



COUNTY OF ALBEMARLE
Department of Community Development
401 McIntire Road, North Wing
Charlottesville, Virginia 22902-4596

Phone (434) 296-5832

Fax (434) 972-4126

December 12, 2018
Steven W. Blaine
123 East Main St, Suite 800
Charlottesville, VA 22902

**RE: Parking Determination – Parcel ID 07800-00-00-055A1 (Commonwealth Senior Living)
Rivanna Magisterial District**

Dear Mr. Blaine:

This letter is in response to your request for a parking determination for Commonwealth Senior Living. The Zoning Administrator has the authority to determine the minimum required parking spaces for the current use and the expanded use of the property.

Presently, Commonwealth Senior Living operates as a Senior Living facility that contains 43 occupied independent living units, 48 assisted living beds, and 29 memory care beds. The new proposal for the site involves repurposing the existing structured parking area, located on the lower level of the building, into office space for the corporate office of the parent company, Commonwealth Senior Living. The new offices will not expand the building size, but will be built in the existing structured parking area and will contain 13,500 gross square feet and approximately, but not limited to, 5,750 square feet of office space.

Presently, there are a total of 131 total parking spaces on site. There are 98 surface parking spaces and 33 garage spaces. These parking requirements were determined using a much higher intensity of use than what is existing today. Based on the numbers above, a more appropriate parking schedule for the existing use would read as follows:

48 assisted living units (1 space/3 beds): 16 spaces
43 independent living units (1.25 spaces/unit): 54 spaces
19 employees: 19 spaces
Total required number of spaces: 89 spaces

As memory care beds are not a specifically identified use per Section 4.12.6 of the Albemarle County Zoning Ordinance, the Zoning Administrator is permitted to determine the minimum number of required spaces for these unscheduled uses. In previous calculations, memory care beds were lumped together with assisted living spaces, but after further consideration, it is my determination that the memory care units do not require any additional parking spaces, and should not appear on the parking schedule.

With the addition of approximately 5,750 net square feet of office space there would be an additional parking requirement of 29 spaces (1 space/200 square feet of net office space), bringing the total number of required parking spaces to 118. An updated parking schedule that accounts for the current uses would read:

48 assisted living units (1 space/3 beds): 16 spaces
43 independent living units (1.25 spaces/unit): 54 spaces
19 employees (1 space/employee): 19 spaces
5,750 square feet of office space (1 space/200 sq. ft.): 29
Total required number of spaces: 118 spaces

With the elimination of all 33 underground parking spaces for the addition of the office space, the aggregate number of parking spaces on the site will be 98 surface spaces. Given the parking schedule above that accounts for the additional office space use and the current use of the property, you are essentially asking for a reduction of 17% in your parking requirements and a confirmation that the 98 spaces should be sufficient for the expanded use of the property.

It is my determination that the parking study, attached, has provided sufficient evidence to reflect what the existing and future demand for parking will be on the site by providing 174 data points, taken over the course of 39 days. The parking study suggests that the total average demand for parking is 44 (33 surface, 11 reserved garage spaces) for the existing use and 35 for the office use, meaning that the average daily demand for parking spaces with the expanded use on the site will be 79 spaces. Based on these numbers and the existing 98 spaces available on site, this site meets the average parking demand of 79 spaces as described in your parking study.

In some instances, the peak numbers in the study are higher than the total amount of spaces. Because the peak demand for the office use is 42 spaces, and there are 11 reserved spots on the site currently, any existing demand over 45 spaces could make the total demand higher than the given 98 spaces. In your parking study there are 9 instances out of the 174 data points of this occurring, specifically between the hours of 10am and 2pm. However, we understand that these are peak numbers and on average the parking demand is 79 which allows for 19 additional spaces. Additionally, the facility is within a $\frac{1}{4}$ mile walking distance to a transit stop so it is reasonable to believe that this transportation alternative could limit some of the parking demand on site. Therefore, it is my determination based on the parking study and the transportation alternatives that there is sufficient evidence to support a 17% reduction in the minimum number of parking spaces needed from 118 to 98, with conditions.

Given the nature of the current use, the proposed expansion, and the demonstrated existing parking demands shown in your study, it is my official determination that the existing 98 surface parking lot spaces are sufficient to adequately support the existing senior living facility and proposed office space use subject to the following conditions.

