

LYNCHBURG CITY COUNCIL

Agenda Item Summary

MEETING DATE: **April 12, 2011**

AGENDA ITEM NO.: 1

CONSENT:

REGULAR:

WORK SESSION: **X**

CLOSED SESSION:

(Confidential)

ACTION:

INFORMATION: **X**

ITEM TITLE: **Presentation by the Local Chapter of North America Young Generation Nuclear (NA-YGN)**

RECOMMENDATION: No action required.

SUMMARY: NA-YGN is a national organization of enthusiastic young professionals, typically under the age of 35 and/or within the first ten years of their career in the nuclear industry. Its four pillars are:

- 1) Nuclear Energy Advocacy
- 2) Social Retention of Members
- 3) Community Outreach
- 4) Professional and Character Development

Council Member Perrow suggested that representatives of the local chapter be given the opportunity to make a presentation to Council.

The presentation will focus on what NA-YGN is and what it has done locally for our community, state and nation. One goal of the organization, which has been around for about 8 years, is to enhance its name recognition. The group also wants to work with community outreach events and in City schools as part of the STEM (Science, Technology, Engineering and Math) effort.

PRIOR ACTION(S): N/A

FISCAL IMPACT: None

CONTACT(S): Kimball Payne, 455-3990

ATTACHMENT(S): None

REVIEWED BY: lkp

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NA-YGN

Caleb Tomlin, Wayne Lee, & Luis Durani
April 12, 2011



Outline



- ▶ **Goals**
- ▶ **Evolution of NAYGN**
- ▶ **2010 Success**
- ▶ **2011 Goals**
- ▶ **Government Affairs**
- ▶ **ACNL & Lynchburg City**

Goals of AREVA Chapter NA-YGN Lynchburg (ACNL)



The Goals of the ACNL are:

- ▶ 1. To promote nuclear science, the nuclear power industry and to provide an environment in which ACNL members are able to succeed.
- ▶ 2. To provide an organized association through which the public is informed about nuclear energy and nuclear technologies.
- ▶ 3. Provide an environment in which young AREVA-Lynchburg employees are given leadership, networking, and service opportunities to promote their professional careers as well as enrich their local communities.
- ▶ 4. To help retain new hires at AREVA-Lynchburg by providing a platform for young people to interact through company/community involvement and social events.

Evolution of NA-YGN



- ▶ Began as a retention tool for young and new engineers to AREVA-Lynchburg
- ▶ The organization has evolved to become more balanced across the four key goals
- ▶ The focus has not shifted from the social aspect but rather supplemented with nuclear advocacy, civic involvement, and professional development
- ▶ Transcend NA-YGN to becoming the breadbasket of AREVA's future leaders

2010 Lynchburg Chapter Success

- ▶ NA-YGN members Rock the Capital Hill, Invite Congressmen and visit state officials
- ▶ NA-YGN LYH educate the public about nuclear power and nuclear science
- ▶ Oscar is coming to AREVA! Catch Neutron Man Soon on YouTube!
- ▶ Leaders in the making! NA-YGN LYH meet with industry leaders
- ▶ NA-YGN Crosses the Atlantic to shake hands with SFEN-YGN
- ▶ NA-YGN hearts surround the local community
- ▶ NA-YGN LYH met budget goals!

The year of initiatives!!!



2011 Strategic Goals



► Increase Professional Development for all members

- ✓ Have more of the webcast opportunities
- ✓ Continue sending members to conferences and meetings
- ✓ Knowledge Transfer Brown Bags

► Nuclear Advocacy

- ✓ Blogging Competition (www.CleanEnergyInsight.org)
 - ✓ How do current industry events and decisions affect the next generation in Nuclear (NA-YGN) ?
 - ✓ cleanenergyinsight@na-ygn.org
- ✓ Continue with High School and College Presentations
- ✓ Two Phase Hill Day Events
- ✓ YouTube Video Competition

2011 Strategic Goals

▶ College Recruiting

- ✓ Revamp College Recruiting Process

▶ Lean Six Sigma

- ✓ LSS training for members

▶ Nuclear Advocacy

- ✓ Continuing School Presentations
- ✓ YouTube Competition (both internal and external locally)
- ✓ Two Phase Hill Day

▶ Leadership Opportunities

- ✓ NA-YGN members have leadership potential



2011 Strategic Goals



► Continue Supporting Social Activities

- ✓ Increased participation with all AREVA chapters
- ✓ Include B&W as they work on starting their chapter

► Increase Member Participation

- ✓ Listen to all of YOU!
- ✓ Formation of Event Committee
- ✓ Increased opportunities to PM
- ✓ 2012 budget approved in May



► Make our Presence Known!

- ✓ External to AREVA (Community outreach opportunities)
- ✓ Internal to AREVA (Mid-level management)
- ✓ Benefits of being active in NA-YGN

2010 Civic Activities



- ◆ Big Brother Big Sister Bowl-a-Thon
- ◆ CVGS Student Research Symposium & Science Fair
- ◆ Habitat for Humanity
- ◆ United Way Day of Caring
- ◆ Science Teacher Workshop (Richmond, VA)
- ◆ First LEGO League
- ◆ Paintball - Teambuilding w/ Interns/Co-ops
- ◆ Virginia Ten Miler

Habitat for Humanity



United Way Day of Caring



Government Affairs



- ▶ **Talking with Federal, State, and Local officials**
 - ◆ **One Loan Guarantee opens the flood gates**
 - The beginning of the nuclear renaissance in the US
 - ◆ **Plethora of high paying jobs will be coming to Lynchburg**

ACNL and Lynchburg City



► Give LCS students a glimpse into nuclear power

◆ High School- ~45 minute presentation

- “Overview of Nuclear Power”

◆ Elementary School- ~20 minute presentation

- “What does an Engineer Do?”



ACNL offers a way to connect the classroom to the outside world

ACNL and Lynchburg City



- ▶ How can Lynchburg City help NAYGN?
- ▶ How can NAYGN help Lynchburg City?

Questions ?



Thank you

LYNCHBURG CITY COUNCIL

Agenda Item Summary

MEETING DATE: **April 12, 2011**

AGENDA ITEM NO.: 2

CONSENT:

REGULAR:

WORK SESSION: **X**

CLOSED SESSION:

(Confidential)

ACTION:

INFORMATION: **X**

ITEM TITLE: **Presentation by Virginia Cooperative Extension**

RECOMMENDATION: No action required.

SUMMARY: Jan Baker, Area Leader for Virginia Cooperative Extension, will make a short presentation on the activities of Extension in Lynchburg and the region. Attached for information are an annual report for 2010 and a report on the first quarter of 2011, with some additional documents describing activities.

PRIOR ACTION(S): N/A

FISCAL IMPACT: None

CONTACT(S): Kimball Payne, 455-3990

ATTACHMENT(S): Annual Report, First Quarter Report with supporting documents.

REVIEWED BY: lkp

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2010 Annual Report

Virginia Cooperative Extension - Lynchburg Office Program Summary

Agriculture and Natural Resources Programs/4-H Youth Education Programs
January 1 – May 31, 2010 conducted by Donald J. Davis, Extension Agent

Hill City Master Gardener Association (HCMGA)

- Association members participated in continuing education programs at monthly meetings in January, March April, and May.
- As Advisor, support was provided to the HCMGA Executive Committee on an ongoing basis.
- 21 HCMGA trainees participated in educational programs conducted by the Extension Agent on a total 14 subjects for a total of 21.5 hours in the training programs.
- Collaboratively with the HCMGA school program committee, spring youth programs were planned and conducted. Those were:
 - 136 students at Sheffield Elementary School in March and May
 - 350 students at R.S. Payne Elementary School in March and May
 - 85 students at Dearington Elementary School in two programs in March
 - 65 students at Perrymont Elementary School in 3 programs in March
 - 90 students at Linkhorne Elementary School in 4 programs in March.
- Supported the Festival of Gardening by providing newspaper publicity and participating which raised \$10,000 for programs in support of VCE.

Youth and Community Horticulture (Gardening Programs)

- 10 programs were conducted with teenagers housed at the Lynchburg Regional Juvenile Detention Center where they learned to grow flowers and vegetables.
- 14 youth participated in a series of 6 gardening programs at the Boys and Girls Club of Greater Lynchburg providing them with a variety of edible plants to take home.
- 10 youth at Jubilee Family Development Center participated in a gardening program.
- 20 youth at the Yoder Community Center learned more about planning a vegetable garden during three programs conducted March – May.

Agricultural and Natural Resources Educational Programs and Services

- Appomattox Master Gardener trainees participated in six hours of educational program during their training covering a total of 4 subjects.
- 66 Central Virginia citizens participated in the program for recertification of commercial pesticide applicators program.
- 170 Danville area citizens participated in the commercial pesticide applicators recertification program.
- Site visits to provide face-to-face technical assistance included Springhill Cemetery (2 visits), the Amherst County Historical Society, the equestrian facility of Randolph College, and the Boonsboro Country Club
- There were nine home visits to provided educational information and technical assistance conducted.
- 12 members of the Tree Stewards of Greater Lynchburg participated in a program.
- Citizens at the Festival Center participated in a vegetable gardening program
- 21 members of the Men's Central Virginia Horticulture Club participated in an educational program.
- Provided educational assistance to 527 citizens with office contacts. These included office visits, phone calls and emails.
- Continued writing the weekly gardening column for the Lynchburg News and Advance.

We would like to take this opportunity to publicly recognize Don Davis for the outstanding service he provided to the citizens of Lynchburg and the surrounding areas. He was a dedicated employee, ever seeking to improve the lives of those around him. In fact, on his last day as a VCE employee, Don planted grass seed at 6 of the 7 Neighborhood Centers run by the City of Lynchburg where VCE programs were ending.

Agriculture and Natural Resources Programs/4-H Youth Education Programs July 1 – December 31, 2010 conducted by Kevin Camm, Extension Agent

Hill City Master Gardener Association (HCMGA)

- Association members participated in continuing education programs at monthly meetings in July, August, September, October, November, and December.
- Currently serve as advisor to the HCMGA and attend monthly Board meetings and other committee meetings.

- To recognize the Lynchburg Extension volunteers who donate their time and talents to the City of Lynchburg, during **Virginia Cooperative Extension Volunteer Month**, I hosted and planned the Lynchburg VCE Recognition Awards Presentation to the HCMGA. Governor Bob McDonnell issued a proclamation declaring October (2010) to be Virginia Cooperative Extension Volunteer Month. The proclamation acknowledged the value of Extension volunteers to Virginia citizens. Donations in support were acquired from Lynchburg businesses such as Starbucks, Village Garden Greenhouse, Farmers Seed and Supply Co., and Bills Pastry.
- Assisted the planning and recruitment of the **Hill City Master Gardener Training** which 18 local residents signed up to complete in early 2011.
- Collaboratively with the **HCMGA school program** committee, fall youth programs were planned and conducted with 4th and/or 5th graders. Those schools whose 4th graders were impacted were:
 - Sheffield Elementary School in September/October
 - R.S. Payne Elementary School in September/October
 - Dearington Elementary School in September/October
 - Perrymont Elementary School in September/October
 - Linkhorne Elementary School in September/October

Agricultural and Natural Resources Educational Programs and Services

- Since July 1, 2010 over 30 Weed, Insect Identification and Plant Disease samples and nearly 100 soil samples have been sent to Virginia Tech for identification and analysis.
- **Grounds Inspection** regarding a Royal & Parkland Restoration Project– Greg Blair (Lynchburg City Project Manager), Bruce Jones (Appomattox ANR Agent) and myself. Our results and findings will provide the City an unbiased opinion on resolving an unsuspected situation.
- Provided educational assistance to 263 citizens with office contacts. These included office visits, phone calls and emails.
- Provided WSET-13 with research based information during two interviews on acorns and stinkbugs. The stinkbug television interview became widespread very quickly after airing. There were several publications, webpages, etc. in which my quotes from this interview were used which went from Virginia to Seattle. This was also on TIME.com.

4-H Youth Development Educational Programs and Services

- Instructor for the **Innovative Leadership: Launching Tomorrow's Leaders** with the 2010 Grow One youth leadership program sponsored by the United Way of Central Virginia. Virginia Cooperative Extension's adult leadership development curriculum, Innovative Leadership: Building Community Connections, was the curriculum that was adapted to

youth for this event and included leadership traits and styles, effective communication, and conflict management skills, teambuilding, and community vision and goal setting.

- Assistant Camp Director for the **2010 Appomattox / Lynchburg Junior 4-H Camp**. There were 26 4-H campers, 1 teen leader and 2 adult leaders. Post camp surveys indicate that campers aged 9 - 13 report increasing their independence as a result of attending 4-H camp. 79% of youth attending 4-H camper reported increases in independence skills. When asked what they enjoyed the most about 4-H camp, campers responded: "Meeting new people and being with friends", "I enjoyed the classes most of all", and "The most enjoyable experience is the independence and meeting new people. Also, the classes were nice."
- Presenter in **Agriculture Awareness Day for Fifth Grade Students** at the Southern Piedmont Agricultural Research Education Center.
- Provided educational assistance to 53 citizens with office contacts. These included office visits, phone calls and emails.

Professional Development

- Participated in the **23rd Annual Master Gardener College** held June 22 – 27, 2010 on the Virginia Tech Campus in Blacksburg, Virginia
- Participated in the **Virginia Pesticide Safety Educators Workshop** held at the Hotel Roanoke in Roanoke, VA on September 8 – 9, 2010. This is an annual train-the-trainer workshop for Virginia Extension agents

State and District 4-H Responsibilities

- Vice-Chair of the **Central District 4-H Programming Committee** for the 4-H Calendar year 2010 – 2011
- Central District Representative to the 2010 **Virginia Association of Extension 4-H Agents** Nominating Committee

Lynchburg's Extension Agents and program assistant administered educational programs in cooperation with 133 Extension Master Gardener volunteer educators who contributed 17,056 hours of volunteer time. Using the current Independent Sector data for Virginia, this time is valued at \$365,851.

4-H Expanded Food and Nutrition Education Programs January – December, 2010 conducted by Sylvia Kee, Program Assistant

The Lynchburg Expanded Food and Nutrition Education program assistant taught a total of 32 classroom and hands-on nutrition lessons in support of the Science Standards of Learning.

Lynchburg City School Programs:

Bass Elementary School

39 students participated

Payne Elementary School	71 students participated
Dearington Elementary School	103 students participated
Linkhorne Elementary School	128 students participated
Paul Munro Elementary School	97 students participated
Sheffield Elementary School	155 students participated
T. C. Miller Elementary School	110 students participated

Other Programs:

YMCA	89 students participated
Spark House	18 students participated
Steps with Links	50 students participated
Yoder Neighborhood Center	22 students participated
Miller Park Neighborhood Center	45 students participated
Diamond Hill Neighborhood Center	33 students participated
White Rock Head Start	7 students participated
Bethune Academy	14 students participated
Fellowship Church of Christ Camp	16 students participated
Central Virginia Community Services	58 students participated
Boys and Girls Club	79 students participated
Jubilee Family Development Center	26 students participated

Volunteers: 79 **Contact Hours:** 474

Family and Consumer Sciences Programs, January – December, 2010 Conducted by Jan Baker, Extension Agent, FCS in Amherst County

Early Childhood Education

- 150 Central Virginia early childhood educators from 7 localities (18% Amherst, 66% Lynchburg, 6% Appomattox, 6% Bedford, 4% various other) increased their knowledge about high quality care and education during the Spring **“Potpourri for Providers Early Childhood Educators Conference”**. Participants’ evaluations show they increased their knowledge about: ideas for how to effectively use the outdoors as a learning setting for infants and toddlers, how to use Key Developmental Indicators to create learning plans, ways to incorporate math, science, and literacy into environmental experiences, ideas for how to conduct healthy food activities with children outside, and how to design and create wildlife habitat areas at their facility. Participants indicated they planned to make changes in their setting as a result of the information they gained and 99% (all but one respondent) indicated they would recommend the ‘Potpourri’ to colleagues. A total of 34 volunteers contributed 296 hours to this conference, assisting with the planning, instruction, implementation and evaluation of the program.
- 158 Central Virginia early childhood educators from 7 localities (16% Amherst, 54% Lynchburg, 5% Appomattox, 13% Bedford, 9% Campbell, 3% Nelson and Prince Edward) increased their knowledge of high quality care and education during the Fall **“Potpourri for**

Providers Early Childhood Educators Conference". Participants' evaluations show they increased their knowledge about: proper food safety techniques, how to plan learning activities for infants and toddlers that enhance cognitive development, new ideas for activities to teach children early math and money skills, how to use open-ended questions to enhance children's cognitive and language development, ideas for involving children in community service activities, and how to discuss concerns related to children's development and need for referral with parents. Participants listed numerous ways they planned to make changes in their settings and 100% of the participants indicated they would recommend the 'Potpourri' conference to early childhood education professionals. A total of 29 volunteers contributed 188 hour to help plan, instruct workshops, implement, and evaluate the conference.

Parenting Education

- A total of 19 parents (68% Amherst, 32% Lynchburg) participated during the **"Steps to Positive Parenting: Success in School and Beyond"** parent education series. The series consisted of six classes and was a collaborative program co-instructed by VCE and the Monelison Middle School Guidance Counselor. Participants learned more about how communication styles impact children's self-esteem, effective communication strategies, how to conduct family meetings, establish and implement family rules, and how to solve problems as a family. By the end of the course, parents reported they had already implemented family meetings, established family rules, and made changes in their communication style. As a result, one parent reported: (There is) "Less conflict when I parent in a positive manner instead of the 'old' way."

Youth and Adult Financial Management Education

- 69 second grade students at Bedford Hills Elementary School learned about making smart spending choices and early money management skills during the **"Kids' Marketplace"** program. When asked to write about the most important thing they learned, students' answered: "How to make good choices.", "That you don't have to have everything you want.", "Get your needs first and wants later.", and "How hard parents have to think for what they need and not need." 100% of the teachers involved indicated they would recommend the program to other teachers sighting the reasons: "It's well organized and realistic.", "It's relevant to the SOLs.", and "It teaches life skills in a fun way." A total of 18 volunteers contributed 74 hours to the preparation and implementation of this program.
- 75 inmates participating in the Offender Successful Re-entry program at the Blue Ridge Regional Jail increased their knowledge of personal financial skills during one of 6 **"Basic Budgeting"** programs. These classes were conducted for inmates who were in the transition program to be reintroduced to independent living.

Nutrition and Health Education

- 16 parents of children attending Randolph College Nursery School and 19 parents of children at Amherst Presbyterian Preschool participated in the **"Winning Foods for Preschoolers"** program. Participant evaluations show parents increased their knowledge about nutritional guidelines for preschoolers, correct portion sizes, overall caloric needs, and how to read nutritional labels on foods to identify sources of sugar, fat and salt. Additionally, a follow up evaluation was conducted three months after the program. 46% of the surveys were returned and of those 100% of the respondents indicated that as a result of the program they had made

the following changes: paid more attention to and used the food labels to make better food choices, and decreased the overall amount of sugar in their preschooler's diet. Additionally, 97% indicated they had started to incorporate more fruits and vegetables into their preschooler's diet and had decreased the overall amount of fat in their preschooler's diet. One parent wrote: "We have tried not to buy 'junk' foods. The meeting was very informative and has helped me make better choices when I am at the grocery store. Thank you."

Community Viability

- Member of the **Smart Beginnings of Central Virginia** Coalition. Additionally, serve on the Family Support subcommittee, Lynchburg, Amherst and Campbell County Child Development Task Forces, and have provided input on various other subcommittees and working groups including the Early Childhood subcommittee and Indicators working group.
- As a member of the Smart Beginnings of Central Virginia Family Support subcommittee, I participated in six days of training and became an accredited facilitator in Levels 2 and 4 of the internationally recognized evidence-based "**Triple P**" **Parent Education Program**. I completed the accreditation process with three colleagues from other Lynchburg agencies and am a part of the facilitation team who will be implementing Triple P Parent Education programs in 2011.
- 99 **Liberty University** students in the FACS 103 course increased their awareness of Virginia Cooperative Extension careers and Extension Family and Consumer Sciences programs during a guest lecture in the fall 2010 semester. This program helps students to gain knowledge about potential careers upon graduation as well as informs them of possible volunteer and internship opportunities while in college.

State Family and Human Development Leadership (Early Childhood Education Initiatives)

- Co-chair of the Hospitality Committee and member of the planning committee for the **Virginia Association of Early Childhood Educators State Conference**. Responsibilities included planning and oversight of all banquets and special events, securing and providing orientation for 41 volunteers serving conference workshop facilitators and staffing the hospitality table during the conference, securing items for conference participant and presenter bags, securing donations for banquet and luncheon table centerpieces and door prize donations, coordination of volunteers with the Richmond Chamber of Commerce, and providing assistance to workshop presenters, special guest speakers, and participants during the conference.
- Co-presenter with Dr. Martha Walker of "**Innovative Leadership: Building Community Connections**" presentation at the 2010 Virginia Association of Early Childhood Education Conference. 17 early childhood professionals from across the state participated in this session.
- As Chair of the **Virginia Cooperative Extension Early Childhood Education Committee**, I collaborated with Lisa Deaton, Virginia Department of Forestry State Project Learning Tree (PLT) Coordinator to plan and implement a state-wide initiative for facilitator training for the new PLT early childhood curriculum, "**Environmental Experiences for Early Childhood**". I co-coordinated and conducted six facilitator trainings for a total of 91 participants across Virginia. Four of the trainings were for teams of VCE Family and Consumer Sciences

extension agents, Extension Master Gardener and Master Naturalist volunteers, utilizing the various expertise areas to create well-rounded training teams within VCE. The trained facilitators are now expected to conduct staff development workshops in their localities for early childhood educators. The overall goal of the initiative is to increase the number of early childhood educators who have received training in the 'Environmental Experiences for Early Childhood' and who utilize the curriculum to increase the amount of time they spend with children outdoors in active exploration and learning about the environment.

- Presenter at the 2010 Virginia Environmental Education Conference. Conducted workshop, **"Environmental Experiences for Early Childhood: Taking PLT to Preschoolers"** for 13 teachers and environmental educators from across Virginia, introducing them to the new PLT early childhood curriculum.

Family and Consumer Sciences Programs January – December, 2010
Conducted by Susan Prillaman, Extension Agent, FCS in Bedford County

Food Safety

- A total of 55 Lynchburg citizens participated in one of three sixteen hour National ServSafe Food Sanitation Classes. Of those, two of the classes were conducted at the Blue Ridge Regional Jail for 24 inmates as a part of their re-entry education to equip them with employment skills they can use to become successfully employed, contributing citizens upon release. The average test score was 83.54 with 19 inmates (79%) passing the exam.
- Forty-Five kitchen managers and staff members with Lynchburg City Parks and Recreation USDA Summer Feeding Program were trained in food safety skills. This training is required by Federal and State Food Code regulations to conduct the USDA Summer Feeding Program.
- A total of 86 senior citizens participated in one or more of six workshops conducted in partnership with the Templeton Senior Citizens' Site (Parks and Recreation Department) Workshops topics included: Food Preservation with Pressure Canning, Freezing and Pickling, Quick Breads and Whole Grains, and the Art of Bread Baking.
- Conducted the "Steps to Safe Food Preservation" PowerPoint and display during the First Annual Lynchburg Green Spring Expo at the Armory. Participants gained a greater awareness of home food preservation methods to best utilized locally grown and purchased produce from the Lynchburg Farmers Market.

