

**LYNCHBURG CITY COUNCIL
PHYSICAL DEVELOPMENT COMMITTEE**

**Tuesday, April 11, 2017
8:00 a.m.**

Information Items

Recent/Pending Contract Awards: -No new contract awards.

Update on priority projects: -See attached report.

General Business

- | | |
|--|--------------------|
| 1. Vacation of Right of Way at Candler's Mountain Road | Rachel Frischeisen |
| 2. 2016 Comprehensive Bridge Condition Report | Lee Newland |
| 3. Roll Call | |

Pc: Bonnie Svrcek, City Manager
Charles Hartgrove, Deputy City Manager
John Hughes, Assistant City Manager
Council Members
Gaynelle Hart, Director of Public Works
News & Advance

Next Meeting: May 9, 2017

Lynchburg Capital Projects Greater Than \$1 Million(General Fund)

April 11, 2017

Projects of Interest		Phase	Phase Completion		Notes
Timberlake / Logan's Lane Intersection	*	Construction	October 2018		Bids Received 4/5/17
Wards Ferry Road Improvements @ Heritage	*	Construction	October 2018		Bids Received 4/5/17
Midtown Connector		Construction	August 2016		Project Closeout
Greenview Drive Phase 2		Construction	July 2017		Construction Underway
College Lake Dam	*	Preliminary	July 2017		Re-evaluating Options w/ New Regulations
One Way Pairs @ 501/221	*	Preliminary	September 2017		Move Forward with Preliminary Engineering if Funded in CIP
Main Street Bridge		Design	August 2017		Design Underway
Odd Fellows Road - Sections A and B1		Construction	August 2018		Construction Underway Setting Bridge Beams @ Night
Odd Fellows Road - Section B2		Design	November 2017		Design Underway
Downtown Watermain Replacement & Streetscape		Construction	September 2017		Construction Underway -
Liberty Mountain Drive - Phase 2		Construction	April 2017		Construction Underway
Community Market Parking Deck	*	Construction	May 2017		Construction Underway
McConnville Road Culvert Replacement	*	Construction	December 2017		Construction Underway

LYNCHBURG CITY COUNCIL

Agenda Item Summary

MEETING DATE: **April 11, 2017**

AGENDA ITEM #:

CONSENT:
ACTION: **X**

REGULAR: **X**
INFORMATION:

WORK SESSION:

CLOSED SESSION:
(Confidential)

ITEM TITLE: Vacate a portion of Candler's Mountain Road

Strategic Pillar(s) Impacted:

☐ Arts & Culture	☐ Citizen Engagement & Social Capital	☐ Economic Development	☐ Healthy & Active Living
☐ Infrastructure	☒ Land Use	☐ Lifelong Learning	☐ Natural Resources
☐ Neighborhoods	☐ Safe Community	☐ Social Equity	☐ Transportation
			☐ Administrative

RECOMMENDATION: Approval of the right-of-way vacation.

SUMMARY: Liberty University, Inc., the owner of 3760 and 3762 Candler's Mountain Road, is petitioning to vacate a portion of right-of-way located along the frontage of these two properties. The total area of the proposed vacation is two-hundred and fifty-one thousandths (0.251) of an acre and includes a portion of lawn and parking area. The right-of-way vacation would not impact vehicle or pedestrian access along Candler's Mountain Road.

PRIOR ACTION(S):

January 3, 2017: The Technical Review Committee (TRC) reviewed the petition. The TRC comments have been incorporated into the proposed ordinance.

April 11, 2017: The Physical Development Committee will review this item at their meeting.

FISCAL IMPACT: \$62,650 Assessed Value

CONTACT(S): Rachel Frischeisen, Planner – 455-3900
Tom Martin, City Planner – 455-3900
Kent White, Director of Community Development – 455-3900

ATTACHMENT(S):

- Ordinance
- Application
- Plat

REVIEWED BY: bms

UNCODIFIED ORDINANCE:

AN ORDINANCE VACATING A PORTION OF RIGHT-OF-WAY ALONG CANDLERS MOUNTAIN ROAD.

WHEREAS, Liberty University, Inc., is petitioning to vacate a portion of right-of-way along Candler's Mountain Road; and

WHEREAS, City Council finds that no public inconvenience will result from vacating the right of way; and

WHEREAS, City Council determined that the City has no need for the portion of public right-of-way in question and the City's continued ownership of such public right-of-way is not necessary or required to serve the best interest of the City;

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Lynchburg, on its own motion, and in accordance with the provisions of Section 15.2-2006 of the Code of Virginia, 1950, as amended, and Sections 35-71 through 35-77 of the City Code, 1981, as amended, the following described right of way be, and the same hereby is, discontinued and vacated, namely:

BEGINNING at a point, said point being the intersection of the right-of-way for the west bound lane for Richmond Highway, Route 460, and the right-of-way for Candler's Mountain Road, Route 670; thence, N 17° 23' 34" W for a distance of 203.72 feet to a point; thence, N 32° 45' 19" W for a distance of 156.97 feet to a point; thence, S 49° 03' 27" E for a distance of 136.11 feet to a point; thence, S 21° 25' 49" E for a distance of 209.97 feet to a point; thence S 38° 54' 12" W a distance of 53.67 feet to the POINT OF BEGINNING; Containing 0.251 acres of land, more or less.

Provided, however, that any easement to locate, relocate, repair, replace, maintain and perpetually operate all utilities currently located therein or needed by the City in the future is hereby reserved unto the City of Lynchburg and the construction of a permanent structure over any utility line without the prior written approval of the City is prohibited.

BE IT FURTHER ORDAINED that the Clerk of Council is hereby authorized and directed to deliver a duly certified copy of this ordinance to the Clerk of the Circuit Court for the City of Lynchburg so that said certified copy of this ordinance may be recorded as deeds are recorded and indexed in the name of the City of Lynchburg, and the City Manager is hereby authorized to sign any documents that may be needed to complete the vacation of the right-of-way.

Adopted:

Certified: _____
Clerk of Council

APPLICATION FOR THE VACATION OF

Candlers Mountain Road, Route 670

LOCATED

North of the intersection of Candlers Mountain Road and Richmond Highway, on the east side of
Candlers Mountain Road

The undersigned applicant, Liberty University, Inc., pursuant to the provisions of Section 15.2-2006 of the Code of Virginia, 1950, as amended, and Section 35-71 through Section 35-77 of the City Code 1981, as amended, respectfully makes application to the Lynchburg City Council for the vacation of that certain portion of Candlers Mountain Road, described as follows:

BEGINNING at a point, said point being the intersection of the right-of-way for the west bound lane for Richmond Highway, Route 460, and the right-of-way for Candlers Mountain Road, Route 670; thence, N 17° 23' 34" W for a distance of 203.72 feet to a point; thence, N 32° 45' 19" W for a distance of 156.97 feet to a point; thence, S 49° 03' 27" E for a distance of 136.11 feet to a point; thence, S 21° 25' 49" E for a distance of 209.97 feet to a point; thence S 38° 54' 12" W a distance of 53.67 feet to the POINT OF BEGINNING; Containing 0.251 acres of land, more or less.

The applicant further requests the Lynchburg City Council to hold a public hearing on this application at its meeting to be held in the Council Chamber, City Hall, 900 Church Street, Lynchburg, VA on March 14, 2017, at 7:30 p.m., or as soon thereafter as the matter may be heard, and at the conclusion of which hearing to consider whether or not to vacate the above described portion of Candlers Mountain Road.

Given under my hand this 12th day of January, 2017.



Liberty University, Inc.

1971 University Blvd., Lynchburg VA 24515

Address

434 592 3503

Phone Number

WE, THE ADJOINING PROPERTY OWNER(S) ARE IN AGREEMENT TO THE VACATION OF THE ABOVE DESCRIBED PROPERTY:

SOURCES OF TITLE:

LIBERTY UNIVERSITY, INC.
1971 UNIVERSITY BLVD,
LYNCHBURG, VA 24515

PARCEL ID: 13002001 & 13002014
INST# 120005452

ALL SOURCES SHOWN ARE RECORDED IN THE CITY OF LYNCHBURG CLERK'S OFFICE UNLESS OTHERWISE NOTED.

NOTES:

1. THIS PLAT HAS BEEN PREPARED FROM A CURRENT FIELD SURVEY PER THE DATE OF THIS PLAT AND EXISTING RECORDS.
2. THIS SURVEY HAS BEEN PREPARED WITHOUT THE BENEFIT OF A TITLE REPORT AND MAY NOT INDICATE ALL OF THE ENCUMBRANCES UPON THE PROPERTY.
3. IRON PINS ARE TO BE SET AS INDICATED ON THIS PLAT.
4. AS DETERMINED BY GRAPHIC SCALING ONLY, THIS PROPERTY IS NOT WITHIN THE 100 YEAR FLOOD ZONE (FEMA ZONE "UNSHADED X"), ACCORDING TO FEMA PANEL NUMBER 5100930106D DATED JUNE 3, 2006.
5. THESE PROPERTIES ARE SERVED WITH PUBLIC WATER AND SEWER BY THE CITY OF LYNCHBURG.
6. THE 50' CITY OF LYNCHBURG UTILITY EASEMENT (REF: DB 799 PG 456) HAS BEEN EXTENDED TO ADJOIN THE NEW RIGHT-OF-WAY.
7. PARCEL A IS TO BECOME PART AND PARCEL OF PARCEL ID: 13002001 AND PARCEL B IS TO BECOME PART AND PARCEL OF PARCEL ID: 13002014.

PUBLIC RIGHT-OF-WAY VACATION APPROVED:

CITY ENGINEER, LYNCHBURG, VIRGINIA _____ DATE _____

CITY PLANNER, LYNCHBURG, VIRGINIA _____ DATE _____

THE PUBLIC RIGHT-OF-WAY VACATION, AS SHOWN HEREON, IS WITH THE FREE CONSENT AND IN ACCORDANCE WITH THE DESIRES OF THE UNDERSIGNED OWNERS, PROPRIETORS AND TRUSTEES, IF ANY.

LIBERTY UNIVERSITY, INC.

BY: _____
JERRY L. FALWELL, JR., CHANCELLOR & PRESIDENT DATE _____

COMMONWEALTH AT LARGE TO WIT:
STATE OF VIRGINIA

COUNTY OF _____

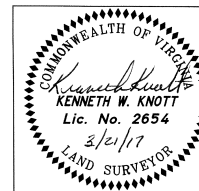
I, _____ A NOTARY PUBLIC
IN AND FOR THE AFORESAID STATE, DO
HEREBY CERTIFY THAT THE OWNERS WHOSE NAMES ARE SIGNED
ABOVE HAVE ACKNOWLEDGED THE
SAME BEFORE ME.

MY COMMISSION EXPIRES: _____

NOTARY PUBLIC _____ NUMBER _____ DATE _____

LEGEND

- IRON PIN SET (IPS)
- IRON PIN FOUND (IPF)
- UTILITY POLE
- OVERHEAD UTILITY
- FENCE
- ⊗ WATER VALVE
- ⊙ WATER METER
- ⊕ FIRE HYDRANT
- N/F NOW OR FORMERLY



DWN:	AMD
DATE:	12/13/2016
DWG:	V-BLA-16407
JOB:	16407

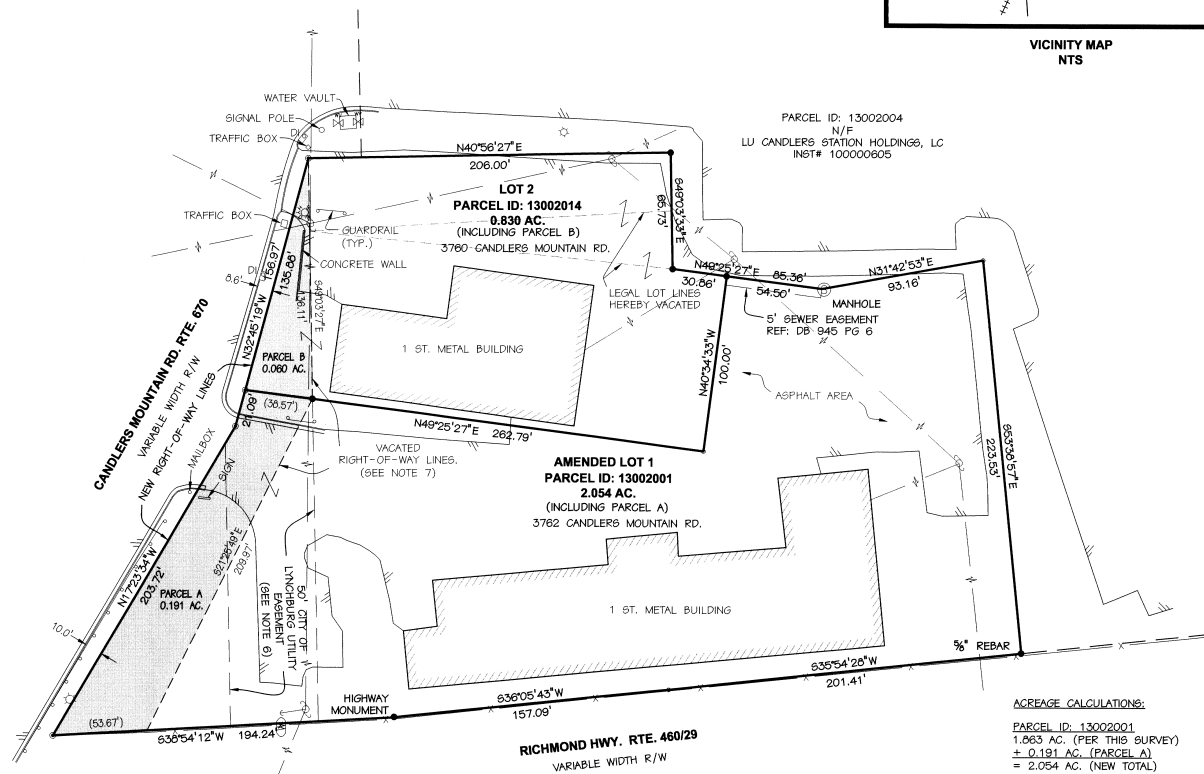
PLAT SHOWING
PUBLIC RIGHT-OF-WAY VACATION OF
CANDLERS MOUNTAIN ROAD
CITY OF LYNCHBURG, VIRGINIA

GRAPHIC SCALE 1"=50'
50 0 50



27 GREEN HILL DRIVE, FOREST, VIRGINIA 24551
PHONE: 434-525-5865 FAX: 434-525-5866
E-Mail: pno@perkins-orrison.com WEBSITE: http://www.perkins-orrison.net

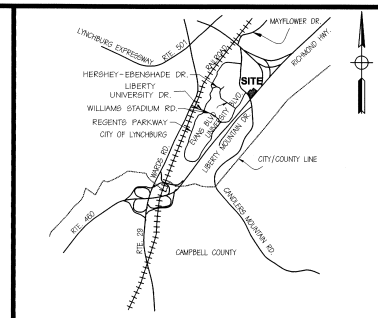
ID - P:\2016\16407\dwg\V-BLA-16407.dwg - Thu, 12 Jan 2017 - 11:12



ACREAGE CALCULATIONS:

PARCEL ID: 13002001
1.063 AC. (PER THIS SURVEY)
+ 0.191 AC. (PARCEL A)
= 2.054 AC. (NEW TOTAL)

PARCEL ID: 13002014
0.770 AC. (PER DB 945 PG 6)
+ 0.060 (PARCEL B)
= 0.830 AC. (TOTAL)



VICINITY MAP
NTS

LYNCHBURG CITY COUNCIL

Agenda Item Summary

MEETING DATE: **April 11, 2017 Physical Development Committee**

CONSENT: REGULAR: **X** WORK SESSION: CLOSED
SESSION:
ACTION: INFORMATION: **X** (Confidential)

ITEM TITLE: 2016 Comprehensive Bridge Condition Report

Strategic Pillar(s) Impacted:

☐ Arts & Culture	☐ Citizen Engagement & Social Capital	☐ Economic Development	☐ Healthy & Active
☐ Living			
☒ Infrastructure	☐ Land Use	☐ Lifelong Learning	☐ Natural
Resources			
☐ Neighborhoods	☐ Safe Community	☐ Social Equity	☒ Transportation
			☐ Administrative

RECOMMENDATION: Hear a report from staff on the City's Bridge Program and the just completed 2016 Comprehensive Bridge Condition Report.

SUMMARY: The City maintains and inspects over 70 structures that are in the City limits and are on the Federal Highway Administration's National Bridge Inventory System (NBIS). Each structure has to be inspected by a certified bridge inspector at least every 24 months and some, depending on condition, every 12 months. Every five years the City performs a comprehensive look at all of the structures by a third party to prioritize our Capital Improvement Plan needs.

PRIOR ACTION(S): None

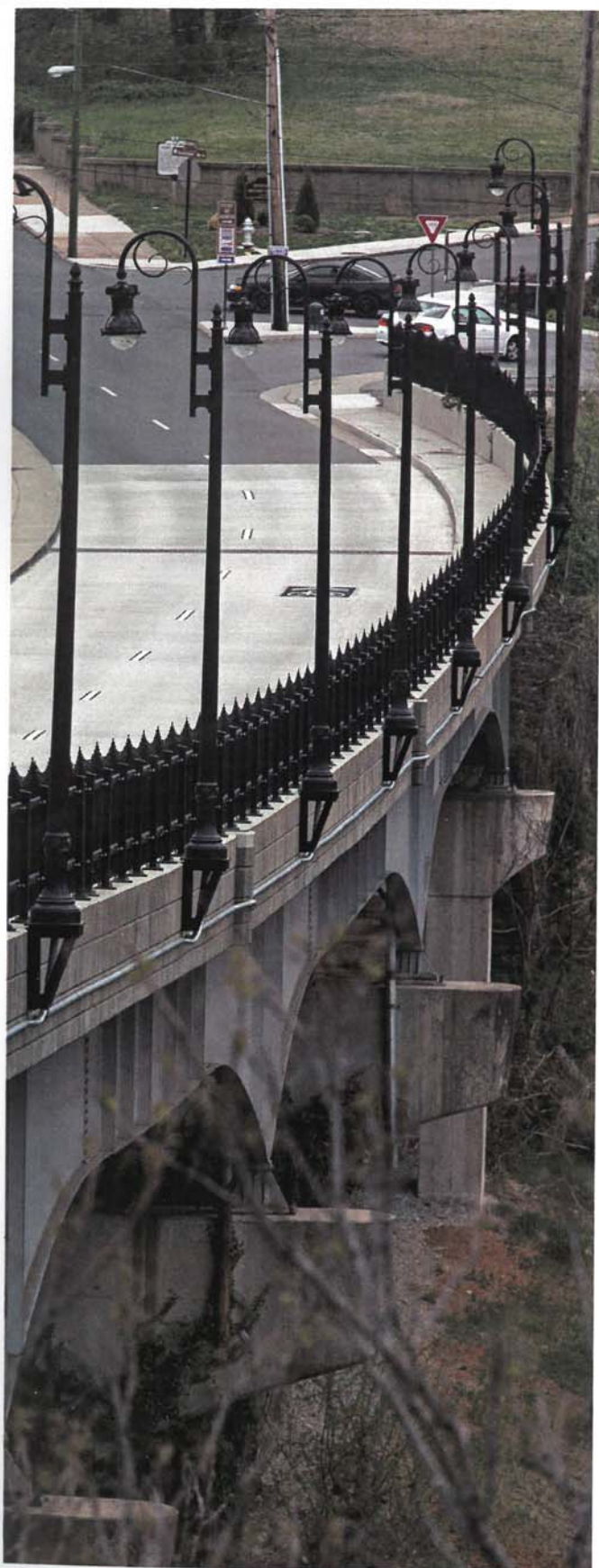
FISCAL IMPACT: None

CONTACT(S): Lee Newland, City Engineer, 455-3947
Gaynelle Hart, Director of Public Works, 455-4469

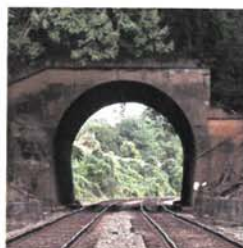
ATTACHMENT(S):

Cover of current report

REVIEWED BY:



City of Lynchburg, Virginia
Public Works Department



2016 COMPREHENSIVE BRIDGE CONDITION REPORT

AECOM

Prepared by AECOM
December 2016

// A special meeting of the Council of the City of Lynchburg was held on the 21st day of March, 2017, at 4:00 P.M. in the Council Chamber, City Hall, Joan Foster, President, presiding. The purpose of the meeting was to conduct a work session regarding the FY 2018 Budget. The following Members were present:

Present: Dolan, Helgeson, Nelson, Perrow, Wilder, Foster

6

Absent: Tweedy

1

// Mayor Foster stated that Council Member Helgeson had a request to return to the City Manager's message before the overview of the FY 2018 Proposed Budget. Council Member Helgeson stated that his questions are more general in nature and more factual in regard to the process:

1. Page ii – Council identified four focus areas – Economic Development, Infrastructure, Poverty, and Workforce. An additional one was added - Succession Planning/Recruitment and Retention
2. Page iii – Requested 2.5% decrease from City departments - how was that determined to request a 2.5% from City departments
3. Page iv – To address poverty reduction (ex: finishing high school, working 40 hours a week and don't have children before marriage). Are these the type of things that you are hoping will address poverty reduction?
4. Page v – Real Property Taxes proposed - tax increase of approximately one half of one percent (0.4%). It is disappointing that our real estate values have remained relatively flat. Why: 1) regarding the housing industry in the last 10 years; 2) the record growth in Liberty University in enrollment and hiring employees; and 3) after two years our real estate has only increased by 0.4%?
5. Page x – school enrollment for FY 2010 is 8,327 (Actual Daily Membership) and on Page 35 – school enrollment for FY 2010 is 8,597 (Actual Daily Membership). Why is there a difference?
6. Page xii – Citywide Compensation and Implementation Study Reserve and the Improved Education Outcomes and Poverty Reduction reserve
7. Page xiv – Capital Improvement Program

City Manager Bonnie Svrcek answered questions that Council Member Helgeson proposed.

// City Manager Bonnie Svrcek provided an overview of the FY 2018 Proposed Budget General Fund regarding individual budgets within the following categories: General Government Administration; Judicial Administration; Public Safety; Public Works; Health and Welfare; Parks, Recreation and Culture; and Community Development. During the budget overview and due to time constraints Council discussion stopped after Public Safety. On April 4, 2017, Council will continue with the review/walk-through of the FY 2018 Proposed Budget starting with Public Works. Council Members requested the information listed below, which requires Staff follow-up:

1. Provide a history of assessment-to-sale value ratios going back before the last time the Real Estate Tax was increased. (Helgeson)

March 21, 2017

2. Provide a correlation of average assessed rates versus elementary school zones. (Perrow)
3. Provide an explanation for the 16.2% increase in insurance premiums. (Perrow)
4. Provide options for more meaningful performance measures for Human Resources and Occupational Health. (Perrow)
5. Provide an explanation of the structure and responsibilities of the Registrar and Electoral Board. (Perrow)
6. Provide the amount of increase for electoral worker's pay. (Foster)
7. Provide the number of employees (which are all State funded) in the General District Court. (Helgeson)
8. Provide an explanation of the increase in the Animal Control Unit budget from Actual FY 2016 to Manager's Proposed FY 2018. (Helgeson)

// Council advised staff to add the following to "The List":

- Eliminate City Assessor position
- Eliminate 6 month funding for an Assistant City Attorney
- Eliminate Occupational Health Nurse

// The meeting was adjourned at 6:10 P.M.

Clerk of Council

LYNCHBURG CITY COUNCIL

Agenda Item Summary

MEETING DATE: **April 11, 2017**

AGENDA ITEM #: **5**

CONSENT:
ACTION: **X**

REGULAR: **X**
INFORMATION:

WORK SESSION:

CLOSED SESSION:
(Confidential)

ITEM TITLE: Historic Preservation Commission (HPC) – Appeal of decision to deny Certificate of Appropriateness (COA) at 2703 Rivermont Avenue

Strategic Pillar(s) Impacted:

☐ Arts & Culture	☐ Citizen Engagement & Social Capital	☐ Economic Development	☐ Healthy & Active Living
☐ Infrastructure	☐ Land Use	☐ Lifelong Learning	☐ Natural Resources
☒ Neighborhoods	☐ Safe Community	☐ Social Equity	☐ Transportation
			☐ Administrative

RECOMMENDATION: Uphold decision of Historic Preservation Commission (HPC).

SUMMARY: Margaret S. Whitaker is appealing the decision of the HPC that denied her Certificate of Appropriateness (COA) request to install “Marvin” wood interior / clad exterior sash-packs” (replacement windows) at 2703 Rivermont Avenue.

The HPC based the decision to deny the COA on the *Lynchburg Historic Districts Residential Design Review Guidelines*. Section VII (25) Windows, states the following policy: “Windows should be maintained or repaired to match the original design. If windows are deteriorated beyond repair, the installation of new wood windows to match original designs is recommended.”