Conditions:

- 1. Any further changes to the use of the building or its expansion will require a new parking analysis and determination. For this determination the net amount of office space is limited to 5,750 square feet. If the net office floor area of the proposed use expands beyond this the applicant shall request a modification of this determination, pending approval and analysis of the impacts of the expanded size of the office space.**
- 2. The owner shall know of and inform residents and employees of parking alternatives that are available to them. There shall be parking strategies for how to deal with exceptionally high peak parking demand, especially between the lunchtime hours.**
- 3. We recommend that parking spaces should be allotted for the different uses. For example, the parking to the rear of the building is reserved for the office use, and the parking towards the entrance and front of the building is reserved for the existing use.**
- 4. We recommend that the applicant consider areas on this property or offsite, where additional parking could be provided in the future if needed.**

If you are aggrieved by this determination, you have a right to appeal it within thirty (30) days of this notice, in accordance with *Virginia Code* § 15.2-2311. If you do not file a timely appeal, this determination shall be final and unappealable.

An appeal may be taken only by filing an appeal application with the Zoning Administrator and the Board of Zoning Appeals, in accordance with § 34.3 of the Zoning Ordinance, along with a fee of \$258 plus the actual cost of advertising the appeal for public hearing.

Applications for Appeal of the Zoning Administrator's Determination are available at the Department of Community Development located at 401 McIntire Road, Charlottesville, Virginia 22902 or online at www.albemarle.org/cdapps. This form applies to the appeal of a decision of the zoning administrator or any other administrative officer pertaining to the Zoning Ordinance.

Regulations pertaining to the filing of an appeal to the Board of Zoning Appeals are located in Chapter 18, Section 34.3 of the Zoning Ordinance. They may be reviewed online at www.albemarle.org/countycodebza.

(Please note that our online documents are in Adobe Acrobat PDF format and must be viewed with the Adobe Acrobat Reader or an equivalent. A link to download the free plug-in is available at the bottom of www.albemarle.org/cdapps.)

Please contact me if you have questions or require additional information.

December 12, 2018
Commonwealth Senior Living Parking Determination
Page 4

Sincerely,

A handwritten signature in blue ink that reads "Kevin McCollum". The signature is written in a cursive style and ends with a long horizontal flourish.

Kevin McCollum
Planner
Designee to the Zoning Administrator



LECLAIRRYAN

October 26, 2018

Mr. M. Andrew Reitelbach, Senior Planner
County of Albemarle
Department of Community Development
401 McIntire Road, North Wing
Charlottesville, Virginia 22902

Via Hand Delivery

Re: ZMA2018-00008 and SP 2018-00017 Commonwealth Senior Living

Dear Mr. Reitelbach:

This letter is intended to provide the Applicant's responses to comments relayed by your letter dated October 5, 2018.

Zoning Map Amendment and Special Use Permit:

1. More data on existing parking use. The Applicant has provided a supplement to its parking study originally submitted prior to submitting the ZMA application. The updated parking study, enclosed with this letter, now includes 174 data points, taken over the course of 39 days. Based on this data, the existing use at the facility [1550 Pantops Mountain Place] reveals an average of 33 surface lot spaces being used, with the highest daily average usage (excluding an event day) at 41. There are currently 11 spaces leased to residents in the underground garage. Thus the average use is 44 total spaces, with a peak, based on the highest daily average, of 52 spaces.

The Applicant has also conducted an analysis of its parking use for the corporate office location on the Downtown Mall in Charlottesville. That analysis shows daily demand for 35 spaces and peak demand of 42 spaces.

The Zoning Department has requested this analysis and has indicated that a waiver can be supported by the actual parking demand rather than applying the ordinance formula for office as a single use. The Pantops site, with the office buildout complete, supports 98 spaces. Even with peak demand, the proposed use of 94 spaces should be sufficient. In addition, the Applicant has reached an agreement with a neighboring landowner to provide overflow parking and is presently working to formalize this agreement.

2. Removed spaces. The project would remove 33 spaces in the structured parking area. Parking spaces required for new office space are addressed above. The analysis of

E-mail: Steven.Blaine@leclairryan.com
Direct Phone: (434) 245-3423
Direct Fax: (434) 296-0905

123 East Main Street, Suite 800
Charlottesville, Virginia 22902
Phone: (434) 245-3444 \ Fax: (434) 296-0905

parking use for the corporate office location on the Downtown Mall in Charlottesville shows a daily demand for 35 spaces and a peak demand of 42 spaces.

3. Square Footage of the Building When Finalized. The building is presently 106,350 square feet, not including the 13,500 square foot structured parking area, for a total of 119,850 square feet. Upon completion of the proposed interior renovations, the commercial space will occupy approximately 13,500 square feet. Final total square footage will remain unchanged at 119,850.
4. Employees; Training Sessions. It is anticipated that 35 “day-to-day” employees will work in the new office space. The number of “additional employees” that may come, on occasion, for training purposes, will be de minimis, with 1 or 2 persons attending from time-to-time.
5. Independent Living Units Ratio. The property is limited to 140 units by proffer. The reference to 70 independent living (IL) units was simply illustrative of the maximum amount of IL given the current configuration. This ratio was not based on any County mandated limit on IL units for the property, and was not intended to be in any way self-limiting.

