



City of Radford Council Agenda
Meeting Number 2 of F.Y. 2020-2021

July 13, 2020 at 7:00 p.m.
10 Robertson St., Radford, VA

6:00-Work Session-McHarg Elementary School Project

CALL TO ORDER
PLEDGE OF ALLEGIANCE
MOMENT OF SILENCE

MINUTES APPROVAL July 1, 2020-Organizational Meeting

CITIZEN COMMENTS:
(Please state your name for the record – Please limit comments to 3 minutes or less)

PROCLAMTION: American Legion 100th Anniversary

OLD BUSINESS:
1. Appointments to Boards and Commissions
2. Vacation of Right of Way-Scott Hill Robertson Street Alleyway
 a. Appointment of Board of Viewers

NEW BUSINESS:
1. Schedule a Joint Public Hearing- Rezoning Radford University Foundation Hotel Project
 Tyler Avenue
2. Schedule a Joint Public Hearing-Rezoning-Townhomes Duncan Lane
3. Schedule a Joint Public Hearing-Special Use Permits Apartments 1143 East Main
4. Endorse P.Y. 2020 CDBG Action Plan
5. Appropriation Ordinance 1726.01: \$690.00-Building Department Virtual Training Grant
6. Appropriation Ordinance 1726.02: \$6,500-VHDA COVID-19 Support Grant
7. Appropriation Ordinance 1726.03: \$3,000-VHDA COVID-19 Support Grant

ITY MANAGER COMMENTS
COUNCIL MEMBER COMMENTS

Adjourn
Upcoming Meetings:
August 10, 2020 Regular Meeting, 7:00 pm

The "New River" City
July 1, 2020
Radford, Virginia

10 Robertson St.
Special Meeting Number 1 of Radford City Council, F.Y. 2020-2021

The special organizational meeting of the Radford City Council was convened at 5:00 p.m. in Council Chambers, 10 Robertson Street, Radford, VA. The Mayor of the City, Raymond David Horton, was present and presiding. Other members of City Council present were Mr. Onassis Burress, Ms. Jessie Foster, Mr. Forrest Hite, Ms. Naomi Huntington.

Others present were as follows:

- Mr. David Ridpath, City Manager
- Mrs. Jenni Wilder, City Clerk
- Mr. Jeffery Dodson, Chief of Police
- Mr. Mike Bedsaul, City Attorney

NEW BUSINESS

SUBJECT: Amend Agenda to add Ordinance 1733

SUMMARY: The Commonwealth amended the state code to assess a Courthouse Security Fee not in excess of \$20.00. A local Ordinance was necessary to amend the local fee to match the new state code, taking the fee from \$10.00 to \$20.00.

ACTION: Mayor Horton made a motion to amend the agenda to add Ordinance 1733, Ms. Huntington seconded the motion.

VOTE:

AYES: Mr. Burress, Ms. Foster, Mr. Hite, Ms. Huntington, Mayor Horton
NAYES: None-0

SUBJECT: Ordinance 1733

SUMMARY: The Commonwealth amended the state code to assess a Courthouse Security Fee not in excess of \$20.00. A local Ordinance was necessary to amend the local fee to match the new state code, taking the fee from \$10.00 to \$20.00.

ACTION: Mayor Horton made a motion to approve Ordinance 1733 on the first reading, Mr. Burress seconded the motion.

VOTE:

AYES: Mr. Burress, Ms. Foster, Ms. Huntington, Mayor Horton
NAYES: None-0
ABSTAIN: Mr. Hite

ACTION: Mayor Horton made a motion to amend the agenda to add Ordinance 1733, Ms. Huntington seconded the motion.

VOTE:

AYES: Mr. Burress, Ms. Foster, Ms. Huntington, Mayor Horton
NAYES: None-0
ABSTAIN: Mr. Hite

SUBJECT: Election of Vice-Mayor

ACTION: Ms. Foster nominated Ms. Huntington for the position of Vice-Mayor. Mayor Horton seconded the motion.

VOTE:

AYES: Ms. Foster, Ms. Huntington, Mayor Horton

NAYES: Mr. Burress, Mr. Hite

ACTION: Mr. Hite nominated Mr. Burress for the position of Vice-Mayor. Mr. Burress seconded the motion.

VOTE:

AYES: Mr. Burress, Mr. Hite

NAYES: Ms. Foster, Ms. Huntington, Mayor Horton

SUBJECT: Council Calendar for F.Y. 2020-2021

Mayor Horton made the following amendments to the calendar, the addition of a Retreat on August 22, and a second meeting in the month of May and June.

SUMMARY: Council considered the following calendar

REGULAR RADFORD CITY COUNCIL MEETINGS 2020-2021

July 13, 2020

August 10, 2020

August 22, 2020

September 14, 2020

September 28, 2020

October 12, 2020

October 26, 2020

November 9, 2020

December 14, 2020

January 11, 2021

January 25, 2021

February 8, 2021

February 22, 2021

March 8, 2021

March 22, 2021

April 12, 2021

April 26, 2021

May 10, 2021

May 24, 2021

June 14, 2021

June 28, 2021

All meetings are scheduled at 7:00 P.M. to be held in the Council Chambers, 10 Robertson Street, Radford, Virginia 24141. Infrequently, Radford City Council holds an early meeting prior to the regularly scheduled meeting time in which case the time and subject of the meeting will be announced in the agenda for the meeting.

Notification will be provided for all special or emergency meetings prior to the meetings.

ACTION: Ms. Huntington made a motion that Council to adopt the calendar as amended. Ms. Foster seconded the motion.

VOTE:

AYES: Mr. Burress, Ms. Foster, Mr. Hite, Ms. Huntington, Mayor Horton

NAYES: None-0

SUBJECT: Council Meeting Structure

SUMMARY: Council members discussed the structure of their meetings.

DISCUSSION: Mr. Hite stated the following: "My proposal would be to alternate council meeting openings among council members. At the last organizational meeting (two years ago), Council voted to replace the opening invocation with an inspirational statement and moment of reflection. Some citizens appreciated this move; but there were many who were upset by it and also blindsided by its suddenness. To them, it felt like an attempt to remove prayer, something they understandably considered extremely important. In a stated and, I believe, genuine attempt to be inclusive, Council made a significant portion of our community feel excluded. To be clear, I don't believe the intention of Council was to ban prayer. But the discussion and implementation of this move led to an impression by many that this was in fact their intention. I've heard from many citizens who are still frustrated about this. As was pointed out in that meeting two years ago, Radford is a diverse community in many, many ways. I believe it is fortunate that this diversity is reflected by her representatives on City Council. I think the current members of Council reflect well the diversity within Radford—diversity of thought, diversity of background, and so forth.

This is why I believe we should adopt a solution that helps our council meetings further reflect the diversity of our community. As each of the council members, with differing histories and ideologies, has been elected by the citizens of Radford, also with differing histories and ideologies – we each bring something different to the table. I believe it would be appropriate then for each of us in turn to have the opportunity to open council meetings as we see fit – Mr. Mayor, that could mean continuing with an inspirational statement or moving straight to a moment of silence; Mrs. Foster, that would give you an opportunity to expand on who you dedicate your moment of silence to; and it would allow me, on my turn, to either lead an invocation or bring someone in from the community who can lead an invocation for us. I acknowledge, as you did two years ago, Mrs. Foster, that it's impossible to make everyone happy all the time. Still – and I believe this is the key element of my proposal here – this is a compromise solution, one that does not expressly include public prayer at city council meetings as a requirement but which also does not expressly exclude it as a possibility. In my estimation, it is therefore one that finds a way to truly include everyone. Council, I welcome your input."

Ms. Huntington I appreciate this effort and your attempt to reach a compromise and bridge a divide within the community. I appreciate your thoughts, but believe that a moment of silence is a better solution.

Ms. Foster stated that there was prayer at every meeting I was at that I attended with Dr. Harshberger and that if someone choses to pray then they have the ability to do so with the moment of silence.

Mr. Burress said that Mr. Hite's motion allows for the most equitable option of allowing Council Members to alternate and open the meeting in the way they chose to do so.

Mayor Horton said the Moment of Reflection was intended to be that compromise, the Moment of Silence would bring us in line with the School Board and it gives each individual the opportunity to make the decision on how to prepare for the meeting itself.

ACTION: Mr. Hite made a motion to alternate council meeting openings among council members for scheduled meetings, Mr. Burress seconded the motion.

VOTE:

AYES: Mr. Burress, Mr. Hite

NAYES: Ms. Foster, Ms. Huntington, Mayor Horton

ACTION: Mayor Horton made a motion to change the Moment of Reflection to a Moment of Silence, Ms. Huntington seconded the motion.

VOTE:

AYES: Mr. Burress, Ms. Foster, Mr. Hite, Ms. Huntington, Mayor Horton

NAYES: None-0

DISCUSSION: Mr. Hite stated the following, "One of the most important aspects of our regular council meetings is that they provide an opportunity for citizens to publicly express their thoughts or concerns before Council. Currently, each speaker is given two minutes to do so. For citizens who aren't used to public speaking, two minutes can go by very quickly, and it can be difficult to get their point across without feeling rushed.

This is why I believe the time limit should be extended. I'm open to discussion as to how long it should be exactly; I will say, you mentioned getting in line with the School Board and being unified there – they allow for five minutes currently. That seems potentially appropriate, but I would love to have your input on this as well."

Ms. Huntington said she respected this comment and believes that comments should be kept to 3 minutes.

Mr. Burress agreed with Ms. Huntington and stated three minutes seems like a good starting point.

Mayor Horton made a comment that Citizen Comments should be moved to the start of the meeting above business, this will allow for Council to hear comments on business related items before taking action.

Mr. Hite also stated that he believes we should incorporate a time for Council Response.

"Under our current setup, Council resumes looking at scheduled business items immediately following citizen comments, without a built-in opportunity for us as Council to respond to those comments. I've personally noticed this can lead to awkward exchanges and transitions and/or an apparent lack of interest. It is currently still possible for council members to respond to citizen comments with their closing remarks, and that does sometimes still happen. But there are still a couple issues I have with that, one of

which is it can be an hour or more between citizens' comments and Council's closing comments, so it can be an hour or more before citizens know whether Council members will address the issues that they've brought to the table. And the other is on our end: if we've gone through an hour's worth of business, it can be easy to forget to jump back to something that wasn't originally on our agenda.

This is why I believe we should incorporate a specific time for Council Response immediately following the Citizen Comment portion. Once Citizen Comment is closed, the floor would be open for any council member to respond directly to any of the citizens who have spoken. This way we can demonstrate that we're not just letting you talk—we're actually listening to your comments.”

ACTION: Mr. Hite made a motion to move the Citizen Comments to immediately after the reading of the minutes; that we extend the Citizen Comment time limit from two minutes to three minutes; and that we open a time for Council Response immediately following the closing of Citizen Comments, with each council member being allowed (if they choose) up to one minute to respond to citizens' comments, Mr. Burress seconded the motion.

VOTE:

AYES: Mr. Burress, Ms. Foster, Mr. Hite, Ms. Huntington, Mayor Horton

NAYES: None-0

ACTION: Mayor Horton made a motion to for City Council to avoid making motions during Council Comments to allow for better transparency, Mr. Burress seconded the motion.

VOTE:

AYES: Mr. Burress, Ms. Foster, Mr. Hite, Ms. Huntington, Mayor Horton

NAYES: None-0

SUBJECT: Council Appointments to Boards and Commissions

SUMMARY: Council members chose to be on the following Boards and Commissions.

ACTION: Ms. Foster made a motion that Council to adopt the following slate for Boards and Commissions Mr. Burress seconded the motion.

Current Council Boards and Commission	Newly Appointed
New River Community Services Board	Hite
NRV Regional Commission	Horton
Radford Planning Commission	Huntington
Social Services Board of Directors	Foster
Fairview District Home Board	Huntington
New River Resource Authority	Starnes
New River Valley Economic Development Authority	Hite
VA First Regional Industrial Development	Horton
Chief Elected Official Board	Horton
City/Univ Joint Advisory Commission	Foster

Chamber of Commerce	Burrress
Radford Heritage Foundation	Hite
Highlander Festival Commission	Burrress
Tourism Commission	Huntington
Recreation Commission	Burrress
CPMT	Foster
Beautification Commission	Horton

VOTE:

AYES: Mr. Burrress, Ms. Foster, Mr. Hite, Ms. Huntington, Mayor Horton

NAYES: None-0

SUBJECT: Citizen Appointments to Boards and Commissions

SUMMARY: Citizens selected to be on the following Boards and Commissions.

Board/Commission	Citizen Appointed
Agency on Aging	Mary Ann Semones Salley Anna Stapleton
New Rive Community Action *4 year term	Gina Rhea
Library Board	Annyce Levy Isabella Calfee
Recreation Commission *3 year term	Mark Armentrout Rick Slavings
Social Services Board	Jessica Meier
New River Community College	Chris Calfee
Building Code Board of Appeals	Bruce VanArsdale
Economic Development Authority	Bruce Chase Abram Williams Justin Mosby Caroline Gaskins (2 year term)
New River Resource Authority	Robert Asbury

Planning Commission *4 year term	Tracy Howard
City/University Joint Commission *1 year term	Robert Towle

ACTION: Mr. Burress made a motion that Council to adopt the following slate of citizens for Boards and Commissions Mr. Hite seconded the motion.

VOTE:

AYES: Mr. Burress, Ms. Foster, Mr. Hite, Ms. Huntington, Mayor Horton

NAYES: None-0

CITY MANAGER COMMENTS:

Mr. Ridpath welcomed the new Council members and wished everyone a Happy Fourth.

COUNCIL COMMENTS:

Ms. Huntington welcomed the new council members, wished everyone a happy Fourth and asked for an updated on the Drop Center.

Ms. Foster wanted to think the School system as a whole for everything they did to make the seniors feel special this year. Ms. Foster gave a special thank you to Ballpark signs for their work on the Senior banners. Ms. Foster concluded by welcoming the new Council members and said she looks forward to the next two years.

Mr. Hite stated that he is grateful and humbled to serve the citizens of Radford and that is his honor and privilege. Mr. Hite stated that he is aware he has big shoes to fill and is ready to serve Radford well.

Mr. Burress echoed the sentiments of Mr. Hite and stated that being humbled is an understatement. Mr. Burress stated he believes Council has a great core group and is excited to get started.

Mayor Horton mentioned that the drop center has been a project of City Council and staff for a while and we are excited to see it come to fruition. Mayor Horton mentioned that investment in Radford is at an all-time high and it is a great time for the community to come together, find common ground and find a way to move forward together. Mayor Horton reminded citizens to continue to wear face coverings and to come out and watch the fireworks on the Fourth.

Mr. Burress made a motion to adjourn the meeting at 6:30p.m., seconded by Mr. Hite

VOTE:

AYES: Mr. Burress, Ms. Foster, Mr. Hite, Ms. Huntington, Mayor Horton

NAYES: None-0

ATTEST:

Jennifer Wilder, City Clerk



**City of Radford
PROCLAMATION
American Legion Post 30 100th Anniversary**

WHEREAS, the American Legion is the nation's largest wartime veterans service organization; and

WHEREAS, the American Legion was chartered and incorporated by Congress in 1919 as a patriotic veterans organization devoted to mutual helpfulness; and

WHEREAS, the American Legion is committed to mentoring youth and sponsorship of wholesome programs in our communities, advocating patriotism and honor, promoting strong national security, and continued devotion to our fellow service members and veterans; and

WHEREAS, the American Legion Charter Post 30 in Radford celebrated their 100-year anniversary in 2019; and

WHEREAS, during the 1920s Radford Post 30 was the third largest post in Virginia; and

WHEREAS, the Harvey-Howe-Carper Post 30 was named for the three Radford citizens who were killed in action during World War 1; and

WHEREAS, Harvey-Howe-Carper Post 30 sponsors local representatives to Boy's State, participates in Radford parades and special events, and is responsible for the "Reading of the Names" during the annual Memorial Day ceremony; and

WHEREAS, local Post 30 has generously made available the use of the building for multiple functions and uses; and

WHEREAS, the Harvey-Howe-Carper Post 30 has served and will continue to serve the City of Radford in the future.

NOW THEREFORE BE IT PROCLAIMED, by the Mayor and Radford City Council that all citizens commend the Harvey-Howe-Carper Post 30 on their 100th anniversary and acknowledge the contributions of this post in the Radford community.

David Horton, Mayor

Adopted: July 13, 2020

THOSE VACANCIES NEEDING FILLED

Citizen Appointment Slate

Board/Commission	Open Positions	Current Member Up for Reappointment	Number of Terms Served to Date	Interested Citizens	Communication
Building Code Board of Appeals	1 (3 year term)	Tara Skews*no correspondence	2		
New River Resource Authority	1 Alternate	Jack Brockway *no correspondence	6	Seth Gillespie	E-Mail E-Mail
New River Valley Regional Commission	1 (3 year term)	Helen Harvey *no correspondence	6		
Workforce Development Board	1 (3 year term)	Mark Tapp *no correspondence	1	Jeff Martin	E-Mail
Tourism *2 year term	3	Diana Dobbins*not seeking reappointment Scott Dunn*no correspondence Lanni Murphy*no correspondence	1 1 1	Jeff Martin	E-Mail
				Kris Aiken Adam Schaeffer	E-Mail Letter

WERE Appointed ON July 1, 2020

Board/Commission	Citizen Appointed
Agency on Aging	Mary Ann Semones Salley Anna Stapleton
New Rive Community Action *4 year term	Gina Rhea
Library Board	Annyce Levy Isabella Calfee
Recreation Commission *3 year term	Mark Armentrout Rick Slavings
Social Services Board	Jessica Meier
New River Community College	Chris Calfee
Building Code Board of Appeals	Bruce VanArsdale
Economic Development Authority	Bruce Chase Abram Williams Justin Mosby Caroline Gaskins (2 year term)
New River Resource Authority	Robert Asbury
Planning Commission *4 year term	Tracy Howard
City/University Joint Commission *1 year term	Robert Towle

**NOTICE OF PUBLIC HEARING
CITY OF RADFORD, VIRGINIA**

Notice is hereby given, the Radford City Council will hold a public hearing on March 9, 2020 at 7:00 p.m. in the City Council Chambers located at 10 Robertson Street, Radford, Virginia.