The guidelines also state the following: A. Windows – “should be preserved in their original location, size and design and with their original materials and numbers of panes.” C. Windows – “should be repaired rather than replaced. A variety of methods and techniques exist for the repair of historic windows. The property/home owner must allow for visible inspection and/or provide physical evidence/pictures to support their claim that windows are not repairable. If the HPC determines that replacement is necessary due to severe deterioration, the replacement should be in-kind to match the originals in material and design. The installation of baked enamel extruded aluminum windows may be acceptable. If aluminum windows are applied they should match historic wood windows as closely as possible in their profile, depth of muntins and surrounding trim. The use of vinyl windows for replacement of deteriorated windows is not generally acceptable. Although discouraged, they may be considered for use at rear facades not readily visible from the street.” (p.85)

Zoning Ordinance, Section 35.2-13.11, Appeals to City Council (d) states: “On any such appeal, the final decision of the HPC appealed from shall be stayed pending the outcome of the appeal to City Council, except that the filing of such appeal shall not stay the decision of the HPC if such decision denies the right to raze or demolish a historic landmark, building or structure. The City Council shall conduct a full and impartial public hearing on the matter and apply the same criteria as the HPC before rendering any decision. The City Council may affirm, reverse or modify the decision of the HPC, in whole or in part. The decision of City Council, subject to the provisions of section 35.2-13.12, shall be final. If approved, a certificate of appropriateness, signed by the clerk of the City Council, shall be issued to the applicant.”

PRIOR ACTION(S):

February 27, 2017: The Historic Preservation Commission denied the COA request (4-2, with 1 absent, Butterfield).

FISCAL IMPACT:

N/A

CONTACTS:

Chris McSwain, HPC Vice-Chair – (434) 944-1496
Tom Martin, City Planner -- 455-3900
Kent White, Community Development Director – 455-3900

ATTACHMENT(S):

- Resolution – Uphold HPC Decision
- Resolution – Reverse HPC Decision
- HPC Minutes – February 27, 2017
- COA Application – 2703 Rivermont Avenue
- Property Photograph
- Window Details
- *Lynchburg Historic Districts Residential Design Review Guidelines. Section VII (25) Windows*

REVIEWED BY: bms

RESOLUTION "A":

A RESOLUTION UPHOLDING THE DECISION OF THE HISTORIC PRESERVATION COMMISSION TO DENY A CERTIFICATE OF APPROPRIATENESS AT 2703 RIVERMONT AVENUE TO ALLOW THE INSTALLATION OF MARVIN WOOD INTERIOR / CLAD EXTERIOR SASH PACKS (REPLACEMENT WINDOWS).

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF LYNCHBURG that request of Margaret S. Whittaker for a Certificate of Appropriateness to install Marvin wood interior / clad exterior sash packs (replacement windows) at 2703 Rivermont Avenue is not in keeping with the Lynchburg Historic Districts Residential Design Review Guidelines, Section VII (25) Windows.

BE IT FURTHER RESOLVED BY THE COUNCIL OF THE CITY OF LYNCHBURG that the petition of Margaret S. Whittaker to appeal the decision of the Historic Preservation Commission denying the installation of Marvin wood interior / clad exterior sash packs (replacement windows) at 2703 Rivermont Avenue is hereby denied.

Adopted:

Certified:

Clerk of Council

057K

RESOLUTION "B":

A RESOLUTION REVERSING THE DECISION OF THE HISTORIC PRESERVATION COMMISSION TO DENY A CERTIFICATE OF APPROPRIATENESS AT 2703 RIVERMONT AVENUE TO ALLOW THE INSTALLATION OF MARVIN WOOD INTERIOR / CLAD EXTERIOR SASH PACKS (REPLACEMENT WINDOWS).

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF LYNCHBURG that request of Margaret S. Whittaker for a Certificate of Appropriateness to install Marvin wood interior / clad exterior sash packs (replacement windows) at 2703 Rivermont Avenue is in keeping with the Lynchburg Historic Districts Residential Design Review Guidelines, Section VII (25) Windows.

BE IT FURTHER RESOLVED BY THE COUNCIL OF THE CITY OF LYNCHBURG that the petition of Margaret S. Whittaker to appeal the decision of the Historic Preservation Commission denying the installation of Marvin wood interior / clad exterior sash packs (replacement windows) at 2703 Rivermont Avenue is hereby reversed.

BE IT FURTHER RESOLVED BY THE COUNCIL OF THE CITY OF LYNCHBURG that in reversing the decision of the Historic Preservation Commission the Council of the City of Lynchburg hereby directs the Clerk of Council to issue a Certificate of Appropriateness to Margaret S. Whittaker allowing the installation of Marvin wood interior / clad exterior sash packs (replacement) windows at 2703 Rivermont Avenue.

Adopted:

Certified:

Clerk of Council

057K

**MINUTES OF THE FEBRUARY 27, 2017 HISTORIC PRESERVATION COMMISSION MEETING
(MINUTES HAVE NOT BEEN APPROVED):**

Request of Peggy Whitaker for a COA to install Marvin Wood "Sash Packs" with wood interior and clad exterior at 2703 Rivermont Avenue:

Ms. Peggy Whitaker was present to represent the application. She lives at 1227 Greenway Court and is currently renovating 2703 Rivermont Avenue. She said the windows are in various stages of disrepair. They may look nice from the front because the house was recently painted. The house needs a lot of work and is incredibly energy inefficient. She has the heat set at 50 degrees and her heating bill was \$300 last month. She cannot afford to live there unless she can do something about the energy efficiency. She has picked what she considers to be some of the best replacement windows available. She had some photos of the windows on her phone that she shared with the commissioners. She stated that she uses Marvin windows on most of her restorations and she plans to live in this house eventually.

Commissioner Morris spoke for the applications committee. He said he viewed the windows from the outside and they do appear to be in excellent condition from the outside. It is the policy of this commission to repair rather than to replace. Unless they see that windows are not repairable, they usually deny these applications. Even judging from the pictures provided by Ms. Whitaker, the windows are still repairable. Commissioner Morris made a motion to deny the application as submitted and the motion was seconded by Commissioner Rowe.

Commissioner Dianich noted that this is a big topic because one of the reasons they cannot get people to live in the historic districts is because of the energy efficiency issue. When Commissioner Dianich drives through the Rivermont district, she sees many of the homes with substandard storm windows. The commission allows storm windows but they hide the true beauty of the windows. They conceal the panes and you see no detail whatsoever. In her opinion, that is Ms. Whitaker's only option to repair the windows and that would be a real detriment because now you see the true divided light windows. She has been involved with renovations in other states where the windows were allowed to be replaced. Without the storm windows and replacement windows in, it is quite an attractive building. It calls out the beauty and the detail of it. Commissioner Dianich is not sure Ms. Whitaker even wants to consider storm windows. Commissioner Dianich also pointed out that the guidelines do not state whether the window being non repairable is in terms of aesthetics, ease of opening them or in order to make them energy efficient.

Commissioner Dianich feels the energy efficiency is a big deal. She lived in an 1850's house that did not have energy efficient windows. The house lost heat quickly and the heating bill was \$700 a month on a 2,000 square foot. She does not think that the guidelines address making windows energy efficient. The guidelines also talk about the rear and sides of the house to not be as important to the streetscape so she would like to suggest dividing the application into two parts and discussing that possibility. Commissioner Dianich stated that the guidelines talk about interior storms but then you cannot open the windows and they are very cumbersome.

She also commented that this house sits back a good distance from the street and she could not make out the true detail of the window muttins from the street. If the house was ten or fifteen feet from the street, it would be a bigger issue for her. This house is probably fifty feet from the street and she thinks that weighs in.

Commissioner Morris asked how old the house is and Ms. Whitaker said the assessor's records indicate 1936. He asked her if she thinks these are the original windows. She said she thought there were but they do not have the beautiful wavy glass. They are more pedestrian and look like off the rack windows. They are all very uniform. They won't open. The locks won't close any longer so the energy efficiency is just awful. She would hate to put storm windows on the house because of the beauty.

There are storm windows and screens on the upstairs windows and she thinks it looks more authentic and attractive without them.

Commissioner Morris asked if she knows if the interior walls have been insulated. She said there is some indication that there is some insulation but not a great deal. He asked about the attic and she said it has been insulated. She plans on doing some more insulation but if the windows are leaky, there is no reason to spend money to insulate the house properly. She would like to do it all and she would like to do it all right.

Commissioner Morris said that is where they differ because doing it right to him means repairing the original windows. He asked her since she is an architect if she is familiar with the Rivermont house. She said she was and it is lovely. Commissioner Morris told her that is his house and it is all windows. She said he must be a much wealthier architect than she because she cannot afford to live in this house. Commissioner Morris said the Rivermont house's windows are double hung windows and are four feet four inches wide by eight feet eight inches high. It is a standard window, single pane window from the 1850s. The windows were in terrible condition and he could not put storm windows on them because of the width of the window. The weight would have made the bottom sash eventually cave. He explained that he insulated the walls and the attic and weather stripped all the windows. His heating bills have been under \$300 a month in the winter.

Commissioner Morris thinks you probably only lose 20 percent of your heat through the windows and that is if they are not weather stripped properly. He had a book to share with her called "The Windows Sash Bible" which he highly recommends. His windows are 165 years old and are still there and repairable. A Marvin window with Argon glass will not be there in 165 years. He guarantees it. She is asking to take perfectly good windows (in his opinion) off the house and it is a sustainable material, toss them and buy new windows that are made from petroleum products and install them in this house. They will not likely last as long as the windows in her house have lasted and may save her 5 percent in heating costs a year maybe. That has been his experience.

It is a little more time consuming but he feels the pictures she showed them demonstrate that the windows are very repairable. His in the Rivermont house were much worse. The windows look beautiful from the exterior. The glazing is beautifully done and they are tight. The reason they won't open is because they are all painted closed. They need to be loosened up and the paint needs to be removed.

The motion to deny her application passed by the following vote:

AYES:	McSwain, Morris, Peery and Rowe	4
NOES:	Dianich and Little	2
ABSTENTIONS:		0
ABSENT:	Butterfield	1

Commissioner Dianich suggested she could consider coming back with a different application to possibly replace some of the windows and restore some of the windows. She also suggested they schedule a visit. Commissioner Morris said that in a case like this, they really need to look at the windows. Commissioner Morris had tried to contact Ms. Whitaker but acknowledged it was a Saturday and he did not hear back from her. Vice-Chair McSwain asked if he would be willing to contact her again and he said he would. Commissioner Morris indicated they are not trying to be difficult but they have to abide by the guidelines. It is strictly stated in the guidelines that original windows need to be repaired, so there has to be a really good reason to replace windows. Vice-Chair McSwain indicated that they need to be beyond repair.

Ms. Whitaker thanked them for serving on the commission. It is very important and she is very appreciative of all the effort they put into it. The commissioners thanked her as well.



The City of Lynchburg, Virginia

Department of Community
Development
City Hall

APPLICATION FOR CERTIFICATE OF APPROPRIATENESS (COA)

900 Church Street
Lynchburg, Virginia 24504 • (434) 455-
3900 FAX • (434) 845-7630

Pursuant to Article II, Section 35.2-13 of the Zoning Ordinance for the City of Lynchburg, within a historic district, no building or structure, including signs, and including non-contributing buildings and structures and signs, shall be erected, reconstructed, restored, demolished or altered in any way that affects the external appearance unless the same is approved as being architecturally compatible with historic landmarks, buildings or structures therein through the issuance of a certificate of appropriateness (COA) by the Historic Preservation Commission, the City Planner or by the City Council.

This application and all supporting documentation must be submitted to the Secretary of the Historic Preservation Commission (HPC) at least fourteen (14) days prior to the HPC meetings held on every 3rd Monday of the calendar month, at 3:45 p.m. in the 2nd Floor Training Room of City Hall, 900 Church Street, Lynchburg, Virginia 24503.

Nature of Request (Check all that apply)

☒ Alteration ☐ Demolition ☐ New Construction ☐ Building ☐ Object

Property Address: Property Address

Parcel Number(s): 01903019

District: Choose a District

Riversmont

2703 Riversmont Ave.

1. NAME/ADDRESS OF FEE SIMPLE PROPERTY OWNER OF RECORD:

Name: Margaret S. Whitaker

Street: 2703 Riversmont Ave. City: Lynchburg State: VA Zip: 24503

Telephone#: 404-366-7265 E-Mail: mswhitaker@mindspring.com

The undersigned owner authorizes the filing of the petition and authorizes the entry onto the property by the Historic Preservation Commission, City Staff and City Council during the normal discharge of their duties in regard to this application.

Signed: M. Whitaker (Owner) Date: Month Day, Year

2. PETITIONER: The applicant is the: •Owner ☒ •Contract Purchaser: ☐ •Contract Leaseholder: ☐

Name: Margaret S. Whitaker

Street: 2703 Riversmont Ave. City: Lynchburg State: VA Zip: 24503

Telephone#: 404-366-7265 E-Mail: mswhitaker@mindspring.com

Signed: M. Whitaker (Petitioner) Date: Month Day, Year

Note: If applicant is contract purchaser or contract leaseholder, written proof of approval by the fee simple owner is required. Such proof may be a signed statement, copy of purchase agreement stating such condition, or such other instrument as necessary to provide such evidence. Please note that the petition will not be scheduled for the required reviews until proof of owner's approval is received by Planning Division staff.

3. REPRESENTATIVE:

Name: Representative Name. Firm: Firm Name.

Street: Street Address City: City State: State Zip: Zip

Telephone#: Phone with area code E-Mail: E-Mail Address

4. DESCRIPTION: Please give a detailed description and justification for the alteration, demolition or new construction: (This form must be accompanied by the necessary drawings, material samples, photographs, plans and other materials deemed appropriate to the request. Failure to provide supporting documentation will result in the request not being scheduled for review by the HPC)

Enter Project Description

Installation of Marvin Wood "east-packs"
wood interior/clad exterior
white to match existing exactly

5. SUPPORTING DOCUMENTATION:

Indicate what supporting documentation is being provided:

- ☐ Building Plans ☐ Site Plans ☒ Material Samples ☒ Photographs ☐ Paint Samples
- ☐ Other: ☐ Specify: Other Supporting Documentation

6. REQUIRED REVIEWS:

Is there any application relevant to this property before the:

- ☐ Planning Commission ☐ City Council ☐ Board of Zoning Appeals ☐ Building Inspections
- ☐ City Technical Review Committee ☐ Virginia Department of Historic Resources ☐ Secretary of the Interior
- ☐ Other Specify Other: Specify other Review *no*

7. COMPLETION OF WORK:

Pursuant to Article II, Section 35.2-13.9 of the City of Lynchburg Zoning Ordinance, the Certificate of Appropriateness (COA) will expire if:

- a. If the work is not commenced within twelve (12) months of issuance of COA.
- b. If work is suspended or abandoned for ninety (90) days.
- c. If work is not completed within twenty-four (24) months of issuance of COA.

Will there be a problem completing the work within twenty-four (24) months? ☐ Yes ☒ No

If yes, please explain: Explain why work cannot be completed in twenty-four (24) months.



UNIT SUMMARY

The following is a schedule of the windows and doors for this project. For additional unit details, please see Line Item Quotes.

Additional charges, tax or Terms and Conditions may apply. Detail pricing is per unit.

NUMBER OF LINES: 8

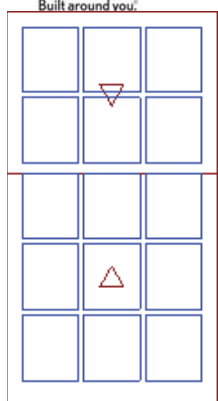
TOTAL UNIT QTY: 15

LINE	MARK UNIT	BRAND	ITEM	QTY
1	living room	Marvin	Clad Double Hung Tilt Pac	1
2	living room	Marvin	Clad Double Hung Tilt Pac	2
3	dining	Marvin	Clad Double Hung Tilt Pac	2
4	kitchen	Marvin	Clad Double Hung Tilt Pac	1
5	bedroom	Marvin	Clad Double Hung Tilt Pac	3
6	bath	Marvin	Clad Double Hung Tilt Pac	1
7	back bed	Marvin	Clad Double Hung Tilt Pac	3
8	bedroom	Marvin	Clad Double Hung Tilt Pac	2

LINE ITEM QUOTES

The following is a schedule of the windows and doors for this project. For additional unit details, please see Line Item Quotes. Additional charges, tax or Terms and Conditions may apply. Detail pricing is per unit.

Line #1	Mark Unit: living room			
Qty: 1				



As Viewed From The
Exterior

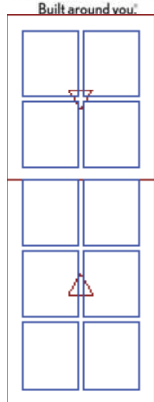
SO 35" X 65 1/2"

Egress Information

No Egress Information available.

Stone White Clad Exterior
Primed Pine Interior
Clad Double Hung Tilt Pac
Sash Opening 35" X 65 1/2"
Cottage 2.0:5.0
Top Sash
Primed Pine Sash Interior
G.S. 31" X 23 51/64"
IG
Low E2 w/Argon
Black Perimeter and Spacer Bar
7/8" SDL - With Spacer Bar - Black
Rectangular - Special Cut 3W2H
Stone White Clad Ext - Primed Pine Int
Bottom Sash
Primed Pine Sash Interior
G.S. 31" X 35 45/64"
IG
Low E2 w/Argon
Black Perimeter and Spacer Bar
7/8" SDL - With Spacer Bar - Black
Rectangular - Special Cut 3W3H
Stone White Clad Ext - Primed Pine Int
1 /Unit White Sash Lock
White Jamb Hardware
Special Bevel - 10 Degrees
No Screen

Line #2	Mark Unit: living room			
Qty: 2				



As Viewed From
The Exterior

SO 24 1/4" X 65 1/2"

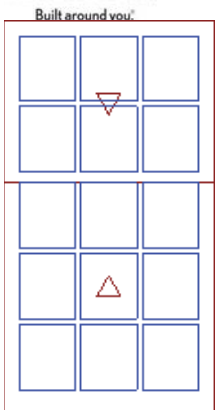
Egress Information

No Egress Information available.

Stone White Clad Exterior
Primed Pine Interior
Clad Double Hung Tilt Pac
Sash Opening 24 1/4" X 65 1/2"
Cottage 2.0:5.0
Top Sash
Primed Pine Sash Interior
G.S. 20 1/4" X 23 51/64"
IG
Low E2 w/Argon
Black Perimeter and Spacer Bar
7/8" SDL - With Spacer Bar - Black
Rectangular - Special Cut 2W2H
Stone White Clad Ext - Primed Pine Int
Bottom Sash
Primed Pine Sash Interior
G.S. 20 1/4" X 35 45/64"
IG
Low E2 w/Argon
Black Perimeter and Spacer Bar
7/8" SDL - With Spacer Bar - Black
Rectangular - Special Cut 2W3H
Stone White Clad Ext - Primed Pine Int
1 /Unit White Sash Lock
White Jamb Hardware
Special Bevel - 10 Degrees
No Screen

Line #3	Mark Unit: dining			
---------	-------------------	--	--	--

Qty: 2



As Viewed From The
Exterior

SO 35" X 65 1/2"

Egress Information

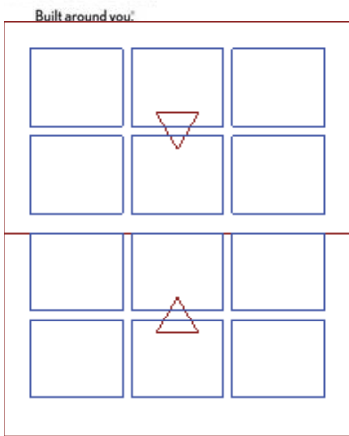
No Egress Information available.

Stone White Clad Exterior
Primed Pine Interior
Clad Double Hung Tilt Pac
Sash Opening 35" X 65 1/2"
Cottage 2.0:5.0
Top Sash
Primed Pine Sash Interior
G.S. 31" X 23 51/64"
IG
Low E2 w/Argon
Black Perimeter and Spacer Bar
7/8" SDL - With Spacer Bar - Black
Rectangular - Special Cut 3W2H
Stone White Clad Ext - Primed Pine Int
Bottom Sash
Primed Pine Sash Interior
G.S. 31" X 35 45/64"
IG
Low E2 w/Argon
Black Perimeter and Spacer Bar
7/8" SDL - With Spacer Bar - Black
Rectangular - Special Cut 3W3H
Stone White Clad Ext - Primed Pine Int
1 /Unit White Sash Lock
White Jamb Hardware
Standard Bevel
No Screen

Line #4

Qty: 1

Mark Unit: kitchen



As Viewed From The Exterior

SO 33" X 39 1/2"

Egress Information

No Egress Information available.

Stone White Clad Exterior
Primed Pine Interior
Clad Double Hung Tilt Pac
Sash Opening 33" X 39 1/2"
Top Sash
Primed Pine Sash Interior
IG
Low E2 w/Argon
Black Perimeter and Spacer Bar
7/8" SDL - With Spacer Bar - Black
Rectangular - Special Cut 3W2H
Stone White Clad Ext - Primed Pine Int
Bottom Sash
Primed Pine Sash Interior
IG
Low E2 w/Argon
Black Perimeter and Spacer Bar
7/8" SDL - With Spacer Bar - Black
Rectangular - Special Cut 3W2H
Stone White Clad Ext - Primed Pine Int
1 /Unit White Sash Lock
White Jamb Hardware
Special Bevel - 5 Degrees
No Screen

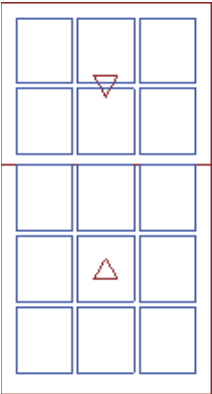
Line #5

Qty: 3

Mark Unit: bedroom



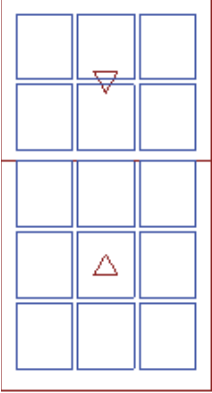
Stone White Clad Exterior
Primed Pine Interior
Clad Double Hung Tilt Pac
Sash Opening 35" X 65 1/2"
Cottage 2.0:5.0
Top Sash
Primed Pine Sash Interior
G.S. 31" X 23 51/64"
IG
Low E2 w/Argon



As Viewed From The
Exterior
SO 35" X 65 1/2"
Egress Information
No Egress Information available.

Black Perimeter and Spacer Bar
7/8" SDL - With Spacer Bar - Black
Rectangular - Special Cut 3W2H
Stone White Clad Ext - Primed Pine Int
Bottom Sash
Primed Pine Sash Interior
G.S. 31" X 35 45/64"
IG
Low E2 w/Argon
Black Perimeter and Spacer Bar
7/8" SDL - With Spacer Bar - Black
Rectangular - Special Cut 3W3H
Stone White Clad Ext - Primed Pine Int
1 /Unit White Sash Lock
White Jamb Hardware
Special Bevel - 10 Degrees
No Screen

Line #6	Mark Unit: bath			
Qty: 1				



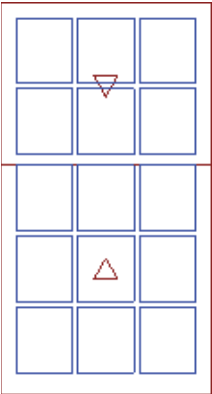
As Viewed From The
Exterior
SO 35" X 65 1/2"
Egress Information
No Egress Information available.

Stone White Clad Exterior
Primed Pine Interior
Clad Double Hung Tilt Pac
Sash Opening 35" X 65 1/2"
Cottage 2.0:5.0
Top Sash
Primed Pine Sash Interior
G.S. 31" X 23 51/64"
IG
Low E2 w/Argon
Black Perimeter and Spacer Bar
7/8" SDL - With Spacer Bar - Black
Rectangular - Special Cut 3W2H
Stone White Clad Ext - Primed Pine Int
Bottom Sash
Primed Pine Sash Interior
G.S. 31" X 35 45/64"
IG
Low E2 w/Argon
Black Perimeter and Spacer Bar
7/8" SDL - With Spacer Bar - Black
Rectangular - Special Cut 3W3H
Stone White Clad Ext - Primed Pine Int
1 /Unit White Sash Lock
White Jamb Hardware
Special Bevel - 10 Degrees
No Screen

Line #7	Mark Unit: back bed			
Qty: 3				



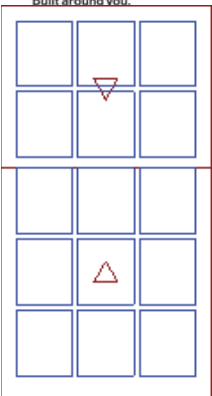
Stone White Clad Exterior
Primed Pine Interior
Clad Double Hung Tilt Pac
Sash Opening 35" X 65 1/2"
Cottage 2.0:5.0
Top Sash
Primed Pine Sash Interior
G.S. 31" X 23 51/64"
IG
Low E2 w/Argon
Black Perimeter and Spacer Bar
7/8" SDL - With Spacer Bar - Black
Rectangular - Special Cut 3W2H
Stone White Clad Ext - Primed Pine Int
Bottom Sash



As Viewed From The
Exterior
SO 35" X 65 1/2"
Egress Information
No Egress Information available.

Primed Pine Sash Interior
G.S. 31" X 35 45/64"
IG
Low E2 w/Argon
Black Perimeter and Spacer Bar
7/8" SDL - With Spacer Bar - Black
Rectangular - Special Cut 3W3H
Stone White Clad Ext - Primed Pine Int
1 /Unit White Sash Lock
White Jamb Hardware
Special Bevel - 10 Degrees
No Screen

Line #8	Mark Unit: bedroom			
Qty: 2				



As Viewed From The
Exterior
SO 35" X 65 1/2"
Egress Information
No Egress Information available.