Zoning Map Amendment.

1. Revised Proffers. The revised proffers do not intend to change the conditions of the Previous Proffers. Proffers 3 and 4 are verbatim from the 2015, and the 2001 Proffers.
2. Revised Application Plan. Enclosed with this letter is an updated Application Plan.

Special Use Permit

1. Parking Waiver. Information regarding the parking waiver is provided above.
2. Handicapped-accessible Parking Spaces. No required handicapped-accessible spaces are being lost. There are 10 handicapped-accessible spaces in the surface parking lot, which are not impacted by the proposed plan. The remaining 98 space lot requires just 4 handicapped-accessible spaces, and, the original 131 space configuration required 5, so the number of handicapped-accessible spaces remains well in excess of the requirement.

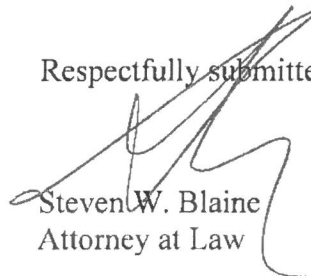
Planning comments

1. Parking Waiver. Information regarding the parking waiver is provided above.

2. Handicapped-accessible Parking Spaces. No required handicapped-accessible spaces are being lost. There are 10 handicapped-accessible spaces in the surface parking lot, which are not impacted by the proposed plan. The remaining 98 space lot requires just 4 handicapped-accessible spaces, and, the original 131 space configuration required 5, so the number of handicapped-accessible spaces remains well in excess of the requirement.
3. Changes to Site. Potential need for a site plan amendment is acknowledged.
4. Event Parking. The Applicant has reached an agreement with a neighboring landowner to provide overflow parking and is presently working to formalize this agreement.
5. Monticello viewshed. The Applicant intends to brief Ms. Russell at Monticello.
6. CSL Residents and Cottage at Jefferson Heights. The Applicant will be holding meetings with the residents, as well as with the neighboring property Owners.

Attached are executed forms to accompany this submittal, as well as a red-line showing the changes from the 2015 proffers, revised parking study, and an updated Application Plan.

Respectfully submitted,



Steven W. Blaine
Attorney at Law

Occupied Spaces

Date	Time	7:00 AM	10:00 AM	2:00 PM	6:00 PM	9:00 PM	Daily Avg
19-Jul		44	42	36	37	27	37
20-Jul		38	34	35	37	39	37
21-Jul		33	48	45	27	25	36
22-Jul		44	35	38	26	30	35
23-Jul		42	38	34	33	29	35
24-Jul		34	38				36
20-Sep		24	26	20	30	15	23
21-Sep		28	33	35	31	21	30
22-Sep		25	35	40	39	47	37
23-Sep		20					20
24-Sep							
25-Sep		96	46	40	32	49	41
26-Sep		31	42	37	34	25	34
27-Sep		25	38	41	40	23	33
28-Sep		28	27	27	36	21	28
29-Sep		33	39	41	38	26	34
30-Sep		21	30			24	25
1-Oct		20	47	37	38	32	35
2-Oct		19	28	40	35	23	29
3-Oct		22	34	39			32
4-Oct		17	40	32	31	22	29
5-Oct		24	35	29	45	28	32
6-Oct		31	47	53	42	27	40
7-Oct		35	44	41	34	30	37
8-Oct		37	32	40	36	24	34
9-Oct		39	47	31	37	26	36
10-Oct		42	32	36	40	22	34
11-Oct			25	30	32	23	28
12-Oct			26	26	37	26	29
13-Oct		24	26	26	35	26	27
14-Oct		17			37	25	26
15-Oct		20	31	39	30	22	28
16-Oct		32	46	41	31	22	34
17-Oct		29	44	50	36	25	37
18-Oct		26		62	65	21	44
19-Oct		24	35	40	33	24	31
20-Oct		28	47	53	30	20	36
21-Oct		29	27	51	35	21	33
22-Oct		31	45	47			41
23-Oct		28	32				30

event day

Average (at given time)	29	37	39	36	26	33
# of Data Points	174					
# of Data Points >50	5					
# of Days w/ Data Points >50	4					
Overall Average (Mean)	33					
Median	33					
Mode	35					
Peak Number	65					
Max Daily Average	44 (event day)					
Max Daily Average (excl event day)	41					
Max Average (at any given time)	39					
Garage Parking	11					

$$\frac{42}{11} = 53$$