



August 19th, 2020 – 6:30 p.m.

Agenda: Planning Commission Workshop

1. Call to Order
2. Determine Presence of Quorum & Review/Approval of Agenda
3. Review of Minutes July 15th, 2020 Workshop
4. Consideration of Potential Code Amendment for the Development of an Apartment Building(s) on a R3 (Residential Multi Family) Zoned Parcel
5. Additional Items from Planning Commission or Public
6. Adjournment

Madison County Planning Commission

Workshop Meeting

July 15, 2020

The Madison County Planning Commission workshop meeting was called to order by Chair, Mike Mosko, at 6:30 p.m., in the County Administration Building auditorium. A quorum was established with all members present: Fay Utz, Francoise Seillier-Moiseiwitsch, Nan Coppedge, Mike Mosko, Mike Fisher, Peter Work, Steve Carpenter, Danny Crigler, and Pete Elliott. Also present were Ligon Webb, County Planner; Jack Hobbs, County Administrator; Sean Gregg, County Attorney; and Clay Jackson, BOS liaison.

Motion was made by Nan Coppedge to approve the agenda, moving item #5 on the agenda to the next meeting, seconded by Fay Utz, and carried, with all members voting aye. Motion was made by Mike Fisher to approve the minutes of the June 15 meeting as submitted, seconded by Pete Elliott, and carried, with all members voting aye.

Case No.: OA-08-20-15: Madison County's Floodplain Management Regulations (Article 11) are included in the Zoning Ordinance. FEMA has recently completed a remapping of the floodplain limits in the County, and the Flood Insurance Study and Flood Insurance Rate Map have been updated. To participate in the National Flood Insurance Program, the Zoning Ordinance must be amended to include these changes. Paper copies and digital maps are available. The 1,800 affected landowners were notified by mail from the Zoning Office, with approximately 20-30 people responding. Pete Elliott asked if this would change the tax base.

The Planning Commission meeting was suspended to allow the BOS to convene, and the PC meeting reconvened.

Case No.: SU-07-20-14: Special Use Permit request by Crystallis LLC (Barbara Miller) for an event/venue use located on seven parcels totaling 749.3 acres, zoned A1 located at 2427 S. Blue Ridge Turnpike, Rochelle. The parcels are identified as TM's 64-71, 64-73, 64-73A, 68-1, 68-2A, 68-2, and 69-1. The applicant has submitted a 15-page conceptual site plan showing numerous lodging areas, welcome center & restaurant, spa, pavilion, event center, and other structures/buildings (roughly 60,000 sq. ft), along with parking, roadways, hiking and equestrian trails, and facilities. Prior to the development of any areas or structures, site plans would have to be approved by the BOS. Ms. Miller has submitted a June 30, 2020 letter of voluntary terms and conditions that would become binding to the SUP and be fully transferrable. Mr. Webb stated event venues were added to the Ordinance a year ago, and he is working with Ms. Miller about concerns and plans for the Crescere project that would be agreeable to all. He compared the number and type of events Crescere plans with those held by Graves Mountain Lodge. In addition, events would be classified as private events, minor events, and major events (more than 750 people). Mr. Work asked if the SUP is granted, would it transfer to a new owner. Mr. Webb stated if there are conditions to a SUP, those conditions stay with the land, even with a

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new owner. He also stated there will be clear cut-off times for amplified music, and VDOT will address traffic concerns when the site plan is reviewed.

Mr. Mosko stated many letters and emails have been received about the proposed SUP, and have been included in the Commissioners packets, and are on file with the Zoning office. He also explained the rules for the public hearing, including a 3-minute limit per person.

The following persons spoke during the public comment:

Jimmy Graves, Syria - was asked to speak first about lodging units and events held at Graves Mountain Lodge. They have 3 motels and 53 cottages, and a variety of other activities and large special events on 1,100 acres. Sound carries depending on the night and music ends at 10 and 11 p.m. A large area is needed for drainfields, and he tries to divert traffic to another road for large events. Mike Fisher asked how much money is collected as donations for the Rescue Squad and Fire Dept. at the July 4th fireworks, and Mr. Graves replied \$5,000-\$10,000.

Jane Hammond, Rochelle - representing Madison Matters, spoke against the project because of the size, noise, traffic, effect on the Rapidan River, and if approved would destroy the first goal of the Comp Plan. Robert Joskowiak, Scuffletown Road (Point of Order from Pete Elliott, stating Orange County does not allow people from outside Orange County to speak at a Public Hearing. Should Madison? BOS Chair and County Attorney agree Madison County will allow outside persons to speak.) - asked if Ms. Miller would treat Crescere in the same caring manner as her property on Scuffletown Road.

Chip Queitzsch, Madison Mills - big inconsistency in County record keeping, current plans very different from original.

William Rother, Raceground Road – would like amplified music to end at 9 p.m., pay attention to Grelen neighbors, hopes no plans to use Raceground Road as an access road.

Fiona Tustian, Rochelle - Where can she get information on glamping, hemp growing?

Amy Neale, Uno - opposes the expanded size of activities, and wants the SUP to follow the applicant, not the land.

Sheila Arrington, Uno - Need guidelines and cut back on noise, traffic, times; GML is off the beaten trail.

Jill Shreiner, Raceground Road - fearful crime of Baltimore will come here, and has PTSD.