Chronic Disease Prevention

- 65 Lynchburg City Teachers participated in the "Suppers Made Simple" workshops conducted during the Best Practices Teacher In-service training. Participants' evaluations indicated that the workshop helped them learn more about healthy meal ideas, ways to balance healthy choices with busy lifestyles, and effective money saving tips on food/menu item purchases. Overall, the results of the evaluations received the rated the workshop a 4.8 out of 5. Additionally, participants rated planning to make positive changes in their family meal planning skills at 4.5 out of 5.
- 66 of the 225 participants attending the Aging Well in Mind, Body and Spirit: Lynchburg College Beard Center and Consortium on Aging 2010 Annual Conference on Aging June 8, 2010 participated in the Virginia Cooperative Extension breakout workshop, "Diet and Lifestyle

Routines for Positive Aging... Be Rejuvenated! Overall, the results of the evaluations rated the sessions 4.7 out of 5.

- 65 youth in the Jubilee Center Summer Camp program participated in the “How to Make a Basic French Omelet” program learning more about the role of breakfast in overall health. The campers also learned how eggs can be used throughout the day creating healthy and economic snacks and dinners. In addition, lessons included food preparation skills, kitchen safety, personal hygiene and food safety and kitchen equipment safety. This program was co-conducted with Sylvia Kee, Lynchburg City Extension Youth EFNEP Program Assistant.
- Ten Lynchburg citizens participated in the two-month “Fit Extension” walking and health education program. Dubbing themselves the “Lynch-No-Burgers” team members tracked their walking/exercise and their intake of fruits and vegetables while receiving educational and motivational newsletters. Participants who were not meeting physical activity guidelines prior to the start of the program showed significant increases in physical activity by approximately 33 minutes. Specifically, previously inactive participants increased their moderate to vigorous activity by an average of 190 minutes per week. Participants who were somewhat active prior to the start of the program increased their moderate to vigorous activity by 6 minutes per week. The number of participants meeting the program goal of 5 cups of fruits and vegetables improved from 57.1% at the start of the program to 78.6% at the end of the program which reflects, on average, an increase of 1.6 cups per day.

Professional Development for Jan Baker and Susan Prillaman

- Attended “**Telling the FCS Story**” FCS Agents’ In-service in Roanoke. Participated in subcommittee work to document and create impacts that reflect the public value of various VCE Family and Consumer Sciences programs.
- Attended the “**Care for the Caregivers**” FCS Agents’ In-service in Richmond, receiving new curriculum to use for programs in Central Virginia.
- Participated in “**Master Food Volunteer**” FCS Agents’ In-service in Rustburg becoming trained to implement a new Master volunteer training program based on the highly successful Master Gardener and Master Naturalist volunteer models.

LYNCHBURG CITY COUNCIL

Agenda Item Summary

MEETING DATE: **April 12, 2011**

AGENDA ITEM NO.: 3

CONSENT:

REGULAR:

WORK SESSION: **X**

CLOSED SESSION:

(Confidential)

ACTION:

INFORMATION: **X**

ITEM TITLE: **Report on Tourism Program Activities in 2010**

RECOMMENDATION: No action required.

SUMMARY: Beckie Nix, Director of Tourism for the Lynchburg Regional Convention and Visitors Bureau (CVB), will attend Council's work session to make a presentation on the activities and accomplishments of the CVB in 2010. This presentation previews the annual report that is due in May.

PRIOR ACTION(S): N/A

FISCAL IMPACT: N/A

CONTACT(S): N/A

ATTACHMENT(S): None

REVIEWED BY: lkp

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LYNCHBURG CITY COUNCIL

Agenda Item Summary

MEETING DATE: **April 12, 2011**

AGENDA ITEM NO.: 4

CONSENT: REGULAR: WORK SESSION: **X**

CLOSED SESSION:
(Confidential)

ACTION: INFORMATION: **X**

ITEM TITLE: **Briefing on 2010 Census Data and GIS Redistricting Tool**

RECOMMENDATION: No immediate action required.

SUMMARY: The 2010 Census Redistricting Data has been received and incorporated into the City's Geographic Information System (GIS). The data is available at the Tract, Block Group and Block Level and contains the following information:

- Total Population by Race
- White
- Black or African American
- American Indian & Alaska Native
- Asian
- Native Hawaiian & Pacific Islander
- Two or More Races
- Hispanic or Latino
- Other Race

An overview of the 2010 Census Data by Ward is attached.

City staff will present an overview of the Census data which will include growth trends and population by Ward. The "Redistricting Tool" that has been created to aid in the redistricting process will also be demonstrated.

In addition, staff will review with Council the status of the redistricting plans being considered by the General Assembly.

PRIOR ACTION(S): None

FISCAL IMPACT: None

CONTACT(S): Tom Martin, City Planner - 455-3900
Shaun Conway, GIS Specialist – 455-3946
Kent White, Director of Community Development – 455-3900

ATTACHMENT(S):

- 2010 Census Overview

REVIEWED BY: lkp

2010 Census Overview

Population Change By Ward

17,947

-5% of Ideal

18,892

Ideal

19,837

+5% of Ideal

Ward I					
2000		2010		% Change	
	Count	% Total	Count	% Total	
Total	16231	--	18481	--	13.86
White	13350	82.25	14472	78.31	8.40
Black or African Am.	2398	14.77	2990	16.18	24.69
Other *	483	2.98	1019	5.51	110.97

Ward II					
2000		2010		% Change	
	Count	% Total	Count	% Total	
Total	15616	--	15167	--	-2.88
White	4322	27.68	3983	26.26	-7.84
Black or African Am.	10907	69.85	10589	69.82	-2.92
Other *	387	2.48	595	3.92	53.75

Ward III					
2000		2010		% Change	
	Count	% Total	Count	% Total	
Total	16305	--	22129	--	35.72
White	12405	76.08	15684	70.88	26.43
Black or African Am.	3167	19.42	4752	21.47	50.05
Other *	733	4.50	1693	7.65	130.97

Ward IV					
2000		2010		% Change	
	Count	% Total	Count	% Total	
Total	17117	--	19791	--	15.62
White	13410	78.34	14535	73.44	8.39
Black or African Am.	2910	17.00	3809	19.25	30.89
Other *	797	4.66	1447	7.31	81.56

* Consolidation of American Indian & Alaska Native, Asian, Native Hawaiian & Pacific Islander, Other Race, Two or More Races



The City of Lynchburg, Virginia

MEMORANDUM

TO: City Council

FROM: L. Kimball Payne, III, City Manager 

DATE: April 6, 2011

SUBJ: FY 2012 Budget Adoption

Council has walked through the entire Proposed FY 2012 Budget with staff and has conducted its public hearing. With this memo we are including responses to the latest questions raised by Council members and “The List” of possible changes to the proposed budget.

Time is scheduled during your work sessions on April 12th and April 26th (with the possibility of an additional session on May 3rd) for final decisions with the goal, as in past years, of first and second readings of the budget resolution during the May meetings.

Because the amount of time to reach final decisions is limited, I suggest that the deliberations on Tuesday start with a discussion of Council’s goals with respect to budget adoption. Merely going down the list and voting an item up or down may be difficult, and even counter-productive, without a clear understanding of what end is desired.

I offer this suggestion with the intent of aiding Council in its budget decisions. Nevertheless, staff will assist Council in its deliberations in any way that Council feels is appropriate.

CC: Leadership Team

MEMORANDUM

TO: City Council
L. Kimball Payne, III, City Manager

FROM: Donna Witt, Director of Financial Services 
Bonnie Svrcek, Deputy City Manager 

SUBJECT: Responses to Questions Raised during and since the March 29, 2011 Budget Work Session

DATE: April 7, 2011

At the March 29th Work Session on the FY 2012 Proposed Budget, Council members raised the following questions that required staff follow-up:

What services are being provided to the City by the Sheriff's Office? (Gillette)

The Sheriff's Office provides security service for the City by escorting staff from City Hall to the bank to deposit money and by providing transport for Temporary Detention Orders (approximately 500 per year).

Provide a graph reflecting the Schools Average Daily Membership (ADM) in relation to total expenditures? (Perrow)

Three graphs are enclosed as ATTACHMENT A-1, *Historical Comparison of Schools Average Daily Membership (ADM) and Cost per Pupil*; ATTACHMENT A-2, *Total Operating Expenses and the City Contribution for Operations*; and ATTACHMENT A-3, *Percent Change in Total Operating Expenditures and Cost per Pupil Compared to Average Daily Membership (ADM)*.

What is the City's return on investment in funding the Lynchburg Lifesaving/Rescue Squad? (Gillette)

Staff is working to gather this information; it is anticipated a response will be included with next week's memorandum.

What is the City's return on investment in funding the Virginia Cooperative Extension Service? (Gillette)

A response was provided by e-mail to City Council from Daniel L. Goerlich, Central District Director with Virginia Cooperative Extension, on April 2, 2011.

What is the City's return on investment in funding the Region 2000 Economic Development Council and if the City's contribution was reduced to \$50,000 how would services be affected? (Gillette)

A document titled "Region 2000 Partnership Report – Mangum Consulting 4-09 final" was e-mailed to City Council on April 5, 2011, to address the City's return on investment in funding the Region 2000 Economic Development Council.

Bryan David, Executive Director of Region 2000 Economic Development Council, e-mailed a response to Bonnie Svrcek regarding the effect a reduction would have on services; a copy of the e-mail is included as ATTACHMENT B (6 pages).

How would Rebuilding Together use City Operating funds? (Gillette)

Per Sandy Walton, Executive Director of Rebuilding Together Lynchburg (RTL), the organization's greatest need is for funds to cover insurance costs and a part-time staff person. While RTL has been very fortunate to have been awarded a number of grants, many of these do not allow funds to be used for "overhead" expenses. Of the \$50,000 request, RTL needs approximately \$20,000 to help with overhead expenses; the remaining \$30,000 would be used to buy materials for repairs and/or modifications of homes.

How would Lynchburg Community Action Group (LynCAG) use City Operating funds? (Gillette)

City funding would allow LynCAG to perform home improvement and repairs on 8 to 10 low-income, owner-occupied housing units.

Provide a copy of the City's contract with Lynchburg Neighborhood Development Foundation. (Helgeson)

A copy of this contract is enclosed as ATTACHMENT C (9 pages).

Can the \$4 Passenger Fee charged by the Airport be used for expenses outside of capital? (Helgeson)

Per Mark Courtney, Airport Director, funds from the \$4 Passenger Fee can only be used for capital expenses.

Why does Hutcherson Early Learning Center have HVAC expenses in FY 2012 and FY 2013? (Johnson)

Hutcherson Early Learning Center's HVAC controls will be replaced in FY 2012. A corrected detail of Major Building Repair Projects planned for FY 2013 is enclosed as ATTACHMENT D.

Council members also raised the following questions that required follow-up by the Schools:

Explain the increase in average salaries as shown in the State Work Force Data. (Perrow)

Explain the 10.5% increase in Benefits as reflected in the school's budget, page 20. (Perrow)

What are the school division's plans for the Hutcherson Early Learning Center?

Dr. Paul McKendrick, Superintendent of Schools, provided a response to these questions as well as corrected a statement made during the Work Session; this document is enclosed as ATTACHMENT E (2 pages).

Since the March 29th Work Session, these additional questions have been raised:

Is the City funding any salary increases for the Sheriff's Office in FY 2012?

The City funds three Sheriff's Deputy positions; pay for these positions follows the State pay structure. Therefore, when the State approves pay increases for its Sheriff's Deputies, the City would fund the increase for the locally supported positions.

Provide a comparison of External Service Provider requests and Community Development Block Grant (CDBG) and HOME requests.

Please see ATTACHMENT F, *Summary of External Service Providers General Fund Request and Proposal and CDBG/HOME Request and Community Development Advisory Committee (CDAC) Recommendations*, which includes the Community Development Advisory Committee recommendations as of April 7, 2011.

Lastly, a question was raised at the March 15th Work Session which has the following response:

Provide a list of “missed opportunities” regarding tourism from the Marketing Partnership. (Gillette)

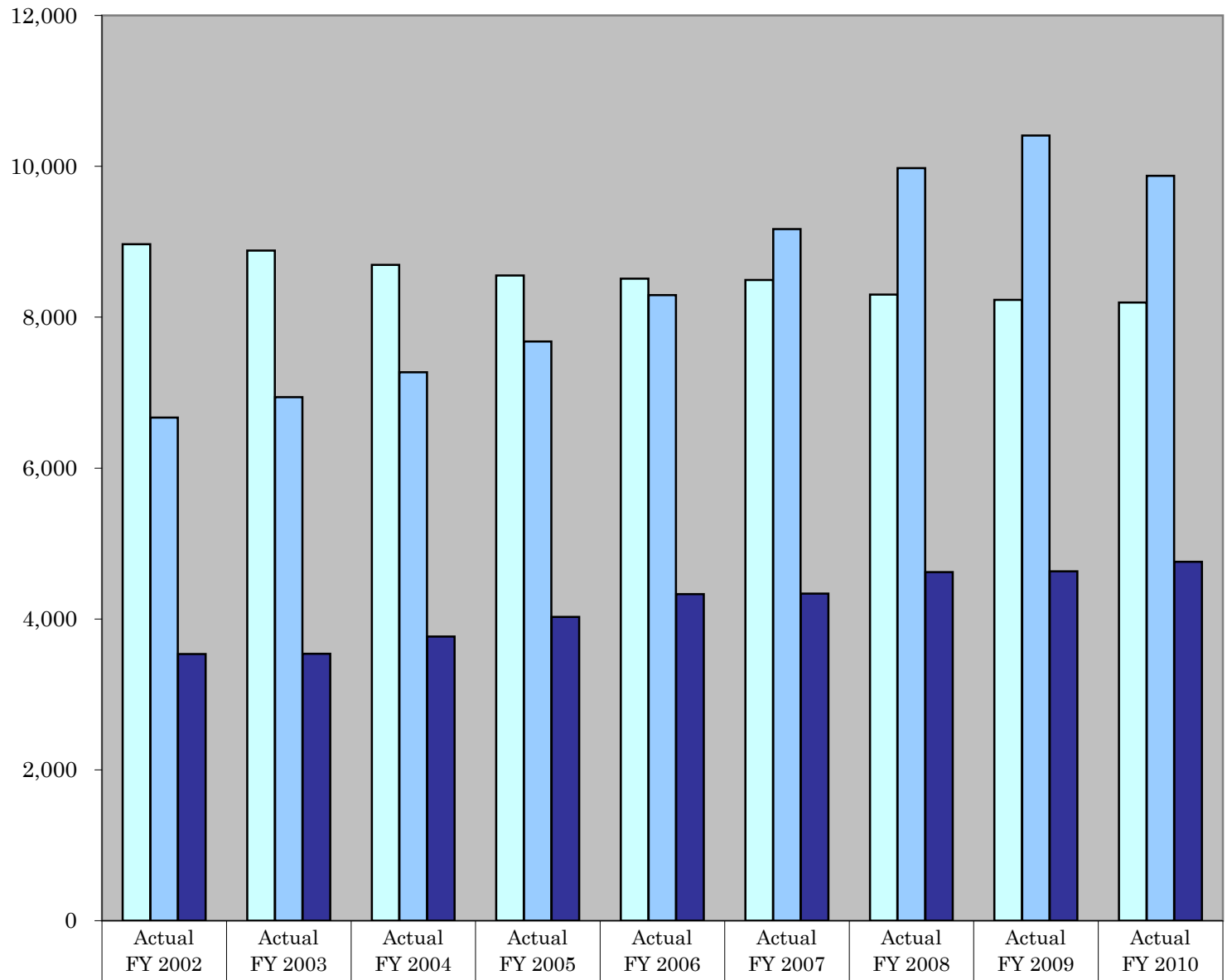
In response to this question, City Manager Kim Payne provided the following:

The missed opportunities are related to the activities of the Marketing Partnership, differences in philosophy, and what I believe is a "blind spot" related to promotions. The difference in philosophy is related to a belief that tourism marketing funds should be used only for promotions to potential visitors from more than fifty miles away. This is the "heads in beds" measurement of marketing success; certainly a valid measure, but possibly short-sighted. A "blind spot" may develop when the philosophy is carried to the point that no marketing funds are spent for promotions to the communities within fifty miles of the City, or to promote events that help to define our community such as "Get! Downtown," the Virginia Ten-Miler, or even the Blue Angels air show. Our own residents and workers can be among the best promoters of regional attractions to out of town visitors if only they know about them and have experienced them themselves. Never should a waiter tell a diner, "There is nothing to do in Lynchburg." Furthermore, when area residents come to Lynchburg to shop, dine and enjoy the City's attractions they have a positive economic impact even if they don't spend the night. It seems reasonable to ask that some of the increased funding provided to the CVB be used for activities approved by the Marketing Partnership to promote local attractions and events within the region. This will lead to greater collaboration and a stronger tourism program.

ATTACHMENTS (6)

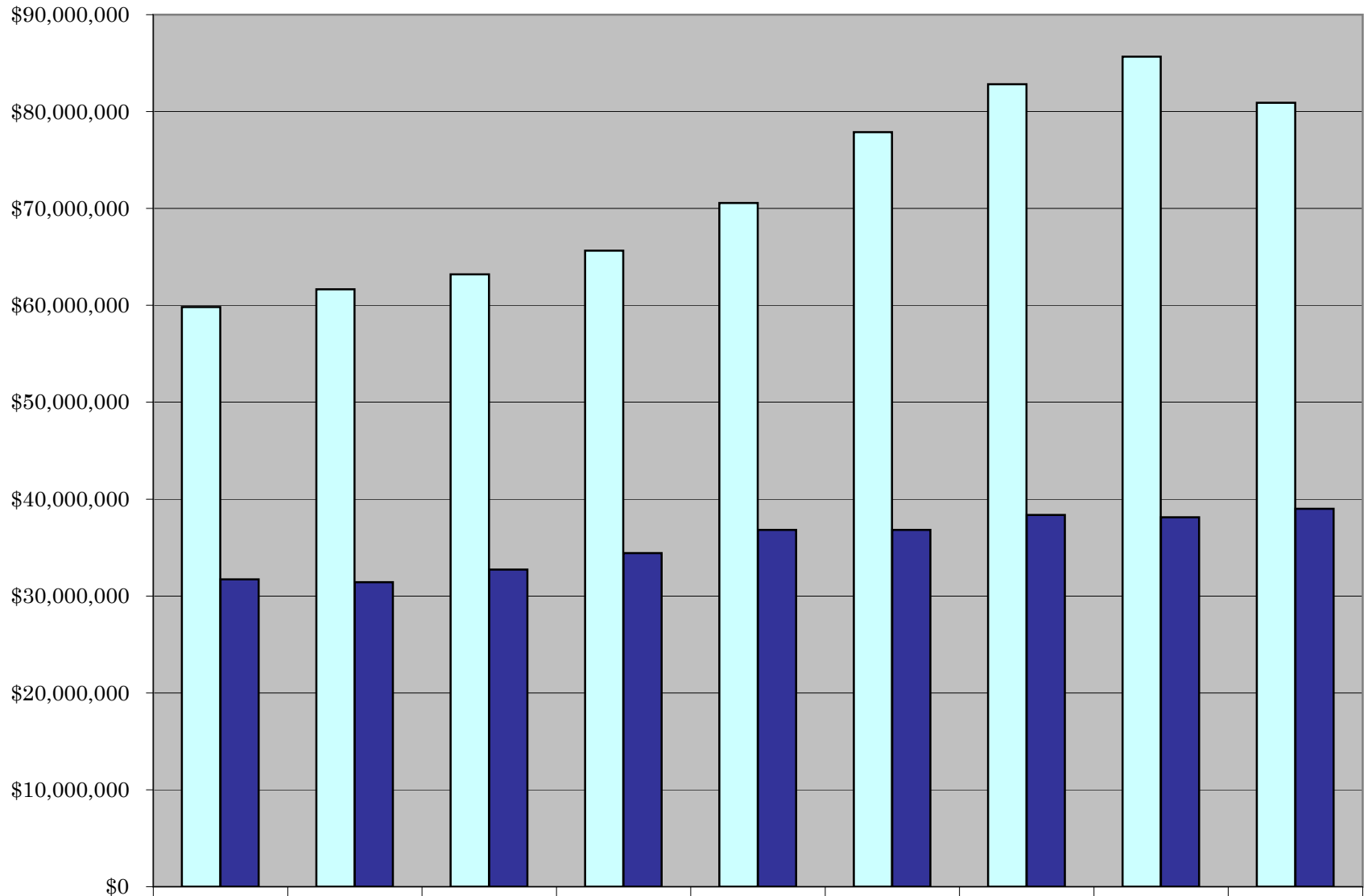
c: Valeria Chambers

Historical Comparison of Schools Average Daily Membership (ADM) and Cost per Pupil



