City Council Meeting Agenda
May 4, 2026

City Hall Council Chamber
605 E. Main St.
Charlottesville, VA 22902

Juandiego R. Wade, Mayor
Natalie Oschrin, Vice Mayor
Jen Fleisher
Michael K. Payne
J. Lloyd Snook, III
Kyna Thomas, Clerk

4:00 PM Opening Session

I. Call to Order/Roll Call

II. Agenda Approval

III. Reports

1. Report: State of Homelessness Report

5:30 PM Closed Meeting (if called)

6:30 PM Business Session

IV. Moment of Silence

V. Announcements

VI. Recognitions/Proclamations

- Proclamation: Older Americans Month
- Proclamation: Bike Month
- Proclamation: Police Week, May 11-16, 2026
- Proclamation: Lupus Awareness Month
- Proclamation: ALS Awareness Month
- Recognition: 57th Annual Professional Municipal Clerks Week, May 3-9

VII. Community Matters

Public comment for up to 16 speakers (limit 3 minutes per speaker). Preregistration available for first 8 spaces at https://www.charlottesville.gov/692/Request-to-Speak; speakers announced by Noon on meeting day (9:00 a.m. sign-up deadline). Additional public comment at end of meeting. Comments on Public Hearing items are heard during the public hearing only.

VIII. Consent Agenda*

The consent agenda consists of routine, non-controversial items whereby all items are passed with a single motion and vote. Individuals speaking during Community Matters may address items on the Consent Agenda.

2. Minutes: February 2 regular meeting; April 27 special meeting

3. Resolution: Resolution to appropriate $389,975 from the Virginia Department of Housing and Community Development, Housing Opportunities for Persons with AIDS/HIV grant 26-HOPWA-303 (1 of 2 readings)

4. Resolution: Resolution to appropriate $98,484 from the Virginia Department of Housing and Community Development, Virginia Homeless Solutions Program Grant 26-VHSP FED RRH- 37 (1 of 2 readings)

5. Resolution: Resolution to appropriate funds from Charlottesville City School Reimbursement (2nd reading)

6. Resolution: Resolution to Appropriate $115,443 in Woodland Drive Performance Bond Funds (2nd reading)

7. Resolution: FY26 Charlottesville Affordable Housing Fund Grant Funding Award (2nd reading)

8. Resolution: Resolution to authorize the reallocation of $1,854,818 previously appropriated CIP funding to alternative infrastructure projects with budget gaps (2nd reading)

9. Resolution: Resolution appropriating $4,555,000 from the CIP Contingency Fund for critical unfunded and one-time operational priorities (2nd reading)

10. Resolution: Charlottesville-UVA-Albemarle Emergency Communications Center Lease Amendment

11. Resolution: Reallocation of $200,000 in Capital Improvement Plan (CIP) funds for the Downtown Mall Crossing Project (1 of 2 readings)

IX. City Manager Report

- Report: City Manager Report

X. Action Items

12. Appeal Resolution: The Mark, 7th Street, SW: Appeal Board of Architectural Review Denial of Certificate of Appropriateness (HST25-0084)

13. Public Hearing: Public Hearing and Resolutions to Approve the Proposed One-Year Annual Action Plan & Associated Funding Recommendations for HUD-funded Activities for Program Year (PY) 2026-2027, a Major Amendment, approximately $1,205,469.64 (1 of 2 readings)

    a. Resolution: Resolution to Approve the City of Charlottesville-Thomas Jefferson Area HOME Consortium One-Year Annual Action Plan for PY 2026-2027

    b. Resolution: Resolution to Appropriate Community Development Block Grant Funds anticipated from the U.S. Department of Housing and Urban Development for PY 2026-2027, approximately $464,924.00

    c. Resolution: Resolution to Approve Award(s) of HOME Investment Partnership Program Funds anticipated from the U.S. Department of Housing and Urban Development for PY 2026-2027, approximately $92,568.21

14. Public Hearing/Res.: Public hearing and resolution to approve Lease of a Portion of Property at 100 5th Street, NE to Blue Ridge Area Coalition for the Homeless

15. Public Hearing/Res.: Public hearing and Resolution to approve New Lease Agreement with The Virginia Discovery Museum for use of City-owned property located at 524 East Main Street

XI. General Business

XII. Community Matters (2)

XIII. Adjournment

MEETING GUIDELINES

- This is an in-person meeting with an option for the public to participate electronically by registering in advance for the Zoom webinar at www.charlottesville.gov/zoom. The meeting may also be viewed on the City's streaming platforms and local government Channel 10. Individuals with disabilities who require assistance or special arrangements to participate in the public meeting may call (434) 987-1267 or submit a request via email to ada@charlottesville.gov. The City of Charlottesville requests that you provide 48 hours' notice so that proper arrangements may be made.
- The presiding officer shall ensure that individuals address their comments to City Council at appropriate times, in accordance with the meeting agenda and Council's Rules of Procedure.
- No person who is not a member of the city council shall orally address it until leave to do so has been granted by the city council or until invited to do so by the mayor. (City Code sec.2-71)
- Remarks and actions that disrupt the progress of the Council meeting, and remarks from persons other than councilors, the City Manager, the City Attorney, or a presenter for an Agenda Item are not permitted.
- The presiding officer shall call an individual to order, including a councilor, when that individual goes afoul of these rules. The following are examples of remarks and behavior that are not permitted:
    i. Interrupting a speaker who is addressing Council at the speaker's microphone, or interrupting a speaker who has otherwise been invited to address Council during Community Matters or a Public Hearing
    ii. Interrupting a councilor who is speaking
    iii. Shouting, and talking (either individually or in concert with others) in a manner that prevents a speaker or a Councilor from being heard or that otherwise hinders the progress of the meeting
    iv. Blocking paths for emergency exit from the meeting room; engaging in any conduct that prevents a member of the audience from seeing or hearing councilors during a meeting; standing on chairs or tables within the Council meeting room
    v. Threats or incitement of violence toward councilors, City staff or members of the public
    vi. Engaging in conduct that is a criminal offense under the City Code or the Virginia Code
    vii. Campaigning for elected office
    viii. Promotion of private business ventures
    ix. Using profanity or vulgarity
    x. Personal attacks against Councilors, City staff or members of the public
    xi. Behavior which tends to intimidate others
- During a City Council meeting the presiding officer shall have control of the Council Chambers and the connecting halls and corridors within City Hall, and any other venue where a Council meeting is being held. In case of any conduct described above, the presiding officer may take measures deemed appropriate, including but not limited to suspending the meeting until order is restored, ordering areas to be cleared by the Sergeant at Arms, or requiring any individual to exit the meeting room and adjacent premises (connecting halls and corridors.)

Policy Briefing Summary
City Council

Regarding:	**State of Homelessness Report**
Staff Contact(s):	
Presenter:	
Date of Proposed Action:	May 4, 2026

Issue

Background / Rule

Analysis

Financial Impact

Recommendation

Recommended Motion (if Applicable)

Attachments
None

CITY OF CHARLOTTESVILLE

Proclamation

Older Americans Month
May 2026

WHEREAS May is Older Americans Month, a time for us to recognize and honor older adults in the City of Charlottesville, and their immense influence on every facet of American society; and

WHEREAS Charlottesville recognizes how, through their wealth of life experience and wisdom, older adults guide our younger generations and carry forward abundant cultural and historical knowledge; and

WHEREAS Charlottesville recognizes that older Americans improve our community through intergenerational relationships, community service, civic engagement, and many other activities; and

WHEREAS Charlottesville benefits when people of all ages, abilities, and backgrounds have the opportunity to participate and live independently; and

WHEREAS Charlottesville must ensure that older Americans have the resources and support needed to stay involved in their communities, reflecting our commitment to inclusivity, connectedness; and

NOW, THEREFORE, BE IT PROCLAIMED THAT the month of May is recognized as Older Americans Month in the City of Charlottesville. City Council urges every resident to Champion Your Health, this year's theme, by taking proactive action to enhance your ability to age in place. We encourage everyone to take an active role in managing their own health, advocating for themselves, accessing preventive care, and making informed decisions that support independence.

Signed and sealed this 4th day of May 2026.

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Juandiego Wade, Mayor

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Kyna Thomas, Clerk

CITY OF CHARLOTTESVILLE

Proclamation

Bike Month 2026

WHEREAS bicycling is a healthy, clean, efficient and affordable mode of transportation and recreation used by thousands of citizens and residents of all ages throughout our great Commonwealth and City; and

WHEREAS traveling by bicycle has been proven to alleviate traffic congestion and reduce pollution associated with vehicular travel, and offer significant mental and physical health benefits to bicyclists themselves; and

WHEREAS the City of Charlottesville has undertaken ambitious goals to reduce greenhouse gas emissions and is committed to providing more multi-modal transportation options for all residents; and

WHEREAS Charlottesville, Albemarle County, and the University of Virginia, alongside a large cohort of businesses, agencies and community groups, are hosting many bicycling events that promote awareness, safety, new travel options, as well as building community; and

WHEREAS these groups, and many others, are also promoting the use of the bicycle as both a means of transportation and recreation year-round to improve community health, economic vitality, environmental stewardship and the simple joy of being active outdoors;

NOW, THEREFORE, BE IT RESOLVED that the Charlottesville City Council recognizes the month of May 2026 as Bike Month in the City of Charlottesville, and we encourage all who support bicycling or desire to learn more to participate in planned events, and we urge all road users to share the road safely.

Signed and sealed this 4th day of May 2026.

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Juandiego Wade, Mayor

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Kyna Thomas, Clerk

CITY OF CHARLOTTESVILLE

Proclamation

National Police Week
May 11-16, 2026

To recognize National Police Week 2026, and to honor the service and sacrifice of those law enforcement officers killed in the line of duty while protecting our communities and safeguarding our democracy.

WHEREAS there are more than 800,000 law enforcement officers serving in communities across the United States, including the dedicated members of the Charlottesville Police Department; and

WHEREAS, since the first recorded death in 1786, more than 24,500 law enforcement officers in the United States have made the ultimate sacrifice and been killed in line of duty, including 3 members of the Charlottesville Police Department and 2 members of the Virginia State Police Department, assisting the City of Charlottesville; and

WHEREAS the names of these dedicated public servants are engraved on the walls of the National Law Enforcement Officers Memorial in Washington, DC; and

WHEREAS 282 new names of fallen heroes are being added to the National Law Enforcement Officers Memorial this spring, including 111 officers killed in 2025, joining the 23,229 officers killed in previous years; and

WHEREAS the Candlelight Vigil is part of National Police Week, which will be observed this year May 11th - 16th; and

WHEREAS May 15 is designated as Peace Officers' Memorial Day, in honor of all fallen officers and their families and U.S. flags should be flown at half-staff;

NOW, THEREFORE, BE RESOLVED THAT the Charlottesville City Council hereby proclaims that National Police Week will be observed May 11-16, 2026, in the City of Charlottesville and we salute the service of law enforcement officers in our community and across the nation.

Signed and sealed this 4th day of May 2026.

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Juandiego Wade, Mayor

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Kyna Thomas, Clerk

CITY OF CHARLOTTESVILLE

Proclamation

Lupus Awareness Month

WHEREAS lupus is an unpredictable and misunderstood autoimmune disease that can cause severe damage to the tissue and organs in the body and, in some cases, death; and

WHEREAS more than five million people worldwide suffer the devastating effects of this cruel and mysterious disease and each year over a hundred thousand young women, men and children around the world are newly diagnosed with lupus, the great majority of whom are women of childbearing age; and

WHEREAS medical research efforts into lupus and the discovery of safer, more effective treatments for lupus patients are underfunded in comparison with diseases of comparable magnitude and severity; and

WHEREAS there is no single test to diagnose lupus. On average, it takes nearly six years for people with lupus to be diagnosed, from the time they first notice their lupus symptoms; and

WHEREAS lupus strikes without warning, affects each person differently, and has no known causes or cure ; many physicians worldwide are unaware of symptoms and health effects of lupus, causing people with lupus to suffer for many years before they obtain a correct diagnosis and medical treatment; and

WHEREAS there is a deep, unmet need worldwide to educate and support individuals and families affected by lupus, and to increase awareness in communities across the U.S. and the globe of the debilitating impact of lupus;

NOW, THEREFORE, BE IT PROCLAIMED THAT the month of May is hereby recognized as **Lupus Awareness Month** in the City of Charlottesville, a time when the lupus community comes together to call for increased funding for medical research on lupus, targeted education programs for health professionals, patients and the public, and recognition of lupus as a significant public health issue.

Signed and sealed this 4th day of May 2026.

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Juandiego Wade, Mayor

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Kyna Thomas, Clerk

CITY OF CHARLOTTESVILLE

Proclamation

Amyotrophic Lateral Sclerosis (ALS) Awareness Month

WHEREAS Amyotrophic Lateral Sclerosis (ALS), also commonly known as Lou Gehrig's disease, is a progressive fatal neurodegenerative disease in which a person's brain loses connection with their muscles, slowly reducing a person's ability to walk, talk, eat, and eventually breathe; and

WHEREAS thousands of new ALS cases are reported every year, and estimates show that every 90 minutes, someone is diagnosed with ALS and someone passes away from ALS; and on average, patients diagnosed with ALS survive only two to five years from the time of diagnosis; and

WHEREAS the exact causes of ALS are unknown and there is no known cure for ALS; and people who have served in the military are more likely to develop ALS and die from the disease than those with no history of military service; and

WHEREAS securing access to new therapies, durable medical equipment, and communication technologies is of vital importance to people living with ALS; and clinical trials play a pivotal role in evaluating new treatments, enhancing quality of life, and fostering assistive technologies for those living with ALS; and

WHEREAS the ALS Association is the largest philanthropic funder of ALS research globally and has committed more than $154 million to support more than 550 projects across the United States and 18 other countries with the goal to make ALS livable and curable for everyone, everywhere; and

WHEREAS ALS Awareness Month provides an opportunity to increase public awareness of the dire circumstances of people living with ALS, acknowledge the terrible impact this disease has on those individuals and their families, and support research to eradicate this disease;

NOW, THEREFORE, BE IT PROCLAIMED THAT the month of May is hereby recognized as **ALS Awareness Month** in the City of Charlottesville.

Signed and sealed this 4th day of May 2026.

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Juandiego Wade, Mayor

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Kyna Thomas, Clerk

CHARLOTTESVILLE CITY COUNCIL MEETING MINUTES
February 2, 2026 at 4:00 PM
Council Chamber

The Charlottesville City Council met on Monday, February 2, 2026. Mayor Juandiego Wade called the meeting to order, and Clerk of Council Kyna Thomas called the roll, noting all councilors present: Mayor Juandiego Wade, Vice Mayor Natalie Oschrin and Councilors Jen Fleisher, Michael Payne, and Lloyd Snook.

On motion by Oschrin, seconded by Fleisher, Council unanimously approved the agenda as amended.

REPORTS

1. REPORT: Power Purchase Agreement Update (CHS & CMS)

Kristel Riddervold, Director of the Office of Sustainability, provided a high-level overview of what a Power Purchase Agreement (PPA) is and how it presents an opportunity for the City to install solar power systems on Charlottesville High School (CHS) and Charlottesville Middle School (CMS). She summarized efforts to-date regarding the pursuit of this model for these facilities as well as proposed next steps that will include Charlottesville City School Board (CCS) and City Council decisions.

In 2019, the City of Charlottesville committed to updated greenhouse gas emissions reduction goals of 45% by 2030 and carbon neutrality by 2050. In 2023, Charlottesville adopted the first community Climate Action Plan (CAP) to pursue these goals. The CAP identifies the installation of solar energy production systems on suitable municipal properties as a key implementation strategy to generate clean energy, reduce electricity bills, and reduce greenhouse gases. It also identifies PPAs as a mechanism to expedite this strategy.

Two municipal buildings, CHS and CMS, have been identified as ideal candidates for solar systems; they are the two largest facilities in the portfolio and both have new roofs. The potential solar system sizes for these two CCS facilities come with substantial installation costs that have been deemed infeasible to pursue with local capital funding at this time. An alternate financing strategy to local funding – the Power Purchase Agreement (PPA) – is a compelling opportunity. A PPA enables a customer to receive predictable and often lower-cost electricity, while also enabling the owner/financer of the system to take advantage of tax credits and receive income from the sale of electricity. The PPA model involves a long-term contract and site access arrangement on the property of a host customer. The developer retains ownership and operational responsibility of the solar array and the host customer purchases the system's electrical output at a negotiated rate (proposed to be lower than the prevailing utility rate) and for a predetermined period (usually up to 25 years). This arrangement can help the customer meet their climate and clean energy goals while also reducing their long-term electricity costs. The developer/investor receives stable revenue from the customer over the life of the solar array. There is no required upfront cost to enter into a PPA. A PPA locks in a rate for the electricity generated by the solar system, along with an escalation rate, that provides assurance and predictability related to future energy costs.

Meghan Milo shared project development information and stated that there are multiple back-up plans to ensure meeting deadlines.

2. **REPORT: Update on Plans for Phase 4 of the Kindlewood Housing Project**

Sunshine Mathon, Executive Director of the Piedmont Housing Alliance, presented the report. The City and Piedmont Housing Alliance (PHA) face a choice in the approach to Phase 4 of the Kindlewood /

Friendship Court redevelopment project. Phase 4 can include a sufficient number of units to meet the number of overall units for the entire project as called for in the City's agreement with PHA, which would require a substantial further investment of funds by the City into the project and increases the project risk, or the City can amend the agreement and accept fewer units with no additional cost to the City and a more definitive timeline to completion. Mr. Mathon stated that the public engagement phase with public housing residents has not yet occurred but is still being planned.

Kindlewood is a multi-phase redevelopment project governed by a master covenant that sets unit targets for each phase. Phase 1 is complete with 106 units, and Phase 2 is underway and expected to deliver 104 units. The City previously approved a reduction in Phase 3 to 85 units, which is below the original range of 88-102 units. Phase 4, the largest and final phase, was planned for 128-153 units, but rising construction costs and reliance on competitive Low-Income Housing Tax Credit allocations have created a significant funding gap. The City has already committed $6.9 million in total to Phase 4, including $4.5 millions for construction costs and $2.4 million for infrastructure improvements. With this current commitment, the PHA project budget supports the delivery of 93 units, 37 units short of the covenant requirement. Closing this approximately $3 million gap could allow the project to meet its original targets and maintain the overall goal of 425-475 units across all phases. However, delivery of these units would be dependent on securing future LIHTC allocations and would require additional project phases.

The Affordable Housing Plan sets the goal of increasing the number of subsidized affordable units by 1,100, prioritizing the creation of new units. The Plan also sets funding targets for 50% of funding to serve households with incomes up to 30% of AMI, 30% of funding for households earning up to 60% AMI, and 20% of funding for households earning up to 80% AMI, prioritizing deeper affordability. While increasing the funding for Kindlewood would support the creation of more units, it would also require three LIHTC awards and increase the construction timeline for the project, creating further uncertainty about future project phases.

Mr. Mathon asked for direction from Council following his presentation of funding options A and B, noting high administrative costs. Councilors indicated support for Option A, which would reduce the required number of units.

CLOSED MEETING

On motion by Oschrin, seconded by Fleisher, Council voted 5-0 (Ayes: Fleisher, Oschrin, Payne, Snook, Wade; Noes: none) to meet in closed session as authorized by Virginia Code Section 2.2-3712:

1. Pursuant to Virginia Code Section 2.2-3711(A)(8) for consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel, specifically, contemplated council action with respect to federal immigration enforcement.

2. Pursuant to Virginia Code Section 2.2-3711(A)(19) for discussion of plans to protect public safety as it relates to terrorist activity or specific cybersecurity threats or vulnerabilities and briefings by staff members, legal counsel, or law-enforcement or emergency service officials concerning actions taken to respond to such matters or a related threat to public safety; discussion of information subject to the exclusion in subdivision 2 or 14 of § 2.2-3705.2, where discussion in an open meeting would jeopardize the safety of any person or the security of any facility, building, structure, information technology system, or software program; or discussion of reports or plans related to the security of any governmental facility, building or structure, or the safety of persons using such facility, building or structure.

On motion by Oschrin, seconded by Snook, Council certified by a vote of 5-0 (Ayes: Fleisher, Oschrin, Payne, Snook, Wade; Noes: none.), that to the best of each Council member's knowledge only public business matters lawfully exempted from the open meeting requirements of the Virginia Freedom of Information Act and identified in the Motion convening the closed session were heard, discussed or considered in the closed session.

BUSINESS SESSION

The business meeting began with a moment of silence.

ANNOUNCEMENTS

Mayor Wade thanked the community and city staff for efforts made during the recent Winter storm.

Councilor Oschrin announced the monthly neighborhood walk in Johnson Village, meeting at Tall Oaks Elementary on February 8 at 10:00 a.m.

ACTION ITEM moved during agenda approval

17. RESOLUTION: A Resolution of the City Council of the City of Charlottesville Regarding Recent Immigration Enforcement Actions and Reaffirming the City's Commitment to Civil Rights, Due Process, and Community Trust

Councilors commented individually before taking turns reading portions of the resolution.

On motion by Snook, seconded by Oschrin, Council by a vote of 5-0 approved the following resolution (Ayes: Fleisher, Oschrin, Payne, Snook, Wade; Noes: none):

A Resolution of the City Council of the City of Charlottesville Regarding Recent Immigration Enforcement Actions and Reaffirming the City's Commitment to Civil Rights, Due Process, and Community Trust

WHEREAS, The City Council of Charlottesville is entrusted with safeguarding the health, safety, and welfare of the community and with expressing the values and priorities of the City; and,

WHEREAS, the City of Charlottesville seeks to be a city where everyone thrives; and

WHEREAS, Charlottesville is a diverse and inclusive community that values fairness, equal protection under the law, and respect for the dignity and humanity of all persons; and

WHEREAS, the City of Charlottesville seeks to be a welcoming community, including being welcoming to immigrants from other countries; and

WHEREAS, recent immigration enforcement actions undertaken by federal authorities, including actions that have resulted in serious injury or loss of life, have generated widespread public outrage regarding civil rights, accountability, and the appropriate use of force; and

WHEREAS, such actions, regardless of the ultimate outcome of any investigation, can profoundly affect public trust, community cohesion, and the willingness of residents to engage with local government and public safety services; and

WHEREAS, the City recognizes that immigration enforcement is a federal responsibility and that the

City has no authority or responsibility to regulate, direct, or control the operations of U.S. Immigration and Customs Enforcement ("ICE") or other federal agencies; and

WHEREAS, the City Council nevertheless retains the authority and responsibility to speak on matters that affect the safety, rights, and trust of the Charlottesville community, and to advocate for constitutional protections and humane treatment for all persons.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Charlottesville:

1. **Expression of Condemnation and Grief**
   Charlottesville mourns the loss of life caused by recent immigration enforcement actions. The City unequivocally condemns any enforcement tactics that needlessly endanger human life, disregard basic dignity, and erode the rule of law.

2. **Affirmation of Community Values and Practices**
   The City affirms its commitment to constitutional protections, equal treatment under the law, and the humane and respectful treatment of all individuals within the community. Charlottesville rejects the normalization of fear, secrecy, and violence as tools of governance. Public safety must never be achieved through terror, humiliation, or the abandonment of due process. Peaceful protest is an American right and not a valid target for federal action.

3. **Public Safety and Community Trust**
   The City finds that, in the context of federal immigration enforcement, practices such as concealing an official's identity, operating in plain clothes, using unmarked vehicles, failing to clearly and promptly identify authority, or engaging in confrontational tactics without clear legal justification create an unreasonable risk of violent escalation. Moreover, tactics that deny persons access to basic human needs and rights guaranteed by the Constitution, such as operations aimed at schools, medical facilities, courthouses, and houses of worship run counter to the American spirit and should not be tolerated.

   Such practices do not merely undermine community trust; they place residents, bystanders, and officers themselves in immediate danger, and are incompatible with principles of transparent, accountable policing.

   Charlottesville Police officers do not hide their identities. Charlottesville Police officers activate their body-worn cameras when working in the community. Charlottesville Police officers have been trained to de-escalate confrontations. Charlottesville Police officers receive extensive training on how to protect the Constitutional rights of all persons. The City is proud of its Police Department's commitment to building trust with all residents, including through its longstanding practice of not collecting or maintaining information about a person's immigration status, recognizing that community trust is essential to public safety.

4. **Federal Immigration Authority**
   The City recognizes that federal immigration enforcement authority is derived from federal statute and limited by the United States Constitution, and that unless the City and ICE enter into an agreement under Section 287(g) of the Immigration and Naturalization Act, the City has no responsibility or authority to enforce immigration laws.

   Federal law does not generally authorize immigration officers to stop vehicles, enter private property, or take enforcement actions absent lawful authority supported by probable cause and, where required, a judicially issued warrant. Moreover, the City finds that immigration

enforcement actions aimed at schools, medical facilities, courthouses, and houses of worship, while potentially legal, are unduly disruptive to the community's well-being, and wrongfully interfere with human dignity and rights granted by law.
The City rejects enforcement actions that exceed or evade these legal limits and finds that such actions erode public confidence, destabilize communities, and undermine the legitimacy of lawful authority itself.

5. **Call for Transparency and Accountability**
   The City urges federal authorities to conduct thorough, independent, and transparent investigations into incidents involving the use of force in immigration enforcement and to make findings available to the public to the extent permitted by law.

   The City further calls on federal agencies to immediately reevaluate and discontinue tactics that conceal identity, obscure authority, or rely on fear and force rather than clear legal process.

6. **Impact on Federal Personnel**
   The City recognizes that certain tactics now commonly employed in federal immigration enforcement, even when authorized or condoned by federal officials, can place federal officers themselves at risk of physical harm, legal jeopardy, and moral injury.

   The City further finds that enforcement practices that obscure identity, that rely on fear created by ambiguity, or that prioritize displays of force over clearly bounded legal authority can dehumanize both community members and the officials charged with carrying out those actions, while entangling federal personnel in operations that serve political objectives rather than public safety.

7. **Limitation on Scope and Authority**
   This resolution is intended solely as an expression of the values and concerns of the City as expressed by its current City Council. Nothing in this resolution is intended to direct the City Manager or City staff to interfere with lawful federal activities or to alter any existing legal obligations or authorities.

8. **Communication to Federal and State Officials**
   The City Council, as a body, will communicate with Charlottesville's representatives in the United States Senate and House of Representatives, as well as Virginia's Governor and Attorney General, to convey the City's concerns regarding federal immigration enforcement and to request they exercise their respective authorities to promote transparency, accountability, and adherence to constitutional and statutory protections through any means possible, including appropriate legislative action.

City Attorney John Maddux spoke about next steps of sending a letter to State officials and representatives. He issued guidance to city staff on how to interact with federal agents.

COMMUNITY MATTERS

1. Mike Henrietta spoke about traditions of the Court Square Enslavement auction block, requesting signage for a memorial.
2. Alicia Lenahan, Albemarle County resident, spoke about community safety in the face of federal ICE actions.
3. Freddy Jackson, Love No Ego Foundation, living in the Charlottesville area, spoke about the trade of enslaved laborers at Court Square, and in support of the request for a memorial to preserve the history

of enslavement trading in Charlottesville.

4. Richard Allan, Court Square Enslavement Memorial Group, spoke in support of soul honoring of enslaved laborers with the Court Square Enslavement Memory Project.
5. Wendy Gao, Friends of PHAR, spoke about rejection of ICE and spoke the names of individuals killed at the hands of authority. She requested a change to the Zoning Code and by-right developments because of adverse impacts on historically Black and Brown residents and neighborhoods.
6. Susan McCulley, owner of property in the city, spoke in support of the resolution passed earlier in the meeting by Council regarding immigration enforcement. She suggested State legislation to support.
7. Kate Fraleigh, city resident, spoke in support of the resolution passed by Council regarding immigration enforcement, and suggested adding the police department in the guidelines for interaction with ICE.
8. Melvina Hill, city resident, spoke about Crescent Hall and reasons why tall buildings on West Main Street are not a good idea near Westhaven. Some reasons stated were the creation of a wall and barrier to Westhaven and reducing light, which can create a psychological burden, contributing to anxiety and depression, as well as traffic congestion and other issues.
9. Sadhbh O'Flynn, Community Climate Collaborative, spoke in support of the 4:00 p.m. report from the Office of Sustainability; the need to oppose the gas plant expansion in Fluvanna County; and as an individual, spoke in support of abolishing ICE at all levels. She spoke of a personal situation involving law enforcement who requested racially profiling information about neighbors, and she requested abolishing ICE everywhere.
10. Sophia Merrero, city resident, spoke about Tenant Day of Action in Richmond. She requested abolishing ICE at all levels and spoke in support of refugees and immigrants.
11. Rosia Parker, city resident, advocated for changing the Zoning Code to correct damages to disadvantaged and historic communities. She spoke about being a victim of several racially motivated events, about historical trauma, and about a racial profiling incident in Albemarle County. She thanked Council for passing the resolution earlier in the meeting regarding ICE.
12. Frank Bechter, Fifeville resident, thanked staff for video recording public meetings. Regarding zoning for student housing, he emphasized the need for Council to direct the City Manager to implement the policies enacted by City Council, and to be specific about priorities.
13. Deanna McDonald, health education consultant, addressed contradictions in funding for the proposed grocery store at 501 Cherry Avenue. She stated that the fundraising being conducted by the Co-op is done for the grocery store operation and not for the structure.
14. Zyahna Bryant, city resident, thanked City Manager Sanders for the recent budget forum activity, and she thanked public safety and first responders for their recent work during the aftermath of the Winter storm. She stated that additional funding is needed to address safe routes to schools. She emphasized neighbors helping neighbors, collaboration with schools, and continued accountability.

CONSENT AGENDA

Clerk of Council Kyna Thomas read the following Consent Agenda items into the record:

On motion by None, seconded by None, Council by the following vote, the Consent Agenda: (Ayes: None; Noes: None).

3. RESOLUTION to appropriate funding from the Supreme Court of Virginia Behavioral Health Docket Grant - $78,150.09 (2nd reading)

RESOLUTION
Appropriating Albemarle-Charlottesville Therapeutic Docket Grant Award
$78,150.09

WHEREAS, the Supreme Court of Virginia awarded the Supreme Court of Virginia Recovery Court Docket Grant in the amount of $78,150.09 for the Charlottesville/Albemarle Recovery Court in order to fund salaries, benefits, and operating expenses; and

WHEREAS, the City of Charlottesville serves as the fiscal agent for this grant program; and

WHEREAS, the City of Charlottesville and Albemarle County both have dedicated local matches to this grant, totaling $186,539.00; and

WHEREAS, the grant award covers the period July 1, 2025 through June 30, 2026.

NOW, THEREFORE BE IT RESOLVED by the Council of the City of Charlottesville, Virginia, which the sum of $78,150.09, received as a grant from the Supreme Court of Virginia, is hereby appropriated in the following manner:

Revenues

$78,150.09	Fund: 209	Internal Order: 1900617	G/L Account: 430110

Expenditures

$78,150.09	Fund: 209	Internal Order: 1900617	G/L Account: 530670

BE IT FURTHER RESOLVED, that this appropriation is conditioned upon the receipt of $78,150.09 from the Supreme Court of Virginia.

4. RESOLUTION to appropriate the Virginia Department of Social Services Family Assistance Management (F.A.M.) grant in the amount of $125,754.06 (2nd reading)

RESOLUTION
Appropriating Funding in the Amount of $125,754.06 To Be Received from the Virginia Department of Social Services' Family Assistance Management (F.A.M.) Grant

WHEREAS The City of Charlottesville has been notified that it will be awarded a grant from the Family Assistance Management grant program from the Virginia Department of Social Services in the amount of $125,754.06.

NOW, THEREFORE BE IT RESOLVED by the Council of the City of Charlottesville, Virginia, that upon receipt of the F.A.M. funding the Commonwealth of Virginia, said funding, anticipated in the sum of $125,754.06, is hereby appropriated in the following manner:

Revenues

$125,754.06	Fund: 209	Order: 3413023000	G/L: 530550

Expenditures

$125,754.06	Fund: 209	Order: 3413023000	G/L: 530550

BE IT FURTHER RESOLVED, that this appropriation is conditioned upon the receipt of $125,754.06 in funds from the Commonwealth of Virginia.

5. ORDINANCE Approving Amendments to Previous Ordinance Authorizing a Forgivable Loan to SupportWorks Housing for Vista 29 (2nd reading)

AMENDED ORDINANCE AUTHORIZING A FORGIVABLE LOAN TO VIRGINIA SUPPORTIVE HOUSING TO SUPPORT THE PREMIER CIRCLE/VISTA 29 PROJECT FOR THE PURPOSE OF PRODUCING NEW HOUSING UNITS FOR HOMELESS PERSONS AND VERY LOW-INCOME HOUSEHOLDS

6. RESOLUTION Appropriating $700,000 and Initiating an Amendment to the Terms of a Performance Agreement Supporting the 501 Cherry Avenue Mixed-Use Development Project (2nd reading)

RESOLUTION
To Appropriate $700,000 and Initiate Consideration of Amending a Certain Performance Agreement to Support the 501 Cherry Avenue Mixed-use Development Project

WHEREAS the 501 Cherry Avenue mixed-use development project is proposed to consist of 71 affordable rental dwelling units and commercial space to be occupied by the Music Resource Center (MRC) and a community grocery store; and

WHEREAS the project represents a partnership between the neighborhood association, a private for-profit developer, and a not-for-profit affordable housing developer to develop a project that meets a number of community needs as envisioned in the Cherry Avenue Small Area Plan; and

WHEREAS the project developer, Piedmont Housing Alliance, is requesting an additional $1,700,000 to support the project; and

WHEREAS the City of Charlottesville would provide an additional $700,000 from the Capital Improvement Program contingency fund and support increasing the funding payment contemplated in an existing Performance Agreement, dated March 20, 2025, to 100% of the incremental real estate value created by the project, subject to approval by the Economic Development Authority of the City of Charlottesville, Virginia and the City Council of the City of Charlottesville; and

NOW, THEREFORE BE IT RESOLVED that the Council of the City of Charlottesville, Virginia, hereby appropriates $700,000 to the Piedmont Housing Alliance and supports initiation of an amendment to the terms of the 501 Cherry Avenue Performance Agreement as stated herein.

7. Resolution Appropriating $390,000 to Support a Rental Arrears Intervention Pilot Program (2nd reading)

RESOLUTION
APPROPRIATING $390,000 TO SUPPORT THE CREATION OF A RENTAL ARREARS INTERVENTION PROGRAM WITH PIEDMONT HOUSING ALLIANCE

WHEREAS Piedmont Housing Alliance has confirmed a significant issue of rental arrears associated with the Kindlewood property; and

WHEREAS Piedmont Housing Alliance has experience running a Financial Literacy Center; and a rental arrears intervention program operating within a financial literacy center could work with tenants to resolve their payment of rent through coupling payment assistance with accountability measures and financial education; and

WHEREAS the City Manager has made a recommendation and request to allocate a portion of the CIP contingency funds to Piedmont Housing Alliance (PHA) to support a two-year rental arrears pilot program that includes $170,000 for a financial literacy counselor and up to $220,000 to cover 50% of arrears for participating households;

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Charlottesville, Virginia, that the sum of $390,000 is hereby allocated from currently appropriated funds in the CIP Contingency Fund for the following:

Transfer from:

Fund: 426	Funded Program: CP-080	GL Code: 599999

Transfer to:

Fund: 210	Internal Order: 1900638	GL Code: 599999

8. Resolution to appropriate funding from the International City / County Management Association (ICMA) Economic Mobility and Opportunity Special Assistant Grant in the amount of $354,000 (2nd reading)

RESOLUTION APPROPRIATING FUNDING IN THE AMOUNT OF $354,000 TO BE RECEIVED FROM THE INTERNATIONAL CITY MANAGERS' ASSOCIATION ICMA ECONOMIC MOBILITY AND OPPORTUNITY SPECIAL ASSISTANT GRANT

WHEREAS, the City of Charlottesville has received an Economic Mobility and Opportunity grant from the International City Managers Association (ICMA) Economic Mobility and Opportunity Special Assistant Program in the amount of $354,000; and

WHEREAS, the City of Charlottesville has received an Economic Mobility and Opportunity grant from the International City Managers Association (ICMA) Economic Mobility and Opportunity Special Assistant Program in the amount of $354,000; and

WHEREAS, the grant award covers the period from September 1, 2025, through June 30, 2028;

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Charlottesville, Virginia, that upon receipt of the ICMA Economic Mobility and Opportunity Special Assistant Grant, said funding, anticipated in the sum of $354,000.00 is hereby appropriated in the following manner:

Revenue – $354,000.00

$354,000.00	Fund: 210	CC: 1674001000	Functional Area: 1671

Expenditures - $354,000.00

$354,000.00	Fund: 210	CC: 1674001000	Functional Area: 1671

BE IT FURTHER RESOLVED that this appropriation is conditioned upon the receipt of $354,000.00 from the International City Managers Association (ICMA) Economic Mobility and Opportunity Special Assistant Program.

9. Resolution to Appropriate National League of Cities Southern Cities Economic Initiative Program Funds - $60,000 (carried)

10. Consent and end to the January 24, 2026 local Declaration of Emergency

A Resolution Consenting to the City Manager's Local Emergency Declaration of January 24, 2026 and Declaring the Termination of the Local Emergency Pursuant to Virginia Code Section 44-146.21

WHEREAS, on January 24, 2026 the City Manager of the City of Charlottesville, acting as the City's local director of emergency management, declared a local emergency pursuant to section 44-146.21 of the Code of Virginia; and

WHEREAS, under section 44-146.21 of the Code of Virginia, the City Council is required to consent to such declaration at its next regular meeting in order for the declaration to remain in effect; and

WHEREAS, the circumstances giving rise to the emergency declaration have been abated and no longer require the continuation of a local emergency;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Charlottesville, Virginia, that:

1. The City Council hereby consents to the City Manager's declaration of a local emergency dated January 24, 2026, as required by § 44-146.21 of the Code of Virginia; and

2. The City Council hereby declares the local emergency terminated effective February 3, 2026.

CITY MANAGER REPORT

City Manager Sanders thanked local residents, volunteers, and staff for work done to recover from the recent winter storm, which was worse than expected with ice accumulation. He stated that the city ordinance regarding sidewalk clearing is a requirement, and everyone should do their part to recover. He thanked the Schools team for working to make sure that children could return to school to minimize learning loss.

Mr. Sanders introduced new Chief Strategy Officer Jennifer Hendrick, and Assistant City Manager Sam Roman.

Finance Director Chris Cullinan presented the FY25 General Fund fund balance surplus for Fiscal Year 2025, which totaled $8,502,178, approximately 3.4% of the Adopted FY25 Budget.

ACTION ITEMS

14. RESOLUTION Establishing a Section of West Main Street as Mel's Walk

This item was moved up to honor the time of audience members in attendance to support the resolution. Mayor Wade introduced the request and acknowledged a proclamation that was issued upon the deathe of Mel Walker.

Mr. Alex-Zan acknowledged the 100th year for Black History Month and he introduced the family of Mel Walker. Mr. Walker's mother approached Alex-Zan to explore a way to honor Mel's legacy. He thanked Mr. James Freas for pushing the process forward. Vice Mayor Oschrin read the resolution.

Family members thanked Council for the street designation.

RESOLUTION GRANTING THE HONORARY STREET DESIGNATION OF "MEL'S WALK" TO A PORTION OF WEST MAIN STREET BETWEEN 8TH STREET NW AND 7TH STREET NW

WHEREAS Melvin Walker was the owner and chef of Mel's Café located at 811 West Main Street for 39 years; and

WHEREAS Mel's Café was an essential community gathering spot and institution, playing host to all people of the community from residents, students, politicians, and unhoused community members; and

WHEREAS Mel's Café served as the unofficial center of the historically black Star Hill neighborhood as it was the only black-owned restaurant on West Main Street; and

WHEREAS Mr. Walker contributed to Westhaven, the University of Virginia, the Boys and Girls Club, City of Promise, Prolyfyck Run Crew and many other groups and organizations; and

WHEREAS Mr Walker was a member of the First Baptist Church and was known for offering a free meal to those in need that the church sent over; and

WHEREAS Mr Walker spent much of his life nurturing and nourishing family, friends, and community with not only his homemade sweet potato pies and fried chicken, but also his "infectious love of life.";

NOW, THEREFORE BE IT RESOLVED, by the Council of the City of Charlottesville, Virginia, that the City Council hereby grants the honorary street designation of "Mel's Walk" to the portion of West Main Street between 8th Street NW and 7th Street NW.

11. ORDINANCE Amending 2-98 of the City Code Pertaining to Procedures for Passage of Certain Ordinances and Resolutions

City Attorney John Maddux summarized the ordinance amendment.

On motion by Snook, seconded by Oschrin, Council adopted the **ORDINANCE AMENDING 2-98 OF THE CITY CODE PERTAINING TO PROCEDURES FOR PASSAGE OF CERTAIN ORDINANCES AND RESOLUTIONS** by a vote of 5-0, waiving the second reading (Ayes: Fleisher, Oschrin, Payne, Snook, Wade; Noes: none).

12. ORDINANCE Amending Section 11-131 of the Charlottesville City Code Regarding Compromise and Payment of Claims Against the City. (carried)

13. RESOLUTION Appropriating Existing Funds to the E-Bike Voucher Program (carried)

Tommy Safranek, Bike & Pedestrian Coordinator, and Tra Biasiolli, Office of Sustainability, presented an update on the E-Bike Voucher Program. The E-Bike Voucher Program awards vouchers to local residents using funds from Dockless Mobility Permit Program revenues from the Bike Infrastructure Capital Fund and already-appropriated Climate Action Funds.

In 2025, City Council re-allocated funds from the Climate Action Fund and Dockless Mobility Permit revenues into a new fund for the E-Bike Voucher Pilot Program. Each funding source contributed $75,000, funding the Pilot Program at $150,000 for 2025. Of that funding, $100,000 was programmed for use in the Voucher Lottery Pilot, which has successfully awarded 100, $1,000 vouchers to City residents across four quarterly drawings. The remaining $50,000 was intended to support a second Pilot that would be focused on income-qualifying residents, but City Staff found that, rather than developing a second program, refinements to the Lottery Pilot would provide additional benefits to qualified residents and be far simpler and more effective to administer.

Councilor Payne asked for consideration of reducing the income threshold to make e-bikes more affordable to households.

14. **RESOLUTION to reallocate $45,000 from the Council Strategic Initiatives Fund to support the Piedmont YMCA renovations project**

City Manager Sanders presented the off-cycle budget request of $45,000.

On motion by Payne, seconded by Oschrin, Council voted 5-0 to pass the following resolution, waiving the second reading (Ayes: Fleisher, Oschrin, Payne, Snook, Wade; Noes: none).

Resolution to Allocate $45,000 from Council's Strategic Initiatives Fund to Support the Piedmont YMCA Renovations Project

WHEREAS the YMCA is experiencing a critical need for support to resolve a matter of egress for the childcare center it operates at the Jefferson School City Center;

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Charlottesville, Virginia, that the following allocation be paid from the Council's Strategic Initiatives Fund:

$45,000 Fund: 105 **Cost Center:** 1011001000 **Cost Center:** 540100

15. RESOLUTION to reallocate $469,000 originally appropriated for Low Barrier Shelter Operations to the continuation and implementation of alternative shelter programming as one-time investments

City Manager Sanders presented the funding request.

On motion by Payne, seconded by Fleisher, Council voted 5-0 to pass the following resolution, waiving the second reading (Ayes: Fleisher, Oschrin, Payne, Snook, Wade; Noes: none):

Resolution to Reallocate $469,000 Originally Appropriated for Low Barrier Shelter Operations to the Continuation and Implementation of Alternative Shelter Programming as One-Time Investments

WHEREAS the City Council of the City of Charlottesville, VA adopted an ordinance on April 14, 2026 ("the Budget Ordinance"), setting a budget in the amount of $500,000 to be used in FY 2026 for Low Barrier Shelter Operations; and

WHEREAS, emergency situations continue to plague the continuum of care for the unhoused in our community; and

WHEREAS, PACEM, Blue Ridge Area Coalition for the Homeless (BRACH), and the Salvation Army, three of the City's local service providers are in need of one-time support to strengthen and maintain critical service delivery;

THEREFORE, BE IT RESOLVED by the Council of the City of Charlottesville, that the $500,000 previously appropriated as part of the FY 2026 Budget Ordinance to be used for low barrier shelter operations is hereby reallocated as follows:

Transfer From:

Fund: 105 Cost Center: 9773006000 GL Code: 540100

Transfer To:

$65,000	Fund: 105	Cost Center: 9743021000	GL Code: 540100	(PACEM)
$234,000	Fund: 105	Cost Center: 9743027000	GL Code: 540100	(BRACH)
$170,000	Fund: 105	Cost Center: TBD	GL Code: 540100	(Salvation Army)

COMMUNITY MATTERS (2)

Mayor Wade opened the floor for public comment and there were no speakers.

ADJOURNMENT

On motion by Snook, seconded by Oschrin, Council by unanimous consent adjourned the meeting at 8:56 p.m.

BY Order of City Council BY Kyna Thomas, Clerk of Council

CHARLOTTESVILLE CITY COUNCIL SPECIAL MEETING MINUTES
April 27, 2026 at 5:30 PM
Council Chamber: 605 E. Main St, Charlottesville, VA 22902

The Charlottesville City Council conducted a special meeting on Monday, April 27, 2026, to address an item postponed from the April 20 regular meeting. Mayor Juandiego Wade called the meeting to order, and Clerk of Council Kyna Thomas called the roll, noting the following councilors present: Mayor Juandiego Wade, Vice Mayor Natalie Oschrin and Councilors Jen Fleisher and Lloyd Snook. Councilor Michael Payne joined the meeting at 5:31 p.m. as the action item presentation began.

ACTION ITEMS

1. RESOLUTION Authorizing CRHA to Issue up to $7,000,000 in Tax-exempt Revenue Bonds for Kindlewood Phase 3

Madelyn Metzler, Acting Housing Manager, presented the request. The Charlottesville Redevelopment and Housing Authority ("CRHA") requested that City Council approve the issuance of up to $7,000,000 in tax-exempt revenue bonds as a conduit issuer to support financing for Phase 3 of the Kindlewood Redevelopment Project ("Project") in the City of Charlottesville, Virginia ("City"). Phase 3 of the Project consists of eighty-five (85) units, including twenty-four (24) townhomes, to be financed with tax exempt bonds and Low-Income Housing Tax Credit ("LIHTC") equity.

This item was originally scheduled for consideration at the April 20, 2026, City Council meeting. The item was rescheduled to this special meeting so that the notice could be corrected to reflect the accurate bond amount of up to $7 million.

Piedmont Housing Alliance ("PHA") is leading a redevelopment of Friendship Court into Kindlewood, replacing 150 existing townhome apartments with a 385-unit income-tiered community that includes resident services, a community resource center, a central park, and an early learning center. The Project phasing prioritizes the prevention of displacement of existing residents.

Pursuant to Virginia Code § 36-19(10), attached, Virginia Public Housing Authorities are authorized to issue revenue bonds to help finance affordable rental housing. On March 23, 2026, CRHA's Board of Commissioners adopted an inducement Resolution authorizing issuance of up to $7,000,000, subject to City Council approval. Approval would allow CRHA to issue tax-exempt revenue bonds as an intermediary to support PHA's financing plan for twenty-four (24) townhomes in Phase 3 of the Project, leveraging bond financing with LIHTC equity to advance the broader Kindlewood redevelopment. Because CRHA would serve only as a conduit issuer, the action introduces no direct repayment obligation or credit risk for CRHA or the City; PHA, the borrower, is responsible for all bond-related payments and costs.

On motion by Fleisher, seconded by Snook, Council by the following vote approved the Resolution Authorizing CRHA to Issue up to $7,000,000 in Tax-exempt Revenue Bonds for Kindlewood Phase 3: 5-0 (Ayes: Fleisher, Oschrin, Payne, Snook, Wade; Noes: None).

RESOLUTION AUTHORIZING THE CHARLOTTESVILLE REDEVELOPMENT AND HOUSING AUTHORITY TO ISSUE UP TO $7,000,000 IN TAX-EXEMPT REVENUE BONDS FOR KINDLEWOOD PHASE 3

WHEREAS, the Charlottesville Redevelopment and Housing Authority ("CRHA") is authorized under Virginia Code § 36-19(10) to issue revenue bonds to facilitate affordable housing development; and

WHEREAS, Piedmont Housing Alliance ("PHA") is leading the redevelopment of Friendship Court into Kindlewood ("Project") in the City of Charlottesville, Virginia ("City"), and Phase 3 of the Project includes the construction of eighty-five (85) units, including twenty-four (24) townhomes, to be financed in part through tax-exempt bonds and Low-Income Housing Tax Credit ("LIHTC") equity; and

WHEREAS, CRHA has requested approval from the Council of the City of Charlottesville, Virginia ("City Council"), to issue up to $7,000,000 in tax-exempt revenue bonds as a conduit issuer to support Phase 3 Project financing; and

WHEREAS, the bonds will not be general obligations of CRHA, the City, or the Commonwealth of Virginia, and all repayment obligations, fees, and costs will be borne solely by PHA, the borrower; and WHEREAS, issuing the bonds will enable the Project to access four percent (4%) LIHTC and advance the broader Kindlewood redevelopment, with no direct financial impact to the City. NOW, THEREFORE, BE IT RESOLVED by City Council, that CHRA is authorized to issue up to $7,000,000 in tax-exempt revenue bonds for Phase 3 of the Project.

ADJOURNMENT

On motion by Fleisher, seconded by Oschrin, Council voted unanimously to adjourn the meeting at 5:39 p.m.

BY Order of City Council BY Kyna Thomas, Clerk of Council

Policy Briefing Summary
City Council

Regarding:	**Resolution to appropriate $389,975 from the Virginia Department of Housing and Community Development, Housing Opportunities for Persons with AIDS/HIV grant 26-HOPWA-303 (1 of 2 readings)**
Staff Contact(s):	Taylor Harvey-Ryan, Grants Program Manager
Presenter:	**Taylor Harvey-Ryan, Grants Program Manager**
Date of Proposed Action:	May 4, 2026

Issue
The City of Charlottesville has been awarded a H.O.P.W.A. grant in the amount of $389,975 from the DHCD.

Background / Rule
The Office of Budget and Grants Management, in coordination with the Blue Ridge Area Coalition on Homelessness (B.R.A.C.H.), received a grant from the Virginia Department of Housing and Community Development. The Housing Opportunities for People with AIDS/H.I.V. (H.O.P.W.A.) award is $389,975 for September 24, 2025 — September 24, 2026.

Analysis
The City of Charlottesville has staff from Human Services and the Office of Budget and Grants Management serving on the BRACH Board. H.O.P.W.A., is an important resource in our community's efforts to end homelessness. The grant provides services in four key areas in addition to Administration:

1. Tenant-Based Rental Assistance (T.B.R.A.): The Blue Ridge Health Department (B.R.H.D.) partners with The Haven to provide T.B.R.A. to eligible participants. The B.R.H.D. screens participants for eligibility and inspects the proposed property to ensure that it meets H.U.D. requirements. Upon successful screening, The Haven contacts the landlord to arrange monthly rent payment, similar to rapid re-housing.
2. Short-term Rental, Mortgage and Utility Assistance: B.R.H.D. screens eligible participants for short-term assistance including emergency utility payments to avoid shut off.
3. Supportive Services: B.R.H.D. provides supportive services including crisis intervention, case management and service referrals.
4. Homeless Management Information System (H.M.I.S.): The City of Charlottesville, as the award recipient, will ensure that H.M.I.S. data is complete through an agreement with B.R.A.C.H. to have the Executive Director ensure data quality. Our Continuum of Care (C.O.C.) has a well-populated database for individuals experiencing homelessness. H.M.I.S. collaboration provides real-time monitoring of the needs and progress of individuals and households facing homelessness. Collaborative use of H.M.I.S. among B.R.A.C.H. C.o.C. Service Providers expedites communication and reduces the need to interface disparate documentation systems.
5. Administration: The City of Charlottesville, as the award recipient, is eligible for an administrative fee up to seven (7) percent of the total award. Staff proposes that we pass these dollars through to B.R.A.C.H, B.R.H.D. and The Haven to support the supervision of assigned staff.

Financial Impact
There is no budgetary impact to the City of Charlottesville as this grant is entirely federal pass-through funds and no local match is required. All funds will be distributed to sub-recipients for service provision.

Recommendation
Staff recommends the execution of the FY26 H.O.P.W.A. grant agreement by the City Manager, and approval of the resolution to appropriate the H.O.P.W.A. funds.

Recommended Motion (if Applicable)
I move to approve the resolution as presented to appropriate the FY2026 HOPWA grant funds in the amount of $389,975.

Attachments
1. FY 26 HOPWA Resolution
2. HOPWA Grant Agreement

RESOLUTION APPROPRIATING FUNDS
Housing Opportunities for Persons with AIDS/HIV (HOPWA) Grant
$389,975

WHEREAS, The City of Charlottesville, through the Office of Budget and Grants Management, has received the H.O.P.W.A. Grant from the Virginia Department of Housing and Community Development in the amount of $389,975;

NOW, THEREFORE BE IT RESOLVED by the Council of the City of Charlottesville, Virginia that the sum of $389,312 is hereby appropriated in the following manner:

Revenues

$389,975 Fund: 209 IO: 1900668 G/L: 430120 Federal Pass-Thru State

Expenditures

$389,975 Fund: 209 IO: 1900668 G/L: 530550 Contracted Services

BE IT FURTHER RESOLVED, that this appropriation is conditioned upon receipt of $389,975 in funds from the Virginia Department of Housing and Community Development

SUB-GRANT AGREEMENT
HOUSING OPPORTUNITIES FOR PERSONS WITH AIDS PROGRAM
U.S. Department of Housing and Urban Development

HOPWA- Project 26-HW-303
(September 24th, 2025 – September 24, 2026)

This Sub-grant Agreement is made by and between the **Virginia Department of Housing and Community Development (DHCD)** and the project sponsor, **City of Charlottesville (Sub-grantee)**. The Sub-grant, which is the subject of this Agreement, is authorized by the Governor of the Commonwealth under a Grant Agreement, executed by and between the U.S. Department of Housing and Urban Development (HUD), and the State of Virginia, the Recipient.

The Sub-grantee was identified as part of the community's emergency response system to homelessness in the 2024-2026 Homeless and Special Needs Housing (HSNH) Housing Opportunities for Persons With AIDS (HOPWA) application submitted by the lead agency (or designee) of the continuum of care (CoC) or balance of state local planning group (LPG). Activities funded through this grant will be provided at the Grantee location(s) identified in DHCD's Centralized Application Management System (CAMS).

The sub-grant is comprised of an allocation from the United States Department of Housing and Urban Development (HUD) authorized under the Housing Opportunities for Persons With AIDS Grant during federal fiscal year 2025 (Grant No. VAH25F999; Catalog of Federal Domestic Assistance (CFDA) number is 14.241) as further outlined in Appendix A of this agreement. This Agreement is subject to the terms and conditions of the federal HOPWA grant agreement between HUD and DHCD, and the grantee shall comply with all applicable federal statutes, regulations, notices, and guidance governing the Housing Opportunities for Persons With AIDS (HOPWA) program, including but not limited to AIDS Housing Opportunity Act, 42 USC Sec. 12901 et. seq. (the Act); the Housing Opportunities for Persons With AIDS (HOPWA) program rule, 24 CFR 50 and 574 as amended; and the Consolidated Plan rule, 24 CFR 91 as amended; all of which are incorporated herein as part of this Agreement. In addition, this sub-grant is subject to any subsequent amendments or grant addenda, the CoC/LPG proposal as amended through negotiations with DHCD, the DHCD approved Grantee budget, all of which are incorporated by reference into this Agreement, as well as the applicable laws of the Commonwealth of Virginia and federal law.

I. Scope of Services

Funding provided through this sub-grant must be used for eligible HOPWA activities as defined in 24 CFR 574 and as outlined in the 2024–2026 HSNH Program Guidelines. The Sub-grantee must follow the DHCD-approved budget and all applicable cost category limits.

HOPWA Cost Category Limits *	
Cost Category	***Limits as Percentage of Total Award***
Administration	7 percent or less
Housing Information Services	3 percent or less
** See guidelines for details related to cost categories.*	

II. Conditions

A. Service Provision

Sub-grantee is responsible for coordination of HSNH HOPWA activities with other HSNH HOPWA Sub-grantees and mainstream resources. Sub-grantee must assure non-duplication of services with other HSNH HOPWA Sub-grantees.

B. Disbursement of Funds

DHCD agrees to provide **$389,975** to the Sub-grantee to undertake the approved project activities described in the Sub-grantee 2024-2026 Homeless and Special Needs Housing - Housing Opportunities for Persons With AIDS (HOPWA) application for the **September 24th, 2025 – September 24, 2026** program years. The Sub- grantee must submit, for approval by DHCD, a program budget for the 2025 allocation. Funds must be expended per the approved budget. The Sub-grantee agrees to provide HOPWA funds to non-entitlement localities and to coordinate the provision of services with other HOPWA project sponsors.

Funds are disbursed on a reimbursement basis. Sub-grantees must be able to provide documentation that the work, services, or cost occurred within the grant period and the expenses were paid appropriately by the Sub-grantee. Program funds shall be disbursed to the Sub-grantee on a monthly or bi-monthly reimbursement schedule determined by the Sub-grantee**.** The option selected should be adhered to throughout the year. Supporting documentation must clearly indicate the period for which the reimbursement is requested.

The Sub-grantee must request approval from DHCD for <u>all</u> changes which affect the scope of the project, including but not limited to addition or deletion of an activity, location of services, service area, objectives, timing of activity, and expenditures that will exceed the budget cost category.

DHCD reserves the right to de-obligate and reallocate funds at any point during the contract term.

C. Reporting

Sub-grantees must submit reports as required by DHCD. Such reports may include, but are not limited to, outcomes and performance reports. Any required reports and their due dates will be announced by DHCD along with any relevant instruction. Submission of reports implies approval from the executive director and is considered final. DHCD reserves the right to withhold reimbursement payments if the Sub-grantee fails to submit the reports.

Year-End Report

Year-end reports must be submitted as instructed by DHCD. No future funds will be disbursed until all required reports for the previous fiscal year are submitted to DHCD.

D. Continuum of Care Participation

Sub-grantees must actively participate in the Homeless Management Information System or comparable system (as defined in the HSNH-HOPWA Guidelines) and regional continuum of care or balance of state local planning groups.

E. Accounting

The Sub-grantee must adhere to Generally Accepted Accounting Principles

(GAAP). The Sub-grantee shall establish and maintain separate accounts within its existing accounting system or set up accounts independently. The Sub-grantee shall record in its accounting system all grant payments received pursuant to the grant and all other match funds provided for, accruing to, or otherwise received on account of the grant.

All costs charged to the grant shall be supported by properly executed payrolls, timesheets, contracts, or vouchers evidencing in proper detail the nature and propriety of the charges. All checks, payrolls, contracts, vouchers, or other accounting documents pertaining in whole or in part to the grant shall be clearly identified, readily accessible, and separate and distinct from all other such documents. Such documents shall reside at the offices of the sub-grantee.

F. DHCD Notification

Sub-grantee must notify DHCD of any potentially illegal act, such as misuse of grant funds or fair housing violations, immediately upon knowledge of such act. In addition, sub-grantee must notify DHCD should any other local, federal or state agency uncover evidence of any potentially illegal act.

Sub-grantee must notify DHCD if there is a change in agency management and/or fiscal personnel. Failure to do so will constitute a finding and may result in repayment of funds by the sub-grantee, the de-obligation of current funding and the preclusion of future funding.

G. **Audit**

All grantees, sub-grantees, CHDOs, localities, developers, or any other organizations that receive funding during a program year and/or have projects in progress are required to submit financial statements to DHCD.

Required statements are as follows: Financial Statement(s)**, Reviewed Financial Statement(s) that have been reviewed by an Independent CPA, Financial Statement(s) that have been audited by an Independent CPA or an audit required by the Code of Federal Regulations (CFR), (2 CFR 200 Subpart F), audited by an independent CPA. Please see the table below to determine which documents your organization is required to submit.

If the entity expends awards under only one DHCD program and the program's statutes or regulations, or terms and conditions of the award do not require a financial statement audit, the entity may elect to have a program-specific audit conducted.

The threshold requirements outlined below are the minimal standards required by DHCD.

Threshold Requirement - The threshold requirements outlined below are the minimal standards required by DHCD.	**Document**
Total annual expenditures < $350,000 (Regardless of source)	Financial Statement(s) prepared by organization**

Total annual expenditures > $350,000 (Regardless of source)	Reviewed Financial Statement(s) – Reviewed by an Independent CPA
Total annual expenditures > $550,000 (Regardless of source)	Financial Statement(s) – Audited by an Independent CPA
Federal expenditures > $1,000,000	2 CFR 200 Subpart F Audit – Audited by an Independent CPA

**Does not require preparation by a CPA

Submission Requirements

Required financial statements/audit must be submitted yearly, within nine (9) months after the end of your fiscal year or 30 (thirty) days after it has been accepted (reviewed financial statement(s), audited financial statements, and 2 CFR 200 Subpart F audit only) - whichever comes first. Entities must electronically submit their financial statement(s), reviewed financial statements, audited financial statements, 2 CFR 200 Subpart F audit, or program specific audit in DHCD's Centralized Application and Management System (CAMS) which requires the organization to register in CAMS at https://dmz1.dhcd.virginia.gov/camsportal/Login.aspx.

Entities are required to have a DHCD reviewed and approved current audit or reviewed financial statement(s) in order to submit a remittance request.

The full DHCD Audit Policy, including explanation of the specific document requirements can be found online at: https://www.dhcd.virginia.gov/sites/default/files/Docx/audit-policy/dhcd-audit-policy.pdf

H. **Suspension and Debarment**

Non-Federal entities are subject to the non-procurement debarment and suspension regulations implementing Executive Orders 12549 and 12689, 2 CFR part 180. The regulations in 2 CFR part 180 restrict awards, subawards, and contracts with certain parties that are debarred, suspended, or otherwise excluded from or ineligible for participation in Federal assistance programs or activities.

(a) IPAs debarred from providing audit services for all recipients are prohibited from soliciting or entering into any new contracts for audit services with recipients for the duration of the specified period of debarment. Recipients shall not knowingly award contracts to, extend or modify existing contracts with, or solicit proposals from, such IPAs. Debarred IPAs also are prohibited from providing audit services to recipients as agents or representatives of other IPAs.

(b) IPAs debarred from providing audit services for one or more specific recipient(s) are prohibited from soliciting or entering into any new contracts for audit services with such recipient(s) for the duration of the period of debarment as determined pursuant to this part. The affected recipient(s) shall not knowingly award contracts to, extend or modify existing contracts with, or solicit proposals from, such IPAs. Debarred IPAs also are

prohibited from providing audit services to the affected recipient(s) as agents or representatives of other IPAs, and are required to provide prior written notice to the debarring official before providing such services to other recipients. Debarred IPAs also must provide prior written notice of the debarment to any recipient for which the IPA provides audit services.

I. Compliance

Sub-grantees with outstanding audit findings, IRS findings, DHCD monitoring findings or other compliance issues are not eligible to receive allocations. DHCD will work with all interested parties toward the resolution of unresolved matters, where appropriate.

J. Maintenance of Records

Records shall be readily accessible to DHCD, appropriate state and federal agencies, and the general public during the course of the grant agreement and shall remain intact and accessible for five years thereafter. The exception is in the event that any litigation claim or audit is started before expiration of the five year period, the records shall be retained until such action is resolved.

K. Costs Incurred Prior To Grant Agreement Execution

No costs incurred prior to the start date of the contract period shall be eligible for reimbursement with grant funds, unless incurred costs are authorized in writing by DHCD.

L. State Not Liable

The Grantee shall hold harmless the Commonwealth of Virginia, DHCD, its agents and employees from any and all claims and demands based upon or arising out of any action by the Grantee, its employees, agents or contractors.

M. Expenditure Review

DHCD will monitor expenditure rates to ensure resources are maximized. Failure to expend funds proportionately throughout the contract period may result in the de-obligation of funds. DHCD reserves the right to de-obligate funds at any time during the contract period and reallocate as deemed appropriate within the CoC/LPG or statewide based on compliance, performance, need and available funding.

N. Termination, Suspension, Conditions

This Sub-grantee Agreement shall remain in effect from the date of the signing of the grant agreement until September 24, 2026. Either party shall have the right to cancel this agreement for any reason with a 30 days written notice.

If through any cause, the Sub-grantee fails to comply with the terms, conditions or requirements of the contract documents, DHCD may terminate or suspend this Agreement by giving written notice of the same and specifying the effective date termination or suspension at least five (5) days prior to such action.

In the case of contract violation by the Sub-grantee, DHCD may request that all or some of the grant funds be returned, even if the Sub-grantee has already expended the funds. The Sub-grantee agrees to return such funds as requested by DHCD within 30 days of the written request.

O. Subsequent Contracts

The Sub-grantee shall remain fully obligated under the provisions of the Grant Agreement notwithstanding its designation of any subsequent or third parties for the undertaking of all or part of the activities for which the Grant assistance is being provided to the Sub-grantee.

The Sub-grantee agrees to ensure that any contractor or subcontractor who is not the Sub-grantee shall comply with all the lawful requirements of the Sub-grantee necessary to insure that the project for which this assistance is being provided under this Agreement are carried out in accordance with the Sub-Grantee's Assurances and Certifications.

P. Default

A default is any unapproved use of grant funds. Upon due notice to the Sub-grantee of the occurrence of any such default and the provision of a reasonable opportunity to respond, DHCD may take one or more of the following actions:

(1) direct the Sub-grantee to submit progress schedules for completing approved activities;

(2) issue a letter of warning advising the Sub-grantee of the default, establishing a date by which corrective actions must be completed and putting the Sub-grantee on notice that more serious actions will be taken if the default is not corrected or is repeated;

(3) direct the Sub-grantee to suspend, discontinue or not incur costs for the affected activity;

(4) require the Sub-grantee to reimburse DHCD for costs inappropriately charged to the program;

(5) other appropriate action including, but not limited to, any remedial action legally available, such as affirmative litigation seeking declaratory judgment, specific performance, damages, temporary or permanent injunctions and any other available remedies.

No delay or omissions by DHCD in exercising any right or remedy available to it under the Agreement shall impair any such right to remedy or constitute a waiver or acquiescence in any Sub-grantee default.

Q. Conflict of Interest

Sub-grantees shall ensure that the provision of any type or amount of assistance may not be conditional on an individual's or family's acceptance or occupancy of housing owned by the sub-grantee, a parent organization, or subsidiary. Sub-grantees, parent organizations, or subsidiaries may not administer HOPWA assistance and use the assistance for households residing in units owned by the Sub-grantee, parent organization, or subsidiary.

Individuals (employees, agents, consultants, officers, or elected or appointed officials of the sub-grantee) may not both participate in decision-making related to determining eligibility and receive any financial benefit. This financial benefit may not be received by the specific individual, any member of his/her immediate family or a business interest. The restriction applies throughout tenure in the position and for a one-year period following tenure.

R. Religious Influence

The Grantee may not engage in inherently religious activities, such as worship, religious instruction, or proselytization as part of the programs or services funded under HOPWA. If an organization conducts these activities, then they must be offered separately, in time or location, from the programs or services funded under HOPWA and participation must be voluntary for program participants.

III. Additional Assurances

A. Sub-grantee will give the Virginia Department of Housing and Community Development, the Comptroller, HUD and any other authorized state or federal representatives access to and the right to examine all records, books, papers, or documents related to the Grant.

B. In accordance with federal law, sub-grantee will provide that no person shall be discriminated against on the basis of race, color, religion, sex, or national origin, in any phases of employment or in any phase of service delivery.

IV. Additional Certifications:

The Grantee certifies that it will comply with the following:

i. Freedom of Information Act (5 U.S.C 552) and Virginia Freedom of Information Act;

ii. Virginia Fair Employment Contracting Act;

iii. Fair Housing Act (42 U.S.C. 3601-20), and implementing measures under:
- 24 CFR 100 (discriminatory conduct under Fair Housing Act);
- Executive Order 11063 and regulations at 24 CFR 107 (preventing discrimination on basis of race, color, creed, or national origin);
- 24 CFR Part 8 (prohibiting discrimination against handicapped individuals);
- Title VIII of the Civil Rights Act of 1968, as amended, also known as the Fair Housing Act, prohibits discrimination in housing based on race, color, religion, sex, disability, familial status, or national origin.

iv. The Violence Against Women Act (VAWA), Title IV of the Violent Crime Control and Law Enforcement Act of 1994 and implementing the regulations at:
- 28 CFR 90 Violence Against Women

v. Age Discrimination Act of 1975 (42 U.S.C. 6101-07) and implementing regulations at:
- 24 CFR 146 (nondiscrimination on basis of age in HUD programs);
- Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794);

vi. 24 CFR 574.320 (Federal rent standards for rental assistance, requiring rents to be charged no greater than appropriate Fair Market Rent levels);

vii. 24 CFR Part 35 (Federal lead-based paint provisions, requiring visual inspections and stabilization of paint before commencement of occupancy);

viii. Encourage participation of locally-owned enterprises in connection with funded activities;

ix. McKinney-Vento Homeless Assistance Program Regulations;

x. Anti-lobbying Certification;

xi. Drug Free Workplace

The Sub-grant Agreement is hereby executed by the parties on the date set forth below their respective signatures as follows:

Virginia Department of Housing and Community Development

_____
Sandra Powell, Senior Deputy Director

_____
Date

City of Charlottesville

_____
Signature

_____
Name (printed or typed)

_____
Title

_____
Date

Docusign Envelope ID: 895D75FF-F981-4733-A6A7-53A0E2BA3E6F

U.S. Department of Housing and Urban Development — Federal Award Agreement

B. Terms and Conditions

1. *General terms and requirements.* The Recipient must comply with all applicable federal laws, regulations, and requirements, unless otherwise provided through HUD's formal waiver authorities. This agreement, including any attachments and addenda, may only be amended in writing executed by parties to this agreement and any addenda.

2. *Administrative requirements.* The Recipient must comply with the following requirement(s) if checked below:

   ☐ The administrative requirements in the HUD General Administrative, National, and Departmental Policy Requirements and Terms for HUD's Financial Assistance Programs 2025, as indicated in the relevant NOFO, apply to this agreement.

   ☒ The grantee shall comply with requirements established by the Office of Management and Budget (OMB) concerning the Unique Entity Identifier (UEI); the System for Award Management (SAM.gov.); the Federal Funding Accountability and Transparency Act as provided in 2 C.F.R. part 25, Universal Identifier and General Contractor Registration; and 2 C.F.R. part 170, Reporting Subaward and Executive Compensation Information.

3. *Applicability of 2 C.F.R. part 200.*

   ☒ The Recipient must comply with the applicable requirements at 2 C.F.R. part 200, as may be amended from time to time. If any previous or future amendments to 2 C.F.R. part 200 replace or renumber any part 200 section cited in HUD's regulations in Title 24 of the Code of Federal Regulations, the amended part 200 requirements will govern award activities carried out after the amendments' effective date.

   ☐ The Recipient must comply with the applicable requirements at 2 C.F.R. part 200. If any previous amendments to 2 C.F.R. part 200 replace or renumber any part 200 section cited in HUD's regulations in Title 24 of the Code of Federal Regulations, the amended part 200 requirements will govern award activities carried out after the amendments' effective date.

4. *Future budget periods.* If the period of performance spans multiple budget periods, subsequent budget periods are subject to the availability of funds, program authority, satisfactory performance, and compliance with the terms and conditions of the Federal award.

5. *Indirect Cost Rate.* If the Recipient intends to use a negotiated or de minimis rate for indirect costs, the Recipient must submit an Indirect Cost Rate form to HUD, either with its application using HUD-426 (competitive grants) or with this agreement using "Addendum #3 "Indirect Cost Rate Schedule" (formula and congressional grants). The submitted form/addendum will be incorporated into and made part of this agreement, provided that the rate information is consistent with the applicable requirements under 2 C.F.R. § 200.414. If there is any change in the Recipient's indirect cost rate, it must immediately notify HUD and execute an amendment to this agreement to reflect the change if necessary.

6. *Recipient integrity and performance matters.* If the Federal share of this award is more than $500,000 over the period of performance (box 6), the terms and conditions in 2 C.F.R. part 200 Appendix XII apply to this agreement.

7. *Recordkeeping and Access to Records.* The Recipient hereby agrees to maintain complete and accurate books of account for this award and award activities in such a manner as to permit the preparation of statements and reports in accordance with HUD requirements, and to permit timely and effective audit. The Recipient agrees to furnish HUD such financial and project reports, records, statements, subrecipient data, and documents at such times, in such form, and accompanied by such reporting data as required by HUD. HUD and its duly authorized representative shall have full and free access to all Recipient offices and facilities, and to all books, documents, and records of the Recipient relevant to the administration, receipt, and use of this award and award activities, including the right to audit and make copies. The Recipient agrees to maintain records that identify the source and application of funds, including relevant subrecipient data, in such a manner as to allow HUD to determine that all funds are and have been expended in accordance with program requirements and in a manner consistent with applicable law.

Further, the Recipient hereby acknowledges that HUD is in the process of implementing new grants management and reporting tools, which will be made available for the Recipient's use in the future. The Recipient agrees to report on grant performance and financial activities (including vendor and cash disbursement supporting details for the Recipient and its subrecipients) using these new tools when they are released. HUD will work with the Recipient to support the Recipient's transition to this new reporting environment. Once implemented, timely reporting in this new environment will be mandatory. HUD reserves the right to exercise all of its available rights and remedies for any noncompliance with these grants management and financial reporting requirements, to include, without limitation, requiring 100% review, suspension of disbursements, and all other legally available remedies, to the furthest extent permitted by law, as amended.

8. *Noncompliance.* If the Recipient fails to comply with the provisions of this agreement, HUD may take one or more of the actions provided in program statutes, regulations or 2 C.F.R. § 200.339, as applicable. Nothing in this agreement shall limit any remedies otherwise available to HUD in the case of noncompliance by the Recipient. No delay or omissions by HUD in exercising any right or remedy available to it under this agreement shall impair any such right or remedy or constitute a waiver of or acquiescence in any Recipient noncompliance.
9. *Termination provisions.* Unless superseded by program statutes, regulations or NOFOs, the termination provisions in 2 C.F.R. § 200.340 apply.
10. *Build America, Buy America.* The Recipient must comply with the requirements of the Build America, Buy America (BABA) Act, 41 U.S.C. § 8301 note, and all applicable rules and notices, as may be amended, if applicable. Pursuant to HUD's Notice, "Public Interest Phased Implementation Waiver for FY 2022 and 2023 of Build America, Buy America Provisions as Applied to Recipients of HUD Federal Financial Assistance" (88 Fed. Reg. 17001), BABA requirements apply to any infrastructure projects HUD has obligated funds for after the effective dates, unless excepted by a waiver.
11. *Waste, Fraud, Abuse, and Whistleblower Protections.* Any person who becomes aware of the existence or apparent existence of fraud, waste, or abuse of any HUD award must report such incidents to both the HUD official responsible for the award and to HUD's Office of Inspector General (OIG). Allegations of fraud, waste, and abuse related to HUD programs can be reported to the HUD OIG hotline via phone at 1-800-347-3735 or online hotline form. The Recipient must comply with 41 U.S.C. § 4712, which includes informing employees in writing of their rights and remedies, in the predominant native language of the workforce. Under 41 U.S.C. § 4712, employees of a government contractor, subcontractor, recipient, and subrecipient—as well as a personal services contractor—who make a protected disclosure about a Federal award or contract cannot be discharged, demoted, or otherwise discriminated against if they reasonably believe the information they disclose is evidence of (1) gross mismanagement of a Federal contract or award; (2) waste of Federal funds; (3) abuse of authority relating to a Federal contract or award; (4) substantial and specific danger to public health and safety; or (5) violations of law, rule, or regulation related to a Federal contract or award.
12. *Third-Party Claims.* Nothing in this agreement shall be construed as creating or justifying any claim against the federal government or the Recipient by any third party.
13. *Rule of Construction and No Construction Against Drafter.* Notwithstanding anything contained in this agreement, the terms and conditions hereof are to be construed to have full and expansive effect in both interpretation and application, and the parties agree that the principle of interpretation that holds that ambiguities in terms or conditions are construed against the drafter shall not apply in interpreting this agreement.

C. Federal Award Performance Goals

The Recipient must meet any applicable performance goals, indicators, targets, and baseline data as required by applicable program requirements.

D. Specific Terms and Conditions Not applicable ☒ Attached ☐

U.S. Department of Housing and Urban Development — Federal Award Agreement

For the U.S. Department of HUD (name and title of authorized official) **TOM OGUNDE Acting CPD Director**	**Signature** Signed by: TOM OGUNDE 5BE6B45238104BE...	**Date/ Federal Award Date** **9/24/2025**
For the Recipient **(name and title of authorized official)** **Maggie Beal, Director**	**Signature** Margot E. Beal	**Date** 09/22/2025

ADDENDUM 1. POLICY REQUIREMENTS

If applicable:

1. The Recipient shall not use grant funds to promote "gender ideology," as defined in Executive Order (E.O.) 14168, Defending Women from Gender Ideology Extremism and Restoring Biological Truth to the Federal Government;

2. The Recipient agrees that its compliance in all respects with all applicable Federal anti-discrimination laws is material to the U.S. Government's payment decisions for purposes of section 3729(b)(4) of title 31, United States Code;

3. The Recipient certifies that it does not operate any programs that violate any applicable Federal anti-discrimination laws, including Title VI of the Civil Rights Act of 1964;

4. The Recipient shall not use any grant funds to fund or promote elective abortions, as required by E.O. 14182, Enforcing the Hyde Amendment; and that,

5. Notwithstanding anything in the NOFO or Application, this Grant shall not be governed by Executive Orders revoked by E.O. 14154, including E.O. 14008, or NOFO requirements implementing Executive Orders that have been revoked.

6. The Recipient must administer its grant in accordance with all applicable immigration restrictions and requirements, including the eligibility and verification requirements that apply under title IV of the Personal Responsibility and Work Opportunity Reconciliation Act of 1996, as amended (8 U.S.C. 1601-1646) (PRWORA) and any applicable requirements that HUD, the Attorney General, or the U.S. Citizenship and Immigration Services may establish from time to time to comply with PRWORA, Executive Order 14218, or other Executive Orders or immigration laws.

7. No state or unit of general local government that receives funding under this grant may use that funding in a manner that by design or effect facilitates the subsidization or promotion of illegal immigration or shields illegal aliens from deportation, including by maintaining policies or practices that materially impede enforcement of federal immigration statutes and regulations.

8. The Recipient must use SAVE, or an equivalent verification system approved by the Federal government, to prevent any Federal public benefit from being provided to an ineligible alien who entered the United States illegally or is otherwise unlawfully present in the United States.

9. Faith-based organizations may be subrecipients for funds on the same basis as any other organization. Recipients may not, in the selection of subrecipients, discriminate against an organization based on the organization's religious character, affiliation, or exercise.

ADDENDUM 2. PROGRAM-SPECIFIC REQUIREMENTS

Assistance Listing 14.241, Housing Opportunities for Persons With AIDS (HOPWA) Program

1. *Pre-Award Costs.* The funds may be used for costs incurred before the period of performance/budget period under the conditions specified in HUD Notice CPD-25-02 or another prior written approval by HUD; or if the Recipient is not covered by Notice CPD-25-02, under the condition that the costs are otherwise allowable and were incurred on or after the date HUD received the Recipient's Consolidated Plan submission, the Recipient's program year start date, or 90 calendar days before the period of performance start date in Box 6 (whichever is latest).

2. *Scope and Requirements.* The Recipient and each project sponsor that receives grant funds must (1) comply with the HOPWA regulations, other applicable HUD regulations, and such other terms and conditions as HUD may establish for purposes of carrying out HOPWA activities in an effective and efficient manner; (2) conduct an ongoing assessment of the housing assistance and supportive services required by the participants in HOPWA activities; (3) assure the adequate provision of supportive services to the participants in HOPWA activities; (4) cooperate and coordinate in providing assistance under HOPWA with the relevant state- and local-government agencies responsible for services for eligible persons in the area served by the Recipient and with other public and private organizations and agencies providing services for eligible persons; (5) prohibit any fee, except rent, from being charged of any eligible person for any housing or services provided with grant funds; (6) ensure the confidentiality of the name of any individual assisted through HOPWA activities and any other information regarding individuals receiving assistance with grant funds; and (7) maintain and make available to HUD for inspection financial records sufficient, in HUD's determination, to ensure proper accounting and disbursing of grant funds.

3. *Project Sponsors.* The Recipient may only provide grant funds to project sponsors pursuant to legally binding agreements that contain the provisions required by 2 C.F.R. § 200.332(a) and state each commitment to which the project sponsor must agree under 24 C.F.R. § 574.500(b)(1)–(4).

4. *Funds Drawdown and Reconciliation.* Not less than once every 90 calendar days, starting from the period of performance start date, the Recipient must draw down grant funds for allowable costs and in accordance with 2 C.F.R. §§ 200.305 and 200.403 and reconcile its accounting records with the financial data reported to HUD through the Integrated Disbursement and Information System ("IDIS") in accordance with 2 C.F.R. §§ 200.302 and 200.303. The Recipient must comply with HUD instructions regarding use of and reporting in IDIS or its successor.

5. *Performance Reporting.* The Recipient must submit a Consolidated Annual Performance and Evaluation Report (CAPER) in accordance with 24 C.F.R. §§ 91.520 and 574.520(a), the SF-425 in accordance with 2 C.F.R. 200.328(a), and provide the HOPWA information using form HUD-4155.

6. *Eligibility Records.* The Recipient must update client eligibility records no less than annually.

7. *Program Income.* Program income may be treated as an addition to the grant funds, provided that the Recipient uses that income for allowable costs under this grant agreement.

8. *Environmental Review.* If Recipient is a State or Unit of General Local Government and is the responsible entity pursuant to 24 C.F.R. part 58, the Recipient agrees to assume the responsibility

for environmental review, decision-making, and action that would otherwise apply to HUD in accordance with 24 C.F.R. §§ 58.4 and 574.510. If Recipient is a State and distributes funds to a unit of general local government, the Recipient must require the unit of general local government to assume that responsibility and must comply with the state's responsibilities under 24 C.F.R. 58.4.

9. *Default*. A default shall occur when the Recipient fails to comply with the provisions of this agreement. in the event of a default, HUD may take one or more of the actions provided in 2 C.F.R. § 200.339 after providing the Recipient with an opportunity for informal consultation in accordance with 24 C.F.R. § 574.500(c). Nothing in this Grant Agreement shall limit any remedies otherwise available to HUD in the case of a default by the Recipient. No delay or omissions by HUD in exercising any right or remedy available to it under this Grant Agreement shall impair any such right or remedy or constitute a waiver or acquiescence in any Recipient default.

10. *Closeout*. This grant will be closed out as provided by 2 C.F.R. § 200.344 and Notice CPD-23-04, unless otherwise provided by a subsequent regulation or HUD notice.

11. *Deobligation*. To the extent authorized by applicable law, HUD may, by its execution of an amendment, deobligate funds under this Grant Agreement without the Recipient's execution of the amendment or other consent.

Policy Briefing Summary
City Council

Regarding:	**Resolution to appropriate $98,484 from the Virginia Department of Housing and Community Development, Virginia Homeless Solutions Program Grant 26-VHSP FED RRH- 37 (1 of 2 readings)**
Staff Contact(s):	Taylor Harvey-Ryan, Grants Program Manager
Presenter:	**Taylor Harvey-Ryan, Grants Program Manager**
Date of Proposed Action:	May 4, 2026

Issue
The City of Charlottesville has been awarded a V.H.S.P. grant in the amount of $98,484 from DHCD.

Background / Rule
The Office of Budget and Grants Management in coordination with the Blue Ridge Area Coalition for the Homeless (B.R.A.C.H.) received a grant from the Virginia Department of Housing and Community Development (DHCD). The Virginia Housing Solutions Program Federal Rapid Re-housing award is $98,484 and funds to be expended between September 24, 2025 and September 24, 2026. We received notice of the award on February 17, 2026.

Analysis
The City of Charlottesville has staff from the Office of Budget and Grants Management and the Department of Human Services serving on the B.R.A.C.H. Board of Directors. Virginia Homeless Solutions Program (V.H.S.P.) is an important resource in our community's efforts to end homelessness. The grant provides services for Rapid Re-Housing in which The Haven screens and administers rapid re-housing assistance and housing navigation to households experiencing homelessness. The grant is part of a larger program of V.H.S.P. funds that provide several services across the continuum and was appropriated last year.

Financial Impact
This grant will be entirely Federal pass-through funds. No local match is required from the City of Charlottesville. There is no budget impact for the City of Charlottesville. All funds will be distributed to sub-recipients for service provision.

Recommendation
Staff recommends the acceptance of the grant funds and the execution of the grant agreement.

Recommended Motion (if Applicable)
I move to approve the resolution appropriating $98,484 from the Virginia Department of Housing and Community Development for the Virginia Homeless Solutions Program- Federal Rapid Rehousing grant. 63

Attachments
1. FY 26 Federal RRH Resolution
2. City of Charlottesville VHSP Fed RRH Grant Agreement

RESOLUTION APPROPRIATING FUNDS

Virginia Homeless Solutions Program Federal Rapid Re-housing (VHSP Fed RRH) Grant

$98,484

WHEREAS, The City of Charlottesville, through the Office of Budget and Grants Management, has received the VHSP Fed RRH Grant from the Virginia Department of Housing and Community Development in the amount of $98,484;

NOW, THEREFORE BE IT RESOLVED by the Council of the City of Charlottesville, Virginia that the sum of $98,484 is hereby appropriated in the following manner:

Revenues

$98,484	Fund: 209	IO: 1900669	G/L: 430120 Federal Pass-Thru State

Expenditures

$98,484	Fund: 209	IO: 1900669	G/L: 530550 Contracted Services

BE IT FURTHER RESOLVED, that this appropriation is conditioned upon receipt of $98,484 in funds from the Virginia Department of Housing and Community Development

GRANT AGREEMENT
VIRGINIA HOMELESS SOLUTIONS PROGRAM
Federal Rapid Re-housing
Program Year 2025-2026

26-VHSP FED RRH-37

This Grant Agreement is made by and between the **Virginia Department of Housing and Community Development ("DHCD")**, and **City of Charlottesville ("Grantee")** for the period **September 24th, 2025 – September 24th, 2026** in the amount of **$98,484** in Emergency Solutions Grants funds to be expended for rapid re-housing activities as indicated in the DHCD Continuum of Care (CoC) Year One Funding Request. Rapid re-housing activities are to be divided according to the chart below.

Rapid Re-housing	Allocation	Performance Period
Federal Rapid Re-housing	**$98,484**	**September 24th, 2025 – September 24th, 2026**

The Grantee was identified as part of the community's emergency response system to homelessness in the 2024-2026 Homeless and Special Needs Housing (HSNH) Virginia Homeless Solutions Program (VHSP) application submitted by the lead agency (or designee) of the Continuum of Care (CoC) or Virginia Balance of State Local Planning Group (LPG). Activities funded through this grant will be provided at the Grantee location(s) identified in DHCD's Centralized Application Management System (CAMS).

DHCD administers the Commonwealth of Virginia's homeless services resources through the VHSP. This Grant Agreement is comprised of an allocation from the United States Department of Housing and Urban Development (HUD) authorized under the Emergency Solutions Grant for federal fiscal year 2026; the federal grant number is (E25DC510001 (please see appendix A for further detail) and the Catalog of Federal Domestic Assistance (CFDA) number is 14.231. This Agreement is subject to the terms and conditions of the federal ESG grant agreement between HUD and DHCD, and the grantee shall comply with all applicable federal statutes, regulations, notices, and guidance governing the Emergency Solutions Grants Program, including but not limited to 24 CFR Part 576 and 2 CFR Part 200. In addition, this grant is subject to any subsequent amendments or grant addenda, the CoC/LPG proposal as amended through negotiations with DHCD, the DHCD approved Grantee budget, all of which are incorporated by reference into this Agreement, as well as the applicable laws of the Commonwealth of Virginia and federal law.

I. Scope of Services

The VHSP goals are to assist households experiencing homelessness to quickly regain stability in permanent housing and to prevent households from becoming homeless. This funding will support coordinated community-based activities that are designed to reduce the overall length of homelessness in the community, the number of households becoming homeless, and the overall rate of formerly homeless households returning to homelessness.

VHSP funds may be used for one or more of the following activities as detailed in the 24 CFR Part 576.104 and must coincide with the year one request submitted by the CoC/LPG lead agency and approved by DHCD:

- Rapid Re-housing

II. Conditions

A. Service Provision

The Grantee is responsible for coordination of VHSP activities with other CoC/LPG VHSP Grantees and mainstream resources. The Grantee must assure non-duplication of services with other VHSP Grantees.

B. Reimbursement

Funds are disbursed on a reimbursement basis. Grantees must submit remittances in DHCD's CAMS and be able to provide documentation that the work, services, or cost occurred within the grant period and the expenses were paid appropriately by the Grantee.

Grantees may elect to submit remittances on a monthly or bi-monthly basis. The option selected should be adhered to throughout the year. Supporting documentation must clearly indicate the period for which the reimbursement is requested.

Payment Period	Remittance Submission Timeframe
September 24-30, 2025	October 1-31, 2025
October 1-31, 2025	November 1-30, 2025
November 1-30, 2025	December 1-31, 2025
December 1-31, 2025	January 1-31, 2026
January 1-31, 2026	February 1-28, 2026
February 1-28, 2026	March 1-31, 2026
March 1-31, 2026	April 1-30, 2026
April 1-30, 2026	May 1-31, 2026
May 1-31, 2026	June 1-30, 2026
June 1-30, 2026	July 1-31, 2026
July 1-31, 2026	August 1-31,2026
August 1-31, 2026	September 1-30, 2026
September 1-23, 2026	October 1-30, 2026

C. Reporting

Grantees must submit reports as required by DHCD. Such reports may include, but are not limited to, outcomes and performance reports. Any required reports and their due dates will be announced by DHCD along with any relevant instruction. Submission of reports implies approval from the executive director and is considered final. DHCD reserves the right to withhold reimbursement payments if the Grantee fails to submit the reports.

Year-End Report

The Grantee must submit a year-end report. The data elements and due date of the report will be communicated once it has been identified by DHCD.

D. Continuum of Care Participation

Grantees must actively participate in the Homeless Management Information System (HMIS) and regional Continuum of Care or Balance of State Local Planning Groups. In addition, Grantees must assure full participation in annual point-in-time and housing inventory counts.

E. Accounting

The Grantee must adhere to Generally Accepted Accounting Principles (GAAP). The Grantee shall establish and maintain separate accounts within its existing accounting system or set up accounts independently. The Grantee shall record in its accounting system all grant payments received pursuant to the grant and all other match funds provided for, accruing to, or otherwise received on account of the grant.

All costs charged to the grant shall be supported by properly executed payrolls, timesheets, contracts, or vouchers evidencing in proper detail the nature and propriety of the charges. All checks, payrolls, contracts, vouchers, or other accounting documents pertaining in whole or in part to the grant shall be clearly identified, readily accessible, and separate and distinct from all other such documents. Such documents shall reside at the offices of the grantee.

F. DHCD Notification

Grantee must notify DHCD of any potentially illegal act, such as misuse of grant funds or fair housing violations, immediately upon knowledge of such act. In addition, Grantee must notify DHCD should any other local, federal or state agency uncover evidence of any potentially illegal act.

Grantee must notify DHCD if there is a change in agency management and/or fiscal personnel. Failure to do so will constitute a finding and may result in repayment of funds by the Grantee, the de-obligation of current funding and the preclusion of future funding.

G. Audit

All grantees, sub-grantees, CHDOs, localities, developers, or any other organizations that receive funding during a program year and/or have projects in progress are required to submit financial statements to DHCD.

Required statements are as follows: Financial Statement(s)**, Reviewed Financial Statement(s) that have been reviewed by an Independent CPA, Financial Statement(s) that have been audited by an Independent CPA or an audit required by the Code of Federal Regulations (CFR), (2 CFR 200 Subpart F), audited by an independent CPA. Please see the table below to determine which documents your organization is required to submit.

If the entity expends awards under only one DHCD program and the program's statutes or regulations, or terms and conditions of the award do not require a financial statement audit, the entity may elect to have a program-specific audit conducted.

The threshold requirements outlined below are the minimal standards required by DHCD.

Threshold Requirement - The threshold requirements outlined below are the minimal standards required by DHCD.	**Document**
Total annual expenditures < $350,000 (Regardless of source)	Financial Statement(s) prepared by organization**
Total annual expenditures > $350,000 (Regardless of source)	Reviewed Financial Statement(s) – Reviewed by an Independent CPA
Total annual expenditures > $550,000 (Regardless of source)	Financial Statement(s) – Audited by an Independent CPA
Federal expenditures > $1,000,000	2 CFR 200 Subpart F Audit – Audited by an Independent CPA

**Does not require preparation by a CPA

Submission Requirements
Required financial statements/audit must be submitted yearly, within nine (9) months after the end of your fiscal year or 30 (thirty) days after it has been accepted (reviewed financial statement(s), audited financial statements, and 2 CFR 200 Subpart F audit only) - whichever comes first. Entities must electronically submit their financial statement(s), reviewed financial statements, audited financial statements, 2 CFR 200 Subpart F audit, or program specific audit in DHCD's Centralized Application and Management System (CAMS) which requires the organization to register in CAMS at https://dmz1.dhcd.virginia.gov/camsportal/Login.aspx.

Entities are required to have a DHCD reviewed and approved current audit or reviewed financial statement(s) in order to submit a remittance request.

The full DHCD Audit Policy, including explanation of the specific document requirements can be found online at: https://www.dhcd.virginia.gov/sites/default/files/Docx/audit-policy/dhcd-audit-policy.pdf

H. Suspension and Debarment

Non-Federal entities are subject to the non-procurement debarment and suspension regulations implementing Executive Orders 12549 and 12689, 2 CFR part 180. The regulations in 2 CFR part 180 restrict awards, subawards, and contracts with certain parties that are debarred, suspended, or otherwise excluded from or ineligible for participation in Federal assistance programs or activities.

(a) Independent Public Accountants (IPAs) debarred from providing audit services for all recipients are prohibited from soliciting or entering into any new contracts for audit services with recipients for the duration of the specified period of debarment. Recipients shall not knowingly award contracts to, extend or modify existing contracts with, or solicit proposals from, such IPAs. Debarred IPAs also are prohibited from providing audit services to recipients as agents or representatives of other IPAs.

(b) IPAs debarred from providing audit services for one or more specific recipient(s) are prohibited from soliciting or entering into any new contracts for audit services with such recipient(s) for the duration of the period of debarment as determined pursuant to this part. The affected recipient(s) shall not knowingly award contracts to, extend or modify existing contracts with, or solicit proposals from, such IPAs. Debarred IPAs also are prohibited from providing audit services to the affected recipient(s) as agents or representatives of other IPAs, and are required to provide prior written notice to the debarring official before providing such services to other recipients. Debarred IPAs also must provide prior written notice of the debarment to any recipient for which the IPA provides audit

I. Compliance

Grantees with outstanding audit findings, IRS findings, DHCD monitoring findings or other compliance issues are not eligible to receive allocations. DHCD will work with all interested parties toward the resolution of unresolved matters, where appropriate.

J. Maintenance of Records

Records shall be readily accessible to DHCD, appropriate state and federal agencies, and the general public during the course of the grant agreement and shall remain intact and accessible for five years thereafter. The exception is in the event that any litigation claim or audit is started before expiration of the five year period, the records shall be retained until such action is resolved.

K. Costs Incurred Prior To Grant Agreement Execution

No costs incurred prior to the start of the contract period shall be eligible for reimbursement with grant funds, unless incurred costs are authorized in writing by DHCD.

L. Expenditure Review

DHCD will monitor expenditure rates to ensure state resources are maximized. Failure to expend funds proportionately throughout the contract period may result in the de-obligation of funds. DHCD reserves the right to de-obligate funds at any time during the contract period and reallocate as deemed appropriate within the CoC/LPG or statewide based on compliance, performance, need, and available funding.

M. Termination, Suspension, Conditions

If through any cause, the Grantee fails to comply with the terms, conditions or requirements of the contract documents, DHCD may terminate or suspend this

Agreement by giving written notice of the same and specifying the effective date of termination or suspension at least five (5) days prior to such action.

In the case of contract violation by the Grantee, DHCD may request that all or some of the grant funds be returned, even if the Grantee has already expended the funds. The Grantee agrees to return such funds as requested by DHCD within 30 days of the written request.

N. Subsequent Contracts

The Grantee shall remain fully obligated under the provisions of the Grant Agreement notwithstanding its designation of any subsequent or third parties for the undertaking of all or part of the activities for which the Grant assistance is being provided to the Grantee.

The Grantee agrees to ensure that any contractor or subcontractor who is not the Grantee shall comply with all the lawful requirements of the Grantee necessary to ensure that the project for which this assistance is being provided under this Agreement are carried out in accordance with the Grantee's Assurances and Certifications.

O. Default

A default is any unapproved use of grant funds. Upon due notice to the Grantee of the occurrence of any such default and the provision of a reasonable opportunity to respond, DHCD may take one or more of the following actions:

(1) direct the Grantee to submit progress schedules for completing approved activities;

(2) issue a letter of warning advising the Grantee of the default, establishing a date by which corrective actions must be completed and putting the Grantee on notice that more serious actions will be taken if the default is not corrected or is repeated;

(3) direct the Grantee to suspend, discontinue or not incur costs for the affected activity;

(4) require the Grantee to reimburse DHCD for costs inappropriately charged to the program;

(5) other appropriate action including , but not limited to, any remedial action legally available, such as affirmative litigation seeking declaratory judgment, specific performance, damages, temporary or permanent injunctions and any other available remedies.

No delay or omissions by DHCD in exercising any right or remedy available to it under the Agreement shall impair any such right to remedy or constitute a waiver or acquiescence in any Grantee default.

P. Conflict of Interest

Grantees shall ensure that the provision of any type or amount of assistance may not be conditional on an individual's or family's acceptance or occupancy of housing owned by the grantee, the sub-grantee, a parent organization, or

subsidiary. Grantees/sub-grantees, parent organizations, or subsidiaries may not administer rapid re-housing or prevention assistance and use the assistance for households residing in units owned by the grantee/sub-grantee, parent organization, or subsidiary.

Individuals (employees, agents, consultants, officers, or elected or appointed officials of the grantee or sub-grantee) may not both participate in decision-making related to determining eligibility and receive any financial benefit. This financial benefit may not be received by the specific individual, any member of his/her immediate family or a business interest. The restriction applies throughout tenure in the position and for a one-year period following tenure.

Q. Religious Influence

The Grantee may not engage in inherently religious activities, such as worship, religious instruction, or proselytization as part of the programs or services funded under VHSP. If an organization conducts these activities, then they must be offered separately, in time or location, from the programs or services funded under VHSP and participation must be voluntary for program participants.

III. Additional Assurances

A. Grantee will give the DHCD, the Virginia State Comptroller, HUD and any other authorized state or federal representatives access to and the right to examine all records, books, papers, or documents related to the Grant.

B. In accordance with federal law, grantee will provide that no person shall be discriminated against on the basis of race, color, religion, sex, or national origin, in any phases of employment or in any phase of service delivery.

IV. Additional Certifications:

The Grantee certifies that it will comply with the following:

i. Freedom of Information Act (5 U.S.C 552) and Virginia Freedom of Information Act;

ii. Virginia Fair Employment Contracting Act;

iii. Fair Housing Act (42 U.S.C. 3601-20), and implementing measures under:

- 24 CFR 100 (discriminatory conduct under Fair Housing Act);
- Executive Order 11063 and regulations at 24 CFR 107 (preventing discrimination on basis of race, color, creed, or national origin);
- 24 CFR Part 8 (prohibiting discrimination against handicapped individuals);
- Title VIII of the Civil Rights Act of 1968, as amended, also known as the Fair Housing Act, prohibits discrimination in housing based

on race, color, religion, sex, disability, familial status, or national origin.

iv. The Violence Against Women Act (VAWA), Title IV of the Violent Crime Control and Law Enforcement Act of 1994 and implementing the regulations at:
- 28 CFR 90 Violence Against Women

v. Age Discrimination Act of 1975 (42 U.S.C. 6101-07) and implementing regulations at:
- 24 CFR 146 (nondiscrimination on basis of age in HUD programs);
- Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794);

vi. 24 CFR 574.320 (Federal rent standards for rental assistance, requiring rents to be charged no greater than appropriate Fair Market Rent levels);

vii. 24 CFR Part 35 (Federal lead-based paint provisions, requiring visual inspections and stabilization of paint before commencement of occupancy);

viii. Encourage participation of locally-owned enterprises in connection with funded activities;

ix. McKinney-Vento Homeless Assistance Program Regulations;

x. Anti-lobbying Certification;

xi. Drug Free Workplace

If requested by DHCD:

1. A Grantee that is a unit of local government agrees to assume the status of a responsible Federal official under the National Environmental Policy Act (NEPA) of 1969 and other provisions of Federal law as specified at 24 CFR 58 and 58.5 and agrees to comply with these NEPA regulations.

2. All Grantees that are not units of local government agree to assist DHCD in carrying out 24 CFR 58 and 58.5.

The Agreement is hereby executed by the parties on the date set forth below their respective signatures as follows:

Virginia Department of Housing and Community Development

_____

Sandra Powell, Sr. Deputy Director

Date

City of Charlottesville

Signature

Name (printed or typed)

Title

Date

Docusign Envelope ID: EF1D0ABB-33C3-402C-9334-136866919F98

U.S. Department of Housing and Urban Development — Federal Award Agreement

B. Terms and Conditions

1. *General terms and requirements.* The Recipient must comply with all applicable federal laws, regulations, and requirements, unless otherwise provided through HUD's formal waiver authorities. This agreement, including any attachments and addenda, may only be amended in writing executed by parties to this agreement and any addenda.

2. *Administrative requirements.* The Recipient must comply with the following requirement(s) if checked below:
   - ☐ The administrative requirements in the HUD General Administrative, National, and Departmental Policy Requirements and Terms for HUD's Financial Assistance Programs 2025, as indicated in the relevant NOFO, apply to this agreement.
   - ☒ The grantee shall comply with requirements established by the Office of Management and Budget (OMB) concerning the Unique Entity Identifier (UEI); the System for Award Management (SAM.gov.); the Federal Funding Accountability and Transparency Act as provided in 2 C.F.R. part 25, Universal Identifier and General Contractor Registration; and 2 C.F.R. part 170, Reporting Subaward and Executive Compensation Information.

3. *Applicability of 2 C.F.R. part 200.*
   - ☒ The Recipient must comply with the applicable requirements at 2 C.F.R. part 200, as may be amended from time to time. If any previous or future amendments to 2 C.F.R. part 200 replace or renumber any part 200 section cited in HUD's regulations in Title 24 of the Code of Federal Regulations, the amended part 200 requirements will govern award activities carried out after the amendments' effective date.
   - ☐ The Recipient must comply with the applicable requirements at 2 C.F.R. part 200. If any previous amendments to 2 C.F.R. part 200 replace or renumber any part 200 section cited in HUD's regulations in Title 24 of the Code of Federal Regulations, the amended part 200 requirements will govern award activities carried out after the amendments' effective date.

4. *Future budget periods.* If the period of performance spans multiple budget periods, subsequent budget periods are subject to the availability of funds, program authority, satisfactory performance, and compliance with the terms and conditions of the Federal award.

5. *Indirect Cost Rate.* If the Recipient intends to use a negotiated or de minimis rate for indirect costs, the Recipient must submit an Indirect Cost Rate form to HUD, either with its application using HUD-426 (competitive grants) or with this agreement using "Addendum #3 "Indirect Cost Rate Schedule" (formula and congressional grants). The submitted form/addendum will be incorporated into and made part of this agreement, provided that the rate information is consistent with the applicable requirements under 2 C.F.R. § 200.414. If there is any change in the Recipient's indirect cost rate, it must immediately notify HUD and execute an amendment to this agreement to reflect the change if necessary.

6. *Recipient integrity and performance matters.* If the Federal share of this award is more than $500,000 over the period of performance (box 6), the terms and conditions in 2 C.F.R. part 200 Appendix XII apply to this agreement.

7. *Recordkeeping and Access to Records.* The Recipient hereby agrees to maintain complete and accurate books of account for this award and award activities in such a manner as to permit the preparation of statements and reports in accordance with HUD requirements, and to permit timely and effective audit. The Recipient agrees to furnish HUD such financial and project reports, records, statements, subrecipient data, and documents at such times, in such form, and accompanied by such reporting data as required by HUD. HUD and its duly authorized representative shall have full and free access to all Recipient offices and facilities, and to all books, documents, and records of the Recipient relevant to the administration, receipt, and use of this award and award activities, including the right to audit and make copies. The Recipient agrees to maintain records that identify the source and application of funds, including relevant subrecipient data, in such a manner as to allow HUD to determine that all funds are and have been expended in accordance with program requirements and in a manner consistent with applicable law.

Further, the Recipient hereby acknowledges that HUD is in the process of implementing new grants management and reporting tools, which will be made available for the Recipient's use in the future. The Recipient agrees to report on grant performance and financial activities (including vendor and cash disbursement supporting details for the Recipient and its subrecipients) using these new tools when they are released. HUD will work with the Recipient to support the Recipient's transition to this new reporting environment. Once implemented, timely reporting in this new environment will be mandatory. HUD reserves the right to exercise all of its available rights and remedies for any noncompliance with these grants management and financial reporting requirements, to include, without limitation, requiring 100% review, suspension of disbursements, and all other legally available remedies, to the furthest extent permitted by law, as amended.

8. *Noncompliance.* If the Recipient fails to comply with the provisions of this agreement, HUD may take one or more of the actions provided in program statutes, regulations or 2 C.F.R. § 200.339, as applicable. Nothing in this agreement shall limit any remedies otherwise available to HUD in the case of noncompliance by the Recipient. No delay or omissions by HUD in exercising any right or remedy available to it under this agreement shall impair any such right or remedy or constitute a waiver of or acquiescence in any Recipient noncompliance.
9. *Termination provisions.* Unless superseded by program statutes, regulations or NOFOs, the termination provisions in 2 C.F.R. § 200.340 apply.
10. *Build America, Buy America.* The Recipient must comply with the requirements of the Build America, Buy America (BABA) Act, 41 U.S.C. § 8301 note, and all applicable rules and notices, as may be amended, if applicable. Pursuant to HUD's Notice, "Public Interest Phased Implementation Waiver for FY 2022 and 2023 of Build America, Buy America Provisions as Applied to Recipients of HUD Federal Financial Assistance" (88 Fed. Reg. 17001), BABA requirements apply to any infrastructure projects HUD has obligated funds for after the effective dates, unless excepted by a waiver.
11. *Waste, Fraud, Abuse, and Whistleblower Protections.* Any person who becomes aware of the existence or apparent existence of fraud, waste, or abuse of any HUD award must report such incidents to both the HUD official responsible for the award and to HUD's Office of Inspector General (OIG). Allegations of fraud, waste, and abuse related to HUD programs can be reported to the HUD OIG hotline via phone at 1-800-347-3735 or online hotline form. The Recipient must comply with 41 U.S.C. § 4712, which includes informing employees in writing of their rights and remedies, in the predominant native language of the workforce. Under 41 U.S.C. § 4712, employees of a government contractor, subcontractor, recipient, and subrecipient—as well as a personal services contractor—who make a protected disclosure about a Federal award or contract cannot be discharged, demoted, or otherwise discriminated against if they reasonably believe the information they disclose is evidence of (1) gross mismanagement of a Federal contract or award; (2) waste of Federal funds; (3) abuse of authority relating to a Federal contract or award; (4) substantial and specific danger to public health and safety; or (5) violations of law, rule, or regulation related to a Federal contract or award.
12. *Third-Party Claims.* Nothing in this agreement shall be construed as creating or justifying any claim against the federal government or the Recipient by any third party.
13. *Rule of Construction and No Construction Against Drafter.* Notwithstanding anything contained in this agreement, the terms and conditions hereof are to be construed to have full and expansive effect in both interpretation and application, and the parties agree that the principle of interpretation that holds that ambiguities in terms or conditions are construed against the drafter shall not apply in interpreting this agreement.