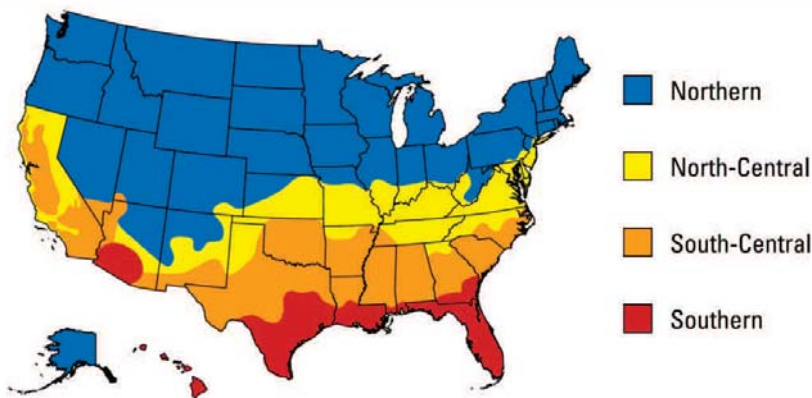
Stone White Clad Exterior
Primed Pine Interior
Clad Double Hung Tilt Pac
Sash Opening 35" X 65 1/2"
Cottage 2.0:5.0
Top Sash
Primed Pine Sash Interior
G.S. 31" X 23 51/64"
IG
Low E2 w/Argon
Black Perimeter and Spacer Bar
7/8" SDL - With Spacer Bar - Black
Rectangular - Special Cut 3W2H
Stone White Clad Ext - Primed Pine Int
Bottom Sash
Primed Pine Sash Interior
G.S. 31" X 35 45/64"
IG
Low E2 w/Argon
Black Perimeter and Spacer Bar
7/8" SDL - With Spacer Bar - Black
Rectangular - Special Cut 3W3H
Stone White Clad Ext - Primed Pine Int
1 /Unit White Sash Lock
White Jamb Hardware
Special Bevel - 10 Degrees
No Screen

Product and Performance Information

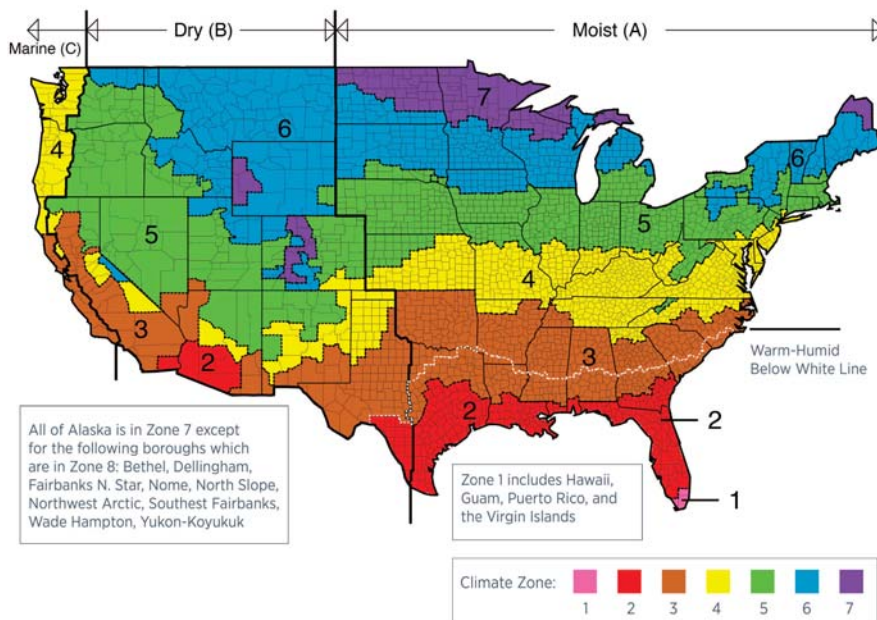
NFRC energy ratings and values may vary depending on the exact configuration of glass thickness used on the unit. This data may change over time due to ongoing product changes or updated test results or requirements.

The National Fenestration Rating Council (NFRC) has developed and operates a uniform national rating system for the energy performance of fenestration products, including windows and doors. For additional information regarding this rating system, see www.nfrc.org/WindowRatings.

Review the map below to determine if your units meet ENERGY STAR for your location.



International Energy Conservation Code (IECC) Climate Regions



Clad Tilt Pacs

Unit Features.....	1
Divided Lite.....	2
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Double Hung Tilt Pac Parts Lists.....	8

Clad Tilt Pacs

Unit Features

Clad Tilt Pac: CTP

Clad Magnum Tilt Pac: CMTMP

Sash:

- Double Hung Tilt Pac
 - Sash thickness: 1 5/16" (33)
 - Top rail width: 2 15/32" (63)
 - Bottom rail width: 3 3/4" (95)
 - Stile width: 1 25/32" (45)
- Magnum Double Hung Tilt Pac
 - Sash thickness: 1 3/4" (44)
 - Top rail width: 2 1/4" (57)
 - Bottom rail width: 3 7/8" (98)
 - Stile width: 2 1/4" (57)
 - Bottom rail bevel 14 degrees
- Removable exterior glazing stops

Hardware:

- Lock: high pressure zinc die-cast cam lock and keeper
 - Optional keyed lock
 - Two locks on glass sizes of 36" (914) and wider
 - Color: Satin Taupe
 - Optional: Bronze, White, Plated Brass, Antique Brass, Satin Chrome, Oil Rubbed Bronze, Satin Nickel, Polished Chrome
- Double Hung Tilt Pac Balance System: coil spring block and tackle with nylon cord and fiber filled nylon clutch
- Double Hung Magnum Tilt Pac: double coil spring block and tackle with nylon cord and fiber filled nylon clutch
- Jamb track: vinyl extrusion, foam backing
 - Color: Beige or White
- Sash retainer plate: standard for magnum units, optional for double hung - polycarbonate theroplastic
 - Color: Bronze or White
- Optional sash lifts: high pressure zinc die-cast
 - Color: Satin Taupe
 - Optional color: Bronze, White or Brass

Weather Strip:

- Double Hung weather strip: Dual durometer double leaf at check rail; bulb type dual durometer weather strip at bottom rail
- Double Hung Magnum weather strip: Continuous leaf weather strip at head jamb parting stop which seals against top sash; dual durometer double leaf at check rail; bulb type dual durometer weather strip at bottom rail
- Color: beige for both product types

Insect Screens:

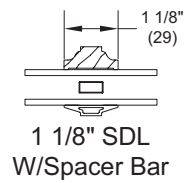
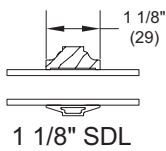
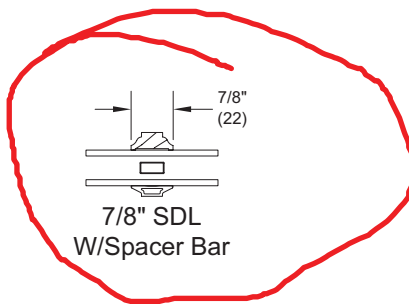
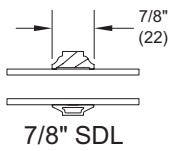
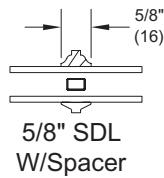
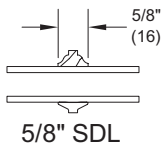
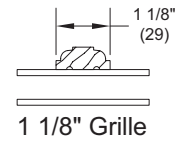
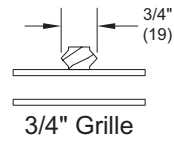
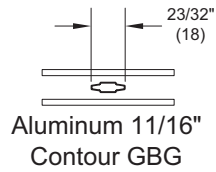
- Full sized extruded aluminum screen is standard
 - Optional half screen
 - Aluminum surround to match the exterior cladding
 - All screens are shipped loose
- Screen Mesh: Charcoal fiberglass
 - Optional Screen Mesh: Charcoal Aluminum Wire, Black Aluminum Wire, Bright Aluminum Wire, Bright Bronze Wire or Charcoal High Transparency (CH Hi-Tran) fiberglass

Glass and Glazing:

- Glazing method: single glaze, single glazed with energy panel or hermetically sealed insulated glass
- Glazing seal: silicone glazed
- Standard glass is insulating Low E2 Argon or Air
- Optional glass types: Low E1 Argon or without Argon, Low E3 Argon or without Argon, clear, tints, tempered, obscure and decorative glass options
- Insulated glass will be altitude adjusted for higher elevations, Argon gas not included

Clad Tilt Pacs

Divided Lite



Clad Tilt Pacs

Min and Max Glass Size

Clad Unit Type		Min Glass Size				Max Glass Size				Max Glass Size	
		Width		Height		Width		Height			
		in	mm	in	mm	in	mm	in	mm	Sq. Feet	Sq. Meters
Double Hung Tilt Pac	Insulating Glass	8	(203)	8	(203)	44	(1118)	48	(1219)	10	0.929
Double Hung Tilt Pac	Single Glaze	8	(203)	8	(203)	44	(1118)	48	(1219)	12	1.115
Magnum Double Hung Tilt Pac	Insulating Glass	12	(305)	12	(305)	60	(1524)	60	(1524)	18.5	1.719

Measurement Conversions

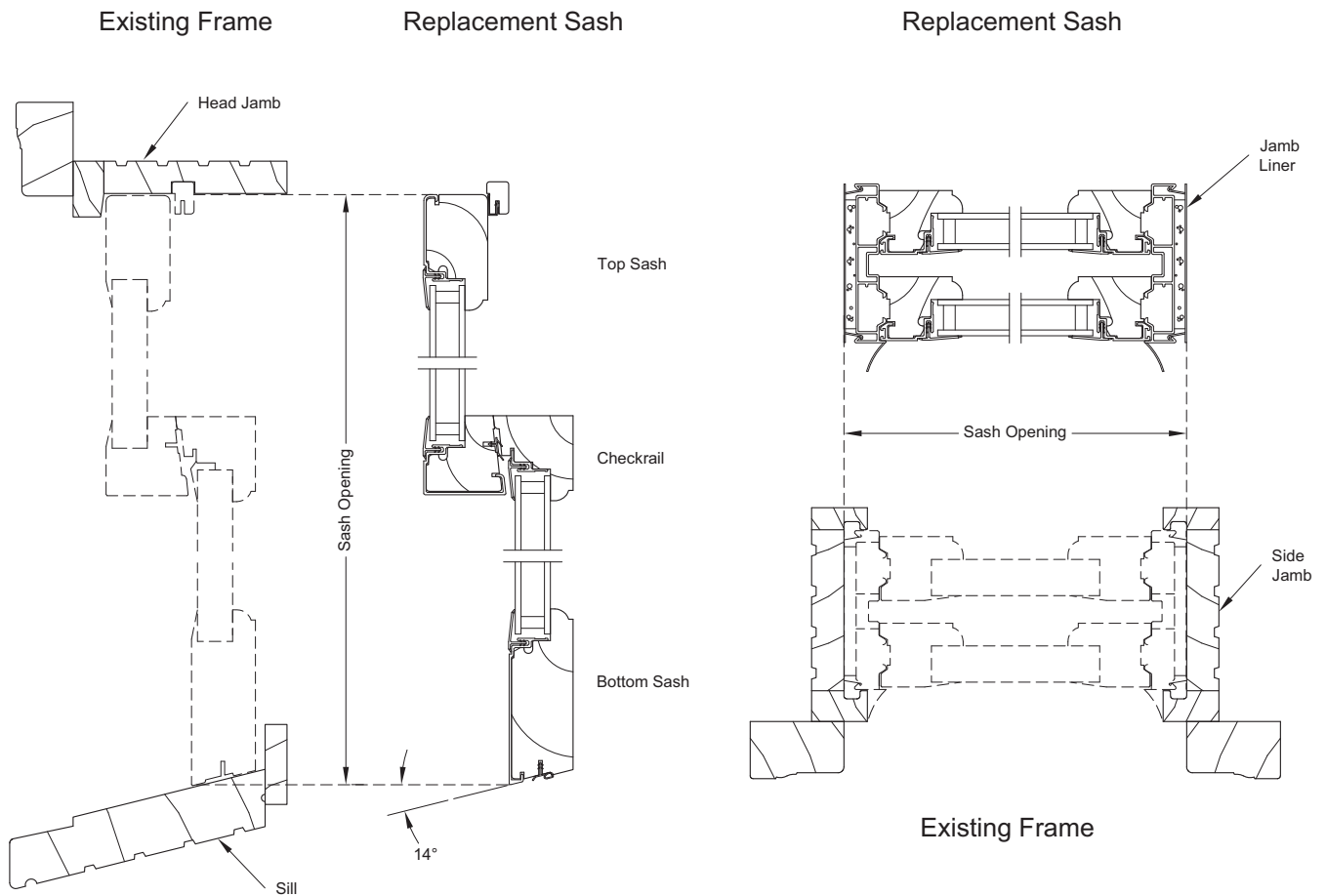
Double Hung Tilt Pac						
Unit Measurements		Width		Height		
From	To					
Glass Size:		in	mm		in	mm
Glass size	Daylite Opening	+ 1 1/16	(27)		+ 1 1/16	(27)
Glass size	Sash Opening	+ 4	(102)	x 2	+ 6	(152)
Glass size	Outside Measurement Bottom Sash	+ 2 1/2	(64)		+ 4 1/2	(114)
Glass size	Outside Measurement Top Sash	+ 2 1/2	(64)		+ 3 3/32	(79)
Daylight Opening		in	mm		in	mm
Daylight Opening	Sash Opening	+ 5 1/16	(129)	x 2	+ 8 1/8	(206)
Daylight Opening	Outside Measurement Bottom Sash	+ 3 9/16	(90)		+ 5 9/16	(141)
Daylight Opening	Outside Measurement Top Sash	+ 3 9/16	(91)		+ 4 5/32	(106)
Outside Measurement		in	mm		in	mm
Outside Measurement Top Sash	Sash Opening	+ 1 1/2	(38)	x 2	-3/16	(05)
Outside Measurement Bottom Sash	Sash Opening	+ 1 1/2	(38)	x 2	-3	(76)

Double Hung Magnum Tilt Pac						
Unit Measurements		Width		Height		
From	To					
Glass Size:		in	mm		in	mm
Glass size	Daylite Opening	+ 1 1/16	(27)		+ 1 1/16	(27)
Glass size	Sash Opening	+ 5 3/4	(146)	x 2	+ 5 7/8	(149)
Glass size	Outside Measurement Bottom Sash	+ 3 7/16	(87)		+ 4 17/32	(115)
Glass size	Outside Measurement Top Sash	+ 3 7/16	(87)		+ 2 29/32	(74)
Daylight Opening		in	mm		in	mm
Daylight Opening	Sash Opening	+ 6 13/16	(173)	x 2	+ 8	(203)
Daylight Opening	Outside Measurement Bottom Sash	+ 4 1/2	(114)		+ 5 19/32	(142)
Daylight Opening	Outside Measurement Top Sash	+ 4 1/2	(114)		+ 3 31/32	(101)
Outside Measurement		in	mm		in	mm
Outside Measurement Top Sash	Sash Opening	+ 2 5/16	(59)	x 2	-1/16	(02)
Outside Measurement Bottom Sash	Sash Opening	+ 2 5/16	(59)	x 2	-3 3/16	(81)

Clad Tilt Pacs

Tilt Pac Measurements

Scale: 3" = 1'0"



Instructions:

Follow these steps to measure an opening for Tilt Pac Replacement Sash

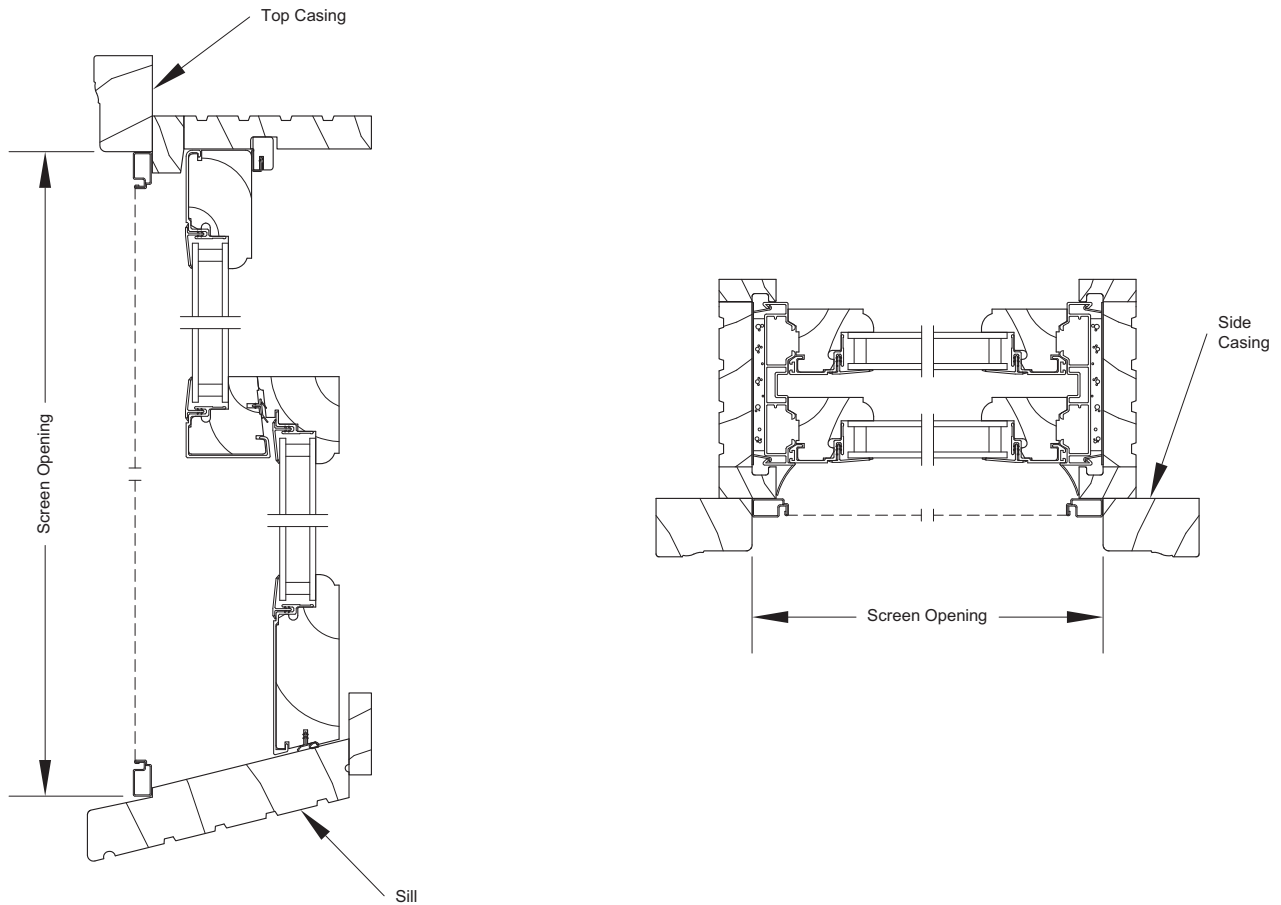
1. To find the sash opening height:
If the old window has wood blocks holding the top sash in place, remove them. Lower the top sash for measuring clearance, then measure the height of the window from where the top sash meets the head jamb to where the bottom sash meets the sill when the bottom sash is fully closed.
2. To find the sash opening width:
Take an inside measurement of the frame from jamb to jamb.
3. To find the sill angle:
Raise the bottom sash and place a carpenter's protractor on the sill, the angle will register. Marvin's standard bottom rail angle is 14 degrees, other angles must be specified.

NOTE: Double Hung sash shown above. Instructions and measuring locations apply to Single Hung, Magnum Double / Single Hung sash.

Clad Tilt Pacs

Tilt Pac Full Screen Measurements

Scale: 3" = 1'0"



Instructions:

To insure a proper screen fit, it is recommended to order a screen after the Tilt Pac installation.

1. To find the screen opening height:
Measure from the top casing to the edge of where the screen will rest at the sill, minus 3/32" (2) for the outside measurement (OSM) of the screen height.
2. To find the screen opening width:
Measure from the inside edge of the side casing to the inside edge of the opposite side casing, minus 1/8" (3) for the outside measurement (OSM) of the screen width.

NOTE: Double Hung sash and screen are shown above. Instructions and measuring locations apply to Single Hung, Magnum Double / Single Hung sash. Screen measuring instructions also apply to combination storm / Screen measurements. standard angle on combination bottom rails is 14 degrees, other angles must be specified.

Standard Unit Measurements

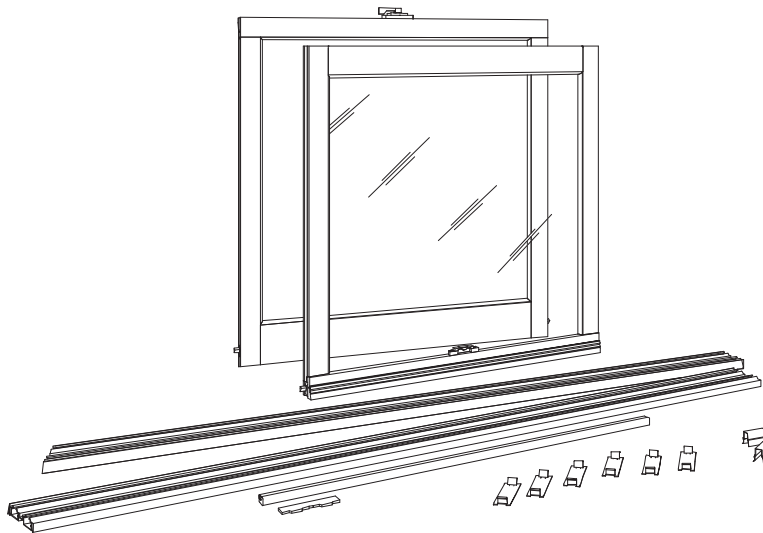
Tilt Unit Measurements				
Width				
CN	Sash Opening		Daylight Opening Double Hung Tilt Pac	
	ft - in	mm	ft - in	mm
16	1-8	(508)	1-2 15/16	(379)
20	2-0	(610)	1-6 15/16	(481)
24	2-4	(711)	1-10 15/16	(583)
26	2-6	(762)	2-0 15/16	(633)
28	2-8	(813)	2-2 15/16	(684)
24	2-4	(711)	1-10 15/16	(583)
30	2-10	(864)	2-4 15/16	(735)
32	3-0	(914)	2-6 15/16	(786)
36	3-4	(1016)	2-10 15/16	(887)

Tilt Pac Unit Measurements				
Height				
CN	Sash Opening		Daylight Opening Double Hung Tilt Pac	
	ft - in	mm	ft - in	mm
12	2-6	(762)	0-10 15/16	(278)
14	2-10	(864)	1-0 15/16	(329)
16	3-2	(965)	1-2 15/16	(379)
18	3-6	(1067)	1-4 15/16	(430)
20	3-10	(1168)	1-6 15/16	(481)
22	4-2	(1270)	1-8 15/16	(532)
24	4-6	(1372)	1-10 15/16	(583)
26	4-10	(1473)	2-0 15/16	(633)
28	5-2	(1575)	2-2 15/16	(684)
30	5-6	(1676)	2-4 15/16	(735)
32	5-10	(1778)	2-6 15/16	(786)
34	6-2	(1880)	2-8 15/16	(837)
36	6-6	(1981)	2-10 15/16	(887)

Clad Tilt Pacs

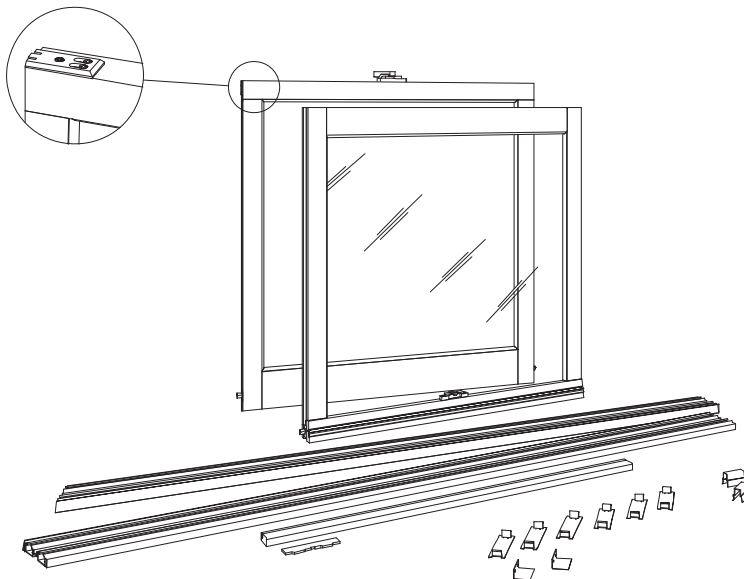
Double Hung Tilt Pac Parts Lists

Double Hung Tilt Pac



- A. Top Sash
- B. Bottom Sash
- C. Cam Pivots
- D. Left Vinyl Jamb Liner
- E. Right Vinyl Jamb Liner
- F. Head Jamb Part Stop
- G. Two Plastic Sash Stops
- H. Metal Brackets
(Quantity varies)
- I. Two foam gaskets
- J. Extruded Aluminum Sash Exterior

Magnum Double Hung Tilt Pac



- A. Top Sash
- B. Bottom Sash
- C. Cam Pivots
- D. Left Vinyl Jamb Liner
- E. Right Vinyl Jamb Liner
- F. Head Jamb Part Stop
- G. Two Plastic Sash Stops
- H. Metal Brackets
(Quantity varies)
- I. Two foam gaskets
- J. Two Top Sash Stays
- K. Two Sash Retainer Plates
(NOTE: Only on Magnum Tilt Pacs)
- L. Extruded Aluminum Sash Exterior

25. WINDOWS

POLICY:

Windows should be maintained or repaired to match the original design. If windows are deteriorated beyond repair, the installation of new wood windows to match the original designs is recommended. Windows of baked enamel or anodized aluminum are also acceptable, but these are more appropriate at the rear or sides of dwellings that are not visible from the street. Vinyl windows will generally not be approved. Original window openings should not be covered or concealed. They should also not be partially enclosed for the installation of smaller windows. New window openings should not be added on the fronts of dwellings and are discouraged but may be acceptable at the rear or sides if not visible from the street. The addition of window screens to historic windows is appropriate as long as the screens are full-view design or have a central meeting rail to match the historic window.