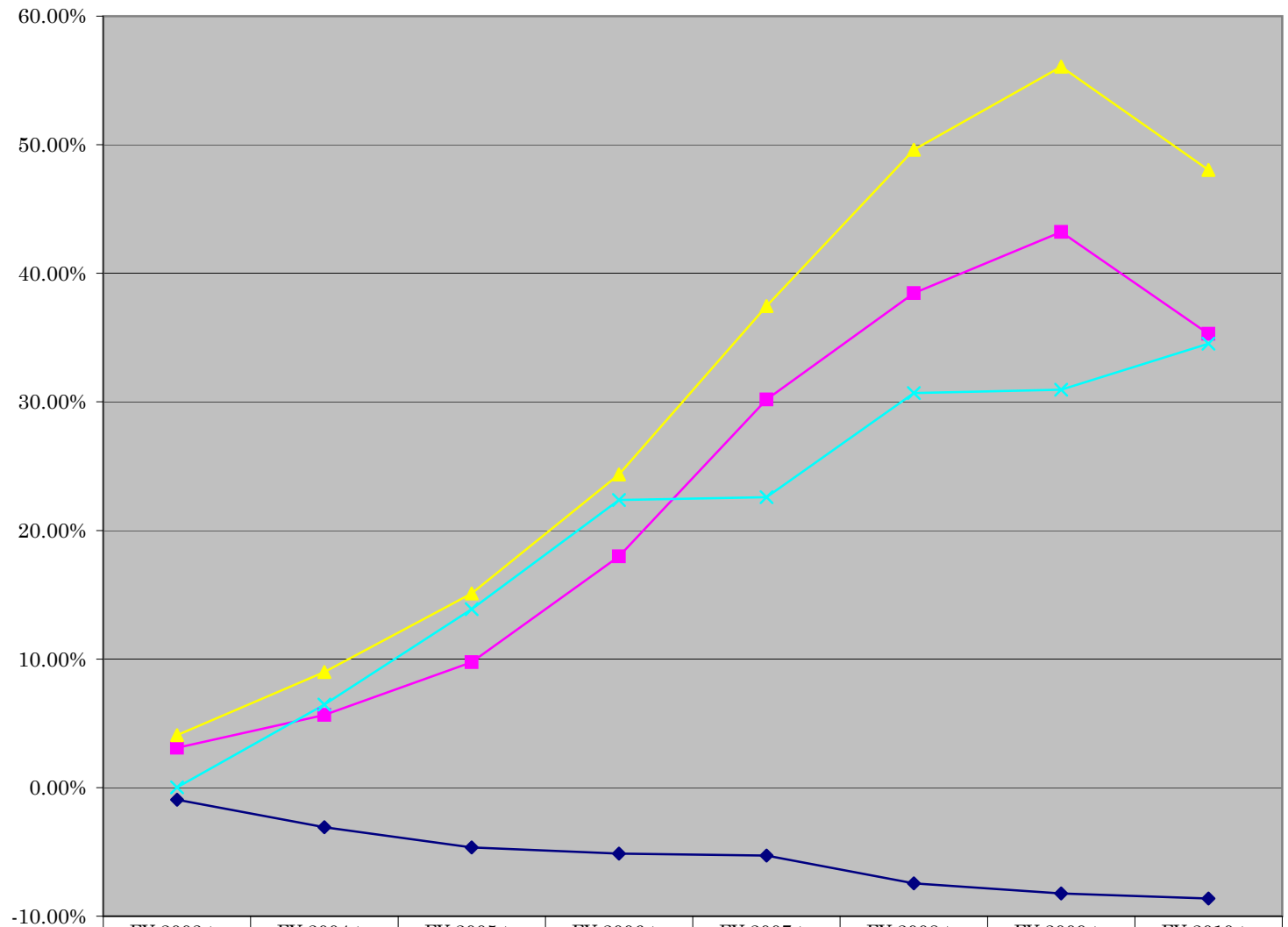
Average Daily Membership (ADM)	8,969	8,884	8,693	8,552	8,509	8,494	8,301	8,230	8,196
Cost per Pupil - Total Operating Expenses	\$6,669.09	\$6,940.73	\$7,269.18	\$7,676.35	\$8,293.97	\$9,167.50	\$9,977.05	\$10,408.34	\$9,873.01
Cost per Pupil - Local Contribution for Operations	\$3,536.63	\$3,537.42	\$3,765.19	\$4,027.14	\$4,327.47	\$4,335.30	\$4,622.15	\$4,631.20	\$4,757.80

**Total Operating Expenses and
the City Contribution for Operations**



Total Operating Expenses	\$59,815,050	\$61,661,425	\$63,190,977	\$65,648,123	\$70,573,359	\$77,868,764	\$82,819,502	\$85,660,618	\$80,919,190
City Contribution for Operations	\$31,720,003	\$31,426,426	\$32,730,786	\$34,440,066	\$36,822,449	\$36,824,071	\$38,368,467	\$38,114,749	\$38,994,955

**Percent Change in Total Operating Expenditures and Cost per Pupil
Compared to Average Daily Membership (ADM)**



	FY 2003 to FY 2002	FY 2004 to FY 2002	FY 2005 to FY 2002	FY 2006 to FY 2002	FY 2007 to FY 2002	FY 2008 to FY 2002	FY 2009 to FY 2002	FY 2010 to FY 2002
◆ Change in Average Daily Membership (ADM)	-0.95%	-3.08%	-4.65%	-5.13%	-5.30%	-7.45%	-8.24%	-8.62%
■ Change in Total Operating Expenses	3.09%	5.64%	9.75%	17.99%	30.18%	38.46%	43.21%	35.28%
▲ Change in Cost per Pupil - Total Operating Expenses	4.07%	9.00%	15.10%	24.36%	37.46%	49.60%	56.07%	48.04%
✕ Change in Cost per Pupil - Local Contribution for Operations	0.02%	6.46%	13.87%	22.36%	22.58%	30.69%	30.95%	34.53%



RE: City Council Question on Funding Reduction for Region 2000 Partnership

Bryan David to: bonnie.svrcek

04/06/2011 05:43 PM

Cc: donna.witt, kpayne, michelle.white

Bonnie,

I have researched the question posed and developed a response to what the "...impact would be to the City of Lynchburg if its contribution to the Region 2000 Partnership was reduced to \$50,000 for FY2011-12...". I must state the Region 2000 EDC and the other Region 2000 Partnership organizations that benefit from the City of Lynchburg's financial support are most willing to do whatever is necessary to help the City's meet its financial challenges.

Given the allotted time to prepare a response, the following information is my first attempt to view the Region 2000 Partnership's operations should the contemplated reduction be approved by City Council for FY2011-12.

Regional Local Government Funding

-

- Effective FY2007-08 eight (8) localities mutually agreed on a per capita funding rate of \$1.25 using the 2000 U.S. Census total population count for each locality. The localities agreeing to the formula and contribution were the Town of Altavista, Amherst County, the Town of Amherst, Appomattox County, Bedford County, the City of Bedford, Campbell County, and the City of Lynchburg.

- The annual contribution for the City of Lynchburg using this formula is \$81,586 (2000 pop.= 65,269 (\$1.25))

- This level of local government funding is intended to demonstrate generally an equal public sector-private sector partnership to fund the work programs of the Region 2000 Economic Development Council, the Region 2000 Technology, the Center for Advanced Engineering and Research, the Region 2000 Technology Council, and the Young Professionals of Central Virginia.

- It must be noted that a unilateral reduction of this magnitude by the City of Lynchburg would essentially abandoned the regional funding formula previously approved by each of these local governments. The formula has been in place for many years, and the recent per capita rate was changed after a thorough dialogue among the EDC's member local governments and in

conjunction with the private sector's commitment of funding. I would hope that any future changes to the formula would be made through the same collaborative process that has served us well since the early days of the Region 2000 Partnership.

Impact to the Region 2000 Economic Development Council FY2011 (calendar year) Operating Budget

- A City of Lynchburg reduction from \$81,586 to \$50,000 for FY2011-12 represents a decrease of approximately 39% or \$31,586.
- It would represent a total decrease of 18% in budgeted revenue from all public and private investors invoiced by the EDC for FY2011 (calendar year).
- The City of Lynchburg's contribution provides operating revenue to the Region 2000 Economic Development Council (EDC) which in turn allocates a portion thereof to support the work programs of the Center for Advanced Engineering and Research (In-kind support by EDC), the Region 2000 Technology Council, and the Young Professionals of Central Virginia.
- There is no capacity in the Region 2000 EDC's FY2011 operating budget or reserves, or in the budgets or reserves of the other partner organizations, to absorb the contemplated reduction during this or future fiscal years.

Impact to the City of Lynchburg

- Research tentatively identifies three (3) potential expense reduction scenarios to off-set a reduced contribution as currently being contemplated by the City of Lynchburg.
- The identified scenarios may be used individually or in some overlapping combination to off-set such a reduction. This is in order to provide each partner organization the greatest capacity and continuity to manage their respective work programs.
- The scenarios are presented in descending order of preference and include direct/indirect impacts to the City of Lynchburg.
- Ability to further evaluate and refine the identified scenarios or to develop other scenarios is reserved.
- All amendments to the EDC's FY2011 Operating Budget to effect the contemplated reduction by the City of Lynchburg are subject to the review and approval by the Region 2000 EDC's Board of Directors with advisory recommendations from its Budget and Finance Committee and Executive Committee.

Scenario No. 1 – S.T.E.M. Workforce Manager (Region 2000 Technology Council)

- - Completely defund the part-time STEM (Science, Technology, Engineering, and Mathematics) Workforce Manager for the Region 2000 Technology Council resulting in annual savings of \$25,160.
 - Position currently provides direct technical support to Lynchburg City Schools for in-school and extra-curricular STEM learning opportunities for students in grades K-12.
 - The continuum of program offerings currently coordinated by this position include:
 - Junior *FIRST* LEGO League (for students ages 6-9)
 - FIRST* LEGO League (for students ages 9-14)
 - Middle School Technology Challenges (grades 6-8)
 - Summer Career Academies at Central Virginia Community College (grades 6-12)
 - Future Focus Career EXPO (grades 6-12)
 - Get Set* magazine and website (grades 6-12)
 - VEX Robotics (grades 9-12).
 - Since 2009, the following Lynchburg City schools and Lynchburg-based community service organizations have participated in the above programs:
 - Bass Elementary School
 - Bedford Hills Elementary School
 - Dearington Elementary School
 - Paul Munro Elementary School
 - Perrymont Elementary School
 - T.C. Miller Elementary School
 - Linkhorne Middle School
 - Dunbar Middle School
 - Sandusky Middle School

-E.C. Glass High School

-Heritage High School

-Boys & Girls Club

-Jubilee Family Center

- Position coordinates and manages the annual Future Focus EXPO which showcases the region's leading technology companies and careers for middle and high school students in a highly interactive trade show format.
- In 2010, Lynchburg City Schools in conjunction with the City of Lynchburg's Economic Development Department transported all of the of the system's 8th graders (approximately 630) to a special afternoon session during school hours and an additional 300 students from Heritage and E.C. Glass High Schools attended the event as a school field trip.
- Position initiates and develops K-12 STEM programs in collaboration with the Department of Workforce Development at Central Virginia Community College.
- Position pursues grant funding opportunities from corporate foundations and federal/national educational organizations that could benefit Lynchburg City Schools.

Scenario No. 2 – Region 2000 Small Business Development Center (SBDC)

- Defund FY2012 operating contribution to the SBDC.
- Current FY2011 contribution is \$12,500.
- Based on representations by the Business Development Centre staff, the SBDC would no longer have sufficient local cash match to be eligible for funding from the U.S. Small Business Development Administration. The Region 2000 EDC's cash match is used with the in-kind match provided by the Business Development Centre.
- The cessation of SDBC services would effectively end these business support services for entrepreneurs and small business owners operating in the City of Lynchburg.

Scenario No. 3 – Salary and/or Benefit Reductions for Region 2000 EDC, Region 2000 Technology Council, and Young Professionals of Central Virginia Staff

- Proportionally reduce the annual salary and/or benefits of the following personnel:

- Region 2000 EDC Executive Director
- Region 2000 EDC Communications Director/Program Manager
- Region 2000 EDC Economic Development Assistant
- Region 2000 Technology Council Executive Director
- Young Professionals of Central Virginia Executive Director

- The likely indirect impact to the City of Lynchburg from such salary and/or benefit reductions would be the inability for the Region 2000 Partnership to retain or recruit the top talent needed to successfully manage each organization's work program, and by extension, regional economic development activities benefiting the City of Lynchburg. For example, the Center for Advanced Engineering and Research is seen as a catalyst for the attraction of high value, high growth business investment to the region and the Region 2000 Partnership is thereby charged with securing such investment on behalf of the City of Lynchburg.
- The Region 2000 Partnership has been recognized within the last year and half as a national and state economic development leader by the National Association of Development Organizations, the International Economic Development Council, and the Virginia Economic Developers Association.

Other Considerations

-

- As stated above, the foregoing scenarios would be used individually or in some overlapping combination to off-set the contemplated reduction based on timing and other considerations. The goal would be to minimize disruption and continue to provide the greatest capacity and continuity of work programs for each partner organization.
- The Center for Advanced Engineering Research (CAER) would not be initially impacted by the contemplated reduction as a majority of its operating funds for 2011 and 2012 have been provided by the Virginia Tobacco Indemnification and Revitalization Commissions and other pledged sources. However, reduced operating revenues from the City of Lynchburg to the Region 2000 EDC would most likely impact the CAER operations after 2012.
- A joint five (5) year private sector fund raising campaign for the period 2012-2016 is currently being coordinated by the Region 2000 EDC during 2011. The private sector funds raised by this campaign will be used as operational revenues for the Region 2000 EDC, the Center for Advanced Engineering and Research, the Region 2000 Technology Council, and the Young Professionals of Central Virginia. These private sector funds are considered to be matching funds for the local government contributions mentioned above.

· The region's largest businesses who are located or have significant investments in facilities and employees in the City of Lynchburg have recently indicated a willingness to increase their individual contributions to the Region 2000 Partnership for the period 2012-2016. The reduction in funding contemplated by the City of Lynchburg could adversely impact the pending increase in funds to be pledged by these businesses, or alternatively, bring attention to the City of Lynchburg's diminished commitment to regional economic development.

I will add two final points. First, each of these scenarios have been communicated to the respective staff members of these Region 2000 Partnership organizations as appropriate. Second, I will be providing members of the Region 2000 EDC's Executive Committee and Budget and Finance Committee a copy of my response for their information since it is my understanding this matter will be deliberated by City Council in the very near future.

As stated earlier, we all here are ready to do our share to assist the City of Lynchburg to meet its financial challenges. The scenarios provided above are the most logical ones to me given our current financial capacity and mission.

If you or anyone else should have questions or require supplementary information, just let me know. This is a priority matter for me and for the others here at the Region 2000 Partnership.

Thank you.

Bryan

R. Bryan David

Executive Director

Virginia's Region 2000

Economic Development Council

Lynchburg, Virginia, USA

434.847.1447

AGREEMENT

THIS AGREEMENT made and dated this 1st day of July, 1999, by and between the City of Lynchburg, a municipal corporation of the Commonwealth of Virginia, hereinafter referred to as the "City," and the Lynchburg Neighborhood Development Foundation, Inc., a Virginia corporation, hereinafter referred to as "LNDF."

WHEREAS, LNDF is dedicated to promoting the development and financing of affordable and safe housing within the City and the Region 2000 area; and,

WHEREAS, the City and its citizens receive significant benefits from LNDF's activities; and,

WHEREAS, the City and LNDF wish to enter into an agreement that will help fund LNDF's activities;

NOW, THEREFORE, for and in consideration of the mutual covenants and conditions contained herein, the City and LNDF agree and covenant as follows:

Services by LNDF

During the 1999-2000 fiscal year LNDF agrees to provide the following services and activities within the City and the Region 2000 area:

(1) LNDF will act as a consultant to public and private sector persons and groups, providing expertise in the areas of housing development, real estate and community development finance, issues related to low income populations, and corporation creation.

(2) LNDF will continue its efforts to attract funds to the City and the Region 2000 area in order to support affordable and safe housing development.

(3) LNDF will continue its efforts to assist and coordinate the efforts of other nonprofit organizations to support affordable and safe housing development within the City and the Region 2000 area.

(4) LNDF will engage in such other services and activities that it believes will assist in the development of safe and affordable housing within the City and the Region 2000 area.

(5) LNDF's services and activities will be provided in the general manner described in the December 10, 1999 letter to Charles Church, City Manager, a copy of which is attached to this agreement and by this reference made a part hereof.

Payment by City

In order to assist LNDF in providing the services and activities described above the City agrees to provide funding to

LNDF in the amount of \$25,000 for the 1999-2000 fiscal year.

Term of Agreement

This agreement shall be for an initial term of one year, beginning July 1, 1999 and ending June 30, 2000. The City and LNDF may renew this agreement for additional one year terms upon such conditions as are mutually agreeable to the City and LNDF. Any extensions of this agreement are contingent upon the appropriation of additional funding by the City. If the City fails to appropriate funds for additional one year terms this agreement shall automatically terminate.

WITNESS the following signatures and seals all as of the day and year first above written.

CITY OF LYNCHBURG

By Druie L. Warren
Druie L. Warren, Mayor

LYNCHBURG NEIGHBORHOOD
DEVELOPMENT FOUNDATION, INC.

By Laura N. Dupuy
Laura N. Dupuy, Executive Director

Phone (804) 846-6964
Fax (804) 846-6966

Laura N. Dupuy
Executive Director

COMMUNITY PLANNING & DEVELOPMENT _ General - #1

December 10, 1999

Charles Church, Manager
City of Lynchburg
P.O. Box 60
Lynchburg, VA 24505

Council Meeting of
February 11, 2000

Agenda Item: 11

RE: Request for Payment for Services to City

Dear Chuck:

We, the Board of Directors of the Lynchburg Neighborhood Development Foundation (LNDF), are responding to your request for a description of LNDF's activities and how they have benefited the City. The enclosed information exhibits the work LNDF performs, and supports our proposal that there be a contractual relationship between LNDF and the City through which LNDF can be paid for the services it provides.

Attached are several sheets that outline LNDF activities and summarize the funds that we have attracted into the region. Please note that more than \$9.5 million in housing and community development funds have been brought to Central Virginia through LNDF's efforts. Lynchburg sees more than half of these dollars. On average, about one-half of the mortgage funds are used in the City, with the remainder being spread throughout the four surrounding counties. Our home-repair program directs 75% of its funds into Lynchburg. And, of course, all of the HUD Lead Hazard Control Grant goes to City houses. While we have been successful in drawing program dollars, there are restrictions on the use of these funds which do not allow us to fully recover administrative and operating costs.

Of the activities identified, we would put greatest weight to LNDF's ability to attract substantial financial resources. This not only benefits the low- and moderate income families we serve, but results in an increased tax base for the City. We also see that LNDF has had success in coordinating the efforts and interests of our non-profit colleagues to the maximum benefit of all concerned, including the City. Additionally, the work LNDF does to assist neighborhood-based organizations is unique, and could not be shifted to any other service provider since it is based on a long-standing relationship between LNDF and these organizations.

If LNDF is to continue its work and deliver services of real value, its size and its cash-flow demands necessitate compensation on a regularly scheduled basis from those who benefit from the services. We charge some fees for administering funds that are paid out of loan closings, but much of the work LNDF does is not compensated. Therefore, we must face the choice of stopping this work or seeking compensation for administrative and operating costs. The Board believes that LNDF's work has value to the City and to other institutions and for this reason, we ask the City to consider entering into a contractual relationship with LNDF at a cost of \$25,000 annually for the current level of service.

Similar proposals are being made to others who benefit from LNDF's work so that we can match the funds requested from the City. We anticipate soliciting these matching funds as part of our ongoing, regular revenue stream.

Enclosed are several documents that support the Board's request: 1) a list of projects in which LNDF has been prominent during the past year with descriptions of LNDF's role; 2) summary of funds brought to the City, either directly by LNDF or with significant input from LNDF; and 3) description of two events in which LNDF was the primary coordinator.

Please review these documents and consider our request for this contractual relationship with the City. Thank you for your time, your input and your assistance.

Sincerely,

Board of Directors of LNDF

Aubrey Barbour

Hal Craddock

Ron Dolan

Marva Dunn

Gus Fagan

Chip Garcia

Tom Jividen

Schaeffer Oglesby

Tracey Shaw

Jerry Smith

Charles Warren

Jane White

The Finance and Planning Committee has considered this matter, and the following Resolution is presented for Council consideration:

#R-00-025

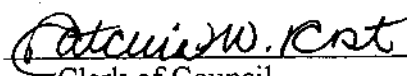
BE IT-RESOLVED That \$25,000 is appropriated from the General Fund Reserve for Contingencies upon execution of an agreement with the Lynchburg Neighborhood Development Foundation for the provision of services as outlined in its December 10, 1999, letter to the City; and

BE IT FURTHER RESOLVED That the Mayor is hereby authorized to sign the agreement on behalf of the City with the Lynchburg Neighborhood Development Foundation for these services.*

Introduced: February 8, 2000

Adopted: February 22, 2000

Certified:


Clerk of Council

cc: L. Dupuy
M. W. Hill
M. K. Wallace
C. J. Bibb

VALUE TO CITY

1. LNDF acts as consultant to public and private sector persons and groups. The areas of expertise include:
 - Housing Development
 - Real Estate and Community Development Finance
 - Issues related to low-income populations
 - Corporation creation
2. LNDF has been successful in attracting funds into the City and the region (see attached page four) primarily to support affordable and safe housing development. LNDF places a priority on securing resources to:
 - leverage local dollars
 - address issues of concern in the City, such as blight, deteriorated housing, increasing homeownership rate, compliance with fair housing laws
 - increase capacity of community groups [Tinbridge \$42,000; College \$12,000; White Rock \$76,000; Diamond Hill \$90,000]
3. Due to the ability to direct program funds to assist and increase the capacity of other non-profits, LNDF has grown into a coordinating role in this community (see attached page five). Some of the activities in which LNDF has taken this role include:
 - Housing development, repair, rehabilitation priorities
 - CDBG and HOME funds distribution
 - Promote Housing initiatives and direct housing policies
 - Expanding and coordinating housing counseling resources
4. LNDF has developed strong institutional partners and has drawn them into greater collaboration on City projects
 - Lynchburg College
 - Banks
 - Centra Health
 - Outside collaborators: VMH
5. LNDF sees itself as a community-driven organization. Therefore, LNDF has placed a value on assisting the many community-based organizations in the City with respect to legal and financial activities. LNDF staff have, in the past, assisted these groups in the process of incorporation, securing of tax-exempt status, increasing organizational development, preparing and securing outside funds, and providing specific technical assistance as needed. The groups that LNDF works with most closely are:
 - Tinbridge Hill Neighborhood Council
 - College Hill Neighborhood Council
 - White Rock Hill Neighborhood Council
 - Christmas in April
 - Diamond Hill Neighborhood Watch & Restoration
6. LNDF has had the opportunity to work with most of the City departments on various projects, and especially with:
 - Economic Development (IDA)
 - City Attorney
 - Community Planning & Development

Funds Brought into Region through LNDF

LNDF has been directly involved in bringing nearly \$10,000,000 new dollars into the region over the past four years. Either through our action alone, or as a primary participant in collaborative projects, LNDF has succeeded in improving resources for low-income persons and increasing the capacity of existing organizations for that purpose.

Sources for Mortgage Program and Other Homeowner assistance programs:

Regional Loan Fund (State program)

Demonstration Program (1995-96)	\$1,672,900	
Round I (1997)	\$1,077,900	
Round II (1998)	\$1,128,000	
Round III (1999)	\$ 840,000	
Round IV (1999-2000)	\$ 780,000	
Total		\$5,498,800

Affordable Housing Program (Fed. Home Loan Bank, Atlanta)

96-99:	\$259,000 mortgage assistance	
99	\$240,000 owner-occupied home repair	
00	\$360,000 owner-occupied home repair	
	\$270,000 mortgage assistance	
Total:		\$1,129,000

Lynchburg Lead Initiatives (HUD via City)

98-01	\$2,300,000	
[local funds (Centra) \$ 70,000]		
Total		\$2,300,000

Lynchburg College Community Outreach Partnership Centers

Bringing resources of LC to the neighborhoods of Tinbridge Hill, College Hill, and White Rock Hill.

J.B. Dupont	\$200,000	
HUD	\$400,000	
Total:		\$ 600,000

\$9,527,800

Programs in which Funds are used

LNDF operates and manages several programs that have increased the homeownership rate in the City and the region, and improved and made safer the housing conditions of Lynchburg residents and homeowners.

