



Neighborhood Development Services Department July 2024- June 2025 Workplan

December 2024 Update

An aerial photograph of a city street scene. In the foreground, there are railroad tracks and a long, low building. The middle ground shows a mix of residential and commercial buildings, including a prominent multi-story brick building. The background is filled with more buildings and trees, suggesting a dense urban environment.

Vision:
**To be a place where
everyone thrives.**

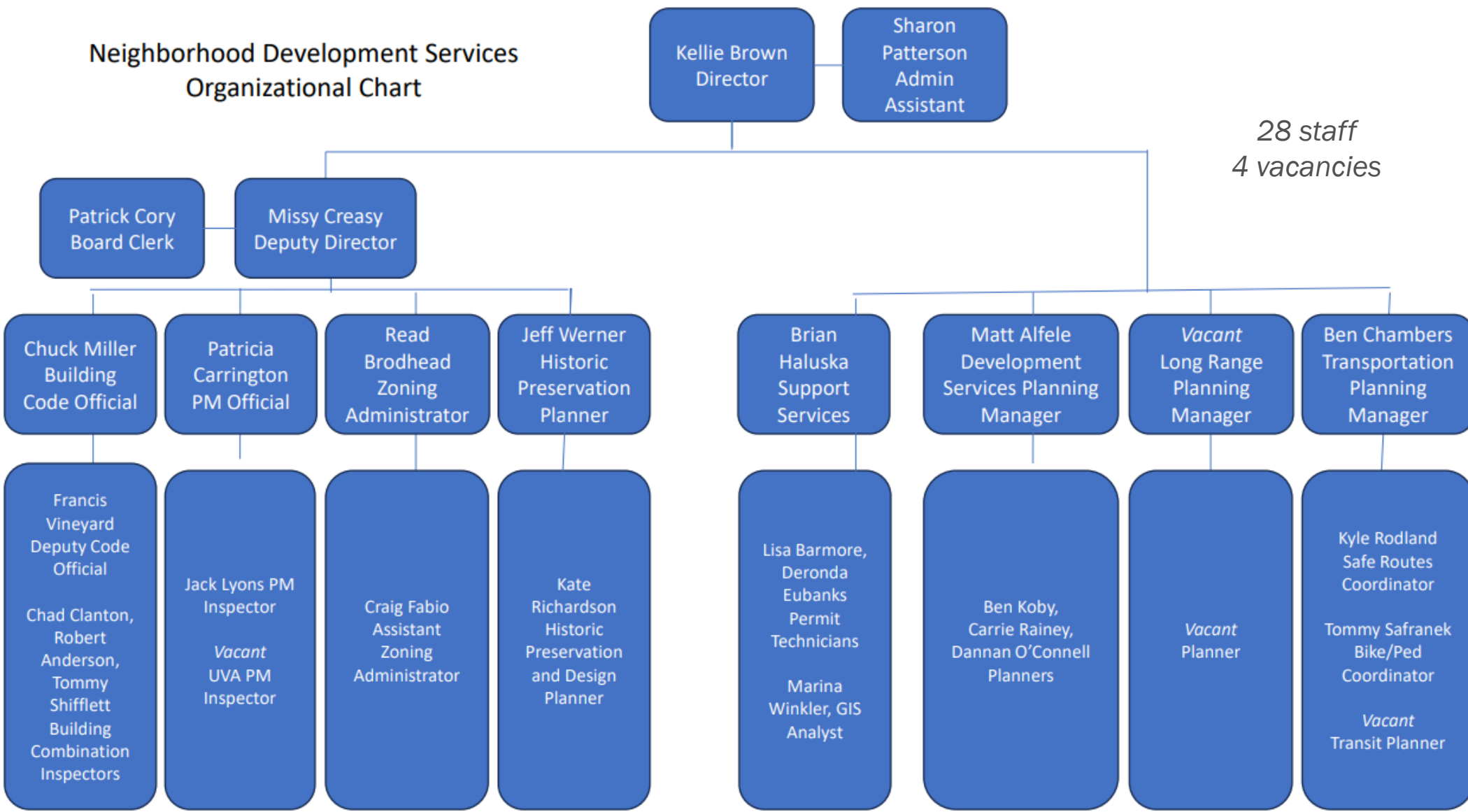
Agenda

- 1. NDS Organization**
- 2. Accomplishments**
- 3. Key Workplan Considerations**
- 4. Workplan Priorities**
- 5. Looking Ahead**
- 6. Questions and Discussion**