Windows:

- A. should be preserved in their original location, size, and design and with their original materials and numbers of panes.
- B. should not be added to primary facades or to side facades where readily visible from the street. The addition of new window openings on rear facades may be acceptable.
- C. should be repaired rather than replaced. A variety of methods and techniques exist for the repair of historic windows. The property/home owner must allow for visible inspection and/or provide physical evidence/pictures to support their claim that windows are not repairable. If the HPC determines that replacement is necessary due to severe deterioration, the replacement should be in-kind to match the originals in material and design. The installation of baked enamel extruded aluminum windows may be acceptable. If aluminum windows are applied they should match historic wood windows as closely as possible in their profile, depth of muntins and surrounding trim. The use of vinyl windows for replacement of deteriorated windows is not generally acceptable. Although discouraged, they may be considered for use at rear facades not readily visible from the street..
- D. of steel or other metal designs and that are historic should be preserved and maintained, or replaced with new metal windows which are similar in appearance and materials.
- E. should not have snap-on, interior or flush muntins. These muntins are much thinner in profile than the muntins on historic windows and don't provide the window with the appearance of a historic window. Simulated Divided Lights (SDL), where the muntin is on the outside of the exterior glass visually creating the appearance of a historic window is an acceptable alternative.
- F. screens and/or storms: should be of full-view design and of wood or aluminum with baked-on enamel of compatible trim color or anodized in dark colors

G. should not have security bars where visible from the street.



Preserve and maintain original historic windows such as six-over-one wood sash (2308 Rivermont).



Original steel casement windows of the 20th century should also be repaired as needed and retained.



Replacement windows of wood are preferred when replacing wood windows.



Extruded Aluminum clad windows may also be appropriate.

LYNCHBURG CITY COUNCIL

Agenda Item Summary

MEETING DATE: **April 11, 2017**

AGENDA ITEM #: **6**

CONSENT:
ACTION: **X**

REGULAR: **X**
INFORMATION:

WORK SESSION:

CLOSED SESSION:
(Confidential)

ITEM TITLE: Vacate a portion of Candler's Mountain Road

Strategic Pillar(s) Impacted:

☐ Arts & Culture	☐ Citizen Engagement & Social Capital	☐ Economic Development	☐ Healthy & Active Living
☐ Infrastructure	☒ Land Use	☐ Lifelong Learning	☐ Natural Resources
☐ Neighborhoods	☐ Safe Community	☐ Social Equity	☐ Transportation
			☐ Administrative

RECOMMENDATION: Approval of the right-of-way vacation.

SUMMARY: Liberty University, Inc., the owner of 3760 and 3762 Candler's Mountain Road, is petitioning to vacate a portion of right-of-way located along the frontage of these two properties. The total area of the proposed vacation is two-hundred and fifty-one thousandths (0.251) of an acre and includes a portion of lawn and parking area. The right-of-way vacation would not impact vehicle or pedestrian access along Candler's Mountain Road.

PRIOR ACTION(S):

January 3, 2017: The Technical Review Committee (TRC) reviewed the petition. The TRC comments have been incorporated into the proposed ordinance.

April 11, 2017: The Physical Development Committee will review this item at their meeting.

FISCAL IMPACT: \$62,650 Assessed Value

CONTACT(S): Rachel Frischeisen, Planner – 455-3900
Tom Martin, City Planner – 455-3900
Kent White, Director of Community Development – 455-3900

ATTACHMENT(S):

- Ordinance
- Application
- Plat

REVIEWED BY: bms

UNCODIFIED ORDINANCE:

AN ORDINANCE VACATING A PORTION OF RIGHT-OF-WAY ALONG CANDLERS MOUNTAIN ROAD.

WHEREAS, Liberty University, Inc., is petitioning to vacate a portion of right-of-way along Candler's Mountain Road; and

WHEREAS, City Council finds that no public inconvenience will result from vacating the right of way; and

WHEREAS, City Council determined that the City has no need for the portion of public right-of-way in question and the City's continued ownership of such public right-of-way is not necessary or required to serve the best interest of the City;

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Lynchburg, on its own motion, and in accordance with the provisions of Section 15.2-2006 of the Code of Virginia, 1950, as amended, and Sections 35-71 through 35-77 of the City Code, 1981, as amended, the following described right of way be, and the same hereby is, discontinued and vacated, namely:

BEGINNING at a point, said point being the intersection of the right-of-way for the west bound lane for Richmond Highway, Route 460, and the right-of-way for Candler's Mountain Road, Route 670; thence, N 17° 23' 34" W for a distance of 203.72 feet to a point; thence, N 32° 45' 19" W for a distance of 156.97 feet to a point; thence, S 49° 03' 27" E for a distance of 136.11 feet to a point; thence, S 21° 25' 49" E for a distance of 209.97 feet to a point; thence S 38° 54' 12" W a distance of 53.67 feet to the POINT OF BEGINNING; Containing 0.251 acres of land, more or less.

Provided, however, that any easement to locate, relocate, repair, replace, maintain and perpetually operate all utilities currently located therein or needed by the City in the future is hereby reserved unto the City of Lynchburg and the construction of a permanent structure over any utility line without the prior written approval of the City is prohibited.

BE IT FURTHER ORDAINED that the Clerk of Council is hereby authorized and directed to deliver a duly certified copy of this ordinance to the Clerk of the Circuit Court for the City of Lynchburg so that said certified copy of this ordinance may be recorded as deeds are recorded and indexed in the name of the City of Lynchburg, and the City Manager is hereby authorized to sign any documents that may be needed to complete the vacation of the right-of-way.

Adopted:

Certified: _____
Clerk of Council

048K

APPLICATION FOR THE VACATION OF

Candlers Mountain Road, Route 670

LOCATED

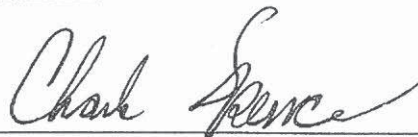
North of the intersection of Candlers Mountain Road and Richmond Highway, on the east side of
Candlers Mountain Road

The undersigned applicant, Liberty University, Inc., pursuant to the provisions of Section 15.2-2006 of the Code of Virginia, 1950, as amended, and Section 35-71 through Section 35-77 of the City Code 1981, as amended, respectfully makes application to the Lynchburg City Council for the vacation of that certain portion of Candlers Mountain Road, described as follows:

BEGINNING at a point, said point being the intersection of the right-of-way for the west bound lane for Richmond Highway, Route 460, and the right-of-way for Candlers Mountain Road, Route 670; thence, N 17° 23' 34" W for a distance of 203.72 feet to a point; thence, N 32° 45' 19" W for a distance of 156.97 feet to a point; thence, S 49° 03' 27" E for a distance of 136.11 feet to a point; thence, S 21° 25' 49" E for a distance of 209.97 feet to a point; thence S 38° 54' 12" W a distance of 53.67 feet to the POINT OF BEGINNING; Containing 0.251 acres of land, more or less.

The applicant further requests the Lynchburg City Council to hold a public hearing on this application at its meeting to be held in the Council Chamber, City Hall, 900 Church Street, Lynchburg, VA on March 14, 2017, at 7:30 p.m., or as soon thereafter as the matter may be heard, and at the conclusion of which hearing to consider whether or not to vacate the above described portion of Candlers Mountain Road.

Given under my hand this 12th day of January, 2017.



Liberty University, Inc.

1971 University Blvd., Lynchburg VA 24515

Address

434 592 3503

Phone Number

WE, THE ADJOINING PROPERTY OWNER(S) ARE IN AGREEMENT TO THE VACATION OF THE ABOVE DESCRIBED PROPERTY:

SOURCES OF TITLE:

LIBERTY UNIVERSITY, INC.
1971 UNIVERSITY BLVD.
LYNCHBURG, VA 24515

PARCEL ID: 13002001 & 13002014
INST# 120005452

ALL SOURCES SHOWN ARE RECORDED IN THE CITY OF LYNCHBURG CLERK'S OFFICE UNLESS OTHERWISE NOTED.

NOTES:

1. THIS PLAT HAS BEEN PREPARED FROM A CURRENT FIELD SURVEY PER THE DATE OF THIS PLAT AND EXISTING RECORDS.
2. THIS SURVEY HAS BEEN PREPARED WITHOUT THE BENEFIT OF A TITLE REPORT AND MAY NOT INDICATE ALL OF THE ENCUMBRANCES UPON THE PROPERTY.
3. IRON PINS ARE TO BE SET AS INDICATED ON THIS PLAT.
4. AS DETERMINED BY GRAPHIC SCALING ONLY, THIS PROPERTY IS NOT WITHIN THE 100 YEAR FLOOD ZONE (FEMA ZONE "UNSHADED X"), ACCORDING TO FEMA PANEL NUMBER 5100930106D DATED JUNE 3, 2008.
5. THESE PROPERTIES ARE SERVED WITH PUBLIC WATER AND SEWER BY THE CITY OF LYNCHBURG.
6. THE 50' CITY OF LYNCHBURG UTILITY EASEMENT (REF: DB 799 PG 456) HAS BEEN EXTENDED TO ADJOIN THE NEW RIGHT-OF-WAY.
7. PARCEL A IS TO BECOME PART AND PARCEL OF PARCEL ID: 13002001 AND PARCEL B IS TO BECOME PART AND PARCEL OF PARCEL ID: 13002014.

PUBLIC RIGHT-OF-WAY VACATION APPROVED:

CITY ENGINEER, LYNCHBURG, VIRGINIA _____ DATE _____

CITY PLANNER, LYNCHBURG, VIRGINIA _____ DATE _____

THE PUBLIC RIGHT-OF-WAY VACATION, AS SHOWN HEREON, IS WITH THE FREE CONSENT AND IN ACCORDANCE WITH THE DESIRES OF THE UNDERSIGNED OWNERS, PROPRIETORS AND TRUSTEES, IF ANY.

LIBERTY UNIVERSITY, INC.

BY: JERRY L. FALWELL, JR., CHANCELLOR & PRESIDENT _____ DATE _____

COMMONWEALTH AT LARGE TO WIT:
STATE OF VIRGINIA

COUNTY OF _____

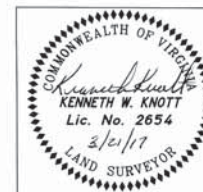
I, _____ A NOTARY PUBLIC
IN AND FOR THE AFORESAID STATE, DO
HEREBY CERTIFY THAT THE OWNERS WHOSE NAMES ARE SIGNED
ABOVE HAVE ACKNOWLEDGED THE
SAME BEFORE ME.

MY COMMISSION EXPIRES: _____

NOTARY PUBLIC _____ NUMBER _____ DATE _____

LEGEND

- IRON PIN SET (IPS)
- IRON PIN FOUND (IPF)
- UTILITY POLE
- OVERHEAD UTILITY
- FENCE
- ⊗ WATER VALVE
- ⊗ WATER METER
- ⊗ FIRE HYDRANT
- N/F NOW OR FORMERLY



DWN: AND
DATE: 12/13/2016
DWG: V-BLA-16407
JOB: 16407

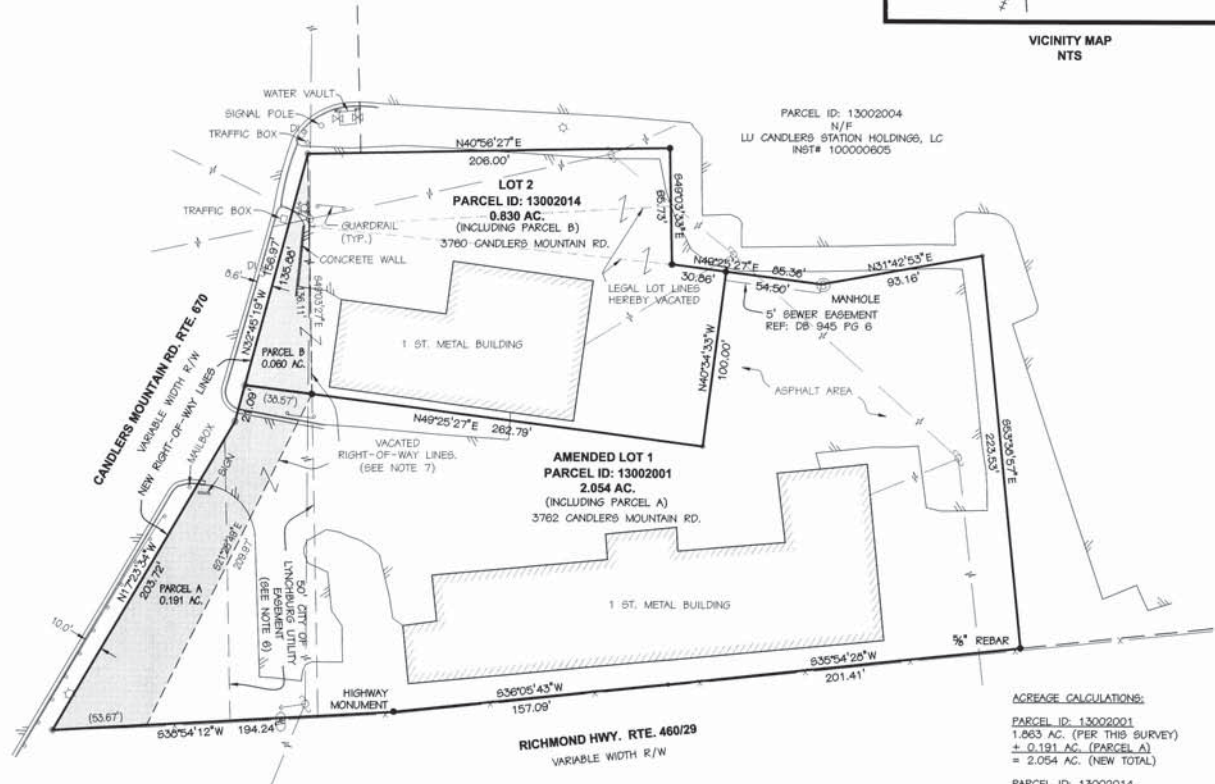
PLAT SHOWING
PUBLIC RIGHT-OF-WAY VACATION OF
CANDLERS MOUNTAIN ROAD
CITY OF LYNCHBURG, VIRGINIA

GRAPHIC SCALE 1"=50'
50 0 50

PERKINS
ORRISON
ENGINEERS • PLANNERS • SURVEYORS

27 GREEN HILL DRIVE, FOREST, VIRGINIA 24551
PHONE: 434-525-5865 FAX: 434-525-5866
E-Mail: pro@perkins-orrison.com WEBSITE: http://www.perkins-orrison.net

ID - F:\2016\16407.dwg V-BLA-16407.dwg - Thu, 12 Jan 2017 - 11:12



ACREAGE CALCULATIONS:

PARCEL ID: 13002001
1.863 AC. (PER THIS SURVEY)
+ 0.191 AC. (PARCEL A)
= 2.054 AC. (NEW TOTAL)

PARCEL ID: 13002014
0.770 AC. (PER DB 945 PG 6)
+ 0.060 (PARCEL B)
= 0.830 AC. (TOTAL)



VICINITY MAP
NTS



LYNCHBURG CITY COUNCIL

Agenda Item Summary

MEETING DATE: **April 11, 2017**

AGENDA ITEM #: **7**

CONSENT:
ACTION: **X**

REGULAR: **X**
INFORMATION:

WORK SESSION:

CLOSED SESSION:
(Confidential)

ITEM TITLE: Conditional Use Permit: Bella Rose Plantation, LLC – 1220 and 1600 Graves Mill Road

Strategic Pillar(s) Impacted:

☐ Arts & Culture	☐ Citizen Engagement & Social Capital	☒ Economic Development	☐ Healthy & Active Living
☐ Infrastructure	☒ Land Use	☐ Lifelong Learning	☐ Natural Resources
☐ Neighborhoods	☐ Safe Community	☐ Social Equity	☒ Transportation
			☐ Administrative

RECOMMENDATION: Approval of the conditional use permit (CUP) petition.

SUMMARY: Bella Rose Plantation, LLC, is petitioning to amend the concept plan associated with the larger Rosedale, Cluster Commercial Development (CCD) to allow the construction of a three (3)-story event center at 1220 and 1600 Graves Mill Road. The petition is in keeping with the *Future Land Use Map (FLUM)*, which recommends “Mixed Use” and Conservation for the property.

PRIOR ACTION(S):

February 22, 2017: The Planning Division recommended approval of the CUP petition.
The Planning Commission recommended approval (7-0) of the CUP petition.

FISCAL IMPACT: N/A

CONTACT(S): Tom Martin, City Planner -- 455-3900
Kent White, Community Development Director – 455-3900

ATTACHMENT(S):

- Resolution
- Planning Commission Minutes – February 22, 2017
- Planning Commission Packet – February 22, 2017
 - o Planning Commission Report
 - o Zoning Map with Adjoining Property Owners
 - o Future Land Use Map
 - o Watershed Map
 - o Planimetric and Topographic Map
 - o Concept Plan
 - o Narrative
 - o Traffic Analysis
 - o Architectural Renderings
 - o Property Photographs
 - o Speaker Signup Sheet

REVIEWED BY: bms

RESOLUTION:

A RESOLUTION GRANTING A CONDITIONAL USE PERMIT TO BELLA ROSE PLANTATION, LLC TO AMEND THE CONCEPT PLAN ASSOCIATED WITH THE ROSEDALE CLUSTER COMMERCIAL DEVELOPMENT (CCD) LOCATED AT 1220 AND 1600 GRAVES MILL ROAD TO ALLOW THE CONSTRUCTION OF A THREE (3)-STORY EVENT CENTER.

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF LYNCHBURG that the petition of Bella Rose Plantation, LLC to amend the concept plan associated with the Rosedale Cluster Commercial Development (CCD) located at 1220 and 1600 Graves Mill Road to allow the construction of a three (3)-story event center is hereby approved subject to the following conditions:

1. The property shall be developed in substantial compliance with the concept plan for Rosedale, dated revised October 16, 2016.
2. The City reserves the right to have the right-in, right-out access point to the property converted to right-in only at the time the new access road and stop light is constructed.
3. All other conditions of the April 8, 2014 and March 10, 2015 Conditional Use Permit for the Cluster Commercial Development remain in effect.

Adopted:

Certified: _____
Clerk of Council

046K

MINUTES OF THE FEBRUARY 22, 2017 PLANNING COMMISSION MEETING (MINUTES HAVE BEEN APPROVED):

Petition of Bella Rose Plantation, LLC to amend the concept plan associated with the previously approved Cluster Commercial Development at 1220 and 1600 Graves Mill Road to allow the construction of a three (3)-story event center in a B-3C, Community Business District (Conditional) District.

Mr. Tom Martin summarized the report for the commissioners. This petition is to amend the Cluster Commercial Development (CCD) previously approved by City Council in two phases on April 8, 2014 and March 10, 2015. The petition proposes to add a three-story event center to the Bella Rose Plantation located at 1220 Graves Mill Road.

The property is listed as mainly Mixed Use on the City's *Future Land Use Map (FLUM)*; there is a very small portion listed as Resource Conservation located by a stream on the property. The portion of the property that involves this amendment is approximately 7.6 acres. While the approved CCD always intended the property to be used for wedding venues, this event center was not shown on the original concept plan.

A traffic study was provided and approved as part of the 2014 and 2015 submittals. As part of this submittal today, an interim traffic narrative was submitted and reviewed by the City's Transportation Engineer. The proposal for access to this development is from three different locations: a new access road and stop light on Graves Mill Road that will serve the entire development, the second is from an existing stop light at the intersection of Graves Mill and Old Graves Mill Road and the third is a right in/right out entrance indicated on the concept plan.

The only comment that the City's Transportation Engineer provided on this was that at the time the new entrance and stop light are constructed, the right in/right out entrance may have to be converted to a right in only because it is the right turn for the new entrance.

The property contains several historic structures constructed in the 1800s. It is located within a State and National Historic District but not a local historic district. Since no historic tax credits or state or federal funding are being sought, no historic review is needed. The primary concern associated with this development from planning staff was protecting the viewshed of the historic buildings from Graves Mill Road. As you can see from this cross section, planning staff has worked very closely with the petitioner and their representatives to locate the building in the best possible manner. While the building is much more massive than the historic buildings, the viewshed from Graves Mill Road should be adequately protected.

The City's Police and Fire departments had no comments of concern. Stormwater management is to be handled by the use of two bioretention areas, one in the north and one in the southeast. An erosion and sediment control plan and a stormwater management plan will be required at the time of site plan approval. The Planning Division does recommend approval of the petition.

Mr. Ty Mosby of Berkley Howell and Associates was present to represent the application. Mr. Mosby indicated that Mr. Martin had done a good job summarizing the petition. Mr. Mosby said Bella Rose has done a good job bringing the property back to life. If you looked at the original property, it was somewhat dilapidated. The television show "Treemasters" is currently there building a honeymoon treehouse. The same level of quality will be carried into the conference center.

Chair Perault asked if there was anyone who wished to speak in favor of the petition. No one came forward. He asked if there was anyone who wished to speak in opposition to the petition. No one came forward. He closed the public hearing portion of the petition.

Chair Perault asked why this event center needs a conditional use permit but a giant treehouse does not need one. Mr. Martin indicated that the Zoning Administrator had made a determination that a conditional use permit would not be required for the treehouse. This event will have a much larger footprint than the treehouse will and the treehouse will not generate any additional traffic to the site.

Commissioner Lowe agreed that he agrees with the cross section provided. He drove on Graves Mills Road and stopped at a point and can see how the new building will be well hidden. However, if you go up another hundred yards, it is no longer hidden. Coming down the hill from Home Depot, you will also be able to see it very clearly.

Mr. Martin indicated that they have suggested to the petitioner that they may want to plant more trees to act as a buffer for their own protection. As the rest of that property develops as approved by Council, there is not going to be much of a view shed anyway. While those building are going to be very nice in their own right, the entire nature of this area has been changed by the approvals given by Council in 2014 and 2015.

Commissioner Lowe wants to know how someone will make a left hand turn if they are coming in from 221. Will they have to go up to the access road at the existing light until the new entrance is constructed? Mr. Mosby explained that in the interim that is correct. But later there will be a roundabout and another stop light and there are cross access agreements worked out between Rosedale and Bella Rose for their use. Mr. Mosby also pointed out that most weddings will be held on the weekends so traffic should be lighter than it is during the week. Commissioner Lowe pointed out that Saturday is not exactly a down day for Graves Mill Road.

Chair Perault would like to look at the big picture. When they looked at this area before, the Level of Service (LOS) for Graves Mill Road was projected to fail and the original project was going to speed that up. We kind of ignored that because it was going to happen anyway. There is nothing here about overall LOS and what it is going to do, just the specific right in/right out turn.

Ms. Maggie Cossman came forward to speak. She mentioned that the traffic study from 2014 did look at the long term projected growth in the area. In the short term with this development here, it was going to function okay. Ms. Cossman said the first area they need to look at is the expressway interchange. Synchronizing the signals through this corridor will be the first step they would like to look at to help ease the congestion.

Chair Perault asked how they distinguish between short term and long term. He read that long term is not that far off. Ms. Cossman said that means additional background growth beyond this development. With additional population growth and traffic growth, that is where we are going to see the failure. She is thinking it is a ten-year issue. She said they need to come up with a solution before traffic fails. Chair Perault asked if there is anything they can do now and Ms. Cossman said the original study showed that it was going to be okay with this development.

Chair Perault is not sure he agrees with that based on what he was reading in earlier input. His concern is that the City tends to be reactive when it comes to traffic failures. As much as possible, it would be nice to tackle these things up front. Commissioner Bowden asked what sort of things will come after the synchronization of the lights. She said the next step is to do a study of the interchange. She is meeting with the Central Virginia Metropolitan Planning Organization tomorrow to see what their plan is for studies in the coming year because this is the one she would like them to put in their study plan. We would then have a plan and justification for why we need to proceed with the plan. It will be a Smart Scale funding type request because it will be an expensive project to upgrade that interchange. Commissioner Bowden asked for clarification that before the ten years are up that Ms. Cossman mentioned previously, that there should be a plan in place to address the failure. She said that is correct.

Commissioner Lowe said one of his concerns is the apartment complex on Graves Mill Road that Council just approved. With that and the Rosedale development, he sees the LOS failing a lot quicker. At what point will the left turn lanes be put in the middle of Graves Mill Road? He thinks we will see the failure happening sooner and we will be saying we should have put those left turns lanes in last year. Ms. Cossman said that is why they are trying to get the area studied so that we are not behind the eight ball.

Mr. Martin explained that Council approved the time line for the new road into the Rosedale development to be built and the City to reimburse the developer. He asked Mr. Mosby what is the timeframe of building this road now moving forward since that agreement was made and from that, when would those left turn lanes go in. Mr. Mosby explained that the first phase of road construction would be through the first roundabout. That will happen when the next phase of development starts happening. At that time, there is a left turn that will be put in. A second left turn lane would be put in when the Rosedale development hits the threshold of 300 vehicles per hour trip generation. The stop light will come in the beginning because it will be hard to attract anyone to want to be there without that stop light.