I. Overall Mortgage Program activities

	Funds into Region	New homeowners
1995-96	\$1,574,485	32
1997	\$1,222,021	20
1998	\$1,189,212	21
1999	\$1,397,114 to date	23 to date
TOTAL	\$5,382,832	96 <i>avg. cost per house \$56,000</i>

II. Owner-Occupied Home Repair Projects

Source	LNDF (19 units to date)	LynCAG (14 units to date)
AHP	\$90,000	\$82,000
City HOME	\$55,962	
<i>Avg. cost per house \$7,000</i>		

III. Lead Safe Lynchburg

Completed Units (cleared to EPA standards): 20
 Units under contract: 12; under construction: 2
Avg. cost of intervention per unit \$7,767

* * * * *

Funds distributed to Non-profits

LNDF incorporates the funding needs of our colleagues in the non-profit housing community when we seek funds. In this way, LNDF can show collaboration and production to potential funders and centralize the administrative activities to the benefit of our partner non-profits. The following funds have been directed to the following housing providers in the City and the region:

Source	Habitat	LynCAG	Habitats Amherst & Bedford
City HOME	\$142,540	\$ 4,830	
AHP 96-99	\$ 55,000	\$129,000	
99-00	\$100,000	\$180,000	\$30,000
Total	\$297,540	\$313,830	\$30,000

The following are two examples of LNDF as coordinating entity to further goals of the affordable housing community and those of the City.

1. Each year, LNDF meets with the non-profit housing developers currently receiving HOME funds to discuss future projects in the upcoming funding year. At that meeting, each group discusses its needs and anticipated proposals to the City for these funds. We discuss the advantages and disadvantages of combining requests and we are aware that our combined requests will exceed the amount of funds available. We then each go back to our respective offices and prepare our proposals. At a time just prior to the scheduled meeting of the Community Advisory Committee who review and recommend on CDBG and HOME funds, LNDF meets again with our colleagues and review the total requests for HOME funds. We then negotiate reduced pro-rata shares of the existing funds and prepare a compromise request to the Chair of the Committee. In this way we collectively agree on how to share available funds and avoid others making uninformed decisions about our funding requests.

The advantage to the City is that little or no constituency demand is placed on City Council members and the affordable housing providers appear as one mind on the distribution of available City entitlement funds.

2. Last week, the liaison between the Virginia Housing Development Authority (VHDA), Karl Brenn, and the recently appointed Executive Director of VHDA, Susan Dewey, came to Lynchburg to observe the housing activity that has been going on, especially that occurring with financing by VHDA. They toured the City and saw the many individual and collaborative projects that are underway. They then came to a lunch, hosted by LNDF, at which 18 persons, representing non-profit organizations, the City, the press and the Housing Authority, were gathered as part of a regular meeting about our collective activities in College Hill. As we went around the room, each organization described a project in which they were active in the City and especially in College Hill. LNDF was involved in each in either a development role or a financing role.

The advantage to the City is that LNDF's involvement in projects can assure appropriate collaboration and a degree of quality control that might otherwise be missing. Additionally, LNDF can provide an overview and integration of the long-term effects of projects so that long-term benefit is seen as well as the immediate benefit to a new homeowner.

Major Building Repair and Improvements (continued)

Fiscal Year	Building Name	Sub-Project	Consultant Engineering	Construction
2013	Buildings and Grounds Maintenance Building	Miscellaneous building repairs	\$27,027	\$180,176
2013	City Armory	Replace windows on drill floor	18,018	120,117
2013	City Stadium	Replace domestic hot water boiler in club house	9,005	60,031
2013	City Wide	Emergency and unscheduled building repairs	45,327	302,174
2013	City Wide	Upgrade HVAC controls for energy efficiency	16,749	111,659
2013	Human Services	Paint backside windows and cornice	18,010	120,063
2013	Miller Park	Replace fencing at pool, Marsh Street, Lloyd field, & horse shoe pit	0	58,768
2013	Miller Park Pump House	Waterproof walls and repair	0	16,072
2013	Monument Terrace Building	Modernize elevator	27,915	186,098
2013	Monument Terrace Building	Replace original chiller	21,909	146,058
2013	Opportunity House #2	Install central heating/cooling	13,024	86,826
2013	Peaksview Park	Pressure wash and treat arched foot bridge	0	8,284
2013	Public Health Center	Replace boiler and hot water pumps	16,586	110,575
2013	Public Health Center	Replace motor control center	8,116	54,101
2013	School Administration Building	Replace HVAC	90,000	810,000
2013	Dearington Elementary School for Innovation	Lighting upgrade	56,000	504,000
2013	Heritage Elementary School Linkhorne Elementary School	Replace HVAC controls	16,536	148,824
2013	Sandusky Elementary School	Replace HVAC controls	16,536	148,824
2013	Hutcherson Early Learning Center Paul Munro	Replace HVAC controls	16,536	148,824
2013	Various Schools	Painting	0	100,000
2013	Various Schools	Contingency	0	100,000
2013	Various Schools	Paving	0	196,701
2013	Heritage High School	Resurface track	0	163,022
2013	Sub-totals		\$417,294	\$3,881,197

City Council's Budget Questions

1) Explain the increase in average salaries as shown in the State Work Force Data.

One would assume that in a year with no raises that the average teacher salary would remain the same for the school division. This is not the case, as other factors are involved. Although our salaries remain constant for employees on an individual basis, our work force has not. Our employee base has changed, which in turn, affects the overall salary average. In a year with no position cuts, we would anticipate that the average may decrease as higher paid, more experienced teachers retire and are replaced with newer employees. Lynchburg City Schools had retirements but in the past two years, we have also eliminated numerous positions. Therefore, with the reduction of employees, most of who are on the lower end of the pay scale, our average salary has increased.

2) Explain the 10.5% increase in Benefits as reflected in the school's budget, page 20.

Our budget reflects a 10.51 percent increase in our benefits line. This is a substantial increase, especially if you compare it to the salary budget that only increase 1.13%. Although some expect that salaries and benefits should trend in a similar manner, realistically, they will not. First, percentage wise, changes are noticed to a greater extent on the benefits because it has a smaller annual budget. Also, while salaries are just that – your compensation, your benefits are comprised of many categories – health insurance, retirement, worker's compensation, FICA/Medicare, group life insurance, retirement health credit, and unemployment insurance to name a few. Often, changes occur in the benefits area and there is not an effect on the salary budget.

For FY11-12,

Our budget is adjusted for the following items, with no effect on the salary budget.

VRS rate increase	\$ 1,000,000
Health Insurance increase, offset with proposed changes	\$ 535,305
Early Retirement Participants – no longer on our health insurance	\$ - 13,500
Worker's Compensation – decrease in expected payment	\$ - 50,000
Total – non-salary related changes - \$ 1,471,805 or 10.49%	

The remaining items impacted both the salary and benefit budgets and accounted for the remaining increase – new hires, position RIFs, 1.5 percent pay increase, as well as additional funding for adding back high school summer school.

3) What are the school division's plans for the Hutcherson Early Learning Center?

We currently use a small portion of the building as office space for many of the therapists and staff who previously had been housed there. We are also using the building to store much of the equipment that staff use to provide service for the school division's developmentally delayed students. Further, enrollment projections from the Weldon Copper Center at the University of Virginia are coming to fruition, for we have noticed increased enrollment in the elementary grades. The Center projects that in 5 years we should see an increase of approximately 500 students in those grades; in ten years we should see an increase of approximately 1,000 students in grades K-5. We therefore have begun capital projects that would improve the building, including, but not limited to, the curtain wall on the rear wall of the building and the HVAC system. We are currently seeing the projected increase in enrollment; next year we therefore project needing at least two teachers in the elementary grades, thus the reason for the aforementioned capital projects at the site.

4) Correction to a statement that I made at the last city council work session: the school division's Early Retirement Program is a five-year program, not a three year program.

Summary of External Service Providers
General Fund Request and Proposal
and
CDBG/HOME Request and Community Development Advisory Committee (CDAC) Recommendation

	FY 2012 General Fund Request	FY 2012 General Fund Proposed	FY 2012 CDBG/HOME Request	FY 2012 CDBG/HOME CDAC Recommendation
SUMMARY				
<u>Mandated</u>				
Blue Ridge Regional Jail Authority	\$5,484,852	\$5,484,852		
Central Virginia Community Services Board	444,003	444,003		
Lynchburg Health Department	793,060	793,060		
Region 2000 Local Government Council	41,614	41,614		
	\$6,763,529	\$6,763,529	\$0	\$0.00
<u>Contractual</u>				
Lynchburg Humane Society	\$147,800	\$104,500		
Lynchburg Lifesaving/Rescue Squad	10,000	10,000		
Lynchburg Neighborhood Development Foundation (LNDF) (affordable housing development support)	25,000	25,000		
Lynchburg Regional Convention and Visitors Bureau	1,241,000	1,241,000		
Lynch's Landing, Inc.	0	0		
Southern Memorial Association (Old City Cemetery)	122,438	122,438		
Virginia Cooperative Extension Service	29,163	29,163		
	\$1,575,401	\$1,532,101	\$0	\$0.00
<u>Discretionary</u>				
Amazement Square	\$20,302	\$5,302	\$15,000	\$0.00
Arc of Central Virginia	31,909	0	0	0.00
Central Virginia Area Agency on Aging (CVAAA)	15,000	15,000	0	0.00
Central Virginia Community College (CVCC)	1,831	1,831	0	0.00
Court Appointed Special Advocate (CASA)	12,000	12,000	0	0.00
Fishes and Loaves Born Again Ministries	40,400	0	0	0.00
Fort Early Corp. (Fort Hill Woman's Club)	10,000	0	0	0.00
Housing 2000 Single Family Development (CHDO)	0	0	175,000	33,700.00
Lynchburg Community Action Group (LynCAG) (Housing Rehabilitation)	65,000	0	150,000	100,000.00
LynCAG (Homebuyer CHDO)	0	0	75,000	75,000.00
LNDF (Homeownership Fund)	0	0	75,000	75,000.00
LNDF Hilltop Homes	0	0	218,000	80,000.00
Miriam's House	0	0	32,151	21,102.75
Rebuilding Together - Lynchburg	50,000	0	0	0.00
Region 2000 Economic Development Council	81,586	81,586	0	0.00
Robert E. Lee Soil & Water Conservation District	10,000	10,000	0	0.00
Smart Beginnings	0	0	88,400	21,102.75
The Gateway House, Inc.	50,000	0	25,000	21,102.75
Virginia Legal Aid Society	10,000	10,000	0	0.00
YWCA	12,000	0	30,000	21,102.75
	\$410,028	\$135,719	\$883,551	\$448,111.00
TOTAL CITY COST	\$8,748,958	\$8,431,349	\$883,551	\$448,111.00

FY 2012 BUDGET "LIST"

(as of March 29, 2011)

Staff Recommended Adjustments for General Fund		
Revenues:		Increase/(Decrease)
Dedicated Revenue	State Aid - Constitutional Officers	(\$48,450)
	State Aid - Local Law Enforcement (HB 599)	210,783
	State Aid - Social Services Administration	(110,597)
	Federal Aid - Social Services Administration	249,662
Total Staff Revenue Adjustments		\$301,398
Expenditures:		Increase/(Decrease)
Public Works/Parks and Recreation	Operations and maintenance of Ivy Creek and Riverfront Parks	\$145,417
External Service Providers	Lynchburg Health Department	37,917
Non-departmental	VRS adjustment 5%/5.6%	(816,793)
Total Staff Expenditure Adjustments		(\$633,459)

City Council - General Fund		
Revenues:		Increase/(Decrease)
Total Suggested Revenue Adjustments		\$0
Expenditures:		Increase/(Decrease)
Council/Manager's Office	Legislative Liaison	(\$84,700)
Council/Manager's Office	Deputy Clerk	(56,368)
Council/Manager's Office	Memberships/Dues	(52,244)
Communications and Marketing	Marketing/Public Relations funds	(50,000)
Parks and Recreation	Community Market ¹	(217,103)
Parking Management	Parking Management ¹	(151,111)
Registrar/Electoral Board	Move May '12 local elections to November '12	(18,000)
Sheriff	Level fund temporary with FY 2011 Adopted	32,295
Sheriff	Fund temporary at requested amount	21,540
Sheriff	Protective wear	3,250
Component Units	GLTC ¹	(200,000)
External Service Providers	Lynchburg Area Center for Independent Living (LACIL) ²	20,000
External Service Providers	Lynchburg Lifesaving/Rescue Squad	(10,000)
External Service Providers	Virginia Cooperative Extension Service	(29,163)
External Service Providers	Lynchburg Neighborhood Development Foundation (LNDF) ³	(25,000)
External Service Providers	Region 2000 Economic Development Council	(31,586)
External Service Providers	Rebuilding Together	50,000
External Service Providers	Lynchburg Community Action Group (LynCAG)	65,000
External Service Providers	Fort Early (for fund balance - \$10,000)	
External Service Providers	Lynchburg Regional Convention and Visitors Bureau level fund with FY 2011	(351,000)
Debt Service	Debt Service Reserve for Heritage High School	1,000,000
Total Suggested Expenditure Adjustments		(\$84,190)

¹ Adjustments to these items will require extensive discussion in order avoid unintended consequences.

² LACIL submitted a request on March 10, 2011, seeking \$20,000 in City support.

³ Requires further discussion on moving from Contractual to Discretionary.

// An additional scheduled meeting of the Council of the City of Lynchburg was held on the 15th day of March, 2011, at 4:00 P.M. in the Council Chamber, City Hall, Joan F. Foster, President, presiding. The purpose of the meeting was to conduct a work session regarding the FY 2012 Budget. The following Members were present:

Present: Cary, Gillette, Helgeson, Johnson, Nelson, Foster

6

Absent: Perrow

1

// Council Member Perrow arrived at 4:04 p.m.

// City Manager Kimball Payne asked for Council's reaction, questions and comments to the Proposed FY 2012 Budget that was presented on March 8th. Council Member Nelson stated that he wanted to commend the City Manager and City staff on presenting a balanced budget that does not include a general tax increase; gives level funding to the Schools; fully funds Police, Fire, and Emergency Services; and continues to fund almost all "quality of life" services. Council Member Nelson further stated he was disappointed the General Assembly failed to address so many core needs and balanced the State's budget on the backs of its localities. Council Member Nelson went on to say the General Assembly has forced the City into a "fiscal holding pattern" as the City seeks creative ways to generate revenue from economic and community development initiatives as well as find hidden savings and leverage resources through regional cooperation, consolidation of services, public-private partnerships, and collaboration with non-profits and volunteer services.

// City Manager Kimball Payne and Deputy City Manager Bonnie Svrcek provided an overview regarding individual budgets within the following categories: General Government Administration, Judicial Administration, Public Safety, Public Works, Health and Welfare, Parks Recreation and Cultural Services, and Community Development. During the budget discussion, Council Members raised several questions that required staff follow-up, i.e., (1) Council/Manager Offices: What comprises the additional contractual dollars in the Council/Manager Office budget? (2) Council/Manager Offices: What is included in the \$52,244 Memberships/Dues figure listed in the Budget Message on page xxv? (3) Communications and Marketing: What are the Contractual Services funds used for in the Communications and Marketing budget? (4) External Service Providers: Schedule time during a future Work Session for the Lynchburg Regional Convention and Visitors Bureau to discuss the Marketing Partnership. (5) Registrar: What is the cost savings associated with moving the May 2012 local election to coincide with the November 2012 election? (6) Court Service Unit: Why is there a significant difference in the Court Service Unit budget from Actual FY 2010 to Manager's Proposed FY 2012? (7) Police: Which schools participate in the DARE program, how much time is spent at the private schools, and are the private schools paying for this service? (8) Police: How does the Actual FY 2010 police response time compare to Projected FY 2010? (9) Public Works: Explain the road rehabilitation expenditures per paved lane mile cost of \$1,845 for July through December FY 2011 on page 164. (10) External Service Providers: Provide a list of "missed opportunities" regarding tourism from the Marketing Partnership. (11) External Service Providers: Provide a copy of the contract the City has with the Regional Chamber of Commerce for Tourism. Deputy City Manager Svrcek stated that information requested would be provided to City Council at the next work session.

// Council Members took a short break at 6:08 p.m. and reconvened the meeting at 6:15 p.m.

// Council Members also asked staff to add the following items to "The List" for further discussion, i.e., Legislative Liaison position, Deputy Clerk position, Council/Manager Offices Memberships/Dues, Marketing/Public Relations Funds in Communications and Marketing, Parking Management, Community Market, move the May election to November, and Sheriff Department temporary staffing.

// Prior to adjournment Mayor Foster wanted to inform everyone Captain Ron Sanders with the Fire Department has been deployed to Japan and asked that they keep him and the citizens of Japan in their thoughts and prayers.

// The meeting was adjourned at 7:04 P.M.

Clerk of Council

March 22, 2011

027

// A regular meeting of the Council of the City of Lynchburg was held on the 22nd day of March, 2011, at 4:00 P.M. in the Council Chamber, City Hall, Joan F. Foster, President, presiding. The following Members were present:

Present: Cary, Gillette, Helgeson, Johnson, Nelson, Foster 6

Absent: Perrow 1

// Council Member Perrow arrived at 4:10 p.m.

// City Manager Kimball Payne gave a brief report regarding Lynchburg City Schools request for appropriation of unspent funds from FY 2010. School Superintendent Dr. Paul McKendrick gave an overview stating that the School Board's intent regarding the use and status of funds are in various reserves to indicate the School Board's wishes relative to the \$2,498,449 fund balance. Council Member Gillette made a motion seconded by Vice Mayor Johnson, to adopt the Resolution with the following revisions: use \$500K for health care reserve and the additional \$500K into Heritage High School Reserve account. Some Council Members expressed their support for the Heritage High School Reserve but did not support the Health Care Reserve and Council by the following recorded vote defeated the motion:

Ayes: Gillette, Johnson 2

Noes: Cary, Helgeson, Nelson, Perrow, Foster 5

Council Member Nelson made a motion to return the matter back to the School Board for consideration of using some funds for Heritage High School Reserve, seconded by Council Member Cary and Council by the following recorded vote passed the motion:

Ayes: Cary, Gillette, Helgeson, Johnson, Nelson, Perrow, Foster 7

Noes: 0

// Public Works Director Dave Owen invited Council to ask questions regarding the Solid Waste and Recycling Programs update. Since Council stated that the report was an excellent report there were little questions or concerns. Council had several questions regarding the cost to operate the recycling program; wanted to look at the proposals that were suggested in the report, and also to continue the current program.

// City Manager Kimball Payne gave an update on the Stormwater Program. Mr. Payne stated that a more in-depth report will be presented to Council at a later date. Mr. Payne further stated that the Stormwater Utility Rate Structure has been delayed until July 1, 2012 and that it had originally been proposed to go into effect January 1, 2012, making the assumption that Council would approve a rate structure.

// City Manager Kimball Payne and Deputy City Manager Bonnie Svrcek continued with the Proposed FY 2012 Budget overview within the following categories: External Service Providers, Transfers/Non-Departmental Payments, Debt Services, Fleet and Airport. During the budget discussion, Council Members raised several questions that required staff follow-up, i.e., (1) Schools: How much debt did the City take on to build Sandusky Middle School? (2) Schools: What is the total amount of debt tied to Schools projects? (3) GLTC: Did the Greater Lynchburg Transit Company (GLTC) anticipate increased gas prices when preparing its FY 2012 budget request? (4) GLTC: What is driving GLTC's fringe benefit

costs? (5) GLTC: Why did Liberty University's funding for GLTC decrease from the FY 2011 budget? (6) GLTC: Have final decisions been made by Amherst County on GLTC funding and what impact will this have? (7) GLTC: What would be the effect of reducing the City's contribution to GLTC by \$200,000? (8) Human Resources: Provide details on retiree health coverage in relation to Medicare Part D. (9) Parks and Recreation: Provide a report on the current and projected uses of the Miller Center. Council asked staff to add Greater Lynchburg Transit Company (GLTC) item to "The List" for further discussion. Deputy City Manager Svrcek stated that information requested would be provided to Council at the next work session.

// Due to time constraints the Capital Improvement Plan Review will be discussed at the Work Session on March 29th.

// During Roll Call Council Member Cary had one item regarding the Air Show. City Manager Payne responded stating that the Blue Angels would be present at the Air Show. Council Member Helgeson asked for an update on the Areva expansion at Kings Drive. City Manager Payne responded that the City has finished their part and a traffic light was installed which has improved the traffic flow on Kings Drive. Vice Mayor Johnson had several items: (1) a complaint from a citizen on Dearing Street regarding tornado warning announcement notifications to the general public that do not have access to a television. (2) Addressed to the Chief of Police, how many police officers are working with the gang issues in Lynchburg? (3) Reported a sewer top needs to be realigned at the corner of Madison Street and Thirteenth Street.

// City Council recessed the meeting at 7:17 p.m.

// City Council reconvened the meeting at 7:30 p.m.

The following Members were present:

Present: Cary, Gillette, Helgeson, Johnson, Nelson, Perrow, Foster

7

Absent:

0

Council Member Cary gave the Invocation, followed by the Pledge of Allegiance.

// Mayor Foster, Vice Mayor Johnson and Council Member Cary presented a Certificate of Recognition to Virginia Episcopal School Men's Basketball Team for winning the State Championship.