C. Federal Award Performance Goals

The Recipient must meet any applicable performance goals, indicators, targets, and baseline data as required by applicable program requirements.

D. Specific Terms and Conditions Not applicable ☒ Attached ☐

U.S. Department of Housing and Urban Development — Federal Award Agreement

For the U.S. Department of HUD (name and title of authorized official) TOM OGUNDE Acting CPD Director	Signature Signed by: TOM OGUNDE 5BE6F4E2381......	Date/ Federal Award Date 9/24/2025
For the Recipient (name and title of authorized official) Maggie Beal, Director	Signature Margit E. Beal	Date 09/22/2025

ADDENDUM 1. POLICY REQUIREMENTS

If applicable:

1. The Recipient shall not use grant funds to promote "gender ideology," as defined in Executive Order (E.O.) 14168, Defending Women from Gender Ideology Extremism and Restoring Biological Truth to the Federal Government;

2. The Recipient agrees that its compliance in all respects with all applicable Federal anti-discrimination laws is material to the U.S. Government's payment decisions for purposes of section 3729(b)(4) of title 31, United States Code;

3. The Recipient certifies that it does not operate any programs that violate any applicable Federal anti-discrimination laws, including Title VI of the Civil Rights Act of 1964;

4. The Recipient shall not use any grant funds to fund or promote elective abortions, as required by E.O. 14182, Enforcing the Hyde Amendment; and that,

5. Notwithstanding anything in the NOFO or Application, this Grant shall not be governed by Executive Orders revoked by E.O. 14154, including E.O. 14008, or NOFO requirements implementing Executive Orders that have been revoked.

6. The Recipient must administer its grant in accordance with all applicable immigration restrictions and requirements, including the eligibility and verification requirements that apply under title IV of the Personal Responsibility and Work Opportunity Reconciliation Act of 1996, as amended (8 U.S.C. 1601-1646) (PRWORA) and any applicable requirements that HUD, the Attorney General, or the U.S. Citizenship and Immigration Services may establish from time to time to comply with PRWORA, Executive Order 14218, or other Executive Orders or immigration laws.

7. No state or unit of general local government that receives funding under this grant may use that funding in a manner that by design or effect facilitates the subsidization or promotion of illegal immigration or shields illegal aliens from deportation, including by maintaining policies or practices that materially impede enforcement of federal immigration statutes and regulations.

8. The Recipient must use SAVE, or an equivalent verification system approved by the Federal government, to prevent any Federal public benefit from being provided to an ineligible alien who entered the United States illegally or is otherwise unlawfully present in the United States.

9. Faith-based organizations may be subrecipients for funds on the same basis as any other organization. Recipients may not, in the selection of subrecipients, discriminate against an organization based on the organization's religious character, affiliation, or exercise.

ADDENDUM 2. PROGRAM-SPECIFIC REQUIREMENTS

Assistance Listing Number 14.231, Emergency Solutions Grants Program

1. The funds may be used for costs incurred before the Budget Period under the conditions specified in HUD Notice CPD-25-02 or another prior written approval by HUD, or if the Recipient is not covered by Notice CPD-25-02, under the condition that the costs are otherwise allowable and were incurred on or after the date HUD received the Recipient's Consolidated Plan submission, the Recipient's program year start date, or 90 calendar days before the period of performance start date in Box 6 (whichever is latest).

2. The Recipient agrees to assume responsibility for environmental review, decision making, and action under 24 C.F.R. Part 58; except that if the Recipient is a state and distributes funds to a unit of general local government, the Recipient must require the unit of general local government to assume that responsibility and must comply with the state's responsibilities under 24 C.F.R. 58.4.

3. To the extent authorized by applicable law, HUD may, by its execution of an amendment, deobligate funds under this Agreement without the Recipient's execution of the amendment or other consent.

4. Despite any requirements that provide otherwise, youth aged 24 and under who seek assistance (including shelter, services or rental assistance) shall not be required to provide third-party documentation that they meet the homeless definition in 24 C.F.R. 576.2 as a condition for receiving assistance, and unaccompanied youth aged 24 and under (or families headed by youth aged 24 and under) who have an unsafe primary nighttime residence and no safe alternative to that residence shall be considered homeless for purposes of assistance provided by any private nonprofit organization whose primary mission is to provide services to youth aged 24 and under and families headed by youth aged 24 and under.

5. Cost sharing is defined in 2 C.F.R. Part 200 to include match, which is the required level of cost share that must be provided. Box 15 reflects the total match amount the recipient is required to contribute, as determined in accordance with 24 CFR 576.201.

Policy Briefing Summary
City Council

Regarding:	**Resolution to appropriate funds from Charlottesville City School Reimbursement (2nd reading)**
Staff Contact(s):	Stewart Harding
Presenter:	**Bruce White, Michael Goddard, Deputy Director**
Date of Proposed Action:	May 4, 2026

Issue
Charlottesville City Schools (CCS) requested additional improvements to the science laboratories at Charlottesville Middle School beyond the original project scope. CCS agreed to reimburse the project budget using funds from a UVA Innovation Grant Fund.

Background / Rule
CCS received a UVA Innovation Grant to fund additional improvements to the science laboratories at Buford/Charlottesville Middle School ("Project"). The work was completed through a Change Order to the existing Nielsen Builders contract. Subsequently, CCS reimbursed the City $268,382.46 for this work. This item seeks City Council authorization to appropriate those funds back into the Project Account to replenish the Project Budget.

Analysis
CCS provided a reimbursement check in the amount of $268,382.46 (Ref. #404331), processed on January 8, 2026. This action item seeks City Council's authorization to appropriate the reimbursement to Project (P-01012) to replenish the Project Budget.

Financial Impact
City Council could decline this recommendation; thereby, depleting the Project Budget Contingency by $268,382.46.

Recommendation
City Public Works Staff recommends City Council authorize the appropriation of the School Reimbursement funds ($268,382.46) to the Project Account to replenish the Project Budget.

Recommended Motion (if Applicable)
"I make a Motion authorizing the appropriation of the School Reimbursement funds ($268,382.46) to the Project Account to replenish the Project Budget."

Attachments
1. CCS Middle School Project Reimbursement
2. UVA Innovation Hub Cville Middle School Operating Agreement
3. CMS Nielsen G701 CO #26 - With PCO 204 Backup
4. Cash Report 2601080-07

RESOLUTION #R-__-___
A Resolution Appropriating $268,382.46 in Reimbursement Funds to the Buford/Charlottesville Middle School Renovation Project

WHEREAS, Charlottesville City Schools received a UVA Innovation Grant to fund additional improvements to the science laboratories at Buford/Charlottesville Middle School, which were completed through a change order to the existing contract with Nielsen Builders; and

WHEREAS, Charlottesville City Schools reimbursed the City of Charlottesville $268,382.46 for this work, and these funds should be returned to the Buford/Charlottesville Middle School Renovation Project (P-01012) to replenish the project budget.

NOW, THEREFORE, BE IT RESOLVED by the Council for the City of Charlottesville that $268,382.46 is hereby appropriated to the Buford/Charlottesville Middle School Renovation Project (P-01012).

Revenue
$268,382.46 Fund: 426 WBS: P-01012 G/L Account: 432085

Expenditure
$268,382.46 Fund: 426 WBS: P-01012 G/L Account: 532085

Date Adopted:

Certified: _____
Clerk of Council

Docusign Envelope ID: C2A755F6-E696-4226-A16F-63CD87FB6A92

UVA Innovation Hub at Charlottesville Middle School
Operating Agreement
between
The Rector and Visitors of the University of Virginia
and
Charlottesville City Schools

This Operating Agreement ("Agreement"), effective as of 5 November 2024 ("Effective Date") is between The Rector and Visitors of the University of Virginia with an address of Office of Sponsored Programs, 1001 N. Emmet St., Charlottesville, VA 22903 ("UVA"), and Charlottesville City Schools with a business address of 1562 Dairy Road, Charlottesville, VA 22903 ("CCS"). Each of UVA and CCS may be referenced herein as a "Party" or collectively as the "Parties."

Article I. Purpose

This Agreement outlines the duties and responsibilities of the Parties for the operation of the UVA Innovation Hub Lab School at Charlottesville Middle School ("Lab School"). The purpose of the Lab School is to enhance educational outcomes through innovative practices aligned with the Parties' missions.

Outcomes

- Foster educational innovation and excellence by providing a dynamic learning environment that integrates research-based teaching methodologies through interdisciplinary projects.
- Enhance student engagement and academic achievement through personally meaningful learning experiences that build upon learners' prior knowledge, interests, and experiences.
- Facilitate professional development opportunities for educators to enhance their instructional skills and embrace innovative, interdisciplinary teaching practices.
- Promote community engagement and collaboration by involving stakeholders in designing, implementing, and evaluating educational initiatives.
- Drive research and dissemination of best practices in education through scholarly inquiry and collaboration between UVA and CCS.
- Establish a model for effective partnership between higher education institutions and K-12 school districts to advance educational excellence and equity.

Article II. Governing Board

Pursuant to the agreement ("Board Agreement") between UVA and the Virginia Board of Education (the "Board") and in accordance with Virginia Code §22.1-349.1 et seq., UVA shall establish a governing board that shall have the duties identified in the Board Agreement.

Article III. Duties and Responsibilities

Docusign Envelope ID: C2A755F6-E696-4226-A16F-63CD87FB6A92

UVA shall employ all Lab School personnel including the director, lab manager, innovation specialists, and graduate researcher; purchase and manage Lab School-related materials and technology including providing 32 Dell Mobile Precision Workstation 3490 laptops and certain software licenses and oversee the Innovation Academy Fellowship program. The Lab School Director shall have the responsibilities as outlined below.

A. Lab School Director Responsibilities
   i. Manage day-to-day operations and implement the Lab School's programs and initiatives.
   ii. Support curriculum development and educational innovation in collaboration with UVA and CCS educators.
   iii. Conduct performance evaluations of the Lab School staff, including feedback and professional growth opportunities with support from an Oversight Committee
   iv. Facilitate stakeholder engagement, including feedback from students, parents, and community members.
   v. Report to the Governing Board on operational progress and challenges.
   vi. Managing Lab School hiring and staff.
   vii. Monitor budget to ensure requirements of the Board Agreement are met.
   viii. Ensure Lab School adheres to all applicable state and federal educational regulations including but not limited to meeting standards set forth for accreditation, curriculum frameworks, student assessment requirements, and teacher qualifications.
   ix. Ensure Lab School complies with all state and federal laws governing the education of students with disabilities.
   x. Ensure Lab School meets all applicable health and safety regulations including building safety standards, comprehensive emergency preparedness plans, and health protocols to safeguard the well-being of students and staff.
   xi. Ensure Lab School meets all the requirements for conducting research in compliance with ethical standards, including review by an Institutional Review Board (IRB) and adherence to guidelines for research involving human subjects.

B. UVA Responsibilities
   1. UVA will undertake the following responsibilities through its School of Education and Human Development
      i. Recruit, supervise, develop, and manage salary and benefit awards for lab school-related employees.
      ii. Provide ongoing professional development (PD) support for CCS teachers in the form of the Curriculum Design Accelerator and the Innovation Academy Fellowship.
      iii. Provide curriculum development support for the lab school.
      iv. Periodically review and adapt the curriculum in response to changes in educational standards, technological advancements, and feedback from stakeholders.
      v. Establish and manage partnerships toward the development, implementation, and sustainability of the lab school.
      vi. Allocate funds for, and oversee the procurement of, essential CS/Science equipment for the lab school. Additionally, manage regular maintenance, repairs, and potential upgrades to ensure that all equipment remains functional and up-to-date.

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vii. Work with the Equity Center to manage lab school volunteers and other potential community partnerships.
viii. Recruit and supervise Master of Teaching candidates in internships and undergraduate teacher candidates in practicum experiences in the lab school.
ix. Provide staffing for the summer Starr Hill CS Pathway.
x. Facilitate family/student focus group sessions and lab school advisory council.
xi. Provide regular updates to the lab school Governing Board related to PD, research results, Lab School staff performance, and any other lab school-related items.
xii. Coordinate all UVA-related research efforts in the lab school.
xiii. Research and disseminate the impact and effectiveness of the lab school on student and teacher outcomes.
xiv. Work with CCS to promote the lab school's initiatives, achievements, and success stories through various media outlets and academic platforms.
xv. Annual review and update Agreement with CCS under the guidance of the lab school Governing Board.

2. UVA will undertake the following responsibilities through its Equity Center
   i. Recruit community partners to support lab school efforts by providing volunteers to be mentors, guest speakers, and activity leaders, as well as providing opportunities like field trips, hackathons, and externships.
   ii. Maintain and support the CS Pathway through Starr Hill Pathways.
   iii. Provide substitute teachers during the school year to support PD opportunities for teachers.
   iv. Regularly review and update Agreement with CCS under the guidance of the lab school Governing Board.

3. UVA shall not permit any of its employees, agents, volunteers, or guests to have direct contact with CSS students on school property during regular school hours or during school-sponsored activities if such individual has been convicted of any violent felony set forth in the definition of barrier crime in subsection A of Va. Code § 19.2-392.02; any offence involving the sexual molestation, physical or sexual abuse, or rape of a child, or the solicitation of any such offense; or any crime of moral turpitude.

C. CCS Shall undertake to perform the following responsibilities.
   i. Provide a safe and well-maintained space for the UVA Innovation Hub in Charlottesville Middle School (CMS).
   ii. Collaborate with UVA Innovation Hub staff to integrate Virginia Standards of Learning into the curriculum.
   iii. Facilitate interdisciplinary collaboration between UVA Innovation Hub programs and core curriculum subjects.
   iv. Provide onboarding including orientation sessions for new staff, training on all relevant systems, and ongoing support including opportunities tailored to the evolving needs of the lab school, regular check ins, collaboration opportunities with other educators and stakeholders for the UVA Innovation Hub Lab Manager and Innovation Specialists at CMS.

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v. Provide regular updates to the lab school Governing Board related to student outcomes, Lab Manager and Innovation Specialists' performance and any other lab school-related items.
vi. Ensure that the student information system reflects time scheduled in the UVA Innovation Hub for all students as outlined in the lab school application.
vii. Support internships for UVA School of Education and Human Development (EHD) Master of Teaching candidates and practicum experiences for UVA EHD undergraduate teacher candidates.
viii. Provide a process for onboarding lab school volunteers.
xi. Work with UVA EHD to promote the lab school's initiatives, achievements, and success stories through various media outlets and academic platforms.
x. Incorporate research consent and release forms into processes for collecting signatures on forms from parents/guardians
xi. Recruit educators to participate in the Innovation Academy Fellowship.
xii. Recruit families and students to participate in the lab school Family/Student advisory council.
xiii. Modify out-of-district application process to support lottery system required by §22.1-349.3 of the Code of Virginia.
xiv. Charlottesville City Schools (CCS) shall be responsible for providing employees of the UVA/CCS Lab School with CCS-issued devices. These devices will include necessary access to the CCS network and CCS email accounts.

Article IV. Quarterly Meetings

Designated representatives of the Parties shall meet on the first day of the first month of each quarter to review progress, address challenges, and adapt strategies as necessary. If the first day of the first month falls on a weekend or holiday, then the Parties shall meet on the first working day thereafter.

Article V. Dispute Resolution and Governing Law

Any controversy or claim arising out of or relating to this Agreement or the breach thereof shall be settled by negotiations between the Parties. If the Parties fail to reach an agreement, either Party may elect to submit the claim for nonbinding mediation. If mediation is unsuccessful, any dispute shall be resolved by a court of competent jurisdiction. This Agreement shall be governed by the laws of the Commonwealth of Virginia, without regard to conflict of laws principles.

Article VI. Confidentiality and Data Sharing

A. Confidentiality
1. As used herein, a Party disclosing Confidential Information is referred to as the "Disclosing Party" and a Party receiving such Confidential Information is referred to as the "Receiving Party."

2. As used herein, "Confidential Information" includes, but is not limited to, proprietary devices, inventions, processes, compilations of information, records, specifications, information concerning customers or vendors, information relating to a Party's patents,

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systems, formulas, processes, manufacturing procedures, manuals, confidential reports, customers, business opportunities and prospective business opportunities, costing and pricing procedures, marketing and business strategies, the equipment and methods used by a Party or its customers, and the amounts paid by such customers for a Party's products and any other confidential information disclosed or made available by the Disclosing Party to the Receiving Party during the term of this Agreement, regardless of whether such information or materials are specifically designated as confidential.

3. The Receiving Party agrees to safeguard the confidentiality of the Confidential Information using at least the same degree of care it exercises in protecting its own confidential information, but in no event less than reasonable care and it further shall not use any such Confidential Information for any purpose except for performing its obligations under this Agreement. The Receiving Party further agrees to disclose the Confidential Information only to its employees with a need to know such information for the purposes contemplated by this Agreement and shall inform such employees of its obligations under this Agreement. The Receiving Party shall allow its employees to reproduce the Confidential Information only to the extent necessary to affect the purposes of this Agreement, with all such reproductions being considered Confidential Information.

4. The obligations of confidentiality set forth in this Agreement shall not apply to the extent that the Receiving Party can demonstrate that any Confidential Information:

   (a) has been published or is otherwise generally known at the time of disclosure;

   (b) becomes published or otherwise generally known after disclosure, other than in violation of this Agreement;

   (c) was in the possession of the Receiving Party at the time of disclosure and was not acquired directly or indirectly from the Disclosing Party;

   (d) was received after the time of disclosure from a third party who did not require such Confidential Information to be held in confidence and who, to the best of University's knowledge, did not acquire such Confidential Information directly or indirectly from the Disclosing Party under an obligation or confidence;

   (e) was developed independently by the Receiving Party without the aid or benefit of the Disclosing Party's Proprietary Information; or

   (f) is required by law, regulation, subpoena or government or judicial order to be disclosed.

5. The Receiving Party agrees that the Disclosing Party is and shall remain the exclusive owner of the Confidential Information and all patent, copyright, trademark, trade secret, and other intellectual property rights in such Confidential Information. No option, license, or conveyance of such rights to the Receiving Party is granted or implied under

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this Agreement. If any such rights are to be granted to Receiving Party, such grant shall be expressly set forth in a separate written instrument.

6. Upon termination of this Agreement, or at any time at the request of the Disclosing Party, Receiving Party shall return to the Disclosing Party all originals and/or copies of documents, materials, and other tangible manifestations of Confidential Information in the possession or control of Receiving Party. Notwithstanding the foregoing, each party is permitted to keep an archival copy of the Confidential Information for compliance purposes and shall not be required to destroy any electronic files created during automatic system back-up.

7. The obligations of confidentiality contained herein shall survive termination of this Agreement for a period of three (3) years. Nothing in this section shall prevent the publication of results pursuant to Article X of this Agreement.

B. Data Sharing

1. As used herein, "Data" shall mean information generated in the course of meeting the outcomes for the Lab School.

2. Student Data generated at and collected by the Lab School shall comply with applicable laws including the Family Education Records Privacy Act ("FERPA"). Any personally identifiable information related to any CCS student shall remain under the direct control of CCS and shall not be accessible to any UVA employee, agent, volunteer, or guest except to the extent permitted by applicable law.

3. Human subjects Data collection shall conform to the requirements of the UVA's Institutional Review Board ("IRB").

4. No Data shall be collected unless an Informed Consent Form ("ICF") has been signed allowing for the specific Data to be collected.

5. Data shall only be shared with a third party if the ICF permits such sharing and only if the third party with which the data is to be shared enters into a Data Use Agreement identifying the specific purpose for which the data is sought.

6. Data generated at and collected by the Lab School shall be owned by UVA and CCS.

Article VII. Intellectual Property

1. It is recognized and understood that certain existing inventions and technologies are the separate property of UVA or CCS respectively and are not affected by this Agreement, and neither Party shall have any claims to or rights in such separate inventions and technologies. Inventorship of new inventions, developments, and discoveries arising out of the Lab School (hereinafter "Invention") shall be determined in accordance with United States patent law or mutual agreement if the Invention is not patentable. All Inventions will

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be promptly disclosed in writing to the noninventing Party on a confidential basis. Ownership of Inventions shall be determined in accordance with Sections 3 and 4 below.

2. The Parties agree that any Invention that is developed solely by CCS employees ("CSS Inventions") belongs to CCS.

3. Title to any Inventions other than CCS Inventions ("Other Inventions") invented solely by UVA personnel shall reside with UVA. Inventions which are invented jointly by UVA and CCS personnel shall be owned jointly by the Parties.

4. UVA shall have the right to use all data it generates in the Lab School for internal, noncommercial research, and education, except as prohibited by law.

Article VIII. Term and Termination

1. This Agreement is effective upon the date of the last signature hereto ("Effective Date") and shall remain in effect until 19 May 2029 unless otherwise extended or terminated as provided in this Agreement.

2. This Agreement may be terminated:

   i. By either Party with or without cause upon not less than ninety (90) days' written notice to the other Party;
   ii. By either Party immediately upon written notice upon failure of a Party to cure a material breach of this Agreement within thirty (30) days after a written demand for performance; or
   iii. By UVA immediately upon notice to CCS in the event that any approval required by the IRB, or any federal or state agency is terminated, expired, withdrawn, or suspended.

3. In the event of termination of this Agreement a Party shall be entitled to payment for any expenses incurred in accordance with the terms of this Agreement through the date of termination.

4. Upon termination of this Agreement, the Parties shall work in good faith to develop a transition plan to ensure the smooth transition of responsibilities and to ensure assets, if any, are appropriately transferred. The title to any equipment UVA provides to CCS for use in the Lab School shall remain with UVA.

Article IX. Amendments

No waiver, alteration or modification of the provisions in this Agreement shall be binding unless in writing and mutually agreed upon. In particular, the provisions of this Agreement shall not be varied, modified or amended by any subsequent purchase order, invoice, statement of terms and conditions or other procurement document. Any modifications or additions to this Agreement must be negotiated and approved through UVA's **Office of Sponsored Programs, P.O. Box 400195, Charlottesville, Va. 22904-4195** (phone: 434-924-4270; fax: 434-982-3096) and

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Charlottesville City Schools Division Administration Office, 1562 Dairy Road, Charlottesville, VA 22903. This Agreement may be executed in one or more counterparts, each of which shall be deemed an original but all of which together shall constitute one and the same document.

Article X. Publication

UVA may publish or present the results of innovative educational practices engaged in through the Lab School (the "Results") provided that such publication or presentation does not disclose Confidential Information. UVA will submit all proposed publications to CSS prior to submission to an outside party (30 days prior for manuscripts and 15 days for abstracts, posters, and oral presentations). UVA will delete references to CSS's Confidential Information in any paper or presentation, or at CSS's reasonable request, delay such Publication for up to 45 days in order to permit CSS to obtain appropriate intellectual property protection on any Confidential Information contained in the Publication. For purposes of this paragraph on publication, the results of innovative educational practices shall not be considered Confidential Information.

Article XI. Use of Name

Each Party agrees it will not use the name of the other Party or its employees in any advertising or publicity material or make any form of representation or statement in relation to the services conducted under the terms of this Agreement which would constitute an express or implied endorsement by one Party of any commercial product or service of the other Party, and that it will not authorize others to do so, without first having obtained written permission from the Party whose name is to be used.

Article XII. Insurance

Each party shall be acting as independent contractors in the performance of this work, and shall be responsible for the payment of claims for loss, personal injury, death, property damage, or otherwise arising out of any act or omission of their respective employees or agents in connection with the performance of this work for which they may be held liable under applicable law. To the extent third party claims are made against University for Sponsor's use or misuse of any data received from University, Sponsor shall indemnify University against such claims. Each party shall maintain at its sole expense adequate insurance or self-insurance coverage to satisfy its obligations under this Agreement. Nothing contained herein shall be deemed an express or implied waiver of the sovereign immunity of University or the Commonwealth of Virginia or of Charlottesville City Schools.

Article XIII. Indemnification

CCS will defend, indemnify and hold harmless UVA, its employees, officers, directors, agents, institutional review board and Board of Visitors (collectively, the "Indemnitees") from and against any and all losses, claims, demands, damages, liabilities, judgments and costs incurred (including for attorneys' fees) by an Indemnitee that in whole or in part result from or arise in connection with (a) any breach by CCS of its obligations hereunder, (b) any negligent act, error or omission of the CCS in the performance of its obligations under this Agreement, (c) any

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alleged infringement of third-party intellectual property rights relating to any product, process or service made, used or sold by CCS.

It is understood UVA, as an agency of the Commonwealth of Virginia, is and will be acting as an independent contractor in the performance of this Agreement and shall be responsible, to the extent found liable by a court of competent jurisdiction for the payment of those claims for loss, personal injury, property damage or otherwise arising out of any wrongful acts or omissions of its employees or agents in connection with the performance of work under this Agreement. Nothing contained in this Agreement shall constitute a waiver, express or implied, of any sovereign immunity of the Commonwealth of Virginia.

Article XIV. Warranties

THE SERVICES UNDERTAKEN UNDER THIS AGREEMENT ARE EXPERIMENTAL IN NATURE. EXCEPT AS EXPRESSLY SET FORTH IN THIS AGREEMENT, NEITHER PARTY MAKES ANY REPRESENTATIONS AND EXTENDS ANY WARRANTIES OF ANY KIND, EITHER EXPRESS OR IMPLIED WITH REGARD TO THE SERVICES. THERE ARE NO EXPRESS OR IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE, OR THAT USE OF ANY DELIVERABLES OR INTELLECTUAL PROPERTY WILL NOT INFRINGE ANY THIRD-PARTY PATENT, COPYRIGHT, TRADEMARK, OR OTHER THIRD-PARTY RIGHTS. NEITHER PARTY MAKES ANY REPRESENTATION AS TO THE USEFULNESS OF THE DELIVERABLES OR INTELLECTUAL PROPERTY. IF EITHER PARTY CHOOSES TO EXPLOIT DELIVERABLES OR INTELLECTUAL PROPERTY IN ANY MANNER WHATSOEVER, SUCH PARTY DOES SO AT ITS OWN RISK.

Article XV. Force Majeure

Neither Party will be liable for any failure to perform as required by this Agreement if the failure to perform is caused by circumstances reasonably beyond its control, such as labor disturbances or labor disputes of any kind, accidents, failure of any governmental approval required for full performance, civil disorders or commotions, acts of aggression, acts of God, energy or other conservation measures, explosions, failure of utilities, mechanical breakdowns, material shortages, disease, thefts, or other such occurrences.

Article XVI. Severability

Each paragraph and provision of this Agreement is severable from the entire Agreement; and if any provision is declared invalid, the remaining provisions shall nevertheless remain in effect.

Article XVII. Order of Precedence

In the event of any inconsistency between the terms of this Agreement and any documents attached hereto or incorporated herein, the terms of this Agreement will prevail.

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Article XVIII. Headings and Titles

All titles and article headings contained in this Agreement are inserted only as a matter of convenience and reference. They do not define, limit, extend or describe the scope of this Agreement or the intent of any of its provisions.

Article XIX. Lost Profits

EXCEPT FOR LIABILITY ARISING UNDER INDEMNIFICATION, IN NO EVENT SHALL EITHER PARTY BE LIABLE TO THE OTHER FOR INCIDENTAL, SPECIAL, INDIRECT, LOST PROFITS, LOST REVENUE, LOST OPPORTUNITY OR CONSEQUENTIAL LOSS, DAMAGE OR EXPENSE ARISING FROM OR IN RELATION TO THIS AGREEMENT, THE PROTOCOL OR THE STUDY DRUG, WHETHER IN WARRANTY, CONTRACT, TORT, NEGLIGENCE, STRICT LIABILITY, BY STATUTE OR OTHERWISE. THIS LIMITATION SHALL APPLY EVEN IF SUCH PARTY HAS BEEN ADVISED OR IS AWARE OF THE POSSIBILITY OF SUCH DAMAGES.

Article XX. Assignment

Neither this Agreement nor any right, remedy, obligation or liability arising hereunder or by reason hereof shall be assigned by University or Sponsor without the prior written consent of the other.

Article XXI. Waiver

No failure or successive failures on the part of either party to enforce any covenant or agreement, and no waiver or successive waivers of any condition of this Agreement, shall operate as a discharge of such covenant, agreement, or condition, or render the same invalid, or impair the right of either party to enforce the same in the event of any subsequent breach or breaches. No failure on the part of either party to this Agreement to exercise, and no delay in exercising, any right, power, or remedy under this Agreement shall operate as a waiver thereof, nor shall any single or partial exercise of any right under this Agreement preclude any other or further exercise thereof or the exercise of any other right.

Article XXII. Survival

The rights and obligations of ARTICLES VI, VII, VIII subsection 3 and 4, X, XI, XII, XIII, XIV, XVII, and XIX shall survive and continue after any expiration or termination of this Agreement. CCS agrees to comply, and do all things necessary for UVA to comply, with all applicable Federal, State and local laws, regulations and ordinances, insofar as they relate to the Lab School.

Article XXIII. Entire Agreement

This Agreement, together with any attachments hereto and any amendment or modification that may hereafter be agreed to by the parties in accordance with Article IX, constitute the entire

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understanding between the parties with respect to the subject-matter hereof and supersede any and all prior understandings and agreements, oral or written, relating hereto.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by their duly authorized representatives.

The Rector and Visitors of the University of Virginia:

Signature: Signed by: Mia Abernathy DE6CBEFDE6C2424...

Name: Mia Abernathy

Title: Lead Negotiator

Date: 11/7/2024

Charlottesville City Schools:

Signature: Katina Otey

Name: Katina Otey

Title: Chief Academic Officer

Date: 1/8/2025

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EXHIBIT A
EQUIPMENT

UVA will provide the following equipment to the Lab School, which equipment shall be returned to UVA upon expiration or termination of the Agreement.

- **Laptops:** 32 Dell Mobile Precision Workstation 3490 laptops
- **Laptop Cart:** 1

UVA will provide the following equipment to the Lab School, which shall remain with CCS upon expiration or termination of the Agreement.

- **Physical Computing Devices: number to be determined**

UVA will provide the following upgrades to CCS for the Lab School upgrade, which upgrades will become fixtures and shall remain with CCS upon expiration or termination of this Agreement.

Sound Board for 4 science classrooms
Tech updates including modern tools to foster interactive and innovative learning for 4 science classrooms
White boards including more accessible and user-friendly models for 4 science classrooms
Safety hoods for 2 classrooms
Lab furniture including ergonomic designs to complement the innovative classroom setting for 4 science classrooms.

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Exhibit B
Budget Terms

The Virginia Board of Education has approved UVA Innovation Hub at Charlottesville Middle School to receive funding from the Lab School Fund in the amount of $1,502,500.00 for start-up expenses and $3,748,308.00 for operations, to be disbursed over the first four (4) years of the five (5) year contract.

The operating budget shall be as follows.

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v. 6.7

PI: Rowley
Sponsor: VDOE
Project Title: Charlottesville Middle School Innovation Hub
Type of Grant: Other - MTDC
Worktag: (once issued)

Project Start Date: 7/1/2024
Project End Date: 6/30/2028
Date prepared: 11/1/2023

	Plan year begin:	7/1/24	7/1/25	7/1/26	7/1/27	After-term	
	Plan year end:	6/30/25	6/30/26	6/30/27	6/30/28	After-term	
		Year 1	**Year 2**	**Year 3**	**Year 4**	**Year 5**	**Total**
A.	Senior Personnel	42,811	44,524	46,306	48,158	-	181,799
B.	Other Personnel	266,385	352,040	441,122	458,766	-	1,518,313
	Total Salary (senior + other)	*309,196*	*396,564*	*487,428*	*506,924*	-	*1,700,112*
C.	Fringe Benefits	114,278	147,424	181,897	189,174	-	632,773
D.	Equipment (items costing in excess of $5K each)	-	-	-	-	-	-
E.	Travel	10,880	11,002	11,128	11,258	-	44,268
F.	Participant Support Costs	-	-	-	-	-	-
G.	Other Direct Costs						
1.	Materials and Supplies	92,000	45,000	67,500	67,500	-	272,000
2.	Publication Costs/Document/dissemination	-	-	-	-	-	-
3.	Consultant Services	-	-	-	-	-	-
4.	Computer Services	-	-	-	-	-	-
5.	Subawards/Subcontracts	700,000	800,000	-	-	-	1,500,000
6.	Equipment facility rental / user fee	-	-	-	-	-	-
7.	Alterations and renovations	-	-	-	-	-	-
8.	Patient Care Costs	-	-	-	-	-	-
9.	Other	184,600	184,600	194,600	194,600	-	758,400
H.	Total Direct Costs (A through G)	1,410,954	1,584,590	942,553	969,456	-	4,907,553
I.	Indirect Costs (F&A)	73,595	78,459	94,255	96,946	-	343,255
J.	Total Direct and Indirect Costs (H+I)	1,484,549	1,663,049	1,036,808	1,066,402	-	5,250,808
	Modified Total Direct Costs (MTDC)	735,954	784,590	942,553	969,456	-	3,432,553
	Effective F&A rate	10.000%	10.000%	10.000%	10.000%	10.000%	10.000%

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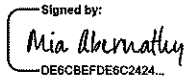
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Certified Delivery Events	Status	Timestamp

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Notary Events	Signature	Timestamp

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Completed	Security Checked	11/7/2024 10:43:36 AM

Payment Events	Status	Timestamps

Electronic Record and Signature Disclosure

ELECTRONIC RECORD AND SIGNATURE DISCLOSURE

From time to time, University of Virginia – Sponsored Programs (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through the DocuSign system. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to this Electronic Record and Signature Disclosure (ERSD), please confirm your agreement by selecting the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

Getting paper copies

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. You will have the ability to download and print documents we send to you through the DocuSign system during and immediately after the signing session and, if you elect to create a DocuSign account, you may access the documents for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a $0.00 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

Withdrawing your consent

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

Consequences of changing your mind

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. Further, you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us.

All notices and disclosures will be sent to you electronically

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through the DocuSign system all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

How to contact University of Virginia – Sponsored Programs:

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:
To contact us by email send messages to: OSPNOA@virginia.edu

To advise University of Virginia – Sponsored Programs of your new email address

To let us know of a change in your email address where we should send notices and disclosures electronically to you, you must send an email message to us at OSPNOA@virginia.edu and in the body of such request you must state: your previous email address, your new email address. We do not require any other information from you to change your email address.

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To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an email to OSPNOA@virginia.edu and in the body of such request you must state your email address, full name, mailing address, and telephone number. We will bill you for any fees at that time, if any.

To withdraw your consent with University of Virginia – Sponsored Programs

To inform us that you no longer wish to receive future notices and disclosures in electronic format you may:

i. decline to sign a document from within your signing session, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;

ii. send us an email to OSPNOA@virginia.edu and in the body of such request you must state your email, full name, mailing address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

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Acknowledging your access and consent to receive and sign documents electronically

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please confirm that you have read this ERSD, and (i) that you are able to print on paper or electronically save this ERSD for your future reference and access; or (ii) that you are able to email this ERSD to an email address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format as described herein, then select the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

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- You can access and read this Electronic Record and Signature Disclosure; and
- You can print on paper this Electronic Record and Signature Disclosure, or save or send this Electronic Record and Disclosure to a location where you can print it, for future reference and access; and
- Until or unless you notify University of Virginia – Sponsored Programs as described above, you consent to receive exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you by University of Virginia – Sponsored Programs during the course of your relationship with University of Virginia – Sponsored Programs.

AIA® Document G701™ – 2017

Change Order

PROJECT: *(name and address)* Charlottesville Middle School 1000 Cherry Ave. Charlottesville, VA 22903	**CONTRACT INFORMATION:** Contract For: General Construction Date: 06/12/2023	**CHANGE ORDER INFORMATION:** Change Order Number: # 26 Date: 11/18/2025
OWNER: *(name and address)* City of Charlottesville 305 4th St. NW Charlottesville, VA 22903	**ARCHITECT:** *(name and address)* VMDO Architects 200 E. Market St. Charlottesville, VA 22902	**CONTRACTOR:** *(name and address)* Nielsen Builders 3588 Early Road Harrisonburg, VA 22801

The Contract is changed as follows:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

. PCO 144 RFI 447 Door Hardware Change 4603-2@ $1,660.58
. PCO 163 Auto Operators For Exterior Vestibules @ $4,479.33
. PCO 186 RFI 468 Demo at Stem Lab Add Stud Wall @ $8,090.45
. PCO 204 Science Room Renovations @ $268,382.46
. PCO 205 D&E Roof Changes Added Crickets @ $66,284.70
. PCO 206 TPO Over Metal Roof @ $13,286.45
. PCO 207 Frame Hang Exposed Pipes in Kitchen @ $1,278.76
. PCO 209 RFI 499 2 Way Valve for OA-3 @ $7,658.13

Contract Sum will be increased by $371,120.86

The original Contract was	$	79,039,646.00
The net change by previously authorized Change Orders	$	2,501,124.87
The Contract Sum prior to this Change Order was	$	81,540,770.87
The Contract Sum will be increased by this Change Order in the amount of	$	371,120.86
The new Contract Sum , including this Change Order, will be	$	81,911,891.73

The Contract Time will be (unchanged) by ( ) days.

The new date of Substantial Completion will be 07/01/2026

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

VMDO Architects	Nielsen Builders	City of Charlottesville
ARCHITECT *(Firm name)*	**CONTRACTOR** *(Firm name)*	**OWNER** *(Firm name)*
SIGNATURE	**SIGNATURE**	**SIGNATURE**
PRINTED NAME AND TITLE	**PRINTED NAME AND TITLE**	**PRINTED NAME AND TITLE**
DATE	**DATE**	**DATE**

CAUTION: You should sign an original AIA Contract Document, on which this text appears in RED. An original assures that changes will not be obscured.

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GENERAL CONTRACTOR ESTIMATE FOR CHANGE ORDER

DGS-30-200
(Rev. 03/16)

GC-1

Project Code: IFB#23-59
Agency: Charlottesville City Schools
Project: Charlottesville Middle School

General Contractor: Nielsen Builders, Inc.
Change Description: PCO 204 Science Lab Refurbishment
Includes ***only*** the scope of work keynotes in Dwg SA001. See continuation page

GENERAL CONTRACTOR DIRECT COSTS

Scope Description		Direct Labor				Direct Material				Direct Equipment			
Item No.	Description	Direct Labor Hours	Labor Units (Manhours, Crew Hours)	Hourly Wage Rate, Excl. Taxes & Ins.	Total Labor Cost	Quantity	Qty Units	Material Cost Per Unit	Total Material Cost	Quantity	Qty Units	Equipment Cost Per Unit	Total Equipment Cost
A	B	C	D	E	F=C x E	G	H	I	J = G x I	K	L	M	N = K x M
1.01	Remove lower cabinet drs & patch screw holes - 24 locations/48 panels	32.00	Manhours	$40.00	$1,280.00				$0.00				$0.00
1.02	Remove existing casework & counter top and replace 16 side panels	128.00	Manhours	$40.00	$5,120.00	1.00	ls	$4,000.00	$4,000.00				$0.00
1.03	Mask elements below spray line prior to spraying 4mx3dx4rms	384.00	Manhours	$40.00	$15,360.00	1.00	ls	$1,500.00	$1,500.00	1.00		$500.00	$500.00
1.04	Remove masking after spraying 4m x1dx4rms	128.00	Manhours	$40.00	$5,120.00				$0.00	1.00		$100.00	$100.00
1.05	Remove existing teaching wall panels and hardware (see exclusion)	128.00	Manhours	$40.00	$5,120.00	1.00	ls	$100.00	$100.00				$0.00
1.06	Remove deck mounted absorptive sheets	64.00	Manhours	$40.00	$2,560.00				$0.00	1.00		$200.00	$200.00
1.07	Blocking for TVs	32.00	Manhours	$40.00	$1,280.00	1.00	ls	$250.00	$250.00				$0.00
1.08	Disposal of above items - drop dumpster/rental/tipping fees/ pick up				$0.00				$0.00	1.00	LS	$800.00	$800.00
1.09	**Subtotal from Estimate Continuation Sheets**				$0.00				$0.00				$46,000.00
1.97	**Subtotal (S/T) Direct Costs:**			**Subtotal Labor**	**$35,840.00**			**Subtotal Material**	**$5,850.00**			**Subtotal Equipment**	**$47,600.00**
1.98	**Taxes/Insurance:** **FICA, FUI, SUI, & Workmens' Comp.**		42.00%	% of Labor	$15,052.80		Sales Tax	5.3%	$310.05		Sales Tax	5.3%	$2,522.80
1.99	**Total Direct Costs**			**Total Labor**	$50,892.80			**Total Material**	$6,160.05			**Total Equipment**	$50,122.80

SUBCONTRACT COSTS

Item No.	Subcontractor Name (List totals from attached SC-1 forms)	Total Cost
A	B	C
2.01	Acoust. Therm Spry 11/5/25 email Re: Sci Lab	$35,000.00
2.02	Einstein's 8/30/25 Re: plans SA 001	$18,350.00
2.03	Moore's Elec 11/13/25 quote Re: Sci Rm Refurb	$8,998.70
2.04	Nycom 8/25/25 quote Re Area E Sci Rm Refurb	$14,472.40
2.05	McDaniel 8/25/25 quote for rubber base	$2,500.00
2.06		
2.07	McDaniel drywall + Flr patching (ALLOWANCE)	$6,200.00
2.08	RBI gas line cap and purge (ALLOWANCE)	$4,000.00
2.09	Moore's Elec 32 data drops ALLOWANCE @ $1	$40,000.00
2.99	**Total Subcontract Costs**	$129,521.10

SUMMARY

Item No.	Description		Total Cost
3.01	Total Direct Labor Cost	Item 1.99H	$50,892.80
3.02	Total Direct Material Cost	Item 1.99J	$6,160.05
3.03	Total Equipment Cost	Item 1.99L	$50,122.80
3.04	Subtotal	3.01+3.02+3.03	$107,175.65
3.05	Overhead and Profit* (%)	15.00%	$16,076.35
3.06	Subtotal	3.04+3.05	$123,252.00
3.07	Subcontractor Cost	Item 2.99	$129,521.10
3.08	GC Markup on Subcontractors**	10.00%	$12,952.11
3.09	Subtotal	3.06+3.07+3.08	$265,725.21
3.10	Additional Bond Cost		$2,657.25
3.99	**Total Change Order Cost**	(3.09+3.10)	$268,382.46

Name: Rockwell A Moulton

Signature:

Title: Sr. Project Manager

Date: Friday, November 14, 2025

I have reviewed the costs proposed and find them to be reasonable (as proposed) (as marked).

A/E Signature:

Note: Mark-up is capped in conformance with the provisions of the General Conditions (CO-7).
*Limited to 15% on self-performed work.
**Limited to a total of 10%, shared (cumulative total) if multiple tier subs, on subcontracted work. See Mark-up limitations for a more detailed description.

ESTIMATE CONTINUATION SHEET

(Attach to Form GC-1, SC-1, or SS-1 as necessary for continuation of the direct cost estimates.)

Project Code: IFB#23-59 **Performing Contractor:** Nielsen Builders, Inc.
Agency: Charlottesville City Schools
Project: Charlottesville Middle School

Change Description: PCO 204 Science Lab Refurbishment

PERFORMING CONTRACTOR DIRECT COSTS													
Scope Description		Direct Labor				Direct Material				Direct Equipment			
Item No.	Description	Direct Labor Hours	Labor Units (Manhours, Crew Hours)	Hourly Wage Rate, Excl. Taxes & Ins.	Total Labor Cost	Quantity	Qty Units	Material Cost Per Unit	Total Material Cost	Quantity	Qty Units	Equipment Cost Per Unit	Total Equipment Cost
A	B	C	D	E	F=C x E	G	H	I	J = G x I	K	L	M	N = K x M
					$0.00				$0.00				$0.00
	4 existing door replacements @ $10K/door - ALLOWANCE				$0.00				$0.00	4.00	ea	$10,000.00	$40,000.00
	Patching at 4 door frames @ $1,500/ea ALLOWANCE				$0.00				$0.00	4.00	ea	$1,500.00	$6,000.00
					$0.00				$0.00				$0.00
					$0.00				$0.00				$0.00
					$0.00				$0.00				$0.00
					$0.00				$0.00				$0.00
					$0.00				$0.00				$0.00
					$0.00				$0.00				$0.00
					$0.00				$0.00				$0.00
					$0.00				$0.00				$0.00
					$0.00				$0.00				$0.00
	Clarifications & Exclusions				$0.00				$0.00				$0.00
	Detail 4 demo applies to East, not West Elev and is x4				$0.00				$0.00				$0.00
	TV work includes blocking only; no mounting				$0.00				$0.00				$0.00
	Welded steel angles to only have leg cut off with grinder.				$0.00				$0.00				$0.00
	If desired by Owner or Contractor, allowance items to be adjusted by				$0.00				$0.00				$0.00
	change order after work is complete				$0.00				$0.00				$0.00
	Rubber base added only where cabinets removed				$0.00				$0.00				$0.00
	Cabinet door removal at Rm A208 - north is not shown but ***is*** included				$0.00				$0.00				$0.00
	Work includes only the scope of work keynotes at the hexigonal number				$0.00				$0.00				$0.00
	locations shown on the drawings. No other work included				$0.00				$0.00				$0.00
	Exclusions and clarifications on subcontractor scopes apply to this				$0.00				$0.00				$0.00
	proposal as well				$0.00				$0.00				$0.00
					$0.00				$0.00				$0.00
Page Subtotals (Carry Forward To Line 1.09)				**Labor:**	**$0.00**			**Material:**	**$0.00**			**Equipment:**	**$46,000.00**

SUBCONTRACTOR ESTIMATE FOR CHANGE ORDER

DGS-30-204
(Rev. 03/16)

SC-1

Project Code:	IFB# 23-59	**General Contractor:**	Nielsen Builders, Inc.
Agency:	City of Charlottesville	**Subcontractor:**	Acoustical Thermal Spray
Project:	Charlottesville Middle School	**Subcontractor Trade:**	Acoustical insulation

Change Description: Science Room Refurbishment

SUBCONTRACTOR DIRECT COSTS

Scope Description		Direct Labor				Direct Material				Direct Equipment			
Item No.	Description	Direct Labor Hours	Labor Units (Manhours, Crew Hours)	Hourly Wage Rate, Excl. Taxes & Ins.	Total Labor Cost	Quantity	Qty Units	Material Cost Per Unit	Total Material Cost	Quantity	Qty Units	Equipment Cost Per Unit	Total Equipment Cost
A	B	C	D	E	F=C x E	G	H	I	J = G x I	K	L	M	N = K x M
1.01	Spray insulation at 4 science rooms	247.50	Manhours	$65.00	$16,087.37	5,165.00	sf	$2.64	$13,625.27				$0.00
1.02					$0.00				$0.00				$0.00
1.03					$0.00				$0.00				$0.00
1.04					$0.00				$0.00				$0.00
1.05					$0.00				$0.00				$0.00
1.06					$0.00				$0.00				$0.00
1.07					$0.00				$0.00				$0.00
1.08					$0.00				$0.00				$0.00
1.09	**Subtotal from Estimate Continuation Sheets**				$0.00				$0.00				$0.00
1.97	**Subtotal (S/T) Direct Costs:**			**Subtotal Labor**	**$16,087.37**			**Subtotal Material**	**$13,625.27**			**Subtotal Equipment**	**$0.00**
1.98	**Taxes/Insurance:**	**FICA, FUI, SUI, & Workmens' Comp.**		% of Labor	$0.00		Sales Tax	5.3%	$722.14		Sales Tax		
1.99	**Total Direct Costs**			**Total Labor**	$16,087.37			**Total Material**	$14,347.41			**Total Equipment**	$0.00

SUB-SUBCONTRACT COSTS

Item No.	Sub-Subcontractor Name (List totals from attached SS-1 forms)	Total Cost
A	B	C
2.01		
2.02		
2.03		
2.04		
2.05		
2.06		
2.99	**Total Sub-Subcontract Costs**	$0.00

SUMMARY

Item No.	Description		Total Cost
3.01	Total Direct Labor Cost	Item 1.99H	$16,087.37
3.02	Total Direct Material Cost	Item 1.99J	$14,347.41
3.03	Total Equipment Cost	Item 1.99L	$0.00
3.04	Subtotal	3.01+3.02+3.03	$30,434.78
3.05	Overhead and Profit* (%)	15.00%	$4,565.22
3.06	Total Subcontractor Cost	3.04+3.05	$35,000.00
3.07	Sub-Subcontractor Cost **	Item 2.99	$0.00
3.99	**S/C Cost to GC-1 Form***	3.06+3.07	$35,000.00

Submitted By

Name:

Signature:

Title:

Date:

Note: Mark-up is capped in conformance with the provisions of the General Conditions (CO-7).

*Limited to 15% on self-performed work.

**Limited to a total of 10%, shared (cumulative total) if multiple tier subs, on subcontracted work. Total mark-up on subcontracted work is calculated on the GC-1 form. See mark-up limitations for a more detailed description.

*** The subcontractor cost carried forward to GC-1 form does not include mark-up on sub-subcontractor costs. This mark-up is calculated on the GC-1 form. The GC and its subcontractors shall establish how the mark-up is to be distributed among the various subcontractors involved in the work.

Outlook

[Draft] Fw: Acoustical spray insulation at Science Rooms - CMS project

From rmoulton@nielsen-inc.com

From: Rivers Kelley <rivers@atspray.com>
Sent: Wednesday, November 5, 2025 7:11 PM
To: Rocky Moulton <rmoulton@nielsen-inc.com>
Cc: Jordan Hale <jordan@atspray.com>; Heath Knott <hknott@nielsen-inc.com>
Subject: RE: Acoustical spray insulation at Science Rooms - CMS project

Hey Rocky,

I priced this to Cy a while back in the attached email but I don't think we ever heard back. When Jordan just worked up a price on it, she came up with $36K; but we can stick with the $35k that I told Cy. The material / labor breakdown is $16,500 material & $18,500 labor.

Let us know if you need anything else on this.

Thanks,
Rivers Kelley
President
ATS Acoustical Thermal Spray, Inc.
540-676-5778 (mobile)
www.atspray.com

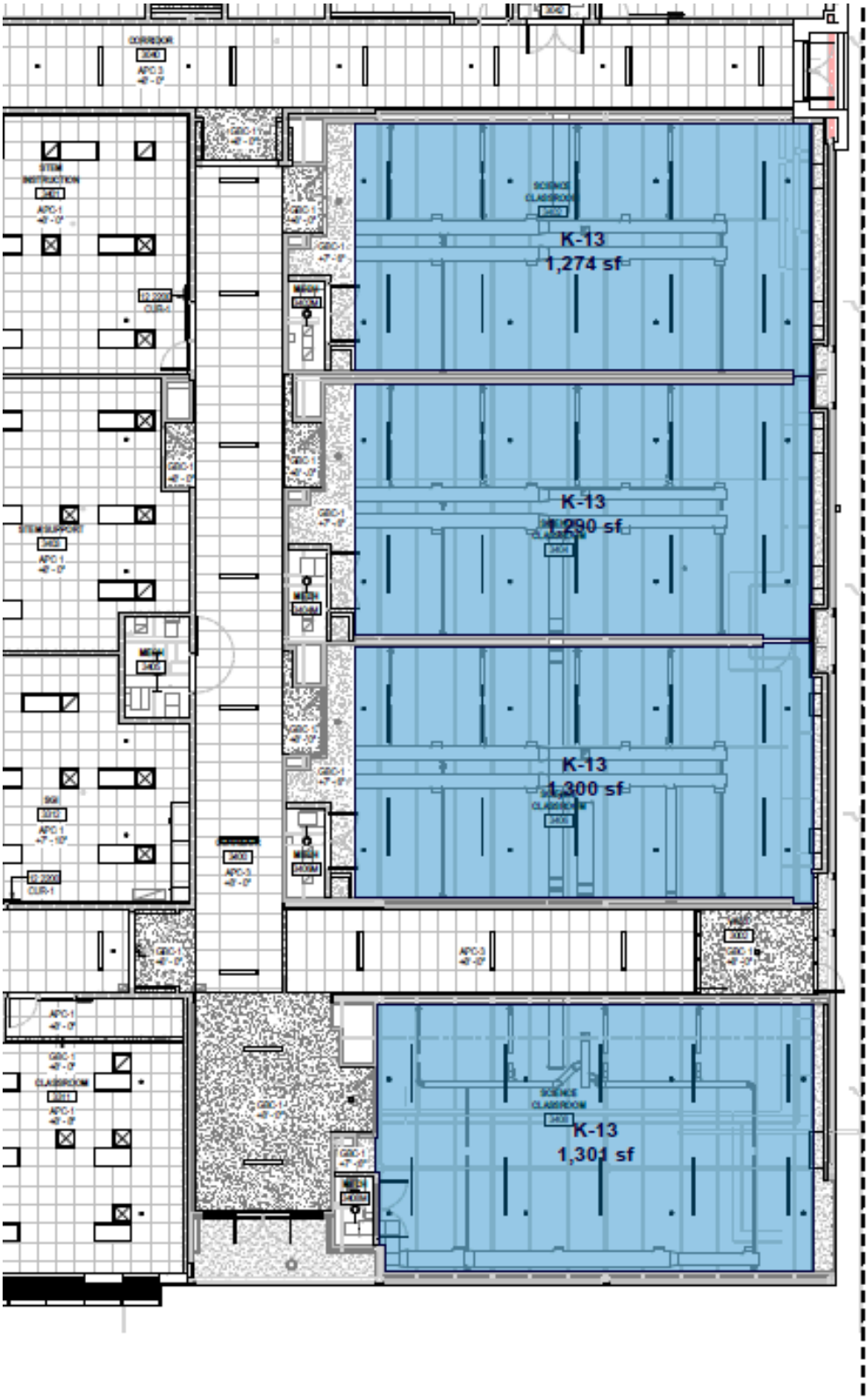
From: Jordan Hale <jordan@atspray.com>
Sent: Wednesday, November 5, 2025 6:50 PM
To: Rivers Kelley <rivers@atspray.com>
Subject: Fw: Acoustical spray insulation at Science Rooms - CMS project

Jordan Hale | Estimator

Jordan@ATSpray.com | C: (703) 477-6426

ATS Acoustical Thermal Spray, Inc.

541 Camilla Ave SE, Roanoke, VA 24014-1802


K-13
1,274 sf
K-13
1,290 sf
K-13
1,300 sf
K-13
1,301 sf

EINSTEIN'S STROKE OF GENIUS,LLC
963 SAWTOOTH OAK CIRCLE
HARRISONBURG, VA 22802

PHONE:(540)438-8872
FAX: (540)438-5912

www.einsteinspainting.com

CHANGE ORDER

Submitted To:

Nielsen Builders, Inc.
3588 Early Road
Harrisonburg, VA 22801

DATE
8/28/2025

PROJECT	TERMS
Charlottesville Middle School	Net 30

DESCRIPTION OF CHANGES	TOTAL
Change Order for Science Labs refurbishments based on ASi57 plans dated 5/27/25 SA001 as follows:	
Paint 4 science Labs gyp walls & Bulkheads with two coats of latex finish Paint 4 wood doors and 4 HMF with semi-gloss finish Paint exposed ceilings in 4 labs with dryfall flat NOTE: All Steel angle brackets for sliding door panels need to be welded and bolted in place prior to painting exposed ceilings and prefinished track brackets are to removed prior to painting. Price includes a small scissor lift for paint work.	18,350.00
TOTAL:	**$18,350.00**

* Any alterations from above specifications will result in an adjustment of prices.

APPROVED BY: _____

SUBCONTRACTOR ESTIMATE FOR CHANGE ORDER

DGS-30-204
(Rev. 03/16)

SC-1

Project Code:	20-1293	**General Contractor:**	Nielsen Builders, Inc.
Agency:	City of Charlottesville	**Subcontractor:**	nstein's Stroke of Genius, L
Project:	Charlottesville Middle School	**Subcontractor Trade:**	Painting

Change Description: Science Lab Refurbishments

SUBCONTRACTOR DIRECT COSTS

Scope Description		Direct Labor				Direct Material				Direct Equipment			
Item No.	Description	Direct Labor Hours	Labor Units (Manhours, Crew Hours)	Hourly Wage Rate, Excl. Taxes & Ins.	Total Labor Cost	Quantity	Qty Units	Material Cost Per Unit	Total Material Cost	Quantity	Qty Units	Equipment Cost Per Unit	Total Equipment Cost
A	B	C	D	E	F=C x E	G	H	I	J = G x I	K	L	M	N = K x M
1.01	Paint 4 science Labs gyp walls & Bulkheads with two coats of latex finish	211.00	Crew Hours	$45.00	$9,495.00	33.00	Gal	$21.75	$717.75	1.00	Units	$500.00	$500.00
1.02	Paint 4 wood doors and 4 HMF with semi-gloss finish				$0.00	1.00	Gal	$57.92	$57.92				$0.00
1.03	Paint exposed ceilings in 4 labs with dryfall flat				$0.00	85.00	Gal	$14.50	$1,232.50				$0.00
1.04	All Steel angle brackets for sliding door panels need to be welded and				$0.00	15.00	Gal	$15.12	$226.80				$0.00
1.05	bolted in place prior to painting exposed ceilings and prefinished				$0.00				$0.00				$0.00
1.06	Track brackets are to removed prior to painting				$0.00				$0.00				$0.00
1.07					$0.00				$0.00				$0.00
1.08					$0.00				$0.00				$0.00
1.09	**Subtotal from Estimate Continuation Sheets**				$0.00				$0.00				$0.00
1.97	**Subtotal (S/T) Direct Costs:**			**Subtotal Labor**	**$9,495.00**			**Subtotal Material**	**$2,234.97**			**Subtotal Equipment**	**$500.00**
1.98	**Taxes/Insurance:** **FICA, FUI, SUI, & Workmens' Comp.**		38.00%	% of Labor	$3,608.10		Sales Tax	5.3%	$118.45		Sales Tax	0.0%	
1.99	**Total Direct Costs**			**Total Labor**	$13,103.10			**Total Material**	$2,353.42			**Total Equipment**	$500.00

SUB-SUBCONTRACT COSTS

Item No.	Sub-Subcontractor Name (List totals from attached SS-1 forms)	Total Cost
A	B	C
2.01		
2.02		
2.03		
2.04		
2.05		
2.06		
2.99	**Total Sub-Subcontract Costs**	$0.00

SUMMARY

Item No.	Description		Total Cost
3.01	Total Direct Labor Cost	Item 1.99H	$13,103.10
3.02	Total Direct Material Cost	Item 1.99J	$2,353.42
3.03	Total Equipment Cost	Item 1.99L	$500.00
3.04	Subtotal	3.01+3.02+3.03	$15,956.52
3.05	Overhead and Profit* (%)	15.00%	$2,393.48
3.06	Total Subcontractor Cost	3.04+3.05	$18,350.00
3.07	Sub-Subcontractor Cost **	Item 2.99	$0.00
3.99	**S/C Cost to GC-1 Form*** **	3.06+3.07	$18,350.00

Submitted By

Name: Nick Einstein

Signature:

Title: Assistant Project Manager

Date: 8/28/2025

Note: Mark-up is capped in conformance with the provisions of the General Conditions (CO-7).

*Limited to 15% on self-performed work.

**Limited to a total of 10%, shared (cumulative total) if multiple tier subs, on subcontracted work. Total mark-up on subcontracted work is calculated on the GC-1 form. See mark-up limitations for a more detailed description.

*** The subcontractor cost carried forward to GC-1 form does not include mark-up on sub-subcontractor costs. This mark-up is calculated on the GC-1 form. The GC and its subcontractors shall establish how the mark-up is to be distributed among the various subcontractors involved in the work.

SUBCONTRACTOR ESTIMATE FOR CHANGE ORDER

DGS-30-204
(Rev. 03/16)

SC-1

Project Code:	20-1293	**General Contractor:**	Nielsen Builders, Inc.
Agency:	City of Charlottesville	**Subcontractor:**	nstein's Stroke of Genius, L
Project:	Charlottesville Middle School	**Subcontractor Trade:**	Painting

Change Description: Science Lab Refurbishments

SUBCONTRACTOR DIRECT COSTS

Scope Description		Direct Labor				Direct Material				Direct Equipment			
Item No.	Description	Direct Labor Hours	Labor Units (Manhours, Crew Hours)	Hourly Wage Rate, Excl. Taxes & Ins.	Total Labor Cost	Quantity	Qty Units	Material Cost Per Unit	Total Material Cost	Quantity	Qty Units	Equipment Cost Per Unit	Total Equipment Cost
A	B	C	D	E	F=C x E	G	H	I	J = G x I	K	L	M	N = K x M
1.01	Paint 4 science Labs gyp walls & Bulkheads with two coats of latex finish	211.00	Crew Hours	$45.00	$9,495.00	33.00	Gal	$21.75	$717.75	1.00	Units	$500.00	$500.00
1.02	Paint 4 wood doors and 4 HMF with semi-gloss finish				$0.00	1.00	Gal	$57.92	$57.92				$0.00
1.03	Paint exposed ceilings in 4 labs with dryfall flat				$0.00	85.00	Gal	$14.50	$1,232.50				$0.00
1.04	All Steel angle brackets for sliding door panels need to be welded and				$0.00	15.00	Gal	$15.12	$226.80				$0.00
1.05	bolted in place prior to painting exposed ceilings and prefinished				$0.00				$0.00				$0.00
1.06	Track brackets are to removed prior to painting				$0.00				$0.00				$0.00
1.07					$0.00				$0.00				$0.00
1.08					$0.00				$0.00				$0.00
1.09	**Subtotal from Estimate Continuation Sheets**				$0.00				$0.00				$0.00
1.97	**Subtotal (S/T) Direct Costs:**			**Subtotal Labor**	**$9,495.00**			**Subtotal Material**	**$2,234.97**			**Subtotal Equipment**	**$500.00**
1.98	**Taxes/Insurance:** **FICA, FUI, SUI, & Workmens' Comp.**		38.00%	% of Labor	$3,608.10		Sales Tax	5.3%	$118.45		Sales Tax	0.0%	
1.99	**Total Direct Costs**			**Total Labor**	$13,103.10			**Total Material**	$2,353.42			**Total Equipment**	$500.00

SUB-SUBCONTRACT COSTS

Item No.	Sub-Subcontractor Name (List totals from attached SS-1 forms)	Total Cost
A	B	C
2.01		
2.02		
2.03		
2.04		
2.05		
2.06		
2.99	**Total Sub-Subcontract Costs**	$0.00

SUMMARY

Item No.	Description		Total Cost
3.01	Total Direct Labor Cost	Item 1.99H	$13,103.10
3.02	Total Direct Material Cost	Item 1.99J	$2,353.42
3.03	Total Equipment Cost	Item 1.99L	$500.00
3.04	Subtotal	3.01+3.02+3.03	$15,956.52
3.05	Overhead and Profit* (%)	15.00%	$2,393.48
3.06	Total Subcontractor Cost	3.04+3.05	$18,350.00
3.07	Sub-Subcontractor Cost **	Item 2.99	$0.00
3.99	**S/C Cost to GC-1 Form*** **	3.06+3.07	$18,350.00

Submitted By

Name: Nick Einstein

Signature:

Title: Assistant Project Manager

Date: 8/28/2025

Note: Mark-up is capped in conformance with the provisions of the General Conditions (CO-7).
*Limited to 15% on self-performed work.
**Limited to a total of 10%, shared (cumulative total) if multiple tier subs, on subcontracted work. Total mark-up on subcontracted work is calculated on the GC-1 form. See mark-up limitations for a more detailed description.
*** The subcontractor cost carried forward to GC-1 form does not include mark-up on sub-subcontractor costs. This mark-up is calculated on the GC-1 form. The GC and its subcontractors shall establish how the mark-up is to be distributed among the various subcontractors involved in the work.

November 13, 2025

To: Nielsen Builders
3588 Early Rd,
Harrisonburg, VA 22801

Attention: Rocky Moulton

Reference: Charlottesville Middle School IFB# 23-59

Subject: CO-059 Science Rooms Refurbishment

Rocky,

You will find below our Scope of Work, Clarifications and Total Cost associated with CO-059:

$8,998.70

Scope

1. Make science rooms electrically ready for future refurbishment plans, per SA001 (drawing).

Clarifications

1. We have priced this change with regular working hours and conditions.
2. We provided a breakdown of Labor and Materials for this change.
3. We have revised this quote without drawings and final locations, scaling distance reasonably from SA001. Both Moore's and Spectrum Integrators reserve the right to amend this work pending the final drawings.
4. We provided a proposal from Spectrum Integrators detailing their equipment and labor.
5. We are providing this based on site visit and inspection of science rooms in the east side of Area E and conversations with Nielsen. We understand the partitioning walls are to be removed, and televisions (with data jacks) are to be installed following electrical rough in. Accordingly, we have priced this change order based on the labor and materials necessary to demo outlets and relocate them, plus the raceway needed to exit the classrooms, stopping out in the hallway where data cable will then be routed on j-hooks (unrelated to this change as they will be existing in the future) to IT 3301.

Please contact us with any questions regarding the proposal, thank you.

Submitted by:
Chad Siehien
Chad Siehien
Assistant Project Manager

CHANGE PROPOSAL

Moore's Electrical & Mechanical, Inc.
Commercial Construction Services
1125 Stoney Ridge Rd
Charlottesville, VA 22902

Moore's # **59**
Date: 11/13/2025
Project Name: Charlottesville Middle School
Project Number: CEC230010
Page Number: 1

Client Address:

Nielsen Builders
Contact: Rocky Moulton
3588 Early Rd
Harrisonburg, VA 22801

Work Description

CO-059 Science Classrooms Refurbishment
We reserve the right to correct this quote for errors and omissions.

This quote covers direct costs only and we reserve the right to claim for impact and consequential costs.
This price is good for acceptance within **10** days from the date of receipt.
We request a time extension of **3** days.
We will supply and install all materials, labor, and equipment as per your instructions on **Moore's # 59.**

Itemized Breakdown

Description	Qty U	Net Price	Total Mat.	Labor U	Total Hrs.
3/4" EMT	100 C	125.94	125.94	4.63 C	5.32
1 1/4" EMT	300 C	351.98	1,055.94	6.99 C	24.12
3/4" EMT STRAP 1-H	20 C	25.71	5.14	4.00 C	0.92
1 1/4" EMT STRAP 1-H	20 C	58.53	11.71	5.74 C	1.32
#12 THHN LV	360 M	221.50	79.74	5.86 M	2.43
4" SQ BOX 1-1/2 D COMBO	8 C	331.61	26.53	26.28 C	2.42
20A 125V GFI REC	4 C	1,650.00	66.00	31.25 C	1.44
1/4" BOLT (PLATED)	50 C	27.72	13.86	2.28 C	1.31
3/4"x8 S-TAP SCREW	200 C	5.98	11.96	2.28 C	5.24
BC12P 3/4 EMT 1/2 FLG	24 C	280.58	67.34	12.58 C	3.47
DEMO RECEPTACLE	4 E	0.00	0.00	0.23 E	0.92
DEMO 4 IN SQ JB	4 E	0.00	0.00	0.23 E	0.92
DEMO EMT/WIRE 1"	40 E	0.00	0.00	2.86 C	1.14
Totals	**1,134**		**1,464.16**		**50.97**

Summary

General Materials		1,464.16
Material Tax	(@ 5.300 %)	77.60
Total Material		**1,541.76**
JOURNEYMAN	(50.97 Hrs @ $52.00)	2,650.44
FOREMAN @ 25%	(12.74 Hrs @ $55.00)	700.70
CO-ADMINISTRATION	(2.00 Hrs @ $55.00)	110.00

CHANGE PROPOSAL

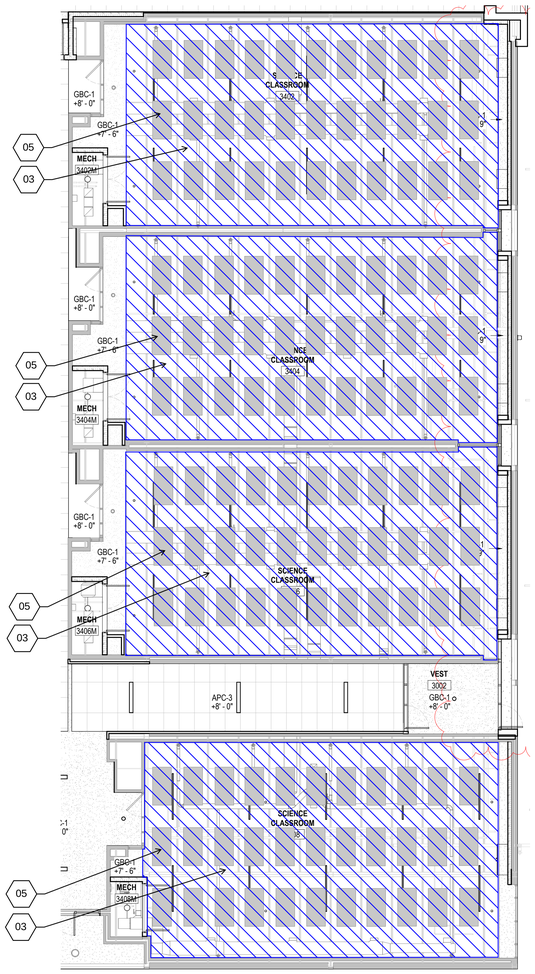
Moore's Electrical & Mechanical, Inc.
Commercial Construction Services
Charlottesville, VA 22902

Client Address:

Nielsen Builders
3588 Early Rd
Harrisonburg, VA 22801

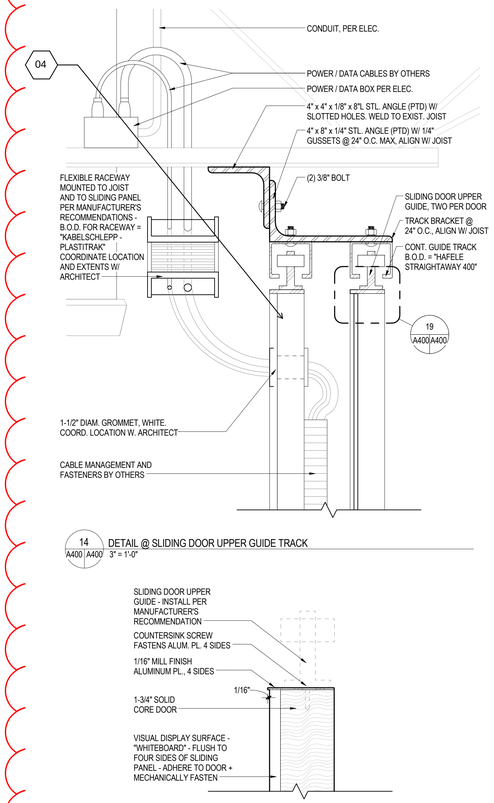
Moore's # **59**
Date: 11/13/2025
Project Name: Charlottesville Middle School
Project Number: CEC230010
Page Number: 2

Summary (Cont'd)		
Labor Burden	(@ 19.000 %)	657.62
Subtotal		**5,660.52**
Overhead	(@ 15.000 %)	849.08
Subtotal		**6,509.60**
SPECTRUM INTEGRATORS	($2,400.00 + 0.000 % + 0.000 % + 0.000 %)	2,400.00
Subtotal		**8,909.60**
Bond	(@ 1.000 %)	89.10
Final Amount		**$8,998.70**

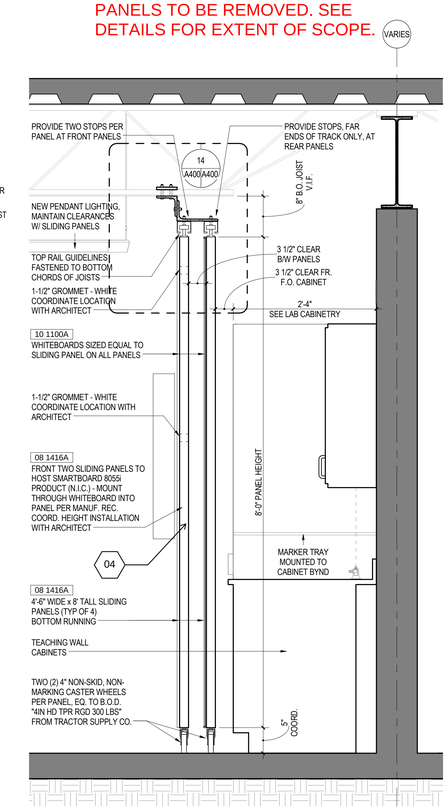


1 A301 A235 REFLECTED CEILING PLAN - LEVEL 3, AREA E
1/8" = 1'-0"

EXISTING TEACHING WALL SLIDING PANELS TO BE REMOVED. SEE DETAILS FOR EXTENT OF SCOPE.



19 TYPICAL SLIDING PANEL DETAIL
6" = 1'-0"



20 SECTION DETAIL @ TEACHING WALL SLIDING PANELS
1" = 1'-0"

SCOPE OF WORK KEYNOTES

01. REMOVE LOWER CABINET DOORS AND ASSOCIATED HARDWARE. PATCH HOLES IN EXISTING CASEWORK

02. CAREFULLY REMOVE EXISTING CASEWORK AND COUNTERTOP. REPLACE EXPOSED SIDE PANELS AS NECESSARY.

03. EXPOSED CEILINGS TO RECEIVE SPRAY-APPLIED CELLULOSIC INSULATION WITH INTEGRAL COLOR TO MATCH **PT-4**. STRUCTURAL ELEMENTS TO BE PAINTED TO MATCH PT-4. SPRAY CEILING AFTER REROOFING WORK IS COMPLETED. TOP CHORD OF EXISTING JOISTS TO BE FULLY COVERED BY SPRAY. STRUCTURAL MEMBERS AND MEP ELEMENTS BELOW SPRAY LINE TO BE MASKED PRIOR TO SPRAYING.

04. CAREFULLY REMOVE EXISTING TEACHING WALL SLIDING PANELS AND ASSOCIATED HARDWARE. DISCONNECT ELECTRICAL RACEWAY FROM POWER/DATA BOX.

05. REMOVE EXISTING DECK MOUNTED ABSORPTIVE FOAM SHEETS.

06. BASE BID CASEWORK TO BE REMOVED FROM SCOPE. PROVIDE CREDIT TO OWNER.

07. TYP. TEACHING WALL, CENTERED ON ELEVATION. MARKERBOARDS TO BE MAGNETIC. PROVIDE ADDITIONAL BLOCKING REQUIRED TO MOUNT VIEWSONIC TV, CONFIRM REQIREMENTS WITH OWNER.

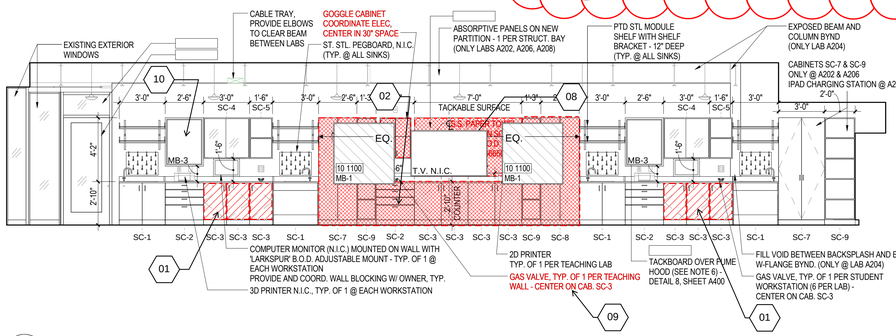
08. PROVIDE BLOCKING REQUIRED TO MOUNT VIEWSONIC TV, CONFIRM REQUIREMENTS WITH OWNER.

09. REMOVE GAS OUTLET AND CAP GAS LINE. PURGE LINES PRIOR TO WORK.

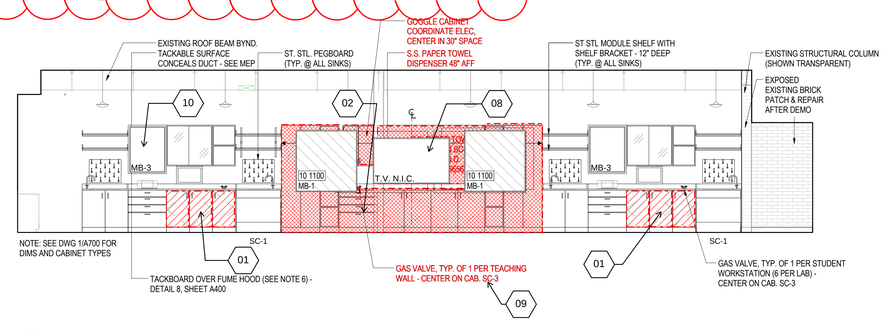
10. INSTALL W 2'-4" x H 3'-0" MAGNETIC MARKERBOARD TO FACE OF EXHAUST HOOD, TYP. @ ALL HOODS

FINISH SCHEDULE

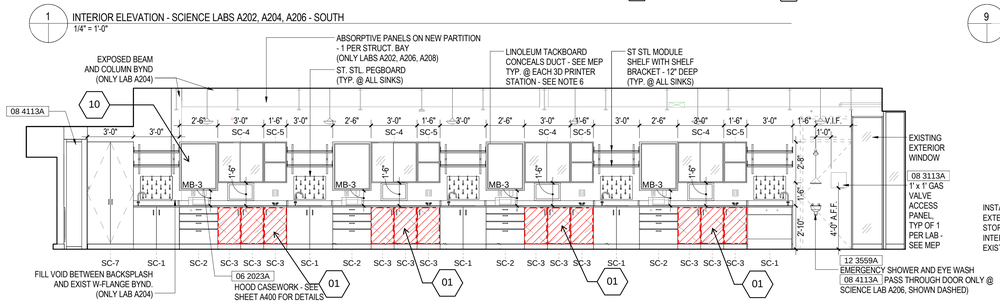
RM. NO.	ROOM NAME	FLOOR FINISH	BASE FINISH	WALL FINISH	CEILING FINISH	ROOM COMMENTS
3402	SCIENCE CLASSROOM	SC-1	RB-1	PT	EXP	WALLS TO RECEIVE NEW COAT OF PT-2
3402M	MECH	SC-1	RB-1	PT	EXP	
3403	STEM SUPPORT	ETR	RB-1	PT	APC-1	
3404	SCIENCE CLASSROOM	SC-1	RB-1	PT	EXP	WALLS TO RECEIVE NEW COAT OF PT-2
3404M	MECH	SC-1	RB-1	PT	EXP	
3405	MECH	SC-1	RB-1	PT	EXP	
3406	SCIENCE CLASSROOM	SC-1	RB-1	PT	EXP	WALLS TO RECEIVE NEW COAT OF PT-2
3406M	MECH	SC-1	RB-1	PT	EXP	
3408	SCIENCE CLASSROOM	SC-1	RB-1	PT	EXP	WALLS TO RECEIVE NEW COAT OF PT-2
3408M	MECH	SC-1	RB-1	PT	EXP	



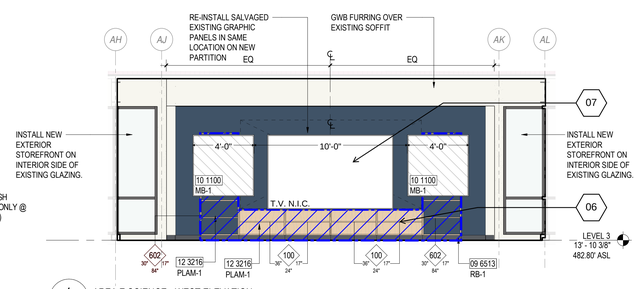
1 INTERIOR ELEVATION - SCIENCE LABS A202, A204, A206 - SOUTH
1/4" = 1'-0"



9 INTERIOR ELEVATION - SCIENCE LAB A208 - SOUTH
1/4" = 1'-0"



5 INTERIOR ELEVATION - SCIENCE LABS A202, A204, A206 - NORTH
1/4" = 1'-0"



4 A134 A729 AREA E SCIENCE - WEST ELEVATION
1/4" = 1'-0"

VMDO Architects
200 E Market Street
Charlottesville, VA 22902
434.296.5684
vmdo.com

2000 Pennsylvania Avenue NW
Suite 7000
Washington, DC 20006
202.843.2081

CITY OF CHARLOTTESVILLE

CHARLOTTESVILLE MIDDLE SCHOOL

1000 CHERRY AVENUE
CHARLOTTESVILLE, VA 22903

Client Project Number
VMDO Project Number 20 1293

COMMONWEALTH OF VIRGINIA
KENNETH A. THACKER
Lic. No. 011650
03 Feb 2023
ARCHITECT

Checked By KAT
Drawn By NRF

ISSUES AND REVISIONS

NO.	SUBMITTAL	DATE
58	ASI 057	27.MAY.25

CHARLOTTESVILLE MIDDLE SCHOOL - SCIENCE LAB REFURBISHMENT

SA001

SPECTRUM INTEGRATORS

1135 Millmont St, Charlottesville, Virginia 22903
sales@spectrumintegrators.com
(434) 977-2797
VA DCJS 11-17121
Class A 2705165593

PROPOSAL

Project: SPECT-2236

Revision: 10
Modified: 6/20/2022

Moores Electrical

Charlottesville Middle School

1125 Stoney Ridge Road
Charlottesville, VA 22902

Price Summary

	Total
Equipment:	$531.00
Labor:	$510.00
Sales Tax:	$28.14
Grand Total:	~~**$1,069.14**~~

$2400.00

Scope of Work

Revised & detailed quote from Spectrum to follow

Cable and labor for 4 additional cable pulls from Science Classrooms to IT room 3301

Terms

Payment Schedule	Amount
Per Contract	$1,069.14

Prices in this proposal are valid for 60 days.

Warranty

Standard Workmanship Warranty:
Spectrum Integrators warrants that its installation services will be free of defects in workmanship for a period of 1 year following completion of the installation. The warranty period begins upon substantial completion of the project. Any services requested that fall outside this warranty will be subject to the following service rates:

- Weekdays, 8am- 5pm - $150 per hour plus travel
- Emergency, off hours, and weekends - $175 per hour plus travel

Manufacturer's Warranty:
All equipment in this project will carry the manufacturer's published warranty terms and conditions. The warranty period begins upon substantial completion of the project. Though most manufacturer's warranties typically cover parts and labor to repair the equipment, the costs of system diagnostics, removal, replacement and post repair testing along with shipping cost to return the equipment to the manufacturer are not typically included with equipment warranties and are subject to service labor costs.

Non-Warranty Support:
Any services requested that fall outside the warranty conditions will be subject to the following service rates:

- Weekdays, 8am- 5pm - $150 per hour
- Emergency, off hours, and weekends - $175 per hour plus travel

Note: labor rates are subject to change.

Agreement

By Signing below, the client agrees to the terms of this proposal and will enter a contractual agreement with Spectrum Integrators beginning on the date of signing.

Client:	**Jonathan Kendrick**	**Date**
Contractor:	**Spectrum Integrators**	**Date**

Itemized List

Unassigned

Qty	Part		Description	Price	Total
1000	**UN884031714/10**	Commscope	CAT6A- 23-4P UTP-RISER SOL BC CAT6A CS44R YEL C6A 4/23 U/UTP CPK 1KFT	$531.00	**$531.00**

Unassigned Total

Labor: $510.00 Price: $531.00

SUBCONTRACTOR ESTIMATE FOR CHANGE ORDER

SC-1

IFB Number: 23-59
Project: Charlottesville Middle School
Owner: City of Charlottesville
General Contractor: Nielsen Builders
Subcontractor: Moore's Electrical & Mechanical, Inc.
Subcontractor Trade: Electrical

Change Description: CO-059 Science Rooms Refurbishment

SUBCONTRACTOR DIRECT COSTS

Scope Description				Direct Labor				Direct Material		Direct Equipment	
Item No.	Description	Quantity	Qty Units	Direct Labor Hours Per Unit	Total Direct Labor Labor Hours	Hourly Wage Rate, Excl. Taxes & Ins.	Total Labor Cost	Material Cost Per Unit	Total Material Cost	Equipment Cost Per Unit	Total Equipment Cost
A	B	C	D	E	F = C x E	G	H = F x G	I	J = C x I	K	L = C x K
1.01	Materials	1.00			0.00		$0.00	$1,541.76	$1,541.76		$0.00
1.02					0.00		$0.00		$0.00		$0.00
1.03	Journeyman	1.00		50.97	0.00	$52.00	$2,650.00		$0.00		$0.00
1.04	Foreman	1.00		12.74	0.00	$55.00	$700.70		$0.00		$0.00
1.05	Co-Administration	1.00		2.00	2.00	$55.00	$110.00		$0.00		$0.00
1.06					0.00		$0.00		$0.00		$0.00
1.07							$0.00		$0.00		$0.00
1.08					0.00		$0.00		$0.00		$0.00
1.09	**Subtotal from Estimate Continuation Sheets**						$0.00		$0.00		$0.00
1.97	**Subtotal (S/T) Direct Costs:**					**Subtotal Labor**	**$3,460.70**	**Subtotal Mat'l**	**$1,464.16**	**Subtotal Equip.**	**$0.00**
1.98	**Taxes/Insurance:**			**Labor Burden**	19.00%	% of Item 1.97H	$657.52	Sales Tax @ 6%	$77.60	Sales Tax @ 5.3%	$0.00
1.99	**Total Direct Costs**					**Total Labor**	$4,118.22	**Total Mat'l**	$1,541.76	**Total Equip.**	$0.00

SUB-SUBCONTRACT COSTS

Item No.	Sub-Subcontractor Name (List totals from attached SS-1 forms)	Total Cost
A	B	C
2.01	Bond	$89.10
2.02	Spectrum	$2,400.00
2.03		
2.04		
2.05		
2.06		
2.99	**Total Sub-Subcontract Costs**	$2,489.10

SUMMARY

Item No.	Description		Total Cost
3.01	Total Direct Labor Cost	Item 1.99H	$4,118.22
3.02	Total Direct Material Cost	Item 1.99J	$1,541.76
3.03	Total Equipment Cost	Item 1.99L	$0.00
3.04	Subtotal	3.01+3.02+3.03	$5,660.52
3.05	Overhead and Profit	15%	$849.08
3.06	Total Subcontractor Cost	3.04+3.05	$6,509.60
3.07	Sub-Subcontractor Cost **	Item 2.99	$2,489.10
3.99	**S/C Cost Report'd to GC *** **	3.06+3.07	$8,998.70

Submitted By

Name: Chad Siehien

Signature: *Chad Siehien*

Title: Assistant Project Manager

Date: 11/13/2025

Note: Mark-up is capped in conformance with the provisions of Section 38(d) of the Construction Contract General Conditions.
* Limited to 10% on self-performed work.
** Limited to a total of 10%, shared (cumulative total) if multiple tier subs, on subcontracted work. Total mark-up on subcontracted work is calculated on the GC-1 form.
*** The subcontractor cost carried forward to GC-1 form does not include mark-up on sub-subcontractor costs. This mark-up is calculated on the GC-1 form. The GC and its subcontractors shall establish how the mark-up is to be distributed among the various subcontractors involved in the work.

SUB-SUBCONTRACTOR ESTIMATE FOR CHANGE ORDER

DGS-30-208
(Rev. 03/16)

SS-1

Project Code: IFB# 23-59
Agency: City of Charlottesville
Project: Charlottesville Middle School
General Contractor: Nielsen Builders, Inc.
Subcontractor: Moore's Electrical & Mechanical, Inc.
Sub-Subcontractor: Spectrum Integrators
Sub-Subcontractor Trade: Fire Alarm Contractor
Change Description: Science Rooms Refurbishment

SUB-SUBCONTRACTOR DIRECT COSTS

Scope Description		Direct Labor				Direct Material				Direct Equipment			
Item No.	Description	Direct Labor Hours	Labor Units (Manhours, Crew Hours)	Hourly Wage Rate, Excl. Taxes & Ins.	Total Labor Cost	Quantity	Qty Units	Material Cost Per Unit	Total Material Cost	Quantity	Qty Units	Equipment Cost Per Unit	Total Equipment Cost
A	B	C	D	E	F=C x E	G	H	I	J = G x I	K	L	M	N = K x M
1.01	Equipment				$0.00	1.00		$531.00	$531.00	1.00			$0.00
1.02	Labor	10.00	Manhours	$51.00	$510.00				$0.00	0.00	0	$0.00	$0.00
1.03					$0.00				$0.00				$0.00
1.04					$0.00				$0.00				$0.00
1.05					$0.00				$0.00				$0.00
1.06					$0.00				$0.00				$0.00
1.07					$0.00				$0.00				$0.00
1.08					$0.00				$0.00				$0.00
1.09	**Subtotal from Estimate Continuation Sheets**				$0.00				$0.00				$0.00
1.97	**Subtotal (S/T) Direct Costs:**			**Subtotal Labor**	**$510.00**			**Subtotal Material**	**$531.00**			**Subtotal Equipment**	**$0.00**
1.98	**Taxes/Insurance:**	**FICA, FUI, SUI, & Workmens' Comp.**		% of Labor	$0.00			Sales Tax 5.3%	$28.14			Sales Tax	
1.99	**Total Direct Costs**			**Total Labor**	$510.00			**Total Material**	$559.14			**Total Equipment**	$0.00

SUMMARY

Item No.	Description		Total Cost
3.01	Total Direct Labor Cost	Item 1.99H	$510.00
3.02	Total Direct Material Cost	Item 1.99J	$559.14
3.03	Total Equipment Cost	Item 1.99L	$0.00
3.04	Subtotal	3.01+3.02+3.03	$1,069.14
3.05	Overhead and Profit* (%)	0.00%	$0.00
3.99	**Total Sub-Subcontractor**		$1,069.14

Submitted By

Name: Donnie Dyer
Signature:
Title: PM
Date: 9/3/2025

$2400
Final SS-1 to follow

Note: Mark-up is capped in conformance with the provisions of the General Conditions (CO-7).
*Limited to 15% on self-performed work. See Mark-up limitations for a more detailed description.

Outlook

RE: CMS- Science Lab Refurbishment

From Jody Fox <Jody.Fox@mcdanielcs.com>
Date Sun 9/7/2025 5:26 PM
To Cy Alderman <calderman@nielsen-inc.com>
Cc Rocky Moulton <rmoulton@nielsen-inc.com>; Heath Knott <hknott@nielsen-inc.com>; Theresa Moss <theresa.moss@mcdanielcs.com>; Sean Jones <Sean.Jones@mcdanielcs.com>

Heath

Is this going if so will it be a CO to contract? I need to get it logged or crossed off.

Thanks

Jody Fox
VPO / Project Manager
McDaniel Contractor Services, LLC
P.O Box 61
Elkton, VA 22827
Office: 540/298-2078 ext: 233
Cell: 540/578-5098

From: Jody Fox
Sent: Monday, August 25, 2025 3:45 PM
To: Cy Alderman <calderman@nielsen-inc.com>
Cc: Rocky Moulton <rmoulton@nielsen-inc.com>; Heath Knott <hknott@nielsen-inc.com>
Subject: RE: CMS- Science Lab Refurbishment

CY,

The only thing I see in here that we would have is some rubber base. plug in $2,500 for the new base. not sure if there will be any patching of walls but if so, we will do on ticket as no way to Quantify.

Thanks

Jody Fox
VPO / Project Manager
McDaniel Contractor Services, LLC

14200 Michaux Glen Drive
Midlothian, VA 23113
Phone: (804) 794-3044
Fax: (804) 794-3062

Change Request

To: heath Knott
Nielsen Builders, Inc.
600 East Water Street
Suite H
Charlottesville, VA 22901

Number: 5
Date: 8/25/25
Job: 22-01-0700 Buford Middle School
Phone: Specialties

Description: Area E Science rooms Refurb

We are pleased to offer the following specifications and pricing to make the following changes:

This change order is to supply and isntall Marker boards in the Science Lab Refurbishment:
QTY 20 2'6 x 3' markerboard with trim- no maprails or chalk trays
QTY 16 4' x 4' marker boards with map raill and trays

Material $8000.00
Freight $600.00
Labor $3500.00
OH&P $1815.00
Tax $557.40

The total amount to provide this work is $14,472.40

If you have any questions, please contact me at .

Submitted by: Tammy Williams

Approved by: _____
Date: _____

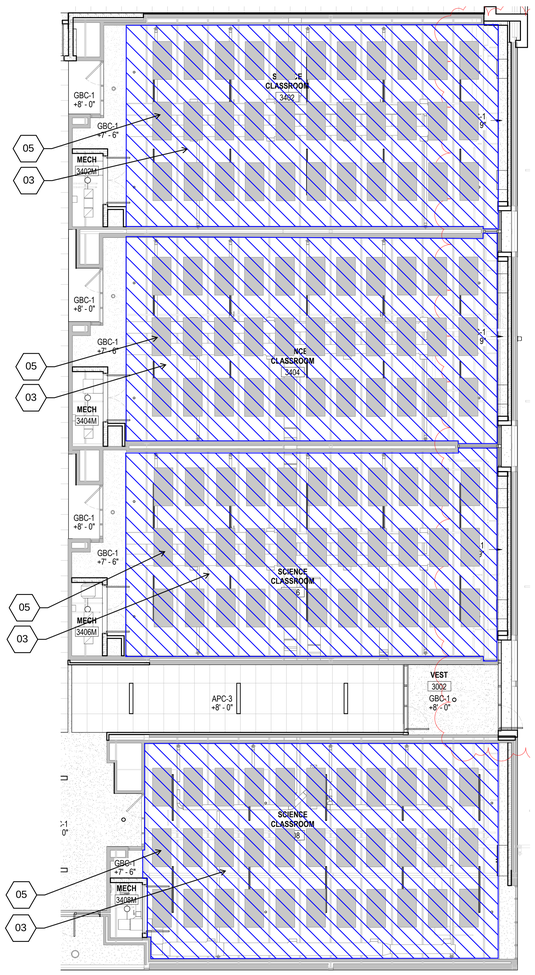
14200 Michaux Glen Drive
Midlothian, VA 23113
Phone: (804) 794-3044
Fax: (804) 794-3062

Change Request 5 Price Breakdown
Continuation Sheet

Description: Area E Science rooms Refurb

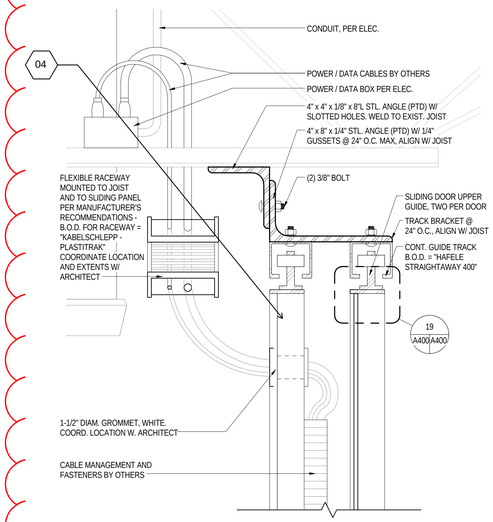
Description	Quantity	Unit	Unit Price	Price
Visual Display	1.00		$8,000.00	$8,000.00
Visual Display	1.00		$600.00	$600.00
Nycom Employee OH	1.00		$3,500.00	$3,500.00

			Subtotal:	**$12,100.00**
	OH&p material	$8,600.00	15.00%	$1,290.00
	OH&P Labor	$3,500.00	15.00%	$525.00
	Tax	$9,290.00	6.00%	$557.40
			Total:	**$14,472.40**

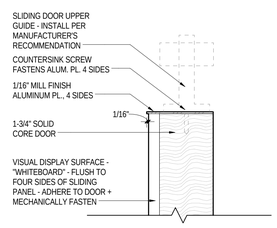


1 REFLECTED CEILING PLAN - LEVEL 3, AREA E
A301 A235 1/8" = 1'-0"

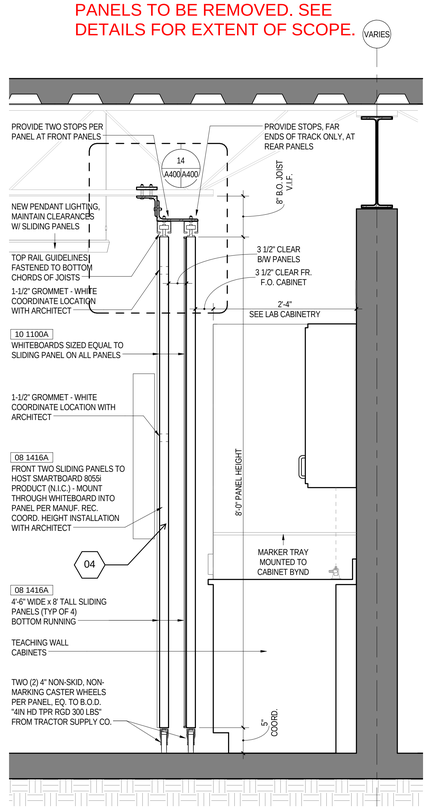
EXISTING TEACHING WALL SLIDING PANELS TO BE REMOVED. SEE DETAILS FOR EXTENT OF SCOPE.



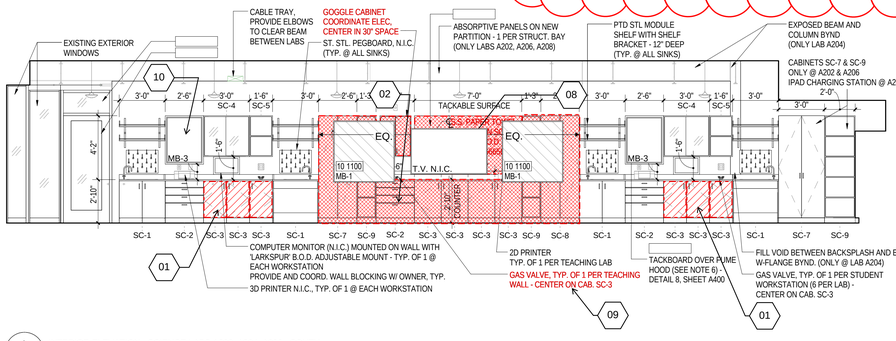
14 A400 A400 DETAIL @ SLIDING DOOR UPPER GUIDE TRACK 3" = 1'-0"



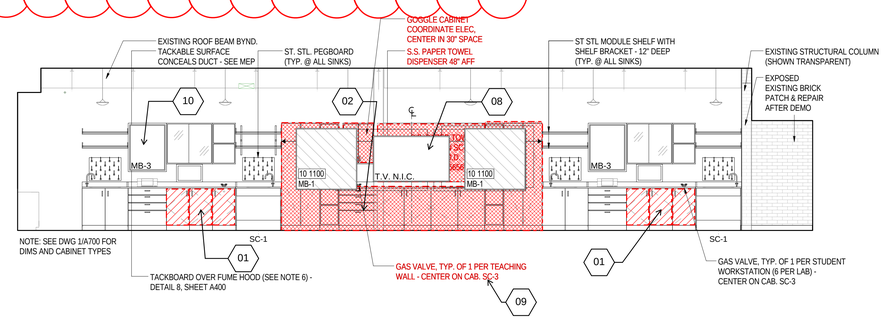
19 TYPICAL SLIDING PANEL DETAIL
6" = 1'-0"



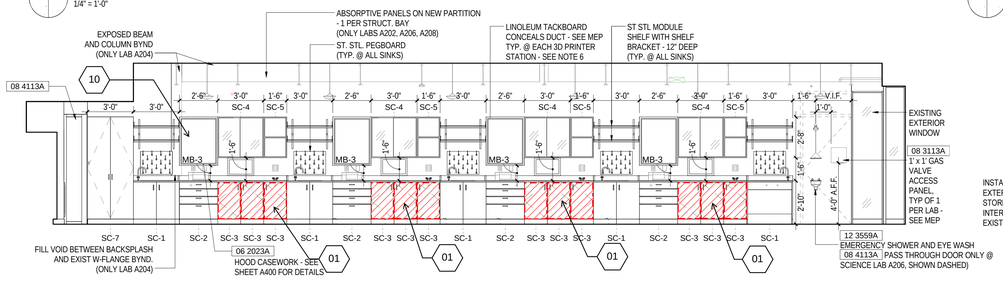
20 SECTION DETAIL @ TEACHING WALL SLIDING PANELS
1" = 1'-0"



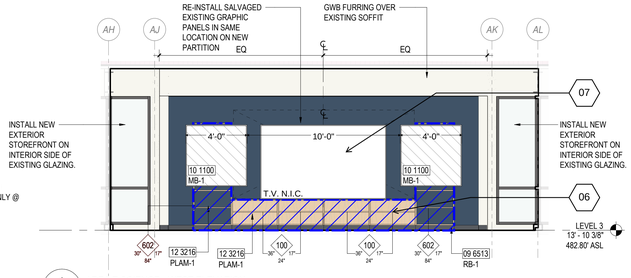
1 INTERIOR ELEVATION - SCIENCE LABS A202, A204, A206 - SOUTH
1/4" = 1'-0"



9 INTERIOR ELEVATION - SCIENCE LAB A208 - SOUTH
1/4" = 1'-0"



5 INTERIOR ELEVATION - SCIENCE LABS A202, A204, A206 - NORTH
1/4" = 1'-0"



4 AREA E SCIENCE - WEST ELEVATION
A134 A729 1/4" = 1'-0"

SCOPE OF WORK KEYNOTES

01. REMOVE LOWER CABINET DOORS AND ASSOCIATED HARDWARE. PATCH HOLES IN EXISTING CASEWORK

02. CAREFULLY REMOVE EXISTING CASEWORK AND COUNTERTOP. REPLACE EXPOSED SIDE PANELS AS NECESSARY.

03. EXPOSED CEILINGS TO RECEIVE SPRAY-APPLIED CELLULOSIC INSULATION WITH INTEGRAL COLOR TO MATCH **PT-4**. STRUCTURAL ELEMENTS TO BE PAINTED TO MATCH PT-4. SPRAY CEILING AFTER REROOFING WORK IS COMPLETED. TOP CHORD OF EXISTING JOISTS TO BE FULLY COVERED BY SPRAY. STRUCTURAL MEMBERS AND MEP ELEMENTS BELOW SPRAY LINE TO BE MASKED PRIOR TO SPRAYING.

04. CAREFULLY REMOVE EXISTING TEACHING WALL SLIDING PANELS AND ASSOCIATED HARDWARE. DISCONNECT ELECTRICAL RACEWAY FROM POWER/DATA BOX.

05. REMOVE EXISTING DECK MOUNTED ABSORPTIVE FOAM SHEETS.

06. BASE BID CASEWORK TO BE REMOVED FROM SCOPE. PROVIDE CREDIT TO OWNER.

07. TYP. TEACHING WALL, CENTERED ON ELEVATION. MARKERBOARDS TO BE MAGNETIC. PROVIDE ADDITIONAL BLOCKING REQUIRED TO MOUNT VIEWSONIC TV, CONFIRM REQIREMENTS WITH OWNER.

08. PROVIDE BLOCKING REQUIRED TO MOUNT VIEWSONIC TV, CONFIRM REQUIREMENTS WITH OWNER.

09. REMOVE GAS OUTLET AND CAP GAS LINE. PURGE LINES PRIOR TO WORK.

10. INSTALL W 2'-4" x H 3'-0" MAGNETIC MARKERBOARD TO FACE OF EXHAUST HOOD, TYP. @ ALL HOODS

FINISH SCHEDULE

RM. NO.	ROOM NAME	FLOOR FINISH	BASE FINISH	WALL FINISH	CEILING FINISH	ROOM COMMENTS
3402	SCIENCE CLASSROOM	SC-1	RB-1	PT	EXP	WALLS TO RECEIVE NEW COAT OF PT-2
3402M	MECH	SC-1	RB-1	PT	EXP	
3403	STEM SUPPORT	ETR	RB-1	PT	APC-1	
3404	SCIENCE CLASSROOM	SC-1	RB-1	PT	EXP	WALLS TO RECEIVE NEW COAT OF PT-2
3404M	MECH	SC-1	RB-1	PT	EXP	
3405	MECH	SC-1	RB-1	PT	EXP	
3406	SCIENCE CLASSROOM	SC-1	RB-1	PT	EXP	WALLS TO RECEIVE NEW COAT OF PT-2
3406M	MECH	SC-1	RB-1	PT	EXP	
3408	SCIENCE CLASSROOM	SC-1	RB-1	PT	EXP	WALLS TO RECEIVE NEW COAT OF PT-2
3408M	MECH	SC-1	RB-1	PT	EXP	

VMDO

VMDO Architects

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Charlottesville, VA 22902
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vmdo.com

2000 Pennsylvania Avenue NW
Suite 7000
Washington, DC 20006
202.843.2081

CITY OF CHARLOTTESVILLE

CHARLOTTESVILLE MIDDLE SCHOOL

1000 CHERRY AVENUE
CHARLOTTESVILLE, VA 22903

Client Project Number
VMDO Project Number 20 1293

COMMONWEALTH OF VIRGINIA
KENNETH A. THACKER
Lic. No. 011650
03 Feb 2025
ARCHITECT

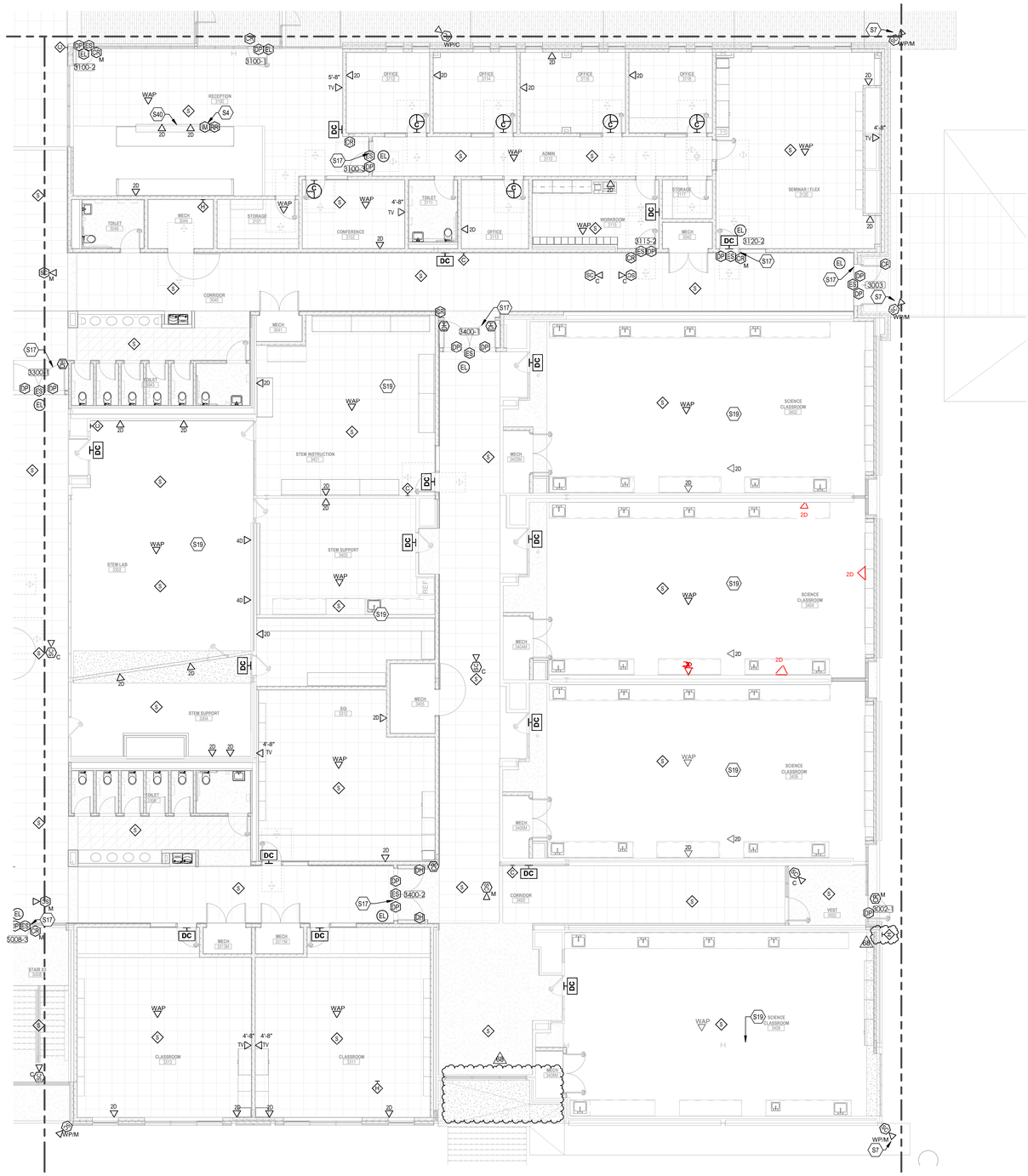
Checked By KAT
Drawn By NRF

ISSUES AND REVISIONS

NO.	SUBMITTAL	DATE
58	ASI 057	27.MAY.25

CHARLOTTESVILLE MIDDLE SCHOOL - SCIENCE LAB REFURBISHMENT

SA001



1 LEVEL 3 - TECHNOLOGY, AREA E

SCALE: 1/8" = 1'-0"

GENERAL NOTES (SYSTEMS):

A. REFER TO THE ARCHITECT'S REFLECTED CEILING PLANS, ELEVATIONS, AND CASEWORK DETAILS FOR EXACT LOCATIONS OF ALL WALL AND CEILING MOUNTED ELECTRICAL DEVICES.