Pursuant to Code of Virginia, Title 15.2, Article 2 Section 15.2-2006 et seq., the purpose of the public hearing it to receive comments regarding a request from Scott Hill to vacate a portion of an unimproved public right of way area identified as Sixth Street located at the intersection of Robertson Street. The request contains a total area of approximately .192 acre.

Copies of the application, together with the plat of the property to be vacated, are available for review in the City Manager's Office located at 10 Robertson Street.

**NRV Home Rentals, LLC
206 W Main Street
Radford VA 24141
(540)239-7099**

February 19, 2020

**City of Radford
Jay Eanes, Engineering Coordinator
10 Robertson Street
Radford VA 24141**

Re: 6th and Robertson Street ROW Vacation

Dear Jay:

Please accept this letter as a request to the City to consider my request to vacate the current right-of-way next to the lot owned by NRV Home Rentals, LLC. Upon vacation we'd like to purchase the land in order to build a home on the lot currently held by the city.

We have recently purchased one lot on Robertson Street to build a home on and we'd like to acquire the additional lot from the City in order to be able to build an additional house. I do understand that the adjoining property owner would have the right to purchase half of the vacated property if they desire. We have talked with them and they stated that they do not desire to purchase the half of the property so we feel that we have a good opportunity to purchase the entire lot and have plenty of room for the home.

Attached is the requested \$800. If you need anything else please let me know.

Sincerely,



**Scott Hill
NRV Home Rentals, LLC**

OWNER'S STATEMENT

THIS IS TO CERTIFY THAT THIS PLAT HAS BEEN PERFORMED IN STRICT ACCORDANCE WITH THE WISHES AND DESIRES OF THE UNDERSIGNED OWNERS, PROPRIETORS, AND TRUSTEES IF ANY THERE BE AND THAT THE DESIGNATION OF PUBLIC EASEMENTS AND RIGHTS OF WAY, IF ANY, SHOWN HEREON, IS TRULY MADE.

IN WITNESS WHEREOF, WE HEREBY PLACE THE FOLLOWING SIGNATURES AND SEALS:

CITY OF RAYFORD, VIRGINIA - PORTION OF SIXTH STREET

TOMAS C. ROBERTSON, CITY MANAGER _____ DATE _____

NOTARY'S STATEMENT

COMMONWEALTH OF VIRGINIA

I, A NOTARY PUBLIC IN AND FOR THE AFORESAID STATE DO HEREBY CERTIFY THAT DAVID C. ROBERTSON, CITY MANAGER, WHOSE NAME IS SET FORTH IN THE FOREGOING INSTRUMENT, HAS PERSONALLY APPEARED BEFORE ME AND ACKNOWLEDGED THE SIGNATURE ON THIS PLAT OF THIS DATE.

NOTARY _____ BY COMMISSION EXPIRES _____ DATE _____

CITY OF RAYFORD, VIRGINIA - PORTION OF SIXTH STREET

THE HEREIN SHOWN PLAT DATED JANUARY 31, 2020 HAS BEEN SUBMITTED TO AND APPROVED FOR ACCEPTANCE FOR RECORDATION BY CITY OF RAYFORD, VIRGINIA.

ROBERTSON, TOMAS C., ZONING ADMINISTRATOR _____ DATE _____

SOURCE OF TITLE AND CONCERNING STATEMENT

THIS IS TO CERTIFY THAT THE PROPERTY DESCRIBED WITHIN THE LIMITS OF THIS PLAT IS A PORTION OF A PUBLIC RIGHT-OF-WAY KNOWN AS SIXTH STREET, AS SHOWN ON A PLAT ENTITLED "MAP OF PLAN C RAYFORD LAND AND IMPROVEMENT COMPANY" RECORDED IN DEED BOOK 42 PAGE 12, THE AFORESAID PLAT IS RECORDED IN THE CLERK'S OFFICE OF THE CITY OF RAYFORD, VIRGINIA.

I HEREBY CERTIFY THAT THIS PLAT IS BASED ON A CURRENT FIELD SURVEY AND IS CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF.

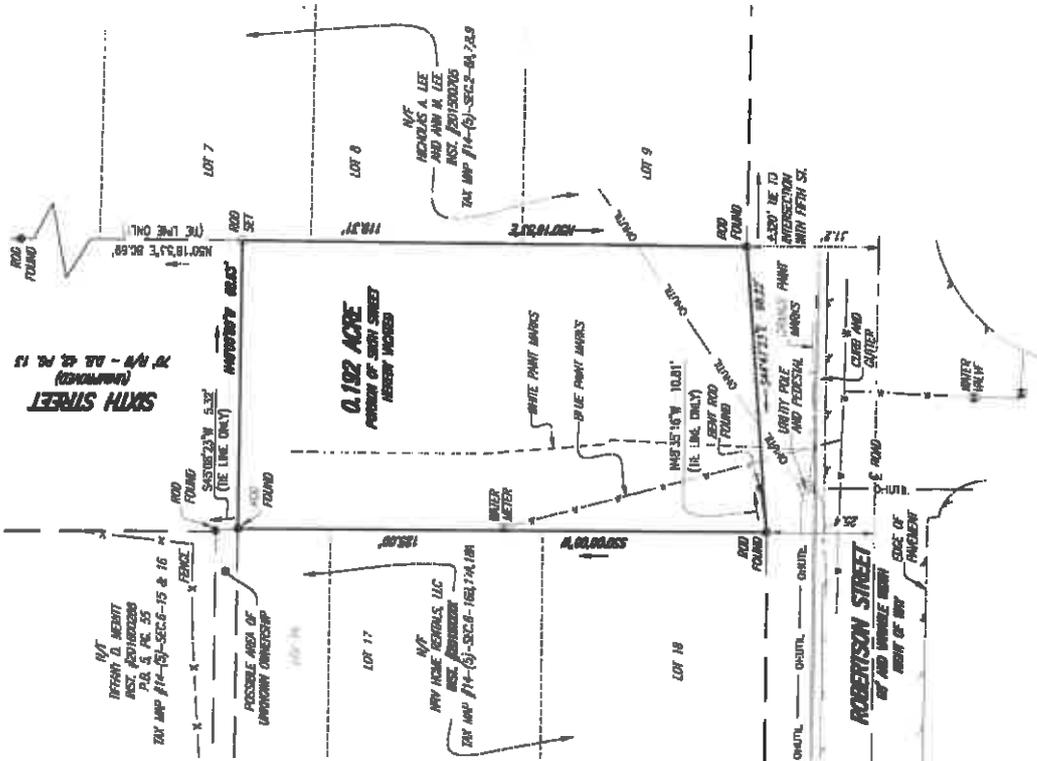
TOMAS C. ROBERTSON, CITY MANAGER _____ DATE _____



VICINITY MAP

NOTES

1. OWNER OF RECORD: CITY OF RAYFORD, VIRGINIA
PORTION OF SIXTH STREET
MAP OF PLAN C
RAYFORD LAND AND IMPROVEMENT COMPANY
DEED BOOK 42, PAGE 12 (CITY OF RAYFORD)
MAP NUMBER 510727014C (S&L) FOLLOWING DATE: SEPTEMBER 25, 2009
2. THE PROPERTY LIES IN L-2-A-A, REPAID ZONE II (UNSHARED) SHOWN ON PERMITS WHICH MAY BE DISCLOSED BY S&L, NOT ALL PERMITS AND ENCUMBRANCES MAY BE SHOWN HEREON.
3. THIS PLAT WAS PERFORMED WITHOUT THE BENEFIT OF A SURVEY AND IS SUBJECT TO ANY VISIBLE EVIDENCE OF EASEMENTS, EJECTA OR STRUCTURES WHICH ARE A PART OF THE PLAT AND WHICH ARE NOT LEGAL OR FINANCIAL ENCUMBRANCES FOR ANY PURPOSES THAT WERE NOT INTENTIONALLY SHOWN HEREON.
4. THE INTENT OF THIS PLAT IS TO WAGONE A PORTION OF SIXTH STREET AS SHOWN HEREON.



PLAT SHOWING A PORTION OF SIXTH STREET TO BE WAGONE

AS SHOWN ON MAP OF PLAN C RAYFORD LAND & IMPROVEMENT CO. LOCATED AT SIXTH AND ROBERTSON STREETS

CITY OF RAYFORD, VIRGINIA
DATE: JANUARY 31, 2020
JOB NUMBER: 20200031JUS

SCALE: 1" = 20'



BALZER & ASSOCIATES

PLANNING / SURVEYING / ENGINEERING / ENVIRONMENTAL
10000 Old Dominion Blvd., Suite 1100, Fairfax, VA 22030
Tel: 703-261-1100 Fax: 703-261-1101
www.balzer.com



To: City Council
Date: July 6, 2020

Application: Rezoning [RZ-20-002]
Location: 600 Block Tyler Ave/Calhoun St/ Lawrence
Property Owner: Radford University Foundation
Proposal: Rezone from R-4 Multi- Family to B-2 General Business

Request

The City of Radford received a Rezoning request from Radford University Foundation (applicant/property owner) for an approximately 2-acre property located on the 600 Block of Tyler Avenue, Lawrence Street and Calhoun Street, Tax Map #'s 6-(6)-Sec55-1 thru 18 & 6-(8)-238, 240, 242, 244, 246 to the B-2 General Business District.

Staff is requesting a joint public hearing with Planning Commission at your August 10, 2020 meeting.

**City of Radford, Virginia
Special Use Permit/Rezoning Application Checklist**

This form represents the standard requirements for a completeness review for all preliminary special use permit/rezoning applications. Failure to provide all of the information requested will result in a determination that the special use permit/rezoning application is incomplete.

X
 Completed, signed application

X
 Site Plan

The level of needed detail may vary depending on the nature, size and complexity of the proposed project. The Zoning Administrator may grant data exemptions or require additional information depending on the nature of the project. The following items shall be addressed:

- _ a)** The proposed title of the project, name of all landowners, applicant (if different), developer, engineer/ party preparing the plans. The north point, scale, and date.
- _ b)** Location of the project by an insert map indicating the north arrow and such information as the names and numbers of adjoining roads, streams and bodies of water, railroads, subdivisions, and magisterial districts or other landmarks sufficient to clearly identify the location of the property.
- _ c)** Lot size in acres and/or square feet, property lines and dimensions and any easements.
- _ d)** Topography of the project area with contour intervals of two feet or less, unless waived by the Administrator as clearly unnecessary to review the project or proposal.
- _ e)** The approximate location and sizes of sanitary and storm sewers, water mains, culverts, and other underground structures, existing and planned, in or near the project.
- _ f)** Zoning and existing use of property and all adjoining properties with names of owners.
- _ g)** All existing physical features such as tree cover, natural watercourses, and 100-year floodplain limits.
- _ h)** All existing buildings, and streets and/or other adjacent improved or unimproved rights-of-way.
- _ i)** A tabulation of the total number of dwelling units of various types in the project and the overall project density in dwelling units per acre, gross or net as required by district regulations.

NA

 Transportation Impacts

If the proposed project is deemed to have a substantial impact on existing transportation system, a traffic analysis may be required by planning staff to address new traffic impacts.

NA

 Report (for Special Use Permit)

The report shall explain the manner in which the proposed special use will conform to the standards and guidelines set forth in the Zoning Ordinance Sec. 120-277 - 280.

X

 Payment of Application Fee

Rezoning: \$1000 for each application;

Special Use Permit: \$1000 for each application

Both fees are applied to the cost of prescribed advertising, special notices and other expenses incidental to the review and processing of the application. The applicant is also responsible for other costs incurred associated with legal services and recordation.

X

 Copies

Application for a project requiring planning commission approval of a Site Plan shall be accompanied with 8 copies of the proposed plan for consideration by the Planning Commission.

City of Radford, Virginia Application for Special Use Permit/Rezoning

Rezoning

The land in City of Radford has been divided into zoning districts. Within each of these districts, certain uses of the land and certain minimum lot sizes are allowed. It is often the desire of the landowner to use his land for a purpose other than those allowed in the land's present zoning. When this is the case, the owner may apply to have the land rezoned to a district, which allows for the desired use. In a rezoning, the desired land use is compared with the uses around the land in question. Neighbors' views and the possible benefits and costs to the people of City of Radford are also taken into consideration, along with matters like the availability of water and sewer lines, accessibility, slope of the land, existing use, potential problems due to poor soils, flood proneness, and so on. Consistency with the Comprehensive Plan is of major importance. If the Planning Commission and the City Council, after considering all sides of a request, feel that the request is in the City's best interest, then the land in question is rezoned into a new zoning district.

Special Use Permit

There is sometimes a need to attach conditions to a new use to help it fit into its surrounding area. The special use permit application procedure is intended to provide the opportunity for the planning commission and the city council to review each proposed special use and its potential impacts on surrounding properties and land uses, with special regard for the particular circumstances of each case. It is also intended to provide an opportunity for the planning commission to recommend and for the city council to impose such conditions as are necessary to ensure that the use will be compatible with the surrounding area and consistent with the intent of the particular district.

Application Process

The application process begins when a completed application is filed and accepted by the Zoning Administrator. The attached checklist identifies all items that are required before an application is deemed complete. Unsigned or incomplete applications will be deemed incomplete. If the application is deemed incomplete, the Zoning Administrator will advise the applicant what additional information is required before the application is deemed complete and ready for processing.

After the Zoning Administrator deems an application complete, the Zoning Administrator will review the application and accompanying materials, and forward them to the Planning Commission and the City Council. The Planning Commission holds a public hearing to solicit public comment on the proposal. Following the public hearing, the Commission makes a recommendation to the City Council. The recommendation may be for denial, approval, or approval if certain changes are made.

* Some zoning request may require VDOT approval.

For questions, please contact:
Melissa Skelton, Zoning Administrator
10 Robertson Street, Radford, VA 24141
Phone - (540) 731-3603
melissa.skelton@radfordva.gov

Please check off the information you have submitted:

- Application Form
- List of adjoining property owners with their address
- Sketch of Property with the following:
 - (a) property boundaries outlined
 - (b) existing zoning
 - (c) existing land use
 - (d) existing structures
- Map of the adjoining property with the following:
 - (a) existing zoning classification
 - (b) existing land use
 - (c) existing structures
 - (d) adjacent streets showing pavement widths and right-of-way widths
- Appropriate Fee
 - (a) Rezoning fee: \$1000.00
 - (b) Special use permit fee: \$1000.00
 - (c) Zoning variance fee: \$500.00

I certify that the information supplied on this application and the attached materials is accurate and true to the best of my knowledge.

Signature of Owner 
Signature of Agent _____

Date 2/10/20
Date _____

For Office Use Only:

Received by mas _____

Date 2/10/20 _____

Date sent to Planning Commission 2/19/2020 _____

City of Radford
Application for Rezoning
February 7, 2020

- 1. Overall Description of Project**
- 2. Compatibility with City of Radford Comprehensive Plan**
- 3. Compatibility with Radford University 2020-2030 Master Plan**
- 4. Existing Property Usage**
- 5. Existing Utility Infrastructure**
- 6. Existing Traffic Infrastructure**
- 7. Existing Site Characteristics**
- 8. List of Adjacent Property Owners**
- 9. Mapping and Images**
 - a. Current Aerial Photography**
 - b. Proposed Project Images**
 - c. City of Radford Comprehensive Plan Mapping**
 - d. Radford University 2020-2030 Master Plan Mapping**
 - e. Existing Utility Mapping**
 - f. Existing Site Mapping**

1. Overall Description of Project

The Radford University Foundation is planning to develop a hotel and related conference/alumni/event center project adjacent to campus. The goal of the project is to build a modern first-class hotel with restaurant and conference space fronting the 600 block of Tyler Avenue. The Foundation is working on the project with the help of Fortune 500 Company Jones Lang LaSalle (JLL), a commercial real estate services firm. The multilevel hotel will be located at the intersection of Tyler Avenue and Calhoun Street. Four existing structures would be demolished to make way for the hotel. Tentatively, the project is anticipated to include the following features:

- **125-room hotel under a premium national brand**
- **Management by a third-party professional hotel operator**
- **Five stories with a rooftop deck and dining area**
- **4,000-5,000 square feet of conference and meeting space**
- **Surface parking**
- **Estimated costs OF \$22 to \$25 million**
- **Targeted opening of 2023**

The proposed site is located on property currently zoned as R-4, Multi-Family Residential. In order to develop the hotel project, the owners are requesting that the property be rezoned as B-2, General Business.

2. Compatibility with City of Radford Comprehensive Plan

The City of Radford's 2017 Comprehensive Plan identifies a variety of goals and strategies to provide guidance for future development in the City. These goals and strategies are organized around the following main broad focus areas: Economic Development; Infrastructure and Public Spaces; Housing; and Land Use.

The City Comprehensive Plan is clearly focused on "areas for revitalization" surrounding the campus along East Main Street, Tyler Avenue, and Jefferson Street. Existing land use as noted in the City Comprehensive Plan identifies the University's campus as a "public/institutional" area, while the areas to its east and west are identified as a combination of "single-family and multi-family residential" and the areas to the north along Main Street are identified as

“commercial.” In the future land use diagram, the city plan maintains Radford University as a “public/institutional” zone; however, the areas directly adjacent to Tyler Avenue and Jefferson Street and along East Main Street are now mostly identified as “corridor business commercial.” This project will fit well into the proposed future land use in its proposed location.