NDS Organization



Neighborhood Development Services
Organizational Chart



28 staff
4 vacancies

Notable Accomplishments

Building Plan Review, Permits, Inspections (FY24)

- **Permit Review: 1056**
- **Permits Issued: 1714**
- **Inspections: 6264**

Development Approval Highlights (FY24 and FY25 Q1)

- **Aspen Heights (2005 JPA) Student Housing Development - 119 units**
- **Azalea Springs New Subdivision - 45 units**
- **Flint Hill PUD New Subdivision - 53 units; new public streets**
- **VERVE Charlottesville PUD Student Housing Development - 468 units**
- **Belmont Condominiums (1005 Carlton Avenue) Development - 130 units, commercial space, and new public streets**
- **Friendship Court Phase 2: FSP - 106 units and other uses (community center, office) 6 new buildings, new public street, park space**
- **CRHA 6th Street SE Phase 1: FSP - 44 units in 1 new building with underground parking**
- **CRHA South First Phase 2: FSP - 113 units and other uses (community center, office) - 17 new buildings, athletic fields**

Notable Accomplishments

Project Completion and Funding (FY24 - FY25)

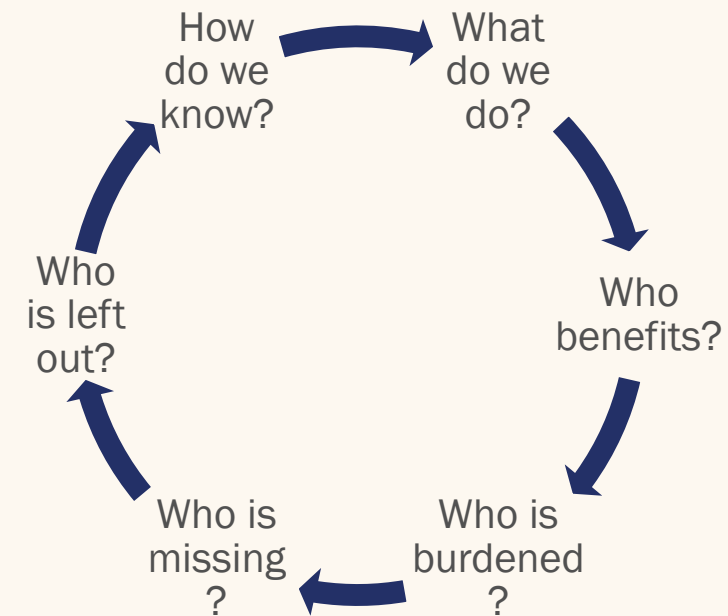
- **New Development Code**
- **VDHR Grant application for Downtown Mall**
- **School bike fleets for afterschool programs**
- **Regional Transit Authority**
- **Safe Routes to School Improvements for 24-25 School Year**
- **Downtown Walking Tour Guide**

Staff Development (FY25)

- **New Director**
- **New Development Review Planning Manager**
- **Interviews for Long Range Planning Manager and UVA Inspector**
- **Recruiting for New Transit Planner**
- **Virginia Floodplain Management Association conference**
- **Safe Routes to Schools conference**
- **Building Code certifications**

Key Workplan Considerations

1. **Timely accomplish non-discretionary, core mission services**
(Building Code review and enforcement, Property Maintenance Code review and enforcement, Development plan review and approvals, Historic preservation, Zoning enforcement)
2. **Prioritize efforts in support of health, safety, and implementation of new Development Code, before adding new initiatives**
3. **Consistently apply an equity lens to our work and the selection of it**
4. **Align workplan commitments with staff capacity, while growing capacity through professional development and training**