Robert Staler - Jack's Shop Road not able to handle short cut traffic; if can be like GML is OK; county revenue should not be driving force.

David Thompson, Rochelle - Ms. Miller's farm is top-notch, but this project is a business, and concerned about enough water for 225 guests.

John Chebuske, Old Pratts – New people and projects are like “injecting cancer cells” to Madison County and should be denied at the start.

Jennie Hill Robinson, Oak Park - who pays for extra police, fire, rescue? Mr. Webb answered that EMS reports one call per event of 1,000 people.

Rick Cane, Radiant - takes EMS a long time to reach outlying areas.

Tracey Gardner, Economic Development/Tourism Director, spoke in support of the project. The annual Taste of the Mountains Festival with up to 20,000 guests averages one EMS call; this event venue process has been working for 1 ½ years, and tourism attracts clean business who appreciate Madison.

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Justin Shimp, Engineer - explained 60,000 sq. ft. over 750 acres is less than 5% of the land being disturbed, 200 houses would disturb more land, Rt. 231 is underutilized, and a ground water study shows there is capacity for expected water usage, and there are no waster water treatment permits needed.

Chris Hawke, PEC - Tourism is great, and a SUP is the legal way to proceed, but Ms. Miller's ideas are "pie in the sky," and asks the application be denied and applicant submit full plans.

Barbara Miller, applicant - encouraged everyone to look at the website, www.crescerfarm.com and they like peace and quiet as well, and have no "crazy" plans.

Sophie Laporte, Uno – Supports Ms. Miller's plan but is concerned about who the next owner might be, and like for more specifics in the SUP.

The Public Hearing ended, and Mike Mosko remarked all comments are taken seriously, and this has been studied for 1 ½ years.

Mike Fisher remarked the County has to have income from somewhere, and that nobody ever wants something near them. He also stated that stuffing mailboxes with Madison Matters flyers, and placing signs on property without permission is not the Madison way to do things. Danny Crigler also chastised the group for this action, and that placing items in a mailbox without postage is a federal offense.

There being no further business before the Planning Commission, motion was made by Peter Work to adjourn the meeting, seconded by Faye Utz, at 8:17 p.m. Attendees were encouraged to remain for the BOS meeting immediately following.

Nan Coppedge, Secretary

Approved

Certified

August 13, 2020

To: Planning Commission

From: Ligon Webb, County Planner

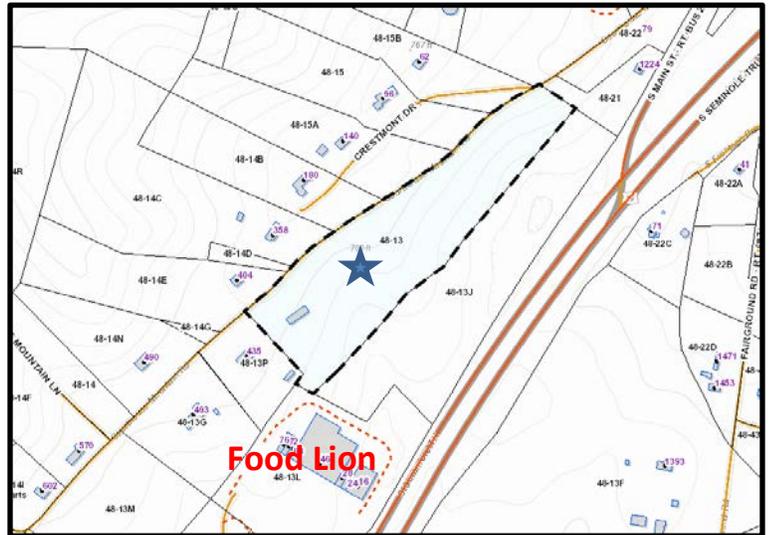
RE: Considerations regarding developing apartments on an 8.19 acre R3 zoned parcel

Overview – The subject 8.19 acre parcel is located on Courthouse Mountain Road and is zoned R3 (Residential Multi Family). The property is owned by Carlyle Weaver; Jen Surber (Member/Manager at Surber Development & Consulting, LLC), a multi-family housing developer, is enquiring to potentially develop the site for apartment(s) using Virginia Housing (formerly known as VHDA) tax credits.

The Virginia Housing tax credits are awarded through a competitive application process each spring. If tax credits are awarded (once constructed) the rental units are offered at below market rates to qualifying individuals and families; depending on household income levels rents would fluctuate between a minimum of \$310 up to \$1,165 per month.

Ms. Surber requests the Planning Commission, and ultimately the Board of Supervisors, consider potential R3 zoning changes/amendments allowing for increased site density by special use permit. Ms. Surber has submitted documents which are included in this packet for review. Applications for the next round of Virginia Housing tax credit funding are due in March of 2021.

Property History - In February of 2009 the site was rezoned from B1 (Business) to R3 (multi-family residential) with conditions; the principal condition being the proposed apartments would be restricted to senior housing (55 +). Subsequently several senior housing developers showed interest in the property, but after detailed study concluded regional demographics did not support an exclusively senior development.



In January of 2019 the site was again the subject of a rezoning. This rezoning modified the previously approved rezoning conditions from 2009. This rezoning was approved and the most notable change was the removal of the “senior housing only” condition. Today the site is still zoned R3, but the previous rezoning conditions requiring the exclusive development of senior housing has been removed. The January 2019 conditions are attached to this report and remain in full-force.