Mr. Martin's recollection of the traffic study was that the ramps were going to eventually fail. This development would obviously speed that up. That was discussed and the project was approved anyway. The point made was that those ramps are going to fail with or without Rosedale and Bella Rose. You really can't saddle those improvements just on this developer because you have Home Depot, Miller Motte, Moore's Country Store and the new apartments for example. It needs to be looked at more globally and it sounds like Ms. Cossman is working on that. Chair Perault said he agrees with that but if we are more proactive, we can have the developer pay for more things up front instead of the City absorbing the cost down the road. He thinks we are letting developers off the hook too much. He does not have an answer but he thinks we are ignoring it. He had a problem with it then and he thinks it is an issue now.

Commissioner Light said he agrees that we need to be more proactive rather than reactive. But from an equity viewpoint, he thinks it is hard for us to justify having one single developer pay forward when it is a more global problem. Commissioner Light cannot in good conscience say that one developer has to pay forward when it cannot be apportioned properly. It would be different if there were multiple petitions before them at the same time and they could try to figure out something that was equitable. Mr. Martin wondered if they were rehashing old decisions or are they really focusing on what is being proposed, which is the event center. A 350-seat event center is not going to generate near the amount of traffic that the overall Rosedale development is going to generate. As far as making the ramps fail, he highly doubts that this event center will be the straw that breaks the camel's back. Chair Perault agrees with that statement but wants them to address the traffic concerns up front because traffic concerns are what they hear most about from citizens. It is important to him that this event center will be used mostly on weekends and that offsets a lot of his concerns.

Commissioner Lowe agrees they cannot hold a developer responsible for something that is going to happen a mile down the road. He is satisfied with how people will make a left turn for now. He thinks they need to focus on the petition before them now. Mr. Mosby pointed out that the event center will not be built for a few years so it is possible that the road construction will occur before then.

Commissioner Marion thinks Chair Perault and Commissioner Light both made good points about the traffic. She hopes the taxes generated by this development will help pay for the roads. Commissioner Light said that from an editorial viewpoint, it is nice that business is so good that we have to deal with this problem. He thinks the Bella Rose Plantation is looking very nice and he could not be any happier with what they are doing there.

Commissioner Johnson knows that this is not a historic district but she wondered if there was anyone that would be overseeing the construction to ensure it maintains the historic character of the other buildings. Mr. Martin said there is no one that will oversee the project in terms of the new building's architecture. Mr. Martin thinks it is safe to say that with the amount of money they have spent and the drawings that have been submitted, they are going to try and maintain that historic feeling. Commissioner Johnson asked if they can change the drawings. He said they can and they would not have to resubmit them to the commission. He said it comes down to regulations and there are no regulations to dictate the architecture at Bella Rose. Commissioner Light indicated that their motivation to keep the historic element to the building is because that is their business plan.

Commissioner Light made the following motion, which was seconded by Commissioner Rogers and passed by the following vote:

"That the Planning Commission recommends to City Council approval of the petition of Bella Rose LLC, to amend the concept plan for the Cluster Commercial Development located at 1220 and 1600 Graves Mill Road to allow the construction of a three (3)-story event center subject to the following conditions:

- 1. The property shall be developed in substantial compliance with the concept plan for Rosedale, dated revised October 16, 2016.**
- 2. The City reserves the right to have the right-in, right-out access point to the property converted to right-in only at the time the new access road and stop light is constructed.**
- 3. All other conditions of the April 8, 2014 and March 10, 2015 Conditional Use Permit for the Cluster Commercial Development remains in effect.**
- 4. This matter is respectfully offered for your consideration."**

AYES:	Bowden, Johnson, Light, Lowe, Marion, Perault and Rogers	7
NOES:		0
ABSTENTIONS:		0
ABSENT:		0

The Department of Community Development

City Hall, Lynchburg, VA 24504 **434-455-3900**

To: Planning Commission
From: Planning Division
Date: February 22, 2017
Re: **Conditional Use Permit (CUP) – Bella Rose Plantation, LLC – Amend Concept Plan of Cluster Commercial District (CCD), 1220 & 1600 Graves Mill Road**

I. PETITIONER

Bella Rose Plantation, LLC, P. O. Box 15067, Lynchburg, VA 24502

Representative: Mr. Ty Mosby, Berkley Howell & Associates, 306 Enterprise Drive, Forest, VA 24502

II. LOCATION

The subject property covered by the CCD is two tracts consisting of approximately seventy (70) acres located at 1220 and 1600 Graves Mill Road. The area requested for amendment is located at 1220 Graves Mill Road and consists of approximately seven and six tenths (7.6) acres.

Property Owner: Bella Rose Plantation, LLC, 1960 Rocky Branch Drive, Forest, VA 24551

III. PURPOSE

The purpose of the petition is to amend the concept plan associated with the CCD for Rosedale to allow the construction of a three (3)-story event center at 1220 Graves Mill Road.

IV. SUMMARY

- The *Comprehensive Plan 2013-2030's Future Land Use Map (FLUM)* recommends Mixed Use and Conservation for the property.
- The petition agrees with the Zoning Ordinance in that reception halls (wedding venues) are a permitted use within Cluster Commercial Developments.

The Planning Division recommends approval of the CUP petition.

V. FINDINGS OF FACT

- 1. Comprehensive Plan.** The *Comprehensive Plan 2013-2030* recommends Mixed Use and Conservation use for the property. Mixed Use 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 mixed use areas generally consist of large undeveloped or greenfield areas that are intended to be developed for a balanced mix of residential, neighborhood commercial, civic uses, parks and open spaces. The mix of uses in these areas is intended to be determined at the time of development review and approval. (p.76)

Resource Conservation Areas encompass lands with special natural characteristics that limit land uses and development to protect the City's environmental health. The mapped Resource Conservation Areas include the steep slopes of Candler's Mountain as well as the City's stream valleys. The stream valleys, as defined in this Comprehensive Plan, include streams and rivers, their 100-year floodplains, connected wetlands and adjacent steep slopes. Steep slopes are defined as slopes of 25% or greater. The actual boundaries of the Resource Conservation Area should be determined on a site-by-site basis using the best available environmental data.

Resource Conservation Areas are planned to remain in vegetated open space with development limited to: 1) trails and other passive recreational facilities that involve minimal removal of vegetation, and 2) public facilities that must be located in stream valleys. These include sewer mains, wastewater treatment plants, water intakes and outfalls, road crossings, and public boat ramps. The goal is to keep Resource Conservation Areas as natural as possible to stabilize slopes, prevent soil erosion, provide natural absorption areas for urban runoff, moderate climate, and provide wooded areas for wildlife and for the respite of City dwellers. Many of the stream valley Resource Conservation Areas are recommended to become greenways in the Parks and Recreation element, and thus may have public access trails. Other Resource Conservation Areas, not designated as greenways on the Parks & Recreation Map, are to remain in natural vegetation for purely environmental protection reasons.

On privately owned land within conservation areas, the intent of this Plan is to allow appropriate land uses and infrastructure as long as the environmental value of the areas is conserved or enhanced and public safety is protected through buffers and other best management practices. The zoning ordinance should enable clustering, transfers of development rights and density bonuses to encourage resource protection. *(p. 77)*

2. **Zoning.** The subject property was annexed into the City in 1976. The existing B-3C, Community Business District (Conditional) Zoning was established on April 8, 2014. At the time of rezoning, City Council approved a Conditional Use Permit to allow a Cluster Commercial Development (CCD) for the entire property located at 1220 & 1600 Graves Mill Road. Cluster Commercial Developments are intended to provide flexibility in the planning of certain tracts of land, under single or multiple ownership, through the modification of certain lot, setback, and use restrictions. Developments under these regulations should provide for increased amenity, safety, and other public and private benefits, as well as reduced public and private costs. CCDs are generally characterized by a unified or planned clustering of development served by common parking areas with a common means of ingress and egress. These Developments should be designed to mitigate potential increases in traffic congestion through enhanced pedestrian access between uses within the CCD and to reduce distractions from such sources as signs and artificial lighting. *(Section 35.2-85)*
3. **Board of Zoning Appeals (BZA).** The Zoning Official has determined that no variances are needed for the development of the property as proposed.
4. **Surrounding Area.** There have been a several items requiring City Council approval in the immediate area:
 - On April 14, 1981, Council approved the petition of Woodrow Iseman and William Milton to rezone approximately eight (8) acres from R-1, Low Density Residential District, to R-2C, Low-Medium Density Residential District (Conditional) to allow the construction of single-family residential homes on smaller lots around the intersection of Omega Drive and Omega Court.
 - On August 12, 1986, Council approved the petition of Dreaming Creek Properties to rezone approximately four and half (4.5) acres from I-1, Restricted Industrial District to B-5C, General Business District (Conditional), and for a CUP for a Cluster Commercial Development (CCD) of office, showroom, and warehouse uses at the southwest corner of the intersection of Old Graves Mill and Graves Mill Roads.

- On December 8, 1987, Council approved the petition of Hutter Associates, Inc to rezone approximately thirty and a half (30.5) acres from R-2, Low-Medium Density Residential District to B-5C, General Business District (Conditional) and approximately thirty-two and a half (32.5) acres from R-1, Low Density Residential District to R-4, Medium-High Density Residential District, to allow speculative development with commercial and multi-family uses at the corner of Graves Mill Road and Creekside Drive.
- On December 11, 1990, Council approved the petition of Frank Davidson to amend a previously approved site plan and proffers by rezoning approximately four and a half (4.5) acres from B-5C, General Business District (Conditional), to B-5C, General Business District (Conditional), to allow office, professional, and commercial uses of the property according to a new site plan at the southwest corner of the intersection of Old Graves Mill and Graves Mill Roads.
- On October 13, 1992, Council rezoned fifty four(54) acres to the west of this site along Graves Mill Road from R-1, Low Density Residential District, and R-3, Medium Density Residential District to B-1, Limited Business District as part of the Graves Mill Road / US 221 Area Land Use Study, Growth Management Program.
- On January 12, 1999, Council approved the petition of Petrie, Dierman, and Kughn, to rezone approximately sixty-five (65) acres from R-4, Medium-High Density Residential District, and B-5C, General Business District (Conditional), to B-5C, General Business District (Conditional) and for two (2) Conditional Use Permits (CUP) to fill in a flood plain to allow the construction of a shopping center and parking lot on the properties adjacent to Creekside Drive.
- On July 13, 1999, Council approved the petition of Paul G. Graves to rezone approximately one (1) acre at 1220 Graves Mill Road from R-C, Resource Conservation District, and R-1, Low Density Residential District, to B-5C, General Business District (Conditional) to allow the reconstruction of the historic Graves Mill and its use for various commercial uses, including consignments, antiques, restaurant, gift shop, and the installation of 33 parking spaces.
- On September 12, 2000, Council approved the petition of First Assembly of God for a CUP to allow the construction of a church and parking area in a residential district at 1210 Graves Mill Road.
- On December 12, 2000, Council approved the petition of Lowe's Home Centers for a CUP to allow filling in a flood plain for the construction of a new building and parking lot in a B-5C, General Business District (Conditional), at 1200 Graves Mill Road.
- On August 13, 2002, Council approved the petition of Miller-Motte Technical College for a CUP for a technical college for up to 250 students in a B-5C, General Business District (Conditional), at 1011 Creekside Drive.
- On January 11, 2005, Council approved the petition of Millside Development LLC for a CUP to allow the construction of a Cluster Commercial Development (CCD) in a B-1, Limited Business District at the corner of Graves Mill Road and Lillian Lane.
- On September 13, 2011, Council approved the petition of the Lynchburg Humane Society to amend the FLUM from Resource Conservation and Medium Density Residential to Regional Commercial and to rezone the property from R-2 Low-Medium Density Single Family

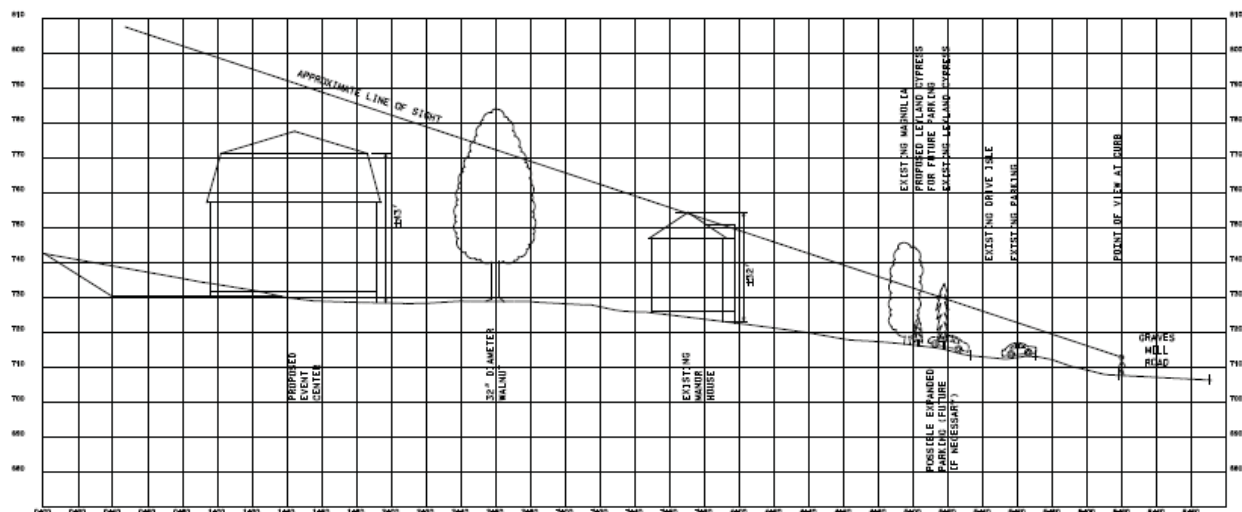
Residential District to B-5C, General Business District (Conditional) to allow the construction of a new animal shelter and associated parking at 1211 Old Graves Mill Road.

- On April 8, 2014, City Council approved the petition of Rosedale Farm, LLC to rezone the property at 1220 and 1600 Graves Mill Road from R-1, Low Density Residential and B-5C, General Business District (Conditional) to B-3C, Community Business District (Conditional) and for a conditional use permit to allow a Cluster Commercial Development.
 - On March 10, 2015, City Council approved the petition of Rosedale Farm, LLC to amend the Cluster Commercial Development at 1220 and 1600 Graves Mill Road to allow Phases III & IV and to add a 2nd Roundabout.
 - On October 11, 2016, City Council approved the petition of Maddox & Son Construction, Inc. to amend the Future Land Use Map from Medium Density Residential to High Density Residential and to rezone 1125 Old Graves Mill Road from R-2, Low-Medium Density Residential to R-4C, High Density Residential (Conditional).
5. **Site Description.** The subject property is a tract of approximately seven and six tenths (7.6) acres located at 1220 Graves Mill Road. The property contains a renovated Mill constructed in 1875, a two (2) story brick veneer structure constructed in 1836 and several outbuildings. The property slopes to the east and southeast towards Tomahawk Creek.
 6. **Proposed Use of Property.** If the petition is approved, a three (3)-story event center and outdoor seating area would be constructed behind the existing historic manor house.
 7. **Traffic, Parking and Public Transit.** A traffic analysis was conducted as part of the original rezoning and CCD petitions approved by City Council on April 8, 2014 and an interim traffic narrative was submitted for the current proposal. The City Transportation Engineer has reviewed the submitted concept plan and traffic analysis. The concept plan indicates access to the property being from a new access road and stop light at Graves Mill Road, at the existing stop light at Graves Mill Road and Old Graves Mill Extension and from a right-in-right out from Graves Mill Road. The City Transportation Engineer has commented that the right-in-right out indicated on the site plan may be required to be converted to right-in only as the overall development occurs. This requirement is due to the egress being shown in the right turn lane to the main entrance at Graves Mill Road. Adequate parking is indicated on the submitted site plan. Additional parking will be available as the overall CCD Develops.

Greater Lynchburg Transit Company (GLTC) Route 7 proceeds along Graves Mill Road. As the overall property develops, transit is to be provided to the development by the new access with bus stops.
 8. **Stormwater Management.** An Erosion and Sediment (E&S) Control/Stormwater Management Plan will be required prior to final site plan approval. Stormwater Management is indicated to be addressed by best management practices in two (2) locations on the site.
 9. **Emergency Services:** The City's Fire Marshal and Police Department had no comments of concern regarding the proposed concept plan amendment.
 10. **Impact.** The Cluster Commercial Development was approved by Council on April 8, 2014 and March 10, 2015. As proposed, the property will be developed as a mixed use center containing retail, office and residential uses. The portion of the property located at 1220 Graves Mill Road was indicated to be a wedding venue on the original concept plans; however, the plan did not indicate the proposed event center. All other aspects of the CCD would remain unchanged.

The property contains historic structures constructed in the 1800's. The property is located within the Rosedale, State & National Historic District; however, the property is not located in a local historic district. Since the property owner is not seeking historic tax credits or using state or federal dollars for the development, no historic review is required.

Even though a historic review is not required, the primary concern with the proposal is maintaining an appropriate view shed of the historic structures from Graves Mill Road. The proposed event center is intended to be three (3) stories, and would include space for events, lodging office and a café. The building would serve a maximum of three hundred and fifty (350) people. The proposed building would be approximately forty-three (43) feet in height. The existing historic manor house is approximately thirty-one (31) feet in height. While the proposed building is much larger in scale than the original manor house, its careful placement and separation should allow it to blend into the area. View sheds are indicated in the following cross-section:



11. **Technical Review Committee.** The Technical Review Committee (TRC) reviewed the conditional use permit on September 6, 2016. Comments related to the proposed use have or will be addressed at the final site plan stage.

VI. PLANNING DIVISION RECOMMENDATION

Based on the preceding Findings of Fact, the Planning Commission recommends to City Council approval of the petition of Bella Rose LLC, to amend the concept plan for the Cluster Commercial Development located at 1220 and 1600 Graves Mill Road to allow the construction of a three (3)-story event center subject to the following conditions:

1. The property shall be developed in substantial compliance with the concept plan for Rosedale, dated revised October 16, 2016.
2. The City reserves the right to have the right-in, right-out access point to the property converted to right-in only at the time the new access road and stop light is constructed.

3. All other conditions of the April 8, 2014 and March 10, 2015 Conditional Use Permit for the Cluster Commercial Development remains in effect.

This matter is respectfully offered for your consideration.



William T. Martin, AICP
City Planner

pc: Ms. Bonnie M. Svrcek, City Manager
Mr. Charles Hartgrove, 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 Kozzerow, Lynchburg Police Department
Battalion Chief Thomas Goode, Fire Marshal
Ms. Maggie Cossman, Transportation Engineer
Mr. Doug Saunders, Building Official
Mr. Kevin Henry, Zoning Administrator
Mr. Ty Mosby, Representative
Mr. Brian Runk, Petitioner

VII. ATTACHMENTS

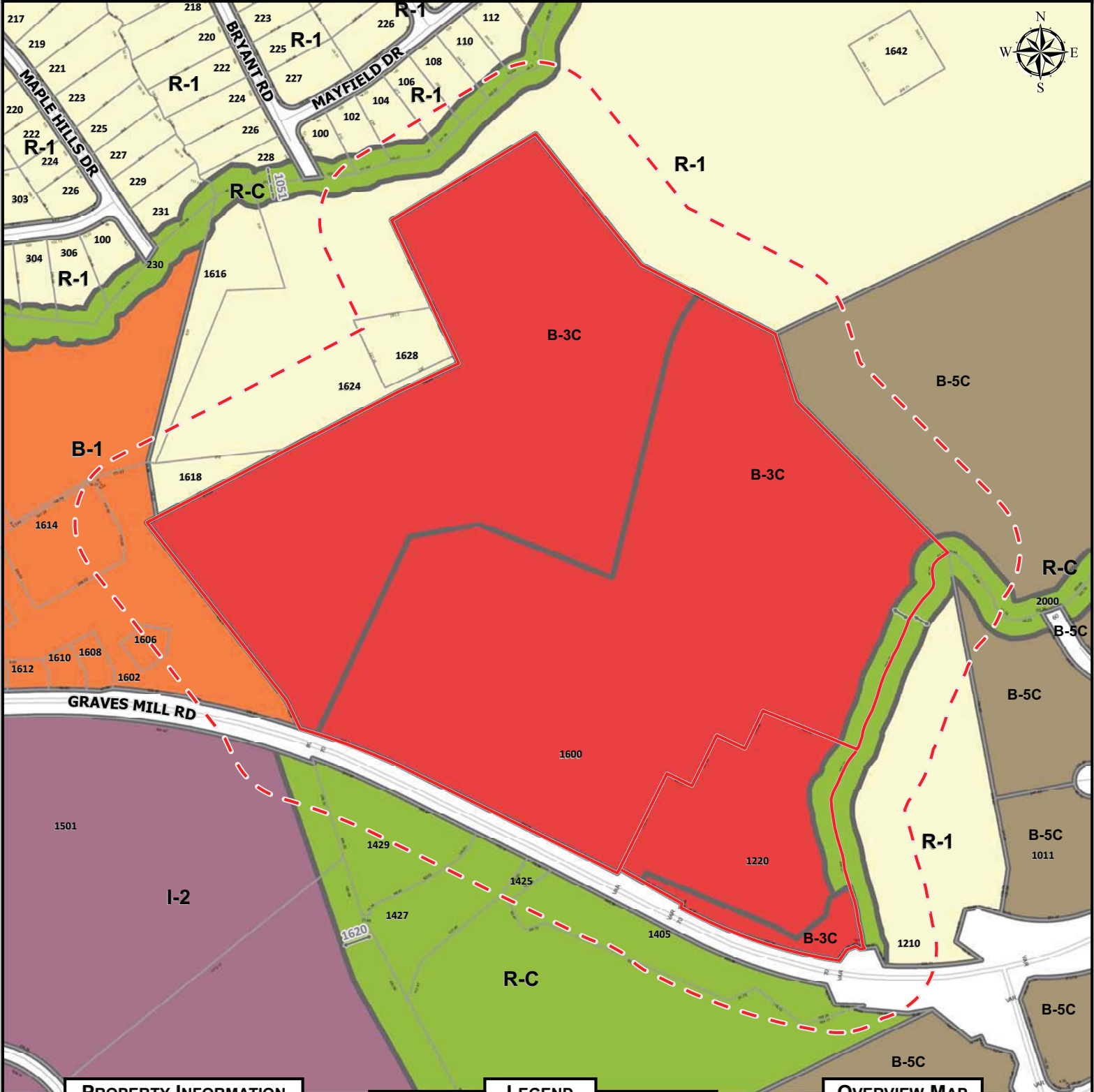
- 1. Zoning Map**
- 2. Future Land Use Map**
- 3. Watershed Map**
- 4. Planimetric and Topographic Map**
- 5. Concept Plan**
- 6. Narrative**
- 7. Traffic Analysis**
- 8. Architectural Renderings**
- 9. Property Photograph(s)**