B. CONTRACTOR SHALL FOLLOW BRANCH CIRCUITING LAY-OUT, AS INDICATED ON THE FLOOR PLANS, WITH A MAXIMUM OF THREE (3) BRANCH CIRCUITS PER HOMERUN. EACH BRANCH CIRCUIT SHALL BE PROVIDED WITH A DEDICATED NEUTRAL CONDUCTOR. DEDICATED NEUTRAL CONDUCTORS SHALL BE CONSIDERED CURRENT CARRYING, IF ADDITIONAL CONDUCTORS ARE RAN IN THE SAME CONDUIT WITH THOSE INDICATED, CONTRACTOR SHALL DERATE ALL CURRENT CARRYING CONDUCTORS PER NEC 310.15(B)(3), AND UPSIZE CONDUIT AS REQUIRED PER NEC 300.17 AND ANNEX C. MULTIWIRE BRANCH CIRCUITS AS DEFINED IN NEC 100 / 210.4 (CIRCUITS SHARING A COMMON NEUTRAL CONDUCTOR) SHALL NOT BE PERMITTED.

C. IDENTIFY THE PANEL AND CIRCUIT NUMBER FOR ALL RECEPTACLES, SWITCHES, ETC. IN AREA OF CONSTRUCTION. PROVIDE CLEAR ADHESIVE LABELS WITH BLACK LETTERING. IN HEALTHCARE FACILITIES, ENGRAVE EMERGENCY DEVICE COVERPLATES IN PATIENT CARE AREAS. MARK INSIDES OF ALL DEVICE BOXES WITH PANEL AND CIRCUIT NUMBER.

D. REFER TO "SYSTEM INSTALLATION MATRIX" (ON SYSTEMS LEGEND SHEET) AND SPECIFICATIONS FOR CONTRACTOR REQUIREMENTS OF EACH SYSTEM.

E. THE CONTRACTOR SHALL ROUTE ALL "SYSTEM CONDUIT STUB-UPS" TO THE NEAREST CORRIDOR CABLING PATH (SEE "STUB-UP" DETAILS). REFER TO CABLING PATH INSTALLATION DETAIL FOR ADDITIONAL REQUIREMENTS.

F. CONTRACTOR SHALL PAINT ALL SYSTEMS CONDUIT STUB-UPS LIGHT BLUE FOR SYSTEMS CABLING INTO THE CORRIDOR CABLING PATH. PROVIDE PULL STRINGS IN ALL NEW CONDUIT RUNS FOR SYSTEM CABLING INSTALLATION.

G. ALL EXISTING SECURITY DEVICES SHALL BE REMOVED AND TURNED OVER TO OWNER.

H. THIN SOLID LINES INDICATE EXISTING ITEMS TO REMAIN (U.O.N.) AND THICK SOLID LINES INDICATE NEW WORK.

I. ALL CEILING MOUNTED DEVICES SHALL BE SUPPORTED FROM STRUCTURAL JOISTS ONLY. NO DEVICES SHALL BE SUPPORTED FROM BULB TEES.

J. CONTRACTOR SHALL ATTEMPT TO "FISH" ALL NEW CABLING/ CIRCUITS AS INDICATED WITHIN CONDUIT INSIDE EXISTING WALLS. IF DETERMINED TO NOT BE POSSIBLE (IE: SLUSH FILLED CONCRETE BLOCK EXISTING WALLS), CONTRACTOR SHALL THEN ROUTE SURFACE-MOUNTED WIREMOLD (OR APPROVED EQUAL) PAINTED TO MATCH ADJACENT SURFACES WHERE IT IS NECESSARY FOR NEW CABLING RUNS. SECURELY MOUNT (TWO-HOLE STRAPS ON 2'-0" CENTERS) IN WALL/CEILING CORNERS AND "OUT OF SITE" AS MUCH AS POSSIBLE. SIZE WIREMOLD TO SUIT CABLING AS REQUIRED. SEE DETAIL.

K. INTERCOM SPEAKERS, SECURITY DEVICES, FIRE ALARM DEVICES, AND OCCUPANCY/VACANCY SENSORS SHALL NOT BE INSTALLED IN THE SAME CEILING TILE.

L. WHERE CONTRACTOR IS CUTTING EXISTING SLABS, CONTRACTOR SHALL X-RAY SLABS TO DETERMINE EXISTING UTILITIES IN PLACE. ANY DAMAGED UTILITIES FROM CUTTING OF FLOORS SHALL BE COMPLETELY REPLACED AT THE CONTRACTOR'S EXPENSE.

M. CONTRACTOR SHALL PROVIDE NEW CABLE PATHS PER J-HOOK INSTALLATION DETAIL. CONTRACTOR SHALL FOLLOW EXISTING CABLING PATH WITH NEW CABLING PATHS FOR ALL SYSTEMS. MODIFY WALL PENETRATIONS TO ACCOMMODATE NEW CABLE PATHS. FIELD VERIFY EXACT ROUTES.

N. CONTRACTOR SHALL REFER TO SHEET E001 FOR VARIOUS SYSTEMS SCOPE OF WORK AND REQUIREMENTS.

O. NO CONDUIT SHALL BE INSTALLED UNDERGROUND, EXCEPT FOR DISTRIBUTION EQUIPMENT FEEDERS, UNLESS REQUIRED FOR THE APPLICATION (FLOOR BOXES, ISLANDS, ETC.) OR SPECIFICALLY INDICATED AS SUCH IN CONSTRUCTION DOCUMENTS. NO CONDUIT SHALL BE INSTALLED WITHIN CONCRETE SLABS.

P. RE-SUPPORT ALL EXISTING CONDUITS, BOXES, DEVICES, RACEWAYS, LOW-VOLTAGE CABLING, ETC. TO REMAIN. REFER TO SCOPE OF WORK AND REQUIREMENTS ON SHEET E001 FOR ADDITIONAL INFORMATION.

Q. CONTRACTOR SHALL BE RESPONSIBLE FOR REWORKING AND RELOCATING EXISTING FIXTURES, CONDUIT, JUNCTION/SPLICE BOXES AND DEVICES AS REQUIRED FOR NEW CONSTRUCTION NEW HVAC EQUIPMENT, PIPING, ETC.

KEYNOTES

S4	RETURN EXISTING 2N MASTER INTERCOM REMOVED DURING DEMO PHASE TO OWNER
S7	REUSE MULTI-IMAGER CAMERA AND MOUNT REMOVED DURING THE DEMO PHASE
S17	THIS DOOR IS APART OF A LOCKDOWN SYSTEM
S19	EXISTING CABLE TO REMAIN IN THIS AREA
S40	DATA GOES TO DESK AND IS PROVIDED IN FLOOR. COORDINATE FINAL OUTLET QUANTITIES AND LOCATION WITH MILLWORK PROVIDER.

VMDO

VMDO Architects
vmdo.com
434.296.5684

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Charlottesville, VA 22902

1200 18th Street NW Ste 700
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CMTA

10411 Meeting St. Prospect, KY 40059
502.326.3085 cmta.com

CITY OF CHARLOTTESVILLE

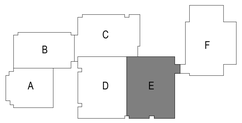
CHARLOTTESVILLE MIDDLE SCHOOL FINAL SITE PLAN

1000 CHERRY AVENUE
CHARLOTTESVILLE, VA 22903

Client Project Number
VMDO Project Number 20 1293

COMMONWEALTH OF VIRGINIA
ROBERT ANTHONY HANS
Lic. No. 0402 043238
PROFESSIONAL ENGINEER

Checked By DDY
Drawn By Author



GRAPHIC SCALE - 1/8" = 1'-0"

0 8' - 0" 16' - 0" 24' - 0"

ISSUES AND REVISIONS

NO.	SUBMITTAL	DATE
	BID SET	03.FEB.23
1	ADDENDUM NO. 01	24.FEB.23
2	ADDENDUM NO. 02	07.MAR.23
68	ASI 064	26.SEP.25

TECHNOLOGY - LEVEL 3, AREA E

T135

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9/30/2025 3:54:38 AM

wwww

Policy Briefing Summary
City Council

Regarding:	**Resolution to Appropriate $115,443 in Woodland Drive Performance Bond Funds (2nd reading)**
Staff Contact(s):	Brennen Duncan, City Engineer, Krisy Hammill, Director of Budget
Presenter:	**Brennen Duncan, City Engineer**
Date of Proposed Action:	May 4, 2026

Issue
City Council is asked to appropriate $115,443 in performance bond funds in order to complete outstanding work on the construction project known as Woodland Drive

Background / Rule
Woodland Drive is a project that has remained unfinished to date. In the spring of 2021, it became apparent that the Developer, Dickerson Homes and Development LLC, was not willing or able to complete the work. In June 2021, the City Engineer decided to cash in the bonded amounts to complete the remaining work.

Analysis
The bonds consisted of three separate Letters of Credit Drawn on Atlantic Union Bank for stormwater maintenance ($65,400), erosion and sediment control ($6,483.15), and public improvements ($120,570.98). The total bonded amount cashed in was $192,454.13 and was deposited in the City's CIP Fund. The city performed public improvement portions of the work covered by the bonds, consisting of, but not limited to sidewalk repair, base asphalt and subgrade repairs, surface asphalt, E&S, and curb and gutter work. The total amount for the work performed to date is $77,012.02 which was funded through the Public Works Public Service Division. There is remaining work that needs to be completed to close out this project. The remaining balance of unspent bond funds is $115,443 which needs to be appropriated so that the remaining outstanding work can be completed.

Financial Impact
A performance bond ensures that a contractor completes a construction project in accordance with the contract and protects the City from financial loss if the contractor fails to do so. The contractor was required to provide this bond at the start of the project. The funds now being used to complete the repairs are proceeds from that bond, meaning there is no financial impact to the City and no local funds are required to finish the work.

Recommendation
Staff recommends approval of the resolution to appropriate the funds.

Recommended Motion (if Applicable)

Attachments
1. Resolution to Appropriate $115,443 Woodland Performance Bond Funds

RESOLUTION #R-__-___
Resolution to Appropriate $115,443 in Woodland Drive Performance Bond Funds

WHEREAS, the City of Charlottesville has received a performance bond for the Woodland Drive project; and

WHEREAS, the contractor has not completed the work and the bond proceeds were cashed and deposited in the City's CIP fund and the funds are now needed to complete the necessary work and closeout the project;

NOW, THEREFORE BE IT RESOLVED by the Council of the City of Charlottesville is hereby appropriated in the following manner:

Expenditure
$ 115,443 Fund: 426 Funded Program: P-01140 G/L Account: 530670

Date Adopted:

Certified: _____
Clerk of Council

Policy Briefing Summary
City Council

Regarding:	**FY26 Charlottesville Affordable Housing Fund Grant Funding Award (2nd reading)**
Staff Contact(s):	Madelyn Metzler, Housing Compliance Coordinator
Presenter:	**Madelyn Metzler, Housing Compliance Coordinator**
Date of Proposed Action:	May 4, 2026

Issue
The Charlottesville Affordable Housing Fund ("CAHF") Committee has completed its review of FY26 grant funding applications and requests the Council of the City of Charlottesville, Virginia's ("City Council"), approval of the recommended awards. Seven (7) applications were considered, and five (5) are recommended for funding.

Background / Rule
CAHF, supported through the City's Capital Improvement Program ("CIP"), provides funding for the creation, preservation, and rehabilitation of affordable housing within the City. A Notice of Funding Availability was issued on August 28, 2025, announcing $823,000 in available funding. City Staff received seven (7) complete applications, totaling $1,469,785 in requests.

The CAHF Committee reviewed and scored applications using a standardized rubric that evaluates affordability, population served, project readiness, environmental sustainability, demonstrated need, organizational capacity, and alignment with City priorities. Final average scores ranged from eighty-six (86) to ninety-nine (99). Pursuant to the CAHF Grant Program process, the CAHF Committee submits funding recommendations to City Council for approval.

Analysis
Given the limited funds relative to total requests, the CAHF Committee prioritized applications that most closely aligned with Program goals and advanced the City's affordable housing objectives. With application scores closely grouped, the CAHF Committee applied a consistent approach to funding distribution. The three (3) highest scoring applications are recommended at seventy-two percent (72%) of their request, and the remaining two (2) applications are recommended at approximately seventy percent (70%) of their request.

Two (2) applications were not recommended for funding. The request for the Kindlewood Phase II/PCLT Townhomes would have supplemented an existing $3.15 million City commitment that already includes the expectation of delivering homeownership opportunities, and the CAHF Committee determined that additional support would not expand outcomes. The Uhuru Foundation's request focused on acquiring a property already in use for its transitional housing program, and the Applicant indicated both that other funding options were available and that there was no immediate risk of losing the property. Based on alignment with Program priorities and demonstrated need, the CAHF Committee did not recommend CAHF funding for these proposals.

The recommended awards collectively support rehabilitation, preservation, and construction of affordable units; deepen affordability levels; and advance City goals related to housing stability for low-income households. The CAHF Committee recommends allocating the $823,000 as follows:

- AHIP ($166,800);
- Building Goodness Foundation ($70,000);
- Community Services Housing ($68,997.50);
- Habitat for Humanity ($286,026.86); and
- Piedmont Housing Alliance ($231,175.64).

Financial Impact

The $823,000 in recommended awards was allocated through the City's FY26 CIP Budget for the CAHF Fund. No additional financial impact is associated with the proposed action, as all recommended expenditures fall within existing appropriations.

Recommendation

City Staff recommends City Council adopt the attached Resolution approving the CAHF Committee's FY26 funding recommendations and authorize the allocation of CAHF funds to the five (5) identified projects.

Recommended Motion (if Applicable)

"I Move adoption of the Resolution approving the CAHF Committee's FY26 funding recommendations and authorize distribution of CAHF funds to the five (5) identified projects."

Attachments

1. RESOLUTION ALLOCATING CAHF FY26 GRANT PROGRAM FUNDING
2. Charlottesville CAHF Report FY26

RESOLUTION #R-__-___

RESOLUTION ALLOCATING CHARLOTTESVILLE AFFORDABLE HOUSING FUND FY26 GRANT PROGRAM FUNDING FOR AFFORDABLE HOUSING PROJECTS AND INITIATIVES IN THE AMOUNT OF $823,000

WHEREAS the City of Charlottesville, Virginia ("City"), having established the Charlottesville Affordable Housing Fund ("CAHF") Grant Program to provide financial support for community agency programs aiding in affordable housing and homelessness relief, hereby allocates $823,000 from the CAHF Grant Program under Fund 426 Project: CP-084, as per the City's FY26 Capital Improvement Program Budget.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Charlottesville, Virginia ("City Council"), that upon consideration of the CAHF Committee's recommendations for the CAHF Grant Program, City Council hereby allocates funds to the following CAHF applicants:

Fund	Project	G/L Account	Applicant	Funded Project/Initiative	CAHF Award
426	CP-084	530670	Albemarle Housing Improvement Program	Charlottesville Critical Repair and Rehab	$166,800.00
426	CP-084	530670	Building Goodness Foundation	C'ville Builds: Healthy Homes	$70,000.00
426	CP-084	530670	Community Services Housing	Rehabilitation of CSH Properties	$68,997.50
426	CP-084	530670	Habitat For Humanity of Greater Charlottesville	Habitat Core 2026	$286,026.86
426	CP-084	530670	Piedmont Housing Alliance	Deepening Affordability at 1025 Park St.	$231,175.64

BE IT FURTHER RESOLVED that all funding awards within this Resolution shall be provided as grants to the entities listed under the "Applicant" column above to be used solely for the purposes outlined in their respective Grant Applications, and any subsequent Grant Agreement. The City Manager is authorized to negotiate and execute Funding Grant Agreements with each recipient to ensure proper utilization of funds.

Date Adopted: _____

Certified: _____
Clerk of Council

Charlottesville
FY 2026 Charlottesville Affordable Housing Fund (CAHF) Grant Report

April 20, 2026

CAHF Committee Members:

Chris Cullinan
Misty Graves
Taylor Harvey-Ryan
S. Lisa Herndon
Sarah Malpass
Jamaala Hamilton

City Staff Liaison:

Madelyn Metzler, Acting Housing Program Manager

Contents

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Community Services Housing 2
Habitat For Humanity of Greater Charlottesville 3
Piedmont Housing Alliance 3
The Uhuru Foundation 3
FUNDING RECOMMENDATIONS 4

INTRODUCTION

Background

The Charlottesville Affordable Housing Fund (CAHF) Grant Program is a key tool in the City's efforts to address affordable housing challenges. The program provides critical financial resources to nonprofit organizations and developers for the creation, preservation, and rehabilitation of affordable housing units within the City of Charlottesville. CAHF grant funds can be used for capital development projects, including new construction and rehabilitation, to ensure long-term affordability for low- and moderate-income households. The CAHF Grant Program aims to increase Charlottesville's affordable housing stock, mitigate displacement, and support inclusive growth. The program is funded through the Charlottesville Affordable Housing Fund (CAHF), which is supported by the City's Capital Improvement Program (CIP) budget.

The CAHF Committee evaluates applications received through the CAHF Grant cycle and recommends priorities for the use of funding to City Council. The Committee reviews applications and scores them based on quality of application, the importance of the type of service being provided, and alignment with the City's affordable housing goals.

A Notice of Funding Availability (NOFA) was issued on August 28, 2025, announcing timelines and the amount of funding available for the CAHF Grant Program. The notice advertised $823,000 available with an application period of October 21, 2025 through November 21, 2025. Staff received seven complete applications for funding by the submission deadline with a total of $1,469,785 in funding requests.

Funding Review Process

The Committee reviewed the applications for quality using an objective rubric that evaluated:

- Number of affordable units;
- Level of affordability;
- Affordability periods;
- Population served;
- Environmental impact and sustainability;
- Demonstrated need;
- Project readiness;
- Alignment with City priorities;
- Diversity, equity, and inclusion focus;
- Accessibility;
- Community participation and engagement;
- Organizational capacity; and
- Budget and funding strategy.

Priority is given to programs that provide essential services to vulnerable populations, including projects targeting individuals experiencing homelessness, and to programs positively impacting the state of homelessness in the City of Charlottesville.

Committee members reviewed and scored applications individually and as a group using a rubric developed by the Committee. Each member rated the applications based on the scoring criteria. After discussing each application, Committee members finalized their scores, and the final score

was calculated as the average of all the reviewers' scores. The maximum possible score was 105. The lowest score was 86 and the highest score was 99.

95-99 points	90-94 points	85-89 points
4 applications	1 application	2 applications

Following review of the applications and the total funding available, the Committee recommended awards for five of the seven submissions. Given the close range of scores, the Committee applied a consistent funding approach across the recommended applications. The top three applications are recommended to receive 72 percent of their requested funding, while the remaining two recommended applications are recommended to receive 70 percent of their requested funding. The two applications not recommended for funding also scored well, but were ultimately determined to be less aligned with the program's goals and priorities compared to the other projects. Additional detail on these determinations is provided below.

SUMMARY OF APPLICATIONS

The following pages contain summaries of applications in alphabetical order of the applicant. The summaries include a brief description of the program and the amount of the funding request, followed by the Committee's ranking and recommended funding amount.

Albemarle Housing Improvement Program (AHIP)

Project Name: Charlottesville Critical Repair and Rehab
Requested Funding: $240,000

Purpose of Requested Funding: The goal of the project is to provide home rehabilitations, critical repairs, accessibility modifications, and energy-efficiency upgrades to 12 homeowners which will preserve existing affordable housing and help homeowners remain safe in their homes.

Proposed Funding: $166,800

Building Goodness Foundation (BGF)

Project Name: C'ville Builds: Healthy Homes
Requested Funding: $100,000

Purpose of Requested Funding: The goal of the project is to deliver high-quality, urgently-needed, and no-cost construction repair and renovation services for low-income homeowners in Charlottesville so that they can remain safely and comfortably housed.

Proposed Funding: $70,000

Community Services Housing (CSH)

Project Name: Rehabilitation of CSH Properties (Pine Street and Short 18th Street)
Requested Funding: $96,500

Purpose of Requested Funding: The goal of the project is to preserve housing stability through HVAC, appliance, and other upgrades that improve comfort, increase energy efficiency, and enhance both short- and long-term affordability for extremely low-income residents living with disabilities.

Proposed Funding: $68,997.50

Habitat For Humanity of Greater Charlottesville (Habitat)

Project Name: Habitat Core 2026
Requested Funding: $400,000

Purpose of Requested Funding: The goal of the project is to create eight for-sale affordable homes for households with incomes at or below 60% of the Area Median Income. Homes will be either newly constructed or renovated in one or various infill locations in the city.

Proposed Funding: $286,026.86

Piedmont Housing Alliance (PHA)

Project Name: Deepening Affordability at 1025 Park St.
Requested Funding: $323,285

Purpose of Requested Funding: The goal of the project is to deepen affordability at 1025 Park Street by converting three units from 60% to 40% AMI, ensuring long-term access to quality, energy-efficient housing for lower-income families in Charlottesville.

Proposed Funding: $231,175.64

Project Name: Kindlewood Phase II - PCLT Townhomes for Sale
Requested Funding: $160,000

Purpose of Requested Funding: The goal of the project is to, in partnership with the Piedmont Community Land Trust (PCLT), create 4 opportunities in the City of Charlottesville for affordable homeownership that prioritize place-making at Kindlewood.

Proposed Funding: $0

This project was not recommended for funding, as it is already supported through a $3.15 million commitment in the City's capital improvement program, which includes a commitment to create six homeownership opportunities. Given the limited funding available for new initiatives, the Committee determined that additional support would reinforce existing commitments rather than expand them.

The Uhuru Foundation

Project Name: Transitional Housing for Returning Citizens
Requested Funding: $150,000

Purpose of Requested Funding: This project will support The Uhuru Foundation's (Uhuru's) acquisition of a 4-unit duplex it currently rents for its transitional housing program. This purchase will ensure long-term affordability and enable Uhuru to build equity for future expansion.

Proposed Funding: $0

This project was not recommended for funding. The request focused on acquiring an asset already used for program operations and the applicant indicated that they were not at risk of losing the property and had other funding avenues to pursue. Given the limited resources available, the Committee prioritized proposals with greater demonstrated need and clearer alignment with program goals.

FUNDING RECOMMENDATIONS

After careful consideration and discussion of all applications, the CAHF Committee recommended the following awards of CAHF Grant funding:

- AHIP, Charlottesville Critical Repair and Rehab: $166,800.00
- Building Goodness Foundation, C'ville Builds: Healthy Homes: $70,000.00
- Community Services Housing, Rehabilitation of CSH Properties: $68,997.50
- Habitat for Humanity of Greater Charlottesville, Habitat Core 2026: $286,026.86
- Piedmont Housing Alliance, Deepening Affordability at 1025 Park St.: $231,175.64

Policy Briefing Summary
City Council

Regarding:	**Resolution to authorize the reallocation of $1,854,818 previously appropriated CIP funding to alternative infrastructure projects with budget gaps (2nd reading)**
Staff Contact(s):	Krisy Hammill, Director of Budget
Presenter:	**Samuel Sanders, Jr., City Manager**
Date of Proposed Action:	May 4, 2026

Issue
The Meadow Creek Trail project has been in varying stages of design for multiple years and cost escalation has challenged the project being completed as budgets have increased beyond available funding. The project is complicated with significant issues with existing infrastructure and terrain having to be accommodated. The project has been re-bid and is currently $1.5M short of the required budget to deliver the project in the next 12-18 months.

The Pollocks Branch Bridge project has been stalled since construction of South 1st Street began and site conditions have warranted a relocation of the previously designed project. This move has caused cost increases that now require an additional $300,000 to bring the project to completion in the next 24 months.

Background / Rule
The new roof at Charlottesville High School was completed with a balance of $750,000 previously allocated funds that will not be spent. The funding remains in the CIP as a project line item that will be closed once a re-appropriation of funding is approved.

In 2023, City Hall suffered a major water leak that led to significant damages on multiple floors of the building. After completion of all repairs and applying all insurance proceeds, the remains $1,104,818 in previously allocated funds that will now not need to be spent. The CIP project line item will be closed once a re-appropriation of funding is approved. $1,050,000 will be used to reallocate to these projects and $54,818 will be returned to the CIP Contingency account.

Analysis
Reallocating the existing funds within the CIP to fill the budget gaps of the Meadowcreek Trail and Pollocks Branch projects are both appropriate and reasonable actions for Council using existing funds to fill new gaps identified in the planning of these projects.

Financial Impact
No additional impact as this is a reallocation of existing unspent project funds.

Recommendation
Recommend approval to reallocate $1.8M in existing unspent CIP funds to fill budget gaps in projects planned for Meadowcreek Trail and Pollocks Branch

Recommended Motion (if Applicable)

“I move to approve the resolution to reallocate $1,854,818 in CIP funds to alternative infrastructure projects with budget gaps.”

Attachments

1. Resolution to reallocate $1.8M to Meadowcreek and Pollacks

RESOLUTION #R-__-___
Resolution to Authorize Reallocation of $1,854,818 Previously Appropriated CIP Funding to Alternate Infrastructure Projects with Budget Gaps

WHEREAS, the City of Charlottesville has previously allocated CIP funding for Charlottesville High School Roof Replacement and City Hall Flood Damage Repair and both projects have remaining unspent project balances; and

WHEREAS, the Meadowcreek Trail Project and Pollocks Branch Project both have budget gaps due to various circumstances;

NOW, THEREFORE BE IT RESOLVED by the Council of the City of Charlottesville that previously appropriated CIP funding is hereby reallocated in the following manner:

Transfer From:

$ 1,104,818	Fund: 426	Internal Order: 1000035	G/L Account: 599999
$750,000	Fund: 426	Funded Program: P-01057	G/L Account: 599999

Transfer To:

$1,500,000	Fund: 426	Funded Program: P-00995	G/L Account: 599999 - Meadowcreek
$300,000	Fund: 426	Funded Program: P-01135	G/L Account: 599999 - Pollacks
$54,818	Fund: 426	Funded Program: CP-080	G/L Account: 599999 - CIP Contingency

Date Adopted:

Certified: _____
Clerk of Council

Policy Briefing Summary
City Council

Regarding:	**Resolution appropriating $4,555,000 from the CIP Contingency Fund for critical unfunded and one-time operational priorities (2nd reading)**
Staff Contact(s):	Samuel Sanders, Jr., City Manager, Krisy Hammill, Director of Budget
Presenter:	**Samuel Sanders, Jr., City Manager**
Date of Proposed Action:	May 4, 2026

Issue
The City Manager is requesting an appropriation of funds from the Capital Improvement Program (CIP) Contingency Fund to address one-time expenditures that have not previously been appropriated.

Background / Rule
Per the City's financial fund balance policy, year-end surpluses from the City's General Fund are transferred to the CIP Contingency Fund where they accumulate until appropriated by City Council for expenditure.

Analysis
$8.5 million was added to the City's CIP Contingency Fund balance at the close of FY25. The City's CIP Contingency Fund currently has an unreserved balance of $20.3 million including the funds which have accumulated from prior years.

City Council must approve any expenditures from the CIP contingency fund.

This appropriation is requesting approval to allocate $4,555,000 for the following uses:

Purpose 1 - An amount not to exceed $1,500,000 to support critical human resource management systems
Purpose 2 - An amount not to exceed $1,095,000 to construct critical pedestrian infrastructure
Purpose 3 - An amount not to exceed $750,000 to address emergency management priorities
Purpose 4 - An amount not to exceed $400,000 to expand critical snow management equipment
Purpose 5 - An amount not to exceed $310,000 to address strategic planning, performance management, and capacity priorities
Purpose 6 - An amount not to exceed $300,000 to offset overtime for Charlottesville Fire Department
Purpose 7 - An amount not to exceed $200,000 to address capacity building for CRHA in association with prior unfilled agreement with the City

Financial Impact
Allocation of $4,555,000 from available CIP Contingency is appropriate for one-time expenditures that currently fall outside of the fiscal budget. These funds were fund balances of prior years to provide a surplus that is used to address unplanned and unbudgeted priorities to ensure the operating budget continues unaffected.

Recommendation
Recommend approval of the allocation of $4,555,000 from the CIP Contingency Fund to address the list of priorities identified in the Agenda Memo for this item.

Recommended Motion (if Applicable)

"I move to approve the resolution to appropriating $4,555,000 in CIP Contingency funds to critical unfunded and one-time operational priorities."

Attachments

1. CIP Contingency Allocation - April 2026

RESOLUTION #R-__-___
Resolution to Allocate $4,555,000 from the Capital Improvement Program Contingency Fund

WHEREAS per the City of Charlottesville's financial policy, year-end surpluses from the City's General Fund are transferred to the CIP contingency Fund where they accumulate until appropriated by the City Council for expenditure; and

WHEREAS the City Manager has made a recommendation and request to allocate a portion of the contingency funds to address one-time expenditures that have not previously been appropriated; and

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Charlottesville, Virginia, that the sum of $4,555,000 is hereby allocated from currently appropriated funds in the CIP Contingency Fund for the following:

Purpose 1 - An amount not to exceed $1,500,000 to support critical human resource management systems
Purpose 2 - An amount not to exceed $1,095,000 to construct critical pedestrian infrastructure
Purpose 3 - An amount not to exceed $750,000 to address emergency management priorities
Purpose 4 - An amount not to exceed $400,000 to expand critical snow management equipment
Purpose 5 - An amount not to exceed $310,000 to address strategic planning, performance management, and capacity priorities
Purpose 6 - An amount not to exceed $300,000 to offset overtime for Charlottesville Fire Department
Purpose 7 - An amount not to exceed $200,000 to address capacity building for CRHA in association with prior unfilled agreement with the City

Date Adopted:

Certified: _____
Clerk of Council

Policy Briefing Summary
City Council

Regarding:	**Charlottesville-UVA-Albemarle Emergency Communications Center Lease Amendment**
Staff Contact(s):	Samuel Roman, Assistant City Manager, John Maddux, City Attorney
Presenter:	**Samuel Roman, Assistant City Manager**
Date of Proposed Action:	May 4, 2026

Issue

The Emergency Communications Center ("ECC") currently leases property located at 2306 Ivy Road from the Rector and Board of Visitor of the University of Virginia ("Landlord"). The City of Charlottesville is a member organization of this ground lease and is currently requesting a lease amendment that would acquire additional working space.

Background / Rule

City Council approved a Lease Agreement in 1997 for property in Albemarle County located at 2306 Ivy Road for use by the Charlottesville-UVA-Albemarle Emergency Communications Center (ECC). Under the terms of the lease agreement, both the City and County governing body must approve any amendments made to the agreement. In this amendment, a modular unit located at 2304 Ivy Road, recently vacated by the University of Virginia Police Department will be added to the lease, if approved. The additional space gained by adding the existing one-level modular unit, will primarily be used for meeting and training space. The additional space will improve the function and efficiency of the Emergency Communications Center. There are no additional costs to the original lease agreement as a result of this proposed amendment.

Analysis

The Charlottesvile-UVA-Albemarle Emergency Communications Center, serves three (3) member organizations that include the City of Charlottesville, the University of Virginia and Albemarle County. The Charlottesville-UVA-Albemarle Emergency Communications Center is responsible for providing Emergency Communication Services for its member organizations. The Emergency Communications Center was established in 1986 and answered over 235,000 administrative calls and over 180,000 calls for service during the past calendar year. The Charloteville-UVA-Albemarle Emergency Communications Center was originally accredited through the Commission on Accreditation for Law Enforcement Agencies, Inc. (CALEA) since 2006 and currently holds its accredited status. The Emergency Communications Center has 65 staff members that include communications professionals, Information Technology and support staff members.

Upon receiving the amendment request from the Charlottesville-UVA-Albemarle Emergency Communications Center and its management board, the City Staff considered the additional efficiencies afforded by the additional space and determined this proposed amendment does not negatively impact the overall operational responsibilities of the ECC.

Financial Impact

There is no anticipated financial impact.

Recommendation

City Staff recommend that City Council adopt the attached Resolution approving the attached Lease Amendment.

Recommended Motion (if Applicable)

“I make a Motion to adopt the attached Resolution approving the attached Charlotte-UVA-Albemarle Emergency Communications Center ("ECC") Lease Amendment with the Rector and Visitors of the University of Virginia.”

Attachments

1. RESOLUTION -Amendment-Ground Lease
2. ECC Lease Amendment Letter
3. ECC - UVA Grounds Lease October 3, 1997
4. ECCLeaseArea2026[17]
5. UPD Modular Unit 2019 12 13 - Stamped

#R-2026-XX

RESOLUTION AUTHORIZING EXECUTION OF AMENDMENT TO GROUND LEASE FOR EMERGENCY COMMUNICATIONS CENTER PREMISES

WHEREAS, the City of Charlottesville (the "City"), the County of Albemarle (the "County", and, together with the City, "Tenant"), and the Rector and Visitors of the University of Virginia ("Landlord") entered into a Ground Lease in 1997 for the operation of the Charlottesville-UVA-Albemarle Emergency Communications Center (the "ECC") located in the County at 2306 Ivy Road, Charlottesville, Virginia; and

WHEREAS, a Modular Unit, located at 2304 Ivy Road, has been added to the leased Premises for use by the ECC; and

WHEREAS, the Modular Unit constitutes part of the Premises and an Improvement and will be used, operated, insured and maintained by the Tenant pursuant to the Ground Lease; and

WHEREAS, all other terms and conditions of the Ground Lease applicable to the Premises and Improvements will apply to the Modular Unit and to Tenant's use and occupancy. Title to the Modular Unit will remain vested in Landlord; and

WHEREAS, under the terms of the 1997 Agreement, both the City and County must consent to and execute this Amendment to the Ground Lease; and

WHEREAS, the Council of the City of Charlottesville finds that executing the Amendment to the Ground Lease serves a public purpose by improving the function of the ECC.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Charlottesville, Virginia, that Amendment to the Ground Lease is approved and that the City Manager or his designee is authorized to execute the Agreement and to take any additional administrative actions necessary.

Approved by Council
May 4, 2026

_____
Kyna Thomas, MMC
Clerk of Council

	Aye	No
Oschrin	__	__
Payne	__	__
Fleisher	__	__
Snook	__	__
Wade	__	__

UNIVERSITY of VIRGINIA
Office of the Architect
Real Estate and Leasing Services

April 24, 2026

By Email

The City of Charlottesville

The County of Albemarle, Virginia

Re: Ground Lease Agreement among The Rector and Visitors of the University of Virginia ("Landlord"), the City of Charlottesville, Virginia ("City"), and the County of Albemarle, Virginia ("County", and, together with the City, "Tenant"), dated October 3rd, 1997 (UVA Lease Number 207-L0131), with respect to certain real property described therein and currently designated as County of Albemarle Tax map Parcel number 060000000030F0 (the "Ground Lease")

Capitalized terms used but not defined in this letter shall have the meaning set forth in the Ground Lease. Landlord has installed within the Premises a modular unit located at 2304 Ivy Road, Charlottesville, VA 22903, as described in greater detail in the Exhibits attached hereto (the "Modular Unit").

The Modular Unit constitutes part of the Premises and an Improvement and will be used, operated, insured and maintained by Tenant pursuant to the Ground Lease. All other terms and conditions of the Ground Lease applicable to the Premises and Improvements will apply to the Modular Unit and to Tenant's use and occupancy thereof. Title to the Modular Unit will remain vested in Landlord. Tenant accepts the Modular Unit in its current condition, without any representation or warranty from Landlord.

Please sign below to signify your agreement to the above. This letter agreement shall be effective as of the date of the last signature below.

LANDLORD:

THE RECTOR AND VISITORS OF THE UNIVERSITY OF VIRGINIA
By: _____
Name:
Title:
Date:

Exhibits:
A Modular Unit Description
B Modular Unit Plans
C Site/Location Map

Reviewed and Approved
As to Legal Form and Sufficiency:

By: _____
Richard Naddeo
Senior Assistant University Counsel and
Associate University Counsel

Date: _____

Seen and Agreed:

CHARLOTTESVILLE-UVA-ALBEMARLE COUNTY EMERGENCY COMMUNICATIONS CENTER

TENANT:

THE CITY OF CHARLOTTESVILLE, VIRGINIA

By: _____
Name:
Title:
Date:

Approved as to form:
Sau Chan – Deputy City Attorney

THE COUNTY OF ALBEMARLE, VIRGINIA

By: _____
Name:
Title:
Date:

Exhibit A

Modular Unit Description

- One (1) modular unit described as:
  UPD Modular Annex, Facility #0623, 36' x 60' modular police station to include block, level anchor on abs pads, vinyl skirt, ramps and decks
- Manufacturer: Boxx Modular, installation Faulconer
- Serial Number(s): W.O.#2880913 P053374
- Size/Configuration: 36' x 60' (see attached plans)
- Current Location: 2304 Ivy Road, Charlottesville, VA 22903.

Exhibit B

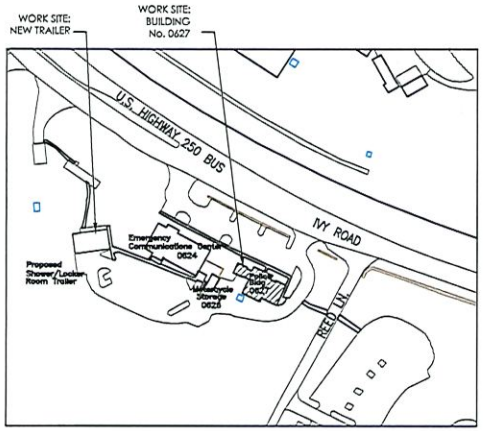
Modular Unit Plans

(attached)

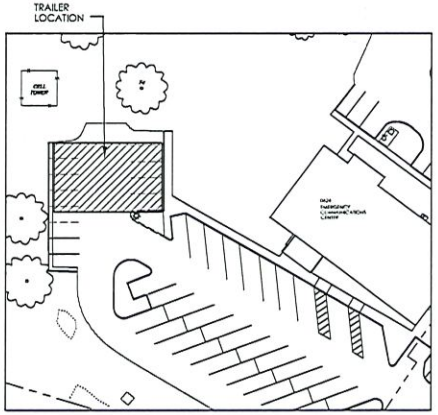
POLICE BUILDING (0627) RENOVATION & MODULAR UNIT MODULAR UNIT INSTALL

W.O. # 2880913 P05374

BUILDING PROFILE AND CODE ANALYSIS		
BLDG NAME: POLICE BLDG TRAILER		CODE REFERENCE
EXISTING CONSTRUCTION		INDUSTRIAL BUILDING (SAFETY RELOCATIONS)
NEW CONSTRUCTION		2015 VUSBC
USE GROUP	BUSINESS	
CONSTRUCTION CLASSIFICATION	VB	
FIRE SUPPRESSION	NOT SPRINKLERED	
ADA	2010 ADA STANDARDS	
OCCUPANT LOAD IN PROJECT AREA	27	
GSF PROJECT AREA	2,100 GSF	
GSF BUILDING	2,100 GSF	
# OF STORIES/BUILDING HEIGHT	1	
FIRE RATING OF PROJECT AREA	—	
NUMBER OF EXITS IN PROJECT AREA	1	



1 SITE PLAN
NOT TO SCALE



2 LOCATION PLAN
1/32" = 1'-0"

GENERAL NOTES

1. CONDUCT ANY DEMOLITION AND CONSTRUCTION TO MINIMIZE INTERFERENCE WITH ADJACENT AND OCCUPIED BUILDING AREAS. SPECIAL ATTENTION TO NOT IMPEDE EGRESS SHOULD ALSO BE EMPLOYED, BY NOT ALLOWING ANY DECONSTRUCTION AND CONSTRUCTION IN THE EGRESS PATH AND/OR CONDUCTING WORK AT OFF HOURS.
2. ANY CONSTRUCTION BARRIER USED DURING RENOVATION WORK SHALL BE NON-COMBUSTIBLE CONSTRUCTION IN ACCORDANCE WITH FACILITY DESIGN GUIDELINES.
3. PROTECT EXISTING MATERIALS WHICH ARE NOT TO BE DEMOLISHED.
4. WHERE NEW WORK ABUTS OR ALIGNS WITH EXISTING, PERFORM A SMOOTH AND EVEN TRANSITION. PATCH WORK TO MATCH EXISTING ADJACENT WORK, IN TEXTURE AND APPEARANCE.
5. ALL EXISTING FIRE PROTECTION SYSTEMS SHALL REMAIN OPERATIONAL DURING CONSTRUCTION. IF TEMPORARY SHUTDOWN IS NECESSARY, SYSTEM SHALL BE RETURNED TO OPERATIONAL CONDITION AS SOON AS POSSIBLE AND NO LATER THAN THE END OF EACH WORKING DAY PRIOR TO THE CONTRACTOR LEAVING THE JOB SITE. CONTRACTOR IS TO NOTIFY THE UNIVERSITY FIRE MARSHAL PRIOR TO ANY NECESSARY SHUTDOWNS. SHUTDOWN SHALL NOT AFFECT OTHER AREAS NOT INVOLVED WITH THIS CONSTRUCTION PROJECT. ALL OPERATIONAL STANDPIPES ARE TO BE MAINTAINED AT ALL TIMES. SPRINKLER SYSTEMS IN AREAS BEING RENOVATED SHALL BE FULLY OPERATIONAL WHEN THE CONTRACTOR LEAVES THE SITE EACH DAY. A FIRE WATCH SHALL BE PROVIDED AT ALL TIMES THAT A SPRINKLER SYSTEM IS INACTIVE.
6. FIRE EXTINGUISHERS WILL BE ON SITE AT ALL TIMES DURING CONSTRUCTION
7. ASBESTOS HAS BEEN IDENTIFIED AND ABATED PRIOR TO CONSTRUCTION AS A PART OF THIS SCOPE OF WORK. IF ASBESTOS OR LEAD CONTAINING MATERIALS ARE DISCOVERED DURING ANY POINT OF DEMOLITION OR CONSTRUCTION, STOP WORK IMMEDIATELY AND CONTACT THE CONSTRUCTION PROJECT MANAGER
8. ALL WORK WILL BE DONE BY "IN-HOUSE" FORCES. (PROJECT SERVICES)
9. ALL WORK SHOWN SHALL BE COORDINATED WITH ALL OTHER TRADES AS OVERSEEN BY THE GENERAL CONTRACTOR.
10. CONTRACTOR TO FIELD VERIFY ALL CONDITIONS AND DIMENSIONS BEFORE PROCEEDING WITH ANY WORK. CONTRACTOR TO NOTIFY ARCHITECT/ENGINEER IMMEDIATELY IF ANY DISCREPANCIES ARE FOUND.
11. THE CONTRACTOR SHALL ENSURE THAT ALL MATERIALS ARE IN COMPLIANCE WITH THE PLANS AND SPECIFICATIONS.
12. CONTRACTOR SHALL NOT SCALE DRAWINGS WITHOUT WRITTEN APPROVAL OF ARCHITECT.
13. WHERE A DETAIL IS SHOWN FOR ONE CONDITION, IT SHALL APPLY FOR ALL LIKE OR SIMILAR CONDITIONS EVEN THOUGH NOT SPECIFICALLY MARKED ON THE CONTRACT DOCUMENTS.
14. INTERIOR BLOCKING SHALL BE NON-COMBUSTIBLE OR FIRE-RETARDANT-TREATED WOOD.
15. ALL INTERIOR FLOORING AND WALL BASE (MAXIMUM 6") ARE TO BE MINIMUM CLASS II, 0.22 W/CM². ALL INTERIOR FINISHES (WALL AND CEILING) ARE TO BE MAXIMUM 25 FLAME SPREAD INDEX, AND MAXIMUM 450 SMOKE DEVELOPED INDEX UNLESS OTHERWISE NOTED. NO FOAM AND/OR FOAM PLASTIC INTERIOR FINISHES ARE PERMITTED UNLESS PRE-APPROVED BY UBO. ALL INTERIOR TRIM SHALL BE CLASS C FLAME SPREAD AND SMOKE DEVELOPED INDEX WHEN TESTED IN ACCORDANCE WITH ASTM E84 OR UL 723.

UTILITIES

1. ANY DAMAGE TO EXISTING UTILITIES CAUSED BY CONTRACTOR OR ITS SUBCONTRACTORS SHALL BE CONTRACTOR'S SOLE RESPONSIBILITY AND REPAIRED AT CONTRACTOR'S EXPENSE.
2. THE CONTRACT DOCUMENTS DO NOT GUARANTEE THE EXISTENCE, NON-EXISTENCE OR LOCATION OF UTILITIES. CONTRACTOR SHALL VERIFY THE EXISTENCE AND LOCATION OR THE NON-EXISTENCE OF UTILITIES. AT LEASE 48 HOURS PRIOR TO ANY EXCAVATION OR CONSTRUCTION, CONTRACTOR SHALL NOTIFY MISS UTILITY (1-800-552-7001) AND/OR THE RESPECTIVE UTILITY COMPANIES FOR GAS, WATER, SEWER, POWER, PHONE AND CABLE. CONTRACTOR SHALL TIMELY ARRANGE TO HAVE THE VARIOUS UTILITIES LOCATED, AND TO HAVE THEM REMOVED OR RELOCATED, OR TO DETERMINE THE METHOD OF PROTECTION ACCEPTABLE TO THE RESPECTIVE OWNER, IF THE METHOD OF PROTECTION IS NOT OTHERWISE SPECIFIED. CONTRACTOR SHALL CONDUCT ITS WORK IN THE VICINITY OF EXISTING UTILITIES IN ACCORDANCE WITH THE RESPECTIVE UTILITY'S RULES AND REGULATIONS. ANY COST INCURRED FOR REMOVING, RELOCATING OR PROTECTION UTILITIES SHALL BE BORNE BY CONTRACTOR UNLESS INDICATED OTHERWISE. CONTRACTOR SHALL EXCAVATE TO LOCATE BURIED UTILITIES FAR ENOUGH IN ADVANCE OF ITS WORK TO ALLOW FOR HORIZONTAL AND /OR VERTICAL ADJUSTMENTS TO ITS WORK AND/OR THE UTILITIES. NO ADJUSTMENT IN COMPENSATION OR SCHEDULE WILL BE ALLOWED FOR DELAYS RESULTING FROM CONTRACTOR'S FAILURE TO CONTACT AND COORDINATE WITH UTILITIES.
3. WHEN THE WORK CROSSES EXISTING UTILITIES, THE EXISTING UTILITIES SHALL BE ADEQUATELY SUPPORTED AND PROTECTED FROM DAMAGE DUE TO THE WORK. ALL METHODS FOR SUPPORTING AND MAINTAINING THE EXISTING UTILITIES SHALL BE APPROVED BY THE RESPECTIVE UTILITY COMPANY AND/OR THE ENGINEER. CONTRACTOR SHALL EXERCISE CARE TO INSURE THAT THE GRADE AND ALIGNMENT OF EXISTING UTILITIES ARE MAINTAINED AND THAT NO JOINTS OR CONNECTIONS ARE DISPLACED. BACKFILL SHALL BE CAREFULLY PLACED AND COMPACTED TO PREVENT FUTURE DAMAGE OR SETTLEMENT TO EXISTING UTILITIES. ANY UTILITIES REMOVED AS PART OF THE WORK, AND NOT INDICATED TO BE REMOVED OR ABANDONED, SHALL BE RESTORED USING MATERIALS AND INSTALLATION EQUAL TO THE UTILITY'S STANDARD.
4. CONTRACTOR SHALL NOTIFY LANDOWNERS, TENANTS AND THE ENGINEER PRIOR TO THE INTERRUPTION OF ANY SERVICES. SERVICE INTERRUPTIONS SHALL BE KEPT TO A MINIMUM.
5. ALL RECTANGULAR WATER METER BOXES LOCATED IN SIDEWALKS SHALL BE REPLACED WITH ROUND ONES. THE ADJUSTMENT OF ALL MANHOLE TOPS, WATER VALVE BOXES, GAS VALVE BOXES AND WATER METER BOXES SHALL BE RESPONSIBILITY OF CONTRACTOR.
6. THE CONTRACTOR SHALL NOTIFY THE CITY UTILITIES DIVISION AT LEAST TWO FULL WORKING DAYS IN ADVANCE TO ARRANGE GAS SERVICE LINE ADJUSTMENTS TO BE PERFORMED BY THE CITY.
7. ALL WATER METER, VALVES AND FIRE HYDRANT ADJUSTMENTS/RELOCATIONS SHALL BE PERFORMED BY THE CONTRACTOR.

EARTHWORK AND SITE CONDITIONS

1. CONTRACTOR SHALL KEEP ALL SURROUNDING PUBLIC ROADWAYS AND DRAINAGE SYSTEMS FREE FROM DIRT, MUD, AND CONSTRUCTION DEBRIS AT ALL TIMES.
2. ALL IMPROVEMENTS ARE TO BE CONFINED TO THE PROJECT AREA UNLESS OTHERWISE INDICATED.
3. ALL MATERIALS AND INSTALLATION DETAILS SHALL CONFORM TO THE CITY OF CHARLOTTESVILLE ENGINEERING DIVISION STANDARDS AND ALL OTHER APPLICABLE CITY ORDINANCES.
4. ANY UNUSUAL OR UNANTICIPATED SUBSURFACE CONDITIONS SHALL BE IMMEDIATELY REPORTED TO THE ENGINEER.
5. CONTRACTOR SHALL VERIFY ALL DIMENSIONS, ELEVATIONS AND LOCATIONS PRIOR TO BEGINNING WORK, AND IMMEDIATELY NOTIFY THE ENGINEER IN THE EVENT THERE ARE ANY DISCREPANCIES BETWEEN SUCH CONDITIONS AND THOSE SHOWN ONT HE PLANS AND SPECIFICATIONS.

ABBREVIATIONS

ACT	ACOUSTIC TILE
AFF	ABOVE FINISHED FLOOR
CLG HT	CEILING HEIGHT
CMU	CONCRETE MASONRY UNIT
CPT	CARPET
ELEC	ELECTRICAL
EXIST	EXISTING
FT	FIRE TREATED
FV	FIELD VERIFY
GYP BD	GYPSUM BOARD
HT	HEIGHT
HM	HOLLOW METAL
OC	ON CENTER
PLYWD	PLYWOOD
SIM	SIMILAR
SPEC	SPECIFICATIONS
TH	THICKNESS
UNO	UNLESS NOTED OTHERWISE
VB	VINYL BASE
VCT	VINYL COMPOSITION TILE
W/	WITH

LIST OF DRAWINGS

T1 GENERAL NOTES AND TITLE
C1 TRAILER SITE PLAN, DEMO AND NEW
C2 OVERALL SITE PLAN
E1 ELECTRICAL

TRAILER (DIAMOND BUILDERS INC)
SH1 COVER SHEET
SH2 FLOOR PLAN
SH 3 ELEVATIONS
SH 4 CROSS SECTION

STRUCTURAL
FD1 FOUNDATION PLAN
FD2 FOUNDATION PLAN DETAILS
K1 KEY PLAN

RAMP
COVER COVER SHEET & NOTES
1 PLAN VIEW OF RAMP SYSTEMS
2-6 RAMP DETAILS
7-8 STAIR CROSS SECTION/DETAILS
9 WALKWAY DETAILS
10 LEG CONNECTION DETAIL

UNIVERSITY of VIRGINIA
PROJECT SERVICES DEPARTMENT
Facilities Management
375 Alderman Road
PO Box 400726
Charlottesville, VA 22904

POLICE BUILDING (0627)
RENO, W.PROOFING & MOD. UNIT
GENERAL NOTES AND TITLE

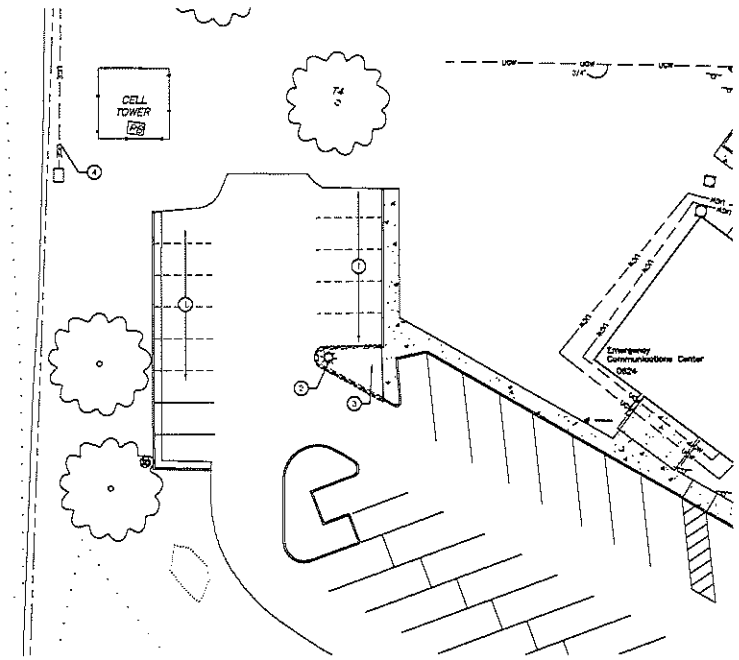
DATE: 12/13/2019
DRAWN BY: FHR
CHECKED BY: JWG

REVISIONS

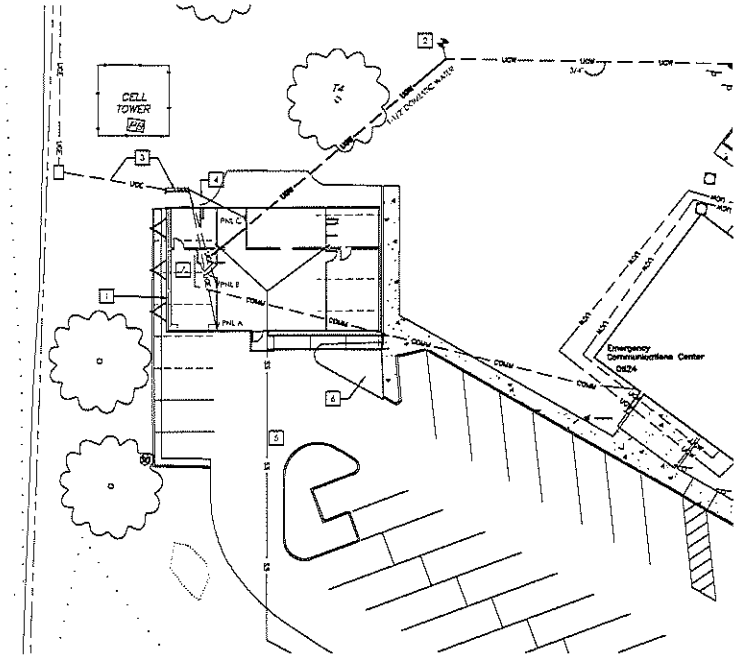
University of Virginia
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✔ Approved with exceptions. See list of remaining issues noted on page 2 of the building permit and/or plan review documents dated: 12/17/2019
Date: 12/17/2019

WORK ORDER NUMBER
2880913

T1
SHEET



DEMO SITE WORK
1/16" = 1'-0"



NEW SITE WORK & TRAILER
1/16" = 1'-0"

DEMOLITION NOTES

1. REMOVE TEN (10) PARKING SPACES
2. REMOVE LIGHT POLE
3. REMOVE CURB AND LANDSCAPING
4. EXISTING 4" CONDUIT FROM TRANSFORMER ON POWER POLE (AT ROAD)

GENERAL NEW WORK NOTES

A) NEARBY BATHROOMS IN ADJACENT BUILDINGS WILL BE UTILIZED UNTIL NEW MUSCULOSKELETAL PUMP STATION IS OPERATIONAL. ALL ADJACENT BATHROOMS ARE LESS THAN 600' FROM NEW TRAILER.

B) ALL LABELS ON THE MODULAR UNIT WILL MATCH USE GROUP B AND V8 CONSTRUCTION TYPE.

C) A TYPE ALARM SYSTEM WILL BE INSTALLED IN THE NEW TRAILER.

NEW WORK PLAN NOTES

1. NEW MODULAR LOCKER ROOMS, BATHROOM FACILITIES, BREAK ROOM AND OFFICES FOR UNIVERSITY POLICE DEPARTMENT.
2. DOMESTIC WATER CONNECTION, INCLUDING A WATER METER AND BACKFLOW PREVENTER BY THE CITY OF UNDERJURISDICTION OF THE CITY)
3. NEW CONDUIT AND POWER CONNECTION FROM JUNCTION BOX TO DISCONNECTS. SEE ONE LINE ON SHEET E1.
4. PROVIDE INDIVIDUAL FEEDERS TO EACH ELECTRICAL PANEL (TYP OF 3)
5. INSTALL NEW SANITARY SEWER LINE TO EXISTING MANHOLE ON SITE. SERVICE OF TRAILER WILL BE CONNECTED TO NEW PUMP STATION AT NEW MUSCULOSKELETAL CENTER. LINE WILL BE ACTIVATED WHEN PUMP STATION BECOMES OPERATIONAL.
6. PATCH ASPHALT
7. CONNECT TO DATA

LEGEND

- DOMW — DOMESTIC WATER
- UGW — UNDERGROUND WATER
- UGE — UNDERGROUND ELECTRIC
- SS — SANITARY SEWER

N
PLAN NORTH
0 8' 16' 32'
SCALE: 1/16" = 1'-0"

UNIVERSITY of VIRGINIA

PROJECT SERVICES DEPARTMENT
Facilities Management
V.A. Alderman Road
P.O. Box 400170
Charlottesville, VA 22904

POLICE BUILDING (0627)
NEW TRAILER
SITE PLAN

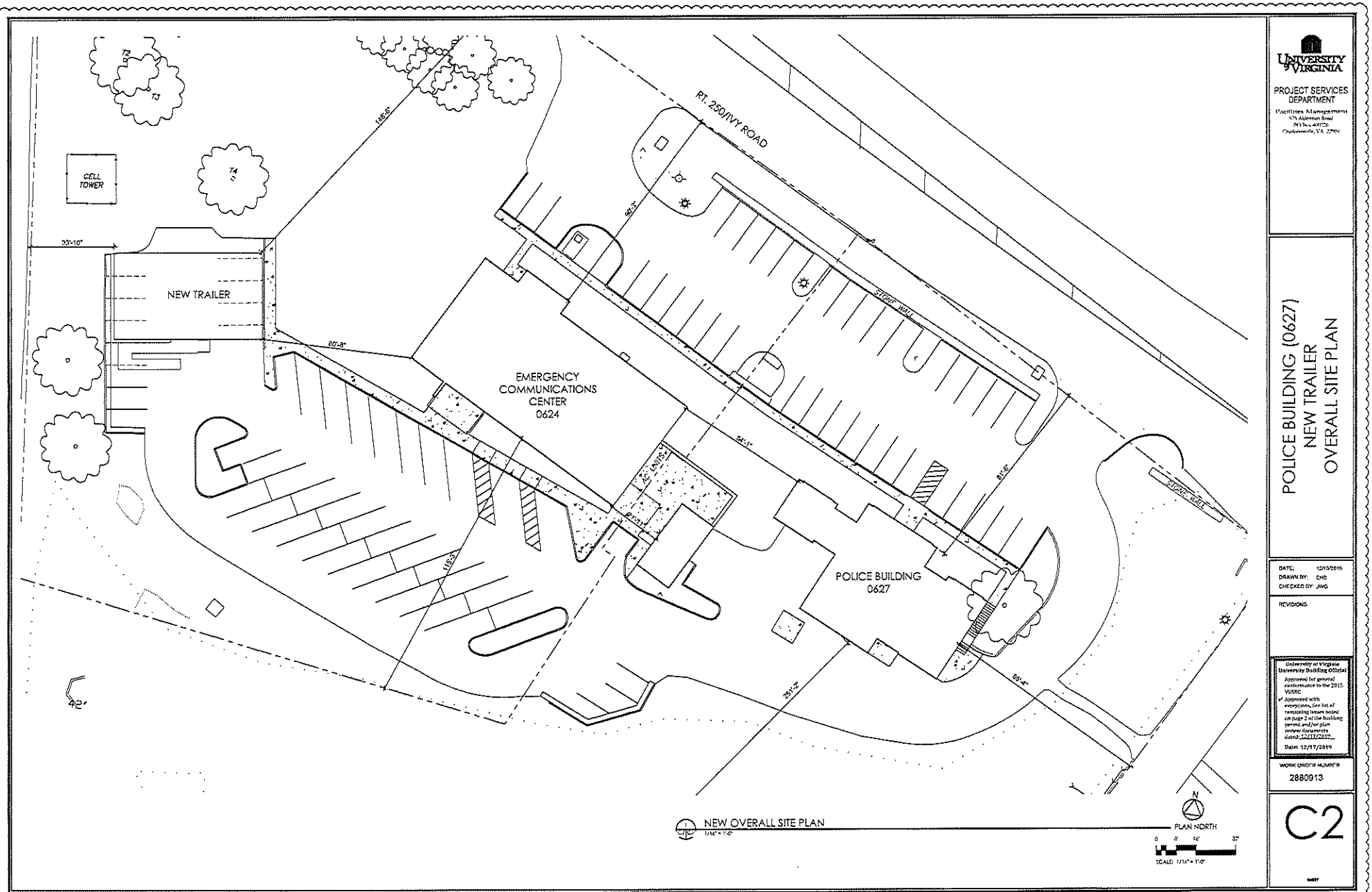
DATE: 12/13/2019
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C1
SHEET



NEW OVERALL SITE PLAN
1/16" = 1'-0"

UNIVERSITY of VIRGINIA

PROJECT SERVICES DEPARTMENT
Facilities Management
[illegible]

POLICE BUILDING (0627)
NEW TRAILER
OVERALL SITE PLAN

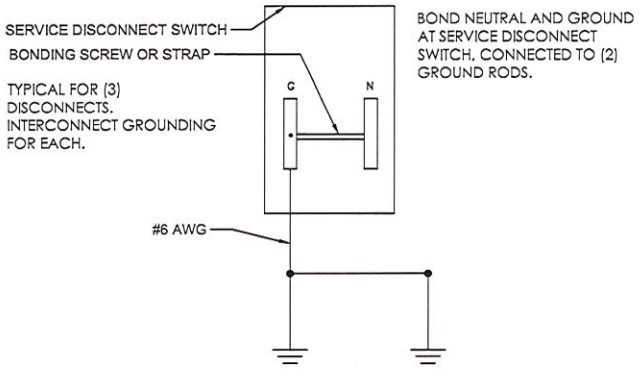
DATE: 12/13/2019
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CHECKED BY: JWG

REVISIONS

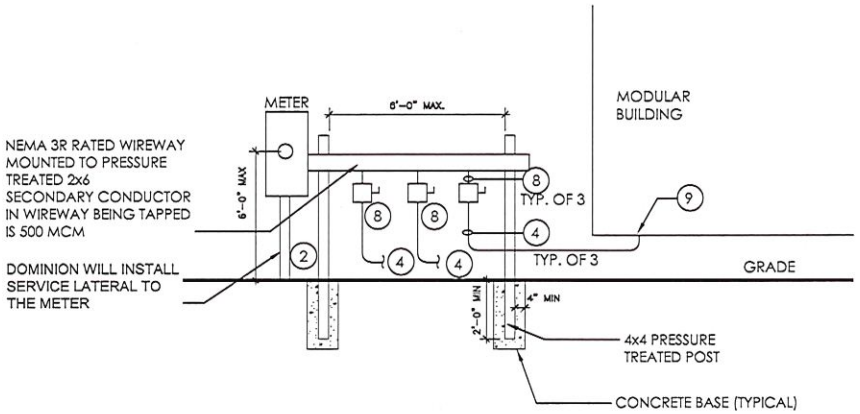
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WORK ORDER NUMBER
2880913

C2



2 E1.1 GROUNDING DETAIL 6 10
NTS



1 E1.1 ELECTRICAL LINE DIAGRAM
NTS

GENERAL NEW WORK NOTES

1. PROVIDE PRESSURE TREATED POSTS AS REQUIRED

⊙ NEW WORK PLAN NOTES

1. FAULT CURRENT AT THE TRANSFORMER SECONDARY=8.33a (10KAIC) EQUIPMENT.
2. DOMINION WILL INSTALL SERVICE LATERAL TO THE METER.
3. 120/240V SINGLE PHASE.
4. (3) #1/0, COPPER (1) #4 GND COPPER WIRE IN 2" PVC CONDUIT. COORDINATE WITH CONDITION AT MODULAR UNIT.
5. TAP FEEDERS IN WIREWAY, MATCH CONDUCTOR SIZE OF SECONDARY OF SWITCH. TAPS SHALL NOT EXCEED 10 FEET.
6. PROVIDE (2) 3/4" X 8' COPPER CLAD GROUND PODS. NO LESS THAN 6' APART. CONNECTED WITH ONE RUN OF #1/0 COPPER.
7. CONDUIT STUB-OUT AT BOTTOM OF TRAILER.
8. SERVICE DISCONNECTS - NEMA 3R RATED FUSED DISCONNECT SWITCH 200A FRAME/150A FUSE (TYPICAL).
9. PVC CONDUIT UNDERGROUND TO TRAILER. CONNECT TO CONDUIT STUBBED-OUT AT BOTTOM OF TRAILER.
10. BUILDING STEEL TO BE BONDED AT SERVICE WITH 1/0 COPPER.

UNIVERSITY of VIRGINIA
PROJECT SERVICES DEPARTMENT
Facilities Management
575 Alderman Road
PO Box 400726
Charlottesville, VA 22904

POLICE BUILDING (0627)
NEW TRAILER
3-PANEL MOUNTING DIAGRAM

DATE: 12/13/2019
DRAWN BY: EHB
CHECKED BY: JWG

REVISIONS

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E1

SHEET

PLUMBING NOTES:

1. TOILETS SHALL BE ELONGATED WITH NONABSORBENT OPEN FRONT SEATS.
2. REST ROOM WALLS SHALL BE COVERED WITH NONABSORBENT MATERIAL TO A MINIMUM HEIGHT OF 48 INCHES A.F.F. FLOORS SHALL HAVE A SMOOTH, HARD, NONABSORBENT SURFACE THAT EXTENDS UPWARD ONTO THE WALLS AT LEAST 6 INCHES.
3. CUSTOMER ASSUMES ALL RESPONSIBILITY FOR REQUIRED PLUMBING FIXTURES WHEN NOT SHOWN ON PLAN.
4. ALL PLUMBING FIXTURES SHALL HAVE SEPARATE SHUTOFF VALVES.
5. WATER HEATER SHALL HAVE SAFETY PAN WITH 1 INCH DRAIN TO EXTERIOR, T & P RELIEF VALVE WITH DRAIN TO EXTERIOR, AND A SHUT OFF VALVE WITHIN 3 FEET ON A COLD WATER SUPPLY LINE.
6. DWV SYSTEM SHALL BE EITHER ABS OR PVC — DWV.
7. WATER SUPPLY LINES SHALL BE CPVC, OR COPPER, AND SHALL BE INSTALLED IN ACCORDANCE WITH THE MANUFACTURERS LIMITATIONS AND INSTRUCTIONS.
8. WATER CLOSETS ARE TANK TYPE AND URINALS ARE FLUSH TANK TYPE UNLESS OTHERWISE SPECIFIED.
9. BUILDING DRAIN AND CLEANOUTS ARE DESIGNED AND SITE INSTALLED BY OTHERS, SUBJECT TO LOCAL JURISDICTION APPROVAL.
10. SHOWERS SHALL BE CONTROLLED BY AN APPROVED MIXING VALVE WITH A MAXIMUM WATER OUTLET TEMPERATURE OF 120°F (48.8°C).
11. THERMAL EXPANSION DEVICE, IF REQUIRED BY WATER HEATER INSTALLED, AND IF NOT SHOWN ON PLUMBING PLAN, IS DESIGNED AND SITE INSTALLED BY OTHERS, SUBJECT TO LOCAL APPROVAL.
12. WATER PIPES INSTALLED IN A WALL EXPOSED TO THE EXTERIOR SHALL BE LOCATED ON THE HEATED SIDE OF THE WALL INSULATION.
13. WATER, SOIL AND WASTE PIPES IN UNCONDITIONED SPACES SHALL BE INSULATED AND PROTECTED FROM FREEZING.
14. TEMPERED WATER SHALL BE SUPPLIED THROUGH A WATER TEMP LIMITING DEVICE THAT CONFORMS TO ASSE 1070 AND SHALL LIMIT THE TEMPERED WATER TO A MAX OF 110°F(43°C)
15. TEMPERATURE ACTUATED MIXING VALVES WHICH ARE INSTALLED TO REDUCE WATER TEMPERATURE TO DEFINE LIMITS SHALL COMPLY WITH ASSE 1017
16. WHEN RESTROOM FACILITIES AND/OR PLUMBING FIXTURES REQUIRED PER IPC SECTION 403 ARE NOT PROVIDED WITHIN THE BUILDING, A HANDICAPPED ACCESSIBLE FACILITY MUST BE PROVIDED ON SITE WITHIN THE ALLOWABLE DISTANCE PER CODE. THE REQUIRED FACILITY SHALL BE THE RESPONSIBILITY OF THE BUILDING OWNER AND IS SUBJECT TO THE REVIEW AND APPROVAL OF THE LOCAL JURISDICTION HAVING AUTHORITY. THIS NOTE SHALL BE INDICATED ON THE DATA PLATE

GENERAL NOTES:

1. ACCESS TO BUILDING FOR PERSONS IN WHEELCHAIRS IS DESIGNED BY AND FIELD BUILT BY OTHERS AND SUBJECT TO LOCAL JURISDICTION APPROVAL. THE PRIMARY ENTRANCE MUST BE ACCESSIBLE.
2. ALL DOORS SHALL BE OPENABLE FROM THE EGRESS SIDE WITHOUT THE USE OF A KEY, TOOL, SPECIAL KNOWLEDGE OR EFFORT. MANUALLY OPERATED FLUSH BOLTS OR SURFACE BOLTS SHALL NOT BE USED.
3. ALL GLAZING WITHIN A 24 INCH ARC OF DOORS, WHOSE BOTTOM EDGE IS LESS THAN 60 INCHES ABOVE THE FLOOR, AND ALL GLAZING IN DOORS SHALL BE SAFETY, TEMPERED OR ACRYLIC PLASTIC SHEET.
4. ALL STEEL STRAPS REFERENCED ON FLOOR PLAN SHALL BE 1.5 INCH x 26 GA. WITH 7 — 15 GA. x 7/16 INCH CROWN x 1 INCH STAPLES EACH END OF STRAP OR EQUIVALENT FROM RIDGE BEAM TO COLUMN, AND COLUMN TO FLOOR.
5. PORTABLE FIRE EXTINGUISHER PER N.F.P.A. — 10 INSTALLED BY OTHERS ON SITE, AND SUBJECT TO LOCAL JURISDICTION.
6. PROVISIONS FOR EXIT DISCHARGE LIGHTING ARE THE RESPONSIBILITY OF THE BUILDING OWNER AND SUBJECT TO LOCAL JURISDICTION APPROVAL WHEN NOT SHOWN ON THE FLOOR PLAN (INCLUDING EMERGENCY LIGHTING, WHEN REQUIRED).
7. WHEN LOW SIDES OF ROOF PROVIDE LESS THAN 6" OF OVERHANG, GUTTERS AND DOWN SPOUTS SHALL BE SITE INSTALLED, DESIGNED BY OTHERS, SUBJECT TO LOCAL JURISDICTION APPROVAL.
8. IN WIND-BORNE DEBRIS REGIONS, EXTERIOR GLAZING SHALL BE IMPACT RESISTANT OR PROTECTED WITH AN IMPACT RESISTANT COVERING MEETING THE REQUIREMENTS OF AN APPROVED IMPACT RESISTANT STANDARD, OR ASTM E1996. WIND-BORNE DEBRIS REGIONS ARE DESIGNATED IN SECTION 1609 OF THE IBC.
9. WINDOWS AND DOORS MUST BE CERTIFIED FOR COMPLIANCE WITH THE WIND DESIGN PRESSURE FOR COMPONENTS AND CLADDING.

ELECTRICAL NOTES:

1. ALL CIRCUITS AND EQUIPMENT SHALL BE GROUNDED IN ACCORDANCE WITH THE APPROPRIATE ARTICLES OF THE NATIONAL ELECTRICAL CODE (NEC).
2. WHEN LIGHT FIXTURES ARE INSTALLED IN CLOSETS THEY SHALL BE SURFACE MOUNTED OR RECESSED. INCANDESCENT FIXTURES SHALL HAVE COMPLETELY ENCLOSED LAMPS. SURFACE MOUNTED INCANDESCENT FIXTURES SHALL HAVE A MINIMUM CLEARANCE OF 12 INCHES AND ALL OTHER FIXTURES SHALL HAVE A MINIMUM CLEARANCE OF 6 INCHES FROM "CLOSET STORAGE SPACE" AS DEFINED BY NEC ARTICLE 410.2.
3. WHEN WATER HEATERS ARE INSTALLED THEY SHALL BE PROVIDED WITH READILY ACCESSIBLE DISCONNECTS ADJACENT TO THE WATER HEATERS SERVED. THE BRANCH CIRCUIT SWITCH OR CIRCUIT BREAKER SHALL BE PERMITTED TO SERVE AS THE DISCONNECTING MEANS ONLY WHERE THE SWITCH OR CIRCUIT BREAKER IS WITHIN SIGHT FROM THE WATER HEATER OR IS CAPABLE OF BEING LOCKED IN THE OPEN POSITION.
4. HVAC EQUIPMENT SHALL BE PROVIDED WITH READILY ACCESSIBLE DISCONNECTS ADJACENT TO THE EQUIPMENT SERVED. A UNIT SWITCH WITH A MARKED "OFF" POSITION THAT IS A PART OF THE HVAC EQUIPMENT AND DISCONNECTS ALL UNGROUNDED CONDUCTORS SHALL BE PERMITTED AS THE DISCONNECTING MEANS WHERE OTHER DISCONNECTING MEANS ARE ALSO PROVIDED BY A READILY ACCESSIBLE CIRCUIT BREAKER.
5. PRIOR TO ENERGIZING THE ELECTRICAL SYSTEM THE INTERRUPTING RATING OF THE MAIN BREAKER MUST BE DESIGNED AND VERIFIED AS BEING IN COMPLIANCE W/ARTICLES 110.9 & 110.10 OF THE NEC BY LOCAL ELECTRICAL CONSULTANT.
6. THE MAIN ELECTRICAL PANEL AND FEEDERS ARE DESIGNED BY OTHERS, SITE INSTALLED AND SUBJECT TO LOCAL JURISDICTION APPROVAL.
7. ALL CIRCUITS CROSSING OVER MODULE MATING LINE(S) SHALL BE SITE CONNECTED WITH APPROVED ACCESSIBLE JUNCTION BOXES, OR CABLE CONNECTORS.
8. ALL RECEPTACLES INSTALLED IN WET LOCATIONS (EXTERIOR) SHALL BE IN WEATHER PROOF (WP) ENCLOSURES. THE INTEGRITY OF WHICH IS NOT AFFECTED WHEN AN ATTACHMENT PLUG CAP IS INSERTED OR REMOVED. THE RECEPT ITSELF SHALL ALSO BE LISTED FOR DAMP AND WET LOCATIONS AS PER NEC.
9. EXTERIOR LIGHTS NOT INTENDED FOR 24 HOUR USE SHALL BE CONNECTED TO A PHOTOCELL OR TIMER.

STRUCTURAL LOAD LIMITATIONS

BUILDING RISK CATEGORY: II

FLOOR LIVE LOAD:
A. 50 PSF
B. 2000 LB. CONCENTRATED LOAD OVER 30 INCH x 30 INCH AREA LOCATED ANYWHERE ON FLOOR

ROOF LIVE LOAD:
A. 20 PSF

SNOW LOAD:

A. P_g = 25	PSF	GROUND SNOW LOAD	
B. P_f = 20	PSF	FLAT ROOF SNOW LOAD	
C. C_e = 1.0		SNOW EXPOSURE FACTOR	
D. I_s = 1.0		SNOW IMPORTANCE FACTOR	
E. C_t = 1.1		SNOW THERMAL FACTOR	

WIND LOAD: ASCE 7-10

A1 Vult = 120 MPH	WIND SPEED
A2 Vasd = 93 MPH	WIND SPEED
B. I_w = 1.0	WIND IMPORTANCE FACTOR
C. C	WIND EXPOSURE CATEGORY
D. GCpi= 0.18	INTERNAL PRESSURE COEFFICIENT

E. Prt

ZONE 1:	18.8 PSF	ZONE 4:	20.4 PSF
ZONE 2:	31.6 PSF	ZONE 5:	35.2 PSF
ZONE 3:	47.5 PSF		

F. THIS BUILDING IS NOT DESIGNED FOR PLACEMENT ON THE UPPER HALF OF A HILL OR ESCARPMENT EXCEEDING 15 FEET IN HEIGHT.

SEISMIC LOAD:

A. I_e = 1.0	SEISMIC IMPORTANCE FACTOR
B. D	SITE CLASS
C. A15	SEISMIC FORCE RESISTING SYSTEM.
D. C	SEISMIC DESIGN CATEGORY
E.	EQUIVALENT LATERAL FORCE ANALYSIS PROCEDURE
F. S_s = ≤ .537	MAPPED SPECTRAL RESPONSE COEF.
G. S_1 = ≤ .083	MAPPED SPECTRAL RESPONSE COEF.
H. S_{DS} = ≤ .448	SPECTRAL RESPONSE COEFFICIENT
I. S_{D1} = ≤ .34	SPECTRAL RESPONSE COEFFICIENT
J. V = 8224 LB	DESIGN BASE SHEAR
K. R = 6.5	RESPONSE MODIFICATION COEFFICIENT
L. C_s = 0.06	SEISMIC RESPONSE COEFFICIENT

FLOOD LOAD:
THIS BUILDING IS NOT DESIGNED TO BE LOCATED IN A FLOOD HAZARD AREA.

ACCESSIBILITY NOTES:

1. THE INTERNATIONAL SYMBOL OF ACCESSIBILITY SIGN SHALL BE DISPLAYED AT ALL ACCESSIBLE RESTROOM FACILITIES AND AT ACCESSIBLE BUILDING ENTRANCES UNLESS ALL ENTRANCES ARE ACCESSIBLE. INACCESSIBLE ENTRANCES SHALL HAVE DIRECTIONAL SIGNS INDICATING THE ROUTE TO THE NEAREST ACCESSIBLE ENTRANCE.
2. ACCESSIBLE DRINKING FOUNTAINS SHALL HAVE A SPOUT HEIGHT NO HIGHER THAN 36 INCHES ABOVE THE FLOOR AND EDGE OF BASIN NO HIGHER THAN 34 INCHES ABOVE THE FLOOR FOR INDIVIDUALS IN WHEELCHAIRS. ADDITIONALLY, DRINKING WATER PROVISIONS SHALL BE MADE FOR INDIVIDUALS WHO HAVE DIFFICULTY BENDING.
3. WHERE STORAGE FACILITIES SUCH AS CABINETS, SHELVES, CLOSETS AND DRAWERS ARE PROVIDED AT LEAST ONE TYPE PROVIDED SHALL CONTAIN STORAGE SPACE COMPLYING WITH THE FOLLOWING. DOORS TO CLOSET SPACES SHALL BE ACCESSIBLE (I.E. TOUCH LATCHES, U-SHAPED PULLS). SPACES SHALL BE 10 INCHES MINIMUM AND 48 INCHES MAXIMUM ABOVE THE FLOOR FOR FORWARD REACH OR SIDE REACH. CLOTHES RODS OR COAT HOOKS SHALL BE A MAXIMUM OF 48 INCHES ABOVE THE FLOOR (48 INCHES MAXIMUM WHEN DISTANCE FROM WALL). CHAIR 25 ROD EXCEEDS 10 INCHES). SHELVES IN KITCHENS OR TOILET ROOMS SHALL BE 40 INCHES MINIMUM AND 48 INCHES MAXIMUM ABOVE IN FLOOR.
4. CONTROLS, DISPENSERS, RECEPTACLES AND OTHER OPERABLE EQUIPMENT SHALL BE NO HIGHER THAN 48 INCHES ABOVE THE FLOOR. RECEPTACLES ON WALLS SHALL BE MOUNTED NO LESS THAN 15 INCHES ABOVE THE FLOOR. EXCEPTION: HEIGHT LIMITATIONS DO NOT APPLY WHERE THE USE OF SPECIAL EQUIPMENT DICTATES OTHERWISE OR WHERE ELECTRICAL RECEPTACLES ARE NOT NORMALLY INTENDED FOR USE BY BUILDING OCCUPANTS.
5. WHERE EMERGENCY WARNING SYSTEMS ARE PROVIED, THEY SHALL INCLUDE BOTH AUDIBLE AND VISUAL ALARMS. THE VISUAL ALARMS SHALL BE LOCATED THROUGHOUT, INCLUDING RESTROOM, AND PLACED 80 INCHES ABOVE THE FLOOR OR 6 INCHES BELOW CEILING, WHICH-EVER IS LOWER.
6. ALL DOORS SHALL BE OPENABLE BY A SINGLE EFFORT. DOOR CLOSERS SHALL BE ADJUSTED SO THAT FROM AN OPEN POSITION OF 90 DEGREES, THE TIME REQUIRED TO MOVE THE DOOR TO AN OPEN POSITION OF 12 DEGREES SHALL BE 5 SECONDS MINIMUM. THE MAXIMUM FORCE REQUIRED FOR PUSHING OR PULLING OPEN DOORS OTHER THAN FIRE DOORS SHALL NOT EXCEED 5 LBS. FOR ALL SLIDING, FOLDING, AND INTERIOR HINGED DOORS.
7. FLOOR SURFACES SHALL BE STABLE, FIRM, AND SLIP-RESISTANT. CHANGES IN LEVEL BET-WEEN 0.25 INCH AND 0.5 INCH SHALL BE BEVELED WITH A SLOPE NO GREATER THAN 1:2 CHANGES IN LEVEL GREATER THAN 0.5 INCH REQUIRE RAMPS. CARPET PILE THICKNESS SHALL BE 0.5 MAX. GRATINGS IN FLOOR SHALL HAVE SPACES NO GREATER THAN 0.5 INCH WIDE IN ONE DIRECTION. DOORWAY THRESHOLDS SHALL NOT EXCEED 0.5 INCH IN HEIGHT.
8. ACCESSIBLE WATER CLOSETS SHALL BE 17 INCHES TO 19 INCHES, MEASURED FROM THE FLOOR TO THE TOP OF THE SEAT. GRAB BARS SHALL BE 36 INCHES LONG MINIMUM WHEN LOCATED BEHIND WATER CLOSET AND 42 INCHES MINIMUM WHEN LOCATED ALONG SIDE OF WATER CLOSET, AND SHALL BE MOUNTED 33 INCHES TO 36 INCHES ABOVE THE FLOOR.
9. ACCESSIBLE URINALS SHALL BE STALL-TYPE OR WALL HUNG WITH ELONGATED RIMS AT A MAXIMUM OF 17 INCHES ABOVE THE FLOOR.
10. ACCESSIBLE LAVATORIES AND SINKS SHALL BE MOUNTED WITH THE RIM NO HIGHER THAN 34 INCHES ABOVE THE FLOOR. KNEE CLEARANCE OF AT LEAST 27 INCHES HIGH MUST BE PROVIDED WITH A MINIMUM DEPTH OF 8 INCHES BENEATH THE FIXTURE, AND 9 INCHES HIGH MINIMUM WITH A MINIMUM DEPTH OF 11 INCHES BENEATH THE FIXTURE. THE KNEE SPACE MUST BE AT LEAST 30 INCHES WIDE.
11. HOT WATER AND DRAIN PIPES UNDER ACCESSIBLE LAVATORIES AND SINKS SHALL BE INSULATED OR OTHERWISE CONFIGURED TO PROTECT AGAINST CONTACT. INSULATION OR PROTECTION MATERIALS MAY BE SITE INSTALLED. THERE SHALL BE NO SHARP OR ABRASIVE SURFACES UNDER ACCESSIBLE LAVATORIES AND SINKS.
12. ACCESSIBLE LAVATORIES AND SINKS SHALL HAVE ACCESSIBLE FAUCETS (I.E. LEVER-OPERATED, PUSH TYPE, ELECTRONICALLY CONTROLLED).
13. MIRRORS LOCATED ABOVE LAVATORIES, SINKS OR COUNTERS SHALL BE MOUNTED WITH THE BOTTOM EDGE OF THE REFLECTING SURFACE A MAXIMUM OF 40 INCHES ABOVE THE FLOOR. OTHER MIRRORS IN TOILET ROOMS SHALL BE MOUNTED WITH THE BOTTOM EDGE OF THE REFLECTING SURFACE 35 INCHES MAXIMUM ABOVE THE FLOOR.
14. GRAB BARS HAVING A CIRCULAR CROSS SECTION SHALL HAVE AN OUTSIDE DIAMETER OF 1.25 INCHES MINIMUM AND 2.0 INCHES MAXIMUM. THE SPACE BETWEEN THE GRAB BAR AND THE WALL SHALL BE 1.5 INCHES.
15. WATER CLOSET FLUSH CONTROL SHALL BE INSTALLED A MAXIMUM OF 36 INCHES ABOVE THE FLOOR AND SHALL BE LOCATED ON THE OPEN SIDE OF THE WATER CLOSET.
16. DOORS TO ALL ACCESSIBLE SPACES SHALL HAVE ACCESSIBLE HARDWARE (I.E. LEVER — OPERATED, PUSHTYPE, U-SHAPED) MOUNTED WITH OPERABLE PARTS BETWEEN 34 INCHES MINIMUM AND 48 INCHES MAXIMUM ABOVE THE FLOOR.
17. TOILET STALL DOORS SHALL BE THE SELF-CLOSING TYPE.
18. A TOWEL DISPENSER SHALL BE LOCATED ADJACENT TO ALL ACCESSIBLE LAVTORIES.

MECHANICAL NOTES:

1. ALL SUPPLY AIR REGISTERS SHALL BE 24 INCHES x 24 INCHES ADJUSTABLE WITH 8 INCHES x 18 INCHES (INSIDE) OVERHEAD FIBERGLASS DUCT, UNLESS OTHERWISE SPECIFIED. DUCTS SHALL BE INSULATED PER THE REQUIRMENTS OF THE APPLICABLE ENERGY CODES
2. INTERIOR DOORS SHALL BE UNDERCUT 1.5 INCHES ABOVE FINISHED FLOOR FOR AIR RETURN AND/OR AS NOTED ON FLOOR PLAN (FOR UNRATED DOORS)
3. HVAC EQUIPMENT SHALL BE EQUIPPED W/OUTSIDE FRESH AIR INTAKES PROVIDING 5 CFM PER PERSON & 0.06 CFM PER S.F. BLDG. AREA PER SECTION 403.3 OF THE IMC.
4. VENT FANS SHALL BE DUCTED TO THE EXTERIOR AND TERMINATE AT AN APPROVED VENT CAP.
5. EXHAUST FANS SHALL PROVIDE A MINIMUM OF 75 CFM FOR EACH WATER CLOSET AND URINAL.
6. THERMOSTATS MUST BE PROGRAMMABLE

WINDOW & DOOR SPECIFICATIONS

1. DBL. PANE WINDOWS ARE REQUIRED FOR ALL CLIMATE ZONES. SEE THE COMCHECK ENERGY CALCULATIONS FOR THE MAXIMUM ALLOWED U-FACTOR AND SHGC.
2. THE MAXIMUM ALLOWABLE AIR LEAKAGE RATE FOR WINDOWS IS 0.3 CFM PER SQUARE FEET OF WINDOW AREA.
3. THE MAXIMUM ALLOWABLE AIR LEAKAGE RATE FOR EXTERIOR DOORS IS 0.3 CFM PER SQUARE FEET OF DOOR AREA.

ATTENTION LOCAL INSPECTIONS DEPARTMENT

SITE INSTALLED ITEMS

THE FOLLOWING ITEMS HAVE NOT BEEN COMPLETED BY THE MANUFACTURER, HAVE NOT BEEN INSPECTED BY EMC AND ARE NOT CERTIFIED BY THE STATE MODULAR LABEL. NOTE THAT THIS LIST DOES NOT NECESSARILY LIMIT THE ITEMS OF WORK AND MATERIAL THAT MAY BE REQUIRED FOR A COMPLETE INSTALLATION. ALL SITE RELATED ITEMS ARE SUBJECT TO LOCAL JURISDICTION APPROVAL. CODE COMPLIANCE MUST BE DETERMINED AT THE LOCAL LEVEL.

1. THE COMPLETE FOUNDATION SUPPORT AND TIE DOWN SYSTEM.
2. RAMPS, STAIRS AND GENERAL ACCESS TO THE BUILDING.
3. PORTABLE FIRE EXTINGUISHER(S).
4. BUILDING DRAINS, CLEANOUTS, AND HOOK-UP TO PLUMBING SYSTEM.
5. ELECTRICAL SERVICE HOOK-UP (INCLUDING FEEDERS) TO THE BUILDING.
6. THE MAIN ELECTRICAL PANEL AND SUB-FEEDERS
7. CONNECTION OF ELECTRICAL CIRCUITS CROSSING OVER MODULE MATELINE(S) — (MULTI-UNITS ONLY).
8. STRUCTURAL AND AESTHETIC INTERCONNECTIONS BETWEEN MODULES (MULTI-UNITS ONLY).
9. FIRE INSPECTION

BUILDING DESIGN PARAMETERS

1.	USE/OCCUPANCY:	BUSINESS
2.	CONSTRUCTION TYPE:	VB
3.	SPRINKLER SYSTEM:	NO
4.	BUILDING AREA:	2100 S.F.
5.	BUILDING HEIGHT:	3.15 FEET
6.	NUMBER OF STORIES:	1
7.	NUMBER OF MODULES:	3
8.	OCCUPANT LOAD 21 BASED ON 100 NET SF/PERSON	
9.	EXTERIOR WALL FIRE RATING:	SEE FLOOR PLAN
10.	THIS BUILDING MUST BE INSTALLED WITH THE FIRE SEPARATION DISTANCES REQUIRED BY IBC 602 AND SECTION 705.3	
11.	ENGERGY CODE COMPLIANCE: SEE ATTACHED ENERGY CALCULATIONS.	
12.	MANUFACTURERS DATA PLATE, STATE LABELS AND EMC LABELS ARE TO BE LOCATED ADJACENT TO ELECTRICAL PANEL.	

EMC APPROVED 11 01 2019

University of Virginia
University Building Official

Approved for general conformance to the 2015 VUSBC

✔ Approved with exceptions. See list of remaining issues noted on page 2 of the building permit and/or plan review documents dated: 12/17/2019

Date: 12/17/2019

CODE SUMMARY:

STATE	BUILDING	ELECTRICAL	MECHANICAL	PLUMBING	ACCESSIBILTY	ENERGY CODE
VIRGINIA	2015 VA. UNIFORM STATEWIDE BLDG. CD. 2015 IBC 2015 VA. STATEWIDE FIRE PREVENTION CODE 2015 IFC W/VA. AMENDS	2014 NEC	2015 IMC.	2015 IPC	ICC/ANSI A117.1-2009	2015 IECC

CONSULTING ENGINEER-SOLE PROPRIETORSHIP | JAMES BRADLEY, P.E. — 799 HALLECK CANYON ROAD — WHEATLAND, WY. 82201

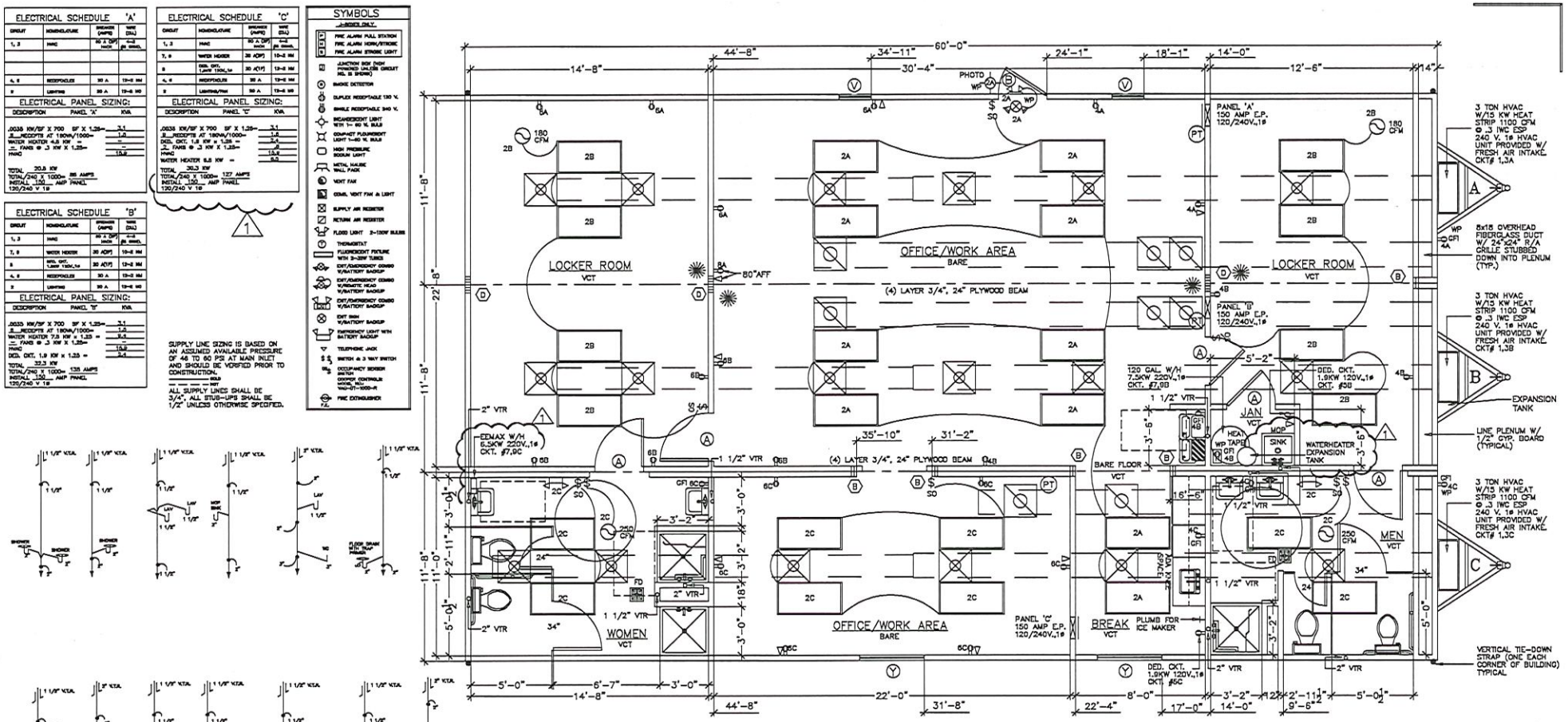
VALID
November 01, 2019
COMMONWEALTH OF VIRGINIA
JAMES E. BRADLEY
Lic. No. 006836
PROFESSIONAL ENGINEER

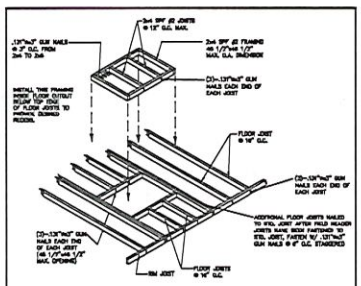
DIAMOND BUILDERS INC.
P.O. BOX 2200, DOUGLASS, GEORGIA 31534
440 THOMPSON DR. (912) 384-7080

DATE: 9-4-19	REVISIONS:	ADD WATERHEATER EXPANSION TANK IN MODULAR 'B' AND CEMAX W/H IN MODULAR 'C'
SCALE: 1 NO SCALE	1 11-1-19	
CODES: SEE NOTES		BY: J.B.
STATES: VA.		
DESTINATION: CHARLOTTESVILLE		

DBI8359 A-C REV-1
35'-0" x 60'-0" BUSINESS
COVER SHEET

SHEET 1 OF 4





COLUMN STRAPPING SCHEDULE:

- (A) (2) 2x4 SPF #2 THIS HALF.
- (B) (2) 2x4 SPF #2 EACH HALF
- (C) (3) 2x4 SPF #2 THIS HALF.
- (D) (3) 2x4 SPF #2 EACH HALF.
- (E) (4) 2x4 SPF #2 THIS HALF.
- (F) (4) 2x4 SPF #2 EACH HALF.
- (G) (5) 2x4 SPF #2 THIS HALF.
- (H) (2) 2x6 SPF #2 EACH HALF.
- WITH RIDGE BEAM BEARING STIFFENER

NOTES:
1. ALL COLUMN STUDS SHALL BE GLUE/NAILED TOGETHER. PVA GLUE WITH 100% COVERAGE SHALL BE USED.
2. INSTALL TWO STEEL STRAPS AT EACH STUD OF EACH COLUMN.
3. COLUMN STUDS SHALL NOT BE NOTCHED OR BORED.

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University Building Official

Approved for general conformance to the 2015 VUSBC

✓ Approved with exceptions. See list of remaining issues noted on page 2 of the building permit and/or plan review documents dated: 12/17/2019

Date: 12/17/2019

SYMBOLE	DOOR SCHEDULE	TOTAL
A	36"X80" SOLID CORE IMPERIAL OAK W/REDIFRAME	5
B	36"X80" STEEL/STEEL W/4"X24" VIEW PANEL	1

SYMBOLE	WINDOW SCHEDULE	TOTAL
V	24"X54" VERTICAL SLIDE, INSULATED BRONZE/TINTED	2
Y	48"X54" VERTICAL SLIDE, INSULATED BRONZE/TINTED	2

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CONSULTING ENGINEER-SOLE PROPRIETORSHIP | JAMES BRADLEY, P.E. — 799 HALLECK CANYON ROAD — WHEATLAND, WY. 82201

VALID
COMMONWEALTH OF VIRGINIA
JAMES E. BRADLEY
Lic. No. 006836
PROFESSIONAL ENGINEER
November 21, 2019

DIAMOND BUILDERS INC.
P.O. BOX 2200, DOUGLASS, GEORGIA 31534
440 THOMPSON DR. (912) 384-7080

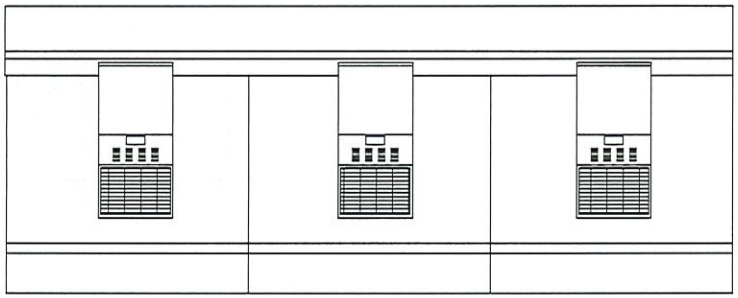
DATE: 9-4-19	REVISIONS: ADD WATERHEATER EXPANSION TANK IN MODULAR 'B' AND EEMAX W/H IN MODULAR 'C'
SCALE: 1/4"=1'-0"	11-1-19
CODES: SEE NOTES	
STATES: VA.	BY: J.B.
DESTINATION: CHARLOTTESVILLE	
DBI8359 A-C REV-1 35'-0" x 60'-0" BUSINESS	SHEET 2 OF 4
FLOOR PLAN	

ELEVATION NOTES: TYPICAL

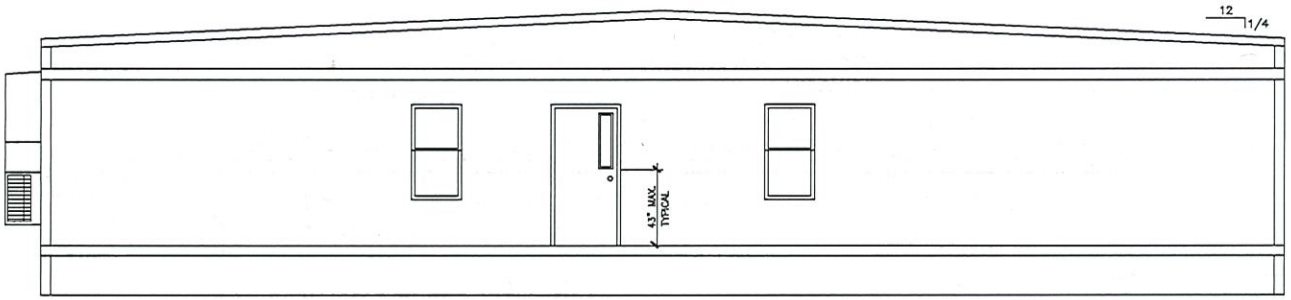
SEE-CROSS SECTION FOR METHOD OF ROOF VENTILATION

ACCESSIBLE RAMP(S), STAIR(S), AND HANDRAILS ARE SITE INSTALLED, DESIGNED BY OTHERS, AND SUBJECT TO LOCAL JURISDICTION.

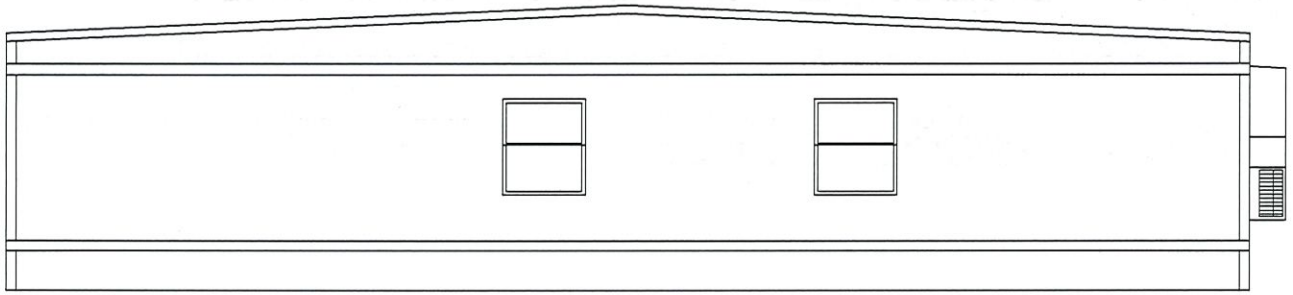
FOUNDATION ENCLOSURE (WHEN PROVIDED) MUST HAVE 1 SQUARE FOOT NET VENT AREA PER 1/150TH OF THE FLOOR AREA, AND AN 18" X 24" MINIMUM CRAWL SPACE ACCESS, SITE INSTALLED BY OTHERS SUBJECT TO LOCAL JURISDICTION.



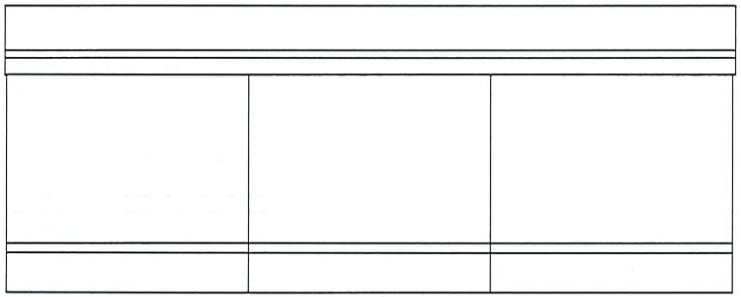
LEFT ELEVATION



FRONT ELEVATION



REAR ELEVATION



RIGHT ELEVATION

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EMC APPROVED 11 01 2019

CONSULTING ENGINEER-SOLE PROPRIETORSHIP | JAMES BRADLEY, P.E. — 799 HALLECK CANYON ROAD — WHEATLAND, WY. 82201

VALID

November 01, 2019

COMMONWEALTH OF VIRGINIA
JAMES E. BRADLEY
Lic. No. 006536
PROFESSIONAL ENGINEER

DIAMOND BUILDERS INC.
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440 THOMPSON DR. (912) 384-7080

DATE: 9-4-19	REVISIONS: ADD WATERHEATER EXPANSION TANK IN MODULAR "B" AND EDMAX W/H IN MODULAR "C"
SCALE : 1/4"=1'-0"	1 11-1-19
CODES: SEE NOTES	BY: J.B.
STATES: VA.	
DESTINATION: CHARLOTTESVILLE	

DBI8359 A-C REV-1
35'-0" x 60'-0" BUSINESS

ELEVATIONS

SHEET 3 OF 4

INTERIOR FINISH MATERIAL:

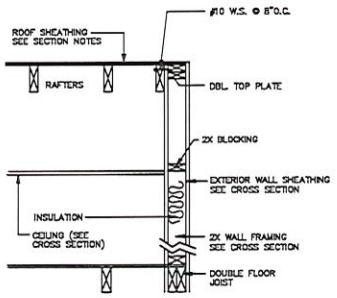
CEILING	–	T-GRID CEILING INSTALLED PER MANUFACTURER'S SPECIFICATIONS
WALL	–	1/2" GYP. BOARD (VCG THROUGHOUT) INSTALLED PER MANUFACTURERS SPECIFICATIONS
RESTROOM,	–	FRP OVER 1/2" GYP. BOARD (FULL HEIGHT) INSTALLED PER MANUFACTURERS SPECIFICATIONS
FLOOR	–	AS NOTED ON PLAN

NOTE:
INTERIOR WALL AND CEILING FINISH SHALL BE CLASS B OR BETTER IN CORRIDORS AND CLASS C OR BETTER IN ROOMS AND ENCLOSED SPACES. FLOOR FINISHES SHALL BE CLASS II OR BETTER.

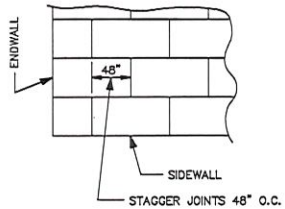
EXTERIOR FINISH MATERIAL:

ROOF – MULE-HIDE 45 MIL (BLACK) EPDM FULLY ADHERED IN ACCORDANCE WITH ESR-1776 OVER 7/16" FR DECK PANEL C PLYWOOD SHEATHING INSTALLED PER MANUFACTURERS SPECIFICATIONS.

WALL – 28 GAUGE HI-RIB STEEL SIDING OVER APPROVED MOISTURE BARRIER INSTALLED PER MANUFACTURERS SPECIFICATIONS



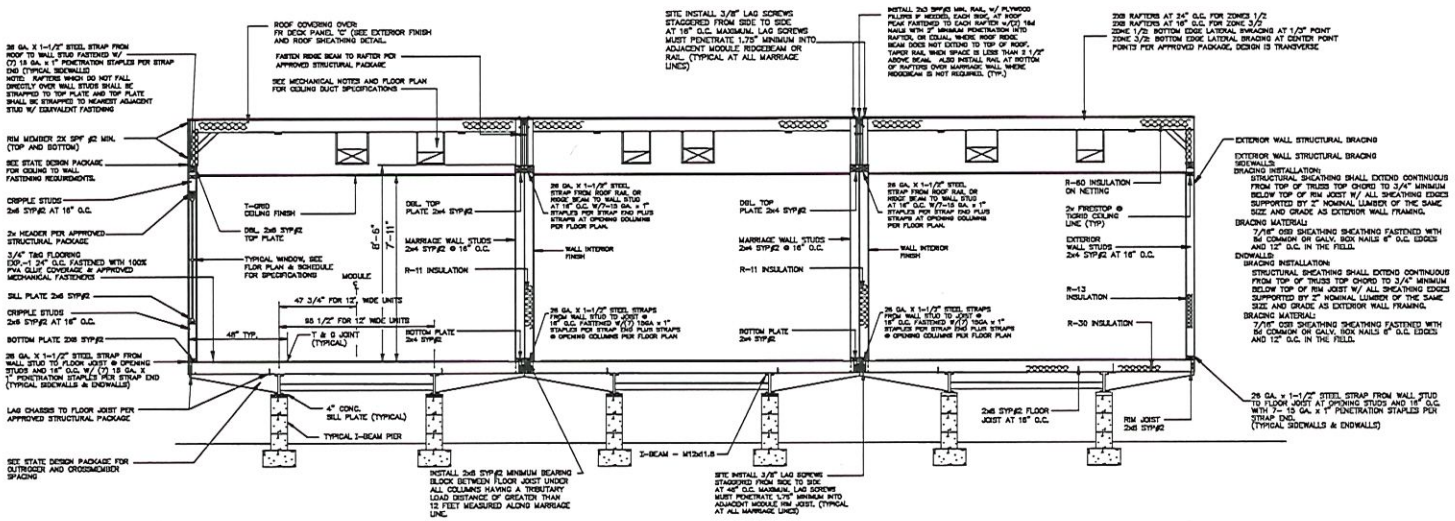
BALLOON END WALL DETAIL
NTS



MULEHIDE:
FR DECK PANEL 'C' TO BE FASTENED TO TRUSSES PER APPROVED STRUCTURAL PACKAGE

ROOF SHEATHING DETAIL

SEE DBI DESIGN PACKAGE PAGES C35.0–35.3 FOR DIAGONAL BRACING AND ROOF JOIST GUSSET DETAILS.