3. Compatibility with Radford University 2020-2030 Master Plan

The 2020-2030 Master Plan identifies the corridor along Tyler Avenue adjacent to campus as being located within a public-private enterprise strategic growth zone, and identifies the parcels proposed for this project as the site for a potential new building. The Master Plan further identifies the streets perpendicular and to the west of Tyler Avenue as opportunities for enhanced connectivity between the campus and the City. This project will further develop this connectivity and will serve to improve the overall aesthetic and visual appeal of this critical pedestrian and traffic corridor.

4. Existing Property Usage

The properties for the proposed project currently include two small unoccupied residences; Calhoun Hall, a 3,924 square foot administrative office building; and 1015 Calhoun, a 23,860 square foot 54-bed University student apartment building. The properties are owned by the Foundation, with the exception of two small parcels which are owned by the University; these parcels are currently being transferred to the Foundation. The structures are all owned by the Foundation, and their demolition can be coordinated to create minimal impact on the site or the occupants.

There is an existing City alley traversing the property from south to north. This alley will most likely need to be vacated for the proposed development.

5. Existing Utility Infrastructure

The existing utilities potentially impacted by the proposed project include electrical, water, stormwater, sanitary sewer, natural gas, and communications. In reviewing the site mapping and through discussions with the City, it appears that the existing electrical and water infrastructure locations and capacities can support the proposed development. Electrical is overhead on poles and extends north along Tyler Avenue from the intersection with Jefferson Street, turns west along Lawrence Street, and turns north along First Avenue through the site. The existing First Avenue crossing the property between Calhoun Street and Lawrence

Street is planned to be maintained as part of the project development. The water supply lines are located within the Tyler Avenue, Lawrence Street, and Calhoun Street right-of-ways on the perimeter of the site. Stormwater Impacts will be designed in accordance with all regulatory requirements, and it is noted that the proposed development impervious surfaces will likely not be significantly greater than the current site development impervious surfaces. There is an existing sanitary sewer line running in the Lawrence Street right-of-way, and one that crosses the existing alley parallel to Tyler Avenue at the east end of the property between Lawrence Street and Calhoun Street; this line will likely need to be relocated. There are also natural gas and communications lines in the alley that will likely need to be relocated.

6. Existing Traffic Infrastructure

Tyler Avenue, Lawrence Street, and Calhoun Street border the triangular development property on all three sides. The development plan is envisioned such that these corridors are anticipated to be minimally impacted by the locations of entries and exits from the project. The existing First Avenue crossing the property between Calhoun Street and Lawrence Street is planned to be maintained as part of the project development. The existing alley parallel to Tyler Avenue at the east end of the property, however, will most likely need to be vacated for the proposed development. The existing development includes approximately 100 parking spaces. The overall traffic impacts including the number of spaces for the proposed development will be reviewed with the City as the project is finalized.

7. Existing Site Characteristics

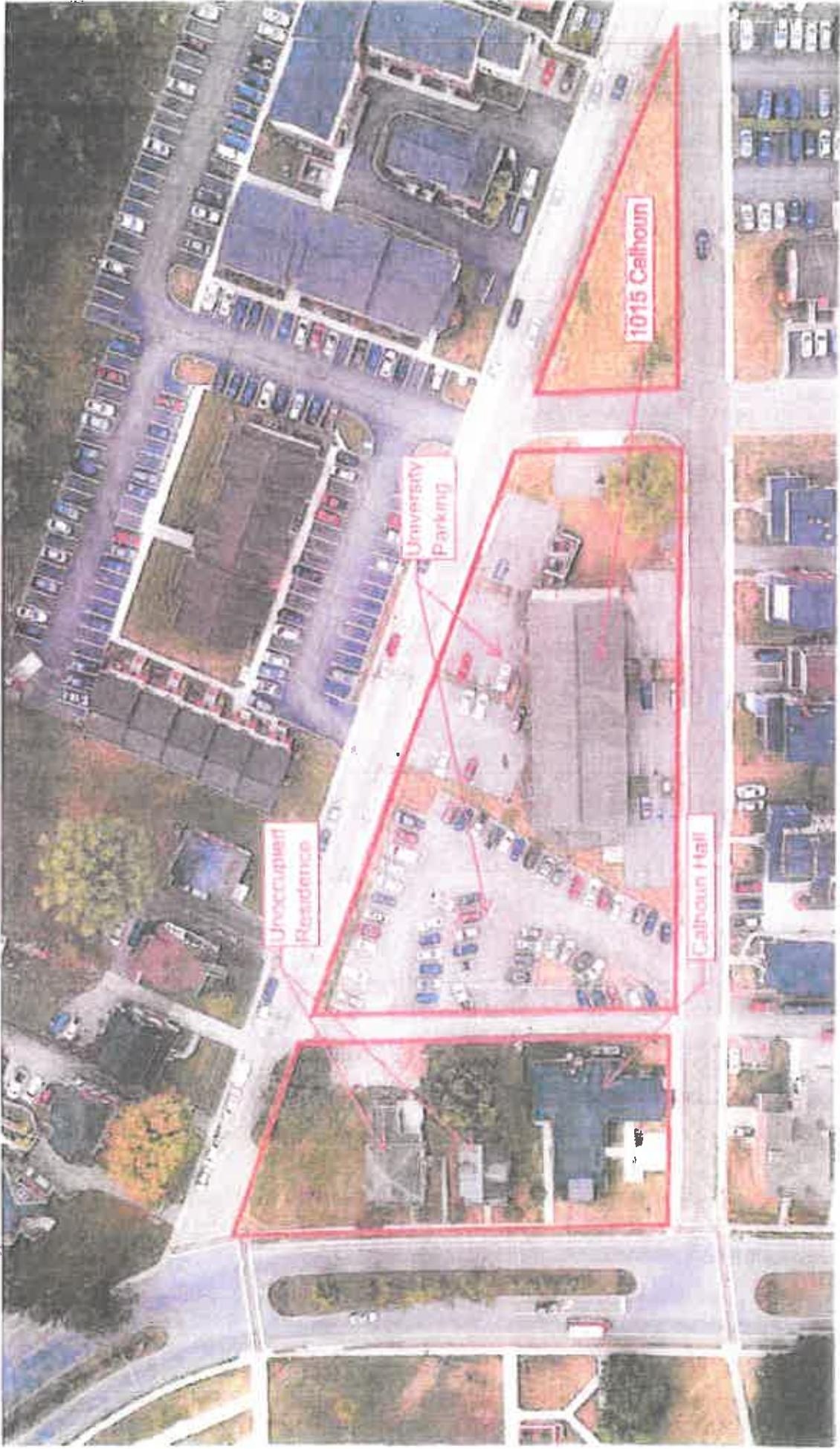
The existing site topography slopes upward approximately 30 feet from Tyler Avenue to the west tip of the triangular property. The proposed development anchors the main structure directly adjacent to and fronting along Tyler Avenue, such that the majority of the built project will probably be at approximately the same elevation as Tyler Avenue. The site development to the west from the built project is likely to be mostly parking, such that the site topography can be accommodated. Sidewalks exist along the Tyler Avenue corridor, but not the Calhoun or Lawrence Street corridors. There is limited vegetation and tree cover on the site. The property is not within any regulated flood plain.

8. List of Adjacent Property Owners

Address	Parcel ID	Owner
1106 Calhoun St	6-(8)-157	Summit Development LLC
1106 Calhoun St	6-(8)-159	Summit Development LLC
1100 Calhoun St	6-(8)-161	Summit Development 1100 LLC
1030 Calhoun St	6-(8)-163	Fitzpatrick Eveland (Deceased)
1024 Calhoun St	6-(8)-165	Fitzpatrick H.D & Turner Louise F.
1018 Calhoun St	6-(8)-165A	Black & Bondurant LLC
1018 Calhoun St	6-(8)-167	Black & Bondurant LLC
1012 Calhoun St	6-(8)-169	University Square LLC
1012 Calhoun St	6-(8)-171	University Square LLC
528 Tyler Ave	6-(6)-Sec 54-7A	Denny Greg W & Ellen B
526 Tyler Ave	6-(6)-Sec 54-7	Summit Development LLC
524 Tyler Ave	6-(6)-Sec 54-6	Summit Development LLC
522 Tyler Ave	6-(6)-Sec 54-5	Summit Development LLC
520 Tyler Ave	6-(6)-Sec 54-4	Summit Development LLC
1137 Lawrence St	6-(1)-9	Collegiate Investment LLC
1123 Lawrence St	6-(1)-9A	Collegiate Investment LLC
1123 Lawrence St	6-(1)-8	Collegiate Investment LLC
1103 Lawrence St	6-(1)-7	Collegiate Investment LLC
1101 Lawrence St	6-(1)-6	Collegiate Investment LLC
1021 Lawrence St	6-(1)-5	Collegiate Investment LLC
1021 Lawrence St	6-(1)-4	Collegiate Investment LLC
1021 Lawrence St	6-(1)-3	Collegiate Investment LLC
1017 Lawrence St	6-(3)-Sec-1-1	Collegiate Investment LLC
1013 Lawrence St	6-(3)-Sec-1-2	Collegiate Investment LLC
1009 Lawrence St	6-(3)-Sec-1-3	Collegiate Development LLC
1005 Lawrence St	6-(3)-Sec-1-4	Riggs, Jennifer
1001 Lawrence St	6-(3)-Sec-1-5	Collegiate Investment LLC
700 Tyler Ave	6-(3)-Sec-1-5A, 6	Radford Property 700, LLC
704 Tyler Ave	6-(3)-Sec 1-8	Greenburg, Barbara
Tyler Ave	6-(3)-Sec 1-9	Greenburg, Barbara

9. Mapping and Images

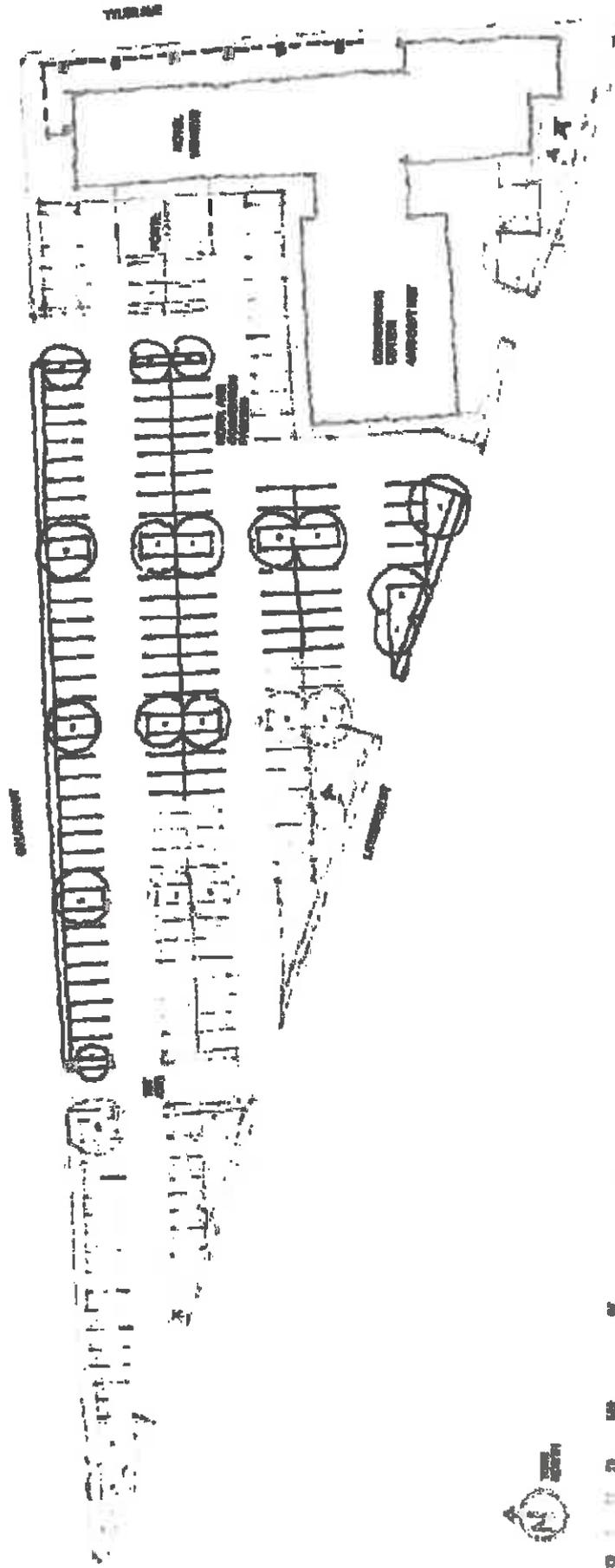
a. Current Aerial Photography



**CURRENT PROPERTY
DEVELOPMENT
Zoning R-4**

b. Proposed Project Images

Site Analysis: Scheme 2



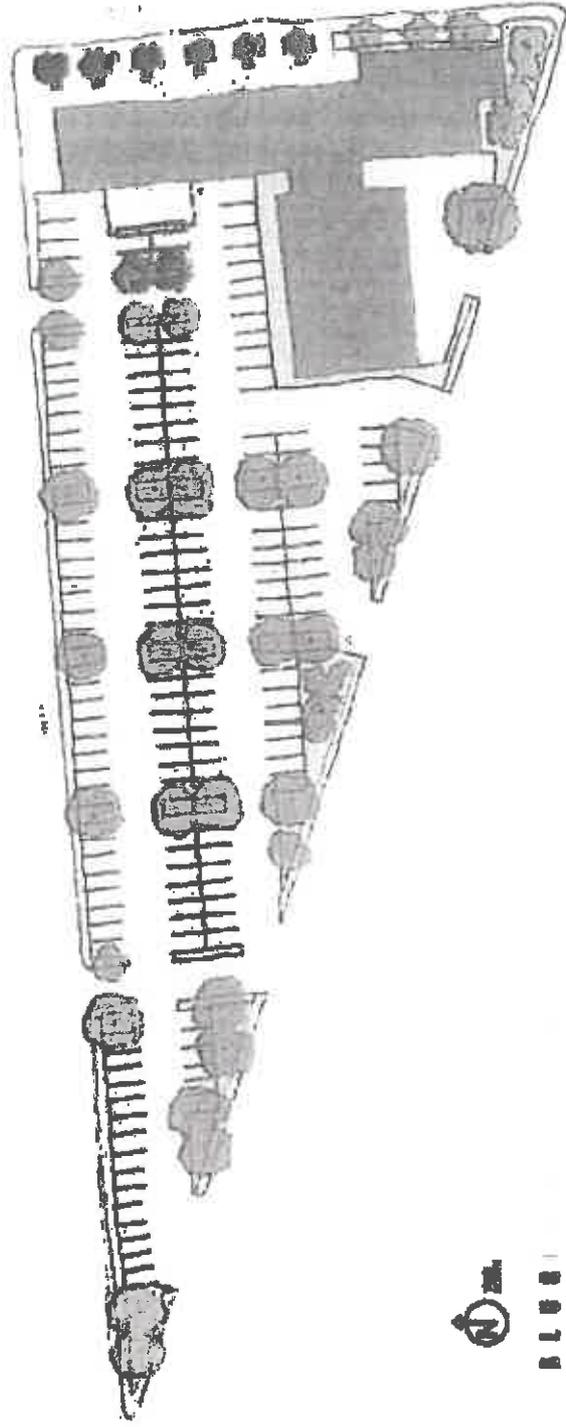
2 1 0 0 W K

DRAFT

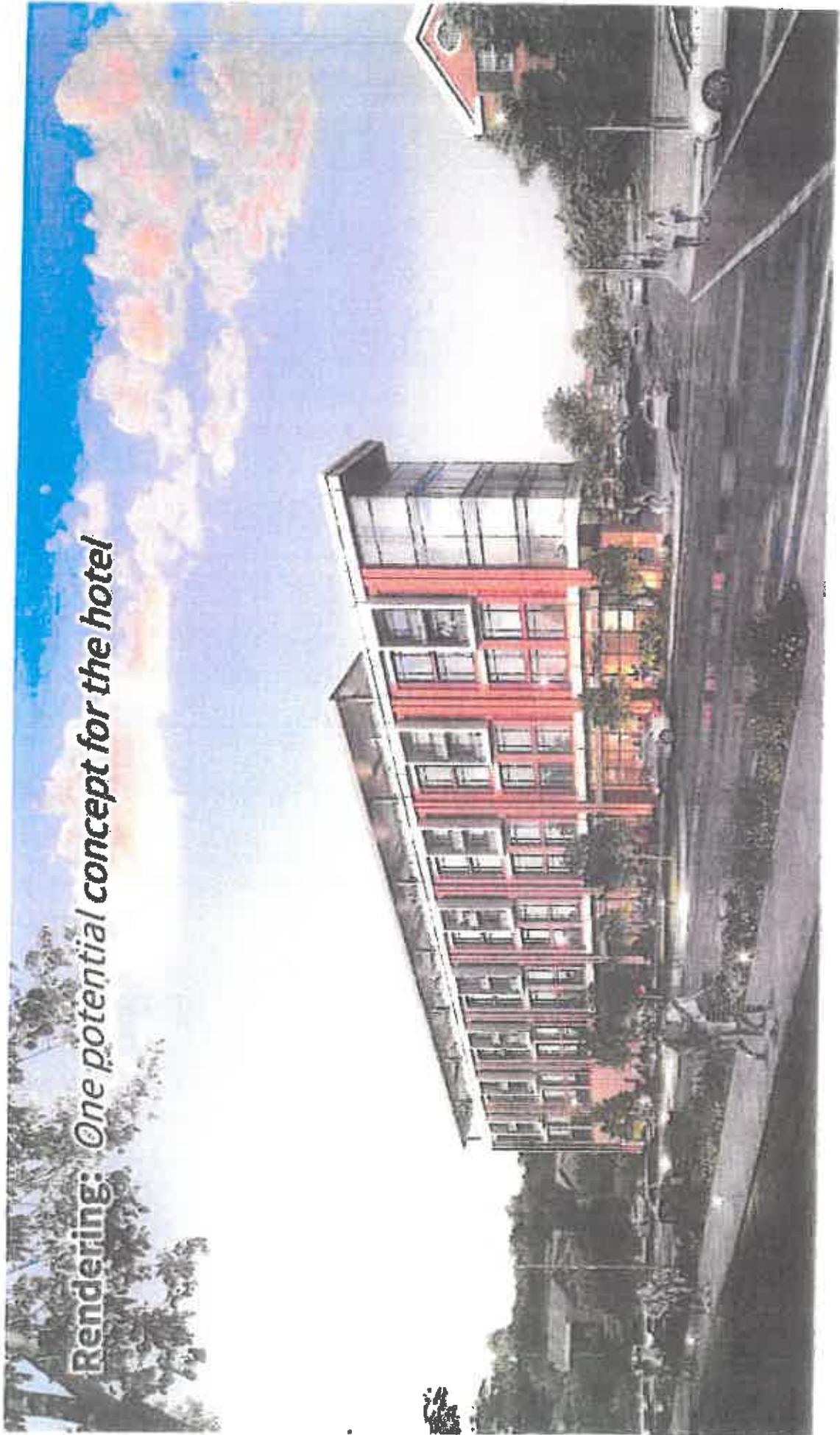
Site Analysis: Scheme 3



- Scheme 3 contemplates setback from Tyler...