Existing Zoning & Proposed Zoning Text Amendments – In the R3 zoning district “multiple family dwelling (apartment)” is a use allowable by right; further in the R3 portion of the zoning ordinance, section 7-3-3, Maximum Building Grouping states (**bolded** for emphasis):

*Not more than eight (8) townhouses or attached dwelling units shall be included in any one grouping, **and no more than eight (8) dwelling units shall be included within any multiple-family dwelling**, except housing for older persons not exceeding sixty (60) dwelling units may be included within a multiple-family dwelling. The maximum frontal length of any building or structure in this zone shall not exceed two hundred (200) feet, except such maximum frontal length shall not apply to a multiple-family dwelling used as housing for older persons not exceeding sixty (60) dwelling units.*

Ms. Surber has indicated the non-age-restricted building(s) proposal could contain between 48 units, but not exceed 60 units. Ideally, if only 48 units, a single apartment building would be preferred; but if 60 units two (2) apartment buildings would be a viable alternative.

An initial conversation between Ms. Surber and the County Planner indicates the single building options would allow Ms. Surber increased flexibility for additional site amenities (playground, park area, walking trails, etc.).

It is recommended the Planning Commission and Board of Supervisors consider a zoning text amendment providing Ms. Surber with an avenue to apply for a special use permit to development the property utilizing a single, or potentially multiple, apartment buildings. If the code is amended the potential special use permit application would be thoroughly scrutinized regarding access, traffic generation/trips, site layout/design, utilities, etc.

Potential Code Amendment(s) – A fairly simple addition to the R3 zoning district allowing for an increased apartment building size/footprint would be necessary. This potential amendment could read as follows:

Special Permit Uses: 7-2-7 Multiple Family Dwelling (apartment); apartment building(s) not conforming to all provisions of articles 7-3-1, 7-3-2 and/or 7-3-3 of this ordinance may deviate from said articles provided a special use permit is issued.

Summary – Multi-family housing has been discussed (and proposed) for the subject site for many years now. Particularly for older populations the site’s location adjacent to shopping amenities makes it an attractive site for such a use. Also included in this packet is a (draft) Regional Housing Study recently completed by the Rappahannock-Rapidan Regional Commission. Below are a couple of points to consider from this study, and commentary provided by the County Planner:

- Data collected from the Greater Piedmont Realtors shows that between 2016 and 2020 (first quarter) the median house price in Madison County rose from \$152,450 to \$259,000 (69 percent increase). A search on the popular internet real estate aggregator Zillow lists fifty-two (52) housing units for sale in Madison County as of August 14, 2020. Of these 52 units for sale, 42 are priced \$250,000 or above; 37 are priced above \$300,000 and 25 are priced over \$400,000. Conversely, 10 housing units are priced under \$250,000.
- In 2018 the U.S. Census estimated Madison County had a supply of 1,385 full time (year round) rental units. And Madison County’s rental vacancy rate was 0.3 percent, the lowest vacancy rate in the four (4) county region. This rate indicates a lack of supply. As of August 14th, Zillow lists eleven (11) rental properties available in Madison County; four (4) of these available properties have monthly rents under \$1,000; and six (6) are over \$1,500.

When developing such a project “economies of scale” is tantamount; meaning increases in density (i.e. the total number of units) generally lowers the per unit development cost. The County Planner believes amending the R3 zoning ordinance would simply provide an avenue for submitting an alternative proposal for site; and this potential proposal will be guided by the economic realities associates with site development. If the recommended R3 zoning amendments are effectuated, via a subsequent special use permit the proposal could be analyzed concerning density, site design, impacts on adjacent land uses, traffic generation, access, utilities, and so forth.

Surber Development and Consulting LLC

August 14, 2020

Ligon Webb
County Planner
Madison County
414 N. Main Street
Madison, VA 22727

Mr. Webb,

Please accept this letter as an introduction to Surber Development and Consulting LLC. I hope to find a development opportunity in Madison County.

I have been in the multi-family development business for seventeen years, the last nine have been as owner and Managing Member of Surber Development and Consulting LLC. During that time, I have developed 18 multi-family properties and been involved in the development of 25 additional properties as a consultant.

I believe our success starts with the curb appeal of the sites. If properties are not well maintained so that they look better than the competition, we lose our competitive advantage. In my opinion, looking "as good" is not enough. I demand that our sites have a manicured appearance. Please find attached pictures of some recently completed developments. The Mountain Laurel Manor sites in Augusta County are very similar to what I am proposing in Madison County.

In addition to the standards we have set for the appearance of our properties, management is a key component to our success. GEM Management is the management company for all of Surber Development's properties. Ms. Tami Fossum is the Executive Director of GEM. Alex Lawrence is the Director of Property Manager who is over the operations department. There are five Regional Property managers with an average portfolio of 50 assets or 2,041 units. There are 18 Senior Property managers that oversee smaller territories with an average portfolio of 14 assets or 538 units. The Senior Property Manager lives in the proximity of their assigned territory. Their overall responsibilities are maintaining the integrity of the physical asset. Assuring the asset meets the company/owners financial and business goals in accordance with GEM's mission, vision and objectives with requirement of a minimum of monthly visit to properties. Regional Managers minimum of quarterly inspection.