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GENERAL CROSS-SECTION NOTES:

1. UNLESS OTHERWISE SPECIFIED, ALL STEEL MUST COMPLY W/ ASTM A36, YIELD STRENGTH = 36 KSI.
2. ALL LAG SCREWS MUST COMPLY W/ ANSI/ ASME B18.2.1. TYP. 50 KSI MINIMUM.
3. SEE FOUNDATION PLAN FOR PIER AND TIE-DOWN STRAPPING LOCATIONS, ORIENTATIONS, AND SPECIFICATIONS.

RIDGE BEAM CONSTRUCTION:

(SEE FLOOR PLAN) 3/4" PLYWOOD, RATED SHEATHING, EXP.-1, STRUCT.-1, 8 PLY/8 LAYER, 48/24 EACH HALF CONTINUOUS ENTIRE LENGTH OF CLEARSPAN.

NOTES:

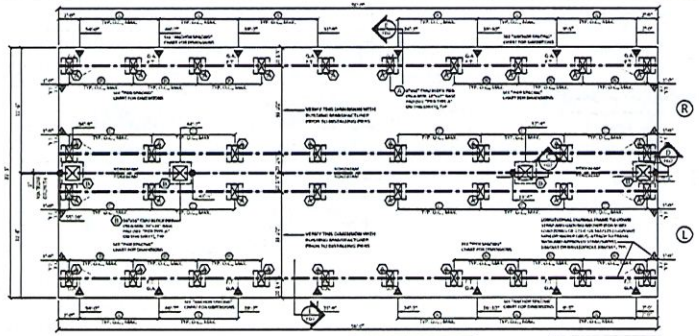
1. PLYWOOD FACE GRAIN MUST BE PARALLEL TO THE RIDGE BEAM SPAN.
2. ALL PLYWOOD BUTT JOINTS MUST BE STAGGERED 24" MINIMUM.
3. ALL RIDGE BEAM PLYWOOD LAMINATIONS MUST BE THE SAME DEPTH, THICKNESS, AND GRADE OF PLYWOOD. NO LUMBER OR PLYWOOD FLANGES ARE PERMITTED.
4. PLYWOOD MUST BE MANUFACTURED IN ACCORDANCE W/ PS 1-95.
5. PLYWOOD LAMINATIONS IN EACH HALF OF THE UNITS MUST BE GLUE NAILED TO ADJACENT LAYERS IN ACCORDANCE W/ PDS SUPPLEMENT #5, W/ AN ADHESIVE COMPLYING W/ ASTM D2336, OR CA-B.
6. PLYWOOD MUST NOT BE TREATED W/ A FIRE RETARDANT PROCESS.
7. MOISTURE CONTENT MUST BE LESS THAN 16%.
8. BEAMS SUPPORTED BY ENDWALL COLUMNS MUST EXTEND CONTINUOUS OVER COLUMNS TO EXTERIOR FACE OF ENDWALL.
9. INSTALL (2X4) X 20" SPF#3 RIDGE BEAM BEARING STIFFENER OVER SUPPORT COLUMNS, WHEN SPECIFIED ON FLOOR PLANS. FASTEN THE FACE OF THE STIFFENER TO THE RIDGE BEAM W/ 100X GLUE COVERAGE AND (8) 16 GA. X 2-1/2" STAPLES.

CONSULTING ENGINEER-SOLE PROPRIETORSHIP | JAMES BRADLEY, P.E. – 709 HALLECK CANYON ROAD – WHEATLAND, WY. 82201

VALID
COMMONWEALTH OF VIRGINIA
November 01, 2019
JAMES E. BRADLEY
Lic. No. 046636
PROFESSIONAL ENGINEER

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DATE: 9-4-19	REVISIONS:	ADD WATERHEATER EXPANSION TANK IN MODULAR 'B' AND EDMAX W/H IN MODULAR 'C'
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DBI8359 A-C REV-1 35'-0" x 60'-0" BUSINESS		SHEET 4 OF 4
CROSS SECTION		



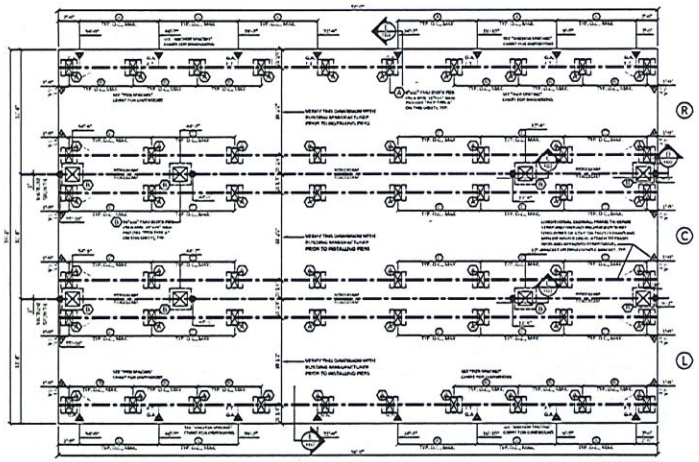
FOUNDATION PLAN - (2-PLEX)

SCALE: 3/16"=1'-0"

WIND: 90 to 140 MPH - EXP. C
115/89 to 160/124 (Vult/Vasd) MPH - EXP. C

SOIL: 2000 P.S.F. (SHOWN) ; 3000 PSF (SEE CHART)

NOTE: ALL MATELINE WALL MODULES AND ALL RIDGEBEAM SPAN MODULES NEED TO BE PROPERLY IDENTIFIED AND THE PROPER PIER SPACING NEEDS TO BE DETERMINED AND PLACED PRIOR TO FOUNDATION INSTALLATION.



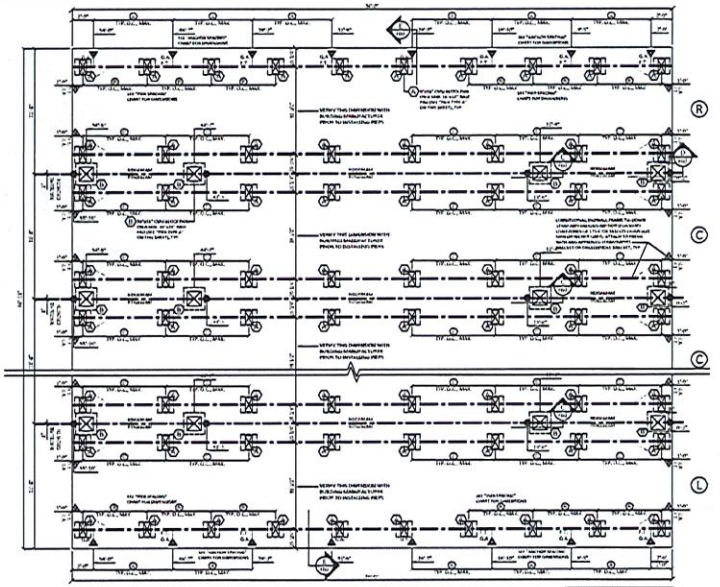
FOUNDATION PLAN - (3-PLEX)

SCALE: 3/16"=1'-0"

WIND: 90 to 140 MPH - EXP. C
115/89 to 160/124 (Vult/Vasd) MPH - EXP. C

SOIL: 2000 P.S.F. (SHOWN) ; 3000 PSF (SEE CHART)

NOTE: ALL MATELINE WALL MODULES AND ALL RIDGEBEAM SPAN MODULES NEED TO BE PROPERLY IDENTIFIED AND THE PROPER PIER SPACING NEEDS TO BE DETERMINED AND PLACED PRIOR TO FOUNDATION INSTALLATION.



FOUNDATION PLAN - (4-PLEX +)

SCALE: 3/16"=1'-0"

WIND: 90 to 140 MPH - EXP. C
115/89 to 160/124 (Vult/Vasd) MPH - EXP. C

SOIL: 2000 P.S.F. (SHOWN) ; 3000 PSF (SEE CHART)

NOTE: ALL MATELINE WALL MODULES AND ALL RIDGEBEAM SPAN MODULES NEED TO BE PROPERLY IDENTIFIED AND THE PROPER PIER SPACING NEEDS TO BE DETERMINED AND PLACED PRIOR TO FOUNDATION INSTALLATION.

NOTE: ANY NUMBER OF UNITS FROM (4) TO (13) CAN BE LOCATED SIDE-BY-SIDE AS SHOWN.

NOTE: FOUNDATION PLAN AS SHOWN IS DESIGNED FOR 20# G.S.L. IF THE GROUND SNOW LOAD IS 40# G.S.L. PLEASE REFER TO CHART ON THIS PAGE FOR ADJUSTED PIER SPACING.

SYMBOLS:

ANCHOR SPACING

ANCHOR SPACING

PIER SPACING @ 20# G.S.L.	PIER SPACING @ 20# G.S.L.	PIER SPACING @ 20# G.S.L.
1500 P.S.F. SOIL BEARING CAPACITY	2000 P.S.F. SOIL BEARING CAPACITY	3000 P.S.F. SOIL BEARING CAPACITY
PIER SPACING @ 40# G.S.L.	PIER SPACING @ 40# G.S.L.	PIER SPACING @ 40# G.S.L.
1500 P.S.F. SOIL BEARING CAPACITY	2000 P.S.F. SOIL BEARING CAPACITY	3000 P.S.F. SOIL BEARING CAPACITY

STATE(S):

DELAWARE

VIRGINIA

WEST VIRGINIA

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15 Veterans Way, Box 179
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570-966-2720
www.vanguardmodular.com

VANGUARD MODULAR BUILDING SYSTEMS

Vanguard Modular

Foundation Plan

VALID UNTIL: November 30, 2019

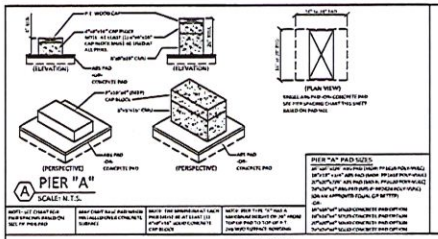
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University of Virginia University Building Official
Approved for general conformance to the 2015 VUSBC
✔ Approved with exceptions. See list of remaining issues noted on page 2 of the building permit and/or plan review documents
dated: 12/17/2019
Date: 12/17/2019

STATE(S): DE, VA, WV

Date:	11/6/2018
Salesperson:	B. Bingamali
Scale:	3/16"=1'-0"
Building Number:	
Drawn By:	J.L.B.
Sheet:	FD1

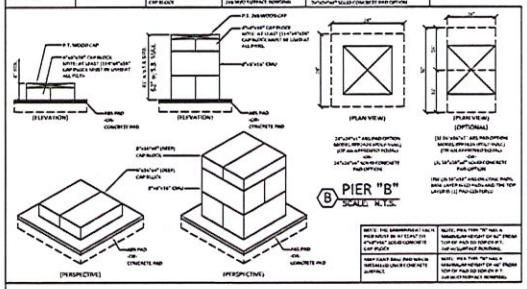


A PIER "A"
SCALE: N.T.S.

PIER "A" PAD SIZES

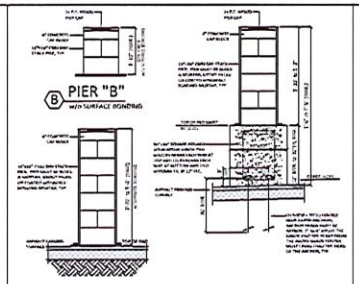
NOTE: MINIMUM SIZE OF BASE PAD FOR PIER "A" IS 36"X36" OR 9.78 SQUARE FEET. ANY BASE PAD (CONCRETE OR ASH) SIZE MAY BE USED THAT IS EQUAL TO OR GREATER THAN 9.78 SQUARE FEET. SEE CHART ON SHEET 1. THE LOCAL BUILDING DEPARTMENT IS TO BE CONSULTED AS TO WHICH PAD THEY WILL REQUIRE.

NOTE: MINIMUM SIZE OF BASE PAD FOR PIER "A" IS 24"X24" OR ASH SQUARE FEET. ANY BASE PAD (CONCRETE OR ASH) SIZE MAY BE USED THAT IS EQUAL TO OR GREATER THAN 4.00 SQUARE FEET. SEE "PIER B (ALT.)" ALSO.



B PIER "B"
SCALE: N.T.S.

NOTE: ALL EXISTING COMPACTED SOIL AREAS AT THIS SITE IS AN ASSUMED 2ksf BEARING CAPACITY OF 2000 PSF
NOTE: ALL PAVED OR ASPHALT PARKING SURFACES AT THIS SITE IS AN ASSUMED 3ksf BEARING CAPACITY OF 3000 PSF
NOTE: PIER TYPE "A" TRIPLE SERIES ARE BONDED AND IS TO BE USED ONLY WHERE THE PIER HEIGHT FROM TOP OF PAD TO TOP OF PIER RANGES FROM 4 INCHES TO 24 INCHES MAX.
NOTE: PIER TYPE "B" (DUO SURFACE BONDED) IS TO BE USED ONLY WHERE THE PIER HEIGHT FROM TOP OF PAD TO TOP OF PIER RANGES FROM 24 INCHES TO 48 INCHES MAX.
NOTE: PIER TYPE "B1" (W/SURFACE BONDING) IS TO BE USED ONLY WHERE THE PIER HEIGHT FROM TOP OF PAD TO TOP OF PIER RANGES FROM 48 INCHES TO 67 INCHES MAX. WITH MURIATIC BONDING MORTAR APPLIED TO ALL SIDES ON THE EQUAL PIER KNOW TOP OF PIER HEIGHT TOP OF PAD.
NOTE: PIER TYPE "B2" IS TO BE USED ONLY WHERE THE PIER HEIGHT FROM TOP OF PAD TO TOP OF PIER RANGES FROM 67 INCHES MAX. WITH MURIATIC BONDING MORTAR APPLIED TO ALL SIDES OF THE EXPOSED PIER FROM TOP OF PAD DOWN TO PAD ENTIRE TOP OF PAD



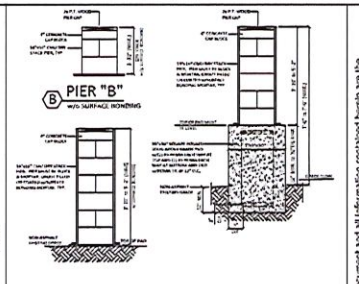
B PIER "B"
w/o SURFACE BONDING

B PIER "B1"
w/SURFACE BONDING

B2 PIER "B2"
w/SURFACE BONDING

(ASPHALT PARKING SURFACE)
PIER CONSTRUCTION BASED ON HEIGHT

NOTE:
1. RTBAR SPECIFIED IN CONCRETE FOOTERS MAY BE SUBSTITUTED WITH FIBERMESH INSTEAD.
2. BUILDING MAY BE INSTALLED ATOP CONCRETE FOOTERS 18-HOURS AFTER FOOTERS ARE POURED.
3. TYPE "S" MORTAR MAY BE USED TO LEVEL PIERS LESS THAN 1/2" PER FOOT OUT OF LEVEL.



B PIER "B"
w/o SURFACE BONDING

B PIER "B1"
w/SURFACE BONDING

B2 PIER "B2"
w/SURFACE BONDING

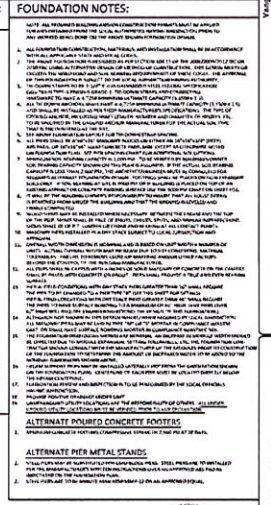
(NON-ASPHALT - EXISTING GRADE)
PIER CONSTRUCTION BASED ON HEIGHT

NOTE:
1. RTBAR SPECIFIED IN CONCRETE FOOTERS MAY BE SUBSTITUTED WITH FIBERMESH INSTEAD.
2. BUILDING MAY BE INSTALLED ATOP CONCRETE FOOTERS 18-HOURS AFTER FOOTERS ARE POURED.
3. TYPE "S" MORTAR MAY BE USED TO LEVEL PIERS LESS THAN 1/2" PER FOOT OUT OF LEVEL.

STRUCTURAL LOAD LIMITATIONS: 2012/2015 IBC, 2010 FBC

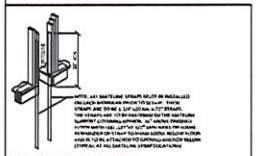


FOUNDATION NOTES:

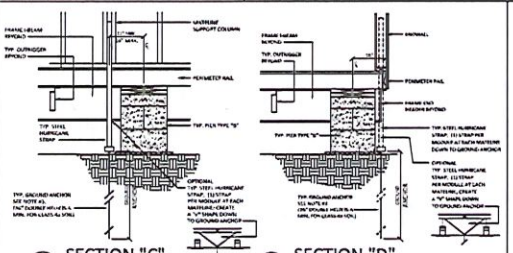


ALTERNATE POURED CONCRETE FOOTERS

ALTERNATE PIER METAL STANDS

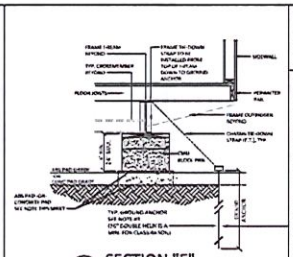


MATELINE SUPPORT
COLUMN FOUNDATION STRAP
SCALE: N.T.S.



C SECTION "C"
FD2 SCALE: N.T.S.

D SECTION "D"
FD2 SCALE: N.T.S.



E SECTION "E"
FD2 SCALE: N.T.S.

NOTE: STRAP MAY BE EITHER WRAPPED AROUND I-BEAM AND A DOUBLE CRIMP USED OR AN APPROVED 3-HOOF MAY BE USED SUBJECT TO JURISDICTION APPROVAL (NOTE: STRAP MUST BE PROTECTED FROM DIRECT CONTACT WITH ALL EDGES OF I-BEAM)

NOTE: IF MODULAR BUILDING IS LOCATED OVER A CLASS 3 (ROCK) SURFACE A CROSS DRIVE ANCHOR (MDM36-90TH (MINUIT) MAN PRODUCTS, INC.) OR AN APPROVED EQUAL CAN BE SUBSTITUTED

NOTE: IF MODULAR BUILDING IS LOCATED OVER AN ASPHALT PARKING SURFACE THEN AN ASPHALT ANCHOR (MDM3967 (TIE-DOWN KING, INC.) OR AN APPROVED CROSS DRIVE ANCHOR OR EQUAL CAN BE SUBSTITUTED

NOTE: IF MODULAR BUILDING IS LOCATED OVER A MIN. 4" THICK 3000 P.S.I. CONCRETE SLAB/MAT A TENSION HEAD w/SLEEVE ANCHOR (MDM THDHLS (MINUTE MAN PRODUCTS, INC.) OR AN APPROVED EQUAL CAN BE SUBSTITUTED

University of Virginia
University Building Official
Approved for general conformance to the 2015 VUSBC
✔ Approved with exceptions. See list of remaining issues noted on page 2 of the building permit and/or plan review documents.
dated: 12/17/2019
Date: 12/17/2019

WALTER E. WOOD
LICENSE
No. 21600
VALID
November 2020

COMMONWEALTH OF VIRGINIA
WALTER E. WOOD
Lic. No. 57881
PROFESSIONAL ENGINEER
VALID
November 2018

WALTER E. WOOD
REGISTERED
22484
STATE OF
VIRGINIA
PROFESSIONAL ENGINEER
VALID
November 2018

ABS PADS / CMU PIERS
STATE(S): DE, VA, WV

W.E.W.

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Corporate Office
3 Great Valley Parkway, Suite 150
Malvern, PA 19355
877-375-8400
www.vanguardmodular.com

VANGUARD
MODULAR BUILDING SYSTEMS

Vanguard Modular
Foundation Plan Details

Date:	11/6/2018
Salesperson	B. Steganski
Scale:	3/16"=1'-0"
Building Number:	
Drawn by:	J.L.D.
Sheet:	FD2



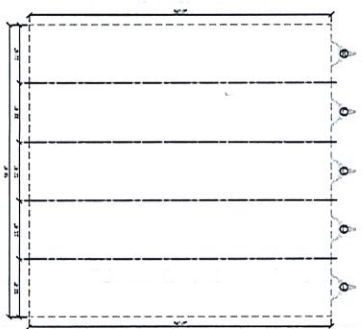
KEY PLAN - (2) PLEX
SCALE: N.T.S.



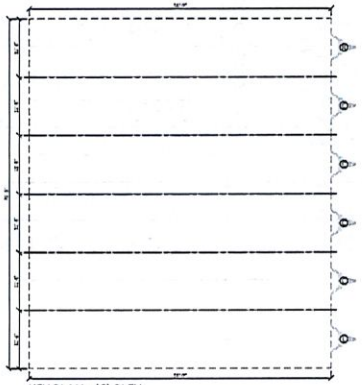
KEY PLAN - (3) PLEX
SCALE: N.T.S.



KEY PLAN - (4) PLEX
SCALE: N.T.S.



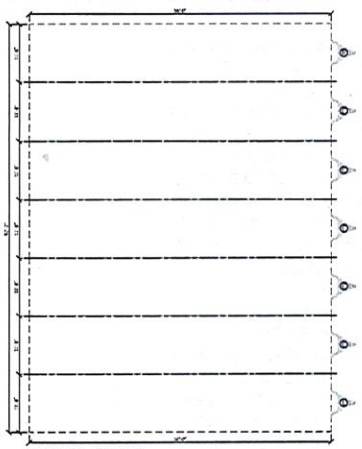
KEY PLAN - (5) PLEX
SCALE: N.T.S.



KEY PLAN - (6) PLEX
SCALE: N.T.S.

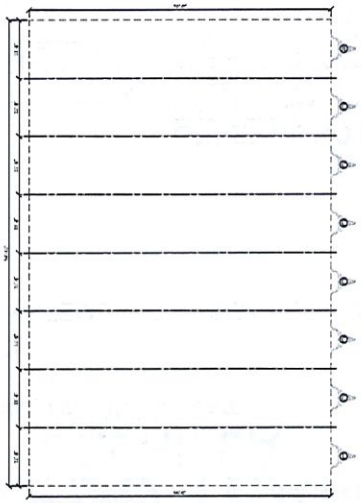


KEY PLAN - (9) PLEX
SCALE: N.T.S.



KEY PLAN - (7) PLEX
SCALE: N.T.S.

NOTE: ALL MATELINE WALL MODULES AND ALL RIDGEBEAM SPAN MODULES NEED TO BE PROPERLY IDENTIFIED AND THE PROPER PIER SPACING NEEDS TO BE DETERMINED AND PLACED PRIOR TO FOUNDATION INSTALLATION.



KEY PLAN - (8) PLEX
SCALE: N.T.S.

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Date: 12/17/2019

STATE(S): DE, VA, WV

WALTER E. WOOD
LICENSED
No. 21800
PROFESSIONAL ENGINEER
VALID
November 14, 2019

COMMONWEALTH OF VIRGINIA
WALTER E. WOOD
Lic. No. 57681
PROFESSIONAL ENGINEER
VALID
November 14, 2019

WALTER C. WOOD
REGISTERED
22484
STATE OF
WEST VIRGINIA
PROFESSIONAL ENGINEER
VALID
November 14, 2019

W.E.W.

REV	DATE	

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VANGUARD
MODULAR BUILDING SYSTEMS

Vanguard Modular

Key Plan (2-Plex to 9-plex)

Date:	11/6/2018
Salesperson:	B. Bingamon
Scale:	3/16"=1'-0"
Building Number:	
Drawn by:	J.L.R.
Sheet:	K1

University of Virginia
University Building Official

Approved for general conformance to the 2015 VUSBC

✔ Approved with exceptions. See list of remaining issues noted on page 2 of the building permit and/or plan review documents dated: 12/17/2019

Date: 12/17/2019

Kevan M. Finn, P.E., Inc.
Jeffrey R. Walton, Jr., P.E.
815 Waterbury Park Drive
Elkhart, IN 46517
VA PE Lic. # 0402-035409
VA Firm # 0407006548

SAPA FABRICATED PRODUCTS
(REDD TEAM)
DELHI, LA

BY: Sapa Extrusions, llc. (REDD Team)
DELHI, LA
1-800-779-5509

RE: URS RAMP SYSTEMS WITH 42/34 VERTICAL PICKET RAILS

COMMONWEALTH OF VIRGINIA
JEFFREY R. WALTON, JR.
Lic. No. 0402 035409
PROFESSIONAL ENGINEER
JAN 17 2019

TABLE OF CONTENTS FOR A 42" VERTICAL PICKET RAMP & LANDING SYSTEM

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COVER SHEET & NOTES	6-10-16	COVER
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RAMP DETAILS	6-10-16	2-6
STAIR CROSS SECTION/DETAILS	6-10-16	7-8
WALKWAY DETAILS	6-10-16	9
LEG CONNECTION DETAIL	6-10-16	10

GENERAL NOTES:

1. ALUMINUM RAMP, LANDING AND STAIR SECTIONS SHALL BE A RIGID, FREE-SPAN DESIGN.
2. DESIGN OF THE ALUMINUM STRUCTURES SHALL CONFORM TO THE 2005 EDITION OF **THE ALUMINUM ASSOCIATION SPECIFICATIONS AND GUIDELINES FOR ALUMINUM STRUCTURES.**
3. ALL ALUMINUM CONSTRUCTION USING 6000 SERIES ALUMINUM ALLOYS. STRUCTURAL MEMBERS TO BE 6061-T6, 6063-T6 AND 6005-T5 ALUMINUM ALLOY.
4. ALUMINUM WILL BE STANDARD MILL FINISH UNLESS OTHERWISE NOTED.
5. WELDING SHALL BE IN ACCORDANCE WITH ANSI/AWS D1.2/D1.2M-2014 GAS METAL ARC WELDING (GMAW) PROCESS BY EXPERIENCED OPERATORS.
6. ALL FASTENERS TO BE 18-8 (SERIES 304) STAINLESS STEEL UNLESS OTHERWISE NOTED.
7. LANDING, RAMP AND STAIR SECTIONS ARE TO BE ENGINEERED FOR A 100 PSF LIVE LOAD.
8. LANDING AND RAMP WALKING SURFACES SHALL BE DESIGNED FOR A MINIMUM CONCENTRATED VERTICAL LOAD OF 300 LBS APPLIED EVENLY OVER A 12" x 12" AREA. STAIR TREADS SHALL BE DESIGNED TO WITHSTAND A MINIMUM CONCENTRATED LOAD OF 300 LBS OVER A 4 SQUARE INCH AREA
9. RAMP AND LANDING GUARDRAILS TO BE 42 INCH MINIMUM HEIGHT UNLESS OTHERWISE SPECIFIED.
10. HANDRAIL ASSEMBLIES AND GUARDRAILS SHALL BE DESIGNED TO RESIST A LOAD OF 50 PLF APPLIED IN ANY DIRECTION AT THE TOP OF THE RAIL
11. HANDRAIL ASSEMBLIES AND GUARDRAILS SHALL BE ABLE TO RESIST A SINGLE CONCENTRATED LOAD OF 200 LBS, APPLIED IN ANY DIRECTION AT ANY POINT ALONG THE TOP OF THE RAIL. THIS LOAD NEED NOT BE ASSUMED TO ACT CONCURRENTLY WITH THE LOADS SPECIFIED IN THE PRECEDING PARAGRAPH.
12. INTERMEDIATE RAILS (ALL THOSE EXCEPT HANDRAILS), BALUSTERS AND PANEL FILLERS SHALL BE DESIGNED TO WITHSTAND A HORIZONTALLY APPLIED NORMAL LOAD OF 50 LBS ON AN AREA EQUAL TO 1 SQUARE FOOT, INCLUDING OPENINGS AND SPACE BETWEEN RAILS.
13. GUARDRAIL SYSTEMS SHALL BE DESIGNED SO THAT A 4 (FOUR) INCH SPHERE CANNOT PASS THROUGH ANY OPENING.
14. DECK SURFACE SHALL BE A SLIP RESISTANT, EXTRUDED ALUMINUM DECKING WITH A TRIPLE I-BEAM, SELF-MATING DESIGN.
15. ALL SURFACES, MEMBERS AND THEIR WELDED JOINTS SHALL BE SMOOTH AND FREE FROM SHARP OR JAGGED EDGES.

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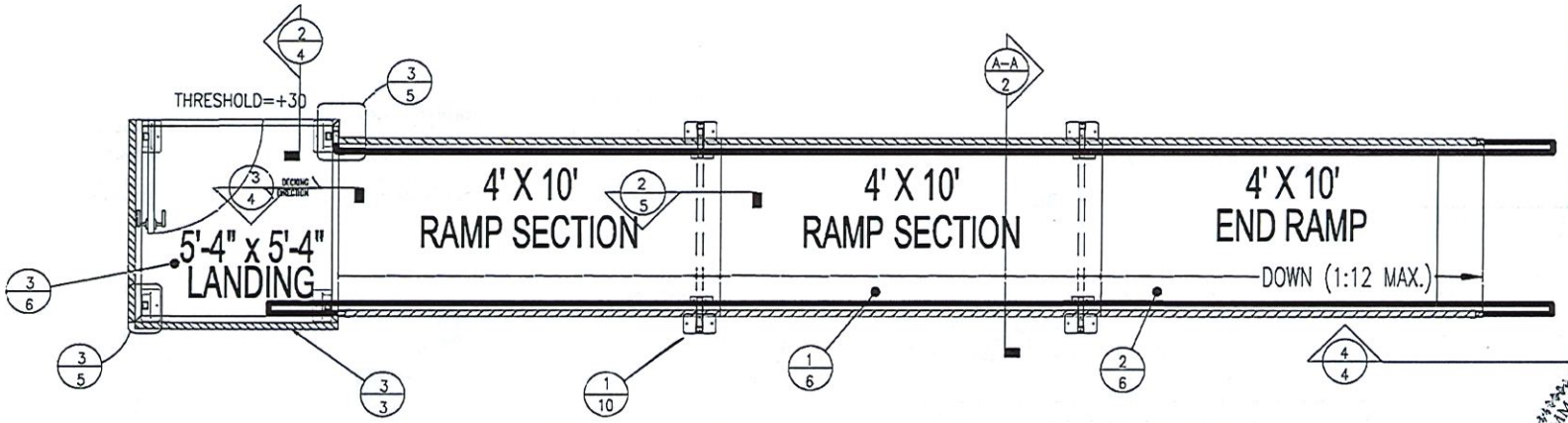
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Delhi, LA 71232
Phone: 1(800)779-5509
Fax: 1(866)940-4586

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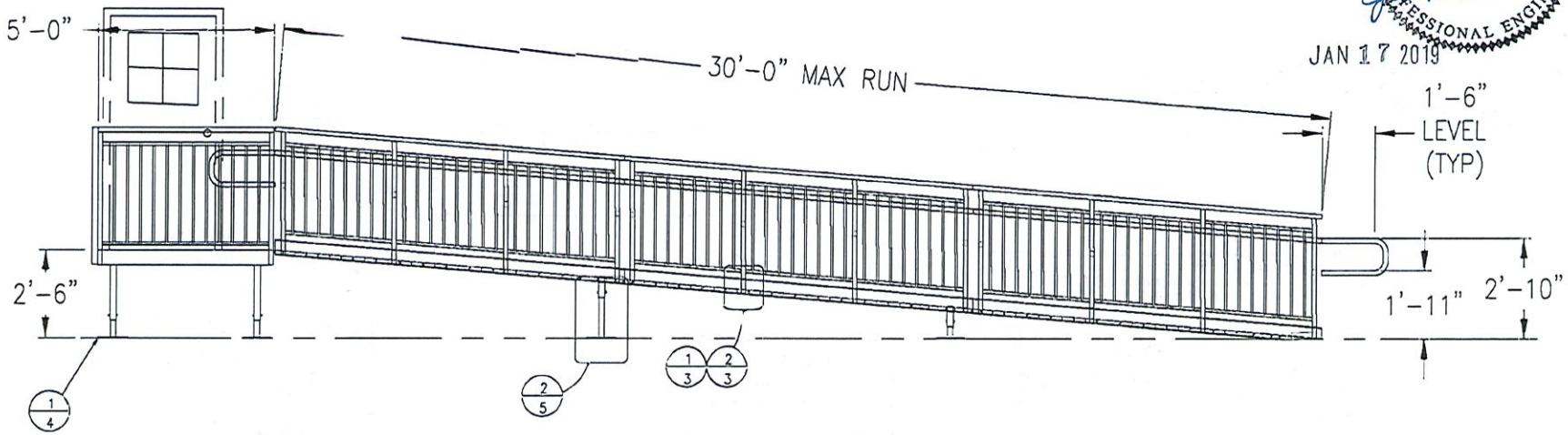
CUSTOMER SHOP DRAWINGS

SAPA FRABICATED PRODUCTS
DELHI, LA
ALUMINUM ACCESS RAMP SYSTEM
WITH 42" HIGH VERTICAL PICKET GUARDRAIL

DATE 1/15/2019
JOB NO.
DRAWING 5-4 30FT Shop
REV R - 0
DRAWN BY TMB
APPROVED BY
SHEET NUMBER COVER



PLAN VIEW - 42/34 RAMP SYSTEM



ELEVATION VIEW: 42/34 VP ALUMINUM ACCESS RAMP SYSTEM

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Date: 12/17/2019

COMMONWEALTH OF VIRGINIA
JEFFREY R. WALTON, JR.
Lic. No. 0402 035409
PROFESSIONAL ENGINEER
JAN 17 2019

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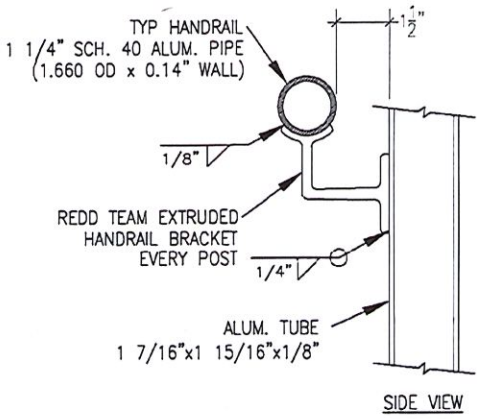
Sapa Extrusions, Inc
125 Superior Drive
Delhi, LA 71232
Phone: (800)777-3569
Fax: (866)960-4566

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CUSTOMER SHOP DRAWINGS

SAPA FRABICATED PRODUCTS
DELHI, LA
ALUMINUM ACCESS RAMP SYSTEM
WITH 42" HIGH VERTICAL PICKET GUARDRAIL

DATE	1/15/2019
JOB NO.	
SCALE	5-4 30FT Shop
REV	R - 0
DRAWN BY	TMB
APPROVED BY	
SHEET NUMBER	01



NOTE:
HANDRAIL SHALL BE SMOOTH WITH NO SHARP EDGES, AT CONNECTIONS

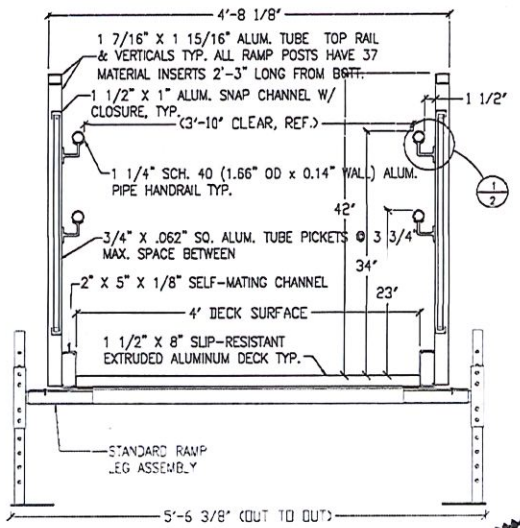
1/2 DETAIL
34" RAMP HANDRAIL
SCALE: 3"=1'-0"

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Date: 12/17/2019



A-A/2 SECTION A-A
RAMP CROSS SECTION
SCALE: 1 1/2"=1'-0"

COMMONWEALTH OF VIRGINIA
JEFFREY R. WALTON, JR.
Lic. No. 0402 035409
PROFESSIONAL ENGINEER
JAN 17 2019

ANCHOR



4" ALUMINUM ARROWHEAD EARTH ANCHOR

356 ALUMINUM ALLOY

HEAT-TREATED TO T6 SPECS

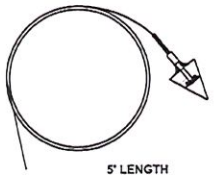
CABLE CLAMPS



GALVANIZED STEEL CABLE CLAMPS

USE AFTER LOOPING CABLE THROUGH DECK, STEP OR RAMP CROSS MEMBER

CABLE

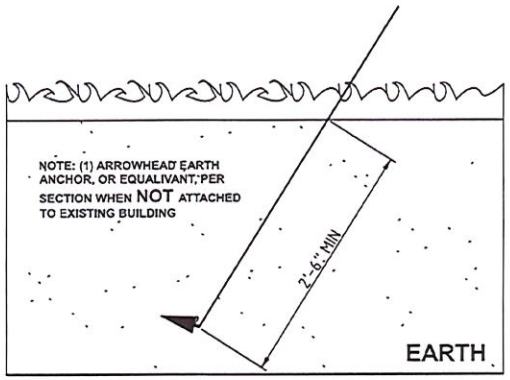


GALVANIZED STEEL AIRCRAFT CABLE

DIAMETER: 3/16"

LENGTH: 5'-0"

BREAKING STRENGTH: 4,200 LB



LOAD CAPACITY

PULLOUT STRENGTH AT MIN DEPT 2.5'

SOIL CLASS 1	SOIL CLASS 2	SOIL CLASS 3
HADPAN ASPHALT	SANDY GRAVEL	SILTY GRAVEL
3,500 LB 15.6 KN	2,200 LB 9.79 KN	1,900 LB 8.45 KN

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125 Superior Drive
Delhi, LA 71232
Phone: 1(800)779-5569
Fax: 1(866)940-4566

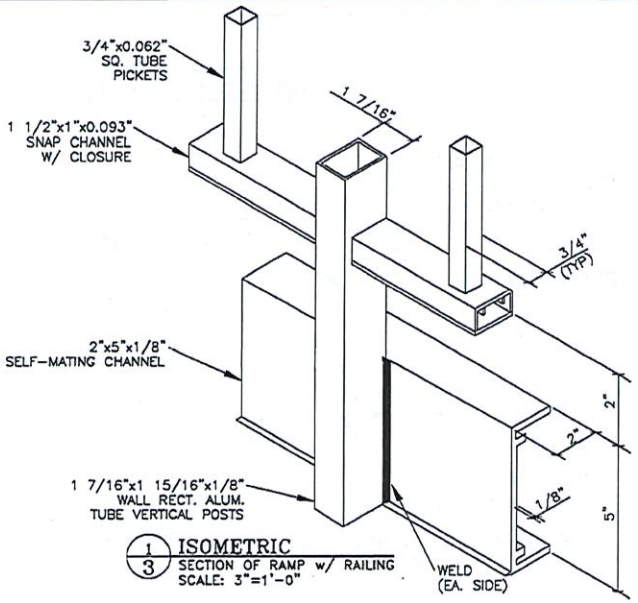
sapa:

CUSTOMER SHOP DRAWINGS

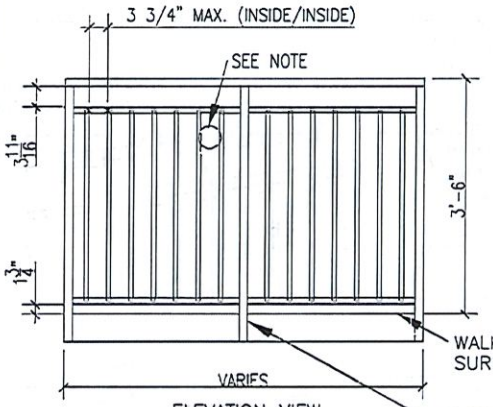
SAPA FRABICATED PRODUCTS
DELHI, LA
ALUMINUM ACCESS RAMP SYSTEM
WITH 42" HIGH VERTICAL PICKET GUARDRAIL

DATE	1/15/2019
SCALE	----
FILENAME	5-4 JOIT Shop
REV.	R - 0
DRAWN BY	TWD
APPROVED BY	
SHEET NUMBER	02

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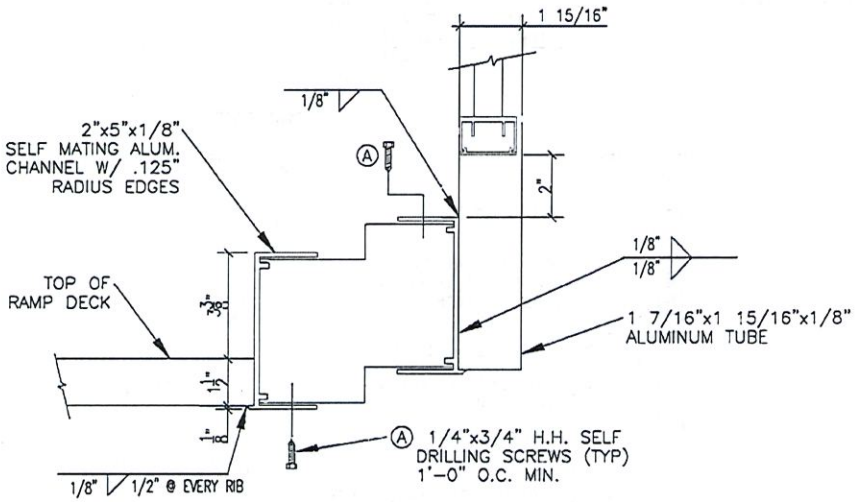
1/3 ISOMETRIC
SECTION OF RAMP w/ RAILING
SCALE: 3"=1'-0"



NOTE:
NO OPENING WILL ALLOW A 4" SPHERE TO PASS THROUGH.

NOTE:
ALL OTHER LANDING RAILS SIMILAR

3/3 DETAIL
LANDING RAIL
1/2"=1'-0"



2/3 DETAIL
RAIL TO RAMP CONNECTION
SCALE: 1 1/2"=1'-0"

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University Building Official

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Date: 12/17/2019

COMMONWEALTH OF VIRGINIA
JEFFREY R. WALTON, JR.
Lic. No. 0402 035409
PROFESSIONAL ENGINEER

JAN 17 2019

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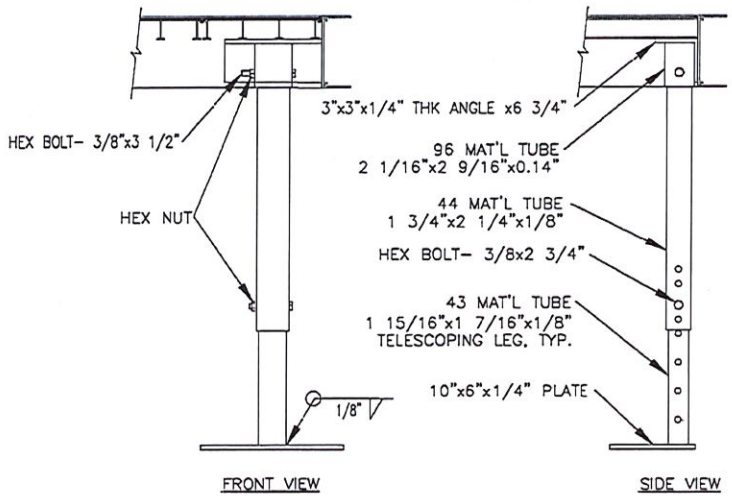
Sapa Extrusions, Inc
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Dothi, LA 71232
Phone: 1(800)779-5559
Fax: 1(866)840-4566

sapa:

CUSTOMER SHOP DRAWINGS

SAPA FRABICATED PRODUCTS
DELHI, LA
ALUMINUM ACCESS RAMP SYSTEM
WITH 42" HIGH VERTICAL PICKET GUARDRAIL

DATE	1/15/2019
JOB #	
FILENAME	5'-4 30FT Shop
REV #	R - 0
DRAWN BY	TMB
APPROVED BY	
SHEET NUMBER	03



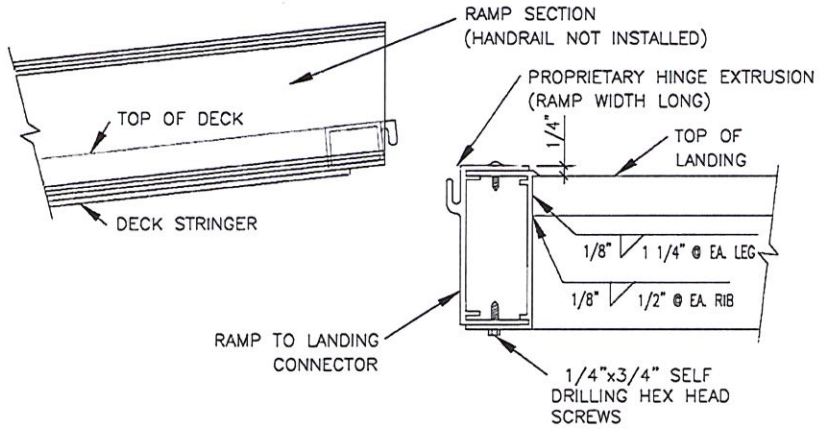
1/4 DETAIL
LANDING LEG ASSEMBLY
SCALE: 1 1/2=1'-0"

University of Virginia
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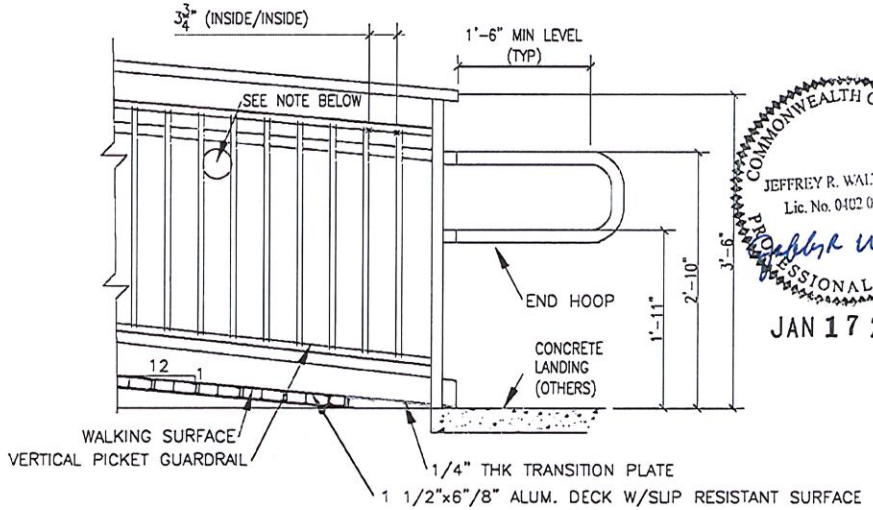
Approved for general conformance to the 2015 VUSBC

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Date: 12/17/2019



3/4 SECTION
RAMP TO LANDING CONNECTION
SCALE: 3"=1'-0"



NOTE:
NO OPENING WILL ALLOW A 4" SPHERE TO PASS THROUGH.

4/4 DETAIL
END RAMP (1:12 SLOPE)
SCALE: 3/4"=1'-0"

COMMONWEALTH OF VIRGINIA
JEFFREY R. WALTON, JR.
Lic. No. 0402 035409
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JAN 17 2019

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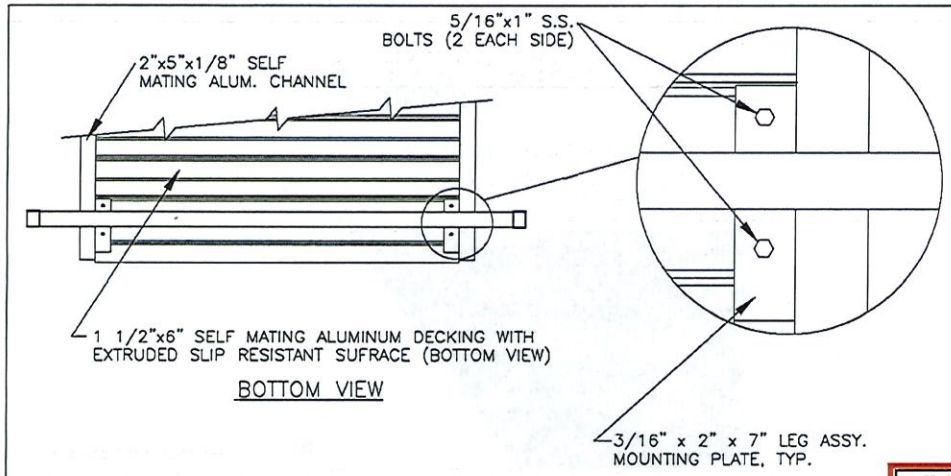
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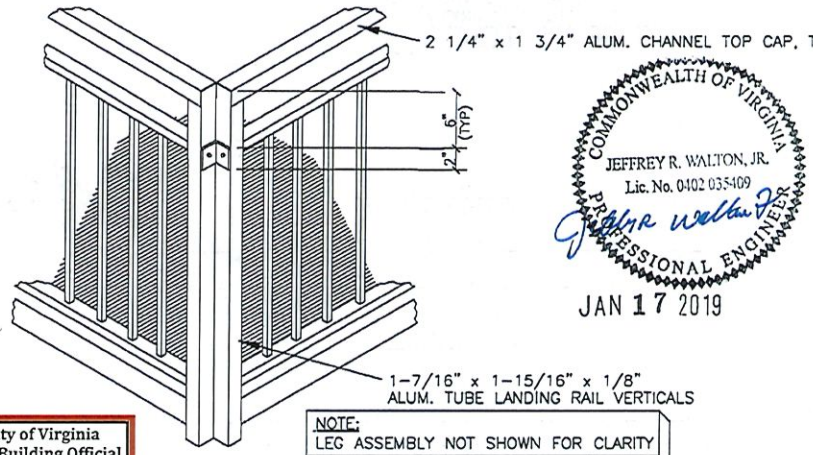
CUSTOMER
SHOP DRAWINGS

SAPA FRABICATED PRODUCTS
DELHI, LA
ALUMINUM ACCESS RAMP SYSTEM
WITH 42" HIGH VERTICAL PICKET GUARDRAIL

DWG	1/15/2019
JOB NO.	
DRAWING	S-4 30FT Shop
REV	R - 0
DRAWN BY	TMB
APPROVED BY	
SHEET NUMBER	04



A-A 5 DETAIL VIEW
RAMP, ADJUSTABLE LEG ASSEMBLY
SCALE: 3/4"=1'-0"

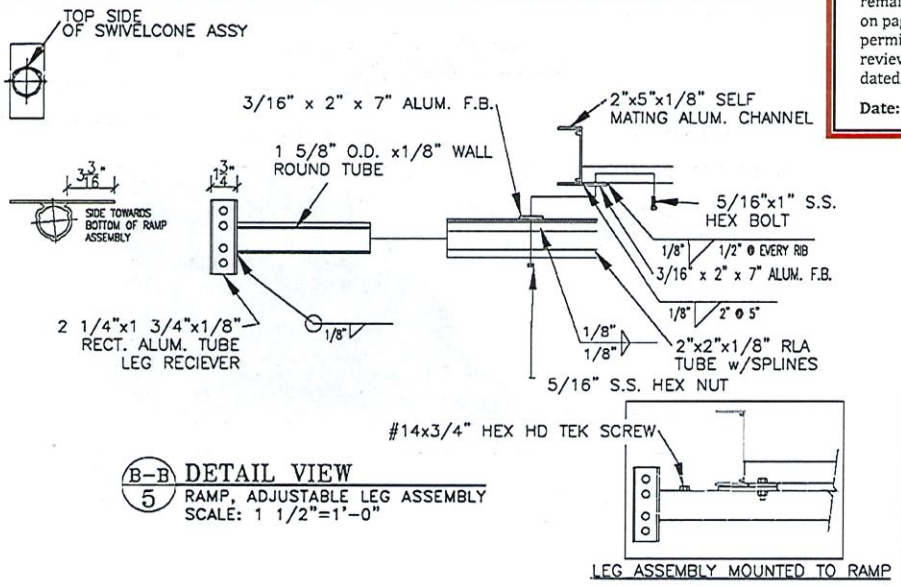


NOTE:
LEG ASSEMBLY NOT SHOWN FOR CLARITY

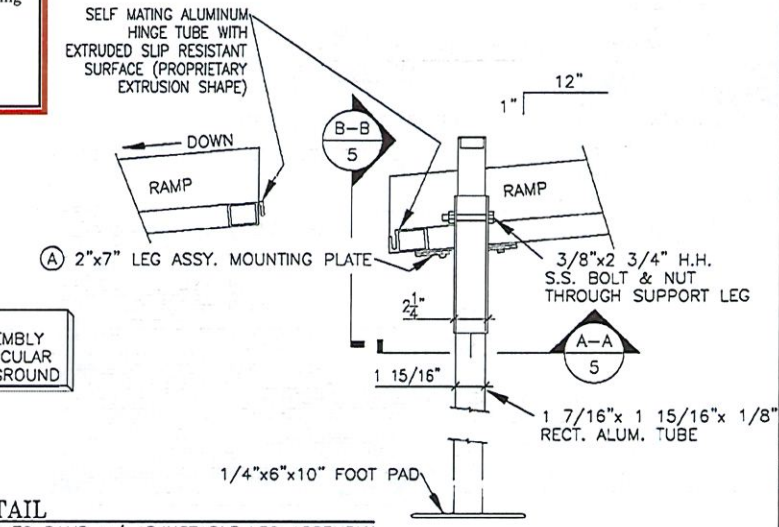
3 5 DETAIL
LANDING RAIL CORNER CLIP
SCALE: 1"=1'-0"

COMMONWEALTH OF VIRGINIA
JEFFREY R. WALTON, JR.
Lic. No. 0402 035409
PROFESSIONAL ENGINEER
JAN 17 2019

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Date: 12/17/2019



B-B 5 DETAIL VIEW
RAMP, ADJUSTABLE LEG ASSEMBLY
SCALE: 1 1/2"=1'-0"



NOTE
LEG ASSEMBLY
PERPENDICULAR
TO THE GROUND

2 5 DETAIL
RAMP TO RAMP w/ ADJUSTABLE LEG ASSEMBLY
SCALE: 1 1/2"=1'-0"

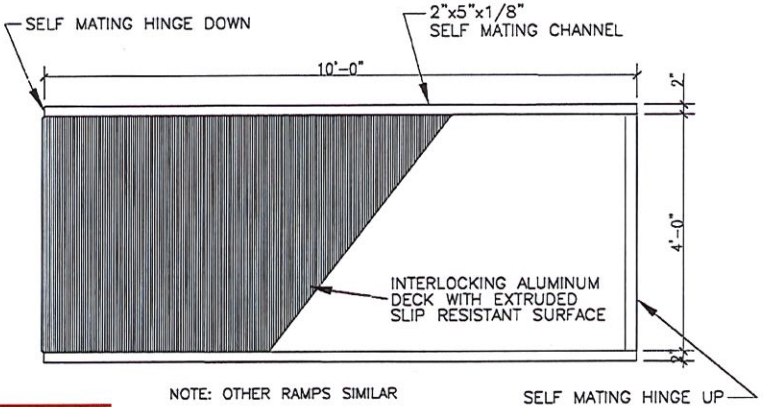
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Fax: 1(318)340-4566

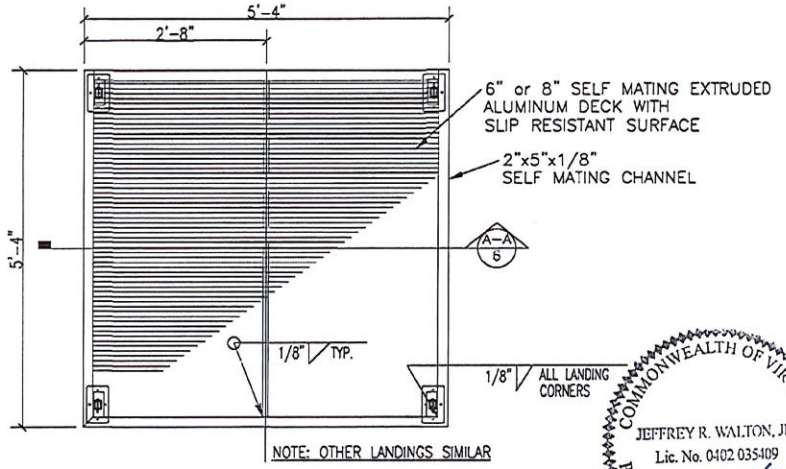
CUSTOMER SHOP DRAWINGS

SAPA FRABICATED PRODUCTS
DELHI, LA
ALUMINUM ACCESS RAMP SYSTEM
WITH 42" HIGH VERTICAL PICKET GUARDRAIL

DATE	1/15/2019
JOB NO.	
FILENAME	5-4 30FT Shop
REV	R - 0
DRAWN BY	TMB
APPROVED BY	
SHEET NUMBER	05



1/6 DETAIL
4'x8' OR 10' RAMP DETAIL
SCALE: 1/2"=1'-0"



3/6 DETAIL
5'-4" x 5'-4" LANDING
SCALE: 1/2"=1'-0"

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Lic. No. 0402 035409
PROFESSIONAL ENGINEER

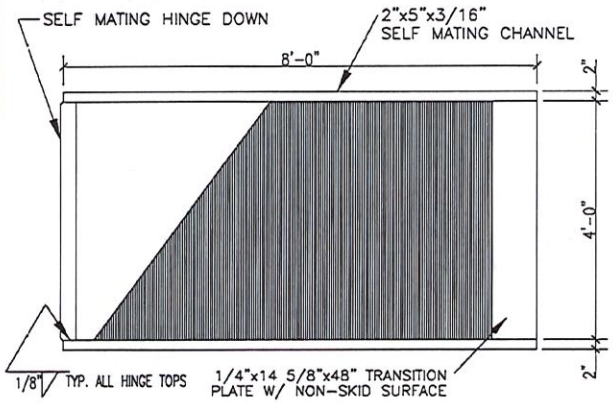
JAN 17 2019

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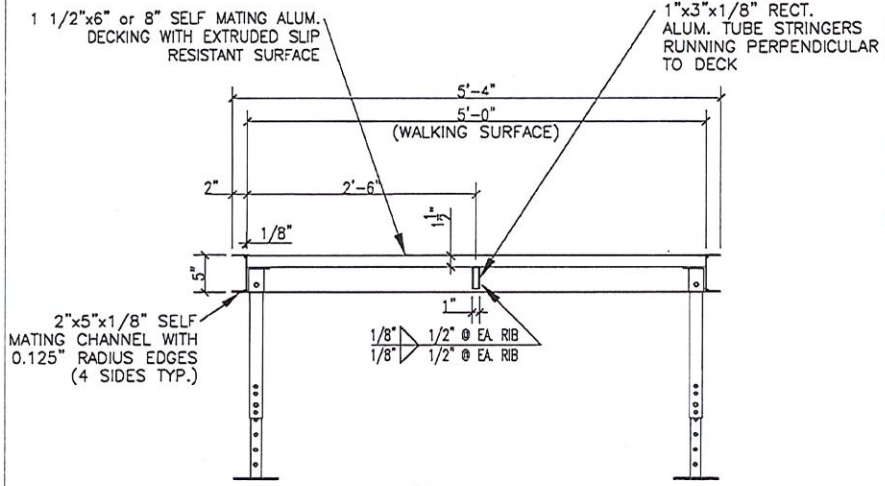
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Date: 12/17/2019



2/6 DETAIL
4'x8' END RAMP DETAIL
SCALE: 1/2"=1'-0"



A-A/6 SECTION VIEW
LANDING CROSS SECTION
SCALE: 3/4"=1'-0"

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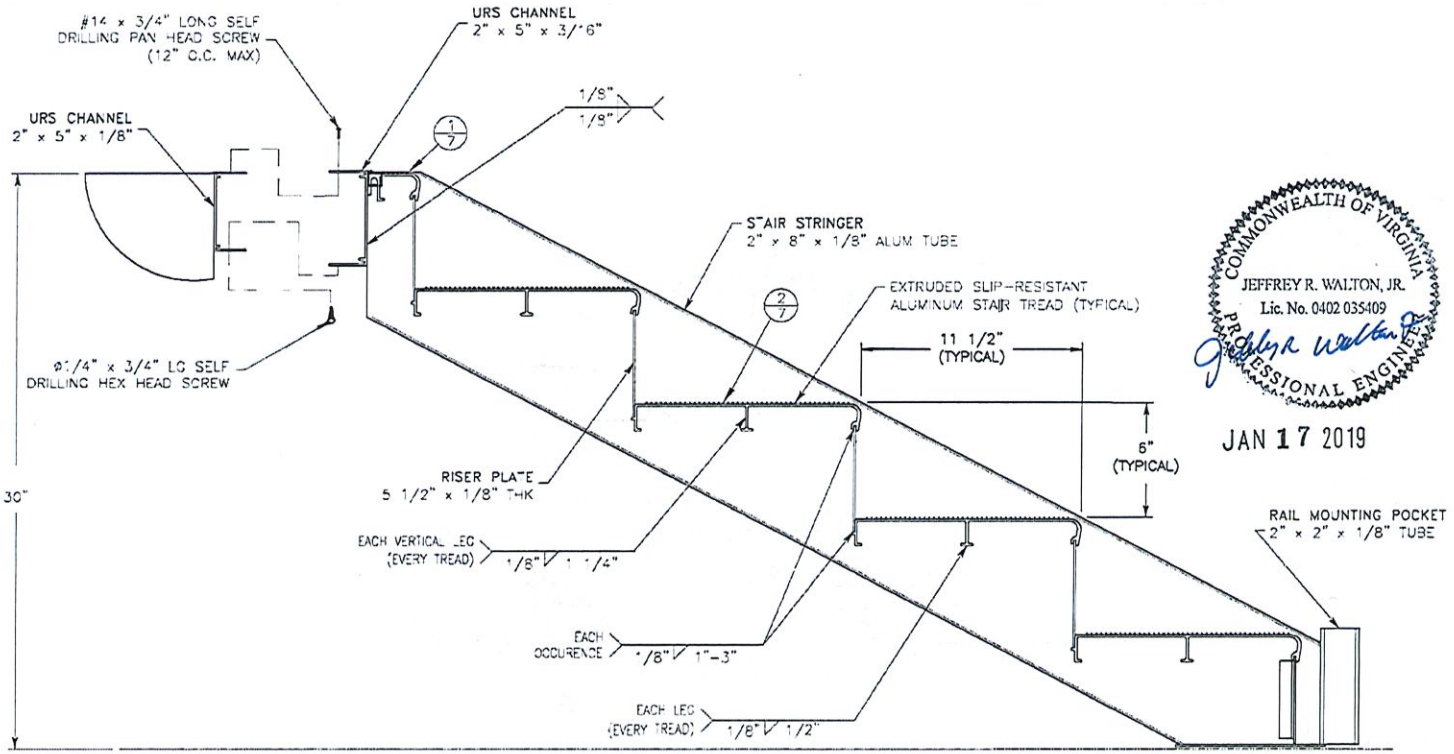
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SAPA FRABICATED PRODUCTS
DELHI, LA
ALUMINUM ACCESS RAMP SYSTEM
WITH 42" HIGH VERTICAL PICKET GUARDRAIL

DATE	1/15/2019
JOB NO	
FILENAME	5-4 30FT Shop
SCALE	R - 0
DRAWN BY	TMB
APPROVED BY	
SHEET NUMBER	06



SECTION C-C:
5R1006 STAIRWAY CROSS SECTION
(RAILINGS OMITTED FOR CLARITY)
SCALE: N.TS

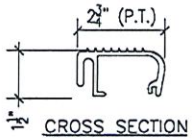
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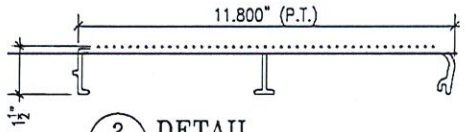
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CROSS SECTION

1/7 DETAIL
2 3/4"x1 1/2" UPPER STAIR HINGE
SCALE: NTS



2/7 DETAIL
SLIP-RESISTANT STAIR TREAD
SCALE: NTS

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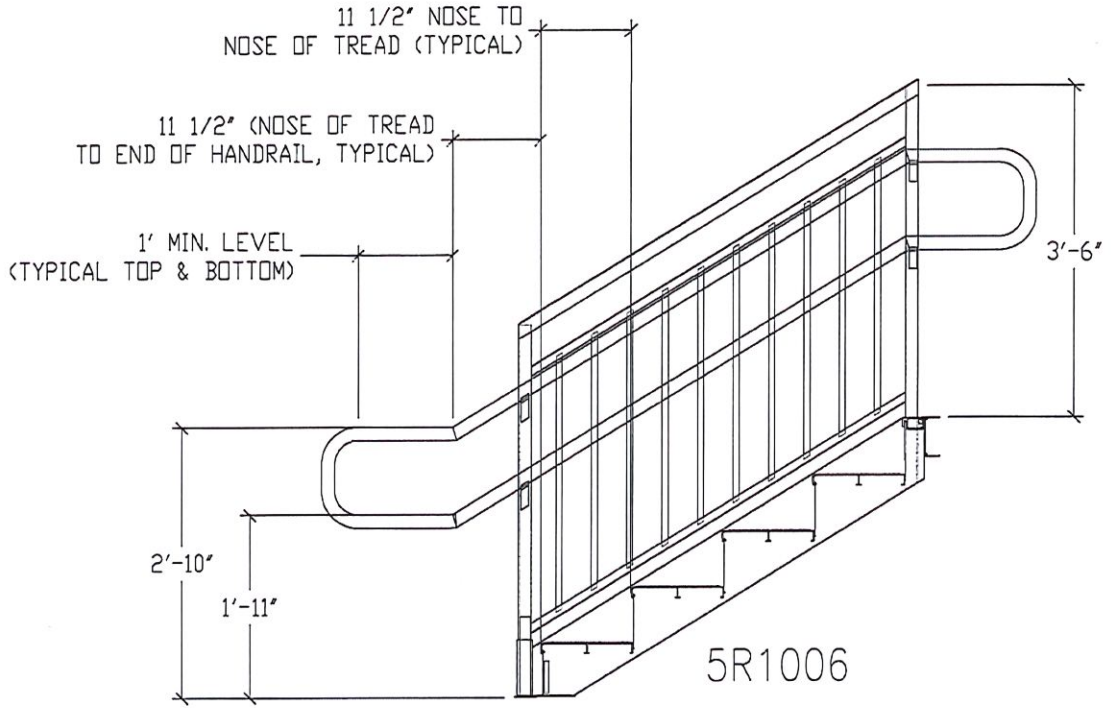
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SAPA FRABICATED PRODUCTS
DELHI, LA
ALUMANUM ACCESS RAMP SYSTEM
WITH 42" HIGH VERTICAL PICKET GUARDRAIL

DATE: 1/15/2019
DRAWING: 5-4 30FT Shop
REV.: R - 0
DRAWN BY: TMB
APPROVED BY:
SHEET NUMBER: 07



1/8 ELEVATION VIEW
UPPER AND LOWER STAIR HOOP DETAILS
SCALE: 3/4"=1'-0"

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Date: 12/17/2019

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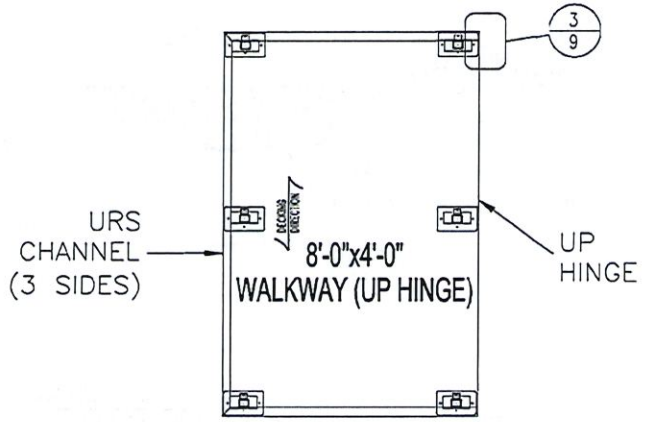
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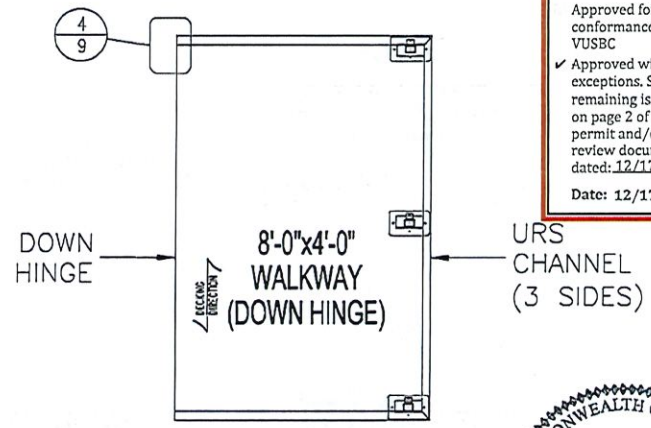
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SAPA FRABICATED PRODUCTS
DELHI, LA
ALUMANUM ACCESS RAMP SYSTEM
WITH 42" HIGH VERTICAL PICKET GUARDRAIL

DATE	6/10/2016
JOB No.	----
ITEM No.	5-4 30FT Shop
SCALE	R - 0
DRAWN BY	TMB
APPROVED BY	
SHEET NUMBER	08



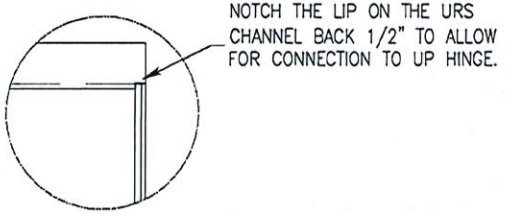
1/9 DETAIL VIEW
PLAN VIEW (WALKWAYS)
SCALE: NTS



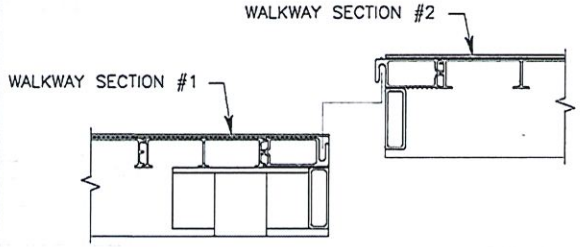
2/9 DETAIL VIEW
PLAN VIEW (WALKWAYS)
SCALE: NTS

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Date: 12/17/2019

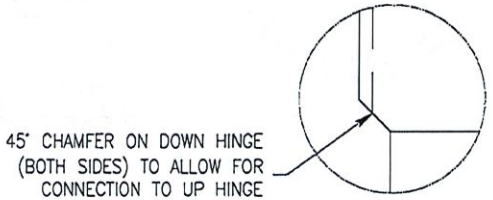
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JAN 17 2019



3/9 DETAIL VIEW
UP HINGE NOTCH (TYP)
SCALE: NTS



C-C/9 SECTION VIEW
WALKWAY TO WALKWAY HINGE CONNECTION
SCALE: NTS



4/9 DETAIL VIEW
DOWN HINGE CHAMFER (TYP)
SCALE: NTS

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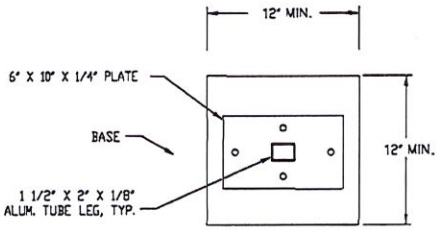
CUSTOMER
SHOP DRAWINGS

SAPA FRABICATED PRODUCTS
DELHI, LA
ALUMINUM ACCESS RAMP SYSTEM
WITH 42" HIGH VERTICAL PICKET GUARDRAIL

DATE	1/15/2019
JOB NO.	
FILENAME	5-(30FT Shop
REV.	R - 0
DRAWN BY	TMB
APPROVED BY	
SHEET NUMBER	09

OPTIONAL BEARING METHODS

(WHEN SOIL CONDITIONS ARE FAVORABLE, OUR 6" X 10" LEG PAD IS ACCEPTABLE FOR BEARING DIRECTLY TO THE GROUND)



1/10 PLAN VIEW

LANDING LEG ATTACHMENT
SCALE: NTS

NOTE: WHEN RAMP & LANDING IS **NOT** ATTACHED TO THE BUILDING BELOW ARE ACCEPTABLE BEARING METHODS

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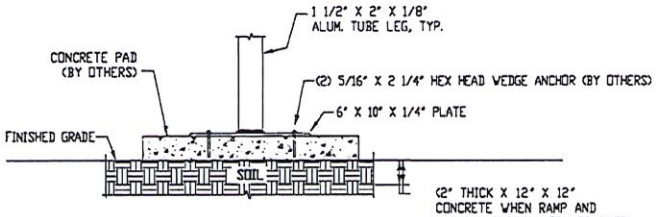
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JAN 17 2019

A-A 10

OPTION #1: CONCRETE BASE

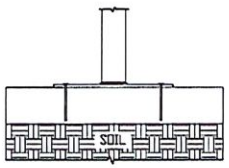
LANDING LEG ATTACHMENT
SCALE: NTS



FRONT VIEW

OPTION #2: ASPHALT BASE

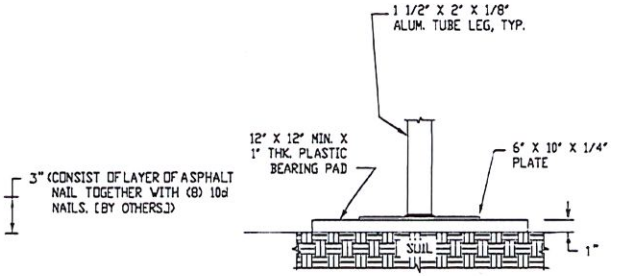
LANDING LEG ATTACHMENT
SCALE: NTS



SIDE VIEW

OPTION #3: PLASTIC BASE

LANDING LEG ATTACHMENT
SCALE: NTS



FRONT VIEW

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SAPA FRABICATED PRODUCTS
DELHI, LA
ALUMINUM ACCESS RAMP SYSTEM
WITH 42" HIGH VERTICAL PICKET GUARDRAIL

DATE 1/15/2019
JOB #
DRAWING 5-4 JOFT Shop
REV R - 0
DRAWN BY TMB
APPROVED BY
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Exhibit C

Site/Location Map

(attached)


10' Index Contour
2' Intermediate Contour
RTF trail
ECC Lease Area
Fontana Building
Parking Deck
Old Ivy Hall
Modular
ECC
UVA Police
US 29 Bypass
Ivy Road
Reed Lane
UVA Orthopedic Center
1:1,200
ECC Lease Area
January 2026

UNIVERSITY OF
VIRGINIA

Madison Hall • P.O. Box 9014 • Charlottesville, Virginia 22906-9014 • 804-924-3252 • FAX 804-982-2770

EXECUTIVE VICE PRESIDENT
AND CHIEF FINANCIAL OFFICER

October 1, 1997

MEMORANDUM

TO: Robert W. Tucker, Jr.
Gary B. O'Connell

FROM: Leonard W. Sandridge

SUBJECT: **ECC Lease**

Attached are the three originals of the ECC lease, with all of the state and University signatures. We regret that state approvals slowed down the project. I hope that you will now be able to move forward quickly with construction.

We look forward to participating in the planning process for Phase II. We have greatly benefited from the location of the temporary fire station at this site, and the building of a permanent facility is a significant factor in the University's agreement to provide this frontage property for the ECC.

Please contact Susan Harris (924-7120) or me if you have any questions about the lease.

LWS:sgh

cc: Susan Harris
Michael Sheffield
Colette Capone
Robert Dillman

UNIVERSITY OF VIRGINIA · FACILITIES MANAGEMENT

Facilities Planning and Construction Department

MEMORANDUM

October 1, 1997

TO: Leonard W. Sandridge
Colette Capone

VIA: Susan Harris

FROM: Melanie Besio Melanie

SUBJ: Ground Lease with City/County for
Emergency Communications Center

ENC: Original Documents (3); **For Signature**
Supporting Documentation

It is with tremendous pleasure that I transmit three originals of the Emergency Communications Ground lease for Leonard's signature.

Susan Harris has prepared a cover memorandum for transmittal of the lease documents to the City and County. According to Mr. Wayne Campagna, the City Manager and County Executive stand ready to sign as soon as the documents are delivered.

Thank you.

file: e7777\win\lwssigec.doc

c: Wayne Campagna, Robert P. Dillman, Susan Harris, Tom Leback, Kenneth G. Smith, P.E.

575 Alderman Road, Charlottesville, Virginia 22903-2476 TEL: 804-982-4621 FAX: 804-982-4628 V/TDD: (804) 982-HEAR

LEASE NO. 207-L0131

GROUND LEASE AGREEMENT

by and between

THE RECTOR AND
VISITORS OF THE UNIVERSITY OF VIRGINIA

and

THE CITY OF CHARLOTTESVILLE

and

THE COUNTY OF ALBEMARLE, VIRGINIA

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GROUND LEASE AGREEMENT

THIS GROUND LEASE AGREEMENT (herein called "Ground Lease") made and executed this 3RD day of OCTOBER 1997, by and between THE RECTOR AND VISITORS OF THE UNIVERSITY OF VIRGINIA (herein the "Landlord" or "UVA") and the CITY OF CHARLOTTESVILLE, VIRGINIA ("City") and the COUNTY OF ALBEMARLE, VIRGINIA ("County") (herein together called the "Tenant");

WITNESSETH THAT:

Landlord and Tenant do hereby mutually covenant, promise and agree as follows:

ARTICLE 1. DEMISE, PROPERTY, TERM, RENT

1.01 Demise and Premises. Landlord does hereby demise and let unto Tenant, and Tenant does hereby lease and take from Landlord, for the term and upon the covenants, terms and conditions hereinafter set forth, and on the plat which is attached hereto as Exhibit A-1:

Parcel 'X', 2.078 acres, more or less, as shown on a plat by Roudabush, Gale and Associates, dated February 28, 1997, titled, Plat Showing Parcel 'X', 2.078 Acres and Parcel 'Y', 2.446 Acres, A Redivision of Parcels 30C, D, E, & F of County Tax Map 60, BEGINNING at an iron set in the southern margin of the U.S. Route 250 right-of-way, said iron being the common corner of Parcels 30E and 30C and being located along the curve of the Route 250 right-of-way and Arc Distance of 210.02 feet from an iron found, said iron being the common corner between Parcel 30D and Parcel 31, thence along the property line of Parcels 30E and 30C S 28° 42' 00" W a distance of 114.21 feet to a point, thence N 61° 18'00" W 6.00 feet, thence S 28°42'00" W 42.67 feet, thence S 61° 18'00" E 6.00 feet, thence S 28°42'00" W 134.07 feet to an iron set, said iron being a new corner to Parcel 'X', thence

continuing along a new line N 83° 53' 20" W 153.19 feet to an iron found, said iron being on the eastern property line of Parcel 30 along a 60 foot right-of-way to Parcel 30B, thence along the eastern boundary of Parcel 30 N 08°23'00"W 143.50 feet to an iron found, thence continuing along said boundary N 06°22'00" W 205.55 feet to an iron set in the eastern property line of Parcel 30, thence continuing along said boundary along a curve to the right having a Radius of 52.27 feet and a Delta of 131°48'13" for an Arc Distance of 120.24 feet to an iron set in the southern margin of the U.S. Route 250 right-of-way, said iron being east an Arc Distance of 14.50 feet from a Highway Monument found, thence along the southern right-of-way of Route 250, along a curve to the left having a Radius of 2,202.00 feet and a Delta of 07°44'50" for an Arc Distance of 297.74 feet to the POINT OF BEGINNING, containing 2.0726 Acres, more or less, said Parcel 'X' being a combination of a 0.4056 Acre portion of Parcel 30E, Parcel 30F, 1.0105 Acres and a 0.6565 Acre portion of Parcel 30D.

TOGETHER WITH each and every appurtenance, right, privilege and easement unto the aforesaid tract or parcel of ground belonging or in any wise appertaining (the aforesaid tract or parcel of ground and said appurtenances, rights, privileges and easements as well as any improvements thereon are herein collectively called the "Premises".)

1.02 Term. The term of this Lease ("Term") shall commence upon the date of execution (the "Commencement Date") and shall expire 50 (fifty) years after the Commencement Date (herein called the "Expiration Date") unless extended or sooner terminated as hereinafter provided.

1.03 Rent. Tenant shall pay to Landlord as the annual rent for the Term of this Lease the sum of one dollar ($1.00) per year, paid in advance, receipt of which is hereby acknowledged.

ARTICLE 2. USE

2.01 Use. Tenant shall have the right, at its own cost and expense except as otherwise provided in this Agreement, to construct on any part or all of the Premises, at any time and from time to time and in accordance with the terms of this Lease Agreement, such improvements as Tenant shall from time to time determine, if Tenant has satisfied the other provisions of this Ground Lease. Tenant may at its option and at its own cost and expense, at any time and from time to time, make such alterations, changes, replacements, improvements and additions in and to the Premises ("Improvements"), as it may deem desirable, including the demolition of any Improvement(s), provided the Tenant has satisfied the other provisions of this Ground Lease.

2.02 Restrictions on Use.

(a) The Premises shall be used solely for the purpose of constructing Improvements thereon and using the Improvements for activities related to public safety, including but not limited to emergency communications, fire and emergency medical services and storage space. With the prior written consent of the Landlord the Premises may be used for a different purpose that is compatible with the then existing use by the Landlord of the surrounding property, which consent shall not be unreasonably withheld. Any other use requires the prior written consent of the Landlord, which consent Landlord reserves the right to withhold in Landlord's sole and absolute discretion.

(b) Tenant hereby agrees that Tenant shall oversee the maintenance of the Premises and any Improvements constructed thereon, to insure that the Premises are kept in good condition and repair, during the term of this Lease.

ARTICLE 3. REZONING AND ADMINISTRATIVE LAND USE APPROVALS

3.01 Application for Rezoning. If Tenant, for the purposes of constructing the Improvements or using the Premises as provided in Article 2 of this Agreement, requires or prefers that any part of the Premises be rezoned, the Landlord, in conjunction with the Tenant shall prepare for filing by the Landlord, an appropriate application to rezone. In addition, Tenant shall, for the purposes of constructing the Improvements on Premises, have prepared a revised plat of the Premises with the lot lines redrawn so that the Improvements, when built, will be located on one lot, with the exception of the motorcycle storage facility.

3.02 Consent to Rezoning. The Landlord hereby consents to join with Tenant in rezoning and revision of the plat or subdivision as may be required for the purposes of Tenant constructing the Improvements, and agrees to execute promptly any documents reasonably required and/or requested to accomplish said rezoning and re-surveying, or subdivision, including but not limited to proffered condition statements, affidavits, notice statements, confirmation of consent, and the like, which are not in derogation of Landlord's rights in the Lease. However, such consent and execution of any documents does not subject Landlord to the County's jurisdiction under such ordinances, except as provided for in the 1986 Three Party Agreement between the City, County, and University. These limitations and conditions will be noted on all applications or other documents requested by Tenant.

3.03 Administrative Approvals. Landlord shall seek and obtain all required state approvals for demolition and construction on Premises prior to initiation of the project. The Tenant shall execute promptly any and all applications for site plan approvals, grading permits, building permits and special use permits, and any and all such other applications or documents necessary to obtain all approvals to construct, occupy and use a building or buildings of sufficient size and dimensions to house an emergency communications center, a police, fire and emergency medical services dispatch center and storage space, including a 1600 square foot storage area for use by Landlord, as is more fully described in Exhibit A-2, attached hereto and made a part hereof.

3.04 Compliance with Conditions. In the event any condition shall be imposed by governmental authorities with respect to the granting of any and all said approvals which require improvements to be made to the Premises, then Tenant shall comply, at Tenant's expense, with said condition.

3.05 Inability to Obtain Rezoning, Subdivision, Site Plan, or Special Use Approvals. Landlord and Tenant shall cooperate with efforts to obtain said rezoning or subdivision, if necessary, and special use permit approvals ("Approvals") subject to 3.02 above. In the event Tenant shall be unable to obtain any necessary approval then at any time thereafter Tenant may elect to terminate and cancel this Ground Lease by giving notice of such election to the Landlord. If Tenant does not obtain necessary Approvals and begin construction on the Premises within five years of final approval of the Site Plan, then Landlord shall have the right to terminate the lease.

Neither party shall be liable to the other for any damages which the other party may sustain by reason of the inability to obtain said Approvals.

3.06 Expenses of Approvals. Any expense incurred by Landlord in obtaining said Approvals shall be paid by Tenant.

3.07 Soil Tests and Toxic Wastes.

(a) The Tenant shall have the right to enter upon the Premises for the purpose of making, at Tenant's expense, such engineering studies, tests and surveys (collectively the "Studies") as Tenant deems desirable in connection with the proposed development of the Premises including, but not limited to test borings and other soil tests and investigations to determine if the Premises are suitable for development or there exists upon or beneath the surface of the Premises hazardous or toxic wastes as defined in Federal Law ("hazardous or toxic waste" shall include asbestos and other contaminants contained in the existing structure.) The Tenant shall provide to the Landlord, without cost, copies of the Studies. The Tenant shall pay any and all costs incurred by the Landlord resulting from Tenant's entry upon the Premises and the conducting of the Studies, except as provided for in subsection (b), below.

(b) In the event that the Studies and/ or on-site construction activities disclose evidence of existing hazardous or toxic wastes, Tenant shall promptly notify Landlord and Landlord shall ameliorate any toxic or hazardous waste contamination, but Landlord shall not be obligated to expend in excess of $50,000 to ameliorate toxic or hazardous waste on the Premises. If the Landlord does not ameliorate the toxic or hazardous waste because the cost to do so exceeds $50,000, then Tenant shall have the right to terminate this Lease by giving written notice to Landlord within 90 days of notice from Landlord, whereupon, except for the obligation of the

Tenant to the Landlord to rough-grade and stabilize the site, which Tenant hereby agrees to perform, neither party shall have further liability to the other under this Lease. If the Tenant determines that any other site conditions prohibit development of the Premises in accordance with its plans, it shall notify Landlord within 30 days of such site conditions coming to its attention. If the Landlord does not elect to ameliorate the conditions, the Tenant or Landlord may terminate the Lease upon written notice to the other within 90 days of the Landlord's election not to so ameliorate.

ARTICLE 4. CONSTRUCTION OF IMPROVEMENTS

4.01 Tenant's Duty to Construct Improvements.

(a) Tenant, at Tenant's sole cost and expense, shall cause an architect or engineer, as appropriate, to prepare a graphic plan of the Premises, preliminary plans, sections, elevation and other materials including but not limited to the Site Plan (herein collectively called "Preliminary Plans") with respect to the proposed Improvements, which shall be executed by an architect or engineer, as appropriate, licensed to practice in the Commonwealth of Virginia, disclosing the matters and details of the Project. Landlord shall have the right to approve the Preliminary Plans, which approval shall not be unreasonably withheld or delayed.

(b) Tenant, at Tenant's sole cost and expense, shall cause actual working drawings and specifications (including drawings of a motorcycle storage facility on Landlord's property adjacent to the Premises) with respect to the proposed Improvements (herein called "Final Plans"), which shall be logical extensions of the approved Preliminary Plans, to be prepared

and shall submit the same to Landlord, for Landlord's information and approval, which approval shall not be unreasonably withheld or delayed.

(c) Landlord hereby agrees to seek the necessary state approvals for the demolition of the existing structures located on the Premises. State approvals for demolition of a structure on state land are required under Code of Virginia § 2.1-488.4B. Upon Landlord's written notice of approval, including any stipulated conditions of said approval, Tenant shall proceed, at Tenant's sole cost and expense except as otherwise provided in this Lease Agreement, to demolish the existing structures in accordance with any stipulations made by Landlord.

(d) Landlord hereby grants Tenant permission, and Tenant, at Tenant's sole cost and expense, shall construct the building and other improvements upon the Premises substantially in accordance with the Final Plans, and shall install therein fixtures, equipment and apparatus to be used in connection with the operation and maintenance thereof, except the motorcycle storage facility, which, if constructed in accordance with plans approved by the Landlord, and at the Landlord's request, shall be at the cost and expense of Landlord.

4.02 Changes, Alterations and Additional Construction.

Tenant covenants and agrees that, except as shown on the Final Plans, no additional building or other structure or improvement shall be commenced, erected or maintained on the Premises without first obtaining Landlord's written approval, which shall not be unreasonably withheld. No change, alteration or addition (hereinafter "Alterations") in or to the Improvements or such additional building or other structure or improvement shall be commenced, erected or maintained on the Premises except for interior changes, alterations and additions which do not affect the exterior of the structure or the Premises (which Tenant shall be permitted to make without

Landlord's approval) without Landlord's prior written approval. Final Plans for erection of a fire station must be approved by the Landlord prior to construction of the fire station.

4.03 Manner of Completion.

(a) All Improvements and Alterations prior to occupancy shall be constructed and completed by Tenant, without expense to Landlord except as specifically stated in this Lease agreement, in a good, first class and workmanlike manner, and substantially in compliance with the approved Final Plans therefor and all applicable permits and authorizations and building and zoning laws and with all other applicable laws, ordinances, orders, rules, regulations and other requirements of all federal, state, and local governments, departments, commissions, boards, and officers, and in compliance with the terms and conditions of this Lease.

(b) The cost of the Improvements and Alterations shall be paid by Tenant so that the Premises, Improvements and Alterations shall at all times be free of liens for labor and materials supplied or claimed to have been supplied to the Premises, Improvements, and Alterations.

(c) Upon completion of the construction of each Alteration in accordance with the provisions hereof, each such Alteration shall be deemed to be and shall constitute part of the Improvements for all purposes of this Lease.

(d) Promptly upon completion of the Improvements and each Alteration, Tenant shall deliver to Landlord one print set of "as-built" drawings thereof.

(e) If Tenant, for any reason, fails to contract with a contractor and begin construction of the Improvements within five years of final approval of the Site Plan, Landlord

reserves and has the right to cancel this Lease without any further cost or obligation to Tenant or Landlord.

(f) If either the City or the County fails to appropriate the necessary funds to construct the Improvements, then this Lease Agreement shall automatically terminate without any further cost or obligation to the Landlord.

4.04 Title to Improvements and Alterations.

(a) Title to all Improvements and Alterations when made, erected, constructed, installed or placed by Tenant upon the Premises shall be held by and remain in Tenant until the expiration of the Term hereof, which is specified in section 1.02 of this Lease Agreement, unless this Lease shall be sooner terminated as herein provided. Construction of any facilities financed by Landlord shall be owned by Landlord.

(b) If during the Term of this Lease, Tenant no longer needs or can use the Improvements and Alterations for the use specified in Article 2 of this Lease Agreement, Tenant shall notify Landlord one year in advance of Tenant's intention to vacate the Premises. In such event, Landlord shall have the option to purchase the Improvements and Alterations at a cost of 65% of the then fair market value of the Improvements and Alterations as determined by two independent appraisals (excluding the value of any Improvements and Alterations constructed at Landlord's expense), or to lease the Improvements and Alterations at market rates. If Landlord does not notify Tenant within six months of the notice of Tenant's intention to vacate the Premises, of its intention to purchase or lease the Improvements and Alterations, then Tenant may sublease or assign the Lease in accordance with the restrictions on use contained in Article 2 of this Lease Agreement, for the remainder of the Term. If Tenant subleases the Premises, then

Tenant shall remain responsible for the performance under this Lease, including liability for any default by its sublessee. Any sublease or assignment must conform with the requirements of Article 15 of this Lease Agreement, and all other terms and conditions of this Lease.

(c) The lease shall expire at the end of the Term. Upon expiration of the lease, title to all Improvements and Alterations shall pass to, vest in and belong to Landlord without remuneration to Tenant for the value of the Improvements and Alterations.

(d) During the Term hereof, Tenant alone shall be able to claim depreciation on the Improvements and Alterations for all purposes.

4.05 Landlord's Right to Inspect New Construction. Landlord shall have the right from time to time during the course of construction of the Improvements or any Alteration to inspect the work being done to ensure that the same is being constructed in substantial accordance with the approved Final Plans therefore. Landlord shall notify Tenant in writing of any noted deviation from approved Final Plans, and Tenant shall remedy or seek approval from Landlord, of changes within 30 days of notice by Landlord.

4.06 Communication Tower. In the event that a communication tower is proposed for construction on the Premises, all proceeds, including those that are gained from leasing space on the tower, will go to Landlord. Further, construction of any such tower shall be reviewed and approved by Landlord in advance.

ARTICLE 5. IMPOSITIONS AND PAYMENT THEREOF

5.01 Capital Expenditures. In addition to construction costs of Improvements, Tenant at Tenant's sole cost and expense, shall pay all charges and assessments for installation of water and sewer lines, telephone service and telephones, electricity, gas lines, and any and all other utilities and fixtures necessary for beneficial occupancy of the Premises. Tenant, at Tenant's sole expense, shall also arrange for payment of all other fees, including license and permit fees and other governmental charges, general or special, ordinary or extraordinary, unforeseen and foreseen, of any kind and nature whatsoever (including any penalties and interest thereon) which at any time may be assessed, levied, imposed upon, or become due and payable out of or in respect of the construction of the Improvements on the Premises, or any part thereof or any appurtenance thereto (all such assessments, charges, installation of public utilities, license and permit fees and other governmental charges being hereinafter collectively called "Impositions," and any of the same being hereinafter individually called "Imposition.")

5.02 Evidence of Payment. The Tenant shall furnish to Landlord, upon written request, for inspection within thirty (30) days after the date when any Imposition would become delinquent, a photocopy of the official receipt of the appropriate authority, or, in lieu thereof, other proof satisfactory to Landlord evidencing payment of such Imposition.

5.03 Connection Charges. The Tenant shall promptly reimburse Landlord for any sewer or other connection charges paid by Landlord and allocable to the Premises. Any credits or refunds made on account of the payment of such charges allocated as aforesaid, shall belong to the Tenant to the extent the Tenant has reimbursed Landlord for such charges.

5.04 Ongoing Operating Costs.

(a) Representatives of the County, the City, and UVA, entered into an agreement for managing a Joint Dispatch Center and "911" telephone system, and set up a "Management Board" to manage these functions. This agreement, dated January 20, 1984, which is attached to and incorporated in this Lease Agreement as Exhibit B, shall control operation of the Emergency Communications Center ("ECC"), including allocation among the County, City and UVA of the ongoing operating costs of the ECC, unless superseded by another agreement between the parties, in which case the superseding agreement shall become a part of and incorporated into this Lease Agreement. Ongoing operating costs shall include but are not limited to any required major repairs and capital improvements that the parties agree are necessary for operation of the ECC, maintenance costs, repair and replacement of equipment and fixtures, water and sewer rental charges and all ongoing charges for gas, electricity, telephone and communication services and other utility services used, rendered or consumed upon the Premises and Improvements during the Term hereof.

(b) If and when a fire station is erected on the Premises, ongoing operating costs of the fire station shall be negotiated among the County, City and UVA and shall be set out in a written agreement.

ARTICLE 6. SURRENDER

6.01 Delivery of Possession. Tenant shall and will on the last day of the Term, or upon any earlier or later termination of this Lease, or upon any re-entry by Landlord upon the Premises as provided herein, well and truly surrender and deliver up the Premises and Improvements into the possession and use of Landlord without delay and in the condition in which Tenant has

agreed to maintain them pursuant to the provisions of this Lease, free and clear of all lettings and occupancies, and free and clear of all liens and encumbrances other than those authorized by Landlord.

6.02 Retention of Personal Premises. Any such personal property of Tenant, Tenant's employees or of any sublessee, which shall remain in or on the Premises for more than sixty (60) days after the expiration of the Term or earlier or later termination of this Lease and the removal of Tenant or such sublessee from the Premises, may, at the option of Landlord, either be deemed to have been abandoned by Tenant, Tenant's employees or such sublessee in which case the same may be retained by Landlord as Landlord's property, or be disposed of, without accountability, in such manner as Landlord may see fit, or Landlord may require Tenant to remove the same at Tenant's expense. In case of any such removal, the cost of repairing any damage to the Premises or Improvements arising from such removal shall be borne by Tenant.

6.03 Survival. The provisions of this Article 6 shall survive any termination of this Lease.

ARTICLE 7. INSURANCE

7.01 Insurance During Construction. From the date on which demolition of any existing structures is commenced, and continuing through the construction of any Improvements or any Alterations until the date of completion thereof, Tenant shall effect and maintain, at Tenant's sole cost and expense, builder's all risk and extended coverage insurance covering liability for any claim that may arise in connection with the demolition of the existing buildings and, with respect to any Improvements or Alterations being constructed, to one hundred per cent (100%) of the insurable value thereof, such insurance to include coverage of items of labor and

materials connected therewith, whether in or adjacent thereto, and materials and equipment in place or to be used as part of the permanent construction thereof. This insurance shall provide coverage against any claims arising out of the work performed by or on behalf of Tenant pursuant to sections 4.01(c) and 4.01(d) of this Lease. To the extent that Landlord performs work on the leased premises, Landlord shall provide liability coverage for its activities.

7.02 Fire Insurance. During the Term hereof, the Management Board, at the Board's sole cost and expense, shall keep all buildings and Building Equipment constituting part of the Improvements and all Alterations immediately from and after the completion of each of them, insured at replacement value against loss or damage by fire or by any other cause through a program of self insurance or comparable commercial policies.

7.03 Other Insurance. The Management Board, at the Board's sole cost and expense shall also during the Term self-insure or purchase comparable commercial coverage as to general or comprehensive public liability insurance of not less than one million dollars per occurrence, against any claims for bodily injury, death or property damage, occurring on, in or about the Premises and the Improvements, and against contractual liability of any such claims.

7.04 Insurers. All insurance provided for in this Article 7, except in the instances of self insurance, shall be effected under valid and enforceable policies issued by insurers of recognized responsibility which are licensed to do business in the Commonwealth of Virginia and are well rated by national rating organizations.

7.05 Insureds. All policies of insurance provided for in this Article 7 shall name Landlord as an additional insured.

7.06 Blanket Insurance Policies. Nothing in this Lease shall prevent Tenant or the Management Board from taking out insurance of the kinds required by this Article 7 under a blanket insurance policy or policies maintained by Tenant or the Management Board in respect to other property owned or operated by Tenant or the Board, as well as the Premises and Improvements; provided, however, that (i) any such policy of blanket insurance shall specify therein, or Tenant or the Board shall furnish Landlord with a written statement from the insurer under such policy so specifying, the amount of the total insurance allocated to the Improvements, which amount shall be not less than the amount required herein, (ii) any such policy of blanket insurance of the kind provided for by Section 7.01 and 7.02 hereof shall specify that any loss payable thereunder shall be payable first in respect of the Improvements without regard to the contents thereof, (iii) any policy of blanket insurance hereunder shall comply in all respects with the other provisions of this Article 7, and (iv) the protection afforded Landlord, Tenant and the Management Board pursuant to Section 7.03 under any policy of blanket insurance hereunder shall be no less than that which would have been afforded under a separate policy or policies relating only to the Premises and the Improvements.

7.07 Notice of Cancellation. Each policy or certification therefor obtained by Tenant or the Board pursuant to this Article 7 shall contain an express agreement by the insurer that such policy shall not be canceled or modified without at least thirty (30) days' prior written notice to Landlord.

7.08 Certificate of Insurance. During the term of the Lease, Tenant shall provide Landlord with the certificates of insurance as evidence of Tenant's compliance with Article 7 of this Lease.

ARTICLE 8. PERFORMANCE

If the Tenant shall at any time fail to pay any Imposition in accordance with the provisions of Article 5 hereof, or to take out, pay for, maintain or deliver any of the insurance policies (or certificates of the insurers) required by Article 7 hereof, or shall fail to make any other payment or perform any other act on the Tenant's part to be made or performed under this Lease and (i) such default shall continue for a period of thirty (30) days after written notice as to a default in the payment of any sum of money or (ii) as to any default other than in the payment of money, if within sixty (60) days after notice by Landlord to the Tenant, the Tenant shall not have cured such default or shall not have commenced and is not diligently proceeding to cure it, or (iii) without notice if an emergency exists, Landlord may (but shall be under no obligation to):

(a) Pay such Imposition,

(b) Take out, pay for and maintain such insurance policy or policies, or

(c) Make sure of payment or perform such other act, as the case may be, and take all such action as may be necessary with respect thereto.

All sums paid by Landlord and all costs and expenses incurred by Landlord pursuant to this Article 8, together with interest thereon at the annual rate of six percent (6%) (but not in excess of the rate which would constitute usury) from the respective dates of payment of such sums or incurring of such costs and expenses shall constitute Additional Rent payable by the Tenant under this Lease and shall be payable by the Tenant to Landlord on demand.

ARTICLE 9. COMPLIANCE WITH LAWS, ORDINANCES, ETC.

9.01 Compliance with Laws. Landlord warrants and represents that, to the best of its knowledge, as of the date hereof, the Premises is in compliance with all applicable laws, statutes, ordinances, orders, rules, regulations and requirements of any governmental entity having jurisdiction including, without limiting the generality hereof, those relating to toxic and/or hazardous wastes, as defined in Federal law. Throughout the Term of this Lease, Tenant and the Management Board will conform to, comply with and take any and all action necessary to avoid or eliminate any violation of, any present or future law, statute, order, rule, regulation or requirement of any federal or state government, department, commission, board or officers having jurisdiction, foreseen or unforeseen, ordinary as well as extraordinary, which shall be applicable to the Premises, Improvements, Alterations or the sidewalks, curbs, driveways and passageways and parking areas constituting part of the Premises or the Improvements or Alterations, or to the use or manner of use thereof by the Tenant or occupants thereof whether or not such law, ordinance, order, rule, regulations or requirement shall necessitate structural changes or improvements or interferes with the use and enjoyment of the Premises or the Improvements or Alterations.

9.02 Permits. Throughout the Term of this Lease, Tenant and the Management Board at their sole cost and expense, will procure and maintain all permits, licenses and authorizations required for any use of the Premises and the Improvements, or any part thereof, then being made, and for the lawful and proper operations and maintenance thereof.

ARTICLE 10. MECHANIC'S LIENS

Tenant shall not suffer or permit any mechanic's lien to be filed against the interest of Landlord or Tenant in the Premises or Improvements by reason of work, labor, services or

materials supplied to Tenant, the Premises, or the Improvements or Alterations, or any part thereof and agrees to protect and defend Landlord against any such lien, with the understanding that none of the parties to this Agreement are subject to mechanic's liens.

ARTICLE 11. INSPECTION OF PREMISES BY LANDLORD

Tenant agrees to permit Landlord and the duly authorized representatives of Landlord to enter the Premises and the Improvements at all reasonable times during usual business hours upon forty-eight (48) hours written notice for the purpose of:

(a) inspecting the same, and/or

(b) performing any work for which Tenant or the Management Board shall be responsible under the terms of this Lease not performed by Tenant or the Management Board after notice to Tenant or Board as set forth herein, provided, however, that Landlord shall not perform any such work if Tenant or Board has commenced and is diligently pursing the work within thirty (30) days after such notice.

Landlord agrees, however, in connection with the inspection and/or doing of any such work to cause as little inconvenience, annoyance, disturbance, loss of business or other damage to the Premises and/or the Improvements as may reasonably be possible under the circumstances. Nothing herein contained shall imply any duty or obligation upon Landlord to make any repair or to perform any work which under any provision of this Lease Tenant or the Board is required to

make or perform, and the making or performing thereof by Landlord shall not constitute a waiver of Tenant's and the Board's default in failing to make or perform the same.

ARTICLE 12. TENANT'S ACCEPTANCE OF CONDITION OF PREMISES

Tenant agrees that Tenant is fully familiar with the physical condition of the Premises and any Improvements presently erected thereon. Landlord has made no representation of whatever nature in connection with the condition of any of the foregoing, and except as specifically agreed to in this Lease, Landlord shall not be liable for any latent or patent defect therein.

ARTICLE 13. DEFAULT BY TENANT

13.01 Event of Default. Tenant shall not be deemed to be in default hereunder unless an Event of Default, as hereinafter specified, has occurred. Each of the following shall constitute an "Event of Default" by Tenant hereunder:

(a) Failure on the part of Tenant to pay the Rent or any other sum of money called for herein, or any part thereof, when due, and continuance of such failure for sixty (60) days after written notice from Landlord to Tenant;

(b) Failure on the part of Tenant to comply with or perform any other term, covenant, condition or agreement to be complied with or performed by Tenant and continuance of such failure for sixty (60) days after written notice from Landlord to Tenant, or, if the failure is of such a character as cannot reasonably be cured within said sixty (60) days, failure to initiate within said sixty (60) day period such action as reasonably can be taken toward curing the same and/or failure to prosecute such action as promptly as is reasonably possible after said action is initiated.

13.02 Landlord's Remedies for Tenant's Default. If any Event of Default as defined in Section 13.01 shall have occurred and shall be continuing beyond those periods of time herein granted to cure the same, then Landlord may give Tenant notice of Landlord's intention to terminate this Lease on a date specified in such notice, which date shall not be less than ninety (90) days after the date of giving of such notice, and upon the giving of such notice and the expiration of said period, the Term hereof and the estate hereby granted with respect to the Premises shall expire on the date so specified in said notice with the same effect as if the date specified in said notice were the date hereinbefore fixed for the expiration of the Term of this Lease.

13.03 Force Majeure. It is covenanted and agreed that the time or times herein specified within which either party is required to perform any act or to do any thing in order to comply with the hereby terms and provisions of this lease shall be and they are each hereby extended to the extent that such party is delayed or hindered by any cause or causes beyond such party's control, which shall include, without limitation, all labor disputes, the elements, civil commotion, war, war-like operations, invasion, rebellion, hostilities, military or usurped power, sabotage, governmental orders, regulations or controls, fire or other casualty, inability to obtain any material or services, acts of God, or other causes and conditions beyond such party's control.

13.04 Remedies Not Exclusive. Except as herein specifically provided, no right or remedy herein conferred upon or reserved to Landlord is intended to be exclusive of any other right or remedy, and every right and remedy shall be cumulative and in addition to any other right or remedy given hereunder or now or hereafter existing at law. Landlord shall be entitled, to the extent permitted by law, to injunctive relief in case of the violation, or attempted or threatened

violation, of any covenant, agreement, condition or provision of this Lease, or to a decree compelling performance of any covenant, agreement, condition or provision of this Lease, or to any other remedy allowed by law or in equity.

13.05 Waiver of Performance. No failure by Landlord or Tenant to insist upon the strict performance of any covenant, agreement, term or condition of this Lease on the part of either party to be performed, or to exercise any permitted right or remedy consequent upon a default therein, and no acceptance of payment of full or partial Rent by Landlord during the continuance of any such default shall constitute a waiver by either party of such default or of such covenant, agreement, term or condition. No covenant, agreement, term or condition of this Lease to be performed or complied with by either party and no default therein, shall be waived, altered, modified or terminated except by written instrument executed by the other party. No waiver of any default shall otherwise affect or alter this Lease, but each and every covenant, agreement, term and condition of this Lease shall continue in full force and effect with respect to any other then existing or subsequent default therein.

ARTICLE 14. CONDEMNATION

14.01 Total Taking. In the event that the whole of the Premises and the Improvements, or the entire Improvements on the Premises, shall be taken by any governmental body under the exercise of the power of eminent domain or by agreement with any such governmental body in lieu of such taking (herein called a "Total Taking"), then this Lease shall terminate as of the date when possession thereof shall be delivered to the condemnor.