Zoning Map

BELLA ROSE PLANTATION

Conditional Use Permit Request

Bella Rose Plantation, LLC



PROPERTY INFORMATION

PARCEL ID	ADDRESS
23904001	1220 GRAVES MILL RD
23904004	1600 GRAVES MILL RD

LEGEND

B-1

I-1

R-4

B-2

I-2

R-5

B-3

I-3

R-C

B-4

R-1

IN-1

B-5

R-2

IN-2

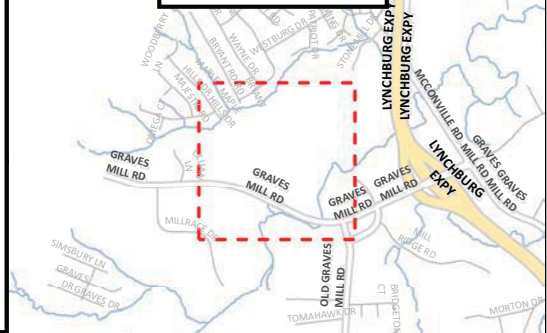
B-6

R-3

Subject Property

215' Buffer

OVERVIEW MAP



MAP SCALE: 1" to 400' DATE PRINTED: 2/16/2017

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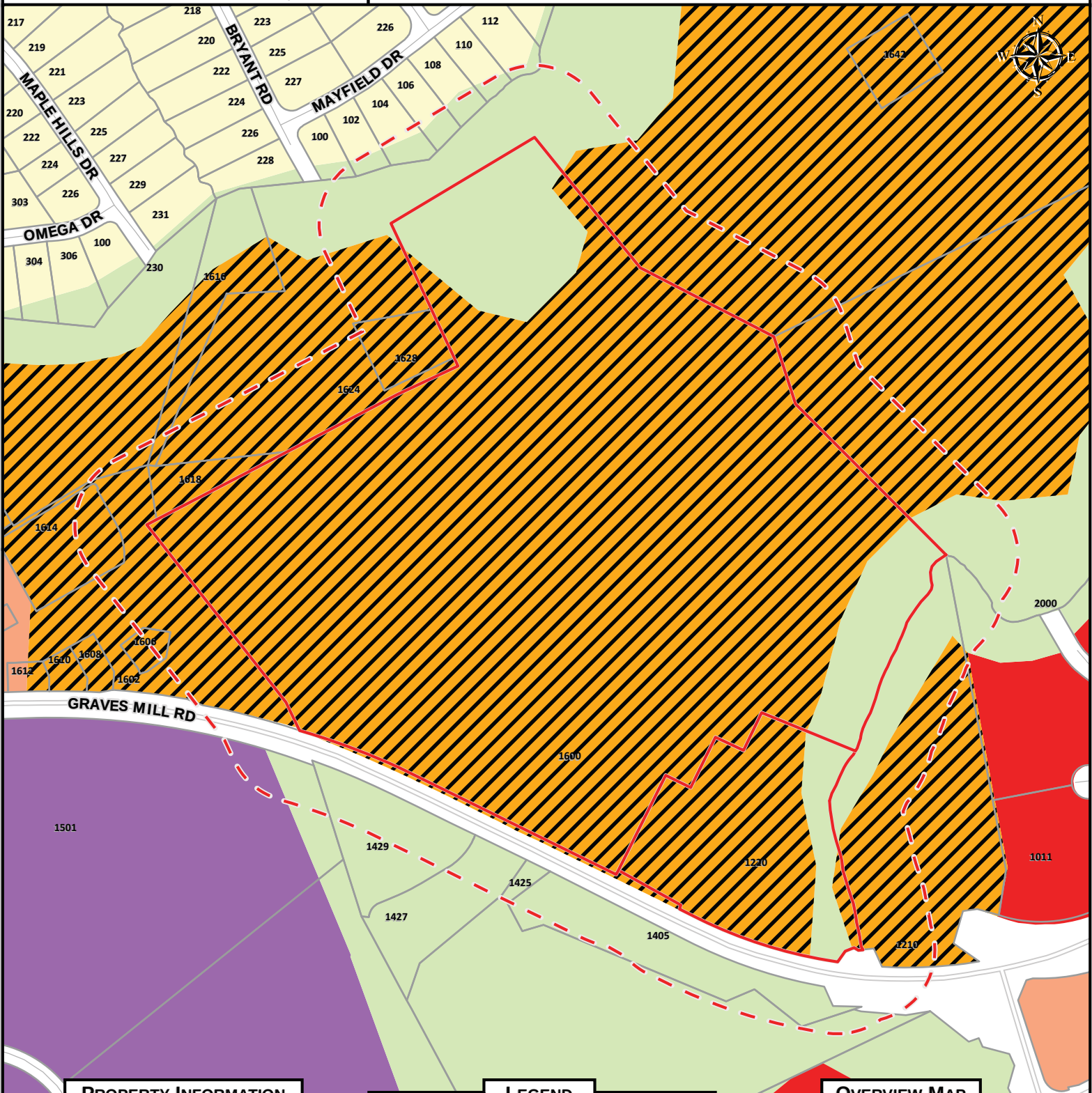
Parcel ID	Address	Owner
24010008	1614 GRAVES MILL RD	1604 GRAVES MILL ROAD LLC
23407003	112 MAYFIELD DR	BARKER, MICHAEL E & HEATHER L
24010004	1501 GRAVES MILL RD	BAUSCH & LOMB INCORPORATED
23904005	1210 GRAVES MILL RD	BELLA ROSE PLANTATION LLC
23904001	1220 GRAVES MILL RD	BELLA ROSE PLANTATION LLC
24001005	100 MAYFIELD DR	BLANKS, LARRY E & ALYCE C
23905001	1628 GRAVES MILL RD	BREWSTER, RICHARD C & PHYLLIS
23407002	110 MAYFIELD DR	BRITTON, HAGON & JANE
23904002	1405 GRAVES MILL RD	CITY OF LYNCHBURG
23902004	1000 CREEKSIDE LN	CREEKSIDE OF LYNCHBURG
23902005	2000 CREEKSIDE DR	CREEKSIDE OF LYNCHBURG
24001006	102 MAYFIELD DR	GERBRACHT, G ROBERT
24009001	1616 GRAVES MILL RD	GOFF, DARRIN E
23904004	1600 GRAVES MILL RD	GOLDEN MILE LLC
24016001	1427 GRAVES MILL RD	GRAVES, EDWARD S III & GRAVES, CATHY
24016002	1429 GRAVES MILL RD	GRAVES, EDWARD S III & GRAVES, CATHY
23405002	1624 GRAVES MILL RD	HUTCHINSON, CAROLYN S &
24008001	230 MAPLE HILLS DR	JAMERSON REAL ESTATE INC
24010002	1602 GRAVES MILL RD	MILLSIDE DEVELOPMENT CENTER
24010013	1606 GRAVES MILL RD	MILLSIDE DEVELOPMENT CENTER
23904003	1425 GRAVES MILL RD	ROSEDALE FARM LLC
24001008	106 MAYFIELD DR	SATTERWHITE, GRANVILLE E III & KELLY
24001007	104 MAYFIELD DR	SEEGER, KYLE D & MEGAN J
24009002	1618 GRAVES MILL RD	STANBERY, FRED W JR
23407001	108 MAYFIELD DR	WATSON, RODGER J & NANCY P

FLUM Map

BELLA ROSE PLANTATION

Conditional Use Permit Request

Bella Rose Plantation, LLC



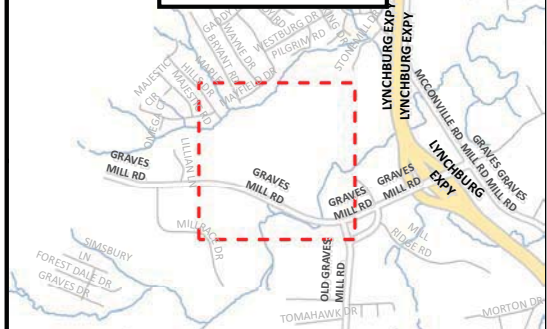
PROPERTY INFORMATION

PARCEL ID	ADDRESS
23904001	1220 GRAVES MILL RD
23904004	1600 GRAVES MILL RD

LEGEND

- | | |
|----------------------------|-----------------------|
| Local Historic District | Employment 1 |
| Traditional Residential | Employment 2 |
| Low Density Residential | Downtown |
| Medium Density Residential | Institution |
| High Density Residential | Public Use |
| Neighborhood Commercial | Public Parks |
| Community Commercial | Resource Conservation |
| | Mixed Use |

OVERVIEW MAP



MAP SCALE: 1" to 400' DATE PRINTED: 2/16/2017

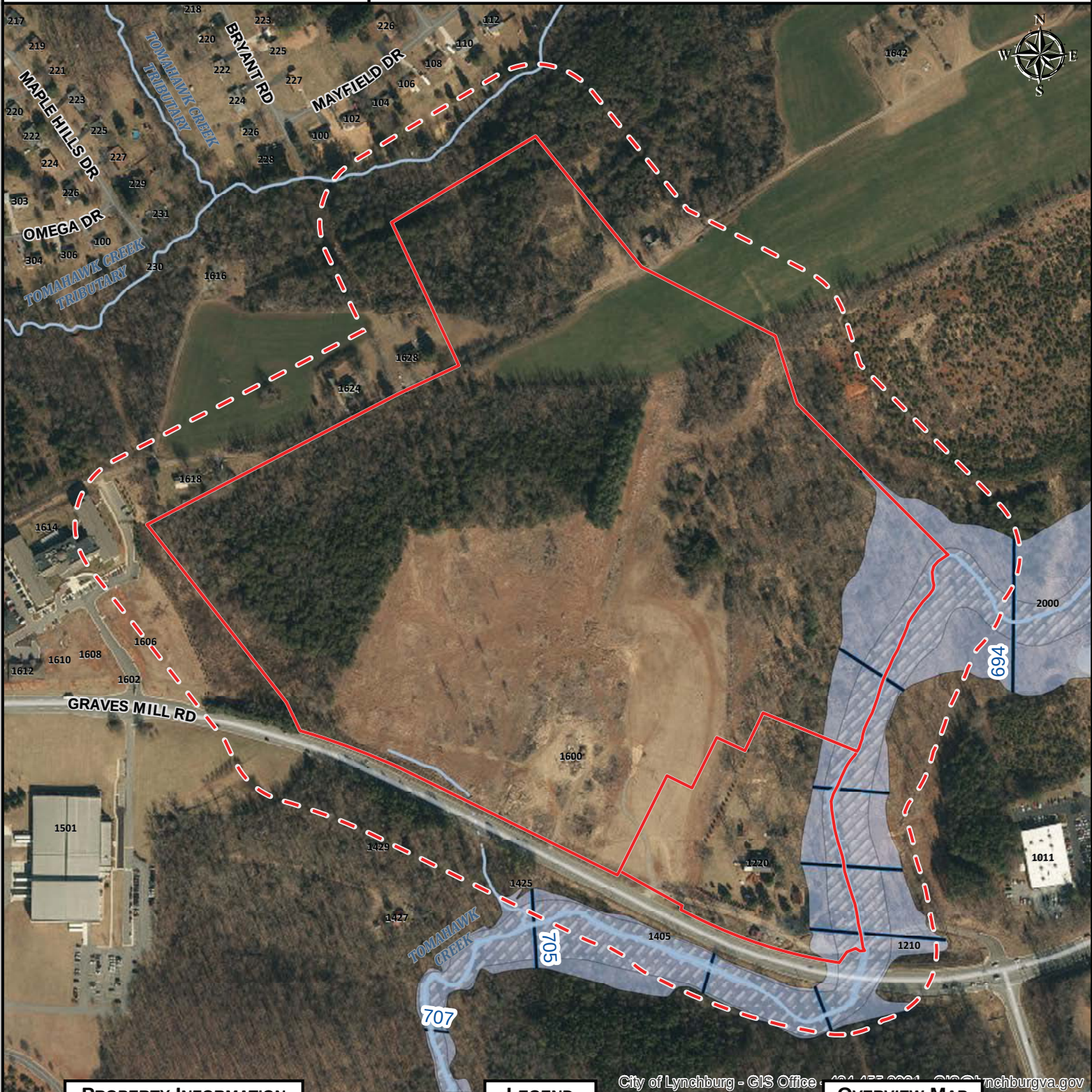
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Watershed Map

BELLA ROSE PLANTATION

Conditional Use Permit Request

Bella Rose Plantation, LLC

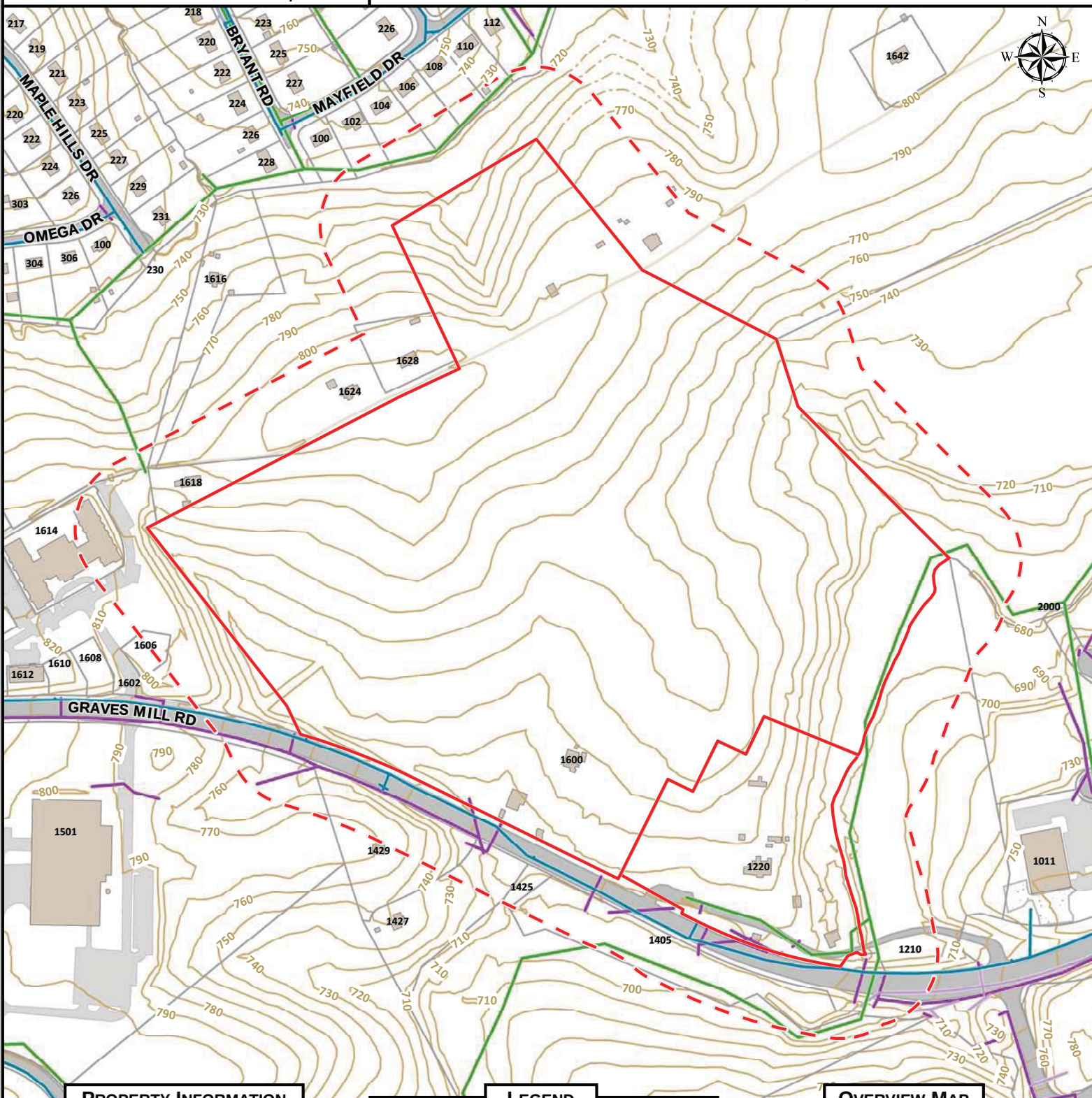


Planimetric and Topographic Map

BELLA ROSE PLANTATION

Conditional Use Permit Request

Bella Rose Plantation, LLC



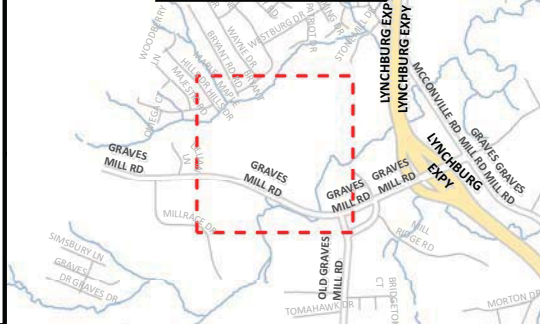
PROPERTY INFORMATION

PARCEL ID	ADDRESS
23904001	1220 GRAVES MILL RD
23904004	1600 GRAVES MILL RD

LEGEND

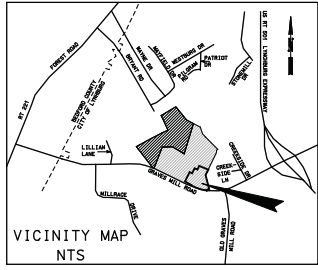
	Active	Proposed	Abandoned
Utilities	Water	Sanitary	Storm
Planimetrics	Paved	Unpaved	Other
Topography	Contour	10' Obs	

OVERVIEW MAP



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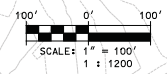


- NOTES:
1. THE PROPERTY HAS PREVIOUSLY BEEN APPROVED AS A CDD - CLUSTER COMMERCIAL DEVELOPMENT WITH CONDITIONAL USE PERMIT. THIS PLAN HAS BEEN PREPARED IN ORDER TO AMEND THE CONDITIONAL USE PERMIT TO ALLOW DEVELOPMENT APPROXIMATELY AS SHOWN. THE LAYOUT AS SHOWN IS FOR CONCEPT ONLY AND IS SUBJECT TO ADJUSTMENT DURING THE ACTUAL DESIGN PHASE. AS THE PROPERTY IS DEVELOPED, INDIVIDUAL SITE PLANS WILL BE SUBMITTED TO THE CITY OF LYNCHBURG FOR CODE COMPLIANCE AND APPROVAL.
 2. THIS PLAN HAS BEEN PREPARED WITHOUT THE BENEFIT OF A TITLE REPORT AND DOES NOT NECESSARILY INDICATE ALL ENCUMBRANCES UPON THE TITLE.
 3. BY GRAPHIC SCALING ONLY, A PORTION OF THIS PROPERTY IS LOCATED IN SHADDED ZONE "X" AND ZONE "AE" (DESIGNATED FLOOD HAZARD AREAS) ACCORDING TO THE F.S.A. FLOOD INSURANCE RATE MAP FOR THE CITY OF LYNCHBURG, VIRGINIA (8100000000) DATED JUNE 1, 2008. NO FIELD SURVEYING WAS PERFORMED TO MAKE THIS DETERMINATION.
 4. THIS PLAN DOES NOT PURPORT TO ADDRESS THE EXISTENCE, DETECTION OR DELINEATION OF ANY ENVIRONMENTALLY SENSITIVE AREAS OR ANY ENVIRONMENTAL PROBLEMS LOCATED WITHIN THE PERMETER OF THE PROPERTY BOUNDARY.
 5. THIS PLAN IS BASED ON A CURRENT FIELD SURVEY.
 6. PRIOR TO THE DEMOLITION OF ANY BUILDING, UTILITY DISCONNECT FOR ALL SERVICES MUST BE FURNISHED TO THE CITY OF LYNCHBURG INSPECTION DIVISION. BEFORE ISSUING A CONSTRUCTION PERMIT, AN ASSESSMENT SURVEY IN ACCORDANCE WITH SECTION 36-99.7 OF THE CODE OF VIRGINIA IS REQUIRED.
 7. THE PROPOSED DEVELOPMENT WILL BE SERVED BY CITY OF LYNCHBURG WATER AND SANITARY SEWER CONNECTIONS.
 8. STORMWATER MANAGEMENT WILL MEET STATE AND LOCAL CODES.
 9. VERTICAL DATUM - NAVD83

CAROLYN S. HUTCHINSON
& PHYLLIS S. BREWSTER
INSTR #080005488
PIN: 23405002
USE: RESIDENTIAL
ZONED: R-1 & R-C

FRED W. STANBERRY, JR.
& SUSAN P. STANBERRY
D.B. 1011, PG. 97
PIN: 24009002
USE: RESIDENTIAL
ZONED: R-1

MILLSIDE DEVELOPMENT CENTER
INSTR #04000809
PIN: 24010002
USE: COMMERCIAL-COMMON AREA
ZONED: B-1



CURVE	DELTA	RADIUS	LENGTH	CHORD	CHD. BEARING
C1	017°47'23"	1393.13'	432.55'	430.81'	N72°46'39"W

CAROLYN S. HUTCHINSON
& PHYLLIS S. BREWSTER
INSTR #080005488
PIN: 23405002
USE: RESIDENTIAL
ZONED: R-1 & R-C

CREEKSIDE OF LYNCHBURG
D.B. 819, PG. 148
PIN: 23902005
USE: VACANT
ZONED: B-5C & R-C

TOMAHAWK MILL DEVELOPMENT, LLC
INST #150001342
PIN: 23904001

ROSEDALE FARM, LLC
D.B. 1064, PG. 335
INSTR #130004843
PIN: 23909004

PROJECT SCOPE: THE BELLA ROSE PROJECT IS A 7.881 ACRE PORTION OF AN EXISTING 7.881 ACRE CDD - CLUSTER COMMERCIAL DEVELOPMENT WITH CONDITIONAL USE PERMIT. THIS PLAN HAS BEEN PREPARED TO AMEND THE CONDITIONAL USE PERMIT TO ALLOW MODIFICATIONS TO THE 7.881 ACRE BELLA ROSE PLANTATION PORTION OF THE PROJECT.

OWNER/DEVELOPERS: NAME: BELLA ROSE PLANTATION, LLC
ADDRESS: 212 BOX 10887
LYNCHBURG, VA 24050

CONTACT: BRIAN BLUM
PHONE: 434-610-0891
EMAIL: BLUM@BRIANBLUM.COM

PLANNER: WALLARD T. SOLLER, L.S.
3005 ENTERPRISE DRIVE
FOREST, VA 24551

PHONE: 434-355-7548
EMAIL: WALLARD@WALLARDT.COM

PARCEL ID NO.: 23904001, 23904004

PROPERTY ADDRESS: 1225 GRAVES MILL ROAD AND 1600 GRAVES MILL ROAD

TOTAL CDD PROPERTY AREA: 7.08 ACRES

TOTAL AREA REVISION IN THE CDD PER: 7.881 ACRES

EXISTING ZONING: B-5C AND R-1C WITH CDD-CLUSTER COMMERCIAL DEVELOPMENT

PROPOSED USE OF BELLA ROSE PLANTATION AREA: COMMERCIAL - EVENT CENTER/CONFERENCE CENTER

USE / ACREAGE/DENSITY INFO (PHASE 1 AND 2 ONLY)

Total Commercial	168,000 of
Commercial only	111,200 of
Mixed Use Commercial	55,700 of
Mixed Use Residential Apartments	35 units *

*Counts are subject to change based on actual floor plans

USE ACREAGE CHART

Total CDD Acreage	43.2 acres
Out Parcel (Bella Rose)	7.88 acres
Acreage including Out Parcel	35.32 acres

*Acreages are approximate

RESIDENTIAL PERCENT AND DENSITY CHART

Type	Market	Units	Percent	Acreage	Density
Apartment	Mid. Inc	30 units	100%	30.52	1.0 units/ac

USE / ACREAGE/DENSITY INFO (Phase 2 and 1 only)

USE CHART	Units
Townhouses	20 units
Condominiums	48 units*
Apartment (excludes loft apt)	52 units*
Total Commercial	97,800 sq ft
Commercial only	78,800 sq ft
Mixed Use Commercial	19,000 sq ft

Mixed Use Residential Loft Apartments: 15 units *

*Counts are subject to change based on actual floor plans

USE ACREAGE CHART

Total CDD Acreage	26.038 acres
Townhouses	3.4
Condominiums	3.7
Apartment (total option)	2.8
Mixed Use	4.8
Open Space	9.9

RESIDENTIAL PERCENT AND DENSITY CHART

Type	Market	Units	Percent	Acreage	Density
Townhouse	Luxury	20 units	34%	3.4	5.8 units/ac
Condo	Luxury	48 units	27%	2.7	17.8 units/ac
Apartment	Luxury	52 units	29%	3.8	13.7 units/ac

MIXED USE RESIDENTIAL

Type	Market	Units	Percent	Acreage	Density
Apartment Loft	Luxury	15 units	100%	2.8	5.4 units/ac

Acreages are approximate.

The density calculation is a maximum number since based on an arbitrary minimum lot area does not include open space, and is not related to the total project acreage.

BELLA ROSE PLANTATION, LLC
INSTR #140006166
PIN: 23904005
ZONED R-1 & R-C

BERKLEY HOWELL & ASSOC., P.C.
ENGINEERS • SURVEYORS • PLANNERS
306 ENTERPRISE DRIVE, SUITE C
FOREST, VIRGINIA 24551
PHONE: (434) 385-7548 FAX: (434) 385-6178



SKETCH PLAN FOR AMENDED
CONDITIONAL USE PERMIT
ROSEDALE
GOLDEN MILE, LLC &
BELLA ROSE PLANTATION, LLC
CITY OF LYNCHBURG, VIRGINIA

OVERVIEW

DATE: 9-28-15
DRAWN:
CHECKED:
REVISIONS

NO.	DATE
1	6-13-16
2	10-16-16

SCALES
HORIZ: AS SHOWN
VERT: AS SHOWN
COMM. NO.
120012, 140146
SHEET NO.
1 OF 2

INTERIM TRAFFIC NARRATIVE

FOR

BELLA ROSE PLANTATION, LLC
1220 GRAVES MILL ROAD
LYNCHBURG, VIRGINIA

PREPARED FOR:

BELLA ROSE PLANTATION, LLC
P.O. BOX 15067.
LYNCHBURG, VIRGINIA 24502

BERKLEY-HOWELL & ASSOCIATES, P.C.
ENGINEERS-SURVEYORS-PLANNERS

306 ENTERPRISE DRIVE, SUITE C.
FOREST, VIRGINIA 24551
(434) 385-7548

COMM. NO. 140146

JANUARY 25, 2016

Rev. 1-28-16



BELLA ROSE PLANTATION TRAFFIC NARRATIVE

SCOPE

This traffic Narrative is prepared for the time Bella Rose Plantation is fully operational, but prior to the construction of the Rosedale main entrance and round-a-bout. The City has specifically requested information on the warrant for taper for the right-in-right-out entrance, and length of storage for the left turn lane at the existing signaled entrance.

PROJECT DESCRIPTION

Bella Rose Plantation is proposed with two primary event centers, a 350 person 3 story event building, and a 158 person Mill event building. Assuming both events occurred simultaneously, 508 people or 169 vehicles per hour are expected. The project will be served by the existing signalized entrance and proposed right-in-right-out entrance at Graves Mill Road.

SUMMARY

Per the attached traffic calculations, a right turn taper will be required at the proposed right-in-right-out entrance. The existing left turn lane has approximately 200' of storage which is adequate for the project.

BELLA ROSE PROJECT

THIS TRAFFIC NARRATIVE IS PREPARED FOR THE TIME BELLA ROSE IS FULLY OPERATIONAL, BUT THE MAIN ENTRANCE AND ROUNDABOUT FOR ROSEDALE HAS NOT BEEN CONSTRUCTED

BELLA ROSE PRIMARY USE INCLUDES TWO EVENT CENTERS.