Reporting to the Regional Manager is a Site/Property Manager for each property. The Site/Property Manager is responsible for the efficient operation through facilitating the day-to-day activities to achieve optimum performance of the property or properties assigned through the

management of such items as: leasing, collections, resident services, overseeing maintenance and ensuring compliance with all applicable regulations, laws and company policies.

As a fairly large company, GEM has evictions in process all the time. However, this is a costly process and in order to minimize their occurrence, we begin by having tough applicant admission standards in place. Every adult household member must pass both a credit check as well as have a clean criminal record. There are no exceptions to this policy.

I hope this has given you some insight into Surber Development and Consulting and GEM Management. We take pride in what we do and it is reflected in our success in this business.

If you have any questions or concerns, I am always available to discuss them. I can be reached on my cell phone at 276-698-8760 or by email at jensurber@surberdev.com.

Sincerely,

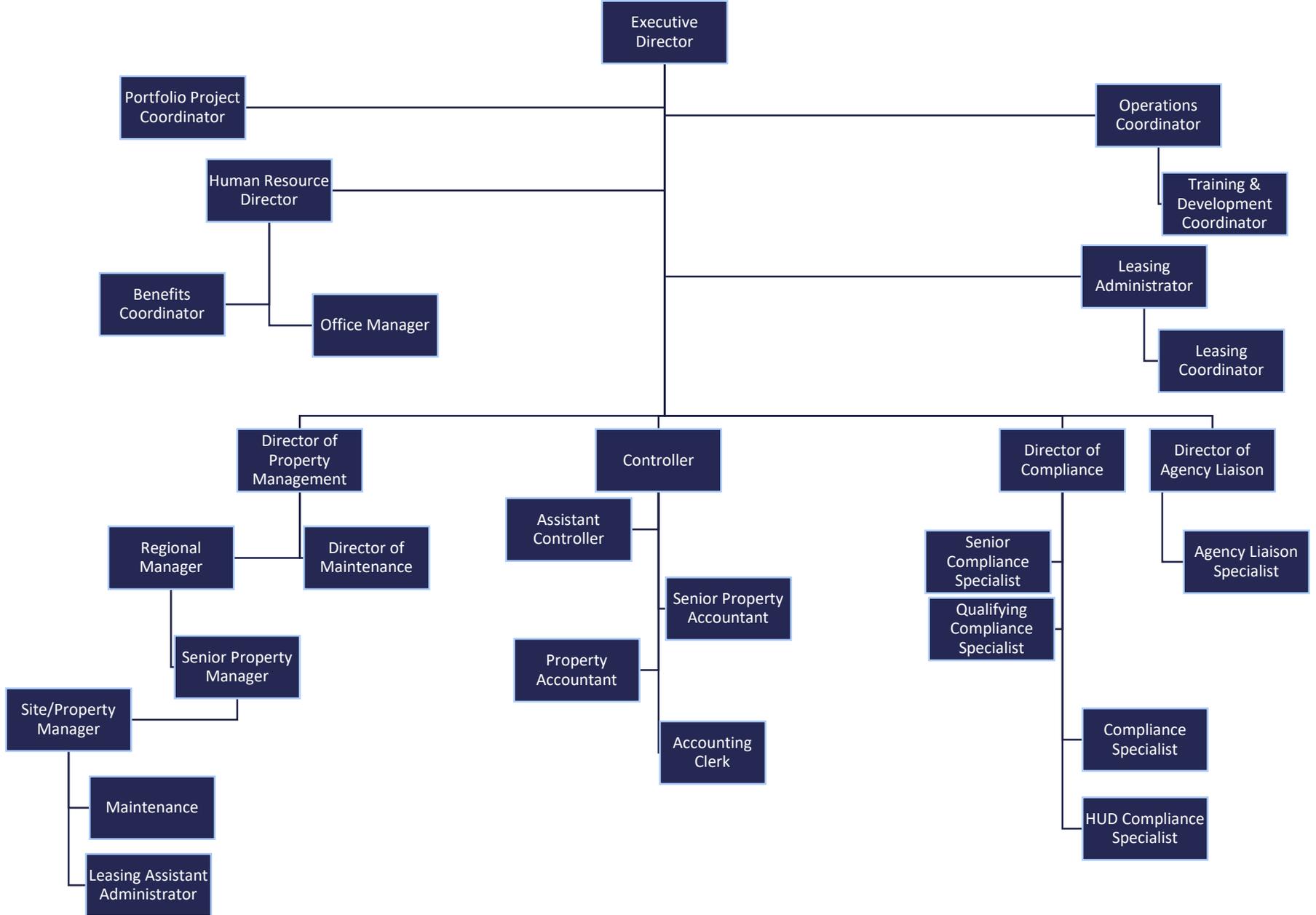
A handwritten signature in black ink, appearing to read 'Jen Surber', with a stylized flourish at the end.

Jen Surber

Owner/Managing Member



GEM Management, LLC





GEM Management, LLC

Resume

GEM Management, LLC is owned by Fitch Irick Partners, LLC that has a long and successful track record in the development, construction and management of multifamily housing complexes and commercial development. An organizational chart on both Fitch Irick Partners and GEM Management is enclosed. Additionally, bios on Fitch Irick's partners and resumes on all key executive at GEM are included to show the wealth of knowledge within our firms' leadership.