Workplan Priorities

Organizational Excellence	Status and Anticipated Completion	Other Strategic Outcome Areas
<u>Regulatory Review, Permitting and Enforcement:</u> Continue to manage the City's review of all property development and property maintenance with applicable local and state regulatory compliance.	Ongoing	All Strategic Outcome Areas
<u>Electronic Plan Review System Improvements:</u> Continue to make improvements to Cityworks and Onbase for plan intake and review	Ongoing	All Strategic Outcome Areas
<u>Development Review Improvements:</u> Conduct full review of the City's Development Review process and identify deficiencies and implement changes that will create a more consistent and frictionless process.	Ongoing	All Strategic Outcome Areas
<u>5-Year Comp Plan Review:</u> Initiate review of Comp Plan required by 2026, along with discussion around indicators that can track the City's success towards the objectives of the plan, as required	Develop scope of work Spring 2025; Complete by end 2026	All Strategic Outcome Areas
<u>Recruitment:</u> Recruit Long Range Planning Manager, Long Range Planner, UVA Property Maintenance Inspector, and Transit Planner in support of administering and implementing Charlottesville's Comprehensive Plan and City regulations.	Ongoing Completion by Spring 2025	All Strategic Outcome Areas
<u>Training and Professional Development:</u> Complete Required certifications and professional development (i.e. APA, VASO, Building Code Certifications, Manager Training)	Ongoing	All Strategic Outcome Areas

Workplan Priorities

Transportation	Status and Anticipated Completion	Other Strategic Outcome Areas
<u>Comprehensive Transportation Plan:</u> To update the policies and priorities in a consistent manner, across all of the modes, in a way that aligns with guidance from Council on the City's transportation goals, staff will begin scoping a new comprehensive transportation plan.	Initiate scoping by Spring 2025	All Strategic Outcome Areas
<u>Safe Streets:</u> Conduct testing of traffic calming devices on local, low-volume streets. Work with Traffic Engineering to assess effectiveness of temporary traffic calming measures. Develop a strategy for lower traffic speed limits throughout the City. As staff continues to work with TJPDC on the regional safety action plan, Move Safely Blue Ridge, recommended strategies from that plan will be tested through demonstration projects. Create a new non-motorized counter network to better understand the scale and locations of pedestrian and bicycle travel in the City.	Ongoing	Public safety Partnerships Organizational Excellence Economic Prosperity JEDI
<u>Pedestrian Facilities and Sidewalks:</u> Complete design of the first batch of Tier 1 priority sidewalks. Complete 6 permanent Safe Routes to School projects. Identify crosswalk locations with critical safety concerns and develop recommendations for interim and permanent improvements.	Spring 2025	Public safety Partnerships Organizational Excellence JEDI

Workplan Priorities

Transportation	Status and Anticipated Completion	Other Strategic Outcome Areas
<u>Regional Transit and CAT Planning:</u> Complete CAT's Zero Emission Transition Plan. Work with Albemarle County to set up the Regional Transit Authority. Complete design and review of bus shelters at priority stops.	Ongoing	Partnerships Economic Prosperity JEDI
<u>Biking, Bikes, and Bike Facilities:</u> Complete study of the 5th St Road Diet and implement the demonstration project alternative with a protected bikeway. Begin design work for restriping West Main with protected bicycle facilities. Add more than 200 new bike parking spots around Downtown and at City schools. Expand the school bike fleets and identify opportunities to increase their use through afterschool programs. Identify and promote low-stress routes for bicycling.	Ongoing	Public safety Partnerships Economic Prosperity JEDI Recreation, Arts, Culture
<u>Neighborhood Walking Tours:</u> NDS staff will continue the month Neighborhood Walking Tour series in FY25. Started in January 2024, the Neighborhood Walks have drawn residents and students out on one Sunday a month, to see the City and learn more about the neighborhoods and people who make it a great place to live.	Ongoing	Organizational Excellence Partnerships JEDI Recreation, Arts, Culture
<u>Micro Mobility:</u> Update regulations to make City-management of the permit less burdensome and encourage Veo's investment in resources and staff that would further improve its performance. Develop an e-bike voucher pilot program.	Complete by Spring 2025	Public safety Partnerships Organizational Excellence JEDI