14.02 Apportionment of Award on Total Taking. The award with respect to any Total Taking shall be paid over to Tenant and shall be apportioned between Tenant and Landlord as follows:

(a) Tenant shall first receive an amount equal to the fair market value, at the time of taking, of the Improvements on the Premises; and the remainder of the award, if any, shall be paid to Landlord.

In the event the amount of the award attributable to the Improvements shall not be determined in the proceedings for the establishment thereof, then such amount shall be determined by the average of two independent appraisals.

All costs and expenses incurred by Landlord and Tenant in establishing the amount of the award shall be shared by Landlord and Tenant in the same proportion in which the entire award is apportioned.

14.03 Partial Taking. In the event that any portion or portions of the Premises or the Improvements and any Alteration thereon shall be taken by any governmental body under the exercise of the power of eminent domain or by agreement with any such governmental body in lieu of such taking (herein called a "Partial Taking"), then this Lease, as to the portion or portions so taken, shall terminate as of the date the possession thereof and shall be delivered to the condemnor, provided, however, that if, in Tenant's sole discretion, as a result of such Partial Taking, it is economically unfeasible to reconstruct or operate the improvements on the remaining portion of the Premises and Tenant so certifies to Landlord, then this Lease shall terminate thirty (30) days from the date of possession of the part taken shall be delivered to the condemnor.

14.04 Reconstruction. If during the term there shall be a Partial Taking and if this Lease shall not be terminated on account thereof pursuant to the provisions of Section 14.03, then Tenant, at Tenant's expense, may elect to repair and restore the building constituting part of the Improvements on the remaining portion of the Premises so that it constitutes an architectural unit with the same general character and condition, in the opinion of Landlord and Tenant, as the previous building, and this Lease shall remain in full force and effect with respect to such remaining portion of the Premises and Improvements.

14.05 Apportionment of Award on Partial Taking. The award with respect to any Partial Taking shall be paid to Tenant and shall be apportioned between Landlord and Tenant as follows:

(a) In the event Tenant shall be obliged to repair and reconstruct the Improvements as provided in Section 14.04, then the net amount of the award, after the payment of all costs and expenses incurred in the establishment thereof, shall be paid to and applied by Tenant to the cost of such repair and reconstruction; and if the net amount of any such award shall exceed the total cost of such repair and reconstruction, the balance thereof, upon the completion of such reconstruction shall belong to the Landlord.

(b) In the event that Tenant shall not be obliged to repair and reconstruct the Improvements, then the net amount of the award, after deducting the costs and expenses incurred in the establishment thereof, shall be paid to Tenant to the extent of the unamortized original cost of construction of the Improvements, and the balance shall be paid to Landlord.

All costs and expenses incurred by Landlord and Tenant in establishing the amount of the award shall be shared by Landlord and Tenant in the same proportion in which the entire award is apportioned.

14.06 Temporary Taking. In the event the taking or condemnation of the Premises, or the Improvements, or any part thereof, shall be for temporary use or occupancy, then this Lease and all of Tenant's obligations hereunder shall continue in full force and effect (except to the extent that performance by Tenant of Tenant's covenants and agreements is prevented by such taking), and there shall be no reduction or abatement of the Rent; Tenant shall be entitled to the entire award with respect to any such taking except that Landlord shall be entitled to any portion of such award allocable to any period of time beyond the Expiration Date, and the rights of Landlord and Tenant shall be unaffected by the other provisions of this Article 14 and shall be governed by applicable law. Tenant covenants that, upon the termination of any such period of temporary use or occupancy (only if prior to the expiration or termination of this Lease), Tenant, at Tenant's sole cost and expense, shall restore the Premises and the Improvements as nearly as may be reasonably possible to the condition in which the same were immediately prior to such taking. Unless an award is made to Tenant by the condemning authority for such purposes, if Landlord receives any award by way of the aforesaid apportionment, Landlord will pay such sum to Tenant to the extent necessary to reimburse Tenant for the cost of such restoration.

14.07 Settlement Agreement. For the purposes of this Lease, all amounts paid pursuant to an agreement with any condemning party which has been made in settlement of any condemnation or any eminent domain proceeding affecting the Premises or Improvements shall be deemed to constitute an award made in such proceeding.

ARTICLE 15. ASSIGNMENT AND SUBLETTING

15.01 Assignment or Other Transfer of Lease

(a) Tenant shall not assign this Lease without the prior written consent of Landlord, which consent shall not be unreasonably withheld. No such assignment, with consent, shall be valid unless there shall be delivered to Landlord in due form for recording, within thirty (30) days after the date of the assignment: (i) a duplicate original of the instrument of assignment, and (ii) an instrument of assumption by the transferee of all of Tenant's obligations under this Lease.

(b) The obligations of this Lease shall bind and benefit the assignees and transferees of Tenant with the same effect as if mentioned in each instance where Tenant herein is named or referred to.

15.02 Subletting. Tenant shall not sublease all or any part of the Premises and/or Improvements without the prior written consent of Landlord.

ARTICLE 16. EXTENSION PRIVILEGES

16.01 Option. If the parties desire an extension of the Lease beyond the Term set out in Section 1.2 hereof, two years prior to the Expiration Date, the parties shall meet concerning an extension and negotiate in good faith.

ARTICLE 17. NOTICES AND APPROVALS

17.01 Notices. All notices, approvals, consents, demands and requests which may or are required to be given by one party to the other party shall be in writing and shall be deemed to have been properly given if and when delivered personally or sent by registered or certified mail, postage prepaid, addressed as follows:

(a) If to Tenant:

Office of the County Attorney

401 McIntire Road
Charlottesville, VA 22902-4596

and

Office of the City Attorney
P.O. Box 911
Charlottesville, VA 22902

or at such other place and to such other persons, as Tenant may from time to time designate by notice to Landlord; and

(b) If to Landlord,

University of Virginia
Vice President for Management and Budget
Madison Hall, Lower Level
P. O. Box 9014
Charlottesville, Virginia 22906-9014

or at such other place, and to such other persons, as Landlord may from time to time designate by notice to Tenant.

17.02 Approvals. No approval or consent of any party hereto or of any other person which is required by any provision of this Lease shall be unreasonably delayed or withheld, unless the context hereof shall expressly state to the contrary.

ARTICLE 18. SUCCESSORS AND ASSIGNS OF THE PARTIES, CONTROLLING LAW

18.01 Successors. The covenants and agreements herein contained shall bind and inure to the benefit of Landlord, and Landlord's successors and Tenant and Tenant's successors and assigns, subject to the provisions of this Lease. Each reference in this Lease to Landlord or Tenant shall be deemed to include any and all of their respective successors and assigns, and, in

the case of Landlord, each and every present or future joint tenant or tenant in common of the fee title to the Premises or any part thereof. If at any time during the Term hereof there shall be more than one person or entity, or a combination thereof, as Tenant hereunder, then the liability and obligations of each such person and entity shall be joint and several.

18.02 Conveyance by Landlord. If Landlord or any successor owner of the Premises shall convey or otherwise dispose of the Premises, thereupon all liabilities and obligations on the part of Landlord or such successor owner under this Lease shall be binding upon the transferee of the Premises, and if, in addition, Landlord or such successor owner shall turn over to such transferee any and all funds held by Landlord or such successor owner hereunder in which Tenant has an interest hereunder, and such transferee shall in writing expressly assume Landlord's obligations hereunder with respect to such funds, thereupon all such liabilities and obligations on the part of Landlord or such successor owner under this Lease accruing after such conveyance or disposal and assumption shall terminate.

18.03 Controlling Law. This Lease has been delivered in, and shall be construed and enforced in accordance with, the laws of the Commonwealth of Virginia.

ARTICLE 19. ESTOPPEL CERTIFICATES

19.01 Tenant's Estoppel. Tenant agrees, at any time and from time to time, upon no less than thirty (30) days' prior notice by Landlord, to execute, acknowledge and deliver to Landlord a statement in writing certifying (i) that this Ground Lease is unmodified and in full force and effect (or if there have been modifications, that the same is in full force and effect as modified and stating the modifications), and (ii) the dates to which the Rent and other charges have been paid in

advance, if any, it being intended that any such statement delivered pursuant to this Section may be relied upon by any prospective purchaser of the Premises.

19.02 Landlord's Report of Occupancy. Landlord agrees, at any time and from time to time, upon not less than thirty (30) days' prior notice by Tenant, to execute, acknowledge and deliver to Tenant a statement in writing certifying (i) that this Ground Lease is unmodified and in full force and effect (or if there have been modifications, that the same is in full force and effect as modified and stating the modifications), (ii) the dates to which the Rent and other charges have been paid in advance, if any, and (iii) stating whether or not, to the best knowledge of Landlord, Tenant is in default in performance of any covenant, agreement or condition contained in this Ground Lease and, if so, specifying each such Event of Default of which Landlord may have knowledge and also stating whether or not any notice of default has been given under this Ground Lease which default has not been remedied, and if so, stating the nature of said Event of Default and the date of the giving of said notice, it being intended that any such statement delivered pursuant to this Section may be relied upon by any prospective assignee or mortgagee of this Ground Lease, or any portion thereof, or by any assignee or prospective assignee of any such mortgages or by any other tenant or prospective sublessee of the whole or any part of the Premises or Improvements.

ARTICLE 20. MISCELLANEOUS PROVISIONS

20.01 Integration. This Ground Lease and the documents referred to herein set forth all the promises, agreements, conditions and understandings between Landlord and Tenant relative to the leasing of the Premises, and there is no promise, agreement, condition or understanding, either

oral or written, between them other than as are herein set forth. It is further understood and agreed that, except as herein otherwise provided, no subsequent alteration, amendment, change or addition to this Lease shall be binding upon Landlord or Tenant unless reduced to writing and signed by them.

20.02 Memorandum of Ground Lease. The parties may execute and deliver in recordable form a short form or memorandum of this Ground Lease which Tenant may record at Tenant's sole expense in the Clerk's Office of the Circuit Court of the County of Albemarle, Virginia.

20.03 Separability. Each covenant and agreement contained in this Ground Lease shall for all purposes be construed to be a separate and independent covenant and agreement. If any term or provision of this Ground Lease or the application thereof to any person or circumstance shall to any extent be invalid and unenforceable, the remainder of this Ground Lease or the application of such term or provision to persons or circumstances, other than those as to which it is invalid or unenforceable, shall not be affected thereby, and each term and provision of this Ground Lease shall be valid and shall be enforced to the extent permitted by law.

20.04 Counterparts. This Lease shall be executed in 4 counterparts, each of which shall be deemed to be an original.

20.05 Headings. The headings to the various Articles and Sections of this Lease have been inserted for convenient reference only and shall not modify, amend or change the express terms and provisions of this Lease.

20.06 Liability Obligations of the Parties. To the extent permitted by the laws of the Commonwealth of Virginia, the Landlord and the Tenant shall be responsible for the acts or omissions of its agents and employees causing harm to persons not a party to this Agreement.

Nothing herein shall be construed as a waiver of the sovereign immunity of the Commonwealth, the County or the City.

20.07 Governor's Approval. This Lease Agreement shall not be effective or binding unless and until signed by both parties and, where required by law, approved by the Governor of Virginia pursuant to §2.1-504.3 of the Code of Virginia (1950), as amended. This provision is not subject to Section 17.02 of this Lease Agreement.

ARTICLE 21. UVA STATUS

21.01 State Law. Notwithstanding that certain issues are addressed in provisions of this Ground Lease, the City and County acknowledge that said provisions relating to mechanics liens, zoning applicability, insurance and real estate taxes do not subject UVA to liability, exposure or obligation to third parties under Federal, State and/or local law and any rules and regulations promulgated therefrom. This declaration and agreement does not excuse any obligation UVA may have to the City and County pursuant to this Ground Lease; rather it addresses only the potential creation of liability, exposure or obligation to others as a result of this Ground Lease.

IN WITNESS WHEREOF, the parties have executed this Lease the day and year first above written.

THE RECTOR AND VISITORS
OF THE UNIVERSITY OF
VIRGINIA

By: _____

Title: _____
Executive Vice President
and Chief Financial Officer

STATE OF VIRGINIA
~~CITY~~/COUNTY OF Albemarle, to-wit:

The foregoing instrument was acknowledged before me this 2 day of October, 1997, by Leonard W Sandridge as Representative of THE RECTOR AND VISITORS OF THE UNIVERSITY OF VIRGINIA, on behalf of the University.

Kay M Campbell
Notary Public

My Commission Expires 8/31/00

THE CITY OF CHARLOTTESVILLE, VIRGINIA

By: Gary O'Connell

Name: GARY O'CONNELL

Title: CITY MANAGER

Approved as to form:

S Craig Brown
Deputy City Attorney

STATE OF VIRGINIA
CITY/~~COUNTY~~ OF CHARLOTTESVILLE, to-wit:

The foregoing instrument was acknowledged before me this 3rd day of October, 1997, by Gary O'Connell as City Manager of the City of Charlottesville, Virginia on behalf of the City.

Barbara K. Ronan
Notary Public

My Commission Expires April 30, 2001

Approved as to form:

County Attorney

THE COUNTY OF ALBEMARLE, VIRGINIA

By: Robert W. Tucker, Jr.

Name: ROBERT W. Tucker, Jr.

Title: COUNTY EXECUTIVE

STATE OF VIRGINIA
CITY/COUNTY OF Albemarle, to-wit:

The foregoing instrument was acknowledged before me this 3 day of October, 1997, by Robert W. Tucker, Jr. as Co. Executive of the County of Albemarle, Virginia, on behalf of the County.

Sherry M. Storck
Notary Public

My Commission Expires: March 31, 1999

STATE APPROVALS

APPROVED AS TO FORM:

Paul J. Forch
General Counsel and Special Assistant
Attorney General

August 21, 1997
Date

RECOMMEND APPROVAL:
DIVISION OF ENGINEERING AND BUILDINGS

Director

Sept 26, 1997
Date

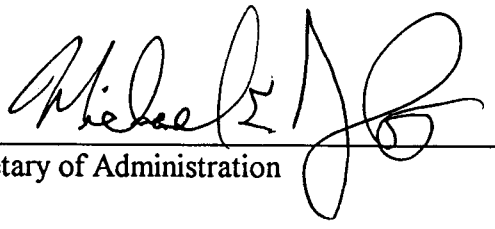
RECOMMEND APPROVAL:
DEPARTMENT OF GENERAL SERVICES

Director

9/26/97
Date

APPROVED BY THE GOVERNOR

Pursuant to § 2.1-504.3 of the Code of Virginia (1950), as amended, and by the authority delegated to me under Executive Order 31 (94) dated October 25, 1994, I hereby approve the disposition of the property above described located in Albemarle County, Virginia and the execution of this instrument for and on behalf of the Governor of Virginia.



Secretary of Administration

9/26/97

Date

EXHIBIT A-1

OWNERS APPROVAL

THE SUBDIVISION OF THE LAND DESCRIBED HEREIN IS WITH THE FREE CONSENT AND IN ACCORDANCE WITH THE DESIRE OF THE UNDERSIGNED OWNERS, PROPRIETORS, AND TRUSTEES. ANY REFERENCE TO FUTURE POTENTIAL DEVELOPMENT IS TO BE DEEMED AS THEORETICAL ONLY. ALL STATEMENTS AFFIXED TO THIS PLAT ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE.

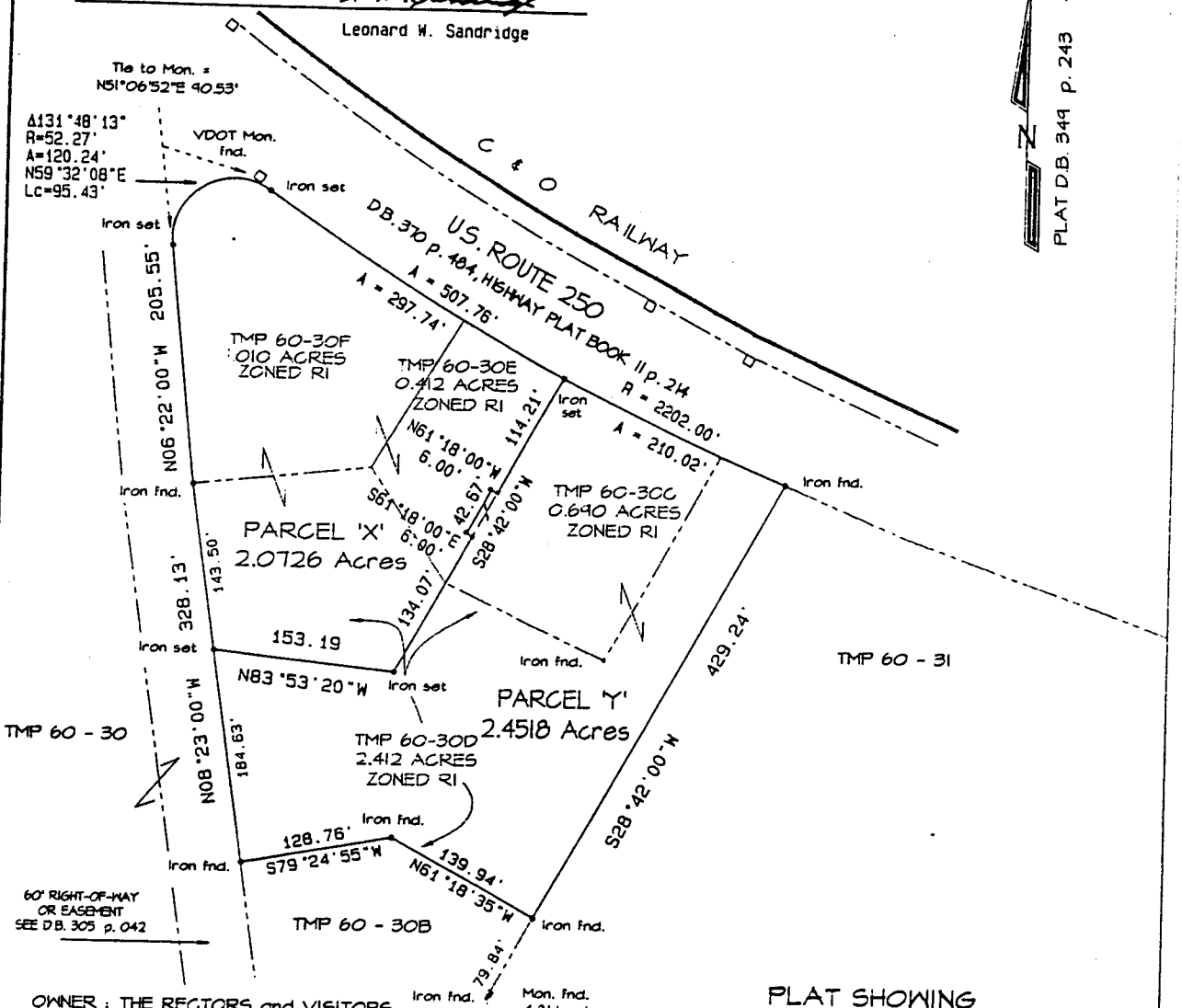
Leonard W. Sandridge

Leonard W. Sandridge

APPROVED FOR RECORDATION

V. Wayne Whitley VDF 3/25/97

Director of Planning Date



OWNER : THE RECTORS and VISITORS of THE UNIVERSITY of VIRGINIA

SOURCE OF TITLE : D.B. 523 p.265
D.B. 469 p.173, D.B. 403 p.279,
D.B. 394 p.137, D.B. 349 p.243 (plat)
D.B. 300 p.248 (plat)

THESE PARCELS LIE IN FLOOD ZONE 'C', AREAS OF MINIMAL FLOODING AS SHOWN ON COMMUNITY PANEL NUMBER 51006 0220B.

ALL PARCELS ARE ZONED RI

PLAT SHOWING

PARCEL 'X', 2.0726 Acres &
PARCEL 'Y', 2.4518 Acres
A REDIVISION OF PARCELS 30C, D, E & F
OF COUNTY TAX MAP 60
LOCATED ON U.S. ROUTE 250 WEST
AT THE U.S. ROUTE 29 BYPASS
JACK JOUETT MAGISTERIAL DISTRICT
ALBEMARLE COUNTY, VIRGINIA

FEBRUARY 28, 1997

COMMONWEALTH OF VIRGINIA
Edward D. Campbell III
EDWARD D. CAMPBELL III
CERT. No.
1599
3-26-97
LICENSED LAND SURVEYOR

ROUDABUSH, GALE AND ASSOCIATES
A PROFESSIONAL CORPORATION
SURVEYORS, PLANNERS, ENGINEERS
914 MONTICELLO ROAD
CHARLOTTESVILLE, VIRGINIA

SCALE 1" = 100'

100 50 0 100 200
SCALE IN FEET

FILE #7721
TMC

EXHIBIT A-2

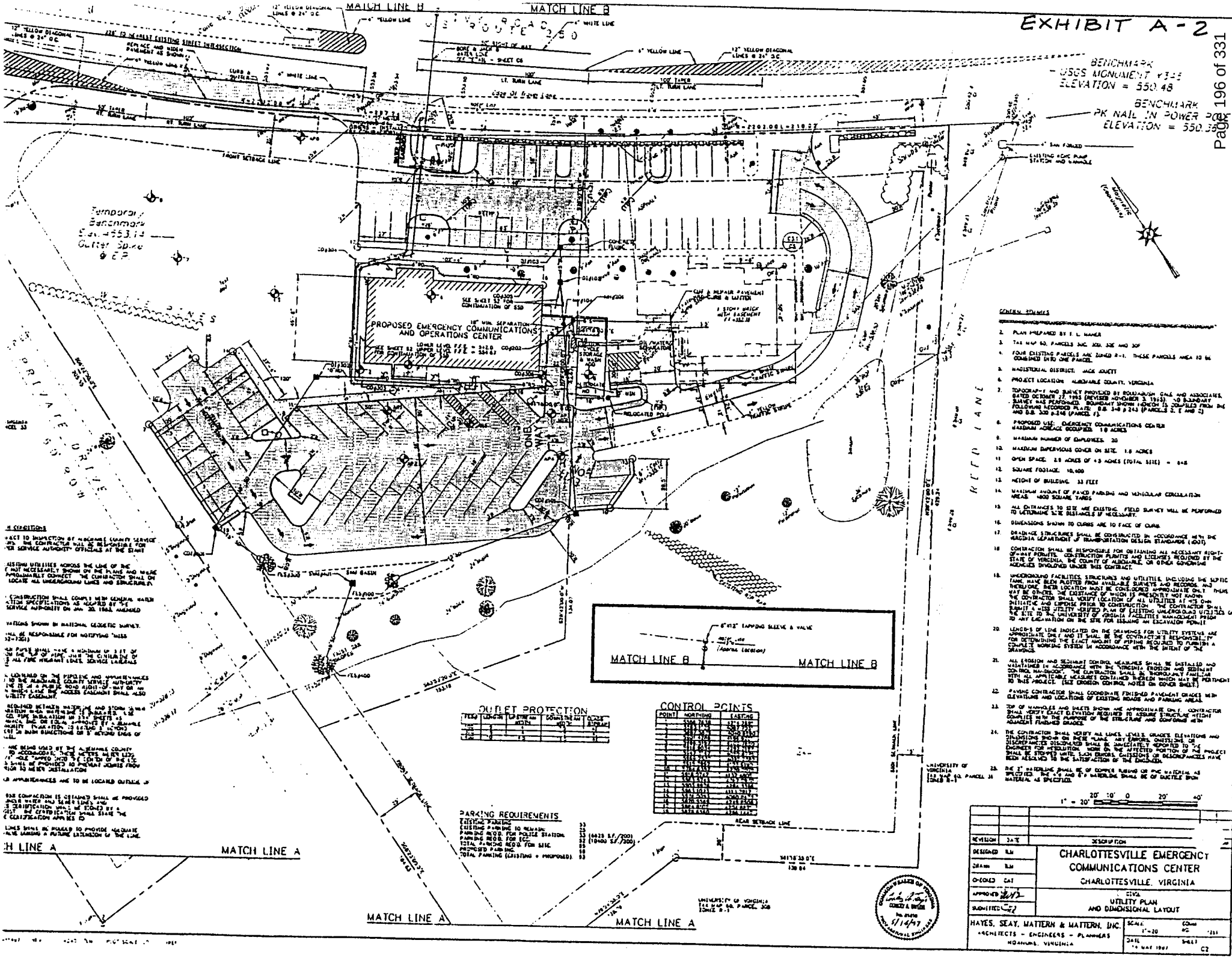

MATCH LINE B
MATCH LINE B
BENCHMARK
- USGS MONUMENT #338
ELEVATION = 550.48
BENCHMARK
PK NAIL IN POWER POLE
ELEVATION = 550.38
Temporary Benchmark
Elev. 455.13
Outlet Structure
PROPOSED EMERGENCY COMMUNICATIONS AND OPERATIONS CENTER
ONE WAY
KEDI LANE
MATCH LINE A
MATCH LINE A
MATCH LINE A
MATCH LINE B
MATCH LINE B
OUTLET PROTECTION
CONTROL POINTS
PARKING REQUIREMENTS
GENERAL NOTES
1" = 20'
CHARLOTTESVILLE EMERGENCY COMMUNICATIONS CENTER
CHARLOTTESVILLE, VIRGINIA
UTILITY PLAN AND DIMENSIONAL LAYOUT
HAYES, SEAY, MATTERN & MATTERN, INC.
ARCHITECTS - ENGINEERS - PLANNERS
ROANOKE, VIRGINIA
C2

EXHIBIT B

THIS AGREEMENT made this 20th day of January, 1984 by and among the CITY OF CHARLOTTESVILLE, VIRGINIA ("City"), the COUNTY OF ALBEMARLE, VIRGINIA ("County"), and the RECTOR AND VISITORS OF THE UNIVERSITY OF VIRGINIA ("University"), sometimes collectively referred to as "Participants".

WITNESSETH:

I. BACKGROUND

The Participants have studied at length the problems, costs and benefits associated with the establishment of a centralized dispatching facility for their respective law enforcement agencies, and other emergency services operating in the Albemarle and Charlottesville community, and the provision of a "911" emergency telephone system to provide immediate citizen access to those services. The Participants appointed a task force to make recommendations for implementing the joint dispatch center and 911 system, and that task force, in a final report dated November 5, 1982, made such recommendations to the University and the governing bodies of the county and the city. In this agreement the participants wish to set forth the terms upon which those recommendations will be implemented. In consideration of the mutual benefits and obligations contained herein, the Participants therefore agree to the following terms.

II. JOINT DISPATCH CENTER

a. The participants will establish a Joint Dispatch Center in the basement of the City police department headquarters. The Center will be placed in operation on or after January 1, 1984, to perform direct dispatching functions for County, City and University law enforcement personnel. The Center will also maintain "patching" or transfer capabilities to direct incoming calls immediately to the City fire department, participating volunteer fire companies, rescue squads, and other emergency service providers, as appropriate.

b. The Joint Dispatch Center shall be controlled by a board, known as the Joint Dispatch Center Management Board ("Management Board"), consisting of eight (8) members. The Management Board shall include the Albemarle County Executive, the Charlottesville City Manager, the University of Virginia Vice President for Administration, the Chief of Police of Albemarle County, the Chief of Police of Charlottesville, the Director of University Police, the Chief of the Charlottesville Fire Department and one representative from the Advisory Board of the area rescue squads, any of whom may designate a subordinate to attend meetings of the Management Board and vote in his/her behalf. Members of the Management Board and their designees shall serve ex officio as representatives of their respective jurisdictions or agencies, and shall inure no individual or personal liability for actions taken in good faith by them as members of the Management Board.

c. The Management Board shall establish a set of by laws and shall elect from among its members a chairman and a secretary, whose terms shall be for one year with eligibility for re-election.

d. Operating procedures and policies for the Center will be established by the Management Board. The Management Board shall submit annually to the Participants a budget and cost allocation schedule (as delineated below) and other data which any of the Participants may desire.

e. The City, County and University hereby delegate to the Management Board the power to sue and be sued in its own name and enter into contracts, including but not limited to contracts for the purchase of goods and services necessary to carry out its functions, provided that no such contract obligates the Board or the Participants to any expenditure in excess of the total amount appropriated to the Board by the Participants for the fiscal year to which the contract applies.

f. The Management Board shall select a Center Manager and authorize the number of other employees to operate the Center. All persons employed to operate the Center shall be employees of the County of Albemarle; however, the County hereby delegates to the Board the power to hire, discipline and remove such employees, within the limits of the County's established personnel policies and regulations, and to establish their duties and compensation within the County's classification and pay plan. The employees shall be eligible to receive all rights and benefits of County employees.

g. The Management Board may delegate to the Center Manager or other employees any of the powers delegated to it in subparagraphs (e) and (f) above, within such limits as the Management Board may prescribe.

III. 911 SERVICE

The participants will authorize the telephone company(s) to make the necessary changes in the local telephone system to make 911 emergency telephone service available to the Joint Dispatch Center from all possible telephone prefixes in Charlottesville and Albemarle County, including the University's 924 prefix. Any additional exchanges in Albemarle County not served by this 911 facility will have available a toll free number to be paid for by Albemarle County. The changes to be requested will include the installation of the "hot lines" necessary to provide for immediate transfer of incoming calls from the Joint Dispatch Center to the City fire department and the participating fire companies, rescue squads and other emergency service providers recommended by the Management Board.

IV. ALLOCATION OF COSTS

a. Expenditures for operation of the Center through June 30, 1985 shall be apportioned among Participants according to the formula set out in the task force report dated November 5, 1982 and attached to this agreement (Attachment A).

b. Charges made to each Participant for provision of service in the first year of operation shall include necessary expenditures for the purchase and installation of equipment, building modification, modification of the telephone system and operating costs for the Center through June 30, 1985. These expenditures shall be based on estimates set forth in the task force report as revised by the Management Board and agreed to by the Participants. Among the costs to the Participants shall be the provision of certain dispatch equipment for use within the Center, as outlined in the task force report, which shall become the property of and the responsibility of the Management Board upon delivery to the Center. The first year's operating costs shall include the cost of a buy-in to VSRS of credits for all past service for City employees hired by the Center; the cost to the Center shall be the amount charged by VSRS less any funds withdrawn from the City retirement system for the affected employees and contributed by the City to VSRS separately.

c. With the fiscal year beginning July 1, 1985 operating costs will be apportioned among the Participants in the manner set forth in the task force report but on the basis of their respective populations, numbers of calls for service and crime index figures for calendar year 1984. The Management Board shall obtain such revised figures annually (including such estimates of population changes as determined by the Tayloe-Murphy Institute that the Management Board may agree to) and shall

recompute the allocation formula for each next ensuing fiscal year. The recomputation shall be made as soon after January 1 as possible to make accurate figures available to the participants for their annual budget.

V. FISCAL AND ADMINISTRATIVE AGENT

a. The County of Albemarle is designated as fiscal manager for the Joint Dispatch Center and the 911 system. The County shall be responsible for furnishing fiscal management, purchasing, personnel, payroll administration and legal counsel for the Center. By executing this agreement the Participants authorize the County to contract with the telephone company and others as necessary for the initial expenditures necessary to implement the Center and the system. The Management Board may contract for other services as necessary subject to the limits in paragraph II.

b. To cover administrative expenses and overhead for acting as fiscal manager, the County will be paid a sum equal to 2% of the annual operating budget of the Center until such time as an accurate accounting of the cost as determined in a standard indirect cost study shall be computed. At that time, the County shall contract with Center based on that amount, and either reimburse or be paid the difference for prior years.

c. The Participants will pay their respective shares of the cost of building modification, equipment purchase and installation and

telephone system modification within 30 days after executing this agreement. The fiscal agent will invoice each participant in advance of each operating quarter for its quarterly share of operating costs. These invoices will be paid within thirty days. Dispatch equipment shall be delivered to the Center according to a schedule recommended by the Management Board.

VI. LIABILITY

The Participants acknowledge that the Management Board will act as agents for each of them in carrying out the dispatching functions of their respective law enforcement and public safety responsibilities. The Management Board shall obtain liability insurance adequate to protect the interests of the City, County, University and/or itself for claims arising out of its performance of these functions. The purchase of such insurance shall in no way constitute a waiver of any defenses, including but not limited to the defense of sovereign immunity, that may be available to the Management Board, City, County, State or University with respect to any claim against any or all of them.

VII. EXECUTION: DURATION; JOINT EXERCISE OF POWERS

The City and County intend this agreement as a joint exercise of their respective powers on political subdivisions, as authorized by §15.1-21 of the Code of Virginia and the University joins by the authority

vested in it by Title 23 of said code. The governing body of each Participant has therefore caused the agreement to be executed in its behalf by the authorized officer indicated below, as of the respective dates indicated. The agreement will take effect on the date of the last signature and will continue in effect until modified or dissolved by mutual agreement of the Participants; provided that any Participant may discontinue its participation at the end of any fiscal year on one year's written notice to the others, and provided also that the Participants' respective obligations for payment of operating costs are subject to their respective annual authorization of funds for that purpose. Upon withdrawal of any Participant(s) from this agreement, the withdrawing Participant(s) shall be entitled to receive payment from the Board for a percentage of the value of the depreciated assets of the Center in a proportion equal to the percentage of total costs of operating the Center assigned to said Participant(s) as of the date of notice of intent to discontinue.

COUNTY OF ALBEMARLE

ATTEST:

BY Gerald E. Fisher

Clerk

DATE: January 18, 1984

CITY OF CHARLOTTESVILLE

ATTEST:

BY _____

_____

DATE: 1/6/84

RECTOR AND VISITORS OF THE
UNIVERSITY OF VIRGINIA

ATTEST:

BY _____

Anne G. Lane

DATE: _____

COUNTY OF ALBEMARLE
Office of County Executive
401 McIntire Road
Charlottesville, Virginia 22902-4596
(804) 296-5841 FAX (804) 972-4060

March 21, 1997

Leonard W. Sandridge
Executive Vice President and Chief Financial Officer
University of Virginia
P. O. Box 9014
Charlottesville, Virginia 22906

RE: **Emergency Communications Center Ground Lease**

Dear Leonard:

Bill Letteri, Wayne Campagna, Mark Trank and Craig Brown have been working with Susan Harris and Melanie Besio of your staff to develop a fifty-year ground lease to enable the County and City to lease University land for the Emergency Communications Center project. As you know, this project is a critical component of our joint efforts to consolidate management and operations for emergency services in our region. I am informed that, if all proceeds as planned, construction of Phase I (the emergency services dispatch operation building) should begin within the next six months. I also understand that the design of the facility has been approved and working drawings are approximately 95% complete.

The Board of Supervisors approved the proposed ground lease in principle at its March 19, 1997 meeting. Once the state review process is completed, the final lease agreement will be subject to the Board's final review and approval. I understand that the ground lease has the approval of the Attorney General's staff, but still must be reviewed and approved by the Governor's administrative staff prior to execution by the parties. Please keep me informed of the progress of the final state review.

Sincerely yours,

Robert W. Tucker, Jr.
County Executive

RWT,Jr/dbm
97.040

cc: Gary B. O'Connell, City Manager
Bill Letteri, Craig Brown - City of Charlottesville
Mark Trank - Albemarle County
Susan Harris, Melanie Besio - University of Virginia
Wayne Campagna - Emergency Communications Center

CITY OF CHARLOTTESVILLE

Office of the City Manager
P.O. Box 911 • Charlottesville, Virginia • 22902
Telephone (804) 970-3101
Fax (804) 970-3890

March 25, 1997

Leonard W. Sandridge
Executive Vice President
and Chief Financial Officer
University of Virginia
Madison Hall
P.O. Box 9014
Charlottesville, VA 22906

RE: Emergency Communication Center Project - Ground Lease

Dear Leonard:

Bill Letteri, Wayne Campagna, Mark Trank and Craig Brown have been working with Susan Harris and Melanie Besio of your staff to develop a fifty-year ground lease to enable the City and County to lease University land for the Emergency Communications Center project. As you know, this project is a critical component of our joint efforts to consolidate management and operations for emergency services in our region. I am informed that, if all proceeds as planned, the construction of Phase I (the emergency services dispatch operation) will begin within the next six months. I also understand that the design of the facility has been approved and working drawings are approximately 95% complete.

I have reviewed the proposed ground lease and find it to be acceptable to the City. The final, fully executed lease document will of course be subject to City Council review and approval. I understand that the ground lease has the approval of the Attorney General's staff, but still must be reviewed and approved on behalf of the Governor's administrative staff prior to signature of the parties. Please keep me informed as to the progress of the final state review.

Sincerely,

Gary B. O'Connell
City Manager

cc: Robert Tucker, County Executive
Bill Letteri, Craig Brown - City of Charlottesville
Mark Trank - Albemarle County
[redacted]yne Campagna - Emergency Communications Center
Susan Harris, Melanie Besio - University of Virginia

OWNERS APPROVAL

THE SUBDIVISION OF THE LAND DESCRIBED HEREIN IS WITH THE FREE CONSENT AND IN ACCORDANCE WITH THE DESIRE OF THE UNDERSIGNED OWNERS, PROPRIETORS, AND TRUSTEES. ANY REFERENCE TO FUTURE POTENTIAL DEVELOPMENT IS TO BE DEEMED AS THEORETICAL ONLY. ALL STATEMENTS AFFIXED TO THIS PLAT ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE.

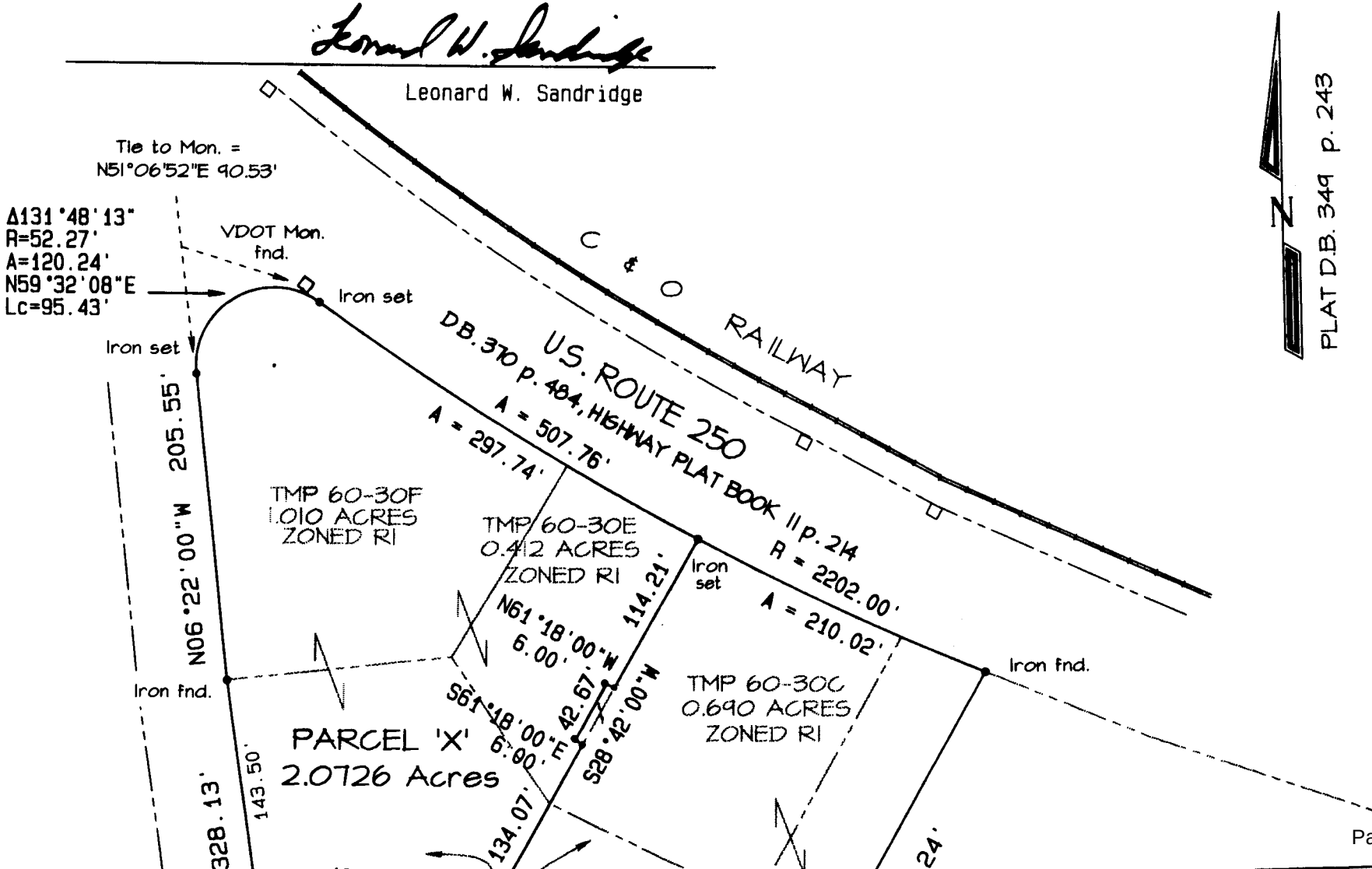
Leonard W. Sandridge

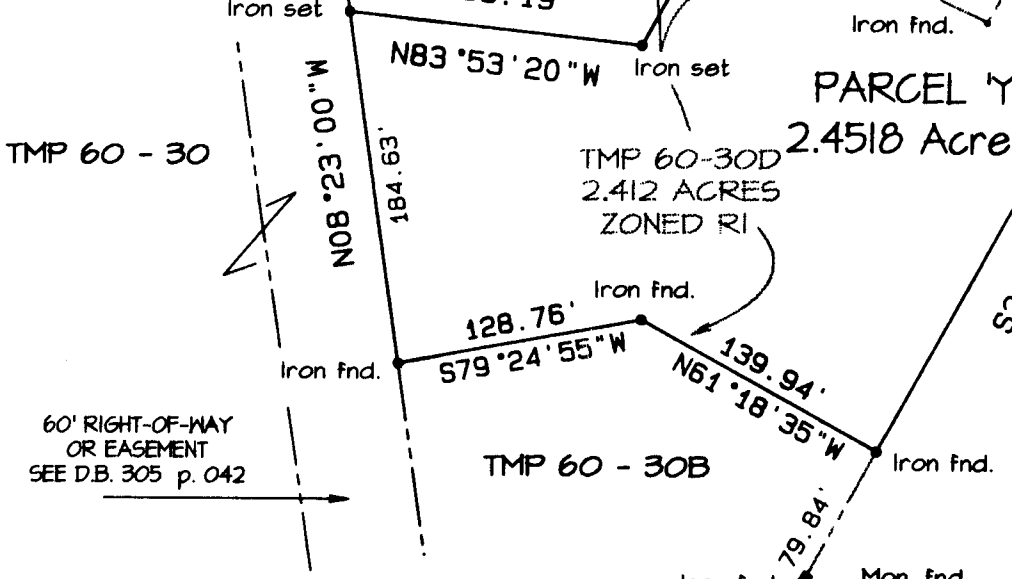
Leonard W. Sandridge

APPROVED FOR RECORDATION

V. Wayne Whitley WDF 3/25/97

Director of Planning Date





OWNER : THE RECTORS and VISITORS
of THE UNIVERSITY of VIRGINIA

SOURCE OF TITLE : D.B. 523 p.265
D.B. 469 p.173, D.B. 403 p.279,
D.B. 394 p.137, D.B. 349 p.243 (plat)
D.B. 300 p.248 (plat)

THESE PARCELS LIE IN FLOOD ZONE 'C', AREAS OF MINIMAL FLOODING AS SHOWN ON COMMUNITY PANEL NUMBER 51006 0220B.

ALL PARCELS ARE ZONED RI

PLAT SHOWING

PARCEL 'X', 2.0726 Acres &
PARCEL 'Y', 2.4518 Acres
A REDIVISION OF PARCELS 30C, D, E & F
OF COUNTY TAX MAP 60
LOCATED ON U.S. ROUTE 250 WEST
AT THE U.S. ROUTE 29 BYPASS
JACK JOUETT MAGISTERIAL DISTRICT
ALBEMARLE COUNTY, VIRGINIA

FEBRUARY 28, 1997

COMMONWEALTH OF VIRGINIA
Edward D. Campbell III
EDWARD D. CAMPBELL, III
CERT. No.
1599
3-28-97
CERTIFIED LAND SURVEYOR

ROUDABUSH, GALE AND ASSOCIATES
A PROFESSIONAL CORPORATION
SURVEYORS, PLANNERS, ENGINEERS
914 MONTICELLO ROAD
CHARLOTTESVILLE, VIRGINIA

SCALE 1" = 100'

100 50 0 100 200

SCALE IN FEET

FILE #7721
TMODEL "7721PLAT"

University of Virginia
Demolition Authorization

DATE: October 13, 1997

TO: Robert P. Dillman, P.E.
Chief Facilities Officer

FROM: Real Estate and Space Management Melanie Besio

SUBJECT: The Ground Lease, No. 207-L0131, with the County/City, dated October 3, 1997, allows for the Construction of the Emergency Communications Center (ECC) and necessitates the removal of Facility No. 207-0602, Police Garage.

ENCLOSURES: Board of Visitors Resolution, July 9, 1997
AARB Minutes, January 5, 1996
Dept. of Historic Resources Approval, December 29, 1995

The University has leased approximately two acres of land, located south of Rt. 250 West and adjacent to its Police Headquarters, to the County of Albemarle and the City of Charlottesville for fifty years. The City and County will fund the construction of an emergency communications center and fire station to serve all three entities. This parcel includes the one-story steel-framed garage described below; this facility must be demolished in support of this project.

Tract Number:	207-0001
FAACS Number:	207-0602
Agency:	University of Virginia
Facility Type:	One-story garage
Type of Construction:	Steel-frame, stuccoed masonry walls, tar-and-paper roof
Date of Construction:	1952
Condition:	Good
Location:	2304 Ivy Road, Ivy, VA
Square Feet:	1,360
Original Use:	Service Station
Present Use:	Police Garage

BACKGROUND/REQUIRED APPROVALS:

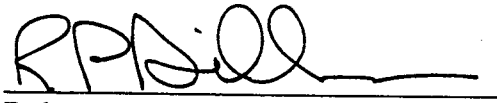
Demolition of the above-named structure was recommended for approval by the Art and Architectural Review Board at its January 5, 1996 meeting. The Department of Historic Resources, in a letter dated December 29, 1995, had no objection to the demolition of this structure. The Board of Visitors has approved this demolition at its July 9, 1997 meeting.

DIRECTIVE:

I hereby authorize that the above-named structure be demolished as part of the City/County ECC Project. This demolition action is directed to be in compliance with all statutes and regulations of the Commonwealth of Virginia. This demolition shall also comply with applicable regulations pertaining to asbestos removal, including USEPA National Emission Standards for Hazardous Air Pollutants (NESHAPS), Asbestos Regulations (40 C.F.R. 61, Subpart M). Solid waste shall be disposed of in accordance with Section 10-271 of the Code of Virginia.

CERTIFICATION:

Pursuant to Section 2.1-488(B) of the Code of Virginia (1950), as amended, as the official designee of the University of Virginia, in the stead of the Governor of Virginia, and by the authority delegated to the Board of Visitors of the University of Virginia by Executive Order Seventy-One (97), dated January 17, 1997, I hereby certify that the Board of Visitors has approved a resolution permitting the demolition of the above-named structures at its July 9, 1997 meeting, an act on behalf of, and in the stead of the Governor of Virginia.



Robert P. Dillman, P.E.
University of Virginia
Chief Facilities Officer

Oct 17, 1997
Date

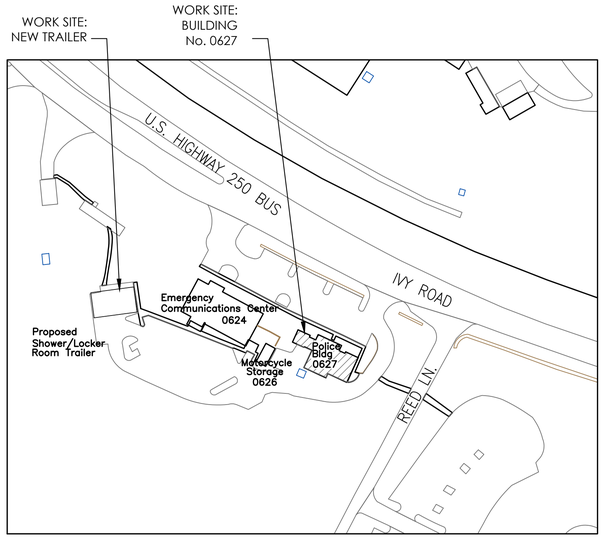
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10' Index Contour
2' Intermediate Contour
RTF trail
ECC Lease Area
Fontana Building
Parking Deck
Old Ivy Hall
Modular
ECC
UVA Police
UVA Orthopedic Center
US 29 Bypass
Ivy Road
Reed Lane
530
540
550
560
570
1:1,200
ECC Lease Area
January 2026

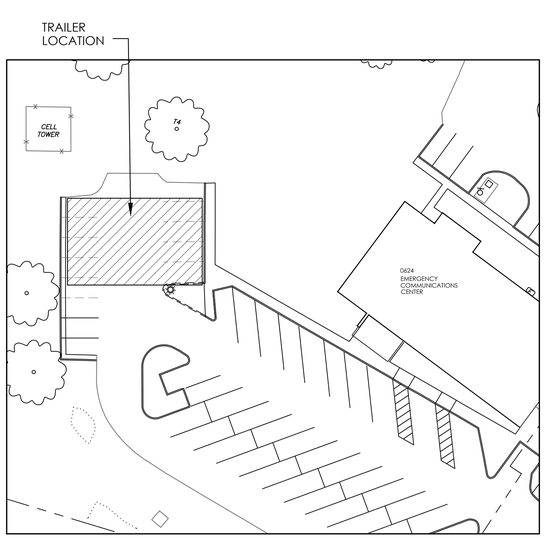
POLICE BUILDING (0627) RENOVATION & MODULAR UNIT MODULAR UNIT INSTALL

W.O. # 2880913 P05374

BUILDING PROFILE AND CODE ANALYSIS		
BLDG NAME: POLICE BLDG TRAILER		CODE REFERENCE
EXISTING CONSTRUCTION		INDUSTRIAL BUILDING SAFETY REGULATIONS
NEW CONSTRUCTION		2015 VUSBC
USE GROUP	B-BUSINESS	
CONSTRUCTION CLASSIFICATION	VB	
FIRE SUPPRESSION	NOT SPRINKLERED	
ADA	2010 ADA STANDARDS	
OCCUPANT LOAD IN PROJECT AREA	27	
GSF PROJECT AREA	2,100 GSF	
GSF BUILDING	2,100 GSF	
# OF STORIES/BUILDING HEIGHT	1	
FIRE RATING OF PROJECT AREA	___	
NUMBER OF EXITS IN PROJECT AREA	1	



1 T1 | T1 SITE PLAN
NOT TO SCALE



2 T1 | T1 LOCATION PLAN
1/32" = 1'-0"

GENERAL NOTES

1. CONDUCT ANY DEMOLITION AND CONSTRUCTION TO MINIMIZE INTERFERENCE WITH ADJACENT AND OCCUPIED BUILDING AREAS. SPECIAL ATTENTION TO NOT IMPEDE EGRESS SHOULD ALSO BE EMPLOYED, BY NOT ALLOWING ANY DECONSTRUCTION AND CONSTRUCTION IN THE EGRESS PATH AND/OR CONDUCTING WORK AT OFF HOURS.
2. ANY CONSTRUCTION BARRIER USED DURING RENOVATION WORK SHALL BE NON-COMBUSTIBLE CONSTRUCTION IN ACCORDANCE WITH FACILITY DESIGN GUIDELINES.
3. PROTECT EXISTING MATERIALS WHICH ARE NOT TO BE DEMOLISHED.
4. WHERE NEW WORK ABUTS OR ALIGNS WITH EXISTING, PERFORM A SMOOTH AND EVEN TRANSITION. PATCH WORK TO MATCH EXISTING ADJACENT WORK, IN TEXTURE AND APPEARANCE.
5. ALL EXISTING FIRE PROTECTION SYSTEMS SHALL REMAIN OPERATIONAL DURING CONSTRUCTION. IF TEMPORARY SHUTDOWN IS NECESSARY, SYSTEM SHALL BE RETURNED TO OPERATIONAL CONDITION AS SOON AS POSSIBLE AND NO LATER THAN THE END OF EACH WORKING DAY PRIOR TO THE CONTRACTOR LEAVING THE JOB SITE. CONTRACTOR IS TO NOTIFY THE UNIVERSITY FIRE MARSHAL PRIOR TO ANY NECESSARY SHUTDOWNS. SHUTDOWN SHALL NOT AFFECT OTHER AREAS NOT INVOLVED WITH THIS CONSTRUCTION PROJECT. ALL OPERATIONAL STANDPIPES ARE TO BE MAINTAINED AT ALL TIMES. SPRINKLER SYSTEMS IN AREAS BEING RENOVATED SHALL BE FULLY OPERATIONAL WHEN THE CONTRACTOR LEAVES THE SITE EACH DAY. A FIRE WATCH SHALL BE PROVIDED AT ALL TIMES THAT A SPRINKLER SYSTEM IS INACTIVE.
6. FIRE EXTINGUISHERS WILL BE ON SITE AT ALL TIMES DURING CONSTRUCTION
7. ASBESTOS HAS BEEN IDENTIFIED AND ABATED PRIOR TO CONSTRUCTION AS A PART OF THIS SCOPE OF WORK. IF ASBESTOS OR LEAD CONTAINING MATERIALS ARE DISCOVERED DURING ANY POINT OF DEMOLITION OR CONSTRUCTION, STOP WORK IMMEDIATELY AND CONTACT THE CONSTRUCTION PROJECT MANAGER
8. ALL WORK WILL BE DONE BY "IN-HOUSE" FORCES. (PROJECT SERVICES)
9. ALL WORK SHOWN SHALL BE COORDINATED WITH ALL OTHER TRADES AS OVERSEEN BY THE GENERAL CONTRACTOR.
10. CONTRACTOR TO FIELD VERIFY ALL CONDITIONS AND DIMENSIONS BEFORE PROCEEDING WITH ANY WORK. CONTRACTOR TO NOTIFY ARCHITECT/ENGINEER IMMEDIATELY IF ANY DISCREPANCIES ARE FOUND.
11. THE CONTRACTOR SHALL ENSURE THAT ALL MATERIALS ARE IN COMPLIANCE WITH THE PLANS AND SPECIFICATIONS.
12. CONTRACTOR SHALL NOT SCALE DRAWINGS WITHOUT WRITTEN APPROVAL OF ARCHITECT.
13. WHERE A DETAIL IS SHOWN FOR ONE CONDITION, IT SHALL APPLY FOR ALL LIKE OR SIMILAR CONDITIONS EVEN THOUGH NOT SPECIFICALLY MARKED ON THE CONTRACT DOCUMENTS.
14. INTERIOR BLOCKING SHALL BE NON-COMBUSTIBLE OR FIRE-RETARDANT-TREATED WOOD.
15. ALL INTERIOR FLOORING AND WALL BASE (MAXIMUM 6") ARE TO BE MINIMUM CLASS II, 0.22 W/CM². ALL INTERIOR FINISHES (WALL AND CEILING) ARE TO BE MAXIMUM 25 FLAME SPREAD INDEX, AND MAXIMUM 450 SMOKE DEVELOPED INDEX UNLESS OTHERWISE NOTED. NO FOAM AND/OR FOAM PLASTIC INTERIOR FINISHES ARE PERMITTED UNLESS PRE-APPROVED BY UBO. ALL INTERIOR TRIM SHALL BE CLASS C FLAME SPREAD AND SMOKE DEVELOPED INDEX WHEN TESTED IN ACCORDANCE WITH ASTM E84 OR UL 723.

UTILITIES

1. ANY DAMAGE TO EXISTING UTILITIES CAUSED BY CONTRACTOR OR ITS SUBCONTRACTORS SHALL BE CONTRACTOR'S SOLE RESPONSIBILITY AND REPAIRED AT CONTRACTOR'S EXPENSE.
2. THE CONTRACT DOCUMENTS DO NOT GUARANTEE THE EXISTENCE, NON-EXISTENCE OR LOCATION OF UTILITIES. CONTRACTOR SHALL VERIFY THE EXISTENCE AND LOCATION OR THE NON-EXISTENCE OF UTILITIES. AT LEASE 48 HOURS PRIOR TO ANY EXCAVATION OR CONSTRUCTION, CONTRACTOR SHALL NOTIFY MISS UTILITY (1-800-552-7001) AND/OR THE RESPECTIVE UTILITY COMPANIES FOR GAS, WATER, SEWER, POWER, PHONE AND CABLE. CONTRACTOR SHALL TIMELY ARRANGE TO HAVE THE VARIOUS UTILITIES LOCATED, AND TO HAVE THEM REMOVED OR RELOCATED, OR TO DETERMINE THE METHOD OF PROTECTION ACCEPTABLE TO THE RESPECTIVE OWNER, IF THE METHOD OF PROTECTION IS NOT OTHERWISE SPECIFIED. CONTRACTOR SHALL CONDUCT ITS WORK IN THE VICINITY OF EXISTING UTILITIES IN ACCORDANCE WITH THE RESPECTIVE UTILITY'S RULES AND REGULATIONS. ANY COST INCURRED FOR REMOVING, RELOCATING OR PROTECTION UTILITIES SHALL BE BORNE BY CONTRACTOR UNLESS INDICATED OTHERWISE. CONTRACTOR SHALL EXCAVATE TO LOCATE BURIED UTILITIES FAR ENOUGH IN ADVANCE OF ITS WORK TO ALLOW FOR HORIZONTAL AND /OR VERTICAL ADJUSTMENTS TO ITS WORK AND/OR THE UTILITIES. NO ADJUSTMENT IN COMPENSATION OR SCHEDULE WILL BE ALLOWED FOR DELAYS RESULTING FROM CONTRACTOR'S FAILURE TO CONTACT AND COORDINATE WITH UTILITIES.
3. WHEN THE WORK CROSSES EXISTING UTILITIES, THE EXISTING UTILITIES SHALL BE ADEQUATELY SUPPORTED AND PROTECTED FROM DAMAGE DUE TO THE WORK. ALL METHODS FOR SUPPORTING AND MAINTAINING THE EXISTING UTILITIES SHALL BE APPROVED BY THE RESPECTIVE UTILITY COMPANY AND/OR THE ENGINEER. CONTRACTOR SHALL EXERCISE CARE TO INSURE THAT THE GRADE AND ALIGNMENT OF EXISTING UTILITIES ARE MAINTAINED AND THAT NO JOINTS OR CONNECTIONS ARE DISPLACED. BACKFILL SHALL BE CAREFULLY PLACED AND COMPACTED TO PREVENT FUTURE DAMAGE OR SETTLEMENT TO EXISTING UTILITIES. ANY UTILITIES REMOVED AS PART OF THE WORK, AND NOT INDICATED TO BE REMOVED OR ABANDONED, SHALL BE RESTORED USING MATERIALS AND INSTALLATION EQUAL TO THE UTILITY'S STANDARD.
4. CONTRACTOR SHALL NOTIFY LANDOWNERS, TENANTS AND THE ENGINEER PRIOR TO THE INTERRUPTION OF ANY SERVICES. SERVICE INTERRUPTIONS SHALL BE KEPT TO A MINIMUM.
5. ALL RECTANGULAR WATER METER BOXES LOCATED IN SIDEWALKS SHALL BE REPLACED WITH ROUND ONES. THE ADJUSTMENT OF ALL MANHOLE TOPS, WATER VALVE BOXES, GAS VALVE BOXES AND WATER METER BOXES SHALL BE RESPONSIBILITY OF CONTRACTOR.
6. THE CONTRACTOR SHALL NOTIFY THE CITY UTILITIES DIVISION AT LEAST TWO FULL WORKING DAYS IN ADVANCE TO ARRANGE GAS SERVICE LINE ADJUSTMENTS TO BE PERFORMED BY THE CITY.
7. ALL WATER METER, VALVES AND FIRE HYDRANT ADJUSTMENTS/RELOCATIONS SHALL BE PERFORMED BY THE CONTRACTOR.

EARTHWORK AND SITE CONDITIONS

1. CONTRACTOR SHALL KEEP ALL SURROUNDING PUBLIC ROADWAYS AND DRAINAGE SYSTEMS FREE FROM DIRT, MUD, AND CONSTRUCTION DEBRIS AT ALL TIMES.
2. ALL IMPROVEMENTS ARE TO BE CONFINED TO THE PROJECT AREA UNLESS OTHERWISE INDICATED.
3. ALL MATERIALS AND INSTALLATION DETAILS SHALL CONFORM TO THE CITY OF CHARLOTTESVILLE ENGINEERING DIVISION STANDARDS AND ALL OTHER APPLICABLE CITY ORDINANCES.
4. ANY UNUSUAL OR UNANTICIPATED SUBSURFACE CONDITIONS SHALL BE IMMEDIATELY REPORTED TO THE ENGINEER.
5. CONTRACTOR SHALL VERIFY ALL DIMENSIONS, ELEVATIONS AND LOCATIONS PRIOR TO BEGINNING WORK, AND IMMEDIATELY NOTIFY THE ENGINEER IN THE EVENT THERE ARE ANY DISCREPANCIES BETWEEN SUCH CONDITIONS AND THOSE SHOWN ONT HE PLANS AND SPECIFICATIONS.

ABBREVIATIONS

ACT	ACOUSTIC TILE
AFF	ABOVE FINISHED FLOOR
CLG HT	CEILING HEIGHT
CMU	CONCRETE MASONRY UNIT
CPT	CARPET
ELEC	ELECTRICAL
EXIST	EXISTING
FT	FIRE TREATED
FV	FIELD VERIFY
GYP BD	GYPSUM BOARD
HT	HEIGHT
HM	HOLLOW METAL
OC	ON CENTER
PLYWD	PLYWOOD
SIM	SIMILAR
SPEC	SPECIFICATIONS
TH	THICKNESS
UNO	UNLESS NOTED OTHERWISE
VB	VINYL BASE
VCT	VINYL COMPOSITION TILE
W/	WITH

LIST OF DRAWINGS

T1 GENERAL NOTES AND TITLE
C1 TRAILER SITE PLAN, DEMO AND NEW
C2 OVERALL SITE PLAN
E1 ELECTRICAL

TRAILER (DIAMOND BUILDERS INC)
SH1 COVER SHEET
SH2 FLOOR PLAN
SH 3 ELEVATIONS
SH 4 CROSS SECTION

STRUCTURAL
FD1 FOUNDATION PLAN
FD2 FOUNDATION PLAN DETAILS
K1 KEY PLAN

RAMP
COVER COVER SHEET & NOTES
1 PLAN VIEW OF RAMP SYSTEMS
2-6 RAMP DETAILS
7-8 STAIR CROSS SECTION/DETAILS
9 WALKWAY DETAILS
10 LEG CONNECTION DETAIL

UNIVERSITY of VIRGINIA
PROJECT SERVICES DEPARTMENT
Facilities Management
575 Alderman Road
PO Box 400726
Charlottesville, VA 22904

POLICE BUILDING (0627)
RENO, W.PROOFING & MOD. UNIT
GENERAL NOTES AND TITLE

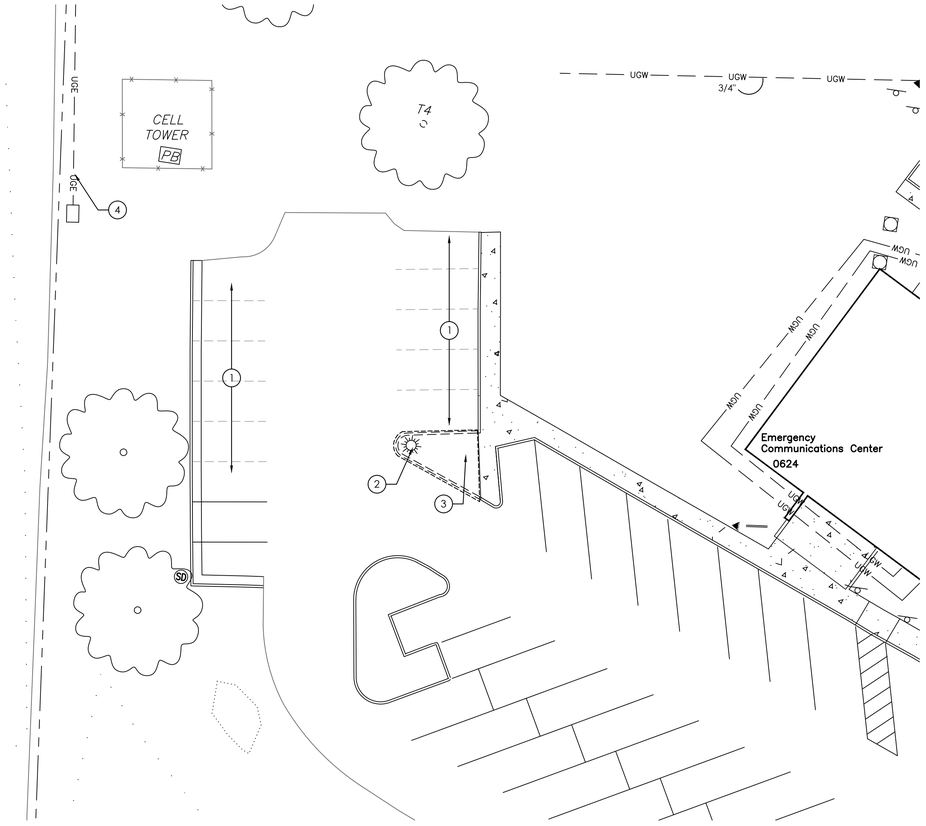
DATE: 12/13/2019
DRAWN BY: EHB
CHECKED BY: JWG

REVISIONS

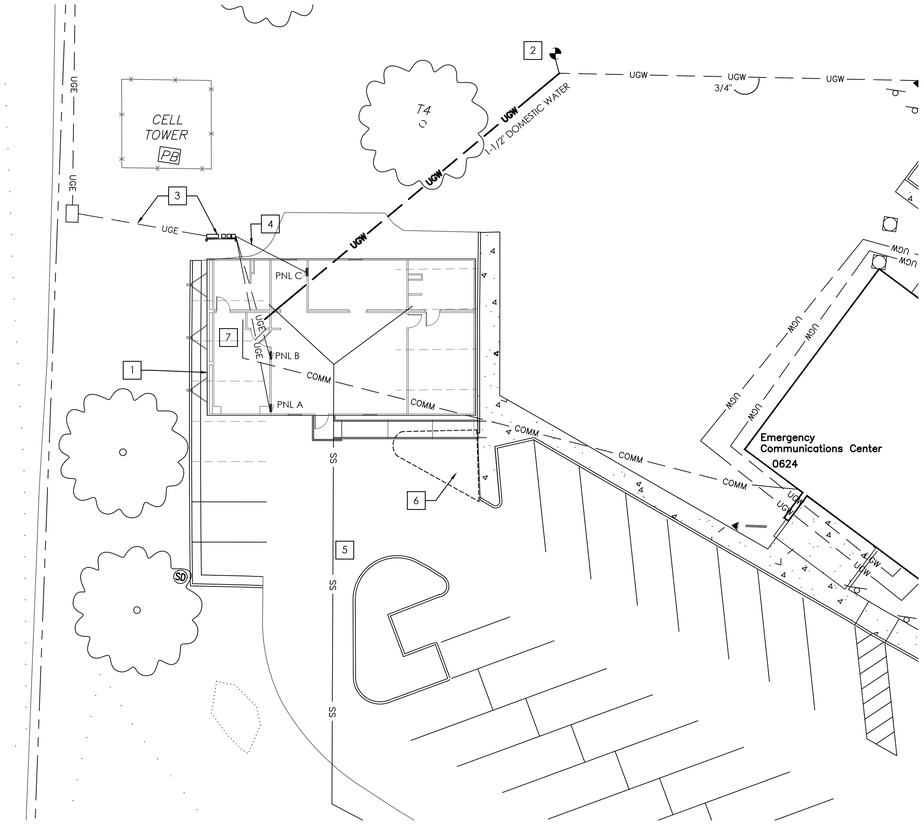
University of Virginia
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✔ Approved with exceptions. See list of remaining issues noted on page 2 of the building permit and/or plan review documents dated: 12/17/2019
Date: 12/17/2019

WORK ORDER NUMBER
2880913

T1
SHEET



1 C1 | C1 DEMO SITE WORK
1/16" = 1'-0"



2 C2 | C1 NEW SITE WORK & TRAILER
1/16" = 1'-0"

DEMOLITION NOTES

1. REMOVE TEN (10) PARKING SPACES
2. REMOVE LIGHT POLE
3. REMOVE CURB AND LANDSCAPING
4. EXISTING 4" CONDUIT FROM TRANSFORMER ON POWER POLE (AT ROAD)

GENERAL NEW WORK NOTES

A) NEARBY BATHROOMS IN ADJACENT BUILDINGS WILL BE UTILIZED UNTIL NEW MUSCULOSKELETAL PUMP STATION IS OPERATIONAL. ALL ADJACENT BATHROOMS ARE LESS THAN 600' FROM NEW TRAILER.

B) ALL LABELS ON THE MODULAR UNIT WILL MATCH USE GROUP B AND VB CONSTRUCTION TYPE.

C) A FIRE ALARM SYSTEM WILL BE INSTALLED IN THE NEW TRAILER.

NEW WORK PLAN NOTES

1. NEW MODULAR LOCKER ROOMS, BATHROOM FACILITIES, BREAK ROOM AND OFFICES FOR UNIVERSITY POLICE DEPARTMENT.
2. DOMESTIC WATER CONNECTION, INCLUDING A WATER METER AND BACKFLOW PREVENTER (BY THE CITY OR UNDER DIRECTION OF THE CITY)
3. NEW CONDUIT AND POWER CONNECTION FROM JUNCTION BOX TO DISCONNECTS. SEE ONE LINE ON SHEET E1.
4. PROVIDE INDIVIDUAL FEEDERS TO EACH ELECTRICAL PANEL (TYP OF 3)
5. INSTALL NEW SANITARY SEWER LINE TO EXISTING MANHOLE ON SITE. SERVICE OF TRAILER WILL BE CONNECTED TO NEW PUMP STATION AT NEW MUSCULOSKELETAL CENTER. LINE WILL BE ACTIVATED WHEN PUMP STATION BECOMES OPERATIONAL.
6. PATCH ASPHALT
7. CONNECT TO DATA

LEGEND

- COMM — TELEPHONE
- UGW — UNDERGROUND WATER
- UGE — UNDERGROUND ELECTRIC
- SS — SANITARY SEWER

N
PLAN NORTH
0 8' 16' 32'
SCALE: 1/16" = 1'-0"

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PROJECT SERVICES DEPARTMENT
Facilities Management
575 Alderman Road
PO Box 400726
Charlottesville, VA 22904

POLICE BUILDING (0627)
NEW TRAILER
SITE PLAN

DATE: 12/13/2019
DRAWN BY: EHB
CHECKED BY: JWG

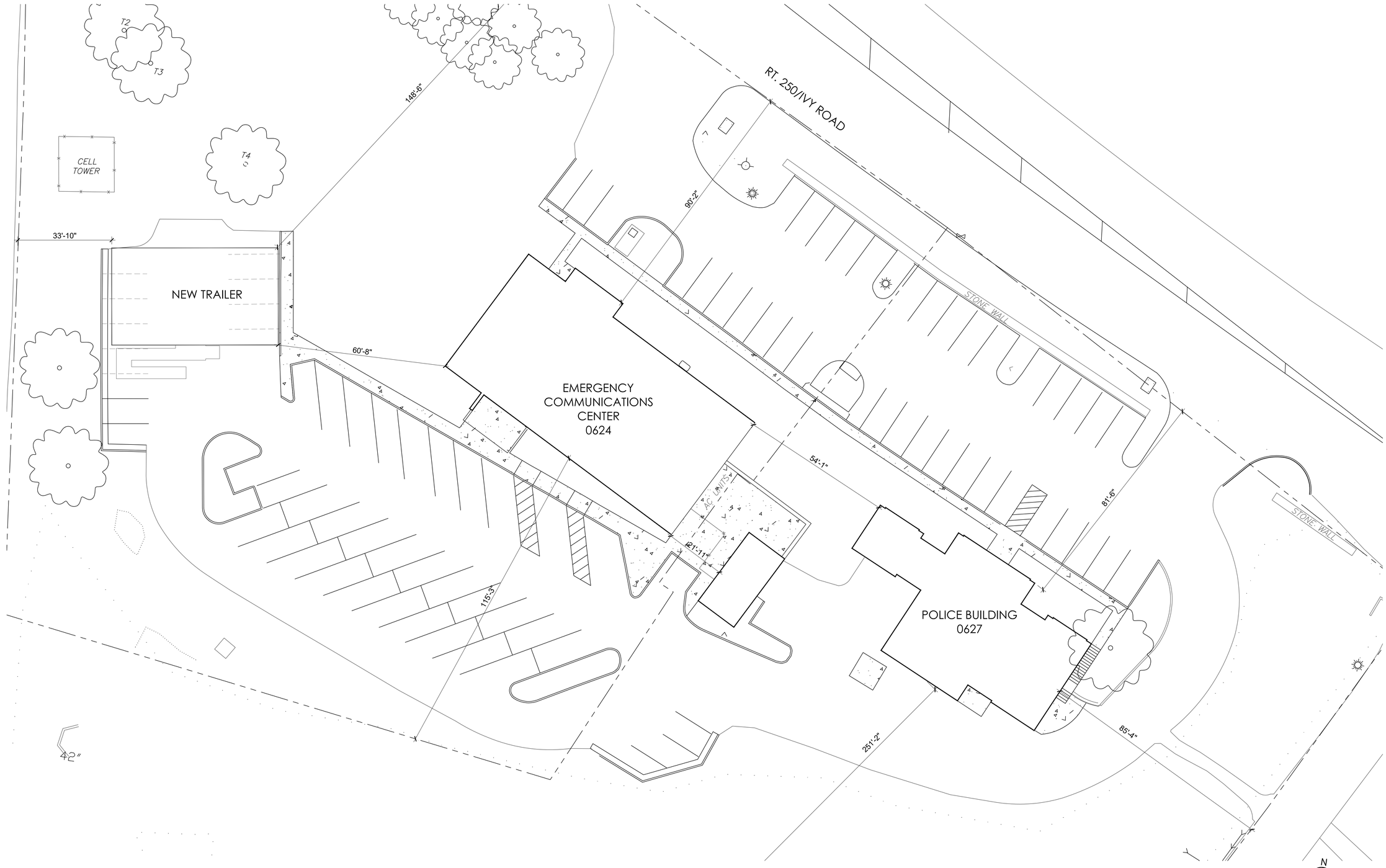
REVISIONS

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University Building Official
- ☐ Approved for general conformance to the 2015 VUSBC
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Date: 12/17/2019

WORK ORDER NUMBER
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C1
SHEET



1 C2 | C2 NEW OVERALL SITE PLAN
1/16" = 1'-0"

N
PLAN NORTH

0 8' 16' 32'
SCALE: 1/16" = 1'-0"

UNIVERSITY of VIRGINIA

PROJECT SERVICES DEPARTMENT
Facilities Management
575 Alderman Road
PO Box 400726
Charlottesville, VA 22904

POLICE BUILDING (0627) NEW TRAILER OVERALL SITE PLAN

DATE: 12/13/2019
DRAWN BY: EHB
CHECKED BY: JWG

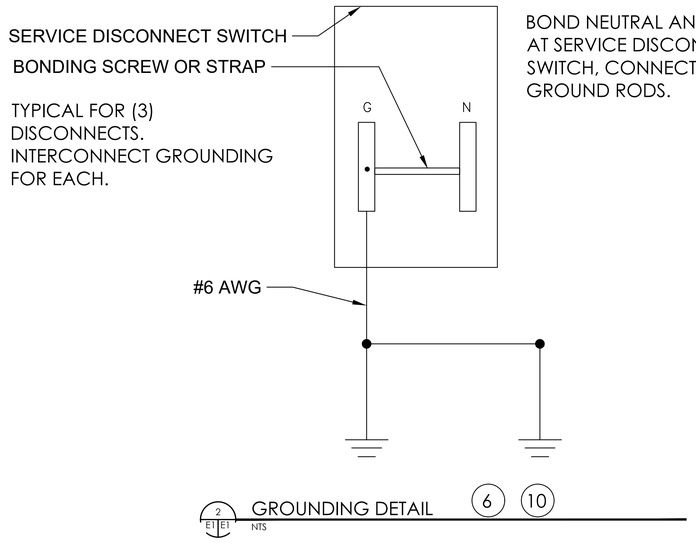
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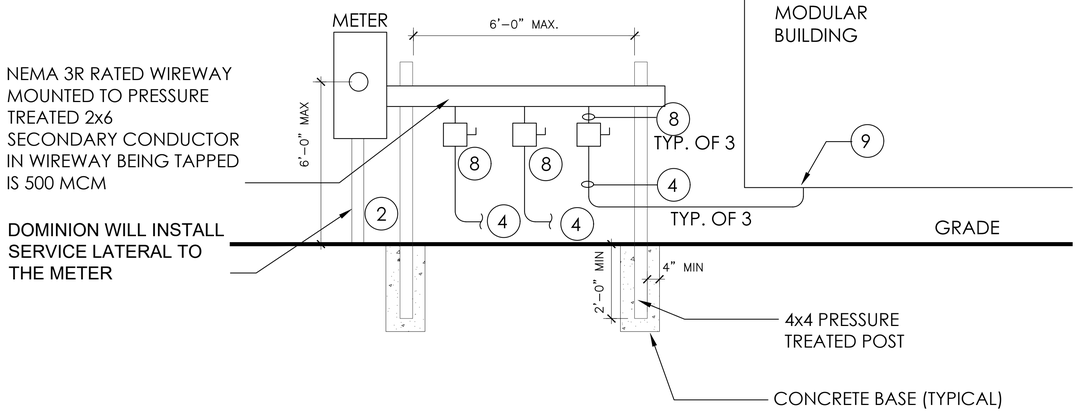
Date: 12/17/2019

WORK ORDER NUMBER
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C2
SHEET



2 E1 E1 GROUNDING DETAIL (6) (10)
NTS



1 E1 E1 ELECTRICAL LINE DIAGRAM
NTS

GENERAL NEW WORK NOTES

1. PROVIDE PRESSURE TREATED POSTS AS REQUIRED

(X) NEW WORK PLAN NOTES

1. FAULT CURRENT AT THE TRANSFORMER SECONDARY=8,33a (10KAIC) EQUIPMENT.
2. DOMINION WILL INSTALL SERVICE LATERAL TO THE METER.
3. 120/240V SINGLE PHASE.
4. (3) #1/0, COPPER (1) #4 GND COPPER WIRE IN 2" PVC CONDUIT. COORDINATE WITH CONDITION AT MODULAR UNIT.
5. TAP FEEDERS IN WIREWAY, MATCH CONDUCTOR SIZE OF SECONDARY OF SWITCH. TAPS SHALL NOT EXCEED 10 FEET.
6. PROVIDE (2) 3/4" X 8' COPPER CLAD GROUND RODS. NO LESS THAN 6' APART. CONNECTED WITH ONE RUN OF #1/0 COPPER.
7. CONDUIT STUB-OUT AT BOTTOM OF TRAILER.
8. SERVICE DISCONNECTS - NEMA 3R RATED FUSED DISCONNECT SWITCH 200A FRAME/150A FUSE (TYPICAL).
9. PVC CONDUIT UNDERGROUND TO TRAILER, CONNECT TO CONDUIT STUBBED-OUT AT BOTTOM OF TRAILER.
10. BUILDING STEEL TO BE BONDED AT SERVICE WITH 1/0 COPPER.

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POLICE BUILDING (0627) NEW TRAILER 3-PANEL MOUNTING DIAGRAM

DATE: 12/13/1209
DRAWN BY: EHB
CHECKED BY: JWG

REVISIONS

University of Virginia University Building Official
- Approved for general conformance to the 2015 VUSBC
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Date: 12/17/2019

WORK ORDER NUMBER
2880913

E1
SHEET

PLUMBING NOTES:

1. TOILETS SHALL BE ELONGATED WITH NONABSORBENT OPEN FRONT SEATS.
2. REST ROOM WALLS SHALL BE COVERED WITH NONABSORBENT MATERIAL TO A MINIMUM HEIGHT OF 48 INCHES A.F.F. FLOORS SHALL HAVEA SMOOTH, HARD, NONABSORBENT SURFACE THAT EXTENDS UPWARD ONTO THE WALLS AT LEAST 6 INCHES.
3. CUSTOMER ASSUMES ALL RESPONSIBILITY FOR REQUIRED PLUMBING FIXTURES WHEN NOT SHOWN ON PLAN.
4. ALL PLUMBING FIXTURES SHALL HAVE SEPARATE SHUTOFF VALVES.
5. WATER HEATER SHALL HAVE SAFETY PAN WITH 1 INCH DRAIN TO EXTERIOR, T & P RELIEF VALVE WITH DRAIN TO EXTERIOR, AND A SHUT OFF VALVE WITHIN 3 FEET ON A COLD WATER SUPPLY LINE.
6. DWV SYSTEM SHALL BE EITHER ABS OR PVC – DWV.
7. WATER SUPPLY LINES SHALL BE CPVC, OR COPPER, AND SHALL BE INSTALLED IN ACCORDANCE WITH THE MANUFACTURERS LIMITATIONS AND INSTRUCTIONS.
8. WATER CLOSETS ARE TANK TYPE AND URINALS ARE FLUSH TANK TYPE UNLESS OTHERWISE SPECIFIED.
9. BUILDING DRAIN AND CLEANOUTS ARE DESIGNED AND SITE INSTALLED BY OTHERS, SUBJECT TO LOCAL JURISDICTION APPROVAL.
10. SHOWERS SHALL BE CONTROLLED BY AN APPROVED MIXING VALVE WITH A MAXIMUM WATER OUTLET TEMPERATURE OF 120°F (48.8°C).
11. THERMAL EXPANSION DEVICE, IF REQUIRED BY WATER HEATER INSTALLED, AND IF NOT SHOWN ON PLUMBING PLAN, IS DESIGNED AND SITE INSTALLED BY OTHERS, SUBJECT TO LOCAL APPROVAL.
12. WATER PIPES INSTALLED IN A WALL EXPOSED TO THE EXTERIOR SHALL BE LOCATED ON THE HEATED SIDE OF THE WALL INSULATION.
13. WATER SUPPLY AND WASTE PIPES IN UNCONDITIONED SPACES SHALL BE INSULATED AND PROTECTED FROM FREEZING.
14. TEMPERED WATER SHALL BE SUPPLIED THROUGH A WATER TEMP LIMITING DEVICE THAT CONFORMS TO ASSE 1070 AND SHALL LIMIT THE TEMPERED WATER TO A MAX OF 110°F(43°C)
15. TEMPERATURE ACTUATED MIXING VALVES WHICH ARE INSTALLED TO REDUCE WATER TEMPERATURE TO DEFINE LIMITS SHALL COMPLY WITH ASSE 1017
16. WHEN RESTROOM FACILITIES AND/OR PLUMBING FIXTURES REQUIRED PER IPC SECTION 403 ARE NOT PROVIDED WITHIN THE BUILDING, A HANDICAPPED ACCESSIBLE FACILITY MUST BE PROVIDED ON SITE WITHIN THE ALLOWABLE DISTANCE PER CODE. THE REQUIRED FACILITY SHALL BE THE RESPONSIBILITY OF THE BUILDING OWNER AND IS SUBJECT TO THE REVIEW AND APPROVAL OF THE LOCAL JURISDICTION HAVING AUTHORITY. THIS NOTE SHALL BE INDICATED ON THE DATA PLATE

GENERAL NOTES:

1. ACCESS TO BUILDING FOR PERSONS IN WHEELCHAIRS IS DESIGNED BY AND FIELD BUILT BY OTHERS AND SUBJECT TO LOCAL JURISDICTION APPROVAL. THE PRIMARY ENTRANCE MUST BE ACCESSIBLE.
2. ALL DOORS SHALL BE OPENABLE FROM THE EGRESS SIDE WITHOUT THE USE OF A KEY, TOOL, SPECIAL KNOWLEDGE OR EFFORT. MANUALLY OPERATED FLUSH BOLTS OR SURFACE BOLTS SHALL NOT BE USED.
3. ALL GLAZING WITHIN A 24 INCH ARC OF DOORS, WHOSE BOTTOM EDGE IS LESS THAN 60 INCHES ABOVE THE FLOOR, AND ALL GLAZING IN DOORS SHALL BE SAFETY, TEMPERED OR ACRYLIC PLASTIC SHEET.
4. ALL STEEL STRAPS REFERENCED ON FLOOR PLAN SHALL BE 1.5 INCH x 26 GA. WITH 7 – 15 GA. x 7/16 INCH CROWN x 1 INCH STAPLES EACH END OF STRAP OR EQUIVALENT FROM RIDGE BEAM TO COLUMN, AND COLUMN TO FLOOR.
5. PORTABLE FIRE EXTINGUISHER PER N.F.P.A. – 10 INSTALLED BY OTHERS ON SITE, AND SUBJECT TO LOCAL JURISDICTION.
6. PROVISIONS FOR EXIT DISCHARGE LIGHTING ARE THE RESPONSIBILITY OF THE BUILDING OWNER AND SUBJECT TO LOCAL JURISDICTION APPROVAL WHEN NOT SHOWN ON THE FLOOR PLAN (INCLUDING EMERGENCY LIGHTING, WHEN REQUIRED).
7. WHEN LOW SIDES OF ROOF PROVIDE LESS THAN 6" OF OVERHANG, GUTTERS AND DOWN SPOUTS SHALL BE SITE INSTALLED, DESIGNED BY OTHERS, SUBJECT TO LOCAL JURISDICTION APPROVAL.
8. IN WIND–BORNE DEBRIS REGIONS, EXTERIOR GLAZING SHALL BE IMPACT RESISTANT OR PROTECTED WITH AN IMPACT RESISTANT COVERING MEETING THE REQUIRMENTS OF AN APPROVED IMPACT RESISTANT STANDARD, OR ASTM E1996. WIND–BORNE DEBRIS REGIONS ARE DESIGNATED IN SECTION 1609 OF THE IBC.
9. WINDOWS AND DOORS MUST BE CERTIFIED FOR COMPLIANCE WITH THE WIND DESIGN PRESSURE FOR COMPONENTS AND CLADDING.

ELECTRICAL NOTES:

1. ALL CIRCUITS AND EQUIPMENT SHALL BE GROUNDED IN ACCORDANCE WITH THE APPROPRIATE ARTICLES OF THE NATIONAL ELECTRICAL CODE (NEC).
2. WHEN LIGHT FIXTURES ARE INSTALLED IN CLOSETS THEY SHALL BE SURFACE MOUNTED OR RECESSED. INCANDESCENT FIXTURES SHALL HAVE COMPLETELY ENCLOSED LAMPS. SURFACE MOUNTED INCANDESCENT FIXTURES SHALL HAVE A MINIMUM CLEARANCE OF 12 INCHES AND ALL OTHER FIXTURES SHALL HAVE A MINIMUM CLEARANCE OF 6 INCHES FROM "CLOSET STORAGE SPACE" AS DEFINED BY NEC ARTICLE 410.2.
3. WHEN WATER HEATERS ARE INSTALLED THEY SHALL BE PROVIDED WITH READILY ACCESSIBLE DISCONNECTS ADJACENT TO THE WATER HEATERS SERVED. THE BRANCH CIRCUIT SWITCH OR CIRCUIT BREAKER SHALL BE PERMITTED TO SERVE AS THE DISCONNECTING MEANS ONLY WHERE THE SWITCH OR CIRCUIT BREAKER IS WITHIN SIGHT FROM THE WATER HEATER OR IS CAPABLE OF BEING LOCKED IN THE OPEN POSITION.
4. HVAC EQUIPMENT SHALL BE PROVIDED WITH READILY ACCESSIBLE DISCONNECTS ADJACENT TO THE EQUIPMENT SERVED. A UNIT SWITCH WITH A MARKED "OFF" POSITION THAT IS A PART OF THE HVAC EQUIPMENT AND DISCONNECTS ALL UNGROUNDED CONDUCTORS SHALL BE PERMITTED AS THE DISCONNECTING MEANS WHERE OTHER DISCONNECTING MEANS ARE ALSO PROVIDED BY A READILY ACCESSIBLE CIRCUIT BREAKER.
5. PRIOR TO ENERGIZING THE ELECTRICAL SYSTEM THE INTERRUPTING RATING OF THE MAIN BREAKER MUST BE DESIGNED AND VERIFIED AS BEING IN COMPLI– ANCE W/ARTICLES 110.9 & 110.10 OF THE NEC BY LOCAL ELECTRICAL CONSULTANT.
6. THE MAIN ELECTRICAL PANEL AND FEEDERS ARE DESIGNED BY OTHERS, SITE INSTALLED AND SUBJECT TO LOCAL JURISDICTION APPROVAL.
7. ALL CIRCUITS CROSSING OVER MODULE MATING LINE(S) SHALL BE SITE CONNECTED WITH APPROVED ACCESSIBLE JUNCTION BOXES, OR CABLE CONNECTORS.
8. ALL RECEPTACLES INSTALLED IN WET LOCATIONS (EXTERIOR) SHALL BE IN WEATHER PROOF (WP) ENCLOSURES. THE INTEGRITY OF WHICH IS NOT AFFECTED WHEN AN ATTACHMENT PLUG CAP IS INSERTED OR REMOVED. THE RECEPT ITSELF SHALL ALSO BE LISTED FOR DAMP AND WET LOCATIONS AS PER NEC.
9. EXTERIOR LIGHTS NOT INTENDED FOR 24 HOUR USE SHALL BE CONNECTED TO A PHOTOCELL OR TIMER.

STRUCTURAL LOAD LIMITATIONS

BUILDING RISK CATEGORY: II

FLOOR LIVE LOAD:
A. 50 PSF

B. 2000 LB. CONCENTRATED LOAD OVER 30 INCH x 30 INCH AREA LOCATED ANYWHERE ON FLOOR

ROOF LIVE LOAD:
A. 20 PSF

SNOW LOAD:

A. Pg =	25	PSF	GROUND SNOW LOAD
B. Pf =	20	PSF	FLAT ROOF SNOW LOAD
C. Ce =	1.0		SNOW EXPOSURE FACTOR
D. Is =	1.0		SNOW IMPORTANCE FACTOR
E. Ct =	1.1		SNOW THERMAL FACTOR

WIND LOAD: ASCE 7–10

A1 Vult =	120 MPH		WIND SPEED
A2 Vasd =	93 MPH		WIND SPEED
B. Iw =	1.0		WIND IMPORTANCE FACTOR
C. C			WIND EXPOSURE CATEGORY
D. GCpi=	0.18		INTERNAL PRESSURE COEFFICIENT

E. Pr: ZONE 1: 18.8 PSF Pw: ZONE 4: 20.4 PSF
ZONE 2: 31.6 PSF ZONE 5: 25.2 PSF
ZONE 3: 47.5 PSF

F. THIS BUILDING IS NOT DESIGNED FOR PLACEMENT ON THE UPPER HALF OF A HILL OR ESCARPMENT EXCEEDING 15 FEET IN HEIGHT.

SEISMIC LOAD:

A. Ie =	1.0	SEISMIC IMPORTANCE FACTOR
B. D		SITE CLASS
C. A15		SEISMIC FORCE RESISTING SYSTEM.
D. C		SEISMIC DESIGN CATEGORY
E.		EQUIVALENT LATERAL FORCE ANALYSIS PROCEDURE
F. Ss = ≤	.537	MAPPED SPECTRAL RESPONSE COEF.
G. S1 = ≤	.086	MAPPED SPECTRAL RESPONSE COEF.
H. Sds = ≤	.49	SPECTRAL RESPONSE COEFFICIENT
I. Sd1 = ≤	.34	SPECTRAL RESPONSE COEFFICIENT
J. V =	5224 LB	DESIGN BASE SHEAR
K. R =	6.5	RESPONSE MODIFICATION COEFFICIENT
L. Cs =	0.08	SEISMIC RESPONSE COEFFICIENT

FLOOD LOAD:
THIS BUILDING IS NOT DESIGNED TO BE LOCATED IN A FLOOD HAZARD AREA.

ACCESSIBILITY NOTES:

1. THE INTERNATIONAL SYMBOL OF ACCESSIBILITY SIGN SHALL BE DISPLAYED AT ALL ACCESSIBLE RESTROOM FACILITIES AND AT ACCESSIBLE BUILDING ENTRANCES UNLESS ALL ENTRANCES ARE ACCESSIBLE. INACCESSIBLE ENTRANCES SHALL HAVE DIRECTIONAL SIGNS INDICATING THE ROUTE TO THE NEAREST ACCESSIBLE ENTRANCE.
2. ACCESSIBLE DRINKING FOUNTAINS SHALL HAVE A SPOUT HEIGHT NO HIGHER THAN 36 INCHES ABOVE THE FLOOR AND EDGE OF BASIN NO HIGHER THAN 34 INCHES ABOVE THE FLOOR FOR INDIVIDUALS IN WHEELCHAIRS. ADDITIONALLY, DRINKING WATER PROVISIONS SHALL BE MADE FOR INDIVDUALS WHO HAVE DIFFICULTY BENDING.
3. WHERE STORAGE FACILITIES SUCH AS CABINETS, SHELVES, CLOSETS AND DRAWERS ARE PROVIDED AT LEAST ONE TYPE PROVIDED SHALL CONTAIN STORAGE SPACE COMPLYING WITH THE FOLLOWING: DOORS ETC. TO SUCH SPACES SHALL BE ACCESSIBLE (I.E. TOUCH LATCHES, U–SHAPED PULLS); SPACES SHALL BE 15 INCHES MINIMUM AND 48 INCHES MAXIMUM ABOVE THE FLOOR FOR FORWARD REACH OR SIDE REACH; CLOTHES RODS OR COAT HOOKS SHALL BE A MAXIMUM OF 48 INCHES ABOVE THE FLOOR (46 INCHES MAXIMUM WHEN DISTANCE FROM WHEEL CHAIR TO ROD EXCEEDS 10 INCHES). SHELVES IN KITCHENS OR TOILET ROOMS SHALL BE 40 INCHES MINIMUM AND 48 INCHES MAXIMUM ABOVE IN FLOOR.
4. CONTROLS, DISPENSERS, RECEPTACLES AND OTHER OPERABLE EQUIPMENT SHALL BE NO HIGHER THAN 48 INCHES ABOVE THE FLOOR. RECEPTACLES ON WALLS SHALL BE MOUNTED NO LESS THAN 15 INCHES ABOVE THE FLOOR. EXCEPTION; HEIGHT LIMITATIONS DO NOT APPLY WHERE THE USE OF SPECIAL EQUIPMENT DICTATES OTHERWISE OR WHERE ELECTRICAL RECEPTACLES ARE NOT NORMALLY INTENDED FOR USE BY BUILDING OCCUPANTS.
5. WHERE EMERGENCY WARNING SYSTEMS ARE PROVIED, THEY SHALL INCLUDE BOTH AUDIBLE AND VISUAL ALARMS. THE VISUAL ALARMS SHALL BE LOCATED THROUGHOUT, INCLUDING RESTROOM, AND PLACED 80 INCHES ABOVE THE FLOOR OR 6 INCHES BELOW CEILING,WHICH–EVER IS LOWER.
6. ALL DOORS SHALL BE OPENABLE BY A SINGLE EFFORT. DOOR CLOSERS SHALL BE ADJUSTED SO THAT FROM AN OPEN POSITION OF 90 DEGREES, THE TIME REQUIRED TO MOVE THE DOOR TO AN OPEN POSITION OF 12 DEGREES SHALL BE 5 SECONDS MINIMUM. THE MAXIMUM FORCE REQUIRED FOR PUSHING OR PULLING OPEN DOORS OTHER THAN FIRE DOORS SHALL NOT EXCEED 5 LBS. FOR ALL SLIDING, FOLDING, AND INTERIOR HINGED DOORS.
7. FLOOR SURFACES SHALL BE STABLE, FIRM, AND SLIP–RESISTANT. CHANGES IN LEVEL BET–WEEN 0.25 INCH AND 0.5 INCH SHALL BE BEVELED WITH A SLOPE NO GREATER THAN 1:2 CHANGES IN LEVEL GREATER THAN 0.5 INCH REQUIRE RAMPS. CARPET PILE THICKNESS SHALL BE 0.5 MAX. GRATINGS IN FLOOR SHALL HAVE SPACES NO GREATER THAN 0.5 INCH WIDE IN ONE DIRECTION. DOORWAY THRESHOLDS SHALL NOT EXCEED 0.5 INCH IN HEIGHT.
8. ACCESSIBLE WATER CLOSETS SHALL BE 17 INCHES TO 19 INCHES, MEASURED FROM THE FLOOR TO THE TOP OF THE SEAT. GRAB BARS SHALL BE 36 INCHES LONG MINIMUM WHEN LOCATED BEHIND WATER CLOSET AND 42 INCHES MINIMUM WHEN LOCATED ALONG SIDE OF WATER CLOSET, AND SHALL BE MOUNTED 33 INCHES TO 36 INCHES ABOVE THE FLOOR.
9. ACCESSIBLE URINALS SHALL BE STALL–TYPE OR WALL HUNG WITH ELONGATED RIMS AT A MAXIMUM OF 17 INCHES ABOVE THE FLOOR.
10. ACCESSIBLE LAVATORIES AND SINKS SHALL BE MOUNTED WITH THE RIM NO HIGHER THAN 34 INCHES ABOVE THE FLOOR. KNEE CLEARANCE OF AT LEAST 27 INCHES HIGH MUST BE PROVIDED WITH A MINIMUM DEPTH OF 8 INCHES BENEATH THE FIXTURE, AND 9 INCHES HIGH MINIMUM WITH A MINIMUM DEPTH OF 11 INCHES BENEATH THE FIXTURE. THE KNEE SPACE MUST BE AT LEAST 30 INCHES WIDE.
11. HOT WATER AND DRAIN PIPES UNDER ACCESSIBLE LAVATORIES AND SINKS SHALL BE INSULATED OR OTHERWISE CONFIGURED TO PROTECT AGAINST CONTACT. INSULATION OR PROTECTION MATERIALS MAY BE SITE INSTALLED. THERE SHALL BE NO SHARP OR ABRASIVE SURFACES UNDER ACCESSIBLE LAVATORIES AND SINKS.
12. ACCESSIBLE LAVATORIES AND SINKS SHALL HAVE ACCESIBLE FAUCETS (I.E. LEVER–OPERATED, PUSH TYPE, ELECTRONICALLY CONTROLLED).
13. MIRRORS LOCATED ABOVE LAVATORIES, SINKS OR COUNTERS SHALL BE MOUNTED WITH THE BOTTOM EDGE OF THE REFLECTING SURFACE A MAXIMUM OF 40 INCHES ABOVE THE FLOOR. OTHER MIRRORS IN TOILET ROOMS SHALL BE MOUNTED WITH THE BOTTOM EDGE OF THE REFLECTING SURFACE 35 INCHES MAXIMUM ABOVE THE FLOOR.
14. GRAB BARS HAVING A CIRCULAR CROSS SECTION SHALL HAVE AN OUTSIDE DIAMETER OF 1.25 INCHES MINIMUM AND 2.0 INCHES MAXIMUM. THE SPACE BETWEEN THE GRAB BAR AND THE WALL SHALL BE 1.5 INCHES.
15. WATER CLOSET FLUSH CONTROL SHALL BE INSTALLED A MAXIMUM OF 36 INCHES ABOVE THE FLOOR AND SHALL BE LOCATED ON THE OPEN SIDE OF THE WATER CLOSET.
16. DOORS TO ALL ACCESSIBLE SPACES SHALL HAVE ACCESSIBLE HARDWARE (I.E. LEVER – OPERRATED, PUSHTYPE, U–SHAPED) MOUNTED WITH OPERABLE PARTS BETWEEN 34 INCHES MINIMUM AND 48 INCHES MAXIMUM ABOVE THE FLOOR.
17. TOILET STALL DOORS SHALL BE THE SELF–CLOSING TYPE.
18. A TOWEL DISPENSER SHALL BE LOCATED ADJACENT TO ALL ACCESSIBLE LAVTORIES.

MECHANICAL NOTES:

1. ALL SUPPLY AIR REGISTERS SHALL BE 24 INCHES x 24 INCHES ADJUSTABLE WITH 8 INCHES x 18 INCHES (INSIDE) OVERHEAD FIBERGLASS DUCT, UNLESS OTHERWISE SPECIFIED. DUCTS SHALL BE INSULATED PER THE REQUIRMENTS OF THE APPLICABLE ENERGY CODES
2. INTERIOR DOORS SHALL BE UNDERCUT 1.5 INCHES ABOVE FINISHED FLOOR FOR AIR RETURN AND/OR AS NOTED ON FLOOR PLAN (FOR UNRATED DOORS)
3. HVAC EQUIPMENT SHALL BE EQUIPPED W/OUTSIDE FRESH AIR INTAKES PROVIDING 5 CFM PER PERSON & 0.06 CFM PER S.F. BLDG. AREA PER SECTION 403.3 OF THE IMC.
4. VENT FANS SHALL BE DUCTED TO THE EXTERIOR AND TERMINATE AT AN APPROVED VENT CAP.
5. EXHAUST FANS SHALL PROVIDE A MINIMUM OF 75 CFM FOR EACH WATER CLOSET AND URINAL.
6. THERMOSTATS MUST BE PROGRAMMABLE

EMC APPROVED
11 01 2019

WINDOW & DOOR SPECIFICATIONS

1. DBL. PANE WINDOWS ARE REQUIRED FOR ALL CLIMATE ZONES. SEE THE COMCHECK ENERGY CALCULATIONS FOR THE MAXIMUM ALLOWED U–FACTOR AND SHGC.
2. THE MAXIMUM ALLOWABLE AIR LEAKAGE RATE FOR WINDOWS IS 0.3 CFM PER SQUARE FEET OF WINDOW AREA.
3. THE MAXIMUM ALLOWABLE AIR LEAKAGE RATE FOR EXTERIOR DOORS IS 0.3 CFM PER SQUARE FEET OF DOOR AREA.

ATTENTION LOCAL INSPECTIONS DEPARTMENT

SITE INSTALLED ITEMS

THE FOLLOWING ITEMS HAVE NOT BEEN COMPLETED BY THE MANUFACTURER, HAVE NOT BEEN INSPECTED BY EMC AND ARE NOT CERTIFIED BY THE STATE MODULAR LABEL. NOTE THAT THIS LIST DOES NOT NECESSARILY LIMIT THE ITEMS OF WORK AND MATERIAL THAT MAY BE REQUIRED FOR A COMPLETE INSTALLATION. ALL SITE RELATED ITEMS ARE SUBJECT TO LOCAL JURISDICTION APPROVAL. CODE COMPLIANCE MUST BE DETERMINED AT THE LOCAL LEVEL.

1. THE COMPLETE FOUNDATION SUPPORT AND TIE DOWN SYSTEM.
2. RAMPS, STAIRS AND GENERAL ACCESS TO THE BUILDING.
3. PORTABLE FIRE EXTINGUISHER(S).
4. BUILDING DRAINS, CLEANOUTS, AND HOOK–UP TO PLUMBING SYSTEM.
5. ELECTRICAL SERVICE HOOK–UP (INCLUDING FEEDERS) TO THE BUILDING.
6. THE MAIN ELECTRICAL PANEL AND SUB–FEEDERS
7. CONNECTION OF ELECTRICAL CIRCUITS CROSSING OVER MODULE MATELINE(S) – (MULTI–UNITS ONLY).
8. STRUCTURAL AND AESTHETIC INTERCONNECTIONS BETWEEN MODULES (MULTI–UNITS ONLY).
9. FIRE INSPECTION

BUILDING DESIGN PARAMETERS

1.	USE/OCCUPANCY:	BUSINESS
2.	CONSTRUCTION TYPE:	VB
3.	SPRINKLER SYSTEM:	NO
4.	BUILDING AREA:	2100 S.F.
5.	BUILDING HEIGHT:	≤ 15 FEET
6.	NUMBER OF STORIES:	1
7.	NUMBER OF MODULES:	3
8.	OCCUPANT LOAD 21 BASED ON 100 NET SF/PERSON	
9.	EXTERIOR WALL FIRE RATING:	SEE FLOOR PLAN
10.	THIS BUILDING MUST BE INSTALLED WITH THE FIRE SEPARATION DISTANCES REQUIRED BY IBC 602 AND SECTION 705.3	
11.	ENGERGY CODE COMPLIANCE: SEE ATTACHED ENERGY CALCULATIONS.	
12.	MANUFACTURERS DATA PLATE, STATE LABELS AND EMC LABELS ARE TO BE LOCATED ADJACENT TO ELECTRICAL PANEL.	

University of Virginia
University Building Official

- ☐ Approved for general conformance to the 2015 VUSBC
- ☑ Approved with exceptions. See list of remaining issues noted on page 2 of the building permit and/or plan review documents dated: 12/17/2019

Date: 12/17/2019

CODE SUMMARY:

STATE	BUILDING	ELECTRICAL	MECHANICAL	PLUMBING	ACCESSIBILTY	ENERGY CODE
VIRGINIA	2015 VA. UNIFORM STATEWIDE BLDG. CD. 2015 IBC 2015 VA. STATEWIDE FIRE PREVENTION CODE 2015 IFC W/VA. AMENDS	2014 NEC	2015 IMC.	2015 IPC	ICC/ANSI A117.1–2009	2015 IECC

CONSULTING ENGINEER–SOLE PROPRIETORSHIP	JAMES BRADLEY, P.E. – 799 HALLECK CANYON ROAD – WHEATLAND, WY. 82201

VALID
COMMONWEALTH OF VIRGINIA
November 01, 2019
JAMES E. BRADLEY
Lic. No. 006835
PROFESSIONAL ENGINEER

DIAMOND BUILDERS INC.
P.O. BOX 2200 440 THOMPSON DR.
DOUGLASS, GEORGIA 31534 (912) 384–7080

DATE: 9–4–19	REVISIONS: ADD WATERHEATER EXPANSION TANK IN MODULAR 'B' AND EEMAX W/H IN MODULAR 'C'
SCALE : NO SCALE	1 11–1–19
CODES: SEE NOTES	
STATES: VA.	BY: J.B.
DESTINATION: CHARLOTTESVILLE	

DBI8359 A–C REV–1
35'–0" x 60'–0" BUSINESS

COVER SHEET

SHEET 1 OF 4

ELECTRICAL SCHEDULE 'A'

CIRCUIT	NOMENCLATURE	BREAKER (AMPS)	WIRE (CU.)
1, 3	HVAC	60 A (2P) HACR	4-3 #6 GRND.
4, 6	RECEPTACLES	20 A	12-2 NM
2	LIGHTING	20 A	12-2 MC

ELECTRICAL PANEL SIZING:

DESCRIPTION	PANEL 'A'	KVA
.0035 KW/SF X 700 SF X 1.25=		3.1
8 RECEPTS AT 180VA/1000=		1.5
WATER HEATER 4.5 KW =		–
– FANS @ .3 KW X 1.25=		–
HVAC		15.9
TOTAL 20.5 KW		
TOTAL/240 X 1000= 86 AMPS		
INSTALL 150 AMP PANEL		
120/240 V 1Ø		

ELECTRICAL SCHEDULE 'C'

CIRCUIT	NOMENCLATURE	BREAKER (AMPS)	WIRE (CU.)
1, 3	HVAC	60 A (2P) HACR	4-3 #6 GRND.
7, 9	WATER HEATER	30 A(2P)	10-3 NM
5	DED. CKT. 1.8KW 120V.,1Ø	30 A(1P)	12-2 NM
4, 6	RECEPTACLES	20 A	12-2 NM
2	LIGHTING/FAN	20 A	12-2 MC

ELECTRICAL PANEL SIZING:

DESCRIPTION	PANEL 'C'	KVA
.0035 KW/SF X 700 SF X 1.25=		3.1
9 RECEPTS AT 180VA/1000=		1.6
DED. CKT. 1.9 KW x 1.25 =		2.4
2 FANS @ .3 KW X 1.25=		.8
HVAC		15.9
WATER HEATER 6.5 KW =		6.5
TOTAL 30.3 KW		
TOTAL/240 X 1000= 127 AMPS		
INSTALL 150 AMP PANEL		
120/240 V 1Ø		

ELECTRICAL SCHEDULE 'B'

CIRCUIT	NOMENCLATURE	BREAKER (AMPS)	WIRE (CU.)
1, 3	HVAC	60 A (2P) HACR	4-3 #6 GRND.
7, 9	WATER HEATER	30 A(2P)	10-2 NM
5	DED. CKT. 1.8KW 120V.,1Ø	20 A(1P)	12-2 NM
4, 6	RECEPTACLES	20 A	12-2 NM
2	LIGHTING	20 A	12-2 MC

ELECTRICAL PANEL SIZING:

DESCRIPTION	PANEL 'B'	KVA
.0035 KW/SF X 700 SF X 1.25=		3.1
8 RECEPTS AT 180VA/1000=		1.5
WATER HEATER 7.5 KW x 1.25 =		9.4
– FANS @ .3 KW X 1.25=		–
HVAC		15.9
DED. CKT. 1.9 KW x 1.25 =		2.4
TOTAL 32.3 KW		
TOTAL/240 X 1000= 135 AMPS		
INSTALL 150 AMP PANEL		
120/240 V 1Ø		

SUPPLY LINE SIZING IS BASED ON AN ASSUMED AVAILABLE PRESSURE OF 46 TO 60 PSI AT MAIN INLET AND SHOULD BE VERIFIED PRIOR TO CONSTRUCTION.