GEM Management has over 29 years of management experience in affordable housing property management field. GEM is an organization that is knowledgeable in the complexity of regulations involved in dealing with Rural Development, Department of Housing and Urban Development, and Low-Income Housing Tax Credit programs. GEM prides itself on the professional and disciplined way it operates.

The company currently manages **approximately 10,000 units** through-out the southeast comprised 250+ properties with multi-layers of programs and funding sources. Within this portfolio there are project-based section 8; Low Income Housing Tax Credit; and Rural Development properties.

GEM Management, LLC Executive Team:

Tami Fossum, HCCP, CAPS, CPM is the **Executive Director** of GEM Management, LLC. She joined GEM's management team in August of 2016. Tami has been in the multi-family industry since 1989. She has an extensive background in both the development and property management of conventional and affordable multifamily properties. Tami holds her Certified Apartment Portfolio Supervisor (CAPS), Certified Property Manager (CPM) and Housing Credit Certified Professional (HCCP) designations, as well as her Real Estate Broker's licenses in North Carolina and Salesman's License South Carolina.

Tami has been actively involved in the Greater Charlotte Apartment Association (GCAA) since 1993, serving as its' President in 2010. She is a founding member of the GCAA's Education Foundation serving as President in 2013 and 2014. She has been recognized through-out her career with numerous multifamily related industry awards through the GCAA, National Apartment Association (NAA) and Institute of Real Estate Management (IREM). Tami has actively served at a committee level for NAA since 2009 and currently serves as a board member of the National Apartment Association Education Institute (NAAEI). She was an Adjunct faculty member for Rio Salado community college for their property management program and is a current NAA faculty member and subject matter expert. She also serves both at the national and local level on the apartment associations affordable housing committees.

Alex Lawrence, C14P, S.T.A.R. is the **Director of Property Management**. He joined GEM's Management team in February of 2005. Prior to joining GEM Management, Alex worked for Walmart, Inc. Logistics. He is responsible for overseeing and leading the property management field and site team members. Alex is also the Section 504 Coordinator for the GEM portfolio. He has a long-term working relationship with all agencies that monitor the GEM portfolio.

Alex is the current President of the Carolinas Council for Affordable Housing and has served on the board since 2016. He graduated from Appalachian State University in Boone, North Carolina with a Bachelor of Science in Business Administration degree. Alex holds his C3P Tax Credit Certification, Rural Development 515 STAR Certification and North Carolina Real Estate Broker License.

Lisa K. Poore, C18P, S.T.A.R. is GEM Management's **Director of Compliance**, with oversight of twelve employees within the organizations' Compliance department. Since joining GEM Management, LLC in 2002, Lisa has worked closely with state housing agencies, the USDA Rural Development program and Syndicators across seven states ensuring regulatory compliance reporting for the GEM portfolio consisting of Tax Credit, HOME, KEY, USDA Rural Development and HUD Section 8/Project-Base Section 8.

Lisa holds a Bachelor of Science degree in Marketing from Western Carolina University in Cullowhee, North Carolina and is credentialed as a Certified Credit Compliance Professional, as well as a State of North Carolina Notary Public. Lisa holds certificates in LIHTC Programs, Fair Housing and Layered Properties. She has 20+ years' experience in financial and compliance management.

Kathy B. May, NAHPe, is GEM Management's **Director of Agency Liaison**. Kathy joined GEM Management, LLC in 2011. Kathy assists the organization's Compliance Director in the daily operations of the Compliance department, with supervision of GEM portfolio across seven states. Her duties include ensuring that properties with HUD Section 8, Tax Credits and USDA Rural Development programs are following regulations.

Kathy holds an Associate of Arts degree in Business from Louisburg College, in Louisburg, North Carolina and has 30+ years' experience in Property Management with both HUD and commercial properties. Additionally, she is a National Affordable Housing Professional Executive (NAHPe), has completed AHM training for HUD - Subsidized Multifamily Properties, and is a North Carolina Real Estate Broker. She also holds credentials as a Certified Apartment Manager, Certified Assisted Housing Manager, NCHM Certified Manager of Maintenance, Certified Occupancy Specialist, Certified Professional of Occupancy, and Fair Housing Compliance.

Stormy Mongiello, SHRM-CP, PHR is the **Human Resources Director** of GEM Management, LLC. She joined the GEM team in 2018 and is responsible for all facets of Human Resources management along with supporting other departments, she is reaching company goals through consultation in employment-related decisions. She brings over 20 years of Human Resources experience. With a varied background in Human Resources roles for many industries including construction, manufacturing, and retail, she has earned her Society of Human Resources-Certified Professional (SHRM-CP) and Human Resources Certification Institute, Professional in Human Resources (PHR) certifications.

In addition to serving her country in the US Navy, Stormy has completed her bachelor's degree in Business with a minor in Human Resources and is currently pursuing her Master's in Business Administration.

Donna L. Payne, CPA is the **Controller** of GEM Management, LLC. She joined GEM's management team in May of 2018. She has worked in the accounting realm for investment, management, and development companies in Real Estate for over 25 years. Donna leads the accounting team which is responsible for accurate and timely financial reporting for the full GEM portfolio.