// Copies of the minutes of the March 8, 2011 meeting, having been previously furnished Council, reading was dispensed with, and on motion of Council Member Gillette, seconded by Council Member Nelson, Council by the following recorded vote approved the minutes as presented:

Ayes: Cary, Gillette, Helgeson, Johnson, Nelson, Perrow, Foster

7

Noes:

0

// In the matter of Fire – General, Resolution #R-11-016 amending the FY 2011 City/Federal/State Aid Fund budget and appropriating \$67,385, with resources of \$50,996 from the Virginia Office of Emergency Medical Services – Rescue Squad Assistance Fund Grant and \$16,389 from the FY 2011 General Fund Fire Department budget to purchase a Physio LifePak 15 cardiac monitor/ defibrillator and two Lucas 2 CPR Assist devices for the Fire Department, laid over from the March 8, 2011 meeting, was again

March 22, 2011

029

presented and read, and on motion of Council Member Gillette, seconded by Council Member Nelson, Council by the following recorded vote adopted the Resolution:

Ayes: Cary, Gillette, Helgeson, Johnson, Nelson, Perrow, Foster

7

Noes:

0

// In the matter of Fire – General, Resolution #R-11-017 amending the FY 2011 City/Federal/State Aid Fund budget and appropriating \$218,113, with resources of \$166,718 from the Virginia Office of Emergency Medical Services – Rescue Squad Assistance Fund Grant and \$51,395 from the FY 2011 Fleet fund budget, to purchase a 2010 PL Custom Titan International ambulance, laid over from the March 8, 2011 meeting, was again presented and read, and on motion of Council Member Gillette, seconded by Council Member Nelson, Council by the following recorded vote adopted the Resolution:

Ayes: Cary, Gillette, Helgeson, Johnson, Nelson, Perrow, Foster

7

Noes:

0

// In the matter of Fire – General, Resolution #R-11-018 amending the FY 2011 City/Federal/State Aid Fund budget and appropriating \$112,509, with resources of \$82,695 from the Financial Assistance for Emergency Medical Services Grant Program and \$29,814 from the Reserve for Contingencies to establish an Emergency Medical Dispatch (EMD) program, laid over from the March 8, 2011 meeting, was again presented and read, and on motion of Council Member Gillette, seconded by Council Member Nelson, Council by the following recorded vote adopted the Resolution:

Ayes: Cary, Gillette, Helgeson, Johnson, Nelson, Perrow, Foster

7

Noes:

0

// In the matter of Community Development – General, Resolution #R-11-026 amending the FY 2011 City/Federal/State Aid Fund budget and appropriating \$6,500, with resources of \$5,000 from Housing Virginia and \$1,500 in local match from the staff in the Department of Community Development, to develop an affordable housing strategy to increase awareness and action on housing needs and resources in the City, laid over from the March 8, 2011 meeting, was again presented and read, and on motion of Council Member Gillette, seconded by Council Member Nelson, Council by the following recorded vote adopted the Resolution:

Ayes: Cary, Gillette, Helgeson, Johnson, Nelson, Perrow, Foster

7

Noes:

0

// In the matter of City Code/Water and Sewer, a public hearing was held regarding City Council Report #12 regarding the adoption of an Ordinance to amend the City Code relating to Water and Sewer Rates. Utilities Director Tim Mitchell gave an overview of the Water and Sewer Rates. Mr. Mitchell stated that the recommended rate changes included a 3% increase in the water volume rate from \$2.22 to \$2.29 per hcf and a 2% increase in the sewer volume rate from \$5.54 to \$5.65 per hcf. Mr. Mitchell further stated that the sewer rate is recommended to increase from \$42.47 to \$43.24 per hct since it is derived from the sewer volume rate. Mr. Mitchell went on to say that the 3% increase in the water volume rate is driven primarily by the need to invest in the replacement of the aging water infrastructure and the 2% increase in

the sewer volume rate is needed to maintain compliance with the CSO Consent Order. There was no one else present who wished to speak to this item, and the public hearing was closed. Council Member Helgeson had concerns regarding the rate increase because of the medium family income and the recession. On motion of Council Member Gillette, seconded by Council Member Nelson, Council by the following recorded vote adopted Ordinance #O-11-027, as presented, amending the City Code relating to Water and Sewer Rates:

Ayes: Cary, Gillette, Johnson, Nelson, Perrow, Foster

6

Noes: Helgeson

1

// In the matter of Parks and Recreation – General, City Council Report #13 was considered. Parks Service Manager Andrew Reeder gave an overview of the request stating that Parks and Recreation is requesting that a portion of the Community Park Investment Fund Capital Improvement Program for FY 2011 be allocated to support an Eagle Scout project to build and install a kiosk in Ivy Creek Park. Mr. Reeder went on to say that the Community Park Investment Fund is intended to support community efforts to improve parks and community centers. Eagle Scout Gerry Harter, Jr., gave a brief overview of his project which is to build and install a kiosk for Ivy Creek Park. Mr. Harter went on to say that he had raised \$700.00 of the \$1,400 that is needed for material cost and would request the remaining \$700.00 from the Community Investment Fund for this project. On motion of Council Member Gillette, seconded by Council Member Nelson, Council by the following recorded vote adopted Resolution #R-11-028, as presented, utilizing \$700.00 to support an Eagle Scout project to benefit Ivy Creek Park:

Ayes: Cary, Gillette, Helgeson, Johnson, Nelson, Perrow, Foster

7

Noes:

0

// In the matter of Community Development – General, City Council Report #14 was considered. On motion of Vice Mayor Johnson, seconded by Council Member Nelson, Council by the following recorded vote introduced and laid over to a later meeting for final action Resolution #R-11-029, as presented, amending the FY 2011 City/Federal/State Aid Fund budget and appropriating \$81,168, fully reimbursable, to provide 10 units of tenant-based rental assistance and associated supportive services:

Ayes: Cary, Gillette, Helgeson, Johnson, Nelson, Perrow, Foster

7

Noes:

0

// In the matter of City Code/Community Development, City Council Report #15 was considered. On motion of Council Member Perrow, seconded by Council Member Cary, Council by the following recorded vote adopted Ordinance #O-11-030, as presented, amending the City Code relating to the enforcement of the 2006 edition of the Virginia Uniform Statewide Building Code:

Ayes: Cary, Gillette, Helgeson, Johnson, Nelson, Perrow, Foster

7

Noes:

0

// In the matter of City Code/Fire – General, City Council Report #16 was considered. On motion of Council Member Perrow, seconded by Council Member Cary, Council by the following recorded vote

March 22, 2011

031

adopted Ordinance #0-11-031, as presented, amending the City Code relating to the enforcement of the Virginia Statewide Fire Prevention Code within the City:

Ayes: Cary, Gillette, Helgeson, Johnson, Nelson, Perrow, Foster

7

Noes:

0

// The meeting was adjourned at 7:59 P.M.

Clerk of Council

// An additional scheduled meeting of the Council of the City of Lynchburg was held on the 29th day of March, 2011, at 4:00 P.M. in the Council Chamber, City Hall, Joan F. Foster, President, presiding. The purpose of the meeting was to conduct a work session regarding the FY 2012 Budget. The following Members were present:

Present: Cary, Gillette, Helgeson, Nelson, Perrow, Foster

6

Absent: Johnson

1

// Johnson arrived at 4:06 p.m.

// Sheriff Ronald Gillespie and Chief Deputy Don Sloan gave an overview of the Lynchburg Sheriff's Office Budget for FY 2012. Sheriff Gillespie stated reductions in funding for FY 2012 may affect the ability of the Sheriff's Office to assist in some of the non-mandated duties it provides. Sheriff Gillespie further stated the State is recommending eliminating 200 positions state-wide, which includes one in his department. He is requesting Council provide additional funding of \$53,835 for temporary positions and \$3,250 for body armor equipment for a total of \$57,075 over the amount Proposed by the City Manager. Sheriff Gillespie went on to say the additional funding request is for court security. During Council discussion, several Council Members voiced concerns and questions relating to the layout of the court building, security issues, a full-time position verses a part-time position, a waiting room on the first floor, and if additional funding is not provided by the City what services would be affected.

// School Board Chair Mary Ann Barker along with Schools Superintendent Paul McKendrick and Schools Assistant Director of Finance Kimberly Lukanich provided an overview regarding the Lynchburg City Schools FY 2011-2012 Operating Budget. Ms. Barker's power point presentation included information regarding the Schools budget development process, operating revenue, operating expenditures, and indicators of success. The School Board outlined the following priorities for the current year:

- Improve achievement for all students while closing achievement gaps for identified student groups.
- Improve graduation rates to exceed State standards.
- Offer viable alternative education instruction to augment educational goals.
- Complete comprehensive analysis of facilities usage and long-term facilities needs.
- Improve staff recruitment, retention, development, and diversity.
- Continue to enhance marketing, communication.
- Bring resolution to City/Schools consolidation analysis.

Ms. Barker further stated in order to maintain a viable school system, student achievements should continue in all these areas. Ms. Barker went on to say revenue over the past several years has declined by \$10.8 million, a 12.21 percent reduction, between the budget years of 2008-2009 and 2010-2011. Ms. Barker explained that this year's decision making process of the budget included input from staff, parents and the public. School officials responded to questions from Council Members regarding starting pay for teachers, pay scale, what a 1.5% step increase means, number of employees in the 20/20 Program, funding beyond mandates and positions, health insurance, and Virginia Retirement System (VRS) increases. During Council discussion, several Council Members raised the following questions, which

require Schools follow-up: 1) Explain the 10.51% increase in Total Employee Benefits and 2) Explain the increase in average teacher salaries over the past several years.

// City Manager Kimball Payne and Deputy City Manager Bonnie Svrcek gave an overview of the External Service Providers. Mr. Payne stated his proposal recommended flat funding for the Contractual and Discretionary External Service Providers with no new funding for additional agencies. Mr. Payne stated there are six organizations that requested funding but are not proposed to receive funding – Fishes and Loaves Born Again Ministries, Fort Early Corp., Lynchburg Community Action Group, Rebuilding Together, The Gateway Inc., and YWCA. Mr. Payne further stated the Fort Early Corp. is more of a capital project, requesting one-time funding for roof replacement. During Council discussion, Council asked staff to add the following to “The List”: Lynchburg Lifesaving/Rescue Squad, Virginia Cooperative Extension Service, Rebuilding Together, Lynchburg Community Action Group, Lynchburg Neighborhood Development Foundation, Region 2000 Economic Development Council, and Fort Early Corp. Council also asked the following questions, which require staff follow-up: 1) What is the City’s return on investment in funding the Lynchburg Lifesaving/Rescue Squad, Virginia Cooperative Extension Service, and Region 2000 Economic Development Council?; 2) If Rebuilding Together and Lynchburg Community Action Group received funding, what would these organizations do with it?; and 3) Provide a copy of the City’s contract with Lynchburg Neighborhood Development Foundation.

// City Manager Kimball Payne gave an overview of the five year, \$186 million Capital Improvement Program (CIP) for FY 2012-2016. Mr. Payne stated Water, Sewer, and Airport Funds, along with Schools, are a large part of the CIP budget. Mr. Payne reviewed the CIP by budget categories – Buildings, Transportation, Economic Development, Parks and Recreation, Miscellaneous, and Reserves.

// The meeting was adjourned at 7:48 P.M.

Clerk of Council

// An additional scheduled meeting of the Council of the City of Lynchburg was held on the 5th day of April, 2011, at 7:00 P.M. in the Council Chamber, City Hall, Joan F. Foster, President, presiding. The purpose of the meeting was to conduct a public hearing regarding the Proposed FY 2012 Budget and the FY 2012-2016 Capital Improvement Program. The following Members were present:

Present: Cary, Gillette, Helgeson, Johnson, Nelson, Perrow, Foster

7

Absent:

0

// City Manager Kimball Payne provided an overview regarding the Proposed FY 2012 Operating Budget and the FY 2012-2016 Capital Improvement Program.

// A public hearing was held regarding the Proposed FY 2012 Budget of the City Government, Public Schools, Water, Sewer, Solid Waste, Airport and Other Funds, and the Proposed FY 2012-2016 Capital Improvement Program. Thirty-seven individuals spoke regarding the Proposed FY 2012 Budget and the FY 2012-2016 Capital Improvements Program. The individuals spoke on the following programs: Lynchburg City Schools, Community Market, Greater Lynchburg Transit Company (GLTC), Virginia Cooperative Extension, Central Virginia Community Services, Court Appointed Special Advocate (CASA), Lynchburg Neighborhood Development Foundation (LNDF), Lynchburg Humane Society, United Way, Lynchburg Community Action (LynCAG), Lynchburg Lifesaving/Rescue Squad, Central Virginia Area Agency on Aging (CVAAA) and The Gateway Inc. Additionally, seven of these individuals advised they would be willing to pay higher taxes to support the City Schools. There was no one else present who wished to speak and the public hearing was closed.

// The meeting was adjourned at 9:15 P.M.

Clerk of Council

LYNCHBURG CITY COUNCIL

Agenda Item Summary

MEETING DATE: **April 12, 2011**

AGENDA ITEM NO.: 12

CONSENT: REGULAR: **X**

WORK SESSION:

CLOSED SESSION:

(Confidential)

ACTION: **X**

INFORMATION:

ITEM TITLE: Conditional Use Permit (CUP): Cornerstone Traditional Neighborhood Development (TND) – Amendment to Design Guidelines for Blocks “A, B, C & D”

RECOMMENDATION: Approval of the CUP petition.

SUMMARY: JBO, LLC, is petitioning to amend the previously approved Cornerstone TND Design, Landscaping & Screening and Architectural Guidelines for Blocks “A, B, C & D” containing fifteen and three tenths (15.3) acres located at 100, 101, 200, 201, 209, 210, 215 and 216 Cornerstone Street, 302, 320, 402, 420 Capstone Drive and 303 and 419 Rotunda Street. The TND was approved by City Council on June 27, 2006, amended February 12, 2008 and unit mix clarified on June 23, 2009. The proposed amendments would allow:

- Block A – The substitution of multi-family and single-family attached buildings facing Rotunda Street and/or Portico Street instead of commercial/residential mixed use buildings.
- Block B – The substitution of multi-family and single-family attached buildings facing Rotunda Street and/or Colonnade Street instead of commercial/residential mixed use buildings.
- Block C – The addition of open space as a permitted use that may front adjacent streets and allowing multi-family buildings or office buildings to be substituted for commercial/residential mixed use buildings anywhere in the block.
- Block D - The addition of open space as a permitted use that may front adjacent streets and allowing multi-family buildings or office buildings to be substituted for commercial/residential mixed use buildings anywhere in the block.
- Blocks A, B, C & D – Revising the minimum height of buildings facing Greenview Drive and Cornerstone Street from twenty-eight (28) feet to twenty-four (24) feet.
- Blocks A, B, C & D – Allowing an additional twelve (12) feet of square or circular signage.
- Blocks A, B, C & D – Removing the requirement that no more than twenty percent (20%) of the building materials above the first floor can be clad in wood, vinyl, or fiber-cement texture siding.

The Planning Commission recommended approval of the CUP petition because:

- Petition agrees with the *Comprehensive Plan 2002-2020* which recommends a mixed use development for the area.
- The proposed amendments would not alter the previously approved residential unit numbers or square footage of commercial space.

PRIOR ACTION(S):

March 9, 2011: Planning Division recommended approval of the proposed CUP petition.

Planning Commission recommended approval of the CUP petition (5-0, with one abstention, Swienton and one absence, Sale).

FISCAL IMPACT: None

CONTACT(S):

Tom Martin, City Planner - 455-3900

Kent White, Director of Community Development – 455-3900

ATTACHMENT(S):

- Resolution – CUP
- Planning Commission Report – March 9, 2011
- Planning Commission Minutes – March 9, 2011
- Narrative
- Current & Estimated Residential Unit Yields
- Cornerstone TND Guidelines revised March 8, 2011
- Vicinity Zoning Pattern
- Vicinity Land Use
- Watershed Location Map
- Speaker Signup Sheet
- Property Photograph

REVIEWED BY: lkp

RESOLUTION:

A RESOLUTION GRANTING A CONDITIONAL USE PERMIT TO AMEND THE CORNERSTONE TRADITIONAL NEIGHBORHOOD DEVELOPMENT DESIGN, LANDSCAPING & SCREENING AND ARCHITECTURAL GUIDELINES IN A R-1, LOW DENSITY SINGLE-FAMILY RESIDENTIAL DISTRICT FOR BLOCKS "A, B, C & D" LOCATED AT 100, 101, 200, 201, 209, 210, 215 AND 216 CORNERSTONE STREET, 302, 320, 402, 420 CAPSTONE DRIVE AND 303 AND 419 ROTUNDA STREET.

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF LYNCHBURG that the petition of JBO, LLC, for a conditional use permit to amend the Cornerstone Traditional Neighborhood Development Design, Landscaping & Screening and Architectural Guidelines for Blocks "A, B, C & D" located at 100, 101, 200, 201, 209, 210, 215 and 216 Cornerstone Street, 302, 320, 402, 420 Capstone Drive and 303 and 419 Rotunda Street be, and the same is hereby, approved subject to the following conditions:

1. The property shall be developed in compliance with the Cornerstone Traditional Neighborhood Development Design, Landscaping & Screening and Architectural Guidelines dated April 2006 and revised March 9, 2011.
2. All other conditions of Resolution #R-09-058, approved by City Council on June 23, 2009, shall remain in effect for the Cornerstone Traditional Neighborhood Development.

Adopted:

Certified:

Clerk of Council

053L

The Department of Community Development

City Hall, Lynchburg, VA 24504

434-455-3900

To: Planning Commission

From: Planning Division

Date: March 9, 2011

Re: **Conditional Use Permit: Cornerstone Traditional Neighborhood Development (TND) – Amend Design Guidelines for Blocks “A, B, C & D”**

I. PETITIONER

JBO, LLC, 104 Archway Court, Lynchburg, Virginia 24502

Representative(s): Mr. Jeffrey Allen & Mr. Marcus Borel, JBO, LLC, 104 Archway Court, Lynchburg, Virginia 24502

II. LOCATION

The subject property includes four (4) blocks totaling fifteen and three tenths (15.3) acres located at 100, 101, 200, 201, 209, 210, 215 and 216 Cornerstone Street, 302, 320, 402, 420 Capstone Drive and 303 and 419 Rotunda Street also know as Blocks “A, B, C & D” in the Cornerstone TND.

Property Owner: JBO, LLC, 104 Archway Court, Lynchburg, Virginia 24502

III. PURPOSE

The purpose of this petition is to amend the previously approved Cornerstone Traditional Neighborhood Development Design, Landscaping & Screening and Architectural Guidelines for Blocks “A, B, C & D”. The proposed amendments would not alter the previously approved one thousand (1000) residential units or two hundred thousand (200,000) square feet of commercial space approved by Council.

IV. SUMMARY

- Petition agrees with the *Comprehensive Plan 2002-2020* which recommends a mixed use development for the area.
- The TND was approved by City Council on June 27, 2006, amended February 12, 2008 and clarified on June 23, 2009.
- The proposed amendments would not alter the previously approved residential unit numbers or square footage of commercial space.

The Planning Division recommends approval of the rezoning petition.

V. FINDINGS OF FACT

1. **Comprehensive Plan.** The *Comprehensive Plan 2002-2020* recommends a “Mixed Use” for the subject property. These areas do not fit into any single use category as they are planned for a mix of uses carefully designed so as to mitigate any potential land use conflicts. The *Comprehensive Plan* specifically states that the Greenview Planned Development Area (PDA) “should offer a mix of housing types at a maximum residential density of twelve (12) dwelling units per acre. A commercial area should not be required for this PDA, but if requested, it should be small, at the neighborhood or convenience scale, since there are ample commercial areas along Timberlake Road. Traditional Neighborhood Development (TND) principles will apply. Pedestrian/bicycle connections to

Timberlake Road should be provided through medium and/or high density residential areas north of Greenview PDA and via the Resource Conservation Area shown on the Future Land Use Map". (page 4.21)

2. **Zoning.** The subject property was annexed into the City in 1976. The existing R-1, Low Density, Single-Family Residential and R-C, Conservation District zoning was established in 1978 with the adoption of the City's current *Zoning Ordinance*. The Cornerstone TND was approved by City Council on June 27, 2006, amended February 12, 2008 and clarified on June 23, 2009.
3. **Board of Zoning Appeals (BZA).** The Zoning Official has determined that no variances would be needed to amend the Cornerstone Traditional Neighborhood Development Design, Landscaping & Screening and Architectural Guidelines.
4. **Surrounding Area.** There have been several items requiring City Council approval in the immediate area:
 - On June 28, 1983, City Council approved the conditional use permit petition of Rainbow Church of God for a sanctuary at 1227 Greenview Drive.
 - On November 8, 1983, City Council approved Andrew Ellett's petition to rezone one and two tenths (1.2) acres from R-1, Low Density, Single-Family Residential District to B-3, Community Business District (Conditional) to allow the installation of gasoline pumps and the sale of gasoline at 797 and 799 Leesville Road.
 - On May 14, 1985, City Council approved the conditional use permit petition of CHA Construction Company for a recreation center and parking area in a floodway at 8022 Timberlake Road.
 - On August 12, 1986, City Council approved the conditional use permit petition of Berean Baptist Church to allow the construction of a church and associated parking at 1400 Greenview Drive.
 - On October 13, 1987, City Council approved Glenn and Jo Anne Carter's petition to rezone three and five tenths (3.5) acres from R-1, Low-Density, Single-Family Residential District to B-3, Community Business District (Conditional) to allow a nursery expansion at 794 Leesville Road.
 - On September 12, 1989, City Council approved Hunter Associates, Inc.'s petition to rezone four tenths (0.4) acre from R-1, Low-Density, Single-Family Residential District to B-1, Limited Business District to allow the construction of an office building at 795 Leesville Road.
 - On January 12, 1993, City Council approved Lowes Home Centers, Inc.'s petition to rezone sixteen (16) acres from B-1, Limited Business District and B-3, Community Commercial District to B-5, General Business District (Conditional) to allow the construction of a home improvement center, restaurant and associated parking at 8208, 8216, 8300, 8308 and 8312 Timberlake Road and 1012 Greenview Drive.
 - On April 13, 1999, City Council denied Calla Forlines Mounts and Jo Anne Carter's petition to rezone two and six tenths (2.6) acre from R-1, Low-Density, Single-Family Residential District and B-3, Community Business District (Conditional) to B-3, Community Business District (Conditional) to allow the construction of a convenience store at 794 Leesville Road and Greenview Drive.
 - On August 10, 1999, City Council approved Gerald and Deborah Maxey's petition to rezone eight tenths (0.8) of an acre at 794 Leesville Road from B-3, Community Business District (Conditional) to B-1, Limited Business District (Conditional) to allow a counseling service.
 - On February 13, 2001, City Council approved the conditional use permit petition of the American Legion Post 16 for a building addition at 1301 Greenview Drive.
 - On June 27, 2006, City Council approved the conditional use permit petition of JBO, LLC to allow the construction of a TND at 1207 and 1226 Greenview Drive.

- On September 11, 2007, City Council approved the conditional use permit petition of Tree of Life Pentecostal Church for a parking lot expansion at 1101 Greenview Drive.
 - On February 12, 2008, City Council approved the conditional use permit petition of JBO, LLC to amend the Cornerstone TND by clarifying the number and location of single-family detached homes that may be constructed in Blocks “O, P, Q & R” and to allow the construction of one (1) public street (Ridgeline Lane) and one (1) private street (Meridian Street) in the Neighborhood Edge Area of the Cornerstone Development at 401 Cornerstone Street and 100, 200 and 300 Capstone Drive.
 - On June 23, 2009, City Council adopted a substitute resolution clarifying the wording of conditions approved February 12, 2008 for the Cornerstone TND.
 - On April 13, 2010, City Council approved the conditional use permit petition of the Cornerstone Property Owners’ Association to allow the construction and operation of a community pool within the Cornerstone TND at 1100 Greenview Drive.
5. **Site Description.** The Cornerstone TND is bound to the northeast by a single-family neighborhood (Windsor Hills); to the east by an institutional use (Berean Baptist Church); to the south by a mixture of institutional uses (Tree of Life Ministries, Greenview Church of God and American Legion Post #16) townhouses and single-family residences; and to the west by commercial uses, townhouses and single-family residences. The amendments to the Cornerstone Traditional Neighborhood Development Design, Landscaping & Screening and Architectural Guidelines would apply only to Blocks “A, B, C & D”.
6. **Proposed Use of Property.** The purpose of this petition is to amend the Cornerstone Traditional Neighborhood Development Design, Landscaping & Screening and Architectural Guidelines for Blocks “A, B, C & D”. The proposed amendments would allow:
- Block A – The substitution of multi-family and single-family attached buildings facing Rotunda Street and/or Portico Street instead of commercial/residential mixed use buildings.
 - Block B – The substitution of multi-family and single-family attached buildings facing Rotunda Street and/or Colonnade Street instead of commercial/residential mixed use buildings.
 - Block C – The addition of open space as a permitted use that may front adjacent streets and allowing multi-family buildings or office buildings to be substituted for commercial/residential mixed use buildings anywhere in the block.
 - Block D – The addition of open space as a permitted use that may front adjacent streets and allowing multi-family buildings or office buildings to be substituted for commercial/residential mixed use buildings anywhere in the block.
 - Blocks A, B, C & D – Revising the minimum height of buildings facing Greenview Drive and Cornerstone Street from twenty-eight (28) feet to twenty-four (24) feet.
 - Blocks A, B, C & D – Allowing an additional twelve (12) feet of square or circular signage.
 - Blocks A, B, C & D – Removing the requirement that no more than twenty percent (20%) of the building materials above the first floor can be clad in wood, vinyl, or fiber-cement texture siding.
7. **Traffic, Parking and Public Transit.** The previously approved unit mix of six hundred (600) multi-family units, three hundred (300) single-family attached units and one hundred fifty (150) single-family detached units with a maximum of one thousand (1000) residential units and two hundred thousand (200,000) square feet of commercial space is not proposed to be amended. Since the scope of the development has not changed from what was previously approved, the City’s Transportation Engineer had no comments of concern with the proposed revisions.