COLD

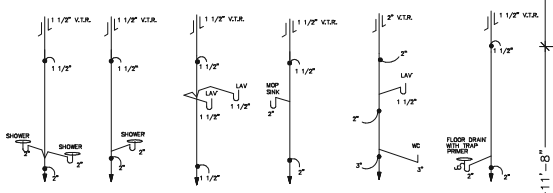
HOT

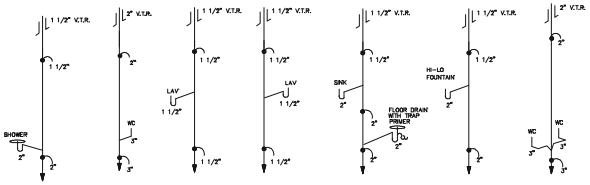
ALL SUPPLY LINES SHALL BE 3/4". ALL STUB-UPS SHALL BE 1/2" UNLESS OTHERWISE SPECIFIED.

SYMBOLS

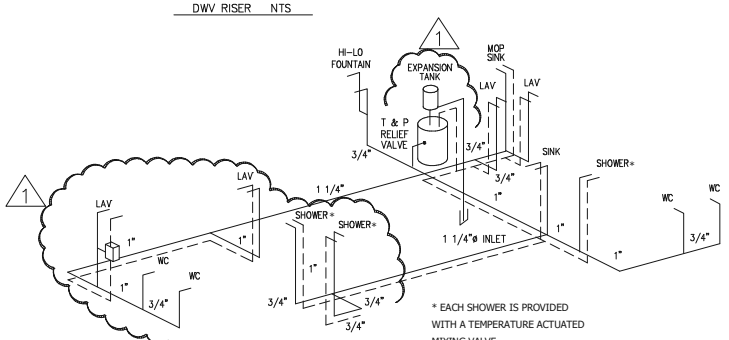
J-BOXES ONLY

- FIRE ALARM PULL STATION
- FIRE ALARM HORN/STROBE
- FIRE ALARM STROBE LIGHT
- JUNCTION BOX (NOW POWERED UNLESS CIRCUIT NO. IS SHOWN)
- SMOKE DETECTOR
- DUPLEX RECEPTACLE 120 V.
- SINGLE RECEPTACLE 240 V.
- INCANDESCENT LIGHT WITH 1– 60 W. BULB
- COMPACT FLOURESENT LIGHT 1–60 W. BULB
- HIGH PRESSURE SODIUM LIGHT
- METAL HALIDE WALL PACK
- VENT FAN
- COMB. VENT FAN & LIGHT
- SUPPLY AIR REGISTER
- RETURN AIR REGISTER
- FLOOD LIGHT 2–150W BULBS
- THERMOSTAT
- FLUORESCENT FIXTURE WITH 2–32W TUBES
- EXIT/EMERGENCY COMBO W/BATTERY BACKUP
- EXIT/EMERGENCY COMBO W/REMOTE HEAD W/BATTERY BACKUP
- EXIT/EMERGENCY COMBO W/BATTERY BACKUP
- EXIT SIGN W/BATTERY BACKUP
- EMERGENCY LIGHT WITH BATTERY BACKUP
- TELEPHONE JACK
- SWITCH & 3 WAY SWITCH
- OCCUPANCY SENSOR SWITCH COOPER CONTROLS MODEL NO. WSC-DT-1000-R
- FIRE EXTINGUISHER



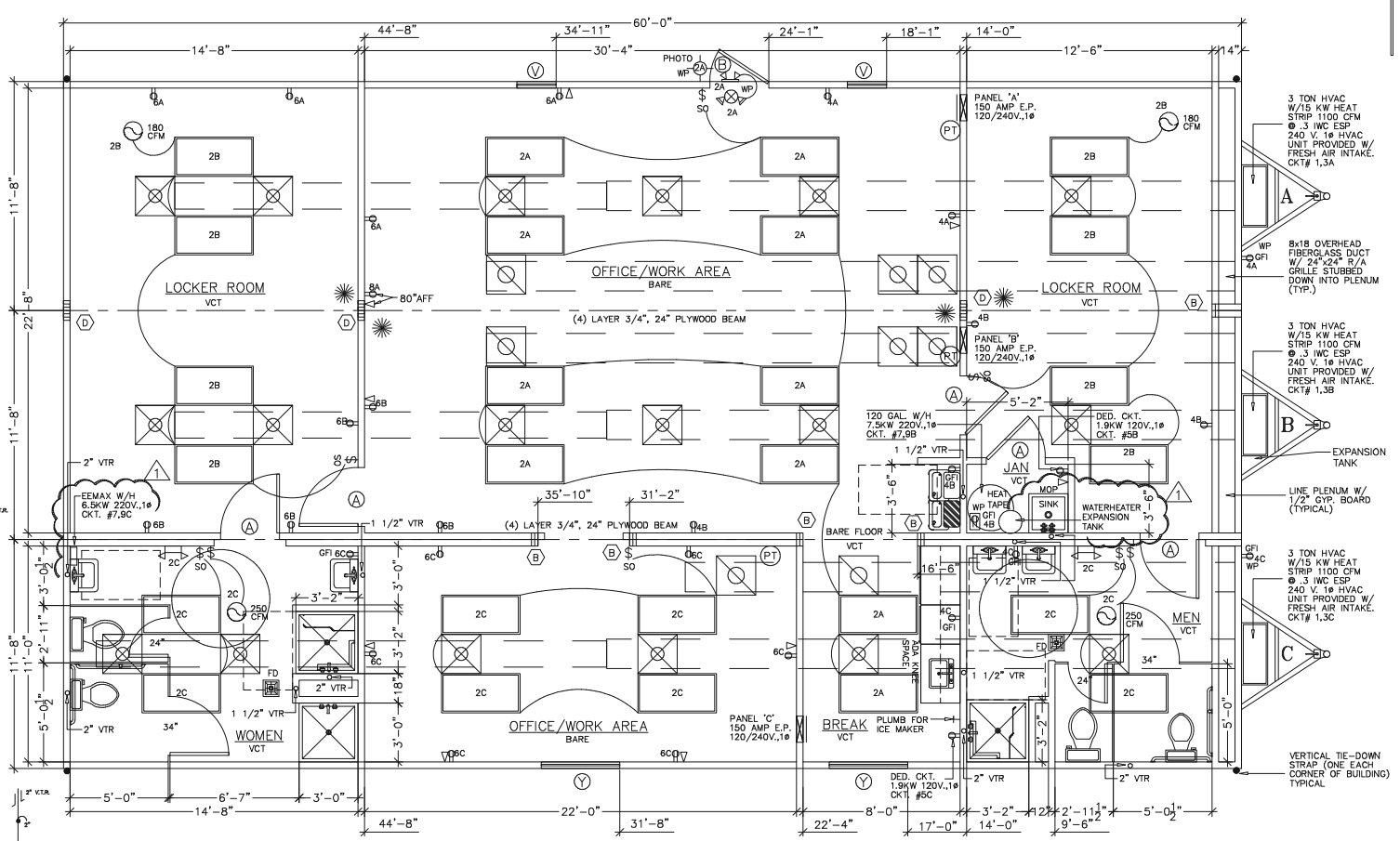


DWV RISER NTS



* EACH SHOWER IS PROVIDED WITH A TEMPERATURE ACTUATED MIXING VALVE

SUPPLY RISER –NTS–

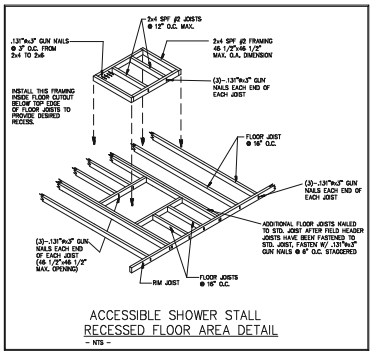


COLUMN STRAPPING SCHEDULE:

(A) (2) 2x4 SPF #2 THIS HALF.	(B) (2) 2x4 SPF #2 EACH HALF
(C) (3) 2x4 SPF #2 THIS HALF.	(D) (3) 2x4 SPF #2 EACH HALF.
(E) (4) 2x4 SPF #2 THIS HALF.	(F) (4) 2x4 SPF #2 EACH HALF.
(G) (5) 2x4 SPF #2 THIS HALF.	(H) (2) 2x6 SPF #2 EACH HALF.

WITH RIDGE BEAM BEARING STIFFENER

NOTES:
1. ALL COLUMN STUDS SHALL BE GLUE/NAILED TOGETHER. PVA GLUE WITH 100% COVERAGE SHALL BE USED.
2. INSTALL TWO STEEL STRAPS AT EACH STUD OF EACH COLUMN.
3. COLUMN STUDS SHALL NOT BE NOTCHED OR BORED.



ACCESSIBLE SHOWER STALL RECESSED FLOOR AREA DETAIL

– NTS –

University of Virginia
University Building Official

- Approved for general conformance to the 2015 VUSBC
- ✔ Approved with exceptions. See list of remaining issues noted on page 2 of the building permit and/or plan review documents dated: 12/17/2019

Date: 12/17/2019

DOOR SCHEDULE

SYMBOLE		TOTAL
A	36"X80" SOLID CORE IMPERIAL OAK W/REDIFRAME	5
B	36"X80" STEEL/STEEL W/4"X24" VIEW PANEL	1

WINDOW SCHEDULE

SYMBOLE		TOTAL
V	24"X54" VERTICAL SLIDE, INSULATED BRONZE/TINTED	2
Y	48"X54" VERTICAL SLIDE, INSULATED BRONZE/TINTED	2

EMC APPROVED 11 01 2019

CONSULTING ENGINEER–SOLE PROPRIETORSHIP | JAMES BRADLEY, P.E. – 799 HALLECK CANYON ROAD – WHEATLAND, WY. 82201

VALID

COMMONWEALTH OF VIRGINIA
JAMES E. BRADLEY
Lic. No. 006836
PROFESSIONAL ENGINEER

November 01, 2019

DIAMOND BUILDERS INC.
P.O. BOX 2200, DOUGLASS, GEORGIA 31534
440 THOMPSON DR. (912) 384–7080

DATE: 9–4–19	REVISIONS: ADD WATERHEATER EXPANSION TANK IN MODULAR 'B' AND EEMAX W/H IN MODULAR 'C'
SCALE : 1/4"=1'–0"	1 11–1–19
CODES: SEE NOTES	BY: J.B.
STATES: VA.	
DESTINATION: CHARLOTTESVILLE	

DBI8359 A–C REV–1
35'–0" x 60'–0" BUSINESS

FLOOR PLAN

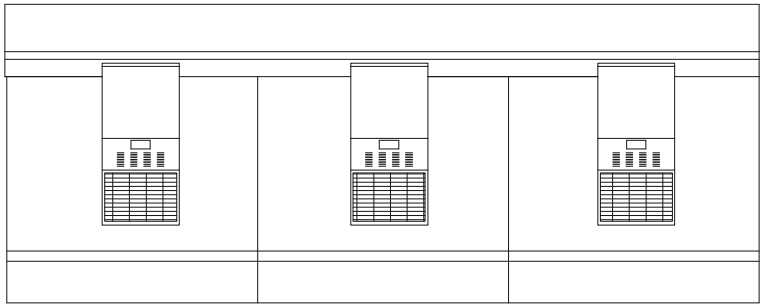
SHEET 2 OF 4

ELEVATION NOTES: TYPICAL

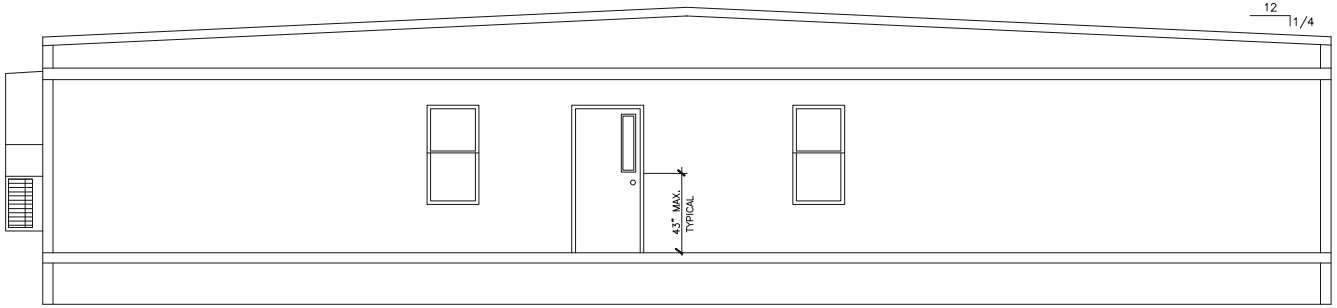
SEE–CROSS SECTION FOR METHOD OF ROOF VENTILATION

ACCESSIBLE RAMP(S), STAIR(S), AND HANDRAILS ARE SITE INSTALLED, DESIGNED BY OTHERS, AND SUBJECT TO LOCAL JURISDICTION.

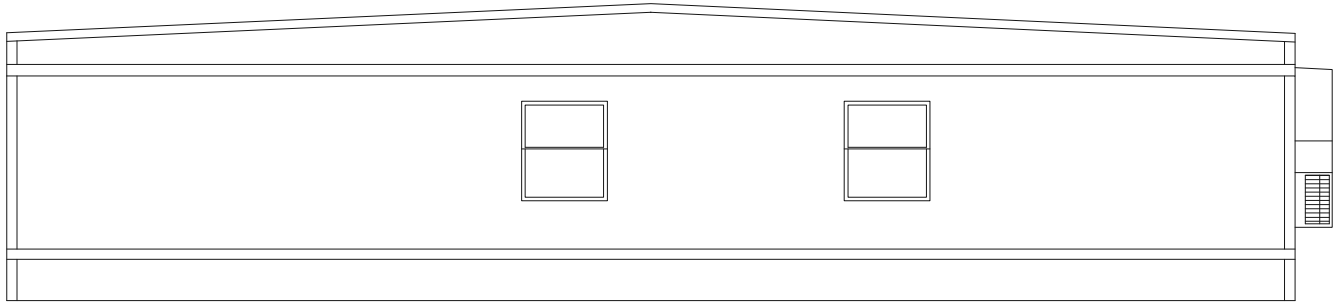
FOUNDATION ENCLOSURE (WHEN PROVIDED) MUST HAVE 1 SQUARE FOOT NET VENT AREA PER 1/150TH OF THE FLOOR AREA, AND AN 18" X 24" MINIMUM CRAWL SPACE ACCESS, SITE INSTALLED BY OTHERS SUBJECT TO LOCAL JURISDICTION.



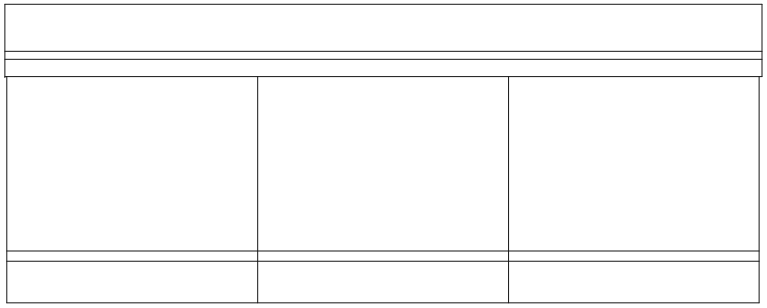
LEFT ELEVATION



FRONT ELEVATION



REAR ELEVATION



RIGHT ELEVATION

University of Virginia
University Building Official

- ☐ Approved for general conformance to the 2015 VUSBC
- ✔ Approved with exceptions. See list of remaining issues noted on page 2 of the building permit and/or plan review documents dated: 12/17/2019

Date: 12/17/2019

EMC **APPROVED**
11 01 2019

CONSULTING ENGINEER–SOLE PROPRIETORSHIP	JAMES BRADLEY, P.E. – 799 HALLECK CANYON ROAD – WHEATLAND, WY. 82201

VALID
November 1, 2019
COMMONWEALTH OF VIRGINIA
JAMES E. BRADLEY
Lic. No. 006836
PROFESSIONAL ENGINEER

DIAMOND BUILDERS INC.
P.O. BOX 2200, DOUGLASS, GEORGIA 31534
440 THOMPSON DR. (912) 384–7080

DATE: 9–4–19	REVISIONS:	ADD WATERHEATER EXPANSION TANK IN MODULAR 'B' AND EEMAX W/H IN MODULAR 'C'
SCALE : 1/4"=1'–0"	1 11–1–19	
CODES: SEE NOTES		BY: J.B.
STATES: VA.		
DESTINATION: CHARLOTTESVILLE		
DBI8359 A–C REV–1 35'–0" x 60'–0" BUSINESS		SHEET 3 OF 4
ELEVATIONS		

INTERIOR FINISH MATERIAL:

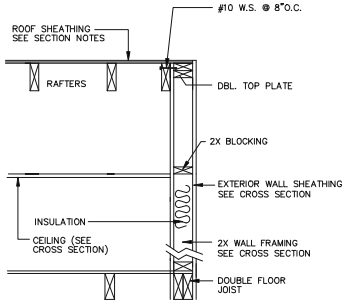
CEILING	–	T–GRID CEILING INSTALLED PER MANUFACTURER'S SPECIFICATIONS
WALL	–	1/2" GYP. BOARD (VCG THROUGHOUT) INSTALLED PER MANUFACTURERS SPECIFICATIONS
RESTROOM,	–	FRP OVER 1/2" GYP. BOARD (FULL HEIGHT) INSTALLED PER MANUFACTURERS SPECIFICATIONS
FLOOR	–	AS NOTED ON PLAN

NOTE:
INTERIOR WALL AND CEILING FINISH SHALL BE CLASS B OR BETTER IN CORRIDORS AND CLASS C OR BETTER IN ROOMS AND ENCLOSED SPACES. FLOOR FINISHES SHALL BE CLASS II OR BETTER.

EXTERIOR FINISH MATERIAL:

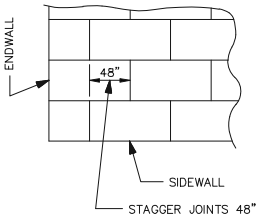
ROOF – MULE–HIDE 45 MIL (BLACK) EPDM FULLY ADHERED IN ACCORDANCE WITH ESR–1776 OVER 7/16" FR DECK PANEL C PLYWOOD SHEATHING INSTALLED PER MANUFACTURERS SPECIFICATIONS.

WALL – 26 GAUGE HI–RIB STEEL SIDING OVER APPROVED MOISTURE BARRIER INSTALLED PER MANUFACTURERS SPECIFICATIONS



BALLOON END WALL DETAIL

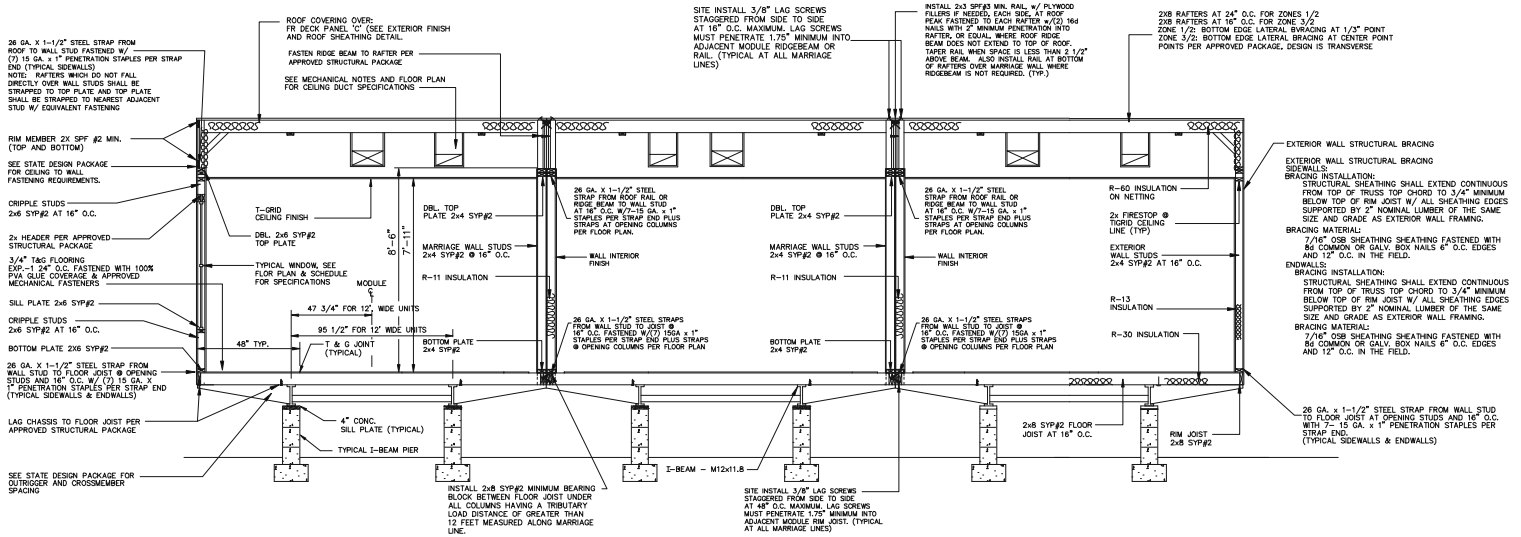
NTS



MULEHIDE:
FR DECK PANEL 'C' TO BE FASTENED TO TRUSSES PER APPROVED STRUCTURAL PACKAGE

ROOF SHEATHING DETAIL

SEE DBI DESIGN PACKAGE PAGES C35.0–35.3 FOR DIAGONAL BRACING AND ROOF JOIST GUSSET DETAILS.



University of Virginia
University Building Official

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Date: 12/17/2019

APPROVED
11 01 2019

GENERAL CROSS–SECTION NOTES:

1. UNLESS OTHERWISE SPECIFIED, ALL STEEL MUST COMPLY W/ ASTM A36, YIELD STRENGTH = 36 KSI.
2. ALL LAG SCREWS MUST COMPLY W/ ANSI/ ASME B18.2.1. F_{ygr} 60 KSI MINIMUM.
3. SEE FOUNDATION PLAN FOR PIER AND TIE–DOWN STRAPPING LOCATIONS, ORIENTATIONS, AND SPECIFICATIONS.

RIDGE BEAM CONSTRUCTION:

(SEE FLOOR PLAN) 3/4" PLYWOOD, RATED SHEATHING, EXP.–1, STRUCT.–1, 5 PLY/5 LAYER, 48/24 EACH HALF CONTINUOUS ENTIRE LENGTH OF CLEARSPAN.

NOTES:

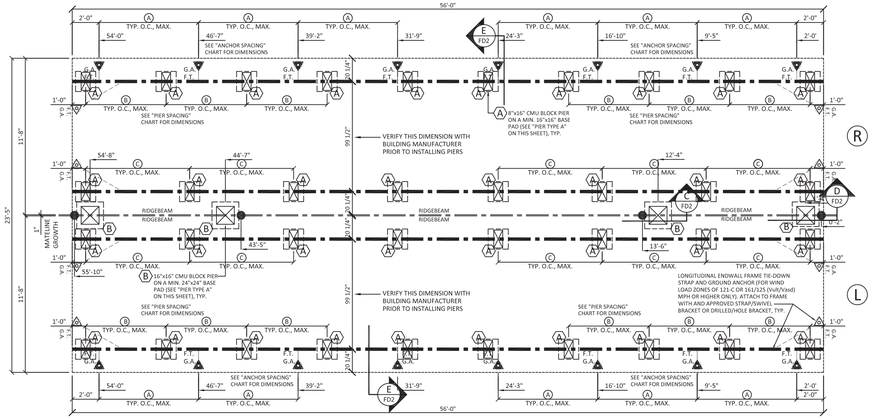
1. PLYWOOD FACE GRAIN MUST BE PARALLEL TO THE RIDGE BEAM SPAN.
2. ALL PLYWOOD BUTT JOINTS MUST BE STAGGERED 24" MINIMUM.
3. ALL RIDGE BEAM PLYWOOD LAMINATIONS MUST BE THE SAME DEPTH, THICKNESS, AND GRADE OF PLYWOOD. NO LUMBER OR PLYWOOD FLANGES ARE PERMITTED.
4. PLYWOOD MUST BE MANUFACTURED IN ACCORDANCE W/ PS 1–95.
5. PLYWOOD LAMINATIONS IN EACH HALF OF THE UNITS MUST BE GLUE NAILED TO ADJACENT LAYERS IN ACCORDANCE W/ PDS SUPPLEMENT #5, W/ AN ADHESIVE COMPLYING W/ ASTM D2559, OR CA25–4.
6. PLYWOOD MUST NOT BE TREATED W/ A FIRE RETARDANT PROCESS.
7. MOISTURE CONTENT MUST BE LESS THAN 16%.
8. BEAMS SUPPORTED BY ENDWALL COLUMNS MUST EXTEND CONTINUOUS OVER COLUMNS TO EXTERIOR FACE OF ENDWALL.
9. INSTALL (2X4) X 20" SPF#3 RIDGE BEAM BEARING STIFFENER OVER SUPPORT COLUMNS, WHEN SPECIFIED ON FLOOR PLAN; FASTEN THE FACE OF THE STIFFENER TO THE RIDGE BEAM W/ 100% GLUE COVERAGE AND (6) 16 GA. X 2–1/2" STAPLES.

CONSULTING ENGINEER–SOLE PROPRIETORSHIP | JAMES BRADLEY, P.E. – 799 HALLECK CANYON ROAD – WHEATLAND, WY. 82201

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DIAMOND BUILDERS INC.
P.O. BOX 2200 DOUGLASS, GEORGIA 31534
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DATE: 9–4–19	REVISIONS: ADD WATERHEATER EXPANSION TANK IN MODULAR 'B' AND EEMAX W/H IN MODULAR 'C'
SCALE : NO SCALE	1 11–1–19
CODES: SEE NOTES	
STATES: VA.	BY: J.B.
DESTINATION: CHARLOTTESVILLE	
DBI8359 A–C REV–1 35'–0" x 60'–0" BUSINESS	SHEET 4 OF 4
CROSS SECTION	



FOUNDATION PLAN - (2-PLEX)

SCALE: 3/16"=1'-0"

WIND: 90 to 140 MPH - EXP. C
115/89 to 160/124 (Vult/Vasd) MPH - EXP. C

SOIL: 2000 P.S.F. (SHOWN) ; 3000 PSF (SEE CHART)

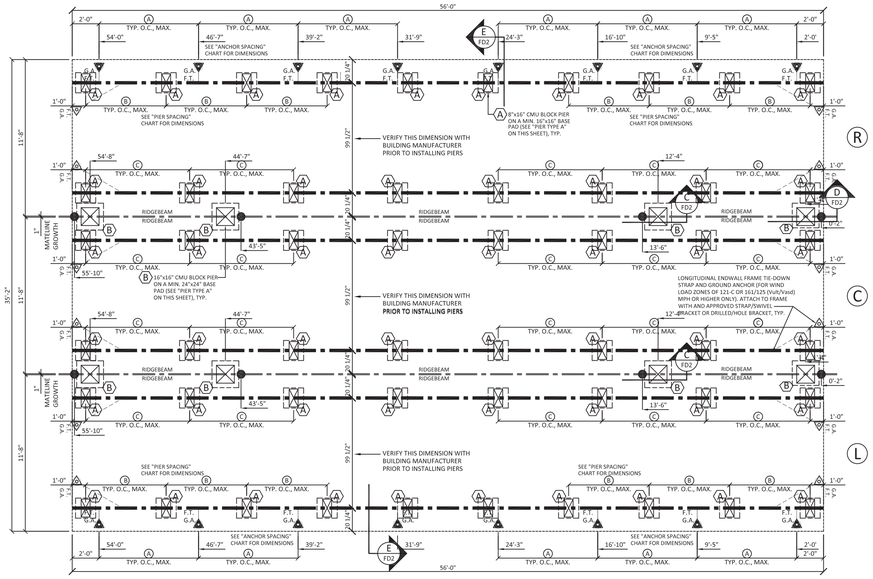
NOTE: ALL MATELINE WALL MODULES AND ALL RIDGEBEAM SPAN MODULES NEED TO BE PROPERLY IDENTIFIED AND THE PROPER PIER SPACING NEEDS TO BE DETERMINED AND PLACED PRIOR TO FOUNDATION INSTALLATION.

NOTE: THIS FOUNDATION PLAN SHOWS ALL PIER AND ANCHOR LOCATIONS FOR THE WIND ZONE 120 or 150/116 MPH (EXP.C). IF THE BUILDING IS TO BE LOCATED IN A WIND ZONE AREA OTHER THAN 150-C PLEASE REFERENCE THE CHART ON THIS PAGE FOR THE PROPER PLACEMENT OF BOTH THE PIERS AND THE ANCHORS.

NOTE: SEE PIER SPACING CHART THIS SHEET FOR DIFFERENT SIZE PAD OPTIONS AND THE REQUIRED SPACING. (16"x16" PAD SHOWN)

OCCUPANCY: BUSINESS
FLOOR DESIGN LIVE LOAD: 50/100 PSF
ROOF LIVE LOAD: 20 PSF.
GROUND SNOW LOAD: 20/40 PSF.
CONSTRUCTION: TYPE V-B

NOTE: NOTE: FRAME TIES ONLY, NO OVER-THE-ROOF STRAPS REQUIRED. SEE DETAIL THIS SHEET
NOTE: NOTE: FIRST STRAP FROM END WALLS NOT TO EXCEED 2'-0".



FOUNDATION PLAN - (3-PLEX)

SCALE: 3/16"=1'-0"

WIND: 90 to 140 MPH - EXP. C
115/89 to 160/124 (Vult/Vasd) MPH - EXP. C

SOIL: 2000 P.S.F. (SHOWN) ; 3000 PSF (SEE CHART)

NOTE: ALL MATELINE WALL MODULES AND ALL RIDGEBEAM SPAN MODULES NEED TO BE PROPERLY IDENTIFIED AND THE PROPER PIER SPACING NEEDS TO BE DETERMINED AND PLACED PRIOR TO FOUNDATION INSTALLATION.

NOTE: THIS FOUNDATION PLAN SHOWS ALL PIER AND ANCHOR LOCATIONS FOR THE WIND ZONE 120 or 150/116 MPH (EXP.C). IF THE BUILDING IS TO BE LOCATED IN A WIND ZONE AREA OTHER THAN 150-C PLEASE REFERENCE THE CHART ON THIS PAGE FOR THE PROPER PLACEMENT OF BOTH THE PIERS AND THE ANCHORS.

NOTE: SEE PIER SPACING CHART THIS SHEET FOR DIFFERENT SIZE PAD OPTIONS AND THE REQUIRED SPACING. (16"x16" PAD SHOWN)

OCCUPANCY: BUSINESS
FLOOR DESIGN LIVE LOAD: 50/100 PSF
ROOF LIVE LOAD: 20 PSF.
GROUND SNOW LOAD: 20/40 PSF.
CONSTRUCTION: TYPE V-B

NOTE: NOTE: FRAME TIES ONLY, NO OVER-THE-ROOF STRAPS REQUIRED. SEE DETAIL THIS SHEET
NOTE: NOTE: FIRST STRAP FROM END WALLS NOT TO EXCEED 2'-0".

SYMBOLS:

F.T. - G.A. FRAME TIE-DOWN FASTENED TO GROUND ANCHOR

HURRICANE STRAP FASTENED TO GROUND ANCHOR

CMU BLOCK PIER AND PAD BELOW

ANCHOR SPACING

MPH	EXP.	A	# OF ANCHORS	
120/93	C	10'-5"	6	(@ EA. SIDEWALL)
130/101	C	10'-5"	6	(@ EA. SIDEWALL)
140/108	C	8'-8"	7	(@ EA. SIDEWALL)
150/116	C	7'-5"	8	(@ EA. SIDEWALL)
160/124	C	6'-9"	9	(@ EA. SIDEWALL)
161/125	C	6'-9"	9	(@ EA. SIDEWALL) w/ENDWALL
170/132	C	5'-7"	10	(@ EA. SIDEWALL) w/ENDWALL

ANCHOR SPACING

MPH	EXP.	A	# OF ANCHORS	
90	C	10'-5"	6	(@ EA. SIDEWALL)
100	C	10'-5"	6	(@ EA. SIDEWALL)
110	C	8'-8"	7	(@ EA. SIDEWALL)
120	C	7'-5"	8	(@ EA. SIDEWALL)
130	C	6'-9"	9	(@ EA. SIDEWALL) w/ENDWALL
140	C	5'-7"	10	(@ EA. SIDEWALL) w/ENDWALL

PIER SPACING @ 20# G.S.L.

1500 P.S.F. SOIL BEARING CAPACITY

PAD SIZE	B	C	# OF PIERS	
16"x16"	4'-0"		14	(UNDER OUTSIDE I-BEAM)
		4'-9"	12	(UNDER INSIDE I-BEAM)
18"x18"	4'-6"		13	(UNDER OUTSIDE I-BEAM)
		5'-5"	11	(UNDER INSIDE I-BEAM)
20"x20"	4'-9"		12	(UNDER OUTSIDE I-BEAM)
		6'-0"	10	(UNDER INSIDE I-BEAM)
24"x24"	7'-9"		8	(UNDER OUTSIDE I-BEAM)
		10'-10"	6	(UNDER INSIDE I-BEAM)

NOTE: ANY PIER THAT IS ON A 24"x24" PAD OR LARGER AND SPACED GREATER THAN 10'-10" O.C. MUST BE ON A 16"x16" CMU PIER

PIER SPACING @ 20# G.S.L.

2000 P.S.F. SOIL BEARING CAPACITY

PAD SIZE	B	C	# OF PIERS	
16"x16"	5'-5"		11	(UNDER OUTSIDE I-BEAM)
		6'-9"	9	(UNDER INSIDE I-BEAM)
16"x18"/18"x18"	6'-0"		9	(UNDER OUTSIDE I-BEAM)
		7'-9"	8	(UNDER INSIDE I-BEAM)
20"x20"	6'-9"		9	(UNDER OUTSIDE I-BEAM)
		9'-0"	7	(UNDER INSIDE I-BEAM)
24"x24"	10'-10"		6	(UNDER OUTSIDE I-BEAM)
		13'-6"	5	(UNDER INSIDE I-BEAM)

NOTE: ANY PIER THAT IS ON A 24"x24" PAD OR LARGER AND SPACED GREATER THAN 10'-10" O.C. MUST BE ON A 16"x16" CMU PIER

PIER SPACING @ 20# G.S.L.

3000 P.S.F. SOIL BEARING CAPACITY

PAD SIZE	B	C	# OF PIERS	
16"x16"	6'-0"		10	(UNDER OUTSIDE I-BEAM)
		7'-9"	8	(UNDER INSIDE I-BEAM)
16"x18"/18"x18"	6'-9"		9	(UNDER OUTSIDE I-BEAM)
		9'-0"	7	(UNDER INSIDE I-BEAM)
20"x20"	7'-9"		8	(UNDER OUTSIDE I-BEAM)
		10'-10"	6	(UNDER INSIDE I-BEAM)
24"x24"	13'-6"		5	(UNDER OUTSIDE I-BEAM)
		13'-6"	5	(UNDER INSIDE I-BEAM)

NOTE: ANY PIER THAT IS ON A 24"x24" PAD OR LARGER AND SPACED GREATER THAN 10'-10" O.C. MUST BE ON A 16"x16" CMU PIER

PIER SPACING @ 40# G.S.L.

1500 P.S.F. SOIL BEARING CAPACITY

PAD SIZE	B	C	# OF PIERS	
16"x18"/18"x18"	4'-2"		14	(UNDER OUTSIDE I-BEAM)
		4'-9"	12	(UNDER INSIDE I-BEAM)
20"x20"	4'-6"		13	(UNDER OUTSIDE I-BEAM)
		5'-5"	11	(UNDER INSIDE I-BEAM)
24"x24"	6'-9"		9	(UNDER OUTSIDE I-BEAM)
		9'-0"	7	(UNDER INSIDE I-BEAM)

NOTE: ANY PIER THAT IS ON A 24"x24" PAD OR LARGER AND SPACED GREATER THAN 10'-10" O.C. MUST BE ON A 16"x16" CMU PIER

PIER SPACING @ 40# G.S.L.

2000 P.S.F. SOIL BEARING CAPACITY

PAD SIZE	B	C	# OF PIERS	
16"x16"	4'-6"		13	(UNDER OUTSIDE I-BEAM)
		5'-5"	11	(UNDER INSIDE I-BEAM)
16"x18"/18"x18"	4'-9"		12	(UNDER OUTSIDE I-BEAM)
		6'-0"	10	(UNDER INSIDE I-BEAM)
20"x20"	5'-5"		11	(UNDER OUTSIDE I-BEAM)
		6'-9"	9	(UNDER INSIDE I-BEAM)
24"x24"	7'-9"		8	(UNDER OUTSIDE I-BEAM)
		10'-10"	6	(UNDER INSIDE I-BEAM)

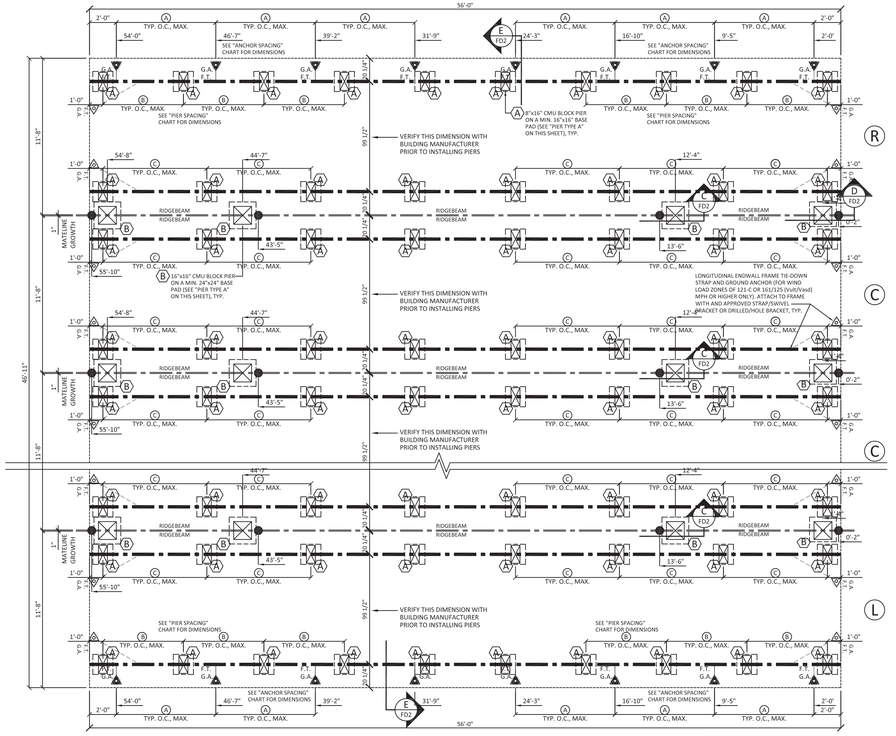
NOTE: ANY PIER THAT IS ON A 24"x24" PAD OR LARGER AND SPACED GREATER THAN 10'-10" O.C. MUST BE ON A 16"x16" CMU PIER

PIER SPACING @ 40# G.S.L.

3000 P.S.F. SOIL BEARING CAPACITY

PAD SIZE	B	C	# OF PIERS	
16"x16"	5'-5"		11	(UNDER OUTSIDE I-BEAM)
		6'-9"	9	(UNDER INSIDE I-BEAM)
16"x18"/18"x18"	6'-0"		10	(UNDER OUTSIDE I-BEAM)
		7'-9"	8	(UNDER INSIDE I-BEAM)
20"x20"	6'-9"		9	(UNDER OUTSIDE I-BEAM)
		9'-0"	7	(UNDER INSIDE I-BEAM)
24"x24"	10'-10"		6	(UNDER OUTSIDE I-BEAM)
		13'-6"	5	(UNDER INSIDE I-BEAM)

NOTE: ANY PIER THAT IS ON A 24"x24" PAD OR LARGER AND SPACED GREATER THAN 10'-10" O.C. MUST BE ON A 16"x16" CMU PIER



FOUNDATION PLAN - (4-PLEX +)

SCALE: 3/16"=1'-0"

WIND: 90 to 140 MPH - EXP. C
115/89 to 160/124 (Vult/Vasd) MPH - EXP. C

SOIL: 2000 P.S.F. (SHOWN) ; 3000 PSF (SEE CHART)

NOTE: ALL MATELINE WALL MODULES AND ALL RIDGEBEAM SPAN MODULES NEED TO BE PROPERLY IDENTIFIED AND THE PROPER PIER SPACING NEEDS TO BE DETERMINED AND PLACED PRIOR TO FOUNDATION INSTALLATION.

NOTE: THIS FOUNDATION PLAN SHOWS ALL PIER AND ANCHOR LOCATIONS FOR THE WIND ZONE 120 or 150/116 MPH (EXP.C). IF THE BUILDING IS TO BE LOCATED IN A WIND ZONE AREA OTHER THAN 150-C PLEASE REFERENCE THE CHART ON THIS PAGE FOR THE PROPER PLACEMENT OF BOTH THE PIERS AND THE ANCHORS.

NOTE: SEE PIER SPACING CHART THIS SHEET FOR DIFFERENT SIZE PAD OPTIONS AND THE REQUIRED SPACING. (16"x16" PAD SHOWN)

OCCUPANCY: BUSINESS
FLOOR DESIGN LIVE LOAD: 50/100 PSF
ROOF LIVE LOAD: 20 PSF.
GROUND SNOW LOAD: 20/40 PSF.
CONSTRUCTION: TYPE V-B

NOTE: NOTE: FRAME TIES ONLY, NO OVER-THE-ROOF STRAPS REQUIRED. SEE DETAIL THIS SHEET
NOTE: NOTE: FIRST STRAP FROM END WALLS NOT TO EXCEED 2'-0".

NOTE: ANY NUMBER OF UNITS FROM (4) TO (13) CAN BE LOCATED SIDE-BY-SIDE AS SHOWN.

NOTE: FOUNDATION PLAN AS SHOWN IS DESIGNED FOR 20# G.S.L. IF THE GROUND SNOW LOAD IS 40# G.S.L. PLEASE REFER TO CHART ON THIS PAGE FOR ADJUSTED PIER SPACING.

STATE(S):

DELAWARE

BUILDING:	2012/2015 IBC
LIFE SAFETY:	2012 NFPA 101
PLUMBING:	2012/2015 IPC
MECHANICAL:	2012/2015 IMC
ELECTRICAL:	2014 NEC
ENERGY:	2012/2015 IECC
ACCESSIBILITY:	2009 IAC

VIRGINIA

BUILDING:	2012 VA UNIFORM STATE WIDE BUILDING CODE AND 2012 IBC AND 2012 IFC
PLUMBING:	2012 IPC
MECHANICAL:	2012 IMC
ELECTRICAL:	2011 NEC
ENERGY:	ASHRAE/IES 90.1 - 2010
ACCESSIBILITY:	ADA/ANSI 117.1-03

WEST VIRGINIA

BUILDING:	2012 IBC
PLUMBING:	2012 IPC
MECHANICAL:	2012 IMC
ELECTRICAL:	2014 NEC
ENERGY:	2009 IECC
ACCESSIBILITY:	ICC/ANSI 117.1-10

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3 Great Valley Parkway Suites 170
Malvern, PA 19355
877-438-8627
www.vanguardmodular.com

VANGUARD MODULAR BUILDING SYSTEMS

University of Virginia University Building Official

- ☐ Approved for general conformance to the 2015 VUSBC
- ✔ Approved with exceptions. See list of remaining issues noted on page 2 of the building permit and/or plan review documents dated: 12/17/2019

Date: 12/17/2019

STATE(S): DE, VA, WV

WALTER E. WOOD LICENSE No. 21600 DELAWARE PROFESSIONAL ENGINEER
VALID
November 14, 2019

COMMONWEALTH OF VIRGINIA WALTER E. WOOD Lic. No. 57881 PROFESSIONAL ENGINEER
VALID
November 14, 2019

WALTER E. WOOD REGISTERED 22484 STATE OF WEST VIRGINIA PROFESSIONAL ENGINEER
VALID
November 14, 2019

DE PE LIC #: 21600
VA PE LIC #: 57881
WV PE LIC #: 22484

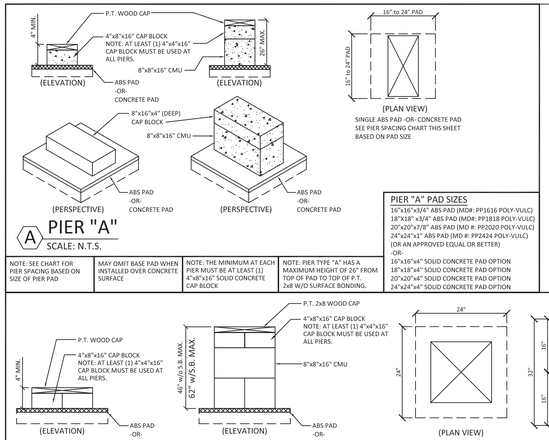
W.E.W.
WALTER E. WOOD, P.E.
CONSULTING ENGINEER
168 WEST LONGLEAF DR
SYLVESTER, GA 31791

REV	DATE	DESCRITION

Vanguard Modular

Foundation Plan

Date: 11/6/2018
Salesperson: B. Bieganski
Scale: 3/16"=1'-0"
Building Number:
Drawn by: J.L.B.
Sheet: FD1



A PIER "A"

SCALE: N.T.S.

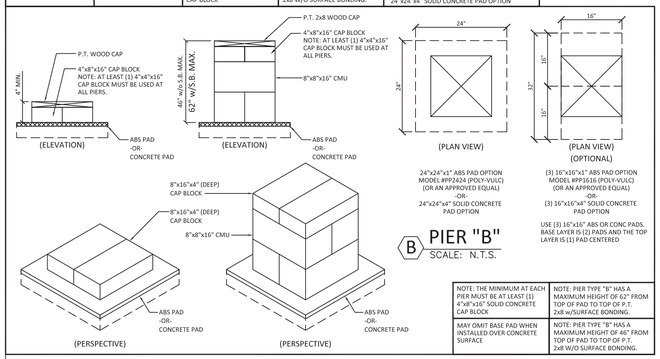
NOTE: SEE CHART FOR PIER SPACING BASED ON SIZE OF PIER PAD	MAY OMIT BASE PAD WHEN INSTALLED OVER CONCRETE SURFACE	NOTE: THE MINIMUM AT EACH PIER MUST BE AT LEAST (1) 4"x4"x16" SOLID CONCRETE CAP BLOCK	NOTE: PIER TYPE "A" HAS A MAXIMUM HEIGHT OF 26" FROM TOP OF PAD TO TOP OF P.T. 2x8 W/O SURFACE BONDING.

PIER "A" PAD SIZES

16"x16"x3/4" ABS PAD (MO#: PP1616 POLY-VULC)
18"X18" x3/4" ABS PAD (MO#: PP1818 POLY-VULC)
20"x20"x7/8" ABS PAD (MO #: PP2020 POLY-VULC)
24"x24"x1" ABS PAD (MO #: PP2424 POLY-VULC)
(OR AN APPROVED EQUAL OR BETTER)
-OR-
16"X16"x4" SOLID CONCRETE PAD OPTION
18"x18"x4" SOLID CONCRETE PAD OPTION
20"x20"x4" SOLID CONCRETE PAD OPTION
24"x24"x4" SOLID CONCRETE PAD OPTION

NOTE: MINIMUM SIZE OF BASE PAD FOR PIER "A" IS 16"x16" OR 1.78 SQUARE FEET. ANY BASE PAD (CONCRETE OR ABS) SIZE MAY BE USED THAT IS EQUAL TO OR GREATER THAN 1.78 SQUARE FEET. SEE CHART ON SHEET 1. THE LOCAL BUILDING DEPARTMENT IS TO BE CONSULTED AS TO WHICH PAD THEY WILL REQUIRE.

NOTE: MINIMUM SIZE OF BASE PAD FOR PIER "B" IS 24"x24" OR 4.00 SQUARE FEET. ANY BASE PAD (CONCRETE OR ABS) SIZE MAY BE USED THAT IS EQUAL TO OR GREATER THAN 4.00 SQUARE FEET. SEE "PIER B (ALT.)" ALSO.



24"x24"x1" ABS PAD OPTION
MODEL #PP2424 (POLY-VULC)
(OR AN APPROVED EQUAL)
-OR-
24"x24"x4" SOLID CONCRETE PAD OPTION

(3) 16"x16"x1" ABS PAD OPTION
MODEL #PP1616 (POLY-VULC)
(OR AN APPROVED EQUAL)
-OR-
(3) 16"x16"x4" SOLID CONCRETE PAD OPTION

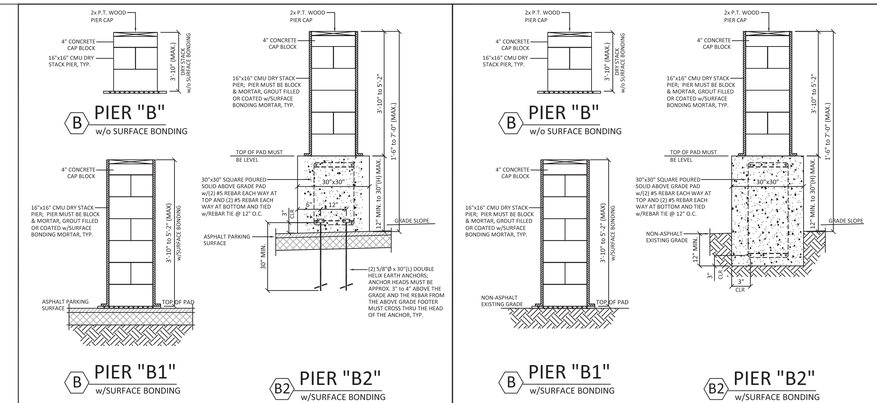
USE (3) 16"x16" ABS OR CONC PADS. BASE LAYER IS (2) PADS AND THE TOP LAYER IS (1) PAD CENTERED

B PIER "B"

SCALE: N.T.S.

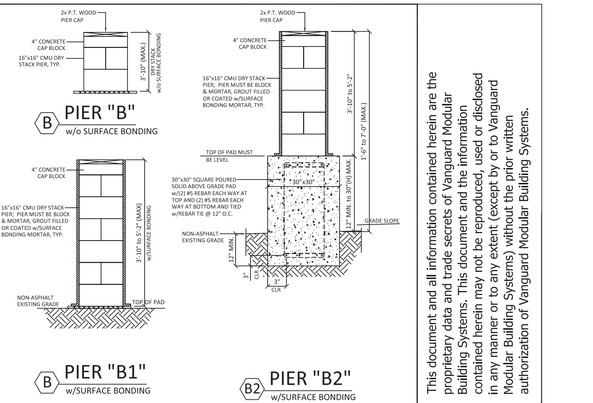
NOTE: THE MINIMUM AT EACH PIER MUST BE AT LEAST (1) 4"x8"x16" SOLID CONCRETE CAP BLOCK	NOTE: PIER TYPE "B" HAS A MAXIMUM HEIGHT OF 62" FROM TOP OF PAD TO TOP OF P.T. 2x8 w/SURFACE BONDING.
MAY OMIT BASE PAD WHEN INSTALLED OVER CONCRETE SURFACE	NOTE: PIER TYPE "B" HAS A MAXIMUM HEIGHT OF 46" FROM TOP OF PAD TO TOP OF P.T. 2x8 W/O SURFACE BONDING.

NOTE: ALL EXISTING COMPACTED SOIL AREAS AT THIS SITE IS AN ASSUMED SOIL BEARING CAPCITY OF 2000 PSF.
NOTE: ALL PAVED OR ASPHALT PARKING SURFACES AT THIS SITE IS AN ASSUMED SOIL BEARING CAPCITY OF 3000 PSF.
NOTE: PIER TYPE "A" (W/O SURFACE BONDING) IS TO BE USED ONLY WHERE THE PIER HEIGHT FROM TOP OF PAD TO TOP OF PIER RANGES FROM 4 INCHES TO 26 INCHES MAX.
NOTE: PIER TYPE "B" (W/O SURFACE BONDING) IS TO BE USED ONLY WHERE THE PIER HEIGHT FROM TOP OF PAD TO TOP OF PIER RANGES FROM 26 INCHES TO 46 INCHES MAX.
NOTE: PIER TYPE "B1" (W/SURFACE BONDING) IS TO BE USED ONLY WHERE THE PIER HEIGHT FROM TOP OF PAD TO TOP OF PIER RANGES FROM 46 INCHES TO 62 INCHES MAX. WITH SURFACE BONDING MORTAR APPLIED TO ALL SIDES OF THE CMU PIER FROM TOP OF PIER DOWN TO PAD ENTIRE TOP OF PAD.
NOTE: PIER TYPE "B2" IS TO BE USED ONLY WHERE THE PIER HEIGHT FROM TOP OF PAD TO TOP OF PIER RANGES FROM 62 INCHES TO 84 INCHES MAX. WITH SURFACE BONDING MORTAR APPLIED TO ALL SIDES OF THE CMU PIER FROM TOP OF PIER DOWN TO PAD ENTIRE TOP OF PAD.



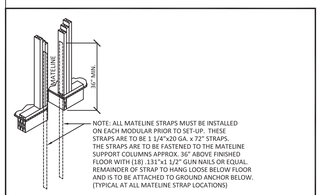
(ASPHALT PARKING SURFACE) PIER CONSTRUCTION BASED ON HEIGHT

NOTE:
1. REBAR SPECIFIED IN CONCRETE FOOTERS MAY BE SUBSTITUTED WITH FIBERMESH INSTEAD.
2. BUILDING MAY BE INSTALLED ATOP CONCRETE FOOTERS 18-HOURS AFTER FOOTERS ARE POURED.
3. TYPE 'S' MORTAR MAY BE USED TO LEVEL PIERS LESS THAN 1/2" PER FOOT OUT OF LEVEL.



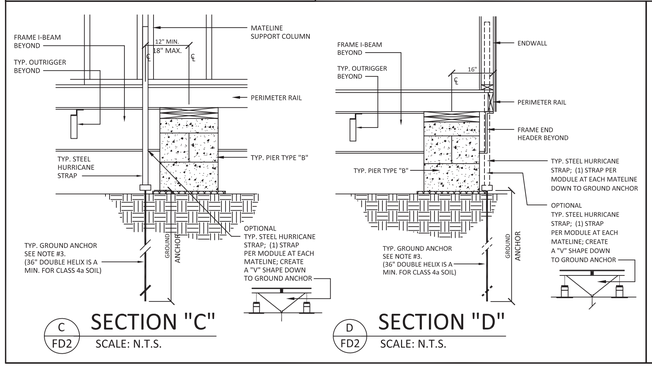
(NON-ASPHALT - EXISTING GRADE) PIER CONSTRUCTION BASED ON HEIGHT

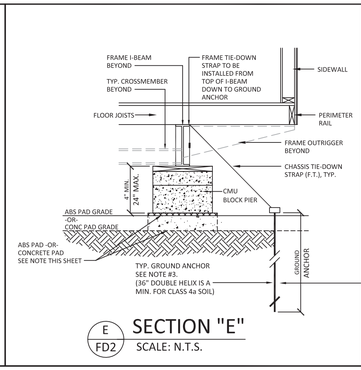
NOTE:
1. REBAR SPECIFIED IN CONCRETE FOOTERS MAY BE SUBSTITUTED WITH FIBERMESH INSTEAD.
2. BUILDING MAY BE INSTALLED ATOP CONCRETE FOOTERS 18-HOURS AFTER FOOTERS ARE POURED.
3. TYPE 'S' MORTAR MAY BE USED TO LEVEL PIERS LESS THAN 1/2" PER FOOT OUT OF LEVEL.



MATELINE SUPPORT COLUMN FOUNDATION STRAP

SCALE: N.T.S.





NOTE: STRAP MAY BE EITHER WRAPPED AROUND I-BEAM AND A DOUBLE CRIMP USED OR AN APPROVED J-HOK MAY BE USED SUBJECT TO JURISDICTION APPROVAL. (NOTE: STRAP MUST BE PROTECTED FROM DIRECT CONTACT WITH ALL EDGES OF I-BEAM)

NOTE: IF MODULAR BUILDING IS LOCATED OVER A CLASS 1 (ROCK) SURFACE A CROSS DRIVE ANCHOR (MO#:36-XDH (MINUTE MAN PRODUCTS, INC.) OR AN APPROVED EQUAL CAN BE SUBSTITUTED

NOTE: IF MODULAR BUILDING IS LOCATED OVER AN ASPHALT PARKING SURFACE THEN AN ASPHALT ANCHOR (MO#59367 (TIE-DOWN ENG, INC.) OR AN APPROVED CROSS DRIVE ANCHOR OR EQUAL CAN BE SUBSTITUTED

NOTE: IF MODULAR BUILDING IS LOCATED OVER A MIN. 4" THICK 3000 P.S.I. CONCRETE SURFACE A TENSION HEAD w/SLEEVE ANCHOR (MO#:THDHLS (MINUTE MAN PRODUCTS, INC.) OR AN APPROVED EQUAL CAN BE SUBSTITUTED

STRUCTURAL LOAD LIMITATIONS: 2012/2015 IBC, 2010 FBC

BUILDING OCCUPANCY CATEGORY: II

A. 100 PSF (CORRIDORS)
50 PSF (OFFICES)
2000 LB. (CONCENTRATED)

ROOF LIVE LOAD:
A. 20 PSF.

ROOF SNOW LOAD:
A. Pg = 20/40 PSF GROUND SNOW LOAD
B. Pf = 20/30.80 PSF FLAT ROOF SNOW LOAD
(SEE CHART FOR PROPER PIER SPACING FOR SITE G.S.L.)
C. Ce = 1.1 SNOW EXPOSURE FACTOR
D. Is = 1.0 SNOW IMPORTANCE FACTOR
E. Ct = 1.0 SNOW THERMAL FACTOR

WIND LOAD:
1. 115 / 160 MPH (VULT) WIND SPEED
89 / 124 MPH (VASD) WIND SPEED
2. Iw = 1.0 WIND IMPORTANCE FACTOR.
BUILDING RISK CATEGORY: II (ASCE 7-10)
3. C WIND EXPOSURE CATEGORY.
4. ENCLOSURE CLASSIFICATION: ENCLOSED
GCpi = 0.18 INTERNAL PRESSURE COEFFICIENT.

5. COMPONENT & CLADDING LOAD:
(ROOFS)
Pr = 7.20 / -26.90 PSF ZONE 1
Pr = -34.30 / -66.40 PSF ZONE 2
Pr = -49.50 / -95.90 PSF ZONE 3

(WALLS / WINDOWS / DOORS):
Pw = -15.20 / -29.50 PSF ZONE 4
Pw = -29.10 / -56.30 PSF ZONE 5

6. THIS BUILDING IS NOT DESIGNED FOR PLACEMENT ON THE UPPER HALF OF A HILL OR ESCARPMENT EXCEEDING 15 FEET IN HEIGHT.

SEISMIC LOAD:
A. Ie = 1.0 SEISMIC IMPORTANCE FACTOR
B. D SITE CLASS
C. A13 SEISMIC FORCE RESISTING SYSTEM.
D. C SEISMIC DESIGN CATEGORY.
E. EQUIVALENT ANALYSIS PROCEDURE.
F. Ss =< .537 MAPPED SPECTRAL RESPONSE COEFFICIENT
G. S1 =< .285 MAPPED SPECTRAL RESPONSE COEFFICIENT
H. Sds =< .49 SPECTRAL RESPONSE COEFFICIENT.
I. Sd1 =< .19 SPECTRAL RESPONSE COEFFICIENT.
J. V = 7.45k DESIGN BASE SHEAR (PER MODULE)
K. R = 6.5 RESPONSE MODIFICATION COEFFICIENT
L. Cd = 0.08 SEISMIC RESPONSE COEFFICIENT

FLOOD LOAD:
THIS BUILDING IS NOT DESIGNED TO BE SUBMERGED OR SUBJECTED TO WAVE ACTION WHEN LOCATED IN A FLOOD PRONE OR ZONE AREA. THE FINISH FLOOR ELEVATION MUST BE LOCATED ABOVE THE BUILDING SITE FLOOD PLANE LEVEL FOR THIS BUILDING TO BE LOCATED IN A FLOOD PRONE OR ZONE AREA SUBJECT TO LOCAL JURISDICTION.

FOUNDATION NOTES:

NOTE: ALL REQUIRED BUILDING AND/OR CONSTRUCTION PERMITS MUST BE APPLIED FOR AND OBTAINED FROM THE LOCAL AUTHORITIES HAVING JURISDICTION PRIOR TO ANY WORKED BEING DONE ON THE ABOVE SHOWN FOUNDATION DESIGN.

1. ALL FOUNDATION CONSTRUCTION, MATERIALS, AND INSTALLATION SHALL BE IN ACCORDANCE WITH ALL APPLICABLE STATE AND LOCAL CODES.
2. THE ABOVE FOUNDATION IS DESIGNED AS PER SECTION 104.11 OF THE 2006/2009/2012 IBC OR 2010 FBC USING ALTERNATIVE DESIGN OR METHOD OF CONSTRUCTION. THIS DESIGN MEETS OR EXCEEDS THE WIND LOAD AND SOIL BEARING REQUIREMENTS OF THESE CODES. THE APPROVAL OF THIS FOUNDATION IS SUBJECT TO THE LOCAL JURISDICTION HAVING AUTHORITY.
3. TIE-DOWN STRAPS TO BE 1-1/4" X .035 GALVANIZED STEEL FEDERAL SPECIFICATION QQS-781-H TYPE-1 FINISH-B GRADE-1. TIE-DOWN STRAPS AND CONNECTING HARDWARE TO HAVE A 4,725# MINIMUM ULTIMATE CAPACITY (3,150# x 1.5).
4. ALL TIE DOWN ANCHORS SHALL HAVE A 4,725# MINIMUM ULTIMATE CAPACITY (3,150# x 1.5) AND SHALL BE INSTALLED AS PER THEIR MANUFACTURER'S SPECIFICATIONS. THE TYPE OF GROUND ANCHOR, INCLUDING SHAFT LENGTH, NUMBER AND DIAMETER OF HELIXES, ETC. TO BE SPECIFIED BY THE GROUND ANCHOR MANUFACTURER FOR THE ACTUAL SOIL TYPE THAT IS ENCOUNTERED AT THE SITE.
5. SEE ABOVE FOUNDATION LAYOUT FOR TIE-DOWN STRAP SPACING.
6. ALL PIERS SHALL BE 8"x8"x16" MASONRY BLOCKS ON EITHER AN 16"x16"x3/4" (DEEP) ABS PADS, OR 16"x16"x4" SOLID CONCRETE PADS, MIN. EXCEPT AS OTHERWISE NOTED ON FOUNDATION PLAN. SEE PIER SPACING CHART FOR ADDITIONAL SIZE OPTIONS.
7. MINIMUM SOIL BEARING CAPACITY IS 2,000 PSF. TO BE VERIFIED BY BUILDING'S OWNER. SOIL BEARING CAPACITY SHOWN ON THIS PLAN IS ASSUMED. IF THE ACTUAL SOIL BEARING CAPACITY IS LESS THAN 2,000 PSF, THE ARCHITECT/ENGINEER MUST BE CONSULTED FOR REQUIRED ALTERNATE FOUNDATION DESIGN. FOOTINGS SHALL BE PLACED ON NON-EXPANSIVE SOILS ONLY. IF SOIL BEARING AT SITE IS 3000 PSF OR IF BUILDING IS PLACED ON TOP OF AN EXISTING ASPHALT OR CONCRETE PARKING SURFACE USE THE 3000 PSF CHART ON SHEET FD1.
8. IT WILL BE THE BUILDING OWNER'S RESPONSIBILITY TO INSURE THAT ALL LOOSE DEBRIS IS REMOVED FROM UNDER THE BUILDING AND THAT THE GROUND IS LEVELED AND FIRMLY COMPACTED.
9. WOOD SHIMS MAY BE INSTALLED WHEN NECESSARY, BETWEEN THE I-BEAM AND THE TOP OF THE PIER. SHIMS SHALL BE FREE OF KNOTS, CHECKS, SPLITS, AND SIMILAR IMPERFECTIONS. SHIMS SHALL BE OF P.T. LUMBER OR CEDAR AND BEARING AT ALL CONTACT POINTS.
10. MASONRY PIERS INSTALLED IN A DRY STACK SUBJECT TO LOCAL JURISDICTION AND APPROVAL.
11. OVERALL WIDTH DIMENSION IS NOMINAL AND IS BASED ON UNIT WIDTH x NUMBER OF UNITS. ACTUAL OVERALL WIDTH MAY INCREASE DUE TO SITE CONDITIONS, MATERIAL TOLERANCES. FAILURE TO REMOVE CLOSE-UP MATERIAL AND/OR OTHER FACTORS BEYOND THE CONTROL OF THE BUILDING MANUFACTURER.
12. ALL PIERS SHALL BE CAPPED WITH 4 INCHES OF SOILD MASONRY OR CONCRETE OR THE CAVITIES SHALL BE FILLED WITH CONCRETE OR GROUT. PIERS SHALL PROVIDE A TRUE AND EVEN BEARING SURFACE.
13. PIER A: FIELD CONDITIONS WITH DRY STACK PIERS GREATER THAN 26" SHALL REQUIRE THE PIER TO BE CHANGED TO A PIER TYPE "B" (SEE THIS SHEET FOR DETAILS)
PIER B: FIELD CONDITIONS WITH DRY STACK PIERS GREATER THAN 46" SHALL REQUIRE THE PIERS TO HAVE SURFACE BONDING TO A MAXIMUM OF 62" HIGH. (ANY PIERS OVER 62" HIGH WILL REQUIRE ENGINEERING BEYOND THE DESIGN OF THIS FOUNDATION.)
14. ALTHOUGH NOT SHOWN IN THIS DESIGN WHERE/WHEN REQUIRED BY LOCAL JURISDICTION ALL MASONRY PIERS MAY BE LAID IN TYPE "M" OR "S" MORTAR IN COMPLIANCE w/ASTM C887, OR SHALL HAVE SURFACE BONDING MORTAR IN COMPLIANCE w/ASTM C 946.
15. THE FOUNDATION DIMENSIONS SHOWN ARE NOMINAL. AN INCREASE IN MODULE WIDTH SHOULD BE EXPECTED DUE TO MODULE EXPANSION, SETTING TOLERANCES, ETC. THE FOUNDATION CONTRACTOR SHOULD CONSULT WITH THE MANUFACTURER OF THE MODULES PRIOR TO CONSTRUCTION OF THE FOUNDATION TO DETERMINE THE AMOUNT OF INCREASED WIDTH TO BE ADDED TO THE NOMINAL DIMENSIONS SHOWN ABOVE.
16. I-BEAM SUPPORT PIERS MAY BE INSTALLED LATERALLY (90° FROM THE ORIENTATION SHOWN ON THE FOUNDATION PLAN). CENTERLINE OF EACH PIER MUST BE LOCATED DIRECTLY BELOW THE I-BEAM CENTERLINE.
17. FOUNDATION REVIEW AND INSPECTION IS TO BE PERFORMED BY THE LOCAL OFFICIALS HAVING JURISDICTION.
18. PROVIDE POSITIVE DRAINAGE UNDER UNIT.
19. UNDERGROUND UTILITY LOCATIONS ARE THE RESPONSIBILITY OF OTHERS. ALL UNDERGROUND UTILITY LOCATIONS MUST BE VERIFIED PRIOR TO ANY EXCAVATION.

ALTERNATE POURED CONCRETE FOOTERS

1. MINIMUM CONCRETE FOOTING COMPRESSIVE STRENGTH 2,500 PSI AT 28 DAYS.

ALTERNATE PIER METAL STANDS

1. STEEL PIERS MAY BE SUBSTITUTED FOR CMU BLOCK PIERS. STEEL PIERS ARE TO INSTALLED PER THE MANUFACTURER'S WRITTEN INSTRUCTIONS OVER AN APPROVED ABS PAD AS INDICTATED ON THE FOUNDATION PLAN.
2. STEEL PIERS ARE TO BE MINUTE MAN MO#:MMP-12 OR AN APPROVED EQUAL.

WALTER E. WOOD LICENSE No. 21600 DELAWARE PROFESSIONAL ENGINEER
VALID November 14, 2018

WALTER E. WOOD Lic. No. 57881 COMMONWEALTH OF VIRGINIA PROFESSIONAL ENGINEER
VALID November 14, 2018

WALTER E. WOOD REGISTERED 22484 STATE OF WEST VIRGINIA PROFESSIONAL ENGINEER
VALID November 14, 2018

University of Virginia University Building Official
- Approved for general conformance to the 2015 VUSBC
- ✔ Approved with exceptions. See list of remaining issues noted on page 2 of the building permit and/or plan review documents dated: 12/17/2019

Date: 12/17/2019

ABS PADS / CMU PIERS

STATE(S): DE, VA, WV

DE PE LIC #: 21600
VA PE LIC #: 57881
WV PE LIC #: 22484

W.E.W.
WALTER E. WOOD, P.E.
CONSULTING ENGINEER
168 WEST LONGLEAF DR
SYLVESTER, GA 31791

REV	DATE	DESCRITION

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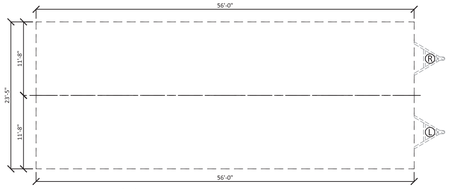
Vanguard Modular Building Systems
Corporate Office
3 Great Valley Parkway, Suite 170
Malvern, PA 19355
877-438-8627
www.vanguardmodular.com

VANGUARD MODULAR BUILDING SYSTEMS

Vanguard Modular

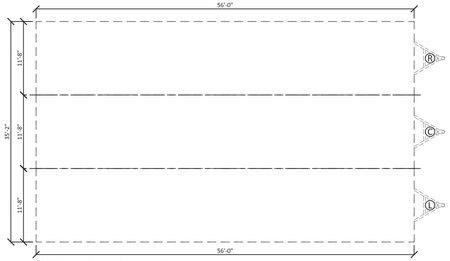
Foundation Plan Details

Date:	11/6/2018
Salesperson	B. Bieganski
Scale:	3/16"=1'-0"
Building Number:	
Drawn by:	J.L.B.
Sheet:	FD2



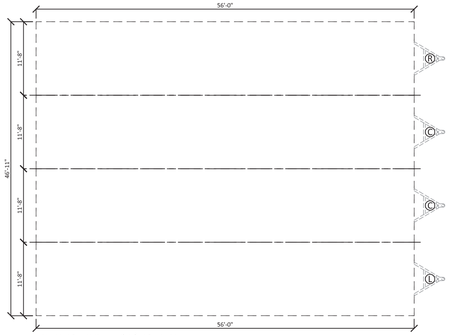
KEY PLAN - (2) PLEX

SCALE: N.T.S.



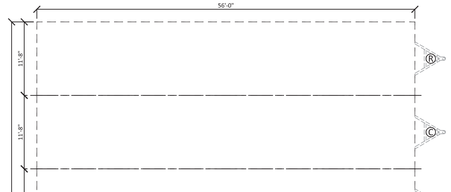
KEY PLAN - (3) PLEX

SCALE: N.T.S.



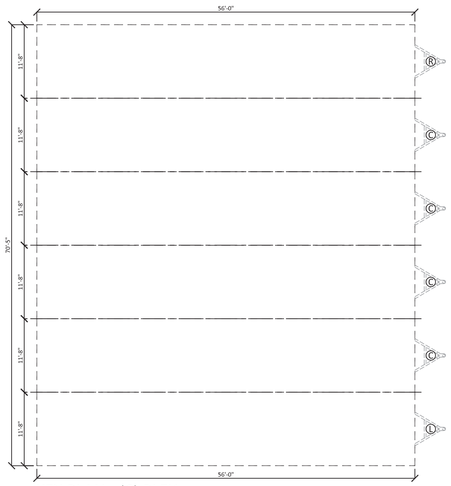
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SCALE: N.T.S.



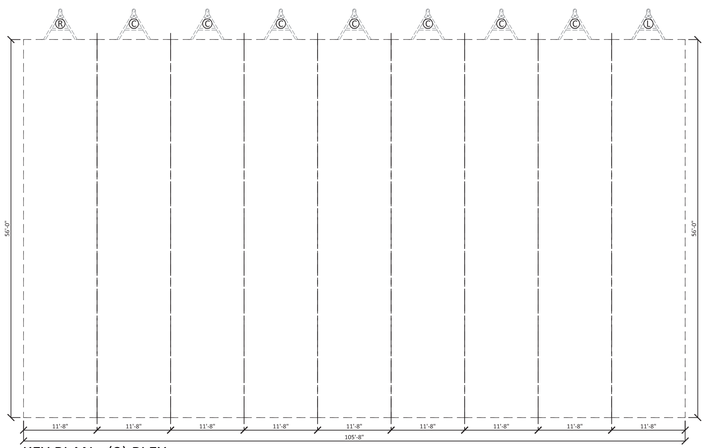
KEY PLAN - (5) PLEX

SCALE: N.T.S.



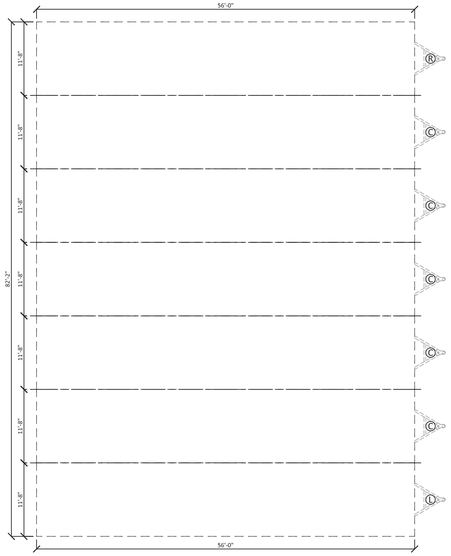
KEY PLAN - (6) PLEX

SCALE: N.T.S.



KEY PLAN - (9) PLEX

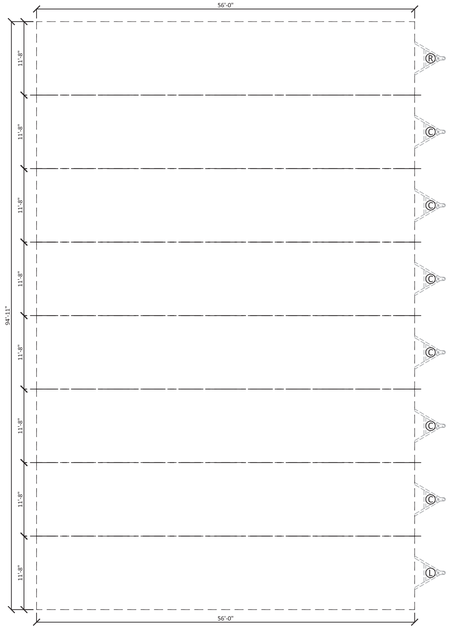
SCALE: N.T.S.



KEY PLAN - (7) PLEX

SCALE: N.T.S.

NOTE: ALL MATELINE WALL MODULES AND ALL RIDGEBEAM SPAN MODULES NEED TO BE PROPERLY IDENTIFIED AND THE PROPER PIER SPACING NEEDS TO BE DETERMINED AND PLACED PRIOR TO FOUNDATION INSTALLATION.



KEY PLAN - (8) PLEX

SCALE: N.T.S.

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3 Great Valley Parkway, Suite 170
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www.vanguardmodular.com

VANGUARD
MODULAR BUILDING SYSTEMS

University of Virginia
University Building Official

- ☐ Approved for general conformance to the 2015 VUSBC
- ✔ Approved with exceptions. See list of remaining issues noted on page 2 of the building permit and/or plan review documents dated: 12/17/2019

Date: 12/17/2019

STATE(S): DE, VA, WV

WALTER E. WOOD LICENSE No. 21600 DELAWARE PROFESSIONAL ENGINEER
VALID
November 14, 2018

COMMONWEALTH OF VIRGINIA
WALTER E. WOOD
Lic. No. 57881
PROFESSIONAL ENGINEER
VALID
November 14, 2018

WALTER E. WOOD REGISTERED 22484 STATE OF WEST VIRGINIA PROFESSIONAL ENGINEER
VALID
November 14, 2018

W.E.W.
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CONSULTING ENGINEER
168 WEST LONGLEAF DR
SYLVESTER, GA 31791

DE PE LIC #: 21600
VA PE LIC #: 57881
WV PE LIC #: 22484

REV	DATE	DESCRITION

Vanguard Modular

Key Plan (2-Plex to 9-plex)

Date:	11/6/2018
Salesperson	B. Bieganski
Scale:	3/16"=1'-0"
Building Number:	
Drawn by:	J.L.B.
Sheet:	K1

University of Virginia
University Building Official

- ☐ Approved for general conformance to the 2015 VUSBC
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Date: 12/17/2019

Kevin M. Finn, P.E., Inc.
Jeffrey R. Walton, Jr., P.E.
815 Waterbury Park Drive
Elkhart, IN 46517
VA PE Lic. # 0402-035409
VA Firm # 0407006548

SAPA FABRICATED PRODUCTS (REDD TEAM)
DELHI, LA

BY: Sapa Extrusions, llc. (REDD Team)
DELHI, LA
1-800-779-5509

RE: URS RAMP SYSTEMS WITH 42/34 VERTICAL PICKET RAILS

COMMONWEALTH OF VIRGINIA
JEFFREY R. WALTON, JR.
Lic. No. 0402 035409
PROFESSIONAL ENGINEER
JAN 17 2019

TABLE OF CONTENTS FOR A 42" VERTICAL PICKET RAMP & LANDING SYSTEM

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WALKWAY DETAILS	6-10-16	9
LEG CONNECTION DETAIL	6-10-16	10

GENERAL NOTES:

1. ALUMINUM RAMP, LANDING AND STAIR SECTIONS SHALL BE A RIGID, FREE-SPAN DESIGN.
2. DESIGN OF THE ALUMINUM STRUCTURES SHALL CONFORM TO THE 2005 EDITION OF **THE ALUMINUM ASSOCIATION SPECIFICATIONS AND GUIDELINES FOR ALUMINUM STRUCTURES.**
3. ALL ALUMINUM CONSTRUCTION USING 6000 SERIES ALUMINUM ALLOYS. STRUCTURAL MEMBERS TO BE 6061-T6, 6063-T6 AND 6005-T5 ALUMINUM ALLOY.
4. ALUMINUM WILL BE STANDARD MILL FINISH UNLESS OTHERWISE NOTED.
5. WELDING SHALL BE IN ACCORDANCE WITH ANSI/AWS D1.2/D1.2M-2014 GAS METAL ARC WELDING (GMAW) PROCESS BY EXPERIENCED OPERATORS.
6. ALL FASTENERS TO BE 18-8 (SERIES 304) STAINLESS STEEL UNLESS OTHERWISE NOTED.
7. LANDING, RAMP AND STAIR SECTIONS ARE TO BE ENGINEERED FOR A 100 PSF LIVE LOAD.
8. LANDING AND RAMP WALKING SURFACES SHALL BE DESIGNED FOR A MINIMUM CONCENTRATED VERTICAL LOAD OF 300 LBS APPLIED EVENLY OVER A 12" x 12" AREA. STAIR TREADS SHALL BE DESIGNED TO WITHSTAND A MINIMUM CONCENTRATED LOAD OF 300 LBS OVER A 4 SQUARE INCH AREA.
9. RAMP AND LANDING GUARDRAILS TO BE 42 INCH MINIMUM HEIGHT UNLESS OTHERWISE SPECIFIED.
10. HANDRAIL ASSEMBLIES AND GUARDRAILS SHALL BE DESIGNED TO RESIST A LOAD OF 50 PLF APPLIED IN ANY DIRECTION AT THE TOP OF THE RAIL.
11. HANDRAIL ASSEMBLIES AND GUARDRAILS SHALL BE ABLE TO RESIST A SINGLE CONCENTRATED LOAD OF 200 LBS, APPLIED IN ANY DIRECTION AT ANY POINT ALONG THE TOP OF THE RAIL. THIS LOAD NEED NOT BE ASSUMED TO ACT CONCURRENTLY WITH THE LOADS SPECIFIED IN THE PRECEDING PARAGRAPH.
12. INTERMEDIATE RAILS (ALL THOSE EXCEPT HANDRAILS), BALUSTERS AND PANEL FILLERS SHALL BE DESIGNED TO WITHSTAND A HORIZONTALLY APPLIED NORMAL LOAD OF 50 LBS ON AN AREA EQUAL TO 1 SQUARE FOOT, INCLUDING OPENINGS AND SPACE BETWEEN RAILS.
13. GUARDRAIL SYSTEMS SHALL BE DESIGNED SO THAT A 4 (FOUR) INCH SPHERE CANNOT PASS THROUGH ANY OPENING.
14. DECK SURFACE SHALL BE A SLIP RESISTANT, EXTRUDED ALUMINUM DECKING WITH A TRIPLE I-BEAM, SELF-MATING DESIGN.
15. ALL SURFACES, MEMBERS AND THEIR WELDED JOINTS SHALL BE SMOOTH AND FREE FROM SHARP OR JAGGED EDGES.

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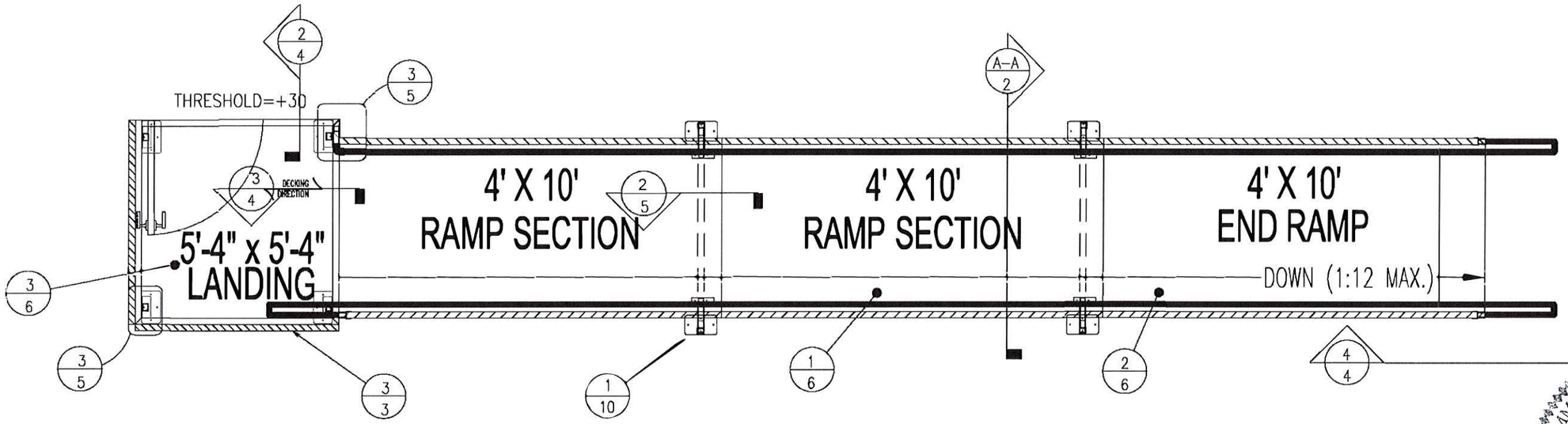
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Fax: 1(866)840-4566

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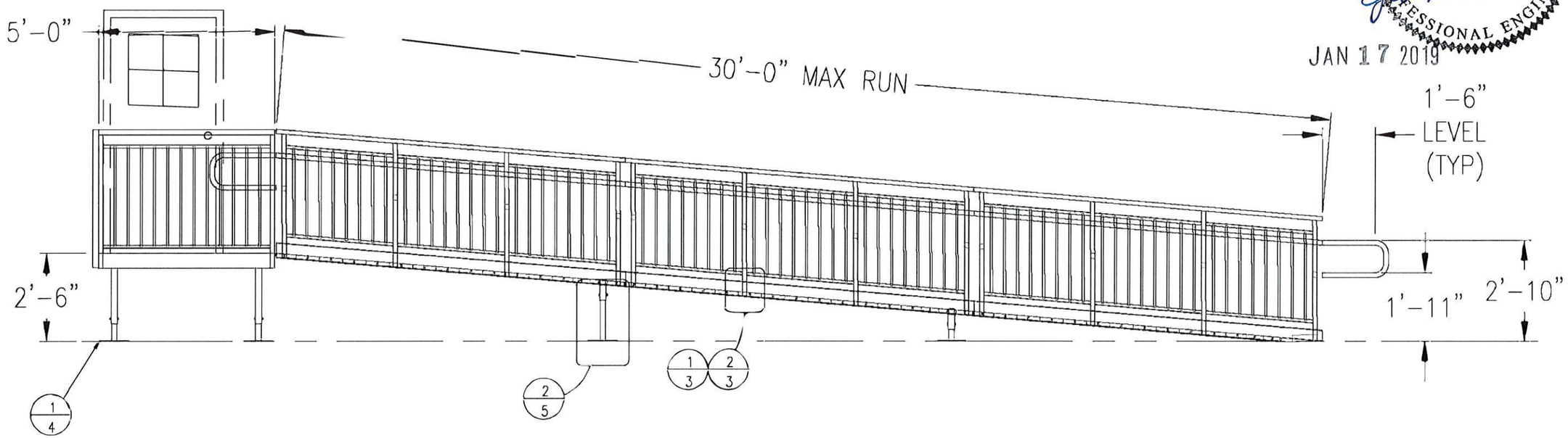
CUSTOMER SHOP DRAWINGS

SAPA FRABICATED PRODUCTS
DELHI, LA
ALUMINUM ACCESS RAMP SYSTEM
WITH 42" HIGH VERTICAL PICKET GUARDRAIL

DAT 1/15/2019
JOB NO. ------
FILENAME 5-4 30FT Shop
REV R - 0
DRAWN BY TMB
APPROVED BY
SHEET NUMBER COVER



PLAN VIEW - 42/34 RAMP SYSTEM



ELEVATION VIEW: 42/34 VP ALUMINUM ACCESS RAMP SYSTEM

University of Virginia
University Building Official

- ☐ Approved for general conformance to the 2015 VUSBC
- ✔ Approved with exceptions. See list of remaining issues noted on page 2 of the building permit and/or plan review documents dated: 12/17/2019

Date: 12/17/2019

COMMONWEALTH OF VIRGINIA
JEFFREY R. WALTON, JR.
Lic. No. 0402 035409
PROFESSIONAL ENGINEER
JAN 17 2019

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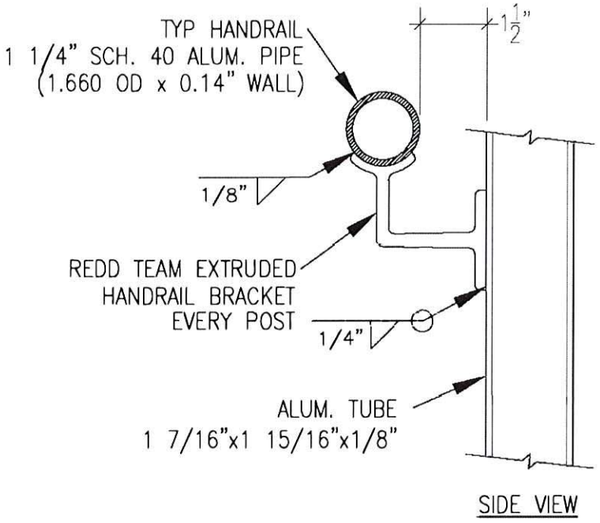
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CUSTOMER SHOP DRAWINGS

SAPA FRABICATED PRODUCTS
DELHI, LA
ALUMINUM ACCESS RAMP SYSTEM
WITH 42" HIGH VERTICAL PICKET GUARDRAIL

DATE	1/15/2019
JOB NO.	----
FILENAME	5--4 30FT Shop
REV.	R - 0
DRAWN BY	TMB
APPROVED BY	
SHEET NUMBER	01



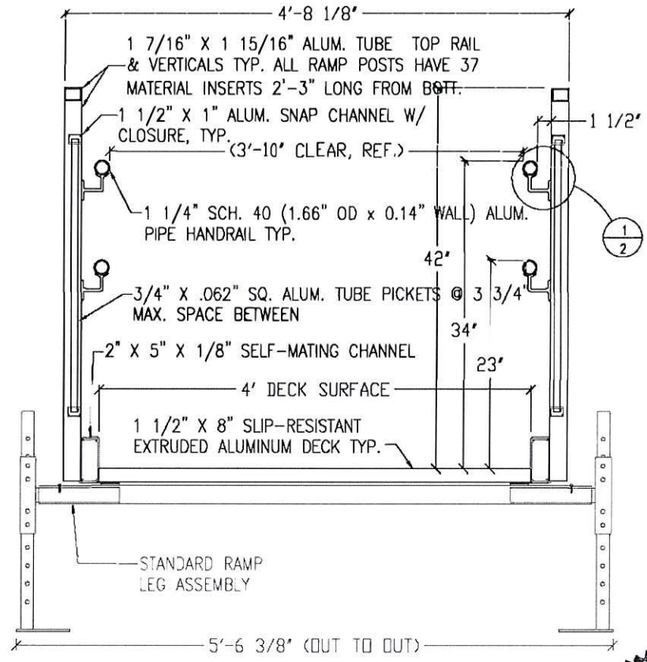
NOTE:
HANDRAIL SHALL BE SMOOTH WITH NO SHARP EDGES, AT CONNECTIONS

1/2 **DETAIL**
34" RAMP HANDRAIL
SCALE: 3"=1'-0"

University of Virginia
University Building Official

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Date: 12/17/2019



A-A/2 **SECTION A-A**
RAMP CROSS SECTION
SCALE: 1 1/2"=1'-0"

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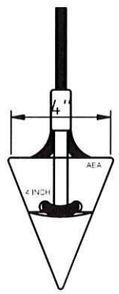
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CUSTOMER SHOP DRAWINGS

COMMONWEALTH OF VIRGINIA
JEFFREY R. WALTON, JR.
Lic. No. 0402 035409
PROFESSIONAL ENGINEER
JAN 17 2019

ANCHOR



4" ALUMINUM ARROWHEAD EARTH ANCHOR

356 ALUMINUM ALLOY

HEAT-TREATED TO T6 SPECS

CABLE CLAMPS

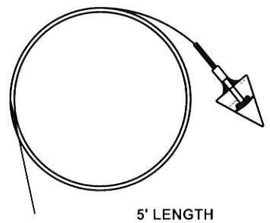


MIN. 3 PER ANCHOR

GALVANIZED STEEL CABLE CLAMPS

USE AFTER LOOPING CABLE THROUGH DECK, STEP OR RAMP CROSS MEMBER

CABLE



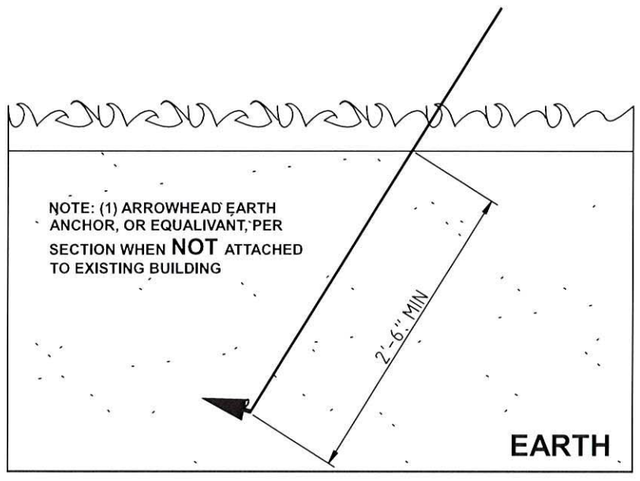
5' LENGTH

GALVANIZED STEEL AIRCRAFT CABLE

DIAMETER: 3/16"

LENGTH: 5'-0"

BREAKING STRENGTH: 4,200 LB



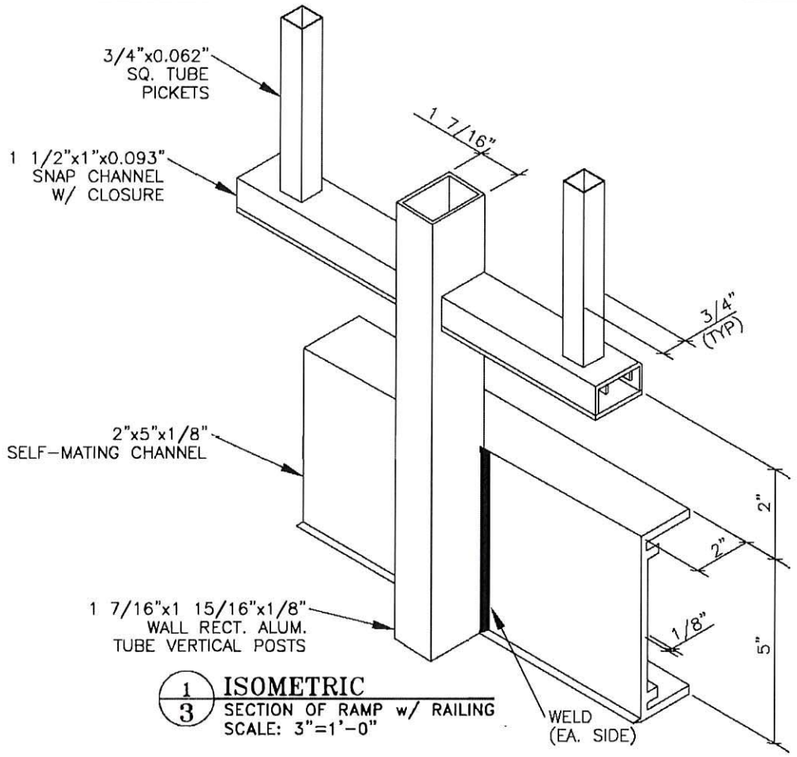
LOAD CAPACITY

PULLOUT STRENGTH AT MIN DEPT 2.5'

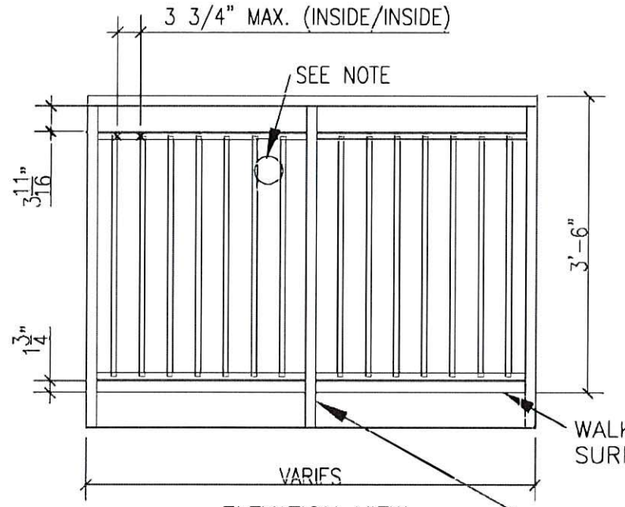
SOIL CLASS 1	SOIL CLASS 2	SOIL CLASS 3
HADPAN ASPHALT	SANDY GRAVEL	SILTY GRAVEL
3,500 LB 15.6 KN	2,200 LB 9.79 KN	1,900 LB 8.45 KN

SAPA FRABICATED PRODUCTS
DELHI, LA
ALUMINUM ACCESS RAMP SYSTEM
WITH 42" HIGH VERTICAL PICKET GUARDRAIL

DWG 1/15/2019
JOB NO. ----
FILENAME 5-4 30FT Shop
REV. R - 0
DRAWN BY TMB
APPROVED BY
SHEET NUMBER 02



1/3 ISOMETRIC
SECTION OF RAMP w/ RAILING
SCALE: 3"=1'-0"

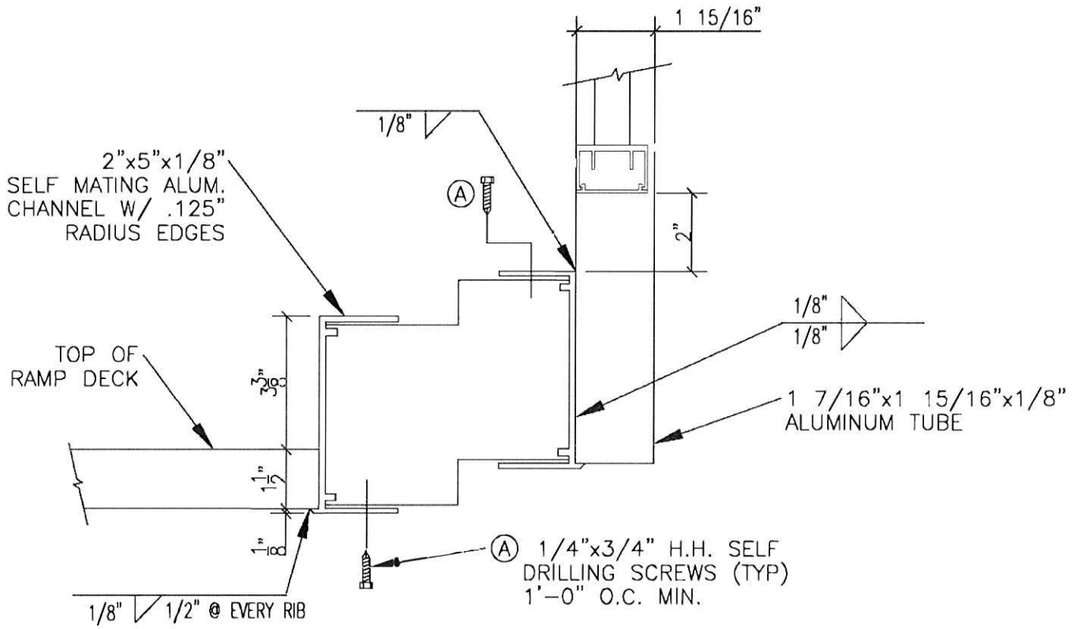


ELEVATION VIEW

3/3 DETAIL
LANDING RAIL
1/2"=1'-0"

NOTE:
NO OPENING WILL ALLOW A 4" SPHERE TO PASS THROUGH.

NOTE:
ALL OTHER LANDING RAILS SIMILAR



2/3 DETAIL
RAIL TO RAMP CONNECTION
SCALE: 1 1/2"=1'-0"

University of Virginia
University Building Official

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COMMONWEALTH OF VIRGINIA
JEFFREY R. WALTON, JR.
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PROFESSIONAL ENGINEER
JAN 17 2019

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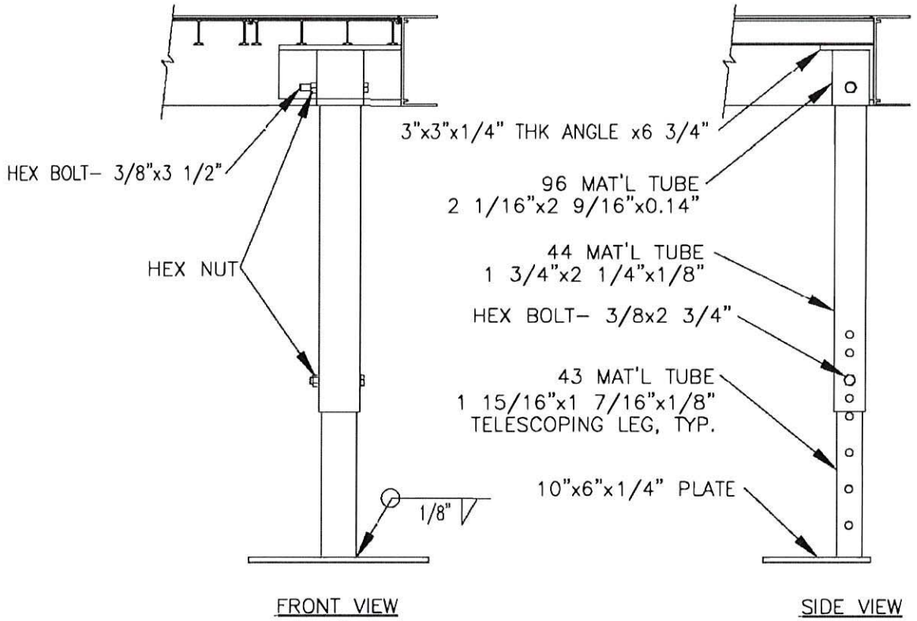
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Fax: 1(866)940-4566

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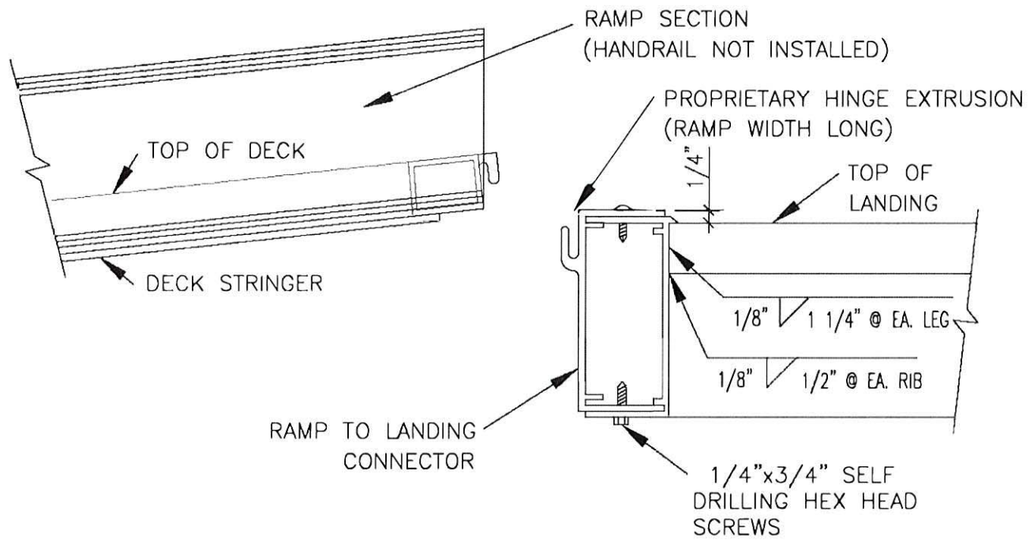
CUSTOMER SHOP DRAWINGS

SAPA FRABICATED PRODUCTS
DELHI, LA
ALUMINUM ACCESS RAMP SYSTEM
WITH 42" HIGH VERTICAL PICKET GUARDRAIL

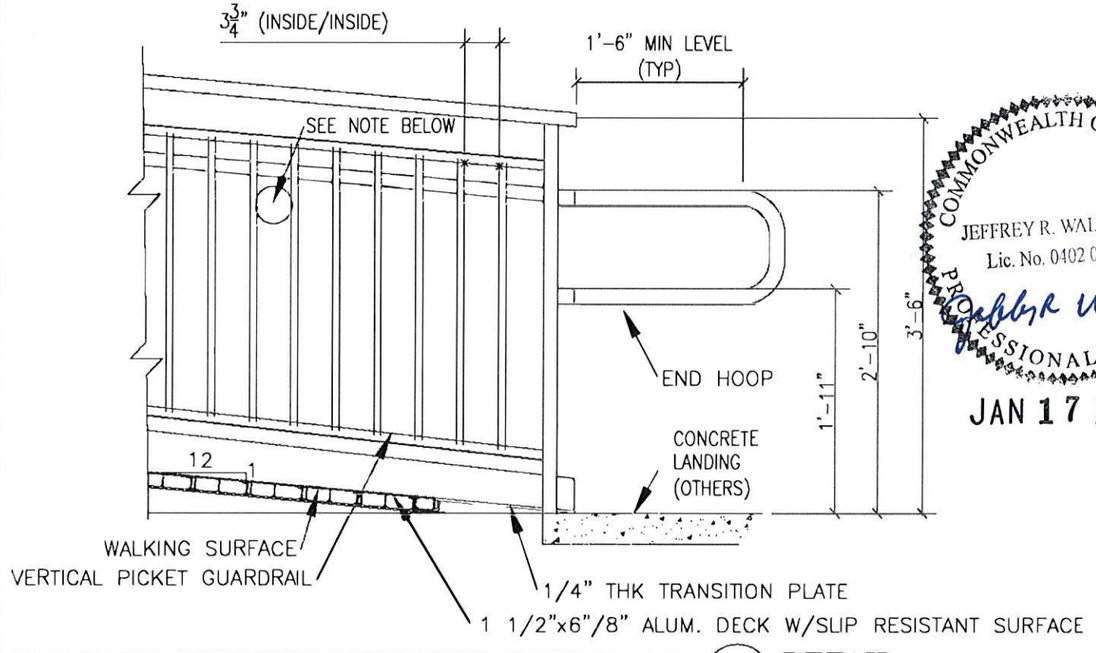
DAT 1/15/2019
JOB NO. ----
FILENAME 5-4 30FT Shop
REV. R - 0
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APPROVED BY
SHEET NUMBER 03



1/4 **DETAIL**
LANDING LEG ASSEMBLY
SCALE: 1 1/2=1'–0"



3/4 **SECTION**
RAMP TO LANDING CONNECTION
SCALE: 3"=1'–0"



NOTE:
NO OPENING WILL ALLOW A 4" SPHERE TO PASS THROUGH.