DRAFT



Rendering: One potential concept for the hotel

11

Site Analysis: Views from the Proposed Hotel

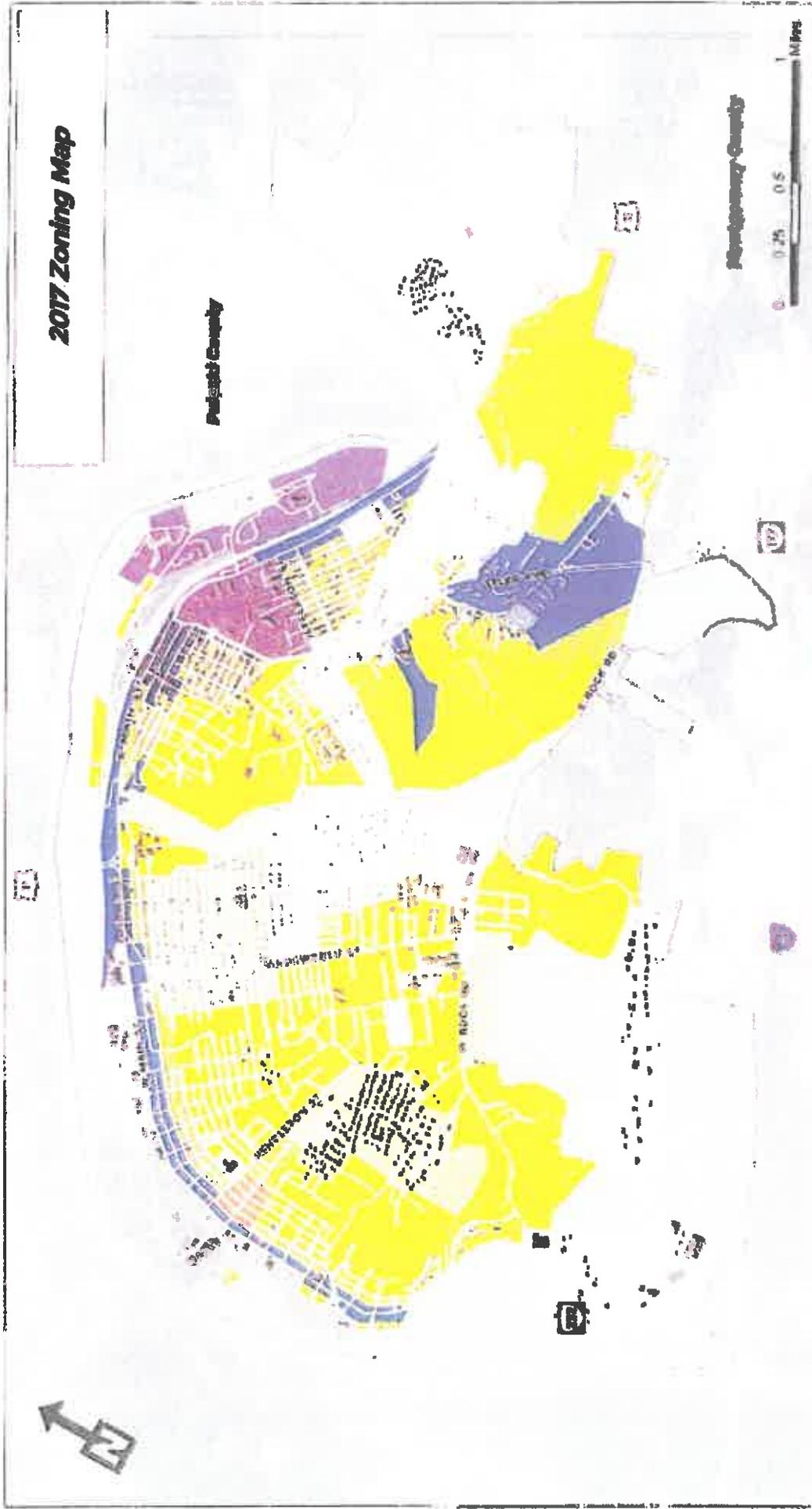


Rooftop Deck



c. City of Radford Comprehensive Plan Mapping

2017 Zoning Map



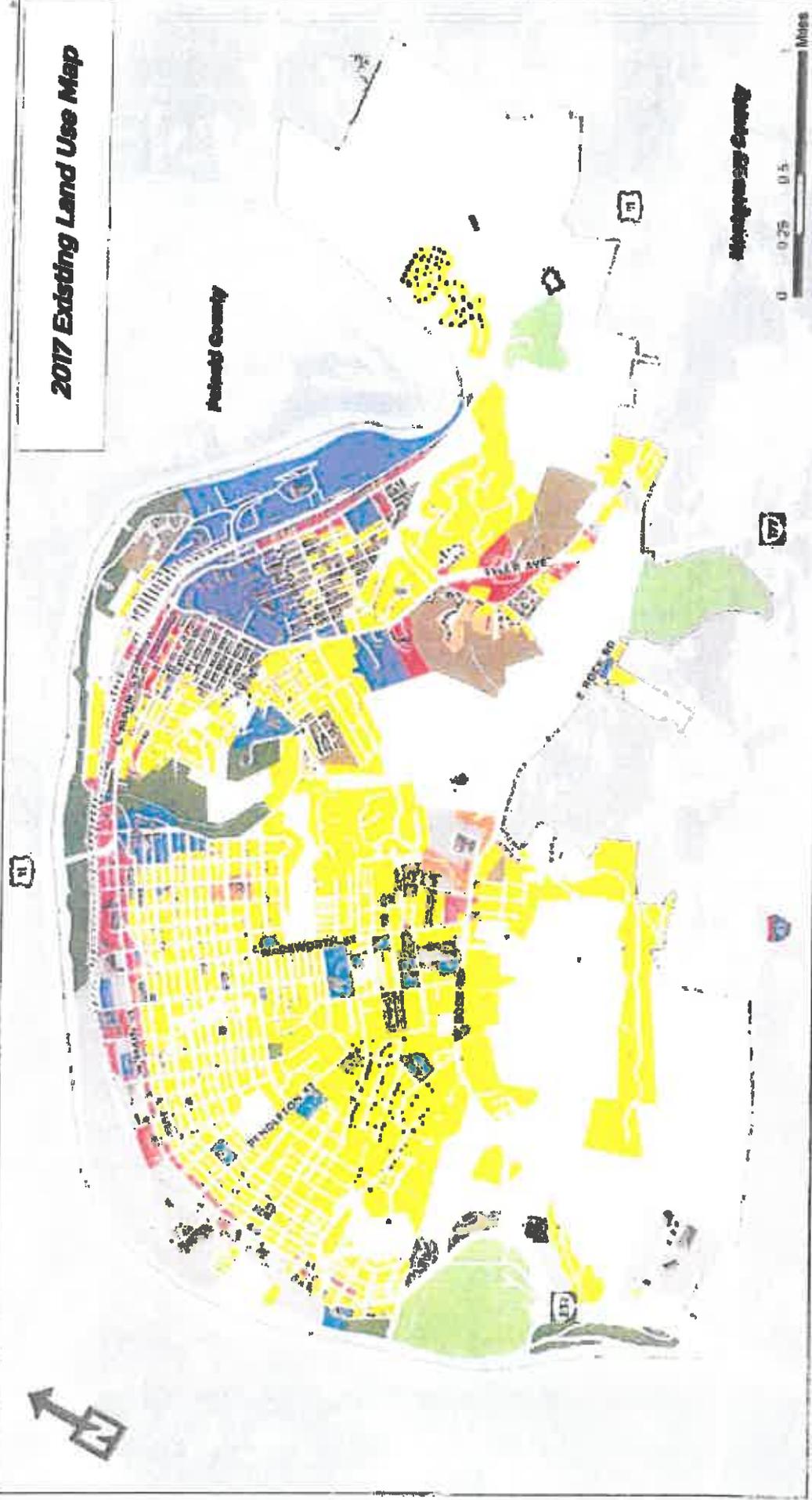
Map created by the town after using updated coordinates to 2017. American Institute of City of Radford, VA Council Districts, US Geographical Survey, Virginia Geographic Information Network.

Legend

- Limited Business (L1)
- General Business (G2)
- Central Business (C3)
- Conservation District (C2)
- Restricted Ind./Com. (R1)
- General Ind./Com. (R2)
- Medical Arts
- Mixed Use Res./Res. (R3)
- Planned Unit Dev. (PUD)
- Single Family Res. (R1)
- Single Family Res. (R2)
- Single-Two Family Res. (R3)
- Multi-Family Res. (R4)
- Min. Home Res. (R5)
- University District (R6)
- City Limits



2017 Existing Land Use Map



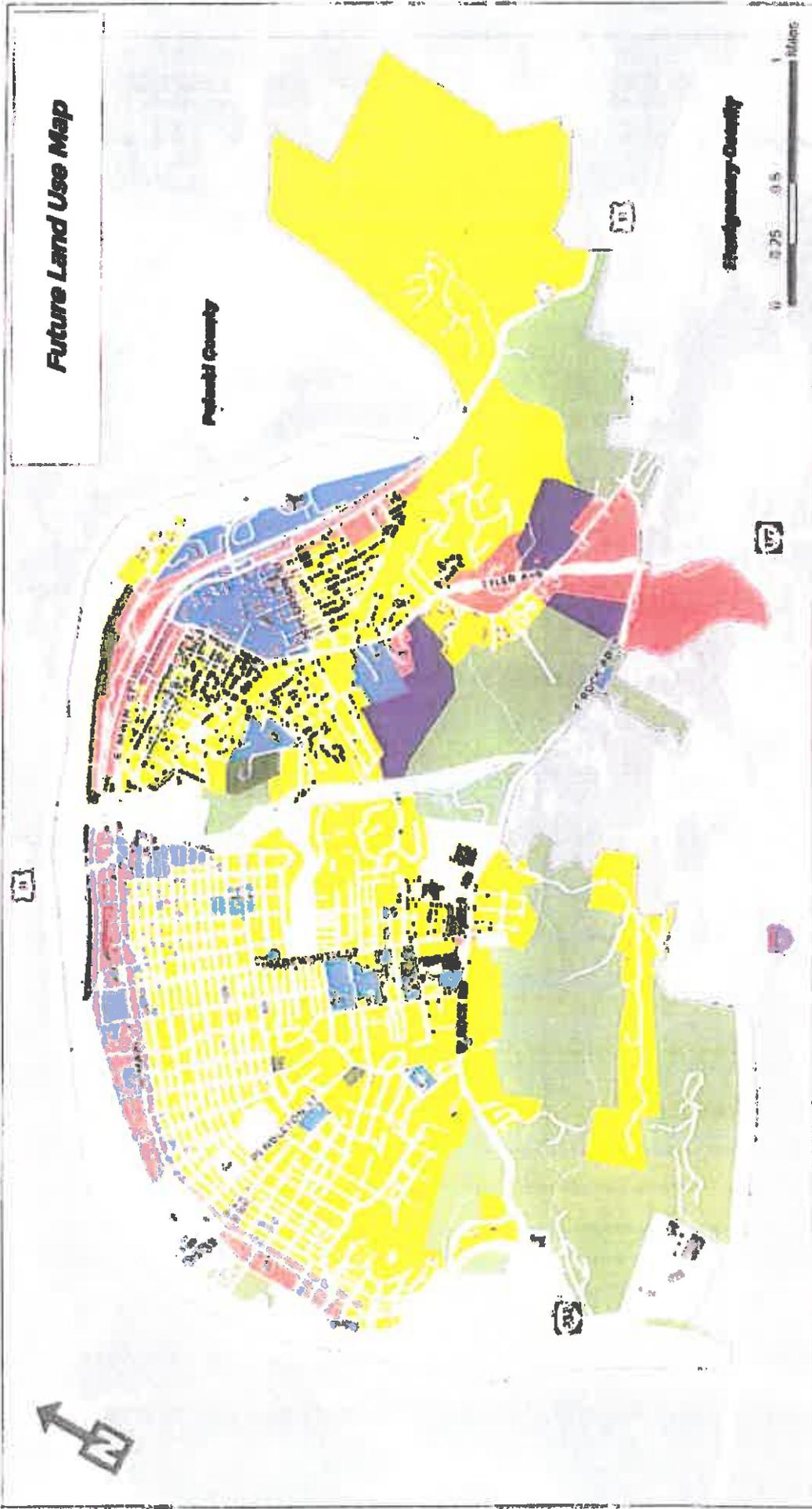
Legend

- Agriculture
- Open Space-Conservation
- Parks
- Single-Family
- Two Family
- Multi-Family
- Downtown Commercial
- Commercial
- Office/Medical
- Public/Institutional
- Industrial
- Cemetery
- Public Infrastructure
- ▬ Railroad
- ▬ Interstate
- ▬ City Limits

Map created by the New River Valley Regional Commission for 2017. Sources include City of Radford, US Census Bureau, US Geological Survey, Nightly Geographic Information System.



Future Land Use Map



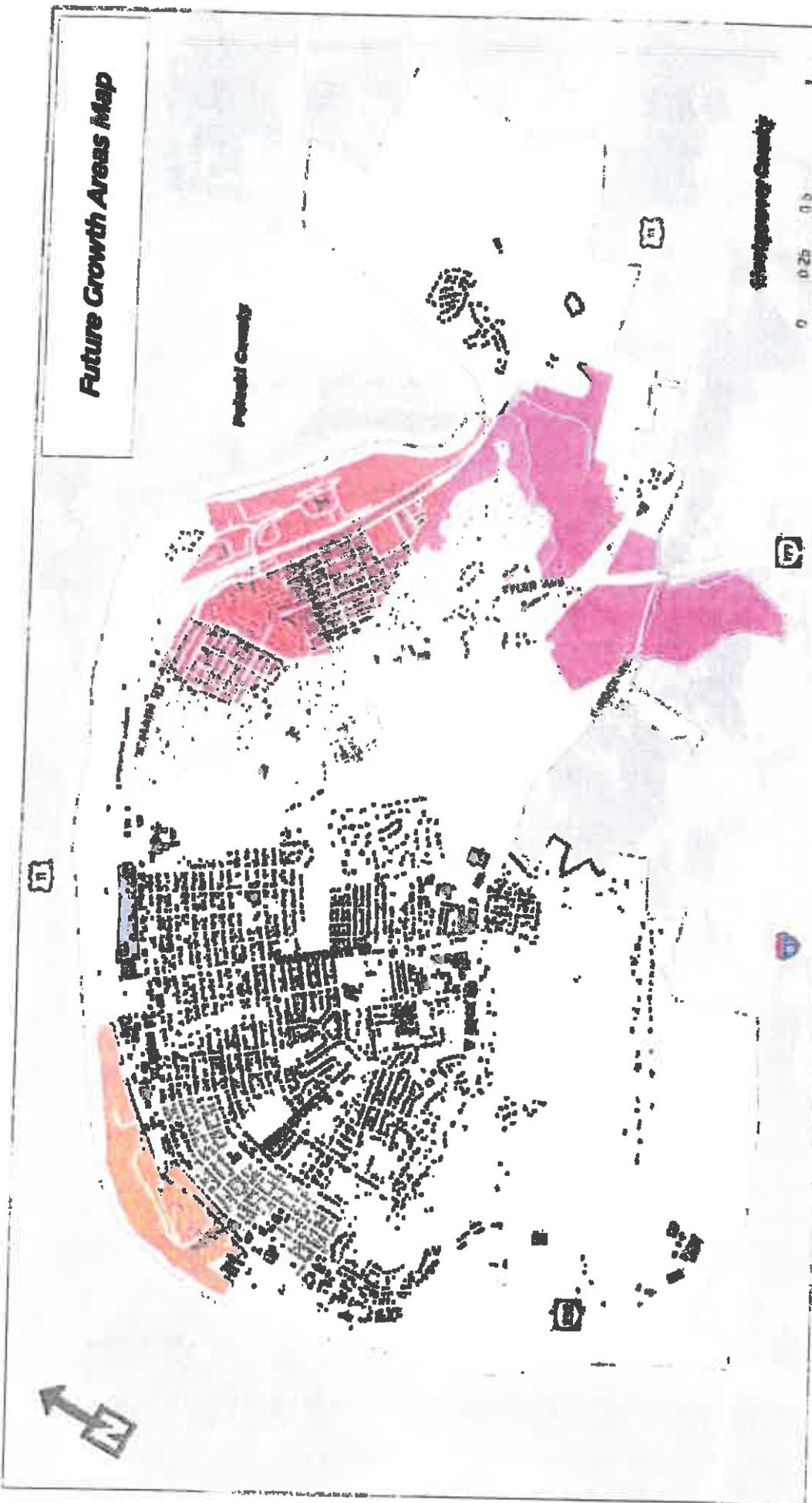
Legend

- Downtown Mixed Use
- Medium Density Residential
- Low-Density Residential
- New River & Stream Corridor
- Industrial
- Mixed Use
- Corridor Business Commercial
- Public/Institutional
- Parks and Recreation
- Residential
- City Limits

Map created by the Shenandoah Valley Regional Commission in 2012. Sources include City of Radford, US Census Bureau, US Geological Survey, Virginia Geographic Information Institute.