The property is served by public transit through the Greater Lynchburg Transit Company's Liberty University Route 15.

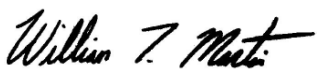
8. **Stormwater Management.** A stormwater management and erosion sediment control plan is required for each block within the development. Stormwater quantity for the development is addressed by the use of TND stormwater ponds integrated into the overall design of the TND. The quality of the stormwater will be managed within each block through the use of Best Management Practices and/or Low Impact Development practices designed to remove pollutants from the runoff before it reaches Dreaming Creek. The proposed plan amendment will not alter the approved stormwater management strategy for the Cornerstone TND; however, the addition of green space will provide a slight decrease in the stormwater volume and improve stormwater quality.
 9. **Emergency Services.** The City's Fire Marshal had no concerns regarding the proposed revisions.
The City Police Department had no concerns regarding the proposed revisions.
 10. **Impact.** The proposed amendments to the Cornerstone Traditional Neighborhood Development Design, Landscaping & Screening and Architectural Guidelines for Blocks "A, B, C & D" will not increase the previously approved unit numbers or square footage of commercial space. The proposed amendments will provide greater flexibility to the developer in the completion of the TND. The proposed revisions should have little to no impact on surrounding properties.
 11. **Technical Review Committee.** The Technical Review Committee (TRC) reviewed the preliminary site plan on February 15, 2011. Comments related to the proposal were minor in nature and have or will be addressed by the petitioner.
-

VI. PLANNING DIVISION RECOMMENDATION

Based on the preceding Findings of Fact, the Planning Commission recommends to City Council approval of the conditional use permit petition of JBO, LLC to amend the previously approved Cornerstone Traditional Neighborhood Development Design, Landscaping & Screening and Architectural Guidelines for Blocks "A, B, C & D" subject to the following conditions:

1. The property shall be developed in compliance with the Cornerstone Traditional Neighborhood Development Design, Landscaping & Screening and Architectural Guidelines dated April 2006 and revised March 9, 2011.
2. All other conditions of Resolution #R-09-058, approved by City Council on June 23, 2009, shall remain in effect for the Cornerstone Traditional Neighborhood Development.

This matter is respectfully offered for your consideration.



William T. Martin, AICP
City Planner

pc: Mr. L. Kimball Payne, III, City Manager
Ms. Bonnie M. Svrcek, Deputy City Manager
Mr. Walter C. Erwin, City Attorney
Mr. Kent L. White, Director of Community Development
Mr. J. Lee Newland, City Engineer
Ms. Cynthia Kozarow, Lynchburg Police Department
Battalion Chief Greg Wormser, Fire Marshal
Mr. Gerry Harter, Transportation Engineer
Mr. Douglas Saunders, Acting Building Commissioner
Mr. Robert Fowler, Zoning Administrator
Ms. Erin Hawkins, Environmental Reviewer
Mr. Jeff Allen, JBO, LLC
Mr. Marcus Borel, JBO, LLC

VII. ATTACHMENTS

- 1. Vicinity Zoning Pattern**
- 2. Vicinity Proposed Land Use**
- 3. Watershed Location Map**
- 4. Narrative**
- 5. Current & Estimate Residential Unit Yields**
- 6. Cornerstone TND Guidelines revised March 9, 2011**
- 7. Photo**

MINUTES FROM THE MARCH 9, 2011 PLANNING COMMISSION MEETING (MINUTES HAVE NOT BEEN APPROVED. THERE WAS NO MEETING ON MARCH 23, 2011):

- a. **Petition of JBO, LLC for a conditional use permit to amend the previously approved Cornerstone Traditional Neighborhood Development Design, Landscaping & Screening and Architectural Guidelines for 100, 101, 200, 201, 209, 210, 215 and 216 Cornerstone Street, 302, 320, 402, 420 Capstone Drive and 303 and 419 Rotunda Street also know as Blocks "A, B, C & D". The Cornerstone Traditional Neighborhood Development Design, Landscaping & Screening and Architectural Guidelines would be amended by the following: Block "A" allowing the substitution of multi-family or single-family attached buildings facing Rotunda Street and/or Portico Street instead of the required mixed use buildings. Block "B" allowing the substitution of multi-family or single-family attached buildings facing Rotunda Street and/or Colonnade Street instead of the required mixed use buildings. Block "C" allowing "open space" in addition to squares to face public streets. Block "D" allowing "open space" in addition to squares to face public streets. Blocks "A, B, C & D" allowing a minimum building height of twenty-four (24) feet instead of the required twenty-eight (28) feet, removing the requirement that no more than twenty percent (20%) of the building material above the second floor can be clad in wood, vinyl, or fiber-cement textured siding and by allowing square or circular signs provided that they do not exceed twelve (12) square feet. The proposed amendments will not increase previously approved residential Petition of Chief Investment, LLC to rezone approximately 4.03 acres at 101 Breezewood Drive from B-3, Community Business District to B-5, General Business District to allow the use of the property for automobile sales and service.**

Commissioner Swienton mentioned that he would be abstaining from the discussion and the vote on this petition. Mr. Martin commented that the proposed amendments to the guidelines will not increase the approved unit numbers or square footage. It may actually reduce the amount of commercial square footage a little bit. This is only looking at Block A, B, C and D. For background information, the TND was approved by Council on June 27, 2006. It was amended on February 12, 2008 and clarified in terms of unit numbers on June 23, 2009. The Planning Division has reviewed the request and believes that it is fairly minimal in the overall development and does recommend approval of the petition.

Chair Hamilton asked for anyone present to speak on behalf of the petitioner. Mr. Mark Borel and Mr. Jeffrey Allen came forward. Mr. Borel mentioned that he tried to speak to each of the commissioners prior to today's meeting. They have requested the sign change because if someone wants a round sign, the height allowance is only 30 inches. This cannot be seen on the top of a three-story building. This modification is being requested for those types of situations. Twelve square feet is actually less than the footage that it can be on a linear sign, which is 20 square feet.

Regarding the height of the buildings, it was originally at 28 feet. When they started doing commercial building designs, they determined that a two-story building is generally 24 feet and the buildings were being quoted on 28 feet.

They were also looking at modifying the type of veneer they put on the buildings. Four or five years ago, they had envisioned these big mammoth brick buildings more like First Colony. Because of the economy, those types of buildings are just not happening these days. Therefore, a smaller building needs more accents and more architectural details to make it look good. The neighbors seem happier with these changes because they are losing some of the commercial and some of the building height. They are not losing any density. There is really no change in anything. It is like having a bunch of Monopoly pieces and it is just how they are scrambling them on the block.

Mr. Allen stated that the primary focus of this request is Block C and D. What started the process is that they have someone interested in Block C and D. When the developer started looking at the product he wants to put in to C and D, it raised questions about the verbiage that was used to identify what you could put in those blocks. You could interpret it a number of different ways as to what could exist in those blocks. One of the interpretations was that the only product you could put in there was commercial on the main floor and residential above it. That is fairly restrictive. There are other interpretations that say you could have an all commercial building or an all residential building. They had always envisioned all commercial buildings in some areas and all residential buildings in other buildings. The bulk of their request is that they would like to be able to put either multi-family or commercial or a combination thereof in these areas with some restrictions. The commercial will be primarily in Blocks A and B, which has the visibility to Greenview Drive and is further from other residential areas.

Mr. Borel commented that they are not requesting to change anything in the original TND. They are required to have at least 100,000 square feet of commercial and no more than 200,000. They will still meet the guidelines in every product mix. This request will not change any densities or exceed quantities in any way.

Chair Hamilton asked for anyone else who wished to speak in favor of the petition. No one came forward. She asked for anyone who wished to speak in opposition to this petition. No one came forward. She closed the public hearing portion of the petition.

Commissioner Hooper noted that the buildings that are out there already exceed twenty percent of their façade being clad in siding. Mr. Borel explained that this was one of the requirements for Blocks A, B, C and D of the City Centre, which has not been built yet. Their intention is to have more brick than siding on the second or third floor. They are trying to achieve a product like Mr. Maddox's product on 221. It has brick on the first floor and some on the second and then brick towers to separate the siding.

Commissioner Hannon said it makes perfect sense to him. If it helps the project and moves it along, that is what they want. Chair Hamilton commented that the TND was designed for flexibility but sometimes you can box yourself into a corner. That is why we have an adaptive process.

Commissioner Hannon made the following motion, which was seconded by Commissioner Coleman, and passed by the following vote:

"That the Planning Commission recommends to City Council approval of the conditional use permit petition of JBO, LLC to amend the previously approved Cornerstone Traditional Neighborhood Development Design, Landscaping & Screening and Architectural Guidelines for Blocks "A, B, C & D" subject to the following conditions:

- 1. The property shall be developed in compliance with the Cornerstone Traditional Neighborhood Development Design, Landscaping & Screening and Architectural Guidelines dated April 2006 and revised March 9, 2011.**
- 2. All other conditions of Resolution #R-09-058, approved by City Council on June 23, 2009, shall remain in effect for the Cornerstone Traditional Neighborhood Development.**

AYES:	Barnes, Coleman, Hamilton, Hannon and Hooper	5
NOES:		0
ABSTENTIONS:	Swienton	1
ABSENT:	Sale	1

INTRODUCTION

JBO, LLC, the developer of the Cornerstone Development, would like to amend the Cornerstone TND Design, Landscaping & Screening, and Architectural Guidelines to incorporate several changes that it believes would make the development even better while allowing it to be more suited to the current market conditions and demands. The seven proposed amendments are on the page that follows.

Important Notes

1. These amendments will **not** increase the overall number of residential units in the development. In fact, as a result of the amendments, the overall density of the project will likely **decrease**.
2. There shall be no more than 70% of any one residential unit type and all residential unit types will remain at or under their current approved maximum.
3. The four core blocks will still be developed to contain at least one (1) acre of parks or squares.
4. At least 10% of the net development area of the whole project will still be designated for park, square, or common open space uses.
5. Commercial area shall still remain in the approved range for a TND of 5% to 30%.
6. These amendments represent changes that should only enhance the Cornerstone development and make the Core area much more viable in today's real estate market.
7. Thank you for your time and consideration in reviewing this.

Proposed Amendments to
CORNERSTONE TND DESIGN, LANDSCAPING & SCREENING, AND ARCHITECTURAL GUIDELINES

1. **Land Uses Permitted, Block A (Page 1).**

Proposed Change: Re-Wording Land Uses Permitted Narrative to the Following:

"CMX / MF and/or L / W with buildings facing Greenview Drive, Cornerstone Street, Rotunda Street, and Portico Street to the maximum extent feasible. Squares are also permitted to compliment the CMX / MF and L / W buildings. MF and SFA may be substituted for mixed use buildings facing Rotunda Street and/or Portico Street."

2. **Land Uses Permitted, Block B (Page 1).**

Proposed Change: Re-Wording Land Uses Permitted Narrative to the Following:

"CMX / MF and/or L / W with buildings facing Greenview Drive, Cornerstone Street, Rotunda Street, and Colonnade Street to the maximum extent feasible. Squares are also permitted to compliment the CMX / MF and L / W buildings. MF and SFA may be substituted for mixed use buildings facing Rotunda Street and/or Colonnade Street."

3. **Land Uses Permitted, Block C (Page 1).**

Proposed Change: Re-Wording Land Uses Permitted Narrative to the Following:

"Square, Open Space, CMX / MF and/or L / W with buildings facing adjacent streets, squares, or open spaces to the maximum extent feasible. MF or office buildings may be substituted for mixed use buildings."

4. **Land Uses Permitted, Block D (Page 1).**

Proposed Change: Re-Wording Land Uses Permitted Narrative to the Following:

"Square, Open Space, CMX / MF and/or L / W with buildings facing adjacent streets, squares, or open spaces to the maximum extent feasible. MF or office buildings may be substituted for mixed use buildings."

5. **Heights and Setbacks, Note #4 (Page 3)**

Proposed Change: Re-Wording "...as long as the height of such buildings is at least twenty-eight (28) feet." to "...as long as the height of such buildings is at least twenty-four (24) feet."

6. **Signs, Commercial/Service and Office Uses, Bullet a1a (Page 4).**

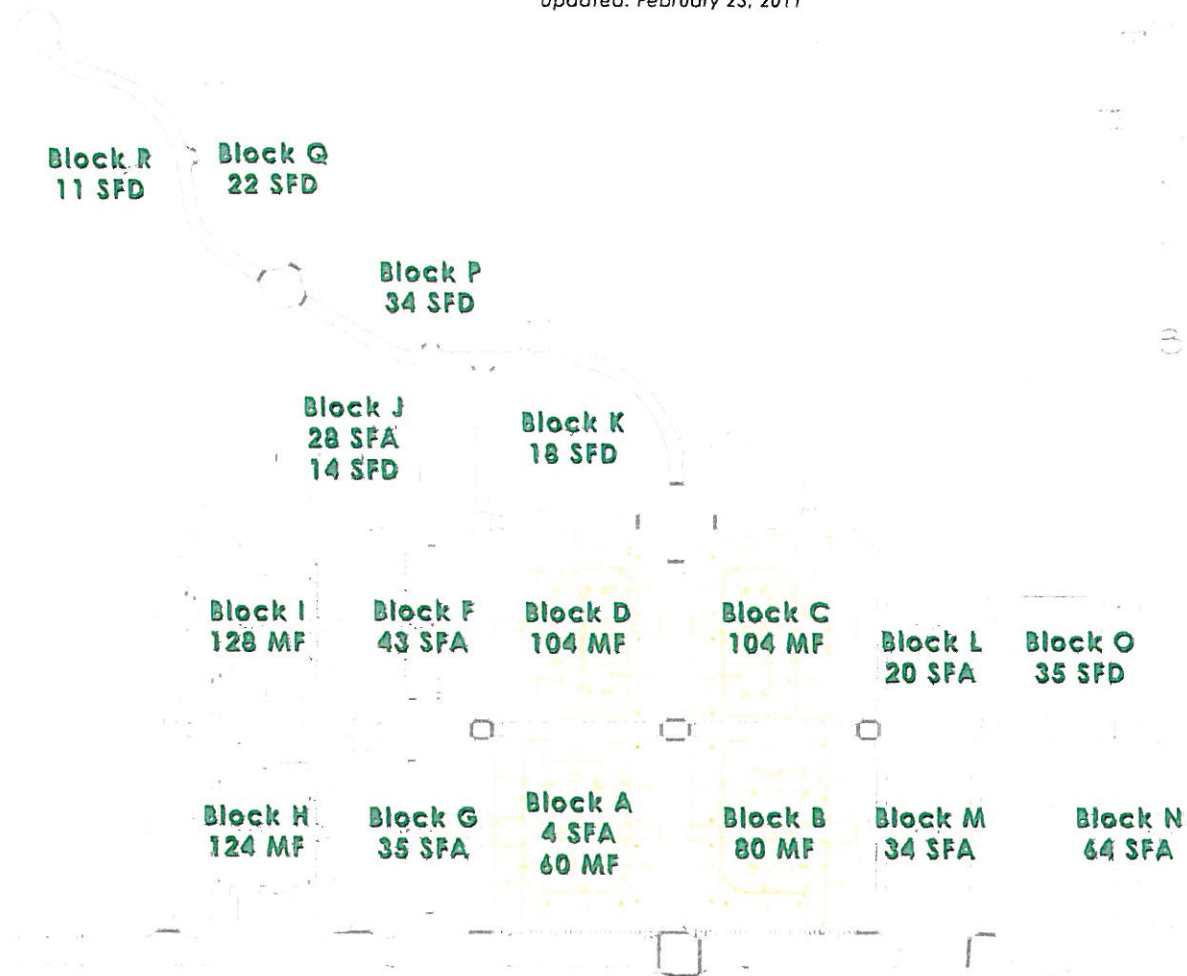
Proposed Change: Addition of the Following Sentence at the End of the Paragraph:

"Square or circular signs are also permitted provided they do not exceed twelve (12) square feet."

7. **Architectural Guidelines, Building Materials, Bullet b (Page 11)**

Proposed Change: Deletion of "provided, however, that such siding shall cover no more than 20% of any building facade."

Cornerstone
Site Plan Showing Current & Estimated Residential Unit Yields
Updated: February 23, 2011

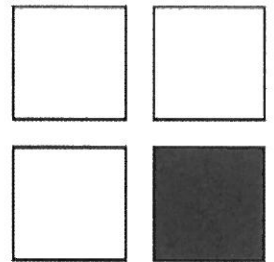


BLOCK KEY

Current/Estimated Yields	
SFD	= 134
SFA	= 228
MF	= <u>600</u>
Total	= 962

Key
SFD = Single Family Detached
SFA = Single Family Attached
MF = Multifamily

Design,
Landscaping & Screening
and Architectural Guidelines



Cornerstone TND

Traditional Neighborhood Development

**Cornerstone Traditional Neighborhood Development
Design, Landscaping and Screening, and Architectural Guidelines
Revised Per Conditions Adopted by the Lynchburg City Council on June 27, 2006**

**4/12/06
Sympoetica**

The following written guidelines shall be used in the development of the Cornerstone TND. The guidelines supplement the regulations set forth in Sections 35.1-43.5 through 35.1-43.13 of the City of Lynchburg Zoning Ordinance. Three TND block illustratives are attached in Appendix A, which show typically how the guidelines are to be implemented. Because of the irregular shape of the original neighborhood property, topographic variations, and the TND Plan design, actual blocks will not exactly resemble the block illustratives, but should follow the design principles presented.

A. Land Uses Permitted by Block

The following land uses shall be permitted in the blocks shown on the Cornerstone TND Plan:

Block	Land Uses Permitted (See definitions below)
A	CMX / MF and/or L / W with buildings facing Greenview Drive, Cornerstone Street, <u>Rotunda Street</u> and Portico Street to the maximum extent feasible. Squares are also permitted to compliment the CMX / MF and L/W buildings. <u>MF and SFA may be substituted for mixed use buildings facing Rotunda Street and/or Portico Street.</u>
B	CMX / MF and/or L / W with buildings facing Greenview Drive, Cornerstone Street, <u>Rotunda Street</u> and Colonnade Street to the maximum extent feasible. Squares are also permitted to compliment the CMX / MF and L/W buildings. <u>MF and SFA may be substituted for mixed use buildings facing Rotunda Street and/or Colonnade Street.</u>
C	Square, <u>Open Space</u> , and CMX / MF and/or L / W with buildings facing Cornerstone Street or the adjacent streets , squares, <u>or open spaces</u> to the maximum extent feasible. MF or office buildings may be substituted for mixed use buildings, facing the square.
D	Square, <u>Open Space</u> , and CMX / MF and/or L / W with buildings facing Cornerstone Street or the adjacent streets , squares, <u>or open spaces</u> to the maximum extent feasible. MF or office buildings may be substituted for mixed use buildings, facing the square.
E	CMX / MF and/or L/W with Buildings facing Greenview Drive to the maximum extent feasible. Squares are also permitted to compliment the CMX / MF and L/W buildings.
F	SFA buildings facing adjacent streets or squares. Squares, parks, open space and civic uses are also permitted.
G	SFA buildings facing adjacent streets or squares. Squares, parks, open space and civic uses are also permitted.
H	MF and/or SFA buildings facing adjacent streets or squares. Squares, parks, open space and civic uses are also permitted. At least fifty percent (50%) of dwelling units shall be condominium units for sale.
I	MF and/or SFA buildings facing adjacent streets or squares. Squares, parks, open space and civic uses are also permitted. At least fifty percent (50%) of dwelling units shall be condominium units for sale.
J	SFA and/or SFD buildings facing adjacent streets or squares. Squares, parks, open space and civic uses are also permitted.
K	SFA and/or SFD buildings facing adjacent streets or squares. Squares, parks, open space and civic uses are also permitted.
L	SFA buildings facing adjacent streets or squares. Squares, parks, open space and civic uses are also permitted.
M	SFA buildings facing adjacent streets or squares. Squares, parks, open space and civic uses are also permitted.

N	SFA and/or SFD buildings facing adjacent streets or squares. Squares, parks, open space and civic uses are also permitted.
O	SFD buildings facing adjacent streets or squares. Squares, parks, open space and civic uses are also permitted.
P	SFD buildings facing adjacent streets or squares. Squares, parks, open space and civic uses are also permitted.
Q	SFD buildings facing adjacent streets or squares. Squares, parks, open space and civic uses are also permitted.
R	SFD buildings facing adjacent streets or squares. Squares, parks, open space and civic uses are also permitted.

Civic: A civic use as defined in Section 35.1-43.7 (d) of the Zoning Ordinance.

CMX / MF: Mixed use buildings with retail, service, restaurant, entertainment or office uses (CMX) on the first floor and residential (MF) or office uses on the floors above. There may be single ownership of such buildings, or ownership of space within the building may vary within and between floors.

MF: Multi-family residential buildings, which may be apartments or condominiums.

L / W: Live-work buildings with retail, service or office uses on the first floor and residential uses on the floors above. This arrangement would allow an owner to work on the first floor and live on the floors above.

Park: As defined in Section 35.1-43.5 (c) (8) of the Zoning Ordinance.

Open Space: As defined in Section 35.1-43.5 (c) (7) of the Zoning Ordinance.

SFA: Single family attached (townhouse) residential buildings.

SFD: Single family detached residential buildings.

Square: A formally landscaped passive green space as defined in Section 35.1-43.5 (c) (10) that abuts a public or private street.