4/4 **DETAIL**
END RAMP (1:12 SLOPE)
SCALE: 3/4"=1'–0"

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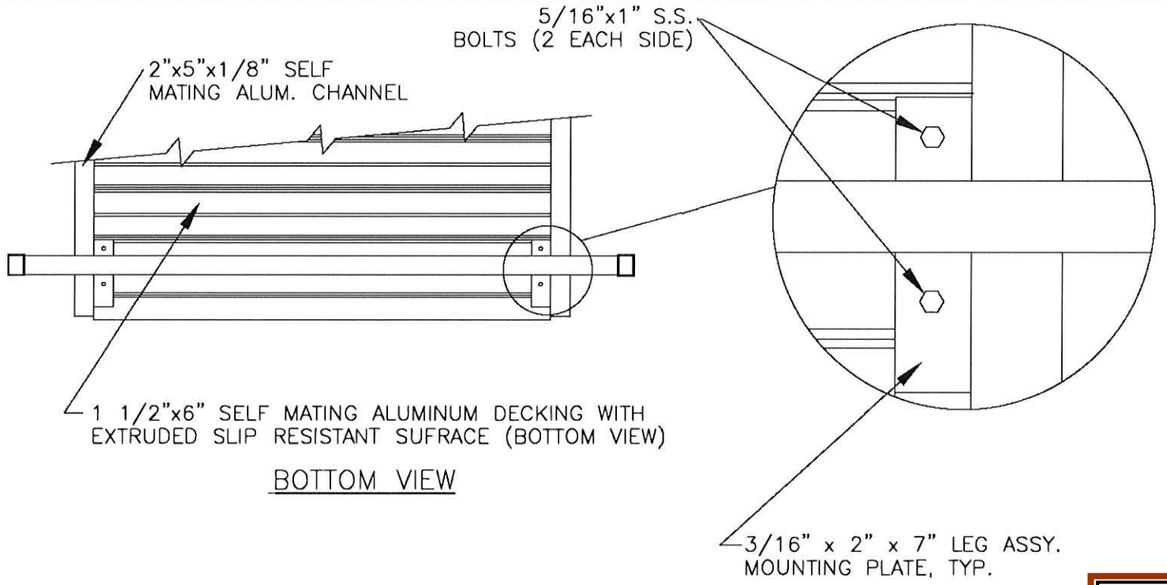
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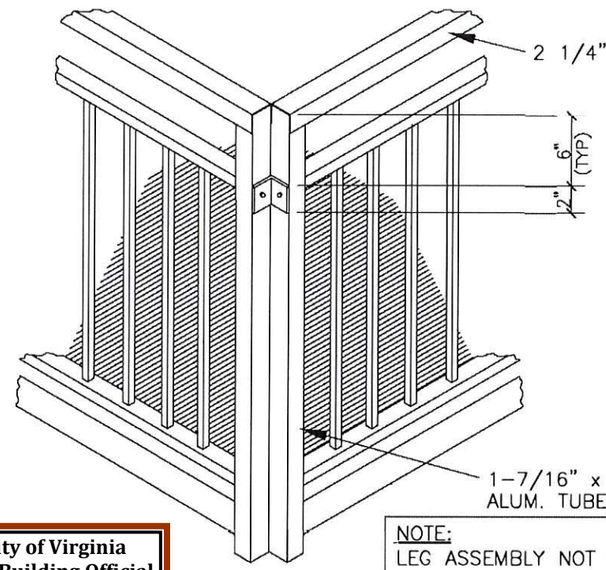
CUSTOMER SHOP DRAWINGS

SAPA FRABICATED PRODUCTS
DELHI, LA
ALUMINUM ACCESS RAMP SYSTEM
WITH 42" HIGH VERTICAL PICKET GUARDRAIL

DWG 1/15/2019
JOB NO
FILENAME 5-4 30FT Shop
REV. R – 0
DRAWN BY TMB
APPROVED BY
SHEET NUMBER 04



A-A / 5 **DETAIL VIEW**
RAMP, ADJUSTABLE LEG ASSEMBLY
SCALE: 3/4"=1'-0"



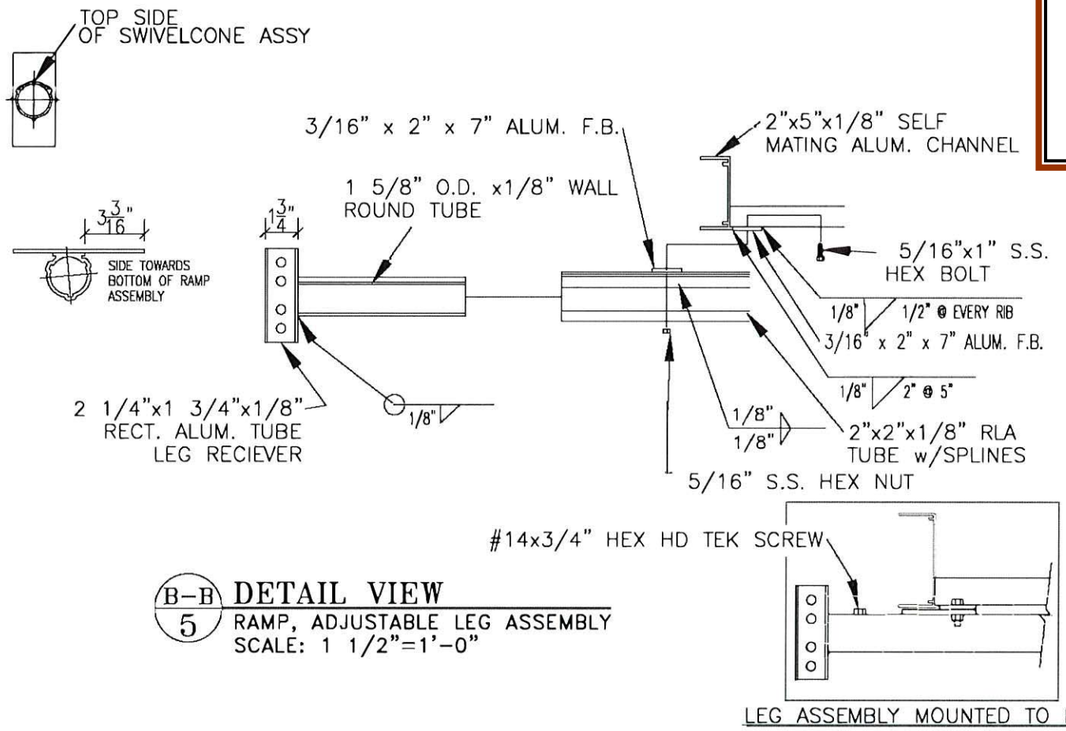
NOTE:
LEG ASSEMBLY NOT SHOWN FOR CLARITY

3 / 5 **DETAIL**
LANDING RAIL CORNER CLIP
SCALE: 1"=1'-0"

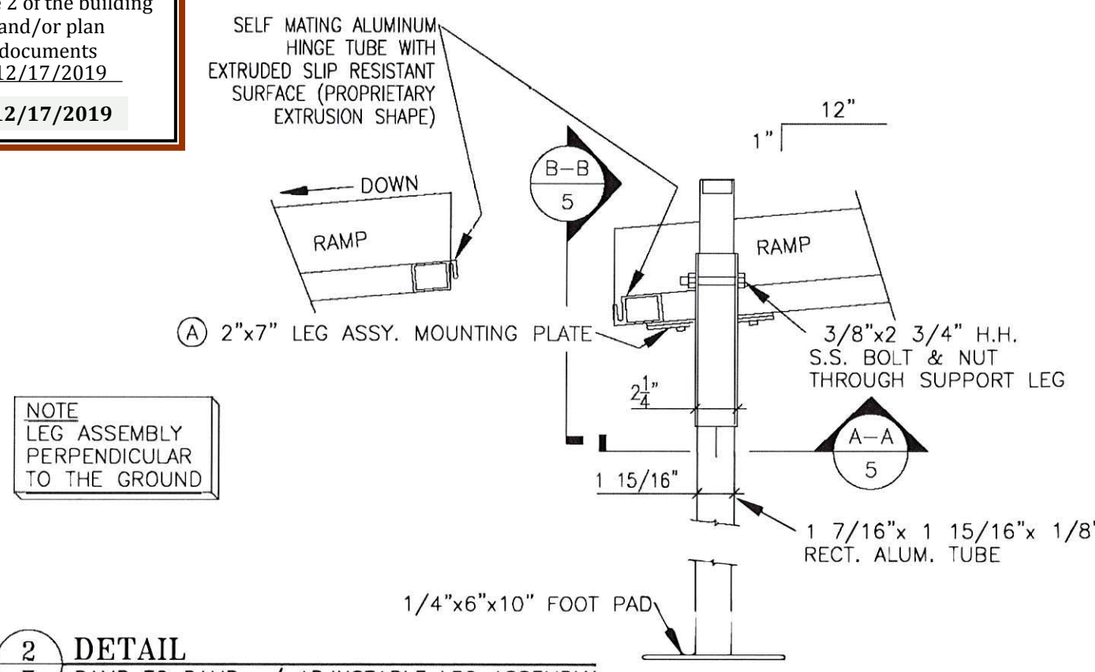
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PROFESSIONAL ENGINEER
JAN 17 2019

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Date: 12/17/2019



B-B / 5 **DETAIL VIEW**
RAMP, ADJUSTABLE LEG ASSEMBLY
SCALE: 1 1/2"=1'-0"



NOTE
LEG ASSEMBLY
PERPENDICULAR
TO THE GROUND

2 / 5 **DETAIL**
RAMP TO RAMP w/ ADJUSTABLE LEG ASSEMBLY
SCALE: 1 1/2"=1'-0"

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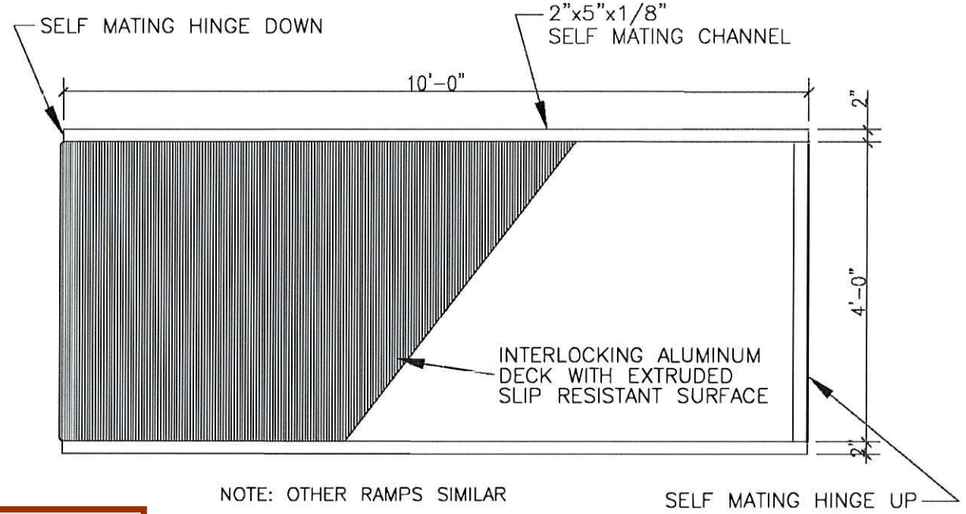
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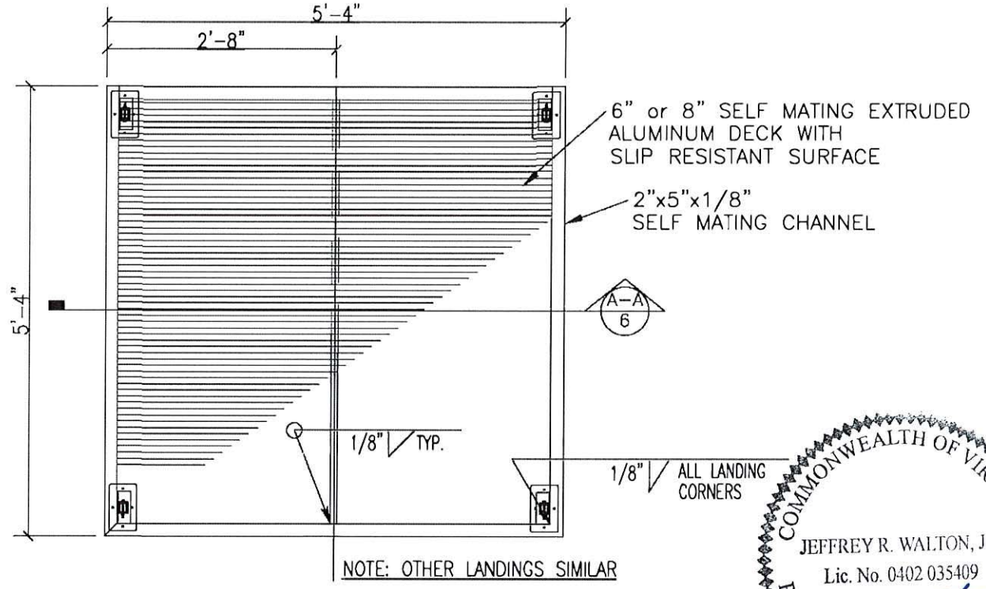
CUSTOMER SHOP DRAWINGS

SAPA FRABICATED PRODUCTS
DELHI, LA
ALUMINUM ACCESS RAMP SYSTEM
WITH 42" HIGH VERTICAL PICKET GUARDRAIL

DATE: 1/15/2019
JOB NO: ----
FILENAME: 5--4 30FT Shop
REV: R - 0
DRAWN BY: TMB
APPROVED BY:
SHEET NUMBER: 05



1/6 DETAIL
4'x8' OR 10' RAMP DETAIL
SCALE: 1/2"=1'-0"

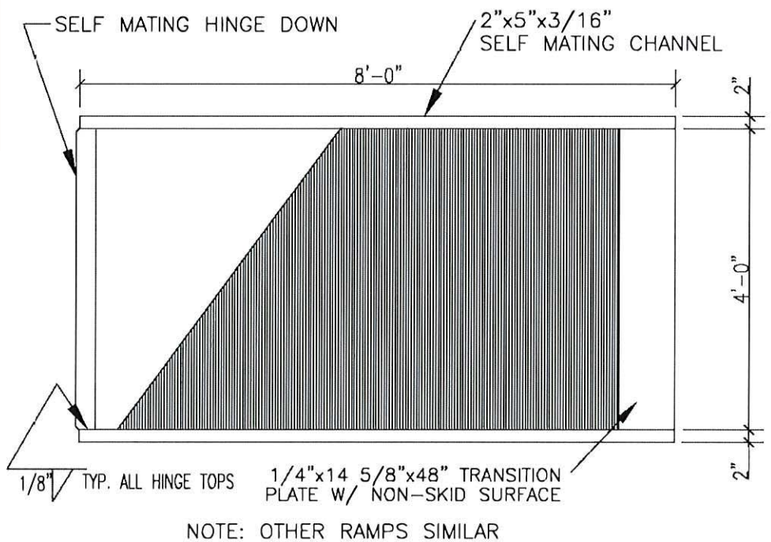


3/6 DETAIL
5'-4" x 5'-4" LANDING
SCALE: 1/2"=1'-0"

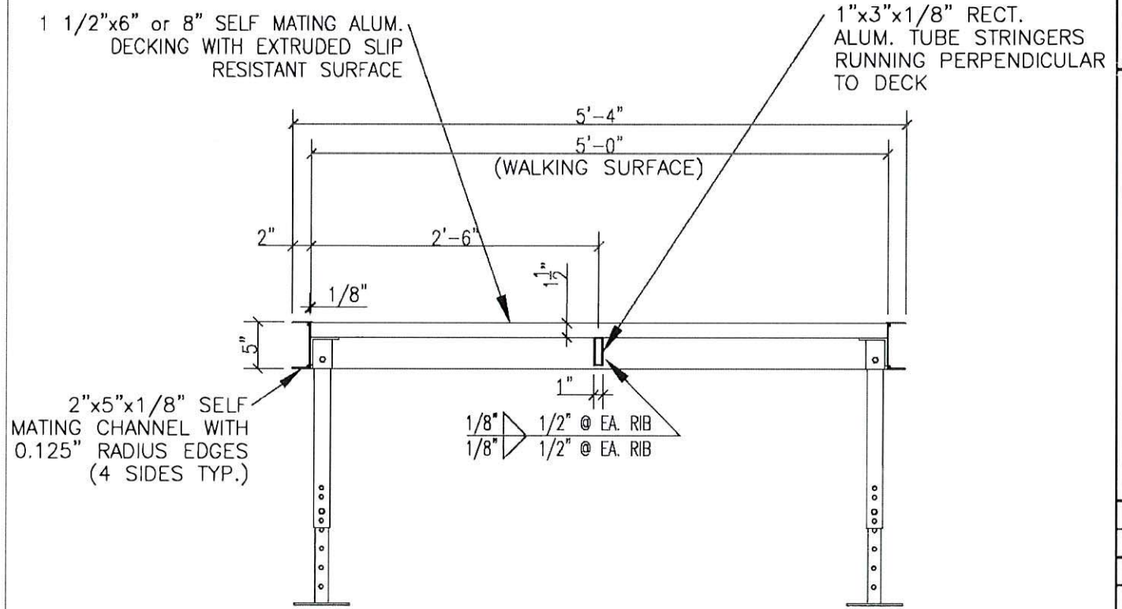
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Date: 12/17/2019



2/6 DETAIL
4'x8' END RAMP DETAIL
SCALE: 1/2"=1'-0"



A-A/6 SECTION VIEW
LANDING CROSS SECTION
SCALE: 3/4"=1'-0"

COMMONWEALTH OF VIRGINIA
JEFFREY R. WALTON, JR.
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JAN 17 2019

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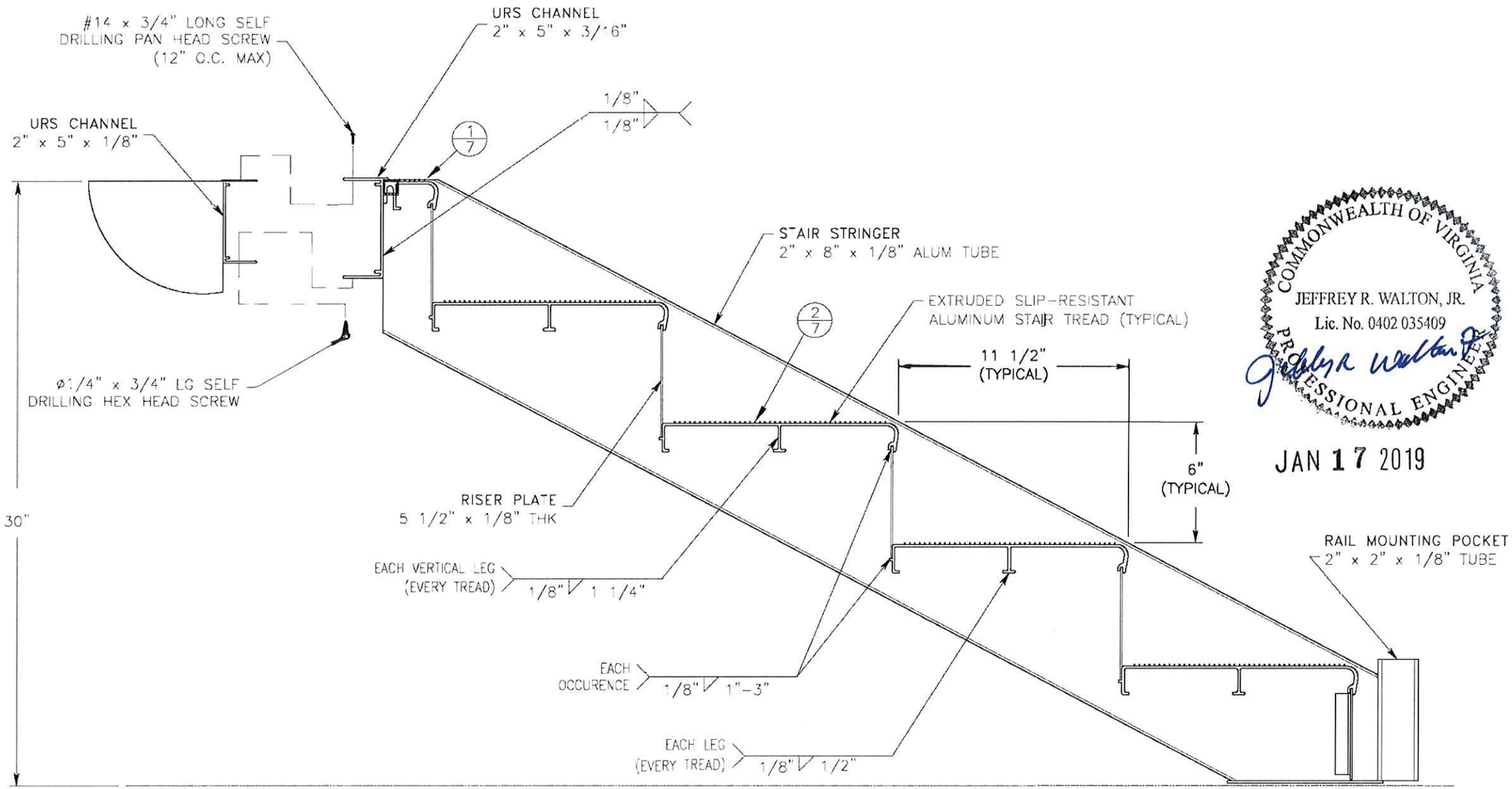
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Delhi, LA 71232
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CUSTOMER SHOP DRAWINGS

SAPA FRABICATED PRODUCTS
DELHI, LA
ALUMINUM ACCESS RAMP SYSTEM
WITH 42" HIGH VERTICAL PICKET GUARDRAIL

DAT 1/15/2019
JOB NO -----
FILENAME 5-4 30FT Shop
REV R - 0
DRAWN BY TMB
APPROVED BY
SHEET NUMBER 06



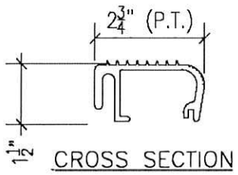
SECTION C-C:
5R1006 STAIRWAY CROSS SECTION
(RAILINGS OMITTED FOR CLARITY)
SCALE: N.TS

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JAN 17 2019

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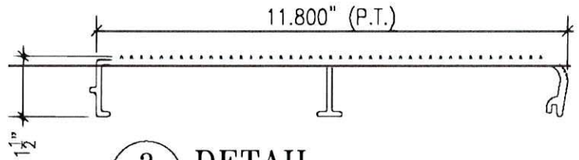
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Date: 12/17/2019



CROSS SECTION

1/7 DETAIL
2 3/4"x1 1/2" UPPER STAIR HINGE
SCALE: NTS



2/7 DETAIL
SLIP-RESISTANT STAIR TREAD
SCALE: NTS

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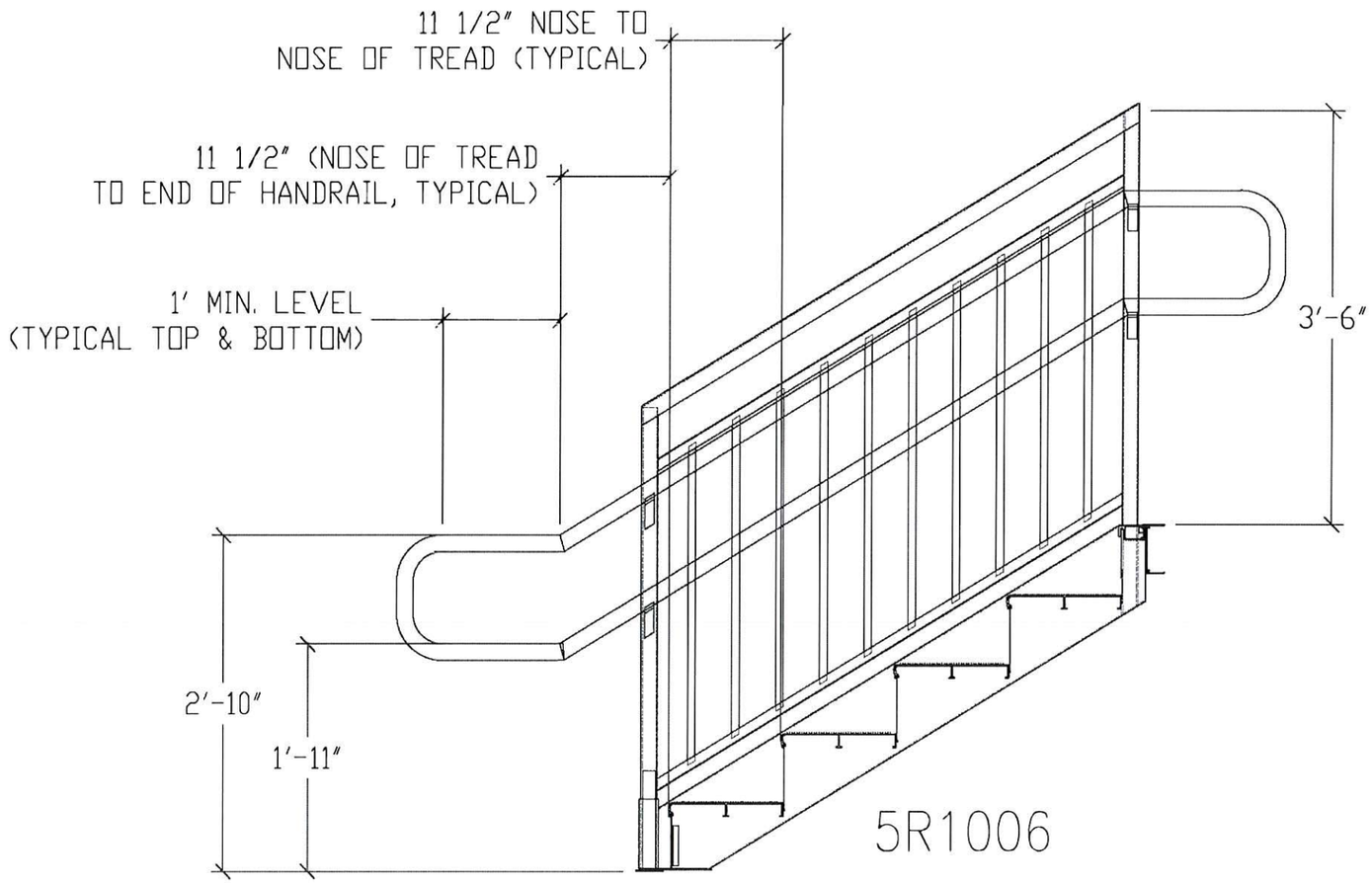
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CUSTOMER SHOP DRAWINGS

SAPA FRABICATED PRODUCTS
DELHI, LA
ALUMINUM ACCESS RAMP SYSTEM
WITH 42" HIGH VERTICAL PICKET GUARDRAIL

DAT 1/15/2019
JOB NO. ----
FILENAME 5-4 30FT Shop
REV. R - 0
DRAWN BY TMB
APPROVED BY
SHEET NUMBER 07



1/8 ELEVATION VIEW
UPPER AND LOWER STAIR HOOP DETAILS
SCALE: 3/4"=1'-0"

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JAN 17 2019

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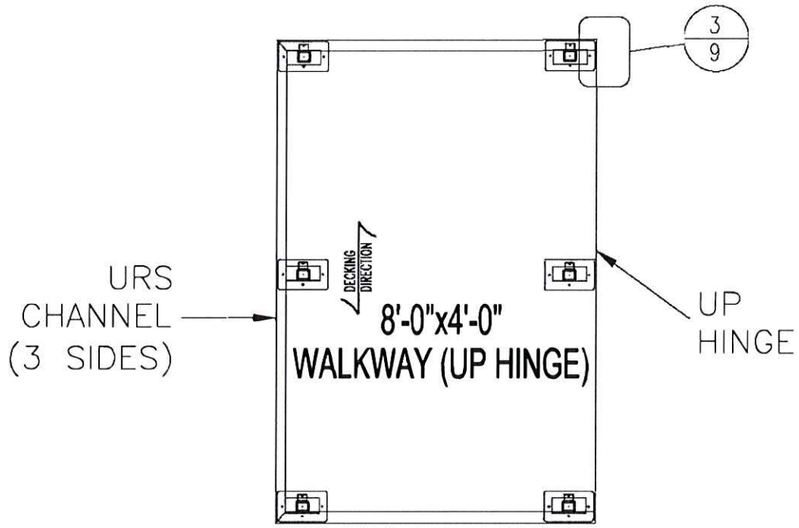
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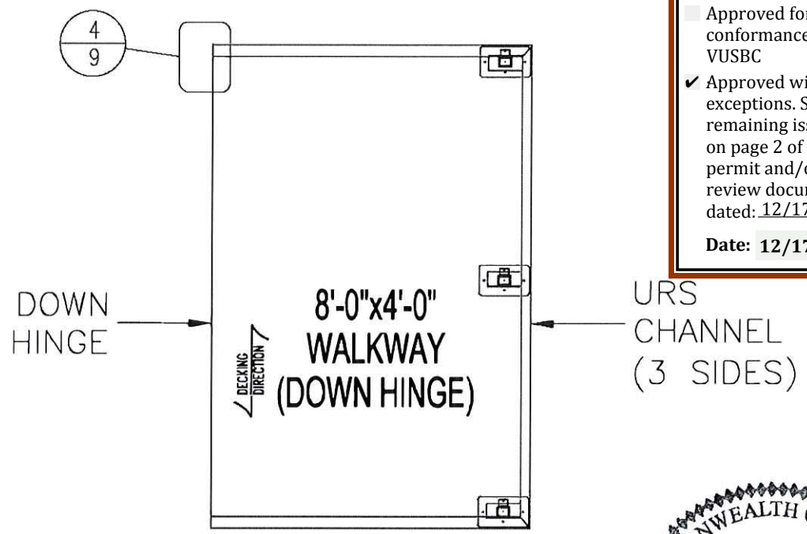
CUSTOMER SHOP DRAWINGS

SAPA FRABICATED PRODUCTS
DELHI, LA
ALUMINUM ACCESS RAMP SYSTEM
WITH 42" HIGH VERTICAL PICKET GUARDRAIL

DATE	6/10/2016
JOB NO.	----
FILENAME	5--4 30FT Shop
REV.	R - 0
DRAWN BY	TMB
APPROVED BY	
SHEET NUMBER	08



1/9 DETAIL VIEW
PLAN VIEW (WALKWAYS)
SCALE: NTS



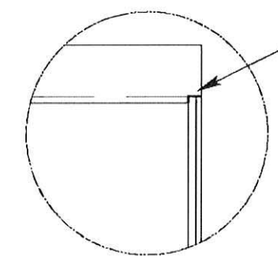
2/9 DETAIL VIEW
PLAN VIEW (WALKWAYS)
SCALE: NTS

University of Virginia
University Building Official

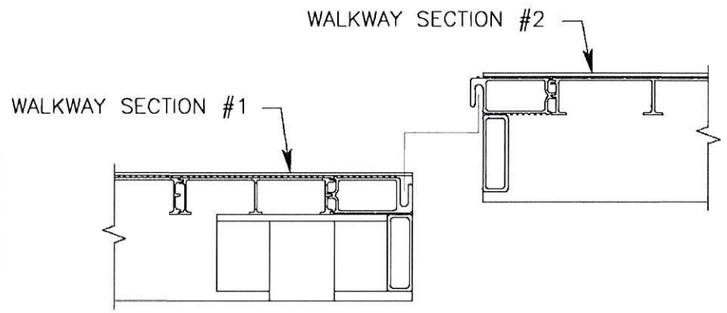
- ☐ Approved for general conformance to the 2015 VUSBC
- ✔ Approved with exceptions. See list of remaining issues noted on page 2 of the building permit and/or plan review documents dated: 12/17/2019

Date: 12/17/2019

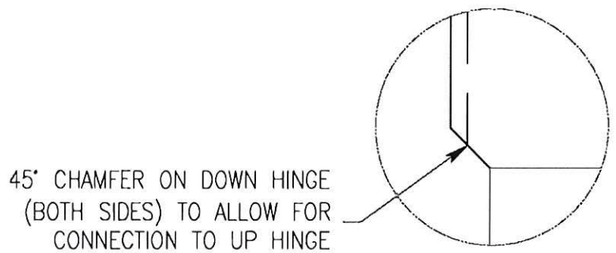
COMMONWEALTH OF VIRGINIA
JEFFREY R. WALTON, JR.
Lic. No. 0402 035409
PROFESSIONAL ENGINEER
JAN 17 2019



3/9 DETAIL VIEW
UP HINGE NOTCH (TYP)
SCALE: NTS



C-C/9 SECTION VIEW
WALKWAY TO WALKWAY HINGE
CONNECTION
SCALE: NTS



4/9 DETAIL VIEW
DOWN HINGE CHAMFER (TYP)
SCALE: NTS

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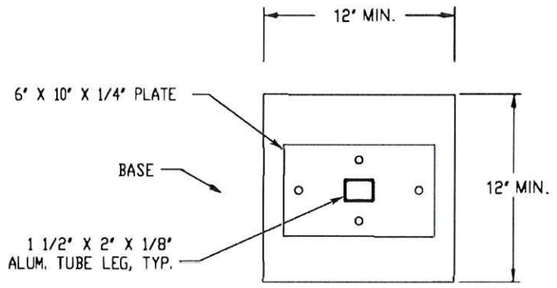
sapa:

CUSTOMER SHOP DRAWINGS

SAPA FRABICATED PRODUCTS
DELHI, LA
ALUMINUM ACCESS RAMP SYSTEM
WITH 42" HIGH VERTICAL PICKET GUARDRAIL

DATE 1/15/2019
JOB NO. ----
FILENAME 5-4 30FT Shop
REV. R - 0
DRAWN BY TMB
APPROVED BY
SHEET NUMBER 09

OPTIONAL BEARING METHODS
(WHEN SOIL CONDITIONS ARE FAVORABLE, OUR 6" X 10" LEG PAD IS ACCEPTABLE FOR BEARING DIRECTLY TO THE GROUND)



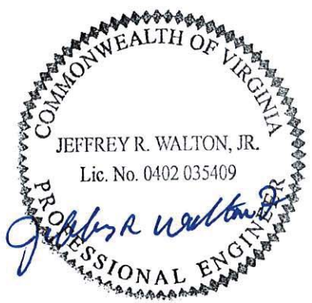
1/10 PLAN VIEW
LANDING LEG ATTACHMENT
SCALE: NTS

A-A / 10

NOTE: WHEN RAMP & LANDING IS **NOT** ATTACHED TO THE BUILDING BELOW ARE ACCEPTABLE BEARING METHODS

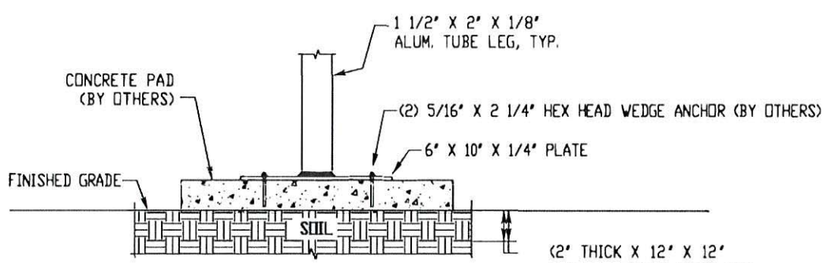
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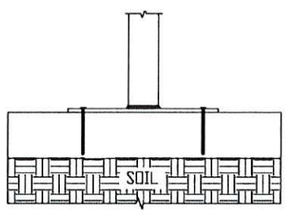
JAN 17 2019

OPTION #1: CONCRETE BASE
LANDING LEG ATTACHMENT
SCALE: NTS



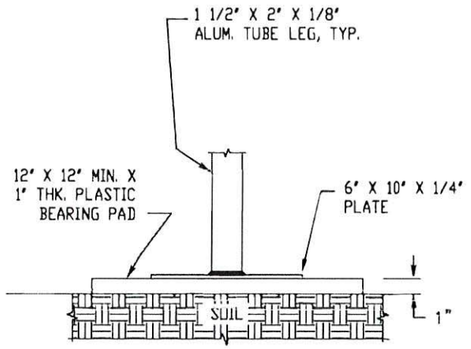
FRONT VIEW

OPTION #2: ASPHALT BASE
LANDING LEG ATTACHMENT
SCALE: NTS



SIDE VIEW

OPTION #3: PLASTIC BASE
LANDING LEG ATTACHMENT
SCALE: NTS



FRONT VIEW

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sapa:

CUSTOMER SHOP DRAWINGS

SAPA FRABICATED PRODUCTS
DELHI, LA
ALUMINUM ACCESS RAMP SYSTEM
WITH 42" HIGH VERTICAL PICKET GUARDRAIL

DAT	1/15/2019
JOB NO.	-----
FILENAME	5-4 30FT Shop
REV.	R - 0
DRAWN BY	TMB
APPROVED BY	
SHEET NUMBER	10

Policy Briefing Summary
City Council

Regarding:	**Reallocation of $200,000 in Capital Improvement Plan (CIP) funds for the Downtown Mall Crossing Project (1 of 2 readings)**
Staff Contact(s):	Krisy Hammill, Director of Budget, Michael Goddard, Deputy Director
Presenter:	**Michael Goddard, Deputy Director**
Date of Proposed Action:	May 4, 2026

Issue
The downtown mall crossing project needs additional funding. The resolution seeks to reallocate previously appropriated funds to the mall crossing project.

Background / Rule
The City launched construction of the two vehicular crossings on the Downtown Mall at 4th Street and 2nd Street on April 1st. Overall, work will include the removal and replacement of existing brick and granite pavers at both intersections, along with targeted concrete repairs and storm drain upgrades at corners along the Downtown Mall. These improvements are part of the City's ongoing efforts to maintain safe, accessible, and well-functioning public spaces downtown, while maintaining the Mall's distinctive historic character.

Analysis

In 2023, City Hall experienced two separate water leaks. The first incident resulted in significant damage across multiple floors of the building. Several months later, a second, smaller leak occurred. To address the damages from the second leak, the City Council approved an additional $100,000 to be transferred from the CIP Contingency account. However, this transfer ultimately proved unnecessary, as insurance was able to cover the damages caused by the second leak. This resolution proposes to close out the CIP project account created for the second City Hall leak and re-appropriate the previously approved $100,000 to the Downtown Mall Crossing account.

The FY 2024 CIP included $575,000 allocated for the renovation of the City Hall Lobby. The renovation was successfully completed, leaving a balance of $172,641 unspent. With this resolution, the Lobby Renovation CIP project account will also be closed. This resolution seeks to reallocate $100,000 of the remaining balance to the Downtown Mall Crossing account. Since bonds funded the lobby renovation project, the remaining $72,641 in the budget will be liquidated and added to the City's available debt capacity.

At present, the Downtown Mall Crossing project has a budget of $845,221. By reallocating funds from the two completed CIP projects, an additional $200,000 in previously allocated funds will become available to help address a potential budget gap for the Downtown Mall Crossing project. Any unspent funds remaining at the end of the crossing project will be returned to the CIP contingency account.

Financial Impact
There is no additional financial impact as this is a reallocation of previously appropriated project funds.

Recommendation

Recommend approval to rallocate $200,000 in existing unspent CIP funds to fill a budget gap in the downtown mall crossing project.

Recommended Motion (if Applicable)

"I move to approve the resolution to reallocate $200,000 in CIP funds to the Downtown Mall Crossing project"

Attachments

1. Resolution to reallocate $200,000 to the Downtown Mall Crossing Project

RESOLUTION #R-__-___
Resolution to Authorize Reallocation of $200,000 Previously Appropriated CIP Funding to Downtown Mall Crossing Project

WHEREAS, the City of Charlottesville has previously allocated CIP funding for Flood Damage Repairs and for the renovation of the City Hall Lobby and both projects have been completed with remaining unspent project balances; and

WHEREAS, the Downtown Mall Crossing project budget may have a budget gap due to various circumstances;

NOW, THEREFORE BE IT RESOLVED by the Council of the City of Charlottesville that previously appropriated CIP funding is hereby reallocated in the following manner:

Transfer From:

$100,000	Fund: 426	Internal Order: 1000025	G/L Account: 599999
$100,000	Fund: 426	Internal Order: 1000036	G/L Account: 599999

Transfer To:

$200,000	Fund: 426	Funded Program: P-01138	G/L Account: 599999

BE IT FURTHER RESOLVED by the Council of the City of Charlottesville that any unspent funds remaining at the conclusion of the Downtown Mall Crossing project will be returned to the CIP Contingency account.

Date Adopted:

Certified: _____
Clerk of Council

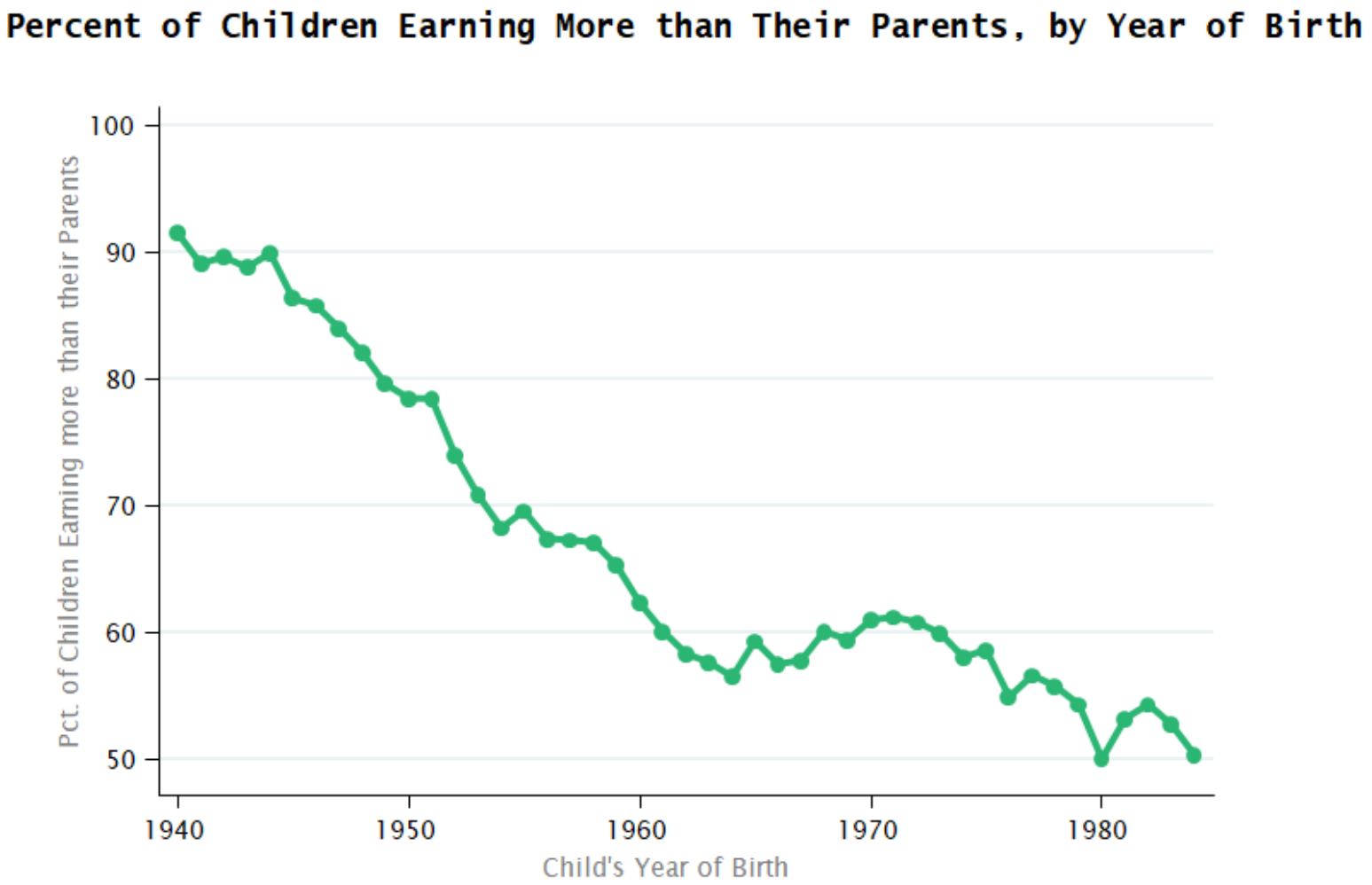
Prosperity in Action

City Council | May 2026

Abigail Matthew Wade, Economic Mobility Officer

Intergenerational Economic Mobility Over Time

- Nationally, the percent of a children at age 30 earning more than their parents did at age 30 has decreased since the 1940s:
  - Children born in 1940: 90% earned more
  - Children born in 1980: 50% earned more



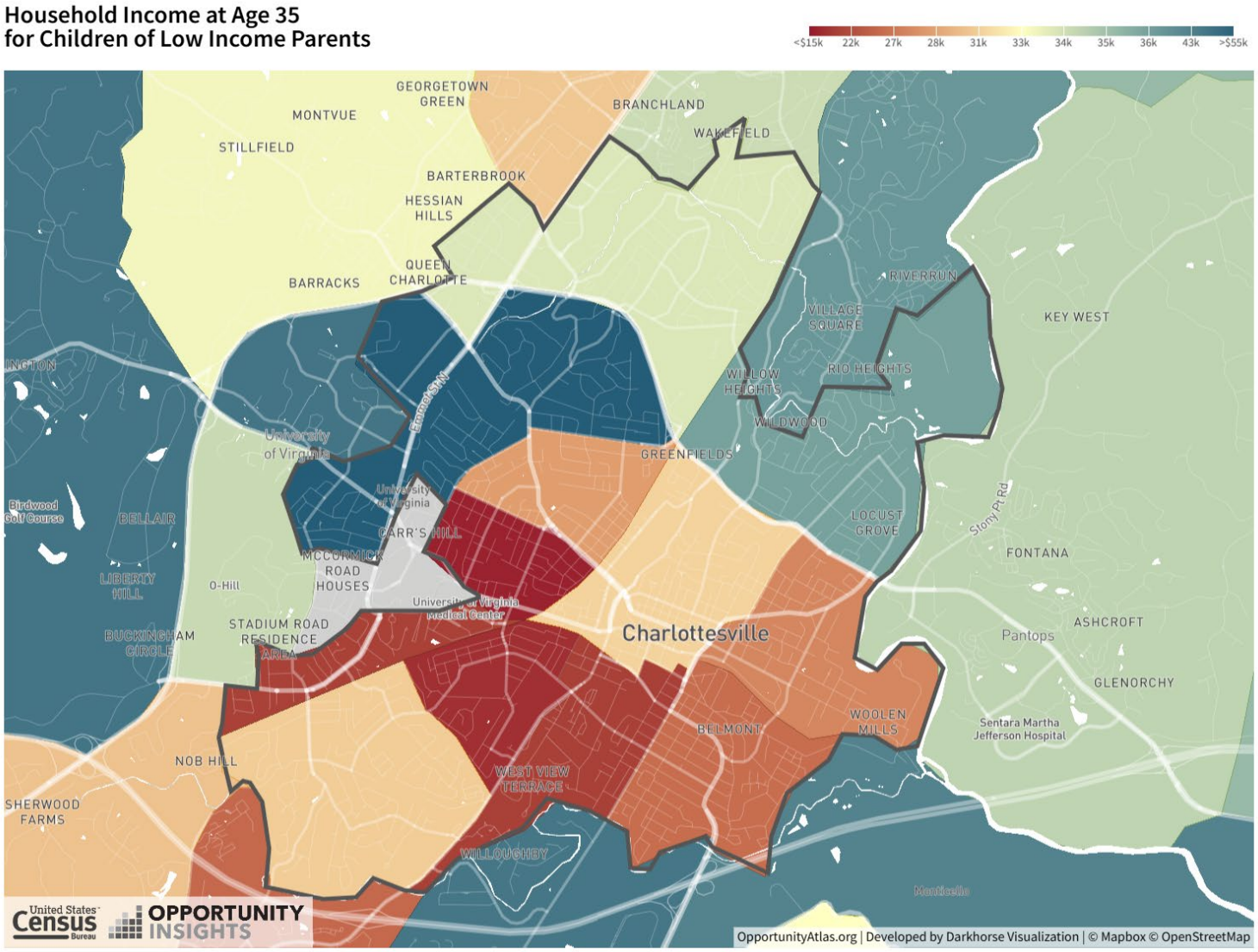
Source: "The American Dream Is Fading," *Opportunity Insights*, April 2, 2018, https://opportunityinsights.org/national_trends/.

Intergenerational Economic Mobility Is A Local Challenge

Studying individuals born between 1978-1983, Opportunity Insights research finds that where a child grew up impacts their upward mobility

In Charlottesville in 2014-2015, the average household income of children of parents with low incomes differed across census tracts/neighborhoods

- Fifeville: $20k
- Greenbrier: $34k
- Lewis Mountain/Barracks/Rugby/The Meadows: $52k



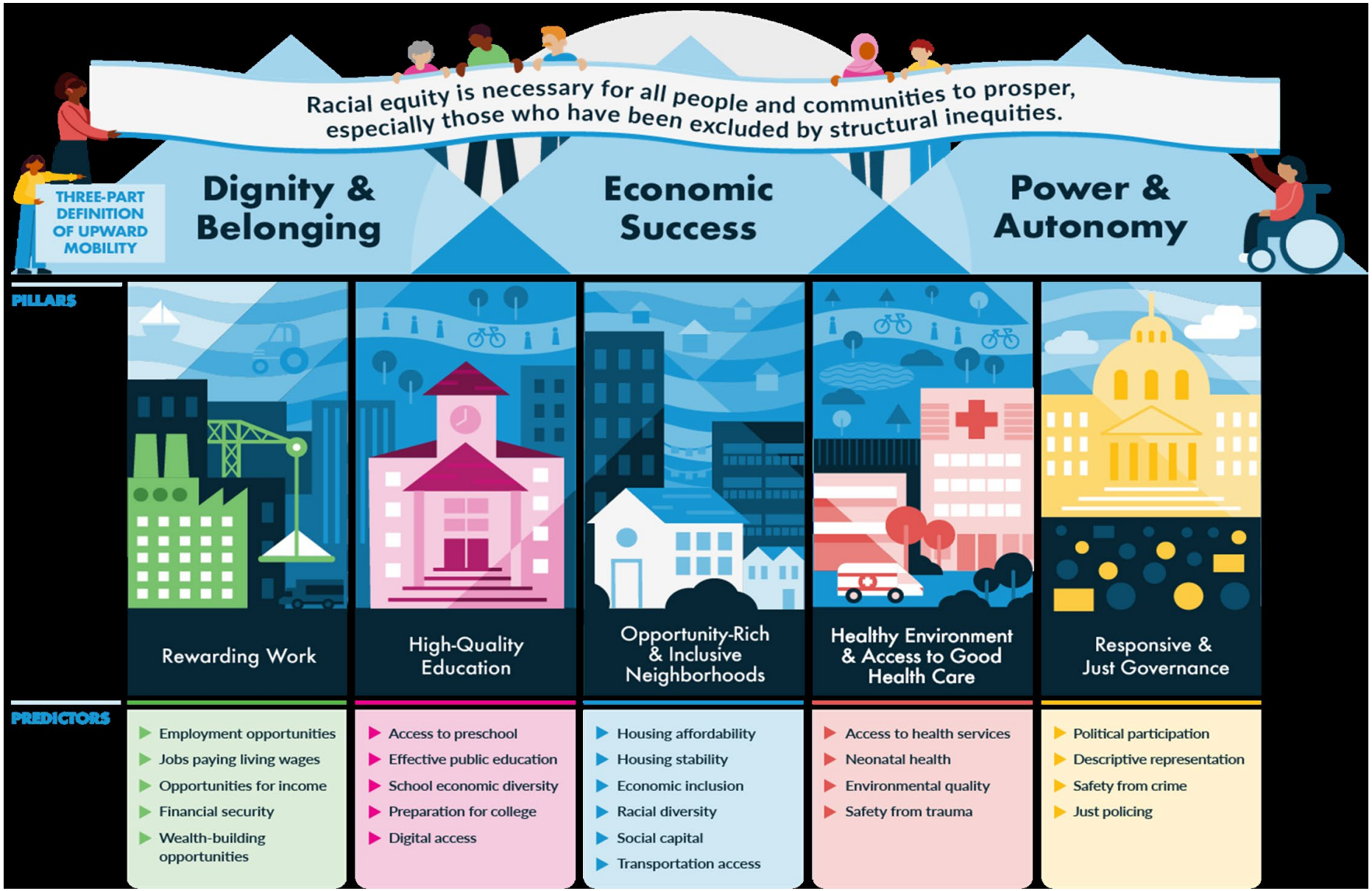
Source of research: Chetty, Raj, John Friedman, Nathaniel Hendren, Maggie Jones, and Sonya Porter. *The Opportunity Atlas: Mapping the Childhood Roots of Social Mobility*. No. W25147. National Bureau of Economic Research, 2018. https://doi.org/10.3386/w25147.

The Aims of Economic Mobility and Opportunity (EMO)

Meeting basic needs

Stable housing and livable income

Saving and planning for your own and your family's future



Source: "Upward Mobility Framework," Urban Institute Upward Mobility Initiative, accessed March 16, 2026, https://upward-mobility.urban.org/framework.

Charlottesville's EMO Work

- Key deliverable of EMO work in next year: **an action plan**
  - Co-designed with residents, particularly from communities which have historically experienced the least upward mobility
  - Coordinating across internal City departments and offices
  - Building partnerships with regional governments, non-profits, and community-based organizations

January – March 2026

- Gather and review key EMO data and strategies from peer communities
- Launch internal interdepartmental working group (and ongoing meetings throughout 2026)
- Begin coalition building with other localities and community organizations

April – June 2026

- Launch Connect Charlottesville EMO page
- Community connection and consultation events, including community dialogues and beginning Community Co-design Process
- EMO dashboard build

July – September 2026

- Co-design Studios conducted
- Continued community connection and consultation through events and Connect page
- Start building out and refining the action plan

October – November 2026

- Co-design studios conclude
- Complete first draft of action plan
- Community Co-designers, internal partners, and coalition partners review draft action plan

December 2026 – early 2027

- Present final EMO Action Plan to Council
- (If adopted) Begin implementation phase

Ongoing Work and Upcoming Events

- Launched Interdepartmental Working Group on Economic Mobility and Opportunity (IWG EMO)
  - 13 City departments and offices represented
  - Exploring focus areas, opportunities, and levers
- Building a Connect page
- Community connection and consultation events and Community Co-design Studios this summer
- Upcoming event on May 7 with UVA Center for Community Partnerships

EVENT– Dinner, Dialogue, and Data: Economic Mobility and Opportunity at Carver Recreation Center

Community dialogue hosted by the City of Charlottesville and UVA Center for Community Partnerships.

- **Thursday, May 7, 5:30 – 7:30 pm, Carver Recreation Center Multipurpose Room**
- Learn more about economic mobility data for the city and discuss defining economic thriving as a community
- Dinner will be provided
- RSVP using the QR code (optional)

RSVP for Dinner, Dialogue, and Data on May 7

Q&A

Appendix

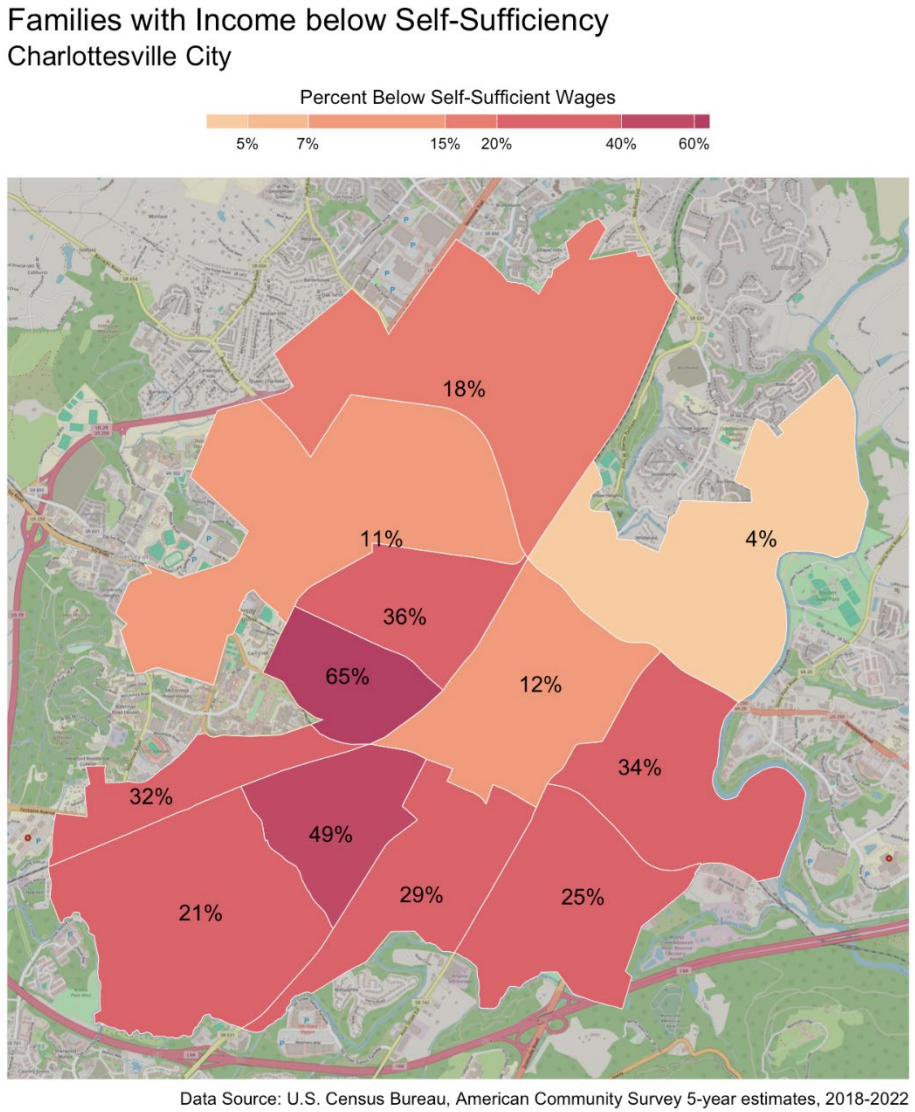
Families with Income Below Self-Sufficiency

The Self-Sufficiency Standard calculates a real cost of basic needs varied based on locality and family size

- Similar measure to ALICE (Asset Limited, Income Constrained, Employed) threshold

The 2021 Self-Sufficiency Standard for the average family in Charlottesville: $60,876.27

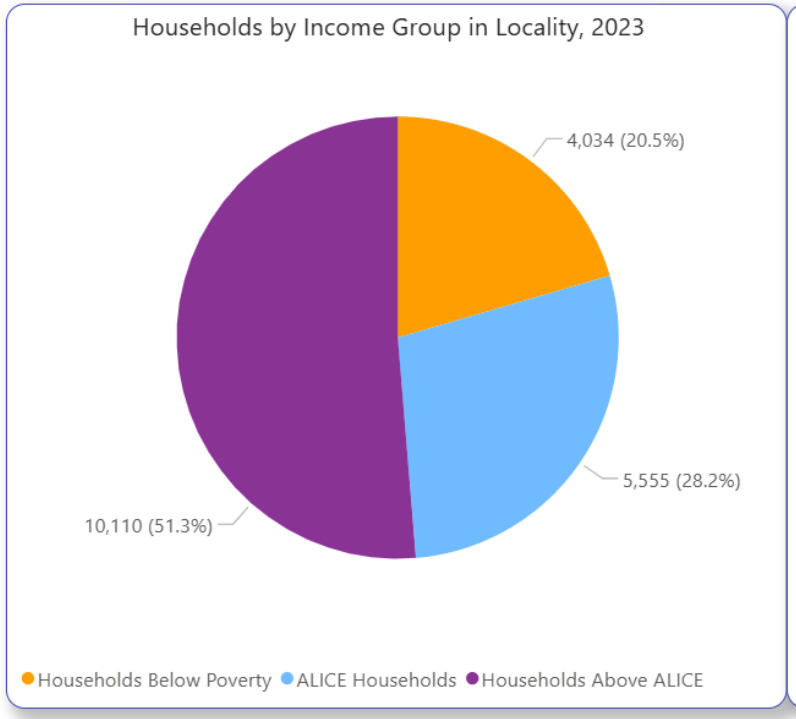
10th and Page (65%) and Fifeville (49%) have the highest percent of families with income below Self-Sufficiency

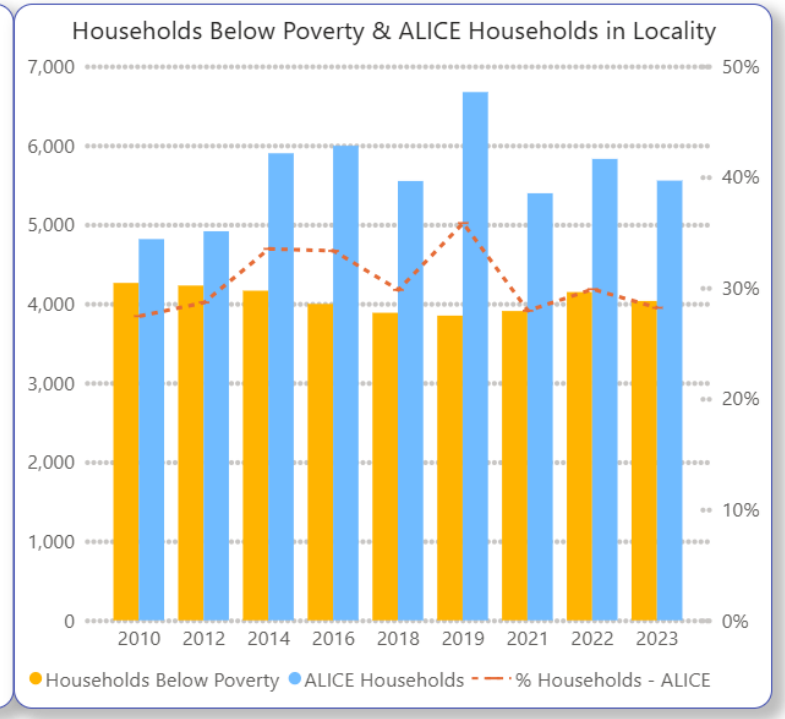


Source: Elizabeth Mitchell et al., "Orange Dot Report 6.0," Charlottesville Data Resource Hub, UVA Center for Community Partnerships, October 21, 2024, https://communitypartnerships.github.io/data-resources/reports/orange-dot-6.html.

Charlottesville ALICE Households

- 2023 Poverty Level for Family of 4 = **$30,000**
- **ALICE** = **A**sset **L**imited, **I**ncome **C**onstrained, **E**mployed; income **<$94,644** for a family of 4
- 48% of households in Charlottesville make below the ALICE survival budget threshold



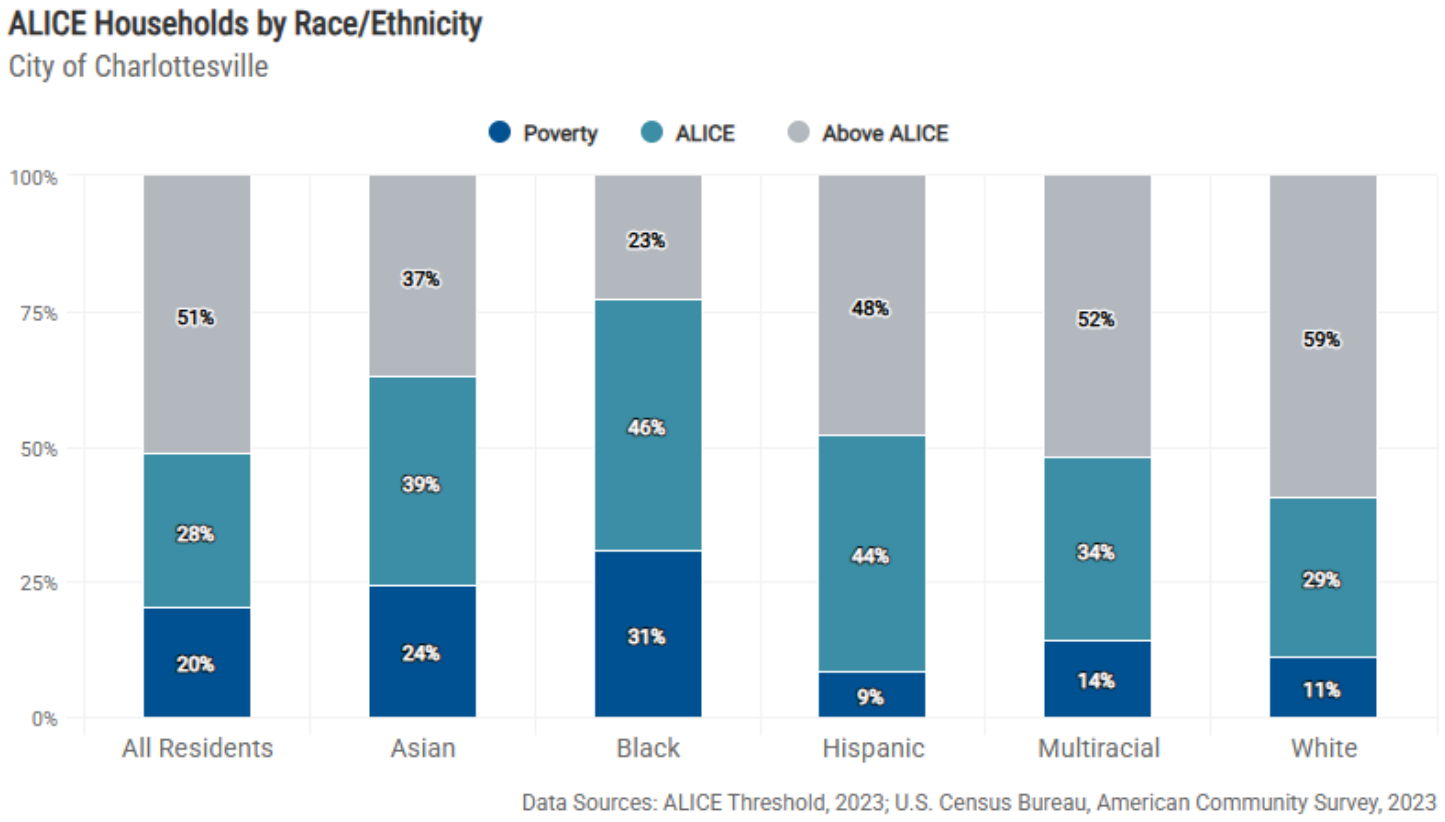


Source: "LDSS Annual Profile Report: ALICE Households," Virginia Department of Social Services, accessed March 12, 2026, https://app.powerbigov.us/view?r=eyJrIjoiYjhmODU2ZTYtZTc0Zi00ZTE1LWEwYmEtZjNjODA2ODNkMTQ4IiwidCI6IjYyMGFlNWE5LTRlYzEtNGZhMC04NjQxLTVkOWYzODZjNzMwOSJ9.

ALICE Households by Race/Ethnicity

Percent of households below the ALICE threshold by race/ethnicity:

- 77% of Black households
- 63% of Asian households
- 53% of Hispanic/Latine households
- 48% of Multiracial households
- 40% of White households



Source: "Community Wellbeing: City of Charlottesville Profile," Charlottesville Regional Data Resources, UVA Center for Community Partnerships, July 2025, https://communitypartnerships.github.io/community-wellbeing/charlottesville-key-outcomes.html.

References

- Chetty, Raj, John Friedman, Nathaniel Hendren, Maggie Jones, and Sonya Porter. *The Opportunity Atlas: Mapping the Childhood Roots of Social Mobility*. No. W25147. National Bureau of Economic Research, 2018. https://doi.org/10.3386/w25147.
- Mitchell, Elizabeth, Michele Claibourn, and Ridge Schuyler. "Orange Dot Report 6.0." Charlottesville Data Resource Hub, UVA Center for Community Partnerships, October 21, 2024. https://communitypartnerships.github.io/data-resources/reports/orange-dot-6.html.
- "The American Dream Is Fading." *Opportunity Insights*, April 2, 2018. https://opportunityinsights.org/national_trends/.
- Urban Institute Upward Mobility Initiative. "Upward Mobility Framework." Accessed March 16, 2026. https://upward-mobility.urban.org/framework.
- UVA Center for Community Partnerships. "Community Wellbeing: City of Charlottesville Profile." Charlottesville Regional Data Resources, July 2025. https://communitypartnerships.github.io/community-wellbeing/charlottesville-key-outcomes.html.
- Virginia Department of Social Services. "LDSS Annual Profile Report: ALICE Households." Accessed March 12, 2026. https://app.powerbigov.us/view?r=eyJrIjoiYjhmODU2ZTYtZTc0Zi00ZTE1LWEwYmEtZjNjODA2ODNkMTQ4IiwidCI6IjYyMGFlNWE5LTRlYzEtNGZhMC04NjQxLTVkOWYzODZjNzMwOSJ9.

City Manager's Report

Offices of the City Manager

Elected & Appointed Officials

5-4-2026

City Manager – Sam Sanders (he/him)

- Attended Tom Tom Festival 2026
- April 22:
    - Served as a panelist on the CivicFutures Stage with Paul Beyer, Executive Director of Tom Tom Foundation, and Leslie Lynn Smith, President and Chief Executive Officer for Charlottesville Area Community Foundation, where we discussed the priorities of creative placemaking centered on the Downtown Mall, but looking beyond at the opportunity for economic development more broadly and support for the arts.
    - Enjoyed lunch with Mayor Knox White of Greenville, South Carolina who was a panelist along with Ted Voorhees from Chapel Hill, North Carolina, who joined our very own Jeff Richardson on the vision for economic development framed by community data analysis provided by Hamilton Lombard.
    - Mayor Knox was treated to a special tour of the Downtown Mall led by Mayor Wade – it was great to see the City's Chief Cheerleader in his element and championing our city.
- April 24:
    - The Downtown Mall Block Party which was again sponsored by the City of Charlottesville as an opportunity for all residents to engage and enjoy our vibrant pedestrian mall.
    - Attended Mayors & Chairs meeting at Thomas Jefferson Planning District Commission (TJPDC) with Mayor Wade and Deputy City Manager Freas; this is a quarterly convening of the regional executives group to review priorities for land use, transportation, quality of life, and legislative priorities, key topics discussed: state budget deliberations, collective bargaining, local land use, and opportunity zones as recognized by the federal government.
- April 28:
    - Joined Mayor Wade in delivering a Welcome to Charlottesville message for HUD Virginia's Entitlement Community All Grantee Meeting held at Central Library.
    - Attended the Rivanna Water & Sewer Authority Board meeting.
        - Approved a slate of officers effective May 1:
            - Mike Gaffney continues as Chair
            - Sam Sanders, Vice President
            - Jeff Richardson, Secretary/Treasurer
        - Drinking Water Week, May 3-9, Acknowledges the serious and complicated work of ensuring our community has a consistent and safe supply of water

- Central Water Line - Phase 1 Update: 30 feet have been installed at Piedmont and Price Avenue.
- Received a presentation to compare drought and water supply of 2002 to 2026. Infrastructure improvements to date are why we are less concerned about drought conditions while the measurements are similar to the difficult experience the community faced in 2002. The results are reassuring at this time.

Office of Communications & Public Engagement (CAPE) – Director Afton Schneider (she/her)

- CAPE and the Charlottesville Community Media Center recently launched CPA-TV and Charlottesville TV10 on the Roku App. Download each channel for FREE for Netflix-style libraries of community and local government content with 24/7 livestreaming. Find either channel on the Roku Streaming Store by searching "CPATV" and "Charlottesville TV10".
- Recent filming and editing include the Washington Park trail connection ribbon cutting ceremony, the Office of Sustainability's (OS) and Botanical Garden of the Piedmont's ECO FAIR 2026, the Utilities Department's storm drain painting and unveiling, and OS's electric school bus ribbon cutting. We highlight all events on our monthly local public affairs tv program, Inside Charlottesville. Catch new episodes on-air on the first Friday of every month on Charlottesville TV10 or on the Roku app (search "Charlottesville TV10") and previous episodes every Friday and Sunday at 7:00 PM and Saturday and Monday at 9:00 AM, or stream online on YouTube, Facebook, Vimeo, or CAPE's webpage.
- CAPE staff supported the Tom Tom Festival through a coordinated approach to both promotion and public safety messaging. The team helped amplify festival programming across City channels while also working closely with partners to share timely, accurate safety information with attendees and residents.
    - In preparation, staff participated in multiple safety trainings and tabletop exercises to strengthen coordination and response planning. The festival also marked the inaugural use of a safety text alert system, which allowed attendees to opt in to receive Tom Tom Festival-specific safety updates in real time, with messaging limited to the duration of the festival and concluding once it ended.

City Treasurer – Jason Vandever (he/him)

- This month the City Treasurer's Office has been busy preparing to bill Personal Property and Real Estate tax bills, due June 5. This process involves several rounds of testing and validating data to ensure accuracy for each invoice. This is

a joint effort with the City Assessor and Commissioner of the Revenue. Taxpayers in Charlottesville should begin receiving tax bills this week in the mail or via email. Residents are reminded that they can sign up for free e-billing and auto-pay services by visiting the City's website. Additionally, e-check payments made online can be made at no additional cost. Questions about tax bills should be directed to the Treasurer's Office at citytreas@charlottesville.gov or 434-970-3146.

Office of Budget & Grants Management – Director Krisy Hammill (she/her)

- The FY2027 Adopted Budget is now available on the City's Budget webpage.
- Budget and Grants Management staff assisted HUD in hosting its "All Grantee" meeting here in Charlottesville on April 28. The meeting was held at Central Library and there were approximately 90 attendees. The last time we hosted was in 2019 and we were excited to be able to host them again.

Office of Economic Development (OED) – Director Chris Engel (he/him)

- OED recently celebrated the Spring 2026 cohort's completion of GO Start-Up. From European-inspired baked goods and activewear clothing lines to innovative booking applications, members of the Spring 2026 cohort came together with a shared passion for building something meaningful. Under the guidance of Keith Groomes, Jr., the City's Entrepreneurship Program Specialist, individuals were able to learn the basics of entrepreneurship and the steps for moving their vision from idea into actionable strategy.
- Jenny Biché, OED's Workforce Development Program Manager, recently shared stories from two Skills Builder graduates, both of whom spoke about the value of the program and its role in helping them land meaningful employment. Skills Builder, formerly known as Ready to Work, is a no-cost soft skills training program operated in partnership between OED and Rappahannock Goodwill, serving as the region's Virginia Career Works manager. Individuals who complete the Skills Builder training are offered guaranteed interviews with one of several Charlottesville-based employers. Some graduates go on to accept job offers from these employers, while others are able to secure job offers with other local employers.
- Over 800 visitors experienced the VA250 Mobile Museum on the Downtown Mall recently. Brought to the Mall through a collaborative effort among Thomas Jefferson's Monticello, Friends of Charlottesville Downtown, the City of Charlottesville, the Virginia American Revolution 250 Commission, Charlottesville Albemarle Convention & Visitors Bureau, and VA250 Charlottesville-Albemarle,

this “museum on wheels” brought key stories of Virginia’s rich history to guests of all ages.

Office of Emergency Management (OEM) – Emergency Coordinator John Oprandy (he/him)

- OEM concluded its two-day Emergency Operations Center (EOC) Workshop on March 31 and April 1, facilitated by Emergency Management Solutions International (EMSI). Over 60 staff from across the City participated, and the workshop received an overall evaluation score of 4.56 out of 5.0. Participant feedback pointed clearly toward an appetite for role-specific follow-up training, which is the next layer of training OEM is scoping with EMSI.
- OEM facilitated a tabletop exercise on April 7 in advance of the Tom Tom Festival Block Party held April 24 and 25. About 30 participants — City public safety, other key City departments, Tom Tom, and Tom Tom's security firm OneMain Security — worked through three scenarios developed for the event. The Incident Command Post (ICP) was activated for the block party, coordination ran smoothly, and a public safety hot wash is scheduled before May 15.
- OEM joined the Department of Human Services and United Way of Greater Charlottesville this month in hosting a ceremony to recognize the volunteers who shoveled sidewalks for residents during Winter Storm Fern. Mayor Juandiego Wade attended, and Misty Graves Director of the Department of Human Services led the program for the City. Virginia 211 was also recognized for its role in fielding resident calls during the storm. The ceremony was a meaningful way to thank the volunteers and partners who supported their neighbors during the event.
- OEM staff supported regional emergency management activities throughout the month. Assistant Emergency Management Coordinator Brent Burnette served as both controller (running the exercise) and evaluator (assessing response) at the Incident Command Post for a four-hour full-scale exercise at Charlottesville-Albemarle Airport on April 18, and as evaluator for a Blue Ridge Health District (BRHD) virtual tabletop on pandemic response. On April 22, Brent took part in the relaunch of the regional City-County Community Emergency Response Team (CERT) program, kicked off by the regional emergency management liaison from the Emergency Communications Center (ECC). CERT was a strong community fixture years ago, and this is the early start of a regional relaunch.
- OEM, working with continuity planning contractor Launch! Consulting is starting a series of Continuity of Operations (COOP) tabletop exercises grouped by department: Commissioner of the Revenue, Treasurer, and Finance on May 28; Human Resources, Public Works, and Utilities on June 10; and Social Services, Human Services, and Parks & Recreation on a date to be set. The exercises

continue a broader effort to keep the COOP plans developed in late 2025 actively in use rather than sitting on a shelf.

- OEM is supporting the University of Virginia (UVA) in planning for the lacrosse championship games to be hosted at Scott Stadium over Memorial Day weekend. Crowd impact across the four-day period is expected to be 60,000 to 80,000 people. Although most of that activity will be centered at Scott Stadium, there will be impacts to both the City and County.

Public Works – Director Steven Hicks (he/him)

- 2026–2029 Citywide Construction Program Overview:
    - Public Works convened all City departments and department heads to coordinate a citywide review of major construction activity scheduled over the next 18 to 36 months, representing nearly $60 million in active and planned infrastructure investment. Led by Public Works, this effort was intended to align planning, identify overlapping impacts, and establish a coordinated approach to managing one of the most significant periods of concurrent public and private construction the City has seen in decades. This work includes regional transportation projects, utility replacements, City capital improvements, and private development, much of it occurring within the same corridors and timeframes, creating unavoidable impacts to traffic flow, mobility, access, and daily operations across the City. Public Works is leading the coordination of this effort to ensure impacts are managed proactively, communication remains consistent, and implementation is disciplined across departments and project partners.
    - The current construction program includes:
        - 4 VDOT projects
        - 1 RWSA project
        - 2 City utility projects
        - 2 private development projects
        - 8 City capital roadway projects
- Utility Poles Update:
    - The City continues to make steady progress in addressing double pole conditions through coordination with Dominion Energy, Brightspeed, and telecommunications providers. To date, 30 double poles have been removed citywide, with additional priority locations actively advancing through utility coordination and scheduled removals.
- In 2025, the City established a focused priority list to address the most significant accessibility conflicts and recurring community concerns. Progress to date includes:
    - Emmet Street & Wise Street – Removed

    - Cherry Avenue near Tonsler Park – Removed
    - Jefferson Park Avenue & Maury Avenue – Ready for removal Spring 2026
    - 10th Street NW & Wertland Street – Ready for removal Spring 2026
    - Additional priority locations remain in active coordination and require attachment transfers by telecommunications providers before removal can occur. While progress on double poles continues, this remains one part of a broader accessibility challenge. The City's ADA Transition Plan identified approximately 3,000 pole-related accessibility conflicts citywide, which will require continued phased coordination, engineering review, and integration into future ADA and capital improvement projects.
- Downtown Mall Crossing Update
    - Pedestrian access will remain open at 4th Street NE and 2nd Street NW; however, temporary sidewalk closures may be required during active demolition and curb replacement operations. Staff is coordinating with the contractor to maintain pedestrian access through at least one side of each crossing to the greatest extent possible during construction.
    - Access to the Downtown Mall from the south side of both intersections will remain open throughout construction.
    - Additional "Business Open" signage has been installed by the contractor, with additional wayfinding signage forthcoming to support pedestrian access and business visibility during construction.
- Upcoming Street Paving Projects:
    - Public Works will begin the following milling and paving operations:
        - Shamrock Road (Cherry Avenue to End)
            - Milling: May 1 to May 7
            - Paving: May 6 to May 9
        - Angus Road (Emmet Street to Ricky Road)
            - Milling: May 7 to May 10
            - Paving: May 10 to May 14
        - Ricky Road (Angus Road to City Limits)
            - Milling: May 7 to May 10
            - Paving: May 10 to May 14
- Mid-Atlantic Public Works Equipment ROADEO:
    - Six Public Works employees will represent the City at the 2026 Mid-Atlantic APWA Equipment ROADEO on May 13 in Ocean City, Maryland, competing against operators from Virginia, Maryland, and West Virginia. Participants qualified through demonstrated operational skill, safety performance, and professional equipment experience. Competitors will participate in timed equipment events that test precision, control, and safe operation across multiple equipment classes, including street sweeper,

refuse truck, snowplow, bucket truck, mini excavator, backhoe, and front end loader.
    - Representing Charlottesville:
        - James Newman
        - Josh Wyland
        - Joey Frazier
        - Milton Morris
        - Bryan Frazier
        - Bryan Frazier, Jr.
    - The Equipment ROADEO is a well-recognized regional competition that draws hundreds of public works professionals and highlights the technical skill, safety, and professionalism required to operate specialized public works equipment at a high level.

Office of Sustainability (OS) – Director Kristel Riddervold (she/her)

- The City's first two electric school buses, which were put into service in January, were announced in April. The City received $409,968 through the U.S. Environmental Protection Agency's Clean School Bus program to support purchase of the buses and participates in Dominion Energy's Electric School Bus Infrastructure program, which provided the chargers for the new buses. Students and drivers are pleased with the buses as they are cleaner and quieter than traditional diesel school buses.
- The annual Solarize campaign kicked off in April and will be open for sign-ups through July. Solarize is a partnership with the Local Energy Alliance Program (LEAP) to help local homeowners install rooftop solar systems. It offers pre-negotiated pricing from vetted solar installers, making the process simpler and more cost-effective than navigating the market on their own. Visit www.solarizeva.org for information on upcoming events, program timelines, and to sign up for a free solar assessment. City of Charlottesville and Albemarle County residents can also connect with Solarize through the Energy Resource Hub.
- Urban Forest Management Plan Project Update: A Connect Charlottesville page is now live! This page serves as a central hub for information related to the Urban Forest Management Plan, including goals, updates, and opportunities for community engagement. A public survey is available until May 24 to gather valuable input from residents and stakeholders. Your feedback will play an important role in shaping the future of our urban forest.
- Four new electric vehicle (EV) charging stations are now available at the Silk Mills building at 700 Harris Street. These level 2 chargers were installed by InBio

with assistance from the City's EV Charging Infrastructure Grant and will provide a convenient charging option for area residents, as well as visitors to the City's downtown area. Read more here.

- On April 14 and 15, representatives from the Office of Sustainability attended the Virginia Energy Purchasing Governmental Association (VEPGA) Quarterly Board Meeting and Annual Meeting discussing the VEPGA electricity purchasing contract with Dominion Energy (of which the City is a part). The City's Energy Management Coordinator presented on Charlottesville's participation in the PJM ELRP Demand Response program from June 2025 – May 2026, where the City curtailed energy usage at 10 facilities to help reduce load on the grid and prevent potential blackouts/brownouts.
- In partnership with the Botanical Garden of the Piedmont, the Office of Sustainability hosted a City-wide Eco Fair on Saturday, April 18, to celebrate Earth Month. The event hosted over 300 community members and allowed for attendees to hear directly from Charlottesville-based organizations working in the climate resilience and sustainability space. The event offered tabling from 26 local organizations, live musical performances, food vendors, a community art project, educational demonstrations, and a lineup of local advocates and experts for a lightning talk series which included two presentations from the City's Climate Program. The goal of the event was to empower residents with education and opportunities to participate in local actions and initiatives related to sustainability and climate action. The event helped promote initiatives such as the E-bike Voucher Program, the Urban Forest Management Plan, and the City's designations as both a Bee City and a member of the Biophilic Cities Network.
- To further celebrate Earth Day, the Office of Sustainability and Parks & Recreation hosted a plant exchange for City employees. Charlottesville staff exchanged houseplants, cuttings, seeds, veggie starts, and other plants as part of the City's Sustainability in the Workplace (WISE) initiative.
- On Saturday, April 25, the Office of Sustainability participated in Kid*Vention, a family-friendly event organized by the Virginia Discovery Museum focused on bringing STEM-related education and activities to the community. At the event, kids learned how to be a "green kid in a green city" committing to a new sustainable action to take home with them.
- The Office of Sustainability Director was honored to serve on the judging panel for the 2026 UVA Sustainability Leaders Awards.
- On Saturday, May 9, the City of Charlottesville is an organizer for the annual Rivanna RiverFest at Rivanna River Company. The event runs from 2:30-9:00 PM with community tables, family activities, free tubing, presentations, performances, and food and drink! This event is free for the public - come celebrate and experience your river. Learn more about Rivanna RiverFest: https://www.rivannariver.org/rivanna-riverfest/.

Office of Human Rights (OHR) – Director Todd Niemeier (he/him)

- At their regular meeting on April 15, the Human Rights Commission (HRC) reviewed proposed amendments to the Charlottesville Human Rights Ordinance and the HRC Rules & Procedures. The ordinance amendments centered on Commission membership requirements, refinements to the investigation process, and other small revisions for clarity. Changes to the HRC Rules & Procedures included clarification about public notice for emergency meetings and detailed procedures for public hearings of complaints investigated by the OHR.
- As part of their regular meeting on April 16, Commissioners met with Economic Mobility Officer Abi Matthew Wade who presented an overview of her work as well as data related to several specific areas of interest to the Commission. As part of their focus on economic stability across classes protected by the Charlottesville Human Rights Ordinance, Commissioners are interested in looking closer at barriers to thriving like the availability and affordability of childcare, the misalignment of local wages to local housing costs, benefits gaps, and the specific economic impacts on people with disabilities.
- The OHR is in the process of hiring a Human Rights Policy & Impact Analyst. This position works closely with the Director to support the Human Rights Commission and develop strategic initiatives. This individual will provide administrative support to the HRC, help advance the HRC's policy and legislative work, engage community stakeholders to learn about current and emerging local needs, and propose recommendations for the HRC and OHR's work based on research and community input.
- The OHR currently has 22 open discrimination complaint cases: three are awaiting responses to offers of alternative dispute resolution, two are in the process of alternative dispute resolution, nine are under investigation, seven are under review for determination after investigation, and one is under review for appeal by the HRC.

Police Civilian Oversight – Executive Director James Walker (he/him)

- The Police Civilian Oversight Board is pleased to provide the following updates and developments:
    - Members of the Board are now actively participating on the Police Department's Use of Force Review Panel, which provides an opportunity for Board members to view, discuss, question, and provide a civilian perspective on all incidents related to:
        - (1) Weapons deployment
        - (2) Physical restraint
        - (3) K-9 deployment
        - (4) Vehicle pursuits.

    - Members of the Board are working to establish and build new community connections among the Charlottesville faith community, local organizations, and neighborhoods.
    - Members of the Board and the Director attended the most recent School Board Work Session related to the implementation of School Resource Officers in the City Schools and were able to answer several questions about how the Board could support implementation through the oversight lens.
    - Members of the Board are engaging in a second work session to strengthen a sense of mission and forward purpose for the Board along with review of the ordinance revision recommendations for City Council leading up to the May 18 joint work session.
- Thank you for your commitment and attention to the Police Civilian Oversight Board's ongoing work.

Policy Briefing Summary
City Council

Regarding:	**The Mark, 7th Street, SW: Appeal Board of Architectural Review Denial of Certificate of Appropriateness (HST25-0084)**
Staff Contact(s):	Jeffrey Werner, Historic Preservation and Design Planner, Kellie Brown, Director of NDS
Presenter:	**Jeffrey Werner, Historic Preservation and Design Planner**
Date of Proposed Action:	May 4, 2026

Issue
The Mark: 202, 204, 208, and 214 7th Street, SW, and 613 Delevan Street; Appeal BAR Denial of a Certificate of Appropriateness for (2) IPPs (BAR #HST 25-0084)

Background / Rule
Mitchell-Matthews Architects ("Appellant"), the Applicant for the Certificate of Appropriateness ("CoA") for a potential development at 202, 204, 208, and 214 7th Street, SW, and 613 Delevan Street ("Project"), has appealed the Board of Architectural Review's ("BAR") December 16, 2025, denial of a CoA for the rehabilitation of two (2) brick dwellings (204 and 208 7th Street, SW, both designated Individually Protected Properties ("IPPs") and construction of a seven (7)-story, multi-unit apartment building on the five (5) parcels (Tax Map 29 Parcels 71,73,74,75, and 76; the IPPs are Parcels 73 and 74). This appeal was recorded on December 31, 2025, within ten (10) days of the BAR's action, the deadline proscribed by City Code Chapter 34, Div. 5.2.7.E.

On July 18, 1991, City Council approved the designation of eighty (80) IPPs throughout the City, including 204 and 208 7th Street, SW. Per City Code Chapter 34, Div. 2.9.3., both properties remain designated IPPs. Per City Code Chapter 34, Div. 5.2.7.A.1.a., a CoA is required for the exterior activities at an IPP associated with *construction, reconstruction, alteration, or restoration of a building or structure* (emphasis added). In addition to the Project-related rehabilitation of the two (2) IPPs, construction of the apartment building will encroach onto the two (2) IPPs; therefore, the entire Project is subject to design review and requires an approved CoA.

Note 1: The IPP designation applies to the entire parcels at 204 and 208 7th Street, SW. The existing brick dwellings are *contributing structures* on those IPP parcels.

Note 2: Neither the Appellant, Mitchell-Matthews Architects (also the Applicant for this CoA), nor the developer, LCD Acquisitions, LLC, are identified as owners of the five (5) properties associated with this Project. In 2025, the Applicant provided an Affidavit from each owner acknowledging their consent for the CoA Application associated with their property.

Additionally, on October 6, 2025, the Applicant applied for a Major Development Plan ("MDP"); (PL-25-0145). The first round of comments was provided to the Applicant by letter on November 13, 2025 (*see* Attachment to December 16, 2025, BAR Staff Report). Prior to sharing that letter with BAR, City Staff requested the Applicant identify any comments that might cause them to later modify the design being presented to BAR. In response, on November 16, 2025, the Applicant stated, "The comments all seemed reasonable and will be addressed in the site plan process. Nothing I could see appeared to impact the BAR purview."

In short, the Applicant stated that resolving the requirements for an MDP and subsequent Final Site Plan will not require changes to the design, as submitted for BAR's December 16, 2025, review. However, City Staff expressed to the Applicant that, if a CoA is approved, any significant design modifications necessary for an approved Final Site Plan may result in voiding that CoA. [Note 3: The Site Plan review process is continuing, to-date.]

(*See* Attachment 1 for links to the BAR's December 15, 2025, Action Memo, Meeting Minutes, Staff Report, reference documents, and Applicant's submittal.)

Analysis

On December 16, 2025, following three (3) prior discussions of the requested CoA, BAR, by a vote of 6-1, denied a CoA for the Project. The Applicant provided a 113-page submittal detailing the rehabilitations of the two (2) brick dwellings and providing the plans for the multi-story building, including exterior elevations, details, wall sections, materials, and landscaping. In discussion of the Motion to Deny the CoA, BAR emphasized support for the proposed rehabilitation of the two (2) brick dwellings [the IPPs] as detailed within the Application submittal.

In considering this appeal, City Council is free to evaluate, discuss, or even find fault with, the BAR's action and/or application of the Review Criteria; however, the formal matter before City Council is a decision whether *to approve*, *to approve with conditions*, or *to deny* a CoA for the Project. City Council's consideration of this appeal therefore represents a *de novo* review of the CoA Application. Per City Code Chapter 34, Section 5.2.7.E.1.d., in that review, "Council will consult with the BAR, consider the written appeal [*see* Attachments 2 and 3], the criteria [standards for review], as applicable, and any other information, factors, or opinions [Council] deems relevant to the application." Regarding what other information, etc., City Council may consider, but City staff cannot advise except to suggest a final decision be informed by the established review criteria.

City Staff's Response to Appellant's letter:

The Appellant argues that the BAR failed to identify specific elements it found incompatible with the IPPs, that it considered impacts beyond the IPPs, and its decision undermined the height and density permitted by zoning. City Staff responds that, during deliberations, the BAR cited specific concerns regarding the Project's height, scale, and massing, and, through application of the design guidelines, determined it was incompatible with the IPP. The Appellant also alleges the BAR delegated decision-making to the public. City Staff notes the BAR properly invited public comments, then deliberated and voted independently on the requested CoA.

The Appellant's Appeal Letter is Attachment 2. City Staff's response is Attachment 3.

City Staff Comments regarding City Council's Review and Consideration of the Requested CoA:

City Code Chapter 34, Section 5.2.7.C.2.a. states a CoA will be approved, "unless [the project] does not meet the criteria for review or the Design Guidelines; and the project is incompatible with the historic, cultural, or architectural character of the IPP [that] is the subject of the Application."

City Staff recommends City Council uphold BAR's finding that the proposed new building is incompatible with the two (2) IPPs. The review criteria supports the proposed rehabilitation of the two (2) historic structures.

A detailed summary of the review criteria applicable to this CoA request is in Attachment 4.

Financial Impact

None.

Recommendation

City Staff's Recommendation:
City Staff recommends City Council determine the Project is incompatible with the historic, cultural, or architectural character of the two (2) IPPs and render a final decision, via Resolution, denying a CoA for the Project, as provided in Attachment 6: Resolution Denying a Certificate of Appropriateness for a Multi-Story, Mixed-Use Building Incorporating Two (2) IPPs at the 200 Block of 7th Street, SW.

If a CoA is denied, City staff recommends City Council incorporate into the Resolution specific reasons for the denial.

Alternative:
If City Council agrees with the Appellant and determines the Project is compatible with the historic, cultural, or architectural character of the two (2) IPPs, then City Council should approve, via Resolution, a CoA for the Project, as provided in Attachment 7: Resolution Approving a Certificate of Appropriateness for a Multi-Story, Mixed-Use Building Incorporating Two (2) IPPs at the 200 Block of 7th Street, SW.

If a CoA is approved, City Staff recommends City Council incorporate into the Resolution any conditions of approval.

Recommended Motion (if Applicable)
Draft Resolutions are included as attachments 6 and 7.

Attachments
1. Attachment 1 -The Mark- 7th St SW CoA Appeal - hyperlink archive -4.23
2. Attachment 2 - 7th St SW - The Mark - Appeal of Denial of CoA - Woods Rogers_2025Dec31
3. Attachment 3 -The Mark- 7th St SW CoA Appeal - Staff Response
4. Attachment 4 - The Mark 7th Street - Summary of Review Criteria (4-8)
5. Attachment 5 - The Mark- 7th St SW CoA Appeal - Legal Supplement to Staff Memo (1-28)
6. Attachment 6 - The Mark- 7th St SW CoA Appeal - Draft resolution - DENY CoA (1-28)
7. Attachment 7 - The Mark- 7th St SW CoA Appeal - Draft resolution - APPROVE CoA (1-28)

Attachment 1: Links to documents and information related to CoA request for The Mark, HST25-0084

Note: Links under ***December 16, 2025*** access the most recent submittal information and BAR activity, including action taken, meeting minutes and staff report.

BAR meetings related to CoA request for The Mark, HST25-0084

June 17, 2025

- BAR pre-application conference. No action taken.
- BAR Staff Report and submittal: The Mark 7th St SW - BAR June 2025
- Meeting video [timestamp] 03:17:00: BAR June 17 2025

August 19, 2025

- Informal discussion. No action taken.
- BAR Staff Report and submittal: The Mark 7th St SW - BAR August 2025
- Meeting video [timestamp 04:45:00]: BAR Aug 19 2025

October 21, 2025

- Informal discussion. No action taken.
- Submittal: The Mark 7th St SW - BAR October 2025
- Meeting video [timestamp 01:57:00]: BAR Oct 21 2025

December 16, 2025

- BAR denial of CoA request.
- BAR action, Staff Report, and Submittal: The Mark 7th St SW - BAR December 2025
    - Includes meeting minutes and historical information, maps, and surveys.
- Meeting video [timestamp 01:09:00]: BAR Dec 16 2025

Links to ADC District Design Guidelines

Chapter 1 Introduction (Part 1)
Chapter 1 Introduction (Part 2)
Chapter 2 Site Design and Elements
Chapter 3 New Construction and Additions
Chapter 4 Rehabilitation
Chapter 5 Signs, Awnings, Vending, and Cafes
Chapter 6 Public Improvements
Chapter 7 Demolition and Moving

OFFICE OF

DEC 31 2025

CITY COUNCIL

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December 31, 2025

Via Email and Hand Delivered:
The Honorable Mayor Wade and Charlottesville City Councilors
City of Charlottesville
c/o Clerk of Council
605 East Main Street, 2nd Floor
Charlottesville, Virginia 22902
clerk@charlottsville.gov

Re: Appeal of Denial of Certificate of Appropriateness; BAR #HST25-0084; 202, 204, 208 and 214 7th Street SW, and 613 Delevan Street; Tax Map Parcels 29-71, 29-73, 29-74, 29-75, and 29-76.

Honorable Mayor Wade and City Councilors:

Applicant, Mitchell-Mathews Architects, with the support of the project developer LCD Acquisitions, LLC, hereby appeals the action taken by the Charlottesville Board of Architectural Review (BAR) on December 16, 2025 to deny a certificate of appropriateness for rehabilitating two brick dwellings (204 and 208 7th Street SW, the "IPPs") that are part of a seven story, multi-unit apartment building (the overall "Project").

Grounds for Appeal.

City Council must overturn the BAR's action for the following reasons: (i) the BAR action citing its Design Guidelines in denying the certificate of appropriateness ("COA") failed to identify any facts supporting its decision; (ii) the BAR exceeded its jurisdiction by subjecting the entire Project to design review; (iii) the BAR, using its application of the Design Guidelines sought to overturn the City's Zoning Ordinance that governs the height and density of the Project, and (iv) the BAR actions were arbitrary and capricious in that they stated on the record that the Project's treatment of the IPPs was commendable, but they denied the COA on the grounds that they disagreed with the Property's underlying zoning.

1. **The BAR's formal action, while citing its Design Guidelines, failed to make actual findings or relate those Guidelines to any particular facts or specific project elements. This leaves the Applicant and Council to have to conjecture as to the reasons for the BAR's decision and therefore is arbitrary and capricious on its face.**

The official action letter dated December 18, 2025 states that the BAR's decision made reference to the following criteria from Section 5.2.7.D of the City's Development Code Ordinance ("Development Code"):

> *i. Whether the material, texture, color, height, scale, mass and placement of the proposed addition, modification or construction are visually and architecturally compatible with the site and applicable District [District being the IPPs];*
>
> *iv. The effect of the proposed change on the adjacent buildings or structures;*
>
> *vi. Whether the proposed method of construction renovation or restoration could have an adverse impact on the structure or site or adjacent buildings or structures.*

The official action letter merely identifies the criteria -- without stating any actual findings. The BAR made no declaration on which of the material, texture, color, height and placement of the proposal was objectionable. As for criteria iv., no adjacent building or structure is even identified in the resolution. Also, regarding vi, the BAR did not specify what aspect of the proposed methods of construction could have an adverse impact on the unidentified building or structure. The vagueness of the BAR's official action requires speculation and conjecture by the Council in this appeal, and fails to satisfy the requirements of Section 5.2.7.C.2.a, which requires the BAR to approve the COA unless it finds that the Project does not meet specific standards set forth in the Development Code, and that the Project is incompatible with the historic, cultural or architectural character of the IPPs. Merely referring to the criteria in its denial of the COA does not satisfy the legal requirement.

The failure to make factual findings in this case is *prima facie* arbitrary and capricious. *Zylka v. City of Crystal 167 N.W.2d 45 (1969)*. The BAR's vague reference to the criteria, without findings of fact, whether obfuscating or not, makes it unclear as to how the BAR was applying the criteria. For example, were changes within the IPPs, over which the BAR has jurisdiction, objectionable? Or, did elements of the larger Project (outside the IPPs, and not part of its jurisdiction) negatively impact the IPPs? The COA must be issued if the required findings have not been made. Section 5.2.7.C.2.a.

2. The BAR exceeded its jurisdiction by subjecting the entire Project to design review.

The Project encompasses five separate tax parcels totaling approximately 1.76 acres. Only two of the parcels, 204 7th Street and 208 7th Street, SW are designated as Individually Protected Properties under Section 2.9.3 of the Development Code. 204 7th Street is approximately 0.09 of an acre. On this parcel exists a severely structurally compromised brick dwelling of 1,593 square feet. 208 7th Street is approximately 0.21 of an acre and has a structurally compromised brick dwelling of 974 square feet. The two parcels combined are less than 17% of the overall Project site area and .06% (less than one percent) in terms of improved square footage. The two brick

dwellings are to be retained, rehabilitated and incorporated in the overall Project, in furtherance of the BAR's Design Guidelines. The remaining 83% of the Project site area is outside the IPPs. Enclosed are two renderings of the proposed improvements to the IPPS.

The BAR's jurisdiction is limited to the IPPs. BAR issues a Certificate of Appropriateness for a Project such as this through a Major Historic Review. Section 5.2.7, Development Code. The Development Code expressly states that the review applies to improvements, etc. "within the ADC and for the IPP." Section 5.2.7.A1, Development Code. No other provisions of the Development Code provide support for the BAR expanding its authority or jurisdiction to include parcels outside of the IPPs.

The Development Code contains a process for determining which properties may be regulated as an IPP. Section 2.9.3, Development Code. The Council has exclusive authority to add properties to the IPP list by adopting an ordinance. Section 2.9.3.C. The properties at 202 and 214 7th Street SW, and 613 Delevan Street have not been designated IPPs by Council or other legal means. Therefore, the BAR may not include within its Major Historic Review those parcels outside the IPPs.

The record reveals that the BAR discussion and public comment were overwhelmingly fixed on the overall Project's height and massing and a perceived impact of such height and massing on the surrounding neighborhood. The record also confirms that the surrounding neighborhood is **not** within an Architectural Design Control (ADC) District. Therefore, the BAR exceeded its authority when it based its denial of the COA on the Project's impact on the surrounding neighborhood, rather than on any impacts *on* the IPPs. To the extent that the BAR's determination (which is unclear and ambiguous, as stated above) extended to elements of the Project outside the IPPs, such as its overall massing and height, it acted beyond its jurisdiction, and therefore unreasonably and without authority.

3. The BAR's application of the Design Guidelines was an effort to undermine the City's Zoning Ordinance that governs the height and density of the Project.

The zoning designation for the Project is RX-5 which allows up to five stories in height (base) and up to seven stories in height with the affordable housing bonus height option. The zoning was adopted by Council unanimously within the Development Code, on December 19, 2023. The record will reflect that the BAR was fully aware of the permitted zoning parameters, yet at the conclusion of the public hearings, at the urging by members of the public (including a current City Council member) the BAR disregarded the zoning. One BAR member made clear in the discussion her opposition to the zoning designation at this location. The BAR's denial of the COA on the grounds that it disagreed with the Property's legally applicable zoning district regulations was beyond its legal authority, and another arbitrary and capricious act.

4. **The BAR actions were arbitrary and capricious in that they were purely political, and in so doing delegated their decision-making to the demands of non-elected members of the public.**

The BAR members repeatedly expressed their objections to the Property's zoning designation, and the size of the building that is permitted in the applicable zoning district. Rather than appropriately applying the Design Guidelines to the treatment of the IPPs, it instead opted to base its denial of the COA in response to public comments that addressed issues well beyond its authority and jurisdiction.

Conclusion

The BAR's failure to make required legal findings for its decision presents a prima facie case that it acted arbitrarily and capriciously. Thus, in this appeal the BAR has a burden to demonstrate that it acted reasonably. For the reasons stated above, the record does not sustain that the BAR acted reasonably in its denial of the COA, or that it made the findings of fact required by the applicable provisions of the Development Code.

The record will also establish the following which are not in dispute:

- The BAR records reflect that the Project had evolved and improved through multiple rounds of productive discussions, based on the Applicant's collaboration with the BAR. This collaboration was positive and constructive until the BAR opted to disregard the Project's legal zoning regulations in an apparent effort to undermine the validly adopted Development Code, instead of applying legal standards and criteria.

- The Project substantially advances the City's Comprehensive Plan goals for more housing in all zoning districts by proposing approximately 180 housing units on land zoned RX-5.

- The Project substantially advances the City's affordable housing goals contained in the Comprehensive Plan by providing significant funds to the City's affordable housing fund as required by the Development Code. The required payment is currently estimated to be approximately $4,550,000.

- The Project retains, repairs, and honors two historic structures at significant expense to the applicant, rather than proposing to destroy the historic structures.

- The Project does not displace any home owners.

- The Project is not in an Architectural Design Control district.

- The Project complies with the Comprehensive Plan.

- The Project complies with the Zoning Ordinance.
- The Project complies with the City's Affordable Housing Manual.
- The Project exceeds the Development Code building transition requirements.
- The Project places all parking in an on-site garage, out of public view.
- The Project is located at the **edge** of Fifeville adjacent to railroad tracks, and the Applicant has demonstrated that its visibility from the surrounding neighborhood is nominal.
- The Project will generate approximately 30 times more in tax revenue than the current use generates.

Relief Sought

For the reasons stated herein, the applicants respectfully requests that Council overturn the BAR's denial of the Certificate of Appropriateness, and direct that the Certificate of Appropriateness be issued for the Project.

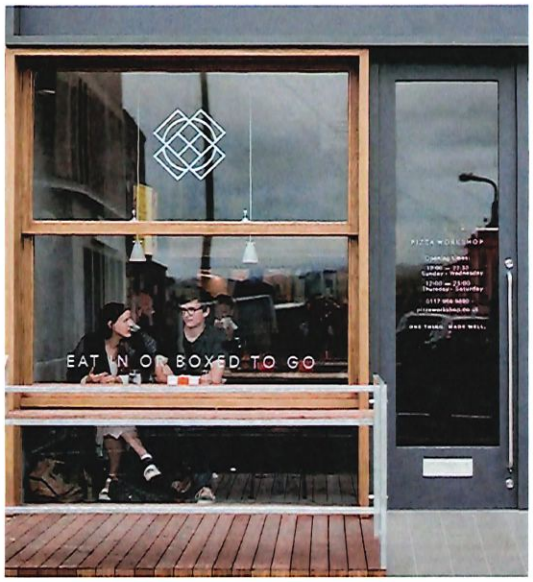
Respectfully,

Steven W. Blaine

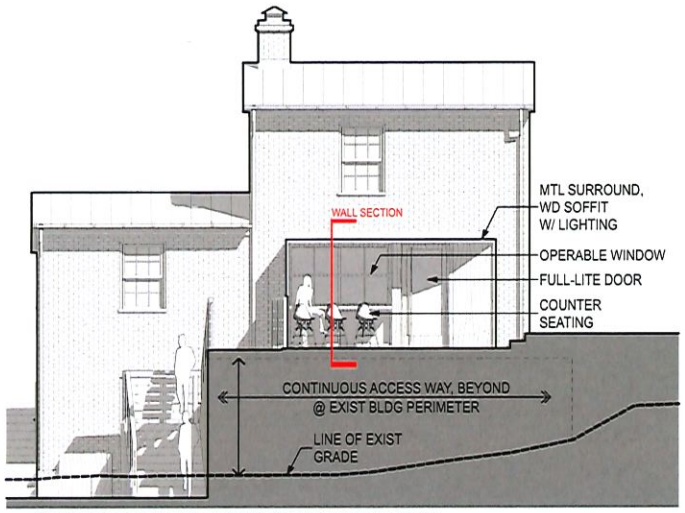
Steven W. Blaine

Counsel to the Applicant and Developer

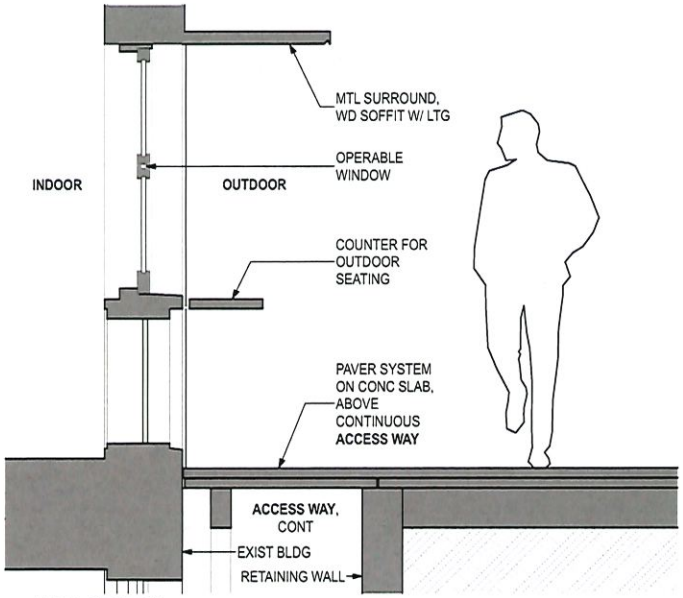
cc: Mr. Jeff Werner
Valerie W. Long, Co-Counsel to the Applicant and Developer
Mr. John Matthews



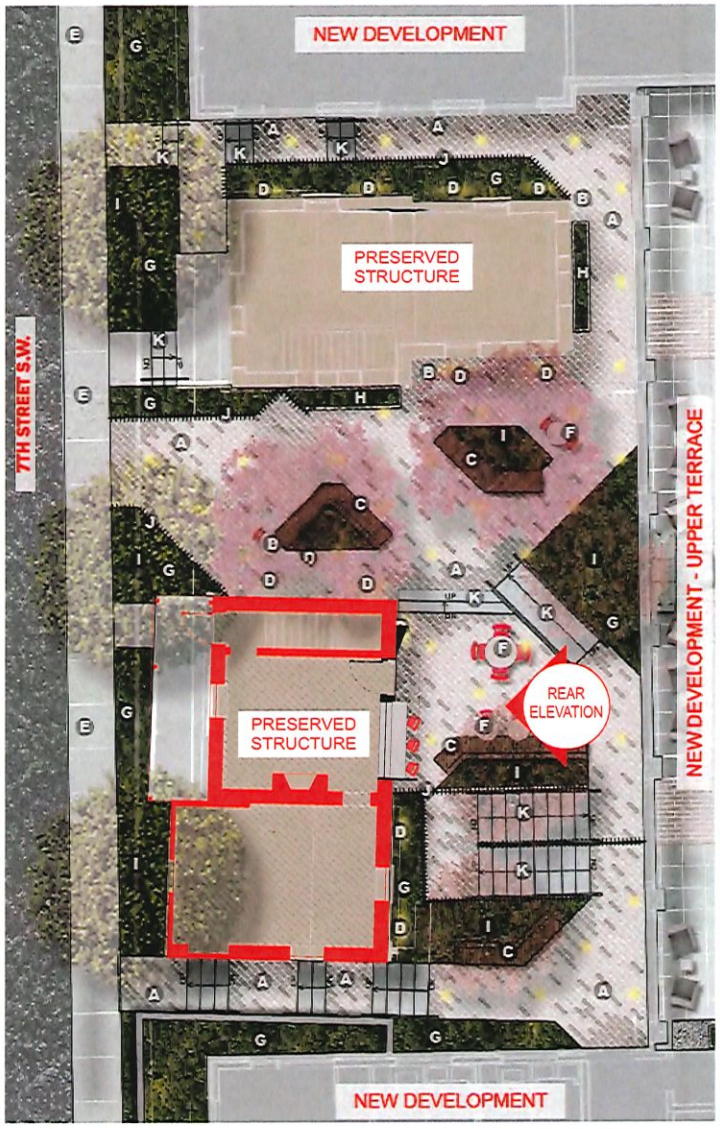
PRECEDENT IMAGE



PROPOSED REAR ELEVATION W/ NEW OPENING



WALL SECTION



COURTYARD KEY PLAN

THE MARK CHARLOTTESVILLE Charlottesville, VA Tuesday, November 18, 2025	**NEW OPENING @ REAR OF 208 7TH ST SW**	MITCHELL / MATTHEWS ARCHITECTS & PLANNERS Tel : 434-979-7550 © 2025 55 SK-308



THE MARK CHARLOTTESVILLE Charlottesville, VA Tuesday, November 18, 2025	**VIEW OF COURTYARD**	MITCHELL / MATTHEWS ARCHITECTS & PLANNERS Tel : 434-979-7550 © 2025	63 SK-219

CITY STAFF'S RESPONSE TO THE APPELLANT'S DECEMBER 31, 2025 LETTER [ATTACHMENT 2] APPEALING TO CITY COUNCIL THE BOARD OF ARCHITECTURAL REVIEW'S ("BAR") DECEMBER 16, 2025, DENIAL OF A CERTIFICATE OF APPROPRIATENESS ("COA") FOR REHABILITATION OF TWO (2) BRICK DWELLINGS (204 AND 208 7TH STREET, SW); BOTH DESIGNATED INDIVIDUALLY PROTECTED PROPERTIES ("IPPS") AND CONSTRUCTION OF A SEVEN (7)-STORY, MULTI-UNIT APARTMENT BUILDING ON PARCELS 202, 204, 208 AND 214 7TH STREET, SW, AND 613 DELEVAN STREET (COA APPLICATION # HST25-0084)

The "Staff Response" for each item below represents the collective positions of BAR and the City's Preservation and Design Planner.