Future Growth Areas Map



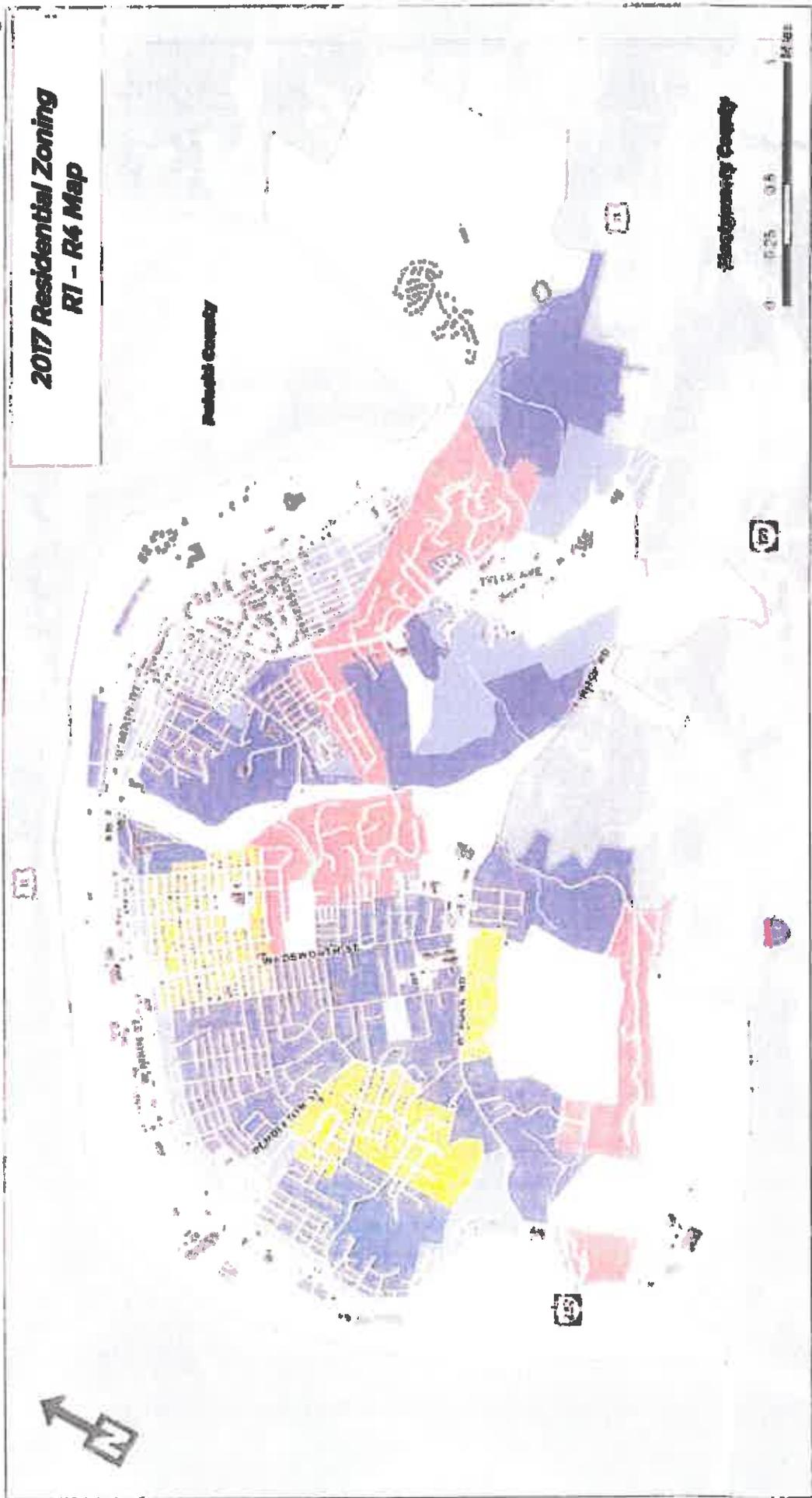
Legend

- University Inland District
- Central District
- University Inland District
- University Inland District
- City Limits
- Major Highway
- Parcel

Map created by the New River Valley Regional Committee in 2003. Approximate City of Radford, VA Center Street, VA Geographic name, VA Geographic Information Network.



2017 Residential Zoning R1 - R4 Map

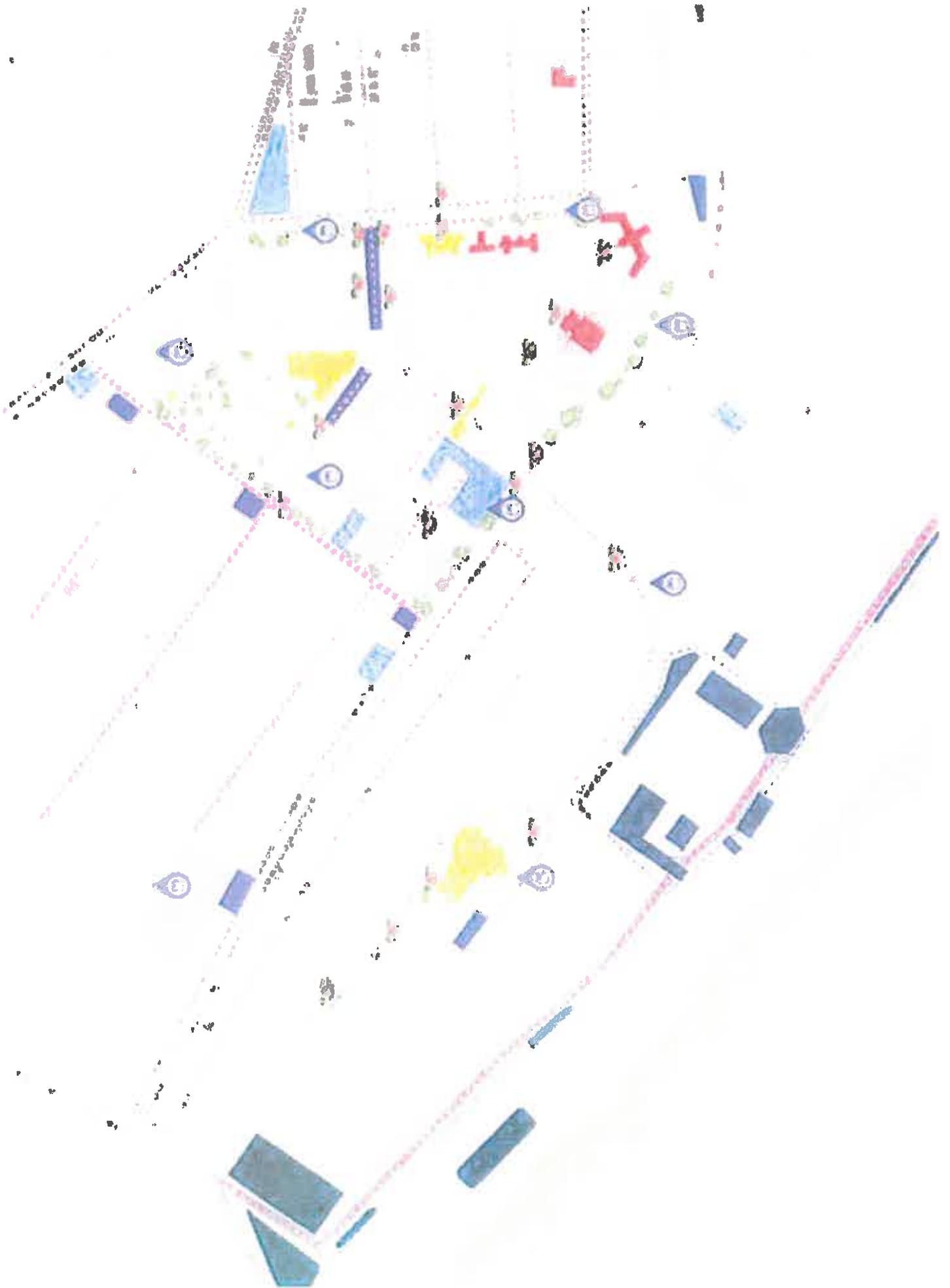


Map created by the City of Radford Planning Commission in 2017. Sources include City of Radford, US Census Bureau, US Geological Survey. Rights Reserved. Information not intended to be construed as an offer of insurance or any other financial product.

- Legend**
- R1 (Single-Family)
 - R2 (Single-Family)
 - R3 (Single-Two Family)
 - R4 (Multi-Family)
- City Limits



d. Radford University 2020-2030 Master Plan Mapping



 **New Building Location**

 **Full Building Renovation**

 **Partial Building Renovation**

 **New/Improved Parking**

 **River Campus Development**

 **Drop-Off Shelter**

 **Central Campus**

 **Athletics/Recreation Campus**

 **Public-Private Enterprise Strategic Growth Zones**

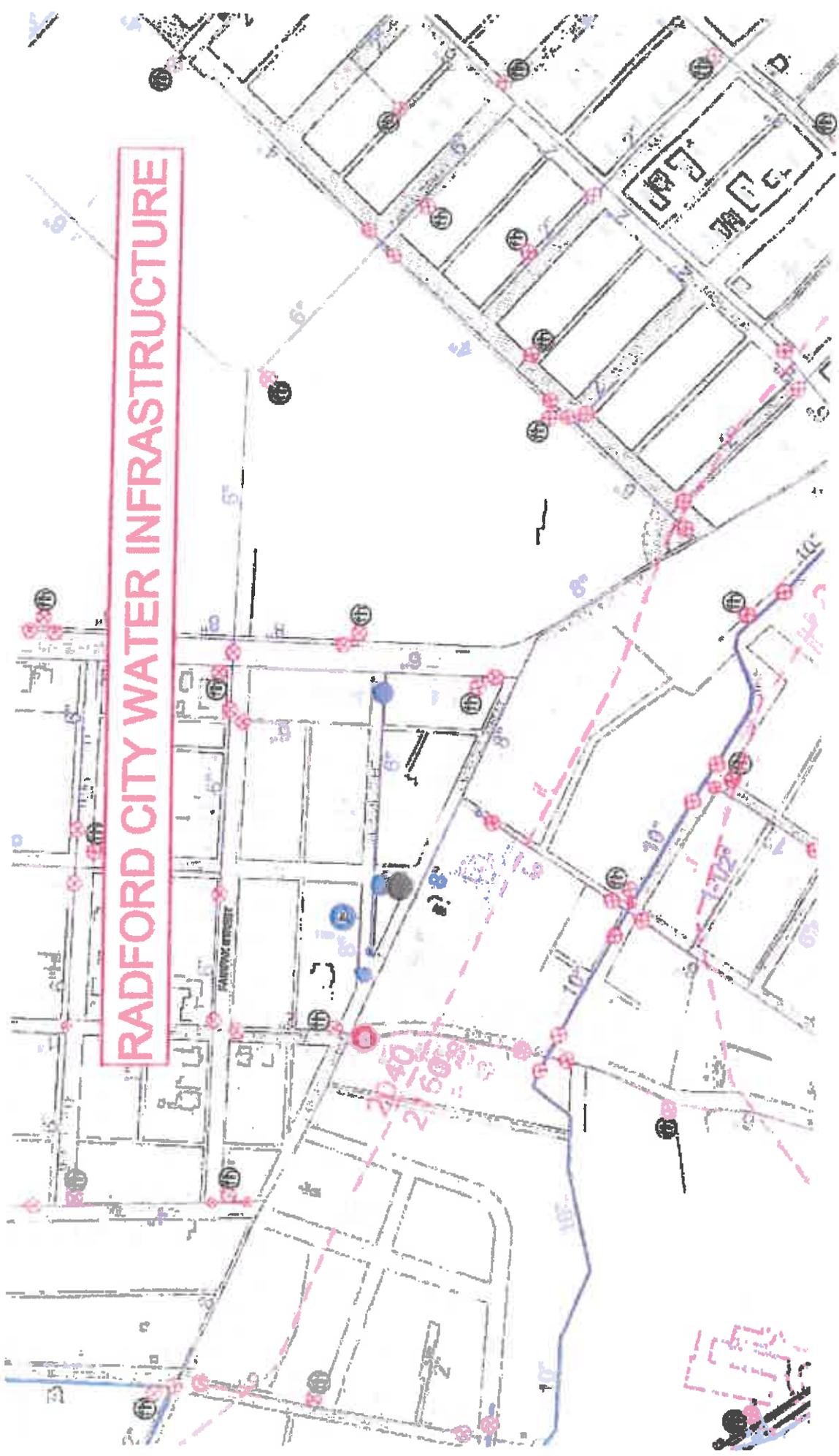
 **Green Space/Pathways Improvements**

 **Tree Canopy Improvements**

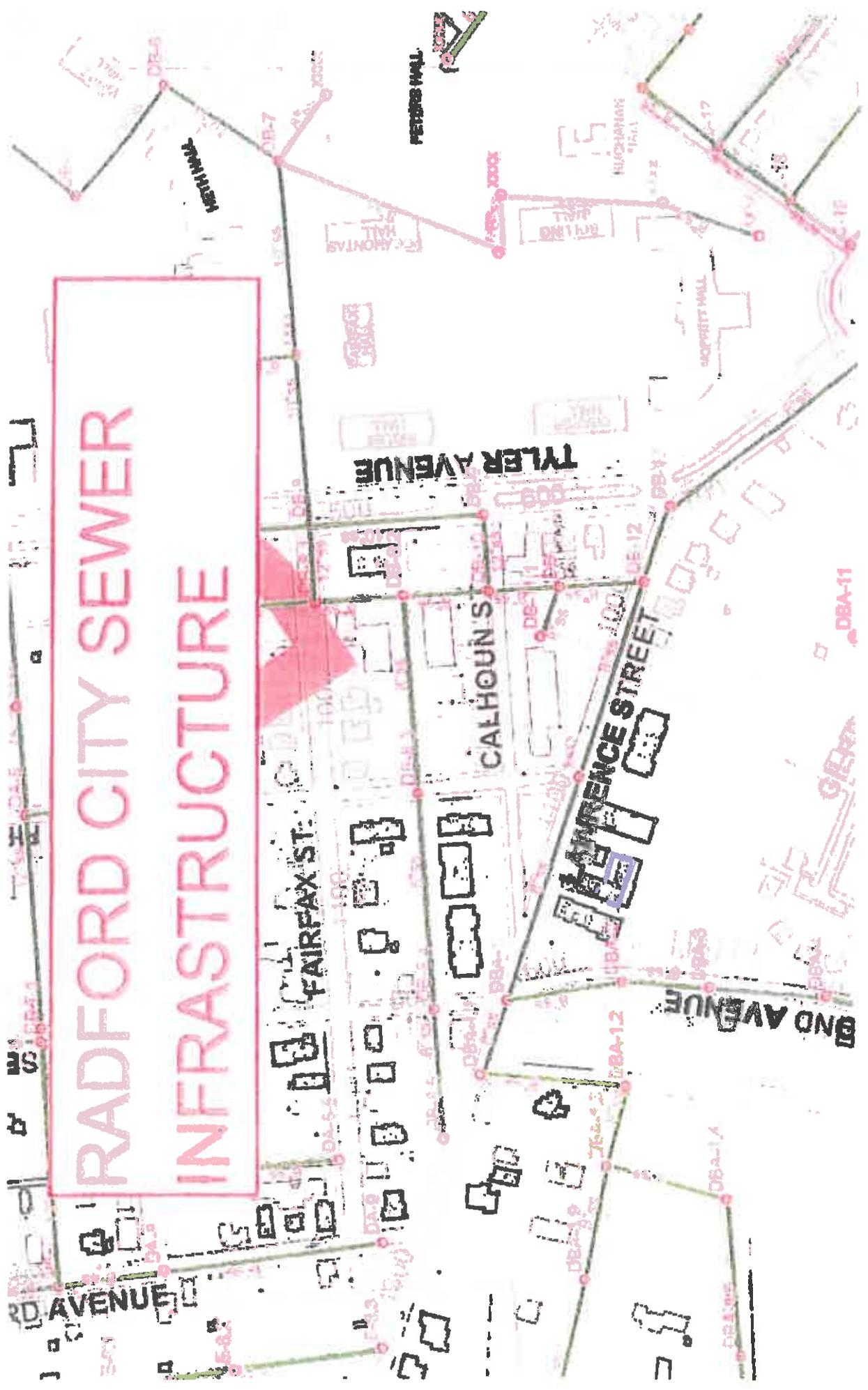
 **Landscaping/Hardscaping Improvements**