Donna graduated from Western Carolina University with a Bachelor of Science in Business Administration. She has been a licensed Certified Public Accountant in North Carolina since 1998. Donna is a member of the Charlotte Chapter of CREW and serves on their Community Outreach Committee.

Keara Attamante, CPA is the **Assistant Controller** of GEM Management, LLC. She joined GEM's management team in November 2018. Before joining GEM, Keara was an Assurance Manager at CohnReznick LLP, where she worked for 8 years. During her tenure at CohnReznick, she performed financial statement audits and attest services, with a specialized focus in affordable multifamily housing. Keara helps lead the accounting team to deliver accurate and timely financial reporting for the GEM portfolio.

Keara graduated from the University of South Carolina with a Bachelor of Science in Accounting and Wake Forest University with a master's degree in Accounting. She is a licensed Certified Public Accountant (CPA) in North Carolina.

To learn more about GEM's guiding mission, purpose, values and goals and the communities we manage visit us at www.gemmanagement.net

Jennifer E.H. Surber

Education

B.S. Guilford College
Majors: Economics and Religious Studies
Minors: Political Science and Women's Studies, 2002

Professional Experience

Surber Development and Consulting LLC (September 2011 - current)

Develop workforce rental housing. Provide consulting services for developers.
Facilitate Rural Development property transfers. Specialization in Federal Home Loan Bank Affordable Housing Program.

Low Income Housing Developments Completed and/or Underway, as Developer:

2012 VA - Warsaw Manor Apartments - 56 units, senior, Warsaw
2013 VA - Lily Ridge Apartments - 48 units, family, Greene County
2013 VA - The Shire - 40 units, family, Chesapeake City
2014 VA - Iron Bridge Road Apartments - 80 units, family, Chesterfield County
2015 VA - Ada Park - 42 units, family, Newport News
2015 VA - Robinson Park - 88 units, family, Rockingham County
2016 VA - Timberland Park - 80 units, family, Albemarle County
2015 SC - Blacksburg Terrace, 32 units, senior, Cherokee County
2016 SC - Bennetts Pointe, 32 units, senior Marlboro County
2017 VA – Mountain Laurel Manor, 48 units, family, Augusta County
2017 VA – Marion Manor, 91 units, family, Smyth County
2018 VA – Mountain Laurel Manor II, 48 units, family, Augusta County
2018 VA – East Gate Village, 24 units, family, Orange County
2018 VA – Bickerstaff Crossing, 60 units, family, Henrico County
2020 VA – Mountain Laurel Manor III, 48 units, family, Augusta County
2020 VA – East Gate Village II, 37 units, family, Orange County
2020 VA – Grande Oak, 48 units, elderly, York County
2020 VA – Watermark Gardens, 80 units, elderly, Chesterfield County

Low Income Housing Developments Completed and/or Underway, as Consultant:

2012 KY - Oak Ridge - 24 units, elderly, Whitley County
2012 KY - North Wood - 24 units, elderly, Elliott County
2012 KY - Wood Lane - 24 units, elderly, Green County

2012 VA - Lovington Ridge - 64 units, family, Lovington
2012 VA - New River Gardens II - 48 units, family, Radford
2012 VA - Woods Landing - 40, elderly, Damascus
2012 VA - Washington Court - 39, elderly, Abingdon
2013 VA - New River Overlook - 40, elderly, Radford
2014 VA - Country Estates - 24, family, Farmville
2014 VA - Plaza Apartments - 36, family, Dublin
2014 VA - Village Estates - 32, family, Emporia
2015 VA - Village Green - 32, family, Gloucester County
2015 VA - Academy Apartments - 32, family, King William County
2015 VA - Harmony House - 40, family, Galax
2015 VA - Dogwood Apartments - 48, family, Appomattox County
2016 VA - Lakewood Apartments - 52, family, Mecklenburg County
2016 VA - Brookshire Apartments - 64, family, Henry County
2016 VA - Harmony Village - 42, family, Galax
2016 VA - Milnwood Village - 40, senior, Prince Edward County
2017 VA - Willow Branch - 48, family, Amherst County
2017 VA - Nottoway Manor - 28, family, Nottoway County
2018 VA - Pine Forest - 40, family, King George County
2018 VA - Washington Square - 24 units, family, Emporia
2018 VA - New River Gardens II - 48 units, family, Radford
2019 VA - Cross Creek Apartments - 19 units, elderly,
Mecklenburg County

Assistant Director of Housing for Development (2003-2011)

Conduct research to identify the housing needs of the community and low income persons, including the collection of archival data, local surveys and organized community assessments. Work with community organizations, low income people, and agency staff to develop plans and funding for housing programs that will benefit low-to-moderate income people. Develop funding streams for housing development activities. Manage the Southwest Virginia Continuum of Care activities. Maintain knowledge of tax credit programs including Low Income Housing Tax Credits (LIHTC), historic tax credits and new market tax credits. Evaluate properties for project feasibility and development potential. Oversee 16 employees in various development activities. Act in the presence of the Director of Housing.

- Submitted applications for grants, low interest loans and tax credits to fund housing programs with nearly \$50,000,000 awarded in eight years.
- Directly participated in construction projects from early pre-planning, to working with architect/engineer team, and contractors through the delivery of certificates of occupancy.
- Coordinated the process of organizing the local Southwest Virginia Continuum of Care, a three-year process that resulted in the Bristol Permanent Supportive Housing project.
- Directly participated in/oversaw the completion of Low Income Housing Tax Credit developments including new construction, acquisition/rehabilitation and adaptive reuse projects from application to 8609s.
- Extensive knowledge of a wide variety of various low interest loan and grant programs, not limited to housing.