Workplan Priorities

Economic Prosperity	Status and Anticipated Completion	Other Strategic Outcome Areas
<u>Downtown Mall Action Plan:</u> Continue to support a range of inter-departmental efforts to maintain and revitalize the Downtown Mall, including zoning and café standard review and approval, and celebration of the Mall’s historic district status.	Ongoing	Recreation, Arts, Culture
<u>Downtown Café Standards:</u> Update to clarify requirements and expectations.	Completion in Fall 2025	Recreation, Arts, Culture
<u>Homestays:</u> improve enforcement by investing in software with CoR that enables better tracking of homestays and conducting zoning study to refine existing regulations to make enforcement easier	Initiate in Winter/Spring 2025 Complete in FY26	Housing

Climate and Sustainability	Status and Anticipated Completion	Other Strategic Outcome Areas
<u>Environmental Policy Review and Ordinance Revisions:</u> Develop a new policy framework, implementation recommendations, and regulatory revisions to align the City’s regulations for natural resources with the Comprehensive Plan	Initiate scoping effort in Winter/Spring 2025 Anticipated 2 year process	Housing Economic Prosperity

Workplan Priorities

Housing	Status and Anticipated Completion	Other Strategic Outcome Areas
<u>10th and Page Small Area Plan:</u> Collaborate with community to identify key planning issues and suitable process for SAP	Initiate scoping/existing conditions analysis in Winter/Spring 2025 Anticipated 2 year process	JEDI Economic Prosperity Transportation
<u>Development Code Training and Education:</u> Develop training webinars and graphics-based informational materials to illustrate development parameters most commonly referenced in the development review process, with a focus on making the materials easy to understand and accessible.	Ongoing Training and education materials to be initiated in Winter/Spring 2025	JEDI Economic Prosperity
<u>Development Code Monitoring, Evaluation, and Amendments:</u> Initiate annual program of proposing amendments for Council consideration and adoption: 1) technical corrections 2) clarifications to support the intent of regulations as adopted 3) policy-based amendments	Ongoing; Initial proposed amendments Winter/Spring 2025	Organizational Excellence Economic Prosperity
<u>Stabilizing Property Task Force:</u> Assemble a task force to identify and develop customized plans to address limited number of most neglected/deteriorating properties and return them to stabilized housing opportunities.	Initiate in Fall/winter 2025	Economic Prosperity

Development Code Monitoring and Evaluation

Examples of issues identified thus far:

- **Technical Corrections**
 - 4.3.2.B.1.A: Change “once” to “one”.
 - 4.9.1.D.2.d: Add “to” between according and details.
 - 4.9.2.C.3.a: Change “provided” to “provide.”
- **Clarifications**
 - Provide better language in the Residential sections to allow Attached Dwelling Units across Zoning side lot lines.
 - Update the Node Mixed Use sections to clarify Transparency along Residential and Non-Residential. Currently it double references Primary and Side Streets.
 - Update sections of the code to include RN-A. An example is the 4.7 (Transitions) applicability Chart is missing RN-A as a District.
 - The code references “R-districts” throughout the code. This does not cover RN-A. An example can be found at 4.5.1.B.1.
- **Policy Questions (Longer-term Time Frame)**
 - Reevaluate Height in feet AND stories within the Residential Districts.
 - Reevaluate Fences and Walls as it relates to Special Exception Permits.
 - Reevaluate the RN-A District.

Looking Ahead

- **Commercial Uses in Residential Districts Study**
 - Evaluation of potential issues and opportunities for allowing neighborhood service retail and services within residential areas and Zoning amendments.
- **Entrance Corridor Design Guidelines Study**
 - Review of guidelines relative to the Development Code regulations to identify opportunities to further strengthen the Development Code regulations streamline development review
- **Alley Study**
 - Creation of a comprehensive inventory of existing alleys, including ownership, existing conditions, and parcel access and options for City interventions in alley maintenance (i.e. formalizing ownership agreements and maintenance responsibilities)
- **Downtown Mall Study**
 - Study appropriate building height and massing to address multiple Comp Plan goals

Thank You