e. Existing Utility Mapping

RADFORD CITY WATER INFRASTRUCTURE

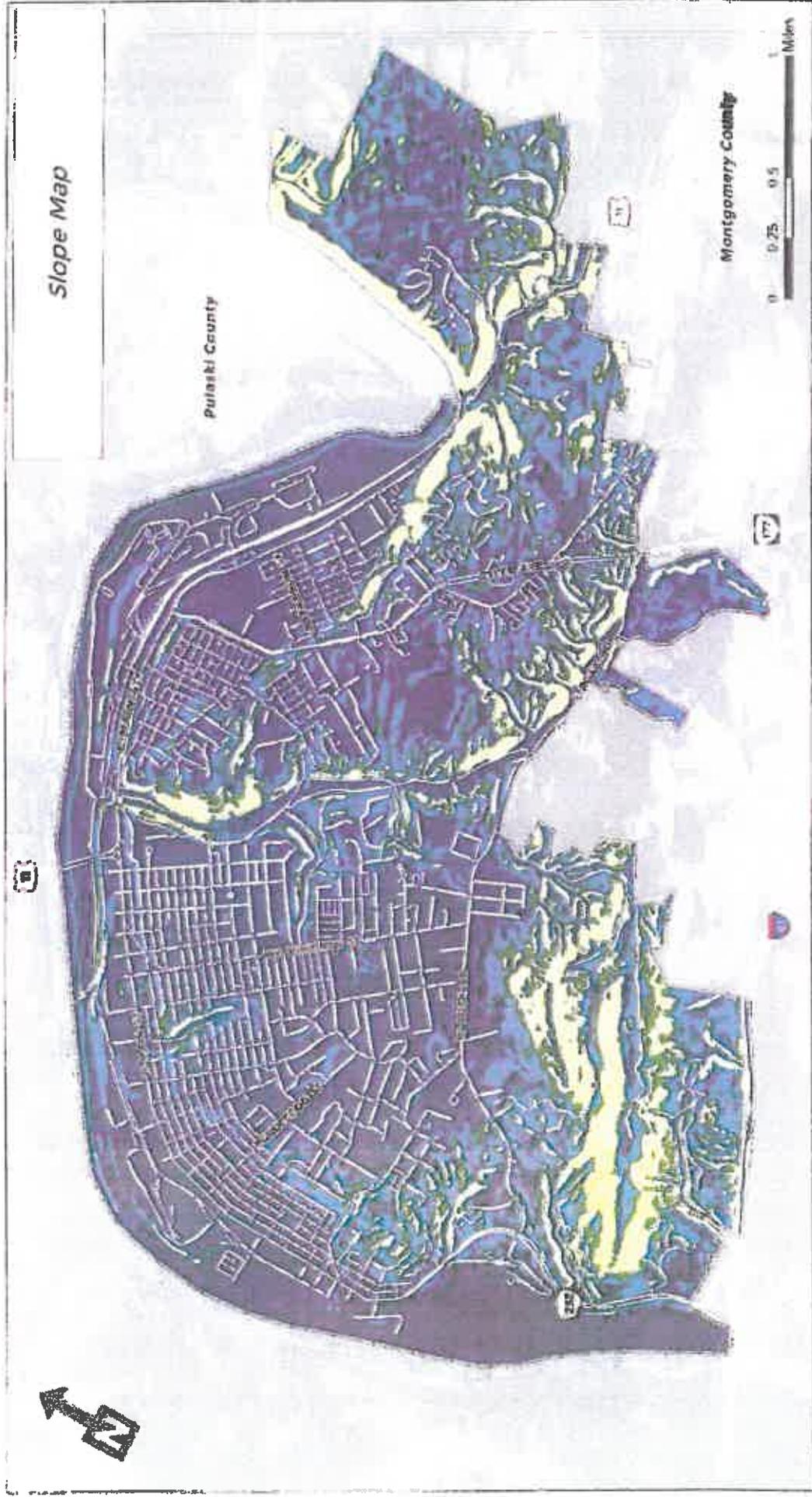


RADFORD CITY SEWER INFRASTRUCTURE



f. Existing Site Mapping

Slope Map



Map compiled by the Blue River Valley Regional Commission in 2005. Sources include City of Radford, US Census Bureau, US Geological Survey, Virginia Geographic Information Institute.

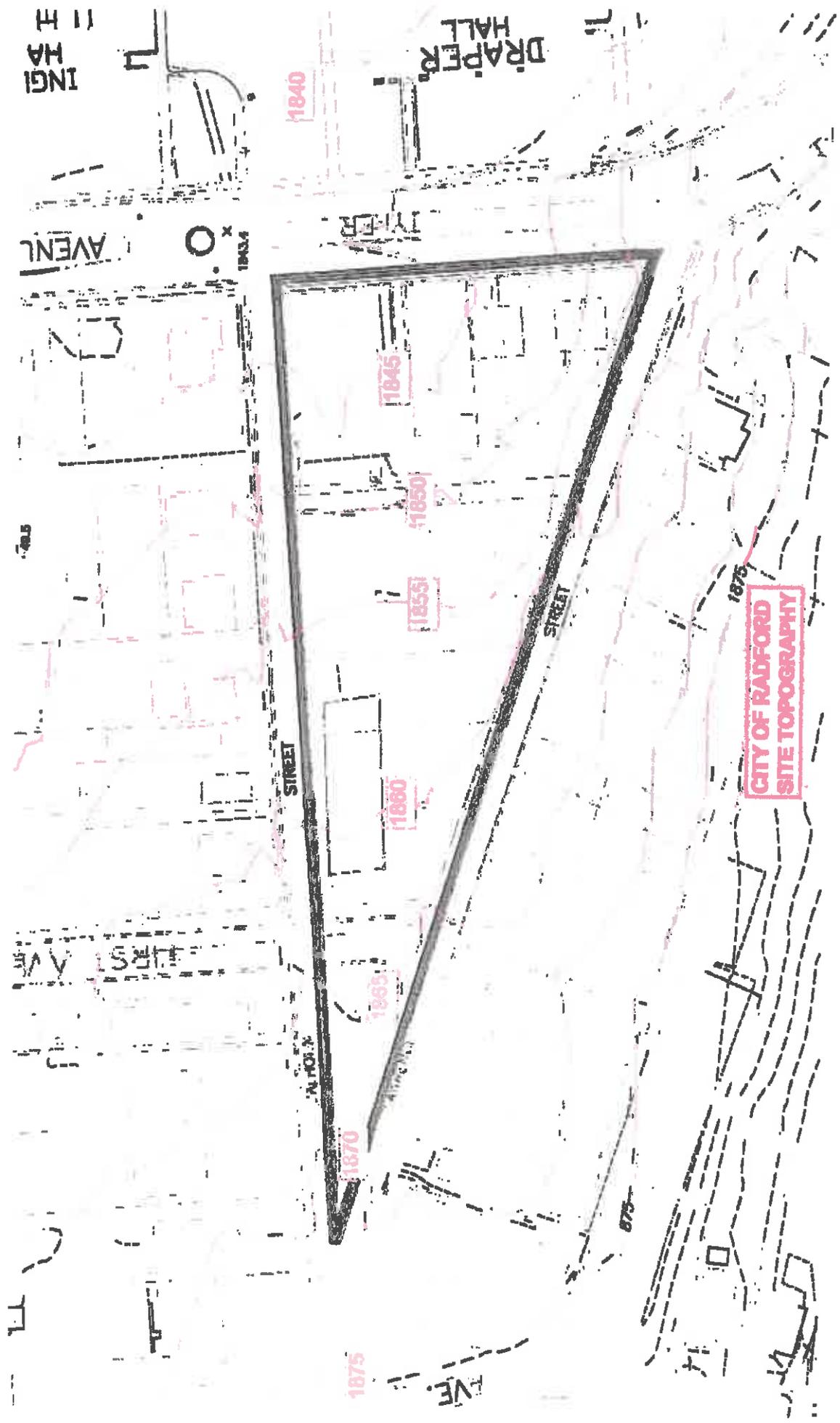
Legend

- 0-20%
- 20-30%
- 30-50%
- > 50%
- City Limits



5th Floor, Suite 500





INGI
HA
III

AVENL

1843.4

1840

DRAPER
HALL
STREET

1845

1850

1855

1860

1865

1870

STREET

STREET

1875

CITY OF RADFORD
SITE TOPOGRAPHY

FIRST AVE

1875

FIVE



To: City Council

Date: July 6, 2020

Application: Rezoning [RZ-20-001]

Location: End of Duncan Lane

Property Owner: JW Radford Contracting, LLC

Proposal: Rezone from R-3 Single – Family to R-4 Multi- Family

Request

The City of Radford received a rezoning request by JW Radford Contracting for approximately 1.0319-acre property located at the end of Duncan Lane, tax map #12-(1)-4. The request is to rezone from current R3 (Single Family residential) to R4 (Multi – Family residential) to accommodate a 7-unit Townhome development.

Staff is requesting a joint public hearing with Planning Commission at your August 10, 2020 meeting.

City of Radford, Virginia
Special Use Permit/Rezoning Application Checklist

This form represents the standard requirements for a completeness review for all preliminary special use permit/rezoning applications. Failure to provide all of the information requested will result in a determination that the special use permit/rezoning application is incomplete.

Completed, signed application

Site Plan

The level of needed detail may vary depending on the nature, size and complexity of the proposed project. The Zoning Administrator may grant data exemptions or require additional information depending on the nature of the project. The following items shall be addressed:

- a) The proposed title of the project, name of all landowners, applicant (if different), developer, engineer/ party preparing the plans. The north point, scale, and date.
- b) Location of the project by an insert map indicating the north arrow and such information as the names and numbers of adjoining roads, streams and bodies of water, railroads, subdivisions, and magisterial districts or other landmarks sufficient to clearly identify the location of the property. *ON ADJACENT PROPERTY LIST ALSO.*
- c) Lot size in acres and/or square feet, property lines and dimensions and any easements.
- d) Topography of the project area with contour intervals of two feet or less, unless waived by the Administrator as clearly unnecessary to review the project or proposal. *2 of 2*
- e) The approximate location and sizes of sanitary and storm sewers, water mains, culverts, and other underground structures, existing and planned, in or near the project.
- f) Zoning and existing use of property and all adjoining properties with names of owners.
- g) All existing physical features such as tree cover, natural watercourses, and 100-year floodplain limits.
- h) All existing buildings, and streets and/or other adjacent improved or unimproved rights-of-way.
- i) A tabulation of the total number of dwelling units of various types in the project and the overall project density in dwelling units per acre, gross or net as required by district regulations.

NA **Transportation Impacts**

If the proposed project is deemed to have a substantial impact on existing transportation system, a traffic analysis may be required by planning staff to address new traffic impacts.

NA **Report (for Special Use Permit)**

The report shall explain the manner in which the proposed special use will conform to the standards and guidelines set forth in the Zoning Ordinance Sec. 120-277 - 280.

Payment of Application Fee

Rezoning: \$1000 for each application;

Special Use Permit: \$1000 for each application

Both fees are applied to the cost of prescribed advertising, special notices and other expenses incidental to the review and processing of the application. The applicant is also responsible for other costs incurred associated with legal services and recordation.

1 **Copies**

Application for a project requiring planning commission approval of a Site Plan shall be accompanied with 8 copies of the proposed plan for consideration by the Planning Commission.

Note: A fee of \$1000.00 is to be submitted along with this application.

**City of Radford, Virginia
Application for Rezoning/Special Use Permit**

Date: Feb 3, 2029

Application for: Rezoning Special Use Permit

Applicant Information:

Property Owner JWR Land Contracting

Agent (if applicable) Thomas Roberts P.E., C.F.M.

Address P.O. Box 2533

Address P.O. Box 337, Blacksburg VA 24063

Christiansburg VA 24038

Phone 1: 540-552-3034

Phone 1: 540-953-9024

Phone 2: 540-357-4676

Phone 2: 540-449-9024

Fax: _____

Fax: 540-552-8020

Property Information

Location of Property: End of Dracm Lane - Radford

Legal Record of Property: Deed Book Number Instrument # Page Number _____
Tax Parcel Number _____

Rezoning (If applying for rezoning, complete the following.)

Existing Zoning Classification R3

Desired Zoning Classification B-1 + Variance

Desired Use Seven Townhomes

Special Use Permit (If applying for special use permit, complete the following.)

Zoning Classification _____

Special Use Desired _____

Reason for Request

To do an area surrounded by Townhomes, Apt., and Military family on 3 sides, wish to build something that conforms to neighborhood. Variance request to have 22' wide end units where it is required without a variance to have a minimum of 26' wide units.

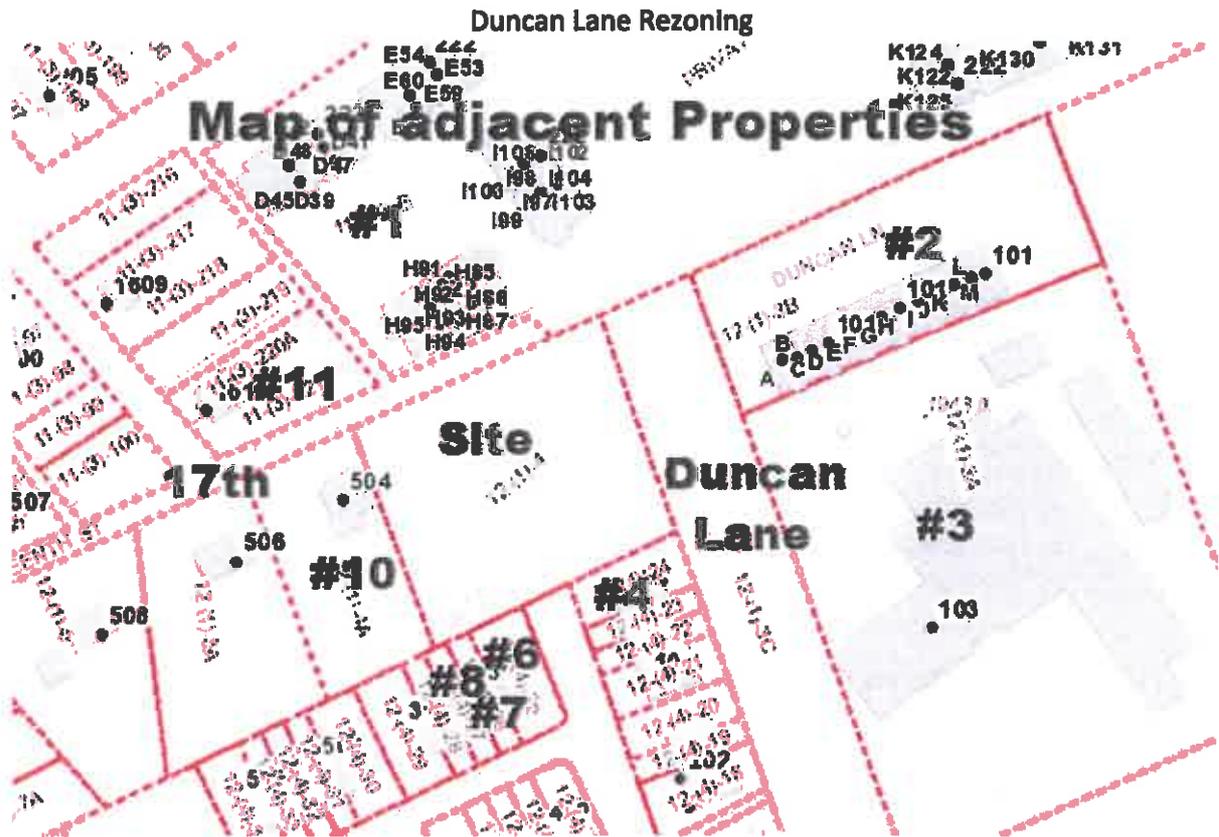
Please check off the information you have submitted:

- Application Form
- List of adjoining property owners with their address
- Sketch of Property with the following:
 - (a) property boundaries outlined
 - R3 (b) existing zoning
 - (c) existing land use
 - None (d) existing structures
- Same Map of the adjoining property with the following:
 - (a) existing zoning classification
 - (b) existing land use
 - Acres (c) existing structures
 - (d) adjacent streets showing pavement widths and right-of-way widths
- Appropriate Fee
 - (a) Rezoning fee: \$1000.00
 - (b) Special use permit fee: \$1000.00
 - (c) Zoning variance fee: \$500.00

I certify that the information supplied on this application and the attached materials is accurate and true to the best of my knowledge.

Signature of Owner: [Signature] Date: 2-3-2020
Signature of Agent: [Signature] Date: Feb 3, 2020

For Office Use Only:
Received by: Masi Date: 2/10/2020
Date sent to Planning Commission: 2/15/2020



1.

Adjacent Property Map #	Adjacent Property Address	Adjacent Property Use	Adjacent Property Zoning	Adjacent Property Owner's Address	Parcel Number Etc
1	222 Allen Ave	Apartments	R4	Willow Woods Preservation, L.P. 60 Columbus Circle, New York, NY 10023	020002658
2	101 Duncan Lane	Single Story Apartments	M1	Goodwill Industries of the Valley Works, P.O. Box 6159 Roanoke, VA 24017	030000223
3	303 Duncan Lane	Industrial	M1	New River Valley Workshop, Inc. 103 Duncan Lane Radford, VA 24141	030000141
4	104 Heather Glen LP VHDA	Townhomes	R3	Heather Glen, LP C/O VHDA Multi-Family Tony A.	020003137

	Multifamily Finance			Webb, P.O. Box 5127, Richmond VA 23220	
6	301 Heather Glen LP VHDA Multifamily Finance	Townhomes	R3	Heather Glen, LP C/O VHDA Multi-Family Tony A. Webb, P.O. Box 5127, Richmond VA 23220	020003138
7	302 Heather Glen LP VHDA Multifamily Finance	Townhomes	R3	Heather Glen, LP C/O VHDA Multi-Family Tony A. Webb, P.O. Box 5127, Richmond VA 23220	020003139
8	303 Heather Glen LP VHDA Multifamily Finance	Townhomes	R3	Heather Glen, LP C/O VHDA Multi-Family Tony A. Webb, P.O. Box 5127, Richmond VA 23220	020003140
10	504 Seventeenth Street	Single Family	R3	Charles Douglas Calfee 504 Seventeenth Street, Radford, VA 24141	020001370
11	1615 Clay Street	Single Family	R3	Cathy E. Carter, 1522 Moorman Ave NW, Roanoke, VA 24017	020001120





TABLE OF REVISIONS TO THE ORIGINAL PLAN SHEET

NO.	DATE	DESCRIPTION
1	08/14/14	ISSUED FOR PERMITTING



NOTES:
 1. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.
 2. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.
 3. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.
 4. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.
 5. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.
 6. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.
 7. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.
 8. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.
 9. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.
 10. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.

1. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.
2. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.
3. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.
4. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.
5. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.
6. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.
7. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.
8. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.
9. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.
10. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.



To: City Council
Date: July 6, 2020

Application: SUP [SUP-20-001]
Location: 1143 East Main Street
Property Owner: Radford Development
Proposal: Apartments on 2nd & 3rd Floor

Request

The City of Radford request from Radford Development of Virginia, to convert the 2nd & 3rd floor of 1143 East Main Street into apartments, within an B-3 Central Business District. Radford Zoning Ordinance requires a special use permit.

Staff is requesting a joint public hearing with Planning Commission at your August 10, 2020 meeting.

City of Radford, Virginia
Special Use Permit/Rezoning Application Checklist

This form represents the standard requirements for a completeness review for all preliminary special use permit/rezoning applications. Failure to provide all of the information requested will result in a determination that the special use permit/rezoning application is incomplete.

Completed, signed application

N.A. **Site Plan**

The level of needed detail may vary depending on the nature, size and complexity of the proposed project. The Zoning Administrator may grant data exemptions or require additional information depending on the nature of the project. The following items shall be addressed:

- a) The proposed title of the project, name of all landowners, applicant (if different), developer, engineer/ party preparing the plans. The north point, scale, and data.
- b) Location of the project by an insert map indicating the north arrow and such information as the names and numbers of adjoining roads, streams and bodies of water, railroads, subdivisions, and magisterial districts or other landmarks sufficient to clearly identify the location of the property.
- c) Lot size in acres and/or square feet, property lines and dimensions and any easements.
- d) Topography of the project area with contour intervals of two feet or less, unless waived by the Administrator as clearly unnecessary to review the project or proposal.
- e) The approximate location and sizes of sanitary and storm sewers, water mains, culverts, and other underground structures, existing and planned, in or near the project.
- f) Zoning and existing use of property and all adjoining properties with names of owners.
- g) All existing physical features such as tree cover, natural watercourses, and 100-year floodplain limits.
- h) All existing buildings, and streets and/or other adjacent improved or unimproved rights-of-way.
- i) A tabulation of the total number of dwelling units of various types in the project and the overall project density in dwelling units per acre, gross or net as required by district regulations.

N.A. **Transportation Impacts**

If the proposed project is deemed to have a substantial impact on existing transportation system, a traffic analysis may be required by planning staff to address new traffic impacts.

N.A. **Report (for Special Use Permit)**

The report shall explain the manner in which the proposed special use will conform to the standards and guidelines set forth in the Zoning Ordinance Sec. 120-277 – 280.

Payment of Application Fee

Rezoning: \$1000 for each application;

Special Use Permit: \$1000 for each application

Both fees are applied to the cost of prescribed advertising, special notices and other expenses incidental to the review and processing of the application. The applicant is also responsible for other costs incurred associated with legal services and recordation.

1 **Copies**

Application for a project requiring planning commission approval of a Site Plan shall be accompanied with 8 copies of the proposed plan for consideration by the Planning Commission.

Note: A fee of \$1000.00 is to be submitted along with this application.

**City of Radford, Virginia
Application for Rezoning/Special Use Permit**

Date: Feb 3, 2029

Application for: Rezoning Special Use Permit

Applicant Information:

Property Owner: J.W. Radford Contracting Agent (if applicable) Thomas Roberts P.E., C.F.M.
Address: P.O. Box 2533 Address: P.O. Box 332, Blacksburg, VA 24063
Christiansburg, VA 24078
Phone 1: 540-552-3034 Phone 1: 540-953-9024
Phone 2: 540-357-4676 Phone 2: 540-449-9024
Fax: _____ Fax: 540-552-8020

Property Information

Location of Property: 1143 East Main Street
Radford, VA 24141

Legal Record of Property: (Book Number) _____ (Page Number) _____
Tax Parcel Number: 010000409

Rezoning (If applying for rezoning, complete the following.)

Existing Zoning Classification: _____
Desired Zoning Classification: _____
Desired Use: _____

Special Use Permit (If applying for special use permit, complete the following.)

Zoning Classification: B3
Special Use Desired: To allow residential use on second and third floors. First floor to be renovated for commercial use.

Reason for Request: Owner has determined that there is not a market for second floor or 3rd floor commercial use.

Please check off the information you have submitted:

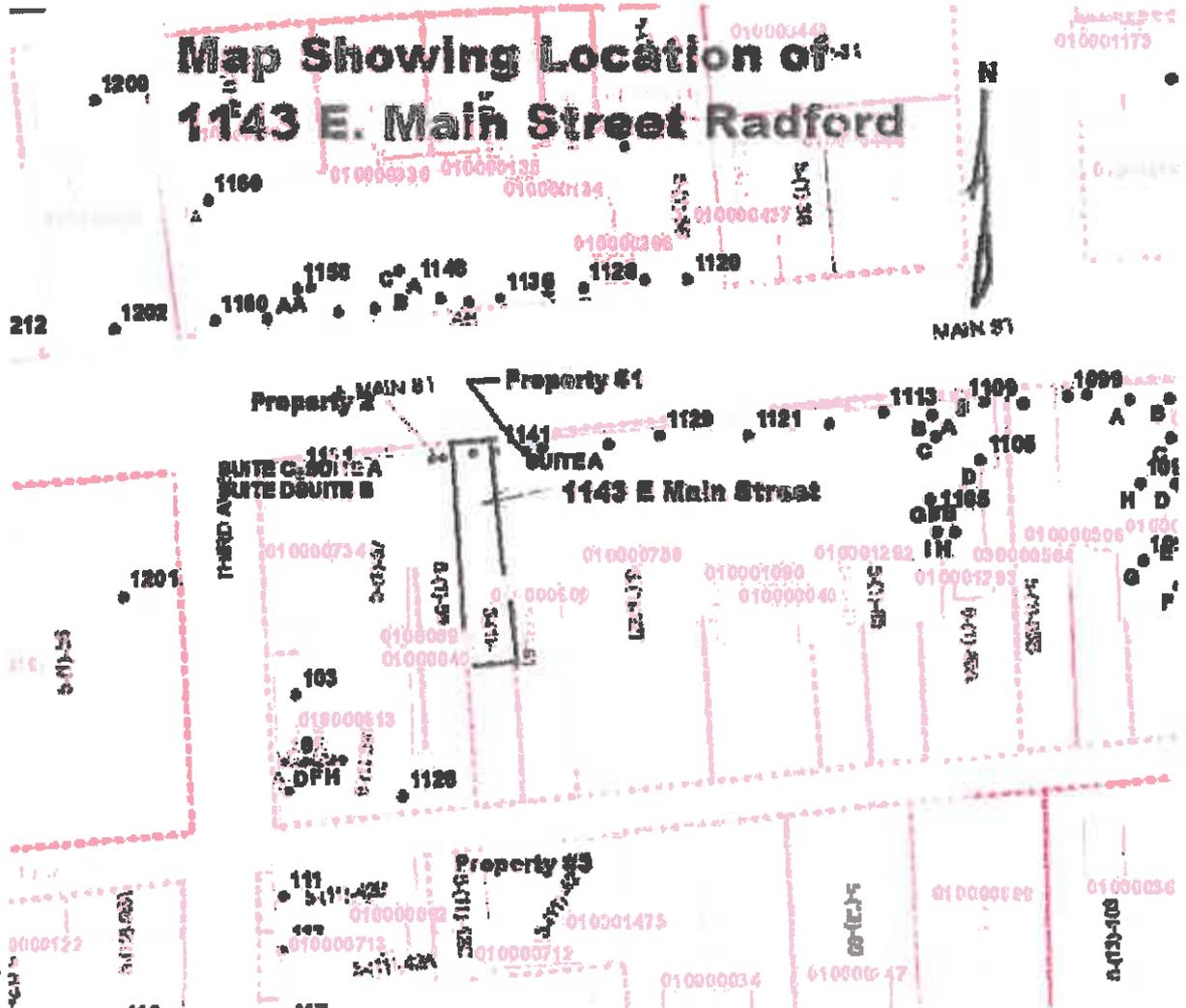
- Application Form
- List of adjoining property owners with their address
- Sketch of Property with the following:
 - (a) property boundaries outlined
 - (b) existing zoning
 - (c) existing land use
 - (d) existing structures
- Map of the adjoining property with the following:
 - (a) existing zoning classification
 - (b) existing land use
 - (c) existing structures
 - (d) adjacent streets showing pavement widths and right-of-way widths
- Appropriate Fee
 - (a) Rezoning fee: \$1000.00
 - (b) Special use permit fee: \$1000.00
 - (c) Zoning variance fee: \$500.00

I certify that the information supplied on this application and the attached materials is accurate and true to the best of my knowledge.

Signature of Owner: [Signature] Date 3-3-2020
Signature of Agent: [Signature] Date Feb 3, 2020

For Office Use Only:
Received by [Signature] Date 2/10/2020
Date sent to Planning Commission 2/11/2020

Map Showing Location of 1143 E. Main Street Radford



Adjacent Property Map #	Adjacent Property Address	Adjacent Property Use	Adjacent Property Zoning	Adjacent Property Owner's Address	Parcel Number Etc
1	1137 East Main	Barber Shop	B3	Corham Properties LLC, 1120 East Main Street	010000906
2	1147 East Main	Nail Salon	B3	Stephen G. McMurray, 50 Gavin Court NW, Christiansburg, VA 24074	010000950
3	Picket Street (No number)	Not Known	B3	Redbud Branch Properties, LLC, 1028 Grove Avenue, Radford Virginia, 24141	010001475

Memorandum

To: Mayor Horton, Members of City Council
From: Melissa Skelton, Director, Community Developer
Date: July 6, 2020
Subject: PY 2020 CDBG Action Plan



Background:

Every five years the City is required to develop Consolidated Plan (Con Plan) to the Department of Housing and Urban Development, our current Con Plan is 2017-2021. It is designed to serve as the framework for identifying housing and community development priorities that are aligned with the Community Development Block Grant (CDBG) Program. Each year the Consolidated Plan is carried out through the Annual Action Plan, which provides concise summary of actions, activities, and the specific federal resources that will be used each year to address the priority needs and specific goal that were identified in the Consolidated Plan.

A copy of the PY 2020 CDBG Annual Action Plan is provided for your review. Approval of the Action Plan is necessary prior to submittal to HUD on July 20, 2020. This year we are expecting our 2020 allocation to be \$179,253, with an additional \$20,785 to be rolled over from prior year funding. The following activities have been identified for the next program year:

Project	Budget
Housing Activities	
Emergency Home Repair	\$15,000
Non-Housing Activities	
Beautification	\$13,000
Façade Program	\$15,000
Water/ Sewer	\$80,000
Public Service	
Women's Resource Center	\$8,000
New River Community Action	\$8,000
Beans & Rice	\$8,000
August Kids	\$2,038
Bobcat Back Pack Program	\$8,000
Radford-Fairlawn Daily Bread	\$8,000
Administration	
General Administration	\$35,000

The Action Plan required a 30 public comment period which began June 17, 2020. I will provide any comments that we may receive prior to your July 13, 2020 meeting. Please let me know if you have any questions or concerns.

Thank you

cc: Mr. David Ridpath, City Manager



**CITY OF RADFORD
PROGRAM YEAR 2020
ACTION PLAN**

Table of Contents

Executive Summary.....	1
AP-05 Executive Summary - 91.200(c), 91.220(b)	1
PR-05 Lead & Responsible Agencies - 91.200(b)	4
AP-10 Consultation - 91.100, 91.200(b), 91.215(l)	5
AP-12 Participation - 91.401, 91.105, 91.200(c).....	9
AP-15 Expected Resources - 91.420(b), 91.220(c)(1,2)	12
AP-20 Annual Goals and Objectives.....	14
AP-35 Projects - 91.420, 91.220(d)	18
AP-38 Project Summary	19
AP-50 Geographic Distribution - 91.420, 91.220(f)	23
AP-75 Barriers to affordable housing -91.420, 91.220(j).....	25
AP-85 Other Actions - 91.420, 91.220(k)	26
Program Specific Requirements.....	28
ATTACHMENTS.....	30
• Non-State Program Certifications	
• HOME and CDBG Program Applications for Federal Assistance SF-424	
• HOME and CDBG Program Assurances - Construction Programs SF-424D	

Executive Summary

AP-05 Executive Summary - 91.200(c), 91.220(b)

1. Introduction

The 2020 Action Plan provides a specific roadmap of activities to meet strategic goals with a basis for assessing the City's performance. Once in place, the Plan provides guidance for the City's community development investment decisions that is consistent with public concerns and needs. This Action Plan outlines the activity for the fourth year of the 5-year Consolidated Plan.

For the 2020 Program Year, the City of Radford estimates it will receive \$179,253 from the Department of Housing and Urban Development. In the event that the actual amount received from HUD is higher or lower than anticipated, the City will adjust the funding amounts and will ensure that we remain in compliance with the regulatory requirements for funding allocations to certain activities.

2. Summarize the objectives and outcomes identified in the Plan

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.

The overall goal is to develop a viable community by providing decent housing, expanded economic opportunities and a suitable living environment, primarily for low- and moderate-income persons. HUD administers these programs on a national basis and awards grants to entitlement communities each year on a formula basis. The City of Radford in turn awards grants to local nonprofits as well as providing direct services to residents through CDBG-funded programs.

This Action Plan covers the period of July 1, 2020 to June 30, 2021;

Objectives:

- Continued improvement of the City's public infrastructure, beautification enhancements, continued support to local agencies who help low-to-moderate residents and strengthening the neighborhoods to enhance the quality of life for the citizens of Radford.

Outcomes:

- Beautification enhancements to continue increasing the tree canopy and aesthetics throughout the City.

- Weatherization and Emergency Home Repair Program
- Improve infrastructure by replacing 1650' of 2" water lines to 6" water line for better access to water.
- Support to our local agencies that provide services to LMI children with an afterschool program and a back to school program. Support to agencies that assist families who are at risk of becoming homeless.

3. Evaluation of past performance

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

The City of Radford achieved several goals that was set forth in the 2017 Consolidated Plan and 2019 Action Plan. One of the major accomplishments was the demolition of a building within the Central Business District, that was redeveloped into a pocket park. The City also was able to support a number local agencies that provide services to LMI children with an afterschool program and a back to school program. Funding also assisted with families who are close to becoming homeless throughout the Homeless Intervention Program.

It was decided to reprogram funding from the Demolition project and Emergency Home Repair activity in response to the COVID-19 outbreak. Both projects would not have been completed by year end.

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

Prior to the development of the Action Plan, public input sessions were held on March 9th and 10th to give the citizens an opportunity to offer input on the activities for the 2020 Action Plan. There no attendees. The City also invited citizens to review and comment on the Action Plan over a 30 day comment period. Notification was printed in the local daily newspaper on June 17, 2020 and the Action Plan was posted to the City's website.

5. Summary of public comments

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

There were no public in attendance at either meetings.

6. Summary of comments or views not accepted and the reasons for not accepting them

N/A

7. Summary

The Action Plan has been developed using an estimate of the amount of 2020 CDBG allocation that the City plans to receive from HUD. Funding amount revisions will be made to the activities in the Action Plan should the exact amount of funding awarded by HUD differ from the estimate. The activities with the highest funding amounts are the highest priority activities.

PR-05 Lead & Responsible Agencies - 91.200(b)

1. Agency/entity responsible for preparing/administering the Consolidated Plan

The following are the agencies/entities responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
CDBG Administrator	City of Radford	City of Radford

Table 1 – Responsible Agencies

Narrative

HUD has designated the City of Radford as an entitlement community and as such it receives a direct allocation of Community Development Block Grant (CDBG) funds.

Consolidated Plan Public Contact Information

For more information call:

Melissa Skelton, City of Radford Community Development Director

(540)267-3188

Melissa.Skelton@radfordva.gov

AP-10 Consultation - 91.100, 91.200(b), 91.215(l)

1. Introduction

The City of Radford works in partnership with social service providers, community agencies, groups, organizations, and citizens to evaluate community needs and set goals for the plan period. The City of Radford's Consolidated Plan outlines the priorities and goals which guide the allocation of funds of the five year period. The funds allocated for the 2020 grant application cycle are included in the Year 4, 2020 Action Plan.

Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(l)).

City Staff is participating in a regional housing study that will compile citizen input and housing market data to provide a detailed understanding of the regional and local housing market within the New River Valley. It will serve as a foundation for planning of future employment, housing and infrastructure development activities, providing us with data and strategies that will help to guide investment in housing and rehabilitation projects.

We continue to actively participate in the Livability Initiative, as it is a planning tool that provides opportunities for the residents within the New River Valley to develop a vision for the future and develop strategies that businesses, community organizations, local governments, and individuals can use to make this future vision a reality.

City Staff takes part in the ongoing update of the Housing Service Guide and Affordable Housing list that NRV HOME Consortium led as a regional effort to create a resource to assist those seeking information about affordable housing. The guide provides a list of different housing services throughout the New River Valley.

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.

The New River Valley Housing Partnership is the entity responsible for the local Continuum of Care. The CoC meets on a monthly basis for the purpose to assist in the coordination, development, and evaluation of services and housing for homeless and at-risk of homeless persons with housing needs through planning, education and advocacy.