3 STORY EVENT CENTER SERVING 350 PEOPLE MAX

MILL EVENT CENTER SERVING 158 PEOPLE MAX

ASSUMING BOTH EVENTS OCCURRED SIMULTANEOUSLY

THEN $350 + 158 = 508$ PEOPLE

$508 \text{ PEOPLE} \times 1 \text{ SPACE} / 4 \text{ PEOPLE (LYNCHBURG ORD)} = 127 \text{ CARS}$

OR

$508 \text{ PEOPLE} \times 1 \text{ SPACE} / 3 \text{ PEOPLE (OTHER ORD)} = 169 \text{ CARS}$

USE 169 CARS / HR PEAK HOUR

SINCE MOST EVENT ARRIVALS COME WITHIN THE HOUR,

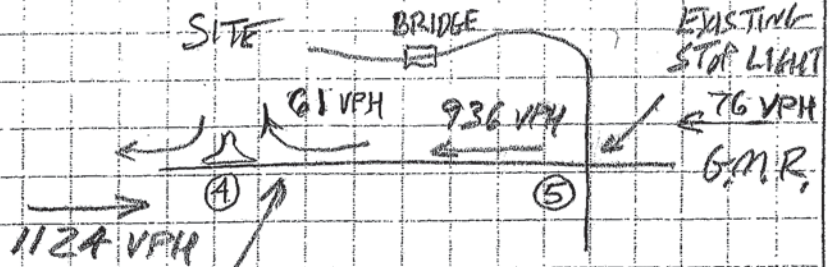
TAPER WARRANT @ RIGHT IN RIGHT OUT

SEE FIGURE 3-27. 4 LANE RD

TRAFFIC GRAVES MILL ROAD FOR TRAFFIC STUDY
 SEE ATTACHED FIGURE 4 POINT 5
 (PER ORIGINAL STUDY)

169 VPH VISIT SITE

PER TRAFFIC RATIO
 45% HEADING WEST

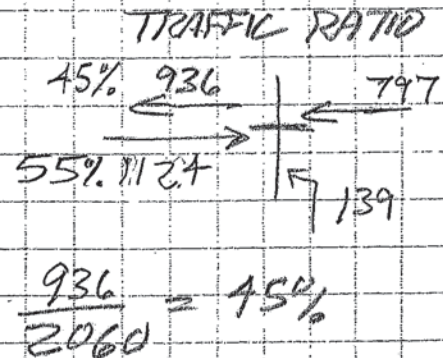


$$169 \text{ VPH} \times 0.45 = 76 \text{ VPH}$$

RIGHT IN MANUEVER

ASSUMING 20% TURN
 TURN AT STOP LIGHT
 THEN 80% ENTER RIGHT IN

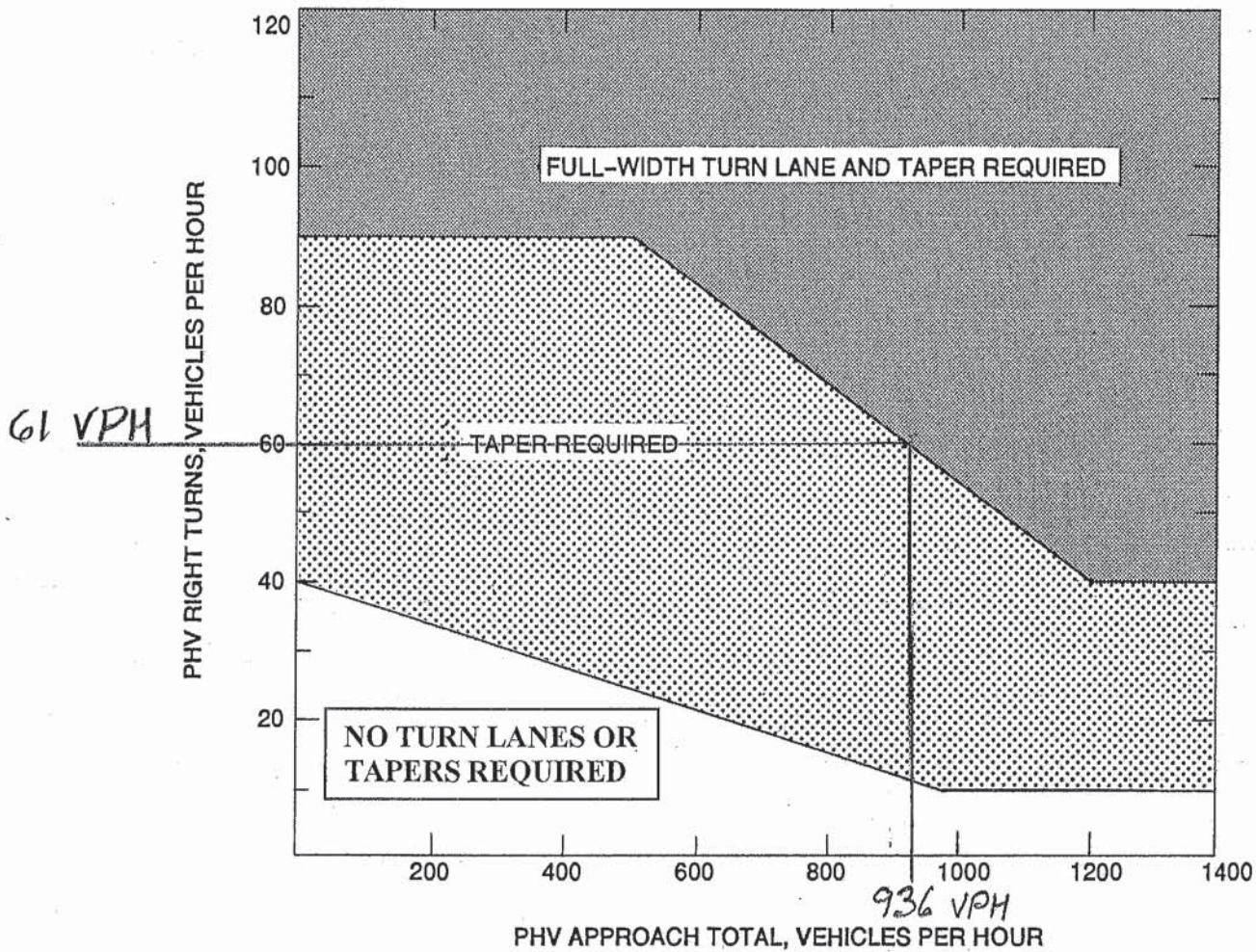
$$76 \text{ VPH} \times 80\% = 61 \text{ VPH}$$



ENTER FIG 3-27

WITH 61 VPH AND 936 VPH APPROACH
 THEN A TAPER IS REQUIRED ADEQUATE.

TRAFFIC MAY BE LESS.



Appropriate Radius required at all Intersections and Entrances (Commercial or Private).

LEGEND

PHV - - Peak Hour Volume (also Design Hourly Volume equivalent)

Adjustment for Right Turns

If PHV is not known use formula: $PHV = ADT \times K \times D$

K = the percent of AADT occurring in the peak hour

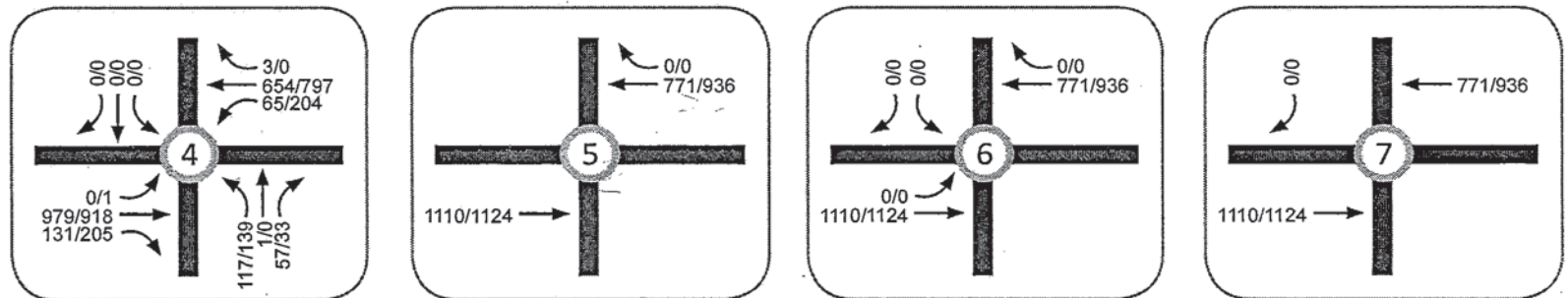
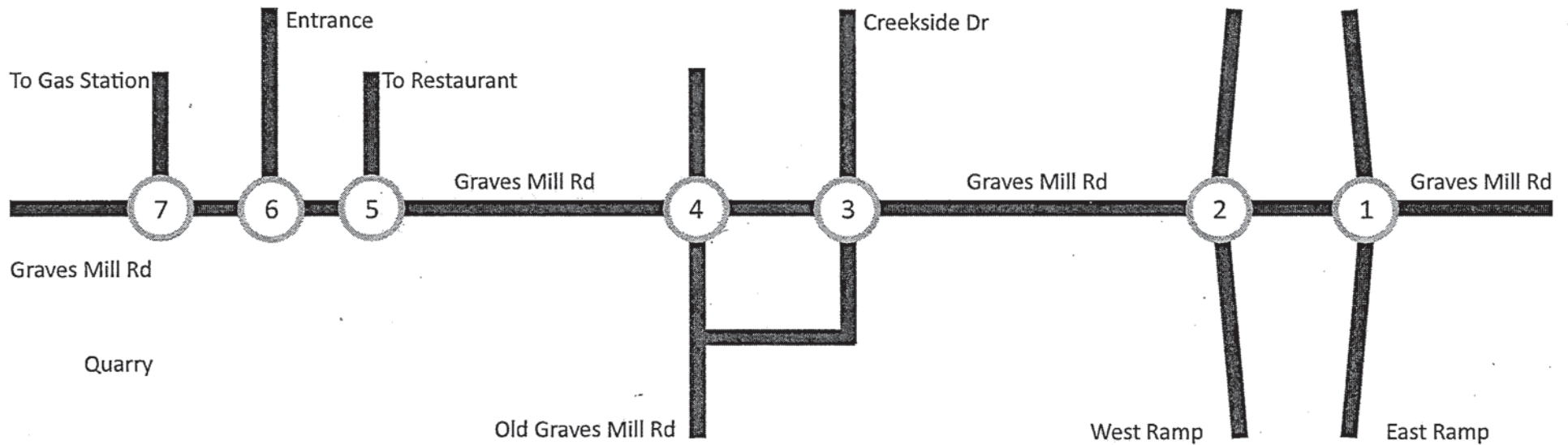
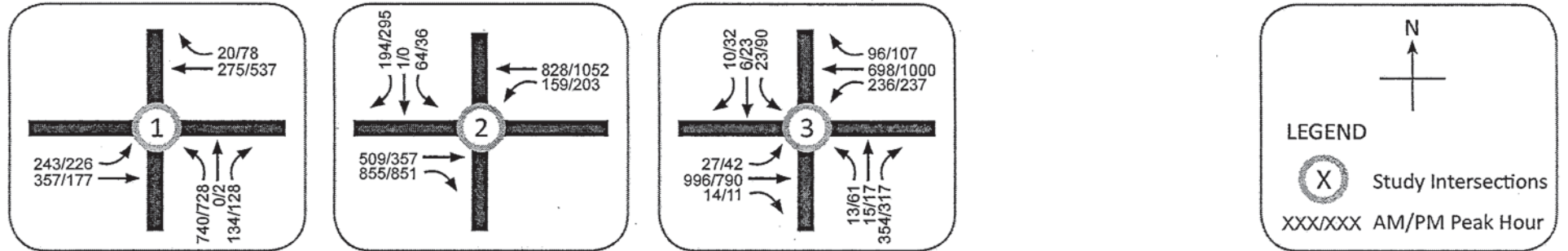
D = the percent of traffic in the peak direction of flow

Note: An average of 11% for K x D will suffice.

When right turn facilities are warranted, see Figure 3-1 for design criteria.

FIGURE 3-27 WARRANTS FOR RIGHT TURN TREATMENT (4-LANE HIGHWAY)

Figure 4 Existing Traffic Volumes



BERKLEY-HOWELL & ASSOCIATES, P.C.,

Engineers • Surveyors • Planners

306 Enterprise Dr.

Forest, VA 24551

(804) 385-7548 Fax (804) 385-6178

JOB

LEFT TURN LANE

SHEET NO.

AT SIGNALIZED ENTRANCE

CALCULATED BY

DATE

CHECKED BY

DATE

SCALE

EXISTING

LEFT TURN LANE AT STOP LIGHT

SEE ATTACHED GIS PRINT

PER PREVIOUS CALCS

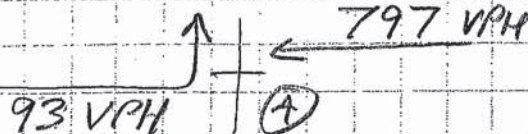
55% OF 169 VPH ARE HEADING EAST

TO MAKE LEFT

ASSUMING AN UNSIGNALIZED

INTERSECTION - SEE

FIG 3-3



THEN 125' STORAGE LANE REQUIRED.

200' STORAGE IS AVAILABLE



Warrants for Left Turn Storage Lanes on Four-Lane Highways

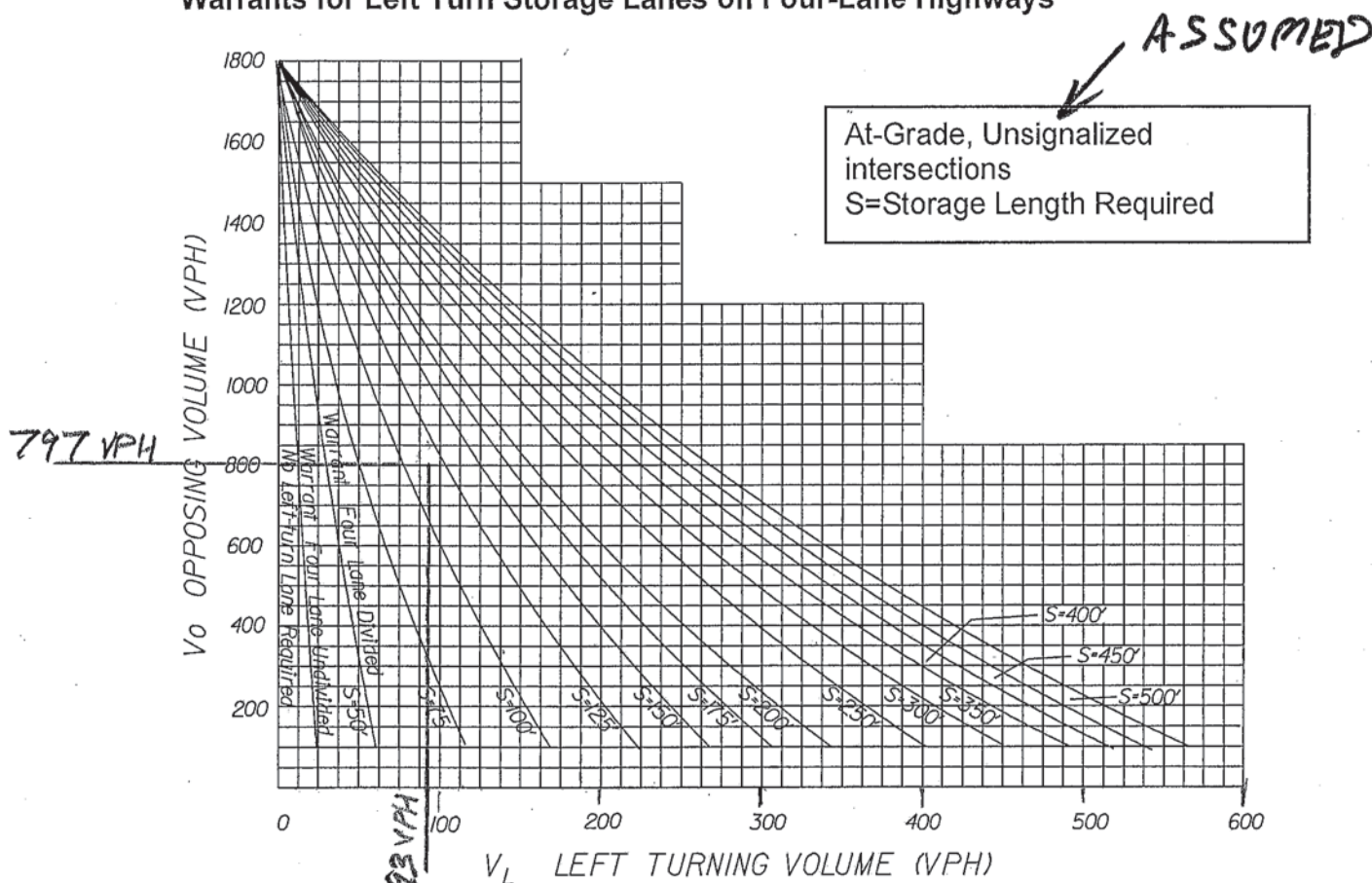


FIGURE 3-3 WARRANTS FOR LEFT TURN STORAGE LANES ON FOUR-LANE HIGHWAYS

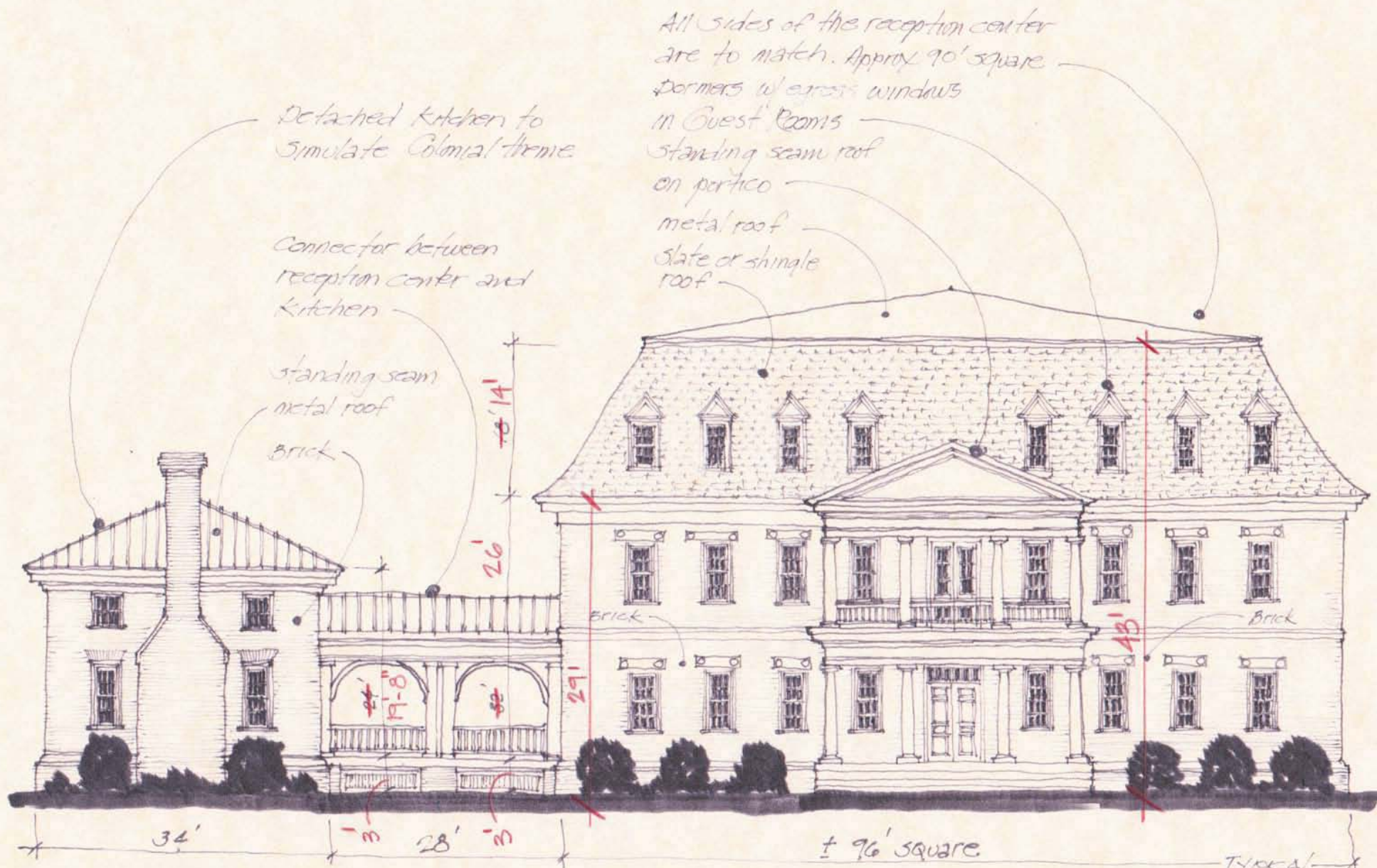
Figure 3-3 was derived from Highway Research Report No. 211.

Opposing volume and left turning volume in vehicles per hour (VPH) are used for left turn storage lane warrants on four-lane highways.

For plan detail requirements when curb and/or gutter are used, see VDOT's Road Design Manual, Section 2E-3 on the VDOT web site:

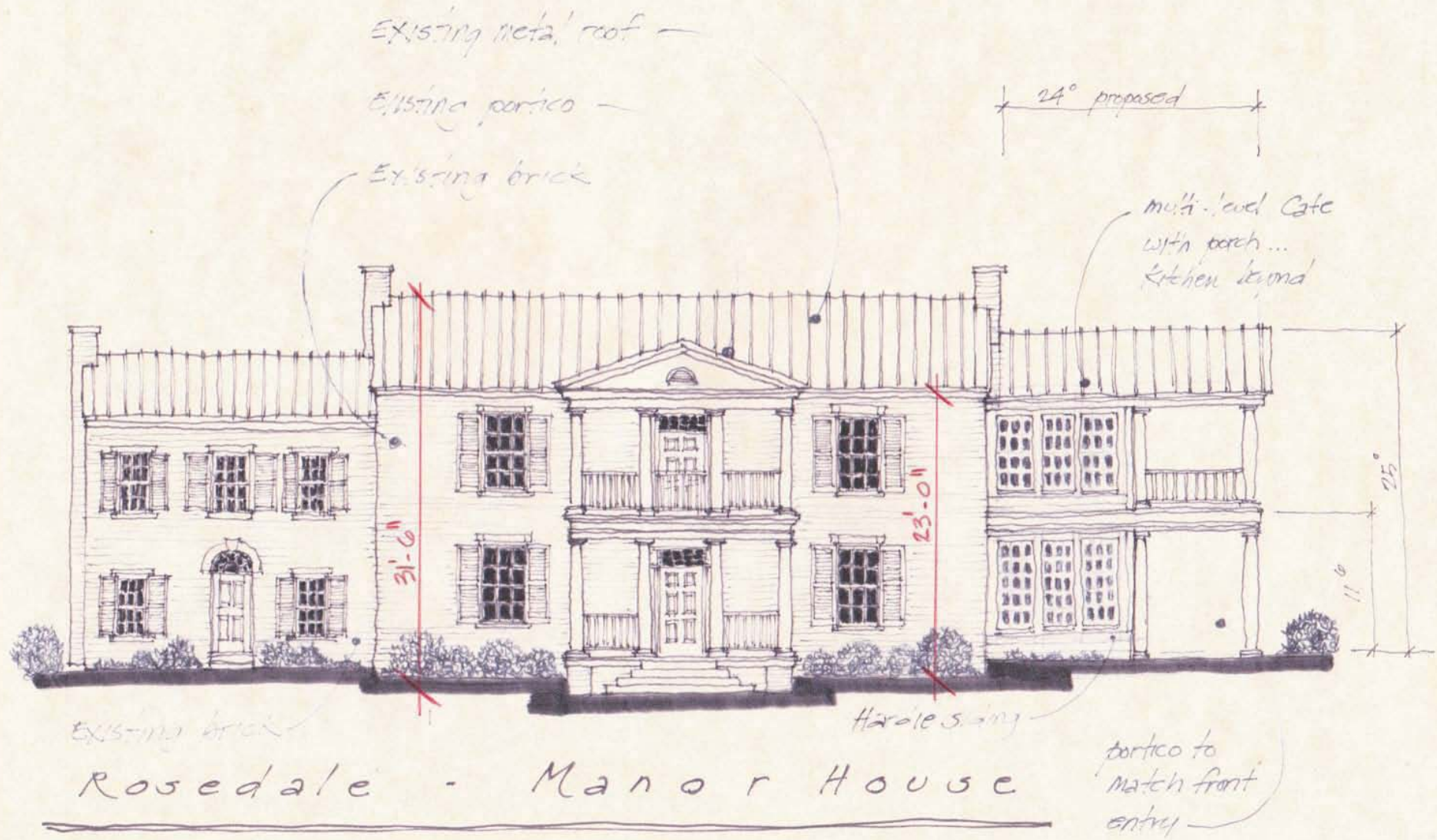
<http://www.virginia-dot.org/business/locdes/rdmanual-index.asp>.

Left-turn lanes **shall** also be established on two-lane highways where traffic volumes are high enough to warrant them.



Bella Rose - Event Center

Dims are approx.



Dims are approx









**Public Hearing
February 22, 2017**

PLEASE PRINT

[illegible]

LYNCHBURG CITY COUNCIL

Agenda Item Summary

MEETING DATE: **April 11, 2017**

AGENDA ITEM #: **8**

CONSENT:
ACTION: **X**

REGULAR: **X**
INFORMATION:

WORK SESSION:

CLOSED SESSION:
(Confidential)

ITEM TITLE: Public Hearing and Action Regarding FY 2018 Water Rate

Strategic Pillar(s) Impacted:

☐ Arts & Culture	☐ Citizen Engagement & Social Capital	☐ Economic Development	☐ Healthy & Active Living
☒ Infrastructure	☐ Land Use	☐ Lifelong Learning	☒ Natural Resources
☐ Neighborhoods	☐ Safe Community	☐ Social Equity	☐ Transportation
			☐ Administrative

RECOMMENDATION: After a public hearing, adopt the attached ordinance enacting changes in the City Code related to monthly water volume rate effective July 1, 2017.