Personal Experience

- Developed Holly Ridge subdivision in Glade Spring, Virginia, a 26 lot single family community.
- Member of Town of Glade Spring Planning Commission
- Member of Downtown Revitalization Project Board
- Member of Glade Spring Bank Building/Incubator project Board

Awards

- Recognized by Virginia Community Capital as one of the 40 top housing professionals in the State of Virginia under the age of 40 - 2012

Surber Development & Consulting LLC: Former Project Visuals







PO BOX 1206
MADISON, VIRGINIA 22727-1206

TELEPHONE (540) 948-7599
FAX (540) 348-3939

January 11, 2019

Carlyle L. Weaver
409 Edgewood School Lane
Madison, VA 22727

Dear Carlyle:

Attached please find a copy of the approved Conditional Rezoning application and Proffer Statement that were approved on January 2, 2019.

Also attached are the plats of Boundary Adjustment Survey and Rezoning which I have signed. You will need to record this plat at the Circuit Court Clerk's Office.

Before starting any construction on the property, you will need to get a site plan, soil and erosion plan and Stormwater management plan approved. You can stop by the Zoning Office and pick up a site plan packet of information during the planning process.

If this office can be of any assistance to you, please give us a call or stop by the office.

Sincerely,

A handwritten signature in cursive script that reads "Betty C. Grayson".

Betty C. Grayson
Zoning Administrator

Attachments

cc William L. Gentry
Jefferson Lane & Realty
40 Commerce Lane, Suite A
Rochelle, VA 22738

FOR OFFICE USE ONLY:

Zone: **Conditional Residential, R-3 with Proffer Statement** Tax Map No: **48-13, and a Portion of 48-13J** By who? **Carlyle L. Weaver**

Fee Amount: **\$2,000.00** Date Paid: **November 5, 2018** 409 Edgewood School Ln.
Receipt #: **yes** Check #: **4218** Madison VA 22727-2542



MADISON COUNTY APPLICATION FOR REZONING

Date: November 5, 2018

The undersigned contract owner/applicant of the described property hereby requests for Rezoning of the following tract/ parcel of land.

Contract Owners:

Name: William L. Gentry - Agent
Address: Jefferson Land & Realty 40 Commerce Lane, Suite A, Rochelle, VA 22738
Phone No.: 540-948-5050 Office or 540-718-4210
E-Mail: bgency.broker@gmail.com

Owner of Property:

Name: Carlyle L. Weaver & Carlyle L. Weaver d/b/a CW Properties
Address: 409 Edgewood School Lane, Madison VA 22727
Phone No.: 540-718-1200
E-Mail: _____

TAX MAP: 48-13 (3.498 acres) and a Portion of 48-13J (4.019 acres) PRESENT ZONING: Conditional Residential, R-3 with proffer statement. *4.696 12-3-18*

OF ACRES TO BE COVERED FOR REZONING: ~~7.517~~ *8.194 12/3/18* acres

LOCATION/ADDRESS OF PROPERTY FOR REZONING: Located off Route 29 on Madison Plaza Drive and Route 660 Courthouse Mountain Road.

PROPOSED REZONING: Amend conditional rezoning application that was approved on February 4, 2009 to Conditional Residential, R-3 with proffer statement attached.

PROPOSAL/REQUEST: to amend conditional rezoning from February 4, 2009 to Conditional Residential, R-3 with Proffer Statement attached for use as Multi-Family Dwelling(s).

I hereby certify that I have the authority to make the foregoing application and that the information contained in the application is true and correct.

[Signature]
Applicant or Authorized Agent

11/7/18
Date

Carlyle L. Weaver
Print Name

540-718-1200
Daytime phone number of Signatory

Have all the necessary statements, plats, plans and other pertinent information been submitted? Yes No

Reviewed by Planning Commissioner:

Date: January 2, 2019

Conditions, if any: Planning Commission recommended to the Board of Supervisors to approve the rezoning of 8.194 acres to Conditional Residential, R-3 with Proffer Statement dated November 5, 2018 and revised on November 7, 2018 attached.

Action Taken by Board of Supervisors:

Date: January 2, 2019

Conditions, if any: The Board of Supervisors approved the rezoning of 8.194 acres to Conditional Residential, R-3 with Proffer Statement dated November 5, 2018 and revised on November 7, 2018 attached.

APPROVED: **DENIED:** Betty C. Grayson, Zoning Administrator

Date: January 3, 2019



Front Page was only revised. Bcq.

PROFFER STATEMENT
SEMINOLE RIDGE

Case No.: Z-12-18-17

Applicant/
Record Owner: Carlyle L. Weaver (Tax Map #48-13)
and Carlyle L. Weaver d/b/a CW Properties (Tax Map #48-13J)

Property:  Tax Map Parcel 48-13, containing 3.498 acres,
and ~~4.019~~^{4.496} acres, Portion of Tax Map Parcel 48-13J
(2/3)18 Rezoning to Conditional Residential R-3 – Multi-Family

Date: November 5, 2018
Revised November 7, 2018

The undersigned hereby proffers the use and development of the subject property shall be in strict conformance with the following conditions and shall supersede all other proffers previously made. In the event the above-referenced rezoning is not granted as applied for by the Applicant, these proffers shall be withdrawn and are null and void.