B. Uses Permitted Only by Conditional Use Permit within Cornerstone

1. Veterinarian Hospitals with or without outdoor kennels
2. Care Centers, excluding day care centers
3. Churches or other places of worship
4. Group Homes
5. Nursing Homes or Assisted Living Facilities
6. Community Swimming Pools
7. Commercial Recreation Establishments
8. Public or Community Recreational Facilities

C. Height, Setback, and Bulk Standards for Principal Use Buildings and Structures

1. Heights and Setbacks

			Setbacks in Feet		
TND Area	Min. / Max. # stories	Max. height In feet ⁶	Front Min. -Max. ¹	Side Min. Total ²	Rear Min.
Core					
Commercial/Service/Office	2 - 5 ⁴	75	0 – 10	---	---
Multifamily residential	2 - 5 ⁴	75	0 – 10	---	---
Mixed Use ³	2 - 5 ⁴	75	0 – 10	---	---
Transition					
Office	2 - 4	48	0 – 15	---	---
Multifamily residential	2 - 6 ⁵	75	0 – 20	---	---
Single-family attached	2 - 3	40	0 – 15	---	---
Single-family detached	2 - 3	40	0 – 25	12	25
Mixed Use ³	2 - 4	48	0 – 15	---	---
Civic	1 - 4	48	---	---	---
Edge					
Single-family attached	2 - 3	40	0 – 15	---	---
Single-family detached	2 - 3	40	0 – 25	12	25
Civic	1 - 3	40	0 – No Max.	---	---

- ¹ For all uses, the maximum front yard may be increased above the maximum width listed, if it can be demonstrated by the applicant during site plan review that topographic constraints justify a wider front yard. For example, a wider front yard may be needed to minimize grading, to avoid building in a swale, or to ensure that the front door of a building is at the same grade or higher than street grade. For mixed use buildings in the core or transition areas, the front yard may also be increased to twenty-five (25) feet to create a plaza, landscaped entry area, or outdoor eating area. Within any one block, the latter increases in front yard shall be limited to 25 % of the total block face.
- ² The width of side yards combined for single-family detached residential buildings shall not be less than this twelve-foot minimum. Zero-lot line single-family detached residential buildings are permitted as long as the side yard on the opposite side of the lot is as wide as twelve feet. For all building types, if a side yard on one side of at least twelve feet is not provided, then rear access to the lot via an alley or driveway must be provided.
- ³ Mixed use buildings include CMX / MF and L / W buildings.
- ⁴ Buildings facing Greenview Drive and Cornerstone Street should have at least 3 stories, although the Cornerstone Design Review Committee or City Design Review Board may approve buildings of fewer stories as long as the height of such buildings is at least ~~twenty-eight (28)~~ **twenty-four (24)** feet. Of all buildings located in the core area, no more than fifty percent (50%) may be five (5) stories as defined by the International Building Code (IBC). The developer shall reduce the square footage of the 5th floors of buildings in the core area, if requested by the City, by an amount equal to the area recovered by a reduction in parking spaces required by the City's Zoning Ordinance.

- ⁵ Where MF buildings are located adjacent to or directly across the street from SFD buildings, the MF buildings are limited to 4 stories with a maximum height of 48 feet.
- ⁶ No building within four hundred feet (400') of Windsor Hills neighborhood may be in excess of four (4) stories.
2. Building bulk: single-family attached residential buildings shall contain no more than 9 units per building.

D. Height, Setback, and Bulk Standards for Accessory Use Buildings and Structures

1. Accessory use buildings and structures shall not exceed two (2) stories and shall have a maximum height of 25 feet.
2. Accessory buildings and structures shall be located to the rear of principle use buildings. There are no required rear or side yards for accessory use buildings; however, they shall be located so as not to block pedestrian access to the rear of the principle building. A garage that is attached to a principle building only by a breezeway or enclosed corridor shall be considered an accessory building.

E. Lot Coverage and Use

1. Maximum lot coverage by principle and accessory buildings and structures shall be 70%.
2. Each single family dwelling lot shall contain a private yard area of at least 400 square feet behind or to the side of the house.

F. Signs

1. Residential uses: Signs may be erected as permitted under Section 35.1-26.8 (a) and (b) of the Zoning Ordinance.
2. Commercial/Service and Office uses:
 - a. For each ground level business, signs may be erected as follows:
 - 1) Any one of the following types of signs:
 - a) One wall-mounted sign on each side of the building facing and having an entrance on a street, square, or parking lot. Such sign shall be no more than thirty (30) inches in height. Commercial/service signs shall be no more than twenty-five (25) square feet in area plus one square foot per lineal foot of storefront width over twenty-five (25) feet, but not to exceed a maximum of fifty (50) square feet. Office signs shall not exceed twenty-four (24) square feet in size. **Square or circular signs are also permitted provided they do not exceed twelve (12) square feet.**
 - b) One hanging sign attached perpendicular to the front face of the building. The hanging sign shall not exceed six (6) square feet in size. It shall not extend more than four (4) feet from the face of the building and the bottom of the sign must be at least 8 feet from the ground.

And any one of the following types of signs:

- c) Painted window/door signs not exceeding 10% of the window or door area on which they are painted, or a total area of four (4) square feet per store front, whichever is less.
 - d) One awning sign on the front of the building. The letter and symbols shall be located on the front panel (valance) of the awning. Such sign shall be no more than twelve (12) inches in height and no more than ten (10) square feet in area.
3. Multi-story Commercial/Service, Office or Mixed Use Buildings: Each building may have one of each of the following for each side of the building having a major entrance, in addition to the business signs described in E.2. above:
- a. One wall-mounted or inscribed building identification sign providing a name for the building, such sign not exceeding twenty-four (24) square feet in area.
 - b. One wall-mounted building directory sign identifying the occupants of the building and located next to an entrance. Such sign shall not exceed three (3) square feet in size.
4. Civic uses: Signs may be erected as permitted under Section 35.1-26.8 (b) of the Zoning Ordinance.
5. Sign style, material, and colors: For all uses, the style, materials, and colors of signs shall be designed to be compatible with those of the building on which they are erected. No flashing lights or plastic panel signs are permitted.
6. Sign review and approval: All signs shall be reviewed and approved by the Cornerstone Design Review Committee prior to installation.

G. Banners

Street banners shall be permitted on street light poles or poles without lights along Greenview Drive and Cornerstone Street. Single or double banners are permitted on each pole. The maximum size per banner is 8 square feet. Messages on banners are limited to display of the neighborhood name or a neighborhood or City event. Banners shall not be used for business advertising.

H. Outdoor Lighting

- 1. Street lights shall be provided at regular intervals along all streets in the core and along all streets in areas where multi-family residential uses predominate. In single family residential areas, street lights shall be provided at least at all intersections, including alley entrances. Outdoor lighting shall also be provided in squares and in parking areas to permit these areas to be used safely at night.
- 2. Lighting fixtures located on public land or on private lands open to the public shall be designed to illuminate public areas: streets, sidewalks, squares, parking lots open to the public, and public entrances to buildings. They may also be used to illuminate focal elements, such as gazebos, public art, steeples, towers, or special plantings. Street lights shall minimize illumination of non-

commercial private buildings and lots and shall be designed to prevent glare affecting motorists and to minimize overhead sky glow.

3. A consistent style of street lights shall be set for each area of the TND (core, transition, edge, satellite). The style shall generally be compatible with the architectural styles predominating in each of these areas; however, the ability of the fixtures to meet the standards of section G.2. shall not be compromised for style consistency.

I. Public Streets and Bicycle and Pedestrian Trails

1. Street cross sections: Typical street cross-sections for the TND are presented in Appendix B. Parking is shown on both sides of the street in each section, though it may not be provided on both sides in edge areas when not needed to meet parking requirements.
2. Cul-de-sacs: No cul-de-sacs shall be constructed except as shown on the approved TND Plan.
3. The proposed roads connecting to Greenview Drive shall be limited to three (3) full intersections and three (3) right in and right out intersections.
4. Bicycle and pedestrian connections within right-of-ways for Hunterdale Drive and Cupola Street: A bicycle / pedestrian trail shall be provided within each of these rights-of-way to connect to the existing stub streets in the adjacent neighborhood instead of the construction of streets. The rights-of-way will be reserved for future vehicular access, when such access is determined to be appropriate by City Council.

J. Private Streets and Alleys

1. Private streets shall have a minimum right-of-way of forty (40) feet for a two-way street and 25 feet for a one-way street. Travel lanes shall be at least 9.5 feet wide.
2. Alleys shall have a minimum width of twelve (12) feet and may serve directly as travel aisles for off-street parking.
3. Alley and parking lot drive aisle connections to Greenview Drive shall be permitted only by approval of the Cornerstone Design Review Committee or the City Design Review Board.

- K. Transit Facilities: Bus stops to facilitate transit use shall be provided at strategic locations throughout the TND as coordinated with the Greater Lynchburg Transit Company. A bus shelter shall be provided in the core area.

L. Parks and Squares

1. Parks
 - a. All amenities in the area designated as park on the TND plan shall be the responsibility of the developer. All improvements are subject to approval by the Director of Parks and Recreation.

- b. All park areas shall be connected to the overall development by a series of trails and/or sidewalks.

2. Squares

- a. A square is a formally landscaped passive green space as defined in Section 35.1-43.5 (c) (10) that abuts a public or private street. Squares shall have a sidewalk along at least one street frontage. Squares shall be visible to drivers from the street and shall be designed to add visual focal points within the streetscape.
- b. Buildings that front on a square shall provide a primary entrance onto the square. Appendix C provides photographic examples and an illustrative sketch of buildings fronting on squares to show generally how buildings on squares in Cornerstone shall be designed.

M. Streetscape Character

- 1. Urban streetscape: An urban streetscape that minimizes views of off-street parking lots and structures from the street shall be achieved to the extent possible by lining the streets with buildings and designing large buildings to turn corners at key intersections (that is, face onto both streets). Such an urban streetscape is essential along Greenview Drive and Cornerstone Street within the core.
- 2. Streetscape building character: Streetscapes shall not be dominated by buildings that do not face the street or have an entrance onto the street. While the sides of building must sometimes be located along a street, particularly for buildings at corners, a streetscape where many or all of the buildings present their sides to the street is unacceptable. Buildings shall not present their rear facades to the street, except in unusual circumstances as approved by the Cornerstone Design Review Committee or City Design Review Board, and where appropriate screening or architectural treatment has been provided.
- 3. Views of garages: Within SFD and SFA residential areas of the TND, no parking garage, whether free-standing or within a residential building, shall face a public street or square, unless it is set back behind the residential building it serves. The purpose of this guideline is to prevent streetscape views dominated by garage doors. Figure A shows how this guideline can be met.

With regard to MF, CMX and L/W areas of the TND, buildings shall be designed so that garage doors, if any, do not face the street, provided however, that the Cornerstone Design Review Committee or the City Design Review Board may make exceptions to this guideline for well-designed development that prevents streetscape views dominated by garage doors.

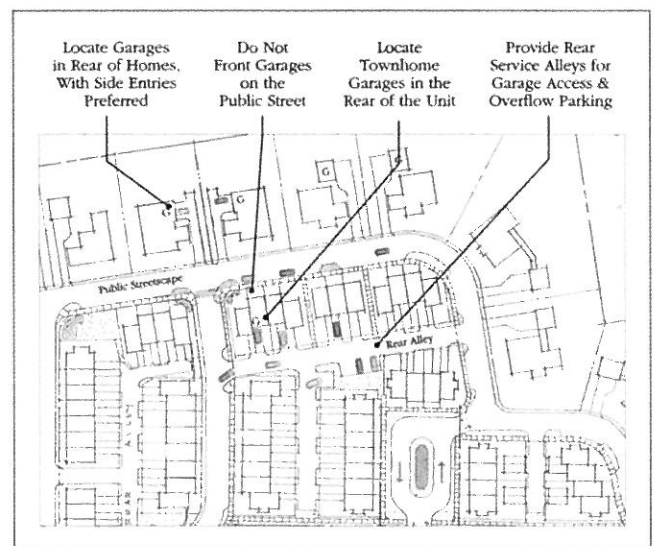


Figure A

4. Views of Drive-thru facilities: Banks with drive-thru facilities are permitted within the TND; however, the drive thru lanes and windows shall not be located on the front street side of the building. They shall be located only on the rear or side of the building.

N. Streetscape and Landscape Plans and Requirements

1. Master Streetscape and Landscape Plan: Prior to development of the first street or block within the TND, the master developer shall submit a master streetscape and landscape plan to the Cornerstone Design Review Committee for approval. This plan shall show all planned streetscape improvements and landscape plans for public areas. Streetscape elements to be specified include: street tree types and spacing, tree planting areas, tree grates, ground covers, sidewalk and crosswalk widths and paving treatments, street furniture (trash receptacles, benches, bicycle racks, bus shelters, street signs, etc.), and light fixtures. Landscape plans shall show how squares, open space areas, and stormwater management facilities will be landscaped. This plan shall meet the standards provided below or the standards of the City Code applicable at the time of submittal, whichever requires more or higher quality landscape treatment as determined by the Cornerstone Design Review Committee or City Design Review Board.

Landscaping within the twenty-five-foot (25') buffer area along the northeastern property line shall consist of one (1), one and five tenths inch (1.5") caliper tree for every ten (10) feet of property line. Landscaping shall consist of a mixture of evergreen and deciduous trees and may be placed in collective groupings as approved by the City Planner.

2. Sidewalks: Within the core, except along Greenview Drive, sidewalks shall be provided on both sides of the street and shall be at least eight (8) feet wide in the central core area and at least six (6) feet wide along streets at the perimeter of the core. Along Greenview Drive, sidewalks shall be at least (10) ten feet wide. Outside of the core, sidewalks shall be at least five (5) feet wide. Sidewalks shall be constructed in concrete, brick, unitized pavers, or a combination thereof. In the core area, special treatment of sidewalks and crosswalks shall be provided as specified in the Master Streetscape and Landscape Plan. Asphalt, gravel, or wood chips may only be used for off-street pedestrian paths.
3. Street trees: Street trees shall be planted at a minimum of 40 feet on center except where driveways and utilities require modification of the interval or where a preserved woodland abuts the street. Street trees shall be planted when the street is constructed.
4. Landscaping of Squares: Squares shall be landscaped with a variety of trees, shrubs, and ground covers with special paving areas, street furniture, and other focal elements to create an attractive public meeting space for the neighborhood. The landscape design shall maintain visibility of commercial display windows and signs to the extent possible.

5. Parking lot landscaping: Off-street parking areas shall contain landscaped planting islands every 10 to 15 spaces or planting strips between parking bays so that at least 5% of the area of the parking lot is landscaped. Where a parking lot abuts a street, landscape screening shall be provided using one or more of the options illustrated in Figure B. The options showing walls are most appropriate where screening is needed between commercial parking areas and residential uses across the street.
6. Walls and fences: Walls and fences shall be designed to be compatible with the styles, materials, and colors of nearby buildings. Fences and walls used for screening shall be at least four (4) feet in height. Front yard fences and walls shall be four (4) feet or less in height. If wood fencing is used for screening, brick, stone, or other masonry units shall be used for columns to add permanence and visual interest to the fence. Chain link and stockade fences are not permitted in front yards or along streets.
7. Landscaping of stormwater management facilities: All stormwater management facilities shall be screened from view of any public or private street or any adjacent residential area, except when the facility is designed for display as a water feature or naturalized planting area. Screening may be accomplished by a combination of evergreen vegetation, walls, fences, or earthen berms, which shall have a height sufficient to screen the facility at installation. Chain link fence shall not be used as the sole method of screening.

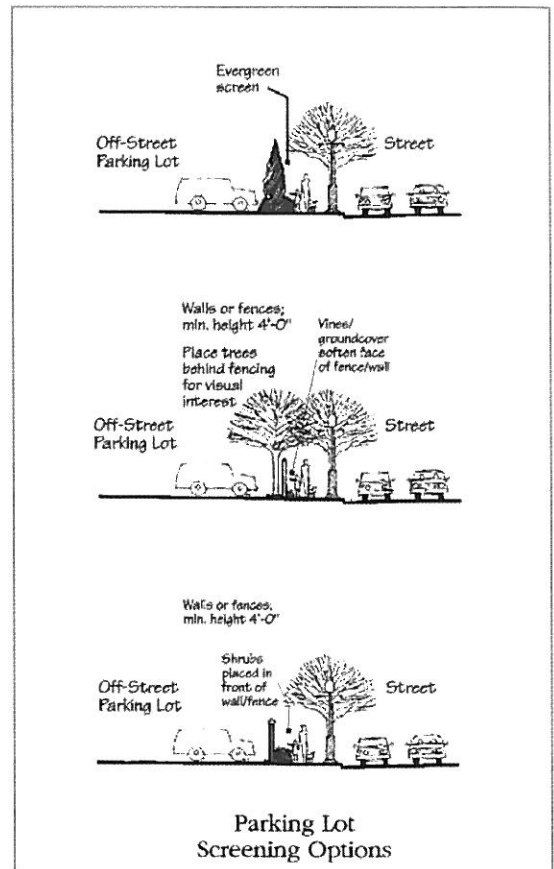


Figure B

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O. Architectural Guidelines

1. Building Form

- a. Buildings shall be designed with a vertical or a balance of vertical and horizontal directional emphasis, not a primarily horizontal directional emphasis, as illustrated in Figure C.
- b. Front building facades of large buildings shall be articulated or the architectural mass broken into multiple buildings so as to provide visual variety along the street.
- c. Architectural focal elements, such as towers, clocks, steeples, etc., where provided, shall be located at the corners of buildings or sited as to provide a visual focal point at the end of a vista.

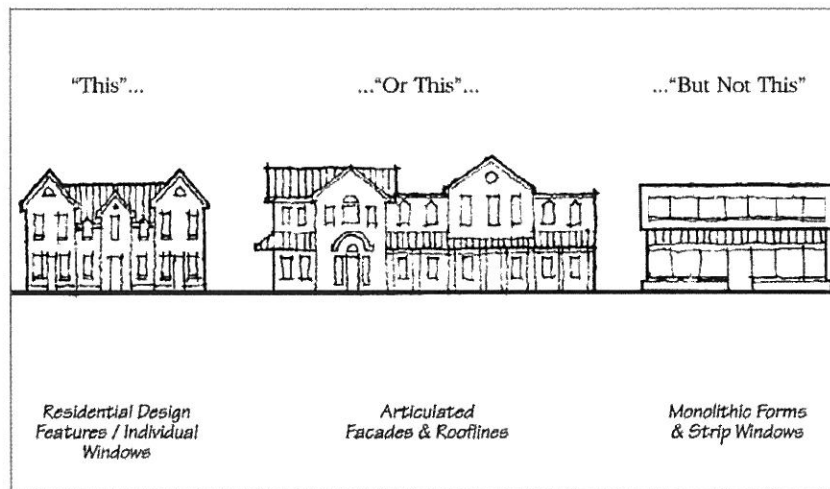


Figure C

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2. Building Character and Image

- a. On non-residential buildings, facades that front on streets or squares shall be modulated with features that provide visual variety to flat wall surfaces, such as windows, entrance areas, arcades, porches, pilasters, awnings, and/or trellised vines. On side or rear facades of non-residential buildings that face the fronts of residential buildings (directly or across a street), such features as listed above or false windows and doors shall be provided. Such false windows and doors shall be painted or trimmed with frames, sills, and lintels, or similarly proportioned facade treatments to provide visual interest and human scale.
- b. A mixture of pitched, gabled, true mansard, and flat roofs may be used; however, flat roofs shall feature a three-dimensional cornice treatment on all walls facing streets, squares, or the fronts of residential buildings. Such cornice treatment shall be compatible with the over-all style of the building.
- c. Service functions (delivery, loading, outdoor HVAC units, trash receptacles, etc.) shall be incorporated into the overall design theme of the buildings and landscape so that these functions are screened from view to the greatest extent possible. Rooftop units shall be screened so as to not be visible from the street as illustrated in Figure D.

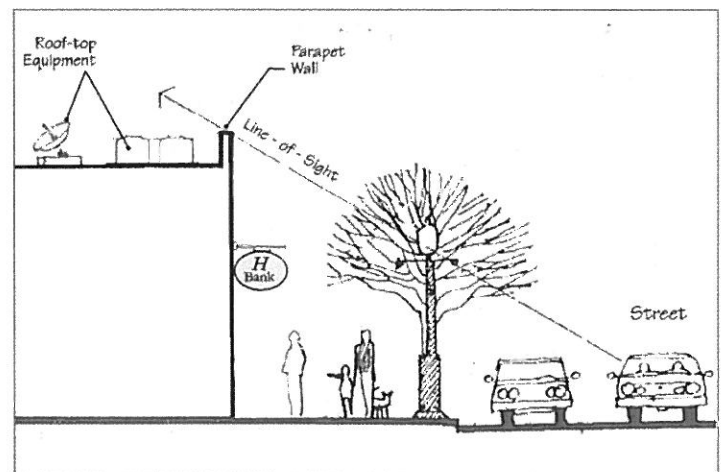


Figure D

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3. Building Fronts and Entrances: All buildings shall have a primary entrance onto a public or private street or square. Where there are multiple businesses within a building, each first floor business shall have a primary entrance onto a public or private street or square. A private street does not include an alley or drive aisle within a parking lot. The intent of this section is to ensure that each building has a major presence on a street or square and not on an alley or parking lot.

4. Building Materials

- a. The following building facade materials are permitted in the Cornerstone TND:
 - horizontal wood, vinyl, or fiber-cement textured siding
 - wood brackets, decorative elements, sculpture
 - brick, stone, tinted and textured concrete masonry units, stucco, terra cotta, ceramic tile
 - decorative metal grill work and sculpture, but no extensive metal sheathing
- b. Within the core area, buildings shall be clad primarily in masonry, though areas above the first floor may be clad in wood, vinyl, or fiber-cement textured siding, ~~provided, however, that such siding shall cover no more than 20% of any building facade.~~
- c. Windows and doors shall be individually defined with detail elements, such as frames, sills, and lintels. Glass curtain walls and strip windows shall not be used.

5. Building Style

- a. Residential buildings shall be of styles similar to any of the buildings presented in the *TND Series, Traditional Neighborhood Design, Volume I*, edited by the Town Planning Collaborative (Homestyles Publishing and Marketing, Inc., St. Paul, MN, 1997).
- b. Mixed use, CMX, and office buildings shall recall the styles of buildings constructed in Virginia downtowns between colonial times and 1940. Such styles include: Federal, Greek Revival, Italianate, Victorian (Gothic, Romanesque, Renaissance, Functional), Second Empire, Queen Anne, Beaux Arts Classical, and Art Deco. The goal of building design shall not be to recreate Lynchburg's downtown or any particular Virginia historic downtown, but to create an architectural streetscape that is of the same human scale, building proportions, and character as such downtowns. Since many historic downtowns developed over a period of time and contain a mix of architectural styles, this TND may also contain a mix of styles.
- c. Civic buildings shall be designed to be compatible with residential and commercial styles presented above.
- d. Appendix D provides photos of residential and commercial / mixed use buildings that are representative of the types of building architectural styles appropriate for the Cornerstone TND.