Submittal and staff report from BAR's December 16, 2025, meeting about this CoA request accessed via the link in Attachment 1. can be found at the following:

Referenced City Code Sections are included in the Appendix to this Response [Attachment 5].

EXECUTIVE SUMMARY OF STAFF'S RESPONSE

This appeal is from Steven W. Blaine, Esq., of Woods Rogers Vandeventer Black, PLC, on behalf of the Applicant for CoA Request # HST25-0084. Per City Code Chapter 34, Div. 5.2.7.E.1.d., in reviewing an appeal "City Council will consult with the BAR and consider the written appeal, the criteria set forth within this Section, as applicable, and any other information, factors, or opinions it deems relevant to the application."

For the reasons stated below, the Staff's position is that the concerns expressed by the Appellant do not provide a basis for City Council to approve a CoA the Project, per the review criteria set forth within Chapter 34 (Zoning) Div. 5.2.7. A.1.a. A summary of the appellant concerns, extracts from BAR discussion, and staff responses are provided below. The Appellant's letter is included for reference (Attachment 2).

Staff Response to Appellant's Contentions

Appellant item 1: *BAR's formal action, while citing its Design Guidelines, failed to make actual findings or relate those Guidelines to any particular facts or specific project elements. This leaves the Applicant and Council to have to conjecture as to the reasons for BAR's decision and therefore is arbitrary and capricious on its face.*

> **City Staff Response:** BAR did, in its discussion, express specific concerns, which led to denial of the requested CoA. Six (6) BAR Members expressed concern that the height, scale, and/or massing were not appropriate. From the meeting Minutes (*see* link in Attachment 1, re: December 16, 2025 BAR meeting.):

- Ms. Tabony: "One thing that is under our purview is materiality, scale, and massing of a building. I believe that *this is out of character. It is not appropriate. This is not an appropriate architectural response to these IPPs*" (emphasis added).

- Mr. Zehmer: "I tend to agree that *the scale and massing is not compatible* with the IPPs." "It seems to me hearing my colleagues speak that *the biggest issue is the size and scale of the building*. You have done a lot positive to break down the massing. I like the brick lower level. I like the materiality of the brick because it complements the two IPPs. It is within their scale. Overall, I think it is *the height that is the biggest issue*." "I don't think I can support this development as appropriate to this site. *It is too large. The scale is too big*. The massing of it takes up a whole city block" (emphasis added).

- Mr. Birle: "In general, it is *not compatible, massing, size, and scale-wise*. Reducing just one story is not enough to satisfy that paragraph in our design guidelines" (emphasis added). Reference to ADC District Design Guidelines, Chapter 3, Section A, page 5.)

- Mr. Timmerman: "I am struggling in determining how this project is appropriate given *its massing and is out of scale* with one of the more historic neighborhoods in the city" (emphasis added).

- Ms. Lewis: "This would be *a scale disruption for the neighborhood*." "This *does not belong in the neighborhood because of its scale, massing, and its impact* on the neighborhood" (emphasis added).

- Mr. Schwarz (via comments provided; not being present, he did not vote): "I *do not believe the reduction in massing will materially affect how big this building feels*, but I do believe large trees will. […] We should not allow developers to tell us that they cannot put in the trees we want because there isn't enough room" (emphasis added).

Appellant item 2a: *BAR exceeded its jurisdiction by subjecting the entire Project to design review.*

City Staff Response: When first presented to the BAR on June 17, 2025, and during subsequent presentation on August 19, 2025, October 21, 2025, and on December 16, 2025, Staff communicated that the entire project is subject to design review by BAR. The Applicant did not dispute that the entirety of this project is subject to BAR's purview, including all four (4) exterior elevations of the new building. In fact, each time the project was presented to BAR, the Applicant's submittal included the four (4) elevations. The Applicant never suggested the north, east, and south elevations of the new building be omitted from the review, nor refute BAR when it commented on those elevations.

When evaluating a project associated with an ADC District or an IPP, the Criteria for Review and Decision (City Code Chapter 34, Div. 5.2.7.A.1.a.) refers to exterior architectural features

of the project. This has long been interpreted to require that the BAR consider all exterior elevations of a project to evaluate potential impacts.

Appellant item 2b: *BAR exceeded its authority when it based its denial of the COA on the Project's impact on the surrounding neighborhood, rather than on any impacts on the IPPs*.

City Staff Response: The project site lies within the *Fifeville and Tonsler Neighborhoods Historic District*, which is listed on the Virginia Landmarks Register (VLR) and the National Register of Historic Places (NRHP). dhr.virginia.gov/historic-registers/104-0213/. This VLR/NRHP-listed Historic District is not a City-designated ADC District or HC District. While BAR expressed concerns related to the surrounding neighborhood and structures, which it is permitted to express, BAR does not have purview to evaluate the project in the context of how it impacts said District. During discussions the BAR acknowledged that limitation on its purview.

Per City Code Chapter 34, Div. 5.2.7., BAR is required to determine whether a project is compatible "with the historic, cultural or architectural character of [the] *IPP that is the subject of the application*" (emphasis added). In its discussions on December 16, 2025, and during the three (3) prior meetings, BAR clearly and especially demonstrated concern that the new building's height (seven (7) stories), massing, and scale were not appropriate for the two (2) IPPs. The two (2) IPPs are two (2)-story. The review criteria clearly recommend the proposed building is incompatible, and the CoA should be denied. Any BAR discussions referencing the adjacent neighborhood and/or acknowledging concerns expressed by neighboring residents do not negate or weaken BAR's specific, and stated, concerns related to project's impact on the IPPs at 204 and 208 7th Street, SW.

Appellant item 3: *BAR's application of the Design Guidelines was an effort to undermine the City's Zoning Ordinance that governs the height and density of the Project.*

Staff Response: In its discussions, BAR expressed that the new building's height, massing, and scale as permitted by the City's Development Code conflict with the recommendations of the ADC District Design Guidelines. However, despite BAR's comments regarding what is permitted by zoning and what is recommended by the Design Guidelines, the instructions contained in City Code Chapter 34, Div. 5.2.7.C.2.a. are clear: BAR will approve a CoA, unless it finds the proposal does not meet the criteria for review or the Design Guidelines; and the project is incompatible with the historic, cultural, or architectural character of the IPP that is the subject of the Application.

BAR followed that instruction and determined the proposed new building will be "incompatible with the historic, cultural or architectural character" of the IPPs at 204 and 208 7th Street, SW.

Appellant item 4: *BAR actions were arbitrary and capricious in that they were purely political, and in so doing delegated their decision-making to the demands of non-elected members of the public.*

Staff Response: BAR conducts its meeting per bylaws that permit an opportunity for public comment. During its meetings on October 21, 2025, and December 16, 2025, thirty-four (34) individuals offered questions and comments (thirty (30) who spoke at a meeting and four (4) who emailed City Staff). Of these, twenty-three (23) were residents of Fifeville; the majority expressing concern related to impact of the new building on their neighborhood.

BAR Members are not elected officials. They are appointed by City Council, per City Code Chapter 34, Div. 5.1.5. Said appointed Members serve their terms voluntarily, without compensation.

During the December 16, 2025, meeting, subsequent to a Motion to Deny by an appointed BAR Member to deny the requested CoA, which was seconded by an appointed BAR Member, BAR Member's present voted to approve that Motion. No member of the public and no non-appointed BAR Member participated in the Motion, the Second, and/or BAR's ultimate vote to deny the requested CoA.

Furthermore, in that Motion, BAR stated that it had "considered the standards set forth within the City Code, including the ADC District Design Guidelines" and subsequently determined "the proposed development at the 200 block of 7th Street, SW, [did] not satisfy BAR's criteria and guidelines for being compatible with the two (2) IPPs."

Finally, as required by the Code of Virginia and the City Code, BAR's formal actions, including the denial of the CoA requested for this project, are appealable to City Council. In evaluating an appeal, City Council must either approve, approve with conditions, or deny the requested CoA. The matter before City Council is not a judgement of BAR's actions, but a determination if the proposed development is compatible "with the historic, cultural or architectural character" of the IPPs at 204 and 208 7th Street, SW.

Attachment 3

Certificate of Appropriateness Request via Appeal to City Council
HST25-0084
Tax Map 29 Parcels 71,73,74,75,76
202, 204, 208 & 214 7th Street SW & 613 Delevan Street
204 & 208 7th Street SW - Individually Protected Properties
Owners:

- 202 7th Street SE: Monticello Media LLC
- 204 7th Street SE: William Lynch & 204-7 LLC
- 208 7th Street SE: Michael J. Christian
- 214 7th Street SE: 7th St LLC
- 613 Delevan Street: Mattie L. Hall

Applicant: Mitchell-Matthews Architects
Project: New multi-story, mixed-use building incorporating two IPPs





Background

204 7th Street SW: *Hawkins-Lee House*
Year Built: 1870s/1880s
District: IPP

208 7th Street SW: *Hawkins-Parker House*
Year Built: 1870s/1880s
District: IPP

204 and 208 7th Street SW were reportedly constructed between 1876 and 1889 by James B. Hawkins, who acquired the parcel in 1869. [A third house on the north side of 204, also built by Hawkins and similar to 204 and 208, was razed prior to 1980.] Constructed as worker cottages in a simple form that was common in Charlottesville, the use of brick was atypical. (Hawkins was a brick mason.) 204 is associated with Edmond Lee, a man of color born c1875. The Lee family owned and occupied the house from 1902 to 1955. 208 is associated Whit Parker, a man of color born c1880. The Parker family owned and occupied the house from 1902 to 1979.

The parcel at 202 7th Street SW was used as a commercial/industrial site as early as 1891, when it was a lumber yard. [The adjacent railroad was built in the 1850s.] In 1896, it was the Virginia Ice Company. In the early 20th century, it served the Charlottesville and Albemarle Railroad Company. Later a coal and wood lot, it transitioned to a tower site, which is no longer in use.

Prior BAR Actions
(See summary and links in Attachment 1 of memo to Council.)

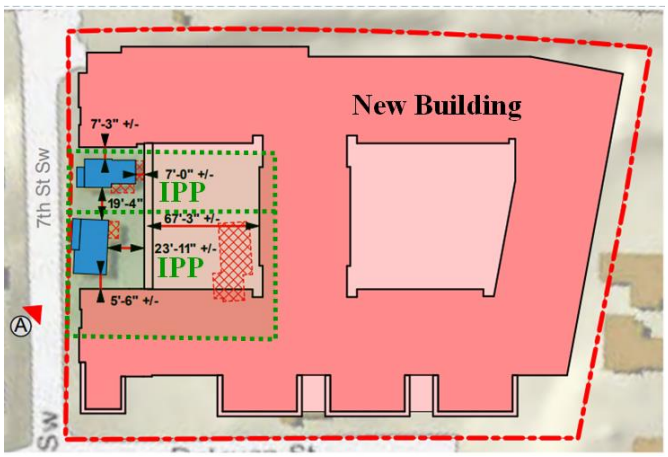
Application
- Applicant submittals: Mitchell Matthews Architects drawings, *The Mark, Charlottesville – 202 7th Street SW – Certificate of Appropriateness Application, November 18, 2025.* [Reviewed by BAR December 16, 2025.]

CoA request for rehabilitation of two brick dwellings at 204 and 208 7th Street SW (both designated IPPs) and construction of a seven-story apartment building. Because the multi-parcel project encroaches onto the two IPPs, the entire project is subject to design review as a Major Historic Review under City Code Chapter 34, Div. 5.2.7. *Note: When evaluating a project associated with an ADC District or an IPP, the Criteria for Review and Decision require the BAR to consider exterior architectural features of the full project, which has long been interpreted to include all exterior elevations to assess potential impacts.*

Discussion
This CoA request is presented as a single CoA, incorporating the following elements:
- 204 7th Street, SW: Rehabilitation of and alterations to the structure.
- 208 7th Street, SW: Rehabilitation of and alterations to the structure, including demolition of the non-historic shed.
- 202, 204, 208, 214 7th SW and 613 Delevan Street: The proposed multi-story and related landscaping are *new construction* associated with two designated IPPs. Relative to the required CoA, the new construction is evaluated primarily in the context of its physical and contextual impact on the two IPPs.

Project site: 1.76-acres encompassing five separately owned parcels.
- 202 7th Street SW: 1.22-acre parcel. Transmission tower and equipment building, c1972.
- 204 7th Street SW: 0.09-acre parcel. Two-story, brick dwelling. City-designated *Individually Protected Property*.
- 208 7th Street SW: 0.21-acre parcel. Two-story, brick dwelling. City-designated *Individually Protected Property*. (A framed outbuilding is non-contributing.)
- 214 7th Street SW: 0.13-acre parcel. Vacant.
- 613 Delevan Street: 0.11-acre parcel. Two-story, framed dwelling with stucco. Listed on the VLR and NRHP as a contributing resource within the *Fifeville-Tonsler Historic District*. The property is not designated by the City; therefore, the BAR does not have purview over proposed demolition or alterations.





IPPs:
The two, existing brick dwellings (204 and 208) will be retained, rehabilitated, and incorporated into the planned development. A non-historic, wood-framed shed at the rear of 208 will be razed and minor elements on each dwelling will be removed. Information from the assessor's record indicates the current shed replaced the two cottages noted on older maps.

New Building:
Construction of a seven-story residential building featuring stepped massing, a brick base, and fiber-cement siding with modern windows. The 7th Street elevation forms two tower-like wings flanking the historic houses, with an upper single-story terrace recessed between them, creating a visually distinctive setback. Surrounding the historic houses is a terraced, landscaped courtyard.

Review Criteria:
The ADC District Design Guidelines are applied for the review of this CoA request. Although written for ADC *Districts*, they also apply to IPPs; references to "district characteristics" interpreted as the relevant characteristics of the protected properties and contributing structures at 204 and 208 7th Street SW.

Because the proposed seven-story building is not within an ADC District, but adjacent to two, small historic dwellings, applying the guidelines requires judgment. The guidelines acknowledge this need for flexibility: they are intended to provide a design framework, not a prescriptive checklist, and not every criterion must be met in every case. The objective is to determine whether the new construction is appropriate and compatible with the character of the IPPs.

During the BAR review, some residents expressed concerns about impacts on properties along Delevan Street; however, addressing those impacts is outside the purview of the required design review. The applicant nevertheless voluntarily reduced height and added roofline articulation, upper-story stepbacks, and façade modulation to reflect the transitional intent of the Code of Development, even though those provisions do not formally apply to this zoning district. (Ref. City Code Sec. 34-4.7.B.)

Under City Code Sec. 34-5.2.7(C)(2), a CoA must be approved unless:

- The proposal does not meet applicable standards or design guidelines; and
- The proposal is incompatible with the historic, cultural, or architectural character of the two Individually Protected Properties.

In short, Council's decision is whether the proposed building is compatible with the historic, cultural, and architectural character of the protected properties at 204 and 208 7th Street SW.

Applicable Design Guidelines and Staff Analysis

From the ADC District Design Guidelines, Chapter 3: New Construction. Excerpts germane to this project specific to *Setback, Spacing, Massing & Footprint, Height & Width, and Scale*.* Specific references to the Code of Development are included to illustrate the apparent conflicts with the Design Guidelines, a concern expressed by the BAR and in the Appellant's letter.

Setback

- *New buildings, particularly in the West Main Street corridor, should relate to any neighborhoods adjoining them. Buffer areas should be considered to include any screening and landscaping requirements of the zoning ordinance.*
- *At transitional sites between two distinctive areas of setback, for instance between new commercial and historic commercial, consider using setbacks in the new construction that reinforce and relate to setbacks of the historic buildings.*

Staff Comment (setback):

• The IPPs have front setbacks of 7 ft and 10 ft; the new building's north and south wings are generally aligned with these setbacks.

• The Guidelines recommend new multi-lot buildings reinforce the setbacks of historic buildings.

• RX-5 zoning permits front setbacks between 5 ft and 15 ft.

Spacing

- *Multi-lot buildings should be designed using techniques to incorporate and respect the existing spacing on a residential street.*

Staff Comment (spacing):

- The IPPs are approximately 20 ft apart.
- While the new building is monolithic, the recessed upper terrace between the two wings helps create a sense of separation.
- RX-5 zoning does not require spacing between structures.

Massing & Footprint

- *Often new commercial, office, or multiuse buildings will be constructed on sites much larger than the traditionally sized lots 25 to 40 feet wide. […] These assembled parcels can translate into new structures whose scale and mass may overwhelm neighboring existing structures. Therefore, while this building type may need to respond to the various building conditions of the site, it also should employ design techniques to reduce its visual presence. These could include varying facade wall planes, differing materials, stepped-back upper levels, and irregular massing.*

- *Multi-lot buildings by their nature will have large footprints: The massing of such a large scale structure should not overpower the traditional scale of the majority of nearby buildings in the district in which it is located.*

  Staff comment (footprint):
  - The two IPPs have very small footprints (532 and 612 sq ft, each under 15%).
  - The new building has a footprint of approximately 63,000 sq ft, or more than 80% of the site.
  - The Guidelines caution that multi lot buildings should not overpower the traditional scale of nearby buildings.
  - RX 5 zoning allows up to 100% site coverage.

Height & Width

- *Attempt to keep the height and width of new buildings within a maximum of 200 percent of the prevailing height and width in the surrounding sub-area.*
- *In commercial areas at street front, the height should be within 130 percent of the prevailing average of both sides of the block. Along West Main Street, heights should relate to any adjacent contributing buildings. Additional stories should be stepped back so that the additional height is not readily visible from the street.*

  Staff comment (height):
  - The IPPs are two stories.
  - The Guidelines recommend new buildings not exceed four stories in this context.
  - The proposed building is seven stories, which is the maximum allowed by RX 5 zoning.

  Staff comment (width)**:**
  - The IPPs are 18 ft and 32 ft wide.
  - The Guidelines suggest new buildings not exceed 64 ft in width.
  - The proposed west elevation along 7th Street is approximately 219 ft wide.
  - RX-5 zoning requires a minimum width of 75% of parcel width; the building meets this requirement.

Scale

- *Height and width also create scale, the relationship between the size of a building and the size of a person. Scale can also be defined as the relationship of the size of a building to neighboring buildings and of a building to its site.*
- *Provide features on new construction that reinforce the scale and character of the surrounding area, whether human or monumental. Include elements such as storefronts, vertical and horizontal divisions, upper story windows, and decorative features.*
- *In lieu of significantly reducing the horizontal dimensions of a building, the design guidelines also recommend the perception of the height, massing, and scale of large buildings be mitigated by articulated design details, varying facade wall planes, differing materials, stepped-back upper levels, and irregular massing.*
- *Techniques could include varying the surface planes of the buildings, stepping back the buildings as the structure increases in height, and breaking up the roof line with different elements to create smaller compositions*

Staff comment re: scale: Massing and scale describe how a building appears and is experienced—its height, shape, and proportions relative to a person and to adjacent structures. Mitigation of perceived scale could include reducing the street level height, using stepbacks above the fourth story, increasing setbacks along 7th Street, or increasing the spacing between the new building and the IPPs to allow greater tree canopy and screening.

* The BAR did not express significant concerns regarding the following sections of the design guidelines; therefore, staff will not address them here. However, staff can review and discuss with Council all sections of the design guidelines germane to this project.

- Roof
- Orientation
- Windows & Doors
- Porches
- Foundation & Cornice
- Materials & Textures
- Color palette
- Details & Decoration

Recommendation

Relative to the two IPPs, staff supports—and the BAR supported--the proposed rehabilitations (in lieu of demolition), to the extent possible retain meaningful context and allowing interpretation of the associated history (for example, signage, historic photographs, etc.], and incorporating into the new building design elements that complement the two historic dwellings.

The BAR determined the proposed building is incompatible with the two IPPs, primarily due to its height and the resulting massing, and scale. Focusing on those attributes, following the guidance in the review criteria (see staff comments above, under *Applicable Design Guidelines and Staff Analysis*), staff recommends Council uphold the BAR's determination and deny the CoA.

Should Council approve the CoA, staff recommends the following conditions:

- Prior to Preservation & Design staff approval of the necessary building permit for the new building, applicant will complete and provide for the BAR archive a Phase I archeological investigation of the sites associated with the two IPPs. [Note: For historical context, it would be appropriate to examine the entire project site; however, staff can only suggest Council expand the scope beyond the two IPPs.]
- During rehabilitation of the historic brick structures at 204 and 208 7th Street SW:
    - prior to replacing any architectural elements, in lieu of repairing them, the applicant will consult with BAR staff to determine if BAR review is necessary; and
    - applicant will provide for the BAR record a monthly update on the progress of the work, including photographs.

Criteria, Standards and Guidelines

Note re: Under City Code §34-5.2.7, a CoA review cannot consider a permitted use associated with a project to conclude that the use results in the project being *incompatible* with a district or protected property. When evaluating a design, it is appropriate—and often necessary—to *understand* the proposed use to provide context. (For example, an apartment building may

feature balconies, multiple entrances, and outdoor amenities, while an office or medical building may emphasize large windows, and a monumental primary entry. These functional elements help explain and justify architectural choices, but do not affect whether the underlying use is permissible.[1]) Additionally, per City Code §34-5.2.7.E.2., the issuance of a CoA "cannot, in and of itself, authorize any construction, reconstruction, alteration, repair, demolition, or other improvements or activities requiring a building permit. Where a building permit is required, no activity authorized by a [CoA] is lawful unless conducted in accordance with the required building permit and all applicable building code requirements."

Review Criteria Generally

Per Chapter 34, Div. 5.2.7. C.2:

a. In considering a particular application the BAR will approve the application unless it finds:
    i. That the proposal does not meet specific standards set forth within this Section or applicable provisions of the City's design guidelines; and
    ii. ii. The proposal is incompatible with the historic, cultural or architectural character of the district in which the property is located or the IPP that is the subject of the application.
b. The BAR will approve, approve with conditions, or deny applications for Certificates of Appropriateness in accordance with the provisions of this Section.
c. The BAR, or City Council on appeal, may require conditions of approval as are necessary or desirable to ensure that any new construction or addition is compatible with the scale and character of the Architecture Design Control District, Individually Protected Property, or Historic Conservation District. Prior to attaching conditions to an approval, due consideration will be given to the cost of compliance with the proposed conditions as well as the goals of the Comprehensive Plan. Conditions may require a reduction in height or massing, consistent with the City's design guidelines and subject to the following limitations:
    i. [not germane to this request]
    ii. In all other areas subject to review, the BAR may reduce the allowed height by no more than 2 stories; and
    iii. The BAR may require upper story stepbacks of up to 25'.

Standards for Review and Decision

Per Chapter 34, Div. 5.2.7. D.1:

a. Review of the proposed construction, reconstruction, alteration or restoration of a building or structure is limited to exterior architectural features, including signs, and the following features and factors:
    i. Whether the material, texture, color, height, scale, mass, and placement of the proposed addition, modification or construction are visually and architecturally compatible with the site and the applicable District;
    ii. The harmony of the proposed change in terms of overall proportion and the size and placement of entrances, windows, awnings, exterior stairs, and signs;
    iii. The Secretary of the Interior Standards for Rehabilitation set forth within the Code of Federal Regulations (36 C.F.R. §67.7(b)), as may be relevant;
    iv. The effect of the proposed change on the adjacent building or structures;

[1] From the Design Guidelines: "For instance, an institutional building like a church or library may have monumental scale due to its steeple or entry portico, while a more human scale may be created by a storefront in a neighboring commercial building."

v. The impact of the proposed change on other protected features on the property, such as gardens, landscaping, fences, walls, and walks;
vi. Whether the proposed method of construction, renovation, or restoration could have an adverse impact on the structure or site, or adjacent buildings or structures;
vii. When reviewing any proposed sign as part of an application under consideration, the standards set forth within Div. 4.11. Signs will be applied; and
viii. Any applicable provisions of the City's design guidelines.

Links to ADC District Design Guidelines

Chapter 1 Introduction (Part 1)
Chapter 1 Introduction (Part 2)
Chapter 2 Site Design and Elements
Chapter 3 New Construction and Additions
Chapter 4 Rehabilitation
Chapter 5 Signs, Awnings, Vending, and Cafes
Chapter 6 Public Improvements
Chapter 7 Demolition and Moving

LEGAL SUPPLEMENT TO STAFF MEMO TO CITY COUNCIL, MARCH 2, 2026
The Mark – 7th Street, SW - Appeal of BAR Denial of Requested CoA # HST25-0084

State enabling legislation (Virginia Code § 15.2-2306) authorizes the City of Charlottesville, Virginia ("City"), to:

- Within its Zoning Ordinance, designate specific buildings or structures having important historic, architectural, archaeological, or cultural interest. Per City Code Chapter 34, Section 2.9.3., the City established a list Individually Protected Properties ("IPPs") deemed as landmarks, buildings, and structures of special historic, cultural, or architectural value that lie outside the City's Architectural Design Control ("ADC") Districts.

- Provide for a review board to administer the ordinance related to historic districts. Per City Code Chapter 34, Section 5.1.5., the BAR is responsible for administering the provisions of the ADC Districts and IPPs, including the review of certificates of appropriateness ("CoA").

- Include within its Zoning Ordinance a requirement that no building or structure, including signs, shall be erected, reconstructed, altered, or restored within any such district unless approved by the review board [BAR], or, on appeal, by the governing body of the locality [City Council] as being architecturally compatible with the historic landmarks, buildings, or structures therein. Per City Code Chapter 34, Section 5.2.7.A.1.a., the construction, reconstruction, alteration, or restoration of an IPP requires approval of a CoA under Major Historic Review, either by BAR or City Council on appeal.

The same State enabling legislation requires the City, by enacting the above, to include within its Zoning Ordinance the right of the owner of a historic landmark, building, or structure to appeal to the Circuit Court for such locality from any final decision of the governing body. This has been implemented in the City's Zoning Ordinance by City Code Chapter 34, Section 5.2.7.E.1, Appeal of Decision.

On July 18, 1991, City Council established by Ordinance the initial list of eighty (80) IPPs, including 204 and 208 7th Street, SW. (The list of IPPs is officially recorded in the City Code Chapter 34, Section 2.9.3.) Per City Code Chapter 34, Section 5.2.7.A.1.a., new construction, alteration, and restoration associated with an IPP requires approval of a CoA.

Per City Code Chapter 34, Section 2.9.3.5.2.7.D.1.a.viii., in reviewing a requested CoA, the *Criteria for Review and Decision* includes consideration of *any applicable provisions of the City's design guidelines.* For a CoA related to an IPP, the appliable guidelines are the ADC District Design Guidelines, adopted by City Council on September 17, 2012.

On December 16, 2025, BAR denied a CoA for the rehabilitation of two (2) brick dwellings--204 and 208 7th Street, SW; both City-designated IPPs--and construction of a seven (7)-story, multi-unit apartment building ("Project"). Because the Project will encroach onto the two (2) parcels that are IPPs, the entire Project is subject to BAR design review.

On December 31, 2025, within the ten (10)-day period proscribed by City Code Chapter

34, Section 5.2.7.E., the property owner appealed BAR's decision to City Council.

City Code: Appeal of BAR Decision

City Code Chapter 34, Section 5.2.7.E.1:

a. […]

b. If an application is denied or the applicant objects to the conditions of approval, the applicant will be provided written notice of the decision, including any conditions of approval. Following a denial or approval with conditions, the applicant, the Administrator, or any aggrieved person may appeal the decision to the City Council, by filing a written notice of appeal within 10 business days of the date of the decision.

c. An applicant must set forth, in writing, the grounds for an appeal, including the procedures or standards alleged to have been violated or misapplied by the BAR, and any additional information, factors or opinions they deems relevant to the application. The applicant, or their agent, and any aggrieved person, will be given an opportunity to be heard by the City Council on the appeal.

d. City Council will consult with the BAR and consider the written appeal, the criteria [standards for review] set forth within this Section, as applicable, and any other information, factors, or opinions it deems relevant to the application.

e. A final decision of the City Council may be appealed by the owner of the subject property to the Circuit Court for the City of Charlottesville, by filing with the court a petition at law, setting forth the alleged illegality of the action taken. Such petition must be filed with the circuit court within 30 days after Council's final decision. The filing of the petition will stay the Council's decision pending the outcome of the appeal[.]

Appendix: Referenced City Code Sections

2.9.3. Individually Protected Properties (IPP)

A. Intent

The City of Charlottesville seeks, through the creation of a protected property list, to protect community health and safety and to promote the education, prosperity and general welfare of the public, through identification, preservation, protection and enhancement of certain buildings, structures, and landmarks, together with their landscapes and settings, which are of special historic, cultural, or architectural significance, and which are located outside the City's ADC Districts. To achieve these general purposes, the City seeks to pursue the following goals and objectives:

1. To enrich the quality of life for City residents, by protecting familiar landmarks and other treasured elements of the City;

2. To protect historic and cultural resources, and thereby to promote tourism and to enhance business and industry;

3. To maintain and improve property values by providing incentives for the upkeep, rehabilitation and restoration of historically and culturally significant structures;

4. To promote local historic preservation efforts through identification and protection of historic resources throughout the City;

5. To encourage nomination of historic properties to the National Register of Historic Places and the Virginia Landmarks Register; and

6. To ensure that additions, alterations, restorations, landscaping and related elements be in harmony with a building or structure and its setting.

B. Established Individually Protected Properties

Following is a list of landmarks, buildings and structures outside the City's ADC Districts, which are deemed by City Council to be of special historic, cultural, or architectural value.

[…]

204 Seventh Street, SW Tax Map 29 Parcel 73

208 Seventh Street, SW Tax Map 29 Parcel 74

C. Amendments to Individually Protected Property List

1. City Council may, by ordinance, from time to time, designate individual buildings, structures or landmarks as Individually Protected Properties; or remove individual buildings, structure or landmarks from the City's list of Individually Protected Properties. Any such action will be undertaken following the rules and procedures applicable to the adoption of amendments to the City's Development Code and official zoning map.

2. Prior to the adoption of any such ordinance, the City Council will consider the recommendations of the Planning Commission and the Board of Architectural Review (BAR) as to the proposed addition, removal or designation. The Planning Commission and BAR will address the following criteria in making their recommendations:

a. The historic, architectural or cultural significance, if any, of a building, structure or site and whether it has been listed on the National Register of Historic Places or the Virginia Landmarks Register, or are eligible to be listed on such registers;

b. The association of the building, structure or site with an historic person or event or with a renowned architect or master craftsman;

c. The overall aesthetic quality of the building, structure or site and whether it is or would be an integral part of an existing ADC district;

d. The age and condition of a building or structure;

e. Whether a building or structure is of old or distinctive design, texture and material;

f. The degree to which the distinguishing character, qualities or materials of a building, structure or site have been retained;

g. Whether a building or structure, or any of its features, represents an infrequent or the first or last remaining example of a particular detail or type of architecture in the City;

h. Whether a building or structure is part of a geographically definable area within which there exists a significant concentration or continuity of buildings or structures that are linked by past events or, aesthetically, by plan or physical development, or within which there exist a number of buildings or structures separated geographically but linked by association or history.

D. A Certificate of Appropriateness is required for certain projects on Individually Protected

E. Properties in accordance with 5.2.6. Minor Historic Review and 5.2.7. Major Historic Review.

5.1.5. Board of Architectural Review

C. Authority

1. General

a. In order to administer the provisions of the Architectural Design Control Districts and Individually Protected Properties the Board of Architecture Review (BAR) must:

[…]

v. Develop and recommend to the City Council for its approval design guidelines for the City's ADC Districts, consistent with the purposes and standards set forth in Div. 2.9. Overlay Districts. The BAR must develop the design guidelines after seeking input from business and property owners in the various districts. Guidelines developed by the BAR will become effective upon approval by City Council and thereafter will have the status of interpretive regulations. The BAR must undertake a comprehensive review and update the design guidelines at least once every 5 years.

2. Approval Authority

The Board of Architectural Review is responsible for final action regarding:

a. Certificates of Appropriateness under Major Historic Review; […]

5.2.7. Major Historic Review

A. Applicability: Major Historic Review is required to receive a Certificate of Appropriateness for

the following project activities […] for any Individually Protected Property (IPP):

B. Architectural Design Control District and Individually Protected Property. In an ADC District and for an IPP, Major Historic Review for a Certificate of Appropriateness is required for the following exterior activities:

a. Construction, reconstruction, alteration, or restoration of a building or structure.

[…]

C. Review and Decision Process

[…]

2. Board of Architectural Review Decision

a. In considering a particular application the BAR will approve the application unless it finds:

i. That the proposal does not meet specific standards set forth within this Section or applicable provisions of the City's design guidelines; and

ii. The proposal is incompatible with the historic, cultural or architectural character of the district in which the property is located or the IPP that is the subject of the application.

b. The BAR will approve, approve with conditions, or deny applications for Certificates of Appropriateness in accordance with the provisions of this Section.

c. The BAR, or City Council on appeal, may require conditions of approval as are necessary or desirable to ensure that any new construction or addition is compatible with the scale and character of the Architecture Design Control District, Individually Protected Property, or Historic Conservation District. Prior to attaching conditions to an approval, due consideration will be given to the cost of compliance with the proposed conditions as well as the goals of the Comprehensive Plan. Conditions may require a reduction in height or massing, consistent with the City's design guidelines and subject to the following limitations:

i. Along the Downtown Mall, the BAR may limit story height to within 2 stories of the prevailing story height of the block;

ii. In all other areas subject to review, the BAR may reduce the allowed height by no more than 2 stories; and

iii. The BAR may require upper story stepbacks of up to 25'.

[…]

D. Criteria for Review and Decision

1. Architectural Design Control District and Individually Protected Property

a. Review of the proposed construction, reconstruction, alteration or restoration of a building or structure is limited to exterior architectural features, including signs, and the following features and factors:

i. Whether the material, texture, color, height, scale, mass, and placement of the proposed addition, modification or construction are visually and architecturally compatible with the site and the applicable District;

ii. The harmony of the proposed change in terms of overall proportion and the size and placement of entrances, windows, awnings, exterior stairs, and signs;

iii. The Secretary of the Interior Standards for Rehabilitation set forth within the Code of Federal Regulations (*36 C.F.R. §67.7(b)*), as may be relevant;

iv. The effect of the proposed change on the adjacent building or structures;

v. The impact of the proposed change on other protected features on the property, such as gardens, landscaping, fences, walls, and walks;

vi. Whether the proposed method of construction, renovation, or restoration could have an adverse impact on the structure or site, or adjacent buildings or structures;

vii. When reviewing any proposed sign as part of an application under consideration, the standards set forth within *Div. 4.11. Signs* will be applied; and

viii. Any applicable provisions of the City's design guidelines.

Denial

RESOLUTION OF DENYING A CERTIFICATE OF APPROPRIATENESS FOR A MULTI-STORY, MIXED-USE BUILDING INCORPORATING TWO (2) INDIVIDUALLY PROTECTED PROPERTIES AT THE 200 BLOCK OF 7TH STREET, SW

WHEREAS, on December 31, 2025, Steven W. Blaine, with Woods Rogers Vandeventer Black PLC ("Applicant"), on behalf of Mitchell-Matthews Architects, the Applicants for a requested Certificate of Appropriateness ("CoA") for a multi-story, mixed-use building ("Project"), incorporating two (2) Individually Protected Properties ("IPPs") at the 200 block of 7th Street, SW ("Requested CoA"), incorporating five (5) parcels of certain land identified within the City of Charlottesville, Virginia ("City"), real estate assessment records by Parcel Identification numbers 290071000, 290073000, 290074000, 290075000, and 290076000 and currently addressed as 202, 204, 208 & 214 7th Street, SW and 613 Delevan Street ("Property"); and

WHEREAS, on July 18, 1991, the City established by City Code Sections 204 and 208 7th Street, SW as IPPs; and

WHEREAS, per City Code Chapter 34, Section 2.9.3.B., 204 and 208 7th Street, SW are designated IPPs; and

WHEREAS, the Property includes two (2) designated IPPs and the proposed development will incorporate and impact the historic, late-nineteenth (19th) century dwellings on the IPPs; therefore, per City Code Chapter 34, Section 5.2.7.A.1.a., this requires approval of a CoA and the City's Board of Architectural Review ("BAR") is required to determine whether the Project is compatible "with the historic, cultural or architectural character of [the] IPP that is the subject of the application"; and

WHEREAS, on December 16. 2025, in a Motion approved 6-1, BAR denied the Requested CoA, having "considered the standards set forth within the City Code, including the ADC District Design Guidelines" and subsequently determined "the proposed development at [the Property] does not satisfy the BAR's criteria and guidelines for being compatible with the two IPPs." [Note: When evaluating CoA requests associated with IPPs, BAR applies the ADC District Design Guidelines.]; and

WHEREAS, on December 31, 2025, as permitted by City Code Chapter 34, Section 5.2.7.E.1.b. and c., the Applicant appealed to City Council of the City of Charlottesville, Virginia ("City Council"), BAR's denial of the Requested CoA ("Appeal").

NOW THEREFORE BE IT RESOLVED, on May 4, 2026, per City Code Chapter 34, Section 5.2.7.E.1.d., following a review of the Appeal, the Project, and the Application, and having considered relevant information and opinions, including BAR's determination, the City Staff Report, the City's ADC District Design Guidelines, and the City's Criteria for Review and Decision of the proposed construction, reconstruction, alteration or restoration of a building or structure associated with an IPP (City Code Chapter 34, Section 5.2.7.D.1.a.,), this City Council determines the Requested CoA does not satisfy the design guidelines and review criteria, and the proposed development is not compatible with the IPPs at 204 and 208 7th Street, SW; and

BE IT FURTHER RESOLVED by City Council that, pursuant to the reasons stated below, *inter alia*, a CoA is hereby denies the requested CoA for a multi-story, mixed-use building incorporating two (2) IPPs at the 200 block of 7th Street, SW [HST 25-25-0084].

	Aye	**No**
Oschrin	___	___
Fleisher	___	___
Payne	___	___
Snook	___	___
Wade	___	___

Approved by Council
May 4, 2026

_____
Kyna Thomas, MMC
Clerk of Council

Approval

RESOLUTION APPROVING A CERTIFICATE OF APPROPRIATENESS FOR A MULTI-STORY, MIXED-USE BUILDING INCORPORATING TWO (2) INDIVIDUALLY PROTECTED PROPERTIES AT THE 200 BLOCK OF 7TH STREET, SW

WHEREAS, on December 31, 2025, Steven W. Blaine, with Woods Rogers Vandeventer Black PLC ("Applicant"), on behalf of Mitchell-Matthews Architects, the Applicants for a requested Certificate of Appropriateness ("CoA") for a multi-story, mixed-use building ("Property") incorporating two (2) Individually Protected Properties ("IPPs") at the 200 block of 7th Street, SW ("Requested CoA"), incorporating five (5) parcels of certain land identified within the City of Charlottesville, Virginia ("City"), real estate assessment records by Parcel Identification numbers 290071000, 290073000, 290074000, 290075000, and 290076000 and currently addressed as 202, 204, 208, and 214 7th Street, SW and 613 Delevan Street ("Property"); and

WHEREAS, the Property includes two (2) designated IPPs and the proposed development will incorporate and impact the historic, late-nineteenth (19th)century dwellings on the IPPs; therefore, per City Code Chapter 34, Section 5.2.7.A.1.a., it requires approval of a CoA and the City's Board of Architectural Review ("BAR") is required to determine whether the Project is compatible "with the historic, cultural or architectural character of [the] IPP that is the subject of the application;" and

WHEREAS, on December 16, 2025, in a Motion approved 6-1, BAR denied the Requested CoA, having "considered the standards set forth within the City Code, including the ADC District Design Guidelines" and subsequently determined "the proposed development at [the Property] does not satisfy the BAR's criteria and guidelines for being compatible with the two IPPs." [Note: When evaluating CoA requests associated with IPPs, BAR applies the ADC District Design Guidelines.]; and

WHEREAS, on December 31, 2025, as permitted by City Code Chapter 34, Section 5.2.7.E.1.b. and c., the Applicant appealed to City Council of the City of Charlottesville, Virginia ("City Council"), the BAR's denial of the Requested CoA ("Appeal").

NOW THEREFORE, BE IT RESOLVED, on May 4, 2026, per City Code Chapter 34, Section 5.2.7.E.1.d., following a review of the Appeal, the Project, and the Application, and having considered relevant information and opinions, including BAR's determination, the City Staff Report, the City's ADC District Design Guidelines, and the City's Criteria for Review and Decision of the proposed construction, reconstruction, alteration, or restoration of a building or structure associated with an IPP (City Code Chapter 34, Section 5.2.7.D.1.a.,), this City Council determines the Requested CoA satisfies the design guidelines and review criteria, and the proposed development is compatible with the IPPs at 204 and 208 7th Street, SW; and

BE IT FURTHER RESOLVED by City Council that, pursuant to the reasons stated below, *inter alia*, a CoA is hereby approved for the Requested CoA for a multi-story, mixed-use building, incorporating two (2) IPPs at the 200 block of 7th Street, SW [HST 25-25-0084], subject to the following condition:

- Prior to a Permit allowing disturbance associated with the proposed development, a Phase I Archaeological Investigation of the five (5)-parcel site will be completed and provided to Staff for BAR's archive and recorded with the Virginia Department of Historic Resources.

	Aye	No
Oschrin	___	___
Fleisher	___	___
Payne	___	___
Snook	___	___
Wade	___	___

Approved by Council
May 4, 2026

_____
Kyna Thomas, MMC
Clerk of Council

Policy Briefing Summary
City Council

Regarding:	**Public Hearing and Resolutions to Approve the Proposed One-Year Annual Action Plan & Associated Funding Recommendations for HUD-funded Activities for Program Year (PY) 2026-2027, a Major Amendment, approximately $1,205,469.64 (1 of 2 readings)**
Staff Contact(s):	Anthony Warn, Grants Analyst, Taylor Harvey-Ryan, Grants Program Manager
Presenter:	**Anthony Warn, Grants Analyst**
Date of Proposed Action:	May 4, 2026

Issue
To maintain eligibility for participation in CPD-funded programs like CDBG & HOME, the City is required to submit for review to HUD on an annual basis a locally approved Annual Action Plan (“AAP”) outlining steps the City will take through the use of these funds to meet HUD's national objectives.

Background / Rule
The City of Charlottesville engages as a ‘participating jurisdiction’ (“PJ”) in the Community Development Block Grant (“CDBG”) & HOME Investment Partnerships (“HOME”) programs offered by the U.S. Department of Housing and Urban Development ("HUD"). Charlottesville is, in that role, the periodic recipient of federal funds to support eligible community development, affordable housing and planning activities as identified by HUD’s Office of Community Planning & Development (“CPD”). The City of Charlottesville is also a contributing member of the Thomas Jefferson HOME Consortium (“TJHC”) in partnership with the Thomas Jefferson Planning District Commission (“TJPDC”) and the counties of Albemarle, Fluvanna, Greene, Louisa and Nelson, and through the Consortium shares in the benefits of participation in the HOME program.

Analysis
For the Winter 2026 funding round, the city received thirteen (13) Requests for Proposals (“RFPs”), eleven (11) of which were requests for CDBG funding and two (2) of which were requests for HOME funding, an overview of which is provided as an attachment. Consistent with previous years, the greatest number of applications received were for proposals that are classified by HUD as CDBG Public Services activities. The volunteer members of the city’s CDBG/HOME Taskforce have carefully reviewed these requests and based on their deliberations have adopted the proposed funding requests presented here today.

In a letter dated April 6, 2026, the City of Charlottesville was notified by HUD of the CDBG and HOME allocations the city can anticipate receiving for the 2026-2027 program year. Based on this notice, funding for the CDBG program is anticipated to increase by $19,472.00 (from $445,452.00 in program year 2025-2026 to $464,924.00 in program year 2026-2027, or +4.37%). Similarly, funding for the HOME program is anticipated to increase by $53,536.58 (from $687,009.06 to $740,545.64, or +7.79%). The city's local share of HOME funds is anticipated to increase by the same percentage, moving from $85,876.13 in the prior year to $92,568.21 for 2026-2027.

The funding recommendations adopted by the CDBG/HOME Taskforce have been updated based on this April 6th notice from HUD, with the anticipated increase in funds applied uniformly by percentage across all activities recommended for funding. In this way, all applications recommended for funding

have been adjusted by the same percentage, or approximately 4.37%. One outcome of this is that two applicants are now recommended to receive an award above the amount originally requested in their applications.

In conclusion, while the members of the CDBG/HOME Taskforce would like to be able to fund each applicant in full, as each proposal addresses important community needs, the funding recommendations outlined in the draft Plan represent the Taskforce's best efforts to invest the limited funds available to them so as to maximize the positive impacts for our community and those residents at the heart of this work.

Financial Impact
There is no adverse financial impact associated with the adoption of the APP and the associated recommendations, as the funds proposed to be awarded are federal funds allocated to the city by HUD to support community-benefit activities, and, as such, do not draw from the city's General Fund. Rather, use of these funds as recommended here will instead serve to address important and pressing community needs while at the same time supporting the city's continued eligibility for allocations of entitlement funds in future years.

Recommendation
Staff respectfully recommends that City Council accept the proposed Annual Action Plan and the associated CDBG and HOME funding recommendations as presented here today in three motions.

Recommended Motion (if Applicable)
I move that Council approve the RESOLUTION approving the City of Charlottesville Program Year 2026-27 One-Year Annual Action Plan for the city's CDBG & HOME programs.

and

I move that Council approve the RESOLUTION appropriating Community Development Block Grant funds anticipated to be received from the U.S. Department of Housing and Urban Development as outlined in the Program Year 2026-27 One-Year Annual Action Plan, in the approximate amount of $464,924.00.

and

I move that Council approve the RESOLUTION approving the award of HOME Investment Partnership Program funds anticipated to be received from the U.S. Department of Housing and Urban Development as outlined in the Program Year 2026-27 One-Year Annual Action Plan, in the approximate amount of $92,568.21.

Attachments
1. AAP PY26 Council Resolution to Approve Action Plan
2. AAP PY26 Council Resolution to Approve CDBG Awards
3. AAP PY26 Council Resolution to Approve HOME Awards
4. AAP PY26 CDBG & HOME Funding Recommendations 20260406April6 Amended
5. AAP PY26 CDBG & HOME Funding Recommendations 20260401April1 As Adopted
6. AAP PY26 CDBG & HOME Overview of Funding Requests Received 2026-27
7. AAP PY26 Draft Council Priorities for 2027-28
8. AAP PY26 CDBG & HOME Taskforce Evaluation Criteria

RESOLUTION

Resolution to Approve the City of Charlottesville-Thomas Jefferson Area HOME Consortium One-Year Annual Action Plan for the 2026-2027 Program Year

WHEREAS the City of Charlottesville engages as a 'participating jurisdiction' ("PJ") in the CDBG & HOME programs administered by the U.S. Department of Housing & Urban Development ("HUD") and in that role is the periodic recipient of federal funds to support eligible community development, affordable housing and planning activities as identified by HUD's Office of Community Planning & Development ("CPD"); and

WHEREAS the City of Charlottesville is a contributing member of the Thomas Jefferson HOME Consortium ("TJHC") in partnership with the Thomas Jefferson Planning District Commission ("TJPDC") and the counties of Albemarle, Fluvanna, Greene, Louisa and Nelson, and through the Consortium shares in the benefits of participation in HUD's HOME program; and

WHEREAS as such, the city is required by HUD to develop on an annual basis a One -Year Annual Action Plan ("AAP") to inform the work of the city's CDBG and HOME programs, a plan which is required to be presented to the public with opportunities for public comment, of which consideration by City Council is an important element.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Charlottesville, Virginia, hereby approves the Charlottesville-Thomas Jefferson HOME Consortium One-Year Annual Action Plan and its submittal to HUD for final review, as presented at a public hearing before the Charlottesville Planning Commission on April 14, 2026, and at two public hearings before Charlottesville City Council on May 4 and May 18, 2026.

Date Adopted:

Certified: _____
Clerk of Council

APPROPRIATION

Appropriation of Community Development Block Grant ("CDBG") Funds Anticipated from the U.S. Department of Housing and Urban Development for the 2026-2027 Program Year, in the Approximate Amount of $464,924.00

WHEREAS the City of Charlottesville ("City") has been advised by the U.S. Department of Housing and Urban Development ("HUD") that it is eligible to receive an anticipated CDBG allocation for the 2026-27 program year in the approximate amount of $464,924.00; and

WHEREAS City Council has received recommendations for the expenditure of funds from the city's CDBG/HOME Taskforce, as reviewed and approved by the City's Planning Commission at a public hearing on April 14, 2026, in accordance with the City's established Citizen Participation Plan; now

THEREFORE BE IT RESOLVED by the City Council of Charlottesville, Virginia, that upon receipt of CDBG funds anticipated from the U.S. Department of Housing and Urban Development, said funds are hereby appropriated to the following individual expenditure accounts in the Community Development Block Grant Fund in accordance with the respective purposes set forth; provided, however, that the City Manager is hereby authorized to transfer funds between and among such individual accounts as circumstances may require, to the extent permitted by applicable federal grant regulations, as set forth below:

Economic Development Activities

Fund	*SAP Order #*	*Funding Recommendation*	*Award*
218	1900659	CIC Entrepreneur Programs & Supports	$23,994.75
218	1900660	BGF Cville Builds: Construction & Renovation for Nonprofits & Small Businesses	$35,486.24
		Subtotal:	*$59,480.99*

Public Facilities & Infrastructure Enhancements Activities

Fund	*SAP Order #*	*Funding Recommendation*	*Award*
218	1900661	Arc of the Piedmont Shamrock Group Home	$20,408.76
218	1900662	The Haven Day Shelter Infrastructure	$34,442.53
		Subtotal:	*$54,851.29*

Affordable Housing Activities

Fund	*SAP Order #*	*Funding Recommendation*	*Award*
218	1900663	AHIP Charlottesville Critical Home Rehabs	$93,934.16
218	1900664	LEAP Healthy, Safe & Energy Efficient	$93,934.16
		Subtotal:	*$187,868.32*

Public Services Activities

Fund	*SAP Order #*	*Funding Recommendation*	*Revised Award*
218	1900665	The Haven Coordinated Entry	$26,092.82
218	1900666	LVCA Beg. Workforce Literacy	$14,421.82

218	1900667	PHA Eviction Diversion & Housing Stabilization	$29,223.96
		Subtotal:	*$69,738.60*

Programmatic Funds

Fund	*SAP Cost Center*	*Funding Recommendation*	*Revised Appropriation*
218	3914001000	CDBG Planning & Admin	$92,984.80
		Subtotal:	*$92,984.80*

Total 2026-27 Funding Recommendations: $464,924.00

BE IT FURTHER RESOLVED that this appropriation is conditioned upon the receipt by the City from HUD of not less than the full amount of anticipated CDBG funds detailed above for the 2026-27 program year, and all subrecipient awards are also conditioned upon receipt of these funds.

BE IT FURTHER RESOLVED that in the event that funds received from HUD differ from the amounts referenced above, all appropriated amounts may be administratively increased/reduced at the same prorated percentage of change to actual funding received. No subrecipient's grant may subsequently be increased above the amount(s) listed above without further consideration by Council.

BE IT FURTHER RESOLVED that any unspent funds available after the approved activity is completed and closed out with HUD will hereby be returned to the unallocated lump sum account within Fund 218, to be reallocated to suitable new activities by Council at a later date.

FINALLY, BE IT FURTHER RESOLVED that the funding awards appropriated within this resolution will be provided as grants to private non-profit, charitable organizations ("subrecipients") and shall be utilized by said subrecipients solely for the purpose(s) stated within their approved Scope of Work agreements. The City Manager is hereby authorized to enter into funding agreements with the subrecipients named herein as deemed advisable to ensure that all grant funds are expended for their intended purposes and in accordance with applicable federal and state laws and regulations. To this end, the City Manager, the Director of Finance, and public officers to whom any responsibility is delegated by the City Manager pursuant to City Code Section 2-147, are authorized to establish administrative procedures and to provide guidance and assistance in the subrecipients' execution of these approved activities.

Date Adopted:

Certified: _____
Clerk of Council

RESOLUTION

Resolution to Approve Award(s) of HOME Investment Partnership Program ("HOME") Funds Anticipated from the U.S. Department of Housing and Urban Development for the 2026-2027 Program Year, in the Approximate Amount of $92,568.21

WHEREAS the City of Charlottesville ("City") has been advised by the U.S. Department of Housing and Urban Development ("HUD") that the region served by the Thomas Jefferson HOME Consortium ("TJHC") is eligible to receive an anticipated HOME allocation for the 2026-27 program year, in the approximate amount of $740,545.64, of which the City anticipates receipt of approximately $92,568.21 to support local affordable housing initiatives; and

WHEREAS City Council has received recommendations for the expenditure of funds from the city's CDBG/HOME Taskforce, as reviewed and approved by the City's Planning Commission at a public hearing on April 14, 2026, in accordance with the City's established Citizen Participation Plan; and

WHEREAS the City of Charlottesville will continue certify with HUD certain local affordable housing activities funded through the Charlottesville Affordable Housing Fund ("CAHF") to meet HUD's 25% local match requirement for the use of HOME funds, as detailed in the Cooperation Agreement established between the City & the Thomas Jefferson Planning District Commission ("TJPDC"); now

BE IT RESOLVED by the City Council of the City of Charlottesville, Virginia, that upon receipt of HOME funds anticipated from the U.S. Department of Housing and Urban Development, that the following HOME-funded affordable housing activities are approved:

Fund	*Subrecipient*	*Funded Activity*	*Revised Award*
210	Building Goodness Foundation	BGF C'ville Builds: Local Repair & Renovation for Homeowners	$37,727.45
210	Pending	Unallocated	$54,840.76
		Total Recommended HOME Recommendations:	*$92,568.21*

BE IT FURTHER RESOLVED that this appropriation is conditioned upon the receipt by the City from HUD of not less than the full amount of anticipated HOME funds detailed above for the 2026-27 program year, and all subrecipient awards are also conditioned upon receipt of these funds.

BE IT FURTHER RESOLVED that in the event that funds received from HUD differ from the amounts referenced above, all awarded amounts may be administratively increased/reduced at the same prorated percentage of change to actual funding received. No subrecipient's grant may subsequently be increased above the amount(s) listed above without further consideration by Council.

FINALLY, BE IT FURTHER RESOLVED that any funding awards appropriated within this resolution will be provided as grants to private non-profit, charitable organizations ("subrecipients") and shall be utilized by the subrecipient solely for the purpose(s) stated within their approved Scope of Work agreement, as approved by TJPDC staff in accordance with the Cooperation Agreement. The City Manager is hereby authorized to enter into a funding agreement with subrecipients named herein as deemed advisable to ensure that all grant funds are expended for their intended purposes and in accordance with applicable federal and state laws and regulations.

To this end, the City Manager, the Director of Finance, and public officers to whom any responsibility is delegated by the City Manager pursuant to City Code Section 2-147, are authorized to establish administrative procedures and to provide guidance and assistance in the subrecipients' execution of these approved activities.

Date Adopted:

Certified: _____
Clerk of Council

2026-2027 CDBG & HOME FUNDING RECOMMENDATIONS ("PY26")

Amended based on HUD Allocations Transmittal Letter Received on April 6, 2026

PY26 HUD Allocations (2026-27 Anticipated)

	CDBG est.	$ 464,924.00
	HOME Local Share est.	$ 92,568.21
		$557,492.21

Programmatic Funding & Setasides

	CDBG Planning & Admin	$ 92,984.80
	Public Services Cap @ 15%	$ 69,738.60
	Council Priority: Public Facilities & Imprv.	$ 89,896.51
	Council Priority: Economic Dev.	$ 89,896.51
	HOME Program Local Match (25%**)	$ 23,142.05

*** Typically funded from CAHF*

CDBG Economic Development	*Recommendations*
CIC Entrepreneur Programs & Supports	$ 23,994.75
BGF Cville Builds - Construction & Renovation for Nonprofits & Small Businesses	$ 35,486.24
Subtotal:	*$59,480.99*

CDBG Public Facilities & Infrastructure Improvements	*Recommendations*
Arc of the Piedmont Shamrock Group Home	$ 20,408.76
The Haven Day Shelter Infrastructure	$ 34,442.53
Subtotal:	*$54,851.29*

CDBG Public Service Activities	*Recommendations*
The Haven Coordinated Entry	$ 26,092.82
LVCA Beg. Workforce Literacy	$ 14,421.82
PHA Eviction Diversion & Housing Stabilization	$ 29,223.96
Subtotal:	*$69,738.60*

CDBG Affordable Housing	*Recommendations*
AHIP Charlottesville Critical Home Rehabs	$ 93,934.16
LEAP Healthy, Safe & Energy Efficient	$ 93,934.16
Subtotal:	*$187,868.32*

HOME Investment Partnerships	*Recommendations*
BGF C'ville Builds: Local Repair & Renovation for Homeowners	$ 37,727.45
Unallocated	$ 54,840.76
Subtotal requests HOME:	*$92,568.21*

Total CDBG Recommendations for 2026-27:	$371,939.20
Total HOME Recommendations for 2026-27:	$92,568.21

2026-27 CDBG & HOME FUNDING RECOMMENDATIONS

Adopted by the Members of the PY26 CDBG/HOME Taskforce: April 1, 2026

PY26 HUD Allocations (Anticipated*)

CDBG est	$ 445,452.00
HOME est.	$ 85,876.13

** Estimated based on HUD allocations received for PY25* *$531,328.13*

Programmatic Funding & Setasides

CDBG Planning & Admin	$ 89,090.40
Public Services Cap @ 15%	$ 66,817.80
Council Priority: Public Facilities & Imprv.	$ 89,896.51
Council Priority: Economic Dev.	$ 89,896.51
HOME Program Local Match (25%**)	$ 21,469.03

*** Typically funded from CAHF*

CDBG Economic Development	*Recommendations*
CIC Entrepreneur Programs & Supports	$ 22,989.80
BGF Cville Builds - Construction & Renovation for Nonprofits & Small Businesses	$ 34,000.00
Subtotal:	*$56,989.80*

CDBG Public Facilities & Infrastructure Improvements	*Recommendations*
Arc of the Piedmont Shamrock Group Home	$ 19,554.00
The Haven Day Shelter Infrastructure	$ 33,000.00
Subtotal:	*$52,554.00*

CDBG Public Service Activities	*Recommendations*
The Haven Coordinated Entry	$ 25,000.00
IRC Financial Capabilities & Language Access Support for Newcomers	$ -
LVCA Beg. Workforce Literacy	$ 13,817.80
PHA Eviction Diversion & Housing Stabilization	$ 28,000.00
PHAR Resident-Involved Redevelopment	$ -
Subtotal:	*$66,817.80*

CDBG Affordable Housing	*Recommendations*
AHIP Charlottesville Critical Home Rehabs	$ 90,000.00
LEAP Healthy, Safe & Energy Efficient	$ 90,000.00
Subtotal:	*$180,000.00*

HOME Investment Partnerships	*Recommendations*
BGF C'ville Builds: Local Repair & Renovation for Homeowners	$ 35,000.00
Council Housing Initiatives Fund	$ 50,876.13
CRHA Shared Housing Rehabs and Renovation in Fifeville	$ -
Subtotal requests HOME:	*$85,876.13*

2026-27 OVERVIEW OF CDBG & HOME REQUESTS FOR FUNDING

For consideration by the PY26 City of Charlottesville CDBG/HOME Taskforce

PY26 HUD Allocations (Anticipated*)

	CDBG est	$ 445,452.00
	HOME est.	$ 85,876.13

** Estimated based on HUD allocations for PY25* *$531,328.13*

Programmatic Funding & Setasides

	CDBG Planning & Admin	$ 89,090.40
	Public Services Cap @ 15%	$ 66,817.80
	Council Priority: Public Facilities & Imprv.	$ 89,896.51
	Council Priority: Economic Dev.	$ 89,896.51
	HOME Program Local Match (25%**)	$ 21,469.03

*** Typically funded from CAHF*

CDBG Economic Development

		Requests
	CIC Entrepreneur Programs & Supports	$ 25,000.00
	BGF Cville Builds - Construction & Renovation for Nonprofits & Small Busi	$ 35,000.00
	Subtotal:	*$60,000.00*

CDBG Public Facilities & Infrastructure Improvements

		Requests
	Arc of the Piedmont Shamrock Group Home	$ 19,554.29
	The Haven Day Shelter Infrastructure	$ 33,000.00
	Subtotal:	*$52,554.29*

CDBG Public Service Activities

		Requests
	The Haven Coordinated Entry	$ 50,000.00
	IRC Financial Capabilities & Language Access Support for Newcomers	$ 35,000.00
	LVCA Beg. Workforce Literacy	$ 50,000.00
	PHA Eviction Diversion & Housing Stabilization	$ 30,000.00
	PHAR Resident-Involved Redevelopment	$ 55,000.00
	Subtotal:	*$220,000.00*

CDBG Affordable Housing

		Requests
	AHIP Charlottesville Critical Home Rehabs	$ 140,000.00
	LEAP Healthy, Safe & Energy Efficient	$ 125,000.00
	Subtotal:	*$265,000.00*

HOME Investment Partnerships

		Requests
	CRHA Shared Housing Rehabs and Renovation in Fifeville	$150,000.00
	Building Goodness FoundationC'ville Builds: Local Repair & Renovation	$35,000.00
	Subtotal:	*$185,000.00*

DRAFT

RESOLUTION

Resolution to Establish Council Priorities for the Program Year 2027-28 Community Development Block Grants & HOME Investment Partnerships Programs

WHEREAS the City of Charlottesville ("City") engages as a participating jurisdiction ("PJ") in the Community Development Block Grant ("CDBG") & HOME Investment Partnerships ("HOME") programs administered by the U.S. Department of Housing & Urban Development ("HUD") and in that role is the periodic recipient of federal funds to support eligible community development, affordable housing and planning activities as identified by HUD's Office of Community Planning & Development ("CPD"); and

WHEREAS the City is the Lead Agency for the Thomas Jefferson HOME Consortium ("TJHC") in partnership with the Thomas Jefferson Planning District Commission ("TJPDC") and the counties of Albemarle, Fluvanna, Greene, Louisa and Nelson, and through the Consortium shares in the benefits of participation in the HOME program; and

WHEREAS in accordance with the City of Charlottesville's HUD-approved Citizen Participation Plan ("CPP"), the city's CDBG/HOME Taskforce composed of residents and community representatives will be called on to review requests for funding of potential CDBG & HOME activities and to make recommendations for funding to City Council for the 2027-28 ("PY27") program year; now

THEREFORE BE IT RESOLVED by the City Council of the City of Charlottesville, Virginia, that the Program Year 2027-28 CDBG & HOME programs shall prioritize to the degree possible:

- *A continued emphasis on expanding access to affordable housing opportunities, including but not limited to low-income housing redevelopment; workforce development, including but not limited to efforts to bolster Section 3 training opportunities other economic development activities; microenterprise assistance; access to quality childcare; homeowner rehabilitation and energy-efficiency upgrades; down payment assistance; and improvements to public infrastructure designed to eliminate or reduce barriers to access to public amenities for mobility-impaired residents*
- *%____ of CDBG Entitlement funds to be prioritized to support Economic Development activities*
- *%____ of CDBG Entitlement funds to be prioritized to support Public Facilities and Improvement activities, with a special emphasis on activities that will eliminate or reduce barriers to access for mobility-impaired persons*
- *The CDBG Admin and Planning budget shall be set at 20% of the City's CDBG allocation*
- *Any other guidelines or directions Council may wish to give in determining how CDBG and HOME funds should be spent*

Requests for Funding Evaluation Criteria **CDBG/HOME Taskforce PY26**

Applicant/Proposed Activity:

Category	*Exceeds (4 pts)*	*Meets (3 pts)*	*Approaching (2 pts)*	*Developing (1 pt)*	*Total*
1. Program Description / Scope of Work	④ Provides a clear description and clearly explains how it will address one or more Council priorities	③ Provides a description that adequately explains how it will address one or more Council priorities	② Provides a description that somewhat explains how it will address one or more Council priorities	① Provides a vague and/or unclear description and little explanation as to how it addresses Council priorities	
2. Program Goal(s)	④ Provides a clear explanation of the programs goal(s). Identifies what services will be provided and to whom. Provides clear demographic information of the intended beneficiaries and how they will meet the income guidelines	③ Provides an adequate explanation of the programs goal(s)	② Minimally or somewhat explains the program's goal(s)	① Goal is missing and/or not clearly explained. Identification of beneficiaries, number of beneficiaries, demographic information, and information about how the beneficiaries will meet the income guidelines is vague and/or missing	
3. Demonstration of Need	④ Clearly describes how the program will directly address the important needs; Provides local data to describe the needs of the community and beneficiaries	③ Adequately describes how the program will directly address the needs using some local data to describe the needs of the community and the beneficiaries	② Description of need needs improvement; Only state, regional, or national data provided, data not specific to clients	① Does not describe how the program will directly address the needs and/or does not provide data to describe the needs of the community and the beneficiaries	
4. Projected Outcomes	④ Clearly explains how proposed outcomes will be meaningful, client-focused and related to the service(s) being provided	③ Adequately explains how proposed outcomes will be meaningful, client-focused and related to the service(s) being provided	② Explanation of how proposed outcomes will be meaningful, client-focused and related to the service(s) being provided needs improvement	① Does not explain how proposed outcomes will be meaningful, client-focused and/or related to the service(s) being provided	

Category	*Exceeds (4 pts)*	*Meets (3 pts)*	*Approaching (2 pts)*	*Developing (1 pt)*	*Total*
5. Implementation Strategies	④ Provides evidence-based strategies for how the program/project will address the program goal(s)	③ Adequately describes how strategies address program goal(s) using researched best practices strategies at a minimum	② Describes how strategies address program goal(s) without information about best practices or research	① Does not identify how strategies directly support program goal(s)	
6. Implementation Timeline	④ Timeline is detailed and realistic	③ Timeline is adequate	② Timeline is limited or not realistic	① Timeline is unclear, unrealistic and/or missing key details	
7. Evaluation Plan	④ Provides a rigorous evaluation plan which informs ongoing work, explains metrics and why they are used	③ Provides a solid evaluation plan	② Evaluates some elements of its work, but the evaluation is not thorough	① Proposal does not provide an evaluation plan or the plan is insufficient	
8. Eligibility Verification	④ Proposal clearly describes how the applicant will collect and verify all required information	③ Proposal adequately describes how the applicant will collect and verify all required information	② Proposal describes how the applicant will collect and verify some required information	① Proposal does not describe how the applicant will collect and verify any required information	
9. Financial Benefits	④ Proposal thoroughly describes how the program will deliver benefits to its beneficiaries	③ Proposal adequately describes how the program will deliver benefits to its beneficiaries	② Proposal somewhat describes how the program will deliver benefits to its beneficiaries	① Proposal minimally describes how the program will deliver benefits to its beneficiaries	

Category	*Exceeds (4 pts)*	*Meets (3 pts)*	*Approaching (2 pts)*	*Developing (1 pt)*	*Total*
10. Collaboration	④ Proposal describes how the program collaborates with other organizations to achieve a common goal using defined deliverables and metrics (eg, clear accountability, shared management, such as MOUs or formal partnership agreements)	③ Proposal describes formal agreements with more than two organizations describing how they cooperate, but does not share common deliverables or metrics	② Proposal describes collaboration informally with other organizations (ex. information sharing, resource sharing)	① Proposal does not describe collaboration with other entities	
11. Engagement/ Outreach Strategy	④ Proposal describes complete outreach and engagement strategies and explains how it will serve needy and underserved populations	③ Proposal describes some outreach and engagement strategies and how it will serve needy and underserved populations	② Proposal explains that services are available to needy and underserved populations but proposed activity does not conduct outreach or engagement	① Proposal does not provide strategies for outreach and engagement to needy and underserved populations	
12. Budget	④ Proposal clearly demonstrates: (a) How requested funds will be applied to expense line items; (b) How the amount requested is reasonable; (c) That the overall program budget shows a direct relationship with proposed service items	③ Proposal provides an adequate budget; adequately addresses A, B, and C	② Proposed budget needs improvement and only somewhat addresses A, B, and/or C	① Proposed budget needs improvement: the proposal does not demonstrate how the requested funds will be applied to expense line items, how the amount requested is reasonable, and does not show a direct relationship with proposed service items	
Reviewer:		▢ CDBG ▢ HOME		Subtotal:	

Policy Briefing Summary
City Council

Regarding:	**Public hearing and resolution to approve Lease of a Portion of Property at 100 5th Street, NE to Blue Ridge Area Coalition for the Homeless**
Staff Contact(s):	Brenda Kelley, Redevelopment Manager
Presenter:	**Brenda Kelley, Redevelopment Manager**
Date of Proposed Action:	May 4, 2026

Issue
Blue Ridge Area Coalition for the Homeless ("BRACH") has requested an amendment to their current lease with the City of Charlottesville, Virginia ("City").

Background / Rule
BRACH entered into a lease for a portion of CitySpace in August 2023, and renewed the lease in 2025; the current lease term expires in August 2026. The current lease permits a maximum of three (3) employees within the leased area. BRACH is now hiring a fourth (4th) employee and has requested an amendment to expand their space and increase the employee limit. Although the lease does not expire until August 2026, City Staff determined it would be efficient to address the requested amendment concurrently with the upcoming lease renewal timeline.

The only conditions that change in this lease are:

- The maximum number of employees allowed in the leased space has increased to allow four (4);
- The leased area has increased by approximately 204 square feet;
- The City will allow BRACH to use additional furniture currently in the leased area: two (2) desks with divider, two (2) chairs, and one (1) small file cabinet; and
- The in-kind donation value has been adjusted accordingly with the additional square footage.

In addition, this lease allows for the lease to be renewed for up to four (4) additional one (1)-year terms.

Information about BRACH can be found at: https://blueridgehomeless.org/

For City Council's review and consideration, attached are a copy of the amended lease and a Resolution authorizing the execution of the same.

Analysis
City Council may enter into agreements for the use of City property. A Public Hearing is required pursuant to Virginia Code Section 15.2-1800(B).

Financial Impact
BRACH will pay the City rent in the amount of one Dollar ($1.00) per year. The Fair Market Rent for the space is $6,840.00. The difference between the agreed upon

annual rent amount and the Fair Market Rent is $6,839.00 annually, which shall be deemed an in-kind financial donation and contribution.

Recommendation

Following conducting the legally required Public Hearing, City Staff recommends that City Council adopt the attached Resolution authorizing the execution of an amended lease with BRACH for the use of a portion of City-owned property located at 100 5th Street, NE."

Recommended Motion (if Applicable)

“I make a Motion to adopt the attached Resolution authorizing the execution of an amended lease with BRACH for the use of a portion of City-owned property located at 100 5th Street, NE."

Attachments

1. BRACH lease final May2026
2. Resolution BRACH May2026jvhedits

STANDARD FORM LEASE AGREEMENT FOR COMMERCIAL SPACE WITHIN A CITY-OWNED BUILDING OR STRUCTURE

THIS LEASE is made this _____ day of _____,2026, by and between THE CITY OF CHARLOTTESVILLE, VIRGINIA (herein, "Landlord") and BLUE RIDGE AREA COALITION FOR THE HOMELESS, a charitable non-profit organization authorized to do business in the Commonwealth of Virginia (herein, "Tenant" or "BRACH").

For in consideration of the mutual covenants and premises herein set forth, the parties hereto agree as follows:

Section 1. Leased Premises. Landlord hereby leases and demises to Tenant, and Tenant hereby leases and demises from Landlord, certain premises within the building or structure located 100 5th Street NE, Charlottesville, Virginia ("Building"), such premises consisting of approximately 570 square feet of net usable floor space in CitySpace, as designated on the floor plan attached and incorporated herein as **Exhibit A** ("Leased Premises"). The Leased Premises are demised to the Tenant together with a nonexclusive right to the use of all hallways, stairs, sidewalks, restrooms, kitchen and other areas designated by the Landlord for common use of tenants within and using the Building ("Common Areas").

Section 2. Term of Lease. This Lease shall be for a term of one year ("Initial Lease Term"), commencing _____, 2026 ("Commencement Date") and expiring at midnight on _____, 2027 ("Expiration Date"), unless sooner terminated as provided herein. ("Initial Lease Term").

Section 3. Option to Renew. At the City's option at the expiration of each one (1) year term, and if Tenant is not in default in the Lease's performance, this Lease may be renewed for up to four (4) additional one (1)-year terms (each, a "Renewal Term"). Each of the Renewal Term options must be exercised by Tenant requesting renewal by written notice to the City at least ninety (90) days prior to the expiration of the Initial Lease Term, or a Renewal Term, as applicable. If approved, a Renewal Term shall commence on the date following the Expiration Date of the Initial Lease Term, or a Renewal Term, as applicable. All of the Lease's terms and conditions shall apply throughout any Renewal Term, unless otherwise amended in writing and accepted by the City.

Section 4. Rent. Tenant shall pay to the City rent in the amount of one Dollar ($1.00), per year ("basic annual rent"). The Initial Lease Term's payment shall be due to the City within thirty (30) days after execution of the Lease. Thereafter, each subsequent annual payment(s) shall be payable on or before the Lease Renewal Term date, as applicable ("Due Date"). Tenant is responsible for ensuring that payment is received by the City by the Due Date.

Rent payments shall be delivered by check, cash, or wire transfer to:

Mail Check:
Office of the City Manager
City of Charlottesville, Virginia
P.O. Box 911
Charlottesville, Virginia 22902
Attn: Lease – BRACH

In Person (cash or check):
City of Charlottesville, Virginia
Customer Service, 1st Floor
600 East Main Street
Charlottesville, Virginia 22902
Attn: Lease – BRACH

Wire Transfer:
Information provided upon request.

The Fair Market Rent for the Demised Premises is $6,840.00. The difference between the basic annual rent and the Fair Market Rent is $6,839.00 annually, which shall be deemed an in-kind financial donation and contribution by Landlord to Tenant in accordance with Virginia Code Sec. 15.2-953.

Section 5. Rent Increase. The Annual Rent shall increase each year, by an amount equal to zero percent (0%) of the Rent payable during the preceding Lease Year.

Section 6. Security Deposit. Concurrently with Tenant's execution of this Lease, Tenant shall deposit with Landlord an amount equal to $ 0 as security for damage due to Tenant's failure to pay sums due hereunder, misuse of the Leased Premises, etc. (hereinafter, the "Security Deposit"). Landlord shall not be required to pay interest on the Security Deposit or to maintain it in a separate account. Within three (3) days after written notice of Landlord's use of the Security Deposit, Tenant shall deposit with Landlord cash in an amount sufficient to restore the Security Deposit to its prior amount. Within ninety (90) days after (a) the expiration or earlier termination of the Lease Term, or (b) Tenant's vacating the Demised Premises, Landlord shall return the Security Deposit less such portion thereof as Landlord may have used to satisfy Tenant's obligations.

Section 7. Use of Premises.

(A) Tenant represents and warrants that it will use and occupy the Leased Premises for the following commercial purpose(s): office space for a maximum of four (4) employees of Tenant; and provide services to the public. Tenant shall not use the Leased Premises for any other purpose(s), unless with the advance written permission of the Landlord.

(B) Tenant will have access to the meeting room(s) in CitySpace (Main Conference Room and Small Conference Room). Tenant acknowledges nonexclusive right and acknowledges that these meeting room(s) must be reserved in advance for use. Landlord shall provide Tenant with contact information to assist with reservation of meeting room(s).

Section 8. Nonprofit status. If Tenant is required by this Lease to pay only a nominal rent for the Leased Premises, Tenant represents and warrants that it is a charitable organization, institution or corporation authorized to receive appropriations, gifts or donations of money or property, real or personal, from the City, under the provisions of Virginia Code Sec. 15.2-953. Records which document Tenant's nonprofit status are attached as **Exhibit B**.

Section 9. Care and Maintenance of Premises.

(A) Tenant acknowledges that it has had an opportunity to inspect the Leased Premises, and that the Leased Premises are in good order and repair, unless otherwise indicated within a written Inspection Report attached to this Lease Agreement and signed by both Landlord and Tenant. Tenant accepts the Leased Premises "as-is". Tenant acknowledges that based on its own inspection of the Leased Premises, the Leased Premises are suitable for its intended purposes. Landlord makes no warranties or representations as to the suitability of the Leased Premises for Tenant's intended purposes.

Tenant further acknowledges that the Leased Premises operates as a shared meeting space for use by City-related business, including but not limited to public meetings and events. The Leased Premises are located in an accessible space that, at times, may be an unsecured open area. Tenant will be responsible for securing all Tenant's equipment and belongings. Landlord will not be liable for Tenant's equipment and belongings.

(B) Landlord shall, at its expense, provide the following:

(i) janitorial services for the entry to the Building, stairways, corridors and other common areas within the Building,

(ii) removal of ice and snow from sidewalks and entryways

(iii) security keycard(s) for access to the Leased Premises. Tenant will be responsible for one security keycard, provided upon request, for each employee of BRACH. Tenant acknowledges that security keycard(s) will need to be carried at all times for access to the Leased Premises. Additional costs may be assessed for lost, stolen, or replaced security keycard(s). If a security keycard is lost or stolen, Tenant must notify Landlord immediately. Tenant acknowledges that Leased Premises is located in CitySpace, a minimally secured workspace and meeting rooms, and will exercise care in allowing access to individuals or groups accessing the space.

(iv) Furniture. All furniture and fixtures provided by Landlord to Tenant shall remain the property of Landlord at all times and shall remain in the Leased Premises upon vacancy by Tenant. Tenant shall be solely responsible to keep and maintain all provided furniture and equipment in substantially the same condition and repair in which the furniture and equipment were delivered to the Tenant on the Commencement Date, reasonable and ordinary wear and tear excepted. Tenant acknowledges that the following furniture and equipment is

provided for Tenant's use, and remains property of Landlord, during the term of the Lease:

- 2 desks
- 2 desks with divider
- 4 chairs
- 1 small file cabinet (w/keys)
- 3 small file cabinets (without keys)
- 1 small round office table with 3 chairs

(C) Landlord shall also, at its expense, maintain and keep in good repair:

(i) The roof of the Building, exterior walls of the Building, structural foundations and other structural components of the Building,

(ii) the plumbing and permanent electrical wiring that serve the Leased Premises

(iii) common heating, cooling and air handling equipment within the Building, and the ductwork that runs from such common equipment to the Leased Premises; provided however, that Tenant shall be responsible for the cost and expense of any such maintenance, repair or replacement that is required as a result of any negligence or willful act of Tenant, its principals, employees, agents or invitees. Landlord shall not be responsible for maintenance, repair, or replacement of any heating, cooling or air conditioning equipment or systems installed by Tenant within the Leased Premises for which Tenant shall be solely responsible.

(iv) Landlord shall have a right of access to the Leased Premises, upon reasonable notice to the Tenant, at times necessary for performance of work for which Landlord is responsible pursuant to the provisions of this section.

(D) Tenant shall, at its expense, provide janitorial services within the Leased Premises, and shall at all times keep and maintain the Leased Premises in a clean, sanitary and orderly condition. In addition, Tenant shall be solely responsible for all costs and expense required to keep and maintain the Leased Premises in substantially the same condition and repair in which the Leased Premises were delivered to the Tenant on the Commencement Date, reasonable and ordinary wear and tear excepted. Tenant shall also, at its expense:

(i) maintain, repair and replace the furnishings, fixtures and equipment that are delivered with possession of the Leased Premises, including, without limitation: sinks, toilets, lighting fixtures, appliances, built-in cabinetry or furnishings, etc. ("Standard FF&E");

(ii) maintain, repair and replace any broken plate glass;

(iii) keep and maintain the Leased Premises, and any alterations or improvements made by Tenant therein, in compliance with the requirements of all statutes,

ordinances, regulations, covenants, conditions or requirements of all municipal, state and federal authorities, whether now in force or which may hereafter be in force, pertaining to the Leased Premises, occasioned by or affecting Tenant's use thereof;

(iv) maintain the condition of the Leased Premises, and its use of the Leased Premises and common areas therein, in accordance with rules which may be established from time to time by Landlord and communicated by Landlord or its agent to the Tenant.

(v) keep and maintain the Leased Premises free of all nuisances, including, without limitation: vermin, insects, hazardous materials and hazardous substances.

Section 10. Requests for Maintenance and Repair. Requests for maintenance and repair of the Leased Premises that are the responsibility of Landlord shall be submitted promptly in writing. Landlord shall provide Tenant with contact information to assist with requests for maintenance and repair.

Section 11. Alterations. Tenant may, with advance written consent of the Landlord, make alterations or improvements to the Leased Premises. At the Landlord's sole option, alterations or improvements shall become the sole property of the Landlord upon the expiration or earlier termination of this Lease Agreement; provided, however, that Landlord, at its sole option, shall also have the right to require the Tenant to remove any alteration or improvement on or prior to the expiration or earlier termination of this Lease: If Landlord elects to require tenant to remove any alterations or improvements, then Landlord shall give written notice to the Tenant at least thirty (30) days prior to the expiration or termination date, and then Tenant shall at Tenant's sole expense, remove the alterations or improvements and restore the Leased Premises to the condition in which they existed on the Commencement Date of this Lease (reasonable wear and tear excepted).

(A) Retrofits to be Subsidized by Landlord. *[not applicable]*

Section 12. Tenant's Furnishings and Fixtures. Tenant shall obtain the advance written permission of the Landlord to install its own furnishings, fixtures and equipment ("Tenant's FF&E") within the Leased Premises. Landlord's permission shall not unreasonably be withheld; however, all costs and expenses for the installation, maintenance, repair or replacement of Tenant's FF&E shall be the responsibility of the Tenant. Upon the expiration or earlier termination of this Lease, Tenant shall, at its sole expense, remove the Tenant's FF&E, shall repair any damage(s) caused by such removal, and shall restore the Leased Premises to the condition in which they were delivered to Tenant on the Commencement Date (reasonable wear and tear excepted). Notwithstanding the foregoing, Landlord and Tenant may, by mutual written agreement executed at least thirty (30) days prior to the expiration or termination date, agree upon the terms and conditions under which any of Tenant's FF&E may remain within the Leased Premises and become the sole property of the Landlord.

Section 13. Casualty. Neither the Landlord nor its authorized agent shall be liable for any damage or personal injury to Tenant, or to any other persons, or with respect to any personal property, caused by: fire, explosion, water, busted or leaking pipes, malfunctioning sprinklers, steam, plumbing, gas, oil, electricity, electrical wiring, rain, ice, snow or any leak or flow from or into any part of the Leased Premises or any improvements thereon, or due to any other cause whatsoever, unless such damage or injury is caused by a negligent act or omission of the Landlord or agent for which the Landlord or agent may be held responsible under the laws of the Commonwealth of Virginia.

Section 14. Signs. Tenant shall not display or erect any lettering, sign, advertisement, sales apparatus or other projection on the exterior of the Leased Premises (including interior window and door glass) without prior written consent of Landlord and permits as may be required by the City's zoning ordinance.

Section 15. Taxes. During the term of this lease, the Tenant shall be solely responsible for, and shall pay directly to the City of Charlottesville, any real estate taxes and assessments imposed on its leasehold interest, and its proportionate share of any stormwater utility fees. Tenant shall pay all personal property and business license taxes imposed by the Commonwealth of Virginia or the City of Charlottesville.

Section 16. Utilities.

(A) Tenant shall be responsible for all deposits, costs and expenses for communications services used by Tenant at the Leased Premises, including, without limitation: telephone, cable, internet, wifi, security monitoring, and other communications service charges provided to or utilized by Tenant at the Leased Premises.

(B) All applications and connections for communications services shall be made in the name of the Tenant only, and Tenant shall be solely liable for charges us they become due.

(C) Landlord shall be responsible for other utility services consumed by Tenant at the Leased Premises, including, without limitation: water, sewer, gas, and electricity.

Section 17. Insurance. Tenant shall provide Landlord with proof of insurance for the organization upon signing of the lease agreement, any renewal period, and upon Landlord’s request.

Section 18. Assignments and subleases. Tenant shall not assign its rights or obligations under this Lease Agreement, and shall not enter into any sublease of the Lensed Premises, without the prior written consent of Landlord.

Section 19. Landlord's Right of Entry. Landlord or its agent(s) shall have a right to enter upon the Leased Premises at reasonable times and upon reasonable notice given to

Tenant, for the purpose of inspecting the leased premises, or for performing any action Landlord has a right to perform.

Section 20. Indemnification. Tenant shall indemnify Landlord against all liabilities, costs, expenses (including reasonable attorney's fees) and losses incurred by Landlord as a result of: (A) failure by Tenant to perform any covenant required to be performed by Tenant hereunder; (B) any accident, injury or damage caused by Tenant's negligence; (C) Tenant's failure to comply with requirements of any governmental authority; (D) any mechanics' lien or security agreement or other lien filed against the Building or the Leased Premises; or (E) any negligent act or omission of Tenant, its officers, employees, and agents.

Section 21. Damage by Fire or other Casualty.

(A) If the leased premise shall be rendered untenantable by fire or other casualty, Landlord may at its sole option terminate this lease as of the date of such fire or other casualty, upon 30 days written notice to Tenant. In the event that this lease shall be terminated, rent shall be equitably adjusted.

(B) If this lease shall not be terminated under the provisions of subparagraph (A) above, rent shall be equitably apportioned according to the space rendered untenantable, and Landlord shall at its own cost restore the Leased Premises to substantially its same condition immediately preceding such loss, provided that the cost of such work shall not exceed the insurance proceeds received by Landlord on account of such loss.

(C) If Landlord elects to restore the Leased Premises and shall fail to substantially complete the same within 90 days after such fire or other casualty, due allowance being made for delay due to practical impossibility either Landlord or Tenant, by written notice to the other given within 15 days following the last day of said 90 day period, may terminate this lease as of the date of such fire or other casualty.

Section 22. Lessor's Remedies Upon Default.

(A) If Tenant defaults in the payment of rent, or any additional rent, or defaults in the performance of any of the other covenants, terms or conditions hereof, Landlord may give Tenant notice of such default, and if Tenant does not cure any such default within thirty (30) days after the giving of such notice (or, the default is of such nature that it cannot be completely cured within such 15-day period, if Tenant does not commence such curing with such 15 days and thereafter proceed with reasonable diligence and good faith to cure such default) then Landlord shall have the right to terminate this Lease and all rights of Tenant under this Lease by giving written notice to the Tenant.

If the Landlord gives written notice of termination, then this Lease shall terminate on the date specified in such notice. On or before the termination date, Tenant shall quit the Leased Premises and surrender the Leased Premises to Lessor, but Tenant shall remain liable as hereinafter provided. Upon the effective date of termination, the Landlord may at any time thereafter resume possession of the Leased Premises by any

lawful means and remove Tenant or other occupants and their effects. No failure of the Landlord to enforce any term or condition of this Lease shall be deemed a waiver. In the event Landlord elects to terminate this Lease, Landlord may recover from Tenant: (a) any unpaid rent due and owing to the Landlord at the time of termination of the Lease; (b) the amount by which the unpaid rent that would have been earned after termination of the Lease until the time of award exceeds the amount of rental loss that Tenant proves could have been reasonably avoided; (c) the amount by which the unpaid rent for the balance of the term of this Lease after the time of award exceeds the amount of rental loss that Tenant proves could be reasonably avoided; and (d) any other amount necessary to compensate Landlord for full damages proximately caused by Tenant's failure to perform its obligations under this Lease. No act of Landlord shall be construed as terminating this Lease except written notice given by Landlord to Tenant advising Tenant that Landlord elects to terminate the Lease. As used in this paragraph, the term "rent" means the Rent and any other costs, expenses or sums required to be paid by Tenant pursuant to the terms of this Lease Agreement.

(B) Upon the expiration or earlier termination of this Lease, or any renewals or extensions hereof, Tenant shall quit and surrender the Leased Premises to Landlord clean and in good order and condition, ordinary wear and tear excepted. Tenant shall, on or prior to the date of expiration or earlier termination, remove all its property and repair all damage to the Leased Premises caused by such removal and make reasonable restoration of the Leased Premises to the condition in which they existed prior to the installation of the property so removed. Any property of the Tenant that remains on the Premises after the expiration or termination of this Lease may be treated by the Landlord as abandoned property. Any item of property which is left on the Leased Premises that is worth less than $1,000.00 (one thousand dollars) shall be deemed abandoned and may be immediately removed by the Landlord and disposed of as trash.

Section 23. Rules and Regulations of Landlord: Stipulations. Tenant covenants that the following rules and regulations shall be faithfully observed and performed by Tenant, its principals, employees and agents, and its invitees:

(A) Tenant shall not do or permit anything to be done in the Leased Premises, or bring or keep anything therein, which will or may increase the Landlord's fire insurance premium(s) for the Building or Leased Premises; which will obstruct or interfere with the rights of the Landlord or any other tenant(s) in the Building; or which will violate any requirement of the Virginia State Fire Prevention Code.

(B) The sidewalks, entries, passages, elevators, public corridors and staircases and other parts of the Building which are not occupied by the Tenant shall not be obstructed or used for any other purpose other than ingress and egress.

(C) The Tenant shall not install or permit the installation of any awnings, shades, and the like other than those approved by the Landlord in writing.

(D) No additional locks shall be placed upon any doors in the Leased Premises unless keys therefor are given to the Landlord for use in emergencies; and the doors leading to corridors or

main halls shall be kept closed during business hours except as they may be used for ingress and egress.

(E) Tenant shall not construct, maintain, use or operate within the Leased Premises (or elsewhere in the Property of which said Leased Premises form a part, or on the outside of the Leased Premises) any equipment or machinery which produces music, sound or noise which is audible beyond the Building or property.

(F) Electric, cable and telephone floor distribution boxes must remain accessible at all times.

(G) No animals shall be kept by Tenant in or about the Leased Premises and the Tenant shall not suffer any animal(s) to be kept in or about the Leased Premises. Service animals shall be permitted.

(H) No bicycles or vehicles of any kind, including but not limited to electric scooters, shall be brought into the lobby or elevators of the Building or into the Leased Premises.

(I) Tenant shall not utilize in the Leased Premises equipment requiring electrical energy other than ordinary office equipment (including desktop computers, telephones, fax machines, copying, printing and scanning equipment).

(J) Tenant shall keep all windows and exterior doors closed in the Leased Premises in order to assure proper functioning of heating and air conditioning systems and to prevent damage to the leased premises. Tenant shall be responsible for damage to the Leased Premises caused by its failure to comply with this paragraph.

(K) Tenant shall comply with any other rule(s) or regulation(s) of Landlord of which Tenant has been given notice, and which are, in Landlord's judgment, necessary or appropriate for the safety, care and cleanliness of the Building, the common areas within the Building, or the Leased Premises.

Section 24. Quiet Enjoyment. Upon payment of the Rent herein provided for and upon performance of the terms of this Lease Agreement, Tenant shall have a right of quiet enjoyment of the Leased Premises, to the extent that Tenant acknowledges that Leased Premises is an open work area within a larger meeting space.

Section 25. Notices. Notices required to be given under this Lease Agreement shall be given in writing and signed by the party giving the notice. The notice shall either be delivered or sent by certified U.S. mail, return receipt requested, and shall be addressed to the receiving party's address appearing below. A notice shall be deemed to have been given as of the date on which said notice is either delivered to the recipient, as evidenced by a signed receipt, or if sent by mail, on the date such notice is deposited in the United States Mail. The parties' designated representatives for purposes of receiving notices and communications pertaining to this Lease are as follows:

Tenant: Mailing Address:
Blue Ridge Area Coalition for the Homeless
P.O. Box 34
Charlottesville, VA 22902

Delivery Address:
Blue Ridge Area Coalition for the Homeless
100 5th Street NE
Charlottesville, VA 22902

Landlord: Mailing Address:
Office of the City Manager
City of Charlottesville
P.O. Box 911
Charlottesville, VA 22902
Attn: City Lease

Delivery Address:
Office of the City Manager
City of Charlottesville
605 E. Main Street, 2nd Floor
Charlottesville, VA 22902
Attn: City Lease

Section 26. Governing Law. This Lease Agreement shall be construed under and governed by the laws of the Commonwealth of Virginia. Any action to enforce this Lease Agreement, and any other litigation arising out of this Lease Agreement, shall be brought within the Circuit Court for the City of Charlottesville, Virginia and such court shall be the exclusive venue.

Section 27. Successors in interest. This Lease shall be binding upon and shall inure to the benefit of the parties and their successors in interest.

Section 28. No Waivers. No failure of the Landlord to enforce any term or condition of this Lease Agreement, or any of its rights hereunder, shall be deemed a waiver.

IN WITNESS WHEREOF, the parties have caused this Lease to be executed by their duly authorized representatives, following below:

CITY OF CHARLOTTESVILLE, VIRGINIA

By: _____ Date: _____
Samuel Sanders, Jr.
City Manager

Approved as to Form:

_____
J. Vaden Hunt, Esq.
Deputy City Attorney

TENANT: BLUE RIDGE AREA COALITION FOR THE HOMELESS

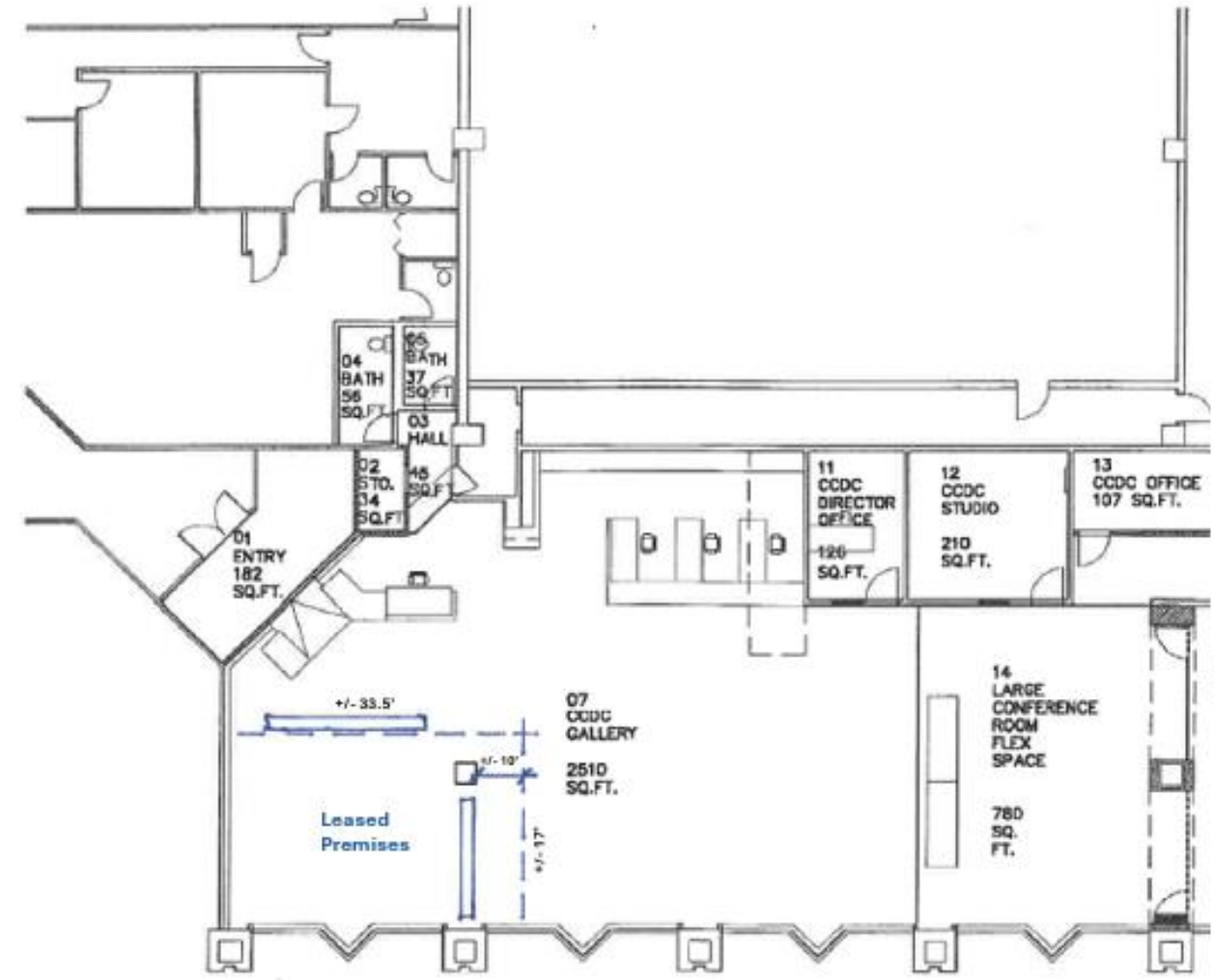
By: _____ Date: _____

Print Name: _____

Title: _____

EXHIBIT A

Leased Premises



01 Floor Area Plan
SK1.0 Scale: 1/16" = 1'-0"
7005_FP01_As-Built

EXHIBIT B

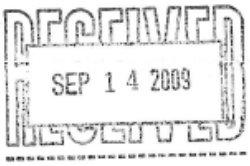
Nonprofit Status

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: SEP 0 4 2009

THOMAS JEFFERSON AREA COALITION FOR
THE HOMELESS
401 E WATER ST
CHARLOTTESVILLE, VA 22902



Employer Identification Number:
26-4577927
DLN:
17053202328049
Contact Person:
SHERRY Q WAN ID# 31052
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
June 30
Public Charity Status:
170(b)(1)(A)(vi)
Form 990 Required:
Yes
Effective Date of Exemption:
March 19, 2009
Contribution Deductibility:
Yes
Addendum Applies:
No

Dear Applicant:

We are pleased to inform you that upon review of your application for tax exempt status we have determined that you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code. Contributions to you are deductible under section 170 of the Code. You are also qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.

Organizations exempt under section 501(c)(3) of the Code are further classified as either public charities or private foundations. We determined that you are a public charity under the Code section(s) listed in the heading of this letter.

Please see enclosed Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, for some helpful information about your responsibilities as an exempt organization.

Letter 947 (DO/CG)

THOMAS JEFFERSON AREA COALITION FOR

Sincerely,



Robert Choi
Director, Exempt Organizations
Rulings and Agreements

Enclosures: Publication 4221-PC

Letter 947 (DO/CG)

RESOLUTION #R-__-___

AUTHORIZING THE EXECUTION OF AN AMENDED LEASE OF A PORTION OF CITY-OWNED PROPERTY AT 100 5TH STREET, NE TO BLUE RIDGE AREA COALITION FOR THE HOMELESS ("BRACH")

WHEREAS, BRACH desires to amend its existing lease with the City of Charlottesville, Virginia ("City"), for a portion of a certain City-owned property for a term of one (1) year, with an option for renewal for up to four (4) additional one (1) year terms, and the Council of the City of Charlottesville, Virginia ("City Council), has considered the terms of the proposed lease, and has conducted a Public Hearing in accordance with the requirements of Virginia Code § 15.2-1800(B)**.**

NOW, THEREFORE, BE IT RESOLVED by City Council that the amended lease of a portion of City-owned property located at 100 5th Street, NE, in the City to BRACH, presented to City Council this same date for consideration, is hereby APPROVED and the City Manager is hereby authorized to execute the approved amended lease on behalf of City Council, subject to approval by form by the City Attorney.

Date Adopted: May 4, 2026

Certified: _____
Clerk of Council

Policy Briefing Summary
City Council

Regarding:	**Public hearing and Resolution to approve New Lease Agreement with The Virginia Discovery Museum for use of City-owned property located at 524 East Main Street**
Staff Contact(s):	Brenda Kelley, Redevelopment Manager
Presenter:	**Brenda Kelley, Redevelopment Manager**
Date of Proposed Action:	May 4, 2026

Issue
The Virginia Discovery Museum, Inc. ("VDM" or "Museum") entered into a lease with the City of Charlottesville, Virginia ("City"), for use of the City-owned property located at 524 East Main Street, in July 2021; that lease expires on June 30, 2026. For City Council's review and consideration, attached is a new, proposed Lease Agreement and a Resolution authorizing execution of the same.

Background / Rule
VDM, a nonprofit organization, has operated out of 524 East Main Street (on the Downtown Mall) since May 1990 (thirty-six (36) years). Last year, VDM welcomed 57,619 visitors.

VDM is a key driver of customers to Downtown shops, restaurants, hotels and other attractions. Families plan a day around visiting the Museum, then purchase meals and goods from Downtown shops. In 2022, VDM restored its historic carousel to attract visitors to the Downtown Mall, and the Museum's popular events including Kid*Vention Science Festival, Date Night Drop Off, and the Boo Bash Halloween Carnival brought over 1,500 weekend and evening visitors to Downtown in the past year. From a workforce development standpoint, the Museum recruits and trains nearly 300 volunteers a year by providing a warm, inclusive environment for teenagers, college students, and those planning a return to the workforce to build workforce skills, as well a place for senior citizens to continue to be involved in the community in a way that is important, but not physically taxing. VDM is proud to be the first workplace for many young volunteers, and to help volunteers on their pathway to paying work. For over a decade, VDM has been a popular worksite for Community Attention Youth Internship ("CAYIP") interns, and the Museum Staff is honored to offer references for CAYIP interns. Additionally, through its eight (8) weeks of Summer Camp and Day Off Camps offered on days when City Public Schools are closed, the Museum offers childcare to hundreds of working parents in our community.

VDM regularly engages in cross-marketing efforts and tourism outreach designed to bring local families and tourists to the City. Upcoming examples are the Museum's Kidvention Family Science Festival in the Key Recreation Center on April 25, 2026, typically attracts 1,000 visitors), hosting a family craft activity station during the Tom Tom Festival, and participating in Spring/Summer 2026 activities related to the 50th Anniversary of the Downtown Mall. Currently, VDM has a marketing partnership with Chaps Ice Cream, and in Summer, typically hosts a Free Family Film Series with Violet Crown on the Downtown Mall. For twenty (20) years, the Museum has offered a free Pass Check Out Program with the Jefferson Madison Regional Library.

City Staff provides the following information relative to this new, proposed Lease Agreement execution approval request:

-Building Space (approximate square footage): 7,747

-Outdoor Carousel (approximate square footage): 990
-Assessed Value: $2,493,000.00
-Current Lease Rate: $325.00/month ($3,900.00/annual)
-Current Lease Rate per square foot (building): $0.51 +/-
-Potential Annual Lease Value (building): $27 / SF
-Potential Annual Lease Value (carousel): $5 / SF
-Comparable Fair Market Rent Value: $214,119.00
-In-Kind Donation Value: $210,219.00

The general terms of the new Lease Agreement are:

-Lease Period: 5 years (expires June 30, 2031)
-Lease Rate: $325.00/month, with no more than 3% automatic annual increase in the following years
-Tenant Responsibilities: grounds maintenance; maintenance of exterior light fixtures; janitorial services; cost of utilities, insurance; Tenant accepts Premises "as-is"
-City Responsibilities: maintenance of structural elements and systems; maintenance of the exterior of the premises
More information about VDM can be found at: https://www.vadm.org/

Analysis
City Council may enter into agreements for the use of City property. Per Virginia Code Section15.2-1800(B), a Public Hearing is legally required to be advertised and held prior to disposition of City-owned property.

Financial Impact
None.

Recommendation
Following conducting the legally required Public Hearing, City Staff recommends that City Council adopt the attached Resolution authorizing the execution of the new Lease Agreement with VDM for the use of City-owned property located at 524 East Main Street.

Recommended Motion (if Applicable)
"I make a Motion to adopt the attached Resolution authorizing the execution of the new Lease Agreement with VDM for the use of the City-owned property located at 524 East Main Street."

Attachments
1. Resolution VA Discovery Museum May2026
2. Resolution VA Discovery Museum May2026jvhedits

RESOLUTION #R-__-___

Approving a lease of a property at 524 East Main Street to The Virginia Discovery Museum, Inc. (VDM)

WHEREAS, VDM desires to lease a certain City-owned property for a term of five (5) years, and with option for renewal of additional terms, and City Council has considered the terms of the proposed lease, and has conducted a public hearing in accordance with the requirements of Virginia Code Sec. 15.2-1800(B)**;**

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Charlottesville, Virginia, that the lease of a City-owned property located at 524 East Main Street, Charlottesville, Virginia, to VDM, presented to Council this same date for consideration, is hereby APPROVED and the City Manager is hereby authorized to execute the approved lease on behalf of City Council.

Date Adopted: May 4, 2026

Certified: _____
Clerk of Council

RESOLUTION #R-__-___

AUTHORIZING THE EXECUTION OF A NEW LEASE AGREEMENT FOR CITY-OWNED PROPERTY LOCATED AT 524 EAST MAIN STREET TO THE VIRGINIA DISCOVERY MUSEUM, INC. ("VDM")

WHEREAS, VDM desires to lease a certain City-owned property for a term of five (5) years, and with option for renewal of additional terms, and the Council of the City of Charlottesville, Virginia ("City Council"), has considered the terms of the proposed new Lease Agreement, and has conducted a public hearing in accordance with the requirements of Virginia Code § 15.2-1800(B)**.**

NOW, THEREFORE, BE IT RESOLVED by City Council, that the new Lease Agreement for the use of City-owned property located at 524 East Main Street, Charlottesville, Virginia, to VDM, presented to City Council this same date for consideration, is hereby APPROVED, and the City Manager is hereby authorized to execute the newly approved Lease Agreement on behalf of City Council.

Date Adopted: May 4, 2026

Certified: _____
Clerk of Council