“Final Zoning”, as the term is used herein, shall be defined as that zoning which is in effect on the day following the last day upon which the Madison County Board of Supervisors’ decision granting the rezoning made be contested in the appropriate court or, if contested, the day following entry of a final court order affirming the decision of the Board of Supervisors which has not been appealed or, if appealed, the day following which the decision has been affirmed on appeal.

The headings of the proffers set forth below have been prepared for convenience or reference only and shall not control or affect the meaning to be taken as an interpretation of any provision of the proffers.

Any improvements proffered herein shall be provided at the time of development of that portion of the site adjacent to the improvement, unless otherwise specified.

The term “Applicant” as referred to herein shall include within its meaning all future owners and successors in interest.

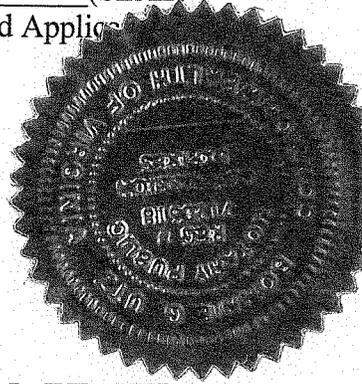
References made in this Proffer Statement to the various plans and exhibits are to be interpreted to be references to the submitted plans and exhibits.

1. **Trash pick-up** service shall be provided for each building and shall not commence before 6:00 a.m. or extend beyond 9:00 p.m.
2. **Utilities.** All utility lines shall be underground, except for junction boxes, meters, and existing overhead utility lines.
3. **Landscaping.** The front and side yards shall be sodded, except for areas that are mulched, landscaped, treed or other areas that may not be sodded by law.
4. **Walking Trails and Bike Paths.** Walking trails and bike paths will be provided on site and will have a minimum width of four feet.
5. **Parking.**
 - a. Each unit shall have two dedicated parking spaces for the residents of the unit.
 - b. There will be a minimum of twelve (12) dedicated visitor parking spaces which shall be identified and marked "Visitor".
 - c. All access and parking lots will be paved and will be privately owned. They will be maintained by the homeowners association. The types of pavement may include asphalt, concrete, aggregate materials, brick or stone pavers.
6. **Lighting.** Exterior lighting fixtures and parking lot fixtures shall be maintained by the homeowners association. The lighting shall be non-reflective and hooded. The height of the exterior lighting masts shall be at the height not to exceed the building height.
7. **Private Roads.** The roads for the community shall be private and shall be maintained by the homeowners association.
8. **Construction Materials.** The residential units shall be constructed of brick, vinyl, hardplank, dryvit, stone or other permanent building materials.
9. **Landscaping.** An overall landscaping plan shall be submitted as a part of the site plan review. The landscaping plan shall include signage placement and fencing at the project entrance and landscaping along Courthouse Mountain Road at a depth of not less than fifteen feet (15') and along Route 29 at a depth of not less than twenty-five feet (25').
10. **Transportation.**
 - a. The principal access to the community shall be from the Madison Plaza Road. This entrance shall be clearly marked as the principal entrance and will be the access for any commercial or visitor traffic.

- b. Courthouse Mountain Road (State Road 660) shall be widened by the Applicant on the Applicant's land and the width of pavement shall be extended to 18 feet, with at least a six foot shoulder and ditch line. Further, the Applicant shall construct at the Route 660 entrance a 100 foot acceleration lane with a 100 foot taper to allow vehicles from the project to access State Route 660.
11. **Amenities.** The residents of the project shall be entitled to use the walking trails and designated pocket parks within the community. All residents are required to be members of a homeowners association and shall pay all fees associated with it.
12. **Signs.**
 - a. The Madison Plaza Road signage shall be submitted as a part of the site plan and shall clearly designate that this is the access for visitors and services. All signage shall be in compliance with the county sign regulations.
 - b. The signage from Courthouse Mountain Road (State Route 660) shall clearly designate this is a residents only entrance. All signage shall be in compliance with the county sign regulations.
13. **Mail Boxes.** The Applicant agrees to work with the U.S. Postal Service in securing mail boxes which will be located at the entrance to the development from the Madison Plaza road and shall not be located on Courthouse Mountain Road (State Route 660).
14. **Homeowners Association.** The Applicant shall create a homeowners association, and the association shall have the responsibility for maintaining the private roads, parking, shared areas, lighting and signage. The homeowners association documents shall be submitted to the County at the time of site plan review.
15. **Severance.** The unenforceability, elimination, revision, or amendment of any proffer set forth herein in whole or in part shall not affect the validity or enforceability of the other proffers or the ineffective part of any such proffer.



(SEAL)
CARLYLE L. WEAVER, Owner and Applicant



STATE OF VIRGINIA,

COUNTY OF MADISON, to wit:

The foregoing instrument was acknowledged before me this 5th day
of November, 2018, by CARLYLE L. WEAVER.

My Commission Expires: Sept 30, 2019
Bonnie G. Utz
Notary Public



Bonnie G. Utz
NOTARY PUBLIC
Commonwealth of Virginia
Reg. #7120618
My Commission Expires
9-30-2019