P. Stormwater Management – Quantity and Quality Control

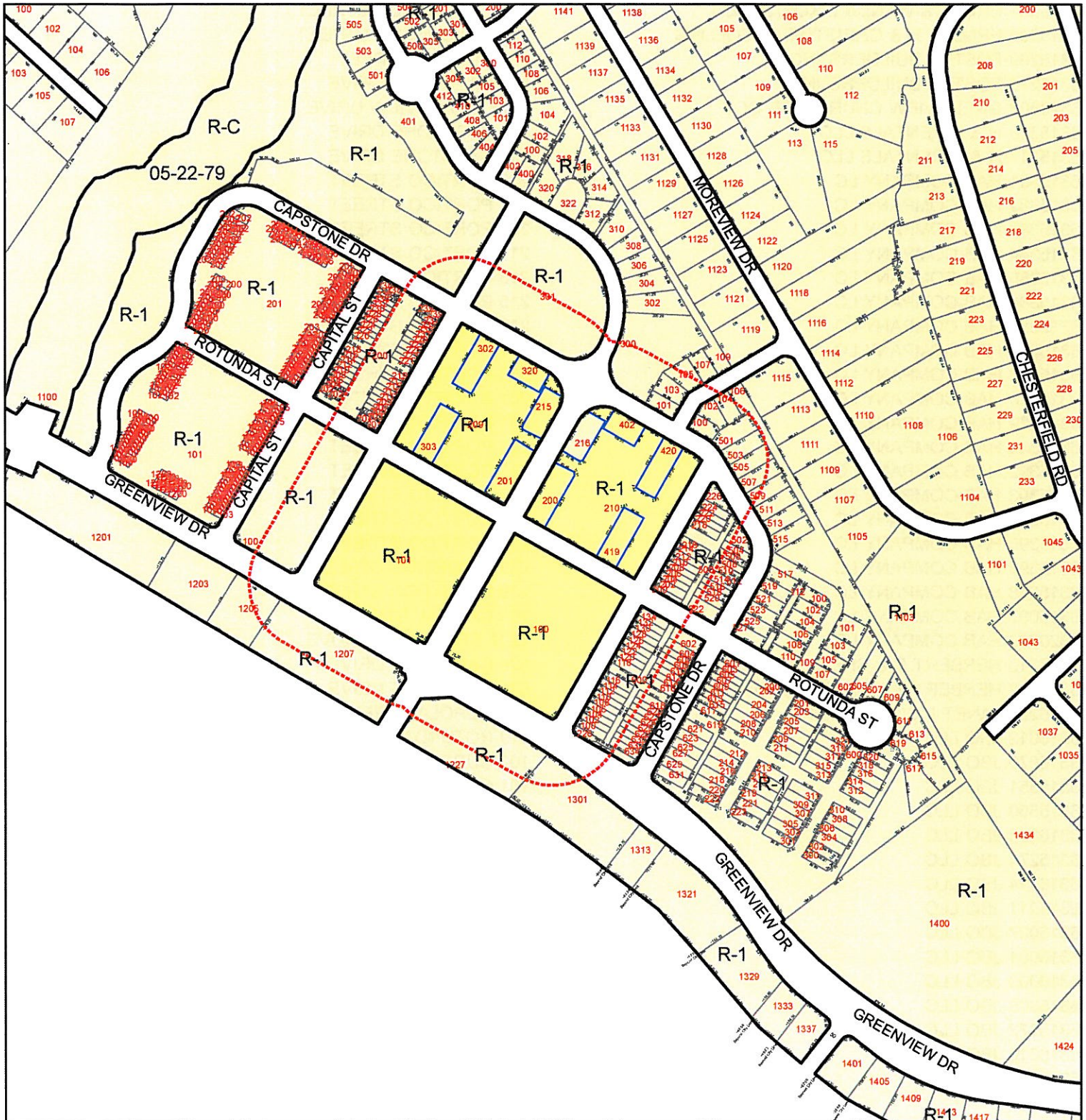
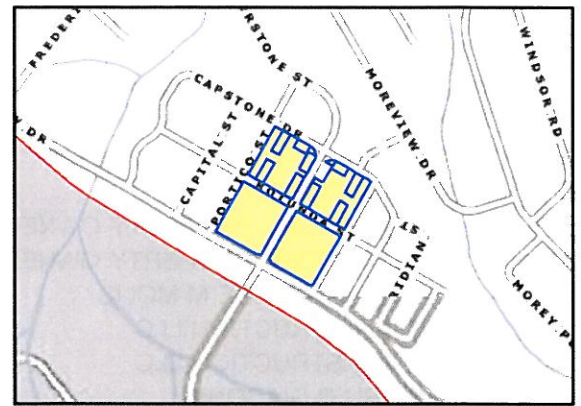
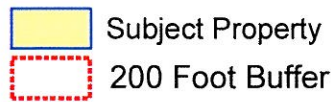
1. Stormwater Management facilities will be integrated into the overall design of the development and design is subject to the approval of the City's Environmental Planner and the Cornerstone Design Review Committee.
2. Water quality will be addressed through a combination of Best Management Practices (BMPs) and low impact development standards. Design of water quality measures is subject to approval of the City's Environmental Planner and the Cornerstone Design Review Committee.

Q. Interpretation and Application of these Design Guidelines

1. Interpretation of TND Plan and Design Guidelines: As detailed plans are submitted and the Cornerstone TND is developed, the Cornerstone Design Review Committee shall review the master streetscape and landscape plan, all site and subdivision plans, all architectural drawings, and all signs for conformance to the TND Plan and these design guidelines. Such review shall

**CORNERSTONE TND AMENDMENTS
CONDITIONAL USE PERMIT
100, 101, 200, 201, 209, 210, 215 &
216 CORNERSTONE STREET,
302, 320, 402 & 420 CAPSTONE STREET
AND 303 & 419 ROTUNDA STREET**

Petitioner: JBO, LLC



PIN	Owner	Local Address
26315322	AARON C & GREGORY E TURNER	100 COLONNADE STREET
26502016	AMERICAN LEGION POST #16 TRUSTEES	1301 GREENVIEW DRIVE
26315339	BRADLEY J & AUDREY A BAILEY	134 COLONNADE STREET
26315330	BRIAN G FARNEY	116 COLONNADE STREET
26315015	CORNERSTONE PROPERTY OWNERS ASSO	106 CUPOLA STREET
26315552	CORNERSTONE PROPERTY OWNERS ASSO	300 CORNERSTONE STREET
26315344	DAVID & CHARISSE M MOLIS	610 CAPSTONE DRIVE
26315324	DRV CONSTRUCTION LLC	104 COLONNADE STREET
26315327	DRV CONSTRUCTION LLC	110 COLONNADE STREET
26315304	DUMITRU C DIACONU	216 COLONNADE STREET
26315301	ERIC E & WANDA L KOBISCHEN	210 COLONNADE STREET
26315334	ERNEST R & CHRISTINE M COLLINS	124 COLONNADE STREET
26315269	FOSTER BUILDERS INC	104 CUPOLA STREET
26315276	FOSTER BUILDERS INC	509 CAPSTONE DRIVE
26320002	GREENVIEW CHURCH OF GOD	1227 GREENVIEW DRIVE
26315318	H & E RENTALS LLC	518 CAPSTONE DRIVE
26315317	H & E RENTALS LLC	516 CAPSTONE DRIVE
26315381	HAB COMPANY LC	205 PORTICO STREET
26315382	HAB COMPANY LC	207 PORTICO STREET
26315383	HAB COMPANY LC	209 PORTICO STREET
26315384	HAB COMPANY LC	211 PORTICO STREET
26315385	HAB COMPANY LC	213 PORTICO STREET
26315386	HAB COMPANY LC	215 PORTICO STREET
26315387	HAB COMPANY LC	217 PORTICO STREET
26315388	HAB COMPANY LC	219 PORTICO STREET
26315390	HAB COMPANY LC	223 PORTICO STREET
26315378	HAB COMPANY LC	201 A PORTICO STREET
26315379	HAB COMPANY LC	201 B PORTICO STREET
26315380	HAB COMPANY LC	203 PORTICO STREET
26315392	HAB COMPANY LC	227 PORTICO STREET
26315393	HAB COMPANY LC	229 PORTICO STREET
26315395	HAB COMPANY LC	233 PORTICO STREET
26315396	HAB COMPANY LC	235 PORTICO STREET
26315399	HAB COMPANY LC	239 A PORTICO STREET
26315398	HAB COMPANY LC	239 B PORTICO STREET
26315007	HAB COMPANY LC	200 CAPITAL STREET
26320003	HAB COMPANY LC	1207 GREENVIEW DRIVE
26315313	HERBERT B & SHELBY R MATTOX	508 CAPSTONE DRIVE
26315312	HERBERT B & SHELBY R MATTOX	506 CAPSTONE DRIVE
26315271	JANET L SCHROEDER	100 CUPOLA STREET
26316012	JBO LLC	419 ROTUNDA STREET
26315270	JBO LLC	102 CUPOLA STREET
26315551	JBO LLC	101 CUPOLA STREET
26315550	JBO LLC	103 CUPOLA STREET
26316008	JBO LLC	200 CORNERSTONE STREET
26315274	JBO LLC	505 CAPSTONE DRIVE
26316014	JBO LLC	201 CORNERSTONE STREET
26316011	JBO LLC	420 CAPSTONE DRIVE
26316007	JBO LLC	303 ROTUNDA STREET
26316001	JBO LLC	302 CAPSTONE DRIVE
26316003	JBO LLC	101 CORNERSTONE STREET
26315008	JBO LLC	100 CAPITAL STREET
26315272	JBO LLC	501 CAPSTONE DRIVE
26316010	JBO LLC	402 CAPSTONE DRIVE
26316013	JBO LLC	215 CORNERSTONE STREET

26315011 JBO LLC
26315273 JBO LLC
26316009 JBO LLC
26316002 JBO LLC
26316006 JBO LLC
26316004 JBO LLC
26316005 JBO LLC
26315001 JBO LLC
26315298 JEFFREY T HARRIS
26320001 JERRY A CLARK SR
26315311 JESSICA WHIDDON
26315316 JIMMY T EADES III
26315275 JONATHAN E & ANITA M CAPPS
26315391 JONATHAN W & MELANIE L ROBERTS
26315338 JOSHUA G & AMY G NIXON
26315389 JOSHUA L BOWLING
26315329 KEITH & SUSAN METZLER
26315325 KEITH A & SUSAN B METZLER
26315328 KENNETH D SETTJE
26315314 KENT A VAN LIERE
26315341 KIMBERLY M SPANGLER
26315346 LUKE M TURNER
26315303 MARC A GASKINS
26315305 MARK B DUNEVANT
26315319 MARK D EDWARDS
26315345 MATTHEW S GREENLAW & AMANDA B HARTLINE
26315306 MICHAEL S & JULIA GALLIER
26315356 MOUNTAIN VISTA @ CORNERSTONE LLC
26315355 MOUNTAIN VISTA @ CORNERSTONE LLC
26315354 MOUNTAIN VISTA @ CORNERSTONE LLC
26315353 MOUNTAIN VISTA @ CORNERSTONE LLC
26315352 MOUNTAIN VISTA @ CORNERSTONE LLC
26315351 MOUNTAIN VISTA @ CORNERSTONE LLC
26315350 MOUNTAIN VISTA @ CORNERSTONE LLC
26315349 MOUNTAIN VISTA @ CORNERSTONE LLC
26315348 MOUNTAIN VISTA @ CORNERSTONE LLC
26315333 MOUNTAIN VISTA @ CORNERSTONE LLC
26315335 MOUNTAIN VISTA @ CORNERSTONE LLC
26315336 MOUNTAIN VISTA @ CORNERSTONE LLC
26315337 MOUNTAIN VISTA @ CORNERSTONE LLC
26315297 MOUNTAIN VISTA @ CORNERSTONE LLC
26315299 MOUNTAIN VISTA @ CORNERSTONE LLC
26315300 MOUNTAIN VISTA @ CORNERSTONE LLC
26315331 PAUL DIFILIPO JR
26315326 PAULETTE SETTJE
26315394 PETER S & ASHLEY A REICH
26315320 QUANTUM BUILDING AND DEVELOPMENT CO
26315296 QUANTUM BUILDING AND DEVELOPMENT CO
26315309 QUANTUM BUILDING AND DEVELOPMENT CO
26315310 QUANTUM BUILDING AND DEVELOPMENT CO
26315012 QUANTUM BUILDING AND DEVELOPMENT CO
26315308 RANDI L REYNOLDS
26315332 ROBERT C & NICOLE M DIAZ
26315347 SAILA NAWSHIN
26315343 STEVEN E & MICHELE M WALKER
26315397 THOMAS P MACON
26315323 TIMOTHY R THOMAS II

301 CORNERSTONE STREET
503 CAPSTONE DRIVE
216 CORNERSTONE STREET
320 CAPSTONE DRIVE
209 CORNERSTONE STREET
100 CORNERSTONE STREET
210 CORNERSTONE STREET
401 CORNERSTONE STREET
204 COLONNADE STREET
1205 GREENVIEW DRIVE
504 CAPSTONE DRIVE
514 CAPSTONE DRIVE
507 CAPSTONE DRIVE
225 PORTICO STREET
132 COLONNADE STREET
221 PORTICO STREET
114 COLONNADE STREET
106 COLONNADE STREET
112 COLONNADE STREET
510 CAPSTONE DRIVE
604 CAPSTONE DRIVE
614 CAPSTONE DRIVE
214 COLONNADE STREET
218 COLONNADE STREET
520 CAPSTONE DRIVE
612 CAPSTONE DRIVE
220 COLONNADE STREET
634 CAPSTONE DRIVE
632 CAPSTONE DRIVE
630 CAPSTONE DRIVE
628 CAPSTONE DRIVE
626 CAPSTONE DRIVE
624 CAPSTONE DRIVE
622 CAPSTONE DRIVE
620 CAPSTONE DRIVE
618 CAPSTONE DRIVE
122 COLONNADE STREET
126 COLONNADE STREET
128 COLONNADE STREET
130 COLONNADE STREET
202 COLONNADE STREET
206 COLONNADE STREET
208 COLONNADE STREET
118 COLONNADE STREET
108 COLONNADE STREET
231 PORTICO STREET
522 CAPSTONE DRIVE
200 COLONNADE STREET
226 COLONNADE STREET
502 CAPSTONE DRIVE
500 CAPSTONE DRIVE
224 COLONNADE STREET
120 COLONNADE STREET
616 CAPSTONE DRIVE
608 CAPSTONE DRIVE
237 PORTICO STREET
102 COLONNADE STREET

26315340 TYREE CONSTRUCTION INC
26315013 TYREE CONSTRUCTION INC
26315321 TYREE CONSTRUCTION INC
26315549 VIRGINIA BUILDERS OF CENTRAL VA INC
26315342 WALLIN, MATTHEW H & KRISTEN L
26315302 WYNCREST CONSTRUCTION SERVICES LLC
26315307 WYNCREST CONSTRUCTION SERVICES LLC

602 CAPSTONE DRIVE
600 CAPSTONE DRIVE
1226 GREENVIEW DRIVE
105 CUPOLA STREET
606 CAPSTONE DRIVE
212 COLONNADE STREET
222 COLONNADE STREET



-  LocalHistoricDistrict
-  Traditional Residential
-  Low Density Residential
-  Medium Density Residential
-  High Density Residential
-  Neighborhood Commercial
-  Community Commercial
-  Regional Commercial
-  Employment 1
-  Employment 2
-  Office
-  Institution
-  Downtown
-  Public Use
-  Public Parks
-  Resource Conservation
-  Residential Mixed Use
-  General Mixed Use
-  Employment Mixed Use

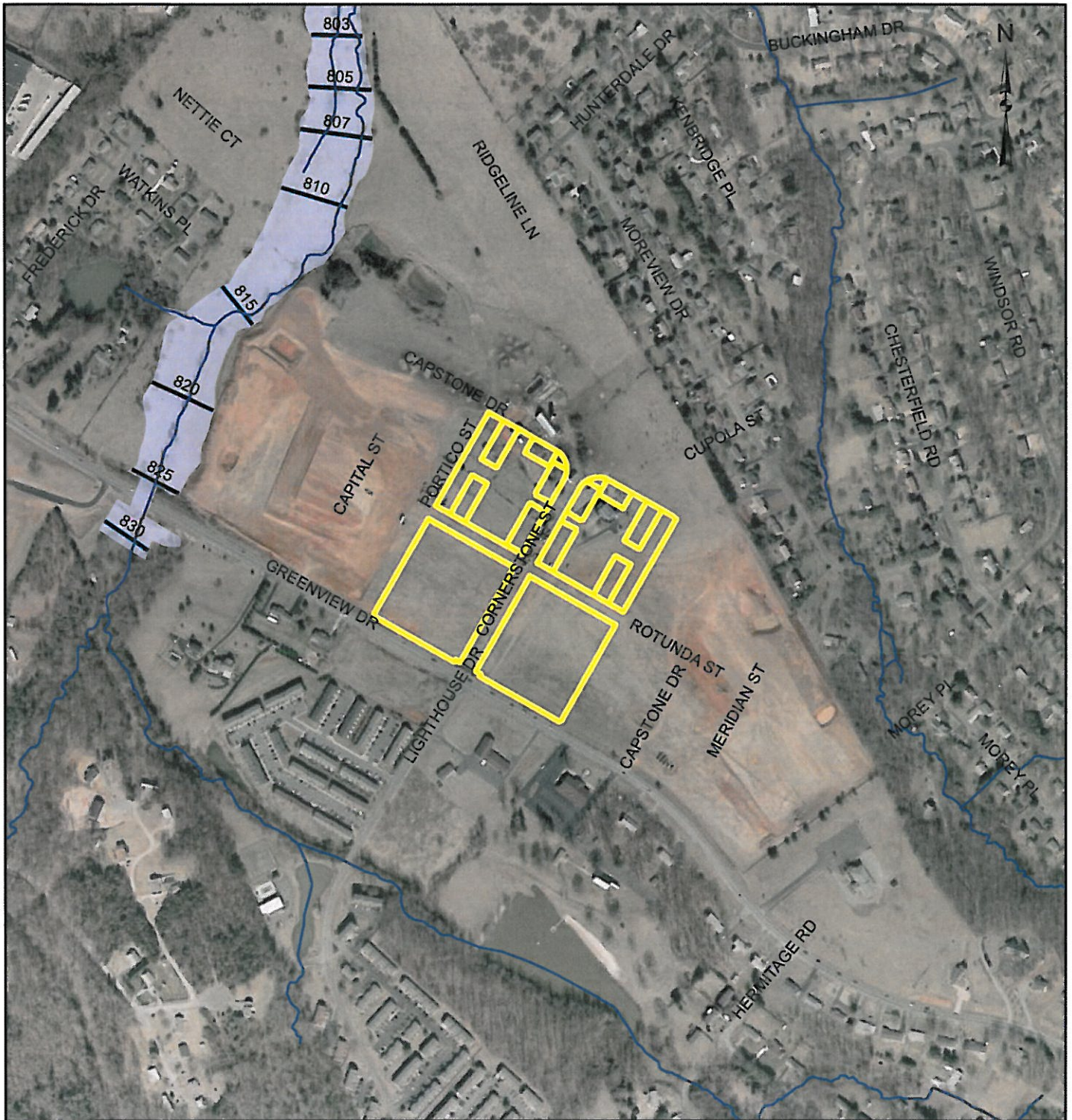
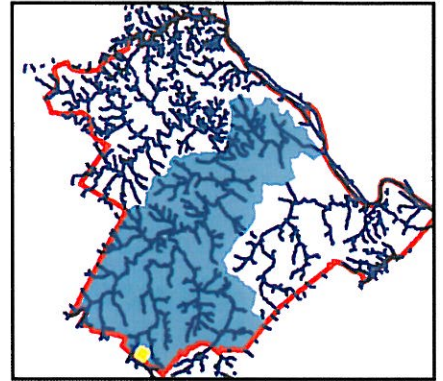
**CORNERSTONE TND AMENDMENTS
CONDITIONAL USE PERMIT
100, 101, 200, 201, 209, 210, 215 &
216 CORNERSTONE STREET,
302 AND 320 CAPSTONE STREET,
303 AND 419 ROTUNDA STREET**



Cornerstone TND Amendments

Watershed Location Map

-  Project Site
-  Blackwater Creek
-  Corporate Limit
-  Base Flood Elevation
-  FloodzoneAE



March 9, 2011

[illegible]



LYNCHBURG CITY COUNCIL

Agenda Item Summary

MEETING DATE: **April 12, 2011**

AGENDA ITEM NO.: 13

CONSENT: REGULAR: **X**

WORK SESSION:

CLOSED SESSION:

(Confidential)

ACTION: **X**

INFORMATION:

ITEM TITLE: **Consideration of Initiating Amendments to the *Zoning Ordinance* – Zoning Inspection Warrants**

RECOMMENDATION: Initiate amendment to the *Zoning Ordinance* to create Section 35.1-20.1, Inspection Warrants. Initiating the amendment will not alter the *Zoning Ordinance*, but will allow staff to advertise for public hearings before the Planning Commission and City Council.

SUMMARY: § 15.2-2286 of the Code of Virginia provides that the Zoning Administrator may request an inspection warrant from the court magistrate to enable entrance into a dwelling for the purpose of determining whether violations (such as the number of unrelated people residing in a dwelling) of the *Zoning Ordinance* exist. Currently when the Zoning Administrator receives a complaint regarding the number of people living in a dwelling the following actions are taken:

- Number of occupants is requested from the property owner
- License plates of cars at the residence are checked to determine ownership
- Water usage rates are checked to gauge the number of people living in the residence
- Police Department calls for service are reviewed for information relating to number of people in the residence

Often occupants do not own vehicles and out of state property owners are difficult to contact or are not cooperative in providing information concerning occupant information. There is a high turnover rate in the occupants of boarding/rooming houses which also makes it difficult to determine the number of people residing in a building. Neighbors of a property with a perceived zoning violation are often reluctant to testify in court. The majority of complaints are addressed through the actions listed above and violations are corrected. There are other situations where a violation is believed to exist and citizen complaints can not be resolved due to the lack of information needed to pursue legal actions through the courts.

While infrequent use is expected, allowing the Zoning Administrator the ability to request an inspection warrant from the court magistrate would provide an additional tool to address suspected zoning violations when all other resources have been exhausted.

PRIOR ACTION(S): None

FISCAL IMPACT: None

CONTACT(S): Rob Fowler, Zoning Administrator – 455-3900
Tom Martin, City Planner - 455-3900
Kent White, Director of Community Development – 455-3900

ATTACHMENT:

- Resolution

REVIEWED BY: lkp

RESOLUTION:

WHEREAS: the General Assembly recently amended the State Code to give local governments the authority to include a provision in their zoning ordinances allowing zoning officials to apply for an administrative inspection warrant to inspect property to determine if zoning violations exist when the property owner refuses to consent to an inspection.

WHEREAS, Lynchburg's Zoning Ordinance does not currently allow the Zoning Administrator to request an inspection warrant from the magistrate or court of competent jurisdiction to enable entrance into a dwelling for the purpose of determining whether violations of the Zoning Ordinance exist.

WHEREAS, it is the intent of City Council to protect the character and the social and economic stability of all parts of the city; to encourage the orderly and beneficial development of all parts of the city; and to protect and conserve the value of land and buildings appropriate to the various districts established by the zoning ordinance.

WHEREAS, the City Council has determined that its consideration of and action on the proposed zoning amendments will promote the public necessity, convenience, general welfare and good zoning practice within the City;

NOW, THEREFORE, BE IT RESOLVED by the City Council that in order to take advantage of the authority granted to the City by the General Assembly and in order to promote the public necessity, convenience, general welfare and good zoning practice the City Council does hereby initiate, will consider and directs City Staff to prepare a proposed amendment of the City's Zoning Ordinance which would allow the Zoning Administrator to request an inspection warrant from the magistrate or court of competent jurisdiction to enable entrance into a dwelling for the purpose of determining whether violations of the Zoning Ordinance exist.

Adopted:

Certified:

Clerk of Council

054L