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate

outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS

N/A

2. Agencies, groups, organizations and others who participated in the process and consultations

Table 2 – Agencies, groups, organizations who participated

<p>1</p> <p>Agency/Group/Organization</p>	<p>WOMEN'S RESOURCE CENTER</p>
<p>Agency/Group/Organization Type</p>	<p>Housing Services-Victims of Domestic Violence Services-homeless Services - Victims</p>
<p>What section of the Plan was addressed by Consultation?</p>	<p>Homeless Needs - Families with children Domestic Violence</p>
<p>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</p>	<p>City Staff is a member of the Board of Directors that meets on a monthly bases where we discuss activities that address homelessness.</p>
<p>2</p> <p>Agency/Group/Organization</p>	<p>City of Radford</p>
<p>Agency/Group/Organization Type</p>	<p>Other government - Local Grantee Department</p>
<p>What section of the Plan was addressed by Consultation?</p>	<p>Homeless Needs - Chronically homeless Homeless Needs - Families with children Non-Homeless Special Needs Economic Development Anti-poverty Strategy</p>
<p>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</p>	<p>In development of the Action Plan, 2 public input meetings were provided to the community at large soliciting applications for funding. Staff also met with directors of the following departments to determine needs and projects; Building, Planning, City Manager, Water/Wastewater, Engineering</p>
<p>3</p> <p>Agency/Group/Organization</p>	<p>NEW RIVER COMMUNITY ACTION</p>
<p>Agency/Group/Organization Type</p>	<p>Housing Services-homeless</p>

<p>What section of the Plan was addressed by Consultation?</p>	<p>Homelessness Strategy</p>
<p>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</p>	<p>NRCA was consulted for data pertaining to homeless needs and those at risk of homelessness</p>

Identify any Agency Types not consulted and provide rationale for not consulting

The City provided for limited consultation efforts due to the small amount of grant funds being recieved and the need to focus the limited resources to viable projects

Other local/regional/state/federal planning efforts considered when preparing the Plan

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	New River Housing Partners	Ensure that all regional housing providers are working in collaboration with one another to address homelessness.

Table 3 - Other local / regional / federal planning efforts

Narrative

AP-12 Participation - 91.401, 91.105, 91.200(c)

- 1. Summary of citizen participation process/Efforts made to broaden citizen participation
Summarize citizen participation process and how it impacted goal-setting**

Prior to the development of the Action Plan, A public notice was posted in the Radford News Journal and City's website on February 22, 2020 seeking proposals for Public Service Funds.

Two public input sessions were held on March 9,2020 and March 10, 2020 to give the citizens an opportunity to offer input on how to utilize funding for the upcoming program year.

A 30-day public hearing review was held from June 17, 2020 to July 17, 2020.

The City of Radford engaged community agencies, groups, organizations, and citizens in the plan development process. Agencies and organizations are asked to review the City's goals outlined in the Action Plan and recommend programs that support those goals. Copies of the Action Plan were made available on the City's website, along with a copy City Manager's Office for public input. Citizens are asked to review the proposed plan and activities and submit their comments. The City of Radford makes every attempt to encourage the participation of all citizens.

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
1	Internet Outreach	Non-targeted/broad community	2 public input meeting were scheduled. No citizens were in attendance.A notice of funding availability was posted on February 22, 2020			
2	Newspaper Ad	Non-targeted/broad community	2 public input meeting were scheduled. No citizens were in attendance.A notice of funding availability was posted on February 22, 2020			
3	Public Meeting	Non-targeted/broad community	A public hearing before the City Council was held to discuss the application was held on June			

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
4	30-day Public Review	Non-targeted/broad community	a 30-day A copy of all notices and the Action Plan were provided via the City's website.			

Table 4 – Citizen Participation Outreach

Expected Resources

AP-15 Expected Resources - 91.420(b), 91.220(c)(1,2)

Introduction

The CDBG allocation expected for Program Year 2020 is \$179,253. With the limited amount of available funding, the City targets specific activities that will have the most impact on many of the needs in the City of Radford, similarly to how it has been allocated in past program years.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1			Narrative Description	
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$		Total: \$
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	179,253	0	20,785	200,038	The amount is based on estimated Program 2020 funding allocations. We anticipate rolling about \$20,785 from prior year allocations.
						140,747	

Table 5 - Expected Resources -- Priority Table

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

The City does not expect to use State-funding sources to address the activities in this Consolidated Plan.

The City will provide all necessary oversight and project management staffing for the implementation of these programs. Because of the limited funds available for administration and planning, it is expected that a significant portion of these staffing hours will be absorbed by the City's general operations budget.

if appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

N/A

Discussion

The City will continue to identify ways to leverage private funds to address the goals outlined in the Consolidated Plan.

Annual Goals and Objectives

AP-20 Annual Goals and Objectives - 91.420, 91.220(c)(3)&(e)

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Support Non-Homelessness Needs	2017	2021	Youth Services	Citywide	Youth Services	CDBG: \$25,760	Public service activities other than Low/Moderate Income Housing Benefit: 325 Persons Assisted
2	Neighborhood Revitalization	2017	2021	Non-Housing Community Development		Maintain existing affordable housing	CDBG: \$80,000	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit: 18 Households Assisted
3	Planning and Administration	2017	2021	Planning and Administration			CDBG: \$35,000	Other: 1 Other
4	Prevent and End Homelessness	2017	2021	Homeless	Citywide	Prevention of Homelessness	CDBG: \$17,000	Homeless Person Overnight Shelter: 35 Persons Assisted Homelessness Prevention: 5 Persons Assisted
5	Central Business District Enhancement	2017	2018	Non-Housing Community Development			CDBG: \$20,000	Facade treatment/business building rehabilitation: 7 Business
6	Emergency Home Repair	2017	2021	Emergency Home Repair	Citywide	Maintain existing affordable housing	CDBG: \$15,000	Public service activities other than Low/Moderate Income Housing Benefit: 3 Persons Assisted
7	Neighborhood Beautification	2017	2021	Non-Housing Community Development			CDBG: \$15,000	Other: 3 Other

Table 6 – Goals Summary
Annual Action Plan
2020

Goal Descriptions

1	Goal Name	Support Non-Homelessness Needs
	Goal Description	Will support 3 local non profits provide who provide assistance to LMI children who are food insecure, an afterschool program, and funding to help suplliment required school supplies. Funding will also support local Meals on Wheels program
2	Goal Name	Neighborhood Revitalization
	Goal Description	Funding will be used for public infrastructure improvements replace and upgrade existing waterlines from 2" to 6" which will provide adequate water to 2 neighborhoods.
3	Goal Name	Planning and Administration
	Goal Description	
4	Goal Name	Prevent and End Homelessness
	Goal Description	Funding will be used to assist 2 local nonprofit with their Homeless Intervention Program and for Emergency Shelter for domestic violence.
5	Goal Name	Central Business District Enhancement
	Goal Description	Funding will be used to support the EDA's Facade Improvement Program.

6	Goal Name	Emergency Home Repair
	Goal Description	Funding will be used to assist 3 LMI households with Emergency Repair/weatherization.
7	Goal Name	Neighborhood Beautification
	Goal Description	

AP-35 Projects - 91.420, 91.220(d)

Introduction

CDBG funds are allocated to organizations that provide low-moderate income households with housing and services. Funds were allocated through an application process and the projects were based on the priorities that were outlined in the 2017-2021 Consolidated Plan.

Program Years 2020 will focus on Public Infrastructure Improvements in West Main Street/Highland Ave and Cowen Street, along with Improvements on Grand View Drive, beautification, emergency home repair/weatherization program, and EDA's facade program. We will continue to support sub-recipients as we have in previous years, we will be utilizing the CARES Act waiver and allocate 23% of our PY 2020 allocations toward subrecipients.

#	Project Name
1	Beautification
2	Planning & Administration
3	Emergency Housing Repair
4	Subrecipients
5	Public Infrastructure Improvement
6	Facade Improvement

Table 7 – Project Information

Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

Program Year 2020 funds were allocated according to the priorities outlined in the 2017-2021 Consolidated Plan. The primary obstacle to addressing underserved need in the community is lack of funding.

AP-38 Project Summary

Project Summary Information

1	Project Name	Beautification
	Target Area	Citywide
	Goals Supported	Neighborhood Beautification
	Needs Addressed	
	Funding	CDBG: \$13,000
	Description	City will utilize funding to continue with its signature tree plantings to enhance the tree canopy throughout the City, along with beautification efforts throughout the City.
	Target Date	
	Estimate the number and type of families that will benefit from the proposed activities	Improving a city's urban tree canopy can have numerous benefits, including reducing summer peak temperatures and air pollution, enhancing property values, providing wildlife habitat, providing aesthetic benefits, and improving social ties among neighbors. A robust tree canopy can also attract businesses and residents.
	Location Description	Funding will be used to continue to enhance the tree canopy throughout the entire city.
	Planned Activities	Tree plantings - Anticipate 40 new trees and 2 new beds
2	Project Name	Planning & Administration
	Target Area	
	Goals Supported	
	Needs Addressed	
	Funding	:
	Description	Funding will be used to administer the grant and contract out services to assist with planning the main street corridor.
	Target Date	
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	
3	Project Name	Emergency Housing Repair
	Target Area	Citywide

	Goals Supported	Emergency Home Repair
	Needs Addressed	Maintain existing affordable housing
	Funding	CDBG: \$15,000
	Description	Funding will be used to assist those homeowners who are in need of emergency home repair or ADA accessibility.
	Target Date	
	Estimate the number and type of families that will benefit from the proposed activities	It is estimated that 3 families will benefit from the proposed activities.
	Location Description	The location of the houses will be determined at a later date.
	Planned Activities	Provide emergency home repair or weatherization to 3 homes.
4	Project Name	Subrecipients
	Target Area	Citywide
	Goals Supported	Prevent and End Homelessness Support Non-Homelessness Needs
	Needs Addressed	Prevention of Homelessness Domestic Violence Youth Services
	Funding	CDBG: \$42,038
	Description	Funds will be used for a number of sub recipients to assist with youth programs, HIP program and Domestic Violence Programs
	Target Date	
	Estimate the number and type of families that will benefit from the proposed activities	It is estimated that 385 LMI individuals will benefit from the activities.
	Location Description	

	Planned Activities	<p>Women's Resource Center - \$8,000 to Assist with women and children fleeing domestic violence</p> <p>New River Community Action - \$8,000 for their Homeless Intervention Program</p> <p>Beans and Rice - \$8,000 Afterschool program</p> <p>Bobcat Backpack program - \$8000 for a weekend food program to assist LMI children who have food inscurities.</p> <p>August Kids - \$2,038 to support the back to school program to assist LMI children with preparing for the school year.</p> <p>Radford/Fairlawn Daily Bread - \$8,000 for the Meals on Wheels Program.</p>
5	Project Name	Public Infrastructure Improvement
	Target Area	
	Goals Supported	Support Non-Homelessness Needs
	Needs Addressed	Maintain existing affordable housing
	Funding	CDBG: \$80,000
	Description	The City has identified 2 waterline replacement projects that will improve access to water.
	Target Date	
	Estimate the number and type of families that will benefit from the proposed activities	It is expected that 18 households will benefit from the replacement of the waterlines
	Location Description	First project is on Cowan Street, W. Main Street and Highland Ave, and will replace 1150' of waterline. The second project is Grand View Drive and will replace 500' of waterline.
	Planned Activities	1650' of 2" waterline will be replaced with 6' waterline which would provide better water to 18 households
6	Project Name	Facade Improvement
	Target Area	Citywide
	Goals Supported	Central Business District Enhancement
	Needs Addressed	

Funding	CDBG: \$15,000
Description	Funding will be use to support the City's Economic Development Authorities
Target Date	
Estimate the number and type of families that will benefit from the proposed activities	7 businesses
Location Description	Business District.
Planned Activities	Provide a match of up to \$2,000 to businesses with the City to improve facades.

AP-50 Geographic Distribution - 91.420, 91.220(f)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

The City of Radford is located in the New River Valley of Southwestern Virginia, with City limits consisting of 9.63 square miles. The Weldon Cooper Center for Public Service estimate the population for the City's to be at 18,041, this is a 10 % increase from the 2010 Census. The City of Radford's overall LMI is over 54% which qualifies for the distribution of CDBG funds to be citywide. The City of Radford allocates funding based on eligible organizations who carry out programs and projects within the City.

Geographic Distribution

Target Area	Percentage of Funds
Citywide	100

Table 8 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

The City has over 54% of its residents earning less than 80% Area Median Income and live throughout the City.

Discussion

AP-75 Barriers to affordable housing -91.420, 91.220(j)

Introduction

City Staff continues to conduct a review of all relevant land use controls, zoning ordinances, building codes, and related fees and charges to identify and address any that may be considered barriers to affordable housing.

Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment

The City Comprehensive Plan supports our efforts to remove barriers to affordable housing by including policies that provide housing opportunities to all residents, including adequate supply of affordable housing for all incomes.

City staff is actively participating on a Regional Housing Study, whose goal is to provide a detailed understanding of local and regional housing issues.

Discussion

N/A

AP-85 Other Actions - 91.420, 91.220(k)

Introduction

There is a growing need for affordable housing within the region. The challenge is identifying developers to invest in new affordable housing, as well as preservation of the existing housing stock. The City will continue to explore new and innovative ways to increase affordable housing and expand economic opportunities for low-moderate income families.

Actions planned to address obstacles to meeting underserved needs

The City will continue to work with area agencies in attempt to leverage resources that will effectively help meet the goals of the program.

Actions planned to foster and maintain affordable housing

The City will utilize a portion of the CDBG funds this program year toward the emergency home repair/weatherization program to help maintain housing stock.

Actions planned to reduce lead-based paint hazards

The City does not have the resources or expertise necessary to implement a lead poisoning prevention program. Instead, the City will work with the local health department to provide as effective a program as possible. To this end, the following steps will be taken over the next five years to improve local understanding and efforts to reduce lead-based paint hazards in the City:

1. Engage in analysis and study to determine and track lead hazards in the City.
2. Support efforts by the Health Department to reduce lead hazards in the community.

The Health Department reports a very low incidence of lead poisoning for the City and the entire New River Valley health district. Significant progress continues on a nationwide basis to reduce the incidence of lead paint poisoning.

Actions planned to reduce the number of poverty-level families

City staff will support area agencies that directly assist with helping to reduce poverty-levels.

Actions planned to develop institutional structure

City staff is committed to continuing their education in administering the CDBG program by participating

In available trainings and webinars.

The City continually seeks opportunity to ensure growth and success in the community by working with agencies throughout Radford and the New River Valley. These collaborative efforts put an emphasis on the needs of the community without duplicating efforts by any one individual entity.

Actions planned to enhance coordination between public and private housing and social service agencies

The City will continue its active role in the regional Continuum of Care as a member of the Board and other local agencies that provide resources to low to moderate income persons.

Discussion

The City will continue to look at additional ways to expand existing and find new opportunities that addresses the needs of our low to moderate income residents.

Program Specific Requirements

AP-90 Program Specific Requirements - 91.420, 91.220(I)(1,2,4)

Introduction

The City of Radford does not participate in Program Income.

Community Development Block Grant Program (CDBG)

Reference 24 CFR 91.220(I)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	0
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
Total Program Income:	0

Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	0.00%

Discussion

It is estimated that 100% of the funds will be used to benefit persons of low and moderate income during the 2020 Program Year. Planning and Administration is not included in the low and moderate calculation.

**City of Radford, VA
City Council Action Form**

Date for Council consideration: 7/13/20

Building Department Virtual Training Grant

Background Information:

The Department of Housing and Community Development made funds available through the Virginia Building Code Academy for jurisdictional building departments to purchase equipment needed to attend required virtual training and continuing education.

Action Requested:

We ask that City Council accept the grant per the conditions set forth in the Statement of Grant Award and to appropriate the funds.

Pros and Cons/Financial Implications:

Pros: Funds will be used to purchase a complete electronic PDF set of currently enforced building codes. This will allow for access to the codes while away from the office, performing inspections, and virtual training.

Cons:

Financial impact on the department and City: The grant is for \$690 with no cash match from the City.

**City of Radford, VA
City Council Action Form**

Date for Council consideration: 07/13/2020

**Virginia House Development Authority – Housing Choice Voucher Program –
COVID-19 Work Emergency Funding Support Grant #2**

Background Information:

The Housing Choice Voucher (HCV) program provides decent, affordable housing to very low- to low-income individuals and families, including people with disabilities and senior citizens.

Vouchers are distributed through VHDA in partnership with local housing agency partners. Vouchers allow qualifying prospective tenants to select from a wider range of housing options, as opposed to being limited to designated housing projects. The tenant pays the landlord a percentage of their monthly income towards the rent, with the voucher subsidizing the remainder.

Action Requested:

Authorizing up to \$6,500 to purchase items such as laptops, scanners, I-Pad, PPE (Personal Protective Equipment), envelopes, stamps, or any other items that would allow the VHDA agent to work safely from home because of COVID-19.

Pros and Cons/Financial Implications:

Pros: Allows the VHDA Agent to work from home to perform job duties while minimizing the exposure of COVID-19 to the VHDA Agent and to the senior citizens/disabled clients that are served by the program. In order to continue to receive the voucher, homes must be inspected annually and the VHDA agent must have yearly contact with the recipient of the voucher.

Cons: None.

Financial Impact on the Department and City: The grant requires no local funds.

**City of Radford, VA
City Council Action Form**

Date for Council consideration: 07/13/2020

**Virginia House Development Authority – Housing Choice Voucher Program –
COVID-19 Work Emergency Funding Support Grant #3**

Background Information:

The Housing Choice Voucher (HCV) program provides decent, affordable housing to very low- to low-income individuals and families, including people with disabilities and senior citizens.

Vouchers are distributed through VHDA in partnership with local housing agency partners. Vouchers allow qualifying prospective tenants to select from a wider range of housing options, as opposed to being limited to designated housing projects. The tenant pays the landlord a percentage of their monthly income towards the rent, with the voucher subsidizing the remainder.

Action Requested:

Authorizing up to \$3,000 to purchase items office supplies and printing supplies that would allow the VHDA agent to work safely from home because of COVID-19.

Pros and Cons/Financial Implications:

Pros: Allows the VHDA Agent to work from home to perform job duties while minimizing the exposure of COVID-19 to the VHDA Agent and to the senior citizens/disabled clients that are served by the program. In order to continue to receive the voucher, homes must be inspected annually and the VHDA agent must have yearly contact with the recipient of the voucher.

Cons: None.

Financial Impact on the Department and City: The grant requires no local funds.

