stantec.com

Approval of Notice to Proceed:

Name

Date

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