SUMMARY: During the March 28, 2017 Work Session, Department of Water Resources staff presented the FY 2017 Annual Report to City Council. Included in this presentation, was a recommendation and justification for an increase in the monthly water volume rate while all other rates and fees would remain unchanged. The following guiding principles and goals were adhered to in the utility rate strategy:

- Minimize the impact of rate adjustments on residential and other small customers.
- Ensure necessary funding is provided for increases in operating and debt service costs.
- Ensure compliance with Special Order for Combined Sewer Overflow (CSO)
- Ensure compliance with adopted Council Financial Management Policies
- Provide an equitable distribution of costs based on actual services provided.

As shown in Attachment A – Proposed Water and Sewer Rates, the recommended monthly water volume rate change is a 5.1% increase in the monthly water volume rate from \$2.55 to \$2.68 per hundred cubic feet (hcf).

PRIOR ACTION(S): March 28, 2017 City Council Work Session

FISCAL IMPACT: The proposed 5.1% water rate increase will result in \$397,000 of additional revenue to the Water Fund.

CONTACT(S): Tim Mitchell, Director of Water Resources, 455-4252

ATTACHMENT(S): ORDINANCE – Water Code Amendments
ATTACHMENT A – Proposed Water and Sewer Rates

REVIEWED BY: bms

AN ORDINANCE TO AMEND AND REENACT SECTION 39-54.1 OF THE CODE OF THE CITY OF LYNCHBURG, 1981, AS AMENDED, THE AMENDED SECTION RELATING TO WATER RATE

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF LYNCHBURG:

1. That section 39-54.1 of the Code of the City of Lynchburg, 1981 are hereby amended and reenacted as follows:

Sec. 39-54.1. - Schedule of water rates.

The monthly water rates for all consumers within the city shall be ~~\$2.55~~ two dollars and sixty eight cents (\$2.68) per h.c.f. of water used.

There shall be, in addition to any other charge, a monthly service charge of \$3.69 plus \$4.00 per equivalent meter factor per meter for a total monthly service charge as shown in the following table.

Meter Size	Monthly Account Charge	Meter Factor	Fee per Equivalent Meter Factor	Fee per Meter	Total Monthly Service Charge
5/8 "	\$3.69	1.0	\$4.00	\$2.00	\$7.69
3/4"	\$3.69	1.5	\$4.00	\$3.00	\$9.69
1"	\$3.69	2.5	\$4.00	\$5.00	\$13.69
1½"	\$3.69	5.0	\$4.00	\$10.00	\$23.69
2"	\$3.69	8.0	\$4.00	\$16.00	\$35.69
3"	\$3.69	15.0	\$4.00	\$30.00	\$63.69
4"	\$3.69	30.0	\$4.00	\$60.00	\$123.69
6"	\$3.69	60.0	\$4.00	\$120.00	\$243.69
8"	\$3.69	90.0	\$4.00	\$180.00	\$363.69
10"	\$3.69	150.0	\$4.00	\$300.00	\$603.69

2. That this ordinance shall become effective July 1, 2017.

Adopted:

Certified:

Clerk of Council

045K

ATTACHMENT A**Proposed Water and Sewer Rates**

	Current FY 2017	Proposed FY 2018	% Increase
Water			
Water volume charge / hcf	\$2.55	\$2.68	5.1%
Sewer			
Volume charge / hcf	\$6.02	\$6.02	0.0%
BOD charge/ 100 lbs	\$24.46	\$24.46	0.0%
TSS charge/ 100 lbs.	\$27.66	\$27.66	0.0%
Sewer only	\$48.51	\$48.51	0.0%
Fire Protection			
Hydrants & 8" or smaller fire lines	\$20.58	\$20.58	0.0%
10" fire lines	\$36.95	\$36.95	0.0%
12" fire lines	\$58.64	\$58.64	0.0%
Water Connection Fees			
3/4" & 5/8" meters	\$1,150.00	\$1,150.00	0.0%
1" service - 5/8" meter	\$1,210.00	\$1,210.00	0.0%
1" service - 1" meter	\$1,400.00	\$1,400.00	0.0%
Greater than 1" - minimum	\$1,400.00	\$1,400.00	0.0%
Sewer Connection Fees			
4" sewer line	\$1,330.00	\$1,330.00	0.0%
Greater than 4" - minimum	\$1,450.00	\$1,450.00	0.0%
Sampling Charges for Pretreatment and Industrial Surcharge			
1 day sample	\$289.00	\$289.00	0.0%
3 day sample	\$485.00	\$485.00	0.0%
3 day sample - metal finishers	\$1,502.00	\$1,502.00	0.0%
3 day - pharmaceuticals	\$2,137.00	\$2,137.00	0.0%
3 day- other	\$866.00	\$866.00	0.0%
4 day - electroplating	\$1,675.00	\$1,675.00	0.0%
7 day	\$924.00	\$924.00	0.0%

LYNCHBURG CITY COUNCIL

Agenda Item Summary

MEETING DATE: **April 11, 2017**

AGENDA ITEM #: **9**

CONSENT:
ACTION: **X**

REGULAR: **X**
INFORMATION:

WORK SESSION:

CLOSED SESSION:
(Confidential)

ITEM TITLE: FY 2017 Third Quarter Adjustments

Strategic Pillar(s) Impacted:

☐ Arts & Culture	☐ Citizen Engagement & Social Capital	☐ Economic Development	☐ Healthy & Active Living
☐ Infrastructure	☐ Land Use	☐ Lifelong Learning	☐ Natural Resources
☐ Neighborhoods	☐ Safe Community	☐ Social Equity	☐ Transportation
			☒ Administrative

RECOMMENDATION: After a public hearing adopt a resolution amending the FY 2017 Budget and appropriate funds with resources from the General, City/Federal/State Aid, Community Development Block Grant (CDBG), Forfeited Assets, Children's Services Act (CSA), Lynchburg Expressway Appearance Fund (LEAF), Airport, City Capital Projects, School Capital Projects, and Airport Capital/Grant Projects Fund to reflect the FY 2017 Third Quarter Detail by Fund Attachment A.

SUMMARY: In March, staff began a review of FY 2017 operating and capital revenues and expenditures of the City's various funds to determine if adjustments were needed prior to the end of the fiscal year. Departments were requested to submit any necessary adjustments that needed to be considered prior to the end of the fiscal year. Attachment A provides a list of proposed expenditure and revenue adjustments based on a third quarter review.

A public hearing is scheduled for April 11, 2017; the public was notified through an advertisement in *The News and Advance* on April 3, 2017.

PRIOR ACTION(S): Adoption of the FY 2017 Operating and Capital Budgets: May 24, 2016
First Quarter Adjustments: October 25, 2016

FISCAL IMPACT: As noted on Attachment A.

CONTACT(S): Donna Witt, Director of Financial Services, 455-3968

ATTACHMENT(S): Resolution; Attachment A: FY 2017 Third Quarter Adjustments – Summary and Detail

REVIEWED BY: bms

RESOLUTION:

BE IT RESOLVED that the FY 2017 Budget is amended and funds are appropriated with resources from the General, City/Federal/State Aid, Community Development Block Grant (CDBG), Forfeited Assets, Children's Services Act (CSA), Lynchburg Expressway Appearance Fund (LEAF), Airport, City Capital Projects, School Capital Projects, and Airport Capital/Grant Projects Fund to reflect the FY 2017 Third Quarter Detail by Fund Attachment A.

Introduced:

Adopted:

Certified:

Clerk of Council

059K

ATTACHMENT A**FY 2017 Third Quarter Adjustment
SUMMARY BY FUND**

	Expenditures	Additional Revenues	Use of Reserve for Contingencies	Transfer or Use of Committed/ Assigned Fund Balance
GENERAL FUND	\$2,915,965	\$1,297,513	\$42,451	\$1,576,001
CITY/FEDERAL/STATE AID FUND	18,756	18,756	0	0
COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUND	889	0	0	889
FORFEITED ASSETS FUND	37,046	37,046	0	0
CHILDREN'S SERVICES ACT (CSA) FUND	315,000	315,000	0	0
LYNCHBURG EXPRESSWAY APPEARANCE FUND (LEAF)	61,000	61,000	0	0
CITY CAPITAL PROJECTS FUND	14,631	14,631	0	0
SCHOOLS CAPITAL PROJECTS FUND	1,411,780	9,600	0	1,402,180
AIRPORT FUND	225,000	225,000	0	0
AIRPORT CAPITAL/GRANT PROJECTS FUND	1,780,000	1,600,000	0	180,000
TOTALS	\$6,780,067	\$3,578,546	\$42,451	\$3,159,070

FY 2017 Third Quarter Adjustment Details

ATTACHMENT A

Department/Division	Amount	Source of Funding			Purpose
		Additional Revenues	Use of Reserve for Contingencies	Transfer or Use of Committed/ Assigned Fund Balance	
GENERAL FUND					
Fire	20,000			20,000	To appropriate funds from the Partners in Emergency Response (PIER) Assigned Fund Balance Reserve to purchase Supplied Air Breathing Apparatus (SABA) for the Technical Rescue Team.
Fire	3,347			3,347	To appropriate funds from the PIER Assigned Fund Balance Reserve to purchase parts & labor for modification of the Technical Rescue Team trailer.
Human Services - Social Services	36,017	36,017			Appropriate additional State revenue for State over-time funds for Medicaid applications, 100% reimbursable.
Human Services - Social Services - Public Assistance	220,000	220,000			Appropriate additional State and federal revenue for Title IV-E programs, 100% reimbursable.
Human Services - Social Services - Public Assistance	595,081	595,081			Appropriate additional federal revenue for Federal Adoption Subsidy, 100% reimbursable.
Public Works	444,915	444,915			To appropriate additional Highway Maintenance funds from VDOT due to the increase in the per lane mile reimbursement rate. Funds will be used to hire temporary personnel to perform street maintenance, to purchase equipment for snow removal and street maintenance, and to contract additional sign and signal inspections and design.
Public Works - Adopt-A-Bed Program	1,500	1,500			To appropriate private contributions and associated expenditures for the Adopt-A-Bed Program
Registrar	38,951		38,951		To appropriate funds from the General Fund Reserve for Contingencies for Estimated Costs for the June 13, 2017 Dual Primary Election.
Registrar	3,500		3,500		To appropriate funds from the General Fund Reserve for Contingencies for Estimated Costs to print, process, and mail notification to voters affected by the relocation of their voting location in Ward IV, Precinct 3.
GENERAL FUND - TRANSFERS					
Community Corrections and Pretrial Services Program Grant	379			379	Transfer funds to City/Federal/State Aid Fund from the Community Diversion Assigned Fund Balance Reserve to appropriate funds to cover a grant expenditure not covered by the FY 2016 grant.
Human Services - Social Services	95			95	Transfer funds to City/Federal/State Aid Fund from FY 2017 Social Services Operating Budget to appropriate additional General Fund Local Match revenue for the Safe and Stable Families Program Grant.
Human Services - Juvenile Services	150,000			150,000	Transfer funds to Children's Services Acts (CSA) Fund from FY 2017 Juvenile Services Operating Budget to appropriate additional General Fund Local Match revenue.

FY 2017 Third Quarter Adjustment Details

ATTACHMENT A

Department/Division	Amount	Source of Funding			Purpose
		Additional Revenues	Use of Reserve for Contingencies	Transfer or Use of Committed/Assigned Fund Balance	
GENERAL FUND - TRANSFERS (continued)					
Schools	217,180			217,180	Transfer funds to Schools Capital Projects Fund from General Fund - Schools Operating for building maintenance projects at Bedford Hills Elementary and Dunbar Middle Schools.
Schools	1,185,000			1,185,000	Transfer funds from Schools Capital Projects Fund to General Fund - Schools Operating to reallocate remaining funds from the Heritage High School project for School Bus Replacements.

GENERAL FUND

FY 2017 Additional Dedicated Revenues	\$ 1,297,513
Amount Funded with Use of Reserve for Contingencies	42,451
Amount Funded with a Transfer or Use of Committed or Assigned Fund Balance	1,576,001
GENERAL FUND Appropriation Total	\$ 2,915,965

CITY/FEDERAL/STATE AID FUND

Community Corrections and Pretrial Services Program Grant	379	379			Transfer funds from the Community Diversion Assigned Fund Balance Reserve to City/Federal/State Aid Fund to appropriate funds to cover a grant expenditure not covered by the FY 2016 grant.
Human Services - Social Services - Safe and Stable Families Program Grant	95	95			Transfer funds from FY 2017 Social Services Operating Budget to City/Federal/State Aid Fund to appropriate additional General Fund Local Match revenue for the Safe and Stable Families Program Grant.
Human Services - Social Services - Safe and Stable Families Program Grant	519	519			To appropriate additional State and federal revenue for the Safe and Stable Families Program Grant.
Human Services - Social Services - Respite Grant	617	617			To appropriate additional State and federal revenue for the Respite Grant.
Human Services - Social Services - Adoption Incentive Grant	3,500	3,500			To appropriate additional federal revenue for the Adoption Incentive Grant.
Public Works - Citizen's for a Clean Lynchburg Grant	13,646	13,646			To appropriate the annual award from the Virginia Department of Environmental Quality for litter prevention and recycling.

CITY/FEDERAL/STATE AID FUND Total	\$ 18,756
--	------------------

COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUND

Community Development	889			889	To move and appropriate the funds from Bluffwalk to the project to cover bank fees that HUD approved for payment from the Section 108 Account.
-----------------------	-----	--	--	-----	--

CDBG FUND Total	\$ 889
------------------------	---------------

FY 2017 Third Quarter Adjustment Details

ATTACHMENT A

Department/Division	Amount	Source of Funding			Purpose
		Additional Revenues	Use of Reserve for Contingencies	Transfer or Use of Committed/Assigned Fund Balance	
FORFEITED ASSETS FUND					
Police Department	37,046	37,046			To appropriate Asset Forfeiture revenues received.
FORFEITED ASSETS FUND Total			\$ 37,046		
CHILDREN'S SERVICES ACT (CSA) FUND					
Human Services - Juvenile Services	315,000	315,000			To appropriate additional State and local match revenue for CSA programs. Transfer funds from FY 2017 Juvenile Services Operating Budget to Children's Services Acts (CSA) Fund to appropriate additional General Fund Local Match revenue. (\$150,000)
CHILDREN'S SERVICES ACT (CSA) FUND			\$ 315,000		
LYNCHBURG EXPRESSWAY APPEARANCE FUND (LEAF)					
Public Works	61,000	61,000			To appropriate LEAF fund revenues received for Phase I, II, and III.
LEAF Total			\$ 61,000		
CITY CAPITAL PROJECTS FUND					
Public Works - Engineering	14,631	14,631			To appropriate Urban Construction Initiative (UCI) interest.
CITY CAPITAL PROJECTS FUND Total			\$ 14,631		
SCHOOLS CAPITAL PROJECTS FUND					
Schools	1,185,000			1,185,000	Transfer funds to General Fund - Schools Operating from Schools Capital Projects Fund to reallocate remaining funds from the Heritage High School project for School Buses.
Schools	217,180			217,180	Transfer funds from General Fund - Schools Operating to Schools Capital Projects Fund for two Schools building maintenance projects.
Schools	9,600	9,600			To appropriate funds received from the Rooftop Lease agreement for a cell tower on top of Dunbar Middle School for Schools projects.
FY 2017 Additional Revenues			\$ 9,600		
Amount Funded with a Transfer of Use of Committed or Assigned Fund Balance			1,402,180		
SCHOOLS CAPITAL PROJECTS FUND Total			\$ 1,411,780		

FY 2017 Third Quarter Adjustment Details

ATTACHMENT A

Department/Division	Amount	Source of Funding			Purpose
		Additional Revenues	Use of Reserve for Contingencies	Transfer or Use of Committed/Assigned Fund Balance	
AIRPORT FUND					
Airport	225,000	225,000			To appropriate miscellaneous revenue from the 2016 Airshow. <i>Transfer from the Airport Capital/Grant Projects Fund to the Airport Fund</i> for additional State funding for entitlements and maintenance projects. Increases in expenditures for largely 80% state funded non-recurring repair and maintenance projects.

AIRPORT FUND Total	\$ 225,000
---------------------------	-------------------

AIRPORT CAPITAL/GRANT PROJECTS FUND

Airport	180,000			180,000	<i>Transfer from the Airport Capital/Grant Projects Fund to the Airport Fund</i> for additional State funding for entitlements and maintenance projects.
Airport	1,600,000	1,600,000			To appropriate additional State entitlement funds, local Airport Capital Reserves, and Bond Proceeds for a Mid-Field General Aviation Hangar Development Project.

FY 2017 Additional Revenues	\$ 1,600,000
Amount Funded with a Transfer of Use of Committed or Assigned Fund Balance	180,000
AIRPORT CAPITAL/GRANT PROJECTS FUND Total	\$ 1,780,000

AGENDA ITEM #_10_____

From: Victoria Bartholomew
Sent: Monday, April 03, 2017 1:47 PM
To: Chambers, Valeria
Subject: Re: Request to Speak to Council

Valeria-

It has come to my attention there is a meeting on April 11th, as time is of the essence I would like to speak at that meeting not at the meeting on the 25th concerning two way traffic. If you can please confirm that would be great- thank you!

Victoria

Victoria Bartholomew, REALTOR®



Cell: 434-942-4274
Office: 434-386-3000
Email: victoria@victoriabartholomew.com

www.LynchburgHistoricHomes.com

047K

AGENDA ITEM # 11

From: Dan
Sent: Tuesday, April 04, 2017 4:37 PM
To: Chambers, Valeria
Subject: Two way traffic

Ms. Chambers,

I would like to address the city council at their April 11 meeting concerning two way traffic on Main and Church Streets. Please allot me three minutes, and, if you would be so kind, confirm that I have a slot via reply to this email.

Thanks you.

Dan

--

Dan Hague
[Grassroots Local Market](#)
dan@grassrootslocalmarket.com

050K

AGENDA ITEM # 12

From: Sackett Wood
Sent: Wednesday, April 05, 2017 9:20 AM
To: Chambers, Valeria
Subject: Council Meeting, April 11th

Dear Ms. Chambers,

Representing the Academy Center of the Arts, as its Board President, I would like to address two way parking at the Tuesday, April 11th City Council meeting. Thank you.

Sincerely,

R. Sackett Wood
President
Board of Trustees
Academy Center of the Arts

049K

AGENDA ITEM #_13_____

From: Stephanie Atkinson
Sent: Wednesday, April 05, 2017 10:46 AM
To: Chambers, Valeria
Subject: Speak at City Council 4/11

Hi there

I would like time to speak regarding the decision on 2 way traffic. My name is Stephanie Atkinson 856-371-7638.

Thank you

056K

AGENDA ITEM #_14_____

From: Chambers, Valerie
Sent: Wednesday, April 05, 2017 10:59 AM
To: Chambers, Valeria
Subject: FW: April 11 meeting

From: elizabeth russell
Sent: Wednesday, April 05, 2017 7:20 AM
To: Chambers, Valerie
Subject: April 11 meeting

Hello Ms. Chambers,

I would like to speak at the City council meeting on a April 11 in favor of 2-Way traffic. What do I need to do to sign up for that?

Elizabeth

054K

AGENDA ITEM # 15

From: Damien Bartholomew [<mailto:damien@riseupclimbing.com>]

Sent: Wednesday, April 05, 2017 11:46 AM

To: Chambers, Valeria

Subject: City Council Meeting - Rise Up Climbing

Hello,

I would like to be placed on the docket to speak during the upcoming City Council Meeting that is coming up on April 11th concerning 2 way traffic.

I would appreciate an email or confirmation that this request has been received.

I will be speaking on behalf of Rise Up Climbing LLC located at 1225 Church Street.

Thank you,

Respectfully,

Damien

--

Damien Bartholomew

Rise Up Climbing

434-845-7625

riseupclimbing.com

Climb. Discover. Connect.

052K

AGENDA ITEM #_16____

From: Todd Swindell
Sent: Wednesday, April 05, 2017 11:57 AM
To: Chambers, Valeria
Subject: Request to Speak at Public Hearing on April 11, 2017

Ms. Chambers,

Please accept this email as written request to speak at the public hearing to be held at 7:30pm on April 11, 2017. If reason is needed, please note it is in relation to the recent dismissal of conversion to two-way Downtown.

Thank you for this opportunity, I look forward to another healthy and productive public hearing next week.

Sincerely,

Todd Swindell, Hotel Director
Craddock Terry Hotel and Event Center
1312 Commerce Street
Lynchburg, Virginia 24504
Hotel: [434.455.1500](tel:434.455.1500)
Fax: [434.455.1501](tel:434.455.1501)
todd@craddockterryhotel.com
www.craddockterryhotel.com

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051K

AGENDA ITEM #_17____

From: Dave Poole
Sent: Wednesday, April 05, 2017 12:26 PM
To: Chambers, Valeria
Subject: Council

Ms. Chambers:

Confirming our conversation of this morning. I will be speaking on council's recent decision regarding two way traffic.

Sincerely

Dave Poole

053K

AGENDA ITEM # 18

From: Danny George
Sent: Wednesday, April 05, 2017 1:55 PM
To: Chambers, Valeria
Subject: April 11th Council Meeting RE: 2-way traffic

Valeria,

I would like to schedule to speak at the April 11th council meeting regarding the decision to abandon the city master plan to convert Main and Church streets to two-way traffic. Please let me know if I need to do anything additionally to be able to do so. Thank you.

--

Danny George
804-380-8182

055K

From: Chambers, Valerie
Sent: Friday, April 07, 2017 9:36 AM
To: Chambers, Valeria
Subject: FW: 4-11-17 City Council Meeting

From: Blair Godsey [<mailto:blair@altus-group-inc.com>]
Sent: Wednesday, April 05, 2017 9:09 AM
To: Chambers, Valerie
Subject: 4-11-17 City Council Meeting

Good Morning Valerie,

I would like to speak to two-way traffic at City Council's meeting next week, April 11, at 7:30 pm. Please let me know if there is anything else I need to do be put on the agenda.

Best Regards, Blair

Blair Godsey- Partner



101 Mountain Avenue
Roanoke, VA 24016

O- 540.400.6288
F- 866.545.4406
M- 540.798.8813
E- blairgodsey@cox.net



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LYNCHBURG CITY COUNCIL

Agenda Item Summary

MEETING DATE: **April 11, 2017**

AGENDA ITEM #: **19** 20

CONSENT:
ACTION: **X**

REGULAR: **X**
INFORMATION:

WORK SESSION:

CLOSED SESSION:
(Confidential)

ITEM TITLE: Appropriation of Funds for Poverty Initiative

Strategic Pillar(s) Impacted:

☐ Arts & Culture	☒ Citizen Engagement & Social Capital	☒ Economic Development	☒ Healthy & Active Living
☐ Infrastructure	☐ Land Use	☐ Lifelong Learning	☐ Natural Resources
☒ Neighborhoods	☒ Safe Community	☒ Social Equity	☒ Transportation
			☐ Administrative

RECOMMENDATION: Approve the use of \$14,000 of the amount reserved in the FY 2017 Adopted Budget to address poverty.

SUMMARY: On September 8, 2015, Council voted to fund a demographic analysis of Lynchburg with a special focus on poverty and to continue funding for "Bridges Out Of Poverty" Training for City Employees. On May 10, 2016, Council adopted Resolution #R-16-064, specifying that FY 2017 General Fund Non-Departmental Poverty Initiative funds in the amount of \$50,000 may only be spent upon approval by a majority vote of City Council. Council further discussed the matter of reducing poverty during their retreat on November 10, 2016. At this retreat, Council agreed to move forward with the process of collaboration with "Bridges Out Of Poverty" Work Groups and multiple external partners as it pertained to reduction of the City's poverty rate.

Attached is a proposed budget of \$14,000 to support identified poverty reduction initiatives within the City as follows: 1) Funding for the *From Poverty to Progress* inaugural event to be held at E.C. Glass High School on May 4th, 2017 in the amount of \$2,000. 2) Funding focused on facilitation of "Bridges Out Of Poverty" 'Getting Ahead' classes in the amount of \$12,000.

With Council's approval of this funding, costs associated with Mayor Foster's 'Call to Action' will be the catalyst for a movement toward reduction of poverty in the City of Lynchburg.

PRIOR ACTION(S):

May 10, 2016: Regular Meeting: Council adopted Resolution #R-16-064, specifying that FY 2017 General Fund Non-Departmental Poverty Initiative funds in the amount of \$50,000 may only be spent upon approval by a majority vote of City Council.

FISCAL IMPACT: Use of \$14,000 of the FY 2017 allocation for poverty leaving a balance of \$36,000.

CONTACT(S): John H. Hughes, IV, Assistant City Manager, 455-3990

ATTACHMENT(S): Resolution
Proposed FY 2017 Budget Details

REVIEWED BY: bms

RESOLUTION:

BE IT RESOLVED THAT The Lynchburg City Council does hereby authorize staff to expend \$14,000 of the \$50,000 in funding available to address poverty in the FY 2017 Adopted Budget. Of the \$14,000, an amount of \$2,000 is allocated for the From Poverty to Progress inaugural event scheduled for May 4th, 2017 and \$12,000 is allocated to assist in facilitation of Bridges Out Of Poverty 'Getting Ahead' classes.

Adopted:

Certified:

Clerk of Council

058K

From Poverty to Progress Initiative

FY2017

I.	From Poverty To Progress kickoff Event	
a.	EC Glass facility use	in-kind
b.	ECG Staff (custodians & tech support)	in-kind
c.	Refreshments	\$120.00
d.	Child care (\$60x3 hours)	\$180.00
e.	Water bill inserts for April 2017 notice	
	i. Insert fee	\$500.00
	ii. Printing	\$1,200.00
II.	Other printing & administrative	\$2000.00
III.	Bridges Out Of Poverty 'Getting Ahead' classes	\$10,000.00
	Proposed Expenditures for FY17	\$14,000.00